

**WILFORD PRESERVE**  
*Community Development District*

MAY 19, 2022

## *AGENDA*

**Wilford Preserve  
Community Development District**  
475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
[www.WilfordPreserveCDD.com](http://www.WilfordPreserveCDD.com)

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May 12, 2022

Board of Supervisors  
Wilford Preserve Community Development District

Dear Board Members:

The Wilford Preserve Community Development District Board of Supervisors Meeting is scheduled for **Thursday, May 19, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Approval of the Minutes of the April 21, 2022 Meeting
- IV. Consideration of Resolution 2022-04, Approving the Proposed Budget for Fiscal Year 2023 and Setting a Public Hearing Date
- V. Consideration of Resolution 2022-05, Designating a Date, Time and Location for a Landowner's Meeting and Election
- VI. Other Business
- VII. Staff Reports
  - A. District Counsel
  - B. District Engineer
    - 1. Ratification of Requisition Nos. 132-133
    - 2. Consideration of Requisition No. 134
    - 3. Update on the Stormwater Needs Analysis and Public Facilities Reports
  - C. District Manager – Report on the Number of Registered Voters (338)
  - D. Amenity Manager

VIII. Financial Reports

A. Balance Sheet and Income Statement

B. Check Register

IX. Supervisors' Requests and Audience Comments

X. Next Scheduled Meeting – June 16, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center

XI. Adjournment

## *MINUTES*

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 Thursday, April 21, 2022 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:

Shannon Ray	Supervisor
Linda Richardson	Supervisor
Louis Cowling	Vice Chairman

Also present were:

Marilee Giles	District Manager
Wes Haber	District Counsel by telephone
Glynn Taylor	District Engineer by telephone
Becky Eddy	Amenity Manager
Jay Soriano	GMS, LLC
Mike Johnson	Taylor & White

The following is a summary of the discussions and actions taken at the April 21, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Giles called the meeting to order at 1:43 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 Minutes of the March 17, 2022 Meeting**

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Ms. Ray with all in favor the minutes of the March 17, 2022 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-02,  
Changing the Designated Registered Agent**

Mr. Haber informed the Board the purpose of Resolution 2022-02 is to change the registered office to Kutak Rock's address. Mr. Haber will remain the registered agent.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor Resolution 2022-02, designating a registered agent and registered office was approved.

#### **FIFTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2022-03, Amending the Prompt Payment Policies**

Mr. Haber informed the Board the District already has prompt payment policies in place, however the Prompt Payment Act was amended during the last legislative session, largely related to the timing in which a contractor has the right to file a protest if they believe they are entitled to payment and the District is withholding payment. The purpose of this resolution is to bring those policies current with Florida Statutes.

On MOTION by Ms. Ray seconded by Ms. Richardson with all in favor Resolution 2022-03, amending the prompt payment policies was approved.

#### **SIXTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. District Counsel**

There being nothing to report, the next item followed.

##### **B. District Engineer**

Mr. Taylor updated the Board on the status of construction noting Phases 2 and 3 are nearing completion.

##### **1. Consideration of Proposal for Preparation of a 20-Year Stormwater Needs Analysis Report**

Ms. Giles reminded the Board of the legislative requirement to complete a stormwater needs analysis by June 30<sup>th</sup> and noted she and Mr. Taylor have been in communication on information needed for the report. The proposal totals \$10,000. Ms. Giles noted the report will need to be prepared every five years.

On MOTION by Mr. Cowling seconded by Ms. Ray with all in favor the proposal from Taylor & White for preparation of a stormwater needs analysis report was approved.

## **2. Ratification of Requisition 129**

A copy of requisition 129, payable to Taylor & White in the amount of \$536.16 was included in the agenda package.

On MOTION by Mr. Cowling seconded by Ms. Ray with all in favor requisition 129 was ratified.

## **3. Consideration of Requisitions 130 and 131**

Copies of requisition numbers 130 and 131, payable to Jr. Davis Construction, Inc. in the amounts of \$30,313.55 and \$130,823.10 were included in the agenda package.

On MOTION by Ms. Ray seconded by Ms. Richardson with all in favor requisition 130 was approved.

On MOTION by Mr. Cowling seconded by Ms. Ray with all in favor requisition number 131 was approved, with the Chair authorized to work with the Engineer to confirm if the invoice attached to requisition 131 has already been paid.

## **C. District Manager**

Ms. Giles noted staff will be looking for the Board's guidance in regard to the Fiscal Year 2023 budget. The budget is scheduled to be approved at the May 19, 2022 meeting, and adopted at the August 18, 2022 meeting. Mr. Cowling stated that there are new areas coming online in Phases 3A and 3B that will need to be reflected in the budget, and there will also likely be higher water bills in the early months due to new landscape installations. Mr. Soriano will contact Yellowstone to obtain more recent quotes for the areas in Phases 3A and 3B.

## **D. Amenity Manager**

Ms. Eddy informed the Board she's been in communication with residents and one of the concerns is what all will be included in the amenities. Mr. Soriano noted the pool is



scheduled to have marcite installed over the weekend. An e-blast will be sent to residents updating them on the status of the improvements.

**SEVENTH ORDER OF BUSINESS                      Financial Reports**

**A.    Balance Sheet and Income Statement**

**B.    Check Register**

Ms. Giles gave a brief overview of the financial reports, copies of which were included in the agenda package. She asked for approval of the check register totaling \$9,785.48.

On MOTION by Ms. Richardson seconded by Mr. Cowling with all in favor the check register was approved.

**EIGHTH ORDER OF BUSINESS**

**Supervisors'    Requests    and    Audience  
Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 19, 2022 at  
1:30 p.m. at the Plantation Oaks Amenity  
Center**

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Richardson seconded by Mr. Cowling with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## *FOURTH ORDER OF BUSINESS*

## RESOLUTION 2022-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2022/2023 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Wilford Preserve Community Development District ("**District**") prior to June 15, 2022, proposed budgets ("**Proposed Budget**") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("**Fiscal Year 2022/2023**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2022/2023 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set as follows:

DATE: August 18, 2022

HOURL: 1:30 p.m.

LOCATION: Plantation Oaks Amenity Center  
845 Oakleaf Plantation Parkway  
Orange Park, Florida 32065

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENTS.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Clay County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 19<sup>th</sup> DAY OF MAY, 2022.**

ATTEST:

