

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 Wednesday, July 22, 2026, at 6:00 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	Vice Chairman
Alex Pinto	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	RMS

The following is a summary of the discussions and actions taken at the July 22, 2026 meeting.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order at 6:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being no comments the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the June 16, 2026 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 16, 2026 meeting were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Proposal from S3 Security to Add Cheswick Property

This item was tabled as the proposal was not received in time.

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FIFTH ORDER OF BUSINESS**Consideration of Proposal from Lake Doctors to Add Cheswick and Phase IV**

Mr. Soriano presented the proposal from Lake Doctors to add 10 ponds to the aquatic maintenance contract, for a total of \$1,790 per month.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor, the proposal from Lake Doctors totaling \$1,790 per month was approved.

SIXTH ORDER OF BUSINESS**Consideration of Proposals from Yellowstone to Add Cheswick and Phase IV**

Ms. Giles presented the proposals from Yellowstone for Cheswick and Phase IV landscape and irrigation maintenance services, together totaling \$120,062. It was noted the additions were included in the fiscal year 2027 budget. Next, Ms. Giles asked the Board to consider extending the landscape and irrigation maintenance contract for all properties to 2027.

Mr. Cowling recommended services for Phase IV and Cheswick begin on August 1, 2026.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor, the proposals from Yellowstone totaling \$120,062 was approved with the landscape and irrigation maintenance contract to be extended through September 30, 2027.

SEVENTH ORDER OF BUSINESS**Public Hearings for the Purpose of Adopting the Budget and Imposing Special Assessments for Fiscal Year 2027**

Mr. Haber stated that resolution 2026-15 formally adopts the budget for fiscal year 2027 and resolution 2026-16 levies the operations and maintenance assessments and certifies the O&M and debt assessments so the assessment roll can be sent to the property tax collector.

On MOTION by Mr. Keefe seconded by Mr. McKee with all in favor, the public hearing was opened.

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Ms. Giles provided an overview of the budget, which includes Phase IV and Cheswick. It was noted there is no increase in assessments being proposed.

Patrick Terrell asked what the plan is to utilize any surplus funds at the end of the year.

Ms. Giles responded that some districts use it to keep the next year's budget flat, or the funds can be invested in an account for growth and could be used for any repairs, replacements or improvements that need to be made.

Antony Todaro asked if there would come a point where assessments could be lowered due to surplus funds.

Ms. Giles responded that the surplus funds could be used to keep assessments the same from year to year.

On MOTION by Mr. Cowling seconded by Mr. Pinto with all in favor, the public hearing was closed.

A. Consideration of Resolution 2026-15, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2027

On MOTION by Mr. Keefe seconded by Mr. McKee with all in favor, Resolution 2026-15, relating to annual appropriations and adopting the budget for fiscal year 2027 was approved.

B. Consideration of Resolution 2026-16, Imposing Special Assessments and Certifying an Assessment Roll

On MOTION by Mr. Keefe seconded by Mr. Cowling with all in favor, Resolution 2026-16, imposing special assessments and certifying an assessment roll was approved.

EIGHTH ORDER OF BUSINESS

**Public Hearing for the Purpose of
Adopting Revised Rules of Procedure;
Consideration of Resolution 2026-17**

Mr. Haber stated that the rules of procedure govern the fundamental operations of the CDD, including procurement of contracts, how meetings operate, how agendas get created, and who the officers of the District are. District Counsel updates the rules of procedure every four or five years to ensure they are up to date with any legislative changes. Some of the more

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substantive changes were to the noticing provisions for when the District a rule or rate and the requirement for a board member to vote on an item unless there is a conflict.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor, the public hearing was opened.

There were no comments from members of the public.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor, the public hearing was closed.

On MOTION by Mr. Cowling seconded by Mr. McKee with all in favor, Resolution 2026-17, adopting revised rules of procedure was approved.

NINTH ORDER OF BUSINESS

Consideration of Revisions to Amenity Facility Policies

Ms. Giles presented the redline copy of the amenity facility policies with changes that the Board discussed during the previous meeting.

Mr. Keefe asked if the policies could be approved and made effective today for the facilities currently owned by the District, and for Cheswick South approved in advance and made effective the date that the Cheswick facilities are conveyed to the District.

Mr. Haber responded that they could.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor, the amenity facility policy revisions were approved, with the policies to be effective for the Cheswick facilities upon the date of the conveyance to the District.

Ms. Giles stated that the updated policies would be distributed to the community via e-blast and posted on the District's website.

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TENTH ORDER OF BUSINESS

Ratification of Agreement with Governmental Management Services, LLC for Onsite Management and Maintenance Services

Ms. Giles stated that this item was discussed at the last meeting and the costs associated with the agreement were included in the fiscal year 2027 budget.

On MOTION by Mr. Cowling seconded by Mr. Keefe with all in favor, the agreement with GMS, LLC for onsite management and maintenance services was ratified.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing further to report, the next item followed.

B. District Engineer

There being nothing to report, the next item followed.

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

A copy of the amenity and operations report was included in the agenda package for the Board's review.

TWELFTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of June 30, 2026

Ms. Giles presented the Financial Statements.

B. Assessment Receipts Schedule

Ms. Giles reported the on-roll fiscal year 2026 assessments are 100% collected.

C. Check Register

Ms. Giles presented the Check Register totaling \$46,441.76.

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

THIRTEENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Michelle Baker asked if it is correct that there would be no security patrols in the Cheswick property until the property is conveyed to the District.

Mr. Soriano responded that since the District does not own the Cheswick amenity center, it cannot approve security for that area. A separate entity owns the amenity center property. He recommended calling the Sheriff's Office for any issues within the neighborhood as the District has no jurisdiction over private property.

Michelle Baker asked for clarification on the status of the HOA and what they are responsible for.

Mr. Soriano stated that Floridian Property Management is the HOA company. Mr. Keefe added that the area from the sidewalk to the homeowner's property is controlled by the HOA. The HOA is responsible for approving fencing requests.

Mr. Cowling reported that Wilford IV should be accepted soon with residents moving in by the end of August.

Mr. Soriano stated that he would ensure the Wilford IV assets get added to the insurance policy.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – August 18, 2026, at 1:30 p.m. at the Plantation Oaks Amenity Center

FIFTEENTH 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