

MINUTES OF MEETING  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of the Wilford Preserve Community Development District was held on Thursday, August 16, 2018 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Jordan Beall	Vice Chairman
Linda Richardson	Supervisor
Bois Farrar	Supervisor
Shannon Ray	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel (by phone)
J.J. Edwards	District Engineer

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Laughlin called the meeting to order at 1:35 p.m.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation from Khaled Oweis**

On MOTION by Ms. Richardson seconded by Mr. Farrar with all in favor the resignation of Khaled Oweis was accepted.

**B. Consideration of Appointing a New Supervisor to Fill the Vacant Seat**

On MOTION by Ms. Richardson seconded by Mr. Farrar with all in favor to appoint Shannon Ray to Seat One of the Board of Supervisors was approved.

**C. Oath of Office for Newly Appointed Supervisor**

*Mr. Laughlin administered an oath of office to Shannon Ray.*

**D. Consideration of Resolution 2018-22, Designating Officers**

Mr. Laughlin stated I would suggest we keep the positions the same and add Shannon as an Assistant Secretary.

On MOTION by Ms. Richardson seconded by Mr. Farrar with all in favor of adding Shannon Ray as Assistant Secretary, Resolution 2018-22 was approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing to Adopt the Budget for Fiscal Year 2019**

On MOTION by Ms. Richardson seconded by Mr. Farrar with all in favor the public hearing was opened.

Mr. Laughlin stated the budget that is included in your agenda packet was what was approved at the last meeting.

On MOTION by Mr. Farrar seconded by Ms. Richardson with all in favor the public hearing was closed.

**A. Consideration of Resolution 2018-23, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2019**

On MOTION by Mr. Farrar seconded by Ms. Ray with all in favor Resolution 2018-23 was approved.

**B. Consideration of Resolution 2018-24, Certifying an Assessment Roll**

On MOTION by Ms. Richardson seconded by Ms. Ray with all in favor Resolution 2018-24 was approved.

**C. Funding Agreement with DFC Wilford, LLC**

Mr. Haber stated more often than not when a CDD is further along in its life the Board will adopt a budget and connected with that budget will levy O&M assessments to pay for that budget with assessments to be collected from all of the developable properties within the District. In this case, because all of that property is presently owned by the developer and is under development, rather than levying assessments we fund the budget by virtue of an

agreement between the district and the developer. We have in your agenda package a draft of that agreement which essentially provides for funding from the developer. There is not an obligation to fund the entire budget, but only the amounts that are actually necessary for the ongoing operation of the district for the fiscal year.

On MOTION by Ms. Richardson seconded by Ms. Ray with all in favor the deficit funding agreement with DFC Wilford, LLC was approved.

**FIFTH ORDER OF BUSINESS                      Consideration of Resolution 2018-25, Ratifying the Issuance of the Series 2018B Bonds**

Mr. Haber stated at your last meeting you adopted your supplemental assessment resolution and immediately after that meeting the district closed on its Series 2018 bonds. You initially adopt the resolution granting authority to your Chair and various members of your staff to close on those bonds. Relying on that authority a number of documents were executed by various parties so what this does is close the loop on that process and ratifies the actions taken under that authority in connection with the issuance of the bonds.

On MOTION by Ms. Richardson seconded by Ms. Ray with all in favor Resolution 2018-25 was approved.

**SIXTH ORDER OF BUSINESS                      Approval of Minutes of the July 19, 2018 Meeting**

On MOTION by Ms. Ray seconded by Ms. Richardson the minutes of the July 19, 2018 meeting were approved.

**SEVENTH ORDER OF BUSINESS                      Staff Reports**

**A. District Counsel**

There being none, the next item followed.

**B. District Engineer – Ratification of Requisition No. 1**

Mr. Edwards stated the site for phase one has been cleared and all of the shop drawings have been approved for the sanitary structures and storm structures. CCUA is currently approving the lift stations along with the shop drawings.

On MOTION by Mr. Farrar seconded by Mr. Richardson with all in favor Requisition number one was ratified.

Mr. Laughlin stated I also have requisition number two here.

On MOTION by Ms. Richardson seconded by Ms. Ray with all in favor Requisition number two was approved.

**C. District Manager**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Financial Reports**

Mr. Laughlin stated the financial reports are in your agenda package.

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Mr. Farrar stated effective today I will resign from the Board at the end of this meeting.

On MOTION by Ms. Richardson seconded by Ms. Ray with all in favor the resignation from Bois Farrar was accepted.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – September 20, 2018 at 1:30 p.m. at the Plantation Oaks Amenity Center**

Mr. Laughlin stated our next meeting is going to be on September 20th at 1:30.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Ray seconded by Ms. Richardson with all in favor the meeting was adjourned.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman