

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.

The regular meeting of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District was held on **Wednesday April 6, 2022 at 9:30 a.m.** at The Preserve at Wilderness Lake Lodge, located at 21320 Wilderness Lake Blvd., Land O' Lakes, FL 34637.

Present and constituting a quorum:

Holly Ruhlig	Board Supervisor, Chairman
Scott Diver	Board Supervisor, Assistant Secretary
Beth Edwards	Board Supervisor, Assistant Secretary
Heather Evereth	Board Supervisor, Assistant Secretary

Also present were:

Bryan Norrie	Board Supervisor, Vice-Chairman <i>(via conference call)</i>
Greg Woodcock	District Engineer, Cardno <i>(via conference call)</i>
Tish Dobson	General Manager, Preserve at Wilderness Lake
R.J. Johnson	Representative, Red Tree Landscape
John Moylan	Representative, Red Tree Landscape
Audience	Present

FIRST ORDER OF BUSINESS

Call to Order /Pledge of Allegiance

Ms. Dobson called the meeting to order confirming a quorum for the meeting. Ms. Ruhlig led the Board in the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Dobson asked if there were any audience comments. James McClean asked the Board to consider adding a fence between the existing hedge and pond at Stoneleigh Park. RedTree will submit proposal to install a 2nd natural barrier between the playground and pond. As a 2nd option, Ms. Dobson will submit a proposal to install a section of fence line.

THIRD ORDER OF BUSINESS

Board Supervisor Requests and Walk on Items

47 Mr. Norrie asked if the Board would consider moving the Budget Workshop to a later date
48 in April. A discussion ensued.
49

On a Motion by Ms. Edwards, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved moving the Budget Workshop from April 12th to Wednesday, April 27th at 9:30 a.m. in the Activities Center for Preserve at Wilderness Lake Community Development District.

50
51 Mr. Norrie asked the Board to consider adding lighting to the pool deck for extended hours
52 of operation. A discussion ensued. Mr. Dobson will draft expenditures to include:
53

- 54 • Cost of lighting
- 55 • Staffing associated with monitoring the extended hours
- 56 • County requirements for lighting the pool deck to allow swimming after sunset
- 57 • Ms. Dobson will research previous lighting plans for the pool deck.
58

59 **FOURTH ORDER OF BUSINESS**

General Interest Items

60
61 **A. Landscaping Reports**

62 Ms. Dobson presented the PSA Field Service Report. A discussion ensued regarding the
63 woodline trimming test site.
64

65 Ms. Dobson presented the proposal for mulch in the amount of \$40,000.00.
66

67 Ms. Dobson and RedTree to drive the community, assess the landscape beds, and create
68 a mulch map with a revised proposal.
69

70 Ms. Dobson to work with RedTree on the desired woodline trimming throughout the
71 community. The trimming of the first was to aggressive.
72

73 John Moylan informed the Board that the new pump and well should be completed by May
74 1st. RedTree will assess the rain sensors as the irrigation was running during the recent
75 storms. They will also check the irrigation schedule.
76

77 **B. District Engineer**

78 Mr. Woodcock presented his report and updates.
79

80 Mr. Woodcock presented and reviewed the proposal for the Ranger Station structural
81 repairs from Yeti Construction. He stated that the total cost is \$18,500.00. A discussion
82 ensued.
83

On a Motion by Ms. Edwards, seconded by Ms. Edwards, with all in favor, the Board of Supervisors approved Yeti Construction's proposal for the Ranger Station Structural Repairs at a not to exceed cost of \$20,000 with details on M.O.T., safety, traffic plan, and staging area.

84 Mr. Woodcock stated that the pool drainage project was complete. He stated that drains
85 were found during deconstruction. Additional spillways were created to direct the runoff into
86 the drains. Mr. Woodcock said that screening may be necessary to stop storm debris from
87 pooling on the surface of the drain gate.
88

89 **C. District Counsel**

90 Mr. Vericker was not present and did not have a report.
91

92 **D. GHS Environmental Report**

93 Ms. Dobson presented the GHS report for the Board's review. A discussion ensued
94 regarding the assessment of the woodline trimming test site completed by RedTree. The
95 Board requested that GHS Environmental trim a test site to be used as an example for
96 future trimmings.
97

98 **E. Lodge Manager's Report**

99 Ms. Dobson presented the Lodge Manager's Report. She stated that a resident has
100 requested the addition of soccer goals at Stoneleigh Park. Ms. Dobson to present
101 proposals for this work.
102

103 A discussion ensued on the pool hours and what is in compliance with the pool signage.
104 Ms. Dobson stated that Romaner Graphics is creating a waterproof sign and clock for the
105 pool attendants' table.
106

107 **FIFTH ORDER OF BUSINESS**

Presentation of Revised Reserve Study

108
109 Ms. Dobson presented the revised Reserve Study to the Board. She stated that the
110 District is funded at 70%.
111

112 **SIXTH ORDER OF BUSINESS**

**Consideration of Addendum to Rizzetta &
Company's Contract for Staff Reviews**

113
114
115 Ms. Dobson presented and reviewed Rizzetta & Company's timeline for staff reviews. A
116 formal addendum is to be drafted with a mechanism for the Board to participate in the reviews
117 and performance pay.
118

119 *The Board took a recess at 11:52 a.m. and returned at 12:01 p.m.*
120

121 **SEVENTH ORDER OF BUSINESS**

Consideration of Audit Engagement Letter

122
123 Ms. Dobson presented The Audit Engagement Letter from Berger, Toombs, Elam,
124 Gaines & Frank for the years 2022-2026.
125

On a Motion by Ms. Ruhlig, seconded by Ms. Evereth, with all in favor, the Board of Supervisors approved Berger, Toombs, Elam, Gaines & Frank's Audit Engagement Letter for Years 2022-2026 Preserve at Wilderness Lake Community Development District.

