

**WILFORD PRESERVE**  
*Community Development District*

*JUNE 16, 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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June 9, 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, June 16, 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 May 19, 2022 Meeting
- IV. Acceptance of the Fiscal Year 2021 Audit Report
- V. Fence Installation Requests
  - A. Ratification of 2798 Copperwood Avenue
  - B. Consideration of 2672 Copperwood Avenue
  - C. Consideration of 636 Ivory Palm Road
- VI. Discussion on the Fiscal Year 2023 Budget
- VII. Other Business
- VIII. Staff Reports
  - A. District Counsel
  - B. District Engineer
    - 1. Ratification of Requisition Nos. 135 - 136
    - 2. Acceptance of the Stormwater Needs Analysis Report (to be provided under separate cover)

3. Acceptance of the Public Facilities Report (to be provided under separate cover)

C. District Manager

D. Amenity Manager

IX. Financial Reports

A. Balance Sheet and Income Statement

B. Check Register

X. Supervisors' Requests and Audience Comments

XI. Next Scheduled Meeting – July 21, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center

XII. 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, May 19, 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
Jonathan Johnson	District Counsel by telephone
Becky Eddy	Amenity Manager
Jay Soriano	GMS, LLC

The following is a summary of the discussions and actions taken at the May 19, 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 1:38 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 April 21, 2022 Meeting**

There were no comments on the minutes.

On MOTION by Ms. Ray seconded by Mr. Cowling with all in favor the minutes of the April 21, 2022 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-04, Approving the Proposed Budget for Fiscal Year 2023 and Setting a Public Hearing Date**

Ms. Giles proposed holding the public hearing to adopt the budget on August 18, 2022 to align with the regular meeting date. She provided an overview of the various increases in the proposed budget for Fiscal Year 2023, noting that the overall budget includes a 41% increase, which will require an increase in assessments equal to \$24 per month. The largest increases are to the landscape maintenance line due to new areas coming online, as well as the need to add multiple amenity maintenance line items.

On MOTION by Ms. Ray seconded by Mr. Cowling with all in favor Resolution 2022-04, approving the proposed budget for Fiscal Year 2023 and setting a public hearing for August 18, 2022 at 1:30 p.m. was approved.

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

#### **Consideration of Resolution 2022-05, Designating a Date, Time and Location for a Landowner's Meeting and Election**

Ms. Giles recommended scheduling the landowner's meeting for November 17, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center to coincide with the regular board meeting. She also informed the Board the seats up for election are Seat 1, currently held by Shannon Ray, Seat 3, currently held by Jordan Beall, and Seat 5 currently held by Batey McGraw.

On MOTION by Ms. Ray seconded by Ms. Richardson with all in favor Resolution 2022-05, designating a date, time and location for a landowner's meeting and election as detailed above was approved.

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

#### **Other Business**

There being no other business, the next item followed.

#### **SEVENTH ORDER OF BUSINESS**

#### **Staff Reports**

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

There being nothing to report, the next item followed.

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

##### **1. Ratification of Requisition Nos. 132-133**

Copies of the requisitions payable to England Thims & Miller were included in the agenda package for the Board's review.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor requisition number 132 and 133 were ratified.

**2. Consideration of Requisition No. 134**

A copy of the requisition payable to Taylor & White was included in the agenda package for the Board's review.

On MOTION by Mr. Cowling seconded by Ms. Ray with all in favor requisition number 134 was approved.

**3. Update on the Stormwater Needs Analysis and Public Facilities Report**

Ms. Giles informed the Board the stormwater needs analysis is in progress and is due by June 30<sup>th</sup>.

**C. District Manager – Report on the Number of Registered Voters (338)**

Ms. Giles informed the board that as of April 15, 2022 there are 338 registered voters residing within the District.

**D. Amenity Manager**

Ms. Eddy informed the Board an e-blast was sent to residents regarding the amenity center progress. Mr. Soriano noted information on how to contact the HOA for fencing requests was provided as well.

The Board discussed access cards and fobs, and whether to provide the option to purchase additional access cards. Cards will be provided, with the option to purchase a fob. Mr. Soriano noted he's contacted Alpha Dog Security to inquire about obtaining access cards to prepare for the amenity center opening.

**EIGHTH 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 \$32,997.83.

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

**NINTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

There being no supervisor requests or audience members present, the next item followed.

**TENTH ORDER OF BUSINESS**

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

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Ray seconded by Ms. Richardson 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*

**WILFORD PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2021**

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA**

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# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
[www.graucpa.com](http://www.graucpa.com)

## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Wilford Preserve Community Development District  
Clay County, Florida

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Wilford Preserve Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2021, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The information for compliance with FL Statute 218.39 (3) (c) is not a required part of the basic financial statements. The information for compliance with FL Statute 218.39 (3) (c) has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated June 2, 2022, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

June 2, 2022

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Wilford Preserve Community Development District, Clay County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2021. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$1,888,112.
- The change in the District's total net position in comparison with the prior fiscal year was \$683,628, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2021, the District's governmental funds reported combined ending fund balances of \$3,261,246, a decrease of (\$902,184), in comparison with the prior fiscal year. The total fund balance is restricted for debt service and capital projects, non-spendable for prepaid items, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management) and maintenance functions.

#### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund and capital projects fund, all of which are considered major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION SEPTEMBER 30,		
	2021	2020
Current and other assets	\$ 3,779,700	\$ 5,842,244
Capital assets, net of depreciation	11,092,084	10,048,317
Total assets	14,871,784	15,890,561
Current liabilities	788,672	1,961,077
Long-term liabilities	12,195,000	12,725,000
Total liabilities	12,983,672	14,686,077
Net position		
Net investment in capital assets	766,674	236,496
Restricted	1,068,469	932,180
Unrestricted	52,969	35,808
Total net position	\$ 1,888,112	\$ 1,204,484



## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure); less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations

The District's net position increased during the most recent fiscal year. The majority of the increase was due to prepaid assessments received during the current fiscal year.

Key elements of the change in net position are reflected in the following table:

### CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,

	2021	2020
Revenues:		
Program revenues		
Charges for services	\$ 1,492,775	\$ 2,671,162
Operating grants and contributions	44	15,749
Capital grants and contributions	160	3,712
General revenues		
Unrestricted investment earnings	3	2
Miscellaneous	495	209
Total revenues	1,493,477	2,690,834
Expenses:		
General government	96,693	92,383
Maintenance and operations	56,043	8,112
Interest	657,113	698,440
Bond issue costs	-	327,825
Total expenses	809,849	1,126,760
Change in net position	683,628	1,564,074
Net position - beginning	1,204,484	(359,590)
Net position - ending	\$ 1,888,112	\$ 1,204,484

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2021 was \$809,849. The costs of the District's activities were primarily funded by program revenues. Program revenues are comprised primarily of assessment revenue in the current fiscal year. The majority of the decrease in revenues is due to a decrease in prepaid revenues. In total, expenses decreased over the prior fiscal year mainly due to bond issuance costs incurred in the prior year which were not incurred in the current year.

## GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budgeted amounts, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2021.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2021, the District had \$11,092,084 invested in capital assets for its governmental activities. In the government-wide financial statements, no depreciation has been taken as the assets have not been placed in service. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2021, the District had \$12,195,000 in Bonds outstanding. More detailed information about the District's capital debt is presented in the notes of the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The District anticipates a slight increase in general expenditures as the District continues to be built out.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Wilford Preserve Community Development District's Finance Department at 475 West Town Place, Suite 114 St. Augustine, FL 32092.

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2021**

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash	\$ 52,242
Investments	1,819
Due from others	4,440
Assessments receivable	115,647
Prepays	9,727
Restricted assets:	
Investments	3,595,825
Capital assets:	
Nondepreciable	11,092,084
Total assets	<u>14,871,784</u>
 <b>LIABILITIES</b>	
Accounts payable	10,819
Contracts and retainage payable	507,635
Accrued interest payable	270,218
Non-current liabilities:	
Due within one year	130,000
Due in more than one year	12,065,000
Total liabilities	<u>12,983,672</u>
 <b>NET POSITION</b>	
Net investment in capital assets	766,674
Restricted for debt service	1,068,469
Unrestricted	52,969
Total net position	<u>\$ 1,888,112</u>

See notes to the financial statements

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Primary government:					
Governmental activities:					
General government	\$ 96,693	\$ 96,693	\$ -	\$ -	\$ -
Maintenance and operations	56,043	72,706	-	160	16,823
Interest on long-term debt	657,113	1,323,376	44	-	666,307
Total governmental activities	809,849	1,492,775	44	160	683,130
General revenues:					
Unrestricted investment earnings					3
Miscellaneous					495
Total general revenues					498
Change in net position					683,628
Net position - beginning					1,204,484
Net position - ending					\$ 1,888,112

See notes to the financial statements

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2021**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b>ASSETS</b>				
Cash	\$ 52,242	\$ -	\$ -	\$ 52,242
Investments	1,819	1,223,040	2,372,785	3,597,644
Assessment receivable	-	115,647	-	115,647
Due from others	-	-	4,440	4,440
Prepays	9,727	-	-	9,727
Total assets	<u>\$ 63,788</u>	<u>\$ 1,338,687</u>	<u>\$ 2,377,225</u>	<u>\$ 3,779,700</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 10,819	\$ -	\$ -	\$ 10,819
Contracts and retainage payable	-	-	507,635	507,635
Total liabilities	<u>10,819</u>	<u>-</u>	<u>507,635</u>	<u>518,454</u>
Fund balances:				
Nonspendable:				
Prepays	9,727	-	-	9,727
Restricted for:				
Debt service	-	1,338,687	-	1,338,687
Capital projects	-	-	1,869,590	1,869,590
Unassigned	43,242	-	-	43,242
Total fund balances	<u>52,969</u>	<u>1,338,687</u>	<u>1,869,590</u>	<u>3,261,246</u>
Total liabilities and fund balances	<u>\$ 63,788</u>	<u>\$ 1,338,687</u>	<u>\$ 2,377,225</u>	<u>\$ 3,779,700</u>

See notes to the financial statements

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2021**

Fund balance - governmental funds	\$	3,261,246
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as position in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	11,092,084		
Accumulated depreciation	-		11,092,084

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(270,218)		
Bonds payable	(12,195,000)		(12,465,218)
Net position of governmental activities		\$	1,888,112

See notes to the financial statements

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<b>REVENUES</b>				
Assessments	\$ 169,399	\$ 1,323,376	\$ -	\$ 1,492,775
Interest income	3	44	160	207
Miscellaneous income	495	-	-	495
Total revenues	169,897	1,323,420	160	1,493,477
<b>EXPENDITURES</b>				
Current:				
General government	96,693	-	-	96,693
Maintenance and operations	56,043	-	-	56,043
Debt service:				
Principal	-	530,000	-	530,000
Interest	-	669,158	-	669,158
Capital outlay	-	-	1,043,767	1,043,767
Total expenditures	152,736	1,199,158	1,043,767	2,395,661
Excess (deficiency) of revenues over (under) expenditures	17,161	124,262	(1,043,607)	(902,184)
<b>OTHER FINANCING SOURCES (USES)</b>				
Interfund transfers in (out)	-	(18)	18	-
Total other financing sources (uses)	-	(18)	18	-
Net change in fund balances	17,161	124,244	(1,043,589)	(902,184)
Fund balances - beginning	35,808	1,214,443	2,913,179	4,163,430
Fund balances - ending	\$ 52,969	\$ 1,338,687	\$ 1,869,590	\$ 3,261,246

See notes to the financial statements

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

Net change in fund balances - total governmental funds	\$ (902,184)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is eliminated and capitalized as capital assets.	1,043,767
Repayment of long-term liabilities are reported as expenditures in the governmental fund statements but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	530,000
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	<u>12,045</u>
Change in net position of governmental activities	<u>\$ 683,628</u>

See notes to the financial statements



**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY**

Wilford Preserve Community Development District ("District") was created on February 28, 2017 by Ordinance 2017-9 of Clay County, Florida, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by landowners as such term is defined in chapter 190, Florida Statutes. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes. At September 30, 2021, all of the Board members are affiliated with Dream Finders Homes, LLC ("Developer").

