

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

ESTANCIA AT WIREGRASS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Estancia at Wiregrass Community Development District was held on **Tuesday, January 28, 2014 at 6:38 p.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, Florida 33544.

Present and Constituting a Quorum:

Barry Karpay
Debora Hudrlik
Ed Andrews

Board Supervisor, Chairman
Board Supervisor, Assistant Secretary
Board Supervisor, Assistant Secretary

Also Present Were:

Scott Brizendine
Jere Earlywine
Tom Spence

District Manager, Rizzetta & Company, Inc.
District Counsel, Hopping Green & Sams, PA
Representative, Standard Pacific Homes

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Mr. Brizendine noted that there were no members of the general public in attendance.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Audit
Committee Meeting Held on November 26,
2013**

On a motion by Ms. Hudrlik, seconded by Mr. Karpay, with all in favor, the Board of Supervisors approved the minutes from the Audit Committee meeting on November 26, 2013 as submitted for Estancia at Wiregrass Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting Held on November 26, 2013

On a motion by Ms. Hudrlik, seconded by Mr. Karpay, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors' meeting on November 26, 2013 for Estancia at Wiregrass Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for November and December

A question arose regarding how the District stands in terms of Management and District Counsel expenses compared to the budget. Ms. Hudrlik stated that in looking at the December financial statement, it appears that the District is fine.

On a motion by Ms. Hudrlik, seconded by Mr. Karpay, with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for November totaling \$9,064.33 and December totaling \$23,627.42 as presented for Estancia at Wiregrass Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Series 2013B Construction Requisitions #7 & #8

Mr. Brizendine briefly reviewed the requisitions, stating that they were both approved by the Chairman and District Engineer. Ms. Hudrlik sought and received confirmation that the District would own the street lights.

On a motion by Mr. Andrews, seconded by Mr. Karpay, with all in favor, the Board of Supervisors approved the Series 2013B construction requisitions #7 & #8 for Estancia at Wiregrass Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of RIPA Change Order #1

Mr. Brizendine reviewed the change order from RIPA for 953 feet of archer block retaining wall and a brief discussion ensued regarding the reasons for the addition.

On a motion by Mr. Karpay, seconded by Ms. Hudrlik, with all in favor, the Board of Supervisors approved the RIPA Change Order # 1 totaling \$17,861.90 for Estancia at Wiregrass Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Audit Committee
Recommendation for Auditing Services**

Mr. Brizendine stated that the Audit Committee met just prior to the Board meeting to review and rank the proposals received in response to the request for proposals for auditing services and ranked Grau & Associates as the highest ranked bidder and is recommending that the Board enter into an agreement with them.

On a motion by Mr. Karpay, seconded by Ms. Hudrlik, with all in favor, the Board of Supervisors accepted the rankings of the Audit Committee with Carr, Riggs, and Ingram receiving 78 points, McDirmit Davis 80 points, Newman, Seland, Oppenheimer 70 points, and Grau and Associates 81 points therefore making Grau and Associates the highest ranked qualified bidder, and further authorized District Staff to prepare an appropriate contract, and the Chairman to execute the same, for Estancia at Wiregrass Community Development District.

NINTH ORDER OF BUSINESS

**Review of Scope of Services and Evaluation
Criteria for Landscape Maintenance**

Mr. Brizendine provided a brief overview of discussions among himself, District Counsel, and Mr. Spence relative to the scope of services for landscape maintenance along Chancey Road. He stated that part of the discussion included the option of retaining Randy Suggs, who is completing the install, to protect the year warranty. A brief discussion ensued regarding the fact that the project would fall below the bid threshold and would not require the formal bidding process. The Board indicated that it would like to obtain bids, as well as discuss the terms of the warranty with Randy Suggs should an outside firm do the maintenance.

A discussion ensued regarding the scope of services with recommendations being made to ensure that the firms have the proper equipment to handle Celebration Bermuda, are aware of the soil conditions and that reclaimed water will be used for irrigation, use rotary mowers as required, and are ready to begin the first of March. The Board reviewed and made some minor corrections to both the scope of service and the evaluation criteria. The following revisions to the scope of services were requested: edging occur every week, removal of tree staking when appropriate be added, pest control and palm fertilization are included in the contract amount, but billed when performed, billing occur after the service is provided, and pricing be obtained for both pine straw mulch and pine park mulch, as well as obtaining a price for aeration and veracutting on an as needed basis. The recommended firms were also discussed. A brief discussion ensued regarding the need for a landscape maintenance oversight firm and the Board asked management to obtain proposals for this service.

On a motion by Mr. Karpay, seconded by Ms. Hudrlik, with all in favor, the Board of Supervisors authorized Management to solicit proposals for landscape maintenance for Estancia at Wiregrass Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Earlywine stated that the Board previously authorized the acquisition of the utilities along Chancey Road based on the Engineer's estimate, but prior to the actual costs being known. He stated that the final documents have been circulated to the board with a final cost of \$742,310.50 and asked that the Board ratify of the execution of the requisition and related acquisition documents.

On a motion by Mr. Karpay, seconded by Ms. Hudrlik, with all in favor, the Board of Supervisors ratified the requisition for the acquisition of the Chancey Road utilities totaling \$742,310.50 for Estancia at Wiregrass Community Development District.

Mr. Earlywine suggested that the Board might want to consider processing the acquisition of the rest of the Chancey Road improvements based on estimates from the Engineer's report and then bring final costs back to the Board for ratification once executed. A brief discussion ensued regarding whether the District would be able to acquire the remaining Chancey Road improvements using bond funds. Mr. Earlywine said that he anticipated based on prior conversations with bond counsel that there would be no issues in that regard and that he would follow-up with the District's bond counsel. It was stated that the improvements are approximately 95% complete, and that the improvements are expected to be done within the next few weeks.

On a motion by Ms. Hudrlik, seconded by Mr. Karpay, with all in favor, the Board of Supervisors authorized Staff to move forward with the necessary steps to acquire the balance of the Chancey Road improvements subject to Staff's review and final sign off by the Chairman, in the approximate amount estimated by the District Engineer, for Estancia at Wiregrass Community Development District.

B. District Engineer
Not present.

C. District Manager

Mr. Brizendine stated that the next regular meeting is scheduled for February 25th at 11:00 a.m.

ELEVENTH ORDER OF BUSINESS


Audience Comments and Supervisor Requests

Mr. Brizendine stated that there were no members of the general public in attendance and asked if there were any Supervisor requests. There were none.

TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Ms. Hudrlik, seconded by Mr. Collins, with all in favor, the Board adjourned the Board of Supervisors' meeting at 11:55 a.m. for Estancia at Wiregrass Community Development District.


Secretary/Assistant Secretary


Chairman/Vice-Chairman