



Rizzetta & Company

Preserve at Wilderness Lake Community Development District

Board of Supervisors' Meeting November 6, 2019

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

www.wildernesslakecdd.org

PRESERVE AT WILDERNESS LAKE CDD COMMUNITY DEVELOPMENT DISTRICT

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

Board of Supervisors

Beth Edwards	Board Supervisor
Scott Diver	Board Supervisor
Sam Watson	Board Supervisor
James Estel	Board Supervisor
Lou Weissing	Board Supervisor

District Manager

Matthew Huber	Rizzetta & Company, Inc.
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District Counsel

John Vericker	Straley Robin & Vericker
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District Engineer

Greg Woodcock	Cardno Engineering
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All cellular phones must be placed on mute 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) 994-1001. 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 – 5844 OLD PASCO ROAD - SUITE 100 – WESLEY CHAPEL,
FLORIDA 33544**

WWW.WILDERNESSLAKECDD.ORG

October 29, 2019

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

FINAL AGENDA

Dear Board Members:

The Audit Committee and regular meetings of the Board of Supervisors' of the Preserve at Wilderness Lake Community Development District will be held on **Wednesday, November 6, 2019 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 tentative agenda for this meeting:

AUDIT COMMITTEE MEETING:

- 1. CALL TO ORDER**
- 2. BUSINESS ADMINISTRATION**
 - A. Review of Proposals Received for Audit RFP.....Tab 1
- 3. ADJOURNMENT**

BOARD OF SUPERVISORS MEETING:

- 1. CALL TO ORDER**
- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS / BOARD & STAFF RESPONSES**
- 4. BOARD SUPERVISOR REQUESTS AND WALK ON ITEMS**
- 5. GENERAL INTEREST ITEMS**
 - A. District Counsel's Report
 - B. District Engineer's Report
 - C. GHS Environmental Report
 - D. Landscaping Report
 1. Review of PSA Report
 2. Contractor's Response – PSA's "Done Report" & Score of September 2019 Inspection
 - D. Lodge Manager's Report
- 6. Recess**
- 7. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes from the Audit Committee Meeting held on October 2, 2019..... Tab 2
 - B. Consideration of Minutes of the Board of Supervisors' Meeting held on October 2, 2019..... Tab 3

- C. Consideration of Operation and Maintenance Expenditures for September 2019..... Tab 4
- 8. **BUSINESS ITEMS**
 - A. Consideration of Audit Committee Recommendations
 - B. Update on 7518 Ambleside Restoration of Conservation Area
 - C. Consideration of Landscape Proposals..... Tab 5
- 9. **REVIEW OF MONTHLY FINANCIALS & RESERVE STUDY**
 - A. Financial Statements for August 2019
 - B. Copy of Reserve Study Report
- 10. **STAFF REPORTS**
 - A. District Manager's Update
- 11. **SUPERVISOR REQUESTS**
- 12. **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) 994-1001.

Very truly yours,

Matthew Huber
District Manager

cc: John Vericker, Straley & Robin
Greg Woodcock, Cardno
Tish Dobson, Lodge Manager

Tab 1

PRESERVE AT WILDERNESS LAKE CDD AUDITOR RANKING SHEET

CRI	GRAU	MCDIRMIT DAVIS
0	0	0

1. Ability of Personnel (20 points)

(Deographic locations of this firm's headquarters or permanent office in relation to the project: capabilities and experience fo key personnel; presetnt ability to manage this project; evaluation of existing workload; proposed staffing levels, etc.)

0	0	0
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2. Proposer's Experience (20 points)

(Past record and experienceof the Prposer in similar projects; volume of work previously performed by the firm; past performance for other Communtiy Development Districts in other contracts; character; integrity, reputation of respondent, etc.)

0	0	0
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3. Understanding of Scope of Service (20 points)

(Does the proposal demonstrate an understanding of the District's needs for the services requested?)

0	0	0
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4. Ability to Furnish Required Services (20 points)

(Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required E.g. the existence of any natural disaster plan for business operations)

0	0	0
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5. Price (20 points)

Points will be awarded based upon the price bid for the rendering of services and reasonableness of the price to the services

2019	\$5,500	\$3,800	\$4,300
2020	\$5,750	\$3,900	\$4,400
2021	\$6,000	\$4,000	\$4,500
3-year average	\$5,750	\$3,900	\$4,400
Total	0	0	0



We value creating mutually rewarding, long-term relationships with our clients. Our goal is to provide high quality, responsive service that yields returns far greater than your investment in our professional fees. Please find below our proposal of fees to provide the requested services for the upcoming fiscal years.