The Board has the final responsibility for:

1. Allocating and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District Board of Supervisors is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. (Operating-type special assessments for maintenance and debt service are treated as charges for services.); and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

### **Assessments**

Assessments are non-ad valorem assessments on benefitted property within the District. Operating and Maintenance Assessments are based upon an adopted budget and levied annually. Debt Service Assessments are levied when Bonds are issued and certified for collection on an annual basis. The District may collect assessments directly or utilize the uniform method of collection (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the Debt Service Assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

### **General Fund**

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

### **Debt Service Fund**

The debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest on debt.

### **Capital Projects Fund**

This fund accounts for the financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital assets within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Restricted Assets**

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

#### **Deposits and Investments**

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### **Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### **Capital Assets**

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

No depreciation has been taken in the current fiscal year as the District's infrastructure and other capital assets are under construction.

#### **Unearned Revenue**

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Long-Term Obligations**

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

#### **Fund Equity/Net Position**

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

**Committed fund balance** – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

**Assigned fund balance** – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Fund Equity/Net Position (Continued)**

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

### **Other Disclosures**

#### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## **NOTE 3 – BUDGETARY INFORMATION**

The District is required to establish a budgetary system and approve an Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearing is conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

## **NOTE 4 – DEPOSITS AND INVESTMENTS**

### **Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

## NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

### Investments (Continued)

The District's investments were held as follows at September 30, 2021:

	Amortized cost	Credit Risk	Maturities
US Bank Mmkt 5 - Ct	\$ 3,597,644	N/A	N/A
	<u>\$ 3,597,644</u>		

*Credit risk* – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

*Concentration risk* – The District places no limit on the amount the District may invest in any one issuer.

*Interest rate risk* – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

*Fair Value Measurement* – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

## NOTE 5 – CAPITAL ASSETS

Capital assets activity for the fiscal year ended September 30, 2021 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Construction in progress	\$ 10,048,317	\$ 1,043,767	\$ -	\$ 11,092,084
Total capital assets, not being depreciated	<u>10,048,317</u>	<u>1,043,767</u>	<u>-</u>	<u>11,092,084</u>
 Governmental activities capital assets, net	 <u>\$ 10,048,317</u>	 <u>\$ 1,043,767</u>	 <u>\$ -</u>	 <u>\$ 11,092,084</u>

## **NOTE 5 – CAPITAL ASSETS (Continued)**

The infrastructure intended to serve the District has been estimated at a total cost of approximately \$17,191,000. The infrastructure will include roadways and other transportation improvements, stormwater management system, water and sewer systems, and recreation areas. Certain costs will be funded by Bond proceeds while others will be funded by the Developer. Upon completion, certain assets will be conveyed to others but the District will own and maintain the stormwater management system and the recreation areas.

## **NOTE 6 – LONG TERM LIABILITIES**

### **Series 2018B**

On July 23, 2018, the District issued \$6,230,000 of Special Assessment Bonds, Series 2018B due on May 1, 2028 with a fixed interest rate of 5.75%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. The Bonds are due on May 1, 2028.

The Series 2018B Bonds are not subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. For the Series 2018B Bonds, this occurred during the current fiscal year as the District collected prepaid assessments and prepaid \$385,000 of the Bonds. In addition, see Note – 11 Subsequent Events for extraordinary redemption amounts subsequent to fiscal year end.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2021.

### **Series 2019A**

On November 1, 2019, the District issued \$7,985,000 of Special Assessment Bonds, Series 2019A consisting of several term Bonds with due dates ranging from May 1, 2020 to May 1, 2049 and fixed interest rates ranging from 4.6% to 5.2%. The Bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2020 through May 1, 2049.

The Series 2019A Bonds are subject to redemption at the option of the District prior to maturity. The Series 2019A Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2021.

## NOTE 6 – LONG TERM LIABILITIES (Continued)

### Long-term Debt Activity

Changes in long-term liability activity for the fiscal year ended September 30, 2021 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2018B	\$ 4,860,000	\$ -	\$ 385,000	\$ 4,475,000	\$ -
Series 2019A	7,865,000	-	145,000	7,720,000	130,000
Total	<u>\$ 12,725,000</u>	<u>\$ -</u>	<u>\$ 530,000</u>	<u>\$ 12,195,000</u>	<u>\$ 130,000</u>

At September 30, 2021, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2022	\$ 130,000	\$ 648,523	\$ 778,523
2023	135,000	642,543	777,543
2024	145,000	636,333	781,333
2025	150,000	629,663	779,663
2026	160,000	622,763	782,763
2027-2031	5,400,000	1,897,825	7,297,825
2032-2036	1,180,000	1,449,200	2,629,200
2037-2041	1,515,000	1,122,570	2,637,570
2042-2046	1,960,000	690,300	2,650,300
2047-2049	1,420,000	152,360	1,572,360
Total	<u>\$ 12,195,000</u>	<u>\$ 8,492,080</u>	<u>\$ 20,687,080</u>

## NOTE 7 – DEVELOPER TRANSACTIONS

The Developer owns a portion of land within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on those lots owned by the Developer.

## NOTE 8 – CONCENTRATION

A significant portion of the District's activity is dependent upon the continued involvement of the Developer Landowner, the loss of which could have a material adverse effect on the District's operations.

## NOTE 9– MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

## NOTE 10 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.



## **NOTE 11 – SUBSEQUENT EVENTS**

### **Bond Payments**

Subsequent to fiscal year end, the District prepaid a total of \$435,000 of the Series 2018B Bonds. The prepayments were considered extraordinary mandatory redemptions as outlined in the Bond Indenture.

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2021**

	Budgeted Amounts <u>Original &amp; Final</u>	Actual Amounts	Variance with Final Budget - Positive (Negative)
REVENUES			
Assessments	\$ 169,110	\$ 169,399	\$ 289
Developer contributions	146,015	-	(146,015)
Interest	-	3	3
Miscellaneous income	-	495	495
Total revenues	<u>315,125</u>	<u>169,897</u>	<u>(145,228)</u>
EXPENDITURES			
Current:			
General government	116,375	96,693	19,682
Maintenance and operations	198,750	56,043	142,707
Total expenditures	<u>315,125</u>	<u>152,736</u>	<u>162,389</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ -</u>	17,161	<u>\$ 17,161</u>
Fund balance - beginning		<u>35,808</u>	
Fund balance - ending		<u>\$ 52,969</u>	

See notes to required supplementary information

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2021.

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
OTHER INFORMATION – DATA ELEMENTS  
REQUIRED BY FL STATUTE 218.39(3)(C)  
UNAUDITED**

<b>Element</b>	<b>Comments</b>
Number of district employees compensated at 9/30/2021	0
Number of independent contractors compensated in September 2021	3
Employee compensation for FYE 9/30/2021 (paid/accrued)	0
Independent contractor compensation for FYE 9/30/2021	\$115,134.50
Construction projects to begin on or after October 1; (>\$65K)	
Series 2018B	\$0
Series 2019A	\$0
Lighting project	\$0
Pond bank restoration	\$0
Budget variance report	See page 22 of annual financial report
Ad Valorem taxes;	Not applicable
Millage rate FYE 9/30/2021	Not applicable
Ad valorem taxes collected FYE 9/30/2021	Not applicable
Non ad valorem special assessments;	
Special assessment rate FYE 9/30/2021	Operations and maintenance - \$700
	Debt service - \$1,202.66 - \$1,443.19
Special assessments collected FYE 9/30/2021	\$691,534.89
Outstanding Bonds:	
Series 2018B, due May 1, 2028,	see Note 6 for details
Series 2019A, due November 1, 2049,	see Note 6 for details



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Wilford Preserve Community Development District  
Clay County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Wilford Preserve Community Development District, Clay County, Florida (the "District") as of and for the fiscal year ended September 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated June 2, 2022.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 2, 2022



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
[www.graucpa.com](http://www.graucpa.com)

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors  
Wilford Preserve Community Development District  
Clay County, Florida

We have examined Wilford Preserve Community Development District's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2021. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2021.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Wilford Preserve Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

June 2, 2022



951 Yamato Road • Suite 280  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

## **MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors  
Wilford Preserve Community Development District  
Clay County, Florida

### **Report on the Financial Statements**

We have audited the accompanying basic financial statements of Wilford Preserve Community Development District, Clay County, Florida (the "District") as of and for the fiscal year ended September 30, 2021, and have issued our report thereon dated June 2, 2022.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 2, 2022, should be considered in conjunction with this management letter.

### **Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Wilford Preserve Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Wilford Preserve Community Development District, Clay County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

June 2, 2022



## REPORT TO MANAGEMENT

### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

### II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

### III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2020.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2021.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2021.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 24.

*FIFTH ORDER OF BUSINESS*

*A.*

After recording, please return to:

District Manager  
Wilford Preserve CDD  
c/o Governmental Management Services, LLC  
475 West Town Place, Suite 114  
World Golf Village  
St. Augustine, Florida 32092

Parcel ID # 10-04-25-007881-003-21

---

### **LICENSE AGREEMENT FOR INSTALLATION OF IMPROVEMENTS**

**THIS LICENSE AGREEMENT FOR INSTALLATION OF IMPROVEMENTS ("Agreement")** is entered into as of this 20<sup>th</sup> day of May, 2022, by and among BRANDON A. HANEY AND KRYSTAL M. HANEY, husband and wife, ("**Owner**") residing at 2798 Copperwood Avenue, Orange Park, Florida 32073, and the **WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT ("CDD")**, a local unit of special-purpose government created pursuant to Chapter 190, *Florida Statutes*, with a mailing address of 475 West Town Place, Suite 114, World Golf Village, St. Augustine, Florida 32092.

#### **RECITALS**

**WHEREAS**, Owner is the owner of Lot 38, as per the plat ("**Plat**") of *Wilford Preserve Unit 2A* recorded in Plat Book 64, Pages 16 - 26 et seq., of the Official Records of Clay County, Florida ("**Property**"); and

**WHEREAS**, Owner desires to install a fence and related appurtenances ("**Improvements**") within the 10-foot access for maintenance easement ("**Maintenance Easement**") located on said Property and as shown on the Plat ("**License Area**"); and

**WHEREAS**, due to the CDD's legal interests in the Maintenance Easement, among other reasons, Owner requires the CDD's consent before constructing improvements within any portion of the Maintenance Easement; and

**WHEREAS**, the CDD has agreed to consent to the installation of the Improvements within the License Area, subject to the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, in consideration of Sixty-Nine Dollars and Fifty cents (\$69.50) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is understood and agreed as follows:

1. **RECITALS.** The recitals set forth above are acknowledged as true and correct and are incorporated herein by reference.

2. **LICENSE FOR IMPROVEMENTS INSTALLATION AND MAINTENANCE; LIMITATION.** Subject to the terms of this Agreement, the CDD hereby grants Owner the right, privilege, and permission to install and maintain removable Improvements on the License Area.

