



Rizzetta & Company

# **Preserve at Wilderness Lake Community Development District**

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## **Board of Supervisors' Meeting March 1, 2023**

**District Office:  
5844 Old Pasco Road, Suite 100  
Pasco, Florida 33544  
813.994.1001**

[www.wildernesslakecdd.org](http://www.wildernesslakecdd.org)

## PRESERVE AT WILDERNESS LAKE COMMUNITY DEVELOPMENT DISTRICT

The Preserve at Wilderness Lake Lodge  
21320 Wilderness Lake Boulevard, Land O' Lakes, FL 34637

[www.wildernesslakecdd.org](http://www.wildernesslakecdd.org)

<b>District Board of Supervisors</b>	Holly Ruhlig Bryan Norrie Heather Hepner Beth Edwards Agnieszka Fisher	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Jayna Cooper	Rizzetta & Company, Inc.
<b>District Counsel</b>	John Vericker	Straley Robin & Vericker
<b>District Engineer</b>	Stephen Brletic	BDI Engineering

**All cellular phones and pagers must be turned off 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) 533-2950. 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.

# PRESERVE AT WILDERNESS LAKE COMMUNITY DEVELOPMENT DISTRICT

District Office · Wesley Chapel, Florida · (813) 994-1001  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.wildernesslakecdd.org](http://www.wildernesslakecdd.org)

February 22, 2023

## **Board of Supervisors Preserve at Wilderness Lake Community Development District**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District will be held on **Wednesday, March 1, 2023 at 6:30 p.m.** at The Preserve at Wilderness Lake Lodge, located at 21320 Wilderness Lake Boulevard, Land O' Lakes, FL 34637. The following is the agenda for this meeting:

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS / BOARD & STAFF RESPONSES**
- 3. BOARD SUPERVISOR REQUESTS AND WALK ON ITEMS**
- 4. GENERAL INTEREST ITEMS**
  - A. Discussion of Investment Options
  - B. Review of Performance Review Template.....Tab 1
  - C. Landscaping Reports.....Tab 2
    1. Presentation of Irrigation Inspection Report (under separate cover)
    2. Consideration RedTree Landscape's Proposals.....Tab 3
  - D. District Engineer Report.....Tab 4
    1. Update on Splash Pad
    2. Paving Assessment Update
    3. Discussion Regarding Easements
  - E. District Counsel Report
  - F. GHS Environmental Report.....Tab 5
  - G. Consideration of Reserve Study Update .....Tab 6
  - H. Community Manager's Report.....Tab 7
    1. Consideration of Proposals for Security Services.....Tab 8
    2. Consideration of Proposals for Handicap Buttons at the Nature Center.....Tab 9
    3. Consideration of Proposals for Tennis Court Light Replacement.....Tab 10
    4. Consideration of Signage Proposal for the Business Center.....Tab 11
    5. Consideration of Revised Proposal for Trash Bins.....Tab 12
- 5. BUSINESS ITEMS**
  - A. Discussion Regarding Pool Heating
  - B. Discussion Regarding BOS Email Addresses

- C. Discussion Regarding Expectations for Proposed Budget
- 6. BUSINESS ADMINISTRATION**
  - A. Consideration of Minutes of the Board of Supervisors' January 25, 2023 Workshop Meeting, February 8, 2023 Meeting, & February 15, 2023 Continued Meeting.....Tab 13
  - B. Consideration of Operation and Maintenance Expenditures for December 2022.....Tab 14
- 7. DISTRICT MANAGER UPDATE**
  - A. District Manager's Report.....Tab 15
  - B. Financial Statements for January 2023.....Tab 16
  - C. Overview of Reserve Study.....Tab 17
- 8. AUDIENCE COMMENTS/SUPERVISOR REQUESTS**
- 9. 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) 933-5571.

Sincerely,  
*Jayna Cooper*  
District Manager

cc: John Vericker, Straley & Robin  
Stephen Brletic, BDI Engineering

# Tab 1

## Employee Performance Review

Employee Name		Job Title	
CDD Board Supervisor Name		Date Completed	
Manager Name		Evaluation Year	

Rating Scale	Definition
5 = Exceeds	Performance is consistently superior and significantly exceeds position requirements.
4 = Exceeds Most	Performance frequently exceeds position requirements.
3 = Proficient	Performance consistently meets position requirements.
2 = Meets Most	Performance meets some, but not all position requirements.
1 = Does Not Meet	Performance consistently fails to meet minimum position requirements; employee lacks skills required or fails to utilize necessary skills.
N/A or Too New to Rate	Employee has not been in position long enough to have demonstrated the essential elements of the position and will be reviewed at a later agreed upon date.



**Write the rating and in the space provided and enter your feedback on employee's performance.**

**Attitude:** Speaks in a friendly, courteous manner to residents, Lodge staff and vendors. Smiles, treats people with patience and tolerance, and shows genuine interest and concern when involved in resident issues.

**CDD Board Supervisor Comments:**

**Customer Service:** Provides residents with exceptional customer service by being an expert on Wilderness Lake Preserve services. Demonstrates a high level of professionalism, is patient under all circumstances, is always polite, is welcoming to residents and has a "people-first" attitude.

**CDD Board Supervisor Comments:**



**Quality of Work:** The employee maintains a consistent skill level of capability and thoroughness in effectively accomplishing assigned duties and responsibilities. Takes responsibility for his/her actions and quality of work.

**CDD Board Supervisor Comments:**

**Ability:** Effectively communicates with residents and staff and can discuss difficult issues succinctly and to the point. Effectively manages time to complete projects on schedule and understands necessary information to excel at prioritizing work.

**CDD Board Supervisor Comments:**





Overall Rating:

CDD Board Supervisor Overall Comments:

Bonus (Yes/No):

Amount:

Individual ratings and overall rating with comments will be utilized by Rizzetta & Company Amenity Services when issuing final annual review.

## **Tab 2**

# PSA \_\_\_\_\_ HORTICULTURAL

Landscape Consulting & Contract Management  
“Protecting Your Landscape Investment”

8431 Prestwick Place  
Trinity, FL 34655

## LANDSCAPE INSPECTION RESULTS

Date:	January 12, 2023
Client:	<b>Preserve at Wilderness Lake Community Development District</b>
Attended by:	CDD Management-Beth Edward, Sean Craft Redtree Landscape Systems- RJ Johnson, Joseph Mendoza PSA Horticultural-Tom Picciano

This landscape inspection report and subsequent ones will serve as a both a benchmark of current landscape maintenance concerns and the progress toward corrective actions. It will also serve as a deficiency list of items that should be addressed under the current landscape agreement.

These items must be completed by January 30, 2023. Notify PSA in writing upon their completion, via fax or email, on or before 9 am on January 31, 2023. Contractor must initial the bottom of each page and sign at the bottom of the last page. The reason for any uncompleted deficiency must be listed.

### SCORE 1-POOR 2-FAIR 3-GOOD

#### 3 MOWING/EDGING/TRIMMING

Caliente berm-area behind hedge needs to be mowed. The mowing was missed for a long time.

**Completed on 1.15.23**

Water's Edge beds-remove leaf drop.

**Completed on 1.15.23**

Waverly Shores/Kendall Heath-remove leaf drop.

**Completed on 1.15.23**

Across Blvd. from Ambleside-remove leaf drop along woodline.

**Completed on 1.13.23**

Cormorant Cove dock-remove leaf drop.

**Completed on 1.13.23**

Eleanor Wood pond-remove leaf drop.

**Completed on 1.13.23**

Garden Walk fence line-remove leaf drop.

**Completed on 1.13.23**

Across from 7738 Stoneleigh-remove leaf drop.

**Completed on 1.13.23**

Citrus Blossom playground and common area-remove leaf drop.

**Completed on 1.13.23**

Rear lodge lawn-remove leaf drop.

**Completed on 1.13.23**

***RJ***

The rear bed lines were neatly defined. *Photo below.* **Noted**



The turf is being mowed in accordance with the specifications. The hard edging was vertical, and all the edged material was cleaned out. The line trimming was performed at the same height as the mowing. Most of the bed lines were well defined. The cleanup of the hard surfaces was thorough. Only mow turf that is actively growing. Remove heavy leaf drop to prevent turf from being smothered. Be certain to maintain the mowing schedule.

### **3 WOODLINE MAINTENANCE**

Blvd. across from Natures Ridge-cut back encroaching sections of woodline.

**Completed on 1.16.23**

Blvd. across from Whispering Wind-cut back encroaching sections of woodline.

**Completed on 1.16.23**

### **2 TURF COLOR**

Boulevard from Lodge to main entry-turf color was a mottled medium green. The carpet grass was affecting both the color and the density as it dies off in the cooler temperatures.

Citrus Blossom Park common area-turf color remained a lightly mottled medium green.

Citrus Blossom playground-turf color remained a lightly mottled medium green.

Stoneleigh park-turf color of the common Bermudagrass was a mottled pale green. The St. Augustine turf was a mottled medium green.

Lodge-turf color of the main lawn ranged from a mottled medium green to a consistent medium green.

Oakhurst park-turf color of the common Bermudagrass was a mottled pale green. The St. Augustine turf was a mottled medium green.

Kendall Heath/Waverly Shores-turf color of the common Bermudagrass was a mottled pale green. The St. Augustine turf color remained a lightly mottled medium green.

Night Heron/Caliente intersection-turf color remained a mottled medium green.

Roundabout-turf color still ranged from a lightly mottled medium green to a consistent medium green.

**RJ**

*January*



*December*

*January*



*December*

*January*



*November*

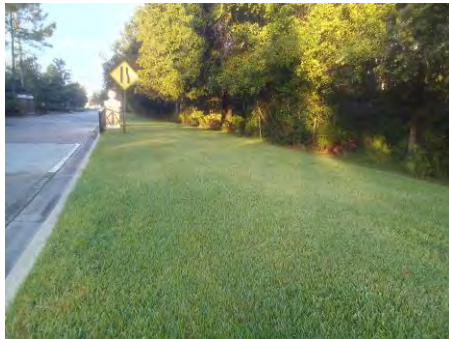


*November*

*November*



*October*



*October*



*October*



### **3 TURF DENSITY**

Kendall Heath/Waverly Shores-the density of the common Bermudagrass was from poor .to fair. The density of the St. Augustine turf was strong.

Boulevard from Lodge to main entry-the density was good. The carpet grass was affecting both the color and the density as it dies off in the cooler temperatures.

Citrus Blossom park-the density was good.

Citrus Blossom common area-the density was good.

Stoneleigh park-the density of the common Bermudagrass was fair. The density of the St. Augustine turf was good.

Oakhurst park-the density of the common Bermudagrass was fair. The density of the St. Augustine turf was good.

Night Heron/Caliente intersection-the density still ranged from fair to good.

Lodge-the density of the main entry lawn, front lawn, nature center lawn and rear lawn was good. The front lawn density is affected by soil compaction.

Tennis court-the density around the tennis court ranged from fair to good.

The Bahia turf density was fair, as it is now in a dormant period.

### **2 TURF WEED CONTROL**

Continue to spot treat broadleaf weeds in all noted locations.

**Will be completed by the next inspection**

Americus-treat broadleaf weeds.

**Will be completed by the next inspection**

Caliente/Night Heron intersection-treat broadleaf weeds.

**Will be completed by the next inspection**

Blvd.-treat broadleaf weeds along entire length.

**Will be completed by the next inspection**

Lodge Amenity Center-treat broadleaf weeds in front lawn.

**Will be completed by the next inspection**

### **2 TURF INSECT/DISEASE CONTROL/OVERALL HEALTH**

The turf continues to be mowed at the correct height with sharp blades. The color of the St. Augustine and Bahia turf has slightly diminished over the past month. The density of the St. Augustine grass remains strong while the Bahia and common Bermuda grass are in a winter dormancy period. The broadleaf weeds are dying off from herbicide applications. The remaining weeds should be spot treated. Pre-emergent herbicide for control of grassy weeds should be applied when soil temperature is appropriate. There were no indications of insect activity except for ant mounds. Patch disease was present in a few sections of turf throughout the community. Some were more pronounced than others and will need continued fungicide treatments. The rest can be monitored.

Caliente/Night Heron-treat ant mound along sidewalk.

**Completed on 1.17.23**

**RJ**

Pine Knot-treat patch disease.

**Completed on 1.17.23**

Lodge lawn needs to be core aerated. Soil is showing signs of compaction. *Photo below.*



Butterfly garden walkway-turf appears to have recovered from disease activity.

Blvd. outbound from Woods Bay to traffic light-monitor patch disease.

**Completed on 1.17.23**

Americus-monitor patch disease.

**Completed on 1.17.23**

Rear tennis court lawn-monitor patch disease.

**Completed on 1.17.23**

Pine Knot-treat patch disease.

**Completed on 1.17.23**

### **3 SHRUB-TREE INSECT/DISEASE CONTROL/OVERALL HEALTH**

Stoneleigh and Oakhurst park-redefine tree rings prior to mulching.

**Completed on 1.17.23**

Deerfields-cold weather damage to some shrubs. They should recover as the weather warms. Do not remove the damaged areas until the danger of frost has passed. They have insulating properties and will help to protect tender, young growth from further cold damage. *Photo below.*



Lodge-cold weather damage to some shrubs. They should recover as the weather warms. Do not remove the damaged areas until the danger of frost has passed. They have insulating properties and will help to protect tender, young growth from further cold damage. *Photo below.*

**RJ**



Butterfly garden-shrubs are healthy. Some cold weather damage. They should recover as the weather warms. Do not remove the damaged areas until the danger of frost has passed. They have insulating properties and will help to protect tender, young growth from further cold damage. *Photo below.* **Noted**



### **3 BED / CRACK WEED CONTROL**

Lodge front door-remove bed weeds growing within plumbago.

**Completed on 1.19.23**

Ranger station gate median-remove vine from palm. *Photo below.*

**Completed on 1.19.23**



### **3 IRRIGATION MANAGEMENT**

Dunkin Donuts fence line-repair broken head by pillar at entrance.

**Completed on 1/10/23**

Most of the landscape appears to be receiving sufficient irrigation.

**Noted**

General work order-valve locations need to be re-painted on curbs. Paint is fading. This should be done over the winter.

**to be started next week & completed by first week of March 2023**

**RJ**



Blvd. across from the Lodge-replace broken round valve box cover.

**To be completed**

Caliente/Night Heron-adjust spray to avoid staining monument with iron. *Photo below.*

**adjusted on 1/10/23**



Butterfly garden-missing maxi-jet nozzle on right side penta bed. *Photo below.*

**will double check to be sure this is done.**



### **3 SHRUB PRUNING**

\*It should be noted that the shrubs, including but not limited to, the hawthorns and schilling hollies, should not be pruned too tightly. This means that too much vegetative growth is being removed, limiting the plants availability to make food for itself. In addition, the plant will look more attractive by not having “holes” in it and allowing it to develop its more natural shape. (i.e. Indian Hawthorn has a natural mounded habit)

General work order-all ornamental grasses need to be cut back.

**In progress to be completed by 1.27.23**

Lakewood Retreat cds-viburnum hedge is neatly pruned. *Photo below.*



Do not prune azaleas. **Noted**

**3 TREE PRUNING**

Stoneleigh park-prune broken branch from maple.

**Completed on 1.19.23**

Caliente/Night Heron-cut back pepper tree by split rail fence woodline. Treat cuts with Garlon.

**Completed on 1.23.23**

Roundabout-elevate trees and remove sucker growth from trunks.

**Completed on 1.23.23**

Blvd. across from Nature’s Ridge-cut back pepper tree. Treat cuts with Garlon. *Photo below.*

**Completed on 1.19.23**



Americus-elevate oak tree.

**Completed on 1.23.23**

Blvd.at Americus-prune tree away from 20 mph sign.

**Completed on 1.23.23**

Pine Knot-elevate oak trees.

**Completed on 1.23.23**

**3 CLEANUP/RUBBISH REMOVAL**

There was not a significant amount of litter or vegetative debris other than leaves that needed to be removed.

**3 APPEARANCE OF SEASONAL COLOR**

The seasonal color display was providing excellent curb appeal. The plants were healthy and properly spaced. *Photo below.*

*January*



*January*



*January*



December



December



December



**(0) CARRIED FORWARD FROM PRIOR MONTH**

**INSPECTION SCORE 36 of 39—PASSED INSPECTION. Passing score is 33 of 39 or 30 of 36 (w/o flowers). Payment for JANUARY services should be released after the receipt of the DONE REPORT.**

**FOR MANAGER**

21645 Draycott Way—the vine that was growing in the tree was removed by Redtree crew. The resident removed the swing. *Photo below.*



**PROPOSALS**

**NEW**—submit proposal to remove low hanging limbs from oaks trees along Caliente berm.

**Proposal submitted on 1.27.23**

Submit proposal to prune large oaks around the tennis court.

**Proposal submitted on 1.31.23 - attached to this report**

**RJ**

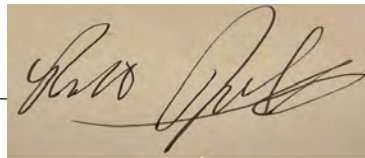
**SUMMARY**

Redtree performed to contractual standards for this inspection. The turf is being properly mowed, edged and trimmed. Be certain that mowing schedule is adhered to. The bed lines should be redefined prior to the spring growth flush. The turf color was mostly a mottled medium green. The density was improving in the majority of areas now that most of the patch disease was subsiding. The broadleaf weed and sedge volume continues to be reduced with herbicide applications. There were no signs of insect activity, and a few areas needed additional fungicide treatments to control the remaining patch disease. The woodlines are being neatly maintained. The shrubs remained healthy though some suffered some defoliation and leaf burn from recent cooler temperatures. They should recover when the weather warms. There was no major shrub pruning necessary, just the ornamental grass plants that should now be cut back. Continue to prune trees for clearance above sidewalks and walls and remove invasive pepper trees. The bed and crack weed control was good. There were some minor irrigation issues that needed to be addressed. The seasonal flower display was still providing a strong curb appeal.

**Be certain to document in writing the rotational work zones that were worked on during the month. All maintenance items noted on this report must be completed during the normal rotational schedule. The reason for any uncompleted task must be noted in writing.**

RedTree Landscape Systems certifies that all work on this list has been completed in the 14-day timeframe specified in the contractual agreement and provided to PSA within the same period.

Signature \_\_\_\_\_



Print Name Robert "RJ" Johnson, Client Care Specialist

Company RedTree Landscape Systems, LLC

Date January 31, 2023

**5 Section Schedule**

- 1.** Lodge, Kickliter, 2 Medians in front of the Lodge
- 2.** Draycott, Round-about, Deerfield Berm, Small Hedge, Cul-de-sac
- 3.** Cormorant Cove, Derwent Glen, Oakhurst, Woodsmeere, Sparrow Wood
- 4.** Front Entrance to Water's Edge - (Outbound lane), Including Wood Line
- 5.** Americus - Citrus Blossom, CB/WW Park, Stoneleigh Park, Volleyball Park

**Bed Map Notes**

Thin Saw Palmettos - Bi-monthly  
 Trim Muhly Grass - Early summer - Other grasses every other month  
 Trim back Palm Trees - Mid-Oct. & early summer  
 Hedges & Weeds - Monthly  
 Lift tree limbs in winter - As needed in the summer  
 Deadhead flowers. Keep pots & boxes fresh & healthy - As needed  
 Clean beds, remove leaves, keep mulch defined, remove moss - Monthly  
 Pencil lip Crape Myrtles - As needed  
 Keep overhanging limbs on wood line cut back. Line trim wood line - Monthly

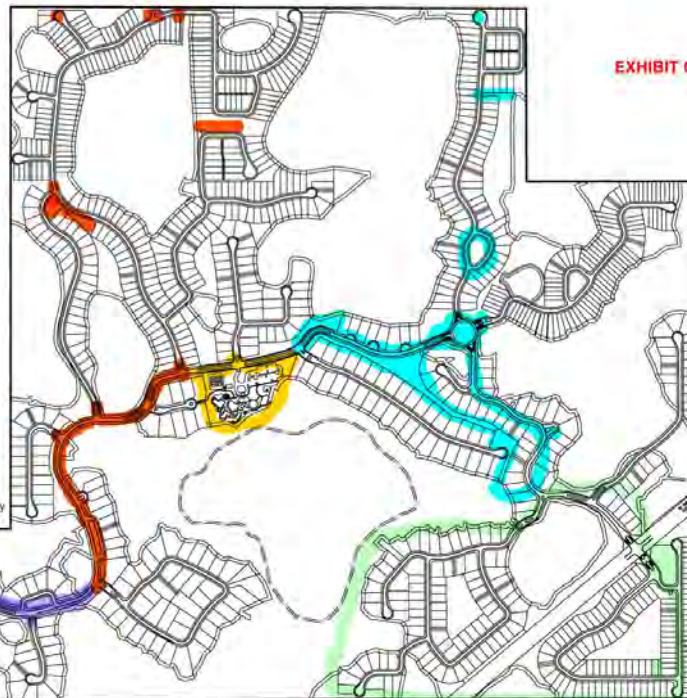


EXHIBIT C

**RJ**



The New Standard in Landscape Maintenance

1.888.RED.TREE

www.redtreelandscape.com

5532 Auld Lane, Holiday FL 34690

TREE PRUNING PROPOSAL – TENNIS COURTS
FOR
PRESERVE AT WILDERNESS LAKE CDD

Attention: Jayna Cooper, District Manager

January 31, 2023

Target Area

A total of (8) Oak trees around the tennis courts.

Scope of Work

This proposal includes the following functions performed under the watch and instruction of an ISA Certified Arborist:

Table with 2 columns: Diagrams of tree pruning types and lists of tasks to be performed. The first diagram shows various pruning targets like dead branches, crossed-over branches, and suckers. The second diagram shows proper limb removal techniques at the branch collar and bark ridge.



*The New Standard in Landscape Maintenance*

**1.888.RED.TREE**

www.redtreelandscape.com

5532 Auld Lane, Holiday FL 34690

	<ul style="list-style-type: none"> <li>• Structural elevation to provide proper clearance for pedestrians on landscape areas.</li> <li>• Structural elevation to provide proper clearance for trucks and emergency vehicles on roadways.</li> <li>• Includes debris removal, hauling fees and dumping fees for all debris.</li> </ul>
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Tree Type	Quantity	Unit Price	Total Price
Oak Trees	8	\$275.00	\$2,200.00
<b>Total:</b>			<b>\$2,200.00</b>

\_\_\_\_\_  
Authorized Signature to Proceed

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date of Authorization

Proposal submitted by Peter Lucadano – CEO / Owner & ISA Certified Arborist  
[peteluke@redtreelandscape.com](mailto:peteluke@redtreelandscape.com) / Cell phone: (727) 919-3915

# PSA \_\_\_\_\_ HORTICULTURAL

Landscape Consulting & Contract Management  
“Protecting Your Landscape Investment”

8431 Prestwick Place  
Trinity, FL 34655

## LANDSCAPE INSPECTION RESULTS

Date:	February 9, 2023
Client:	<b>Preserve at Wilderness Lake Community Development District</b>
Attended by:	CDD Management-Beth Edward, Sean Craft Redtree Landscape Systems-Pete Lucadano, John Burkett, Joseph Mendoza PSA Horticultural-Tom Picciano

This landscape inspection report and subsequent ones will serve as a both a benchmark of current landscape maintenance concerns and the progress toward corrective actions. It will also serve as a deficiency list of items that should be addressed under the current landscape agreement.

These items must be completed by February 27, 2023. Notify PSA in writing upon their completion, via fax or email, on or before 9 am on February 28, 2023. Contractor must initial the bottom of each page and sign at the bottom of the last page. The reason for any uncompleted deficiency must be listed.

### SCORE 1-POOR 2-FAIR 3-GOOD

#### 3 MOWING/EDGING/TRIMMING

Lodge service area-redefine bed lines.

Lodge rear lawn-remove leaf drop.

Oakhurst park-remove leaf drop from turf and street.

Waverly Shores/Kendall Heath-remove leaf drop from turf and street.

Garden Walk-remove leaf drop.

The rear bed lines were neatly defined. *Photo below.*



General work order-redefine all bed lines prior to the spring growth flush.

The turf was neatly mowed, edged, and trimmed as per the specifications. Be certain that all heavy leaf drop is removed to prevent turf from being smothered. Only mow turf that is actively growing.

### **3 WOODLINE MAINTENANCE**

The woodlines were neatly maintained. There was no significant vegetative encroachment or overgrowth of grass line.

### **2 TURF COLOR**

Boulevard from Lodge to main entry-turf color remained a mottled medium green.

Citrus Blossom Park common area-turf color was a mottled medium green.

Citrus Blossom playground-turf color was a mottled medium green.

Stoneleigh park-turf color of the common Bermudagrass ranged from a mottled pale green to a mottled medium green. The St. Augustine turf was a mottled medium green.

Lodge-turf color of the main lawn ranged from a mottled medium green to a consistent medium green.

Oakhurst park-turf color of the common Bermudagrass ranged from a mottled pale green to a mottled medium green. The St. Augustine turf was a mottled medium green.

Kendall Heath/Waverly Shores-turf color of the common Bermudagrass was a mottled pale green. The St. Augustine turf color remained a lightly mottled medium green.

Night Heron/Caliente intersection-turf color was a mottled medium green.

Roundabout-turf color ranged from a lightly mottled medium green to a consistent medium green.

*February*

*February*

*February*





*January*



*January*



*January*



*December*



*December*



*November*



*November*



*November*



**2 TURF DENSITY**

Kendall Heath/Waverly Shores-the density of the common Bermudagrass was poor. The density of the St. Augustine turf was strong.

Boulevard from Lodge to main entry-the density was strong.

Citrus Blossom park-the density was strong.

Citrus Blossom common area-the density was strong.

Stoneleigh park-the density of the common Bermudagrass ranged from fair to good. The density of the St. Augustine turf was strong.

Oakhurst park-the density of the common Bermudagrass was fair. The density of the St. Augustine turf was strong.

Night Heron/Caliente intersection-the density still ranged from fair to good.

Lodge-the density of the main entry lawn, front lawn, nature center lawn and rear lawn was strong. The front lawn density is still affected by soil compaction.

Tennis court-the density around the tennis court still ranged from fair to good.

The Bahia turf density around the ponds and other common areas ranged from fair to good.

### **3 TURF WEED CONTROL**

The volume of broadleaf weeds was low. Continue to spot treat broadleaf weeds in all noted locations.

Caliente/Night Heron intersection-treat broadleaf weeds.

Blvd.-treat broadleaf weeds from bridge to traffic light.

Lodge Amenity Center-treat broadleaf weeds in front lawn.

### **2 TURF INSECT/DISEASE CONTROL/OVERALL HEALTH**

General work order-designated turf areas should receive their contractual aeration.

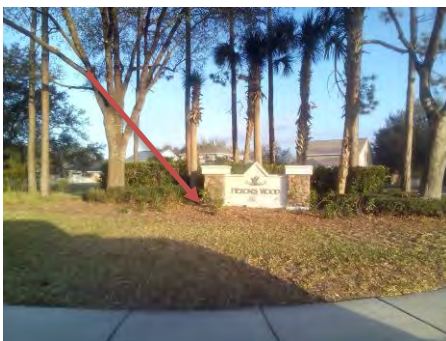
Blvd. exit side curb-treat fire ant mounds.

Woods Bay stop sign-monitor patch disease.

The turf was mowed and trimmed in accordance with the specifications. The blades were sharp, and the cut was precise. The color was generally a mottled medium green, though some of the common Bermudagrass was still pale. The turf density of both the St. Augustine, Bahia and common Bermuda grass ranged from fair to good, but the majority of the density was strong. Some of the St. Augustine turf has a light top burn from recent cooler temperatures. This will recover. The turf weeds were under control. There were no indications of turf insects, and the patch disease was limited to one area.

### **3 SHRUB-TREE INSECT/DISEASE CONTROL/OVERALL HEALTH**

Heron's Wood-remove declining oleander. *Photo below.*



Water's Edge monument-cocoa plum has been damaged by vehicle.

Butterfly garden-plants are healthy. *Photo below.*



Waverly Shores/Kendall Heath-lorapetalum are old and in decline. They should be considered for replacement or the area can be sodded in. *Photo below.*



## **2 BED / CRACK WEED CONTROL**

Citrus Blossom playground-remove bed weeds.

Natures Ridge exit-remove palmetto from azalea and flax lily from entry side.

Water's Edge monument-remove bed weeds.

Exit monument-remove pepper tree.

Tennis court along boulevard-remove pepper tree.

Lodge entry drive at boulevard-remove bed weeds and vines.

Left of lodge front door-remove bed weeds under large oak.

Butterfly garden-remove bed weeds from sage.

Stoneleigh park-remove bed weeds along viburnum hedge.

Lodge front door-remove bed weeds growing within plumbago.

### **3 IRRIGATION MANAGEMENT**

Caliente berm-check for proper coverage to long Caliente hedge on pond side. Some plants are dry.

Most of the landscape appears to be receiving sufficient irrigation.

General work order-valve locations need to be re-painted on curbs. Paint is fading. This should be done over the winter.

### **3 SHRUB PRUNING**

\*It should be noted that the shrubs, including but not limited to, the hawthorns and schilling hollies, should not be pruned too tightly. This means that too much vegetative growth is being removed, limiting the plants availability to make food for itself. In addition, the plant will look more attractive by not having "holes" in it and allowing it to develop its more natural shape. (i.e. Indian Hawthorn has a natural mounded habit)

Pine Knot-prune dead section out of anise.

Main entry monuments-prune dead section out of schilling holly.

Lodge service area-continue to cut back palmetto. Remove dead fronds.

Nature Center-prune coontie palm off of steppingstone path and cut back Fakahatchee grass.

Pool deck-prune out dead section of quava.

Lodge and pool deck-cut back all cold weather damaged shrubs by March 1. This includes potted ti plants.

Butterfly garden-cut back all shrubs by 2/3.

Nature center-cut back jatropha.

Lodge patio-prune thryallis. Do not cut back.

Tennis court sidewalk-cut back plumbago behind pool fence.

General work order-cut back all firebush.

Herons Glen monument-cut back firebush.

Hawk Wind Trails monument-cut back firecracker bush.

Eagles Crest monument-prune jasmine away from monument light.

Boulevard bridge-cut back firebush.

Deerfields-cut back firebush.

Tawny Owl-cut back ornamental grasses.

Minnow Brook island-prune out dead sections of juniper.

General work order-all ornamental grasses need to be cut back.

Lakewood Retreat cul de sac-viburnum hedge is neatly pruned. *Photo below.*

*January*

*February*

*February*



Do not prune azaleas.

### **3 TREE PRUNING**

Exit monument-remove moss from crape myrtles behind fence.

Lodge service area-remove moss from hollies.

Butterfly garden-remove water sprouts from oak tree.

Lodge patio-remove moss from crape myrtle.

Birchholm-remove broken limb from tree along boulevard.

Tennis court sidewalk-remove moss from crape myrtles.

### **3 CLEANUP/RUBBISH REMOVAL**

There was not a significant amount of litter or vegetative debris other than leaves that needed to be removed.

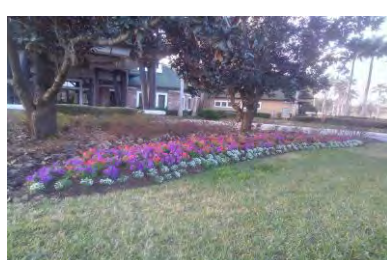
### **3 APPEARANCE OF SEASONAL COLOR**

The seasonal color display was still providing excellent curb appeal in all locations. The plants were healthy and the beds were weed free. Some minor deadheading of the petunias was needed. *Photo below.*

*February*

*February*

*February*



*February*



*January*



*January*



*January*



*December*



*December*



*December*



**(0) CARRIED FORWARD FROM PRIOR MONTH**

**INSPECTION SCORE 35 of 39—PASSED INSPECTION. Passing score is 33 of 39 or 30 of 36 (w/o flowers). Payment for FEBRUARY services should be released after the receipt of the DONE REPORT.**

**FOR MANAGER**

None

**PROPOSALS**

**NEW** Submit a proposal to replace crotons on boulevard bridges with small scale color plants. Two possible choices of plants are society garlic and bulbine. According to UF/IFAS society garlic is deer resistant.

*Photos below.*

*Bulbine*

*Society Garlic*



**NEW** Submit proposal to aerate the common Bermudagrass at Stoneleigh and Oakhurst parks.

Submit proposal to prune large oaks around the tennis court.

**SUMMARY**

Redtree performed to contractual standards for this inspection. The turf was correctly mowed, edged, and trimmed. The color was generally a mottled medium green and the density varied by location and turf type. The broadleaf weeds were under control and can be spot treated. The contractual pre-emergent herbicide must be applied to the St. Augustine turf. The bed and crack weeds were fairly well managed. The shrubs were healthy except for some that suffered some cold weather damage. These shrubs will receive a rejuvenation pruning in mid-February. Normally scheduled pruning was sufficient for the other shrubs. Some cosmetic hardwood pruning needs to be performed. There did not appear to be any significant concerns regarding the irrigation system as the landscape appears to be receiving adequate irrigation. The seasonal flower display was still performing strongly.

**Be certain to document in writing the rotational work zones that were worked on during the month. All maintenance items noted on this report must be completed during the normal rotational schedule. The reason for any uncompleted task must be noted in writing.**

RedTree Landscape Systems certifies that all work on this list has been completed in the 14-day timeframe specified in the contractual agreement and provided to PSA within the same period.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

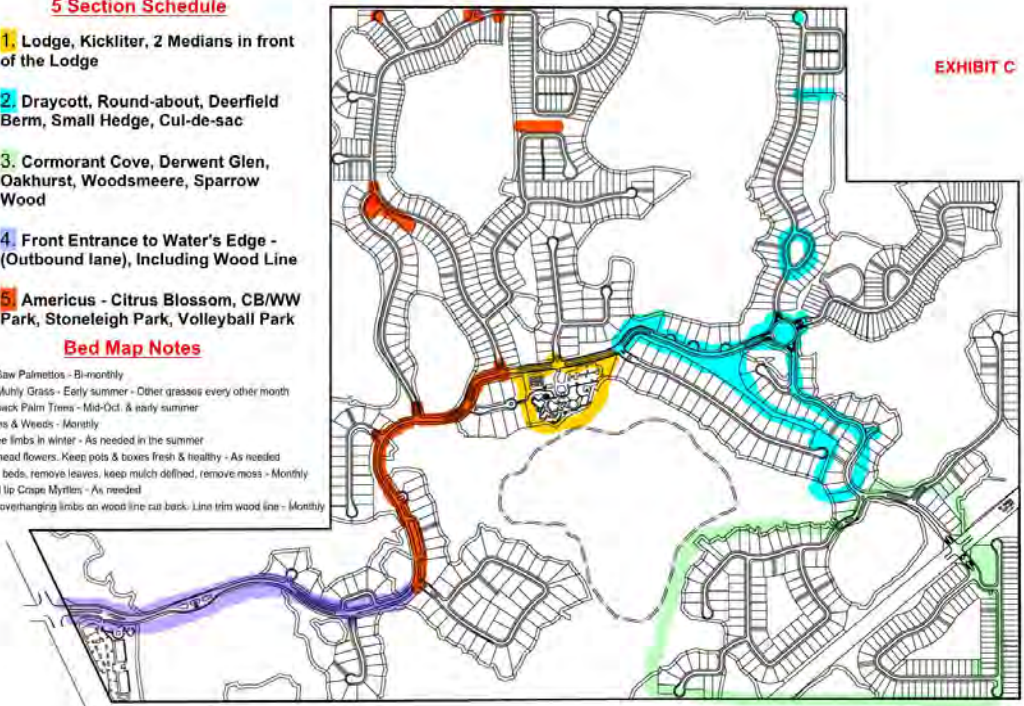
**5 Section Schedule**

- 1.** Lodge, Kickliter, 2 Medians in front of the Lodge
- 2.** Draycott, Round-about, Deerfield Berm, Small Hedge, Cul-de-sac
- 3.** Cormorant Cove, Derwent Glen, Oakhurst, Woodsmeere, Sparrow Wood
- 4.** Front Entrance to Water's Edge - (Outbound lane), Including Wood Line
- 5.** Americus - Citrus Blossom, CB/WW Park, Stoneleigh Park, Volleyball Park

**Bed Map Notes**

Thin Saw Palmettos - Bi-monthly  
Trim Mulhy Grass - Early summer - Other grasses every other month  
Trim back Palm Trees - Mid-Oct. & early summer  
Hedges & Weeds - Monthly  
Lift tree limbs in winter - As needed in the summer  
Deadhead flowers. Keep pots & boxes fresh & healthy - As needed  
Clean beds, remove leaves, keep mulch defined, remove moss - Monthly  
Pencil lip Crape Myrtles - As needed  
Keep overhanging limbs on wood line cut back. Linn trim wood line - Monthly

EXHIBIT C





## **Tab 3**



The New Standard in Landscape Maintenance

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www.redtreelandscape.com

5532 Auld Lane, Holiday FL 34690

BERMUDA TURF AERATION PROPOSAL FOR Preserve at Wilderness Lake CDD

Attention: Mr. Sean Craft – Lodge Manager

February 20, 2023

Target Areas

- Kendal Heath Cul-de-sac - 5,000 sq. ft.
• Woodsmere / Oakhurst - 16,640 sq. ft.
• Stoneleigh Park - 13,231 sq. ft.
• Activity Center (IN-CONTRACT – To be done at the same time for no additional charge)



Total Estimated Sq. Ft. = 34,487 at \$200.00 per 10,000 square feet: \$640.00

To be completed in the early spring.

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by Peter Lucadano – CEO / Owner & ISA Certified Arborist
peteluke@redtreelandscape.com / Cell phone: (727) 919-3915

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5532 Auld Lane, Holiday FL 34690

COCO PLUM INSTALLATION AT WATER'S EDGE MONUMENT PROPOSAL

FOR

Preserve at Wilderness Lake CDD

Attention: Jayna Cooper, District Manager

February 20, 2023

Scope of Work

Landscape Enhancement – Water’s Edge Monument

Item	Total Price
Install an additional (8) 3 gal. Coco Plum.	\$144.00
Includes all labor and materials.	

TOTAL COST: \$144.00

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburkett@redtreelandscape.com / Cell phone: (727) 267-2059

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5532 Auld Lane, Holiday FL 34690

MAMI CROTON INSTALLATION AT NIGHT HERON ISLAND PROPOSAL

FOR

Preserve at Wilderness Lake CDD

Attention: Jayna Cooper, District Manager

February 20, 2023

Scope of Work

Landscape Enhancement – Night Heron Island

Item	Total Price
Install (16) 3-gallon Mami Croton.	\$288.00
Includes all labor and materials.	