SERVICE	CRI FEES 2019	CRI FEES 2020	CRI FEES 2021
Perform external audit services in accordance with auditing standards generally accepted in the United States of America (GAAS)	\$5,500	\$5,750	\$6,000

**Actual out-of-pocket expenses will be billed separately and are not included in the fee.*

If Preserve at Wilderness Lake Community Development District requests additional services outside of this proposal, professional fee hourly rates are as follows, but may be negotiated depending on the project request:

CLASSIFICATION	HOURLY RATE
Partner	\$400
Manager	\$300
Senior	\$190
Staff	\$140
IT Specialist	\$250
Fraud Specialist	\$250

Our professional fees are based on the key assumptions that Preserve at Wilderness Lake Community Development District will:

- Ensure that the predecessor's work papers will be made available for timely review.
- Make available documents and work papers for review at Preserve at Wilderness Lake Community Development District's headquarters location, although we may choose to review at alternate locations.
- Prepare certain schedules and analyses and provide supporting documents as requested.
- Assist us in obtaining an understanding of the accounting systems of Preserve at Wilderness Lake Community Development District.
- Not experience a significant change in business operations or financial reporting standards.

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2019-2021 are as follows:

<u>Year Ended September 30,</u>	<u>Fee</u>
2019	\$3,800
2020	\$3,900
2021	<u>\$4,000</u>
TOTAL (2019-2021)	<u>\$11,700</u>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or additional Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned.

Cost Proposal

We understand the requested services include audits of the District's financial statements for the year ended September 30, 2019, with the option of two additional annual renewals. The audit will be made in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

McDirmit Davis & Company, LLC is duly licensed under Chapter 473, Florida Statutes and is qualified to conduct audits in the State of Florida and audits in accordance with *Government Auditing Standards*.

Fees include all services, including but not limited to, meals and lodging, transportation, printing and binding, telephone, fax and copies. Out of pocket expense (if any) related to charges for confirmations will be in addition to the audit fee. Invoices will be submitted as work progresses on each phase of the audit.

<u>Audit fees (All-Inclusive)</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Audit Fee	\$4,300	\$4,400	\$4,500

Tab 2

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 Audit Committee meeting of the Board of Supervisors of the Preserve at Wilderness Lake Community Development District was held on **Wednesday, October 2, 2019 at 9:30 a.m.** at The Preserve at Wilderness Lake Activity Center at the Lodge located at 21320 Wilderness Lake Boulevard, Land O'Lakes, Florida, 34637.

Present and constituting a quorum:

James Estel	Board Supervisor, Chairman
Lou Weissing	Board Supervisor, Vice Chairman
Beth Edwards	Board Supervisor, Assistant Secretary
Scott Diver	Board Supervisor, Assistant Secretary
Sam Watson	Board Supervisor, Assistant Secretary

Also present were:

Matt Huber	District Manager, Rizzetta & Company, Inc.
Tish Dobson	Lodge Manager, Preserve at Wilderness Lake
Gregg Gruhl	RASI
Pete Lucadano	Representative, Redtree Landscape Systems
Haley Park	Events Coordinator
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huber called the meeting to order confirming a quorum.

SECOND ORDER OF BUSINESS

Presentation of Audit Proposal Instructions

Mr. Huber reviewed the process for selecting an auditor and a brief discussion ensued. He presented the proposed audit instructions noting that the typo reported by Mr. Diver has been corrected.

<p>On a Motion by Mr. Diver seconded by Ms. Edwards, with all in favor, the Audit Committee approved the Audit Proposal Instructions and Evaluation Criteria as discussed for the Preserve at Wilderness Lake Community Development District.</p>

FOURTH ORDER OF BUSINESS

Adjournment

<p>On a Motion by Ms. Edwards, seconded by Mr. Diver, with all in favor, the Audit Committee adjourned the meeting at 9:35 a.m. for the Preserve at Wilderness Lake Community Development District.</p>

Assistant Secretary

Chairman/Vice Chairman

Tab 3

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, October 2, 2019 at 9:35 a.m.** at The Preserve at Wilderness Lake Activity Center at the Lodge located at 21320 Wilderness Lake Boulevard, Land O'Lakes, Florida, 34637.

Present and constituting a quorum:

James Estel	Board Supervisor, Chairman
Lou Weissing	Board Supervisor, Vice Chairman
Beth Edwards	Board Supervisor, Assistant Secretary
Scott Diver	Board Supervisor, Assistant Secretary
Sam Watson	Board Supervisor, Assistant Secretary

Also present were:

Matt Huber	District Manager, Rizzetta & Company, Inc.
Tish Dobson	Lodge Manager, Preserve at Wilderness Lake
Gregg Gruhl	RASI
Pete Lucadano	Representative, Redtree Landscape Systems
Haley Park	Event Coordinator

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huber called the meeting to order confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Mr. Estel led the Board in the reciting of The Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no members of the general audience in attendance.

