

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, March 6, 2024 at 9:30 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	Board Supervisor, Assistant Secretary
Heather Hepner	Board Supervisor, Assistant Secretary

Also present were:

Tish Dobson	District Manager, Vesta District Services
Julie Cortina	Vesta Property Services
Scott Smith	Vesta Property Services
John Vericker <i>(via phone)</i>	District Counsel, Straley Robin Vericker
Stephen Brletic <i>(via phone)</i>	District Engineer, BDI
Kevin Smith	RedTree Landscaping

The following is a summary of the discussions and actions taken at the March 6, 2024 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)*

There being none, the next item followed.

FOURTH ORDER OF BUSINESS – Exhibit 1: Presentation of Proof of Publication(s)

FIFTH ORDER OF BUSINESS – Supervisor Comments

Ms. Hepner requested to discuss parking on CDD property and grass during Ms. Dobson's report.

SIXTH ORDER OF BUSINESS – Staff Reports

A. Landscaping & Irrigation

1. RedTree Report

The Board discussed mulching replenishment frequency, with recommendations being made for one full and one half application each year. Ms. Edwards commented on the slopes created by oak tree roots resulting in difficulties getting anything placed on there to stay put, and Mr. Smith suggested that keeping to a dedicated mulching schedule would help.

2. Exhibit 2: RedTree Landscape Inspection Report

Ms. Dobson stated that a second addendum to the landscape maintenance agreement, contemplating a 5% increase on the base contract and a two year extension with the vendor.

Ms. Dobson noted that a verbal agreement had been reached. The Board discussed language related to the CDD reserving the right to outsource some work for other contractors.

On a MOTION by Ms. Edwards, SECONDED by Ms. Ruhlig, WITH ALL IN FAVOR, the Board approved the Second Addendum to the Landscape Maintenance Agreement, for the Preserve at Wilderness Lake Community Development District.

3. RedTree Proposals (if any)

B. Aquatic Services

1. Exhibit 3: GHS Environmental Report

There were no comments from the Board on the report.

C. Exhibit 4: District Engineer

Mr. Brletic provided an update on the paver project, noting delays in receiving comments from the County as well as a need for additional testing of material densities and thickness that had not been anticipated or discussed at the outset of the project. Mr. Brletic stated that the estimated cost of the test was valued at \$1,615, and asked for authorization. The Board discussed taking the funds out of the lodge maintenance and repair line item, as well as when the project might reach completion, which Mr. Brletic confirmed could be finished by May.

On a MOTION by Ms. Edwards, SECONDED by Ms. Ruhlig, WITH ALL IN FAVOR, the Board approved the Test Lab inspection proposal, in the amount of \$1,615.00, for the Preserve at Wilderness Lake Community Development District.

Following the motion, Mr. Brletic and the Board discussed a bridge report which came in after the meeting agenda had already been prepared. The Board requested for a revision report to be acquired by the District Engineer with structural and cosmetic items broken out, along with proposals for their consideration with regards to fiscal year timing.

Mr. Brletic provided an overview of the SWFWMD permit inspection, noting that GHS's punch list had been completed, but additional work needed to be done. Mr. Brletic noted that proposals had come in from Finn Outdoor and Site Masters, and Ms. Dobson and Mr. Brletic commented on prior work with these vendors, noting that they had not encountered issues with them previously. In response to Supervisor comments, Ms. Dobson stated that this was an item that could be funded out of reserves.

On a MOTION by Ms. Ruhlig, SECONDED by Ms. Edwards, WITH ALL IN FAVOR, the Board approved the Finn Outdoor proposal, in the amount of \$11,300.00, for the Preserve at Wilderness Lake Community Development District.

Following the motion, Mr. Brletic stated that the permit reinspection was scheduled for March 2025.

