

**WIREGRASS COMMUNITY  
DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS  
MEETING  
JUNE 3, 2014**

# WIREGRASS COMMUNITY DEVELOPMENT DISTRICT AGENDA JUNE 3, 2014 at 1:30 P.M.

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

<b>District Board of Supervisors</b>	Don Porter Bill Porter Colby Chandler Mike Gramling Quinn Miller	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Scott Brizendine	Rizzetta & Company, Inc.
<b>District Counsel</b>	Mark Straley	Straley & Robin
<b>District Engineer</b>	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 **1:30 p.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**

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May 27, 2014

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 **Tuesday, June 3, 2014 at 1:30 p.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 April 24, 2014..... Tab 1
  - B. Consideration of Operation & Maintenance Expenditures for April.. Tab 2
- 4. BUSINESS ITEMS**
  - A. Discussion of Bond Related Items
    1. Consideration of Resolution 2014-07, Bond Delegation Award  
(under separate cover)
    2. Public Hearing on Special Assessments
  - B. Presentation of Fiscal Year 2014/2015 Proposed Budget.....Tab 3
    1. Consideration of Resolution 2014-09, Approving Fiscal Year  
2014/2015 Proposed Budget and Setting the Public Hearing.....Tab 4
- 5. STAFF REPORTS**
  - A. District Counsel
    1. Legislative Update..... Tab 5
  - B. District Engineer
  - C. District Manager
    1. Announcement of Number of Registered Voters in District... ..Tab 6
    2. Announcement of Rizzetta/SWFWMD Pond Mtce. Workshop.. Tab 7
- 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,  
*Scott Brizendine*  
Scott Brizendine  
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 Supervisors of Wiregrass Community Development District was held on **Thursday, April 24, 2014 at 11:30 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	<b>Board Supervisor, Vice Chairman</b>
Mike Gramling	<b>Board Supervisor, Assistant Secretary</b>
Colby Chandler	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Robbie Cox	<b>Financial Consultant, Rizzetta &amp; Company, Inc.</b>
Mark Straley	<b>District Counsel, Straley &amp; Robin</b>
Scott Sheridan	<b>District Engineer, King Engineering, Inc.</b>
Bill Merrill	<b>Developer's Counsel, Icard, Merrill, Cullis, Timm, Furn, &amp; Ginsburg, P.A.</b>
Brett Sealy	<b>Investment Banker, MBS Capital Markets</b> <i>(via speakerphone)</i>

**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**

**Audience Comments on Agenda Items**

Mr. Brizendine stated that there were no members of the general audience in attendance.

41 **THIRD ORDER OF BUSINESS**

**Consideration of Minutes of the Board of Supervisors' Meeting Held on March 27, 2014**

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On a Motion by Mr. Bill Porter, seconded by Mr. Chandler, with all in favor, the Board of Supervisors approved the Minutes from the Board of Supervisors Meeting held on March 27, 2014 as presented for Wiregrass Community Development District.

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46 **FOURTH ORDER OF BUSINESS**

**Consideration of Operation and Maintenance Expenditures for March.**

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On a Motion by Mr. Chandler, seconded by Mr. Gramling, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for March (\$2,914.42) for Wiregrass Community Development District.

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50 **FIFTH ORDER OF BUSINESS**

**Discussion on Bond Related Matters**

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52 Mr. Sheridan provided a brief overview of the items included in the Capital Improvement  
53 plan (CIP), which totals \$148,869,717, such as the components of the utility and roadway  
54 infrastructure. Mr. Straley recommended that the Board approve the latest version of the  
55 Engineer's Report since the Preliminary Assessment Allocation Report is predicated on it.

56  
On a Motion by Mr. Gramling, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors approved the Engineer's Report dated February 27, 2014 for Wiregrass Community Development District.

