

**WIREGRASS COMMUNITY
DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS
MEETING
OCTOBER 24, 2013**

WIREGRASS COMMUNITY DEVELOPMENT DISTRICT AGENDA OCTOBER 24, 2013 at 10:00 A.M.

To be held at the office of Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544.

District Board of Supervisors	Don Porter Bill Porter Colby Chandler Mike Gramling Quinn Miller	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Scott Brizendine	Rizzetta & Company, Inc.
District Counsel	Mark Straley	Straley & Robin
District Engineer	Scott Sheriden	King Engineering, Inc.

All Cellular phones and pagers must be turned off while in the clubhouse.

The District Agenda is comprised of four different sections:

The meeting will begin promptly at **10:00 a.m.** with the first section which is called **Audience Comments on Agenda Items**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. **IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING.** The second section is called the **Business Administration** section and contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. If any member of the audience would like to speak on one of the business items, they will need to register with the District Manager prior to the presentation of that agenda item. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 994-1001 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The fourth section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. The fifth section which is called **Audience Comments on Other Items** provides members of the audience the opportunity to comment on matters of concern to them that were not addressed during the meeting. The same guidelines used during the first audience comment section will apply here as well. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 994-1001, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

WIREGRASS COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL 33544

October 16, 2013

Board of Supervisors
**Wiregrass Community
Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Wiregrass Community Development District will be held on **Thursday, October 24, 2013 at 10:00 a.m.** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544. The following is the advance agenda for this meeting:

- 1. CALL TO ORDER**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting Held on September 26, 2013..... Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for September..... Tab 2
- 4. BUSINESS ITEMS**
 - A. Discussion on Bond Related Matters (if any)
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
- 6. AUDIENCE COMMENTS ON OTHER ITEMS**
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 994-1001.

Very truly yours,


Scott Brizendine
District Manager

Cc: Mark Straley, Straley & Robin
Scott Sheriden, King Engineering, Inc.

TAB 1

MINUTES OF MEETING

WIREGRASS
COMMUNITY DEVELOPMENT DISTRICT

Each person who decides to appeal any decision made by The Board of Supervisors 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.

The regular meeting of the Board of Supervisors of Supervisors of Wiregrass Community Development District was held on **Thursday, September 26, 2013** at **11:05 a.m.** at the office of Rizzetta & Company, Inc. located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544.

Present and constituting a quorum were:

Don Porter	Board Supervisor, Chairman
Bill Porter	Board Supervisor, Vice Chairman
Mike Gramling	Board Supervisor, Assistant Secretary
Colby Chandler	Board Supervisor, Assistant Secretary
Quinn Miller	Board Supervisor, Assistant Secretary <i>(joined the Board after being sworn in)</i>

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Tracy Robin	District Counsel, Straley & Robin
Scott Sheriden	District Engineer, King Engineering, Inc.
Bill Merrill	Developer's Counsel, Icard, Merrill, Cullis, Timm, Furn, & Ginsburg, P.A.

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and read roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Meeting Held on August 22, 2013

On a Motion by Mr. Gramling, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors approved the Minutes from the Board of Supervisors Meeting held on August 22, 2013 as presented for Wiregrass Community Development District.

43 **THIRD ORDER OF BUSINESS** **Consideration of Operation and**
44 **Maintenance Expenditures for August**

45
46 There were no questions regarding any of the expenditures.
47

On a Motion by Mr. Don Porter, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for August (\$4,534.80) for Wiregrass Community Development District.

48
49 **FOURTH ORDER OF BUSINESS** **Consideration of Filling Vacant Seat**

50
51 Mr. Brizendine asked if there were any nominations for a replacement at this time.
52

On a Motion by Mr. Don Porter, seconded by Mr. Gramling, with all in favor, the Board of Supervisors appointed Quinn Miller as Board Supervisor for Wiregrass Community Development District.

53
54 Mr. Brizendine, a Notary Public in the State of Florida, administered the Oath of Office
55 to Ms. Miller. Ms. Miller was asked to raise her right hand and repeat after Mr. Brizendine as he
56 read the oath into the record, which she did. Mr. Brizendine briefly reviewed the documents
57 included in the new Supervisor's packet, such as the Sunshine Law, Form 1 requirements,
58 Chapter 190, and Code of Ethics. Mr. Robin emphasized the need to follow the Sunshine Law
59 guidelines, which essentially forbid the Board to communicate with other Board members
60 outside of a publicly advertised meeting regarding matters that might come before the Board.

