

MINUTES OF MEETING
PRESERVE AT WILDERNESS LAKE
COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District was held on Wednesday, September 6, 2023 at 9:35 a.m. at the Preserve at Wilderness Lake Lodge, 21320 Wilderness Lake Boulevard, Land O' Lakes, FL 34637.

FIRST ORDER OF BUSINESS – Call to Order/Roll Call

Ms. Dobson called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Holly Ruhlig	Board Supervisor, Chairwoman
Agnieszka Fisher	Board Supervisor, Assistant Secretary
Beth Edwards (<i>via phone</i>)	Board Supervisor, Assistant Secretary
Heather Hepner	Board Supervisor, Assistant Secretary

Also present were:

Tish Dobson	District Manager, Vesta District Services
Julie Cortina	Vice President, Vesta District Services
John Vericker (<i>via phone</i>)	District Counsel, Straley Robin Vericker
Stephen Brletic (<i>via phone</i>)	District Engineer, JMT
Pete Lucadano	RedTree Landscaping
John Burkett	RedTree Landscaping
Amy Gazaway	Nail Service

The following is a summary of the discussions and actions taken at the September 6, 2023 Preserve at Wilderness Lake CDD Board of Supervisors Regular Meeting.

SECOND ORDER OF BUSINESS – Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS – Audience Comments – (*limited to 3 minutes per individual for agenda items*)

An audience member inquired about whether there had been any follow-up on previously discussed spa services and the use of the facility. Ms. Dobson stated that they had sent an independent contractor agreement to the insurance carrier for their review.

FOURTH ORDER OF BUSINESS – Supervisor Comments

The Board discussed scheduling spa services, marketing the services in the newsletter, and potentially utilizing the space to offer additional services.

The Board opened the floor to audience comments. Ms. Gazaway explained that the space was very small and already difficult to maneuver with just her own equipment and products, and that she had concerns about being unable to lock up these items if others were to use the room. Ms. Gazaway added that part of her business model was being highly flexible and available, which may present difficulties with scheduling other services in that space. Supervisor comments were made noting that the space was CDD-owned, and not necessarily closed off to any one exclusive vendor. Ms. Gazaway emphasized that several pieces of her equipment were set and could not easily be moved in and out of the space. Discussion ensued, with Ms. Dobson suggesting that they could renegotiate the agreement for the space for more of a rental structure if there was any interest. Ms. Dobson also

added that there were marketing opportunities in the newsletters and welcome home packets that could generate growth for the services being offered.

FIFTH ORDER OF BUSINESS – Staff Reports

A. Landscaping & Irrigation

1. Exhibit 1: RedTree Landscape Inspection Reports – July 13 & August 17

Mr. Burkett provided updates on the removal of the dead pines throughout the community, as well as pump repairs scheduled for September 11. Mr. Burkett noted that they had encountered issues with making the coleus growth size match in the front island, and asked the Board for input on outright removing the coleus. No opposition was heard from the Board.

2. Exhibit 2: RedTree Warranty Sod Report

Mr. Burkett noted that once the sod fields were accessible, the warranty sod would go in.

3. RedTree Irrigation Inspection Report

Mr. Burkett stated that the annuals installation would proceed upon repair of the pump.

4. Exhibit 3: RedTree Project Tracker & Proposals

Ms. Dobson noted that she had gotten in contact with the RedTree staff member who put together the project trackers, to work on being able to create a more unified style of report. Following additional discussion regarding the agenda layout, Ms. Dobson stated that, moving forward, landscape proposals and ratifications would be moved up and included under RedTree's report exhibits.

B. Aquatic Services

1. Exhibit 4: GHS Environmental Report

Ms. Dobson noted work being done by the vendor to address algae blooms, excess lily pads, and invasive grasses. Ms. Dobson responded to Supervisor questions about the cattails by the Sky Vista docks, noting that Mr. Burnite had been systematically going around lake perimeters to address these, and that she could ask for specific updates on cattail growth on future reports.