Ms. Edwards asked Mr. Gruhl to provide an update on staffing levels, etc. at the Lodge. Ms. Dobson introduced Hayley Parker to the Board, informing them of her experience and credentials. Ms. Parker responded to Board Questions.

Mr. Diver stated that he attended the Octoberfest event and that it was really well done.

FOURTH ORDER OF BUSINESS

Consideration of Investment Options

Mr. Weissing reviewed the available options with the Board, stating that the intent is to invest in governmental insured investments and they must be held in Qualified Public Depositories. He explained that the District does not have enough funds for investment houses to be interested in working with the District. ICS accounts involve banks working together to invest funds and generally provide better interest rates, but less access. Following a brief discussion, Ms. Edwards made a motion to invest in a 3-year CD at a rate of 2.53% (or best available). She later amended her motion to divide the Bank of Tampa account \$900,000 leaving \$450,000 in the Bank of Tampa and place the balance into two other accounts (\$300,000 and \$125,000) for 5 years at an interest rate of 2.53%.

On a Motion by Ms. Edwards seconded by Mr. Diver, with all in favor, the Board of Supervisors approved keeping the account \$900,000 leaving \$450,000 in the Bank of Tampa and place the balance into two other accounts (\$300,000 and \$125,000) for 5 years at an interest rate of 2.53% (or best available) for the Preserve at Wilderness Lake Community Development District.

Additional discussion was held regarding the possibility of adjusting the investment policy and whether Rizzetta would notify the Board as CD's etc. come due in the future.

FIFTH ORDER OF BUSINESS

Landscaping Report

Mr. Lucadano addressed the irrigation issues in September and updated the Board on the status of ongoing maintenance and the installation of the annuals. He spoke regarding the turf disease (All Total Root Rot) that has impacted sections of the community and will be treating all of the Floratam turf as a precautionary matter. He confirmed that there is evidence that individual homes have the disease now. Ms. Edwards expressed concerns regarding the article from the University of Florida and whether the landscaper should bear some of the responsibility for the loss, as well as the cost of the sod. Mr. Lucadano addressed her concerns explaining that the sod was not the problem, it was the soil. He assured the Board that re-sodding the area after the next treatment is not an issue. Mr. Lucadano stated, *"Anything that now gets installed (even on those areas) now I am responsible for it, now I do have to warranty it because we know that the disease exists and I'm responsible to treat for it going forward. There will never be another debate on this."*

Additional discussion was held on the cost for the re-sod project, with all parties eventually agreeing upon a total cost of \$5,625.

Recessed at 11:10 a.m.

Reconvened at 11:21 a.m. with a quorum

SIXTH ORDER OF BUSINESS

Consideration of Audit Committee Recommendations

On a Motion by Mr. Diver seconded by Mr. Weissing, with all in favor, the Board of Supervisors approved the audit proposal instructions and evaluation criteria as recommended by the Audit Committee for the Preserve at Wilderness Lake Community Development District.

SEVENTH ORDER OF BUSINESS

Discussion on Background Checks on New Vendors

Discussion was held regarding the need to procure background information on vendors' employees working in the community. A request was made for District Counsel to prepare language to be included in future bid packages/ranking for pool services, landscapers, etc.

EIGHTH ORDER OF BUSINESS

Consideration of Second Amendment to Professional Services Contract

Mr. Huber presented the Second Amendment to the Professional Services Contract, updating the Board on the revisions and increase in cost of \$2,150 annually.

On a Motion by Mr. Diver seconded by Ms. Edwards, with all in favor, the Board of Supervisors approved the Second Amendment to the Professional Services Contract, as presented, for the Preserve at Wilderness Lake Community Development District.

NINTH ORDER OF BUSINESS

Lodge Manager's Report

Ms. Dobson reviewed her report for the Board, noting that the HVAC registers have been ordered. A brief discussion was held regarding the time of day for closing the dock, funds remaining in the events budget, and the need for the new wording for the parking policy to be distributed to residents.

On a Motion by Ms. Edwards seconded by Mr. Diver, with all in favor, the Board of Supervisors directed Staff to notify residents of the new wording in the Parking policy via e-blast and the newsletter for the Preserve at Wilderness Lake Community Development District.

TENTH ORDER OF BUSINESS

GHS Environmental Report

There was no discussion on the report.

ELEVENTH ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors' Meetings held
on September 4, 2019**

Mr. Huber presented the Minutes of the Board of Supervisors' Meetings held on September 4, 2019 to the Board of Supervisors.

On a Motion by Mr. Diver, seconded by Mr. Estel, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on September 4, 2019 for the Preserve at Wilderness Lake Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for
August 2019**

On a Motion by Mr. Diver, seconded by Mr. Weissing, with all in favor, the Board approved the Operation and Maintenance Expenditures for August 2019 in the amount of \$152,928.15, for the Preserve at Wilderness Lake Community Development District.

THIRTEENTH ORDER OF BUSINESS

Financial Statements for July 2019

Mr. Huber presented the Financial Statements for June 2019 and the Board had no comments, or questions.

FOUREENTH ORDER OF BUSINESS

Reserve Study

Mr. Huber presented the Reserve Study report and the Board had no comments, or questions.

FIFTEENTH ORDER OF BUSINESS

District Counsel's Report

Not present.

SIXTEENTH ORDER OF BUSINESS

District Engineer's Report

Not present.

SEVENTEENTH ORDER OF BUSINESS

District Manager's Report

Mr. Huber reminded the Board that the next meeting was scheduled for November 6, 2019 at 6:30 p.m.

EIGHTEENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Diver stated that the Ice Maker at the Lodge needs to be replaced.

Mr. Weissing sought to clarify that the investment resolution include a 4-5 year period with the best possible rate (approximately 2.73%)

NINETEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Mr. Weissing seconded by Mr. Diver, with all in favor, the Board of Supervisors adjourned the Board of Supervisor's Meeting at 12:10 p.m. for the Preserve at Wilderness Lake Community Development District.

Assistant Secretary

Chairman/Vice Chairman

Tab 4

The Preserve at Wilderness Lake Community Development District

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

Operation and Maintenance Expenditures September 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from September 1, 2019 through September 30, 2019.

The total items being presented: **\$158,968.47**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

Vendor Name	Check #	Invoice Number	Invoice Description	Code	Invoice Amount	Page #
2XL Corporation	011644	254334	(8) GymWipes Refills-700 CT S&H 07/19	Facility Supplies - Spa	\$ 277.59	1
2XL Corporation	011665	257210	(8) GymWipes Refills-700 CT S&H 09/19	Facility Supplies - Spa	\$ 277.51	2
A Total Solution, Inc. (ATS)	011655	0000142512	100 Prox Card II Gloss Match 08/19	Resident ID Cards	\$ 262.00	3
A Total Solution, Inc. (ATS)	011655	0000142580	Repairs Due to July 15th Lightning Strike Damage 08/19	Security System Monitoring	\$ 5,709.80	4
A Total Solution, Inc. (ATS)	011631	00012554	Monthly Service Maintenance Agreement 09/19	Security System Maintenance	\$ 600.00	8
AlSCO, Inc.	011632	LTAM819417	Linen & Mat Service 08/19	Facility Supplies - Spa	\$ 146.51	9
AlSCO, Inc.	011666	LTAM821443	Linen & Mat Service 09/19	Facility Supplies - Spa	\$ 167.82	10
Beth Edwards	011647	BE090419	Board of Supervisors Meeting 09/04/19	Supervisor Fees	\$ 200.00	11
Charles L. Weissing	011654	LW090419	Board of Supervisors Meeting 09/04/19	Supervisor Fees	\$ 200.00	11
Cheryl's Trinity, Inc.	011653	12938	VIP Wine Tasting Event 09/19	Special Events	\$ 225.00	12
Duke Energy	011646	60574 01168 08/19	Herons Glen Sign 08/19	Electric Utility Services	\$ 14.12	13
Duke Energy	011656	83196 80556 08/19	Herons Wood Sign 08/19	Electric Utility Services	\$ 13.73	14
Duke Energy	011646	91468 53580 08/19	Summary Bill 08/19	Electric Utility Services	\$ 12,598.63	15
Duke Energy	011656	94409 44391 08/19	Summary Bill 08/19	Electric Utility Services	\$ 600.27	18
Egis Insurance Advisors LLC	011648	9290	Policy #100119678 10/01/19-10/01/20	Prepaid Insurance	\$ 35,389.00	25
Fitness Logic, Inc.	011633	91099	Repairs - Athletic Equipment 08/19	Fitness Equipment Preventative Repairs	\$ 9.99	27

