

**WIREGRASS COMMUNITY
DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS
MEETING
MARCH 26, 2015**

WIREGRASS COMMUNITY DEVELOPMENT DISTRICT AGENDA MARCH 26, 2015 at 10:00 A.M.

Offices of Rizzetta & Company, Inc
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544.

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

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

The District Agenda is comprised of six 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. 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

March 18, 2015

Board of Supervisors
**Wiregrass Community
Development District**

Dear Board Members:

The workshop and regular meeting of the Board of Supervisors of the Wiregrass Community Development District will be held on **Thursday, March 26, 2015 at 9:00 a.m. and 10:00 a.m. respectively** at the office of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544. The following are the tentative agendas for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Meeting Held on February 26, 2015 and March 12, 2015..... Tab 1
 - B. Consideration of Operation & Maintenance Expenditures for February..... Tab 2
- 4. BUSINESS ITEMS**
 - A. Ratification of Agreement for Irrigation Management Services (under separate cover)
 - B. Consideration of Other Construction Related Business (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**

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

Very truly yours,

Clif Fischer
Clifton Fischer
District Manager

cc. Mark Straley, Straley & Robin
Scott Sheridan, 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 Wiregrass Community Development District was held on **Thursday, February 26, 2015 at 10:12 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:

Bill Porter	Board Supervisor, Chairman
Mike Gramling	Board Supervisor, Vice Chairman
Colby Chandler	Board Supervisor, Assistant Secretary
Quinn Miller	Board Supervisor, Assistant Secretary

Also present were:

Clifton Fischer	District Manager, Rizzetta & Company, Inc.
Mark Straley	District Counsel, Straley & Robin
Scott Sheridan	District Engineer, King Engineering, Inc.
Bill Merrill	Developer's Counsel, Icard Merrill
Matt Brockway	Developer's Counsel, Icard Merrill
John Strowbridge	Representative, PC Associates II, LLLP
JD Porter	Developer

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments put forward at this time.

THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Audit Committee Meeting Held on January 22, 2015

On a Motion by Mr. Chandler, seconded by Ms. Miller, with all in favor, the Board of Supervisors approved the minutes from the Audit Committee meeting held on January 22, 2015 as presented for Wiregrass Community Development District.

45 **FOURTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
46 **Supervisors' Meeting Held on January 22,**
47 **2015**
48

On a Motion by Mr. Porter, seconded by Mr. Gramling, with all in favor, the Board of Supervisors approved the minutes from the Board of Supervisors meeting held on January 22, 2015 as presented for Wiregrass Community Development District.

49
50 **FIFTH ORDER OF BUSINESS** **Consideration of Operation and**
51 **Maintenance Expenditures for January**
52 **2015**
53

On a Motion by Mr. Porter, seconded by Ms. Porter, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for January (\$20,472.79) for Wiregrass Community Development District.

54
55 **SIXTH ORDER OF BUSINESS** **Consideration of Website Agreement**
56

57 Mr. Fischer reviewed the agreement with the Board explaining the various options available
58 and touched on the new Statute requiring Districts to have a website by October 1, 2015. A brief
59 discussion ensued and the following Board action taken:
60

On a Motion by Mr. Gramling, seconded by Ms. Miller, with all in favor, the Board of Supervisors approved the website agreement for the set-up and maintenance of a District website and authorized Management to set up five (5) emails accounts to run through the website for Wiregrass Community Development District.

61
62 **SEVENTH ORDER OF BUSINESS** **Consideration of Agreement for Irrigation**
63 **Management Services**
64

65 A brief discussion ensued regarding the status of the agreement for Irrigation Management
66 Services and it was decided to continue this meeting until March 12, 2015 at 12:00 p.m.
67

68 **EIGHTH ORDER OF BUSINESS** **Consideration of Construction Related**
69 **Business**
70

71 Mr. Sheridan discussed construction related information on the Hueland Pond Boulevard.
72 No Board action was taken on this matter.
73

74 **NINTH ORDER OF BUSINESS** **Staff Reports**

- 75 A. District Counsel
76 No report.
77
78 B. District Engineer
79 No Report

80 C. District Manager
81 Mr. Fischer reminded the Board that the next meeting is scheduled for March 26,
82 2015 at 10:00 a.m.