C. Exhibit 5: District Engineer

Mr. Brletic noted that the inspection with the County for the paver project would be proceeding on September 7. Mr. Brletic additionally discussed the drainage issues on Draycott Way that had been reported, explaining that while the problems weren't currently drastic, they existed on the design level. Mr. Brletic stated that the scope of work had been sent over to Site Masters and that they were hoping that they could submit a proposal to remediate the water flow and mitigate any larger issues. Ms. Dobson added that Pasco County had been notified of the issue, and that their crews were going through and clearing stormwater drain debris.

(The Board recessed the meeting at 11:24 a.m. and reconvened at 11:34 a.m.)

D. District Counsel

Mr. Vericker asked which members of Vesta staff were present at the meeting, noting work being done on drafting and reviewing language for their management agreement amendment. Ms. Dobson stated that she and Ms. Cortina were present, and suggested that discussion of the amendment could be forwarded to the October meeting to allow the Board more time to review the language and for more work to be done fine-tuning the amendment.

Ms. Dobson noted that the insurance company had provided information on a trip-and-fall incident from November 2022 at the corner of Night Heron Drive and Caliente Boulevard, which had occurred on the right-of-way sidewalk that the CDD pressure washed, but not specifically on District property. Ms. Dobson explained that the individual had initially contacted Pasco County with their grievance, but the County had recently directed the individual to the CDD claiming that it was an issue the District was responsible for. Ms. Dobson advised that staff previously had been notified of the tripping hazard and ground down the sidewalk lip to remove it, and that the insurance carrier was currently performing their investigation.

E. Community Manager

1. Exhibit 6: Presentation of Community Manager Report

In response to Supervisor questions, Ms. Dobson commented positively on the wristband rollout and launch. Ms. Dobson additionally provided an overview of staff positions being filled as well as recent community events. The Board and Ms. Dobson discussed plans for upcoming winter events, with requests being heard for the Land O' Lakes High School band to be contacted to play at the Santa's Arrival event.

F. District Manager

1. Exhibit 7: Presentation of District Manager & Field Operations Report

Ms. Dobson presented the report and fielded questions from the Board. Ms. Dobson clarified that the Sheriff had not been tasked to only stay at one specific area, but had been tasked at one point to briefly look over an area to ensure that nothing was happening there. In response to reports about teenagers climbing and jumping off of a dock, Ms. Dobson stated that additional signage could be posted and parents could be contacted regarding the rules and safety violations. Additional discussion ensued regarding a violation of the wetland buffer from a resident that had installed a corrugated pipe running through from the roof line into the conservation area, as well as sod replacement that had occurred along the buffer.

2. Exhibit 8: Project Tracker

There were no comments or revision requests on the Project Tracker.

SIXTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 9: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held August 2, 2023

B. Exhibit 10: Consideration for Acceptance – The July 2023 Unaudited Financial Report

Ms. Edwards expressed concerns that expenditures for the year had exceeded the amount of funds that had been allocated to their reserves.

C. Exhibit 11: Consideration for Acceptance – The July 2023 Operations & Maintenance Expenditures

D. Exhibit 12: Ratification of RedTree Proposals

On a MOTION by Ms. Ruhlig, SECONDED by Ms. Fisher, WITH ALL IN FAVOR, the Board approved items A through D of the Consent Agenda, as presented, for the Preserve at Wilderness Lake Community Development District.

SEVENTH ORDER OF BUSINESS – Business Items

A. Exhibit 13: Consideration of Cleaning Services Proposal Options

1. City Wide

2. Electro Sanitation Services

Ms. Dobson explained that she had heard no reported issues with the District's current vendor, but that from time to time she would review contracts such as these and compare them against a competing proposal to present it for the Board's consideration. Ms. Hepner stated that she had had some issues with the current vendor where there were repeated instances where the crews had missed key points in the contract, particularly with mopping. Ms. Hepner additionally observed a significant price difference between the cleaning services proposal options and the current vendor. Ms. Dobson stated that she had not personally worked with City Wide, and that she had previously worked with Electro Sanitation Services, commenting positively on their proactive stocking of janitorial supplies but acknowledging that this was at a much smaller facility.

On a MOTION by Ms. Ruhlig, SECONDED by Ms. Fisher, WITH ALL IN FAVOR, the Board approved the Electro Sanitation Services Proposal for Cleaning Services, as presented, in the amount of \$525.00 per week, for the Preserve at Wilderness Lake Community Development District.