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

Vendor Name	Check #	Invoice Number	Invoice Description	Code	Invoice Amount	Page #
Fitness Logic, Inc.	011667	91451	Monthly Maintenance 09/19	Fitness Equipment Preventative	\$ 110.00	28
Fitness Logic, Inc.	011667	91478	Repairs - Athletic Equipment 09/19	Fitness Equipment Preventative Repairs	\$ 294.00	30
Florida Department of Revenue	011657	61-8014999201-4 08/19	Sales & Use Tax 08/19	Sales Tax Payable	\$ 205.83	32
Frontier Communications	011634	239-159-2085-030513-5 08/19	Fios Internet 08/19	Telephone, Fax & Internet	\$ 120.98	33
Frontier Communications	011634	813-995-2437-061803-5 08/19	813-995-2437 Phone Service 08/19	Telephone, Fax & Internet	\$ 771.80	36
Frontier Communications	011634	813-995-2907-040103-5 08/19	Frontier Phone and Internet 08/19	Telephone, Fax & Internet	\$ 62.25	41
Gaydos Hydro Services, LLC	011668	2019-458	Monthly Aquatic Weed Control Program 08/19	Lake & Wetlands Management	\$ 4,540.00	44
Grant Hemond and Associates Inc	011643	083019 BAL	Balance Due DJ Services Labor Day BBQ 09/07/19	Special Events	\$ 276.50	45
Grant Hemond and Associates Inc	011658	090319	DJ Services Oktoberfest 09/28/19	Special Events	\$ 395.00	47
Gulf Coast Tractor & Equipment	011635	2001314	Maintenance/Repair Supplies 08/19	Wetland Nuisance / Exotic Species Control	\$ 339.95	50
Gulf Coast Tractor & Equipment	011669	2001754	Maintenance/Repair Supplies 09/19		\$ 96.16	51
Harris Romaner Graphics	011636	19603	Sign & Pass Decals (100) 08/19	Office Supplies	\$ 140.00	52
Harris Romaner Graphics	011650	19641	Maintenance & Repairs 08/19	Maintenance & Repairs - Lodge	\$ 1,285.00	53
Harvey's Hardware	011659	455571	Maintenance Supplies 07/19	Maintenance & Repairs - Lodge	\$ 17.54	55

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

Vendor Name	Check #	Invoice Number	Invoice Description	Code	Invoice Amount	Page #
Harvey's Hardware	011659	455652	Maintenance Supplies 08/19	Maintenance & Repairs - Lodge	\$ 35.29	55
Harvey's Hardware	011659	455685	Maintenance Supplies 08/19	Maintenance & Repairs - Lodge	\$ 31.50	56
Himes Electrical Service, Inc.	011670	20605	Repairs-July 15th Lightning Strike Damage 09/19	Maintenance & Repairs - Lodge	\$ 530.81	57
Holloway's Farm Supply	011672	081619	Supplies - Game Fish Chow 08/19	Resident Services	\$ 96.98	58
Innersync Studio, Ltd	011637	17678	Onboarding of ADA Compliant Website 08/19	Prepaid Website Fees & Maintenance	\$ 2,325.00	59
James Estel	011649	JE090419	Board of Supervisors Meeting 09/04/19	Supervisor Fees	\$ 200.00	11
Jerry Richardson	011673	1274	Monthly Hog Removal Service 09/19	Wildlife Management Services	\$ 1,111.11	60
McNatt Plumbing Company, Inc.	011638	1550402	Cut Open Wall & Replaced 1 1/2 PVC 90 & P Trap 08/19	Maintenance & Repairs - Lodge	\$ 421.00	61
Netix Solutions, LLC	011651	0378	Community Website 09/19	Website Fees & Maintenance	\$ 84.00	62
Pasco County Utilities	011660	Summary Water 08/19	Summary Water Billing 08/19	Water Utility Services	\$ 4,089.76	63
Pasco Sheriff's Office	011652	I-7/5/2019-03788	Off Duty Detail 08/19	Deputy	\$ 2,408.00	71
Patio Land USA, Inc	011674	11213 BAL	Balance Due - Park Swings 09/19	Capital Reserves	\$ 1,304.00	73
PBSS Inc./American Lock	011675	10289	Serviced & Aligned Doors, Panic Hardware, Materials	Maintenance & Repairs - Lodge	\$ 294.00	74
Performance Standard Assurance, Inc.	011676	1010	September 12th Inspection 09/19	Field Operations	\$ 1,100.00	75
Preserve at Wilderness Lake CDD			Debit Card Replenishment			

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>	<u>Page #</u>
			Publix	Special Events	\$ 89.36	77
			Sam's Club	Various	\$ 154.62	78
			Sam's Club	Various	\$ 149.78	79
			Walmart	Various	\$ 165.09	80
			Sam's Club	Special Events	\$ (17.40)	81
			Hobby Lobby	Special Events	\$ 83.18	82
			Lowe's	Maintenance & Repairs - Lodge	\$ 19.98	83
			Hobby Lobby	Furniture Repair/ Replacement	\$ 99.99	84
			Pasco Laundromat	Special Events	\$ 36.00	86
			Tampa Bay Food Truck Rally	Special Events	\$ 250.00	87
			Badges of Honor	Office Supplies	\$ 30.00	92
			Lowe's	Various	\$ 97.53	94
			Pet Supplies Plus	Nature Center Operations	\$ 119.80	95
			Lowe's	Janitorial Supplies & Maintenance & Repair-	\$ 37.52	96
			Hobby Lobby	Furniture Repair/ Replacement	\$ 99.99	97
			Lowe's	Wetland Nuisance / Exotic Species Control	\$ 123.82	98