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Its: \_\_\_\_\_

***Wilford Preserve Community  
Development District***

***Fiscal Year 2023  
Proposed Budget***



# **Wilford Preserve**

## **Community Development District**

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# Wilford Preserve

## Community Development District

General Fund

Description	Adopted Budget FY 2022	Actual Thru 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
<b>Revenues</b>					
Assessments/Developer Contributions	\$327,829	\$226,888	\$29,686	\$256,574	\$413,784
Interest	\$0	\$1	\$1	\$2	\$0
Miscellaneous Revenue	\$0	\$131	\$115	\$246	\$0
<b>Total Revenues</b>	<b>\$327,829</b>	<b>\$227,020</b>	<b>\$29,802</b>	<b>\$256,822</b>	<b>\$413,784</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Engineering	\$10,000	\$0	\$0	\$5,000	\$10,000
Arbitrage	\$1,200	\$600	\$600	\$1,200	\$1,200
Dissemination	\$7,000	\$4,083	\$2,917	\$7,000	\$7,000
Attorney	\$20,000	\$4,715	\$9,500	\$14,215	\$15,000
Annual Audit	\$5,800	\$3,000	\$0	\$3,000	\$4,800
Assessment Administration	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Trustee Fees	\$6,020	\$6,592	\$0	\$6,592	\$7,000
Management Fees	\$46,800	\$27,300	\$19,500	\$46,800	\$49,140
Information Technology	\$1,000	\$583	\$417	\$1,000	\$1,250
Website Compliance	\$600	\$350	\$250	\$600	\$750
Telephone	\$300	\$62	\$100	\$162	\$300
Postage	\$1,000	\$129	\$115	\$244	\$500
Printing & Binding	\$1,500	\$195	\$450	\$645	\$1,500
Insurance	\$6,512	\$6,127	\$0	\$6,127	\$6,893
Legal Advertising	\$5,000	\$373	\$4,628	\$5,000	\$5,000
Other Current Charges	\$600	\$244	\$200	\$444	\$600
Office Supplies	\$500	\$13	\$250	\$263	\$500
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
<b>Administrative Expenses</b>	<b>\$119,007</b>	<b>\$59,540</b>	<b>\$38,926</b>	<b>\$103,466</b>	<b>\$116,608</b>
Insurance	\$8,000	\$0	\$0	\$0	\$8,000
Pool Monitors	\$4,000	\$0	\$0	\$0	\$4,000
Field Operations Manager	\$30,000	\$7,500	\$18,750	\$26,250	\$45,000
Office Supplies / Mailings / Printing	\$600	\$0	\$0	\$0	\$600
Pool Maintenance	\$20,000	\$0	\$0	\$10,000	\$20,000
Pool Chemicals	\$0	\$0	\$5,000	\$5,000	\$5,000
Permit Fees	\$450	\$0	\$0	\$300	\$450
Landscape Maintenance	\$49,948	\$37,975	\$42,788	\$80,763	\$112,690
Irrigation Maintenance	\$1,000	\$0	\$0	\$0	\$1,000
Lake Maintenance	\$8,724	\$5,191	\$7,890	\$13,081	\$14,336
General Facility Maintenance	\$15,000	\$650	\$1,250	\$1,900	\$15,000
Streetlighting	\$15,000	\$0	\$0	\$0	\$15,000
Telephone/Cable/Internet	\$2,500	\$0	\$0	\$0	\$2,500
Electric	\$15,000	\$0	\$0	\$0	\$15,000
Water/Sewer/Irrigation	\$20,000	\$5,721	\$9,854	\$15,575	\$20,000
Refuse Service	\$2,000	\$0	\$0	\$0	\$2,000
Janitorial Services	\$9,500	\$0	\$0	\$0	\$9,500
Special Events	\$6,000	\$0	\$0	\$0	\$6,000
Recreational Passes	\$1,100	\$0	\$0	\$0	\$1,100
<b>Maintenance Expenses</b>	<b>\$208,822</b>	<b>\$57,037</b>	<b>\$85,532</b>	<b>\$152,868</b>	<b>\$297,176</b>
<b>Total Expenses</b>	<b>\$327,829</b>	<b>\$116,577</b>	<b>\$124,457</b>	<b>\$256,334</b>	<b>\$413,784</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$0</b>	<b>\$110,443</b>	<b>(\$94,655)</b>	<b>\$488</b>	<b>\$0</b>

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2023

**REVENUES:**

*Assessments/Developer Contributions*

The District will levy a non ad-valorem special assessment on all taxable property within the District to fund all of the General Operating Expenditures for the fiscal year and collect from Developer remaining assessments for O&M portion.

*Interest*

Interest income from bank accounts.

*Miscellaneous Revenue*

Income received for district.

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**EXPENDITURES:**

**Administrative:**

*Engineering Fees*

The District's engineer will be providing general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review invoices, etc. Taylor & White, Inc. serves as the District's engineering firm.

*Arbitrage*

The District is required to have an annual arbitrage rebate calculation on the District's Special Assessment Bond Series 2018B and anticipated issuance of Special Assessments Bonds Series 2019. The District has contracted with Grau and Associates an independent auditing firm to perform the calculations.

*Dissemination*

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements the District's Special Assessment Bond Series 2018B and anticipated issuance of Special Assessments Bonds Series 2019. An additional fee of \$500 is incurred for a revised amortization fee after the District makes an Optional Redemption payment towards any of the Bonds. It has contracted with Governmental Management Services, LLC to provide this service.

*Attorney*

The District's has contracted with Kutak Rock, LLP for legal counsel providing general legal services to the District, i.e. attendance and preparation for monthly meetings, review operating & maintenance contracts, etc.



**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2023

Annual Audit

The District is required to annually conduct an audit of its financial records by an Independent Certified Public Accounting Firm. The fee is based on similar Community Development Districts and includes the GASB 34 pronouncement and has contracted with Grau and Associates.

Assessment Administration

Governmental Management Services serves as the District's Assessment Administrator responsible for certifying annual assessments to County Tax Collector, billing and collection of direct assessments, collection of prepaid assessments, maintaining lien book, etc.

Trustee Fees

The District will issue bonds to be held with a Trustee at a qualified Bank. The amount of the trustee fees is based on the agreement between US Bank and the District for the Special Assessment Bond Series 2018B and anticipated issuance of Special Assessments Bonds Series 2019.

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. These services are further outlined in Exhibit "A" of the Management Agreement.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

Website Compliance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

Telephone

The cost of telephone and fax machine service.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2023

Insurance

The District will obtain a General Liability & Public Officials Liability Insurance policy with a firm that specializes in providing insurance coverage to governmental agencies. The amount is based upon similar Community Development Districts.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc in a newspaper of general circulation.

Other Current Charges

Bank charges and any other miscellaneous expenses that incurred during the year.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

**Amenity Center:**

Insurance (Property)

The District's property Insurance policy is with Florida Insurance Alliance, FIA specializes in providing insurance coverage to governmental agencies. The amount budgeted represents the estimated premium for property insurance related to the Amenity Center.

Pool Monitors

The District will contract with management company to provide personnel to monitor usage of the pool during peak swim season.

Field Operations Manager

The District has contracted with Governmental Management Services, LLC to provide Field Operations services, to include contract administration, field related inspections, etc.

Office Supplies / Mailings / Printing

Consists of mailings to residents, access control expenses, etc.

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2023

Pool Maintenance

The District will contract with management company for the maintenance of the Amenity Center pool.

Permit Fees

Represents Permit Fees paid to the Department of Health for the swimming pool.

Landscape Maintenance

The District is contracted with a Yellowstone Landscape to maintain the common areas of the District, landscape light repairs, tree removals, tree trimmings, additional mulching and new projects and replacements.

<u>Contract</u>	<u>Monthly</u>	<u>Annual</u>
Yellowstone	\$ 6,462	\$ 77,538
Contingency	\$ 833	\$ 10,000
	<u>\$ 7,295</u>	<u>\$ 87,538</u>

Irrigation Maintenance

Cost of miscellaneous repairs and maintenance to irrigation system.

Lake Maintenance

The District has contracted with Solitude Lake Management to maintain the water quality in all the lakes on District property.

General Facility Maintenance

Cost of labor (when outsourced) and supplies for routine repairs and maintenance of the District's common areas and Amenity Centers, to include painting, pressure washing, carpet cleaning and replacement of lighting in and around the facilities.

Street Lighting

The District will contract with utility company for street lighting cost to the community. The amount is based upon the agreement plus estimated cost for fuel charges.

Telephone/Cable/Internet

The Amenity Center will contract with vendor to provide phone, cable and internet for Amenity Center.

Electric

The District will contract with utility company for lighting.

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2023

Water/Sewer/Irrigation

Cost of reclaimed irrigation service from Clay County Utility Authority used by the district. The District has the following meters:

<b>Location</b>	<b>Acc #</b>	<b>Average / month</b>	<b>Annual Budget</b>
2736 Copperwood Avenue	594193	\$129	\$1,553
632 Silverberry Avenue	594195	\$317	\$3,803
2738 Firethorn Avenue	602562	\$238	\$2,855
634 Ivory Palm Road	602561	\$18	\$211
2965 White Heron Trail	602560	\$18	\$211
451 Cheswick Oak Ave	602559	\$61	\$737
708 Sycamore Way	602557	\$18	\$211
832 Sycamore Way	602556	\$18	\$211
2530 Firethron Avenue	602555	\$55	\$656
3048 Firethorn Avenue	602554	\$26	\$307
3140 Firethorn Avenue	602552	\$33	\$397
2744 Firethorn Avenue	604547	\$31	\$367
CONTINGENCY		\$338	\$4,054
<b>TOTAL</b>		<b>\$1,298</b>	<b>\$15,575</b>

Refuse Service

The District will contracted with local company for garbage disposal service.

Janitorial Services

The District will contract with company to provide janitorial services for Amenity Centers. Also included are maintenance services.

Special Events

Represents estimated cost for the District to host any special events for the community throughout the Fiscal Year. Costs are partially offset by rental and miscellaneous income.

Recreational Passes

Represents the estimated cost for issuing access cards to the District's residents for Amenity Center privileges. Residents must purchase replacement cards and receipts are posted to miscellaneous income.