61
62 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2013-05,**
63 **Extending the Terms of Office**

64
65 Mr. Brizendine reviewed the resolution and explained that given that the District was
66 established in an odd year its election schedule currently falls on an odd year. The desire is to have
67 the elections coincide with the general elections held by the County, once the District has
68 transitioned to a resident Board. With this in mind, Staff has prepared a resolution to extend the
69 current terms of office by one year.
70

On a Motion by Mr. Bill Porter, seconded by Mr. Chandler, with all in favor, the Board of Supervisors approved Resolution 2013-05, extending the terms of office for Wiregrass Community Development District.

71
72 **SIXTH ORDER OF BUSINESS** **Discussion on New Agenda Format**

73
74 Mr. Brizendine briefly reviewed the memo from District Counsel regarding Senate Bill 50
75 that was recently passed by the legislature. He stated that under the new law the Board has to allow
76 public comments prior to taking action on any matters.

77 Mr. Brizendine stated that a draft agenda was included behind the memo to address the new
78 law by placing audience comments at the beginning of the meeting. A brief discussion ensued
79 regarding the ability to limit comments just as they do now.

80

81 **SEVENTH ORDER OF BUSINESS** **Staff Reports**

82

83 A. District Counsel

84 Mr. Robin stated that the bond validation complaint was filed on Friday, September
85 20, 2013. He noted that the hearing should occur by the end of November and once
86 held there is a 30 day waiting period before bonds can be issued. Mr. Robin
87 estimated that the Board would be ready to issue bonds in early January.

88

89 B. District Engineer

90 No report

91

92 C. District Manager

93 Mr. Brizendine reminded the Board that the next meeting will be held on October
94 24th. He noted that the workshop was continued to that date as well and will
95 commence at 9:00 a.m.

96

97 **EIGHTH ORDER OF BUSINESS** **Supervisor Requests and Audience**
98 **Comments**

99

100 There were no Supervisor requests or audience comments put forward.

101

102 **NINTH ORDER OF BUSINESS** **Adjournment**

103

On a Motion by Mr. Gramling, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors adjourned the meeting at 10:50 a.m. for Wiregrass Community Development District.

104

105

106

107

108

Assistant Secretary

Chairman/Vice Chairman

TAB 2

WIREGRASS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures September 2013 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2013 through September 30, 2013. This does not include expenditures previously approved by the Board.

The total items being presented: **\$5,151.70**

Approval of Expenditures:

_____ Chairman

_____ Vice Chairman

_____ Assistant Secretary

Wiregrass Community Development District

Paid Operation & Maintenance Expenses

September 1, 2013 Through September 30, 2013

10101 - Cash--Operating Account

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	090	15595	District Management Fees 09/13	\$ 1,500.00
Straley & Robin	093	10036	General Legal Services 09/13	\$ 2,105.00
Straley & Robin	091	9975	General Legal Services 08/13	\$ 1,015.00
Straley & Robin	091	9976	Contraction of District Boundaries 08/13	\$ 294.00
The Tampa Tribune	092	10003305306- 0731	Acct #1311880 Legal Advertising 08/13	\$ 237.70
Report Total				<u>\$ 5,151.70</u>

RIZZETTA & COMPANY, INC.

Suite 200
 5020 W Linebaugh Avenue
 Suite 200
 Tampa, FL 33624

Invoice

DATE	INVOICE NO.
9/1/2013	15595

BILL TO
WIREGRASS COMMUNITY DEVELOPMENT DISTRICT 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	970 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
DM	PROFESSIONAL FEES: District Management Services Services for the period September 1, 2013 - September 30, 2013		1,500.00	1,500.00

RECEIVED
 AUG 26 2013
 Date
 SEP - 4 2013
 COL 5130000 3101

Total	\$1,500.00
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STRALEY & ROBIN

