

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 Tuesday, March 19, 2024 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:

Louis Cowling	Vice Chairman
Jordan Beall	Supervisor
Braden Smith	Supervisor

Also present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
Jay Soriano	Operations Manager

The following is a summary of the discussions and actions taken at the March 19, 2024 meeting.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order at 1:30 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

**Discussion with Clay County Sheriff's
Office on the Clay Community Connect
Program**

This portion of the meeting was closed to the public in accordance with Sections 119.071(3)(a) and 281.301, Florida Statutes, as the Board discussed matters related to the security system plan. The closed session began at approximately 1:32 p.m. The public portion of the meeting resumed at approximately 1:48 p.m. and the following motion was made.

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On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor enrolling in the Clay County Community Connect Program was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the February 20, 2024 Board of Supervisors Meeting

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor the minutes of the February 20, 2024 Board of Supervisors meeting were approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Draft Fiscal Year 2023 Audit Report

Ms. Giles presented the draft fiscal year 2023 audit report created by Grau & Associates, noting that there were no negative findings to report.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor the draft fiscal year 2023 audit report was accepted.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer - Requisition No. 192 (Series 2019A)

A copy of the requisitions payable to Taylor & White totaling \$410 was included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor requisition number 192 was ratified.

C. District Manager

Ms. Giles reminded the Board that the Form 1 will now need to be filled out and filed electronically. She also stated that the budget will be approved at the May 15th meeting and adopted at the July 17th meeting.

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D. Amenity / Operations Manager – Monthly Operations Report

Mr. Soriano gave an overview of the amenity and operations report.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of February 29, 2024

B. Check Register

Ms. Giles gave a brief overview of the financial reports, copies of which were included in the agenda package and noted the check register totals \$26,925.06.

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

EIGHTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

Supervisor Requests

Mr. Cowling stated that Dream Finders is close to having Cheswick South approved. As soon as the purchase and sales agreement are finalized, that portion will be added to the District and the landscape and pond maintenance for the area will need to be factored into the budget.

Audience Comments

Robert Keefe reminded the Board he brought up a complaint of drainage issues on the sidewalk in front of 634 Lancewood Court. He asked if there was an update on that issue, as well as the low area on Firethorn and the far side of the field on Copperwood where water pools.

Mr. Cowling stated that proposals have been requested from Yellowstone, so that is being addressed.

Robert Keefe asked if the houses already built in Cheswick South are paying CDD assessments.

Mr. Cowling stated that there first needs to be a boundary amendment done, but those houses will be part of the CDD eventually.

Robert Keefe asked when the homes in Wilford 4 will begin paying CDD assessments.

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Mr. Haber explained that once the boundary amendment is complete, those lots can then be subject to CDD assessments, but a public hearing must be held first to levy the assessments.

Robert Keefe asked how those new properties would affect the operations and maintenance assessments.

Mr. Haber responded that the O&M budget is likely to increase because of the new areas to maintain, but it will be spread over more units.

Robert Keefe asked if the homeowners in Phases 1 through 3 will see a rebate when the new areas begin paying assessments.

Mr. Haber responded that there will not be a refund, but the homeowners may see a reduction in the current O&M assessment amount.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – April 16, 2024 at 1:30 p.m. at the Plantation Oaks Amenity Center

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor the meeting was adjourned.

DocuSigned by:
Manlee Giles
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Secretary/Assistant Secretary

DocuSigned by:
Louis Cowling
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Chairman/Vice Chairman