**O&M ALLOCATION**

PRODUCT TYPE	# UNITS	ERU	TOTAL ERUs	TOTAL ADMIN	ADMIN PER UNIT NET	PLATTED UNITS	PLATTED ERUs	AMENITY GROUND O&M	AMENITY GROUND PER UNIT NET	TOTAL O&M COSTS PER UNIT NET	MAX PER DEV NET	MAX PER DEV O&M GROSS	DEV CONTRIB PER LOT	TOTAL DEV CONTRIB
COMMON UTILITY ROW														
50'	357	1.00	357.00	93,548.41	262.04	253	253.00	244,904.00	968.00	1,230.04	656.90	700.00	573.14	145,003.98
60'	88	1.20	105.60	23,059.55	262.04	54	64.80	52,272.00	968.00	1,230.04	656.90	700.00	573.14	30,949.47
<b>TOTAL</b>	<b>445</b>		<b>462.60</b>	<b>116,607.96</b>		<b>307</b>	<b>317.80</b>	<b>297,176.00</b>						<b>175,953.45</b>

<b>O&amp;M BUDGET</b>	<b>FY23</b>	<b>FY22</b>
ADMIN	<u>\$116,607.96</u>	<u>\$116,374.96</u>
AMENITY GROUNDS	<u>\$297,176.00</u>	<u>\$198,750.00</u>
TOTAL NET	\$413,783.96	\$315,124.96
TOTAL GROSS	440,183.38	335,229.93

# Wilford Preserve

Community Development District

Debt Service Fund  
Series 2018B

Description	Adopted Budget FY 2022	Actual Thru 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
<b>Revenues</b>					
Assessments	\$248,688	\$0	\$210,854	\$210,854	\$210,163
Interest Income	\$20	\$19	\$15	\$34	\$100
Prepayment	\$0	\$597,700	\$0	\$597,700	\$0
Carry Forward Surplus*	\$285,549	\$591,294	\$0	\$591,294	\$112,448
<b>Total Revenues</b>	<b>\$534,257</b>	<b>\$1,189,013</b>	<b>\$210,869</b>	<b>\$1,399,882</b>	<b>\$322,710</b>
<b>Expenditures</b>					
<u>Series 2018B</u>					
Interest - 11/1	\$128,656	\$128,656	\$0	\$128,656	\$100,338
Principal - Prepayment 11/1	\$150,000	\$435,000	\$0	\$435,000	\$0
Interest - 2/1	\$0	\$3,163	\$0	\$3,163	\$0
Principal - Prepayment 2/1	\$0	\$220,000	\$0	\$220,000	\$0
Interest - 5/1	\$124,344	\$0	\$109,825	\$109,825	\$100,338
Principal - Prepayment 5/1	\$0	\$0	\$330,000	\$330,000	\$0
Principal - Prepayment 8/1	\$0	\$0	\$60,000	\$60,000	\$0
Interest - 8/1	\$0	\$0	\$791	\$791	\$0
<b>Total Expenditures</b>	<b>\$403,000</b>	<b>\$786,819</b>	<b>\$500,616</b>	<b>\$1,287,434</b>	<b>\$200,675</b>
<b>Excess Revenues</b>	<b>\$131,257</b>	<b>\$402,195</b>	<b>(\$289,747)</b>	<b>\$112,448</b>	<b>\$122,035</b>

\*Reflects excess revenue at fiscal year end less reserve fund amount

Interest 11/1/23 \$ 100,338

**Wilford Preserve**  
**Community Development District**  
**Series 2018B Special Assessment Bonds**

**AMORTIZATION SCHEDULE**

<b>DATE</b>	<b>BALANCE</b>	<b>RATE</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
05/01/22	\$ 3,820,000.00	5.750%	\$ 330,000.00	\$ 109,825.00	\$ 568,481.25
11/01/22	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ -
05/01/23	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ 200,675.00
11/01/23	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ -
05/01/24	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ 200,675.00
11/01/24	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ -
05/01/25	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ 200,675.00
11/01/25	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ -
05/01/26	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ 200,675.00
11/01/26	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ -
05/01/27	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ 200,675.00
11/01/27	\$ 3,490,000.00	5.750%	\$ -	\$ 100,337.50	\$ -
05/01/28	\$ 3,490,000.00	5.750%	\$ 3,490,000.00	\$ 100,337.50	\$ 3,690,675.00
			\$ 3,490,000.00	\$ 1,712,493.75	\$ 5,532,493.75

# Wilford Preserve

Community Development District

Debt Service Fund  
Series 2019A

Description	Approved Budget FY 2022	Actual Thru 4/30/22	Projected Next 5 Months	Total Projected 9/30/22	Proposed Budget FY 2023
<b>Revenues</b>					
Assessments	\$521,628	\$476,187	\$45,441	\$521,628	\$521,628
Interest Income	\$0	\$13	\$15	\$28	\$0
Carry Forward Surplus*	\$206,017	\$206,019	\$0	\$206,019	\$206,464
<b>Total Revenues</b>	<b>\$727,645</b>	<b>\$682,219</b>	<b>\$45,456</b>	<b>\$727,674</b>	<b>\$728,092</b>
<b>Expenditures</b>					
<u>Series 2018B</u>					
Interest - 11/1	\$196,115	\$195,605	\$0	\$195,605	\$ 192,615
Interest - 5/1	\$196,115	\$0	\$195,605	\$195,605	\$ 192,615
Principal Expense - 5/1	\$130,000	\$0	\$130,000	\$130,000	\$ 135,000
<b>Total Expenditures</b>	<b>\$522,230</b>	<b>\$195,605</b>	<b>\$325,605</b>	<b>\$521,210</b>	<b>\$520,230</b>
<b>Excess Revenues</b>	<b>\$205,415</b>	<b>\$486,614</b>	<b>(\$280,149)</b>	<b>\$206,464</b>	<b>\$207,862</b>

\*Reflects excess revenue at fiscal year end less reserve fund amount

Interest 11/1/23 \$ 189,510



# Wilford Preserve

## Community Development District

### SERIES 2019A AMORTIZATION SCHEDULE (Combined)

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
5/1/22	\$ 7,720,000.00	\$ 130,000.00	\$ 195,605.00	
11/1/22	\$ 7,590,000.00		\$ 192,615.00	\$ 518,220.00
5/1/23	\$ 7,590,000.00	\$ 135,000.00	\$ 192,615.00	
11/1/23	\$ 7,455,000.00		\$ 189,510.00	\$ 517,125.00
5/1/24	\$ 7,455,000.00	\$ 145,000.00	\$ 189,510.00	
11/1/24	\$ 7,310,000.00		\$ 186,175.00	\$ 520,685.00
5/1/25	\$ 7,310,000.00	\$ 150,000.00	\$ 186,175.00	
11/1/25	\$ 7,160,000.00		\$ 182,725.00	\$ 518,900.00
5/1/26	\$ 7,160,000.00	\$ 160,000.00	\$ 182,725.00	
11/1/26	\$ 7,000,000.00		\$ 179,045.00	\$ 521,770.00
5/1/27	\$ 7,000,000.00	\$ 165,000.00	\$ 179,045.00	
11/1/27	\$ 6,835,000.00		\$ 174,920.00	\$ 518,965.00
5/1/28	\$ 6,835,000.00	\$ 175,000.00	\$ 174,920.00	
11/1/28	\$ 6,660,000.00		\$ 170,545.00	\$ 520,465.00
5/1/29	\$ 6,660,000.00	\$ 185,000.00	\$ 170,545.00	
11/1/29	\$ 6,475,000.00		\$ 165,920.00	\$ 521,465.00
5/1/30	\$ 6,475,000.00	\$ 190,000.00	\$ 165,920.00	
11/1/30	\$ 6,285,000.00		\$ 161,170.00	\$ 517,090.00
5/1/31	\$ 6,285,000.00	\$ 200,000.00	\$ 161,170.00	
11/1/31	\$ 6,085,000.00		\$ 156,170.00	\$ 517,340.00
5/1/32	\$ 6,085,000.00	\$ 215,000.00	\$ 156,170.00	
11/1/32	\$ 5,870,000.00		\$ 150,795.00	\$ 521,965.00
5/1/33	\$ 5,870,000.00	\$ 225,000.00	\$ 150,795.00	
11/1/33	\$ 5,645,000.00		\$ 145,170.00	\$ 520,965.00
5/1/34	\$ 5,645,000.00	\$ 235,000.00	\$ 145,170.00	
11/1/34	\$ 5,410,000.00		\$ 139,295.00	\$ 519,465.00
5/1/35	\$ 5,410,000.00	\$ 245,000.00	\$ 139,295.00	
11/1/35	\$ 5,165,000.00		\$ 133,170.00	\$ 517,465.00
5/1/36	\$ 5,165,000.00	\$ 260,000.00	\$ 133,170.00	
11/1/36	\$ 4,905,000.00		\$ 126,670.00	\$ 519,840.00
5/1/37	\$ 4,905,000.00	\$ 275,000.00	\$ 126,670.00	
11/1/37	\$ 4,630,000.00		\$ 119,795.00	\$ 521,465.00
5/1/38	\$ 4,630,000.00	\$ 285,000.00	\$ 119,795.00	
11/1/38	\$ 4,345,000.00		\$ 112,670.00	\$ 517,465.00
5/1/39	\$ 4,345,000.00	\$ 300,000.00	\$ 112,670.00	
11/1/39	\$ 4,045,000.00		\$ 105,170.00	\$ 517,840.00
5/1/40	\$ 4,045,000.00	\$ 315,000.00	\$ 105,170.00	
11/1/40	\$ 3,730,000.00		\$ 96,980.00	\$ 517,150.00
5/1/41	\$ 3,730,000.00	\$ 335,000.00	\$ 96,980.00	
11/1/41	\$ 3,395,000.00		\$ 88,270.00	\$ 520,250.00
5/1/42	\$ 3,395,000.00	\$ 350,000.00	\$ 88,270.00	
11/1/42	\$ 3,045,000.00		\$ 79,170.00	\$ 517,440.00
5/1/43	\$ 3,045,000.00	\$ 370,000.00	\$ 79,170.00	
11/1/43	\$ 2,675,000.00		\$ 69,550.00	\$ 518,720.00
5/1/44	\$ 2,675,000.00	\$ 390,000.00	\$ 69,550.00	
11/1/44	\$ 2,285,000.00		\$ 59,410.00	\$ 518,960.00
5/1/45	\$ 2,285,000.00	\$ 410,000.00	\$ 59,410.00	
11/1/45	\$ 1,875,000.00		\$ 48,750.00	\$ 518,160.00
5/1/46	\$ 1,875,000.00	\$ 435,000.00	\$ 48,750.00	
11/1/46	\$ 1,440,000.00		\$ 37,440.00	\$ 521,190.00
5/1/47	\$ 1,440,000.00	\$ 455,000.00	\$ 37,440.00	
11/1/47	\$ 985,000.00		\$ 25,610.00	\$ 518,050.00
5/1/48	\$ 985,000.00	\$ 480,000.00	\$ 25,610.00	
11/1/48	\$ 505,000.00		\$ 13,130.00	\$ 518,740.00
5/1/49	\$ 505,000.00	\$ 505,000.00	\$ 13,130.00	
11/1/49				\$ 518,130.00
	\$ 7,720,000.00	\$ 7,010,890.00	\$ 14,731,400.00	

