

**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 July 6, 2022, at 9:30 a.m.** at The Preserve at Wilderness Lake Lodge, located at 21320 Wilderness Lake Blvd., Land O' Lakes, FL 34637.

Present and constituting a quorum:

Holly Ruhlig	<b>Board Supervisor, Chairman</b> <i>(joined the meeting in progress)</i>
Bryan Norrie	<b>Board Supervisor, Vice Chairman</b>
Scott Diver	<b>Board Supervisor, Assistant Secretary</b>
Beth Edwards	<b>Board Supervisor, Assistant Secretary</b>
Heather Evereth	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matthew Huber	<b>Regional District Manager, Rizzetta &amp; Company</b>
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>
Stephen Brletic	<b>District Engineer, JMT Engineering</b> <i>(via conference call)</i>
R.J. Johnson	<b>Representative, RedTree Landscape</b>
John Moylan	<b>Representative, RedTree Landscape</b>
Pete Lucadano	<b>Representative, RedTree Landscape</b>
Nick Shaffery	<b>Amenity Manager, Rizzetta &amp; Company, Inc.</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 no comments put forth.

**THIRD ORDER OF BUSINESS**

**Board Supervisor Requests and Walk on Items**

Ms. Edwards stated that the map in the agenda under Tab #3 is for tab #10, the GHS Environmental wetland discussion.

Mr. Diver requested that he be notified when new staff is hired. He asked Mr. Shaffery why the grill cannot be used. Mr. Shaffery stated that the District temporarily cannot serve/sell food/drink due to license requirements and safety inspections.

**FOURTH ORDER OF BUSINESS**

**General Interest Items**

**A. Landscaping Reports**

Ms. Edwards asked the Board if they would like to discuss the landscape contract. A lengthy discussion ensued regarding the landscape contract and Draycott hedge trimming. Ms. Edwards explained the pruning schedule and contractual obligations. She suggested revising the language in the contract. Ms. Edwards and Ms. Evereth expressed concerns over face-to-face meeting with Mr. Forsman.

On a Motion by Mr. Diver, seconded by Ms. Edwards, with all in favor, the Board of Supervisors approved having PSA revise the contract to eliminate verbiage of "continuous" hedge maintenance to "discretion" pruning, clarify 5 zones and frequency of pruning, and send to the Board, District Counsel, and RedTree Landscape for review for Preserve at Wilderness Lake Community Development District.

Mr. Johnson, Mr. Moylan, and Mr. Lucadano gave the Board updates on the landscape and irrigation maintenance:

- Mulch and Tree work is in progress.
- Plan to remove large, downed tree is being worked on.
- Caliente irrigation project is complete.
- Irrigation controller at the lodge was hit by lightning, and a new controller has been ordered.

Mr. Huber asked that RedTree separate any lightning related invoices so they can be submitted for an insurance claim.

The discussion regarding the Woodline Pruning was moved under GHS Environmental report.

The consideration of second revised proposal for Woodline Pruning was discussed. It was stated that this cost would be in addition to the proposal from GHS Environmental proposal for \$42,400 if there are very tall trees with limbs that need to be cut back. This proposal was not approved at this time, and it will be scheduled as needed once the project starts.

**B. District Engineer**

Mr. Brletic gave the Board an update on the splash pad. He stated that he met with Pool Works and Florida Play Structures. The recommended surfaces are Sundeck (hard) and Raindeck (soft). Both vendors will provide proposals for the next meeting. The spray heads and pump have issues. Mr. Brletic recommends getting everything fixed at the time of resurfacing. He will request the new pool vendor's opinion regarding surfaces for the splash pad. Ms. Edwards requested that Mr. Brletic provide a written summary for the meeting agendas and asked him to attend the next meeting in person.

Mr. Brletic gave the Board an update on the Ranger Station repairs. He stated that Yeti has withdrawn their proposal. Mr. Brletic has reached out to 7 companies and is hoping for three proposals by the next meeting. He stated that JMT Engineering can manage the MOT plan if it is required.

**C. District Counsel**

Mr. Vericker did not have a report to present.

**D. GHS Environmental Report**

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

A lengthy discussion ensued regarding the wetland assistant, budget numbers, and woodline pruning. The total cost for the woodline pruning will be \$42,400. Some of the costs will be from this fiscal year's budget and the remainder will be from next year's budget. Ms. Edwards provided budget numbers and a map. Attached as Exhibit A.

<p>On a Motion by Mr. Norrie, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved GHS Environmental's proposal in substantial form and District Counsel drafting a form of agreement for the Preserve at Wilderness Lake Community Development District.</p>
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*The Board took a recess at 11:22 a.m. and returned at 11:34 a.m.*

**E. Community Manager's Report**

Mr. Shaffery presented his Community Manager's Report. He reviewed the damage from the lightning strike and stated that an insurance claim would be submitted. The Board directed Mr. Shaffery and District Management to execute proposals for repairs as they come in.

Ms. Edwards requested that Mr. Shaffery include a simple table of staffing in his reports. She also requested that Mr. Shaffery pay for and schedule the holiday lights and events

Ms. Evereth requested that District Management review State/County requirements for vending. A discussion was held regarding speed signs and the report. The Board directed Mr. Shaffery to share the speeding report with the Sheriff's Department and get their feedback for the location of a 3<sup>rd</sup> speed sign.

On a Motion by Mr. Diver, seconded by Ms. Edwards, with all in favor, the Board of Supervisors approved the purchase of a third speeding sign at a not-to-exceed cost of \$5,000.00 for the Preserve at Wilderness Lake Community Development District.

Mr. Shaffery gave the Board an update on the Amenity TV Broadcast/Stream. He stated that everything is up and running

Mr. Shaffery presented a proposal from Fitness Logic for a new stepper and rower. A discussion ensued. Mr. Diver will review the rowing machine. Ms. Evereth asked that the purchase of the stepper machine be paid from the reserves. The Board tabled the purchase of the rowing machine until the next meeting. Ms. Edwards requested that the entire space be looked at for potential upgrades.

On a Motion by Mr. Diver, seconded by Ms. Evereth, with all in favor, the Board of Supervisors approved Fitness Logic's proposal for a new Stepper Machine at a cost of \$7,925.99 for the Preserve at Wilderness Lake Community Development District.

**FIFTH ORDER OF BUSINESS**

**Discussion Regarding the Rules of the Lodge and Age Limits for the Amenity Usage**

Ms. Cooper presented the District's Lodge and Recreational Rules and Regulations for the Board's discussion. She stated that EGIS Insurance would be conducting a site visit on July 14<sup>th</sup> and will provide a summary of their recommendations afterwards. She stated that they would also be invited to an upcoming Board meeting. The Board tabled the discussion regarding the Rules of the Lodge and Age Limits until their September meeting or will possibly schedule a separate workshop.

*The Board took a recess at 1:42 p.m. and returned at 1:50 p.m.*

**SIXTH ORDER OF BUSINESS**

**Consideration of Revised Proposals for Soccer Goals**

Ms. Cooper presented the proposals for Soccer Goals. She stated that these were the same proposals presented at the last meeting. Ms. Ruhlig also requested that Oakhurst Park be considered as a location.

On a Motion by Mr. Norrie, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved the proposal for Soccer Goals size 8' x 24' Jayrpo Soccer Goal pair with wheel kit from Epic Sports to install at Oakhurst Park and paid from the Athletic/Park Court/Field repairs line item of the budget with a not-to-exceed cost of \$4,000.00 for the Preserve at Wilderness Lake Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Revised Proposals with ala carte Choices for Additional Security Cameras**

The Board decided to table consideration of the additional security proposals.

**EIGHTH ORDER OF BUSINESS**

**Consideration Proposals for Pool Cleaning Services**

Ms. Cooper presented the proposal from A-Quality Pool Service and an email from Cooper Pools. She stated that Shore and Suncoast Pools are not taking on any new pools at this time. She reviewed the proposals form A Quality Pool Service and Cooper Pools. A site visit would be needed to ensure all equipment is working and meets DOH requirements. Cooper Pools provided two different service plans. Ms. Cooper reviewed all costs associated with the proposals. The Board held a discussion regarding the pool services.