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>	<u>Page #</u>
			BOCC	Special Events	\$ 1.32	99
			BOCC	Special Events	\$ 50.00	102
			Sam's Club	Various	\$ 76.28	105
			Publix	Special Events	\$ 123.15	106
			Lowe's	Furniture Repair/ Replacement	\$ 1,096.00	107
			Lowe's	Furniture Repair/ Replacement	\$ 86.96	108
			Home Depot	Maintenance & Repairs - Lodge	\$ 186.00	109
			Tampa Bay Times	Special Events	\$ 53.00	110
			Community News Publication	Special Events	\$ 24.00	113
			Mac Daddy	Maintenance & Repairs - Lodge	\$ 312.90	115
			Pasco Laundromat	Nature Center Operations & Special Events	\$ 38.25	118
			Sam's Club	Various	\$ 426.07	119
Radarsign, LLC	011661	9352	Battery, Ni-MH 12 V (2) 08/19	Deputy	\$ 614.00	120
ReadyRefresh by Nestle	011677	19I0006240923	Bottled Water Service 08/19	Resident Services	\$ 88.85	121
RedTree Landscape Systems, LLC	011640	2998	Irrigation Repair 08/19	Irrigation Repair	\$ 367.41	122

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

Vendor Name	Check #	Invoice Number	Invoice Description	Code	Invoice Amount	Page #
RedTree Landscape Systems, LLC	011679	3040	Landscape Maintenance/Irrigation	Landscape - Various	\$ 15,000.00	123
RedTree Landscape Systems, LLC	011679	3093	Monthly Pest Control 08/19	Landscape Fertilization & Pest Control	\$ 1,165.00	124
RedTree Landscape Systems, LLC	011679	3094	Bahia Sod Fertilization 08/19	Landscape Fertilization & Pest Control	\$ 2,400.00	125
RedTree Landscape Systems, LLC	011679	3095	St. Augustine Sod Fertilization 08/19	Landscape Fertilization & Pest Control	\$ 1,500.00	126
RedTree Landscape Systems, LLC	011679	3096	Specialty Plants Fertilization 08/19	Landscape Fertilization & Pest Control	\$ 375.00	127
RedTree Landscape Systems, LLC	011679	3097	Irrigation Repair July 15th Lightning Strike 08/19	Irrigation Repair	\$ 643.29	128
RedTree Landscape Systems, LLC	011679	3098	Irrigation Repair July 15th Lightning Strike Damage 08/19	Irrigation Repair	\$ 2,144.47	129
RedTree Landscape Systems, LLC	011679	3106	Irrigation Pump Repair 09/19	Irrigation Repair	\$ 3,542.00	130
RedTree Landscape Systems, LLC	011679	3108	September Seasonal Color Landscape Installation 09/19	Annual Flower Rotation	\$ 4,050.00	131
RedTree Landscape Systems, LLC	011679	3115	Irrigation Repair 09/19	Irrigation Repair	\$ 51.50	132
RedTree Landscape Systems, LLC	011679	3121	Irrigation Repair 09/19	Irrigation Repair	\$ 155.72	133
RedTree Landscape Systems, LLC	011679	3136	Irrigation Repair 09/19	Irrigation Repair	\$ 869.75	134
RedTree Landscape Systems, LLC	011679	3137	Irrigation Repair 09/19	Irrigation Repair	\$ 525.88	135
RedTree Landscape Systems, LLC	011679	3150	Arbor Care - Tree Removal & Pruning 09/19	Tree Trimming Services	\$ 3,250.00	136

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

Vendor Name	Check #	Invoice Number	Invoice Description	Code	Invoice Amount	Page #
Rentalex of Hudson, Inc.	011662	1-113528	Rental Utility Vehicle 4x4 Mule 6 Seater 08/19	Maintenance & Repairs - Lodge	\$ 1,791.85	137
Rizzetta & Company, Inc.	011639	INV0000043175	District Management Fees 09/19	District Management Services	\$ 5,983.33	138
Rizzetta Amenity Services, Inc.	011663	INV00000000006633	Amenity Management 09/19	Management Contract - Payroll & Management Fee	\$ 13,692.84	139
Rizzetta Amenity Services, Inc.	011680	INV00000000006662	Out of Pocket Expenses 08/19	Payroll	\$ 96.39	140
Rizzetta Amenity Services, Inc.	011680	INV00000000006689	Amenity Management 09/19	Management Contract - Payroll	\$ 10,310.44	141
Robert Scott Diver	011645	SD090419	Board of Supervisors Meeting 09/04/19	Supervisor Fees	\$ 200.00	11
Specialty Surfaces, LLC	011664	1350	Aqua Flex Non Porous Roll Coat 706 sq/ft 09/19	Maintenance & Repairs - Lodge	\$ 1,200.00	142
Straley Robin Vericker	011641	17373	General Monthly Legal Services 08/19	District Counsel	\$ 632.65	143
Suncoast Pool Service	011681	5605	Pool & Spa Service 09/19	Pool Service Contract	\$ 1,650.00	145
Suncoast Pool Service	011681	5614	Repair Spa Filter Housing 09/19	Pool Repairs	\$ 678.00	146
Sysco West Coast Florida, Inc.	011682	237745611	Food/Beverage/Resident Services Supplies 09/19	Various	\$ 757.91	147
Tropicare Termite & Pest Control, Inc.	011683	77036	Interior/Exterior/Perimeter Treatment 09/19	Maintenance & Repairs - Lodge	\$ 150.00	149
Upbeat, Inc.	011684	615451	Dogipot Trash Bags 09/19	Dog Waste Station Supplies	\$ 305.98	151
Vanguard Cleaning Systems of Tampa Bay	011685	85586	Monthly Service Charge 09/19	Lodge - Facility Janitorial Services	\$ 1,293.00	152