*FIFTH ORDER OF BUSINESS*

## RESOLUTION 2022-05

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING A DATE, TIME AND LOCATION FOR A LANDOWNERS' MEETING AND ELECTION; PROVIDING FOR PUBLICATION; ESTABLISHING FORMS FOR THE LANDOWNER ELECTION; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

**WHEREAS**, Wilford Preserve Community Development District ("**District**") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Clay County, Florida; and

**WHEREAS**, pursuant to Section 190.006(1), *Florida Statutes*, the District's Board of Supervisors ("**Board**") "shall exercise the powers granted to the district pursuant to [Chapter 190, *Florida Statutes*]," and the Board shall consist of five members; and

**WHEREAS**, the District is statutorily required to hold a meeting of the landowners of the District for the purpose of electing Board Supervisors for the District on a date in November established by the Board, which shall be noticed pursuant to Section 190.006(2), *Florida Statutes*.

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT:

1. **EXISTING BOARD SUPERVISORS; SEATS SUBJECT TO ELECTIONS.** The Board is currently made up of the following individuals:

<u>Seat Number</u>	<u>Supervisor</u>	<u>Term Expiration Date</u>
1	Shannon Ray	11/2022
2	Louis Cowling	11/2024
3	Jordan Beall	11/2022
4	Linda Richardson	11/2024
5	Batey McGraw	11/2022

This year, Seat 1, currently held by Shannon Ray, Seat 3, currently held by Jordan Beall, and Seat 5, currently held by Batey McGraw are subject to election by landowners in November 2022. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

2. **LANDOWNER'S ELECTION.** In accordance with Section 190.006(2), *Florida Statutes*, the meeting of the landowners to elect Board Supervisor(s) of the District shall be held on November 17, 2022, at 1:30 p.m., and located at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

3. **PUBLICATION.** The District's Secretary is hereby directed to publish notice of the landowners' meeting and election in accordance with the requirements of Section 190.006(2), *Florida Statutes*.

4. **FORMS.** Pursuant to Section 190.006(2)(b), *Florida Statutes*, the landowners' meeting

and election have been announced by the Board at its May 19, 2022 meeting. A sample notice of landowners' meeting and election, proxy, ballot form and instructions were presented at such meeting and are attached hereto as **Exhibit A**. Such documents are available for review and copying during normal business hours at the District's Local Records Office, located at 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065, or at the office of the District Manager, Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

5. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

6. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED THIS 19th DAY OF May, 2022.**

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

**ATTEST:**

\_\_\_\_\_  
**CHAIRMAN / VICE CHAIRMAN**

\_\_\_\_\_  
**SECRETARY / ASST. SECRETARY**

## EXHIBIT A

### NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT

Notice is hereby given to the public and all landowners within Wilford Preserve Community Development District ("**District**") the location of which is generally described as comprising a parcel or parcels of land containing approximately 256 acres, generally located north of Kindewood Drive, west of Little Black Creek, east of Cheswick Oak Avenue and south of Spencer Plantation Boulevard in Clay County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) people to the District's Board of Supervisors ("**Board**", and individually, "**Supervisor**"). Immediately following the landowners' meeting there will be convened a meeting of the Board for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: November \_\_, 2022  
TIME: \_\_\_\_\_  
PLACE: \_\_\_\_\_  
\_\_\_\_\_

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("**District Manager's Office**"). At said meeting each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from the District Manager's Office. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

\_\_\_\_\_  
District Manager  
Run Date(s): \_\_\_\_\_ & \_\_\_\_\_

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: \_\_\_\_\_, November \_\_, 2022

TIME: \_\_\_\_\_ .M.

LOCATION:

Pursuant to Chapter 190, *Florida Statutes*, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), *Florida Statutes*.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

**LANDOWNER PROXY**

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
LANDOWNERS' MEETING – NOVEMBER \_\_, 2022**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints \_\_\_\_\_ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Wilford Preserve Community Development District to be held at \_\_\_\_\_, on November \_\_, 2022, at \_\_\_\_\_ a/p.m., and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the Proxy Holder's exercising the voting rights conferred herein.

\_\_\_\_\_  
Printed Name of Legal Owner

\_\_\_\_\_  
Signature of Legal Owner

\_\_\_\_\_  
Date

**Parcel Description**

**Acreage**

**Authorized Votes**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

**Total Number of Authorized Votes:**

\_\_\_\_\_

NOTES: Pursuant to Section 190.006(2)(b), *Florida Statutes*, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

**OFFICIAL BALLOT**  
**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT**  
**CLAY COUNTY, FLORIDA**  
**LANDOWNERS' MEETING – NOVEMBER \_\_, 2022**

**For Election (3 Supervisors):** The two (2) candidates receiving the highest number of votes will each receive a four (4) year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2) year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Wilford Preserve Community Development District and described as follows:

<u>Description</u>	<u>Acreage</u>
_____	_____
_____	_____
_____	_____

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

**Attach Proxy.**

I, \_\_\_\_\_, as Landowner, or as the proxy holder of \_\_\_\_\_ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT #	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
5		

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_



## *SEVENTH ORDER OF BUSINESS*

*B.*

*1.*

**FORM OF REQUISITION  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2019A**

The undersigned, a Responsible Officer of the Wilford Preserve Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank National Association, as trustee (the "Trustee"), dated as of July 1, 2018, as supplemented by that certain First Supplemental Trust Indenture dated as of November 1, 2019, (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 132
- (B) Name of Payee: England-Thims & Miller, Inc.
- (C) Amount Payable: \$4,440.40
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Services contract with Wilford Preserve CDD
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

1. ☒ obligations in the stated amount set forth above have been incurred by the Issuer,  
  
or  
  
☐ this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.


Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

By:   
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL  
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

  
Consulting Engineer



Dream Finders Homes, LLC  
14701 Philips Highway  
Suite 300  
Jacksonville, FL 32256

April 07, 2022  
Project No: 17186.31000  
Invoice No: 0202192

Project 17186.31000 Wilford Preserve Phase 3A & 3B - CEI

Professional Services rendered through March 26, 2022

Task 01 Limited Dev (CEI) Inspection Services for Phase 1A

Total Fee 63,434.27

Percent Complete

92.00 Total Earned 58,359.53  
Previous Fee Billing 53,919.13  
Current Fee Billing 4,440.40  
**Total Fee 4,440.40**

**Total this Task \$4,440.40**

**Invoice Total this Period \$4,440.40**

**England-Thimig & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32256 • tel 904-642-8800 • fax 904-646-6485  
CA-00002586 LC-00002118

**FORM OF REQUISITION  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2019A**

The undersigned, a Responsible Officer of the Wilford Preserve Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank National Association, as trustee (the "Trustee"), dated as of July 1, 2018, as supplemented by that certain First Supplemental Trust Indenture dated as of November 1, 2019, (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 133
- (B) Name of Payee: England-Thims & Miller, Inc.
- (C) Amount Payable: \$61.99
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Services contract with Wilford Preserve CDD
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

- 1. ☒ obligations in the stated amount set forth above have been incurred by the Issuer,  
  
or  
  
☐ this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
- 2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
- 3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
- 4. each disbursement represents a Cost of the Project which has not previously been paid.



The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

By:   
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL  
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

  
Consulting Engineer





Chad Sigmon  
Dream Finders Homes, LLC  
14701 Philips Highway  
Suite 300  
Jacksonville, FL 32256

April 07, 2022  
Project No: 17186.14000  
Invoice No: 0202177

Project 17186.14000 Wilford Preserve Phase 2 - CEI Services

Professional Services rendered through March 26, 2022

**Professional Personnel**

			Hours	Rate	Amount
Project Manager					
Donchez, James	3/5/2022		.50	123.97	61.99
Totals			.50		61.99
<b>Total Labor</b>					<b>61.99</b>
<b>Invoice Total this Period</b>					<b><u>\$61.99</u></b>

**England-Thimys & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-8990 • Fax 904-946-9486  
CA-00002584 LC-00003115

2.

**FORM OF REQUISITION  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
SPECIAL ASSESSMENT BONDS, SERIES 2019A**

The undersigned, a Responsible Officer of the Wilford Preserve Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank National Association, as trustee (the "Trustee"), dated as of July 1, 2018, as supplemented by that certain First Supplemental Trust Indenture dated as of November 1, 2019, (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 134
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$1,652.50
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Services contract with Wilford Preserve CDD
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

1. XXX ☐ obligations in the stated amount set forth above have been incurred by the Issuer,  
  
or  
  
☐ this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;
2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
3. each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Project;
4. each disbursement represents a Cost of the Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the Issuer notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the Issuer is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or the services rendered, or other appropriate documentation of costs paid, with respect to which disbursement is hereby requested are on file with the Issuer.

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Responsible Officer

**CONSULTING ENGINEER'S APPROVAL  
FOR NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement for other than Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer, as such report shall have been amended or modified on the date hereof.

  
\_\_\_\_\_  
Consulting Engineer



# Taylor & White, Inc.

Civil Design & Consulting Engineers

# INVOICE

9556 Historic Kings Road S., Suite 102  
Jacksonville, Florida 32257  
t: (904) 346-0671 - f: (904) 346-3051  
www.TaylorandWhite.com

Wilford Preserve CDD  
Attn: Bernadette Peregrino  
District Accountant  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

Invoice number 4601  
Date 05/12/2022

Project 16050.1 WILFORD PRESERVE CDD

Professional Services Rendered through 05/08/2022. ~PAYMENT TERMS: NET 10 DAYS~  
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. \*Denotes Hourly Task

**Invoice Amount:**  
**\$1,652.50**

## Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
*PHASE 2A REVISIONS CLOSED	0.00	24,515.00	24,515.00	0.00	0.00
ADDITIONAL SUPPLEMENTAL ENGINEER'S REPORT-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*TEMPORARY SALES TRAILER	0.00	565.00	565.00	0.00	0.00
ENGINEER'S SUPPLEMENTAL REPORT (LS)-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*DISTRICT ENGINEER-HRLY-NTE	60,000.00	87,821.25	89,473.75	149.12	1,652.50
*CONSTRUCTION OBSV/CERTS-HRLY-NTE	75,000.00	116,325.18	116,325.18	155.10	0.00
*PURCHASING AGENT-HRLY	24,200.00	20,605.00	20,605.00	85.14	0.00
*STORMWATER & WASTEWATER 20 YEAR NEEDS ANALYSIS	10,000.00	0.00	0.00	0.00	0.00
*AMENITY CENTER MODIFICATION-CLOSED	0.00	23,740.00	23,740.00	0.00	0.00
*SLEEVING PLAN-CLOSED	0.00	2,898.75	2,898.75	0.00	0.00
*PROJECT ADMIN. & COORDINATION-HRLY-NTE	10,000.00	9,913.75	9,913.75	99.14	0.00
REIMBURSABLES	0.00	9,822.14	9,822.14	0.00	0.00
Total	189,200.00	306,206.07	307,858.57	162.72	1,652.50

## \*District Engineer-HRLY-NTE

	Units	Billed Amount
D. Glynn Taylor, P.E. eor	3.50	577.50
Jane M. White REQ	0.50	40.00
Michael Q. Johnson Stand in for Glynn Taylor, District Engineer at the CDD meeting.	3.00	345.00
Taylor L. Forth find totals for jr davis, go through reqs, create excel, review w glynn revise totals with new reqs	6.00	690.00

Phase subtotal	1,652.50
subtotal	13.00
	1,652.50

Invoice total

**1,652.50**

*C.*



# Chris H. Chambliss

## Supervisor of Elections Clay County, Florida

---

April 15, 2022

Wilford Preserve Community Development District  
Attn.: Wesley Haber  
107 West College Avenue  
Tallahassee, FL 32301

Dear Mr. Haber,

I have queried the number of eligible voters residing within the Wilford Preserve Community Development District as of April 15, 2022. At this time, there are 338 registered voters residing within the district.

Please provide the contact information and term expiration dates for the current CDD Board Members. I can be reached via the contact information at the bottom of this page or via email at [LGaver@ClayElections.com](mailto:LGaver@ClayElections.com)

*Thank you,*

*Lynn Gaver, MFCEP*  
Clay County Supervisor of Elections Office  
P.O. Box 337 | 500 North Orange Ave.  
Green Cove Springs, FL 32043  
(904) 269-6350 Fax (904) 284-0935



*EIGHTH ORDER OF BUSINESS*

*A.*

# **Wilford Preserve**

## Community Development District

Unaudited Financial Statements  
as of  
April 30, 2022



**WILFORD PRESERVE**  
**Community Development District**  
**Combined Balance Sheet**  
April 30, 2022

	<u>General</u>	<u>Debt Service</u>	<u>Capital Project</u>	<u>Totals</u>
<b><u>Assets:</u></b>				
Cash	\$83,595	---	---	\$83,595
Investments:				
<b>Debt Service 2018B</b>				
Reserve	---	\$358,225	---	\$358,225
Revenue	---	\$11,920	---	\$11,920
Prepayment	---	\$390,264	---	\$390,264
Construction	---	---	\$455	\$455
<b>Debt Service 2019A</b>				
Reserve	---	\$183,162	---	\$183,162
Revenue	---	\$486,600	---	\$486,600
Construction	---	---	\$2,171,117	\$2,171,117
Custody	\$78,708	---	---	\$78,708
Utility Deposits	\$1,350	---	---	\$1,350
Prepaid Expenses	\$575	---	---	\$575
<b>Total Assets</b>	<u>\$164,229</u>	<u>\$1,430,171</u>	<u>\$2,171,572</u>	<u>\$3,765,972</u>
<b><u>Liabilities:</u></b>				
Accounts Payable	\$818	---	---	\$818
Contracts Payable	---	---	\$15,028	\$15,028
Retainage Payable	---	---	\$627,267	\$627,267
<b>Fund Balances:</b>				
Restricted for 2018B Debt Service	---	\$760,409	---	\$760,409
Restricted for 2019A Debt Service	---	\$669,762	---	\$669,762
Restricted for 2018B Capital Projects	---	---	\$455	\$455
Restricted for 2019A Capital Projects	---	---	\$1,528,822	\$1,528,822
Unassigned	\$162,836	\$0	\$0	\$162,836
<b>Total Liabilities &amp; Fund Equity</b>	<u>\$164,229</u>	<u>\$1,430,171</u>	<u>\$2,171,572</u>	<u>\$3,765,972</u>

**WILFORD PRESERVE**  
**Community Development District**  
**GENERAL FUND**

Statement of Revenues & Expenditures  
For the Period ending April 30, 2022

<b>Adopted</b>	<b>Prorated</b>	<b>Actual</b>	
<b>Budget</b>	<b>04/30/22</b>	<b>04/30/22</b>	<b>Variance</b>