83
84 A request was made to advertise for a workshop to commence at 9:00 a.m. prior to
85 each regular meeting for the rest of the year.

86
87 **TENTH ORDER OF BUSINESS** **Supervisor Requests**

88
89 Mr. Gramling inquired about the status of the assessments and whether landowner
90 assessments had been levied. He sought clarification on the interest of the bonds that were issued
91 and monies earned in February. Mr. Fischer stated that he would have the information available for
92 the meeting on the 12th.
93

94 **ELEVENTH ORDER OF BUSINESS** **Continuation**

On a Motion by Mr. Colby, seconded by Mr. Porter, with all in favor, the Board of Supervisors continued the meeting at 10:25 a.m. until March 12, 2015 at 12:00 p.m. at the office of Rizzetta & Company, Inc. located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544 for Wiregrass Community Development District.

96
97
98
99
100
101
102
103
104

Secretary/ Assistant Secretary

Chairman/Vice Chairman

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 continued meeting of the Board of Supervisors of Wiregrass Community Development District was held on **Thursday, March 12, 2015 at 12:00 p.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:

Bill Porter	Board Supervisor, Chairman
Mike Gramling	Board Supervisor, Vice Chairman
Colby Chandler	Board Supervisor, Assistant Secretary
Deborah Porter	Board Supervisor, Assistant Secretary

Also present were:

Clifton Fischer	District Manager, Rizzetta & Company, Inc.
Mark Straley	District Counsel, Straley & Robin <i>(via speakerphone)</i>
Sarah Richardson	District Counsel, Straley & Robin <i>(via speakerphone)</i>
Scott Sheridan	District Engineer, King Engineering, Inc. <i>(via speakerphone)</i>
Tom O'Conner	District Engineer, King Engineering, Inc.
Brad Allen	Developer's Counsel, Icard Merrill <i>(joined the meeting in progress via speakerphone)</i>
Doug Manson	Representative, Manson Bolves
JD Porter	Developer

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments put forward at this time.

48 **THIRD ORDER OF BUSINESS** **Consideration of Proposals for Hueland**
49 **Pond Road Construction Contract**
50

51 Mr. Sheridan reviewed the proposals received for construction of the Hueland Pond Road,
52 noting that several items were missing from the bid submitted by Central Site Development. A
53 brief discussion ensued on the ranking of the firms and it was decided to accept the rankings of the
54 District Engineer with GCS Development being ranked first and RIPA second and Central Site
55 Development being disqualified.
56

On a Motion by Mr. Gramling, seconded by Mr. Porter, with all in favor, the Board of Supervisors approved the ranking of the proposals received for the Construction of the Hueland Pond Road as discussed by District Engineer (disqualifying the firm of Central Site Development on the basis of an incomplete bid package) and authorized Staff to negotiate a contract with QGS Development for Wiregrass Community Development District.

57
58 **FOURTH ORDER OF BUSINESS** **Consideration of Project Management**
59 **Agreement**
60

61 A brief discussion ensued on the agreement with it being noted that District Counsel and
62 Mr. Sifford have approved the agreement.
63

On a Motion by Mr. Porter, seconded by Mr. Chandler, with all in favor, the Board of Supervisors approved the Project Management Agreement as presented for Wiregrass Community Development District.

64
65 **FIFTH ORDER OF BUSINESS** **District Management Report**
66

67 Mr. Fischer provided the Board with the information on the bond interest that was requested
68 at last month's meeting, noting that the interest earned thus far was transferred to the Cap I reserve
69 account but will be transferred to the Revenue account as of November 1, 2015 as per the
70 Supplemental Trust Indenture. He explained that the assessments are not scheduled to be levied
71 until May of 2016.
72

73 A brief discussion ensued regarding issues with the County relative to the legal description
74 on the property that is holding up use of the tax roll. Mr. Sheridan stated that he would assist on this
75 matter when he gets back into the office next week.
76

77 *(Mr. Allen joined the meeting at 12:12 p.m. by speakerphone)*
78

79 **SIXTH ORDER OF BUSINESS** **Consideration of Agreement for Irrigation**
80 **Management Services**
81

82 Mr. Straley and Mr. Allen discussed the agreement noting that it is still not in its final form,
83 but is ready to be approved in substantial form. Mr. Straley recommended that the Board approve
84 the Declaration in substantial form and authorize the Chairman to execute it to alleviate the need to
85 continue this meeting as there is a need to finalize it sooner than later.