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58 Mr. Cox touched on the changes that were made to the Preliminary Phase I Master Special  
59 Assessment Report since last presented to the Board by reviewing the information found in the  
60 various tables. He stated that table one reflects the most current development plan (11,813.07  
61 units), table two the current Phase I plan with the addition of a hotel and increased number of  
62 apartments and hospital beds, table three reflects the total District CIP, table four the breakdown of  
63 CIP costs per product type, table five the maximum Phase I cost allocation, table six the phase I  
64 maximum bonds value, table seven the maximum assessments, and table eight the maximum  
65 assessments per product type. He asked if there were any questions on the report. There were  
66 none.

67  
68 Mr. Straley presented and reviewed Resolution 2014-01, explaining that it formalizes the  
69 Boards intention to adopt special assessments in the amounts discussed in the Assessment  
70 Allocation and Engineer's reports. He noted that the resolution sets the date for the public hearing;  
71 therefore it will not be necessary to approve the second resolution. He asked for and received  
72 confirmation that the Board wished to hold the public hearing on June 3, 2014 at 1:30 p.m.

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On a Motion by Mr. Gramling, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors approved Resolution 2014-01, declaring special assessments and setting the public hearing on June 3, 2014 at 1:30 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.

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**SIXTH ORDER OF BUSINESS**

**Consideration of Interlocal Agreement  
with Property Appraiser**

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Mr. Brizendine presented and reviewed the Interlocal Agreement with the Pasco County Property Appraiser, stating that it outlines the services to be provided by the County relative to sending out TRIM notices and providing the District with the information needed to place the assessments on the tax roll. He noted that there is an administrative fee of \$750 to set up the account and an annual fee of \$150 going forward.

On a Motion by Mr. Chandler, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors approved the Interlocal Agreement with the Pasco County Property Appraiser for Wiregrass Community Development District.

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**SEVENTH ORDER OF BUSINESS**

**Consideration of Interlocal Agreement  
with Tax Collector**

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Mr. Brizendine presented and reviewed the Interlocal Agreement with the Pasco County Tax Collector, stating that it outlines the services to be provided by the County relative to collecting the District's assessments on the tax roll. He noted that there is a one time administrative fee of \$700 to set up the account and explained that the District will be able to use the services with the implementation of the fiscal year 2015-2016 budget.

On a Motion by Mr. Bill Porter, seconded by Mr. Gramling, with all in favor, the Board of Supervisors approved the Interlocal Agreement with the Pasco County Tax Collector for Wiregrass Community Development District.

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**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

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A. District Counsel  
No report.

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B. District Engineer  
No report.

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107 C. District Manager  
108 Mr. Brizendine stated that he had intended to present the proposed budget for fiscal  
109 year 2014-2015 at the May 22<sup>nd</sup> meeting, but given that the Board has scheduled a  
110 public hearing on June 3, 2014 it makes sense to cancel the May meeting and  
111 address the standard Board agenda items during the meeting on June 3<sup>rd</sup>. He asked  
112 for guidance from the Board regarding any services that may be coming on board  
113 next year, as he will be presenting the fiscal year 2014/2015 proposed budget at that  
114 time, as well..

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116 **NINTH ORDER OF BUSINESS**

**Supervisor Requests**

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118 There were no Supervisor requests.  
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120 **TENTH ORDER OF BUSINESS**

**Adjournment**

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On a Motion by Mr. Chandler, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors adjourned the meeting at 10:30 a.m. for Wiregrass Community Development District.
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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 April 2014 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2014 through April 30, 2014. This does not include expenditures previously approved by the Board.