TOTAL COST: \$288.00

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburkett@redtreelandscape.com / Cell phone: (727) 267-2059

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5532 Auld Lane, Holiday FL 34690

NATAL PLUM INSTALLATION AT NATURE'S RIDGE PROPOSAL

FOR

Preserve at Wilderness Lake CDD

Attention: Jayna Cooper, District Manager

February 20, 2023

Scope of Work

Landscape Enhancement – Nature’s Ridge

Item	Total Price
Install (7) 3-gallon Natal Plum.	<b>\$126.00</b>
Includes all labor and materials.	

TOTAL COST: **\$126.00**

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburkett@redtreelandscape.com / Cell phone: (727) 267-2059



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5532 Auld Lane, Holiday FL 34690

PLANT REPLACEMENT AT BRIDGE PROPOSAL

FOR

Preserve at Wilderness Lake CDD

Attention: Jayna Cooper, District Manager

February 20, 2023

Scope of Work

Landscape Enhancement – at the bridge (both sides) between guard gate and Ranger station.

Item	Total Price
Remove existing plant material.	<b>\$420.00</b>
Install (60) 1-gallon Society Garlic. (30) on each side	
Includes all labor, materials, hauling, and disposal.	

TOTAL COST: **\$420.00**

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburkett@redtreelandscape.com / Cell phone: (727) 267-2059

# Tab 4

**Preserve at Wilderness Lake CDD  
ENGINEER'S REPORT FOR March 1st, 2023 BOARD MEETING**

Ongoing Projects Report and Updates:

**Splash Pad Surface & Repair**

The splash pad work with Phoenix Pools is to be completed on February 23rd and a start-up is tentatively scheduled that day. Cooper Pools has also been notified of a maintenance takeover once all work is complete.

**Grasmere Tract/Access Issue**

BDi was notified of the decision to implement a fence and gate at this location. This new direction has changed Site Masters approved scope. BDi has asked for a revised proposal to take out the building of a gate but to add further vegetation removal.

**Floating Dock Repair**

BDi is working with the CDD staff and the chosen vendor to get under contract with the requested additions. A schedule will be provided once known.

**Paver Replacement Project**

BDi is working with the CDD staff and the chosen vendor to get under contract. A schedule will be provided once known.

**Sand Volleyball Court Drainage**

BDi reached out to multiple vendors for a proposal to perform the work associated with a permanent drainage fix for the volleyball court. Site Masters responded with a proposal of \$4200. BDi is still pursuing getting a second bid that will be brought under separate cover to the meeting for discussion.

**Pasco County MSTU**

BDi is working on the Public Facilities Report update as approved. The report will be sent to the DM and the county when complete to insure the CDD is put back on the MSTU program list.

# Tab 5



**GHS Environmental**

**PO Box 55802**

**St. Petersburg, FL 33732-5802**

**727-667-6786**

February 20, 2023

The Preserve at Wilderness Lake CDD  
c/o Ms. Jayna Cooper  
21320 Wilderness Lake Boulevard  
Land O' Lakes, Florida 34637

**Re: The Preserve at Wilderness Lake Community Development District (CDD)  
February 2023 Summary Report**

Dear Ms. Cooper,

GHS Environmental (GHS) herein submits this report to summarize the work that was completed during the month of February 2023 at the Wilderness Lake Preserve (WLP) community located in Land O' Lakes, Florida.

**Dates Worked Performed:** February 1, 3, 7, 8, 14, 15 and 20

**Summary of Monthly Objectives/Goals Achieved:**

1. Performed monthly inspections and maintenance of vegetation/algae in stormwater ponds.
2. Removed trash from stormwater ponds.
3. Field checked control structures CS-P1 and CS-P2 located in Wetland P to ensure there are no blockages.
4. Installed Mobi-mat adjacent to Bay Lake dock to allow launching of kayaks/canoes.
5. Reviewed common area behind 7437 Deer Path with S. Craft and A. Banfield (Deerfield HOA) to determine maintenance responsibility of small area between berm, pond and French drain.
6. Coordination with S. Craft regarding wetland setback location adjacent to 7445 Minnow Brook Way.
7. Coordination with S. Craft regarding kayak/canoe storage.
8. Finished Maintenance Area 11. Work included removal of Brazilian pepper and herbicide treatment of stumps, vine removal and limb trimming. Off-site disposal.
9. Started vine removal, nuisance/exotic removal and limb trimming in Maintenance Area 1.
10. Phone and email correspondence with S. Craft.
11. Prepared and submitted monthly summary report.



We appreciate the opportunity to assist you with this project. Please do not hesitate to call us at (727) 432-2820 with any questions or if you need any additional information.

Sincerely yours,

**GHS Environmental**










A handwritten signature in black ink, appearing to read 'C. Burnite', written in a cursive style.

Chuck Burnite  
Senior Environmental Scientist

**THE PRESERVE AT WILDERNESS LAKES CDD**

**Map of Stormwater Ponds, Natural Wetlands and Wood Line Trimming Areas**

**Legend**

-  Stormwater Ponds
-  Natural Wetland Systems
-  Natural Lake (Open Water)
-  Property Boundary
-  Cul-De-Sac Maintenance
-  Weir
-  Bubbler Box
-  Control Structure
-  Drainage Flow

**Wood Line Trimming Areas**

-  Maintenance Area No. 1
-  Maintenance Area No. 2
-  Maintenance Area No. 3
-  Maintenance Area No. 4
-  Maintenance Area No. 5
-  Maintenance Area No. 6
-  Maintenance Area No. 7
-  Maintenance Area No. 8
-  Maintenance Area No. 9
-  Maintenance Area No. 10
-  Maintenance Area No. 11
-  Maintenance Area No. 12

Note: Natural Lake "E" was previously identified as Stormwater Pond No. 23 on maps prepared by others. Since this area is natural, it has been moved into the wetland lettering system. There is no Stormwater Pond No. 23.

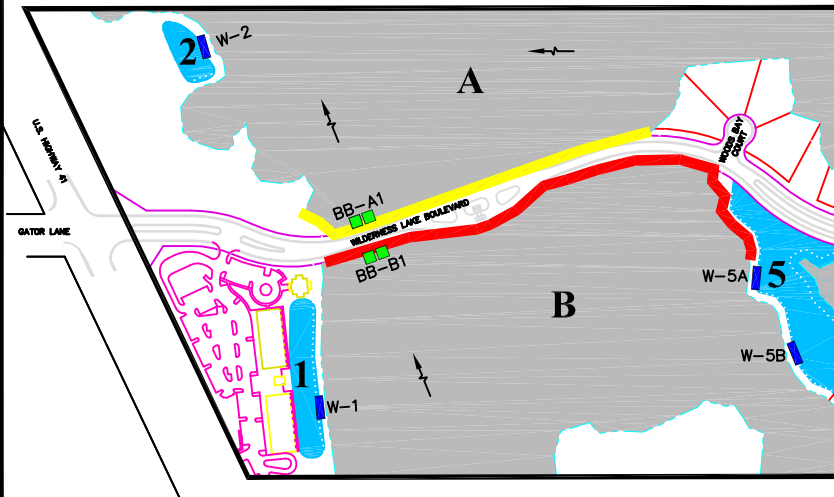
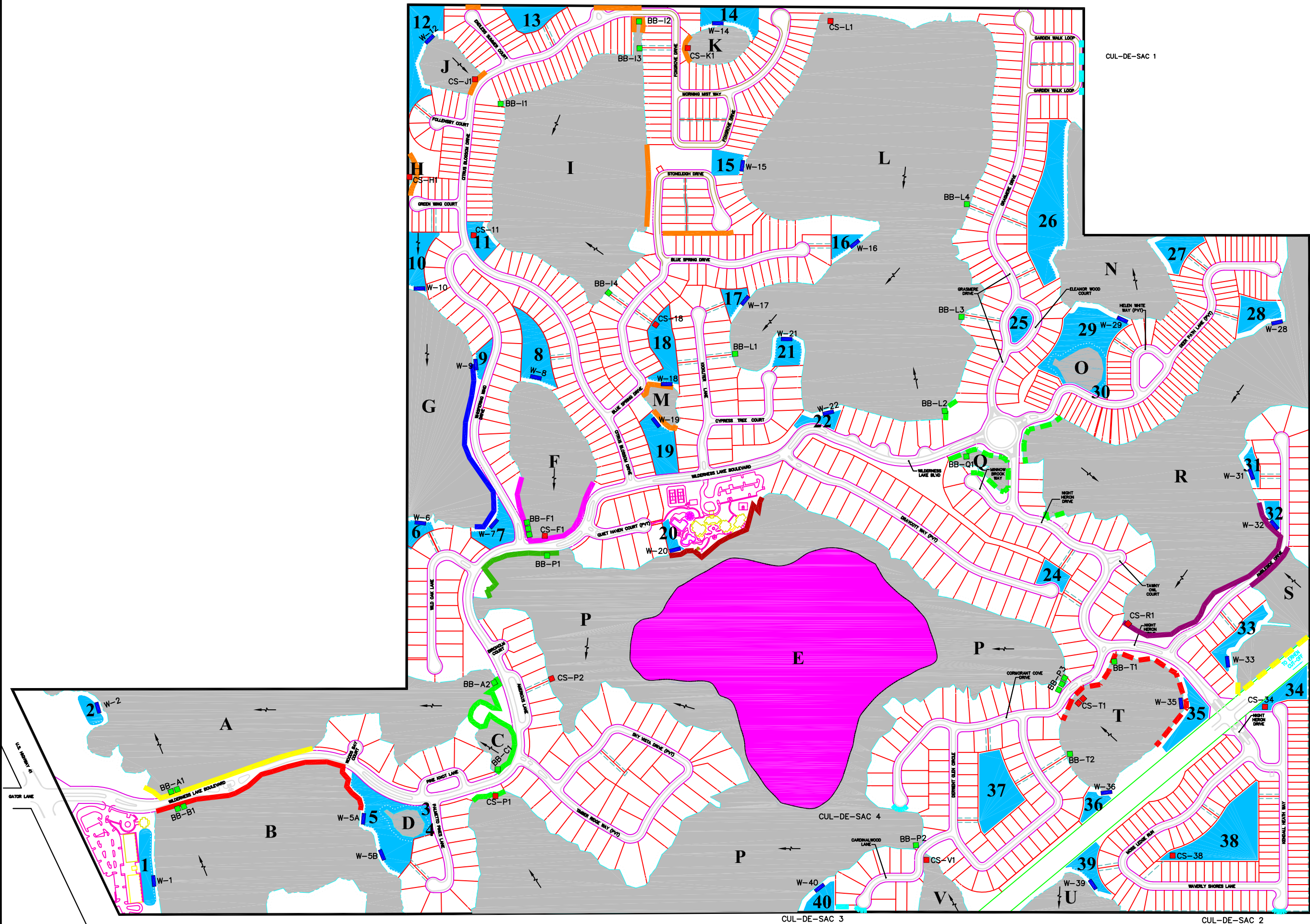
Date: September 18, 2020



Not to Scale



GHS Environmental  
 PO Box 55802  
 St. Petersburg, FL 33732-5582  
 Phone: 727-432-2820  
 Chuck@GHSEnvironmental.com  
 www.GHSEnvironmental.com





## **Tab 6**



**February 17, 2023**

The Preserve at Wilderness Lake CDD  
c/o Rizzetta & Company, Inc.  
5844 Old Pasco Rd, Suite 100  
Wesley Chapel, Fl. 33544

RE: Reserve Study Update without Site Inspection  
The Preserve at Wilderness Lake CDD  
21320 Wilderness Lake Blvd  
Land O Lakes, FL 34638

Dear Board of Supervisors:

We are very appreciative for the opportunity to perform a reserve study update without site inspection for The Preserve at Wilderness Lake CDD. We are a team of knowledgeable reserve analysts with extensive experience and take pride in performing reserve studies. The reserve study will project costs and funding for a 30 year time frame for all common areas and improvements.

The Preserve at Wilderness Lake is comprised primarily of single family homes with a small amount of villas and commercial units mixed in. In total, there are 958 units. Primary home construction in the community occurred from 2002-2008. Central to the community is an amenity center which includes 2 pool areas, clubhouse, activity center, and other recreation. The CDD consists of approximately 700 acres and is located in Land O Lakes, Pasco County, Florida. The following reserve items will be included in the report:

- **Guardhouse**
- **Lodge**
- **Activity Center**
- **Nature Center**
- **Bathhouse**
- **Tennis Courts (2)**
- **Basketball Court**
- **Pool Areas (2)**
- **Dock**
- **Pavers and Sidewalks**
- **Parking Area**
- **Fencing**
- **Playgrounds**
- **Monuments**
- **Stormwater Drainage**
- **Retention Ponds**
- **Irrigation**
- **Any Other Items Specified by You**

The financial analysis portion of the study will include allowances for your interest income, taxes and projected changes in building costs. The pooled method and component method (if applicable) will be used and presented to derive the funding schedules.



## Scope of Service

Our scope of service for a reserve study update without site inspection that includes all expenses consists of:

- Our user-friendly reserve study report that includes pooled method cash flow plan, component method plan (if applicable), reserve item component cost, remaining life, and useful life inventory. The report projects costs and funding for 30 years using localized costs.
- Percent Funded Analysis. This compares what you have in reserve funds to what the ideal amount should be, something many reserve studies do not include.
- Electronic copies of the report. Electronic copies can also be requested any time in the future by email. A hard copy is available free of charge upon request.
- Revisions or amendments of reports for up to 90 days from the first submission of the report. We welcome all feedback. (It is not uncommon for there to be one or two refinements of the report to meet your specific requirements).
- Accessibility. Call, write, or email us any time and you will receive prompt follow-up. We aim to exceed expectations and consider customer service our top priority.
- 30 year cash flow plan in the report.
- Review of plats, drawings, and site aerials.



## Qualifications

Paul Gallizzi and Steven Swartz are professionals in the business of preparing reserve studies and insurance appraisals for community associations. We both inspect all properties and have provided detailed analysis of over 300,000 single family, apartment, villa, townhome, and condominium units. Our high repeat customer rate indicates high customer satisfaction. We have prepared reserve studies and insurance appraisals for all types of community associations including high rise condominiums, mid-rise condominiums, garden-style condominiums, office condominiums, medical condominiums, townhouse developments, single family residential homeowners associations, community development districts, and special use facilities.

We both hold engineering degrees from fully accredited universities. Paul is a State Certified General Real Estate Appraiser License Number RZ 110 and a State Certified General Contractor License Number CGC 019465 with over 30 years of experience in each. Steven is one of approximately only 200 people nationwide that have earned the designation of Reserve Specialist (RS) from the Community Associations Institute and is a State Certified General Real Estate Appraiser License Number RZ 3479. He has also been a speaker at CAI functions discussing reserves and budgeting. To learn more, please visit us on the web at [www.reservestudyfl.com](http://www.reservestudyfl.com) and visit our articles section for more than 50 articles about reserves, funding, and budgeting.

A partial list of our clients include:

- Greenacre Properties
- Standard Pacific Homes
- Leland Management
- M/I Homes
- Associa Gulf Coast
- Sentry Management
- Starwood Land Ventures
- Management & Associates
- Resource Property Management
- Condominium Associates
- Insurance Office of America
- Argus Property Management
- Creative Management
- Many Other Individually Managed Associations
- The Mahaffey Apartment Company
- Rizzetta & Company
- First Service Residential
- Brown & Brown Insurance
- Taylor Morrison Homes
- Vanguard Management Group
- Lennar Homes
- McNeil Management Services
- Development Planning and Financing Group
- Qualified Property Management
- Avid Property Management
- Southshore Property Management
- Terra Management Services



## **Experience**

Here is a short list of communities we have conducted reserve studies for, showing experience with various construction types, building systems, and community amenities:

### **Fishhawk CDD I, CDD II, & CDD III, Lithia, Florida**

Fishhawk Ranch is a large planned community consisting of approximately 3000 acres in Lithia, Florida. It is comprised of numerous single family home subdivisions as well as a few townhome subdivisions. There are many community amenities including swimming pools, clubhouses, tennis courts, playgrounds, fitness centers, a banquet center, running trails, parks, and various others. The District also maintains the ponds, stormwater drainage, and the entry areas. There are a total of 4,409 members.

### **Heritage Harbour South CDD, Bradenton, Florida**

Heritage Harbour South CDD is comprised of single family residential and multifamily residences. The community started construction in 2002 and construction finished in 2006. Overall, there are 1,523 units. The CDD maintains the baseball field and recreation area. The District also maintains the streets, ponds, stormwater drainage, and the entry areas. The CDD encompasses a total site size of 980.79 acres in Bradenton, Florida.

### **Venetian CDD, Venice, FL**

Venetian CDD commenced operations in September 2002. The Venetian Golf and River Club has 1,377 lots planned primarily for single family residential development as well as a small amount of multi-family development. The River Club recreation area was built in 2004 and includes a clubhouse, kitchen and banquet facilities, fitness center, pool area, tennis courts, as well as other amenities. The District also maintains the streets, ponds, stormwater drainage, and the entry areas. The CDD encompasses a total site size of 964 acres.

### **Riverwood CDD, Port Charlotte, FL**

Riverwood CDD started development in the mid 1990s and most of the construction was complete over the next decade. The District maintains an amenity campus with a clubhouse/athletic center, pool area, tennis, and shuffleboard courts. The district also owns an off-site Beach Club on Manasota Key in Englewood. The Beach Club was built in 2003 and acquired in 2014. Additionally, the District also maintains the streets, potable water system, reclaimed water system, sewer system (and plant), and stormwater drainage.

### **Two Creeks CDD, Middleburg, FL**

Two Creeks has 624 platted lots planned for single family residential development and encompasses 625 acres. The community was platted in June 2007. Within the district, there is a recreation comprised of a clubhouse, pool area, 2 tennis courts, a basketball court, playgrounds, and a volleyball court. The community also maintains the ponds, stormwater drainage, and the entry areas.



**Services**

The fee schedule for the current assignment is as follows, please sign below to confirm your acceptance:

**Reserve Study Update without Site Inspection** **\$1,500**

We will provide you with electronic copies of the report. Payment will be due at the first submission of the report. The report will be completed within eight weeks of our firm receiving this engagement letter signed and faxed or emailed to our office.

Thank you again for the opportunity to present our proposal to you.

Sincerely,

Paul Gallizzi  
Florida General Contractor #CGC-019465  
State-Certified General Appraiser RZ110

Steven Swartz, RS  
Reserve Specialist Designation No. 214  
State-Certified General Appraiser RZ3479

\_\_\_\_\_  
Accepted by Signature:

\_\_\_\_\_  
Date

Accepted by Printed Name: \_\_\_\_\_

# Tab 7



## **Wilderness Lake Preserve Community Development District (CDD)**

Wilderness Lake Preserve

21320 Wilderness Lake Blvd • Land O Lakes, FL • 34637

Phone: 813-995-2437 • Fax: 813-995-2436

### **February 2023 Clubhouse Operations / Maintenance Updates:**

- Had three (3) photocells replaced at the Nature Center and a new brass plate installed in the Activity Center.
- Had mobi-mat installed at the dock behind the Lodge allowing watercraft to be launched from the shore.
- Received revised proposal to add three (3) outdoor trash bins with dome lids and mounting kits similar to what is currently seen on property. Submitted to District Management.
- Executed proposal to prune sixteen (16) trees along the back side of Moss Ledge Run where the branches were overhanging the roofs and screened in lanai's of several residents.
- Executed proposal to add new fencing with a gate at a location on Grasmere Dr. where the District is looking to allow easier access to mowing crews. Executed a separate proposal to remove the Walter's Viburnum and nuisance vegetation in order to make way for the new fencing.
- Executed proposal to replace the brick pavers at nine (9) areas near the SR41 entrance/exit to the community with asphalt. Work to begin in approximately 6 weeks once legal agreement has been drafted and signed by all parties.
- Received proposal for signage at the Business Center from Romaner Graphics and submitted to District Management.
- Received proposals for armed/unarmed security patrolling services and submitted to District Management. MPS Security Services to be included in the March agenda to make presentation to the Board.
- Executed proposal to replace the floating dock with a new one, to include EZ dock launch, canoe paddle on launch, kayak/canoe rack, and likely a roof for the rack as well.
- Completed repairs to splash pad and reopened it to our residents.
- Completed gym refresh which included the extraction of old equipment, painting and deep cleaning the fitness center/bathrooms, and installation of new equipment. Reopened to our residents on February 25<sup>th</sup> with grand opening event scheduled for March 4<sup>th</sup>.
- Had two cameras located near the back monument repaired.
- Requested proposal for deep cleaning the Nature Center and am awaiting receipt.
- Executed proposal to have the entire community pressure washed in the common areas by Extreme Concrete Cleaning. Rust removal included. Work scheduled to begin on February 28<sup>th</sup>.
- Requested proposals from DCSI and A Total Solution for RFID wristbands compatible with our existing 26-bit Bosch system. Awaiting receipt.
- Took delivery of new chaise lounges to be placed at the lap and recreational pool areas.





## Wilderness Lake Preserve Community Development District (CDD)

### **Maintenance Completed Tasks:**

- Installed new canopy over tennis court #2.
- Treated monument at Eagle's Landing for rust stains.
- Trimmed several trees along the perimeter of the tennis courts where the branches were overhanging or protruding through the fence.
- Connected wicker couch in the Nature Center at the base.
- Rebased large pots located in and around the pool area.
- Removed peninsula in the Nature Center.
- Rebased circular stone pavers located all throughout the Nature Center.
- Treated pillar and fencing near the SR 41 exit.
- Treated mailbox for rust located on WLP Blvd. just outside the entrance to the adjacent shopping plaza.
- Installed new gumball machine at the dock behind the Lodge and stocked it with fish food.
- Rebased bench at the basketball court which had gone off kilter due to root intrusion from a nearby Oak tree.
- Removed all splintering rocks from the entrance ramp to the additional parking area behind the maintenance shed.
- Removed several banana trees in common area on WLP Blvd. across from Lakewood Retreat.
- Touched up paint all throughout the fitness center, including trim.
- Repaired areas of loose pavers around the pool deck.
- Pressure washed water vessels.
- Pressure washed and painted several pillars and fencing throughout the community.
- Reorganized maintenance shed to accommodate for more storage.
- Pressure washed sidewalks around the Lodge area.
- Repainted benches by the Butterfly garden area.
- Removed bee box from main playground area.

### **February 2023 Playground and Dock Inspection**

- See Report Under Separate Cover

### **February 2023 Projects In Work/Projected Projects**

- See Report Under Separate Cover

### **February 2023 Landscaping Projects in Work/Completed Projects**

- See Report Under Separate Cover

### **Pasco Sheriff's Detail Report on Citations & Warnings**

- See Report Under Separate Cover



## Wilderness Lake Preserve Community Development District (CDD)

### Scheduled Room Usage/Rentals (March)

- 3/4. Eubanks, NCC @ 1pm
- 3/5. Mitchell, AC @ 12pm
- 3/11. Stevenson, AC @ 4pm
- 3/19, Louro, AC @12pm
- 3/25, Brown, AC @ 3pm

**In preparation for a meeting or rental, the staff on duty is responsible for the presentation of the room. This may include cleaning, staging of tables & chairs, and concierge services.**

**\*AC: Activities Center and NC: Nature Center Classroom**

### Vendors on site performing a service:

- **Stellar Electric.** Replaced three (3) photocells at the Nature Center and installed new brass plate in the floor of the Activity Center.
- **DCSI.** Repaired non-functioning handicap exit button from the Lodge. Performed a site assessment related to our security monitoring abilities and had some suggestions for improvement. Proposal to follow. Repaired two (2) malfunctioning cameras at the back monument.
- **Hughes Exterminators.** Performed monthly treatment.
- **Fit Logic.** Performed monthly maintenance.
- **Cool Coast A/C.** Performed quarterly maintenance and repaired one broken thermostat in fitness center.
- **Cooper Pools.** Repaired handicap lift at the lap pool and the heater at the jacuzzi.

### Upcoming Meetings and Events:

#### ➤ **March**

- 3/2, 3/7, 3/9, 3/14, 3/16, 3/21, 3/23, 3/28, Yoga Classes, 8:45am
- 3/1, 3/3, 3/6, 3/8, 3/10, 3/13, 3/15, 3/17, 3/20, 3/22, 3/24, 3/27, 3/29, 3/31 Walking Toning Classes, 9:30am
- 3/2, 3/7, 3/9, 3/14, 3/16, 3/21, 3/23, 3/28, 3/30 Pickleball Rocks, 6:30pm
- 3/1, 3/8, 3/15, 3/22, 3/29 Food Truck Nights, 5pm
- 3/1, 3/8, 3/15, 3/22, 3/29 Women's Bible Study, 10am
- 3/4, 3/18 Tennis Classes, 9am
- 3/6, 3/13, 3/20, 3/27, Story Time, 10am
- 3/18, Art Class, 12pm
- 3/1, CDD Meeting, 6:30pm



## Wilderness Lake Preserve Community Development District (CDD)

- 3/13, 3/27, ARC Meeting, 6:30pm
- 3/28, HOA Meeting, 6:30pm
- 3/6, 3/13, 3/20, 3/27, Mahjong, 1pm
- 3/4, Gym Reopening Event, 11am
- 3/4, Florida Jazz Express Event, 2pm
- 3/4, One Blood Bus, 10am
- 3/10, Sip & Paint, 6pm
- 3/13 – 3/17, Spring Break Events (Daily), 1pm
- 3/17, St. Patrick's Day Celebration, 7pm
- 3/7, 3/14, 3/21, 3/28, Family Movie Day, 10am
- 3/2, 3/9, 3/16, 3/23, Family Movie Night, 6pm

### **Resident Requests**

- None to report.

### **Employee Schedule (March):**

- See Report Under Separate Cover

### **Radar Speed Sign Data (February):**

- See Report Under Separate Cover

### **Budget Tracking and Attendance (2<sup>nd</sup> Quarter of FY 2023):**

- See Report Under Separate Cover

### **Red Tree Irrigation Report (February):**

- See Report Under Separate Cover

September Events	Date	# of Attendees	Budget	Revenue
Line Dancing		5		\$ 50.00
Karoke				
Comedy		8		\$ 80.00
October Events	Date	# of Attendees	Budget	Revenue
Story Time	October	No Sign-In		\$ -
Karaoke with Mr. Ray	10/7/2022	3		\$ -
Fall Festival	10/8/2022	200		\$ -
Yard Sign - Fall Festival	10/15/2022	N/A		\$ -
Line Dance	10/12/2022	1		\$ 10.00
Paint & Sip	10/14/2022	4		\$ 60.00
Comedy	10/16/2022	7		\$ 105.00
Oktoberfest	10/21/2022	24		\$ 240.00
Yard Sign - Garage Sale	10/15/2022	N/A		\$ -
Crafts with Marilyn	10/23/2022	2		\$ 20.00
Haunted House	10/28-29/22	150		\$ -
Halloween Costume Parade	10/31/2022	75		\$ -
Spooky House Contest		5		\$ -
Misc. Shopping for the Month				
November Events	Date	# of Attendees	Budget	Revenue
Story Time	November	No Sign-In		\$ -
Karaoke with Mr. Ray	11/4/2022	2		\$ -
Comedy with James	Cancelled	0		\$ -
Florida Jazz Event	11/5/2022	0		\$ -
Art Class (Residents Pay Vendor Directly)	11/11/2022			\$ -
Paint & Sip with Mr. Joe	11/18/2022	4		\$ 120.00
Annual Art & Craft Fair	11/12/2022	10		\$ 100.00
Turkey Trot	11/24/2022	?		\$ -
Misc. Shopping for the Month	November			\$ -
December Events	Date	# of Attendees	Budget	Revenue
Story Time	December	36 for month		\$ -
Santa Arrival & Tree Lighting	12/3/2022	150		\$ -
Merry Little Christmas	12/18/2022	50		\$ -
Best Decorated House		15 Entries		\$ -
Breakfast with Santa	12/17/2022	182		\$772.45
Gingerbread house	12/21/2022	49 (14 families)		\$ -
Kids Gaming Event/Pizza	12/29/2022	60		\$ -
Pre-New Years Celebration	12/30/2022	40		\$ -
Misc. Shopping for the Month	December			\$ -
January Events	Date	# of Attendees	Budget	Revenue
Story Time (4 Wk)	January	51 for month		\$ -

Art Class (Residents Pay Vendor Directly)	1/5/2023	11		\$ -
Sip & Paint	1/13/2023	19		\$ 570.00
Comedy	1/14/2023	7		\$ 70.00
Jonny Bird - The Voice of New Vegas	1/28/2023	53		\$ -
Yoga	January	71 for month		\$ 35.50
Misc. Shopping for the Month	January			\$ -
<b>February Events</b>	<b>Date</b>	<b># of Attendees</b>	<b>Budget</b>	<b>Revenue</b>
Story Time (4 Wk)	February	39 (3 wks)		\$ -
Art Class (Residents Pay Vendor Directly)		12		\$ 30.00
Sip & Paint (Residents Pay Vendor Directly)	2/10/2023	8		\$ 24.00
Love Is in The Air – Valentine Celebration	2/11/2023	49		\$ 570.00
Kids Valentine Event	2/11/2023	8		\$ -
Elliott Smith Comedy Magician	2/25/2023			\$ -
Yoga	February			
Misc. Shopping for the Month	February			\$ -
<b>March Events</b>	<b>Date</b>	<b># of Attendees</b>	<b>Budget</b>	<b>Revenue</b>
Story Time (4 Wk)	March		\$ 200.00	\$ -
Art Class (Residents Pay Vendor Directly)			\$ -	\$ -
Sip & Paint (Residents Pay Vendor Directly)			\$ 50.00	\$ -
Jazz Event – Live Performance	3/4/2023		\$ 100.00	\$ -
Gym Refresh Celebration	3/4/2023		\$ 339.11	\$ -
Spring Break (5 Days)	3/13-3/17		\$ 492.49	\$ -
St. Patty's Celebration with Jason Ensor	3/17/2023		\$ 196.05	\$ -
Yoga	March			
Misc. Shopping for the Month	March		\$ -	\$ -
<b>April Events</b>	<b>Date</b>	<b># of Attendees</b>	<b>Budget</b>	<b>Revenue</b>
Story Time (4 Wk)	April		\$ 200.00	\$ -
Comedy	4/1/2022		\$ -	\$ -
Art Class (Residents Pay Vendor Directly)			\$ -	\$ -
Sip & Paint (Residents Pay Vendor Directly)			\$ 50.00	\$ -
Easter Celebration	4/8/2023		\$ 663.17	\$ -
Yoga	April			
Misc. Shopping for the Month	April		\$ -	\$ -

May Events	Date	# of Attendees	Budget	Revenue
Story Time (5 Wk)	May		\$ 250.00	\$ -
Art Class (Residents Pay Vendor Directly)			\$ -	\$ -
Sip & Paint (Residents Pay Vendor Directly)			\$ 50.00	\$ -
Cinco de Mayo Celebration	5/5/2023		\$ 500.00	\$ -
Mother's Day Celebration	5/13/2023		\$ 300.00	\$ -
Memorial Day	5/29/2023		\$ 800.00	\$ -
Yoga	May			
Misc. Shopping for the Month	May		\$ -	\$ -
June Events	Date	# of Attendees	Budget	Revenue
Story Time (4 Wk)	June		\$ 200.00	\$ -
Art Class (Residents Pay Vendor Directly)			\$ -	\$ -
Sip & Paint (Residents Pay Vendor Directly)			\$ 50.00	\$ -
Out of School Summer Celebration	6/3/2023		\$ 800.00	\$ -
Father's Day Celebration	6/17/2023		\$ 300.00	\$ -
Yoga	June			
Misc. Shopping for the Month	June		\$ -	\$ -
July Events	Date	# of Attendees	Budget	Revenue
Story Time (5 Wk)	July		\$ 250.00	\$ -
Art Class (Residents Pay Vendor Directly)			\$ -	\$ -
Sip & Paint (Residents Pay Vendor Directly)			\$ 50.00	\$ -
4 <sup>th</sup> of July	7/4/2023		\$ 800.00	\$ -
Yoga	July			
Misc. Shopping for the Month	July		\$ -	\$ -
August Events	Date	# of Attendees	Budget	Revenue
Story Time (4 Wk)	August		\$ 200.00	\$ -
Art Class (Residents Pay Vendor Directly)			\$ -	\$ -
Sip & Paint (Residents Pay Vendor Directly)			\$ 50.00	\$ -
Back to School Pool Party	8/12/2023		\$ 800.00	\$ -
Yoga	August			
Misc. Shopping for the Month	August		\$ -	\$ -
September Events	Date	# of Attendees	Budget	Revenue
Story Time (4 Wk)	September		\$ 200.00	\$ -
Art Class (Residents Pay Vendor Directly)			\$ -	\$ -

Sip & Paint (Residents Pay Vendor Directly)			\$ 50.00	\$ -
Labor Day	9/4/2023		\$ 800.00	\$ -
Yoga	September			
Misc. Shopping for the Month	September		\$ -	\$ -
<b>Proposed Budget</b>			<b>\$ 8,740.82</b>	<b>\$ 2,856.95</b>

Yearly Budget \$ 30,000.00  
 Year-To-Date \$ (20,611.84)  
 Proposed Budget for rest of Fiscal  
 Year \$ (8,740.82)  
\$ 647.34

Vendors	Debt. Card	Total for each Month
\$ (45.00)		
\$ (200.00)		
\$ (72.00)		\$ (317.00)
Paid to Vendors	Debt. Card	
	\$ (270.28)	
\$ (200.00)		
\$ (1,864.00)	\$ (635.54)	
\$ (125.00)		
\$ (9.00)		
\$ (54.00)	\$ (27.57)	
\$ (94.50)		
\$ (1,163.17)	\$ (61.21)	
\$ (100.00)		
\$ (20.00)		
\$ (125.00)		
\$ (125.00)	\$ (196.13)	
\$ (20.00)		
		\$ (5,090.40)
Vendors	Debt. Card	Total for each Month
	\$ (872.02)	
\$ (200.00)		
\$ -		
\$ (350.00)	\$ (117.52)	
\$ (108.00)	\$ (24.97)	
\$ -	\$ (66.28)	
	\$ (34.30)	
	\$ (120.43)	\$ (1,893.52)
Vendors	Debt. Card	Total for each Month
	\$ (28.43)	
\$ (1,235.00)	\$ (166.13)	
	\$ (30.00)	
\$ (895.00)	\$ (1,335.61)	
	\$ (97.42)	
\$ (517.00)	\$ (302.98)	
\$ (100.00)	\$ (140.05)	
\$ (886.00)	\$ (513.05)	\$ (6,246.67)
Vendors	Debt. Card	Total for each Month
	\$ (334.56)	



\$ -	\$ -	
\$ (513.00)	\$ (63.66)	
\$ (93.00)		
\$ (400.00)	\$ (150.16)	
	\$ (198.24)	\$ (1,752.62)
Vendors	Debt. Card	Total for each Month
	\$ (140.39)	
	\$ (37.26)	
\$ (350.00)	\$ (489.55)	
	\$ (66.40)	
\$ (595.00)	\$ (43.14)	
	\$ (241.71)	\$ (1,963.45)
Vendors	Debt. Card	Total for each Month
	\$ (160.89)	
	\$ (7.51)	
\$ (350.00)	\$ (103.95)	
		\$ (622.35)
Vendors	Debt. Card	Total for each Month
\$ (2,389.00)	\$ (336.83)	
		\$ (2,725.83)

Vendors	Debt. Card	Total for each Month
		\$ -
Vendors	Debt. Card	Total for each Month
		\$ -
Vendors	Debt. Card	Total for each Month
		\$ -
Vendors	Debt. Card	Total for each Month
		\$ -
Vendors	Debt. Card	Total for each Month

		\$ -
<b>Year-To-Date Expenditure</b>		<b>\$ (20,611.84)</b>

## Playground Equipment & Dock Safety Check List

Date: 2-21-23

Notes

Job:	2	2	3	4	Notes
Swings	NOISY	✓	✓	✓	
Bolts on Swings	✓	✓	✓	✓	
Chains on Swings	✓	✓	✓	✓	
Grease Swings	NA	NA	NA	NA	
Seats on Swings	✓	✓	✓	✓	
Supports (Poles)	✓	✓	✓	✓	
Overall appearance	OK	OK	OK	OK	
Nests (Bees, Birds, Ants, etc.)	NO	NO	NO	NO	
<b>Equipment</b>					
All Bolts	✓	✓	✓	✓	
Ladders	✓	✓	✓	✓	
Slides	✓	✓	✓	✓	
Climbing Wall	✓	✓	✓	✓	
Stairs	✓	✓	✓	✓	
Railings	✓	✓	✓	✓	
Nails/Screws	✓	✓	✓	✓	
Slats/Banisters	✓	✓	✓	NA	
Supports (Poles)	✓	✓	✓	✓	
Overall Appearance	✓	✓	✓	✓	
<b>Other</b>					
*Rake Mulch Under Swings	✓	✓	✓	Needs Mulch	
*Railroad Ties	NA	NA	NA	NA	
*Park Benches	✓	✓	✓	✓	
*Grills	NA	Back Sign	NA	✓	
*Picnic Tables	✓	✓	✓	✓	
*Volleyball Net	NA	NA	✓	NA	
*Tether Ball	NA	NA	NA	NA	
*Sidewalks	✓	✓	✓	✓	
*Trash Cans	✓	✓	✓	✓	
*Concrete Slabs	✓	✓	✓	✓	
*Shade Structure	✓	✓	✓	✓	
*Pavilions	✓	✓	✓	✓	
*Docks	NA	NA	NA	NA	
*Boats	NA	NA	NA	NA	
*Pool Deck Pavers	NA	NA	NA	NA	
*Pavers around the Lodge					

**\*Remediation:**

Park 1 needs one Swing also needs sign cleaned by Tannis.  
Park 2 needs Bench Painted.

Staff Initials:

D.14

Mgmt. Initials:

SC

\*Safety checks at all playgrounds & docks are required weekly.

## OFF DUTY PATROL LOGS

February 2023

Hello Sean Craft ,

You are receiving this notification because you have been identified as the Contact to receive the Activity Report Notification being submitted.

The following are the responses reported by the employee noted having worked your service request on the date noted.

**Employer:** pasco sheriff~s office  
**Report Sent To:** regina trani  
**Employee Reporting :** john barlow  
**Date of Work :** 02/02/23

**Event Number :** 2023066384  
**Arrival Time :** 1900  
**On arrival did you check in :** yes  
**Number of field interview reports:** 3  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**  
trespass warnings for 3 juveniles for being in hottub

**Please document a detailed Narrative of events that took place during your detail:**

Three trespass warnings for non-residents being in aquatic area. Aidan Palas, W/M, 01/07/05 Landon Chandler, W/M, 01/30/06 Hannah Lock, W/F, 10/25/03

Should you have any questions please contact us.

Sincerely

**PCSO Secondary Employment Office**  
Pasco County Sheriff Office

Telephone: 727-844-7795

E-mail: [PascoCountySheriffsOffice@ServiceRequests.us](mailto:PascoCountySheriffsOffice@ServiceRequests.us)

---

Hello Sean Craft ,

You are receiving this notification because you have been identified as the Contact to receive the Activity Report Notification being submitted.