B. Exhibit 14: Presentation of Current Cleaning Services Agreement – Vanguard Cleaning

Ms. Dobson stated that she would have District Counsel draft the termination of Vanguard Cleaning's contract.

C. Exhibit 15: Consideration of ADA Door Proposal Options

1. DH Pace

2. Magnum Door Solutions

Ms. Dobson observed that the electrical components needed for the doors to function were not included in the scopes. Ms. Dobson noted that while the first proposal gave more information in regards to ADA requirements and the company, the Magnum Door Solutions vendor had been highly recommended by the CDD's current vendor that worked on the regent doors on-site. Ms. Dobson noted that Magnum Door Solutions also included an option for a safety sensor to the low energy swing door, which would allow for additional pedestrian safety, but at a cost of \$1,660 per door. Ms. Dobson acknowledged that this was not a requirement, but came with a strong recommendation from the vendor.

The Board requested for the vendors to be contacted for details on the safety sensor, particularly whether this could be included in the scope of DH Pace's proposal if not already present. The Board additionally requested for the District Manager to reach out to the insurance carrier regarding the extent of safety grants available to the District each fiscal year.

Consideration of the ADA door proposal options was tabled to the next meeting.

D. Exhibit 16: Consideration & Adoption of **Resolution 2023-10**, Natural Area Policy

Comments were heard suggesting for the Lodge Manager to sign the Resolution, as the staff member would be likely to have more direct contact with the lead vendor.

On a MOTION by Ms. Ruhlig, SECONDED by Ms. Hepner, WITH ALL IN FAVOR, the Board adopted **Resolution 2023-10**, Natural Area Policy, as amended to revise the signature line from Chair to Lodge Manager, for the Preserve at Wilderness Lake Community Development District.

E. Exhibit 17: Consideration of Ikare Publishing Inc. Newsletter Agreement

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Ms. Dobson explained that Ikare was the only publisher that they had been able to locate who would produce the newspaper with a structure where the advertisements would cover the expenses of production and distribution to residents. Discussion ensued regarding the layout of the newspaper and the color format between the digital newsletter and physical copies. Ms. Dobson stated that she could go back to the vendor and other publishers with consideration of potential alternatives for the frequency of newsletter publication.

F. Exhibit 18: Presentation of Lightning Damage Tracker

Ms. Dobson presented the lightning damage tracker and acknowledged that the extent of damage had been substantial. Ms. Dobson stated that she would discuss the lightning damage with the insurance carrier following the meeting.

EIGHTH ORDER OF BUSINESS – Supervisors Requests

Ms. Edwards expressed dissatisfaction with the agenda package coming in the evening before the meeting, suggesting that vendors needed to be more on top of providing their reports in a timely fashion. Ms. Dobson acknowledged that some delays had been the result of the recent holiday weekend, and stated that the management team would work to the best of their ability to reduce delays to this extent in the future.

Additional Supervisor comments were heard in appreciation of the weekly updates from Ms. Dobson.

NINTH ORDER OF BUSINESS – Audience Comments – New Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS – Next Meeting Quorum Check: October 4, 9:30 AM

Ms. Edwards, Ms. Fisher, and Ms. Ruhlig stated that they would be able to attend the next meeting in person, which would constitute a quorum. Ms. Hepner stated that she was unsure whether she would be able to attend.

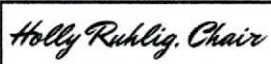
ELEVENTH ORDER OF BUSINESS – Adjournment

Ms. Dobson asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Ms. Ruhlig made a motion to adjourn the meeting.

On a MOTION by Ms. Ruhlig, SECONDED by Ms. Fisher, WITH ALL IN FAVOR, the Board adjourned the meeting at 1:11 p.m. for the Preserve at Wilderness Lake Community Development District.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on October 4, 2023.


Signature
Holly Ruhlig, Chair
Printed Name

dotloop verified
10/09/23 9:25 AM
EDT
LCHD-BJ11-TFZE-AEIO


Signature


Printed Name

Title: ☐ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman