

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, February 18, 2025 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
Robert Keefe	Supervisor
Gary McKee	Supervisor
Daniel Foley	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the February 18, 2025 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 no members of the public present, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the January 21,  
2025 Board of Supervisors Meeting**

There were no comments on the minutes.

On MOTION by Mr. Smith seconded by Mr. Cowling with all in favor the minutes of the January 21, 2025 Board of Supervisors meeting were approved.
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**FOURTH ORDER OF BUSINESS****Discussion of Towing Services**

Mr. Keefe stated that the owner of the current towing vendor has been accused of fraud and is involved in ongoing litigation for the case. If he is a convicted felon, Mr. Keefe's understanding is the CDD, as a governmental entity, cannot do business with him.

Mr. Soriano stated that the agreement with the vendor is not binding and simply allows the towing company to tow from the District's property, so the contract can be terminated at any time. He has started looking for other towing companies, although he noted there are limitations, such as the tow lots have to be within so many miles of the District's property.

Mr. Haber stated that there is no issue from a legal perspective with continuing to use ASAP Towing until the legal proceedings are finalized.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer**

Mr. Taylor stated that the bond letter has been provided for Phase 4 so that home construction can continue.

**C. District Manager**

Ms. Giles reminded the board members that they will again need to complete four hours of ethics training prior to December 31, 2025.

**D. Amenity / Operations Manager – Monthly Operations Report**

Mr. Soriano reported that the gates should be installed before it gets too busy at the pools. Additionally, he is continuing to work on irrigation repairs with the landscaping vendor.

**SIXTH ORDER OF BUSINESS****Financial Reports****A. Financial Statements as of January 31, 2025****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 \$32,105.47.

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

**C. Boundary Amendment Funding Request No. 9**

A copy of boundary amendment funding request number nine totaling \$1,353 was included in the agenda package for the Board's review.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor boundary amendment funding request #9 was approved.

**SEVENTH ORDER OF BUSINESS****Supervisors' Requests and Audience Comments**

Mr. Cowling stated that the petition for Cheswick Oaks is close to being ready to submit to petition that the boundaries be amended.

Ms. Giles stated that staff will look at the amenity policies to see if any changes or needed once the amenity center is open for Wilford residents at Cheswick Oaks.

Mr. Keefe asked why there are dig flags along Firethorn.

Mr. Cowling responded that water and reuse lines are being tied in from Wilford 4 to Wilford Phase 2.

**EIGHTH ORDER OF BUSINESS**

**Next Scheduled Meeting – March 18, 2025  
at 1:30 p.m. at the Plantation Oaks  
Amenity Center**

**NINTH ORDER OF BUSINESS****Adjournment**

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

Signed by:



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Secretary/Assistant Secretary

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Chairman/Vice Chairman