**3. OWNER RESPONSIBILITIES.** The Owner has the following responsibilities:

a. The Owner shall be fully responsible for the installation and maintenance of the Improvements.

b. The Owner shall be responsible for ensuring that the installation and maintenance of the Improvements are conducted in compliance with all applicable laws (including but not limited to building codes, set back requirements, etc.).

c. CDD, by entering into this Agreement, does not represent that CDD has authority to provide all necessary approvals for the installation of the Improvements. Instead, the Owner shall be responsible for obtaining any and all applicable permits and approvals relating to the work (including but not limited to any approvals of the WILFORD PRESERVE HOMEOWNERS ASSOCIATION ("Association"), as well as any other necessary legal interests and approvals).

d. The Owner shall ensure that the installation and maintenance of the Improvements does not damage any property of CDD or any third party's property, and, in the event of any such damage, the Owner shall immediately repair the damage or compensate the CDD for such repairs, at the CDD's option.

e. Owner's exercise of rights hereunder shall not interfere with CDD's rights under the Maintenance Easement, or with any other applicable rights. Owner agrees that CDD, in its sole and absolute discretion, shall determine whether any such interference exists. Further, the Improvements shall be installed in such a manner as to not interfere with or damage any improvements, whether above or below ground, that may be located within the Maintenance Easement, or any utilities within the public utility easement, if any. It shall be Owner's responsibility to locate and identify any such improvements and/or utilities. Further, the Owner shall pay a licensed and insured professional contractor to mark any existing improvements and/or utilities prior to installation of the Improvements.

f. Upon completion of the installation, the Improvements will be owned by the Owner. Owner shall be responsible for the maintenance and repair of any such Improvements, and agrees to maintain the Improvements in good and working condition.

g. Additionally, the Owner shall keep the License Area free from any materialmen's or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Owner's exercise of rights under this Agreement, and the Owner shall immediately discharge any such claim or lien.

**4. REMOVAL AND/OR REPLACEMENT OF IMPROVEMENTS.** The permission granted herein is given to Owner as an accommodation and is revocable at any time. Owner acknowledges the legal interest of the CDD in the Maintenance Easement described above and agrees never to deny such interest or to interfere in any way with CDD's use. Owner will exercise the privilege granted herein at Owner's own risk, and agrees that Owner will never claim any damages against CDD for any injuries or damages suffered on account of the exercise of such privilege, regardless of the fault or negligence of the CDD. Owner further acknowledges that, without notice, the CDD may remove all, or any portion or portions, of the Improvements installed upon the License Area at Owner's expense, and that the CDD is not obligated to re-install the Improvements to its original location and is not responsible for any damage to the Improvements, or its supporting structure as a result of the removal.

5. **INDEMNIFICATION.** Owner agrees to indemnify, defend and hold harmless the CDD, as well as any officers, supervisors, staff, agents and representatives, and successors and assigns, of the foregoing, against all liability for damages and expenses resulting from, arising out of, or in any way connected with, this Agreement or the exercise of the privileges granted hereunder.

6. **COVENANTS RUN WITH THE LAND.** This Agreement, and all rights and obligations contained herein, shall run with the land and shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns, including, but without limitation, all subsequent owners of any portions of the property described herein and all persons claiming under them. Whenever the word "Owner" is used herein, it shall be deemed to mean the current owner of the Property and its successors and assigns. Upon the sale of the Property, the Owner shall advise the subsequent owner of the terms and conditions of this Agreement.

7. **SOVEREIGN IMMUNITY.** Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the CDD beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature in section 768.28, *Florida Statutes*, or other statute, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

8. **ATTORNEY'S FEES AND COSTS.** The prevailing party in any litigation to enforce the terms of this Agreement shall be entitled to reasonable attorney's fees and costs.

9. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts. Any party hereto may join into this Agreement by executing any one counterpart. All counterparts when taken together shall constitute but one and the same instrument constituting this Agreement.

[Signature pages follow]

IN WITNESS WHEREOF, the parties have caused these presents to be executed on the day and year first above written.

## WITNESSES:

BRANDON A. HANEY

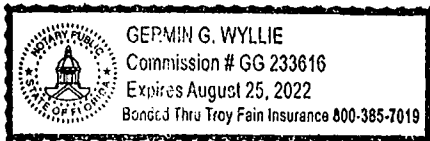
By: Tiffany Martens  
Tiffany Martens  
 Print Name

By: Brandon A. Haney  
BRANDON A. HANEY  
 Print Name

By: Sherlean Carroll  
Sherlean Carroll  
 Print Name

STATE OF FLORIDA )  
 COUNTY OF Duval )

The foregoing instrument was acknowledged before me this 7th day of JUNE, 2022, by BRANDON A. HANEY She/He [ ] is personally known to me or [ ☒ ] produced Mik. ADEXP 8/23 as identification.



Germin G. Wyllie  
 NOTARY PUBLIC

GERMIN G. WYLLIE  
 (Print, Type or Stamp Commissioned Name of Notary Public)

[signatures continue on following page]

[SIGNATURE PAGE TO LICENSE AGREEMENT FOR INSTALLATION OF IMPROVEMENTS]

WITNESSES:

KRYSTAL M. HANEY

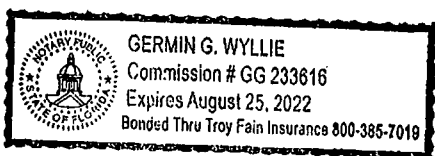
By: Tiffany Martens  
 Print Name

By: Krystal Haney  
 Print Name

By: Sherlean Carroll  
 Print Name

STATE OF FLORIDA )  
 COUNTY OF BAYAH )

The foregoing instrument was acknowledged before me this 11th day of JUNE, 2022, by KRYSTAL HANEY. She/He [ ] is personally known to me or [ ✓ produced Fr. Id. Exp. 12/27 as identification.



Germin G. Wyllie  
 NOTARY PUBLIC

GERMIN G. WYLLIE  
 (Print, Type or Stamp Commissioned Name of Notary Public)

[signatures continue on following page]



[SIGNATURE PAGE TO LICENSE AGREEMENT FOR INSTALLATION OF IMPROVEMENTS]

WITNESSES:

WILFORD PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT

By: [Signature]  
Chad Sigmon  
Print Name

By: [Signature]  
Vice Chair, Board of Supervisors

By: [Signature]  
Mercedes M. Stock  
Print Name

STATE OF FLORIDA )  
COUNTY OF DUAL )

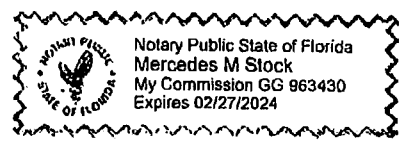
by physical  
presence  
1<sup>st</sup>

The foregoing instrument was acknowledged before me this 24 day of May, 2022, by Louis P. Cowling as Vice Chair of the Board of Supervisors of the Wilford Preserve Community Development District, on behalf of said district. She/He [x] is personally known to me or [ ] produced \_\_\_\_\_ as identification.

[Signature]  
NOTARY PUBLIC

Mercedes M. Stock  
(Print, Type or Stamp Commissioned Name of Notary Public)

[End of signature pages]



# MAP SHOWING AS-BUILT SURVEY OF LOT 38 AS SHOWN ON MAP OF WILFORD PRESERVE UNIT 2A

AS RECORDED IN PLAT BOOK 64 PAGES 16-26 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLA.

CERTIFIED TO: DREAM FINDERS HOMES, LLC

PERMIT No. 12134674

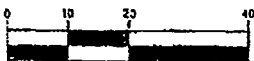
BRANDON ALAN & KRISTAL MICHELLE HANEY

JET HOMELOANS, LLC

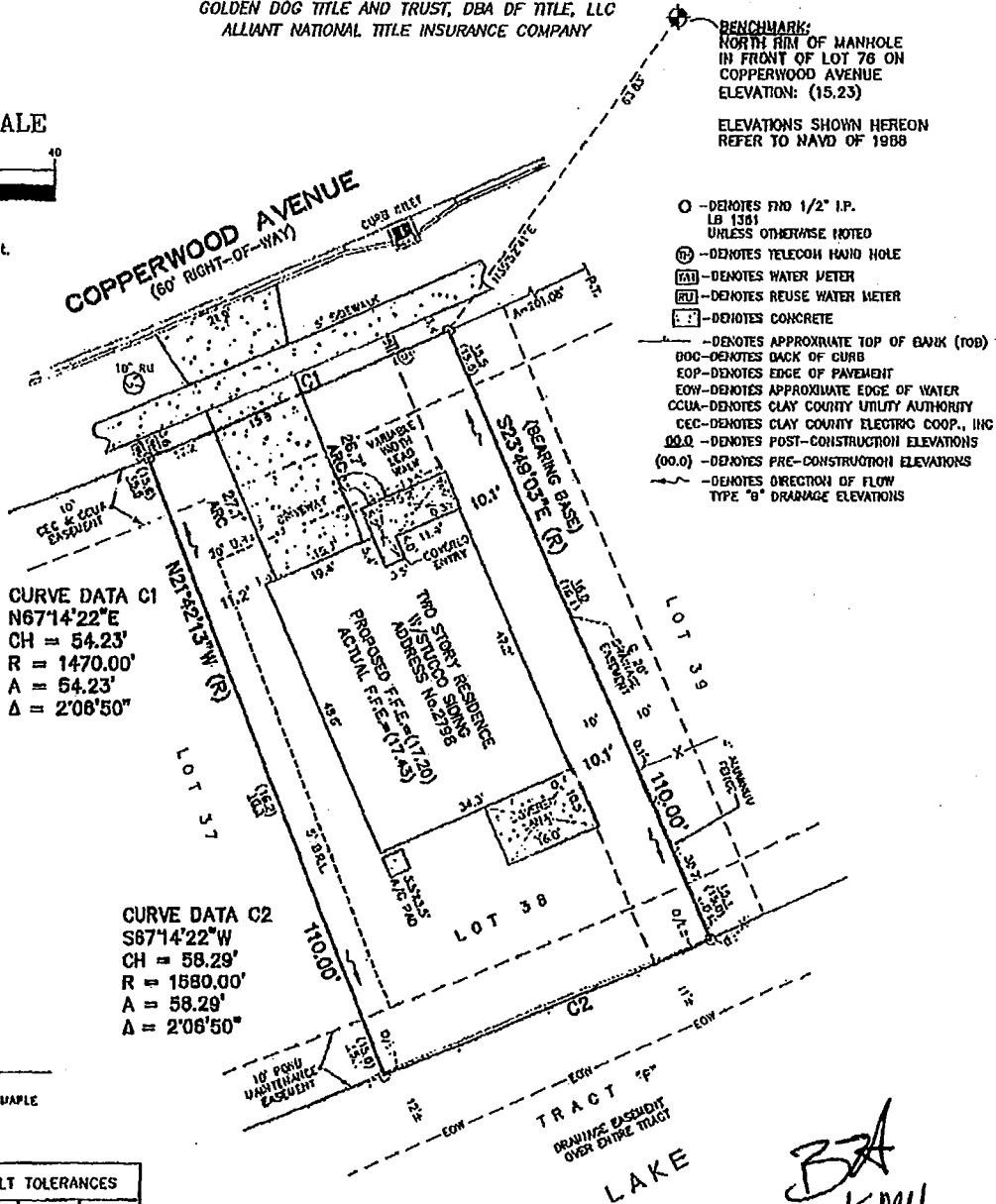
GOLDEN DOG TITLE AND TRUST, DBA DF TITLE, LLC

ALLIANT NATIONAL TITLE INSURANCE COMPANY

## GRAPHIC SCALE



( IN FEET )  
1 inch = 20 ft.



CURVE DATA C1  
N67°14'22"E  
CH = 54.23'  
R = 1470.00'  
A = 54.23°  
Δ = 2°08'50"

CURVE DATA C2  
S67°14'22"W  
CH = 58.29'  
R = 1580.00'  
A = 58.29°  
Δ = 2°08'50"

## TREE LEGEND

10" RW 10" RED MAPLE

COUNTY AS-BUILT TOLERANCES		
DESCRIPTION	OVER	UNDER
F.F. EL.	6" MAX	0" MAX
LOT ELEVATIONS	3"	3"

AS-BUILT: W.O. #198221; 12-30-21 (FIELD)  
FOUNDATION, F.F.E.; N.D. #192031; 07-15-2021 (FIELD)  
LOT 2 & HOUSE S-0(0000 SET F.F.E.) W.O. #191939; 07-10-2021 (FIELD)

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT.  
THERE MAY BE ADDITIONAL EASEMENTS AND/OR RESTRICTIONS THAT ARE NOT SHOWN  
ON THIS SURVEY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.



NOTES:  
SLOPE/FRONT TIES ARE TO THE FOUNDATION.

TREES ARE TO BE INSTALLED IN  
ACCORDANCE WITH THE DEVELOPMENT  
LANDSCAPE PLANS. STREET TREE LOCATIONS  
MAY BE ADJUSTED FOR DRIVEWAYS BUT  
SHOULD NOT POSE A SIGHT OBSTRUCTION.

UNDERGROUND ENCROACHMENTS NOT LOCATED

THE LOT SHOWN HEREON IS IN THE SPECIAL FLOOD HAZARD ZONE "X" AS SHOWN ON FLOOD  
INSURANCE RATE MAP 0070 E FOR CLAY COUNTY, FLORIDA, F.I.4111 INDEX DATE 03-17-14

## ALL AMERICAN SURVEYORS OF FLORIDA, INC.

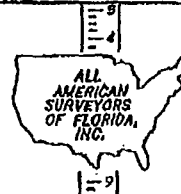
LAND SURVEYORS - 3781 SAN JOSE PLACE, SUITE 15 - JACKSONVILLE, FLORIDA, 32257 - 904/279-0088 - LICENSED LAND BUSINESS NO. 3857

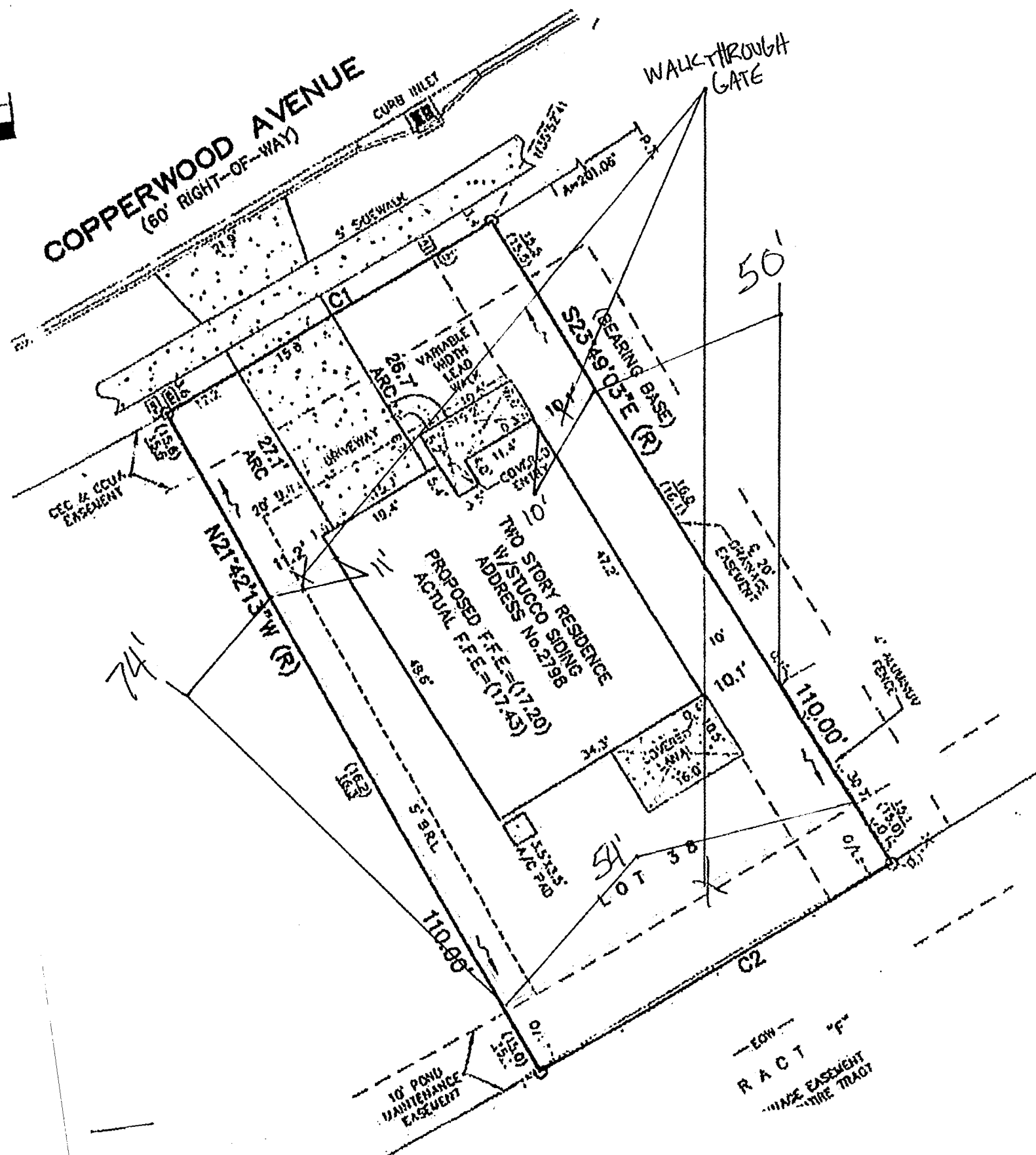
Legend	Legend
1. FOUND	1. FOUND
2. IDENTIFICATION	2. IDENTIFICATION
3. TYPICAL	3. TYPICAL
4. 10" RW	4. 10" RW
5. 10" RW	5. 10" RW
6. 10" RW	6. 10" RW
7. 10" RW	7. 10" RW
8. 10" RW	8. 10" RW
9. 10" RW	9. 10" RW
10. 10" RW	10. 10" RW
11. 10" RW	11. 10" RW
12. 10" RW	12. 10" RW
13. 10" RW	13. 10" RW
14. 10" RW	14. 10" RW
15. 10" RW	15. 10" RW
16. 10" RW	16. 10" RW
17. 10" RW	17. 10" RW
18. 10" RW	18. 10" RW
19. 10" RW	19. 10" RW
20. 10" RW	20. 10" RW
21. 10" RW	21. 10" RW
22. 10" RW	22. 10" RW
23. 10" RW	23. 10" RW
24. 10" RW	24. 10" RW
25. 10" RW	25. 10" RW
26. 10" RW	26. 10" RW
27. 10" RW	27. 10" RW
28. 10" RW	28. 10" RW
29. 10" RW	29. 10" RW
30. 10" RW	30. 10" RW
31. 10" RW	31. 10" RW
32. 10" RW	32. 10" RW
33. 10" RW	33. 10" RW
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61. 10" RW	61. 10" RW
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68. 10" RW	68. 10" RW
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70. 10" RW	70. 10" RW
71. 10" RW	71. 10" RW
72. 10" RW	72. 10" RW
73. 10" RW	73. 10" RW
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78. 10" RW	78. 10" RW
79. 10" RW	79. 10" RW
80. 10" RW	80. 10" RW
81. 10" RW	81. 10" RW
82. 10" RW	82. 10" RW
83. 10" RW	83. 10" RW
84. 10" RW	84. 10" RW
85. 10" RW	85. 10" RW
86. 10" RW	86. 10" RW
87. 10" RW	87. 10" RW
88. 10" RW	88. 10" RW
89. 10" RW	89. 10" RW
90. 10" RW	90. 10" RW
91. 10" RW	91. 10" RW
92. 10" RW	92. 10" RW
93. 10" RW	93. 10" RW
94. 10" RW	94. 10" RW
95. 10" RW	95. 10" RW
96. 10" RW	96. 10" RW
97. 10" RW	97. 10" RW
98. 10" RW	98. 10" RW
99. 10" RW	99. 10" RW
100. 10" RW	100. 10" RW

