

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 Wednesday, July 17, 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	Chairman
Braden Smith	Vice Chairman
Daniel Foley	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the July 17, 2024 meeting.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order at 1:44 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Wes Dailey

On MOTION by Mr. Cowling seconded by Mr. Foley with all in favor the resignation of Wes Dailey was accepted.

B. Consideration of Appointing a New Supervisor to Fill Vacancy

This item was tabled.

July 17, 2024

Wilford Preserve CDD

C. Oath of Office for Newly Appointed Supervisor

This item was tabled.

D. Consideration of Resolution Designating Officers

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the June 12, 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 June 12, 2024 Board of Supervisors meeting were approved.

FIFTH ORDER OF BUSINESS

Discussion of the Fiscal Year 2025 Budget

Mr. Cowling stated that the developer is still working through the petition to annex Cheswick South into the District and asked what happens if that is not done before the budget is adopted.

Mr. Haber responded that the plan was to determine what the assessments that would have been allocated to that area would be and enter into a funding agreement for that property’s portion of the budget.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer – Requisition Nos. 196-198 (Series 2019A) and Requisition No. 77 (Series 2018B)

Copies of the requisitions payable to Taylor & White, Kutak Rock and Horizon Casual were included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor requisition numbers 196 through 198 for Series 2019A bonds and number 77 for Series 2018B bonds were ratified.

July 17, 2024

Wilford Preserve CDD

Mr. Cowling asked if Mr. Taylor needs to provide requisitions for meeting attendance going forward since engineering fees are included in the budget.

Mr. Haber responded that meeting attendance should be paid out of the general fund, while services related to bond issuances, the boundary amendment or capital items should be charged to a bond fund or paid by the developer.

C. District Manager

Ms. Giles reminded the board members that they need to complete four hours of ethics training by December 31st.

D. Amenity / Operations Manager – Monthly Operations Report

Mr. Soriano gave an overview of the amenity and operations report. He also informed the Board that he’s received two quotes around \$4,000 to increase the height of the gates, however he’s looking at purchasing the gates himself for closer to \$1,200. If the purchase price is low enough, he can work with the Chair between meetings to finalize the purchase. He also informed the Board some signs and posts have been placed in the right of way around the mailboxes due to vehicles damaging the grass when they stop at the mailboxes.

Mr. Cowling asked if a pull-off or one concrete parking spot can be added.

Mr. Taylor responded that he would have to check with the county.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of June 30, 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 \$32,909.72.

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

C. Boundary Amendment Funding Request Nos. 3 and 4

Copies of the funding requests totaling \$66 and \$924 were included in the agenda package for the Board’s review.

July 17, 2024

Wilford Preserve CDD

On MOTION by Mr. Smith seconded by Mr. Foley with all in favor boundary amendment funding request numbers 3 and 4 were approved.

EIGHTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

Supervisor Requests

Mr. Cowling stated that Cheswick Oaks Avenue has been mowed on an as-needed basis thus far, however recently three weeks went by, and the grass was a foot tall.

Mr. Soriano stated that there was also an HOA complaint regarding the backside of the second entry, so he will be working with them on that.

Audience Comments

Robert Keefe asked how much it would cost to fund beautification. There are people upset about how dark it is toward the back of Firethorn, and the current lighting on the sign was a donation.

Triston Cottrell stated that there are a couple of lights out in the picnic area on the righthand side of the walking path. He also stated that the new security guard has been enforcing more of the rules and there have been no resident complaints.

NINTH ORDER OF BUSINESS

Next Scheduled Meeting – August 20, 2024 at 6:00 p.m. at the Plantation Oaks Amenity Center

TENTH ORDER OF BUSINESS

Adjournment

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

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

DocuSigned by:
Louis Cowling
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Chairman/Vice Chairman