

**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, August 23, 2016 at 12:00 p.m.** at the Estancia at Wiregrass Clubhouse, located at 4000 Estancia Boulevard, Wesley Chapel, FL 33543.

Present and Constituting a Quorum:

|               |  |
|---------------|--|
| Barry Karpay  | <b>Board Supervisor, Chairman</b>            |
| Ed Andrews    | <b>Board Supervisor, Assistant Secretary</b> |
| Robert Sipple | <b>Board Supervisor, Assistant Secretary</b> |
| Kelly Evans   | <b>Board Supervisor, Assistant Secretary</b> |

Also Present Were:

|                 |   |
|-----------------|---|
| Clifton Fischer | <b>District Manager, Rizzetta &amp; Company, Inc.</b> |
| Jere Earlywine  | <b>District Counsel, Hopping Green &amp; Sams, PA</b> |
| Audience        |   |

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no members of the general audience in attendance.

**THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors Meeting Held on July 26, 2016**

On a motion by Ms. Evans, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisor's meeting held on July 26, 2016 as presented for Estancia at Wiregrass Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for July 2016**

On a motion by Mr. Andrews, seconded by Mr. Sipple, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for July (\$27,009.71) for Estancia at Wiregrass Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Series 2015 Construction Requisition #23-25**

Mr. Fischer stated that the requisition was reviewed and approved by the Chairman and District Engineer.

|    |                        |             |
|----|------------------------|-------------|
| 23 | WRA Consultants        | \$11,783.40 |
| 24 | Hubbell Lighting, Inc. | \$89,686.80 |
| 25 | WRA Consultants        | \$10,216.76 |

On a motion by Mr. Andrews, seconded by Mr. Karpay, with all in favor, the Board of Supervisors approved the Series 2015 Construction Requisition #23-25 as presented for Estancia at Wiregrass Community Development District.

**SIXTH ORDER OF BUSINESS**

**Ratification of Revisions to Fiscal Year 2016/2017 Proposed Budget**

A brief discussion was held regarding the decision to increase the proposed budget \$85,000 to ensure that there was sufficient funding available for landscaping services due to going out to bid for a new vendor. Audience comments were entertained on the topic.

On a motion by Mr. Andrews, seconded by Mr. Karpay, with all in favor, the Board of Supervisors ratified the increase of the fiscal year 2016/2017 proposed budget by \$85,000 for Estancia at Wiregrass Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2016/2017 Budget**

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors opened the public hearing for the Fiscal Year 2016/2017 final budget for Estancia at Wiregrass Community Development District.

Discussion was held regarding various line items with the Board and Staff responding to audience questions. Mr. Earlywine reviewed the two components that make up the annual assessments and statutory requirements relating to the upcoming bid process for landscape services.

On a motion by Mr. Andrews, seconded by Ms. Evans, with all in favor, the Board of Supervisors closed the public hearing for the Fiscal Year 2016/2017 final budget for Estancia at Wiregrass Community Development District.

Mr. Earlywine presented Resolution 2016-05 explaining that it not only approves the Operations budget, but the reserve and debt service budgets as well.

On a motion by Mr. Sipple, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved Resolution 2016-05, adopting fiscal year 2016/2017 final budget totaling \$2,446,307.18 (O & M - \$823,780, Reserve - \$72,000, and Debt Service-\$1,550,527.18) for Estancia at Wiregrass Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2016/2017 Assessments**

On a motion by Mr. Andrews, seconded by Mr. Karpay, with all in favor, the Board of Supervisors opened the public hearing for the final year 2016/2017 assessments for Estancia at Wiregrass Community Development District.

Staff spoke regarding the proposed assessments levels by product type.

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors closed the public hearing for the final year 2016/2017 assessments for Estancia at Wiregrass Community Development District.

On a motion by Mr. Andrews, seconded by Mr. Sipple, with all in favor, the Board of Supervisors approved Resolution 2016-06, imposing assessments to fund the fiscal year 2016/2017 budget for Estancia at Wiregrass Community Development District.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-07, Adopting Alternative Investment Guidelines**

On a motion by Ms. Evans, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved Resolution 2016-07, adopting alternative investment guidelines for Estancia at Wiregrass Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-08, Designating a Secretary**

Mr. Fischer stated that with the pending resignation of Mr. Williams, Rizzetta has made some internal organizational changes and the following resolutions represent those changes at the District level. Mr. Karpay asked that the resolutions all be addressed at once. The following Board actions were taken:

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved Resolution 2016-08, appointing Eric Dailey as Secretary for Estancia at Wiregrass Community Development District.

On a motion by Mr. Sipple, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved Resolution 2016-09, appointing Joe Kennedy as Treasurer for Estancia at Wiregrass Community Development District.

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved Resolution 2016-08, appointing Shawn Wildermuth as Assistant Treasurer for Estancia at Wiregrass Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-11, Setting the Meeting Schedule for Fiscal year 2016/2017**

The Board indicated that it would like to keep the same meeting schedule including keeping the four required evening meetings in the same months.

On a motion by Mr. Karpay, seconded by Ms. Evans, with all in favor, the Board of Supervisors approved Resolution 2016-11, setting the meeting schedule for fiscal year 2016/2017 as the fourth Tuesday of the month at 12:00 p.m. (with the exceptions of the months of October, January, March and August when they will commence at 5:30 p.m.) at the Estancia at Wiregrass Clubhouse, located at 4000 Estancia Boulevard, Wesley Chapel, FL 33543 for Estancia at Wiregrass Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Discussion Regarding Scope of Service for RFP for Management Services**

Mr. Earlywine reviewed a draft scope of service for management services and a brief discussion was held regarding specific services the District wants and the time line for selecting a new firm. A recommendation was made to continue this meeting for a couple of weeks rather than wait to the next regular meeting to make a selection. District Counsel will solicit proposals from three firms.

**THIRTEENTH ORDER OF BUSINESS**

**Discussion Regarding Community Workshop**

Discussion was held regarding scheduling the community workshop. It was decided to hold off on scheduling it until such time as the new management firm is in place. Once a date is set it will be posted on the website.

**FOURTEENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No report.
- B. District Engineer  
Not present
- C. District Manager  
Mr. Fischer inquired as to when the Board might like to hold the continued meeting. It was decided to hold it on September 6<sup>th</sup> at 3:00 p.m. at the Estancia Clubhouse.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisor Requests and Audience Comments**

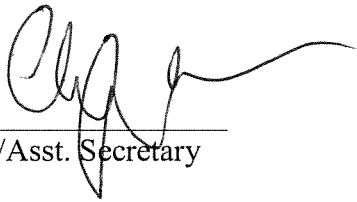
There were no Supervisor requests put forward at this time.

Audience comments were entertained regarding concerns with landscape, ponds, and wildlife maintenance/management, assessments and whether they will go up every year and how they are paid, and whether the District has any liability in terms of signage for alligators, and construction traffic.

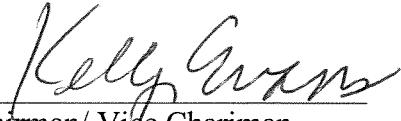
**FOURTEENTH ORDER OF BUSINESS**

**Continuation**

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board continued the Board of Supervisors' meeting at 6:59 p.m. until September 8, 2016 at 3:00 p.m. at the Estancia at Wiregrass Clubhouse, located at 4000 Estancia Boulevard, Wesley Chapel, FL 33543 for Estancia at Wiregrass Community Development District.



Secretary/Asst. Secretary



Chairman/Vice Chariman

Asst. Secretary