On a Motion by Mr. Norrie, seconded by Ms. Edwards, with all in favor, the Board of Supervisors approved Cooper Pool's proposal for the District's Pool Cleaning Services at a cost of \$58,509.00 for the Preserve at Wilderness Lake Community Development District.

**NINTH ORDER OF BUSINESS**

**Discussion Regarding a Policy for Protected/Densely Wooded Areas**

This item was tabled.

**TENTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting held on June 1, 2022**

Ms. Cooper presented the minutes of the Board of Supervisors' meeting held on June 1, 2022. There were a couple of revisions made to the minutes on lines 77, 79, 122 and 124.

On a Motion by Ms. Edwards, seconded by Ms. Ruhlig, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on June 1, 2022 as amended for the Preserve at Wilderness Lake Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of the Operation & Maintenance Expenditures for May 2022**

Ms. Cooper presented the Operation & Maintenance Expenditures for May 2022.

On a Motion by Mr. Diver, seconded by Ms. Edwards, with all in favor, the Board of Supervisors approved the Operation & Expenditures for May 2022 (\$134,779.07) for the Preserve at Wilderness Lake Community Development District.

195 **TWELFTH ORDER OF BUSINESS**

**Review of Monthly Financials and Reserve Study**

196  
197  
198 Ms. Cooper presented the District Manager's Report and the Financial Statements for  
199 May 2022, and the Reserve Study Report.

200 Ms. Cooper mentioned the next regular meeting of the Board of Supervisors date of  
201 August 3, 2022 at 6:30 p.m.

202 Ms. Cooper presented the Audit for Fiscal Year ended September 30, 2021. She stated  
203 that it was a clean audit. There were no questions.

204  

On a Motion by Ms. Ruhlig, seconded by Ms. Evereth, with all in favor, the Board of Supervisors accepted the Audit for Fiscal Year Ended September 30, 2021 as presented for the Preserve at Wilderness Lake Community Development District.

205  
206 **THIRTEENTH ORDER OF BUSINESS**

**Discussion Regarding Landowner Notice Explanation Letter**

207  
208  
209 Ms. Cooper presented the explanation letter for the mailed landowner notice regarding  
210 the assessments. The Bord requested several revisions to the letter. District management will  
211 make the revisions to the Landowner Notice Explanation Letter as requested.

212  
213 **FOURTEENTH ORDER OF BUSINESS**

**Audience Comments**

214  
215 Ms. Cooper asked if there were any audience comments. There were none.

216  
217 **FIFTEENTH ORDER OF BUSINESS**

**Supervisors Requests**

218  
219 Ms. Cooper asked if there were any Supervisor requests. There were none put forth at  
220 this time.

221  
222 **SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

223  
224 Ms. Cooper stated that if there was no further business to come before the Board then a  
225 motion to adjourn would be in order.

226  

On a Motion by Mr. Diver, seconded by Ms. Edwards, with all in favor, the Board of Supervisors adjourned the meeting at 2:34 p.m. for the Preserve at Wilderness Lake Community Development District.

