

**MINUTES OF MEETING
ESTANCIA AT WIREGRASS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Estancia at Wiregrass Community Development District was held Wednesday, December 22, 2021 at 6:00 p.m. in the Estancia at Wiregrass Clubhouse, located at 4000 Estancia Boulevard, Wesley Chapel, Florida.

Present and constituting a quorum were:

Kelly Evans	Chairman
Pete Williams	Vice Chairman
Karl Riemensperger	Assistant Secretary
Tami Taylor	Assistant Secretary (via phone)

Also present were:

Andy Mendenhall	District Manager
Michael Eckert	District Counsel
David Hamstra	District Engineer
David Wenck	Inframark, Field Manager
Residents	

The following is a summary of the actions taken.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Mendenhall called roll.

SECOND ORDER OF BUSINESS

Approval of Agenda

On MOTION by Ms. Evans seconded by Mr. Williams, with all in favor, the agenda was approved.
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THIRD ORDER OF BUSINESS

Audience Comments

- Mr. Andrew Yellope, Cortona, inquired if they budgeted for new security cameras for the new road opening.
 - Mr. Mendenhall noted at this point they have not; they have an estimate for the cameras.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. November 17, 2021 Regular Minutes
- B. November Financial Statements

Ms. Evans MOVED to approve the Consent Agenda and Mr. Williams seconded the motion.

- Mr. Riemensperger addressed Invoice 108616 for the repairs to the roundabout noting it seems to be overexaggerated.
 - Mr. Mendenhall noted Mr. Wenck has reached out to DTE to get some clarity on it.
 - Mr. Eckert suggested pulling this invoice from the consent agenda.
 - Ms. Taylor suggested the Board be provided before and after pictures on these types of repairs.
- Mr. Riemensperger addressed Invoice 102647 for \$84,240. The payment was 80% [\$67,392] pending final inspection. He had stated he wanted to inspect prior to any payment and there was a question in the letter the attorney drafted to DTE regarding reverting to the original contract.

Ms. Evans MOVED to amend the motion to remove the Down to Earth Invoices 108616 & 102647 and Mr. Williams seconded the amendment.

- Ms. Taylor also questioned the difference in paid versus the invoice.
 - Mr. Eckert noted the manager did not want to pay the full amount of the invoice until they had inspected to make sure they had got what was in the invoice in terms of quantities.
 - Mr. Eckert noted he did not receive a response to the letter sent to DTE. He would encourage DTE to provide a response and work out a good solution on that particular issue. Don't pay any more on the invoices and make it clear in the approval tonight that they are not approving anything above what has already been paid.
 - Mr. Mendenhall noted there are a couple of additional invoices; they are not getting responses from DTE at this point. They are regular maintenance invoices that were held as there was to be a decrease of 8% and it has not been put through on the invoices yet.

- Mr. Williams inquired about holding any further payments until all is reconciled.
 - Mr. Eckert noted the District should comply with District policies in relation to prompt payment and resolution of payment disputes but there are enough issues raised that he is not going to recommend they pay anything further.
- Ms. Evans noted a DTE representative needs to be at the next meeting.

On VOICE vote, with all in favor, the motion was approved as amended.

Mr. Williams MOVED to authorize management to hold all future payment to DTE until proper invoices are submitted and invoices are properly reconciled with the 8% discount and including reconciliation of the issue with the mulch and proper amount of payment to be provided based on actual installation quantities and Ms. Evans seconded the motion.

On VOICE vote, with all in favor, the motion was approved.

FIFTH ORDER OF BUSINESS

Aquatic Report

- They asked for specifics on aquatic plants and he does not know if they received a response.
- Mr. Mendenhall noted he will follow-up; he has not seen anything come across from Cardno.

SIXTH ORDER OF BUSINESS

Staff Report

A. District Engineer

- Mr. Hamstra reviewed the Engineer’s Report.
 - ESA proposal at \$6,500, he will provide a copy to Mr. Mendenhall for the Board to review.
 - Cardno had provided a 3-year proposal
 - Place on next month’s agenda.
- Coordinating with Inframark to secure the digital files from Stantec to finalize the aerial map.
 - Mr. Williams inquired if they had discussed having the map mounted.
 - Mr. Hamstra noted he usually brings one once it is done.

B. Field Manager’s Report

- Mr. Mendenhall addressed the tree concern noting the landscaper looked at the tree and felt it was not dead and would come back within one year. It was also requested that they provide a proposal to replace the tree.
 - Mr. Williams noted he thinks they have waited long enough, and they should replace it.

On MOTION by Mr. Williams to replace the tree and Mr. Riemensperger seconded the motion.

- Mr. Mendenhall inquired if the Board wants this done with current landscaper on the proposal provided.

Mr. Williams amended the motion to authorize the incumbent landscaper to replace the tree and Mr. Riemensperger seconded the amendment.

- Ms. Harris addressed the proposal noting the plant material around the tree has to be removed and replaced.

Mr. Williams amended the motion to authorize management to deal with the appropriate replacement plantings and Ms. Evans seconded the amendment.

On VOICE vote, with all in favor, the motion was approved as amended.

- Mr. Mendenhall addressed two properties that have been cleared what is believed to be CDD property – 4471 Barletta Court, this was landscaped property – plants, bushes, etcetera. The proposal from DTE to replace and install is approximately \$4,000. He spoke with Mr. Eckert who suggested the resident bear the cost to reinstall the plant materials and also that the District Engineer confirm it is District property.