**REVENUES:**

Assessments - Tax Roll	\$202,010	\$202,010	\$199,465	(\$2,545)
Assessments - Direct	\$36,564	\$27,423	\$27,423	\$0
Developer Contributions	\$89,254	\$0	\$0	\$0
Interest	\$0	\$0	\$1	\$1
Micellaneous Revenue	\$0	\$0	\$131	\$131

**TOTAL REVENUES**

<b>\$327,829</b>	<b>\$229,433</b>	<b>\$227,020</b>	<b>(\$2,413)</b>
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**EXPENDITURES:**

**ADMINISTRATIVE:**

Engineering	\$10,000	\$5,833	\$0	\$5,833
Arbitrage	\$1,200	\$700	\$600	\$100
Dissemination	\$7,000	\$4,083	\$4,083	\$0
Attorney	\$20,000	\$11,667	\$4,715	\$6,951
Annual Audit	\$5,800	\$5,800	\$3,000	\$2,800
Assessment Administration	\$5,000	\$5,000	\$5,000	\$0
Trustee Fees	\$6,020	\$6,020	\$6,592	(\$572)
Management Fees	\$46,800	\$27,300	\$27,300	\$0
Information Technology	\$1,000	\$583	\$583	\$0
Website Compliance	\$600	\$350	\$350	\$0
Telephone	\$300	\$175	\$62	\$113
Postage	\$1,000	\$583	\$129	\$455
Printing & Binding	\$1,500	\$875	\$195	\$680
Insurance	\$6,512	\$6,512	\$6,127	\$385
Legal Advertising	\$5,000	\$2,917	\$373	\$2,544
Other Current Charges	\$600	\$350	\$244	\$106
Office Supplies	\$500	\$292	\$13	\$279
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0

**Total Administrative**

<b>\$119,007</b>	<b>\$79,215</b>	<b>\$59,540</b>	<b>\$19,675</b>
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**Grounds Maintenance:**

Insurance	\$8,000	\$4,667	\$0	\$4,667
Pool Monitors	\$4,000	\$2,333	\$0	\$2,333
Field Operations Manager	\$30,000	\$17,500	\$7,500	\$10,000
Office Supplies / Mailings / Printing	\$600	\$350	\$0	\$350
Pool Maintenance	\$20,000	\$11,667	\$0	\$11,667
Permit Fees	\$450	\$263	\$0	\$263
Landscape Maintenance	\$49,948	\$29,136	\$37,975	(\$8,839)

**WILFORD PRESERVE**  
**Community Development District**  
**GENERAL FUND**

Statement of Revenues & Expenditures  
For the Period ending April 30, 2022

	<b>Adopted</b>	<b>Prorated</b>	<b>Actual</b>	
	<b>Budget</b>	<b>04/30/22</b>	<b>04/30/22</b>	<b>Variance</b>
Irrigation Maintenance	\$1,000	\$583	\$0	\$583
Lake Maintenance	\$8,724	\$5,089	\$5,191	(\$102)
General Facility Maintenance	\$15,000	\$8,750	\$650	\$8,100
Streetlighting	\$15,000	\$8,750	\$0	\$8,750
Telephone/Cable/Internet	\$2,500	\$1,458	\$0	\$1,458
Electric	\$15,000	\$8,750	\$0	\$8,750
Water/Sewer/Irrigation	\$20,000	\$11,667	\$5,721	\$5,946
Refuse Service	\$2,000	\$1,167	\$0	\$1,167
Janitorial Services	\$9,500	\$5,542	\$0	\$5,542
Special Events	\$6,000	\$3,500	\$0	\$3,500
Recreational Passes	\$1,100	\$642	\$0	\$642
 Total Grounds Maintenance	 \$208,822	 \$121,813	 \$57,037	 \$64,776
 <b>TOTAL EXPENDITURES</b>	 \$327,829	 \$201,028	 \$116,577	 \$84,451
 <b>EXCESS REVENUES (EXPENDITURES)</b>	 \$0		 \$110,443	
 <b>FUND BALANCE - Beginning</b>	 \$0		 \$52,968	
 <b>FUND BALANCE - Ending</b>	 \$0		 \$163,411	

### Month By Month Income Statement

#### Fiscal Year 2022

**Excess Revenues (Expenditures)**

**WILFORD PRESERVE**  
**Community Development District**  
**DEBT SERVICE FUND SERIES 2018B**  
Statement of Revenues & Expenditures  
For the Period ending April 30, 2022

Adopted Budget	Prorated 04/30/22	Actual 04/30/22	Variance
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**REVENUES:**

Assessments	\$248,688	\$248,688	\$0	(\$248,688)
Interest Income	\$20	\$12	\$19	\$8
Prepayment	\$0	\$0	\$597,700	\$597,700
Carry Forward Surplus	\$285,549	\$0	\$0	\$0

**TOTAL REVENUES**

\$534,257	\$248,699	\$597,719	\$349,020
-----------	-----------	-----------	-----------

**EXPENDITURES:**

**Series 2018**

Interest Expense - 11/1	\$128,656	\$128,656	\$128,656	\$0
Principal Expense - 11/1 (Prepayment)	\$150,000	\$150,000	\$435,000	(\$285,000)
Interest Expense - 2/1	\$0	\$0	\$3,163	(\$3,163)
Principal - Prepayment 2/1	\$0	\$0	\$220,000	(\$220,000)
Interest Expense - 5/1	\$124,344	\$0	\$0	\$0

**TOTAL EXPENDITURES**

\$403,000	\$278,656	\$786,819	(\$508,163)
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**OTHER SOURCES/(USES)**

Transfer In/(Out)	\$0	\$0	(\$10)	(\$10)
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**TOTAL OTHER SOURCES AND USES**

\$0	\$0	(\$10)	(\$10)
-----	-----	--------	--------

**EXCESS REVENUES (EXPENDITURES)**

\$131,257	(\$189,110)
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**FUND BALANCE - Beginning**

\$200,910	\$949,519
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**FUND BALANCE - Ending**

\$332,167	\$760,409
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<b>Reserve</b>	\$358,225
<b>Revenue</b>	\$11,920
<b>Prepayment</b>	\$390,264
	<u>\$760,409</u>



**WILFORD PRESERVE**  
**Community Development District**  
**DEBT SERVICE FUND SERIES 2019A**  
Statement of Revenues & Expenditures  
For the Period ending April 30, 2022

Proposed Budget	Prorated 04/30/22	Actual 04/30/22	Variance
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**REVENUES:**

Assessment - Tax Roll	\$357,920	\$357,920	\$353,411	(\$4,510)
Assessment - Direct	\$163,708	\$122,776	\$122,776	\$0
Interest Income	\$0	\$0	\$13	\$13
Carry Forward Surplus	\$206,017	\$0	\$0	\$0

<b>TOTAL REVENUES</b>	<b>\$727,645</b>	<b>\$480,696</b>	<b>\$476,199</b>	<b>(\$4,497)</b>
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**EXPENDITURES:**

**Series 2019A**

Interest Expense - 11/1	\$196,115	\$196,115	\$195,605	\$510
Interest Expense - 5/1	\$196,115	\$0	\$0	\$0
Principal Expense - 5/1	\$130,000	\$0	\$0	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$522,230</b>	<b>\$196,115</b>	<b>\$195,605</b>	<b>\$510</b>
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<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$205,415</b>	<b>\$280,594</b>		
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FUND BALANCE - Beginning	\$226,451	\$389,168		
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FUND BALANCE - Ending	<u>\$431,866</u>	<u>\$669,762</u>		
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<b>Reserve</b>	\$183,162
<b>Revenue</b>	\$486,600
	<u>\$669,762</u>

**WILFORD PRESERVE**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For the Period ending April 30, 2022

	Series 2018B	Series 2019A
<b><u>REVENUES:</u></b>		
Interest Income	\$0	\$67
Developer Contributions	\$0	\$6,387
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$6,453</b>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay	\$0	\$207,677
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$207,677</b>
<b><u>OTHER SOURCES/(USES)</u></b>		
Interfund Transfer	\$10	\$0
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$10</b>	<b>\$0</b>
EXCESS REVENUES (EXPENDITURES)	\$10	(\$201,223)
FUND BALANCE - Beginning	\$445	\$1,730,045
FUND BALANCE - Ending	\$455	\$1,528,822

