

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, March 6, 2024 at 9:30 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	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	Vesta Property Services
17	Scott Smith	Vesta Property Services
18	John Vericker <i>(via phone)</i>	District Counsel, Straley Robin Vericker
19	Stephen Brletic <i>(via phone)</i>	District Engineer, BDI
20	Kevin Smith	RedTree Landscaping

21 *The following is a summary of the discussions and actions taken at the March 6, 2024 Preserve at*
22 *Wilderness Lake CDD Board of Supervisors Regular Meeting.*

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

24 The Pledge of Allegiance was recited.

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

27 There being none, the next item followed.

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

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

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

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

32 A. Landscaping & Irrigation

33 1. RedTree Report

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

39 2. Exhibit 2: RedTree Landscape Inspection Report

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

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

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

48 3. RedTree Proposals (if any)

49 B. Aquatic Services

50 1. Exhibit 3: GHS Environmental Report

51 There were no comments from the Board on the report.

52 C. Exhibit 4: District Engineer

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

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

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

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

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

75 Following the motion, Mr. Brletic stated that the permit reinspection was scheduled for March
76 2025.

77 D. District Counsel

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

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

84 E. Community Manager

85 1. Exhibit 5: Presentation of Community Manager Report

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

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

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

99 F. District Manager

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

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

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

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

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

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

115 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Hepner, WITH ALL IN FAVOR, the Board approved 116 the Minutes of the Board of Supervisors Regular Meeting Held February 7, 2024, for the Preserve at 117 Wilderness Lake Community Development District.

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

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

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

125 This item was tabled.

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

127 A. Presentation & Discussion of FY 2025 Preliminary Draft Budget

128 Ms. Dobson stated that a workshop would be held on March 19 dedicated to discussing the FY
129 2025 budget. Ms. Hepner inquired about the website budget line item, and Ms. Dobson noted that
130 this was decreasing compared to previous years, explaining that a per-page fee previously
131 associated with ADA remediation for documents hosted on websites had been removed.

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

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

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

137 There being none, the next item followed.

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

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

142 **TWELFTH ORDER OF BUSINESS – Adjournment**

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

145 On a MOTION by Ms. Ruhlig, SECONDED by Ms. Edwards, WITH ALL IN FAVOR, the Board
146 adjourned the meeting at 12:04 p.m. for the Preserve at Wilderness Lake Community Development District.

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

150 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
151 meeting held on April 4, 2024.

152 

Signature

Printed Name

Vish Dobson



Signature

Printed Name

Holly Ruhlig, Chair

153 Title: Secretary Assistant Secretary

Title: Chairman Vice Chairman