



Rizzetta & Company

Wiregrass Community Development District

**Board of Supervisors'
Meeting**

February 25, 2021

District Office:

5844 Old Pasco Road, Suite 100 Pasco, Florida

33544

813.994.1615

www.wiregrasscdd.org

**WIREFRASS
COMMUNITY DEVELOPMENT DISTRICT**

Board of Supervisors

Bill Porter	Chairman
Hatcher Porter	Vice Chairman
Caitlyn Chandler	Assistant Secretary
Korie Roberts	Assistant Secretary

District Manager

Lynn Hayes	Rizzetta & Company, Inc.
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District Counsel

Lindsay Whelan	Hopping, Green, & Sams
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District Engineer

Nicole Lynn	Ardurra Group, Inc.
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All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that 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.

February 17, 2021

Board of Supervisors
**Wiregrass Community
Development District**

FINAL AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Wiregrass Community Development District will be held on **Thursday, February 25, 2020 at 10:00 a.m.** at the offices of Rizzetta & Company Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544. The following is the final agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Appointment to Seat #3..... Tab 1
- 4. BUSINESS ITEMS**
 - A. Consideration of Utility Bond Renewal Insurance Premium..... Tab 2
 - B. Consideration of Minutes of the Board of Supervisors' Meeting held on January 28, 2021 Tab 3
 - C. Consideration of Operation & Maintenance Expenditures for January 2021 Tab 4
- 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,

Lynn Hayes
District Manager

cc. Lindsay Whelan, Hopping, Green, & Sams, P.A.
Mike Ross, Ardurra Group, Inc.

Tab 1

INVOICE



Customer	Wiregrass Community Development District
Acct #	877
Date	02/12/2021
Customer Service	Kristina Rudez
Page	1 of 1

Wiregrass Community Development District
 c/o Rizzetta & Company
 5844 Old Pasco Rd., Suite 100
 Wesley Chapel, FL 33544

Payment Information	
Invoice Summary	\$ 4,338.00
Payment Amount	
Payment for:	Invoice#12818
5284565	

Thank You

Please detach and return with payment



Customer: Wiregrass Community Development District

Invoice	Effective	Transaction	Description	Amount
12818	03/25/2021	Renew policy	Policy #5284565 03/25/2021-03/25/2022 Surtec Insurance Company Bond Limit: \$216,903 - Renew policy Due Date: 2/12/2021 <div style="text-align: center; color: blue;"> <i>LMH</i> 2/12/21 </div>	4,338.00

Total

\$ 4,338.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
 Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	(321)233-9939	Date
	sclimer@egisadvisors.com	02/12/2021

Tab 2

Tab 3

MINUTES OF MEETING

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

WIREGRASS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors meeting of the Wiregrass Community Development District was held on **January 28, 2021 at 10:15 a.m.** at the offices of Rizzetta & Company, Inc., located at 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544.

Present were:

Bill Porter	Board Supervisor, Chairman
Hatcher Porter	Board Supervisor, Vice Chairman
Korie Roberts	Board Supervisor, Assistant Secretary

Also Present were:

Lynn Hayes	District Manager, Rizzetta & Company, Inc.
Scott Sheridan	Developer, Locust Branch
Lindsay Whelan	District Counsel, Hopping, Green & Sams <i>(via conference call)</i>

FIRST ORDER OF BUSINESS

Call to Order

Mr. Hayes called the meeting to order and confirmed a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

No audience was present.

THIRD ORDER OF BUSINESS

Administer Oath of Office to Newly Elected Supervisor

Mr. Hayes, a Notary Public in the State of Florida, administered the oath of office to the newly elected supervisor in attendance. Mr. Korie Roberts swore and affirmed to the oath as read in the record. Mr. Roberts chose to receive compensation for meeting attendance.

FOURTH ORDER OF BUSINESS

Review of Form 1 and Sunshine and Public Records Law

45 Ms. Whelan briefly reviewed the Sunshine and Public Records and Laws. Mr. Hayes
46 informed Mr. Roberts he would send the Florida Sunshine Law, Florida Statutes, and Rules of
47 Procedure to him electronically.
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49 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2021-01,**
50 **Designating Officers of the District**

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52 Mr. Hayes presented Resolution 2021-01, Designating Officers of the District.
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54 On a Motion by Mr. Hatcher Porter, seconded by Mr. Korie Roberts, with all in favor, the Board of
55 Supervisors appointed Mr. Bill Porter as Chairman, for Wiregrass Community Development
56 District.

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58 On a Motion by Mr. Bill Porter, seconded by Mr. Hatcher Porter, with all in favor, the Board of
59 Supervisors appointed Mr. Hatcher Porter as Vice Chairman, for Wiregrass Community
60 Development District.

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62 On a Motion by Mr. Bill Porter, seconded by Mr. Hatcher Porter, with all in favor, the Board of
63 Supervisors appointed Ms. Caitlyn Chandler, Mr. Korie Roberts, Mr. Lynn Hayes, and Mr. Matt
64 Huber as Assistant Secretaries, for Wiregrass Community Development District.

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66 On a Motion by Mr. Hatcher Porter, seconded by Mr. Korie Roberts, with all in favor, the Board of
67 Supervisors adopted Resolution 2021-01, Designating Officers of the District, for Wiregrass
68 Community Development District.

