

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, May 20, 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
Robert Keefe	Supervisor
Gary McKee	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 May 20, 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

Ms. Giles stated there were no members of the public present.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Daniel Foley

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor Daniel Foley's resignation from the Board of Supervisors was accepted.

B. Consideration of Appointing a New Supervisor to Fill the Vacancy

This item was tabled.

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C. Oath of Office for Newly Appointed Supervisor

This item was tabled.

D. Consideration of Resolution 2025-04, Designating Officers

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the April 15, 2025 Board of Supervisors Meeting

There being no comments on the minutes, a motion to approve followed.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor the minutes of the April 15, 2025, Board of Supervisors meeting was approved.
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FIFTH ORDER OF BUSINESS

Discussion of the Fiscal Year 2026 Budget

Ms. Giles reminded the Board that the next few meetings were rescheduled at the last meeting, so the budget is now scheduled to be approved on June 11th at 6:00 p.m. and adopted in August at 6:00 p.m.

SIXTH ORDER OF BUSINESS

Consideration of Proposal from GMS for Fiscal Year 2026 for Amenity Management, Pool Maintenance, Janitorial Services and Pool Monitors

Ms. Giles presented the proposal from GMS for fiscal year 2026 and noted the proposal includes pricing for staffing Cheswick. Until the boundary amendment is finalized, Wilford Preserve and Cheswick fees will be billed separately.

On MOTION by Mr. Keefe seconded by Mr. McKee with all in favor the proposal from GMS for fiscal year 2026 amenity management, pool maintenance, janitorial and pool monitor fees was approved.
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SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

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B. District Engineer

Mr. Taylor reported that Phase 4 is still in the process of being closed out with the county.

C. District Manager

1. Report on the Number of Registered Voters

Ms. Giles informed the Board there are 816 registered voters reported to be residing within the District's boundaries as of April 15, 2025.

2. Reminder of Form 1 Deadline and Ethics Training Requirement

Ms. Giles reminded the Board they are required to complete a Form 1 by July 1st, and to complete four hours' worth of ethics training by December 31st.

D. Amenity / Operations Manager – Report

Mr. Soriano reported that the fence gates have come in and are on the schedule to be installed shortly. Next, he informed the Board that a resident has reported erosion near a bulk head off Sycamore. Mr. Soriano also stated that Ms. Hicks is now working on Saturday's.

EIGHTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of April 30, 2025

Ms. Giles presented the Financial Statements as of April 31, 2025.

B. Check Register

Ms. Giles presented the Check Register through the end of April totaling \$68,585.28.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor the Check Register was approved.

NINTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Ms. Giles noted there were no members of the public present.

Supervisors Requests:

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- Mr. Keefe commented that Yellowstone has failed to mow the Ivory Palm pond several times and he does not want to see that continue. They are also not putting covers back on the valve boxes.
- Mr. Keefe commented that there is an active leak from the Firethorn exit to the amenity center, back towards Lancewood Court. Additionally, he's still getting consistent comments about water pooling on sidewalks.
- The Board discussed an incident at the pool and how to address similar situations in the future.
- Mr. McKee asked if there has been any further investigation into speed humps.
 - Mr. Taylor stated that he does not believe the county would be opposed to it, but the county would have to approve the install.
 - Mr. Taylor was asked to bring information back to the Board on what it would cost per speed hump and what the county would need to approve them.

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting – June 11, 2025, at 6:00 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

DocuSigned by:

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 Chairman/Vice Chairman