The following are the responses reported by the employee noted having worked your service request on the date noted.

**Employer:** PASCO SHERIFFS OFFICE  
**Report Sent To:** WILDERNESS LAKES  
**Employee Reporting :** J KEENE 5802  
**Date of Work :** 2/5/23

**Event Number :** 2023072213  
**Arrival Time :** 2000  
**On arrival did you check in :** NO  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**  
0

**Please document a detailed Narrative of events that took place during your detail:**

Upon arrival, I conducted patrols of the community for suspicious activity and traffic violations. I did not observe any throughout my detail. I conducted several patrols of the community maintaining a highly visible position. I did not observe anyone trespassing on the amenities. At approximately 2250 hours, I walked throughout the gym and did not observe anyone inside of it.

Should you have any questions please contact us.

Sincerely

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Pasco County Sheriff Office

Telephone: 727-844-7795

E-mail: [PascoCountySheriffsOffice@ServiceRequests.us](mailto:PascoCountySheriffsOffice@ServiceRequests.us)

---

Hello Sean Craft ,

You are receiving this notification because you have been identified as the Contact to receive the Activity Report Notification being submitted.

The following are the responses reported by the employee noted having worked your service request on the date noted.

**Employer:** Wilderness Lake  
**Report Sent To:** Sean Craft  
**Employee Reporting :** F. Tuttle  
**Date of Work :** 02/08/2023

**Event Number :** 2023078571  
**Arrival Time :** 1800  
**On arrival did you check in :** N/A  
**Number of field interview reports:** N/A  
**Number of parking tickets:** N/A  
**Amount of time running radar:** N/A

**Were there any other types of violations, such as trespassing, written warnings :**  
N/A

**Please document a detailed Narrative of events that took place during your detail:**

Arrived at the provided location at 1756 hours per call radio log. Attempted to check in with the staff, however, no employees were located in the building at 1800 hours. I attempted to call the number listed and received no answer. Stayed outside of club house for extended period of time and was not approached by any staff members. Continued detail according to list: Checked the property for improperly parked vehicles and speeding with no egregious violations observed. Conducted foot patrols of pool and dock with no person observed. Returned to club house at 2200 hours for staff members to leave work. Attempted to close gym at 2055 hours, however, keybox code did not work. There was no person in the gym past 2300 hours.

Should you have any questions please contact us.

Sincerely

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---

Hello Sean Craft ,

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The following are the responses reported by the employee noted having worked your service request on the date noted.

**Employer:** pasco sheriff~s office

**Report Sent To:** regina trani

**Employee Reporting :** john barlow

**Date of Work :** 02/11/23

**Event Number :** 2023085232

**Arrival Time :** 2100

**On arrival did you check in :** yes

**Number of field interview reports:** 0

**Number of parking tickets:** 0

**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**  
0

**Please document a detailed Narrative of events that took place during your detail:**

No unusual activity observed.

Should you have any questions please contact us.

Sincerely

**PCSO Secondary Employment Office**

Pasco County Sheriff Office

Telephone: 727-844-7795

E-mail: [PascoCountySheriffsOffice@ServiceRequests.us](mailto:PascoCountySheriffsOffice@ServiceRequests.us)

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Hello Sean Craft ,

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The following are the responses reported by the employee noted having worked your service request on the date noted.

**Employer:** PSO  
**Report Sent To:** Wilderness Lakes Community  
**Employee Reporting :** W. Nelson  
**Date of Work :** 02/14/2023

**Event Number :** 2023091118  
**Arrival Time :** 2000  
**On arrival did you check in :** Yes  
**Number of field interview reports:** N/A  
**Number of parking tickets:** N/A  
**Amount of time running radar:** N/A

**Were there any other types of violations, such as trespassing, written warnings :**  
N/A

**Please document a detailed Narrative of events that took place during your detail:**

On the listed date and time, I conducted multiple patrols around the listed area and observed no signs of suspicious activity nor did I see any suspicious people during my patrols. No further action.... WN6016

Should you have any questions please contact us.

Sincerely

**PCSO Secondary Employment Office**  
Pasco County Sheriff Office  
Telephone: 727-844-7795  
E-mail: [PascoCountySheriffsOffice@ServiceRequests.us](mailto:PascoCountySheriffsOffice@ServiceRequests.us)

---

Hello Sean Craft ,

You are receiving this notification because you have been identified as the Contact to receive the Activity Report Notification being submitted.

The following are the responses reported by the employee noted having worked your service request on the date noted.

**Employer:** PASCO SHERIFFS OFFICE  
**Report Sent To:** WILDERNESS LAKES  
**Employee Reporting :** J KEENE 5802  
**Date of Work :** 2/19/23

**Event Number :** 2023101993  
**Arrival Time :** 1900  
**On arrival did you check in :** NO  
**Number of field interview reports:** 0  
**Number of parking tickets:** 0  
**Amount of time running radar:** 0

**Were there any other types of violations, such as trespassing, written warnings :**  
0

**Please document a detailed Narrative of events that took place during your detail:**

Upon arrival, I conducted patrols of the community for suspicious activity and traffic violations. I did not observe any throughout my detail. I conducted several patrols of the community maintaining a highly visible position. I did not observe anyone trespassing on the amenities. At approximately 2250 hours, I walked throughout the gym and did not observe anyone inside of it.

Should you have any questions please contact us.

Sincerely

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# Master Data Report



Select Sign #

**303004**

Change Street Name

**Night Heron**

Set Speed Limit/ Bins

**20 MPH**

Bin Type: **NB**

## SUMMARY TABLE 1/2 HOUR SEGMENT RECORDS

Serial # **303004**

Street: **Night Heron**

Speed Limit: **20 MPH**

DATE	Vehicle Count	Speeder Count based on Avg. Spd.	Speeder Count % Avg. Spd.	Speeders > 5 MPH based on Avg. Spd.	Speeders > 10 MPH based on Avg. Spd.	Speeders > 15 MPH based on Avg. Spd.	Fastest Time Period	Speeders > 5 MPH based on Peak Spd.	Speeders > 10 MPH based on Peak Spd.	Speeders > 15 MPH based on Peak Spd.	Daily 85th %tile Speed	Daily Average Speed
Feb 14	108	47	44%	4	0	0	2:00p	29	3	0	27	19.8
Feb 13	913	303	33%	23	1	1	12:00a	170	19	1	26	19
Feb 12	745	228	31%	16	1	0	3:30p	131	13	4	26	18.9
Feb 11	1034	335	32%	34	2	0	12:30a	198	20	2	26	19.1
Feb 18	1002	356	36%	21	0	0	10:00p	198	20	1	26	19.3
Feb 10	1041	295	28%	31	0	0	3:00p	165	15	0	26	18.5
Feb 9	948	297	31%	29	1	0	4:00p, 5:00p	191	16	0	27	19
Feb 8	849	296	35%	28	2	1	3:30p	180	16	3	26	19.2
Feb 7	984	324	33%	31	1	1	1:00p	175	16	1	26	19.2
Feb 6	878	313	36%	24	1	1	3:00p	194	9	1	26	19.4
Feb 5	1045	357	34%	34	2	1	11:30p	192	13	3	26	19.3
Feb 4	992	329	33%	35	2	0	6:00p	172	17	2	26	19.2
Feb 3	1100	381	35%	26	1	0	4:30p	228	18	4	26	19.2
Feb 2	110	35	32%	4	0	0	3:00p	23	2	0	26	19
Feb 1	371	128	35%	7	0	0	11:30p	71	6	0	26	19.1
Jan 31	1036	299	29%	27	2	0	12:00a	176	20	1	26	19
Jan 30	1057	333	32%	37	2	0	4:00p	201	26	2	26	18.9

# Master Data Report



Select Sign #

**302013**

Change Street Name

**WLP Blvd.**

Set Speed Limit/ Bins

**20 MPH**

Bin Type: **NB**

## SUMMARY TABLE 1/2 HOUR SEGMENT RECORDS

Serial # **302013**

Street: **WLP Blvd.**

Speed Limit: **20 MPH**

DATE	Vehicle Count	Speeder Count based on Avg. Spd.	Speeder Count % Avg. Spd.	Speeders > 5 MPH based on Avg. Spd.	Speeders > 10 MPH based on Avg. Spd.	Speeders > 15 MPH based on Avg. Spd.	Fastest Time Period	Speeders > 5 MPH based on Peak Spd.	Speeders > 10 MPH based on Peak Spd.	Speeders > 15 MPH based on Peak Spd.	Daily 85th %tile Speed	Daily Average Speed
Feb 14	658	378	57%	76	3	1	7:00p	168	19	1	27	21.3
Feb 13	1284	723	56%	112	11	1	4:00p	305	34	3	27	21.1
Feb 12	1287	686	53%	88	9	0	2:00p	283	28	3	26	20.8
Feb 11	1324	688	52%	100	16	1	2:30p	298	49	6	27	20.7
Feb 10	1332	750	56%	115	12	1	1:00p	340	52	3	27	21.1
Feb 9	1360	819	60%	132	15	0	4:30p	377	53	6	27	21.4
Feb 8	888	531	60%	84	10	1	7:30p	244	33	4	27	21.4
Feb 7	1066	660	62%	130	17	1	5:00p	320	51	7	27	21.6
Feb 6	1237	685	55%	126	12	2	5:00p	306	46	9	27	21.2
Feb 5	1258	706	56%	124	14	2	6:00p	313	42	4	27	21
Feb 4	1235	697	56%	113	13	2	8:00p	300	44	6	27	21.1
Feb 3	1229	682	56%	99	12	2	3:00p	312	39	2	27	21.1
Feb 2	1311	668	51%	112	10	2	12:30a	283	42	6	27	20.9
Feb 1	1122	650	58%	115	15	2	7:00p	309	40	5	27	21.4
Jan 31	1019	618	61%	148	19	3	6:30p	301	47	8	28	21.7
Jan 30	1054	637	60%	122	16	2	6:30p	304	36	6	27	21.5

# Wilderness Lakes Preserve

Mar 4, 2023 - Mar 10, 2023 at Default

NAME	SAT 4	SUN 5	MON 6	TUE 7	WED 8	THU 9	FRI 10
Carmen Torres	9:30a - 5:30p Events Coordinator		8:30a - 4:30p Events Coordinator		8:30a - 4:30p Events Coordinator	8:30a - 4:30p Events Coordinator	8:30a - 4:30p Events Coordinator
Dennis Kilcoyne			6:30a - 2:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor
Evelyn Ocasio-Lopez	1:30p - 10p Lodge Representative		12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative		8:30a - 5p Lodge Representative
Jorge Torres	1:30p - 10p Lodge Representative	12p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative			12:30p - 9p Lodge Representative
Judy Norris		11:30a - 9p Senior Lodge Rep		8:30a - 5p Senior Lodge Rep	12:30p - 9p Senior Lodge Rep	12:30p - 9p Senior Lodge Rep	1p - 9p Senior Lodge Rep
Sean Craft	9:30a - 6:30p Manager			8:30a - 5:30p Manager	Time Off All Day	8:30a - 5:30p Manager	8:30a - 5:30p Manager
Terri Oakley	9:30a - 5:30p Assistant Manager	11:30a - 9p Assistant Manager	8:30a - 5p Assistant Manager		8:30a - 5p Assistant Manager	12:30p - 9p Assistant Manager	
Trevor Elliott	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician			8a - 4p Maintenance Technician	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician

## Annotations

## Job Site Details

# Wilderness Lakes Preserve

Mar 11, 2023 - Mar 17, 2023 at Default

NAME	SAT 11	SUN 12	MON 13	TUE 14	WED 15	THU 16	FRI 17
Carmen Torres			8:30a - 4p Events Coordinator	8:30a - 4p Events Coordinator	8:30a - 4:30p Events Coordinator	8:30a - 4:30p Events Coordinator	12p - 9:30p Events Coordinator
Dennis Kilcoyne			6:30a - 2:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor
Evelyn Ocasio-Lopez	1:30p - 10p Lodge Representative		12:30p - 9p Lodge Representative		8:30a - 5p Lodge Representative	12:30p - 9p Lodge Representative	8:30a - 5p Lodge Representative
Jorge Torres	1:30p - 10p Lodge Representative	12p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative			12:30p - 9p Lodge Representative
Judy Norris		11:30a - 9p Senior Lodge Rep		12:30p - 9p Senior Lodge Rep	12:30p - 9p Senior Lodge Rep	12:30p - 9p Senior Lodge Rep	8:30a - 4:30p Senior Lodge Rep
Sean Craft	9:30a - 6:30p Manager			8:30a - 5:30p Manager	8:30a - 5:30p Manager	8:30a - 5:30p Manager	12:30p - 9p Manager
Terri Oakley	9:30a - 5:30p Assistant Manager	11:30a - 9p Assistant Manager	8:30a - 5p Assistant Manager		12:30p - 9p Assistant Manager	8:30a - 5p Assistant Manager	
Trevor Elliott	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician			8a - 4p Maintenance Technician	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician

## Annotations

## Job Site Details

# Wilderness Lakes Preserve

Mar 18, 2023 - Mar 24, 2023 at Default

NAME	SAT 18	SUN 19	MON 20	TUE 21	WED 22	THU 23	FRI 24
Carmen Torres	1p - 9p Events Coordinator		8:30a - 4:30p Events Coordinator		8:30a - 4:30p Events Coordinator	8:30a - 4:30p Events Coordinator	8:30a - 4:30p Events Coordinator
Dennis Kilcoyne			6:30a - 2:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor
Evelyn Ocasio-Lopez			12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative
Jorge Torres	1:30p - 10p Lodge Representative	12p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative			12:30p - 9p Lodge Representative
Judy Norris		11:30a - 9p Senior Lodge Rep		8:30a - 5p Senior Lodge Rep	12:30p - 9p Senior Lodge Rep		8:30a - 5p Senior Lodge Rep
Sean Craft	9:30a - 6:30p Manager			8:30a - 5:30p Manager	8:30a - 5:30p Manager	8:30a - 5:30p Manager	8:30a - 5:30p Manager
Terri Oakley	9:30a - 5p Assistant Manager	11:30a - 9p Assistant Manager	8:30a - 5p Assistant Manager			12:30p - 9p Assistant Manager	12:30p - 9p Assistant Manager
Trevor Elliott	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician			8a - 4p Maintenance Technician	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician

## Annotations

## Job Site Details

# Wilderness Lakes Preserve

Mar 25, 2023 - Mar 31, 2023 at Default

NAME	SAT 25	SUN 26	MON 27	TUE 28	WED 29	THU 30	FRI 31
Carmen Torres	9:30a - 5:30p Events Coordinator		8:30a - 4:30p Events Coordinator		8:30a - 4:30p Events Coordinator	8:30a - 4:30p Events Coordinator	8:30a - 4:30p Events Coordinator
Dennis Kilcoyne			6:30a - 2:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor	6:30a - 12:30p Maintenance Supervisor
Evelyn Ocasio-Lopez	1:30p - 10p Lodge Representative		12:30p - 9p Lodge Representative		8:30a - 5p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative
Jorge Torres	1:30p - 10p Lodge Representative	12p - 9p Lodge Representative	12:30p - 9p Lodge Representative	12:30p - 9p Lodge Representative			12:30p - 9p Lodge Representative
Judy Norris		11:30a - 9p Senior Lodge Rep		8:30a - 5p Senior Lodge Rep	12:30p - 9p Senior Lodge Rep		8:30a - 5p Senior Lodge Rep
Sean Craft			8:30a - 5:30p Manager	8:30a - 5:30p Manager	8:30a - 5:30p Manager	8:30a - 5:30p Manager	8:30a - 5:30p Manager
Terri Oakley	9:30a - 6p Assistant Manager	11:30a - 9p Assistant Manager		12:30p - 9p Assistant Manager	1p - 9p Assistant Manager	12:30p - 9p Assistant Manager	
Trevor Elliott	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician			8a - 4p Maintenance Technician	8a - 4p Maintenance Technician	8a - 4p Maintenance Technician

## Annotations

## Job Site Details





## Landscaping Project Tracker – February 2023

Wilderness Lake Preserve  
21320 Wilderness Lake Blvd.  
Land O'Lakes, FL 34637

### Current Projects

Date Entered	Project	Task	Update	Update	Estimated Completion Date
11/23/22	Landscape Enhancement	Eagles Landing Monument at Palmetto Pines and WLP Blvd. Install twenty (20) 3 gallon pringle Podocarpus and thirty (30) 3 gallon Flax Lillies. Install seventy five (75) 1 gallon Natal Plum Carissa (warrantied item)	Received proposal on 11/23 which has been sent to District Management for review.	Board approved proposal on 12/7/22. Decided to hold off until the springtime.	4/23
11/30/22	Landscape Enhancement	Intall one (1) cabbage palm tree at the corner of Kickliter Ln. and Wilderness Lake Blvd. directly across from the clubhouse	Received proposal on 11/30 and have submitted to District Management for review.	Board approved proposal on 12/7/22.	3/23
2/16/23	Vegetation Removal	Remove Walters Viburnum and several areas of nuisance vegetation near 7947 Grasmere Dr.	Received proposal	Proposal approved and work scheduled to be completed by 3/3	3/23

1/24/23	Landscape Enhancement	Replace dead bush in common area behind 21523 Draycott Way.	Proposal received and pending approval.	Proposal 22-01-31P-1 executed. Work pending.	3/23
11/29/22	Landscape Enhancement	Flush cut ten (10) Crepe Myrtles and install fifty (50) pieces of fresh floritam sod in their place.	Received proposal on 11/29 and it will be considered at the December meeting.	Board approved proposal on 12/7/22. Trees have been flush cut. Sod to be installed in the springtime.	3/23
2/1/23	Tree Removal	Remove two (2) dead palm trees at corner of WLP Blvd. and Citrus Blossom	Proposal approved and work pending.		3/23
2/1/23	Landscape Enhancement	Install Cabbage Palms at corner of Citrus Blossom and WLP Blvd.	Proposal approved and work pending.		3/23
2/1/23	Landscape Enhancement	Install fifteen (15) 3-gallon viburnum at pump station near 7250 Ambleside Dr.	Warranty work to be completed in springtime.		3/23

## Potential Future Projects

Date Entered	Project	Task	Update 1	Update 2	Estimated Completion Date
9/19/22	Landscape Enhancement	Install Jatopha Trees at island on left hand side as you enter clubhouse parking lot.	Proposal sent on 8/29/22 and is pending discussion.		
1/31/23	Tree Pruning	Trim eight (8) Oak Trees around tennis court area.	Proposal received 1/31/23 and is pending discussion.	Currently not budgeted for and maintenance trimmed all trees where branches were overhanging or protruding through the fence in 2/23.	
2/20/23	Aeration	Bermuda turf aeration at the Kendall Heath cul de sac, Woodsmere, Oakhurst, and Stoneleigh Parks, and outside the Activity Center	Proposal received 2/20/23 and is pending discussion.		
2/20/23	Landscape Enhancement	Install 60 1-gallon Society Garlic between the entrance/exit to SR 41 on each side of the bridge.	Received proposal and is pending review.		
2/22/23	Landscape Enhancement	Install 7 3-gallon Natal Plum at Nature's Ridge monument.	Received proposal and is pending review.		
2/22/23	Landscape Enhancement	Install 16 3-gallon Mami Crotons at Night Heron Island.	Received proposal and is pending review.		
2/22/23	Landscape Enhancement	Install an additional 8 3-gallon coco plum at Water's Edge monument.	Received proposal and is pending review.		
2/22/23	Landscape Enhancement	Move existing Dwarf Ixora (move good ones to pool pots) and install 21 3-gallon Natal Plum.	Received proposal and is pending review.		

## Completed Projects

<b>Date Entered</b>	<b>Project</b>	<b>Task</b>	<b>Update 1</b>	<b>Update 2</b>	<b>Completion Date</b>
9/19/22	Landscape Enhancement	Install twelve (12) 3-gallon azaleas between the activity center and nature center	Proposal received 4/26/22	Proposal 22-04-26 P executed 9/13/22	2/23
1/14/23	Tree Pruning	Prune several Oak trees on Moss Ledge Run whose limbs are overhanging the roofs of residents on that street.	Proposal received and awaiting discussion.	Job went to a competitor and is completed.	2/23
12/21/22	Additional Mulching	Installation of approximately (100) cubic yards of mini pine bark in all previously mulched planter beds on the back of hedgerows along Wilderness Lake Boulevard (both sides).	Proposal received 12/22	Project completed.	2/23
1/23/23	Irrigation Repair	Replace Water's Edge controller and replace rotted 4x4x8 post.	Proposal received 1/23/23 and approved.	Project completed.	2/23



## Project Tracker – February 2023

Wilderness Lake Preserve  
21320 Wilderness Lake Blvd.  
Land O'Lakes, FL 34637

### Current Projects

Date Entered	Project	Task	Update	Update	Estimated Completion Date
8/15/22	Brick Pavers Repairs	Repair areas 4,5,7, and 9.	Areas 4 and 5 completed.	Nine (9) areas near the entrance now to have the brick pavers removed and replaced with asphalt. 3-4 days to complete work once it begins.	4/23
8/17/22	Floating Dock	Dock has a long piece of wood coming separated.	Support column underneath dock has collapsed and is in immediate need of repair or replacement.	Floating dock to be replaced with new, including EZ dock launch, canoe paddle-on launch, canoe/kayak rack, and roof for kayak. Legal agreement being drafted currently with work expected to take 4 weeks from the time work begins.	5/23
8/22/22	New signage for the Pools	Signs to be created by Cooper Pools to include specific language regarding water bottles and swim diapers.	Called for update on 8/23 and am awaiting a response.	Signs delivered but were missing the language we were in need of. Awaiting replacements.	3/23

8/26/22	Gym Refresh	Replace several old pieces (15) of equipment and replace with new, plus four (4) peleton bicycles.	Met with Fit Rev and am awaiting proposal.	New items delivered 2/24 and is now reopened to our residents as of 2/25.	Grand Opening event being planned for 3/4/23.
9/14/22	New Sand for Beach Volleyball court	To replenish the sand out at the beach volleyball court	Have obtained three proposals and submitted to District Management.	Expecting proposal from Sitemasters to address underlying drainage issues at the court before any new sand is purchased.	TBD
10/19/22	Splash Pad at Pool Area	To repair underlying issues at the splash pad and to resurface once repairs are completed.	Project approved by Board and work is in progress.	Work expected to be completed by 3/1/23	2/23
12/1/22	Markers for storm drains	To install "No Dumping" markers on every storm drain throughout the WLP community.	Proposal received and sent to District Management for review.	Proposal approved 12/9/22. Estimated ship date is 2/21/23.	3/23
12/16/22	Fence/Gate Installation	To install new gate and chain link fence at the end of Grasmere Dr. which would allow for mowers to access the common area next to 7947 Grasmere Dr.	Met with Sitemasters and JMT Engineering on 12/16/22 and am expecting proposal next week.	6ft. PVC fencing to be installed with a gate, with all vegetation to be cleared out in advance.	3/23
2/1/23	Community Pressure Washing	Pressure wash and treat rust stains along common sidewalk areas throughout the community.	Proposal received.	Proposal executed with work to begin 2/28/23.	3/23

## Potential Future Projects

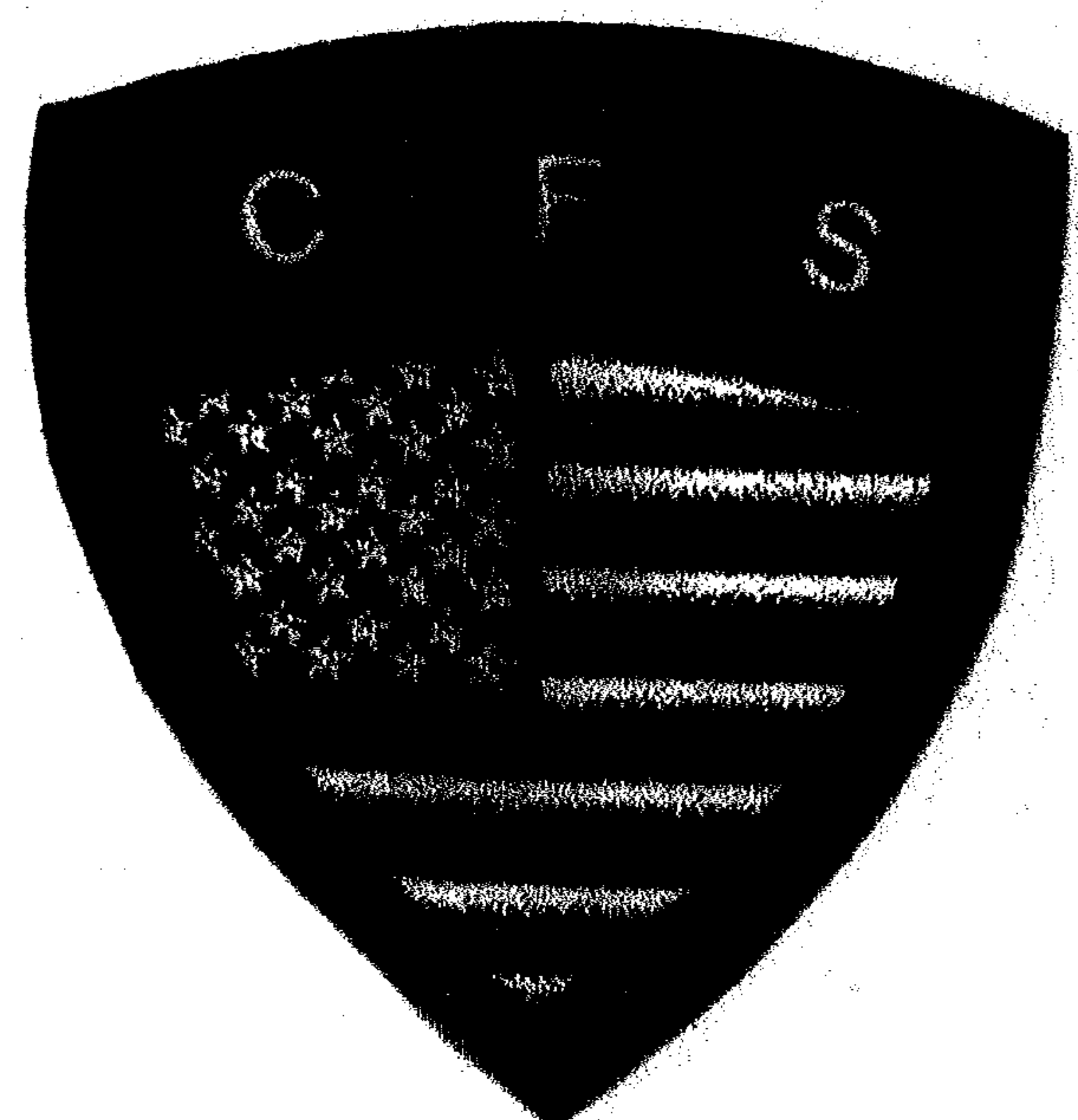
Date Entered	Project	Task	Update 1	Update 2	Estimated Completion Date
8/15/22	Storage Shed	Add a 10x16 shed to where an empty lot now sits.	Obtained 3 bids from area dealers. Received proposal from Sitemasters to add a concrete slab to support the structure. Chuck from GHS has determined the area is good from a drainage perspective.	Directed to suspend activity for the time being, which would involve obtaining proposal for additional security camera and determining costs to insure the contents of the storage shed. Board must first determine whether this is a project they are even interested in first. Tabled at the October and November CDD meeting.	TBD
12/9/22	Tennis Court Lights	To install new lights throughout the entire tennis facility.	Requested proposal on 12/9/22 and am awaiting receipt. Vendor given OK to address immediate needs on the tennis courts and replace like with like at an NTE of 2k.	Work on the immediate needs to begin week of 1/17/23. Proposal for complete overhaul submitted to District Management for Board review at the February meeting.	TBD
12/16/22	Gate Installation	To install new gate and chain link fence at the end of Grasmere Dr. which would allow for mowers to access the common area next to 7947 Grasmere Dr.	Met with Sitemasters and JMT Engineering on 12/16/22 and am expecting proposal next week.	Awaiting proposal as of 12/27/22.	TBD
1/26/23	Outdoor Trash Bins	Add four (4) new outdoor trash bins to amenities areas similar in style to what we currently have on hand.	Proposals submitted to District Management for Board consideration at the February meeting.	Revised proposal is now for three (3) bins plus mounting kits. To be considered at the March Board meeting.	Delivery schedule is currently 38 days from the time order is placed.
1/27/23	New signage – Lodge	Construct and install new sign for the business center in the Lodge.	Proposal requested from Romaner Graphics. Awaiting receipt.	Proposal received and to be considered at the March Board meeting.	TBD
2/1/23	Security Monitoring	Add new security cameras to account for several (7) areas in the amenities areas and at the outer parks where we are currently blind.	Met with Convergent for initial consultation and then with DCSI for more specific recommendations as far as hardware is concerned. Proposal pending. Will gather competitive bids following receipt of that.		TBD

## Completed Projects

Date Entered	Project	Task	Update 1	Update 2	Completion Date
12/9/22	Tennis Court Lights	Replace light fixtures in two areas where the bulbs have burned out.	Three light fixtures replaced.	Proposals to replace the remaining 10 lights that have not already been replaced pending. Have received like for like proposal as well as like for like plus ballast replacement, and now awaiting proposal for all LED lighting throughout.	2/23
2/1/23	Electrical Repairs at Nature Center (Exterior)	To install three new photocells on the exterior of the Nature Center to replace the ones that had gone bad.	Proposal received 2/2/23	Project completed.	2/23
10/6/22	Canopy Replacement – Tennis Courts	Replaced canopy that was damaged by Hurricane Ida past the point of repair	Awaiting proposal from Welch Tennis.	Project completed.	2/23
10/25/22	Handicap Lift at Lap Pool	To repair malfunctioning handicap lift at lap pool.	Proposal received 10/25/22 and submitted to District Management for review.	Project completed.	2/23
1/13/23	Electrical Repairs at Nature Center (Interior)	Replace bad ballasts and light fixtures with all LED solution	Proposal received 1/17/23 and approved by District Management.	Work completed aside from one bad ballast in the men's bathroom which is very difficult to access.	2/23
9/10/22	New Chaise Lounges for Pool Deck	To obtain either 25 or 50 new chaise lounges for pool deck	Obtained proposal from Patio Land USA.	Furniture delivered 2/23/23	2/23



## **Tab 8**



## **SECURITY SERVICE**

## **AGREEMENT**

### **CENTRAL FLORIDA SECURITY**

**3965 Gainer Springs Ave.**

**New Port Richey, FL 34653**

**awstew11@yahoo.com**

**(317) 371-3784**

**Effective Date of Service: \_\_\_\_\_**

## Service Agreement

Signature Requested on January 28, 2023

**Business:** Central Florida Security LLC

awstew11@yahoo.com

3965 Gainer Springs Ave.

New Port Richey, FL 34653

(317) 371-3784

**Recipient:** Sean

manager@wlpodge.com

21330 Wilderness Lake Blvd.

Land O Lakes, FL 34637

(813) 995-2437

This CONTRACT is between Central Florida Security (the "Business") and Sean (the Client"), Dated January 28, 2023.

The Client is hiring the Business for the following service(s) described in the body of this contract. For the safety and security of the patrons, property, and above-mentioned location, and attached amenities.

The Business agrees to provide Security Services at the following locations: 21330 Wilderness Lake Blvd. Land O Lakes, FL 34637 between the hours of 8:00am to 9:00pm Monday – Sunday and 8:00am – 10:00pm on Friday's, or unless agreed differently by the Client and Business.

**Billing Rate(s):** \$29.00 per hour/per Officer assigned (UNARMED)

\$35.00 per hour/per Officer assigned (ARMED)

**Billable Hours:** (92) hours

**Holiday Billing Rate(s):** (U) Standard 1.5 times the original billing rate (\$43.50)

(A) Standard 1.5 times the original billing rate (\$52.50)

**Note: 7.5% Sales Tax will be applied**

There will be a minimum billing rate of (3) hours per assigned Officer per shift.

The Business will monitor all activities within said location, will remain highly visible and alert at all times in order to deter any/all unwanted activities.

**Terms**

The business agrees to have a uniformed, armed/unarmed security officer on site to monitor for any unwanted activity. Security Officer will monitor the premises and all attached amenities, ensuring the safety and security of all persons and property. Security Officer will ensure any/all reports are completed prior to the end of his/her assigned shift.

**Included Amenities:**

- 2 pools
- Fitness Center
- Activity Center
- Nature Center
- Main Lobby
- 2 Tennis Courts
- Basketball Court
- Playground

**Invoicing**

The Business will invoice the Client on every Monday. The Client agrees to pay/satisfy any/all invoice(s) within 7 days. Unpaid or overdue invoices may result in a 5% late fee per day until such invoice is satisfied in full.

**Payment Method**

Payment will be made to Central Florida Security LLC or previously specified representative via cash, check, money order, cash app, zelle, or any other method approved by the Business.

## **No Refunds**

The Client is assumed to have accepted the service unconditionally unless a claim that the service(s) are unsatisfactory is made within an acceptable timeframe (72) hours from the date of delivery.

**Client Initial** \_\_\_\_\_

## **Licensing/Insurance**

The Business promises that it holds any/all licensing necessary to perform all contractual and agreed upon duties. That such licensing is valid and effective as of the date of delivery of services provided. All services provided will be done so in compliance with all applicable Federal, State, and Local laws and regulation.

## **Authority to Sign**

Each party or approved representative maintains the authority to enter into this contract and to perform all of its obligations under such contract.

## **Termination of Contract**

Both parties will mutually agree to the terms of termination of this contract in writing prior to signature is required.

## **Modifications**

Modification can be made to the contract so as long as both the Business and Client agrees to any/all changes in writing prior to the act.

**Client Signature**

**Client Name** \_\_\_\_\_

**Client Signature** \_\_\_\_\_

**Date Signed** \_\_\_\_\_

**Business Signature**

**Owner/Representative Name** \_\_\_\_\_

**Owner/Representative Signature** \_\_\_\_\_

**Date Signed** \_\_\_\_\_

**Central Florida Security LLC**

# Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

<b>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</b> <b>Anthony Stewart</b>	
<b>2 Business name/disregarded entity name, if different from above</b> <b>Central Florida Security LLC</b>	
<b>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</b> <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small>  <input type="checkbox"/> Other (see instructions) ▶ _____	<b>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</b>  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small>
<b>5 Address (number, street, and apt. or suite no.) See instructions.</b> <b>3965 Galner Springs Ave</b>	<b>Requester's name and address (optional)</b>  
<b>6 City, state, and ZIP code</b> <b>New Port Richey, FL 34653</b>	
<b>7 List account number(s) here (optional)</b>  	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
or									
<b>Employer identification number</b>									
9	2	-	0	6	3	4	0	2	3

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <u>1/28/2023</u>
------------------	----------------------------	-------------------------

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> BIBERK P.O. Box 113247 Stamford, CT 06911	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 844-472-0967 E-MAIL ADDRESS: customerservice@biBERK.com	FAX (A/C, No): 203-654-3613
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Anthony Stewart Central Florida Security Corporation 3965 Gainer Springs Ave New Port Richey, FL 34653	<b>INSURER A:</b> National Liability & Fire Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

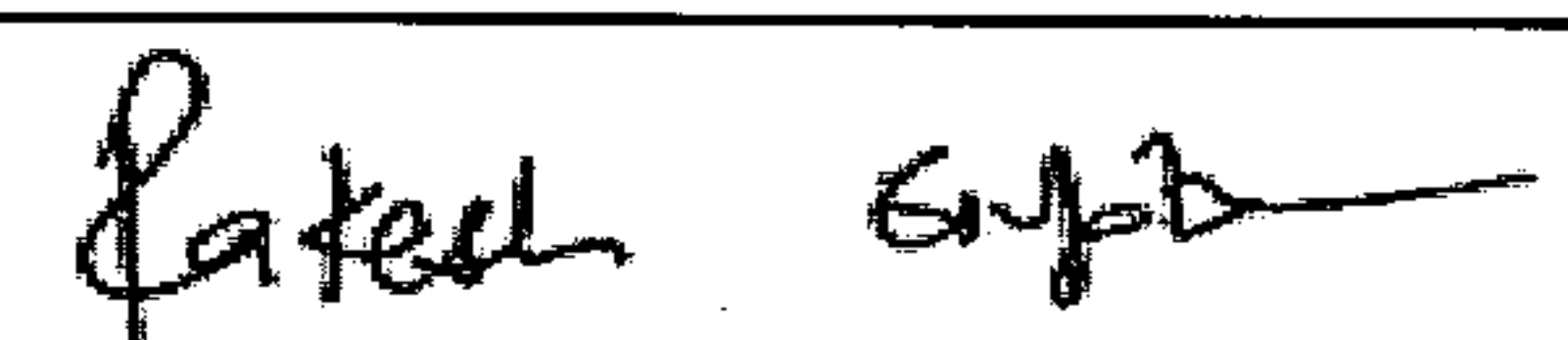
<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ 0 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 0 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 0 GENERAL AGGREGATE \$ 0 PRODUCTS - COMP/OP AGG \$ 0	
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$	
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N9WC624797	06/01/2022	06/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000	
	Professional Liability (Errors & Omissions): Claims-Made						Per Occurrence/Aggregate	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Exclusions:  
Anthony Stewart;  
Additional Named Insured: Central Florida Security Corporation

<b>CERTIFICATE HOLDER</b>  Anthony Stewart 3965 Gainer Springs Ave New Port Richey, FL 34653	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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The Preserve at  
**WILDERNESS LAKE**  
COMMUNITY DEVELOPMENT DISTRICT

# PROPOSAL FOR SECURITY SERVICES



Dated: February 10, 2023

6710 Embassy Blvd, Port Richey, FL

Office: 727.877.1992

Fax: 1.716.809.8069

February 3, 2023

The Preserve at Wilderness Lake CDD  
21320 Wilderness Lake Blvd.  
Land O'Lakes, FL 34637



Dear Mr. Sean Craft and WLP Board,

MPS Investigations & Guard Services would like to present you with this Proposal for Security Services for the Lodge at Wilderness Lake Preserve.

MPS Investigations & Guard Services Inc. is a family first organization. We treat each of our clients and employees like family. Your staff and community members look to you for support when they need it most because of your CDD's excellent reputation. Your members expect you to have their best interests in mind and foster a safe environment for them to enjoy their community. Here at MPS Investigations and Guard Services we believe we can be an exceptional steward of that responsibility and that's why we are bidding for your business.

At MPS we strive to ensure that our clients can sleep soundly at night without having to worry about what can go wrong. Asset protection and security are our first concern, but customer service and client satisfaction are our main mission. Protecting your property, staff and community will be our objective in addition to providing outstanding customer service. We adopt a "*Whatever it takes*" approach, in everything we do, from planning to execution. We'll accomplish this by integrating modern technology that will track employee productivity, training and education: to ensure we have the best officers for the job, and most importantly, savings for our clients that can be utilized for additional resources and operational costs.