- Mr. Riemensperger noted the Board needs to specify, with clarity, what needs to happen to return it to how it was.
- Mr. Eckert noted the first step is to get a survey to determine the property line, communicate with the resident to let them know it is a District permit usually telling the resident they have to hire an environmental expert who can provide a replanting plan that will satisfy the permit conditions the District has, the resident will provide a proposal to the District for approval, and the engineer inspects it afterwards. All costs would be sought to be collected from the resident.
- Ms. Taylor noted the Property Appraiser records still show this property as Standard Pacific.
- Mr. Eckert noted if that is the case then the property and the permit holder have to deal with it.
- Mr. Eckert will send a letter to the resident if this is a district issue.

On MOTION by Mr. Williams seconded by Ms. Evans, with all in favor, to proceed with the recommendations of District Counsel for the encroachment at 4471 Barletta Court was approved.

- Mr. Mendenhall noted the other property is 28500 Picana Lane. This one was conservation material – trees and bushes.
 - Ms. Taylor noted to her this one looks like the fencing company and they have placed the fence to close to the conservation area.
 - Mr. Mendenhall noted the information they have is the resident did the clearing.
 - Mr. Riemensperger noted they would follow the same for this one.

Mr. Williams MOVED to proceed with the recommendations of District Counsel for the encroachment at 28500 Picana Lane and Ms. Evans seconded the motion.

On VOICE vote, with all in favor, the motion was approved.

B. District Manager

- Mr. Mendenhall reported he spoke with Michael Gulvin at Withlacoochee about the streetlights. He mentioned that they will not install lights after the decision was made at the beginning of the community to put in private lights.
- Ms. Taylor inquired if there are any thoughts on changing out the lanterns to something easily repaired.
 - Mr. Mendenhall noted as a Board they can look into that. If there is a specific style they can check with the electrician.
 - Get pricing from electrician for options for lamp gut and replace with LED.
 - Are closed fixtures an option; it was noted LED does not put off heat and there is an issue with condensation in a closed fixture. Check with Harvey Electric on the cost to clean lights and possibly install screens.
 - Mr. Mendenhall to provide Mr. Williams contact info for Mr. Gulvin.
- Mr. Mendenhall reported a resident contacted him regarding the CDD sprinklers being attached to their system in a CDD area behind their home.
 - Mr. Mendenhall will work with Mr. Hamstra to figure out the property line.
- Ms. Taylor inquired if there is anything on the pole in Matera.
 - Mr. Mendenhall noted he will check with Mr. Wenck and get the information to the Board.

D. District Counsel

- Mr. Eckert reported the bill is back regarding the four hours of training for board members. Additionally, there is a bill addressing the fiduciary duty for any District officers.
 - He sent a memorandum of understanding to the Board dealing with the audit issue Mr. Riemensperger raised. He will follow-up after the first of the year on this and any other outstanding issues.
 - They are still working through some final issues on the conveyances approved by the Board.
- Mr. Hamstra addressed HB 53.
 - Mr. Eckert noted the District will be looking for proposals from the District Engineer for the 20-Year Needs Analysis in January or February.

SEVENTH ORDER OF BUSINESS

Business Items

A. Recruitment Committee Report and Recommendations

- Mr. Mendenhall reported he reached out to the five firms provided by the Committee, as well as a couple of additional. Mr. Williams also provided some information from a firm he spoke to. Out of the five firms there were two that were responsive – HH Staffing Services and Labor Finders.
- Mr. Williams reported on ASMPEO.
- The consensus of the Board is to post the opening and job description online.

B. Landscape Maintenance

- Mr. Riemensperger noted he does not think the price they are paying is going to give them the quality that they want.
- Mr. Eckert suggested deferring until January to give the Board an opportunity to look at some of the communities listed in the proposals and look at the turf.
 - Ms. Taylor inquired if they can then go out for bid again.
 - Mr. Eckert suggested deferring until January and he can provide their options at that time.
- Mr. Scott Carlson, LMP, addressed the Board and answered questions.

EIGHTH ORDER OF BUSINESS

Supervisor Request

- Mr. Riemensperger addressed the St. Augustine installed by DTE. The map shows the full length of the field and only half is done. Flags have gone up in field, but he is wondering when they are going to finish the job and was the invoice paid.
- Ms. Evans inquired if Mr. Eckert can send a letter to the DTE corporate office asking someone come to the next meeting.
 - Mr. Eckert noted he can make the request.

On MOTION by Mr. Williams seconded by Ms. Evans, with all in favor, for Mr. Williams to review and authorize a proposal from Brett Perez to inspect the property at a not to exceed project cost of \$5,000 was approved.

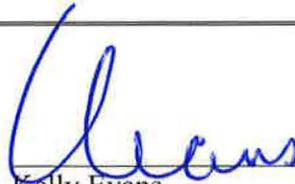
- Mr. Eckert noted he would like to see the proposal prior to it being signed.

- Mr. Riemensperger inquired about refinancing.
 - Mr. Eckert noted he has not heard anything back from the underwriter.
 - Mr. Williams addressed the 14-year call protection on the bonds.
- Ms. Taylor inquired about the letter with Lennar and if they heard anything on meeting with them.
 - Mr. Eckert noted he has not heard anything and will follow-up after the first of the year with Parker Hirons on both issues.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Evans seconded by Mr. Williams, with all in favor, the meeting was adjourned.



Kelly Evans
Chairperson