**WILFORD PRESERVE**  
**Community Development District**  
**Long Term Debt Report**

**SERIES 2018B, SPECIAL ASSESSMENT BONDS**

INTEREST RATES:	5.75%	
MATURITY DATE:	5/1/2028	
RESERVE FUND DEFINITION	MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$358,225	
RESERVE FUND BALANCE	\$358,225	
BONDS OUTSTANDING - 7/23/18		\$6,230,000
Less: May 1, 2020		(\$990,000)
Less: August 1, 2020		(\$380,000)
Less: November 1, 2020		(\$265,000)
Less: February 1, 2021		(\$65,000)
Less: August 1, 2021		(\$55,000)
Less: November 1, 2021		(\$435,000)
Less: February 1, 2022		(\$220,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$3,820,000</b>

**SERIES 2019A, SPECIAL ASSESSMENT BONDS**

INTEREST RATES:	4.6% - 5.2%	
MATURITY DATE:	11/1/2049	
RESERVE FUND DEFINITION	35% of MAXIMUM ANNUAL DEBT SERVICE	
RESERVE FUND REQUIREMENT	\$183,045	
RESERVE FUND BALANCE	\$183,149	
BONDS OUTSTANDING - 11/1/19		\$7,985,000
Less: May 1, 2020		(\$120,000)
Less: November 1, 2020		(\$20,000)
Less: May 1, 2021		(\$125,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$7,720,000</b>

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2022 Summary of Assessment Receipts**

ASSESSED	# UNITS ASSESSED	SERIES 2019A DEBT ASMT (1)	FY22 O&M ASMT (1)	TOTAL ASSESSED
DFC WILFORD LLC	104	163,701.31	36,564.42	200,265.73
<b>NET DIRECT INVOICE</b>	<b>104</b>	<b>163,701.31</b>	<b>36,564.42</b>	<b>200,265.73</b>
<b>NET ASSESSMENTS TAX ROLL</b>	<b>307</b>	<b>357,920.42</b>	<b>202,010.09</b>	<b>559,930.51</b>
<b>TOTAL NET ASSESSMENTS</b>	<b>411</b>	<b>521,621.73</b>	<b>238,574.51</b>	<b>760,196.24</b>

RECEIVED	BALANCE DUE	SERIES 2019A DEBT PAID	O&M PAID	TOTAL PAID
DFC WILFORD LLC	50,066.43	122,775.99	27,423.31	150,199.30
<b>TOTAL DUE / RECEIVED DIRECT</b>	<b>50,066.43</b>	<b>122,775.99</b>	<b>27,423.31</b>	<b>150,199.30</b>
<b>TAX ROLL DUE / RECEIVED</b>	<b>7,055.20</b>	<b>353,410.58</b>	<b>199,464.73</b>	<b>552,875.31</b>
<b>TOTAL DUE / RECEIVED</b>	<b>57,121.63</b>	<b>476,186.57</b>	<b>226,888.04</b>	<b>703,074.61</b>

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	AMOUNT RECEIVED	SERIES 2019A DEBT RECEIPTS	O&M RECEIPTS
1	11/10/2021	3,806.33	2,433.09	1,373.24
2	11/24/2021	20,348.78	13,007.41	7,341.37
3	12/6/2021	309,548.69	197,870.62	111,678.07
4	12/20/2021	14,376.10	9,189.53	5,186.57
5	1/13/2022	16,506.66	10,551.44	5,955.22
6	2/11/2022	22,277.73	14,240.44	8,037.29
7	3/11/2022	17,528.49	11,204.61	6,323.88
8	4/14/2022	148,482.53	94,913.44	53,569.09
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>552,875.31</b>	<b>353,410.58</b>	<b>199,464.73</b>

(1)Series 2019A Debt and O&M due 50% 10/1/21, 25% due 2/1/22, and 25% due 5/1/22

Series 2018B Bond Debt must be paid in full on a per lot basis upon sale  
to a builder/homeowner. Interest on remaining Debt Assessed due 50%

*B.*

**WILFORD PRESERVE**  
**Community Development District**

Check Register Summary- General Fund

4/1/22 - 4/30/22

Check Date	Check #'s	Total Amount
4/7/22	278-281	\$15,870.44
4/14/22	282-284	\$11,627.89
4/21/22	285	\$74.50
4/28/22	286	\$5,425.00
<b>Total</b>		<b>\$32,997.83</b>

CHECK DATE	VEND#	.....INVOICE..... DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT	#
4/07/22	00001	4/01/22	68	202204	310-51300-34000					*	3,900.00		
			APR MANAGEMENT FEES										
		4/01/22	68	202204	310-51300-35200					*	50.00		
			APR WEBSITE ADMIN										
		4/01/22	68	202204	310-51300-35100					*	83.33		
			APR INFORMATION TECH										
		4/01/22	68	202204	310-51300-31300					*	583.33		
			APR DISSEM AGENT SERVICES										
		4/01/22	68	202204	310-51300-51000					*	.09		
			OFFICE SUPPLIES										
		4/01/22	68	202204	310-51300-42000					*	21.69		
			POSTAGE										
		4/01/22	68	202204	310-51300-42500					*	10.20		
			COPIES										
		4/01/22	68	202204	310-51300-41000					*	19.42		
			TELEPHONE										
		4/01/22	69	202204	330-57200-41000					*	3,750.00		
			APR CONTRACT ADMIN										
									GOVERNMENTAL MANAGEMENT SERVICES			8,418.06	000278
4/07/22	00010	4/04/22	22415	202204	310-51300-32200					*	3,000.00		
			AUDIT FYE 9/30/21										
									GRAU & ASSOCIATES			3,000.00	000279
4/07/22	00021	3/30/22	3022867	202202	310-51300-31500					*	735.00		
			FEB GENERAL COUNSEL										
									KUTAK ROCK LLP			735.00	000280
4/07/22	00012	12/24/21	6371087	202112	310-51300-32300					*	2,875.00		
			SE2019A TRUSTEE FEE FY22										
		12/24/21	6371087	202112	310-51300-32300					*	267.38		
			INCIDENTAL EXPENSES										
		12/24/21	6371087	202112	300-15500-10000					*	575.00		
			SE2019A TRUSTEE FEE FY23										
									U.S. BANK			3,717.38	000281
4/14/22	00015	4/01/22	PI-A0078	202204	330-57200-46000					*	777.89		
			APR LAKE MAINTENANCE										
									SOLITUDE LAKE MANAGEMENT			777.89	000282
4/14/22	00016	3/03/22	JAX32162	202202	330-57200-42000					*	5,425.00		
			FEB LANDSCAPE MAINTENANCE										
									YELLOWSTONE LANDSCAPE			5,425.00	000283
4/14/22	00016	3/01/22	JAX33213	202203	330-57200-42000					*	5,425.00		
			MAR LANDSCAPE MAINTENANCE										
									YELLOWSTONE LANDSCAPE			5,425.00	000284
									WILP WILFORD PRES OKUZMUK				

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/21/22	00011	4/14/22	22-00107 202204 310-51300-48000 NOTICE OF MEETING 4/14	JACKSONVILLE DAILY RECORD	*	74.50	74.50 000285
4/28/22	00016	4/01/22	JAX34236 202204 330-57200-42000 APR LANDSCAPE MAINTENANCE	YELLOWSTONE LANDSCAPE	*	5,425.00	5,425.00 000286
TOTAL FOR BANK A						32,997.83	
TOTAL FOR REGISTER						32,997.83	



**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 68  
Invoice Date: 4/1/22  
Due Date: 4/1/22  
Case:  
P.O. Number:

**Bill To:**

Wilford Preserve CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

1A

Description	Hours/Qty	Rate	Amount
Management Fees - April 2022 1,310.513.340		3,900.00	3,900.00
Website Administration - April 2022 1,310.513.352		50.00	50.00
Information Technology - April 2022 1,310.513.351		83.33	83.33
Dissemination Agent Services - April 2022 1,310.513.313		583.33	583.33
Office Supplies 1,310.513.510		0.09	0.09
Postage 1,310.513.420		21.69	21.69
Copies 1,310.513.425		10.20	10.20
Telephone 1,310.513.410		19.42	19.42
<b>Total</b>			<b>\$4,668.06</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$4,668.06</b>

**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 69  
Invoice Date: 4/1/22  
Due Date: 4/1/22  
Case:  
P.O. Number:

**Bill To:**  
Wilford Preserve CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Contract Administration - April 2022  1A 1.330.572.410		3,750.00	3,750.00

<b>Total</b>	<b>\$3,750.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$3,750.00</b>

4/5/22  
or

## Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Wilford Preserve CDD  
1408 Hamlin Avenue, Unit E  
Saint Cloud, FL 34771

Invoice No. 22415  
Date 04/04/2022

---

SERVICE	AMOUNT
Audit FYE 09/30/2021	\$ <u>3,000.00</u>
Current Amount Due	\$ <u>3,000.00</u>

1.310.573.321  
10A

RECEIVED APR 04 2022

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
3,000.00	0.00	0.00	0.00	0.00	3,000.00

Payment due upon receipt.

