

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, November 1, 2023 at 6:30 p.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	Board Supervisor, Assistant Secretary
13 Heather Hepner <i>(via phone)</i>	Board Supervisor, Assistant Secretary

14 Also present were:

15 Tish Dobson	District Manager, Vesta District Services
16 Julie Cortina	Vesta Property Services
17 Michael Broadus <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 John Moylan	RedTree Landscaping

22
23 *The following is a summary of the discussions and actions taken at the November 1, 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 noted a request for a letter of approval from the CDD to install a section of
30 fence that encroaches the wetland buffer, with the letter to reflect that the CDD had no objection to
31 the construction of the fence and that it does not impede any maintenance operations. The audience
32 member discussed previous correspondence with the HOA and replies with SWFWMD. Ms.
33 Dobson explained that consideration of the letter of approval of installation was included in the
34 agenda under Exhibit 16.

35 **FOURTH ORDER OF BUSINESS – Presentation of Proof of Publication(s)**

36 **FIFTH ORDER OF BUSINESS – Supervisor Comments**

37 There were no comments from any Board Supervisors.

38 **SIXTH ORDER OF BUSINESS – Staff Reports**

39 A. Landscaping & Irrigation

40 1. Exhibit 1: RedTree Landscape Inspection Reports – September 2023

41 Comments were made by RedTree Landscape representatives indicating that multiple
42 valves in the aging irrigation system were failing and needed to be replaced. Mr. Moylan

43 commented on a recent lightning strike which had broken a controller at the front, as well
44 as the unusually dry conditions for the time of year that were worsening the issues. In
45 addition, it was noted that 20 pallets of sod had been replaced, with discussion ensuing
46 regarding the loss of sod due to environmental conditions. Comments were heard from
47 Board members expressing concerns about the time taken to respond to problems identified
48 as early as April. Ms. Dobson noted that she had observed the beds with the annuals
49 previously being slow to blossom, only doing so when they were being irrigated properly,
50 and additionally noted drought-like conditions at all of the pots at the pool and behind the
51 main lodge, and the butterfly garden areas. Mr. Lucadano stated that he would work to
52 address the deficiencies, acknowledging issues with the fall annual rotation and front
53 entrance irrigation.

54 2. Exhibit 2: RedTree Landscape Projects & Proposal Tracker

55 3. Exhibit 3: Consideration of RedTree Landscape Maintenance Agreement Renewal for
56 FY23-24

57 Mr. Lucadano stated that RedTree was requesting a 5% increase for the following year on
58 each of the recurring sections of the base contract, to address rising costs. The Board and
59 Ms. Dobson discussed the current RedTree contract following the departure of RedTree
60 representatives from the meeting, with comments being made regarding the degree of
61 regular oversight for the irrigation zones. Ms. Dobson acknowledged that staff had
62 mentioned that they had been seeing RedTree staff on property more frequently since she
63 had returned. The Board requested for RedTree to be given a 30-day period to remediate
64 the deficiencies with the landscaping and irrigation.

65 4. Exhibit 4: RedTree Proposals (if any)

66 a. Wild Oak Lane Hedgerow – 3-gal. Viburnum Installation

67 Ms. Edwards stated that the viburnums had failed as a direct result of the irrigation
68 issue at the front of the community, with issues being reported back in April. Ms.
69 Edwards recalled discussions about replacing the viburnums under warranty, and
70 questioned why it was now a proposal.

71 b. Wild Oak Lane Hedgerow – 7-gal. Viburnum Installation

72 Comments were heard in favor of the 3-gallon viburnum size.

73 c. 35-gal. Crepe Myrtles Installation

74 Ms. Edwards noted that the proposal included the installation of \$675 worth of
75 sod, and suggested holding off on this proposal until the irrigation issues were
76 confirmed to be rectified.

77 d. 15-gal. Guava Installation

78 Concerns were expressed about the size of the plant, with Ms. Edwards suggesting
79 that it would be too big to thrive.

80 e. 7-gal. Guava Installation

81 Ms. Edwards commented more positively about this installation proposal, though
82 suggested that this also would not have much success until irrigation was
83 established in the pool area.

84

85

86 f. Sod Installation

87 Ms. Edwards stated that this was also a direct result of the irrigation issues and
88 should be warranty work, to be replaced in the next 30 days.

89 Ms. Dobson stated that the status of the irrigation and warranty sod replacement
90 would be included in the weekly update.

91 B. Aquatic Services

92 1. Exhibit 5: GHS Environmental Report

93 Ms. Dobson noted that work was being done to thin out grasses along ponds to make any
94 alligators more visible to homeowners to steer clear from and report for removal if
95 aggressive. Ms. Dobson additionally mentioned efforts to communicate reminders to
96 residents not to feed the wildlife.

