

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, November 18, 2021 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:

Shannon Ray	Supervisor
Linda Richardson	Supervisor
Louis Cowling	Vice Chairman

Also present were:

Marilee Giles	District Manager
Joe Brown	District Counsel by telephone
Glynn Taylor	District Engineer
Jay Soriano	GMS, LLC

The following is a summary of the discussions and actions taken at the November 18, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order at 1:36 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the October 21, 2021 Meeting

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor the minutes of the October 21, 2021 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Consideration of Proposal for Asphalt Overlay

Mr. Taylor presented a proposal from Kudzue 3 Trucking and Paving for an asphalt overlay in Phase 1, which is scheduled to begin on November 22nd. Mr. Cowling noted there

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will also be repair work such as milling done, which will add to the total fee of the proposal and asked that the Board approve a not to exceed amount of \$125,000.

On MOTION by Mr. Cowling seconded by Ms. Ray with all in favor an asphalt overlay in Phase 1 and repair work in an amount not to exceed \$125,000 was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer - Ratification of Requisition Nos. 108-112

Mr. Taylor provided an overview of the requisitions, copies of which were included in the agenda package.

On MOTION by Mr. Cowling seconded by Ms. Ray with all in favor requisition numbers 108-112 were ratified.

C. District Manager

Ms. Giles asked if Mr. Cowling had an update on the amenity management contract start date. Mr. Cowling stated that as of now he is okay with starting the contract in January of 2022 and the date could be narrowed down closer to completion of the amenity center.

SIXTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet and Income Statement

B. Assessment Receipts Schedule

C. Check Register

Ms. Giles gave a brief overview of the financial reports, copies of which were included in the agenda package. She asked for approval of the check register totaling \$16,604.46.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor the check register was approved.

SEVENTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

There being none, the next item followed.

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EIGHTH ORDER OF BUSINESS

**Next Scheduled Meeting – January 20, 2022
at 1:30 p.m. at the Plantation Oaks
Amenity Center**

NINTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
Marilee Giles
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Secretary/Assistant Secretary

DocuSigned by:
Louis Cowling
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Chairman/Vice Chairman