**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

March 30, 2022

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3022867

Client Matter No. 23023-1

Mr. James Perry  
Wilford Preserve CDD  
Governmental Management Services  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092

21A

1,310.513.315

Invoice No. 3022867

23023-1

Re: General Counsel

## For Professional Legal Services Rendered

02/01/22	D. Wilbourn	0.60	87.00	Reconcile acreage and allocation amounts for second amended interlocal agreement
02/04/22	K. Jusevitch	0.10	14.50	Distribute legislative newsletter
02/21/22	W. Haber	0.50	165.00	Confer with Ms. Giles regarding election and prepare resolution and notice regarding same
02/21/22	K. Jusevitch	0.40	58.00	Confer with Haber regarding supervisor seat terms of office
02/23/22	J. Brown	0.80	264.00	Prepare for, attend, and follow-up from regular Board meeting in attendance for Mr. Haber; review meeting minutes
02/24/22	K. Jusevitch	0.10	14.50	Distribute Amendment 12 guide
02/26/22	J. Johnson	0.30	99.00	Review proposed legislation; monitor committee activity and agendas; monitor Amendment 12 implementation
02/28/22	J. Brown	0.10	33.00	Review correspondence and minutes

**KUTAK ROCK LLP**

Wilford Preserve CDD

March 30, 2022

Client Matter No. 23023-1

Invoice No. 3022867

Page 2

TOTAL HOURS 2.90

TOTAL FOR SERVICES RENDERED \$735.00

TOTAL CURRENT AMOUNT DUE \$735.00

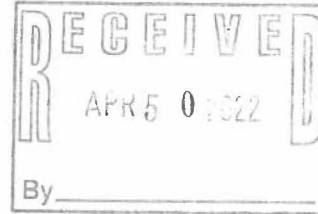


Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
St. Paul, MN 55107

"Copy of Previously Printed Invoice"

Invoice Number: 6371087  
Account Number: 267202000  
Invoice Date: 12/24/2021  
Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805

WILFORD PRESERVE COMMUNITY DEV DIST  
ATTN DISTRICT MANAGER  
475 W TOWN PLACE STE 114  
ST AUGUSTINE FL 32092



WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT SPECIAL ASSESSMENT BOND, SERIES  
2019A REVENUE ACCOUNT

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE \$3,717.38

All invoices are due upon receipt.

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

WILFORD PRESERVE COMMUNITY DEVELOPMENT  
DISTRICT SPECIAL ASSESSMENT BOND, SERIES  
2019A REVENUE ACCOUNT

Invoice Number: 6371087  
Account Number: 267202000  
Current Due: \$3,717.38

Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805

Wire Instructions:  
U.S. Bank  
ABA # 091000022  
Acct # 1-801-5013-5135  
Trust Acct # 267202000  
Invoice # 6371087  
Attn: Fee Dept St. Paul

Please mail payments to:  
U.S. Bank  
CM-9690  
PO BOX 70870  
St. Paul, MN 55170-9690



Corporate Trust Services  
EP-MN-WN3L  
60 Livingston Ave.  
"Copy of Previously Printed Invoice"

Invoice Number: 6371087  
Invoice Date: 12/24/2021  
Account Number: 267202000  
Direct Inquiries To: STACEY JOHNSON  
Phone: 407-835-3805

WILFORD PRESERVE COMMUNITY DEVELOPMENT  
DISTRICT SPECIAL ASSESSMENT BOND, SERIES  
2019A REVENUE ACCOUNT

Accounts Included 267202000 267202001 267202002 267202003 267202004 267202005  
In This Relationship:

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP				
Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	$1.310.513.3200 = 2875.00$ $1.300.155.10000 = 8575.$	3,450.00	100.00%	\$3,450.00
Subtotal Administration Fees - In Advance 12/01/2021 - 11/30/2022				\$3,450.00
Incidental Expenses	$1.310.513.323 = 267.38$	0.0775		\$267.38
Subtotal Incidental Expenses				\$267.38
TOTAL AMOUNT DUE				\$3,717.38

12A

**INVOICE**

Voice: (888) 480-5253 Fax: (888) 358-0088

Invoice Number: PI-A00786719

Invoice Date: 04/01/22

PROPERTY: Wilford Preserve CDD

**SOLD TO:** Wilford Preserve CDD  
Governmental Management Services  
475 West Town Place, Suite 114  
St Augustine, FL 32092  
United States

CUSTOMER ID

10842

CUSTOMER PO

Payment Terms

Net 30

Sales Rep ID

Katie Cabanillas

Shipment Method

Ship Date

Due Date

05/01/22

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR51988 04/01/22 - 04/30/22 Lake & Pond Management Services		777.89	777.89

1,330.572.460  
15A

RECEIVED APR 07 2022

**PLEASE REMIT PAYMENT TO:**

1320 Brookwood Drive, Suite H  
Little Rock, AR 72202

Subtotal	777.89
Sales Tax	0.00
Total Invoice	777.89
Payment Received	0.00
<b>TOTAL</b>	<b>777.89</b>





**YELLOWSTONE**  
LANDSCAPE

## INVOICE

INVOICE #	INVOICE DATE
JAX 321624	2/1/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Wilford Preserve CDD  
c/o Governmental Management Services, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Property Name:** Wilford Preserve CDD

**Invoice Due Date:** March 3, 2022

**Invoice Amount:** \$5,425.00

Description	Current Amount
Monthly Landscape Maintenance February 2022	\$5,425.00

1.330.572.420

16A

RECEIVED APR 11 2022

**Invoice Total** **\$5,425.00**

IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**YELLOWSTONE**  
LANDSCAPE

## INVOICE

INVOICE #	INVOICE DATE
JAX 332135	3/1/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Wilford Preserve CDD  
c/o Governmental Management Services, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Property Name:** Wilford Preserve CDD

**Invoice Due Date:** March 31, 2022

**Invoice Amount:** \$5,425.00

Description	Current Amount
Monthly Landscape Maintenance March 2022	\$5,425.00

1,330.572.420  
16A

RECEIVED APR 11 2022

**Invoice Total**

**\$5,425.00**

IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

April 14, 2022

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092

Payment Due Upon Receipt

Serial #	22-00107C	PO/File #		\$74.50
Notice of Board of Supervisors Meeting				Amount Due
				Amount Paid
Wilford Preserve Community Development District				\$74.50
				Payment Due
Case Number				<i>For your convenience, you may remit payment at <a href="https://www.jaxdailyrecord.com/send-payment">https://www.jaxdailyrecord.com/send-payment</a>.</i>
Publication Dates	4/14			
County	Clay			

*Payment is due before  
the Proof of Publication  
is released.*

*If payment is being mailed,  
please reference the Serial #  
from this invoice on your  
check or remittance advice.*

1.310.513.480  
11A

Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**WILFORD PRESERVE  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF BOARD OF  
SUPERVISORS MEETING**

Notice is hereby given that the Board of Supervisors ("Board") of the Wilford Preserve Community Development District ("District") will hold a regular meeting on Thursday, April 21, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065, where the Board may consider any business that may properly come before it ("Meeting"). An electronic copy of the agenda may be obtained by contacting the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 940-5850 or [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com) ("District Manager's Office") and is also expected to be available on the District's website, [www.WilfordPreserveCDD.com](http://www.WilfordPreserveCDD.com), at least seven days prior to the meeting.

The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. The Meeting may be continued to a date, time, and place to be specified on the record at such Meeting.

Any person requiring special accommodations at the Meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the Meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the Meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Marilee Giles  
District Manager

Apr. 14 00 (22-00107C)



## INVOICE

INVOICE #	INVOICE DATE
JAX 342363	4/1/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Wilford Preserve CDD  
c/o Governmental Management Services, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

**Remit To:**

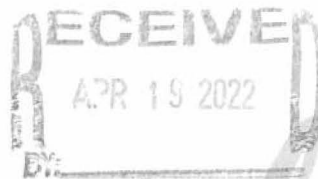
Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Property Name:** Wilford Preserve CDD

**Invoice Due Date:** May 1, 2022

**Invoice Amount:** \$5,425.00

Description	Current Amount
Monthly Landscape Maintenance April 2022	\$5,425.00



**Invoice Total** **\$5,425.00**

1,330.572.420  
16A

Excellence  
IN COMMERCIAL LANDSCAPING

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286