Based on our experience and understanding of your needs, we developed this proposal with a focus on:

- A comprehensive hiring and screening process that includes a drug screen, a background check prior to hire, and if required a physical.
- Customer Service oriented staff; trained in Crisis Management.
- Tasking area management with conducting post inspections and scheduling client meetings on a weekly basis.
- Flexibility in adjusting our schedule and security coverage to meet your requirements based on any change in your business needs.

I would like to take this time to thank you again. Our management staff looks forward to meeting with you soon. If you have any questions, please feel free to contact myself at the contact information listed above.

Sincerely,

Michael Schneider  
President, CEO  
MPS Investigations & Guard Services, Inc.



## EXECUTIVE SUMMARY

### THE COMPANY

MPS Investigations & Guard Services and its principals have been providing continuous security services to dozens of clients since 2003. Having over five decades of combined experience. We are proud to say, that as MPS Investigations & Guard Services continues to acquire new clients, hone our expertise and master the art of client satisfaction; we remain committed to consistently delivering high-quality security officers, investigations, and surveillance services to our clients around the country. As part of our commitment to quality, we believe in a flat corporate structure that places only three (3) levels of management between our CEO and our On-Site Management. As a result, we remain easy to do business with and flexible enough to readily adjust to changes in your security requirements.

### THE MPS

#### ADVANTAGE

The MPS Investigations and Guard Services Advantage (*pg. 7*)

is a philosophy that promotes the continuous use of technology to ensure that you as a client, receive the greatest return on your investment in security. The first component and foundation of the MPS Advantage is our Silvertrac software suite that helps ensure that quality control is integrated into every facet of your security program, resulting in a

high quality and responsive service that delivers consistent, successful results.

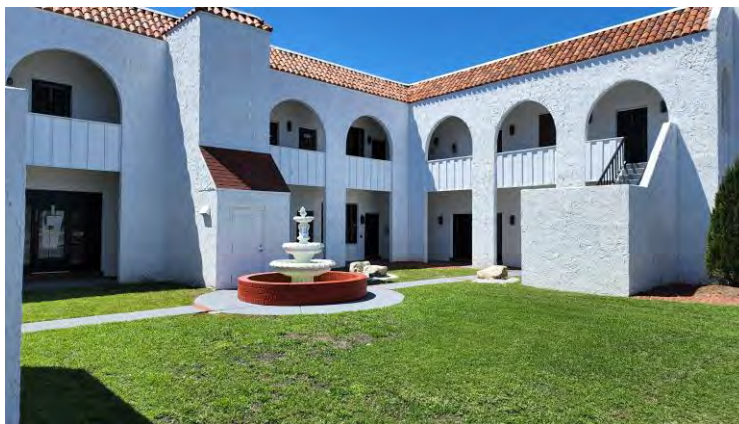
The second component of The MPS Advantage is the utilization of ADP, our payroll provider and Indeed, our online applicant tracking system. By using these companies, we have seen our annual personnel turnover rate averages drop significantly below industry trends (*pg. 23*). The third and last piece to The MPS Advantage is our 24-Hour Operations Support Center. Our support center ensures that your officers' performance and attendance are always closely monitored. By combining the MPS Advantage with our seasoned management team, we are sure to improve the effectiveness of your security program and in turn your overall satisfaction.

### TRANSITION AND QUALITY CONTROL

Security agency transitions can often be an anxious time for clients. For this reason, a comprehensive and proactive transition

plan needs to be established beforehand. We have outlined a Transition, Quality Control, and Staff Retention plan (*pg. 15, 21, 23*) that should fit your requirements.

Please note that to execute the proposal as outlined, we require a minimum of 30-day transition period.



## EXECUTIVE SUMMARY (CONT'D)

### SOCIAL RESPONSIBILITY

MPS Investigations & Guard Services is an extension of our parent company based out of Olean, New York. We are a socially responsible company in wages, ethics, and giving. Our employees receive a competitive wage for the area and industry. Ethically speaking, our leadership and staff are honest, both in their negotiations and operations. Since one of our co-founders is a disabled veteran, he strongly believes in employing returning veterans. Every July our staff volunteers their time to provide security for the Southern Tier Wounded Warrior concert promoted by U. S. Army Lt. Col. Patrick Miller, held in the Allegany. We also provide funding for the Veterans Support Lounges at both the Jamestown and Olean campuses at Jamestown Community College.

### SERVICE STANDARD

Providing exceptional service has become one of the assurances of MPS Investigations & Guard Services. As a company we believe we have mastered the art and science of customer service by closely examining industry best practices and continuously seeking client feedback. Because of these practices, we have found that there are four (4) keys to providing exceptional service. Those keys are:

- 1) Striving for continuous improvement using a documented Quality Control Plan.
- 2) Having well trained officers and supervisors.
- 3) Retaining talent.
- 4) Unwavering commitment to customer satisfaction.

### CORPORATE LOCATION

Our corporate headquarters is in Olean, New York, however our Florida regional management team will be immediately available to answer client concerns and resolve problems as they occur. As you will see in this proposal, we are innovative and aggressive in our attempts to achieve the goals we define.

Our greatest strength, however, is and will always be; our fundamental dedication to surpassing the expectations of our clients and employees.



## EXPERTISE AND QUALIFICATIONS

Our officers receive classroom and field training prior to assignment at any account. This training far surpasses the minimal requirements of the state. Permanently assigned officers receive additional site-specific training to understand your requirements and expectations. Refresher training is completed with all officers annually as mandated by the state; our team does additional trainings throughout the year based on best practices and advancements in technology. Based on our comprehensive training curriculum our officers are well suited to handle many roles at our client's sites. MPS Investigations & Guard Services also owns and operates its own New York State certified Security School and will be opening a Florida school in the future. MPS also produces American Heart Association and Red Cross instructors certified in CPR / First Aid / AED.

### OFFICER ROLES

Our officers provide many functions for our clients. Some of the functions that our officers may provide are as follows:

- *Uniformed Armed*
- *Uniformed Unarmed*
- *Plain Clothes Officers*
- *Special Events*
- *Investigations*
- *Reception*
- *Loss Prevention*
- *Bodyguarding*
- *Court Room Monitoring*
- *Concierge*
- *And more...*

### OFFICER DUTIES

Depending on the role a client selects, the officers may be called upon to provide a wide array of services/duties. Some of the duties that officers perform for our clients are:

- *Access Control*
- *Foot/Vehicle Patrols*
- *First Aid/CPR/AED*
- *Operating Magnetometers*
- *Alarm Response*
- *Fire Watch*
- *CCTV Monitoring*
- *And more...*





## REFERENCES

**Michael Wissman**  
Purchasing Manager  
TitanX Engine Cooling Inc.  
2258 Allen St Ext  
Jamestown, New York 14701  
Office 716-665-2620

**Vito Czyz, CPP, CFE**  
Director of Campus Safety  
Hilbert College  
5200 South Park Ave.  
Hamburg, NY 14075  
Office 716-926-8925  
Cell 716-208-0068

**Barry Swanson**  
Director of Campus Security  
Jamestown Community College  
525 Falconer Street  
Jamestown, New York 14702  
Office: 716-205-3794



## LICENSES, WORKERS' COMP & INSURANCES

MPS Investigations & Guard Services can provide certificates of license and insurance coverage required and maintains present coverage as illustrated below:

# LICENSE

*Florida License B3200265  
Application Approved and in Processing  
EST: 2/28/2023*

UNIQUE ID NUMBER 11000191599	<i>State of New York</i> <b>Department of State</b> DIVISION OF LICENSING SERVICES	FOR OFFICE USE ONLY Control No. 1575800
Pursuant to the provisions of ARTICLE 7 OF THE GENERAL BUSINESS LAW AND AMENDMENTS THERETO		EFFECTIVE DATE MO. DAY YR. 08 08 22
SOUTHERN TIER SECURITY INC 313 MAIN ST PO BOX 1017 CLEAN NY 14760		EXPIRATION DATE MO. DAY YR. 08 07 24
HAS BEEN DULY LICENSED TO TRANSACT BUSINESS AS A WATCH, GUARD OR PATROL AGENCY		
FOR THE TERM OF TWO YEARS FROM DATE HEREOF, TO BE REPRESENTED, AS PRINCIPAL, BY THE QUALIFIED MEMBER(S) NAMED ON THE ATTACHED:		
In Witness Whereof, The Department of State has caused its official seal to be hereunto affixed. ROBERT J. RODRIGUEZ SECRETARY OF STATE		
DOS-009 (Rev. 4/03)		

# INSURANCE

SOUTH46 OP ID: JF

**ACORD** CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YYYY)  
12/13/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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<b>PRODUCER</b> Central Insurance Agency, Inc. 93 East Main Street Smithtown, NY 11787 George Gavaris 877-242-9600	<b>CONTACT</b> Central Insurance Agency PHONE (ANC, Reg. Excl): 877-242-9600 FAX (ANC, Reg.): 877-243-8995 EMAIL: certificates@ciainsures.com ADDRESS:
<b>INSURER(S) AFFORDING COVERAGE</b>	
INSURER A: Amerisure Mutual Insurance Co	NAIC # 23396
INSURER B: Clear Blue Specialty Ins., Co.	37745
INSURER C: Champlain Specialty Ins Co	16834
INSURER D: Hanover Insurance Co.	22292
INSURER E:	
INSURER F:	

**INSURED**  
 Southern Tier Security, Inc.  
 MPS Investigations & Guard Services Inc  
 Michael Schneider  
 313 Main St  
 Olean, NY 14760


**COVERAGES** CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR. TYPE	TYPE OF INSURANCE	ADDL. INSD. (000)	SUBR. (000)	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X		WCSE-CGL-0001980-01	03/16/2022	03/16/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000
	<input checked="" type="checkbox"/> Assault & Battery						MED. EXP. (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Errors & Omission						PERSONAL & ADV. INJURY \$ 1,000,000
	GEN'L. AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. SECT. <input type="checkbox"/> LOC.						PRODUCTS - COMPROP AGG \$ 2,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Per accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	PROPERTY DAMAGE (Per accident) \$						
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			CSSE-CEL-0000651-01	06/16/2022	03/21/2023	EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 2,000,000
	DED. RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC 2120 2660 002	03/16/2022	03/16/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OR FINGEREMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	<input type="checkbox"/> Y/N						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
	F. yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Crime			DBY-J078157-00	07/13/2022	07/13/2023	Client 100,000
							Property

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

6710 Embassy Blvd LLC is included as an additional insured under the general liability with respect to the liability created by the negligent acts, errors and omissions of the named insured herein as required by written contract

<b>CERTIFICATE HOLDER</b> 6710EMB 6710 Embassy LLC 5110 W Platt St Tampa, FL 33609	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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# WORKERS' COMP.



**CERTIFICATE OF LIABILITY INSURANCE**

SOUTH48

OP ID: JF

DATE (MM/DD/YYYY)  
12/13/2022

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<b>PRODUCER</b> Central Insurance Agency, Inc. 93 East Main Street Smithtown, NY 11787 George Gavaris	<b>CONTACT NAME</b> Central Insurance Agency <b>PHONE (A/C, No, Ext)</b> 877-242-9800 <b>FAX (A/C, No)</b> 877-243-8995 <b>EMAIL ADDRESS</b> certificates@ciainsures.com																					
<b>INSURED</b> Southern Tier Security, Inc. MPS Investigations & Guard Services Inc Michael Schneider 113 Main St Olean, NY 14760	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A</td> <td>Amerisure Mutual Insurance Co</td> <td>43396</td> </tr> <tr> <td>INSURER B</td> <td>Clear Blue Specialty Ins., Co.</td> <td>37745</td> </tr> <tr> <td>INSURER C</td> <td>Champlain Specialty Ins Co</td> <td>18834</td> </tr> <tr> <td>INSURER D</td> <td>Hanover Insurance Co.</td> <td>22292</td> </tr> <tr> <td>INSURER E</td> <td></td> <td></td> </tr> <tr> <td>INSURER F</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A	Amerisure Mutual Insurance Co	43396	INSURER B	Clear Blue Specialty Ins., Co.	37745	INSURER C	Champlain Specialty Ins Co	18834	INSURER D	Hanover Insurance Co.	22292	INSURER E			INSURER F		
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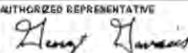
**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

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B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X	WCSE-CGL-0001980-01	03/16/2022	03/16/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000
	<input checked="" type="checkbox"/> Assault & Battery					MED EXP (Per year, per person) \$ 5,000
	<input checked="" type="checkbox"/> Errors & Omission					PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 3,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. ACT <input type="checkbox"/> LOC					PRODUCTS, COM/PROP AGG \$ 2,000,000
	OTHER:					
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Per accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS ONLY					
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR		CSSE-CEL-0000651-01	06/16/2022	03/21/2023	EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB					AGGREGATE \$ 2,000,000
	DED <input type="checkbox"/> DETENTION \$					
A	WORKERS COMPENSATION AND EMPLOYERS LIABILITY		WC 2120 2660 002	03/16/2022	03/16/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
	Any PROPRIETOR/PARTNER/EXECUTIVE (If this term is not excluded? (Mandatory in NY))					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, check box under DISPOSITION OF QUESTIONS below					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Crime		DBY-J078157-00	07/13/2022	07/13/2023	Client Property 100,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if space is required)

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The ACORD name and logo are registered marks of ACORD

## THE MPS ADVANTAGE

*MPS Investigations & Guard Services continues to invest in new software programs and Computer-based technologies to enhance our level of service and efficiency. Resulting in a greater return on your investment.*

### HIRING PROCESS

Using our contacts in the Law Enforcement and Veteran community, in addition to Indeed and other innovative Internet -Based recruiting engines MPS Investigations & Guard Services can:

- Select from a larger, more qualified group of applicants
- Pre-qualify applicants prior to the interview process
- Match applicants with the appropriate job openings based on their individual experience and qualifications.



### 24HR OPERATIONS SUPPORT CENTER

Our experienced and highly trained operators monitor the attendance and performance of every scheduled employee.

Our operators are proactive problem solvers and committed to providing the highest levels of customer service.

### Automated Post Orders

Once a client's post orders, emergency response plans, and crisis management plans are updated, they are digitized and provided to our operators so that they can be used as a resource during an emergency if needed.

Crisis Management Plans for each client are living documents that are customized based on their site requirements.

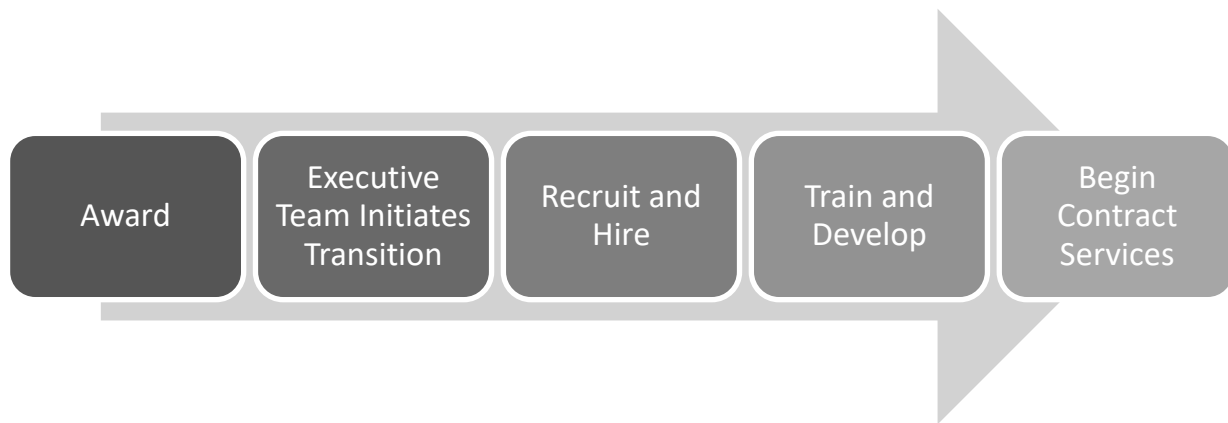
### Communication Systems

- Email
- Scanning Technology
- Voicemail
- Direct Incident Case Management
- Radio and text messaging

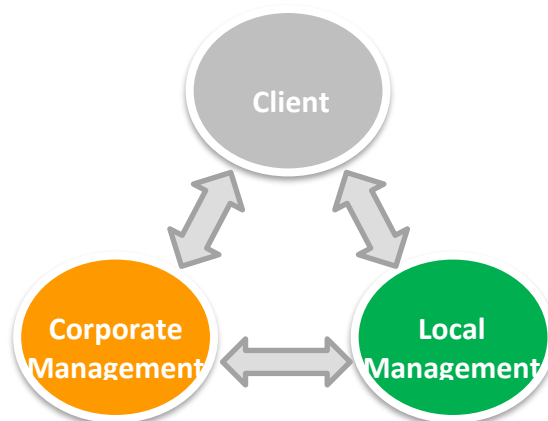
## SERVICE MODEL

**STAFFING & RESERVE PLAN:** Upon award, we will implement our Transition Plan with the goal of staffing the job site within 30 days. The Transition Team maintains operational control of all deliverables until the Area Manager and supervision is selected and trained. Our initial effort will focus on recruiting the most highly qualified candidates to fit the position needs.

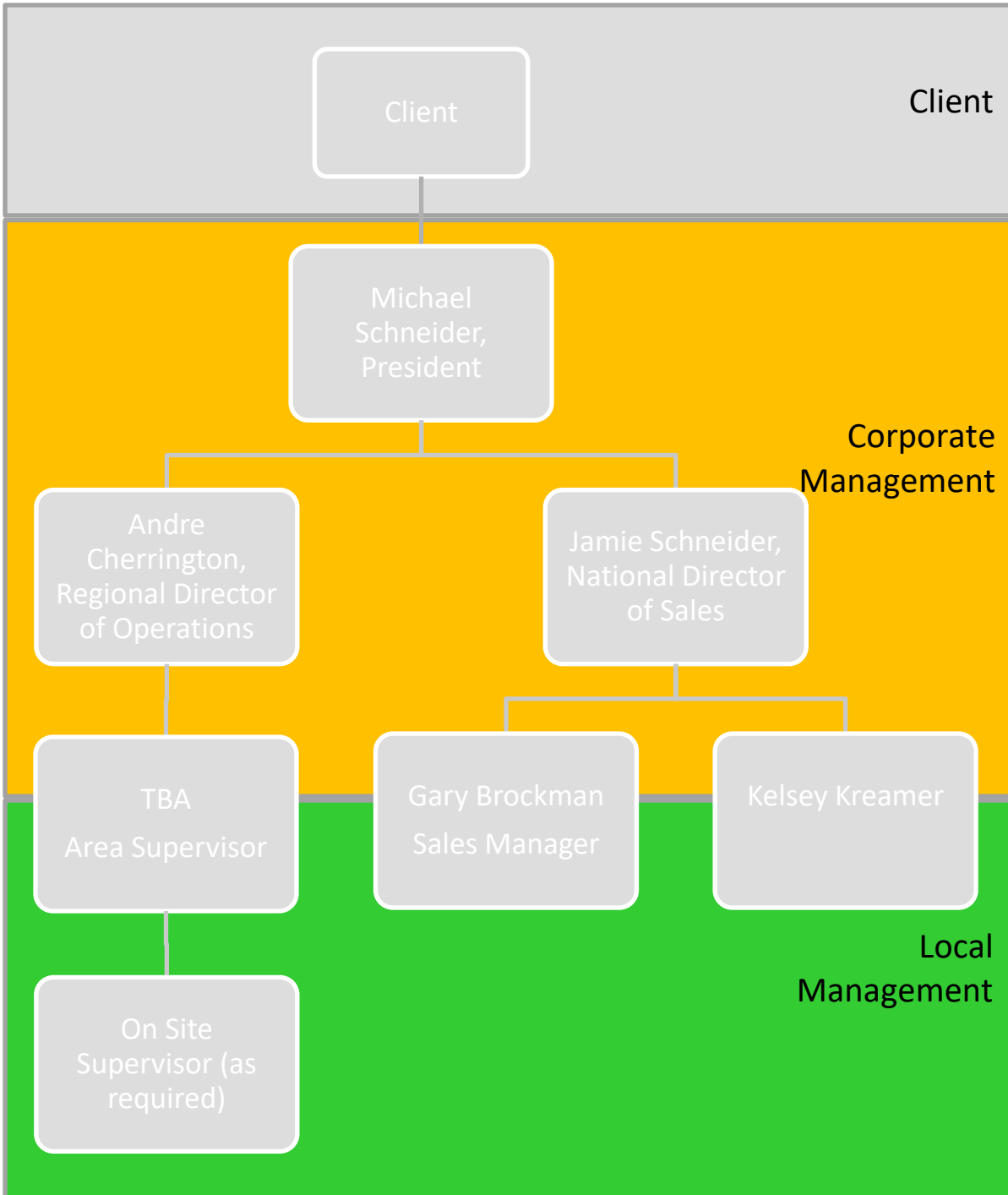
We use local resources, web-based job boards, and industry specific platforms to recruit security officer candidates. In addition to the full-time staff, we also hire a contingent of part time workers as well. We often successfully recruit local law enforcement officers or military reservists to fill our part time positions. Using this strategy, we build a well-rounded and capable security force that allows MPS Investigations & Guard Services to provide coverage for vacations, leaves of absence, additional service orders, or other emergency staffing needs, without sacrificing quality. All officers assigned to your account will have valid state required officer licensing, which also requires satisfying criminal background and any required medical and/ or drug screening. Each one will be trained in MPS Investigations & Guard Services' Crisis Management programs and exceed all required medical clearances.



**LOCAL MANAGEMENT AND CORPORATE SUPPORT:** As a family owned and operated company and provider of security guards, we understand that our local management teams are the foundation for providing excellent customer service. Although the local management teams are responsible for ensuring high quality service through regular client contact and initiation of any necessary corrective actions, the corporate management team is readily available to assist in solving any challenges. Our corporate staff is always available for our local managers, as well as our clients.



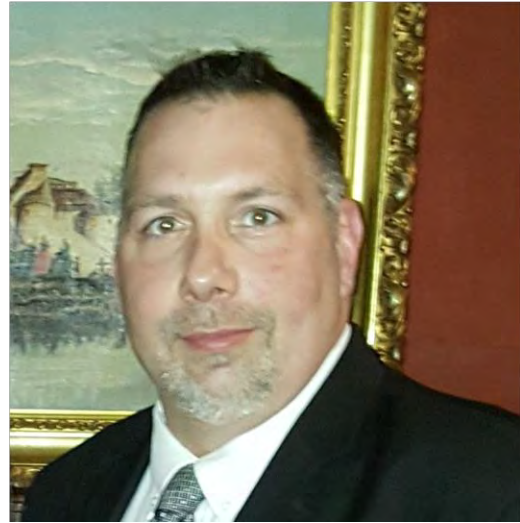
**ORGANIZATIONAL STRUCTURE:** We are proud to say, that as MPS Investigations & Guard Services continues to acquire new clients we also continue to hone our expertise and master the art of client satisfaction. As part of our commitment to quality, we believe in a flat corporate structure that places only three (3) levels of management between our CEO and our On-Site Management. As a result, we remain easy to do business with and flexible enough to readily adjust to changes in your security requirements.



## EXECUTIVE PROFILES

### Michael P. Schneider

Our co-founder and President, Michael P. Schneider is a United States Air Force Combat Wounded Veteran. Michael, along with others, decided to expand Southern Tier Security to the state of Florida to grow the brand, and provide quality services while focusing on competitive pricing and outstanding client relations.



Mr. Schneider's security background started in 1992, as twenty-year-old Airman attending the Air Force Police Academy, in San Antonio Texas. Being stationed overseas in the Pacific Rim and having tours in Saudi Arabia and Korea increased his ability to react quickly, adapt, and overcome any challenge placed in his way. After his career in the military, a career in management followed using his military training and education, along with formal education. Even during this time, he was always around the Law Enforcement world, working special events and working at summer events and establishments to help other business' in the area.

It was not until 2010 when Michael moved to Olean, New York and became employed at St. Bonaventure University. At this time a bond was created with others that were employed and the building blocks for Southern Tier Security was founded. Eventually in 2016 Mr. Schneider decided to open a subsidiary to Southern Tier Security which is now known as MPS Investigations and Guard Services.

Michael lives in Olean, New York with his family and two dogs in his spare time he as an Emergency Medical Technician. As part of his medical training, he is a certified Instructor for both the American Red Cross and Heart Association for CPR/ AED/ First Aid courses. You may also have seen him on the soccer fields in Western New York, as a High School and United States Soccer Federation Referee and Referee Instructor.

Email [michael@mpsnt.org](mailto:michael@mpsnt.org)  
Office 850-399-2005 x105  
Cell 716-785-9589

## Andre Cherrington

Andre Cherrington has over 10 years of experience in multiple different sectors of the security industry. Starting his security career at the age of 17 as a bouncer in the Hampton's, Andre has quickly climbed the ladder into management. Andre has worked for both national and international security firms where he learned both innovation and tricks of the trade. When it comes to operations Andre is highly skilled and seen as an expert in de-escalation and officer management by his peers. Over the years Andre has dedicated himself to client relations and officer retention.



Andre first entered Senior Management as the Director of Security of Gurney's Resort, overseeing the security operations of 2 luxury, oceanfront resorts. Post-Covid Andre relocated to the Sunshine State where he worked with Marriot International, Marksman Security Corporation, and Securitas. Throughout that time Andre also provided consultation services to 2 startup security firms.

Over a short period of time Andre has acquired the experience of a 20-year veteran! Due to his hospitality background Andre prides himself on his customer service. This skillset combined with his advanced understanding of security operations, Andre serves our clients with wisdom and diligence.

When Michael recruited Andre to lead MPS's Florida expansion, he knew he was the type of person he was looking for to take the company to the next level.

Email [acherrington@mpsent.net](mailto:acherrington@mpsent.net)  
Office 727-877-1992 x 400  
Cell 631-617-1520



## Jamie L. Schneider

Jamie, our Director of Sales, leads our Human Resources Department as well. She holds a degree in History from Grand Canyon University. Jamie is also an EMT with the NYS Office of Emergency Management. She is known for her honesty, integrity and going the extra mile for her customers. With a “We can do that” attitude. She is a noted Historian and public speaker on the Civil War. She is currently perusing her MBA in Accounting at St. Bonaventure University. She resides in Olean with her family and their two dogs.



Email [jamie@mpsent.org](mailto:jamie@mpsent.org)  
Office 850-399-2005 x 102



# Integrity, Trust, Reliability and Compassion



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## TRANSITION PLAN

Conversion Task	Days			
	1 -10	10-20	20-30	30-60
<b>Contract Administration</b>				
Award Notification	Executive Team: Transition Team member, Operations			
Meet with Client Management, Facility Management to Introduce Transition Staff				
Contract Review Determine Start and transition Schedules				
Educate Branch Staff on Customer expectations				
Determine meeting times and schedules to develop transition updates				
Review all contract requirements to be sure of compliance				
<b>Human Resources</b>	Conversion Task Coordinator:			
Develop Post Assignments Job Analysis				
Interview incumbent staff, Accept Applications and Contact Recruiting Sources				
Background checks, Physical fitness and drug screening on all incumbents and new hires				
Area Manager/ Account Supervisor, Client Interviews and selection of Security personnel				
Transition progress meeting				
License and Compliance to all state, county, and local requirements				
Hire Incumbent/ New Officers, Advertise and other Recruiting Efforts				
Confirm status of all training certificates of Security officers hired and personnel files				
<b>Operations</b>	Conversion Task Coordinator:			
Site Familiarization / Site Security Survey and Safety Audit				
Review Current Post Orders/ Develop Site Specific Post Orders				
Write Job descriptions and Develop Site Specific Training Curriculum				
Customer review of post Orders				
Establish communications Flow				
Submit Security officers Work Schedules to Client Contact				
Transition progress meeting				
Start Up				
<b>Equipment and Uniforms</b>	Conversion Task Coordinator:			
Order and Prepare Uniforms, Electronics and Equipment, and Vehicles				
Vehicle, Uniform and Equipment distribution				
Fit Uniforms - reorder as necessary				
<b>Training</b>	Conversion Task Coordinator:			
On-Site Account Supervisor Training				
Develop Training Schedules for Security officers including refresher training				
Classroom Training and Specific On-The-Job Training				

## MPS INVESTIGATIONS & GUARD SERVICES PROGRAM

	CURRENT PROGRAM	UPGRADED PROGRAM
<b>Age</b>	21+	21+
<b>Experience</b>	1) Prior security experience preferred	1) At least 2 years of experience performing similar functions in similar environments. 2) Prior Law Enforcement or Military Experience Preferred 3) Recent college graduate, with Law Enforcement or Peace Officer status
<b>Skills</b>	1) Good oral, written and interpersonal communication skills	1) Good oral, written and interpersonal communication skills 2) Must have the ability to communicate and de-escalate or otherwise re-direct negative behavior in a professional and courteous manner. 3) Prior experience in crisis intervention and emergency management preferred
<b>Education</b>	1) High School Diploma or equivalent	1) High School Diploma or Equivalent with some college course work 2) Associates Degree Preferred
<b>Certifications</b>	1) N/A	1) First Aid (i.e. CPR, AED, BFA) 2) Crisis Management Training
<b>Initial Training</b>	1) 40-hour Class D Licensing training	1) 40-hour Class D Licensing training 2) 28 hour Class G Licensing training
<b>Refresher Training</b>	1) 8 hour every 2 years	1) 8 hours per year, unarmed 2) 4 hours per year, armed
<b>Screening</b>	1) Drug Screening 2) Background Screening	1) Drug Screening 2) Background Screening 3) Physical/Medical Exam: <i>-Binocular Vision of not less than 20</i>
<b>Uniform</b>	Navy Blue Polo – Khaki Tactical Pants – Black Tactical Belt – Black non-slip shoes – Company ID Card	Navy Blue Polo – Khaki Tactical Pants – Black Tactical Belt – Black non-slip shoes – Company ID Card – Company Badge



## EMPLOYEE RECRUITMENT

MPS Investigations & Guard Services' recruitment process is designed to ensure that we can provide our client with highly qualified and reliable personnel. In our experience, the most effective method of ensuring this is to first focus our recruitment efforts on identifying and retaining the current vendor's most highly qualified staff. After we have identified these initial officers, we begin recruiting externally to fill any open positions. In addition to the regularly scheduled staff, MPS Investigations & Guard Services also develops and maintains a reserve force equal to 20% of the clients' regularly scheduled staff to ensure coverage for vacations, sickness, workforce turnover, or other temporary staffing needs.

### RECRUITING METHODOLOGY

MPS Investigations & Guard Services is committed to hiring the most qualified employees to keep our clients secure and protected. Because of this commitment, we utilize various methods to identify candidates that match the profile, character, and skills required for each client's unique needs. These candidates may include prior service military personnel, police, active security officers, and college law enforcement students and/or graduates.

MPS Investigations & Guard Services' recruitment methods include:

- Targeted Advertising
- Job Fairs
- Classified Newspaper Ads
- Police & Military Organizations
- Online Job Boards
- Employment Agencies
- Referrals
- Local Colleges and Schools
- Training Schools

### PRE-EMPLOYMENT SCREENING

Prior to employment all candidates are screened using criminal, personal, and professional background checks, medical examinations, and a minimum 7-Panel drug screening. Additionally, the validity of each candidate's state credentials is also verified. In addition to the initial drug screen, ALL employees are subject to random and targeted drug screening requirements, in accordance with state law.



In order to conduct comprehensive background checks and employment verification, we utilize Paychex background services, a leading background-screening provider. Through their state-of-the-art solutions, we can complete criminal records checks (by county, state, or nationally), sex offender registry checks, social security trace searches, as well as other various employment screenings.

**BACKGROUND SCREENING PROCESS**

As a matter of policy, we do not employ convicted felons or candidates with misdemeanor convictions relating to domestic violence or aggressive behavior. As an additional screening measure, prior to placement at a client site, we can review individual candidate files with client contacts to assess suitability. In addition to the screenings, we also conduct:

- Literacy Assessments
- Employment verifications through work and personal references for up to the past 5 years

MPS Investigations & Guard Services further verifies that each candidate:

- Is a citizen or Lawful Permanent Resident and has a valid SSN
- Meets the minimum age requirement (21 years of age or older)
- Has attained a high school diploma or equivalent
- Speaks English fluently
- Received a favorably medical assessment if required in the Scope of Work
- Has a valid copy of all required licensing credentials?
- Possess the minimum educational and experiences required in the Scope of Work

**HEALTH & PHYSICAL FITNESS STANDARDS**

A qualified M.D. specializing in occupational health assessments can medically screen all officers prior to assignment. We also conduct Physical Fitness & Agility Tests when required by government or client standards.

**POST-EMPLOYMENT SCREENINGS**

Following hire, all MPS Investigations & Guard Services employees are subject to random drug, background, and driving checks annually. Any arrests, convictions, incarcerations, traffic violations, citations, or arrests are required to be reported to MPS Investigations & Guard Services Human Resources and depending on the severity of the contact, our clients as well

**SCREENING SUMMARY**

**QUALIFICATIONS**

- At least 21 years of age
- High school diploma or equivalent
- Citizen of the United States or legal equivalent
- Literate in English, with good written and oral communications

**PRE-EMPLOYMENT SCREENINGS**

- Criminal background check
- 7-panel drug screen
- Driver’s license check
- Military history verification
- Social security number verification
- Personal interview with human resources
- Previous employment history verification
- Personal reference check

**ON-GOING SCREENING**

25% of employees eligible for random drug screening quarterly

## DRUG AND ALCOHOL USE



It is MPS Investigations & Guard Services' desire to provide a drug-free, healthful, and safe workplace. To promote this goal, employees are required to report to work in appropriate mental and

physical condition to perform their jobs in a satisfactory manner.

While on our premises and while conducting business-related activities off our premises, no employee may use, possess, distribute, sell, or be under the influence of alcohol or engage in the unlawful manufacture, distribution, dispensation, possession, or use of illegal drugs. Violations of this policy may lead to disciplinary action, up to and including immediate termination of employment, and/or required participation in a substance abuse rehabilitation or treatment program. Such violations may also have legal consequences. The legal use of prescribed drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner, that does not endanger other individuals in the workplace.

The legal use of over-the-counter drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner, that does not endanger other individuals in the workplace.

### DRUG TESTING

STS is committed to providing a safe, efficient, and productive work environment for all employees. In keeping with this commitment, employees and job applicants may be asked to provide body substance samples (e.g., blood,

urine) to determine the illicit use of marijuana, cocaine, opiates, amphetamines, alcohol, barbiturates, and phencyclidine (PCP). STS will attempt to protect the confidentiality of all drug test results. Drug tests may be conducted in any of the following situations:

### PRE-EMPLOYMENT

As a pre-qualification to assuming any position, prospective employees are required to provide a body substance sample for drug testing. This occurs in connection with the pre-employment medical examination.

### PERIODIC

This test occurs in connection with qualifying medical examinations for required licenses.

### REASONABLE CAUSE

Tests of this kind occur when workplace unusual behavior in the work place indicates that an employee is under the influence of drugs. At least one supervisor must witness such behavior.

### POST-ACCIDENT

Any current employee who is involved in a serious incident or accident while on duty, whether on or off the employer's premises, may be asked to provide a body substance sample to verify physical condition.

### RANDOM TEST

Employees holding safety-sensitive positions may be subject to tests at any time on a random basis.

Subject to any limitations imposed by law, a refusal to provide a body substance sample under the conditions described above may result in disciplinary action, up to and including termination of employment.

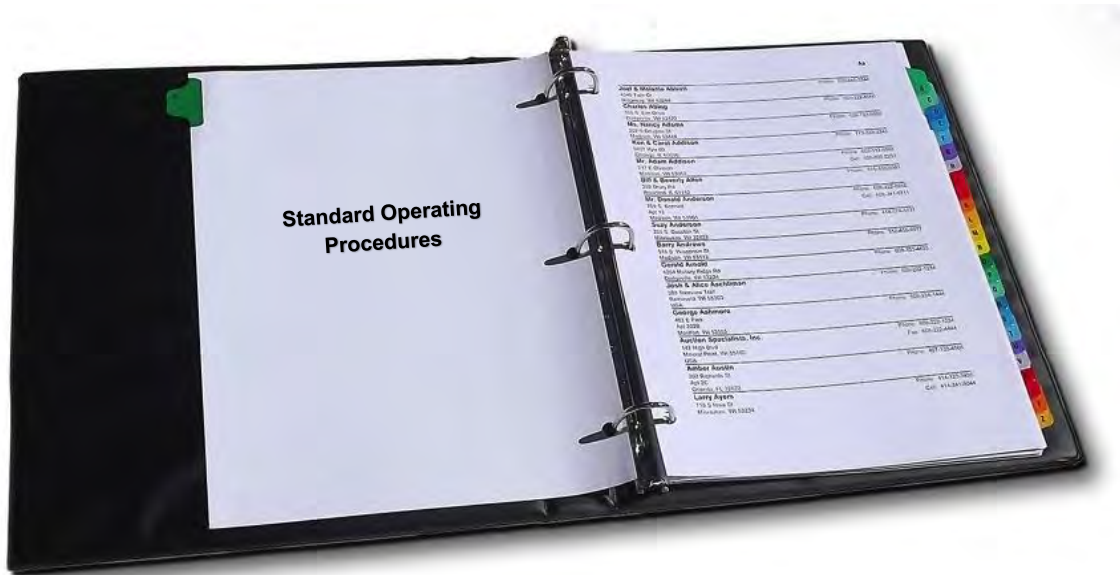
## QUALITY CONTROL AND IMPROVEMENT

We will develop and implement a Quality Control Plan (QCP) that will cover all our contract services. The objective of our QCP program will be continuous improvement. The key to continuous improvement is a comprehensive inspection program conducted by qualified, motivated supervisors, and managers at every level of program activity. Our QCP will specify the officers and posts to be inspected, both on a scheduled and random basis, and will detail how those inspections are conducted. The plan will include the names and qualifications of MPS Investigations & Guard Services QC inspectors, management and supervisory personnel responsible for performing inspections, and will detail their responsibilities.

Our QCP includes the forms we will use for documenting results, corrective actions, the protocols we institute for reporting to client personnel, and the files we maintain for ensuring compliance with the contract’s administrative mandates. Finally, our QCP will include measures for maintaining the plan throughout the life of the contract. Overall, our QCP will provide the MPS Investigations & Guard Services Management Team with an effective means of correcting problems throughout the scope of operations. More importantly, it provides our client with a comprehensive, objective, and real-time means of evaluating every level of project performance.

**STANDARD OPERATING PROCEDURES (DUTIES)** – MPS Investigations & Guard Services used a system called Silvertrac to monitor guard activity. The system monitors:

- Detailed information about each post and schedules
- Equipment assigned to the post
- Site and Post attendance verification





## TRAINING

### STATE-MANDATED OFFICER TRAINING –40 HOURS

We use the Florida Department of Agriculture and Consumer Services Security Officer Training Curriculum Guide (or an accredited security school) for training and certifying each new MPS Investigations & Guard Services employee. The training staff utilizes lecture, films, video, class discussions and role-playing techniques with a written examination following each session. The topics covered are:

- Human and Public Relations, Officer Fundamentals
- Crime Scene Procedures, Handling Emergencies
- Report Writing, Using Communication Tools
- Fire, Bomb Threats, Emergency Traffic Control
- Fire and Safety Equipment
- Laws Related to Arrest, Search, and Seizure for private security officers
- Use of Force & Liability for Acts both Civil and Criminal
- Topics unique to the client or contract



### 8 HRS. ON-SITE TRAINING (OR AS AGREED UPON BY MPS INVESTIGATIONS & GUARD SERVICES AND CLIENT):

- |                                |                                |
|--------------------------------|--------------------------------|
| • Facility Rules & Regulations | • Company Reports & Forms      |
| • Emergency Procedures         | • Door and Gate Procedures     |
| • Security Rounds              | • Admittance & Exit Procedures |
| • Site Familiarity             | • Key Control                  |
| • Safety Hazards               | • Parking Lot Procedures       |

### CONTINUING EDUCATION: REFRESHER TRAINING – 8 HOURS

- |   |  |
|---|--|
| • Changes in Rules and Regulations        | • Upcoming Events or Security Concerns |
| • Demeanor and Tact of the Security Force | • Goals and Objectives of Security     |
| • Current Trouble Areas                   |  |

Our comprehensive training program is flexible and uses modern techniques and materials to achieve our training goals. Our instructors are recognized experts in their fields and maintain current credentials and licenses for the subjects they instruct.



## RETENTION AND STAFF LONGEVITY

**EMPLOYEE BENEFITS AND INCENTIVE PROGRAMS** – Our retention rate is one of the highest in the industry and we employ several measures to maintain this standard. MPS Investigations & Guard Services offers all full-time security officers a benefits program that includes health and dental insurance, anniversary and vacation pay, holiday pay, referral bonuses, direct deposit employee payroll and in each instance, wages and benefits will meet or exceed the applicable wage determination or collectively bargained wages.

**COMMENDATIONS AND RECOMMENDATIONS** - MPS Investigations & Guard Services rewards a variety of performance initiatives. The Officer of the Month Award is a certificate of acknowledgement, publication in a companywide newsletter excellent attendance and outstanding performance are rewarded with incentives, hourly rate increases and promotions.

**ADVANCEMENT** - MPS Investigations & Guard Services Management is committed to the “promote from within” concept. MPS Investigations & Guard Services encourages employees to strive for promotion and advancement to supervisory or management positions. MPS Investigations & Guard Services employees must conform to written standards of conduct. By enforcing consistent and timely counseling, we have found our personnel are more responsive. Our standards include:



- Timely notice of tardiness or absence
- Specific regulations prescribing officer conduct at a post
- Appropriate grooming, personal hygiene, physical appearance, and uniform
- EEOC guidelines, the Affirmative Action Plan and the Sexual Harassment Policy

**GRIEVANCES AND DISCIPLINE** - MPS Investigations & Guard Services employees may develop concerns about corporate procedures, supervision, payroll, discipline or other matters. The chain of command structure provides an opportunity for employees to address their concerns first with their immediate supervisor, then to higher levels through the chain of command. The Organization Chart defines the chain of command from the first level of supervision to the CEO. We also use the My Safe Workplace as an employee communication and complaint resolution tool.

## EMPLOYMENT PRACTICES

### EQUAL EMPLOYMENT OPPORTUNITY

To provide equal employment and advancement opportunities to all individuals, employment decisions at MPS Investigations & Guard Services will be based on merit, qualifications, and abilities. Except where required or permitted by law, employment practices will not be influenced or affected by an applicant's or employee's race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.

MPS Investigations & Guard Services is in full compliance with the federal mandates of the Americans with Disabilities Act. MPS Investigations & Guard Services will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

MPS Investigations & Guard Services believes that the work conditions, wages, and benefits it offers to its employees are competitive with those offered by other employers in this area and in this industry. If employees have concerns about work conditions or compensation, they are strongly encouraged to voice these concerns openly and directly to their supervisors.

To protect and maintain direct employer/employee communications, we will resist organization, within applicable legal limits, and protect the right of employees to speak for themselves. When employees examine the option of representation by individuals outside

MPS Investigations & Guard Services, however, we strongly encourage careful consideration of such related issues as regular deductions from paychecks for representation fees, the potential for outside interference with supervisory relationships, and the commitment to comply with directions from third parties.

### IMMIGRATION LAW COMPLIANCE

MPS Investigations & Guard Services is committed to employing only United States citizens and aliens who are authorized to work in the United States and does not unlawfully discriminate on the basis of citizenship or national origin.

In compliance with the Immigration Reform and Control Act of 1986, each new employee, as a condition of employment, must complete the Employment Eligibility Verification Form I-9 and present documentation establishing identity and employment eligibility. Former employees who are rehired must also complete the form if they have not completed an I-9 with MPS Investigations & Guard Services within the past three years, or if their previous I-9 is no longer retained or valid.

### SMOKE-FREE WORKPLACE

In keeping with MPS Investigations & Guard Services' intent to provide a safe and healthful work environment, smoking in the workplace is prohibited except in those locations that have been specifically designated as smoking areas. Security officers shall not smoke while on-duty in public view, or in areas where it is prohibited, including client managed properties and MPS Investigations & Guard Services owned vehicles.



## UNIFORMS AND EQUIPMENT

**BASIC UNIFORM ISSUE** - All equipment will be issued to meet the specifications **of the client**. Our proposed issue is:

- 2 short sleeve polo shirts
  - Police style shirts, as an alternate
- 2 pair matching trousers
- 1 Winter Coat and/or foul weather gear as appropriate
- 2 Badges & 2 Name Tags
- 1 Black Belt
- 2 Black Clip-On Ties (if required)
- 1 Pair of Black, polished footwear, job-site appropriate (Officer furnished)



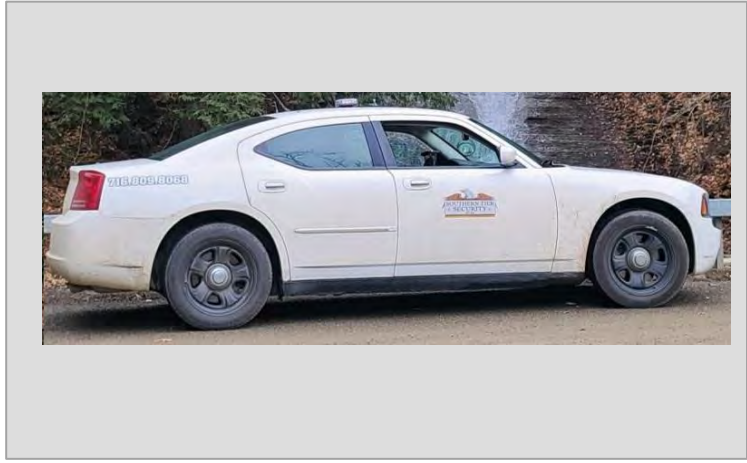
## UNIFORMS

MPS's guards are uniformed to meet the requirements of all our clients. Because our guards often serve as the first face that our clients' visitors see, we are committed to putting our best foot forward.



## Optional Equipment (Vehicles)

MPS Investigations & Guard Services is capable of providing the necessary vehicular equipment to improve the efficiency of your security officer patrols.





## PROPOSED PRICING

Wages: The rates listed below are based on performance requirements provided at the time of proposal for the following location:

# The Preserve at WILDERNESS LAKE

COMMUNITY DEVELOPMENT DISTRICT

Land O' Lakes, FL 34637

Proposed Billing Rate (UNARMED)						
Description	Hours/ WK	Hourly Bill Rate	OT/Holiday Bill Rate	Weekly Rate Total (Without OT/Holidays)	Approx. Annual Spend (Without OT/Holidays)	Notes*
1 Security Officer, Unarmed	64	\$ 35	\$52.50	\$2,240	\$32,960	5/26-9/5 1200-2100 Su-F 1200-2200 Sat
2 Security Officer, Unarmed	128	\$ 32	\$48	\$4,096	\$60,252.16	5/26-9/5 1200-2100 Su-F 1200-2200 Sat
1 On-Call Supervisor		\$0	\$0	\$0	\$0	

Proposed Billing Rate (ARMED)						
Description	Hours/ WK	Hourly Bill Rate	OT/Holiday Bill Rate	Weekly Rate Total (Without OT/Holidays)	Approx. Annual Spend (Without Holidays)	Notes*
1 Security Officer, Armed	64	\$ 40	\$60	\$2,560	\$37,668.57	5/26-9/5 1200-2100 Su-F 1200-2200 Sat
2 Security Officer, Armed	128	\$ 37	\$55.50	\$4,736	\$69,666.56	5/26-9/5 1200-2100 Su-F 1200-2200 Sat
1 On-Call Supervisor		\$0	\$0	\$0	\$0	

Officer Training Billing Rate			
	Training Bill Rate (While on Duty)	Off duty <40 hrs./wk.	Off-Duty >40 hrs./wk.
Security Officer	\$40	N/A	N/A



## PROPOSED PRICING (CONT'D)

**SUMMARY:** The above tables detail armed and unarmed patrol services for the Lodge at Wilderness Lake Preserve. After speaking with Community Manager Sean Craft, MPS Investigations and Guard Services feels equipped and qualified to service your community. By request of Mr. Craft, we have quoted both armed and unarmed services. The duties will consist of patrol, policy enforcement, infraction reporting and documentation. In addition to the officer on duty, the Client will have direct access to an on-call supervisor during service hours at no cost to the client. This supervisor will be available for immediate response to incidents and to address any concerns posed by the Client. Should the Client decide to lengthen the service term, increase the number of officers/hours or expand the scope of service, a discount will be applied.

**EMERGENCY AND ADDITIONAL SERVICE ORDERS:** MPS Investigations & Guard Services may bill at a double-time rate (2.0) of the standard "Hourly Rate" provided in this pricing proposal for any additional service order, such as emergency services, requested with 24 hours or less prior notice, or as negotiated. Should the client request a vehicle in the future one will be provided for a flat fee, the Client will also reimburse MPS Investigations and Guard Services for fuel and maintenance.

**ABOVE PRICING FOR SECURITY GUARDS INCLUDES:**

<i>Recruiting Costs/Background Checks Training</i>		<i>Payroll Cost</i>
<i>Uniforms</i>	<i>Benefits</i>	<i>Unemployment Cost</i>
<i>Insurance *General and WC</i>	<i>Administrative Costs</i>	<i>Licensing</i>

**TERMS:** This rate is valid for 60 days, unless extended in writing from the date of proposal, after said period the prices may be subject to change. **The service start date requires 30 day's advance notice**, unless mutually agreed upon in writing by the client and MPS Investigations & Guard Services. Any deviations or changes may be cause for cost adjustment and/or withdrawal of this proposal.

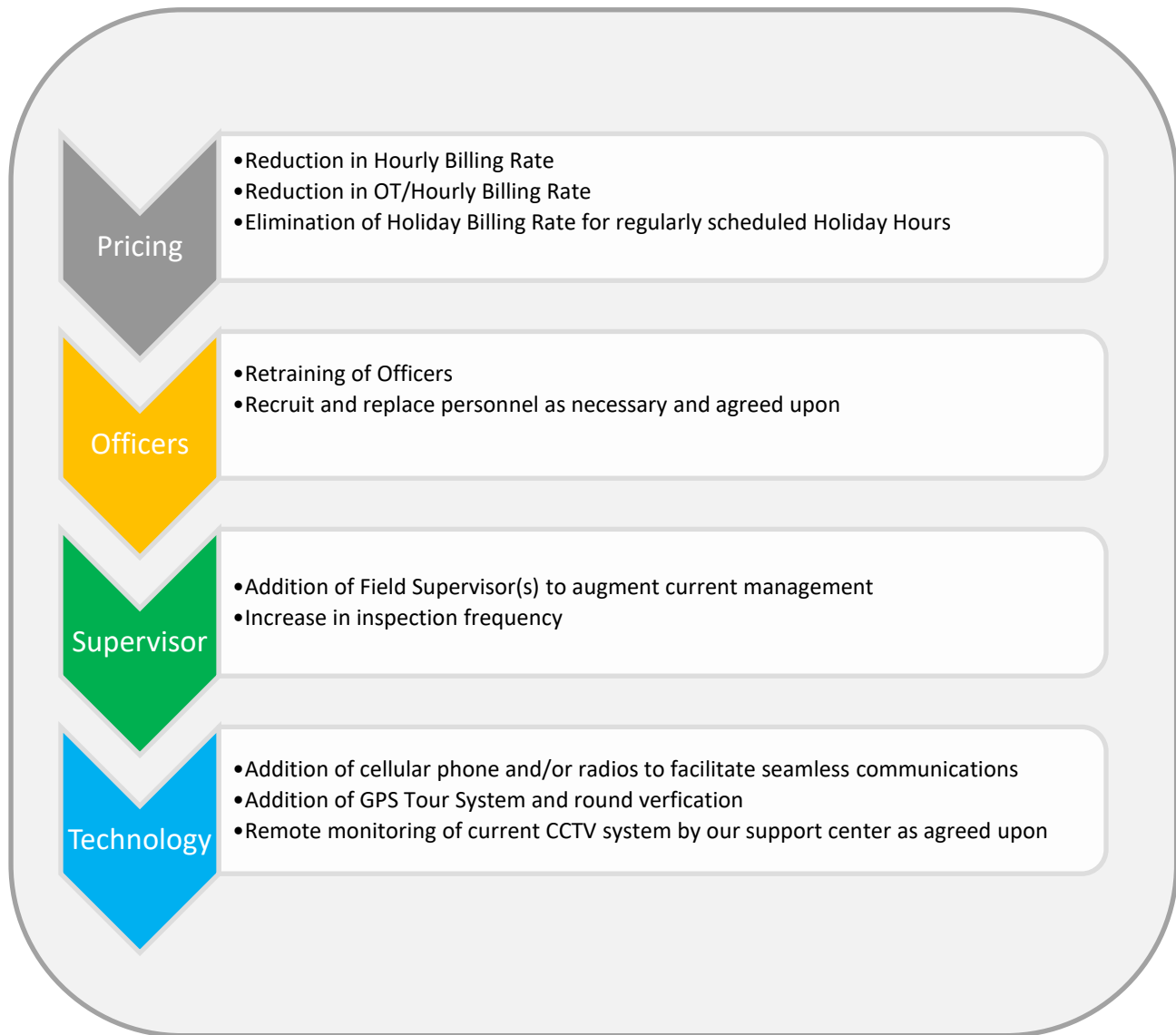
**SECURITY GUARD INVOICING:** MPS Investigations & Guard Services can provide weekly invoicing based on the requirements of client. The invoice can contain position specifics with shift hours worked. All invoicing will be managed through our in-house billing and payroll software. Invoices can be mailed or electronically sent.

**INVOICING TERMS:** Terms are net/30. Discount 1/net10



## PROPOSAL RECAP

As a vendor with many years of experience in the field, we continually strive to meet the needs and expectations of our clients and realize that meeting those needs and expectations is an on-going process. We have outlined the initial steps of that process below.





Integrity, Trust, Reliability and Compassion



## THE MPS INVESTIGATIONS & GUARD SERVICES PROMISE

“We are driven to meet elevated standards and demands. Through our commitment and determination, MPS Investigations & Guard Services can meet and exceed these expectations. Our responsiveness and adaptability enable us to deliver a higher level of service creating a better return for your security investment.

MPS Investigations & Guard Services personnel are dedicated to achieving maximum customer satisfaction and performing to your specifications. Every MPS Investigations & Guard Services employee knows that, as our client, you must always have access to key personnel. You are assured of MPS Investigations & Guard Services’ consistent performance through regular communication at all levels.

We invite you to fully examine our package to learn how MPS Investigations & Guard Services has proven throughout the years to be the quality, responsive security solutions provider.”



## APPENDIX A (REPORTS)



# Security Report

#261922855

Southern Tier Security, LLC

### Issue Type

Theft

Status

Closed

Property

[Redacted]  
Rochester, NY

Location

Default

Reported By

[Redacted]

### Issue Timeline

Created	Mon 12/17/18 07:50 PM	AMOS14760
Assigned To	Mon 12/17/18 07:50 PM	AMOS14760
Acknowledged	Mon 12/17/18 07:50 PM	AMOS14760
Arrived At	Mon 12/17/18 07:50 PM	AMOS14760
Closed	Tue 12/18/18 02:03 PM	M.SCHNEIDER

### Additional Details

Assigned By	AMOS14760
Reported Address	[Redacted]
Reported Unit	[Redacted]
Problem Address	[Redacted]
Problem Unit	[Redacted]

### Notes

Mon 12/17/2018 7:51 PM - AMOS14760

THE UNKNOWN FEMALE OPENED KITCHEN GARBAGE BAGS AND PROCEEDED TO FILL THEM WITH MERCHANDISE

Tue 12/18/2018 4:09 PM - M.SCHNEIDER

update: responding officer, Plt. FRY case number 18304508  
original call, 5:55 pm

Tue 12/18/2018 4:29 PM - M.SCHNEIDER

update: Spoke with responding officer, vehicle came back to an old address, R/O of vehicle did not match description of accused. vehicle is from Glendale area. LEO sent car to house, was not there, new residents say they just moved in.

MOD states they took about 10 electric toothbrushes and other items valued at around 1300.00

Description of accused, 20 YOBF dressed in dark jacket and books, spent about 20 -25 mins in store.



## APPENDIX B (SCHEDULE)

### MPS Investigations & Guard Services

Feb 5, 2023 - Feb 11, 2023 at Tampa

NAME	SUN 5	MON 6	TUE 7	WED 8	THU 9	FRI 10	SAT 11
Andre Cherrington		9:00 - 17:30 Admin MPS IGS	9:00 - 17:30 Admin MPS IGS	9:00 - 17:30 Admin MPS IGS	9:00 - 17:30 Admin MPS IGS	9:00 - 17:30 Admin MPS IGS	
OpenShifts							
Jamie Schneider							
Michael Schneider							

### Annotations

### Job Site Details

MPS IGS  
6710 Embassy Boulevard, Port Ric  
hey, FL, USA  
Training / Identogo, State HQ

Blank Tab



## SECURITY GUARD SERVICES PROPOSAL

Prepared for:  
Sean Craft  
The Preserve at Wilderness Lake Lodge

## ABOUT US

Global Asset Security is a professional security guard company committed to providing the highest level of quality security services to businesses nationally. Our team of highly trained and experienced security guards is dedicated to ensuring the safety and security of our clients' assets, property, and personnel.

We offer flexible service options, including short-term and long-term contracts, part-time and full-time security guard coverage, and on-call services. Our security guards are available 24/7 to ensure that our clients' assets and personnel are protected around the clock.

We strive to provide excellent customer service and are dedicated to building long-term relationships with our clients. Our goal is to not only meet but exceed our client's expectations and provide them with the peace of mind that comes with knowing their assets and personnel are well-protected.

## OUR METHODS OR OPERATION

We use a variety of methods to ensure the safety and security of our clients' assets, property, and personnel. These methods include:

- **Risk Assessment:** We conduct thorough risk assessments to identify potential security threats and vulnerabilities. This allows us to develop a customized security plan that addresses specific risks and concerns.
- **Incident Response:** We have a comprehensive incident response plan in place to respond to any security breaches or emergencies quickly and effectively. This includes regular training for our security guards in emergency response procedures.
- **Communication:** Our security guards are equipped with the latest communication technology, including radios and mobile phones, to ensure that they can communicate effectively with our clients and with each other.
- **Reporting:** We provide regular reports to our clients on the status of their security, including any incidents or security breaches that have occurred.

## GAS SECURITY GUARD SERVICES

At Global Asset Security, we offer a wide range of security services to meet the needs of our clients. These services include:

- **On-site Security:** Our security guards are trained to patrol and monitor a designated area to deter and prevent criminal activity. This includes monitoring entry and exit points, checking for any signs of suspicious activity, and responding to any alarms or security breaches.
- **Mobile Patrols:** We can provide security guards to conduct regular patrols of your property to ensure that it is always secure. This includes monitoring parking lots, checking for any signs of vandalism or break-ins, and conducting regular inspections of the property.
- **Access Control:** Our security guards are trained to control access to your property, ensuring that only authorized individuals are allowed entry. This includes monitoring entry and exit points, checking identification and issuing visitor passes.
- **Remote Monitoring:** We can provide remote surveillance services that use CCTV cameras to remotely monitor your property. This service can be used in conjunction with our on-site security services or as a standalone service.



## CLIENT OVERVIEW

The Preserve at Wilderness Lake Community Development District (CDD) is a local, special purpose government entity authorized by Chapter 190 of the Florida Statutes as amended and created by ordinance of Pasco County as an alternative method of planning, acquiring, operating, and maintaining community-wide improvements in planned communities.

The Community Manager has requested security guard services for the property listed below:

21320 Wilderness Lake Boulevard Land O' Lakes, Florida 34637 – Uniformed Security Guard coverage to protect against vandalism, break-ins, and trespassing.

### **Hours of Security Services**

- Monday through Friday, 0900 – 2100
- Saturdays: 1000 – 2200
- Sundays: 1200 – 2100

Uniformed Security Guard(s) will be required to work in two 6-hour shifts and/or 12-hour shifts, starting May 1<sup>st</sup>, 2023.

The Guard(s) will be uniformed and will monitor the site to deter property crimes such as trespassing and other unjust behavior as defined by the property owners.

The Guard(s) will be responsible for monitoring the interior and exterior of the property by foot and patrol vehicle.

The Guard(s) will monitor and report all incidents to Global Asset Security Management and the Preserve's Management team, as defined by their SOP.

The Guard(s) will monitor any cameras placed both on the interior and exterior of the property.

Global Asset Security will be responsible for staffing and scheduling and managing the uniformed guards.

## PRICING PROPOSAL

We are pleased to offer our security guard services at a competitive rate of \$35 per hour. This price includes the cost of the security guard, their equipment, and the management and scheduling of their shifts.

Our services can be customized to fit the specific needs of each client. We offer flexible service options, including short-term and long-term contracts, part-time and full-time security guard coverage, and on-call services. Our security guards are available 24/7 to ensure that our clients' assets and personnel are protected around the clock.

We understand that our clients' need for security can change over time. We work closely with our clients to regularly assess their security needs and adjust our services as needed. Our team is available to provide consultation and adjust the security plan to meet the changing needs of our clients.

We are committed to providing high quality security services and building long-term relationships with our clients. Our goal is to not only meet but exceed our client's expectations and provide them with the peace of mind that comes with knowing their assets and personnel are well-protected.

Please note that additional costs may apply for special services such as special events security, and remote monitoring. Our team will be happy to provide you with a quote for these additional services.

Thank you for considering Global Asset Security for your security needs. We look forward to the opportunity to serve you and provide you with the best security services.

X *Victor Gamra*

---

Victor Gamra  
Managing Director

## **Tab 9**

# AFFORDABLE

LOCK & SECURITY SOLUTIONS

1-888-999-LOCK (5625)

sales@affordablelock.com

Fax: 813-963-0008



## Estimate

DATE	QUOTE #	CUST #
1/24/2023	0000231073	0057039

Licenses EG13000564 HCLOC14001

**BILL TO:**

Wilderness Lake Preserve  
21320 Wilderness Lake Blvd  
Land O Lakes FL 34637

**SHIP TO:**

Wilderness Lake Preserve  
21320 Wilderness Lake Blvd  
Land O Lakes FL 34637

REMIT TO ADDRESS: Po Box 31261 Tampa FL 33631-3261

P.O. NUMBER	TERMS	SALES PERSON	
	<b>COD - DUE ON COMPLETION</b>	<b>Jordan Ludlam</b>	
QUAN	DESCRIPTION	PRICE EACH	AMOUNT

Proposal to install Door Operators on the Front & Back Door. Affordable will also install a continuous hinge on the back door & adjust the rods in the exit device.

1.00	Service for Electronic Security, Door Installation, or Safe work. Includes first half hour of labor.	154.00	154.00
2.00	Compact Door Operator Package: Package Includes Compact Door Operator, Push Buttons, Wire, & Professional Installation	3,146.00	6,292.00
1.00	Continuous Hinge Package: Package Includes Continuous Hinge & Professional Installation	816.00	816.00

Please acknowledge your acceptance by signing below and faxing/emailing a copy to us.

Signature of acceptance: \_\_\_\_\_

Date \_\_\_\_\_

Please print name: \_\_\_\_\_

Note: A 50% deposit is due upon approval. Any cancellations after acceptance will be subject to a 50% restocking fee on material.  
Estimate is valid for 30 days. Any unforeseen circumstances will be disclosed to owner and a change order will need to be executed prior to completion.  
NOTE: Amounts over \$2,500 paid by credit card, may be subject to a 4% fee

**AFFORDABLE**  
 LOCK & SECURITY SOLUTIONS  
 1-888-999-LOCK (5625)  
 sales@affordablelock.com  
 Fax: 813-963-0008



**Estimate**

<b>DATE</b>	<b>QUOTE #</b>	<b>CUST #</b>
1/24/2023	0000231073	0057039
Licenses EG13000564 HCLOC14001		

**BILL TO:**

Wilderness Lake Preserve  
 21320 Wilderness Lake Blvd  
 Land O Lakes FL 34637

**SHIP TO:**

Wilderness Lake Preserve  
 21320 Wilderness Lake Blvd  
 Land O Lakes FL 34637

REMIT TO ADDRESS: Po Box 31261 Tampa FL 33631-3261

P.O. NUMBER		TERMS	SALES PERSON	
		<b>COD - DUE ON COMPLETION</b>	<b>Jordan Ludlam</b>	
QUAN	DESCRIPTION	PRICE EACH	AMOUNT	

<b>SUBTOTAL</b>	<b>\$7,262.00</b>
<b>TAX</b>	<b>\$497.56</b>
<b>TOTAL</b>	<b>\$7,759.56</b>

D & S AUTOMATICS, INC. dba  
 ATLAS DOOR REPAIR  
 23900 W INDUSTRIAL DRIVE SOUTH,  
 SUITE 1 & 2  
 PLAINFIELD, IL 60585



# Estimate

Date	Estimate #
1/9/2023	5258 3207

Name / Address
THE PRESERVE AT WILDERNESS LAKE 21320 WILDERNESS LAKE BLVD. LAND O LAKES, FL. 34637

Ship To
THE PRESERVE AT WILDERNESS LAKE 21320 WILDERNESS LAKE BLVD. LAND O LAKES, FL 34637

Work Order #	E-mail	Technician
4162	payablesatlasdoor@gmail.com	WG

Qty	ITEM	Description	AMOUNT	Total
		WE HEREBY PROPOSE TO FURNISH AND INSTALL THE FOLLOWING:		
2	PUSH BUTTON	SETS OF PUSH BUTTONS	498.00	996.00
1	SERVICE CALL	SERVICE CALL	125.00	125.00
1.5	LABOR	LABOR & INSTALLATION	125.00	187.50
1	FUEL SURCHAR...	FUEL SURCHARGE	25.00	25.00
		**TOTAL \$1,333.50 (50% DEPOSIT IS NEEDED TO PROCEED \$666.75)**		
		**INSTALLATION SHALL BE DONE DURING NORMAL BUSINESS HOURS**		
		**PLEASE ALLOW 5-7 BUSINESS DAYS FOR ANY PARTS THAT NEED TO BE ORDERED**		

Estimate terms and conditions, Atlas Door Repair herein called ADR will warrant that all work described above is to be performed in a timely and professional workman like manner. Scheduling times or dates however, are not guaranteed. Attempts by ADR to utilize customers existing hardware that is determined to be faulty or unusable will be at the customers risk and not warranted by ADR and may require new replacement parts not included in this proposal. Installers and or technicians will remove any old hardware replaced at the location that is included with the proposal. Atlas Door Repair reserves the right to utilize sub contract labor or equipment when necessary. Customer is also responsible for all parking cost and fees that occur when on site.

<b>**SIGNED ESTIMATE AND 50% NON-REFUNDABLE DEPOSIT ARE REQUIRED BEFORE JOB CAN BE SCHEDULED***</b>	<b>Total</b> \$1,333.50
Approved by: _____	<b>**Pricing is good for 30 days from the date of this estimate**</b>

Phone #	8152540621	Fax #	8152541208
---------	------------	-------	------------

## DH Pace Door Services Group

D.H. Pace Co., Inc.  
4951 Tampa West Blvd.  
Tampa, Fl. 33634

Scott Florczyk - Commercial Sales Rep  
Office: (813) 329-3667  
Mobile: (813) 210-7835  
Email: Scott.Florczyk@dhpaced.com



Proposal #: SF-12872

www.dhpacedflorida.com

PROPOSAL SUBMITTED TO: Wilderness Lake Preserve		Date 1/25/2023	Attention Sean Craft
STREET 21320 Wilderness Lake Blvd		Job Name Wilderness Lake Preserve	
City Land O lakes	State FL	ZipCode 34637	Job Location Land O lakes
Phone Number 727 260 2213	Fax Number		Job Phone 727 260 2213

### FURNISH AND INSTALL:

Re: Front Entry Glass Double Doors & Rear Entry Glass Double Doors @ 21330 Wilderness Lake Blvd

#### Furnish & Install

- 2- 8100 single door operators
- 4- Surface Mounting Box
- 4- BEA Relay Module
- 4- BEA Push Plates
- 4- BEA Receiver
- 4- BEA Transmitter

Sell price \$9,945.00 each x 2 single door operators = \$19,890.00

#### Note:

All electrical, conduit and wiring by others

We hereby propose to complete in accordance with above specification, for the sum of:

**Nineteen Thousand Eight Hundred Ninety Dollars and No Cents**

**\$19,890.00**

Signature \_\_\_\_\_

Scott Florczyk, Commercial Sales  
Representative

Direct Dial: (813) 210-7835

## **TERMS AND CONDITIONS**

Payment to be made as follows:

Prices subject to change if not accepted in 15 days.

Terms. The products ("Products") described above and the labor necessary to install the Products ("Labor") are herein collectively referred to as the "Work".

Condition Precedent. Buyer and Seller agree that if, following Buyer's acceptance hereof, a contract is to be executed by them, Seller's performance hereunder shall be subject to the condition precedent that the terms and conditions of such contract are acceptable to Seller.

Scope of Work. Seller agrees to perform for Buyer the Work at the Project. Buyer acknowledges and agrees that: (i) the prices quoted by Seller for the Products are based upon plans, specifications, verbal information or sketches as indicated herein and the addenda hereto; and (ii) that the Work contemplated under this Proposal is fully and correctly described herein. Unless included in the description of and prices quoted for Products, glass, glazing, painting and electrical wiring is excluded under this Proposal and will be provided only upon receipt of a supplemental order signed by Buyer. This quotation is based upon a visual inspection; it does not take into account concealed deficiencies in the substrata. Immediately upon discovery of said deficiencies the customer will be notified of additional cost before corrective work is performed. If this estimate includes cutting into existing concrete/asphalt structure, it is the responsibility of the customer to advise DH Pace Co. of any concealed utilities or other hazards prior to the start of work. All testing to locate or determine location of said utilities or hazards by others.

Proposal Price. Conditional upon Seller's prior approval of Buyer's credit, Buyer will pay Seller the unpaid balance for performance of the Work within 30 days of the date of Seller's invoice. If performance of the Work extends over 30 days, Buyer agrees to pay Seller progress payments under Seller's regular billing terms and if Products have been delivered to the Project or stored in a mutually agreed location, Buyer agrees to pay an amount not to exceed 90% of the Proposal Price in payment of the cost of such Products. If payment of any sum is not made when and as due under this Proposal, Buyer shall pay interest on such delinquent sums at the rate of 1.50% per month or, the highest contract rate allowed under applicable law. If Buyer's check is dishonored or returned for any reason, Buyer's account will be electronically debited for the amount of the check plus the state maximum processing fee. If following Buyer's default Seller refers this account to an attorney for collection, Buyer agrees to pay all attorney's fees and all other costs of collection and litigation incurred by Seller whether or not a lawsuit for collection is instituted.

Contract Time. Installation dates are estimates only and Seller cannot guarantee commencement of Work or completion thereof on any given date. Completion dates cannot be given until Seller has been furnished with complete approved drawings and any additional information it may request. Seller shall not be liable for total or partial failure to complete or for any delay in delivering Products or Labor under this Proposal. Seller shall not be liable in any event for any special or consequential damages on account of failure or delay in performance, regardless of cause. Quoted price contingent upon customer having opening(s) clear of all obstructions and available during the day of work. Excessive wait time to clear opening will result in hourly charges being added to the work order.

Recurring Services. The following terms and conditions apply only to recurring service transactions and modify the terms set out above accordingly: [1] Although Seller agrees as a courtesy to contact Buyer at such times as or with the frequency requested by Buyer, Buyer agrees that Buyer retains sole responsibility for scheduling the Work that Buyer desires Seller to perform hereunder. [2] Following the initial one-year term of this agreement this contract shall automatically renew for successive one-year terms up to a total of five years from the date of the initial order, unless either party hereto provides the other party no less than sixty (60) days notice of termination in advance of any such renewal date. [3] Annually as of the renewal date, Seller shall have the right to increase the rates provided herein, either by an amount up to the percentage change in the Consumer Price Index over the previous 12 months or 5%, whichever is greater.

Work Performance. Performance of the Work will be made by Seller in a prompt manner but Seller cannot be responsible for damage or delay due to acts of God, accidents, civil disturbances, delays in transportation by common carrier, strikes, war, unavailability of material or other cause beyond the reasonable control of Seller. If Products are installed before a finished floor is completed, warranty is limited and Seller assumes no responsibility for fitting the Product to the floor. An additional charge may be made to Buyer for returning to the Project for adjustments to the Product. Seller assumes no responsibilities for failure of installation of the Product due to structural deficiencies in an existing building. Buyer shall prepare the Project for installation in accordance with requirements of Seller. If special work, requiring additional material and labor is required to meet conditions other than those specifically described in this Proposal, Buyer agrees to pay an additional charge therefore. Seller shall be allowed uninterrupted and exclusive access to the Project during performance of the Work. No Product may be returned without Seller's prior written approval. All Product returned is subject to a minimum of 25% restocking fee.

Cancellation. In the event Buyer cancels this Proposal after the Seller has commenced Work, Buyer shall forfeit the amount of the down payment given to Seller at the time of the execution of this Proposal, and in addition, shall pay to the Seller such proportion of the total Proposal Price as the amount of Work bears to the total amount of Work agreed upon to be furnished under this



Proposal, plus a sum equal to 25% of the total Proposal Price as liquidated damages, which amount

ACCEPTANCE: Terms, Price, and specifications on all pages of this proposal are hereby accepted and the work authorized.

Purchaser: \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date of Acceptance \_\_\_\_\_

# Tab 10

Stellar Electrical Services LLC

PO Box 6972  
 Spring Hill, FL 34611  
 813-603-7514  
 EC13007514

# Estimate

Date	Estimate #
1/23/2023	01232023001

Name / Address
Wilderness Lake Preserve CDD

Project

Description	Qty	U/M	Rate	Total
Tennis Court 1000watt Capacitor, and Lamp Replacement Quantity Thirteen Fixtures				
Labor	13		95.00	1,235.00
Service Charge	1		95.00	95.00
Fuel Surcharge	2		12.00	24.00
26 Foot Electric Scissor Lift	1		1,200.00	1,200.00
Material - Quantity Thirteen (13) 1000watt Metal Halide BT56 Large Glass Mogul Base Lamps 15,000 Lamp Life Hours, Thirteen (13) 24-480VAC Capacitors, Shipping, and Wire Connectors.	1		2,100.00	2,100.00
<p>-The proposal is for the procurement and installation of                      Quantity Thirteen (13) 1000watt Metal Halide BT56 Large                      Glass Mogul Base Lamps with 15,000 Lamp Life Hours                      Each, and Quantity Thirteen (13) 24-480VAC Capacitors as                      replacements for the existing aging lamps and capacitors in                      the light poles in Thirteen light poles in the Tennis Court at                      21320 Wilderness Lake Blvd. Land O' Lakes, FL 34637.                      This proposal includes a 1-week 26 foot scissor lift rental                      with delivery and pick up. This proposal does not include the                      replacement of the light fixtures' ballasts. Lamps and                      capacitors replacement only. This week is estimated to take                      two business days to complete.</p> <p>-Please review the attached Exhibit A - Work Order #                      01232023001 - Site Plan with Proposed Repair Locations                      Marked</p> <p>-The Tennis Court shall be closed to the residents during the                      replacement work. Scheduling shall be made in advance with                      the manager.</p>				
			<b>Total</b>	

Stellar Electrical Services LLC

PO Box 6972  
 Spring Hill, FL 34611  
 813-603-7514  
 EC13007514

# Estimate

Date	Estimate #
1/23/2023	01232023001

Name / Address
Wilderness Lake Preserve CDD

Project

Description	Qty	U/M	Rate	Total
<p>-Payments are due upon receipt. If additional time and/or material is needed to complete this project due to any unforeseen damages, obstructions, or changes to the installation during the time of scheduled visit you will be notified immediately of the problem and be advised of the additional proposed costs.</p> <p>-This proposal is good for Thirty (30) days from the date shown at the top of this proposal.</p> <p>-I have reviewed the attached items and confirm that they meet my requirements. I accept this proposal and all its contents and wish to move forward with the repair.</p> <p>Printed Name                      Signed Name                      Date</p>				
			<b>Total</b>	\$4,654.00

Stellar Electrical Services LLC

PO Box 6972  
 Spring Hill, FL 34611  
 813-603-7514  
 EC13007514

# Estimate

Date	Estimate #
1/23/2023	01232023002

Name / Address
Wilderness Lake Preserve CDD

Project

Description	Qty	U/M	Rate	Total
Tennis Court 1000watt Ballast, Capacitor, and Lamp Replacement Quantity Thirteen Fixtures				
Labor	18		95.00	1,710.00
Service Charge	1		95.00	95.00
Fuel Surcharge	2		12.00	24.00
26 Foot Electric Scissor Lift	1		1,200.00	1,200.00
Material - Quantity Thirteen (13) 1000watt Metal Halide Ballasts, Thirteen (13) 1000watt Metal Halide BT56 Large Glass Mugol Base Lamps with 15,000 Lamp Life Hours, Thirteen (13) 24-480VAC Capacitors, Shipping, and Wire Connectors.	1		4,200.00	4,200.00
<p>-The proposal is for the procurement and installation of Quantity Thirteen (13) 1000watt 240volt Metal Halide Ballasts, 24-480 Capacitors, and bt56 MH Mogul Base with 15,000 lamp life hours Lamps as replacements for the existing aging ballasts, capacitors, and lamps in Thirteen light poles in the Tennis Court at 21320 Wilderness Lake Blvd. Land O' Lakes, FL 34637. This proposal includes a 1-Week 26 foot scissor lift rental with delivery and pick up. This week is estimated to take two business days to complete.</p> <p>-Please review the attached Exhibit A - Work Order # 01232023002 - Site Plan with Proposed Repair Locations Marked</p> <p>-The Tennis Court shall be closed to the residents during the replacement work. Scheduling shall be made in advance with the manager.</p>				
			<b>Total</b>	

Stellar Electrical Services LLC

PO Box 6972  
 Spring Hill, FL 34611  
 813-603-7514  
 EC13007514

# Estimate

Date	Estimate #
1/23/2023	01232023002

Name / Address
Wilderness Lake Preserve CDD

Project

Description	Qty	U/M	Rate	Total
<p>-Payments are due upon receipt. If additional time and/or material is needed to complete this project due to any unforeseen damages, obstructions, or changes to the installation during the time of scheduled visit you will be notified immediately of the problem and be advised of the additional proposed costs.</p> <p>-This proposal is valid for Thirty (30) days from the date shown at the top of this proposal.</p> <p>-I have reviewed the attached items and confirm that they meet my requirements. I accept this proposal and all its contents and wish to move forward with the repair.</p> <p>Printed Name                      Signed Name                      Date</p>				
			<b>Total</b>	\$7,229.00

# Tab 11



20108 Pond Spring Way  
Tampa, FL 33647  
(813) 991-6069  
FAX (813) 907-8205

# JOB ESTIMATE

**TO:** \_\_\_\_\_  
**COMPANY NAME:** Wilderness Lake Preserve  
**DATE:** 2/15/23

**QUOTE:** Wilderness Lake Preserve Lodge Business Center:  
10" x 87" x 2" double sided routed HDU sign.  
Painted 2 colors.  
Includes brackets to mount from ceiling and installation.  
**TOTAL:** \$1,895.00

**Thank You: Rومانer Graphics**



# **LODGE BUSINESS CENTER**

# Tab 12



Furnishing great places to learn.

www.schooloutfitters.com • PO Box 779193 • Chicago IL 60677-9193

For assistance, please contact:

Chris Tscheiner
Phone: 855-619-7910
Fax: 855-619-7911

chris.tscheiner@schooloutfitters.com

Quote Summary

Quote #: QUO11394951
Valid through: 02/25/2023

Bill to: Wilderness Lakes, Sean Craft, 21320 Wilderness Lake Blvd, Land O Lakes FL 34637-7879 USA
Phone: 1 (813) 995-2437
Fax: N/A
Email: scraft@rizzetta.com

Ship to: Wilderness Lakes, Sean Craft, 21320 Wilderness Lake Blvd, Land O Lakes FL 34637-7879 USA
Phone: 1 (813) 995-2437
Fax: N/A
Email: scraft@rizzetta.com

Table with columns: Item, SKU#, Description, Qty., List, % Off, Price Per Item, Total Price. Row 1: 1, UTP-TR-32-PT, Plank Outdoor Trash Can - Pressure-Treated Wood, 3, \$828.06, \$2,484.18. Includes options and estimated delivery info.