The total items being presented: **\$6,342.00**

Approval of Expenditures:

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\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

\_\_\_\_\_ Assistant Secretary

# Wiregrass Community Development District

## Paid Operation & Maintenance Expenses

April 1, 2014 Through April 30, 2014

*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.	108	16571	District Management Fees 04/14	\$ 1,500.00
Straley & Robin	109	10675	General Legal Services 02/14	\$ 2,565.00
Straley & Robin	110	10740	General Legal Services 03/14	\$ 2,277.00
<b>Report Total</b>				<b><u>\$ 6,342.00</u></b>

**RIZZETTA & COMPANY, INC.**

5020 W Linebaugh Avenue


Suite 200

Tampa, FL 33624

DATE	INVOICE NO.
4/1/2014	16571

<b>BILL TO</b>
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><b>PROFESSIONAL FEES:</b></p> <p>District Management Services</p> <p>Services for the period April 1, 2014 through April 30, 2014</p> <p style="text-align: right;">RECEIVED MAR 27 2014</p> <p>Date Rec'd Rizzetta &amp; Co., Inc. _____</p> <p>D/M approval  Date _____</p> <p>Date entered APR - 7 2014</p> <p>Fund 001 GL 51300 OC 3101</p> <p>Check # _____</p>		1,500.00	1,500.00
			<b>Total</b>	<b>\$1,500.00</b>

# 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

February 27, 2014  
Client: 001371  
Matter: 000001  
Invoice #: 10675

Page: 1

RE: General

For Professional Services Rendered Through February 15, 2014

## SERVICES

Date	Person	Description of Services	Hours	
01/23/2014	MKS	PREPARATION FOR AND ATTENDANCE AT CDD BOARD OF SUPERVISORS WORKSHOP AND MEETING.	4.2	
01/27/2014	TJR	REVIEW AND ANALYZE ISSUES RE CONTROL OF BOARD AND USE OF PROXIES FOR LANDOWNER ELECTIONS.	0.3	
01/27/2014	MKS	CORRESPONDENCE FROM M. BROCKWAY; CORRESPONDENCE FROM B. SEALY.	0.5	
01/28/2014	MKS	CORRESPONDENCE FROM M. BROCKWAY RE PROXY TO LOCUST BRANCH.	0.2	
02/05/2014	MKS	CORRESPONDENCE WITH M. BROCKWAY RE SALE TO M/I HOMES.	0.3	
02/06/2014	MKS	REVIEW DRAFT M/I CONTRACT; TELEPHONE CONFERENCE WITH M. BROCKWAY AND S. GRIFFITHS OF M/I HOMES.	0.9	
02/12/2014	MKS	CORRESPONDENCE FROM M. BROCKWAY; CORRESPONDENCE FROM B. SEALY; CORRESPONDENCE TO B. SEALY.	0.6	
02/14/2014	MKS	CORRESPONDENCE WITH B. MERRILL RE M/I CONTRACT.	0.8	
Total Professional Services			7.8	\$2,565.00

February 27, 2014  
Client: 001371  
Matter: 000001  
Invoice #: 10675

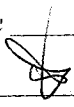
Page: 2

**PERSON RECAP**

Person		Hours	Amount
MKS	Mark K. Straley	7.5	\$2,475.00
TJR	Tracy J. Robin	0.3	\$90.00

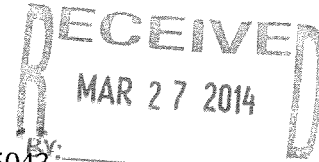
Total Services	\$2,565.00	
Total Disbursements	\$0.00	
Total Current Charges		\$2,565.00
<b>PAY THIS AMOUNT</b>		<b>\$2,565.00</b>

*Please Include Invoice Number on all Correspondence*

Date Rec'd Dist Office \_\_\_\_\_  
DM Approval  \_\_\_\_\_  
Date Entered MAR - 4 2014  
Fund 001 GL 51400 CC 3107  
Check # \_\_\_\_\_