227  
228  
229   
230 Assistant Secretary

  
Chairman/Vice Chairman

**Wetland Budget Numbers**

	Annual Budget: 2021-2022	YTD Budget: 2021-2022	YTD Actual: as of 4/30/2022	YTD Variance: as of 4/30/2022	Percent Annual Budget Remaining		New Line Item Categories: 2022-2023
Wetland Plant Installatoin	\$ 500.00	\$ 292.00	\$ -	\$ 292.00	100.00%	Delete	
Monthly Aquatic Weed Control Program	\$ 34,500.00	\$ 20,125.00	\$ 19,950.00	\$ 175.00	42.17%		\$ 34,500.00
Educational Program	\$ 500.00	\$ 292.00	\$ -	\$ 292.00	100.00%	Delete	
Cormorant Cove / Wetland T Cattail Treatment	\$ 1,250.00	\$ 729.00	\$ -	\$ 729.00	100.00%	Delete	
Bay Lake Hydrilla Treatment	\$ 1,000.00	\$ 583.00	\$ -	\$ 583.00	100.00%	Delete	
WLP Staff, Communication, Herbicide Wetland Buffers	\$ 6,000.00	\$ 3,500.00	\$ 3,500.00	\$ -	41.66%	Reduced	\$ 2,000.00
Private Resident Consultation	\$ 780.00	\$ 455.00	\$ 455.00	\$ -	41.66%		\$ 780.00
Wetland Tree Removal	\$ 2,000.00	\$ 1,167.00	\$ -	\$ 1,167.00	100.00%	Delete	
Grass Carp Replacement & Barrier Repair	\$ 300.00	\$ 175.00	\$ -	\$ 175.00	100.00%	Delete	
Nuisance & Exotic Species Contral Areas A - V	\$ 10,500.00	\$ 6,125.00	\$ 5,250.00	\$ 875.00	50.00%		\$ 10,500.00
Special Projects	\$ 6,350.00	\$ 3,704.00	\$ 2,590.00	\$ 1,114.00	59.21%	Reduced	\$ 5,000.00
<b>Total</b>	<b>\$ 63,680.00</b>	<b>\$ 37,147.00</b>	<b>\$ 31,745.00</b>	<b>\$ 5,402.00</b>			<b>\$ 52,780.00</b>
Woodline Salary Component (per Luciano Mastrianni)	\$ 22,000.00			\$ 22,000.00			\$ 22,000.00
Remaining Wetland Budget							\$ 10,900.00
<b>Total</b>	<b>\$ 85,680.00</b>			<b>\$ 27,402.00</b>			<b>\$ 85,680.00</b>
<b>Fiscal Year 2021-22: Major Cleanup Wetland Areas 6, 9, 10</b>				<b>\$ 12,100.00</b>			

Source of Funds:  
2022-2023

GHS Pricing

Monthly Aquatic Weed Control Program	\$ 34,500.00
Herbicide Wetland Buffers	\$ 2,000.00
Private Resident Consultation	\$ 780.00
Nuisance & Exotic Species Contral Areas A - V	\$ 10,500.00
Special Projects / Wetland Tree Work	\$ 5,000.00
<b>Subtotal</b>	<b>\$ 52,780.00</b>
Woodline Salary Component (per Luciano Mastrianni)	\$ 22,000.00
Remaining Wetland Budget (\$63,680 - \$52,780)	\$ 10,900.00
Wetland's Dumpster (will be removed)	\$ 2,000.00
<b>Total Funds Available</b>	<b>\$ 87,680.00</b>
Lake & Wetland Mgt Functions	\$ 52,780.00
Woodline Major Cleanup Remaining 9 Areas	\$ 30,300.00
Woodline Routine Cleanup 6 Areas for FY 2022-2023	\$ 13,200.00
Total Wetlands Expenditures FY 2022-2023	\$ 96,280.00
<b>Over Budget FY 2022-2023</b>	<b>\$ 8,600.00</b>

Maintenance Area No.	Approximate Linear Feet (±)	Initial Maintenance 2022	Routine Maintenance 2023
1	1,107	\$2,200.00	\$2,200.00
2	1,474	\$3,700.00	\$2,200.00
3	1,266	\$4,200.00	\$2,200.00
4	700	\$2,700.00	\$1,450.00
5	940	\$2,950.00	\$1,450.00
6	1,110	\$4,200.00	\$2,700.00
7	2,285	\$3,950.00	\$2,700.00
8	740	\$2,450.00	\$1,700.00
9	1,460	\$3,700.00	\$2,700.00
10	1,773	\$4,200.00	\$2,700.00
11	1,383	\$3,950.00	\$2,200.00
12	580	\$4,200.00	\$2,200.00
<b>Total</b>	<b>14,818</b>	<b>\$42,400.00</b>	<b>\$26,400.00</b>

Note: \$12,100 + \$30,300 = \$42,400 (GHS cleanup quote)

**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



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