The Preserve at Wilderness Lake Community Development District

Paid Operation & Maintenance Expenditures
September 1, 2019 Through September 30, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>	<u>Page #</u>
Verizon Wireless	011642	9836528302	Cell Phone Service 08/19	Telephone, Fax & Internet	<u>\$ 91.59</u>	153
Report Total					<u>\$ 158,968.47</u>	

The Preserve at Wilderness Lake Community Development District

Reserve Fund Expenditures

October 1, 2018 Through September 30, 2019

<u>Vendor Name</u>	<u>Check #</u>	<u>Invoice</u>	<u>Invoice Description</u>	<u>Code</u>	<u>Invoice Amount</u>
FITREV Inc.	011033	17235	Cardio Equipment - Recumbent Bikes10/18	Capital Reserves	\$ 4,190.00
Site Masters of Florida, LLC	011040	101618-3	Sidewalk Maintenance & Repair Allowance-Reserves 10/18	Capital Reserves	\$ 1,125.00
Suncoast Pool Service	011103	4906	Replacement of Sta-Rite Maxi 400 Heater- Lap Pool 11/18	Capital Reserves	\$ 3,160.00
Sunrise Landscape	011060	63390	Irrigation Repair I-Core Controller 10/18	Capital Reserves	\$ 621.00
Sunrise Landscape	011105	63526	Irrigation Repair Install Rotor Zone for Derwent 10/18	Capital Reserves	\$ 4,603.72
Sunrise Landscape	011105	63527	Irrigation Repair Replace Drip Tubing at Moss Ledge 10/18	Capital Reserves	\$ 1,955.80
Sunrise Landscape	011105	63528	Install New Drip Zones for Derwent 10/18	Capital Reserves	\$ 4,815.96
Sunrise Landscape	011105	63529	Install New Drip Valves for Moss Ledge 10/18	Capital Reserves	\$ 2,364.96
Rubber Design	CD231	CD231	Playground Bubber Boarders- Debit Card 11/18	Capital Reserves	\$ 460.82
Rubber Design	CD232	CD232	Rubber Boarders to Complete Monkey Bar Enclosure	Capital Reserves	\$ 391.44
Cushion Solutions Incorporated	011217	25022	Pool Furniture Repairs 01/19	Capital Reserves	\$ 2,120.00
Suncoast Pool Service	011221	5038	Drain & Acid Wash Pool/Install Vented Return Covers 1/19	Capital Reserves,	\$ 1,100.00
Suncoast Pool Service	011221	5039	Replacement of Complete Pool Lights-Lap Pool Equipment 1/19	Capital Reserves	\$ 3,780.00
Dragonfly Pond Works LLC	011273	26069	Pond 31 Erosion Repairs 01/19	Capital Reserves	\$ 1,265.00