Shipping & Handling Breakdown

Table with columns: Items Shipping From, Shipping Via, Service(s) Included. Values: Ultra Play Systems, FEDEX FREIGHT PRIORITY, Lift Gate.

Summary table for shipping costs: Product SubTotal: \$2,484.18, Shipping & Handling: \$801.87, Sales Tax: 0.00, Grand Total: \$3,286.05.

Important Shipping Information

Shipping on specified items includes a lift gate on the truck, but does not include inside delivery. The driver will lower items to the ground only. Customer must bring inside. Inside delivery is available for an additional charge. Please remember to inspect your order at the time of delivery. Do not throw away any of the original packaging until inspection is completed. Any missing parts or damages must be reported to customer service at 1-866-619-1776 within 5 business days of delivery. All quotations are for tailgate delivery, F.O.B. factory, unless otherwise noted.

Sales Representative Comments

Due to the continuous fluctuation with cost of products, increased shortage of raw materials and increased transportation demands, it is important to finalize your ordering needs soon. Please contact us for any assistance needed to proceed with your order.

Thank you for the opportunity to earn your business.

For Assistance: Chris Tscheiner • Phone: 855-619-7910 • Fax: 855-619-7911 • chris.tscheiner@schooloutfitters.com

## Item Details



Ultra Play Systems

### Plank Outdoor Trash Can - Pressure-Treated Wood

Ultra Play's Plank Outdoor Trash Can is made of pressure-treated wood, so it stands up to the elements. The can holds 32 gallons of trash and is designed for in-ground mounting to keep it secure. Add a lid, liner and/or mounting kit for an additional cost.

#### Specifications

Product Weight (Lbs):	152
Assembly:	Minor assembly required
Capacity:	32 gallons
Diameter:	26 3/8"
Material:	Pressure-treated wood
Other Info:	Lid & plastic liner not included
Overall Height:	34"

#### Options

Trash Can Lid
Mounting Kit
Trash Can Liner

Item	SKU#	Description	Qty.	List	% Off	Price Per Item <small>(including options)</small>	Total Price
1.	UTP-TR-32-PT	<a href="#">Plank Outdoor Trash Can - Pressure-Treated Wood</a>	3			\$828.06	\$2,484.18
		<b>Options:</b> Trash Can Liner – PL-32 (+ \$84.99) Trash Can Lid – Swing Door Lid (32-Gallon) (+ \$175.99) Mounting Kit – IG-KIT-32 (+ \$94.99)					

# **Tab 13**

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**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 **workshop** of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District was held on **Wednesday, January 25, 2023, at 10:06 a.m.** at The Preserve at Wilderness Lake Lodge, located at 21320 Wilderness Lake Blvd., Land O' Lakes, FL 34637.

Present at the workshop:

Holly Ruhlig	<b>Board Supervisor, Chairman</b>
Beth Edwards	<b>Board Supervisor, Assistant Secretary</b>
Heather Hepner	<b>Board Supervisor, Assistant Secretary</b>
Agnieszka Fisher	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Jayna Cooper	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Stephen Brletic	<b>District Engineer, JMT Engineering</b>
Sean Craft	<b>Community Manager, Rizzetta &amp; Company, Inc.</b>
Michael Rodriguez	<b>Amenity Services Manager, Rizzetta &amp; Company, Inc.</b>
Chuck`	<b>Representative, Tampa Dock and Seawall</b>
Audience	<b>Present</b>

**FIRST ORDER OF BUSINESS**

**Call to Order /Pledge of Allegiance**

Ms. Cooper 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. Cooper asked if there were any audience comments. There were none.

**THIRD ORDER OF BUSINESS**

**Discussion Regarding Kayak Launch Options**

Mr. Brletic reviewed the different options for the Kayak Launch. Mr. Brletic and Chuck from Tampa Dock and Seawall entertained the Board members' questions. A lengthy discussion was held.

*The Board took a recess at 11:21 a.m. and returned at 11:32 a.m.*

**FOURTH ORDER OF BUSINESS**

**Discussion Regarding Rules and**

### **Regulations**

Ms. Hepner presented the current Rules and Regulations. The Board reviewed the rules page by page. A lengthy discussion was held. The Board discussed revisions to the rules. The Board will consider a revised copy of the Rules & Regulations at their February meeting.

*The Board took a recess at 1:45 p.m. and returned at 1:53 p.m.*

### **FIFTH ORDER OF BUSINESS**

#### **Discussion Regarding Amenity Staff Reviews and Bonus Program**

Mr. Rodriguez presented and reviewed the Amenity Staff Review and Bonus Program. The Board made suggestions of what they would like included in the employee feedback form. A lengthy discussion was held.

### **SIXTH ORDER OF BUSINESS**

#### **Audience Comments**

Ms. Cooper asked if there were any audience comments. There were none.

### **SEVENTH ORDER OF BUSINESS**

#### **Supervisors Requests**

Ms. Cooper asked if there were any Supervisor requests. There were none.

### **EIGHTH ORDER OF BUSINESS**

#### **Adjournment**

Ms. Cooper stated that there was no further business to come before the Board and adjourned the workshop at 3:12 p.m.

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Assistant Secretary

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Chairman/Vice Chairman

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**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, February 8, 2023, at 9:34 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	<b>Board Supervisor, Chairman</b>
Bryan Norrie	<b>Board Supervisor, Vice Chairman</b>
Beth Edwards	<b>Board Supervisor, Assistant Secretary</b>
Heather Hepner	<b>Board Supervisor, Assistant Secretary</b>
Agnieszka Fisher	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Jayna Cooper	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
John Vericker	<b>District Counsel, Straley, Robin &amp; Vericker</b> <i>(via conference call)</i>
Sean Craft	<b>Community Manager, Rizzetta &amp; Company, Inc.</b>
Joseph Mendoza	<b>Representative, Red Tree Landscape</b>
John Burkett	<b>Representative, Red Tree Landscape</b>
Pete Lucadano	<b>Representative, Red Tree Landscape</b>
Chris Zowarka	<b>Representative, Phoenix Pools</b>
Lucianno Mastrionni	<b>Director of Community Services, Rizzetta &amp; Company</b>
Michael Rodriguez	<b>Amenity Services Manager, Rizzetta &amp; Company, Inc.</b>
Sean Hernandez	<b>Representative, ACPLM</b>
Kyle Young	<b>Representative, Convergint Surveillance</b>

Audience **Present**

**FIRST ORDER OF BUSINESS**

**Call to Order /Pledge of Allegiance**

Ms. Cooper 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**

Chris Zowarka gave the Board an update on the splash pad and said that it would be completed this week.

Ms. Cooper asked if there were any audience comments. There were no audience comments put forth at this time.

**THIRD ORDER OF BUSINESS**

**Board Supervisor Requests and Walk on Items**

Ms. Ruhlig asked about the deck proposals and a paver update. Ms. Fisher spoke about the Rules & Regulations revisions. Ms. Hepner stated that she would need to leave the meeting at 10:30 a.m. She asked for the paver update and the dock proposals to be considered at the front of the agenda. Ms. Edwards would like to set a date for the budget workshop (mid to late April). She also would like a draft of the proposed budget for review in March. Ms. Edwards requested a discussion on the pool heating on the March meeting agenda.

**FOURTH ORDER OF BUSINESS**

**Paver Update**

Mr. Fernandez gave the Board an update on the pavers. He reviewed the current state of the pavers. The Board requested that Mr. Fernandez bring back three proposals as follows:

1. A proposal to correct thickness and work for repair work
2. A proposal to correct thickness and work for removing all pavers and re-doing base and work
3. A proposal for tearing out all pavers and leaving asphalt

The Board directed District management to continue the meeting to February 15<sup>th</sup> at 3:00 p.m. to discuss the three proposals.

**FIFTH ORDER OF BUSINESS**

**General Interest Items**

**A. Landscaping Reports**

The Board reviewed the landscape inspection reports. Mr. Lucando provided updates on the landscape maintenance and answered questions. He introduced John Burkett as the new account manager for the District.

The Board considered proposals from Arborist Aboard and ABC 1-2-Tree and Landscaping for trimming of Live Oaks.

On a Motion by Ms. Ruhlig, seconded Ms. Fisher, with all in favor, the Board of Supervisors approved ABC 1-2-Tree and Landscaping's proposal for 16 Live Oak trees to be trimmed and elevated in the amount of \$4,000.00 for the Preserve at Wilderness Lake Community Development District.

Ms. Cooper presented the irrigation inspection report. There were no questions.

**B. District Engineer**

Mr. Brletic was unable to attend the meeting. The Board directed District management to include a discussion of easements on their March agenda.

On a Motion by Ms. Edwards, seconded Ms. Ruhlig, with all in favor, the Board of Supervisors authorized District engineer to complete updated Public Facilities Report for the Preserve at Wilderness Lake Community Development District.

The update on the splash pad was provided under Audience Comments.

The update on the paving assessment was provided in District Engineer's report.

The Board reviewed three dock proposals from the workshop.

On a Motion by Ms. Edwards, seconded Ms. Ruhlig, with all in favor, the Board of Supervisors approved the replacement of the floating dock, re-decking with composite material in the amount of \$40,000.00 plus the kayak dock launch in the amount of \$5,000.00 and a kayak rack in the amount of \$2,877 with a not-to-exceed total of \$53,000.00 for the Preserve at Wilderness Lake Community Development District.

**C. District Counsel**

Mr. Vericker did not have a report to present at this time.

**D. GHS Environmental Report**

Ms. Cooper presented the GHS report for the Board's review. There were no questions.

**E. Community Manager's Report**

Mr. Craft presented his Community Manager's Report. The Board directed Mr. Craft to obtain the historical dates for the propane.

Kyle Young reviewed recommendations for surveillance. A discussion ensued.

On a Motion by Ms. Edwards, seconded Ms. Ruhlig, with all in favor, the Board of Supervisors appointed Ms. Hepner as a liaison to work with Mr. young and Mr. Craft on an RFP for Security Updates for the Preserve at Wilderness Lake Community Development District.

*The Board took a recess at 11:20 a.m. and returned at 11:33 a.m.*

Mr. Craft presented the NABR application. He stated that the flat fee was \$1,400.00.

On a Motion by Ms. Fisher, seconded Ms. Hepner, with all in favor, the Board of Supervisors approved the implementation of the NABR Application at a cost of \$1,400.00 for the Preserve at Wilderness Lake Community Development District.

The consideration of proposals for handicap buttons at the Nature Center was tabled until the March Board meeting.

The consideration of proposals for Tennis Court Light Replacement was tabled until the March Board meeting.

The consideration of proposals for trash bins will be discussed at the continued meeting.

The discussion regarding painting to replace the painting above the fireplace in the lodge will be discussed at the continued meeting.

Mr. Craft presented and reviewed a proposal from Fence Pro.

On a Motion by Ms. Edwards, seconded Ms. Fisher, with three in favor and one opposed (Holly Ruhlig), the Board of Supervisors approved Fence Pro's proposal in the amount of \$2,595.00 for the Preserve at Wilderness Lake Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of JMT Engineering Resignation Letter and BDI District Engineering Services Agreement**

The Board accepted JMT Engineering's resignation and approved BDI Engineering's agreement.

On a Motion by Ms. Ruhlig, seconded Ms. Hepner, with all in favor, the Board of Supervisors accepted JMT Engineering's resignation letter and approved BDI Engineering's Agreement as presented for the Preserve at Wilderness Lake Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Property Damage Release**

The Board directed District management to include engineering effort.

On a Motion by Ms. Edwards, seconded Ms. Ruhlig, with all in favor, the Board of Supervisors authorized Ms. Ruhlig to execute the property damage release once District engineer's effort is included for the Preserve at Wilderness Lake Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Discussion Regarding Space Utilization**

This item was tabled until the continued meeting.

**NINTH ORDER OF BUSINESS**

**Consideration of Revised Rules & Regulations**

This item was tabled until the continued meeting.

**TENTH ORDER OF BUSINESS**

**Discussion Regarding Bracelet RFID Solution**

This item was tabled until the continued meeting.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting held on January 4, 2023**

This item was tabled until the continued meeting.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for October and November 2022**

This item was tabled until the continued meeting.

**THIRTEENTH ORDER OF BUSINESS**

**District Manager Update**

This item was tabled until the continued meeting.

**FOURTEENTH ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**FIFTEENTH ORDER OF BUSINESS**

**Supervisors Requests**

There were no Supervisor requests.

**SIXTEENTH ORDER OF BUSINESS**

**Continuance**

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

On a Motion by Ms. Ruhlig, seconded by Ms. Edwards, with all in favor, the Board of Supervisors continued the meeting at 2:20 p.m. to February 15, 2023 at 3:00 p.m. for the Preserve at Wilderness Lake Community Development District.

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Assistant Secretary

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Chairman/Vice Chairman

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**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 **continued** meeting of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District was held on **Wednesday, February 15, 2023, at 3:04 p.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	<b>Board Supervisor, Chairman</b>
Beth Edwards	<b>Board Supervisor, Assistant Secretary</b>
Heather Hepner	<b>Board Supervisor, Assistant Secretary</b>
Agnieszka Fisher	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Bryan Norrie	<b>Board Supervisor, Vice Chairman</b> <i>(via conference call)</i>
Jayna Cooper	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Sean Craft	<b>Community Manager, Rizzetta &amp; Company, Inc.</b>
Michael Rodriguez	<b>Amenity Services Manager, Rizzetta &amp; Company, Inc.</b>
Sean Fernandez	<b>Representative, ACPLM</b>
Audience	<b>Present</b>

**FIRST ORDER OF BUSINESS**

**Call to Order /Pledge of Allegiance**

Ms. Cooper 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**

The Board heard an audience comment regarding concerns about staff on property without notification given. An audience member had questions about resident use of the Jon boat.

**THIRD ORDER OF BUSINESS**

**Board Supervisor Requests and Walk on Items**

Ms. Hepner held further discussion on the Jon boat as an amenity. Ms. Edwards asked for a financial discussion to be held after the paver discussion.

Mr. Fernandez reviewed three proposals for the paver repairs. A lengthy discussion

ensued. Mr. Fernandez responded to the Board members' questions.

On a Motion by Mr. Norrie, seconded Ms. Fisher, with all in favor, the Board of Supervisors approved ACPLM's proposal to tear out pavers and replace with asphalt at a cost of \$85,410.00 for the Preserve at Wilderness Lake Community Development District.

*The Board took a recess at 5:15 p.m. and returned at 5:26 p.m.*

**FOURTH ORDER OF BUSINESS**

**Consideration of Proposals for Trash Bins**

The Board requested that Mr. Craft obtain a revised proposal for the School Outfitters' trash bins to include the mounting kit.

**FIFTH ORDER OF BUSINESS**

**Discussion Regarding Painting to Replace the Painting Above the Fireplace**

The Board did not consider this item.

**SIXTH ORDER OF BUSINESS**

**Discussion Regarding Space Utilization**

A lengthy discussion ensued regarding utilizing spaces for intended purposes. The Board directed Mr. Craft to have the Nature Center deep cleaned.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Revised Rules & Regulations**

A discussion ensued regarding the rules and regulations. There were several more revisions approved. Ms. Cooper will make the approved revisions to the Rules and Regulations document.

On a Motion by Ms. Ruhlig, seconded Ms. Hepner, with all in favor, the Board of Supervisors approved the Rules & Regulations as revised for the Preserve at Wilderness Lake Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Discussion Regarding Bracelet RFID Solution**

Ms. Hepner presented some information and options for the bracelet RFID. The Board directed Mr. Craft to gather more options.

**NINTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting held on January 4, 2023**

Ms. Cooper presented the January 4, 2023 meeting minutes. There were no changes.



On a Motion by Ms. Ruhlig, seconded Ms. Edwards, with all in favor, the Board of Supervisors approved the January 4, 2023 meeting minutes as presented for the Preserve at Wilderness Lake Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Operation & Maintenance Expenditures for October and November 2022**

Ms. Cooper presented the operation and maintenance expenditures for October and November 2022.

On a Motion by Ms. Edwards, seconded Ms. Ruhlig, with all in favor, the Board of Supervisors approved the October (\$112,244.17) and November 2022 (\$140,062.56) Operation and Maintenance Expenditures for the Preserve at Wilderness Lake Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**District Manager Update**

Ms. Cooper presented her District Manager's Report and the October Financial Statements. She stated that the next regular meeting is scheduled for March 1, 2023 at 6:30 p.m.

Ms. Cooper presented the overview of the Reserve Study. Ms. Edwards requested a proposal to revise the fund summary to reflect projects already completed.

Ms. Cooper presented the 4<sup>th</sup> Quarter Website Audit. Ms. Hepner will coordinate with Ms. Cooper on a few website revisions.

The Board held a discussion regarding Main Street Bank.

On a Motion by Ms. Edwards, seconded Ms. Fisher, with all in favor, the Board of Supervisors approved closing the Main Street Bank account and transferring the funds to the Investment account for the Preserve at Wilderness Lake Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments.

**THIRTEENTH ORDER OF BUSINESS**

**Supervisors Requests**

Ms. Hepner provided an update on bandit's medical situation.

Ms. Edwards requested a budget workshop date be coordinated for April.

**FOURTEENTH ORDER OF BUSINESS**

**ADJOURNMENT**

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

On a Motion by Ms. Ruhlig, seconded by Ms. Fisher, with all in favor, the Board of Supervisors adjourned the meeting at 7:28 p.m. for the Preserve at Wilderness Lake Community Development District.

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Assistant Secretary

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Chairman/Vice Chairman

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# The Preserve at Wilderness Lake Community Development District

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District Office · Citrus Park, Florida · (813) 933-5571

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[www.wildernesslakecdd.org](http://www.wildernesslakecdd.org)

## Operation and Maintenance Expenditures December 2022 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2022 through December 31, 2022.

The total items being presented:                   **\$184,925.92**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

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

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Cooper Pools Inc.	100229	6553	Pool Services & Supplies 12/22	Pool Service Contract	\$ 4,362.00
DCSI, Inc.	100209	30132	Pool Gate Exit Not Working 11/22	Security System Maintenance & Repair	\$ 184.00
Duke Energy		9100 8746 4930 11/22	Hérons Glen 11/22	Utility Services	\$ 30.44
Duke Energy		9100 8746 5155 11/22	Hérons Wood Sign 11/22	Utility Services	\$ 30.44
Duke Energy		9300 0001 3381 11/22	Summary Bill 11/22	Utility Services	\$ 13,121.62
Duke Energy		9300 0001 3787 11/22	Duke Summary 11/22	Utility Services	\$ 1,034.16
Egis Insurance Advisors, LLC	100230	17762	Addition to Policy #100122678 12/20/22-	Supervisor Workers Comp Insurance	\$ 664.00
Fitness Logic, Inc.	100199	109931	Monthly Maintenance 11/22	Fitness Equipment Maintenance	\$ 110.00
Fitness Logic, Inc.	100245	110482	Repairs - Athletic Equipment 12/22	Fitness Equipment Repair	\$ 146.10
Fitness Logic, Inc.	100245	110534	Monthly Maintenance 12/22	Fitness Equipment Maintenance	\$ 110.00
Florida Department of Economic Opportunity	100197	86589	Special District Fee 22/23	Dues, Licenses & Fees	\$ 175.00
Florida Department of Revenue	100210	61-8014999201-4 11/22	Sales Tax Payable 11/22	Sales Tax Payable	\$ 414.49

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Frontier Florida, LLC		239-159-2085-030513 12/22	Fios Internet 12/22	Telephone, Internet, Cable	\$ 100.99
Frontier Florida, LLC		813-929-9402-041519-5 11/22	813-929-9402 Phone Service 11/22	Telephone, Internet, Cable	\$ 105.98
Frontier Florida, LLC		813-995-2437-061803-5 12/22	813-995-2437 Phone Service 12/22	Telephone, Internet, Cable	\$ 829.72
Gamer Events	100246	955-0278	Gamer Event 12/22	Special Events	\$ 517.00
Great Britain Tile, Inc.	100211	39430	Replace Damaged Rubber Tiles in Gym	Amenity Maintenance & Repairs	\$ 824.06
Heather Everett	100231	090822-Heather	Reimbursement 08/22	Nature Center Operations	\$ 75.91
Heather Lyn Hepner	100232	HH120722	Board of Supervisor Meeting 12/07/22	Supervisor Fees	\$ 200.00
Holly C Ruhlig	100233	HR120722	Board of Supervisor Meeting 12/07/22	Supervisor Fees	\$ 200.00
Jerry Richardson Trapper	100234	1709	Monthly Hog Removal Service 12/22	Wildlife Management Services	\$ 1,200.00
Johnson Mirmiran & Thompson, Inc.	100247	13-202988	Engineering Services 11/22	District Engineer	\$ 5,247.50
Joseph J Bastasich Jr.	100248	121822-Joseph	Paint & Sip Event 11/22	Special Events	\$ 164.00
McNatt's Cleaners and Ideal Cleaners	100212	33129	Laundry Service 11/22	Facility Supplies	\$ 69.00
MD Seamless Gutters	100213	1033307	Gutter Guard Installation 11/22	Amenity Maintenance & Repairs	\$ 865.00

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
MD Seamless Gutters	100241	1030831	Gutter Installation Clubhouse & Gym 11/22	Amenity Maintenance & Repairs	\$ 2,685.00
Pasco County Tax Collector	100214	36-25-18-0010- 00000-RC10 FY2022	Stormwater Assessments FY2022-2023	Stormwater Assessments	\$ 2,377.47
Pasco Sheriff's Office	100200	I-10/5/2022-07866	Off Duty Detail 11/22	Off Duty Deputy	
Preserve at Wilderness Lake CDD			Debit Card Replenishment 12/22		
			All Sew Fine	Lodge - Office Supplies	\$ 116.05
			When I Work	Lodge - Office Supplies	\$ 25.00
			Amazon	Special Events	\$ 60.60
			Amazon	Special Events	\$ 16.45
			Amazon	Special Events	\$ 17.97
			Amazon	Special Events	\$ 219.77
			Amazon	Special Events	\$ 34.97
			Vistaprint	Lodge - Office Supplies	\$ 32.84
			Dollar Tree	Special Events	\$ 4.01
			Amazon	Special Events	\$ 242.87
			Amazon	Lodge - Nature Center	\$ 63.16
			Amazon	Lodge - Nature Center	\$ 19.99

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
			Calendar Wiz	Lodge - Office Supplies	\$ 9.00
			Wristco	Lodge - Resident Services & Activities	\$ 215.32
			Sam's Club	Special Events	\$ 99.35
			Publix	Special Events	\$ 92.59
			Publix	Special Events	\$ 11.98
			Publix	Special Events	\$ 22.90
			Wholesale Roaches	Lodge - Nature Center	\$ 34.40
			Amazon	Lodge - Office Supplies	\$ 34.99
			Amazon	Lodge - Office Supplies	\$ 8.30
			Amazon	Lodge - Office Supplies	\$ 175.23
			Lowe's	Lodge - Repairs & Maintenance	\$ 124.79
			Pet Supplies Plus	Lodge - Nature Center	\$ 9.59
			Publix	Special Events	\$ 58.29
			Publix	Special Events	\$ 7.99
			Publix	Lodge - Nature Center	\$ 15.97
			Amazon	Lodge - Repairs & Maintenance	\$ 29.95
			Amazon	Lodge - Resident Services & Activities	\$ 14.99
			Amazon	Lodge - Janitorial Supplies	\$ 23.99



**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
			Extra Space Storage	Special Events	\$ 243.00
			Lithia Sports Group	Park - Court Field Repair	\$ 383.90
			Lowe's	Lodge - Repairs & Maintenance	\$ 88.38
			Lowe's	Lodge - Repairs & Maintenance	\$ 342.14
			Lowe's	Lodge - Repairs & Maintenance	\$ 161.80
			7-Eleven	Lodge - Repairs & Maintenance	\$ 47.80
			Five Below	Special Events	\$ 166.87
			Constant Contact	Lodge - Office Supplies	\$ 45.00
			Wholesale Roaches	Lodge - Nature Center	\$ 34.40
			Amazon	Special Events	\$ 6.95
			Publix	Lodge - Resident Services & Activities	\$ 15.99
			Amazon	Lodge - Nature Center	\$ 32.21
			Amazon	Lodge - Nature Center	\$ 67.97
			Sam's Club	Special Events	\$ 23.04
			Sam's Club	Special Events	\$ 34.30
			Amazon	Special Events	\$ 13.29
			Target	Lodge - Office Supplies	\$ 21.40
			Walmart	Lodge - Office Supplies	\$ 76.06

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
			Walmart	Lodge - Office Supplies	\$ 21.29
			Michael's	Lodge - Office Supplies	\$ 87.72
			Dollar Tree	Special Events	\$ 30.91
			Dollar Tree	Special Events	\$ 83.22
			Staples	Lodge - Office Supplies	\$ 12.89
			Sam's Club	Special Events	\$ 87.29
			Amazon	Lodge - Office Supplies	\$ 13.31
			Constant Contact	Lodge - Office Supplies	\$ 18.33
			Circle K	Lodge - Repairs & Maintenance	\$ 112.40
			Lowe's	Lodge - Repairs & Maintenance	\$ 110.80
			Amazon	Special Events	\$ 29.88
			Publix	Lodge - Nature Center	\$ 15.75
			Amazon	Lodge - Office Supplies	\$ 28.97
			Amazon	Lodge - Office Supplies	\$ 44.99
			Amazon	Lodge - Office Supplies	\$ 27.28
			Big Lots	Lodge - Office Supplies	\$ 48.12

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
			Dollar Tree	Lodge - Office Supplies	\$ 120.43
			Target	Lodge - Office Supplies	\$ 9.98
			Lowes	Lodge - Repairs & Maintenance	\$ 146.28
PSA Horticultural	100201	1352	November 16, 2022 Landscape Inspection 11/22	Landscape Inspection Services	\$ 1,100.00
PSA Horticultural	100235	1356	December Landscape Inspection 12/22	Landscape Inspection Services	\$ 1,100.00
Radarsign, LLC	100236	15327	Rear Battery Housing Assembly 11/22	Street Sign Repair & Replacement	\$ 1,600.00
Ray K Brown	100249	2	Karaoke Night 12/03/22	Special Events	\$ 125.00
ReadyRefresh by Nestle		12L0006240923	Bottled Water Services 11/22	Resident Services	\$ 30.00
RedTree Landscape Systems, LLC	100202	11794	Landscape Maintenance/Irrigation Repair/Arbor Care 11/22	Landscape Maintenance/Irrigation Repair/Arbor Care 11/22	\$ 15,000.00
RedTree Landscape Systems, LLC	100237	11643	Irrigation Repairs 10/22	Irrigation Maintenance & Repair	\$ 423.15
RedTree Landscape Systems, LLC	100237	12040	Arbor Care - Tree Removal 11/22	Tree Trimming Services	\$ 675.00

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
RedTree Landscape Systems, LLC	100237	12044	Arbor Care - Tree Removal & Installation 11/22	Tree Trimming Services/Landscape Replacement Plants, Shrubs, Trees	\$ 6,665.00
RedTree Landscape Systems, LLC	100237	12046	Arbor Care - Tree Installation 11/22	Landscape Replacement Plants, Shrubs, Trees	\$ 815.00
RedTree Landscape Systems, LLC	100237	12048	Landscape Construction 11/30	Landscape Replacement Plants, Shrubs, Trees	\$ 405.00
RedTree Landscape Systems, LLC	100237	12052	Landscape Construction 11/30	Landscape Replacement Plants, Shrubs, Trees	\$ 840.00
RedTree Landscape Systems, LLC	100242	12043	Arbor Care - Tree Removal & Installation 11/22	Tree Trimming Services/Landscape Replacement Plants, Shrubs, Trees	\$ 1,925.00
RedTree Landscape Systems, LLC	100242	12045	Arbor Care - Tree Removal & Installation 11/22	Tree Trimming Services/Landscape Replacement Plants, Shrubs, Trees	\$ 5,225.00
RedTree Landscape Systems, LLC	100242	12047	Arbor Care - Firebush Installation 11/22	Landscape Replacement Plants, Shrubs, Trees	\$ 180.00
RedTree Landscape Systems, LLC	100242	12049	Landscape Construction 11/30	Landscape Replacement Plants, Shrubs, Trees	\$ 216.00

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
RedTree Landscape Systems, LLC	100242	12050	Landscape Construction 11/30	Landscape Replacement Plants, Shrubs, Trees	\$ 190.00
RedTree Landscape Systems, LLC	100242	12051	Landscape Construction 11/30	Landscape Replacement Plants, Shrubs, Trees	\$ 360.00
RedTree Landscape Systems, LLC	100242	12164	Landscape Maintenance/Irrigation Repair/Arbor Care 12/22	Landscape Maintenance/Irrigation Repair/Arbor Care 12/22	\$ 15,000.00
RedTree Landscape Systems, LLC	100242	12172	Landscape Monthly Pest Control 12/22	Landscape - Pest Control	\$ 1,165.00
RedTree Landscape Systems, LLC	100242	12173	December Annuals 09/22	Landscape - Annuals/Flowers	\$ 4,050.00
Rizzetta & Company, Inc.	100204	INV0000073333	Personnel Reimbursement 11/25/22	Contracted Employee Salaries	\$ 15,564.36
Rizzetta & Company, Inc.	100205	INV0000073297	District Management Fees 12/22	District Management	\$ 5,650.00
Rizzetta & Company, Inc.	100220	INV0000073367	Out of Pocket Expenses 11/22	Employee - Mileage Reimbursement	\$ 169.37
Rizzetta & Company, Inc.	100221	INV0000073392	Amenity Management & Personnel Reimbursement 12/09/22	Contracted Employee Salaries	\$ 18,181.30

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100222	INV0000074322	Excess Meeting Time 12/07/22	District Management	
Rizzetta & Company, Inc.	100244	INV0000074764	Personnel Reimbursement 12/23/22	Contracted Employee Salaries	\$ 16,290.88
SmartTech ID Company, Inc.	100215	112222-WL_ERIB	Printer Ribbon 11/22	Office Supplies	\$ 116.12
Stellar Electrical Services, LLC	100216	10102022001	Inspection & Repair of Electrical Distribution Equipment 11/22	Equipment Repair/Replacement	\$ 4,043.50
Stellar Electrical Services, LLC	100216	11022022001	Playground Light Poles - Lodge General Store Lighting 12/22	Equipment Repair/Replacement	\$ 997.48
Straley Robin Vericker	100217	22334	Legal Services 11/22	District Counsel	\$ 3,550.07
Suncoast Energy Systems, Inc.	100203	U002C724	Propane Delivery 11/22	Utility Services	\$ 1,004.68
Suncoast Energy Systems, Inc.	100218	U1118766	Propane Delivery 12/22	Utility Services	\$ 2,241.98
Suncoast Energy Systems, Inc.	100238	U1118849	Propane Delivery 12/22	Utility Services	\$ 2,836.89
Suncoast Energy Systems, Inc.	100250	U1118936	Propane Delivery 12/22	Utility Services	\$ 2,353.30

**The Preserve at Wilderness Lake Community Development District**

Paid Operation & Maintenance Expenditures  
December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Sysco Food Services West Coast Florida, Inc.	100239	537027358 2	Janitorial Supplies 10/22	Lodge - Facility Janitorial Supplies/Resident Services	\$ 538.46
Sysco Food Services West Coast Florida, Inc.	100251	537027358 2.	Janitorial Supplies 10/22	Lodge - Facility Janitorial Supplies/Resident Services	\$ 562.54
Time for Wine	100223	14432	VIP Wine Tasting 09/22	Special Events	\$ 325.00
Vanguard Cleaning Systems of Tampa Bay	100243	103971	Monthly Service Charge 12/22	Amenity Facility Janitorial Service Contract & Supplies	\$ 1,950.00
Verizon Wireless		9921097880	Cell Phone Service 11/22	Telephone, Internet, Cable	\$ 64.70
Waste Connections of Florida	100219	6451370W425	Monthly Garbage Removal 12/22	Garbage - Recreation Facility	\$ 387.19
<b>Report Total</b>					<b><u>\$ 184,925.92</u></b>

# The Preserve at Wilderness Lake Community Development District

## Reserve Fund Expenditures

October 1, 2021 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Cool Coast Heating & Cooling Inc	13030	6897	Changeout Coil & Compressor with Warranty 10/21	Capital Reserves	\$ 7,860.00
Harris Romaner Graphics	13035	20786	Railing Repairs 10/21	Capital Reserves	\$ 3,600.00
Patio Land USA, Inc	12995	11920-A Balance	Balance Due - Poolside High Back Chair Replacements 09/21	Capital Reserves	\$ 1,668.00
Patio Land USA, Inc	12996	12111-A Balance	Balance Due - Poolside Sling Back Chair Replacements 09/21	Capital Reserves	\$ 1,579.50
The Pool Works of Florida, Inc	13042	1527	33% Due for Aquatic's Resurfacing Project 10/21	Capital Reserves	\$ 33,348.30
The Pool Works of Florida, Inc	13042	1528	Bond Fee for Aquatic's Resurfacing Project 10/21	Capital Reserves	\$ 3,891.00
Site Masters of Florida, LLC	13074	110321-3	Deposit - Tennis Court Drainage Improvement 11/21	Capital Reserves	\$ 3,600.00
A Total Solution, Inc. (ATS)	13137	158842	Service Call - Fire Alarm System 11/21	Capital Reserves	\$ 1,597.00
A Total Solution, Inc. (ATS)	13137	159158	Service Call - CCTV System 11/21	Capital Reserves	\$ 525.93
Harris Romaner Graphics	13094	20844	Repaint 4 Signs - 2 sides 11/21	Capital Reserves	\$ 2,600.00
Harris Romaner Graphics	13129	20873	Replace Concrete Pad - Maintenance Shed 12/21	Capital Reserves	\$ 4,700.00
Harris Romaner Graphics	13141	20876	Fabricate Sign - Truck & High Profile Vehicles 12/21	Capital Reserves	\$ 500.00
Harris Romaner Graphics	13141	20877	Repairs around Guard House 12/21	Capital Reserves	\$ 200.00



# The Preserve at Wilderness Lake Community Development District

## Reserve Fund Expenditures

October 1, 2021 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Johnson, Mirmiran & Thompson, Inc.	13116	2-182962	Engineering Services Capital Projects 10/21	Capital Reserves	\$ 3,170.00
Johnson, Mirmiran & Thompson, Inc.	13143	3-184668	Engineering Services Capital Projects 11/21	Capital Reserves	\$ 487.50
ProPet Distributors, Inc.	13120	137070	Dogipot Smart Litter Pick Up Bags 11/21	Capital Reserves	\$ 115.00
Site Masters of Florida, LLC	13123	112021-4	Balance - Tennis Court Drainage Improvement 11/21	Capital Reserves	\$ 6,400.00
Site Masters of Florida, LLC	13152	122121-1	Remove Soil & Vegetation Build Up 12/21	Capital Reserves	\$ 1,600.00
A Total Solution, Inc. (ATS)	013172	0000159765	Service Call - Emergency/Exit Lights 12/21	Capital Reserves	\$ 1,553.90
Harris Romaner Graphics	013190	20914	Repairs 01/22	Capital Reserves	\$ 950.00
Harris Romaner Graphics	013190	20919	Reset & Level Pavers at Pool 1/22	Capital Reserves	\$ 2,450.00
Himes Electrical Service, Inc.	013179	22493	Converted 11 Pole Lights to LED 01/22	Capital Reserves	\$ 674.30
Proteus Pool Service LLC	013164	WIL005	Pool Service & Installed 3 Acid & 3 Chlorine Tanks 12/21	Capital Reserves	\$ 1,443.56
The Pool Works of Florida, Inc	013185	1580	Motor Repair & Seal Plate 01/22	Capital Reserves	\$ 5,101.00
The Pool Works of Florida, Inc	013185	1590	50% Due for Gas Heater Replacement 01/22	Capital Reserves	\$ 3,224.00
The Pool Works of Florida, Inc	013185	1591	50% Due for Tile 01/22	Capital Reserves	\$ 55,205.50