**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

March 25, 2014  
Client: 001371  
Matter: 000001  
Invoice #: 10740

Page: 1

RE: General

For Professional Services Rendered Through March 15, 2014

**SERVICES**

Date	Person	Description of Services	Hours	
02/17/2014	MKS	REVIEW SECOND AMENDMENT TO M/I PURCHASE CONTRACT RE CDD BOND ISSUANCE; TELEPHONE CONFERENCE WITH B. MERRILL.	1.6	
02/18/2014	MKS	CORRESPONDENCE FROM B. MERRILL; REVIEW REVISED VERSION OF SECOND AMENDMENT TO M/I PURCHASE CONTRACT; TELEPHONE CONFERENCE WITH B. MERRILL.	1.8	
02/24/2014	MKS	FINAL REVIEW AND REVISIONS TO SECTION 6 OF SECOND AMENDMENT TO CONTRACT WITH M/I HOMES; CORRESPONDENCE WITH B. MERRILL.	0.7	
02/27/2014	MKS	PREPARATION FOR AND ATTENDANCE AT CDD BOARD OF SUPERVISORS WORKSHOP AND MEETING.	2.8	
Total Professional Services			6.9	\$2,277.00

**PERSON RECAP**

Person	Hours	Amount
MKS Mark K. Straley	6.9	\$2,277.00





# Tab 3

**WIREGRASS**  
**COMMUNITY DEVELOPMENT DISTRICT**  
***Budget Proposal Packet for Fiscal Year 2014/2015***

The following are enclosed in this Budget Proposal Packet:

- Proposed General Fund Budget worksheet for Fiscal Year 2014/2015.
- Assessment Chart for Fiscal Year 2014/2015 if budgeted were to be adopted as proposed.

***THE BUDGET PROPOSAL PACKET FOR FISCAL YEAR 2014/2015 IS SIMPLY A PROPOSED BUDGET AND PROPOSED LEVEL OF ASSESSMENTS WHICH ARE DONE AS PART OF THE BUDGET PROCESS. THESE ARE NOT FINAL AND SHOULD NOT BE CONSTRUED AS FINAL, UNTIL AFTER THE BOARD OF SUPERVISORS HAS HELD A PUBLIC HEARING ON THE BUDGET AND ADOPTED THE FINAL BUDGET AND LEVIED ASSESSMENTS.***



**WIREGRASS CDD**

**ASSESSMENT SCHEDULE - ASSESSMENT AREA 1**

TOTAL O&M BUDGET  
COLLECTION COSTS @ 6.0%  
TOTAL O&M ASSESSMENT

\$405,000.00  
\$25,851.06  
\$430,851.06

**UNITS ASSESSED**

PRODUCT TYPE	O&M	ALLOCATION OF O&M ASSESSMENT			PER UNIT ANNUAL ASSESSMENT	
		EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	O&M BUDGET	TOTAL
<b>Platted Parcels</b>						
SF	580	1.00	580.00	22.73%	\$97,925.12	\$168.84 /Lot
Apt	600	0.25	150.00	5.88%	\$25,325.46	\$42.21 /Unit
TH	220	0.60	131.15	5.14%	\$22,143.55	\$100.65 /Unit
Retail	940	1.15	1084.62	42.50%	\$183,122.58	\$194.81 /1kSqFt
Hotel	90	0.60	53.65	2.10%	\$9,058.72	\$100.65 /Room
Office	512	0.85	433.23	16.98%	\$73,145.13	\$142.86 /1kSqFt
Hospital	200	0.60	119.23	4.67%	\$20,130.50	\$100.65 /Bed
<b>Total Platted</b>	<b>3142</b>		<b>2551.88</b>	<b>100.00%</b>	<b>\$430,851.06</b>	

LESS: Pasco County Collection Costs and Early Payment Discount Costs

(\$25,851.06)

**Net Revenue to be Collected**

\$405,000.00

## **GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION**

*The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.*

### **REVENUES:**

#### **Operations & Maintenance Assessments**

The District levies Non-Ad Valorem Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County. The second is for lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

#### **Funding Agreement**

The District may enter into funding agreements to provide for a source of revenue for certain expenditures.

#### **Developer Contribution**

The District may, similar to a funding agreement, receive certain prescribed dollars from the Developer to off-set expenditures of the District.

