

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, April 29, 2014 at 11:00 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
Tim Collins	Board Supervisor, Assistant Secretary

Also Present Were:

Greg Cox	District Manager, Rizzetta & Company, Inc.
John Toborg	Operations Manager, Rizzetta & Company, Inc.
Jere Earlywine	District Counsel, Hopping Green & Sams, PA
Tonja Stewart	District Engineer, Stantec Consulting Services <i>(joined the meeting in progress)</i>
Ryan Huey	Representative, Standard Pacific <i>(joined the Board after being sworn in)</i>
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox 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 Board Supervisor Resignation
(Debra Hudrlik)**

Mr. Cox stated that Ms. Hudrlik has submitted a letter of resignation from Seat 3 on the Board of Supervisors with a term running through November 2015.

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors accepted the resignation of Board Supervisor Debra Hudrlik for Estancia at Wiregrass Community Development District.

Mr. Cox provided Ms. Hudrlik with a Form-1F, explaining that public officials are required to file the form with the Supervisor of Elections within 60 days of leaving office. He inquired whether there was any consideration of appointing a qualified candidate to serve out the remainder of Ms. Hudrlik's term.

On a motion by Mr. Karpay, seconded by Mr. Collins, with all in favor, the Board of Supervisors appointed Ryan Huey to fill seat 3 on the Board Supervisors for Estancia at Wiregrass Community Development District.

Mr. Cox, a Notary in the State of Florida, administered the oath of office to Mr. Huey and Mr. Huey swore and affirmed to the oath as read, signed and returned the oath to Mr. Cox. Mr. Cox reviewed the documents provided in the new supervisor packet, explaining that some are for informational purposes and used solely by District Management and others such as the Form 1 must be completed and submitted to the Supervisor of Election in the county where you reside.

Mr. Earlywine touched briefly on the Sunshine Law, public records, and ethics laws relating to public officers.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting Held on March 25, 2014

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors meeting on March 25, 2014 as written for Estancia at Wiregrass Community Development District.

FIFTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for March

Mr. Earlywine responded to a question regarding the invoice from Lerner Reporting Services, stating that it relates to filing disclosures for the District's bonds.

On a motion by Mr. Collins, seconded by Mr. Andrews, with all in favor, the Board of Supervisors ratified the operation and maintenance expenditures for March totaling \$12,161.13 as presented for Estancia at Wiregrass Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Series 2013 B Construction Requisitions #18 & #19

Requisition Number	Vendor	Amount
18	RIPA & Associates	\$1,857,230.91
19	Randy Suggs	\$98,969.00

On a motion by Mr. Andrews, seconded by Mr. Karpay, with all in favor, the Board of Supervisors approved the Series 2013 B Construction Requisitions #18 & #19 as presented for Estancia at Wiregrass Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance Services for Chancey Road

Mr. Toborg stated that the District received proposals from five firms that were opened at a public bid opening and then distributed to the Board along with a blank ranking sheet. He read the bids for a one year contract into the record and stated that pricing was also supplied for second and third year renewal options. Mr. Earlywine recommended that the Board only consider entering into a one year agreement. He explained that the contract falls well below the mandatory bid threshold and it is not necessary to utilize a ranking sheet unless the Board decides to do so. The decision can be based on Board discussion and does not have to be awarded to the lowest bidder.

Mr. Karpay asked Mr. Toborg whether he had personal experience with all of the firms. Mr. Toborg explained that he is currently working with three of the firms and the other two have contracts in other Districts managed by Rizzetta, but not ones he is involved with. He noted that he is aware that there have been some concerns expressed recently with the performance of West Coast. Mr. Toborg stated that representatives of Austin Outdoor, Luke Brothers, and ValleyCrest are in attendance should the Board have any questions of them. They did not.

Mr. Karpay stated that based on his review of the proposals he is recommending that the Board approve the proposal from Vivicon. The Board concurred.

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the one-year landscape maintenance proposal from Vivicon, Inc. (\$34, 230.00) for Chancey Road and authorized District Counsel to finalize the contract and the Chair to execute it for Estancia at Wiregrass Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals for Landscape Maintenance Services for Phase I

Mr. Toborg stated that the District received proposals from the same five firms that bid on the Chancey Road project and they were also opened at a public bid opening and then distributed to the Board along with a blank ranking sheet. He read the bids for a one year contract into the record and stated that pricing was also supplied for second and third year renewal options.