On a Motion by Mr. Porter, seconded by Ms. Porter, with all in favor, the Board of Supervisors approved the Irrigation Management Agreement in substantial form and authorized the chairman to execute it once finalized for Wiregrass Community Development District.

86
87
88
89
90
91
92
93
94
95
96
97
98
99

NINTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report.

- B. District Engineer
No Report

TENTH ORDER OF BUSINESS

Supervisor Requests

There were no Supervisor requests put forward.

ELEVENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Gramling, seconded by Mr. Chandler, with all in favor, the Board of Supervisors adjourned the meeting at 12:17 p.m. for Wiregrass Community Development District.

100
101
102
103
104
105
106
107
108

Secretary/ 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 February 2015 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2015 through February 28, 2015. This does not include expenditures previously approved by the Board.

The total items being presented: **\$4,934.02**

Approval of Expenditures:

_____ Chairman

_____ Vice Chairman

_____ Assistant Secretary

Wiregrass Community Development District
Paid Operation & Maintenance Expenses
February 1, 2015 Through February 28, 2015

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Auto-Owners Insurance	146	011330975 020915	General Liability Insurance 01/29/15 - 01/29/16	\$ 325.00
Rizzetta & Company, Inc.	142	17648	District Management Fees 02/15	1,500.00
Stahl & Associates Insurance	143	33209	POL Policy 01/29/15 - 01/29/16	\$ 1,386.00
Straley & Robin	145	11795	Professional Services 01/15	\$ 1,595.00
Straley & Robin	145	11796	Professional Services - Master Irrigation System 01/15	\$ 33.00
Times Publishing Company	144	66991	Legal Advertising 01/15	\$ 95.02
Report Total				<u>\$ 4,934.02</u>

12-0049-00



STAHL & ASSOCIATES INSURANCE
3939 TAMPA RD
OLDSMAR FL 34677-3104
INVOICE

P.O. Box 30315, Lansing, Michigan 48909-7815
Phone 1-800-288-8740 Fax (517) 391-5101
www.auto-owners.com

Please contact your agent with questions at:
(727) 784-8554

Billing Account Information	
Statement Date	02-09-2015
Account Number	011330975
Payment Plan	FULL PAY
Due Date	02-28-2015

WIREGRASS CDD
C/O RIZZETTA & CO
5844 OLD PASCO RD # 100
WESLEY CHAPEL FL 33544-4010

Date Rec'd Dist Office _____

DM Approval CK _____

Date Entered FEB 20 2015 _____

Fund 001 GL 15500 CC _____

Check # _____



Summary of Billing Account Activity					
Previous Balance	Payments	Policy Activity	Fees	Total Due	Minimum Due
\$0.00	\$0.00	\$325.00	\$0.00	\$325.00	\$325.00

fold and detach here

0072827

12-0049-00



WIREGRASS CDD
C/O RIZZETTA & CO
5844 OLD PASCO RD # 100
WESLEY CHAPEL FL 33544-4010

Billing Account Information	
Account Number	011330975
Due Date	02-28-2015
Total Due	\$325.00
Minimum Due	\$325.00

Please make checks payable to:

AUTO-OWNERS INSURANCE
P.O. BOX 30315
LANSING MI 48909-7815

For updates to your billing address, mark Address Change below
and fill out the back of this stub.

____ Address Change



011330975 10 9 0000032500 00032500 6

RIZZETTA & COMPANY, INC.