Attorneys At Law

1510 W. Cleveland Street

Tampa, Florida 33606

Telephone (813) 223-9400 * Facsimile (813) 223-5043

Federal Tax Id. - 20-1778458

AUG 26 2013

Wiregrass Community Development District
c/o RIZZETTA & COMPANY
5844 Old Pasco Road
Suite 100
Wesley Chapel, FL 33544

August 21, 2013

Client: 001371

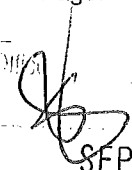
Matter: 000001

Invoice #: 9975

Page: 1

RE: General

For Professional Services Rendered Through August 15, 2013

Date Booked:  AUG 29 2013
Date Approved: _____
Date Entered: SEP - 4 2013
Fund: 001 of 51400 DC: 3107
Check # _____

SERVICES

Date	Person	Description of Services	Hours	
07/16/2013	MKS	CORRESPONDENCE RE VALIDATION REPORT FROM FINANCIAL ADVISOR.	0.7	
08/07/2013	MKS	CORRESPONDENCE FROM B. MERRILL; REVIEW CONTRACT PROVISION RE CDD ASSESSMENTS.	0.7	
08/09/2013	JMV	REVIEW AND REVISE PROPOSED CDD DISCLOSURE LANGUAGE; TELEPHONE CALL TO B. MERRILL RE: DISCLOSURE LANGUAGE.	0.8	
08/14/2013	MKS	CORRESPONDENCE FROM B. MERRILL; FURTHER REVISIONS TO BUILDER CONTRACT RE CDD ASSESSMENTS.	0.9	
08/15/2013	LH	REVIEW CDD CONTRACT LANGUAGE; REVISE TO INCLUDE LANGUAGE RE THE CDD'S RIGHT TO DIRECT COLLECT NON-AD VALOREM ASSESSMENTS; EMAIL TO B. MERRILL RE SAME.	0.4	
Total Professional Services			3.5	\$1,015.00

PERSON RECAP

Person		Hours	Amount
MKS	Mark K. Straley	2.3	\$759.00
JMV	John M. Vericker	0.8	\$200.00

August 21, 2013
Client: 001371
Matter: 000001
Invoice #: 9975

Page: 2

LH Lynn Hoodless 0.4 \$56.00

Total Services	\$1,015.00
Total Disbursements	\$0.00
Total Current Charges	\$1,015.00
PAY THIS AMOUNT	\$1,015.00

Please Include Invoice Number on all Correspondence

STRALEY & ROBIN

Attorneys At Law
1510 W. Cleveland Street
Tampa, Florida 33606
Telephone (813) 223-9400 * Facsimile (813) 223-5043
Federal Tax Id. - 20-1778458

Wiregrass Community Development District
c /o RIZZETTA & COMPANY
5844 Old Pasco Road
Suite 100
Wesley Chapel, FL 33544

September 16, 2013
Client: 001371
Matter: 000001
Invoice #: 10036

Page: 1

RE: General

For Professional Services Rendered Through September 15, 2013

SERVICES

Date	Person	Description of Services	Hours	
08/22/2013	MKS	PREPARATION FOR AND ATTENDANCE AT CDD BOARD OF SUPERVISORS WORKSHOP AND MEETING.	3.5	
09/03/2013	JMV	REVIEW EMAILS FROM B. MERRILL; REVIEW PROPOSED CDD LANGUAGE; CONFERENCE CALL WITH B. SEALY AND B. MERRILL.	2.2	
09/12/2013	JMV	REVISE CDD PROVISION OF PURCHASE AND SALE AGREEMENT; DRAFT EMAIL TO B. MERRILL.	1.3	
09/13/2013	JMV	TELEPHONE CALL FROM B. MERRILL RE: PURCHASE AND SALE AGREEMENT.	0.3	
Total Professional Services			7.3	\$2,105.00

PERSON RECAP

Person	Hours	Amount
MKS Mark K. Straley	3.5	\$1,155.00
JMV John M. Vericker	3.8	\$950.00

SEP 20 2013
Date Rec'd Dist Office
DM Approval _____ Date _____
Date Entered SEP 24 2013
Fund 001 0 51400 00 3107
Check # _____