#### **Facility Rental**

The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

#### **Event Rental**

The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

#### **Interlocal Agreement**

The District may enter into interlocal agreements with other governmental entities to provide for revenue for certain expenditures.

#### **Miscellaneous**

The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

### **EXPENDITURES:**

## **ADMINISTRATIVE**

### **Legislative**

#### **Supervisor Fees**

The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

### **Financial and Administrative**

#### **Administrative Services**

The District will incur expenditures for the day to today operation of District matters. These items include but are not limited to mailing and preparation of agenda packages, overnight deliveries, facsimiles and long distance phone calls.

Also, each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8). Finally, this line item also includes a cost for the storage of all the District's official records, supplies and files.

#### **District Manager**

The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day administrative needs. The cost to maintain the minutes of all Board meetings, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

#### **Disclosure Report**

The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

#### **Trustee's Fees**

The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

#### **Financial Consulting Services**

The District will contract with a firm to maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses. Also, additional financial consulting services include, but are not limited to responding to bondholder questions, prepayment analysis, long term pay-offs and true-up analysis. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also provides for the release of liens on property after the full collection of bond debt levied on particular properties.

### **Accounting Services**

The District has contracted for maintenance of accounting records. These services include, but are not limited to accounts payable, accounts receivable and preparation of financial reports for the district. This also includes all preparations necessary for the fiscal year end audits to be done.

### **Auditing Services**

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

### **Arbitrage Rebate Calculation**

The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

### **District Engineer**

The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

### **Public Officials Liability Insurance**

The District will incur expenditures for public officials' liability insurance for the Board and Staff.

### **Legal Advertising**

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

### **Bank Fees**

The District will incur bank service charges during the year.

### **Dues, Licenses & Subscriptions**

The District is required to pay an annual fee to the Department of Community Affairs, along with other items which may require licenses or permits, etc.

### **Miscellaneous**

The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

### **Website Development and Maintenance**

The District may incur fees as they relate to the development and ongoing maintenance of its own website.

### **Legal Counsel**

#### **District Counsel**

The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

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## **FIELD OPERATIONS**

### **Electric Utilities**

#### **Electric Utility Services**

The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

#### **Electric Service-Recreation Facility**

The District may budget separately for its recreation and or amenity electric separately.

#### **Street Lights**

The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.

### **Gas Utility Service**

#### **Gas-Recreation Facility**

The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

### **Garbage/Solid Waste Control**

#### **Garbage Collection-Recreation Facility**

The District will incur expenditures related to the removal of garbage and solid waste.

#### **Solid Waste Assessment Fee**

The District may have an assessment levied by another local government for solid waste, etc.

### **Water-Sewer Combination Services**

#### **Water Utility Services**

The District will incur water/sewer utility expenditures related to district operations.



### **Water-Reclaimed**

The District may incur expenses related to the use of reclaimed water for irrigation.

### **Water-Recreation Facility**

The District may incur water and sewer charges for its recreation facilities

### **Water-Pool**

The District may incur charges for water for its pool if metered separately.

## **Stormwater Control**

### **Fountain Service Repairs & Maintenance**

The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

### **Lake/Pond Bank Maintenance**

The District may incur expenditures to maintain lake banks, etc for the ponds and lakes within the Districts boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

### **Aquatic Contract**

Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

### **Mitigation Monitoring & Maintenance**

The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

### **Lake/Pond Repair**

Expense related to repair and maintenance for inlet pipes, outfalls and weir structures for the storm water drainage system.

### **Aquatic Plant Replacement**

The expenses related to replacing beneficial aquatic plants, that may or may not have been required by other governmental entities.

## **Other Physical Environment**

### **Employee-Salaries**

The District may incur salary expenses for a field manager of site superintendent who oversees daily activity within the field operations of the District's facilities.

**Employee-P/R Taxes**

This is the employer's portion of employment taxes such as FICA etc.

**Employee-Workers' Comp**

Fees related to obtaining workers compensation insurance.

