

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, July 23, 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
Kyle McGee <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 July 23, 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 June 11,
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 June 11, 2025, Board of Supervisors meeting were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Speed Table Proposals

July 23, 2025

Wilford Preserve CDD

Mr. Soriano reminded the Board that this item was tabled to give the Board an opportunity to discuss the desired locations for the speed tables with Supervisor McKee's input.

Mr. Cowling added that he spoke to Jim Edwards at Taylor & White who confirmed the proposal was for three speed tables along Firethorn, each 500-feet apart. Mr. McKee and Mr. Keefe stated that Copperwood has speeding issues as well near the Ivory Palm entrance. Mr. McKee suggested putting a speed table right before the model homes at the turn.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor installing three speed tables was approved with Supervisor McKee authorized to work with staff on the specific locations.

FIFTH ORDER OF BUSINESS

Consideration of Request to Install Fence Within a CDD Easement (632 Ivory Palm)

Mr. Soriano stated that the area that the contractor has been using a natural area to access the pond near this home, however once the foliage grows in, that area will no longer be open so the access easement off of this property will need to stay open. He recommended just allowing five-foot use of the easement.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor the easement request from 632 Ivory Palm was approved in substantial form with staff to verify the fence locations for lot 103.

SIXTH ORDER OF BUSINESS

Discussion of Fiscal Year 2026 Budget

Ms. Giles reminded the Board that the budget is scheduled to be adopted at the August 20th meeting.

There being no further discussion, the next item followed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer

There being nothing to report, the next item followed.

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C. District Manager

Ms. Giles reminded the Board complete four hours' worth of ethics training by December 31st.

D. Amenity / Operations Manager**1. Report**

Ms. Hicks gave an overview of the operations report. Mr. Soriano informed the Board new signage is being installed to clarify the rules.

2. Discussion of Pothole on Sycamore

Mr. Cowling stated that Dream Finder's site contractor has filled the pothole in. He noted it will need to be monitored.

Next, Mr. Soriano provided an estimate for replacing three trees on Firethorn. The estimate falls within his discretionary spending amount. There were no objections from the Board on replacing the trees.

EIGHTH ORDER OF BUSINESS**Financial Reports****A. Financial Statements as of June 30, 2025**

Ms. Giles presented the Financial Statements as of June 30, 2025.

B. Check Register

Ms. Giles presented the Check Register through the end of May totaling \$35,865.58.

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

NINTH ORDER OF BUSINESS**Supervisors' Requests and Audience Comments****Supervisors Requests:**

- Mr. Cowling reported that he only needs two more consents finalized for the boundary amendment.

Audience Comments

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Wilford Preserve CDD

- Sheila Torres commented that the outdoor tables are starting to rust, the pool water looks cloudy shortly after the pool maintenance technician has left, and there's an area on the sidewalk off Copperwood shortly after Ivory Palm that is holding water.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – August 20, 2025,
at 6:30 p.m. at the Plantation Oaks Amenity
Center**

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Keefe seconded by Mr. McKee 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