D. District Counsel

Mr. Vericker provided an overview of options to proceed with the required ethics training that had passed in the Florida Legislature which applied to CDD Supervisors. Mr. Vericker noted that the online training option with a \$79 per-person fee had greater ease of use. In response to Supervisor questions, Mr. Vericker stated that he would be willing to conduct a workshop to go through the training materials, though noted that this carried expenses associated with advertising the meeting.

(The Board recessed the meeting at 10:45 a.m., and reconvened the meeting at 10:52 a.m.)

E. Community Manager

1. Exhibit 5: Presentation of Community Manager Report

Ms. Dobson asked for input on the response to a resident request to reduce levels of vegetation in Pond 28. Ms. Edwards recalled documentation from SWFWMD clearly stating that most of the vegetation should not be cleared out, and following Board discussion, direction was given to contact the residents with the recommendation from GHS that the pond was functioning properly with the current level of vegetation.

Ms. Dobson noted that materials that had been used to construct a makeshift dock in another pond on CDD property had been removed by maintenance, and stated that the materials had not reappeared since.

Board comments were heard regarding the events calendar, with requests being made to add additional events to the website, and for website maintenance training to be conducted with the staff. Board direction was also given to install "No Parking" signage from a towing company in areas where high levels of illegal parking on landscape had been observed on CDD property.

F. District Manager

1. Exhibit 6: Presentation of District Manager & Field Operations Report

Ms. Dobson noted that a draft of the FY 2025 budget had been distributed to the Board, and some discussion followed regarding scheduling a conference call to work out the budget in greater detail.

Ms. Dobson and the Board discussed staffing matters, including a new staff member who had cleared her background checks. Ms. Dobson stated that the staff member would be in attendance at the next Board meeting and that a meet-and-greet could be set up with Ms. Hepner as the Board liaison. The Board discussed the ongoing status of Board liaisons for future staffing process needs.

Comments were made recalling that a request had previously been made for an artist in the community to create a commissioned painting to be placed over the fireplace in the lodge for \$5,500, but that the request had been denied.

SEVENTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 7: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting
Held February 7, 2024

On a MOTION by Ms. Ruhlig, SECONDED by Ms. Hepner, WITH ALL IN FAVOR, the Board approved the Minutes of the Board of Supervisors Regular Meeting Held February 7, 2024, for the Preserve at Wilderness Lake Community Development District.

B. Exhibit 8: Consideration for Acceptance – The January 2024 Unaudited Financial Report

Ms. Hepner requested to table acceptance of this report, pending full supporting documentation for the check register. The Board and Ms. Dobson discussed the use of Lodge staff cards, as well as bringing back the Lodge-specific Amazon account to provide for better tracking and reconciliation of day-to-day expenditures.

C. Exhibit 9: Consideration for Acceptance – The January 2024 Operations & Maintenance Expenditures

This item was tabled.

EIGHTH ORDER OF BUSINESS – Business Items

A. Presentation & Discussion of FY 2025 Preliminary Draft Budget

Ms. Dobson stated that a workshop would be held on March 19 dedicated to discussing the FY 2025 budget. Ms. Hepner inquired about the website budget line item, and Ms. Dobson noted that this was decreasing compared to previous years, explaining that a per-page fee previously associated with ADA remediation for documents hosted on websites had been removed.

NINTH ORDER OF BUSINESS – Supervisors Requests

Ms. Edwards asked whether the Board had decided whether District Counsel would be leading the ethics training for the Board. Ms. Dobson stated that no decision had been reached, but Board members had until the end of the year to complete the training.

TENTH ORDER OF BUSINESS – Audience Comments – New Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check: April 3, 9:30 AM

All Board members present stated that they would be able to attend the next meeting in person, which would constitute a quorum. All Board members present additionally confirmed attendance for the Budget Workshop meeting scheduled for March 19.

TWELFTH 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. Edwards, WITH ALL IN FAVOR, the Board adjourned the meeting at 12:04 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 April 4, 2024.

Signature

Printed Name

Title: ☐ Secretary ☒ Assistant Secretary

Signature

Printed Name

Title: ☒ Chairman ☐ Vice Chairman