**Employee-Health Insurance**

Expenses related to providing health insurance coverage if the District elects to offer same.

**General Liability Insurance**

The District will incur fees to insure items owned by the District for its general liability needs

**Property Casualty Insurance**

The District will incur fees to insure items owned by the District for its property needs

**Entry and Walls Maintenance**

The District will incur expenditures to maintain the entry monuments and the fencing.

**Landscape Maintenance**

The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch and irrigation repairs.

**Irrigation Repairs & Maintenance**

The District will incur expenditures related to the maintenance of the irrigation systems.

**Clock Maintenance Contract**

Expenses incurred for such things as entry clocks if they exist.

**Landscape Replacement**

Expenditures related to replacement of turf, trees, shrubs etc.

**Miscellaneous Fees**

The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

## **Road & Street Facilities**

### **Gate Phone**

The District will incur telephone expenses if the District has gates that are to be opened and closed.

### **Street Sweeping**

The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

### **Gate Maintenance**

Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

### **Roadway Repair & Maintenance**

Expenses related to the repair and maintenance of roadways owned by the District if any.

### **Sidewalk Repair & Maintenance**

Expenses related to sidewalks located in the right of way of streets the District may own if any.

### **Miscellaneous Maintenance**

Expenses which may not fit into any defined category in this section of the budget.

## **Parks & Recreation**

### **Employees-Salaries**

The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

### **Employees P/R Taxes**

Expenses related to an employers portion of payroll taxes such as FICA, etc.

### **Employee-Workers' Comp**

Expenses related to Workers' Comp Insurance

### **Employees-Health Insurance**

Expenses related to health insurance coverage for employees if the District elects to over same.

### **Management Contract**

The District may contract with a firm to provide for the oversight of its recreation facilities.

**Clubhouse Facility Maintenance**

The District may incur expenses to maintain its recreation facilities

**Clubhouse Telephone, Fax, Internet**

The District may incur telephone, fax and internet expenses related to the recreational facilities.

**Clubhouse Facility Landscaping**

The District may wish to budget separately for this item from its other landscaping needs.

**Clubhouse Office Supplies**

The District may have an office in its facilities which require various office related supplies.

**Clubhouse Facility Janitorial Service**

Expenses related to the cleaning of the facility and related supplies.

**Clubhouse Facility Irrigation**

The District may wish to budget separately for this item from its other irrigation needs.

**Pool/Water Park/Fountain Repairs and Maintenance**

Expenses related to the repair and maintenance of swimming pools and other water features to include service contracts, repair and replacement

**Security System**

The District may wish to install a security system for the clubhouse

**Clubhouse Miscellaneous**

Expenses which may not fit into a defined category in this section of the budget

**Athletic/Park Court/Field Repairs**

Expense related to any facilities such as tennis, basketball etc.

**Trail/Bike Path Maintenance**

Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

**Law Enforcement**

**Off Duty Deputy Services**

The District may wish to contract with the local police agency to provide security for the District.

### **Security Operations**

#### **Security Contract**

The District may incur expenses for providing security at entries, neighborhood patrols etc.

#### **Guard & Gate Facility Maintenance**

The District may choose to have its entry gates manned with personnel. Also, any ongoing gate repairs and maintenance would be included in this line item.

### **Special Events**

#### **Special Events**

Expenses related to functions such as holiday events for the public enjoyment

### **Contingency**

#### **Miscellaneous Contingency**

Monies collected and allocated for expenses that the District could incur miscellaneous throughout the year, which may not fit into any standard categories.

### **Capital Improvements**

#### **Capital Improvements**

Monies collected and allocated for various projects as they relate to public improvements.

### **Capital Reserves**

#### **Capital Reserve**

Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

## **DEBT SERVICE FUND BUDGET** **ACCOUNT CATEGORY DESCRIPTION**

*The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.*

## **REVENUES:**

### **Debt Service Assessments**

The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

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## **EXPENDITURES:**

### **ADMINISTRATIVE**

#### **Financial and Administrative**

##### **Bank Fees**

The District may incur bank service charges during the year.

