



Rizzetta & Company

# **Preserve at Wilderness Lake Community Development District**

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## **Board of Supervisors' Emergency Meeting May 28, 2020**

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

**[www.wildernesslakecdd.org](http://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](http://WWW.WILDERNESSLAKECDD.ORG)**

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May 27, 2020

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

**FINAL AGENDA**

Dear Board Members:

The emergency meeting of the Board of Supervisors' of the Preserve at Wilderness Lake Community Development District will be held on **Thursday May 28, 2020 at 4:00 p.m.** to be conducted by telephonic or video conferencing communications media technology pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis on March 9, 2020, and March 20, 2020, respectively, and pursuant to Section 120.54(5)(b)2., Florida Statutes. The following is the final agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ITEMS**
  - A. Presentation of EGIS recommendations on Re-opening Gyms and Fitness Centers.....Tab 1
  - B. Presentation of Lodge Manager's Recommendations On Additional Amenities Re-opening.....Tab 2
- 4. SUPERVISOR REQUEST**
- 5. 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



**COVID-  
19  
UPDATE :**

**Reopening Gyms and Fitness Centers**

Dear FIA Members and Partners :

Governor DeSantis announced Friday that the state is ready to move into "Full Phase 1" of its 'Safe. Smart. Step-by-Step' reopening plan. Under Full Phase 1, gyms and fitness centers in all counties (except Miami-Dade and Broward) may now operate up to fifty percent of their building capacity as long as they adopt safety measures including social distancing and cleaning / sanitation protocols.

Hours after Governor signed [Executive Order 20/123 \(Full Phase 1\)](#), Florida's Department of Business and Professional Regulation (DBPR) published [Information for Gyms and Fitness Centers](#) which includes recommended best practices as well as a set of **mandatory safety measures** and guidelines that must be followed by all gyms and fitness centers that choose to reopen their doors during Phase 1. The mandatory safety measures, which are pursuant to Executive Order 20/123, include:

- Monitor building occupancy and restrict customer access to no more than 50 percent of the building's occupancy.
- Offer readily-available dispensers of a disinfectant included on the [EPA List N: Disinfectants for Use Against SARS-CoV-2](#) and provide patrons with sufficient cleaning materials, including disposable wipes. Instruct patrons to clean touched surfaces upon each use of fitness equipment.
- Thoroughly clean and disinfect all seating, counters, weights, weight bars, mats, machines, and other fitness equipment upon closing the facility each day.
- During daily operation, routinely clean and disinfect surfaces, particularly high-touch surfaces such as faucets, toilets, doorknobs, and light switches.
- Maintain restrooms that remain open with functional toilets, clean and disinfected surfaces, and hand washing supplies, including soap and materials for drying hands or hand sanitizer with at least 60% alcohol.
- Employees who appear to have symptoms upon arrival at work or who become sick during the day must immediately be separated from other employees, customers, and visitors, and sent home.

Below you will find two additional resources that can help our districts manage the reopening of their fitness facilities. The "Risk Insights" document was created by FIA's Loss Control department and outlines risk management recommendations and suggestions for a safe reopening. The "Phase 1: Gyms and Fitness Centers" reopening plan was created by the law firm of Hopping Green & Sams. Their plan includes general guidelines that can be customized depending on the size of the

facility and the resources and staff available to implement and execute the reopening plan.

Please do not hesitate to reach out to the FIA Risk Services team if you have any questions or if your district needs assistance creating a reopening plan.

Stay Safe,

*Andy Jimenez*

Sr. Manager, Claims and Risk Services

# **Additional Amenities Reopening Recommendations**

## **Fitness Center**

- Hours of Operation while monitoring and 50% of building capacity is in place, pursuant to Executive Order 20/123: 7am – 8pm \*(Staff schedules to be adjusted to accommodate the Hours of Operation.)
- Building capacity at 50% - 42 residents permitted to utilize the Fitness Center in its entirety.
- Use based on “first come, first served” with a time limit of 2 hours per person. (Residents only)
- Residents to sign in with staff until the monitoring capacity load is revised and/or lifted. (Sign-in table located at the entrance of the pools and Fitness Center. Location is subject to change with inclement weather.)
- Each resident to sign a Waiver of Liability and Hold Harmless Agreement.
- To allow for physical distancing, several pieces of equipment were moved into the Aerobics Room.
- Equipment that was not moved, due to spacing constraints, will be cycled/rotated each day, example:  
Rotate the use of the treadmills to allow for 6’ physical distancing. \*(Not specific to Treadmills only.)

### **Example:**

Sunday – Treadmills in use – 1 & 3

Monday – Treadmills in use – 2 & 4

Tuesday – Treadmills in use – 1 & 3

Wednesday – Treadmills in use – 2 & 4

Thursday – Treadmills in use – 1 & 3

Friday – Treadmills in use – 2 & 4

Saturday – Treadmills in use – 1 & 3

- Residents to clean each piece of equipment after use. Antibacterial disposable wipes, pursuant to the EPA List of Disinfectants for Use Against SARS-CoV-2, are available in dispensers conveniently located throughout the workout rooms.
- Hand sanitizer dispensers are located throughout the building.
- Posters reminding residents to clean the equipment, wash hands, and other general reminders are displayed on the equipment and throughout the building. \*Please see exhibits page.
- During daily operation, the staff will routinely clean and disinfect surfaces, paying close attention to high-touch surfaces such as faucets, toilets, doorknobs, and light switches.
- Water fountains closed off.
- The staff and cleaning crew will thoroughly clean and disinfect all seating, counters, weights, weight bars, mats, machines, and other fitness equipment upon closing the building each day.
- The Locker Rooms are stocked with handwashing soap and paper towels for drying hands.
- The Locker Rooms will be cleaned and disinfected in compliance with the current usage of the pools schedule. \*Currently cleaning & disinfecting the surfaces after each pool session of 1 hour and 45 minutes. Consideration to clean the Locker Rooms every 2 hours once the pool usage restrictions are eased and/or lifted.

- Employees who appear to be sick upon arrival at work or become sick during the day will be sent home.
- Residents who appear to be sick will be asked to leave.
- Posters with the verbiage “Use At Your Own Risk” are posted throughout the building.
- Doors leading into the Aerobics Room from the Equipment Room and/or hallway will remain open to prevent unnecessary touching of the surfaces and to assist with ventilation.
- All frequently touched handouts and/or media material has been removed.
- In-door showers and saunas to remain closed, per the Governor.
- Allow staff to follow the direction of the Governor as restrictions are eased and/or lifted.
- Once monitoring and 50% capacity is lifted, consider Hours of Operation to ease to 5am – 10pm.
- Resident use only until the monitoring and capacity recommendations are revised and/or lifted by the Governor.

### **Aquatics**

- Open Splash Pad.
- Hours of Operation 8am – 8pm.
- No Reservations – Allow “first come, first served.”
- Resident use only until we resume full capacity and the physical distancing recommendation is revised and/or lifted by the Governor.
- Ease 40% capacity to 50% capacity.
- Splash Pad – Full capacity: 38 people – 50% capacity – 19 residents
- Lap Pool – Full capacity: 75 people – 50% capacity – 38 residents
- Lagoon Pool – Full capacity: 49 people – 50% capacity – 25 residents
- \*Jacuzzi – Full capacity: 8 people – Physical Distancing prohibits more than 3 residents.
- Do away with monitoring of the temperatures.
- Residents 12-17 years of age be permitted to use the Aquatics without adult supervision.
- Staff to routinely clean and sanitize the poolside furniture as residents leave.
- Staff to routinely clean, sanitize, and restock the Locker Rooms every 2 hours.

### **Lodge**

- Hours of operation 9am – 8pm: Monday thru Saturday. Noon – 8pm: Sunday
- Staff schedules to be adjusted to accommodate the monitoring and cleaning of the Fitness Center as directed by the Governor and Department of Professional Regulation.
- Open the Business Center workstations.
- Staff to clean and sanitize the Business Center workstations after each use.
- Copier and faxing services to be conducted by staff.
- Residents 12-17 years of age be permitted to use the Lodge without adult supervision.
- Sneeze guard at front desk.
- Use of floor decals.
- Staff Room use by staff only.
- Limit guests in Manager’s office, as it is small. Encourage conversations to take place outdoors.



- Posters reminding residents to wash hands and other general reminders are located throughout the building. \*Please see exhibits page.

### **Lodge Playground, Basketball Court, Volleyball Court, and All Other Outdoor Lanais, Patios, and Courtyards**

- Open for use to residents only.
- “Use At Your Own Risk” signage is in place.
- Staff to clean and sanitize the equipment before closing.
- Residents encouraged to bring their own hand sanitizer.
- Residents 12-17 years of age be permitted to use the referenced outdoor amenities without adult supervision.

### **Activities Center**

- Resident use only until the monitoring and physical distancing recommendations are revised and/or lifted by the Governor.
- Residents 12-17 years of age be permitted to use the Activities Center without adult supervision.
- Room Rentals on hold until the monitoring and physical distancing recommendations are revised and/or lifted by the Governor.
- Limit meetings and gatherings to less than 10 residents until the recommendations are revised and/or lifted by the Governor.
- Use of room at 50% capacity until the monitoring and physical distancing recommendations are revised and/or lifted by the Governor.
- Capacity at 50% - 46 residents
- Open use of pool table and ping pong table with self-sanitizing. The hand-sanitizer station is located by the closed off water fountain.
- Kitchen to remain closed.
- The water fountain to remain closed.
- Allow indoor and outdoor events with a staggered reservation system to comply with physical distancing and cleaning/sanitation guidelines.
- “Use At Your Own Risk” signage is in place.
- Posters reminding residents to wash hands and other general reminders are located throughout the building. \*Please see exhibits page.
- Throughout the day, staff will clean and sanitize frequently touched surfaces.

### **Nature Center**

- Resident use only until the monitoring and physical distancing recommendations are revised and/or lifted by the Governor.
- Limit meetings and gatherings in the main building to less than 10 residents until the recommendations are revised and/or lifted by the Governor.
- Physical distancing from the animals to be no less than 6 feet. \*(Floor decals to be in place for use.)
- Theater remains closed until the monitoring and physical distancing recommendations are revised and/or lifted by the Governor.

- Residents 12-17 years of age be permitted to use the Nature Center without adult supervision.
- Hand sanitizer stations are located at the front entrance and side entrance.
- Posters reminding residents to wash hands and other general reminders are located throughout the building. \*Please see exhibits page.
- Throughout the day, staff will clean and sanitize frequently touched surfaces.

## Exhibits