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70 **SIXTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
71 **Supervisors Meeting and Audit Committee**
72 **Meeting held on October 22, 2020**

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74 Mr. Hayes presented the meeting minutes from October 22, 2020 and inquired if there
75 were any amendments necessary.
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77 On a motion by Mr. Bill Porter, seconded by Mr. Hatcher Porter, with all in favor, the Board of
78 Supervisors approved the October 22, 2020 Board of Supervisors meeting minutes, for Wiregrass
79 Community Development District.

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81 On a motion by Mr. Bill Porter, seconded by Mr. Hatcher Porter, with all in favor, the Board of
82 Supervisors approved the October 22, 2020 Audit Committee meeting minutes, for Wiregrass
83 Community Development

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85 **SEVENTH ORDER OF BUSINESS** **Consideration of Operation & Maintenance**
86 **Expenditures for October, November, and**
87 **December 2020**

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Mr. Hayes presented the Operation and Maintenance Expenditures for October, November, and December 2020.

On a Motion by Mr. Bill Porter, seconded by Mr. Korie Roberts, with all in favor, the Board of Supervisors ratified the Operation & Maintenance Expenditures for October (\$66,145.24), November (\$17,996.02), and December (\$102,240.94) 2020, for Wiregrass Community Development District.

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EIGHTH ORDER OF BUSINESS

Discussion of Vacant Seat #3

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Mr. Hayes informed the Board that seat #3 is now vacant and asked if they knew of any interested candidates. Hearing none, he informed the Board he would post the opening on the CDD website.

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NINTH ORDER OF BUSINESS

Consideration of Resolution 2021-02, Project Completion Resolution (Series 2014)

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Ms. Whelan presented Resolution 2021-02, Project Completion Resolution relative to the Series 2014 bonds, to the Board of Supervisors.

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On a Motion by Mr. Bill Porter, seconded by Mr. Korie Roberts, with all in favor, the Board of Supervisors adopted Resolution 2021-02, Project Completion Resolution for Series 2014 Project, for Wiregrass Community Development District.

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TENTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Confirming Contribution of Infrastructure in Lieu of Assessments (Series 2014)

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On a Motion by Mr. Korie Roberts, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors adopted Resolution 2021-03, Confirming Contribution of Infrastructure in Lieu of Assessments for Series 2014 Project, for Wiregrass Community Development District.

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ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Project Completion Resolution (Series 2016)

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Ms. Whelan presented Resolution 2021-04, Project Completion Resolution relative to the Series 2016 bonds, to the Board of Supervisors.

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On a Motion by Mr. Hatcher Porter, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors adopted Resolution 2021-04, Project Completion Resolution for Series 2016 Project, for Wiregrass Community Development District.

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TWELFTH ORDER OF BUSINESS

**Consideration of Resolution 2021-05,
Confirming Contribution of Infrastructure in
Lieu of Assessments (Series 2016)**

On a Motion by Mr. Korie Roberts, seconded by Mr. Bill Porter, with all in favor, the Board of Supervisors adopted Resolution 2021-05, Confirming Contribution of Infrastructure in Lieu of Assessments for Series 2016 Project, for Wiregrass Community Development District.

THIRTEENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Whelan explained the Memorandum of Understanding relative to the new E-Verify statute.

On a Motion by Mr. Bill Porter, seconded by Mr. Hatcher Porter, with all in favor, the Board of Supervisors approved the Memorandum of Understanding for E-Verify requirements, for Wiregrass Community Development District.

B. District Engineer

No Report.

C. District Manager

Mr. Hayes confirmed the next meeting would be held on Thursday, February 25, 2021 at 10:00 a.m. at the offices of Rizzetta & Company located at 5844 Old Pasco Road Suite 100, Wesley Chapel, FL 33544.

FOURTEENTH ORDER OF BUSINESS

Supervisor Requests

There were no supervisor requests.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Bill Porter, seconded by Mr. Korie Roberts, with all in favor, the Board of Supervisors adjourned the meeting at 10:45 a.m. for Wiregrass Community Development District.

Secretary/ Assistant Secretary

Chairman/Vice Chairman

Tab 4

Wiregrass Community Development District

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

Operations and Maintenance Expenditures January 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from January 1, 2021 through January 31, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$67,282.32**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Wiregrass Community Development District
Paid Operation & Maintenance Expenditures
 January 1, 2021 Through January 31, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Natives Nursery, Inc.	001043	17797	Quarterly Mitigation Maintenance - State Road 56 01/21	\$ 3,420.00
Hopping Green & Sams	001038	119255	General/Monthly Legal Services 11/20	\$ 1,212.50
Hopping Green & Sams	001044	119659	General/Monthly Legal Services 12/20	\$ 795.00
Rizzetta & Company, Inc.	001039	INV0000055522	District Management Fees 01/21	\$ 3,254.17
Rizzetta & Company, Inc.	001045	INV0000055632	Annual Dissemination Services FY 20/21	\$ 6,000.00
Rizzetta Technology Services, LLC	001040	INV0000006752	Email & Website Hosting Services 01/21	\$ 175.00
Westcoast Landscape & Lawns, Inc.	001046	86389	Lawn Maintenance 01/21	\$ 12,650.00
Wiregrass Irrigation, LLC	001042	054	Irrigation Fees 12/20	\$ 32,776.83
Withlacoochee River Electric Cooperative, Inc	001041	1723523 12/20	Area Lighting 12/20	<u>\$ 6,998.82</u>
Report Total				<u>\$ 67,282.32</u>