Mr. Karpay stated that based on his review of the proposals he is recommending that the Board approve the proposal from Luke Brothers for Phase I for a term of one year. The Board concurred.

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors approved the one-year landscape maintenance proposal from Luke Brothers for Phase I (\$115,870.00) and authorized District Counsel to finalize the contract and the Chair to execute it for Estancia at Wiregrass Community Development District.

Mr. Earlywine stated that the same process applied to this bid as did to the Chancey Road project and stated that he would be finalizing the one-year contracts for both projects.

NINTH ORDER OF BUSINESS

Consideration of Proposal for Landscape Oversight Services

Mr. Cox touched briefly on the services provided by a landscape oversight firm, stating that they vary in the details of their inspections and services. Mr. Toborg provided copies of the reports for the three firms submitting proposals (OLM, PSA, & Rizzetta) and spoke on his experience with OLM and PSA. A brief discussion ensued regarding whether any of the firms hold back payment for failed inspections, as well as, what is a reasonable expectation for the Developer and the District regarding the level of landscape maintenance. Ms. Hudrlik questioned whether this service is needed given that Rizzetta's contract states that it is responsible to oversee employees of the District at least to a certain degree. She noted that the District's copy of the contract with Rizzetta does not include exhibit A, which would clarify how much oversight it includes. Ms. Hudrlik asked that she be provided with a copy of Exhibit A that outlines the services provided. She opined that without the option to withhold money from the contract for failed inspections there is no advantage to having an oversight firm as the contracts have a clause that allows for immediate termination for cause and a 30 day notice without cause. Mr. Cox stated that in his experience he has never seen payment withheld for failed inspections, and he has also worked in Districts where the oversight is based on a strong Developer and/or resident presence communicating concerns to management. Ms. Hudrlik stated that there is a strong Developer presence in Estancia and opined that this type of service is not needed at this stage of the project. The Board concurred and no action was taken on this matter at this time.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Earlywine provided a brief update on the status of the legislative session, stating that there does not appear to be much that will impact CDD's other than the possibility of a law regarding the handling of security videos.

Mr. Andrews informed the Board that Stanpac went out to bid on the Boardwalk project for Phase I. He reviewed the proposals received and stated that Stanpac has entered into an agreement with Golf Coast to construct the Boardwalk at a cost of \$168,000. He asked for Board approval for the assignment of the contract to the District. Mr. Earlywine stated that the cost of the project was below the bid threshold; therefore, it was not necessary to go through the formal bid process or select the lowest bidder.

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board of Supervisors accepted the assignment of the contract with Golf Coast to construct the Boardwalk in Phase I (\$168,000) from Stan Pac and authorized Staff to prepare the necessary documents for Estancia at Wiregrass Community Development District.

B. District Engineer

Ms. Stewart stated that she had nothing new to report and a brief discussion ensued regarding the status of the Army Corp of Engineers Permit. Mr. Andrews provided an update on the status of the overall project, noting that modifications were made to the plantings and SWFWMD has approved the plans/elevations and he anticipates final approval within the next couple of weeks. He indicated that he is confident that the County will not hold up the CO's until this is completed. Temporary ones are being issued for the model homes at this time.

Mr. Andrews provided a general update on the status of construction within the District. He stated that Chancey Road and Bruce B Downs intersection should be open to traffic within the next couple of weeks. A request was made that a walk through be completed with Suggs & Vivicon/Luke Brothers for the purpose of having the landscapers accept responsibility for the landscaping and irrigation.

A brief discussion ensued regarding how the lots are being pinned and whether any changes need to be made to the current process.

C. District Manager

Mr. Cox stated that the next meeting is scheduled for May 27, 2014 and Mr. Brizendine intends to present the fiscal year 2014/2015 proposed budget.

Mr. Cox announced that as of April 15, 2014 the District has 0 registered voters. He explained that Florida Statutes require that this be announced annually and once the District has been established for a period of six years, the number of registered voters plays into the eligibility to participate in general elections (250 needed).

ELEVENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests put forward.

TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Karpay, seconded by Mr. Andrews, with all in favor, the Board adjourned the Board of Supervisors' meeting at 11:57 p.m. for Estancia at Wiregrass Community Development District.


Secretary/Assistant Secretary


Chairman/Vice-Chairman