5020 W Linebaugh Avenue

Suite 200

Tampa, FL 33624

DATE	INVOICE NO.
2/1/2015	17648

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	<p>PROFESSIONAL FEES:</p> <p>District Management Services</p> <p>Services for the period February 1, 2015 through February 28, 2015</p> <p style="text-align: right;">RECEIVED</p> <p style="text-align: right;">JAN 27 2015</p> <p>Date Rec'd Rizzetta & Co., Inc. _____</p> <p>DM approval <u>CRK</u> Date <u>2-4-15</u></p> <p>Date entered <u>FEB - 2 2015</u></p> <p>Fund <u>001 GL 51300 OC 3101</u></p> <p>Book # _____</p>		1,500.00	1,500.00

Total	\$1,500.00
--------------	-------------------



Stahl & Associates Insurance
 3939 Tampa Road
 Oldsmar, FL 34677
 Phone : 813-818-5300 Fax : 813-818-5396

INVOICE # 33209		Page 1
ACCOUNT NO. WIREG-1	OP SH	DATE 01/23/15
Public Officials Liability		
POLICY # PO1000741D		
COMPANY Hull and Company, Inc.		
EFFECTIVE 01/29/15	EXPIRATION 01/29/16	BALANCE DUE ON 01/29/15

Wiregrass CDD
 C/o Rizzetta & Co.
 5844 Old Pasco Rd #100
 Wesley Chapel, FL 33544

Itn #	Eff Date	Trn	Type	Description	Amount
590656	01/29/15	MEM	PUBL	Public Officials Liab Renewal	\$ 1,386.00
Invoice Balance:					\$ 1,386.00

Date Rec'd Dist Office **IAN 27 2015**

DM Approval *CEK*

Date Entered **FEB - 2 2015**

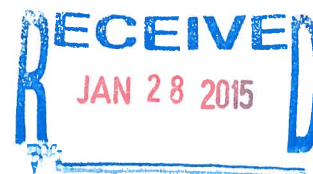
Fund 001 GL 15500 CC

Check #

Please make check payable to Stahl & Associates, and remit directly to our office for processing. Thank you.

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

January 23, 2015
Client: 001371
Matter: 000001
Invoice #: 11795

Page: 1

RE: General

For Professional Services Rendered Through January 15, 2015

SERVICES

Date	Person	Description of Services	Hours
12/18/2014	MKS	PREPARATION FOR AND ATTENDANCE AT CDD BOARD OF SUPERVISORS MEETING (VIA SPEAKER PHONE).	0.8
12/30/2014	MKS	CORRESPONDENCE FROM J.D. PORTER.	0.2
12/30/2014	VKB	REVIEW AND REVISE CONTRACTOR AGREEMENT AND GENERAL CONDITIONS FOR HUELAND POND ROAD.	2.2
12/31/2014	MKS	REVIEW PROPOSED CONSTRUCTION CONTRACT; OFFICE CONFERENCE WITH V. BABBAR.	0.3
01/05/2015	MKS	TELEPHONE CONFERENCE WITH S. SHERIDAN.	0.2
01/05/2015	VKB	DRAFT EMAIL TO S. SHERIDAN RE: FOLLOW UP TO HUELAND ROAD AGREEMENT. REVIEW AND REPLY TO EMAIL FROM S. SHERIDAN RE: SAME.	0.3
01/05/2015	LH	PREPARE DRAFT QUARTERLY REPORT TO DISSEMINATION AGENT FOR PERIOD ENDING DECEMBER 31, 2014.	0.2
01/06/2015	MKS	TELEPHONE CONFERENCE WITH S. SHERIDAN AND L. KISTLER RE CONSTRUCTION CONTRACT AND OTHER ISSUES.	0.6
01/08/2015	VKB	DRAFT EASEMENT TO THE DISTRICT FOR ROAD CONSTRUCTION.	0.6
01/13/2015	MKS	CORRESPONDENCE WITH DISTRICT	0.3

January 23, 2015

Client: 001371

Matter: 000001

Invoice #: 11795

Page: 2

SERVICES

Date	Person	Description of Services	Hours	
		MANAGER.		
		Total Professional Services	5.7	\$1,595.00

PERSON RECAP

Person		Hours	Amount
MKS	Mark K. Straley	2.4	\$792.00
VKB	Vivek K. Babbar	3.1	\$775.00
LH	Lynn Hoodless	0.2	\$28.00

Total Services	\$1,595.00
Total Disbursements	\$0.00
Total Current Charges	\$1,595.00
PAY THIS AMOUNT	\$1,595.00

Date Rec'd Dist Office _____
 DM Approval *CSK*
 Date Entered FEB - 2 2015
 Fund 001 GL 51400 CC 3107
 Check # _____

Please Include Invoice Number on all Correspondence