##### **Interest Payment**

The District may incur interest payments on the debt related to its various bond issues.

##### **Principal Payment**

This would be the portion of the payment to satisfy the repayment of the bond issue debt.

# Tab 4

**RESOLUTION 2014-08**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WIREGRASS COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2014/2015 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW AND SECTION 190.008, FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors of the Wiregrass Community Development District (the "Board") prior to June 15, 2014, a proposed operating budget, debt service budget and capital projects budget for Fiscal Year 2014/2015; and

WHEREAS, the Board has considered the proposed budgets and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WIREGRASS COMMUNITY DEVELOPMENT DISTRICT:**

1. The operating, debt service and capital projects budgets proposed by the District Manager for Fiscal Year 2014/2015 attached hereto as **Exhibit A** are hereby approved as the basis for conducting a public hearing to adopt said budgets.
2. A public hearing on said approved budgets is hereby declared and set for the following date, hour and location:

DATE: \_\_\_\_\_, 2014

HOOR: \_\_\_\_\_

LOCATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. The District Manager is hereby directed to submit a copy of the approved proposed budgets to Pasco County at least 60 days prior to the hearing set above.
4. In accordance with Section 189.418, Florida Statutes, the District's Secretary is further directed to post this approved proposed budget on the District's website at least two days before the budget hearing date as set forth in Section 2. If the District does not have its own website, the District's Secretary is directed to transmit this approved proposed budget to Pasco County for posting on the local governing authority's website.
5. Notice of this public hearing shall be published in the manner prescribed in Florida law.
6. This Resolution shall take effect immediately upon adoption.



**PASSED AND ADOPTED THIS 2<sup>nd</sup> DAY OF JUNE, 2014.**

ATTEST:

\_\_\_\_\_  
**WIREGRASS COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/ Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Exhibit A:** Fiscal Year 2014-2015 Proposed Budget

**EXHIBIT A**

# Tab 5

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STRALEY & ROBIN  
1510 W. Cleveland Street  
Tampa, FL 33606  
Phone: 813-223-9400  
Fax: 813-223-5043

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**M E M O R A N D U M**

**TO:** Community Development District Supervisors and District Managers  
**FROM:** Straley and Robin  
**DATE:** May 13, 2014  
**RE:** New legislative requirements for Special Districts

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The Governor recently signed Senate Bill 1632 passed by the Florida Legislature. The new law, which takes effect July 1, 2014, impacts all special districts in Florida, including community development districts.

The new law substantially revises the Uniform Special District Accountability Act of 1989, Chapter 189, Florida Statutes (the "Act"). Of particular note<sup>1</sup>, the revised Act requires all special districts, including CDDs, to operate and maintain an official website containing certain information by October 1, 2015 and submit the website address to the Department of Economic Opportunity. Special districts must post the following information on the official website:

1. The full legal name of the special district.
2. The public purpose of the special district.
3. The name, address, email address, and the term for each member of the governing body of the special district.
4. The fiscal year of the special district.
5. The full text of the special district's charter and the statute under which the special district operates (for CDDs a reference to Chapter 190, Florida Statutes is

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<sup>1</sup> The new law also revises provisions relating to inactive districts, adds provisions relating to a district's failure to disclose financial reports, and revises the statutory provisions relating to the oversight of special districts.

sufficient), any grant of special powers, the date of establishment, and the establishing entity.

6. The mailing address, email address, telephone number, and internet website uniform resource locator of the special district.
7. A description of the boundaries and the services provided by the special district.
8. A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy of the tax, fee, special assessment, or charge.
9. The primary contact person for the special district for purposes of communication from the Department of Economic Opportunities.
10. A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.
11. The adopted budget of the special district, in addition to budget amendments as required by with section 189.418, Florida Statutes.
12. The final, complete audit report for the most recent completed fiscal year, and other audit reports required by law or authorized by the governing body of the special district.

