

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, September 16, 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
Alex Pinto	Supervisor
Robert Keefe	Supervisor
Gary McKee	Supervisor

Also present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
J.J. Edwards <i>by phone</i>	District Engineer
Sayla Hicks	Amenity Manager
Jay Soriano	Operations Manager
Denard Jones	Yellowstone

The following is a summary of the discussions and actions taken at the September 16, 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 August 20, 2025 Board of Supervisors Meeting

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

On MOTION by Mr. Keefe seconded by Mr. McKee with all in favor the minutes of the August 20, 2025, Board of Supervisors meeting were approved.
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FOURTH ORDER OF BUSINESS**Discussion of Light Poles Along Cheswick Oak and Firethorn**

Mr. Cowling stated to install light poles along Cheswick Oak and Firethorn, the Board could opt to lease the poles from Clay Electric through an agreement, or the District could open a private meter and install the poles themselves. Each pole would be \$1,200. A proposal from Clay Electric will be brought to a future meeting for the cost to install 10 light poles.

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

Mr. Haber reported that a public hearing date has been set for October 14th for the boundary amendment to be considered.

B. District Engineer

Mr. Edwards stated that he was available for any discussion on the speed tabled installation.

Ms. Giles noted a new proposal for the installation of the speed tables would be needed as the previous proposal has expired.

Mr. McKee stated that he has recommended a new location for the speed table on Firethorn, right after the dumpster between the two driveways so as not to impeded anyone's driveway.

Mr. Edwards stated that he sent the updated proposal to staff.

C. District Manager

Ms. Giles reminded the Board members to complete four hours of ethics training prior to December 31st.

D. Amenity / Operations Manager – Report

Ms. Giles asked if there was anything to discuss with Yellowstone.

Mr. Keefe stated that there is an area on Firethorn across the street from 2729 Firethorn that needs to be repaired because it's been leaking for some time. He also requested a map of where the valve boxes are located so they can be shut off if needed, a schedule of when all the zones should be running, and when the seasonal change per the contract occurs. Additionally, he

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asked if the mowing team can look at other access points when the ground is wet to avoid too much damage to the properties.

Next, Mr. Soriano reported that the fence panels will now be installed by the in-house operations team. Ms. Hicks is working on purchasing a TV for the clubhouse.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of August 31, 2025

Ms. Giles presented the Financial Statements.

B. Check Register

Ms. Giles presented the Check Register totaling \$24,141.90.

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

SEVENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Supervisors Requests:

- Mr. Cowling reported that Cheswick Phase 2 was closed out and construction should begin in Wilford 4 in October.
- Mr. Keefe suggested only purchasing key fobs for amenity access in the future rather than the cards.
- Mr. Keefe asked for clarification on how the properties will be assessed once Wilford 4 comes online.
 - Ms. Giles and Mr. Haber explained that the operations and maintenance assessments will be shared amongst all homeowners equally, whereas the debt assessments are specific to the phase the homeowners live in.
- Mr. Keefe stated that the gym hours need to be adjusted for Wilford 4's facility as the pool is accessible as well.
 - Ms. Giles stated that staff will start looking at adding signs and adjusting the policies. Mr. Soriano added that he will look at the cost to add an additional gate for the pool area.

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EIGHTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 21,
2025, at 1:30 p.m. at the Plantation Oaks
Amenity Center**

NINTH 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