

1 **MINUTES OF MEETING**  
2 **PRESERVE AT WILDERNESS LAKE**  
3 **COMMUNITY DEVELOPMENT DISTRICT**

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

7 **FIRST ORDER OF BUSINESS – Call to Order/Roll Call**

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

9 Present and constituting a quorum were:

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

14 Also present were:

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

22  
23 *The following is a summary of the discussions and actions taken at the September 6, 2023 Preserve at  
24 Wilderness Lake CDD Board of Supervisors Regular Meeting.*

25 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

26 The Pledge of Allegiance was recited.

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

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

32 **FOURTH ORDER OF BUSINESS – Supervisor Comments**

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

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

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

46 **FIFTH ORDER OF BUSINESS – Staff Reports**

47 A. Landscaping & Irrigation

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

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

54 2. Exhibit 2: RedTree Warranty Sod Report

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

56 3. RedTree Irrigation Inspection Report

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

58 4. Exhibit 3: RedTree Project Tracker & Proposals

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

64 B. Aquatic Services

65 1. Exhibit 4: GHS Environmental Report

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

71 C. Exhibit 5: District Engineer

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

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

80 D. District Counsel

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

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

94 E. Community Manager

95 1. Exhibit 6: Presentation of Community Manager Report

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

101 F. District Manager

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

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

112 2. Exhibit 8: Project Tracker

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

114 **SIXTH ORDER OF BUSINESS – Consent Agenda**

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

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

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

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

121 D. Exhibit 12: Ratification of RedTree Proposals

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

125 **SEVENTH ORDER OF BUSINESS – Business Items**

126 A. Exhibit 13: Consideration of Cleaning Services Proposal Options

- 127 1. City Wide
- 128 2. Electro Sanitation Services

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

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

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

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

- 145 C. Exhibit 15: Consideration of ADA Door Proposal Options

- 146 1. DH Pace
- 147 2. Magnum Door Solutions

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

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

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

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

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

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

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

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

175 F. Exhibit 18: Presentation of Lightning Damage Tracker

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

179 **EIGHTH ORDER OF BUSINESS – Supervisors Requests**

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

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

187 **NINTH ORDER OF BUSINESS – Audience Comments – New Business**

188 There being none, the next item followed.

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

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

193 **ELEVENTH ORDER OF BUSINESS – Adjournment**

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

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

198 *\*Each person who decides to appeal any decision made by the Board with respect to any matter considered*  
199 *at the meeting is advised that person may need to ensure that a verbatim record of the proceedings is made,*  
200 *including the testimony and evidence upon which such appeal is to be based.*

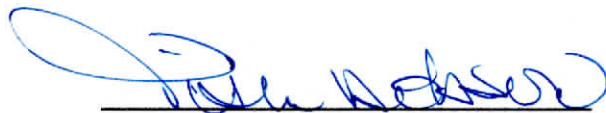
201 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
202 **meeting held on October 4, 2023.**

203  dotloop verified  
10/09/23 9:25 AM  
EDT  
LCHO-BJ1-TFZE-AEIO

Signature

Holly Ruhlig, Chair

Printed Name



Signature

 - Secretary

Printed Name

204 Title:  Secretary  Assistant Secretary

Title:  Chairman  Vice Chairman