# The Preserve at Wilderness Lake Community Development District

## Reserve Fund Expenditures

October 1, 2021 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
The Pool Works of Florida, Inc	013207	1594	50% Heater 40% Delivery 10% Completion 01/22	Capital Reserves	\$ 5,948.00
AIC Painting, Inc.	013241	19165	Prep. & Paint Entry Monuments 02/22	Capital Reserves	\$ 4,400.00
AIC Painting, Inc.	013241	19170	Prep. & Paint Natures Ridge 02/22	Capital Reserves	\$ 600.00
Cool Coast Heating & Cooling Inc	013242	7420	Relaced Amana Control Board in Theatre 02/22	Capital Reserves	\$ 289.00
Harris Romaner Graphics	013258	011422 Deposit	Paint 4 Lodge Complex Buildings 02/22	Capital Reserves	\$ 16,300.00
Harris Romaner Graphics	013214	20953	Pool Signs 1/22	Capital Reserves	\$ 480.00
Harris Romaner Graphics	013232	20954	Replace Monument Cap 01/22	Capital Reserves	\$ 1,500.00
Harris Romaner Graphics	013249	20970	Repaired Damage to Sauna Bench 02/22	Capital Reserves	\$ 1,300.00
Harris Romaner Graphics	013249	20975	Steel Fabricated for Guard House 02/22	Capital Reserves	\$ 999.58
Himes Electrical Service, Inc.	013215	22552	New PVC/Install 2 Breakers/Wires for Landscape	Capital Reserves	\$ 6,084.00
Johnson, Mirmiran & Thompson, Inc.	013216	4-185915	Engineering Services Capital Projects 12/21	Capital Reserves	\$ 2,632.50
Johnson, Mirmiran & Thompson, Inc.	013260	5-187308	Foxgrove Drainage & Resurfacing of the Aquatics 01/22	Capital Reserves	\$ 3,607.50
Pasco Towing Inc.	013235	218997	Kubota 01/22	Capital Reserves	\$ 115.00

# The Preserve at Wilderness Lake Community Development District

## Reserve Fund Expenditures

October 1, 2021 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Rentalex of Hudson, Inc.	013253	1-123180	Equipment Rental Mule 01/22	Capital Reserves	\$ 1,701.95
Site Masters of Florida, LLC	013240	020322-1	Repaired Erosion Foxgrove Dr 02/22	Capital Reserves	\$ 8,500.00
Site Masters of Florida, LLC	013265	020822-1	Deposit Sidewalk Repairs 02/22	Capital Reserves	\$ 10,730.00
Cheap Pedi Spa	CD275	CD275	Debit Card Pedicure Chair	Capital Reserves	\$ 930.00
FITREV Inc.	13273	24958	Upright Cycle 02/22	Capital Reserves	\$ 2,334.00
Johnson, Mirmiran & Thompson, Inc.	13323	6-188468	Pool Resurfacing Project 02/22	Capital Reserves	\$ 3,217.50
Lowes	13317	32422	Replace Refrigerator 03/22	Capital Reserves	\$ 1,017.95
Proteus Pool Service LLC	13287	WIL007	Pool Service/Additional Clean Time/Spa Pump Install 02/22	Capital Reserves	\$ 432.00
Site Masters of Florida, LLC	13292	030122-1	Balance Sidewalk Repairs 03/22	Capital Reserves	\$ 10,730.00
Site Masters of Florida, LLC	13300	030822-2	Sidewalk, Curb, & Asphalt Repairs 03/22	Capital Reserves	\$ 4,040.00
Site Masters of Florida, LLC	13300	030922-1	50% Pool Drainage Improvement 03/22	Capital Reserves	\$ 8,200.00
Site Masters of Florida, LLC	13326	032422-2	Replace 3 Deteriorated Grates Stormwater 03/22	Capital Reserves	\$ 5,400.00
The Pool Works of Florida, Inc	13277	21722	50% Deposit for Lap Pool Pumps 02/22	Capital Reserves	\$ 6,150.00

# The Preserve at Wilderness Lake Community Development District

## Reserve Fund Expenditures

October 1, 2021 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
The Pool Works of Florida, Inc	13277	1622	Completion of Filters 02/22	Capital Reserves	\$ 4,995.00
The Pool Works of Florida, Inc	13290	1643	Completion of Chair Lift Install 03/22	Capital Reserves	\$ 3,550.00
The Pool Works of Florida, Inc	13290	1644	Completion of Splash Pad Repairs 03/22	Capital Reserves	\$ 2,300.00
The Pool Works of Florida, Inc	13290	1645	Balance Lap Pool Pumps 03/22	Capital Reserves	\$ 6,150.00
The Pool Works of Florida, Inc	13290	1646	Pool Cabinet \$3874/ Lap Pool Lid \$2280/Pool Chair Lift \$2350	Capital Reserves	\$ 8,504.00
The Pool Works of Florida, Inc	13301	1650	Completion of Pool 03/22	Capital Reserves	\$ 22,232.20
The Pool Works of Florida, Inc	13290	1651	Completion of Tile 03/22	Capital Reserves	\$ 375.00
The Pool Works of Florida, Inc	13328	1656	Completion of Spa 03/22	Capital Reserves	\$ 700.00
Welch Tennis Courts, Inc.	13329	4852	Deposit - Court Patching & Repair 03/22	Capital Reserves	\$ 950.00
UPS Store	CD276	CD276	Tennis Court Shade Replacement	Capital Reserves	\$ 56.90
A Total Solution, Inc. (ATS)	013370	0000161284	Camera Replacement 03/22	Capital Reserves	\$ 1,294.35
Cardno, Inc.	013332	531602	Engineering Services 03/22	Capital Reserves	\$ 5,033.75
Harris Romaner Graphics	013361	21101	Paint 4 Lodge Complex Buildings 04/22	Capital Reserves	\$ 16,300.00

# The Preserve at Wilderness Lake Community Development District

## Reserve Fund Expenditures

October 1, 2021 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Johnson, Mirmiran & Thompson, Inc.	013363	7-190079	Engineering Services 03/22	Capital Reserves	\$ 975.00
Leader's Casual Furniture Co	013338	SOTAM3718	Umbrellas & Tables 03/22	Capital Reserves	\$ 1,020.55
Leader's Casual Furniture Co	013338	SOTAM3719	Assortment of Chairs 03/22	Capital Reserves	\$ 2,220.99
Proteus Pool Service LLC	013377	wildern003	Cleaning and Sealing Campus Pavers 04/22	Capital Reserves	\$ 5,850.00
Site Masters of Florida, LLC	013342	032422-3	Balance Due - Pool Drainage Improvement 03/22	Capital Reserves	\$ 5,400.00
The Pool Works of Florida, Inc	013356	1675	Completion of Stenner Pump	Capital Reserves	\$ 792.00
Welch Tennis Courts, Inc.	013384	4907	COURT PATCHING & REPAIR 04/22	Capital Reserves	\$ 950.00
Welch Tennis Courts, Inc.	013368	66355	Replacement Canopy 04/22	Capital Reserves	\$ 520.00
Proteus Pool Service LLC	013433	WIL012	Pool Services & Supplies 05/22	Capital Reserves	\$ 3,592.37
The Pool Works of Florida, Inc	013454	1692	Completion: Splash Pad Repairs & Parts for Chair Lift 04/22	Capital Reserves	\$ 3,340.00
RedTree Landscape Systems, LLC	13497	10770	Irrigation Installation - Caliente Project 06/22	Capital Reserves	\$ 30,100.10
The Pool Works of Florida, Inc	13526	1776	Completion of Chair Lift 07/22	Capital Reserves	\$ 4,100.00
Leader's Casual Furniture Co	100142	100722-2 Leaders	Deposit for 25 Lounge Chairs 10/22	Capital Reserves	\$ 5,000.00

# The Preserve at Wilderness Lake Community Development District

## Reserve Fund Expenditures

October 1, 2021 Through December 31, 2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
Leader's Casual Furniture Co	100107	100722- Leaders	Deposit for 25 Lounge Chairs 10/22	Capital Reserves	\$ 1,918.03
The Pool Works of Florida, Inc.	100149	1745	Completion of Splash Pad 06/22	Capital Reserves	\$ 995.00
Anova Furnishings, Inc	100151	101422- Anova	New Bench for Outdoor Use 10/22	Capital Reserves	\$ 1,102.71
FitRev, Inc.	100182	110822- FitRev	50% Deposit on Gym Equipment 11/22	Capital Reserves	\$ 28,708.00
Phoenix Pools, Inc.	100156	104	50% Deposit to Start Project 10/22	Capital Reserves	\$ 12,240.00
Leader's Casual Furniture Co	100240	121022- Leaders	Deposit for New Swing Bench 12/22	Capital Reserves	\$ 502.90
Cool Coast Heating & Cooling Inc.	100208	8694	Change Out Air System 11/22	Capital Reserves	\$ 9,098.00
Cool Coast Heating & Cooling Inc.	100208	8760	Annual Maintenance 11/22	Capital Reserves	\$ 629.00
<b>Reserve Expenditure Total</b>					<b><u>\$ 447,179.32</u></b>

# Tab 15



Rizzetta & Company

**UPCOMING DATES TO REMEMBER**

- **Next Regular Meeting:** April 5, 2023, at 9:30 a.m.
- **Budget Workshop:** Date TBD in April

March 1

**District  
Manager's  
Report**

**2023**

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<u>FINANCIAL SUMMARY</u>	<u>01/31/2022</u>
General Fund Cash & Investment Balance:	\$1,561,469
Reserve Fund Cash & Investment Balance:	\$827,242
Debt Service Fund Investment Balance:	\$411,553
<b>Total Cash and Investment Balances:</b>	<b>\$2,800,264</b>
<b>General Fund Expense Variance: \$213,672</b>	<b>Under Budget</b>





Rizzetta & Company

**Tampa Dock Agreement:** Coordinated CDD Agreement with Tampa Dock for dock replacement work.

**ACPLM Agreement:** Coordinated CDD Agreement with ACPLM for asphalt work.

**Rules & Regulations:** Revisions to Rules & Regulations document completed and disseminated to Board.

**Reserve Study:** Gathered proposal to have Reserve Study Fund Summary revised to reflect projects already completed. Estimated time for completion is one month from receipt of signed proposal.

**Ranger Station Insurance Claim:** Submitted Cardno & JMT invoices pertaining to the Ranger Station repairs for a revised property damage release.

# **Tab 16**



Rizzetta & Company

# **The Preserve at Wilderness Lake Community Development District**

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**Financial Statements  
(Unaudited)**

**January 31, 2023**

**Prepared by: Rizzetta & Company, Inc.**

[wildernesslakecdd.org](http://wildernesslakecdd.org)  
[rizzetta.com](http://rizzetta.com)

**The Preserve at Wilderness Lake Community Development District**

Balance Sheet  
As of 01/31/2023  
(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
<b>Assets</b>						
Cash In Bank	1,346,074	423,552	340,597	2,110,223	0	0
Investments	215,395	403,690	411,553	1,030,638	0	0
Accounts Receivable	96,721	0	61,548	158,269	0	0
Refundable Deposits	28,750	0	0	28,750	0	0
Due From Other	9	0	0	9	0	0
Fixed Assets	0	0	0	0	11,399,477	0
Amount Available in Debt Service	0	0	0	0	0	813,698
Amount To Be Provided Debt Service	0	0	0	0	0	3,411,302
<b>Total Assets</b>	<b>1,686,949</b>	<b>827,242</b>	<b>813,698</b>	<b>3,327,889</b>	<b>11,399,477</b>	<b>4,225,000</b>
<b>Liabilities</b>						
Accounts Payable	121,408	0	0	121,408	0	0
Other Current Liabilities	306	0	0	306	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	4,225,000
Deposits Payable	2,000	0	0	2,000	0	0
<b>Total Liabilities</b>	<b>123,714</b>	<b>0</b>	<b>0</b>	<b>123,714</b>	<b>0</b>	<b>4,225,000</b>
<b>Fund Equity &amp; Other Credits</b>						
Beginning Fund Balance	467,879	767,331	417,838	1,653,048	3,568	(3,568)
Investment In General Fixed Assets	0	0	0	0	11,395,909	3,568
Net Change in Fund Balance	1,095,356	59,911	395,860	1,551,127	0	0
<b>Total Fund Equity &amp; Other Credits</b>	<b>1,563,235</b>	<b>827,242</b>	<b>813,698</b>	<b>3,204,175</b>	<b>11,399,477</b>	<b>0</b>
<b>Total Liabilities &amp; Fund Equity</b>	<b>1,686,949</b>	<b>827,242</b>	<b>813,698</b>	<b>3,327,889</b>	<b>11,399,477</b>	<b>4,225,000</b>

**The Preserve at Wilderness Lake Community Development District**

## Statement of Revenues and Expenditures

As of 01/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 01/31/2023	Year To Date 01/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	9,500	3,167	10,203	(7,036)
Special Assessments				
Tax Roll	1,647,700	1,647,700	1,654,647	(6,947)
Other Misc. Revenues				
Facility Rentals	8,250	2,750	4,717	(1,967)
Miscellaneous Revenue	500	166	25	141
General Store	7,000	2,334	1,838	495
Events & Sponsorships	3,500	1,166	2,466	(1,299)
Guest Fees	4,500	1,500	1,807	(307)
<b>Total Revenues</b>	<b>1,680,950</b>	<b>1,658,783</b>	<b>1,675,703</b>	<b>(16,920)</b>
<b>Expenditures</b>				
Legislative				
Supervisor Fees	14,000	4,666	5,800	(1,133)
<b>Total Legislative</b>	<b>14,000</b>	<b>4,666</b>	<b>5,800</b>	<b>(1,133)</b>
Financial & Administrative				
Administrative Services	8,874	2,958	2,958	0
District Management	25,078	8,360	8,810	(451)
District Engineer	17,000	5,666	14,357	(8,691)
Disclosure Report	2,200	2,200	0	2,200
Trustees Fees	7,800	4,714	4,714	0
Assessment Roll	5,724	5,724	5,724	0
Financial & Revenue Collections	5,724	1,908	1,908	0
Tax Collector/Property Appraiser Fees	150	0	0	0
Accounting Services	26,024	8,675	8,675	0
Auditing Services	3,635	0	0	0
Public Officials Liability Insurance	3,050	3,050	2,733	317
Supervisor Workers Comp Insurance	250	250	664	(414)
Legal Advertising	2,250	750	105	646
Miscellaneous Mailings	2,500	833	0	833
Bank Fees	0	0	20	(20)
Dues, Licenses & Fees	825	275	277	(2)
Website Hosting, Maintenance, Backup & Email	7,500	3,164	2,237	926
<b>Total Financial &amp; Administrative</b>	<b>118,584</b>	<b>48,527</b>	<b>53,182</b>	<b>(4,656)</b>
Legal Counsel				
District Counsel	20,000	6,667	11,823	(5,156)

See Notes to Unaudited Financial Statements

## The Preserve at Wilderness Lake Community Development District

## Statement of Revenues and Expenditures

As of 01/31/2023

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2023	01/31/2023	01/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Total Legal Counsel	20,000	6,667	11,823	(5,156)
Law Enforcement				
Off Duty Deputy	34,750	11,583	6,000	5,583
Total Law Enforcement	34,750	11,583	6,000	5,583
Electric Utility Services				
Utility Services	165,000	55,000	44,128	10,873
Total Electric Utility Services	165,000	55,000	44,128	10,873
Gas Utility Service				
Utility Services	30,000	10,000	24,979	(14,979)
Total Gas Utility Service	30,000	10,000	24,979	(14,979)
Garbage/Solid Waste Control Services				
Solid Waste Assessment	3,250	3,250	3,374	(125)
Garbage - Recreation Facility	1,500	500	1,602	(1,102)
Total Garbage/Solid Waste Control Services	4,750	3,750	4,976	(1,227)
Water-Sewer Combination Services				
Utility Services	30,000	10,000	3,228	6,772
Total Water-Sewer Combination Services	30,000	10,000	3,228	6,772
Stormwater Control				
Stormwater Assessments	3,125	3,125	2,378	747
Total Stormwater Control	3,125	3,125	2,378	747
Other Physical Environment				
Property Insurance	42,272	42,272	38,011	4,261
General Liability Insurance	4,331	4,331	3,880	451
Entry & Walls Maintenance & Repair	1,000	333	338	(4)
Holiday Decorations	15,000	15,000	12,000	3,000
Total Other Physical Environment	62,603	61,936	54,229	7,708
Landscape				
Landscape Maintenance	158,000	52,667	52,725	(58)
Irrigation Maintenance & Repair	25,000	8,333	4,876	3,457
Aerator Maintenance	4,000	1,334	0	1,333
Well Maintenance	2,500	833	0	833
Landscape - Fertilizer	30,000	10,000	6,525	3,475
Tree Trimming Services	32,000	10,667	17,750	(7,083)
Irrigation Inspection	13,600	4,533	0	4,533
Landscape Replacement Plants, Shrubs, Trees	45,000	15,000	13,621	1,379
Landscape Inspection Services	13,200	4,400	4,400	0

See Notes to Unaudited Financial Statements

**The Preserve at Wilderness Lake Community Development District**

## Statement of Revenues and Expenditures

As of 01/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 01/31/2023	Year To Date 01/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Landscape - Annuals/Flowers	16,200	5,400	4,050	1,350
Landscape - Mulch	68,000	22,667	0	22,667
Landscape - Pest Control	13,980	4,660	3,495	1,165
<b>Total Landscape</b>	<b>421,480</b>	<b>140,494</b>	<b>107,442</b>	<b>33,051</b>
<b>Lake and Wetland Management</b>				
Wetland Initial Cleanup	30,300	10,100	5,750	4,350
Wetland Monitoring & Maintenance	13,200	4,400	0	4,400
Professional Oversight of WLP Wetland Staff	2,000	666	333	333
Private Resident Consultation	780	260	130	130
Wetland Nuisance/Exotic Species Control	10,500	3,500	1,750	1,750
Miscellaneous Expense	5,000	1,667	2,146	(479)
Aquatic Weed Control Monthly Program	34,500	11,500	0	11,500
<b>Total Lake and Wetland Management</b>	<b>96,280</b>	<b>32,093</b>	<b>10,109</b>	<b>21,984</b>
<b>Road &amp; Street Facilities</b>				
Roadway Repair & Maintenance - Brick Pavers	10,000	3,333	2,430	903
Sidewalk Maintenance & Repair	3,000	1,000	0	1,000
Street Sign Repair & Replacement	500	167	1,600	(1,433)
Pressure Washing Sidewalks	8,000	2,667	0	2,666
Street Light/Decorative Light Maintenance	500	166	0	167
<b>Total Road &amp; Street Facilities</b>	<b>22,000</b>	<b>7,333</b>	<b>4,030</b>	<b>3,303</b>
<b>Parks &amp; Recreation</b>				
Management Contract	18,000	6,000	6,000	0
Contracted Employee Salaries	450,000	150,000	133,589	16,411
Employee - Mileage Reimbursement	2,500	834	359	475
Amenity Maintenance & Repairs	50,000	16,666	9,587	7,079
Telephone, Internet, Cable	14,000	4,667	5,361	(694)
Playground Mulch	8,000	2,667	0	2,667
Pool Permits	1,000	333	0	333
Facility Supplies	8,000	2,667	1,427	1,240
Pool Service Contract	58,520	19,506	16,571	2,935
Playground Equipment & Maintenance	1,000	334	637	(303)
General Store	7,000	2,333	1,508	825
Security System Maintenance & Repair	7,500	2,500	811	1,689
Lodge - Facility Janitorial Supplies	7,500	2,500	4,039	(1,539)
Amenity Facility Janitorial Service Contract & Supplies	30,000	10,000	7,800	2,201
Computer Support, Maintenance & Repair	3,750	1,250	190	1,059
Security System Monitoring Services & Maintenance	12,000	4,000	3,840	160

See Notes to Unaudited Financial Statements

**The Preserve at Wilderness Lake Community Development District**

## Statement of Revenues and Expenditures

As of 01/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 01/31/2023	Year To Date 01/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Pool Repair & Maintenance	5,000	1,667	1,166	500
Lighting Replacement	2,000	666	0	667
Nature Center Operations	6,000	2,000	2,259	(258)
Wildlife Management Services	14,400	4,800	4,800	0
Athletic Court/Field/Playground Maintenance & Repair	5,250	1,750	3,780	(2,030)
Special Events	30,000	10,000	17,553	(7,554)
Dog Waste Station Supplies & Maintenance	5,000	1,667	2,383	(716)
ID & Access Cards	1,500	500	0	500
Fitness Equipment Maintenance	1,500	500	440	60
Resident Services	7,500	2,500	3,388	(887)
Fitness Equipment Repair	7,000	2,333	1,148	1,185
Office Supplies	8,000	2,667	3,820	(1,154)
Equipment Lease	5,000	1,667	0	1,667
Equipment Repair/Replacement	10,000	3,333	16,223	(12,890)
Total Parks & Recreation	786,920	262,307	248,679	13,628
Contingency				
General Fund Transfer to Reserve Fund	120,254	120,254	0	120,254
Total Contingency	120,254	120,254	0	120,254
Total Expenditures	1,929,746	777,735	580,983	196,752
Total Excess of Revenues Over(Under) Expenditures	(248,796)	881,048	1,094,720	(213,672)
Total Other Financing Sources(Uses)				
Prior Year AP Credit				
Prior Year A/P Credits	0	0	635	(636)
Carry Forward Fund Balance				
Carry Forward Fund Balance	248,796	248,796	0	248,797
Total Other Financing Sources(Uses)	248,796	248,796	635	248,161
Fund Balance, Beginning of Period	0	0	467,880	(467,880)
Total Fund Balance, End of Period	0	1,129,844	1,563,235	(433,391)

See Notes to Unaudited Financial Statements



**The Preserve at Wilderness Lake Community Development District**

## Statement of Revenues and Expenditures

As of 01/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 01/31/2023	Year To Date 01/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Special Assessments				
Tax Roll	128,719	128,719	128,719	0
Other Misc. Revenues				
General Fund Transfer	120,254	120,254	0	120,254
<b>Total Revenues</b>	<u>248,973</u>	<u>248,973</u>	<u>128,719</u>	<u>120,254</u>
<b>Expenditures</b>				
Contingency				
Capital Reserve	248,973	248,973	68,808	180,165
Total Contingency	<u>248,973</u>	<u>248,973</u>	<u>68,808</u>	<u>180,165</u>
<b>Total Expenditures</b>	<u>248,973</u>	<u>248,973</u>	<u>68,808</u>	<u>180,165</u>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>0</u>	<u>59,911</u>	<u>(59,911)</u>
<b>Fund Balance, Beginning of Period</b>	<u>0</u>	<u>0</u>	<u>767,331</u>	<u>(767,331)</u>
<b>Total Fund Balance, End of Period</b>	<u>0</u>	<u>0</u>	<u>827,242</u>	<u>(827,242)</u>

865 Debt Service Fund S2013 **The Preserve at Wilderness Lake Community Development District**

Statement of Revenues and Expenditures

As of 01/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 01/31/2023	Year To Date 01/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	1,920	(1,920)
Special Assessments				
Tax Roll	315,023	315,023	316,255	(1,232)
<b>Total Revenues</b>	<u>315,023</u>	<u>315,023</u>	<u>318,175</u>	<u>(3,152)</u>
<b>Expenditures</b>				
Debt Service				
Interest	125,023	125,023	59,266	65,757
Principal	190,000	190,000	0	190,000
<b>Total Debt Service</b>	<u>315,023</u>	<u>315,023</u>	<u>59,266</u>	<u>255,757</u>
<b>Total Expenditures</b>	<u>315,023</u>	<u>315,023</u>	<u>59,266</u>	<u>255,757</u>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>0</u>	<u>258,909</u>	<u>(258,909)</u>
<b>Fund Balance, Beginning of Period</b>	<u>0</u>	<u>0</u>	<u>234,562</u>	<u>(234,562)</u>
<b>Total Fund Balance, End of Period</b>	<u>0</u>	<u>0</u>	<u>493,471</u>	<u>(493,471)</u>

See Notes to Unaudited Financial Statements

865 Debt Service Fund S2012 **The Preserve at Wilderness Lake Community Development District**

Statement of Revenues and Expenditures

As of 01/31/2023

(In Whole Numbers)

	Year Ending 09/30/2023	Through 01/31/2023	Year To Date 01/31/2023	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
<b>Revenues</b>				
Interest Earnings				
Interest Earnings	0	0	1,559	(1,559)
Special Assessments				
Tax Roll	169,967	169,967	170,632	(665)
<b>Total Revenues</b>	<u>169,967</u>	<u>169,967</u>	<u>172,191</u>	<u>(2,224)</u>
<b>Expenditures</b>				
Debt Service				
Interest	74,967	74,967	35,240	39,726
Principal	95,000	95,000	0	95,000
<b>Total Debt Service</b>	<u>169,967</u>	<u>169,967</u>	<u>35,240</u>	<u>134,726</u>
<b>Total Expenditures</b>	<u>169,967</u>	<u>169,967</u>	<u>35,240</u>	<u>134,726</u>
<b>Total Excess of Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>0</u>	<u>136,951</u>	<u>(136,951)</u>
<b>Fund Balance, Beginning of Period</b>	<u>0</u>	<u>0</u>	<u>183,276</u>	<u>(183,276)</u>
<b>Total Fund Balance, End of Period</b>	<u>0</u>	<u>0</u>	<u>320,227</u>	<u>(320,227)</u>

See Notes to Unaudited Financial Statements

**The Preserve at Wilderness Lake CDD**  
**Investment Summary**  
**January 31, 2023**

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>January 31, 2023</u>
The Bank of Tampa	Money Market	\$ 5,330
The Bank of Tampa ICS		
First-Citizens Bank & Trust Company	Money Market	45
NexBank	Money Market	200,299
	<b>Total General Fund Investments</b>	<b><u>\$ 205,674</u></b>
The Bank of Tampa ICS Reserve		
First-Citizens Bank & Trust Company	Money Market	\$ 116,466
NexBank, SSB	Money Market	48,285
The Huntington National Bank	Money Market	248,660
	<b>Total Reserve Fund Investments</b>	<b><u>\$ 413,411</u></b>
US Bank Series 2013 Revenue	First American Government Obligation Fund C1 Y	\$ 56,040
US Bank Series 2013 Reserve	First American Government Obligation Fund C1 Y	153,983
US Bank Series 2013 Prepayment	First American Government Obligation Fund C1 Y	22,236
US Bank Series 2012 Revenue	First American Government Obligation Fund C1 Y	30,509
US Bank Series 2012 Reserve	First American Government Obligation Fund C1 Y	125,130
US Bank Series 2012 Prepayment	First American Government Obligation Fund C1 Y	23,655
	<b>Total Debt Service Fund Investments</b>	<b><u>\$ 411,553</u></b>

**The Preserve at Wilderness Lake Community Development District  
Summary A/R Ledger  
From 01/1/2023 to 01/31/2023**

<b>Fund ID</b>	<b>Fund Name</b>	<b>Customer name</b>	<b>Document num-ber</b>	<b>Date created</b>	<b>Balance Due</b>	<b>AR Account</b>
<b>865, 2742</b>	865-001	865 General Fund	Pasco County Tax Collector	AR00000319	10/01/2022	96,720.72 12110
<b>Sum for 865, 2742</b>						<b>96,720.72</b>
<b>865, 2746</b>	865-201	865 Debt Service Fund S2013	Pasco County Tax Collector	AR00000319	10/01/2022	39,978.61 12110
<b>Sum for 865, 2746</b>						<b>39,978.61</b>
<b>865, 2747</b>	865-202	865 Debt Service Fund S2012	Pasco County Tax Collector	AR00000319	10/01/2022	21,569.92 12110
<b>Sum for 865, 2747</b>						<b>21,569.92</b>
<b>Sum for 865</b>						<b>158,269.25</b>
<b>Sum Total</b>						<b>158,269.25</b>

See Notes to Unaudited Financial Statements

**The Preserve at Wilderness Lake Community Development District  
Summary A/P Ledger  
From 01/1/2023 to 01/31/2023**

<b>Fund Name</b>	<b>GL posting date</b>	<b>Vendor name</b>	<b>Document number</b>	<b>Description</b>	<b>Balance Due</b>
865, 2742					
865 General Fund	01/13/2023	AlSCO, Inc.	LTAM974766	Linen & Mat Service 01/23	145.95
865 General Fund	01/01/2023	Barracuda Networks, Inc.	INV26083862	Cloud Storage & Server Subscriptions 09/22	1,342.00
865 General Fund	01/01/2023	Construction Management Services, LLC	12	Ranger Station Beam Replacement 08/22	15,272.50
865 General Fund	01/01/2023	Construction Management Services, LLC	10	Ranger Station Repairs 08/22	2,134.70
865 General Fund	01/06/2023	Duke Energy	9300 0001 3381 01/23	Summary Bill 01/23	13,414.71
865 General Fund	01/23/2023	Fitness Logic, Inc.	110849	ACH Monthly Maintenance 01/23	110.00
865 General Fund	01/22/2023	Frontier Florida, LLC	239-159-2085-030513	Fios Internet 01/23	100.99
865 General Fund	01/19/2023	Frontier Florida, LLC	813-995-2437-061803	-5 02/23 Auto Pay 813-995-2437-061803	912.54
865 General Fund	01/15/2023	Frontier Florida, LLC	813-929-9402-041519	-5 02/23 Auto Pay 813-929-9402-041519	105.98
865 General Fund	01/16/2023	Gaydos Hydro Services, LLC	2023-101	-5 01.23 AUTOPAY -5 01.23 AUTOPAY Materials for Dock Vegetation Clearing 01/23	2,146.09
865 General Fund	01/01/2023	Gaydos Hydro Services, LLC	2022-511	Wetland Maintenance 09/22	12,100.00
865 General Fund	01/30/2023	Jason Coleman	Coleman 013023	Refund - Security Deposit 01/23	250.00
865 General Fund	01/01/2023	Johnson Mirmiran & Thompson, Inc.	11-199188	Engineering Services 09/22	3,000.00
865 General Fund	01/31/2023	Pasco County Utilities	Water Summary 01/23	Water Bill Summary 12/19/22-01/18/23	559.08
865 General Fund	01/01/2023	Pasco Sheriffs Office	I-11/2/2022-07975	Off Duty Detail 01/23	1,890.00
865 General Fund	01/16/2023	PBSS Inc./American Lock	11821	Survey & Repairs 01/23	630.00
865 General Fund	01/01/2023	PBSS Inc./American Lock	11790	Main Lodge Repairs 12/22	370.00
865 General Fund	01/13/2023	PSA Horticultural	1364	Landscape Inspection 01/22	1,100.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11695	Arbor Care - Tree Removal 12/22	675.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	12264	Landscape Maintenance/Irrigation Repair/Arbor Care 01/23	1,000.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	12264	Landscape Maintenance/Irrigation Repair/Arbor Care 01/23	1,100.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	12264	Landscape Maintenance/Irrigation Repair/Arbor Care 01/23	12,900.00
865 General Fund	01/26/2023	RedTree Landscape Systems, LLC	12453	Landscape Construction 01/23	500.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11840	Landscape Monthly Pest Control 11/22	1,165.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11693	Arbor Care Tree Service 10/22	575.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11841	Palm Fertilization 11/22	750.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11852	Irrigation Repairs 10/22	53.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11692	Arbor Care - Tree Removal 10/22	675.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11691	Arbor Care - Tree Removal 10/22	675.00
865 General Fund	01/01/2023	RedTree Landscape Systems, LLC	11458	Landscape Construction 09/22	35,000.00
865 General Fund	01/11/2023	Skyway Supply, Inc.	57320	Janitorial Supplies 01/23	1,040.09
865 General Fund	01/16/2023	Stellar Electrical Services, LLC	09192022001	Electrical Service Equipment Replaced	2,355.97

**The Preserve at Wilderness Lake Community Development District  
Summary A/P Ledger  
From 01/1/2023 to 01/31/2023**

<b>Fund Name</b>	<b>GL posting date</b>	<b>Vendor name</b>	<b>Document number</b>	<b>Description</b>	<b>Balance Due</b>
865 General Fund	01/27/2023	Straley Robin Vericker	22585	01/23 Legal Services 01/23	2,719.50
865 General Fund	01/01/2023	Time for Wine	1086	Wine Tasting Event 09/22	325.00
865 General Fund	01/01/2023	Vanguard Cleaning Systems of Tampa Bay	103572	Monthly Service Charge 11/22	1,950.00
865 General Fund	01/24/2023	Welch Tennis Courts, Inc.	5298	Pickle Ball Court Main- tenance 01/23	1,600.00
865 General Fund	01/10/2023	Welch Tennis Courts, Inc.	69927	Shady Court Fencing 01/23	764.99
<b>Sum for 865, 2742</b>					<b>121,408.09</b>
<b>Sum for 865</b>					<b>121,408.09</b>
<b>Sum Total</b>					<b>121,408.09</b>

**The Preserve at Wilderness Lake Community Development District**  
**Notes to Unaudited Financial Statements**  
**January 31, 2023**

**Balance Sheet**

1. Trust statement activity has been recorded through 01/31/23.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

**Summary A/R Ledger – Payment Terms**

4. Payment terms for landowner assessments are (a) defined in the FY22-23 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.