126 **EIGHTH ORDER OF BUSINESS** **Discussion Regarding Poolside Lighting**
127

128 This item was discussed previously under Supervisor requests.
129

130 **NINTH ORDER OF BUSINESS** **Consideration of ACPLM's Proposal for**
131 **Roadway Repair**
132

133 Ms. Dobson presented and reviewed ACPLM's proposal for roadway repair at a cost of
134 \$16,824.00. Ms. Dobson stated that she had contacted Ainsley Caldwell of Pasco County with
135 the Board's request to turn over the ten sections of pavers at the front entrance. The Board
136 decided to hold off approving the proposal. They will review after a response is received from
137 Ainsley Caldwell with Pasco County. The Board tasked staff with applying polymer sand to
138 areas that need repair.
139

140 **TENTH ORDER OF BUSINESS** **Consideration of Proposal to Resurface the**
141 **Splash Pad**
142

143 Ms. Dobson presented and reviewed Specialty Surfaces' proposal to resurface the splash
144 pad at a cost of \$17,437.00. A discussion ensued. Ms. Dobson will verify if a screen can be
145 added to the drain grate so debris will not clog the filtration system. Ms. Dobson will research
146 options to extend the life of the surface. She will also research other surfaces and bring
147 additional proposals to the Board.
148

149 **ELEVENTH ORDER OF BUSINESS** **Consideration of Revised Proposal for First**
150 **Two Islands in front of Dunkin Donuts**
151

152 Ms. Dobson presented and reviewed the revised proposal from Red Tree Landscape for
153 the first two islands near Dunkin Donuts. A discussion ensued. The Board tasked RedTree with
154 being more aggressive in the thinning out the Palmettos and trimming of the grasses to reduce
155 visibility issues.
156

157 **TWELFTH ORDER OF BUSINESS** **Consideration of the Minutes of the Board of**
158 **Supervisors' Meeting held on March 2, 2022**
159

160 Ms. Dobson presented the minutes of the Board of Supervisors' meeting held on March 2,
161 2022. There were no changes.
162

On a Motion by Mr. Diver, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on March 2, 2022 as presented for the Preserve at Wilderness Lake Community Development District.

163 **THIRTEENTH ORDER OF BUSINESS** **Presentation of the Minutes of the Audit**
164 **Committee Meeting held on March 2, 2022**
165
166
167

168 Ms. Dobson presented the minutes of the Audit Committee meeting held on March 2,
169 2022. The Board accepted the Audit Committee meeting minutes as presented.
170

171 **FOURTEENTH ORDER OF BUSINESS** **Consideration of the Operation &**
172 **Maintenance Expenditures for February 2022**
173

174 Ms. Dobson presented the Operation & Maintenance Expenditures for February 2022.
175 The Board requested that Ms. Dobson verify that the Duke Energy invoices are being paid by
176 the due date. Ms. Dobson explained that all invoices are mailed to Rizzetta's Colwell office and
177 that may have held up the invoices. She stated that Duke Energy also upgraded their invoicing
178 system.
179

On a Motion by Mr. Diver, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved the Operation & Expenditures for February 2022 (\$217,239.59) for the Preserve at Wilderness Lake Community Development District.

180 **FIFTEENTH ORDER OF BUSINESS** **General Manager's Update**
181
182

183 Ms. Dobson presented the Financial Statements for February 2022 and the Reserve
184 Study Report.

185 Ms. Dobson presented her report and mentioned the next regular meeting of the Board of
186 Supervisors date of May 4, 2022 at 6:30 p.m. and the Board would be approving their Fiscal
187 Year 2022/2023 Proposed Budget at this meeting.
188

189 Ms. Dobson confirmed that the Budget Workshop would be rescheduled for Wednesday,
190 April 27, 2022 at 9:30 a.m. in the Activities Center.
191

192 The Board directed Rizzetta to sign off on the Assistant Manager position being filled with
193 the recommendation from Ms. Dobson. The Board requested that Ms. Dobson email Rizzetta
194 and copy the Chair asking Rizzetta to consider sending the Client Relations Manager (Nick
195 Shaffery) to the next meeting to discuss relations.
196

197 **SIXTEENTH ORDER OF BUSINESS** **Audience Comments**
198

199 Ms. Dobson asked if there were any audience comments. There were no audience
200 comments put forth.
201

202 **SEVENTEENTH ORDER OF BUSINESS** **Supervisors Requests**
203

204 Ms. Dobson asked if there were any Supervisor requests.
205

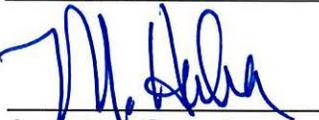
206 Mr. Diver stated that the Assistant Manager position needs to be signed off on.
207

208 A discussion ensued on current requests not being met by Rizzetta.

EIGHTEENTH ORDER OF BUSINESS Adjournment

Ms. Dobson stated that if there was no further business to come before the Board then a motion to adjourn would be in order.

On a Motion by Ms. Ruhlig, seconded by Mr. Diver, with all in favor, the Board of Supervisors adjourned the meeting at 1:16 p.m. for the Preserve at Wilderness Lake Community Development District.


Assistant Secretary


Chairman/Vice Chairman