The Preserve at Wilderness Lake Community Development District

Reserve Fund Expenditures

October 1, 2018 Through September 30, 2019

Vendor Name	Check #	Invoice	Invoice Description	Code	Invoice Amount
Playground Services by David Bloom, Inc.	011264	19-056	Oakhurst Woodsmere Monkey-Bar Equipment Balance 02/19	Capital Reserves	\$ 1,037.50
Vantage Point Corp	011269	IC99016	Server Replacement - Hardware & Accessories 01/19	Capital Reserves	\$ 2,130.61
A Total Solution, Inc. (ATS)	011307	0000138506	Service Call - CCTV System - Completed Camera Upgrade	Capital Reserves	\$ 2,265.04
A Total Solution, Inc. (ATS)	011307	0000138881	Service Call - CCTV System - Camera upgrade 02/19	Capital Reserves	\$ 1,917.07
Fitness Logic, Inc.	011287	87332	Replacement of Fitness Center Incline Benches 02/19	Capital Reserves	\$ 1,911.97
Patio Land USA	CD236	Debit Card	10 High Back & 7 Short Back Sling	Capital Reserves	\$ 543.00
Patio Land USA	CD236	Debit Card	10 High Back & 7 Short Back Sling	Capital Reserves	\$ 543.00
Upbeat, Inc.	011320	610296	6 FT Contour Bench C/B & W/W Park 03/19	Capital Reserves	\$ 862.90
Vantage Point Corp	011338	IC99016-A	Server Replacement- Service Agreement/ Warranty 03/19	Capital Reserves	\$ 439.83
Cushion Solutions Incorporated	011353	25429	Pool Furniture Repairs 04/19	Capital Reserves	\$ 850.00
FITREV Inc.	011372	18285	Cardio Equipment -CE800 Elliptical 04/19	Capital Reserves	\$ 2,749.00
FITREV Inc.	011372	18286	Cardio Equipment - TRM 631 Treadmill 04/19	Capital Reserves	\$ 4,149.00
Amazon	CD237	CD237	Dumbbells - Debit Card	Capital Reserves	\$ 1,659.00
Competitive Edge Products, Inc	011400	38803	Stiga Tennis Table 04/19	Capital Reserves	\$ 1,399.99

The Preserve at Wilderness Lake Community Development District

Reserve Fund Expenditures

October 1, 2018 Through September 30, 2019

Vendor Name	Check #	Invoice	Invoice Description	Code	Invoice Amount
Patio Land USA, Inc	011486	11083	Poolside Umbrellas 05/19	Capital	\$ 990.00
Patio Land USA, Inc	011486	11132	Poolside Furniture 06/19	Reserves	
				Capital	\$ 4,042.00
Site Masters of Florida, LLC	011499	061419-1	Pond 19 Skimmer Repair 06/19	Reserves	
				Capital	\$ 1,500.00
Worthmann LLC	011466	1020	Deposit (50%) for HVAC Fitness	Capital	\$ 53,575.00
			Center Project 05/19	Reserves	
A Total Solution, Inc. (ATS)	011559	0000140158	Service Call - CCTV System	Capital	\$ 24.95
			04/19	Reserves	
A Total Solution, Inc. (ATS)	011545	0000140784	Service Call - CCTV System	Capital	\$ 1,720.92
			06/19	Reserves	
Patio Land USA, Inc	011537	11132BAL	Poolside Furniture 07/19	Capital	\$ 4,041.00
				Reserves	
RedTree Landscape Systems, LLC	011538	2639	Install New 4 Inch Pipe with 6	Capital	\$ 8,855.00
			Inch Sleeve Under Road 06/19	Reserves	
RedTree Landscape Systems, LLC	011538	2640	Repaired Mainline Under Road @	Capital	\$ 2,415.90
			Pine Knot 06/19	Reserves	
Patio Land USA	CD242	CD242	6 Replacement Poolside	Capital	\$ 1,233.00
			Umbrella Bases	Reserves	
Lowes	CD242	CD242	3 Perpolas - Poolside Structures	Capital	\$ 1,570.50
				Reserves	
Patio Land USA, Inc	011674	11213 BAL	Balance Due - Park Swings 09/19	Capital	\$ 1,304.00
				Reserves	
Reserve Expenditure Total					<u>\$ 135,683.88</u>

Tab 5



The New Standard in Landscape Maintenance

1.888.RED.TREE

www.redtreelandscapesystems.com

5532 Auld Lane, Holiday FL 34690

Playground Mulch Installation Proposal

FOR

Preserve at Wilderness Lake CDD

Attention: Ms. Tish Dobson – Lodge Manager

October 26, 2019

Scope of Work

- ADA-approved playground small-chip mulch installed in (4) park playground areas.
- Mulch installed up to ADA-standard fall height.
- Due to the fact that there is no historical standard amount for the park mulch installation, the project will be estimated at a “per cubic yard” price. Thereafter, the historical total will be used as the benchmark for future invoicing.
- Pricing includes materials, hauling and installation.

PER CUBIC YARD PRICE: \$85.00

Authorized Signature to Proceed

/ /
Date of Authorization

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



The New Standard in Landscape Maintenance

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www.redtreelandscapesystems.com

5532 Auld Lane, Holiday FL 34690

STONELEIGH PARK CRAPE MYRTLE TREE INSTALLATION PROPOSAL
FOR
Preserve at Wilderness Lake CDD

Attention: Ms. Tish Dobson – Lodge Manager

October 13, 2019

Target Area

Stoneleigh Park (specific location to be designated by Tish Dobson).

Item	Size	Quantity	Unit Price	Total Price
Crape Myrtle Trees (Purple)	(30) gallon, multi-trunk	2	\$281.00	\$562.00

TOTAL COST: \$562.00

Authorized Signature to Proceed

Date of Authorization

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