

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 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

Also present were:

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

The following is a summary of the discussions and actions taken at the March 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 were no comments at this time.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 18, 2025 Board of Supervisors Meeting

There were no comments on the minutes.

On MOTION by Mr. Keefe seconded by Mr. Smith with all in favor the minutes of the February 18, 2025, Board of Supervisors meeting were approved.

FOURTH ORDER OF BUSINESS

Consideration of Request to Install Fence in District's Easement

March 18, 2025

Wilford Preserve CDD

A. 764 Sycamore

Ms. Giles informed the Board that the requests were sent to the engineers to review before the meeting. The engineer was okay with the placement of the fence.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor installing a fence at 764 Sycamore was approved.

B. 726 Hiddenwood Way

Mr. Haber stated this lot is not able to be built on yet because it currently is owned by the HOA. There is a 25-foot easement on this line, but they are able to work with the HOA.

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

There being nothing to report, the next item followed.

B. District Engineer

There were not comments from the engineer at this time.

C. District Manager

Ms. Giles reminded the board members the Form 1 is due on July 1, 2025. She added at their April meeting, staff will be looking for the Board's guidance for the FY26 budget.

D. Amenity / Operations Manager – Report

Mr. Soriano presented the Operation Manager's report on page 28. He stated the valve pockets are the cause for the leaks they have been having, but they have been fixed. He noted there has been an issue at the dog park with leaks too and he hopes to have that fixed soon. He added there was a complaint about a young group of boys getting into an area they were not supposed to and were causing disruptions.

The Board asked if they could find the video of the boys being disruptive.

SIXTH ORDER OF BUSINESS**Financial Reports****A. Financial Statements as of February 28, 2025****B. Check Register**

March 18, 2025

Wilford Preserve CDD

Ms. Giles gave a brief overview of the financial reports, including the check register totaling \$19,012.16, copies of which were included in the agenda package.

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

C. Boundary Amendment Funding Request No. 10

A copy of boundary amendment funding request number ten, totaling \$1,254 was included in the agenda package for the Board's review.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor boundary amendment funding request #10 was approved.

SEVENTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Supervisors Requests:

- Mr. Keefe stated there was a post on Facebook of someone asking what it would take for them to put up a memorial bench by the pond. Mr. Haber stated he does not believe there will be any problems with this, but they need to check with the engineer before construction starts. The Resident (Angela Tumlin 763 Barclay) can work with staff.
- Mr. Keefe stated there was a dump truck being parked on the side of the road. Mr. Haber stated in their original parking policy, they did not address on-street parking. He noted if the board would like to add commercial vehicles to their policy, they can do that. He noted most district add towing signs, but they will have to figure out where they are allowed to add these signs. The board would like to see the agreement between the HOA and the CDD.
 - A resident asked if they build another parking lot would this solve the problem. Mr. Keefe stated if they do this, the lot has to be close to the houses and if it is not, it will not be used. He added if there is a car parked in the amenity center's lot for one night, it will not get towed.

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- Mr. Soriano stated if a resident sees an alligator, they must call the hotline and report it to him. If they do not report it to him, the wildlife workers are not allowed to work on the property.

Audience Comments:

- Resident stated she saw a child in the pool and informed them that they could not be in there without a parent and asked if there was a sign stating if you are under a certain age, you must be accompanied by an adult. Mr. Soriano stated the sign is under the gazebo.
- Resident asked what is going on with the mailboxes. Mr. Cowling stated there is a national shortage of air locks in postal service at the moment. He is unsure when this will get fixed.

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting – April 15, 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:

Marilee Giles

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Secretary/Assistant Secretary

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Louis Cowling

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Chairman/Vice Chairman