

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, February 25, 2014 at 11:05 a.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	Board Supervisor, Chairman
Debora Hudrlik	Board Supervisor, Assistant Secretary
Ed Andrews	Board Supervisor, Assistant Secretary

Also Present Were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
John Toborg	Operations Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams, PA <i>(via speakerphone)</i>
Tonja Stewart	District Engineer, Stantec Consulting Services <i>(via speakerphone)</i>
Kevin Hiller	Representative, Luke Brothers
Chad Linville	Representative, Terra Mgmt.

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

There were no comments on the agenda items put forward at this time...

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Audit
Committee Meeting Held on January 28, 2014**

Ms. Hudrlik asked that the word ranked be added to line 47.

On a motion by Ms. Hudrlik, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the minutes from the Audit Committee meeting on January 28, 2014 as amended for Estancia at Wiregrass Community Development District.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting Held on January 28, 2014

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 January 28, 2014 as submitted for Estancia at Wiregrass Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for January

On a motion by Mr. Karpay, seconded by Ms. Hudrlik, with all in favor, the Board of Supervisors approved the operation and maintenance expenditures for January totaling \$5,349.20 as presented for Estancia at Wiregrass Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Assignment of US Army Corp of Engineers Permit

Ms. Stewart stated that the District is the co-permittee with Locust Branch and asked that some form of acknowledgement be obtained from them indicating that they are fine with the assignment of the permit. A recommendation was made that she check with Mr. Spence regarding that matter. Ms. Stewart sought and received confirmation that Locust Branch would be responsible for their infrastructure items. She asked if there was a contract for mitigation services. Mr. Andrews stated that the earthwork is complete and the as-builts have been turned over to Cardno Entrix and they will be doing the install. Ms. Stewart recommended that the District plant larger or more plants to try and get the 10-year monitoring period reduced. Following a brief discussion, it was decided to table this item until the March meeting.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance Services

Mr. Brizendine stated that five firms were invited to bid on the Chancey Road project, but only Luke Brothers, Vivicon, and Westcoast submitted proposals. He stated that he talked with Mr. Spence regarding the short turn-a-round time and he was fine with holding off on a decision for another month should the Board decide to do so. He indicated that Randy Suggs will be installing Phase I during that period and it would not be an issue for them to maintain Chancey Road for a month. Ms. Hudrlik indicated that she would like to hold off as she has a number of questions regarding discrepancies in the proposals that she would like to have clarified before making a decision. Mr. Karpay agreed. A brief discussion was held regarding the possibility of bidding out the phase I project and whether it would be beneficial to have the same firm maintaining both areas. Mr. Earlywine agreed that, because the two projects are distinct, they could each be handled through a separate bid process. It was decided to contact the same five firms that were invited to bid on the Chancey Road project, with the understanding that the two firms who chose not to bid on the first project could not change their minds and submit a proposal now.

Mr. Earlywine confirmed that, because the potential amounts are well below the statutory thresholds for a formal bid process, and because the District has conducted the bid process informally, Staff could contact the Chancey Road bidders seeking clarification on questions the Board has on their bids, providing it is done openly. The Board was asked to contact Mr. Toborg with any questions they might have, so that he can contact the vendor to address the concerns.

On a motion by Mr. Andrews, seconded by Ms. Hudrlik, with all in favor, the Board of Supervisors tabled action on the proposals for Chancey Road landscape maintenance and authorized Staff to contact the same five firms regarding submitting a proposal for Phase I for Estancia at Wiregrass Community Development District.

Mr. Toborg stated that he would contact Mr. Spence to obtain the landscaping and irrigation plans for phase I, so that the bid specs could be provided to the five firms ASAP with a goal of reviewing the bids at the March meeting. He stated that he would be willing to go on the walk through with Mr. Suggs and the landscape maintenance firm to evaluate the landscaping for the purposes of taking over the warranty.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Earlywine inquired about the timing for the Chancey Road acquisition. Mr. Andrews stated that the paving and landscaping should be finished by the end of the week and he expects it to take a couple of weeks to complete the striping. He stated that the package should be turned in to the County by March 15th. Mr. Andrews confirmed that all of the billing should be completed this month as well.

It was stated that the BOCC just approved the Plat for Chancey Road and Phase IA.

B. District Engineer

No report.

C. District Manager

Mr. Brizendine presented proposals for the regulatory signage and poles for phases 1A, 1B, 1C, & 1D. The proposals for the signs and poles came in at \$63,277 from Hubbell and the proposal to install them came in at \$33,145 from Stellar or a total of \$96,422. A brief discussion ensued regarding the number of proposals obtained. It was decided to take a brief recess so that Mr. Spence could be contacted on the matter.

(A brief recess was taken at 11:50 a.m. and reconvened at 11:55 a.m. with all those in attendance at the onset of the meeting still in attendance.)

Mr. Karpay provided a brief overview of his conversation with Mr. Spence emphasizing that there is a time crunch in getting the signage and poles ordered in order to meet the deadline for County approval and recommended that the proposals from Hubbell be approved now.

Mr. Karpay stated that there is time to obtain additional proposals for the installation. Mr. Earlywine confirmed that this is a single source acquisition, and below the bid threshold, and therefore does not need to be bid out.

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved ordering the signage and poles for Phases 1A, 1B, 1C, & 1D in the amount of \$63,277 and authorized Staff to obtain additional proposals for the installation for Estancia at Wiregrass Community Development District.

Mr. Brizendine stated that at the last meeting the Board mentioned considering landscape maintenance oversight and inquired as to whether the Board was interested in having him go out to bid for these services. A brief discussion ensued with Mr. Hiller, from Luke Brothers, indicating that they have worked with various companies doing oversight. Mr. Brizendine asked for authorization to provide a proposal for these services and Mr. Toborg reviewed the services that he would be providing. He noted that Rizzetta does not withhold payment for failed inspections. Mr. Andrews stated that he is more interested in someone who is looking out for the District and not merely looking for items to ding the landscaper on. Mr. Brizendine spoke regarding his experiences with OLM and PSA.

NINTH 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.

TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Andrews, seconded by Mr. Karpay, with all in favor, the Board adjourned the Board of Supervisors' meeting at 12:05 a.m. for Estancia at Wiregrass Community Development District.



Secretary/Assistant Secretary



Chairman/Vice-Chairman