97 *(The Board recessed the meeting at 8:35 p.m. and reconvened at 8:41 p.m.)*

98 C. Exhibit 6: District Engineer

99 Mr. Brletic gave an overview of his report, noting that the ACPLM roadway construction had now
100 been completed, with the County to complete the paperwork.

101 1. Exhibit 7: Review of Cormorant Cove Dock Inspection

102 Mr. Brletic provided an overview of the inspection report, as provided by Reuben Carlson
103 Consulting. Mr. Brletic commented positively on the level of detail, and noted
104 recommendations for acquiring proposals for railing repair and structural support, followed
105 by replacement of the dock structure in approximately 10 to 12 years, being the end of the
106 estimated remaining life of the structure following suggested repairs. In response to
107 Supervisor questions about pricing, Mr. Brletic stated that this inspection report was about
108 \$1,300, which he noted was a good price. Ms. Dobson requested for the District Engineer
109 to reach out to Reuben Carlson to see if they could perform a similar inspection on the
110 Lodge dock, at the same price.

111 Mr. Brletic noted that a few different people had been on site to look at the railings, and
112 that he hoped to have proposals for the pilings at the next meeting. Ms. Dobson suggested
113 contacting Bridge Builders, commenting positively on their bridge work in a different
114 community she managed.

115 Mr. Brletic provided an update following a visit to a CDD parcel on Pine Knot with Ms.
116 Edwards and Ms. Dobson, explaining some concerns from private property owners about
117 a swale which was both not part of the original site plan and that appears to have been
118 worsening over time.

119 On a MOTION by Ms. Edwards, SECONDED by Ms. Ruhlig, WITH ALL IN FAVOR, the Board approved
120 for a survey to be ordered by the District Engineer, to be conducted for the Pine Knot and Wilderness Lake
121 Boulevard common area, and to secure estimates for both options of conveyance to the wetlands and
122 removal of the swale, for the Preserve at Wilderness Lake Community Development District.

123 Following the motion, Mr. Brletic noted that he had received an email from SWFWMD that he
124 thought may be an error on their part, regarding permit transfer. Mr. Brletic stated that this permit
125 was regularly certified, most recently in 2018. Ms. Dobson noted that the letter had referenced a
126 previous engineering firm associated with the CDD, and Mr. Brletic explained that the letter was
127 reflecting whoever had initially put in the permit, adding that additional points of contact could be

128 provided. Ms. Dobson stated that she would send a copy of the SWFWMD permit letter to the
129 Board.

130 D. District Counsel

131 Mr. Broadus stated that he had nothing specific to report, but provided some comments on liability
132 involved with wild animal incidents.

133 E. Community Manager

134 1. Exhibit 8: Presentation of Community Manager Report

135 Ms. Dobson presented the report to the Board, and discussed requests that had come in
136 from the community, including the addition of films to the monument lights to tint the
137 colors, and trimming tree branches past a 15-foot height threshold. Ms. Dobson responded
138 to Board inquiries about staffing levels, noting that the onboarding for a new event
139 coordinator would be starting once employee information was received back. Additional
140 discussion ensued regarding holiday event plans, as well as the issuance of the debit card
141 for Wilderness.

142 F. District Manager

143 1. Exhibit 9: Presentation of District Manager & Field Operations Report

144 Ms. Dobson provided a status update on the transfer of her District management portfolio.
145 Ms. Dobson stated that she would check with Mr. Smith on the exact date but
146 anticipated the turnover to be complete by early December.

147 **SEVENTH ORDER OF BUSINESS – Consent Agenda**

148 A. Exhibit 10: Consideration for Approval – The Minutes of the Board of Supervisors Regular
149 Meeting Held October 4, 2023

150 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Edwards, WITH ALL IN FAVOR, the Board approved
151 the Minutes of the Board of Supervisors Regular Meeting Held October 4, 2023, for the Preserve at
152 Wilderness Lake Community Development District.

153 B. Exhibit 11: Consideration for Acceptance – The September 2023 Unaudited Financial Report

154 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Edwards, WITH ALL IN FAVOR, the Board accepted
155 the September 2023 Unaudited Financial Report, for the Preserve at Wilderness Lake Community
156 Development District.

157 C. Exhibit 12: Consideration for Acceptance – The September 2023 Operations & Maintenance
158 Expenditures

159 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Edwards, WITH ALL IN FAVOR, the Board accepted
160 the September 2023 Operations & Maintenance Expenditures, for the Preserve at Wilderness Lake
161 Community Development District.