# Rizzetta & Company, Incorporated

## Reconciliation Report

As Of 01/31/2023

Account: Cash-Truist Operating Account - The Preserve at Wilderness Lake

Statement Ending Balance	1,751,417.14
Deposits in Transit	0.00
Outstanding Checks and Charges	(21,831.02)
Adjusted Bank Balance	1,729,586.12
Book Balance	1,729,586.12
Adjustments*	0.00
Adjusted Book Balance	1,729,586.12

<b>Total Checks and Charges Cleared</b>	<b>170,549.56</b>	<b>Total Deposits Cleared</b>	<b>50,382.47</b>
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### Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
Misc Revenue	Misc Revenue 01/23	01/03/2023	010323	1,218.80	
Misc Revenue	Misc Revenue 01/23	01/03/2023	010323	793.90	
Pasco County Tax Collector	FY22-23 Tax Roll Deposit	01/12/2023	ACH	45,962.26	
Pasco County Tax Collector	FY22-23 Tax Collector Interest	01/12/2023	ACH	349.31	
Joshua Guzman	Rental Deposit	01/17/2023	161	250.00	
Jason Coleman	Rental Deposit	01/17/2023	1250	250.00	
Misc Revenue	Misc Revenue 01/23	01/23/2023	012323	848.20	
Misc Revenue	Misc Revenue 01/23	01/24/2023	012423	383.00	
Misc Revenue	Misc Revenue 01/23	01/31/2023	013123	327.00	
<b>Total Deposits</b>				<b>50,382.47</b>	<b>0.00</b>

### Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Body Luxxe LLC		08/31/2022	100039		225.00
Florida Jazz Express		11/02/2022	100153		350.00
Bryan D Norrie		11/14/2022	100170		200.00
Florida Jazz Express		11/14/2022	100172	350.00	
Cool Coast Heating & Cooling Inc.		12/13/2022	100208	9,727.00	
Suncoast Energy Systems, Inc.		12/13/2022	100218	2,241.98	
Heather Lyn Hepner		12/16/2022	100232	200.00	
Holly C Ruhlig		12/16/2022	100233	200.00	
Suncoast Energy Systems, Inc.		12/16/2022	100238	2,836.89	
Heather Everett		12/19/2022	100231	75.91	
Leader's Casual Furniture Co		12/27/2022	100240	502.90	
MD Seamless Gutters		12/27/2022	100241	2,685.00	
RedTree Landscape Systems, LLC		12/27/2022	100242	28,311.00	
Vanguard Cleaning Systems of Tampa Bay		12/27/2022	100243	1,950.00	
Rizzetta & Company, Inc.		12/29/2022	100244	16,290.88	
Fitness Logic, Inc.		12/29/2022	100245	256.10	
Gamer Events		12/29/2022	100246		517.00
Johnson Mirmiran & Thompson, Inc.		12/29/2022	100247	5,247.50	
Joseph J Bastasich Jr.		12/29/2022	100248	164.00	
Ray K Brown		12/29/2022	100249	125.00	
Suncoast Energy Systems, Inc.		12/29/2022	100250	2,353.30	
Sysco Food Services		12/29/2022	100251	562.54	
West Coast Florida, Inc.		01/04/2023	100252	5,650.00	
Rizzetta & Company, Inc.		01/04/2023	100252	5,650.00	
Carmen Torres		01/04/2023	100253	442.65	

# Rizzetta & Company, Incorporated

## Reconciliation Report

As Of 01/31/2023

**Account: Cash-Truist Operating Account - The Preserve at Wilderness Lake**

Sean Craft -Petty Cash	01/04/2023	100254	296.45	
Increase Limit on Debit Card Account to at 1/4/23 Board Meeting	01/04/2023		2,500.00	
Debit Card Replenishment	01/06/2023		4,939.07	
Frontier Florida, LLC auto pay	01/09/2023		105.98	
A Total Solution, Inc. (ATS)	01/11/2023	100255	1,200.00	
Alsco, Inc.	01/11/2023	100256	291.90	
Cooper Pools Inc.	01/11/2023	100257	300.00	
Florida Department of Revenue	01/11/2023	100258	80.23	
Illuminations Holiday Lighting, LLC	01/11/2023	100259	6,000.00	
Skyway Supply, Inc.	01/11/2023	100260	62.42	
Softroc of Ocala/ Tampa	01/11/2023	100261	9,735.00	
Straley Robin Vericker	01/11/2023	100262	2,501.00	
Suncoast Energy Systems, Inc.	01/11/2023	100263	2,340.14	
Suncoast Energy Systems, Inc.	01/11/2023	100264	3,204.37	
Waste Connections of Florida	01/11/2023	100265	455.02	
Frontier Florida, LLC auto pay	01/11/2023		100.99	
Frontier Florida, LLC	01/12/2023		902.66	
ReadyRefresh by Nestle Auto Pay	01/13/2023		147.07	
Agnieszka Aneta Fisher	01/16/2023	100266	200.00	
Beth Edwards	01/16/2023	100267		200.00
Bryan D Norrie	01/16/2023	100268	200.00	
Gaydos Hydro Services, LLC	01/16/2023	100269	3,981.67	
Heather Lyn Hepner	01/16/2023	100270	200.00	
Holly C Ruhlig	01/16/2023	100271	200.00	
Pasco Sheriff's Office	01/16/2023	100272	1,410.00	
RedTree Landscape Systems, LLC	01/16/2023	100273	550.00	
A Total Solution, Inc. (ATS)	01/18/2023	100275	1,320.00	
Carmen Torres	01/18/2023	100276	192.48	
Pasco County Board of County Commissioners	01/18/2023	100278	3,285.48	
Suncoast Energy Systems, Inc.	01/18/2023	100281	1,688.17	
Rizzetta & Company, Inc.	01/19/2023	100274	18,291.84	
Hunt Talent LLC	01/19/2023	100277	400.00	
Pasco County Utilities	01/19/2023	100279	739.11	
Sun Pavers of Florida, Inc.	01/19/2023	100280	2,430.24	
Pasco County Utilities	01/23/2023	100282		1,078.71
Rizzetta & Company, Inc.	01/25/2023	100283	16,618.19	
Dennis Kilcoyne	01/25/2023	100284		171.18
Elliot Smith	01/25/2023	100285		595.00
Hunt Talent LLC	01/25/2023	100286	400.00	
Jerry Richardson Trapper	01/25/2023	100287		1,200.00
McNatt's Cleaners and Ideal Cleaners	01/25/2023	100288		138.00
Vanguard Cleaning Systems of Tampa Bay	01/25/2023	100289	1,950.00	
Duke Energy ach	01/25/2023			30.44
Duke Energy ACH	01/25/2023		30.45	
Duke Energy ACH	01/25/2023		1,117.98	
Agnieszka Aneta Fisher	01/30/2023	100290		200.00
Beth Edwards	01/30/2023	100291		200.00
Christina M Lopes	01/30/2023	100292		886.00

# Rizzetta & Company, Incorporated Reconciliation Report

As Of 01/31/2023

**Account: Cash-Truist Operating Account - The Preserve at Wilderness Lake**

Cooper Pools Inc.	01/30/2023	100293	3,435.00
Florida Department of Economic Opportunity	01/30/2023	100294	25.00
Heather Lyn Hepner	01/30/2023	100295	200.00
Holly C Ruhlig	01/30/2023	100296	200.00
James Hollingsworth	01/30/2023	100297	93.00
Johnson Mirmiran & Thompson, Inc.	01/30/2023	100298	6,210.00
Joseph J Bastasich Jr.	01/30/2023	100299	513.00
Leader's Casual Furni- ture Co	01/30/2023	100300	502.89
Rachel Duffen	01/30/2023	100301	400.00
Stellar Electrical Ser- vices, LLC	01/30/2023	100302	4,156.00
Times Publishing Com- pany	01/30/2023	100303	104.80
General Ledger Entry	Ck# 100245 Cleared for Different Amount Bank to Reimburse	01/31/2023	9.00
<b>Total Checks and Charges</b>			<b>170,549.56</b>
			<b>21,831.02</b>



999-99-99-99 51371 U D C 001 30 S T 63 001  
THE PRESERVE AT WILDERNESS LAKE  
COMMUNITY DEVELOPMENT DISTRICT  
OPERATING ACCT  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

# Your account statement

For 01/31/2023

## Contact us



Truist.com



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(844) 487-8478

### ■ PUBLIC FUND ANALYZED CHECKING

#### Account summary

Your previous balance as of 12/30/2022	\$1,871,584.23
Checks	- 160,705.36
Other withdrawals, debits and service charges	- 9,844.20
Deposits, credits and interest	+ 50,382.47
Your new balance as of 01/31/2023	= \$1,751,417.14

#### Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
01/24	100172	350.00	01/06	100251	562.54	01/25	100269	3,981.67
01/04	*100208	9,727.00	01/05	100252	5,650.00	01/26	100270	200.00
01/03	*100218	2,241.98	01/10	100253	442.65	01/26	100271	200.00
01/26	*100231	75.91	01/17	100254	296.45	01/30	100272	1,410.00
01/31	100232	200.00	01/13	100255	1,200.00	01/19	100273	550.00
01/13	100233	200.00	01/19	100256	291.90	01/19	100274	18,291.84
01/03	*100238	2,836.89	01/17	100257	300.00	01/24	100275	1,320.00
01/03	*100240	502.90	01/13	100258	80.23	01/27	100276	192.48
01/04	100241	2,685.00	01/18	100259	6,000.00	01/24	100277	400.00
01/03	100242	28,311.00	01/17	100260	62.42	01/31	100278	3,285.48
01/03	100243	1,950.00	01/18	100261	9,735.00	01/30	100279	739.11
01/03	100244	16,290.88	01/19	100262	2,501.00	01/25	100280	2,430.24
01/06	100245	265.10	01/20	100263	2,340.14	01/30	100281	1,688.17
01/09	*100247	5,247.50	01/20	100264	3,204.37	01/26	*100283	16,618.19
01/10	100248	164.00	01/18	100265	455.02	01/31	*100286	400.00
01/10	100249	125.00	01/19	100266	200.00	01/30	*100289	1,950.00
01/13	100250	2,353.30	01/26	*100268	200.00			

\* indicates a skip in sequential check numbers above this item

Total checks = \$160,705.36

#### Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
01/04	CM ON-LINE ACCT TRANSFER TRANSFER TO CHECKING	01-04-23 2,500.00
01/06	CM ON-LINE ACCT TRANSFER TRANSFER TO CHECKING	01-06-23 4,939.07
01/10	INTERNET PAYMENT BILL PAY FRONTIER COMMUNI 17008556061	105.98
01/13	ACH CORP DEBIT ECHECKPAY ReadyRefresh AP .CUSTOMER ID 0006240923	147.07
01/13	INTERNET PAYMENT BILL PAY FRONTIER COMMUNI 17017931961	902.66
01/18	INTERNET PAYMENT BILL PAY FRONTIER COMMUNI 17028301731	100.99
01/26	ACH CORP DEBIT WEB_PAY DUKEENERGYCORPOR 1107039131 CUSTOMER ID 16838542012523	30.45

continued

■ PUBLIC FUND ANALYZED CHECKING

(continued)

DATE	DESCRIPTION	AMOUNT(\$)
01/26	WEB_PAY DUKEENERGYCORPOR 2523 1107075554	1,117.98
Total other withdrawals, debits and service charges		= \$9,844.20

**Deposits, credits and interest**

DATE	DESCRIPTION	AMOUNT(\$)
01/03	DEPOSIT	793.90
01/03	DEPOSIT	1,218.80
01/12	TAX ACC PASCOTAX THE PRESERVE AT WILDER CUSTOMER ID 000000000001027	349.31
01/12	TAX ACC PASCOTAX THE PRESERVE AT WILDER CUSTOMER ID 000000000001027	9,929.83
01/12	TAX ACC PASCOTAX THE PRESERVE AT WILDER CUSTOMER ID 000000000001027	36,032.43
01/17	DEPOSIT	500.00
01/23	DEPOSIT	848.20
01/24	DEPOSIT	383.00
01/31	DEPOSIT	327.00
Total deposits, credits and interest		= \$50,382.47

# Rizzetta & Company, Incorporated Reconciliation Report

As Of 01/31/2023

Account: Cash-Truist Merchant Account - The Preserve at Wilderness Lake

Statement Ending Balance	2,699.02
Deposits in Transit	52.04
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	2,751.06
Book Balance	2,751.06
Adjustments*	0.00
Adjusted Book Balance	2,751.06

<b>Total Checks and Charges Cleared</b>	<b>21.40</b>	<b>Total Deposits Cleared</b>	<b>2,741.42</b>
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## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
General Ledger Entry	Reversed -- Bank Fee to be Reversed	12/30/2022			21.00
Square Account Revenue	Square Account Revenue Jan 23	01/31/2023	013123	2,741.42	
Square Account Revenue	Square Account Revenue Jan 23	01/31/2023	013123		9.64
General Ledger Entry	Reversed -- Bank Fee to be Reversed	01/31/2023			21.40
<b>Total Deposits</b>				<b>2,741.42</b>	<b>52.04</b>

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
General Ledger Entry	Bank Fee to be Reversed	01/23/2023		21.40	
<b>Total Checks and Charges</b>				<b>21.40</b>	<b>0.00</b>



999-99-99-99 51371 0 C 001 30 50 004  
THE PRESERVE AT WILDERNESS LAKE  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

# Your account statement

For 01/31/2023

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### ■ PUBLIC FUND ANALYZED CHECKING

#### Account summary

Your previous balance as of 12/30/2022	\$-21.00
Checks	- 0.00
Other withdrawals, debits and service charges	- 50.62
Deposits, credits and interest	+ 2,770.64
Your new balance as of 01/31/2023	= \$2,699.02

#### Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
01/23	SERVICE CHARGES - PRIOR PERIOD	21.40
01/26	230126P2 Square Inc L21332372874	29.22
Total other withdrawals, debits and service charges		= \$50.62

#### Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
01/09	230109P2 Square Inc 2469 Wilderness Lake CDD	30.87
01/10	230110P2 Square Inc 9615 Wilderness Lake CDD	38.76
01/11	230111P2 Square Inc 7245 Wilderness Lake CDD	281.85
01/12	230112P2 Square Inc 3691 Wilderness Lake CDD	116.68
01/17	230117P2 Square Inc 9472 Wilderness Lake CDD	9.64
01/17	230116P2 Square Inc 8062 Wilderness Lake CDD	58.24
01/17	230116P2 Square Inc 8063 Wilderness Lake CDD	224.79
01/18	230118P2 Square Inc 6896 Wilderness Lake CDD	253.04
01/19	230119P2 Square Inc 4262 Wilderness Lake CDD	437.90
01/23	230123P2 Square Inc 7054 Wilderness Lake CDD	253.04
01/23	230123P2 Square Inc 7055 Wilderness Lake CDD	330.96
01/27	230127P2 Square Inc 3448 Wilderness Lake CDD	243.40
01/30	230130P2 Square Inc 7370 Wilderness Lake CDD	4.67
01/31	230131P2 Square Inc 2967 Wilderness Lake CDD	486.80
Total deposits, credits and interest		= \$2,770.64

# Rizzetta & Company, Incorporated Reconciliation Report

As Of 01/31/2023

Account: Cash-Truist Clubhouse Debit Card Account - The Preserve at Wilderness Lake

Statement Ending Balance	3,161.10
Deposits in Transit	127.24
Outstanding Checks and Charges	(108.26)
Adjusted Bank Balance	3,180.08
Book Balance	3,180.08
Adjustments*	0.00
Adjusted Book Balance	3,180.08

<b>Total Checks and Charges Cleared</b>	<b>7,854.35</b>	<b>Total Deposits Cleared</b>	<b>7,471.47</b>
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## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
	Increase Limit on Debit Card Account to at 1/4/23 Board Meeting	01/04/2023		2,500.00	
	Debit Card Replenishment	01/06/2023		4,939.07	
General Ledger Entry	Debit Card Expense	01/31/2023			67.99
General Ledger Entry	Amazon Refund 01/23	01/31/2023		32.40	
	Swipe Card Revenue Jan 23 & Sales Tax Adjustment				
General Ledger Entry	Debit Card Expense	01/31/2023			59.25
	Amazon Refund 01/23				
<b>Total Deposits</b>				<b>7,471.47</b>	<b>127.24</b>

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
General Ledger Entry	Debit Card Expense	10/31/2022			6.95
	10/22				
General Ledger Entry	Debit Card Expense /	12/31/2022		34.40	
	1222				
General Ledger Entry	Debit Card Expense	01/31/2023		7,819.95	
	01/23				
General Ledger Entry	Debit Card Expense	01/31/2023			101.31
	01/23				
<b>Total Checks and Charges</b>				<b>7,854.35</b>	<b>108.26</b>





999-99-99-99 51371 U D C 001 30 S T 63 001  
THE PRESERVE AT WILDERNESS LAKE  
COMMUNITY DEVELOPMENT DISTRICT  
LODGE DEBIT CARD ACCT  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

# Your account statement

For 01/31/2023

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### ■ PUBLIC FUND ANALYZED CHECKING

#### Account summary

Your previous balance as of 12/30/2022	\$3,543.98
Checks	- 0.00
Other withdrawals, debits and service charges	- 8,693.22
Deposits, credits and interest	+ 8,310.34
Your new balance as of 01/31/2023	= \$3,161.10

#### Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
01/03	DEBIT CARD RECURRING PYMT WHOLESALE ROACHES 12-31 HTTPSWHOLESAL FL 5812	34.40
01/03	DEBIT CARD RECURRING PYMT CALENDAR WIZ LLC 01-02 603-9299592 NH 5812	9.00
01/03	DEBIT CARD RECURRING PYMT WHENIWORK.COM 01-02 WHENIWORK.COM MN 5812	25.00
01/04	DEBIT CARD PURCHASE SQ *ALL SEW FINE, 01-03 Land O' Lakes FL 5812	247.50
01/04	DEBIT CARD PURCHASE AMZN Mktp US*N11WA 01-03 Amzn.com/bill WA 5812	8.99
01/04	DEBIT CARD PURCHASE PETCO 1733 6351 01-03 WESLEY CHAPEL FL 5812	32.07
01/05	DEBIT CARD PURCHASE PUBLIX #1142 01-04 LAND O LAKES FL 5812	35.30
01/06	DEBIT CARD PURCHASE-PIN 01-05-23 LUTZ FL 5812 LOWE'S #2238	194.18
01/06	DEBIT CARD PURCHASE-PIN 01-05-23 LUTZ FL 5812 LOWE'S #2238	63.64
01/06	DEBIT CARD PURCHASE-PIN 01-05-23 TAMPA FL 5812 SAMS CLUB #6401	430.83
01/06	DEBIT CARD PURCHASE Pet Supplies Plus 01-05 Land OLakes FL 5812	10.98
01/06	DEBIT CARD PURCHASE AMZN Mktp US*G618H 01-05 Amzn.com/bill WA 5812	15.87
01/09	DEBIT CARD PURCHASE AMZN Mktp US*795LP 01-07 Amzn.com/bill WA 5812	37.95
01/09	DEBIT CARD PURCHASE AMZN Mktp US*AF4B2 01-06 Amzn.com/bill WA 5812	12.55
01/09	DEBIT CARD PURCHASE AMZN Mktp US*JZ6DQ 01-06 Amzn.com/bill WA 5812	16.27
01/09	DEBIT CARD PURCHASE AMZN Mktp US*251AT 01-06 Amzn.com/bill WA 5812	59.98
01/09	DEBIT CARD PURCHASE AMZN Mktp US*XC011 01-07 Amzn.com/bill WA 5812	42.64
01/09	DEBIT CARD PURCHASE AMZN Mktp US*RC7OZ 01-07 Amzn.com/bill WA 5812	85.59
01/09	DEBIT CARD PURCHASE Amazon.com*275O02F 01-08 Amzn.com/bill WA 5812	90.83
01/09	DEBIT CARD RECURRING PYMT B2B Prime*V33E6155 01-07 Amzn.com/bill WA 5812	79.00
01/09	DEBIT CARD PURCHASE AMZN Mktp US*H38Z1 01-08 Amzn.com/bill WA 5812	97.75
01/10	DEBIT CARD PURCHASE Amazon.com*SH3UK9W 01-09 Amzn.com/bill WA 5812	53.24
01/10	DEBIT CARD PURCHASE AMZN Mktp US*LT7XU 01-09 Amzn.com/bill WA 5812	69.55
01/10	DEBIT CARD PURCHASE Amazon.com*7C4TQ49 01-09 Amzn.com/bill WA 5812	7.49
01/10	DEBIT CARD PURCHASE PUBLIX #1142 01-09 LAND O LAKES FL 5812	16.03
01/10	DEBIT CARD PURCHASE-PIN 01-09-23 LUTZ FL 5812 LOWE'S #2238	51.46
01/10	DEBIT CARD PURCHASE-PIN 01-09-23 LAND O LAKES FL 5812 7-ELEVEN	20.86
01/10	DEBIT CARD PURCHASE-PIN 01-10-23 LUTZ FL 5812 LOWE'S #2238	95.34
01/10	DEBIT CARD PURCHASE Amazon.com*857456L 01-10 Amzn.com/bill WA 5812	2.49

continued

■ PUBLIC FUND ANALYZED CHECKING

(continued)

DATE	DESCRIPTION	AMOUNT(\$)
01/11	DEBIT CARD PURCHASE LAKESHORE LEARNING 01-10 310-537-8600 CA 5812	355.35
01/11	DEBIT CARD PURCHASE AMZN Mktp US*JD9AR 01-10 Amzn.com/bill WA 5812	368.47
01/11	DEBIT CARD PURCHASE PUBLIX #1142 01-10 LAND O LAKES FL 5812	15.26
01/12	DEBIT CARD PURCHASE CIRCLE K # 07575 01-11 LAND O LAKES FL 5812	78.68
01/12	DEBIT CARD PURCHASE-PIN 01-11-23 LUTZ FL 5812 LOWE'S #2238	90.48
01/12	DEBIT CARD PURCHASE AMZN MKTP US*7O2RV 01-12 AMZN.COM/BILL WA 5812	399.94
01/13	DEBIT CARD PURCHASE AMZN Mktp US*W010J 01-12 Amzn.com/bill WA 5812	20.71
01/13	DEBIT CARD PURCHASE AMAZON.COM*UJ9977S 01-12 AMZN.COM/BILL WA 5812	39.99
01/17	DEBIT CARD PURCHASE AMAZON.COM*134644A 01-13 AMZN.COM/BILL WA 5812	211.97
01/17	DEBIT CARD PURCHASE PUBLIX #1142 01-13 LAND O LAKES FL 5812	63.66
01/17	DEBIT CARD RECURRING PYMT EXTRA SPACE 8254 01-14 801-3654535 FL 5812	243.00
01/17	DEBIT CARD RECURRING PYMT WHOLESALE ROACHES 01-14 HTTPSWHOLESALE FL 5812	34.40
01/17	DEBIT CARD PURCHASE AMZN Mktp US*2P2WH 01-16 Amzn.com/bill WA 5812	44.60
01/17	DEBIT CARD PURCHASE AMZN Mktp US*707K9 01-15 Amzn.com/bill WA 5812	36.58
01/17	DEBIT CARD PURCHASE AMZN Mktp US*EJ0D3 01-15 Amzn.com/bill WA 5812	107.79
01/17	DEBIT CARD RECURRING PYMT EIG*CONSTANTCONTAC 01-16 855-2295506 MA 5812	70.00
01/17	DEBIT CARD RECURRING PYMT ADOBE *ACROPRO SU 01-16 408-536-6000 CA 5812	19.99
01/17	DEBIT CARD PURCHASE-PIN 01-16-23 LUTZ FL 5812 LOWE'S #2238	192.60
01/18	DEBIT CARD PURCHASE AMZN Mktp US*FN9EX 01-18 Amzn.com/bill WA 5812	572.59
01/18	DEBIT CARD PURCHASE AMZN Mktp US*RG5RX 01-17 Amzn.com/bill WA 5812	185.42
01/18	DEBIT CARD PURCHASE AMZN Mktp US*KA3ZN 01-17 Amzn.com/bill WA 5812	6.99
01/18	DEBIT CARD PURCHASE AMZN MKTP US*F85GR 01-17 AMZN.COM/BILL WA 5812	92.97
01/18	DEBIT CARD PURCHASE-PIN 01-17-23 LUTZ FL 5812 LOWE'S #2238	6.48
01/19	DEBIT CARD PURCHASE PUBLIX #1142 01-17 LAND O LAKES FL 5812	9.36
01/19	DEBIT CARD PURCHASE SQ *BILLIARD MAN L 01-18 Land O' Lakes FL 5812	550.00
01/19	DEBIT CARD PURCHASE AMZN Mktp US*AQ9AI 01-19 Amzn.com/bill WA 5812	23.99
01/19	DEBIT CARD PURCHASE IN *CACHE MECHANIC 01-18 WESLEY CHAPEL FL 5812	275.00
01/20	DEBIT CARD PURCHASE AMZN MKTP US*HP1XB 01-19 AMZN.COM/BILL WA 5812	288.30
01/20	DEBIT CARD PURCHASE AMZN Mktp US*RF3D4 01-19 Amzn.com/bill WA 5812	194.94
01/20	DEBIT CARD PURCHASE TARGET 0002 01-19 LUTZ FL 5812	96.30
01/20	DEBIT CARD PURCHASE WM SUPERCENTER #98 01-19 LUTZ FL 5812	23.88
01/20	DEBIT CARD PURCHASE DOLLARTREE 01-19 LUTZ FL 5812	36.28
01/20	DEBIT CARD PURCHASE COSTCO WHSE#1249 01-19 LUTZ FL 5812	11.76
01/20	DEBIT CARD PURCHASE COSTCO WHSE#1249 01-19 LUTZ FL 5812	53.45
01/23	DEBIT CARD PURCHASE OFFICE DEPOT #2603 01-17 WESLEY CHAPEL FL 5812	279.99
01/23	DEBIT CARD PURCHASE HOBBY-LOBBY #865 01-19 LUTZ FL 5812	12.86
01/23	DEBIT CARD PURCHASE IN *CACHE MECHANIC 01-20 813-9073514 FL 5812	212.50
01/23	DEBIT CARD PURCHASE PUBLIX #1142 01-20 LAND O LAKES FL 5812	54.95
01/23	DEBIT CARD PURCHASE PUBLIX #1142 01-20 LAND O LAKES FL 5812	12.96
01/23	DEBIT CARD PURCHASE AMAZON.COM*GV28M2Q 01-21 AMZN.COM/BILL WA 5812	70.63
01/23	DEBIT CARD PURCHASE AMZN Mktp US*NC4Y5 01-22 Amzn.com/bill WA 5812	88.13
01/23	DEBIT CARD PURCHASE-PIN 01-21-23 LAND O LAKES FL 5812 DOLLAR TREE	1.34
01/24	DEBIT CARD PURCHASE-PIN 01-23-23 LUTZ FL 5812 LOWE'S #2238	133.84
01/24	DEBIT CARD PURCHASE AMAZON.COM*XS3214G 01-23 AMZN.COM/BILL WA 5812	41.64
01/25	DEBIT CARD PURCHASE AMZN Mktp US*G36NJ 01-25 Amzn.com/bill WA 5812	190.60
01/26	DEBIT CARD PURCHASE PUBLIX #1142 01-25 LAND O LAKES FL 5812	47.90
01/27	DEBIT CARD PURCHASE SQ *ALL SEW FINE, 01-26 Land O' Lakes FL 5812	205.00
01/27	DEBIT CARD PURCHASE-PIN 01-26-23 LUTZ FL 5812 LOWE'S #2238	101.23
01/27	DEBIT CARD PURCHASE WAL-MART #0988 01-26 LUTZ FL 5812	74.62
01/27	DEBIT CARD PURCHASE WM SUPERCENTER #98 01-26 LUTZ FL 5812	33.55
01/27	DEBIT CARD PURCHASE WAL-MART #0988 01-26 LUTZ FL 5812	15.05
01/27	DEBIT CARD PURCHASE WM SUPERCENTER #98 01-26 LUTZ FL 5812	6.24
01/27	DEBIT CARD PURCHASE WM SUPERCENTER #98 01-26 LUTZ FL 5812	60.36
01/27	DEBIT CARD PURCHASE WM SUPERCENTER #98 01-26 LUTZ FL 5812	17.80
01/27	DEBIT CARD PURCHASE SAMS CLUB #6401 01-26 TAMPA FL 5812	11.48
01/27	DEBIT CARD PURCHASE SAMS CLUB #6401 01-26 TAMPA FL 5812	82.30
01/27	DEBIT CARD PURCHASE SAMS CLUB #6401 01-26 TAMPA FL 5812	89.80
01/27	DEBIT CARD PURCHASE Pet Supplies Plus 01-26 Land OLakes FL 5812	17.10
01/30	DEBIT CARD PURCHASE AMZN Mktp US*4W3P0 01-27 Amzn.com/bill WA 5812	28.99
01/30	DEBIT CARD RECURRING PYMT WHOLESALE ROACHES 01-28 HTTPSWHOLESALE FL 5812	34.40

Total other withdrawals, debits and service charges

= \$8,693.22



■ PUBLIC FUND ANALYZED CHECKING

(continued)

**Deposits, credits and interest**

DATE	DESCRIPTION	AMOUNT(\$)
01/03	MERCH SETL EPX ST 292167946 PRESERVE AT WILDERNESS CUSTOMER ID 8788292167946	10.80
01/03	MERCH SETL EPX ST 292167946 PRESERVE AT WILDERNESS CUSTOMER ID 8788292167946	21.60
01/04	CM ON-LINE ACCT TRANSFER TRANSFER FROM CHECKING 01-04-23	2,500.00
01/06	CM ON-LINE ACCT TRANSFER TRANSFER FROM CHECKING 01-06-23	4,939.07
01/10	DEBIT CARD RETURN WHOLESAL ROACHES 01-09 HTTPSWHOLESAL FL 5812	34.40
01/11	DEBIT CARD RETURN LOWES #02238* 01-10 LUTZ FL 5812	51.46
01/12	DEBIT CARD RETURN LAKESHORE LEARNING 01-11 3105378600 CA 5812	355.35
01/18	DEBIT CARD RETURN AMZN Mktp US 01-17 Amzn.com/bill WA 5812	67.99
01/20	DEBIT CARD RETURN AMZN Mktp US 01-19 Amzn.com/bill WA 5812	16.74
01/23	DEBIT CARD RETURN AMZN Mktp US 01-20 Amzn.com/bill WA 5812	67.99
01/23	DEBIT CARD RETURN AMZN Mktp US 01-20 Amzn.com/bill WA 5812	67.99
01/23	DEBIT CARD RETURN AMZN Mktp US 01-20 Amzn.com/bill WA 5812	67.99
01/24	DEBIT CARD RETURN AMZN Mktp US 01-23 Amzn.com/bill WA 5812	41.98
01/24	DEBIT CARD RETURN AMZN MKTP US AMZN. 01-23 AMZN.COM/BILL WA 5812	66.98
Total deposits, credits and interest		= \$8,310.34

# Rizzetta & Company, Incorporated Reconciliation Report

As Of 01/31/2023

Account: Cash-Mainstreet Community Bank of Florida - The Preserve at Wilderness Lake

Statement Ending Balance	374,405.61
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	374,405.61
Book Balance	374,405.61
Adjustments*	0.00
Adjusted Book Balance	374,405.61

Total Checks and Charges Cleared	5.00	Total Deposits Cleared	0.00
----------------------------------	------	------------------------	------

## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
Total Deposits				0.00	0.00

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
	Jan 23 Service Charge	01/31/2023		5.00	
Total Checks and Charges				5.00	0.00



RECEIVED

FEB - 7 2023

To report a lost or stolen debit card, call (888) 297-3416.

THE PRESERVE AT WILDERNESS LAKE COMMUNIT
3434 COLWELL AVE
SUITE 200
TAMPA FL 33614

Date 1/31/23 Page 1
Account Number
Enclosures

Thank you for choosing Mainstreet Community Bank of Florida!
Please contact a Customer Service Representative
if you have any questions regarding your statement.

--- CHECKING ACCOUNTS ---

Table with 2 columns: Description and Amount. Includes PUBLIC FUNDS DDA, Previous Balance (374,410.61), Deposits/Credits (.00), Checks/Debits (.00), Service Charge (5.00), Interest Paid (.00), and Ending Balance (374,405.61). Also includes Number of Enclosures (0), Statement Dates (1/01/23 thru 1/31/23), Days in the statement period (31), Average Ledger (374,410.61), and Average Collected (374,410.61).

Table with 3 columns: Date, Description, and Amount. Shows Service Charges and Itemized Fees: 1/31 Paper Statement Rendering Fee 5.00.

Table with 3 columns: Date, Description, and Amount. Shows Checks and Withdrawals: 1/31 Service Charge 5.00-SC.

Table with 4 columns: Date, Balance, Date, Balance. Shows Daily Balance Information: 1/01 374,410.61 1/31 374,405.61.

\* \* \* END OF STATEMENT \* \* \*

# Rizzetta & Company, Incorporated Reconciliation Report

As Of 01/31/2023

Account: Investments-Bank of Tampa MMA - The Preserve at Wilderness Lake

Statement Ending Balance	5,329.95
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	5,329.95
Book Balance	5,329.95
Adjustments*	0.00
Adjusted Book Balance	5,329.95

Total Checks and Charges Cleared	0.00	Total Deposits Cleared	0.70
----------------------------------	------	------------------------	------

## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
	Jan 23 Interest	01/31/2023		0.70	
Total Deposits				0.70	0.00

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
Total Checks and Charges				0.00	0.00



Account Number:  
 Statement Period:  
 Through:  
 30 - 5

**Statement**  
 Dec 31, 2022  
 Jan 31, 2023  
 Page 1

GO PAPERLESS WITH E-STATEMENTS

\*\*\*\*\*  
 THIS SERVICE GIVES YOU THE OPTION OF VIEWING, PRINTING OR DOWNLOADING  
 YOUR STATEMENT THROUGH PERSONAL ONLINE BANKING AS OPPOSED TO RECEIVING  
 STATEMENTS IN THE MAIL. IT'S QUICK, SECURE, CONVENIENT, AND WILL EVEN  
 HELP TO SAVE SOME TREES. TO ENROLL, SIMPLY CLICK ON eSTATEMENTS IN  
 ONLINE BANKING.  
 \*\*\*\*\*



PRESERVE AT WILDERNESS LAKE CDD  
  
 3434 COLWELL AVE STE 200  
 TAMPA FL 33614-8390

- ☎ Call: 813-872-1200
- ✉ Write: P.O. Box One  
Tampa, FL 33601-0001
- 🌐 Visit: [www.bankoftampa.com](http://www.bankoftampa.com)
- ☎ Call: Telebanc (24 Hours)  
813-872-1275

----- COMM MONEY MARKET -----

ACCOUNT #		BEGINNING BALANCE	\$5,329.25
ACCOUNT NAME	COMM MONEY MARKET	DEPOSITS / CREDITS	\$0.70
AVG. AVAILABLE BALANCE	\$5,329.25	CHECKS / DEBITS	\$0.00
AVG. BALANCE	\$5,329.25	ENDING BALANCE	\$5,329.95
INTEREST PAID YTD	\$0.70	# DEPOSITS / CREDITS	1
INTEREST PAID THIS PERIOD	\$0.70	# CHECKS / DEBITS	0

ACCOUNT ACTIVITY DETAIL

**Statement**Account Number:  
Statement Period:  
Through:Dec 31, 2022  
Jan 31, 2023  
Page 2**OTHER CREDITS**

Description	Date	Amount
INTEREST	01-31	0.70
Total		0.70

**DAILY BALANCE**

Date	Balance	Date	Balance	Date	Balance
01-31-23	\$5,329.95				



# Rizzetta & Company, Incorporated Reconciliation Report

As Of 01/31/2023

Account: Investments-Bank of Tampa ICS Operating - The Preserve at Wilderness Lake

Statement Ending Balance	200,343.81
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	200,343.81
Book Balance	200,343.81
Adjustments*	0.00
Adjusted Book Balance	200,343.81

Total Checks and Charges Cleared	0.00	Total Deposits Cleared	13,174.08
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## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
General Ledger Entry	Transfer from Reserves to GF to Satisfy Due to / From From MIP	01/23/2023		12,934.96	
	Jan int capitalization	01/31/2023		239.12	
<b>Total Deposits</b>				<b>13,174.08</b>	<b>0.00</b>

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
<b>Total Checks and Charges</b>				<b>0.00</b>	<b>0.00</b>

The Bank of Tampa  
P.O. Box One  
Tampa, FL 33601-0001

The Preserve at Wilderness Lake CDD  
Operating  
3434 Colwell Ave Ste 200  
Tampa, FL 33614

Contact Us

**813-872-1200**

**PromontoryRequests@bankoftampa.com**

**<https://www.bankoftampa.com/>**



Account

**The Preserve at Wilderness Lake CDD  
Operating**

Date

**01/31/2023**

Page

**1 of 2**

### IntraFi Cash Service<sup>SM</sup>, or ICS<sup>®</sup>, Monthly Statement

The following information is a summary of activity in your account(s) for the month of January 2023 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Cash Service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law.

#### Exciting Digital Enhancements Coming to IntraFi Network Deposits

The Bank of Tampa is pleased to introduce the Deposit Control Panel (DCP) from IntraFi Network Deposits, formerly Insured Cash Sweep (ICS). The DCP offers these great benefits:

- Ability to check balances
- View the destination institutions where your funds are being placed
- Review and manage daily proposed funds placement
- View your transaction history

Going forward, statements will be mailed directly, and clients will have access to electronic statements online through the portal. The Bank of Tampa will no longer be emailing statements monthly.

Additionally, The Bank of Tampa will also offer access to ICS accounts through Business Online Banking, allowing clients the ability to transfer funds in real time.

A representative will be contacting you soon to ensure your online access. If you have any questions, please contact our Treasury Services team at (813) 998-2770.

### Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
	Savings	2.00%	\$187,169.73	\$200,343.81
<b>TOTAL</b>			<b>\$187,169.73</b>	<b>\$200,343.81</b>

**DETAILED ACCOUNT OVERVIEW**

Account ID:

Account Title: The Preserve at Wilderness Lake CDD  
Operating

**Account Summary - Savings**

Statement Period	1/1-1/31/2023	Average Daily Balance	\$190,515.50
Previous Period Ending Balance	\$187,169.73	Interest Rate at End of Statement Period	2.00%
Total Program Deposits	12,934.96	Statement Period Yield	1.49%
Total Program Withdrawals	(0.00)	YTD Interest Paid	239.12
Interest Capitalized	239.12		
<b>Current Period Ending Balance</b>	<b>\$200,343.81</b>		

**Account Transaction Detail**

Date	Activity Type	Amount	Balance
01/24/2023	Deposit	\$12,934.96	\$200,104.69
01/31/2023	Interest Capitalization	239.12	200,343.81

**Summary of Balances as of January 31, 2023**

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
First-Citizens Bank & Trust Company	Raleigh, NC	11063	\$44.57
NexBank	Dallas, TX	29209	200,299.24

# Rizzetta & Company, Incorporated Reconciliation Report

As Of 01/31/2023

Account: Investments-Bank of Tampa ICS Reserve - The Preserve at Wilderness Lake

Statement Ending Balance	413,411.24
Deposits in Transit	0.00
Outstanding Checks and Charges	0.00
Adjusted Bank Balance	413,411.24
Book Balance	413,411.24
Adjustments*	0.00
Adjusted Book Balance	413,411.24

Total Checks and Charges Cleared	12,934.96	Total Deposits Cleared	525.46
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## Deposits

Name	Memo	Date	Doc No	Cleared	In Transit
	Jan int capitalization	01/31/2023		525.46	
Total Deposits				525.46	0.00

## Checks and Charges

Name	Memo	Date	Check No	Cleared	Outstanding
General Ledger Entry	Transfer from Reserves to GF to Satisfy Due to / From From MIP	01/23/2023		12,934.96	
Total Checks and Charges				12,934.96	0.00

The Bank of Tampa  
P.O. Box One  
Tampa, FL 33601-0001

The Preserve at Wilderness Lake CDD  
Capital Reserve  
3434 Colwell Ave Ste 200  
Tampa, FL 33614

Contact Us

**813-872-1200**

**PromontoryRequests@bankoftampa.com**

**<https://www.bankoftampa.com/>**



Account

**The Preserve at Wilderness Lake CDD  
Capital Reserve**

Date

**01/31/2023**

Page

**1 of 2**

### IntraFi Cash Service<sup>SM</sup>, or ICS<sup>®</sup>, Monthly Statement

The following information is a summary of activity in your account(s) for the month of January 2023 and the list of FDIC-insured institution(s) that hold your deposits as of the date indicated. These deposits have been placed by us, as your agent and custodian, in deposit accounts through IntraFi Cash Service. Funds in your deposit accounts at the FDIC-insured institutions at which your funds have been placed will be "deposits," as defined by federal law.

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- View your transaction history

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A representative will be contacting you soon to ensure your online access. If you have any questions, please contact our Treasury Services team at (813) 998-2770.

### Summary of Accounts

Account ID	Deposit Option	Interest Rate	Opening Balance	Ending Balance
	Savings	2.00%	\$425,820.74	\$413,411.24
<b>TOTAL</b>			<b>\$425,820.74</b>	<b>\$413,411.24</b>

## DETAILED ACCOUNT OVERVIEW

Account ID:

Account Title: The Preserve at Wilderness Lake CDD  
Capital Reserve

### Account Summary - Savings

Statement Period	1/1-1/31/2023	Average Daily Balance	\$422,499.64
Previous Period Ending Balance	\$425,820.74	Interest Rate at End of Statement Period	2.00%
Total Program Deposits	0.00	Statement Period Yield	1.47%
Total Program Withdrawals	(12,934.96)	YTD Interest Paid	525.46
Interest Capitalized	525.46		
<b>Current Period Ending Balance</b>	<b>\$413,411.24</b>		

### Account Transaction Detail

Date	Activity Type	Amount	Balance
01/24/2023	Withdrawal	(\$12,934.96)	\$412,885.78
01/31/2023	Interest Capitalization	525.46	413,411.24

### Summary of Balances as of January 31, 2023

FDIC-Insured Institution	City/State	FDIC Cert No.	Balance
First-Citizens Bank & Trust Company	Raleigh, NC	11063	\$116,466.03
NexBank	Dallas, TX	29209	48,285.42
The Huntington National Bank	Columbus, OH	6560	248,659.79

Tab 17

Photographs were taken of the site improvements.

**Summary of Financial Assumptions**

The below table contains a partial summary of information provided by Preserve at Wilderness Lake CDD for the Preserve at Wilderness Lake CDD funding study. For the purpose of this report, an annual operating budget was set to \$0, as this report focuses only on reserve items.

<i>Fiscal Calendar Year Begins</i>	<i>October 1</i>
<i>Reserve Study by Fiscal Calendar Year Starting</i>	<i>October 1, 2021</i>
<i>Funding Study Length</i>	<i>30 Years</i>
<i>Number of Assessment Paying Owners</i>	<i>958</i>
<i>Reserve Balance as of October 1, 2021<sup>1</sup></i>	<i>\$ 1,048,941</i>
<i>Annual Inflation Rate</i>	<i>2.50%</i>
<i>Tax Rate on Reserve Interest</i>	<i>0.00%</i>
<i>Minimum Reserve Account Balance</i>	<i>\$ 0</i>
<i>Assessment Change Period</i>	<i>1 Year</i>
<i>Annual Operating Budget</i>	<i>\$ 0</i>

<sup>1</sup> See "Financial Condition of District" in this report.

**Recommended Payment Schedule**

The below table contains the recommended schedule of payments for the next six years. The projected life expectancy of the major components and the funding needs of the reserves of the District are based upon the District performing appropriate routine and preventative maintenance for each major component. Failure to perform such maintenance can negatively impact the remaining useful life of the major components and can dramatically increase the funding needs of the reserves of the District.

**Proposed Assessments**

Fiscal Calendar Year	Owner Total Annual Assessment	District Annual Reserve Assessment	Proposed Reserve Balance
2021	\$ 264	\$ 253,300	\$ 1,022,782
2022	\$ 271	\$ 259,633	\$ 1,160,765
2023	\$ 278	\$ 266,123	\$ 1,219,010
2024	\$ 285	\$ 272,776	\$ 1,147,810
2025	\$ 292	\$ 279,596	\$ 1,171,829
2026	\$ 299	\$ 286,586	\$ 1,090,917

\* Annual Reserve Payments have been manually modified.

Payments have been modified to smooth payments over time.

Fiscal Year beginning October 1, 2021