September 16, 2013
Client: 001371
Matter: 000001
Invoice #: 10036

Page: 2

Total Services	\$2,105.00
Total Disbursements	\$0.00
Total Current Charges	\$2,105.00
PAY THIS AMOUNT	\$2,105.00

Please Include Invoice Number on all Correspondence

THE TAMPA TRIBUNE

HIGHLANDS TODAY - HERNANDO TODAY - ST. PETERSBURG TRIBUNE
SUNBELT NEWSPAPERS - THE SUNCOAST NEWS - CENTRO - TBO.com - THE CLEARWATER GAZETTE

Billing Inquiries:
 BillingInquiries@tampatrib.com
 1-800-527-2744
 813-259-7339
 Fax 813-259-8041

Fed ID# 46-2419106

10	11	12	13	14	15	16	17	18	19	
START	STOP	AD NUMBER	DESCRIPTION	PRODUCT	PAGE	SAU SIZE	BILLED UNITS	TIMES RUN	RATE	AMOUNT
			Balance Forward							0.00
07/31	08/07	10003305306-0731	2358/WREGRASS COMMUNITY DEVE Affidavit	Advertising	9	1.00 x 57 LI	57	2	237.70	233.70
										4.00
PREVIOUS AMOUNT OWED: 0.00 NEW CHARGES THIS PERIOD: 237.70 CASH THIS PERIOD: 0.00 DEBIT ADJUSTMENTS THIS PERIOD: 0.00 CREDIT ADJUSTMENTS THIS PERIOD: 0.00										
We appreciate your business. Please send the remittance stub in with your payment. This will allow us to apply your payment more accurately and timely. Thank you!										

RECEIVED
 SEP 17 2013
 Date
 SEP 17 2013
 001 @ 51300 00 4801

STATEMENT OF ACCOUNT

AGING OF PAST DUE ACCOUNTS

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE



21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	Over 90 DAYS	* UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE
	\$237.70		\$0.00	\$0.00	\$0.00	\$0.00		\$237.70

24	ADVERTISER INFORMATION				
SALES REP/PHONE #	1	2	3	4	5
BILLING PERIOD	BILLED ACCOUNT NUMBER	ADVERTISER/CLIENT NUMBER	ADVERTISER/CLIENT NAME		
Stephanie Quintero 813-259-7433	08/05/2013 - 09/01/2013	1311880	1311880	WIREGRASS RANCH CDD	

MAKE CHECKS PAYABLE TO
The Tampa Tribune
P.O. Box 85000
Richmond VA 23285-5000

Payment is due on the 20th of each month. Past due accounts will be assessed a finance charge of 1 1/2 % per month (18% APR). If you are a governmental entity placing an advertisement that requires multiple notice and the notice is not prepaid by a private party or allowed to be recoupled from a private party, you qualify for a 15% discount for the second and successive notice pursuant to section 50.061 of the Florida Statutes. If applicable, please deduct this discount from the amount billed for the second and successive notices and remit the net amount.

PLEASE DETACH AND RETURN LOWER PORTION WITH YOUR REMITTANCE

THE TAMPA TRIBUNE TBO.com CENTRO

The Tampa Tribune
P.O. BOX 85000
RICHMOND, VA 23285-5000

A

1	BILLING PERIOD	2	ADVERTISER/CLIENT NAME	
	08/05/2013 - 09/01/2013		WIREGRASS RANCH CDD	
23	TOTAL AMOUNT DUE	* UNAPPLIED AMOUNT	3	TERMS OF PAYMENT
	\$237.70	\$0.00		Due by the 20th of the Month

21	CURRENT NET AMOUNT	22	30 DAYS	60 DAYS	OVER 90 DAYS
	\$237.70		\$0.00	\$0.00	\$0.00

ADVERTISING INVOICE and STATEMENT

4	PAGE #	5	BILLING DATE	6	BILLING ACCOUNT NAME AND ADDRESS	7	REMITTANCE ADDRESS
	1 of 1		09/01/2013		*01767		The Tampa Tribune P.O. BOX 85000 RICHMOND, VA 23285-5000
					WIREGRASS RANCH CDD 3434 COLWELL AVENUE, SUITE 200 TAMPA, FL 33614		
					1311880		
					1311880		

130300010 0001311880 0001311880 0000000000 0000000000000000 000023770 7