162 **EIGHTH ORDER OF BUSINESS – Business Items**

163 A. Exhibit 13: Consideration of Ikare Publishing Newsletter Agreement

164 This item was tabled to the next meeting, pending the addition of requested verbiage that had been
165 sent to the legal office.

166

167 B. Exhibit 14: Consideration of Finn Outdoor Drainage Maintenance Proposal

168 Mr. Brletic and Ms. Dobson discussed the drainage maintenance proposal with the Board. Ms.
169 Dobson explained that some issues had been noted as possibly connected to the bubbler box
170 structure design that resulted in issues where if one had a problem, there were likely concurrent
171 problems elsewhere on the wetland. Mr. Brletic expressed interest in looking into the design .

172 On a MOTION by Ms. Edwards, SECONDED by Ms. Ruhlig, WITH ALL IN FAVOR, the Board approved
173 the Finn Outdoor Drainage Maintenance Proposal, pending approval by GHS, in an amount not to exceed
174 \$3,350.00, for the Preserve at Wilderness Lake Community Development District.

175 C. Exhibit 15: Consideration & Adoption of **Resolution 2024-01**, 2024 General Election Notice

176 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Hepner, WITH ALL IN FAVOR, the Board adopted
177 **Resolution 2024-01**, setting a 2024 General Election Notice, for the Preserve at Wilderness Lake
178 Community Development District.

179 D. Exhibit 16: Consideration of Approval of Installation & Maintenance Access of Fencing in the
180 Setback

181 This item was discussed as part of the audience comments at the beginning of the meeting.

182 On a MOTION by Ms. Edwards, SECONDED by Ms. Ruhlig, WITH ALL IN FAVOR, the Board approved
183 for a letter to proceed reflecting no objection to the Installation & Maintenance Access of Fencing in the
184 Wetland Buffer Setback Area, for the Preserve at Wilderness Lake Community Development District.

185 E. Consideration of Vesta District Services Request to Designate the Lodge as Local Records Office
186 for Pasco County

187 Ms. Dobson provided an overview of the records request process to the Board, noting that the
188 typical deadline for requests was 30 days from when they were received. Following some concerns
189 about adding to the District management workload, this item was tabled.

190 Prior to discussion of the spa services, a resolution to amend the Fiscal Year 2022/2023 General
191 Fund Budget was considered for adoption. Ms. Dobson stated that she had distributed the amended
192 budget to the Board and provided hard copies, explaining that while the overall budget had not
193 gone over, there were individual line items that surpassed the 10% threshold requiring for an
194 amendment, with particular focus on variances under the District Engineering line item.

195 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Fisher, WITH ALL IN FAVOR, the Board adopted
196 **Resolution 2024-02**, Amending the Fiscal Year 2022/2023 General Fund Budget and providing for an
197 effective date, for the Preserve at Wilderness Lake Community Development District.

198 F. Exhibit 17: Discussion of Spa Services Update

199 The Board and Ms. Dobson discussed the nail technician's schedule and verifying the services
200 provided, with suggestions being made to track the relative demand for the services amidst
201 newsletter advertising and promotions, to inform decision-making for possible supplemental
202 services. Discussion ensued regarding shared space and the responsibilities of the nail technician
203 for their private property.

204 **NINTH ORDER OF BUSINESS – Supervisors Requests**

205 There being none, the next item followed.

206

207 **TENTH ORDER OF BUSINESS – Audience Comments – New Business**

208 There being none, the next item followed.

209 **ELEVENTH ORDER OF BUSINESS – Next Meeting Quorum Check: December 7, 9:30 AM**

210 Ms. Edwards, Ms. Fisher, Ms. Ruhlig, and Ms. Hepner stated that they would be able to attend the
211 next meeting in person, which would constitute a quorum. Mr. Norrie was not present for the
212 quorum check.

213 **TWELFTH ORDER OF BUSINESS – Adjournment**

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

216 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Edwards, WITH ALL IN FAVOR, the Board
217 adjourned the meeting at 11:07 p.m. for the Preserve at Wilderness Lake Community Development District.

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

221 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**
222 **meeting held on December 6, 2023.**

223 *Tish Dobson*

Signature
Tish Dobson

Printed Name

Holly Ruhlig, Chair	dotloop verified 12/10/23 8:37 PM EST RLAZ-LISD-4RDM-COWU
Signature	
Holly Ruhlig, Chair	
_____ Printed Name	

224 **Title:** Secretary Assistant Secretary

Title: Chairman Vice Chairman