The new law also creates section 112.511, Florida Statutes, which authorizes the Governor to suspend or remove a special district governing body member, including CDD supervisors, pursuant to Section 7(a), Article IV of the State Constitution and Section 112.51, Florida Statutes.

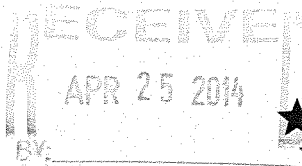
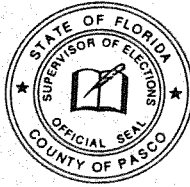
### **Recommendations**

If a CDD has an existing website, the Board of Supervisors will need to modify its website by October 1, 2015, to comply with the website requirements. If the CDD does not have an existing website, then by October 1, 2015 the Board of Supervisors will need to plan and budget for operating and maintaining a CDD website that complies with the new website requirements.

If you have any questions about this new legislation, please contact us at your convenience.

# Tab 6

**Brian E. Corley**  
Supervisor of Elections  
Post Office Box 300  
Dade City, FL 33526-0300



★★★ **FREEDOM**  
Requires Responsibility  
**VOTE PASCO**

April 23, 2014

Mr. Scott Brizendine, District Manager  
5844 Old Pasco Rd  
Suite 100  
Wesley Chapel FL 33544

Dear Mr. Brizendine:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2014.

- |  |       |
|--|-------|
| • Bridgewater Community Development District               | 888   |
| • Chapel Creek Community Development District              | 0     |
| • Connerton West Community Development District            | 551   |
| • Estancia at Wiregrass Community Development District     | 0     |
| • Lake Padgett Estates Independent Special District        | 2,009 |
| • Meadow Pointe III Community Development District         | 2,660 |
| • Meadow Pointe IV Community Development District          | 555   |
| • Meadow Pointe V Community Development District           | 0     |
| • Preserve at Wilderness Lakes Community Development Dist. | 1,679 |
| • Seven Oaks Community Development District                | 3,573 |
| • Talavera Community Development District                  | 0     |
| • WaterGrass Community Development District                | 572   |
| • WaterGrass II Community Development District             | 0     |
| • Wiregrass Community Development District                 | 0     |

As always, please call me if you have any questions or need additional information.

Sincerely,

Brian E. Corley

BEC/taa

East Pasco Government Center  
Dade City  
(352) 521-4302

Central Pasco Professional Center  
Land O' Lakes  
(813) 929-2788

West Pasco Government Center  
New Port Richey  
(727) 847-8162

**pascovotes.com**



# Tab 7

RIZZETTA & COMPANY, INC. PRESENTS:



## Stormwater Pond Management and SWFWMD

**June 25, 2014**

**1:00—4:00 pm**

**Rizzetta Management  
Services**

Training Center at Ashlyn Park  
5020 W Linebaugh Av Suite 120  
Tampa, FL 33624  
813-514-0400

**Refreshments will be  
served.  
Seating is limited.**

**Please RSVP to:  
Shannon Shelton  
813-933-5571 or  
sshelton@rizzetta.com**

We are teaming up with SWFWMD for an informal workshop for proper management practices of Lakes and Ponds.

- Manage the ponds in your Neighborhood
- Learn methods to stabilize your pond banks
- Save the Community money
- Create a beautiful landscape
- Invite wildlife and wading birds
- Extend the lifespan of your pond

With the assistance of SWFWMD we will help to provide you with the tools needed. We'll share tips and suggestions on how to make your community thrive. You'll leave with a better understanding of how to beautify your neighborhood!

**RIZZETTA & COMPANY**  
Incorporated

3434 Colwell Avenue  
Suite 200  
Tampa, FL 33614  
813-933-5571  
813-935-6212  
sshelton@rizzetta.com  
www.rizzetta.com



**YOUR MANAGEMENT PARTNER FOR SUCCESS!**