THIS IS TO CERTIFY THAT THE ABOVE LANDS WERE SURVEYED UNDER MY RESPONSIBLE  
SUPERVISION AND DIRECTION, THAT THERE ARE NO ENCROACHMENTS EXCEPT AS SHOWN  
AND THAT THE SURVEY SHOWN HEREON MEETS THE MINIMUM STANDARDS  
SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS  
PURSUANT TO CHAPTER 472.027 / CHAPTER 472.028, FLORIDA STATUTES

SURVEY NOT VALID UNLESS ENDORSED BY SEAL  
JAMES D. HARRISON, INC. 2024  
MICHAEL A. HARRISON, INC. 2024  
STATE OF FLORIDA

SCALE 1"=20'





*B.*

**Wilford Preserve Homeowners Association, Inc.**  
**Architectural Control Committee Application**

Mail To: Wilford Preserve Homeowners Association Architectural Control Committee  
414 Old Hard Road, Suite 502 - Fleming Island, FL 32003 - Office: (904) 592-4090

RECEIVED  
JUN 01 2022  
FLORIDIAN PROPERTY  
MANAGEMENT

PLEASE READ CAREFULLY SO AS TO NOT DELAY YOUR REQUEST  
(Scheduled ARC Meetings are the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.)  
Applications must be received no later than the Wednesday prior to the ARC Hearing.  
**Approval Correspondences are mailed out the week following ARC Hearings.**

**"THIRTY (30) DAYS are ALLOWED FOR THE APPROVAL PROCESS"**

**Directions for Electronic Filings:**

1. All supporting documentation must be included with the Application as one attachment to your email which can be downloaded and printed as a single document. Multiple attachments will not be accepted.
2. When submitting application via email - Application and all supporting documentation should be transmitted as one attachment to the email, which can be downloaded and printed as a single and complete document. Multiple attachments cannot be accepted with Email Submittals
3. Online Payment: Go to Floridian Property management's Website. Go to "SERVICES" then "ARB REQUESTS." Fill out the form found there and then "SUBMIT." Applications will not be entered for processing until receipt of payment.

From: Name: Charles and Christian Townsend  
Address: 2672 Copperwood Ave  
City, State, Zip: Orange Park 32073  
Phone: 9045088285 Email: kristian.townsend80@gmail.com  
Lot Number: 16 Phase: 2 Application Date: 06/01/2022

Fee Structure: CHECK PAYABLE TO "FLORIDIAN PROPERTY MANAGEMENT, LLC"

Room Additions: \$100.00 All other: \$50.00 Note: No Fee for Satellite Dishes or Solar Panels

**Minimum Submittal Requirements**

- A. **SURVEY** (see your Closing Package) **MUST BE SUBMITTED WITH ANY APPLICATION.**
- B. **THE SURVEY MUST DENOTE** the placement of any changes, structures, or improvements, including but not limited to **FENCES, PATIOS, WALKS, PORCH, POOL, SCREEN ENCLOSURE, LANDSCAPING**, etc.
- C. **PLANS AND SPECIFICATIONS** are required in the case of **POOLS, PATIOS, and ENCLOSURES.**
- D. **PHOTOS** ARE HELPFUL WITH THE APPROVAL PROCESS IN ALL CASES.

**(Circle Improvement Type Below)**

1. **Fencing:** **Most Interior Lots:** Type (A) Six-foot (6') Tan Vinyl, Tongue and Groove, (No Lattice Top), with New England caps, and Eight Foot (8ft.) Panel width. **Lake Lots:** Type (B) Four foot (4') high, Black flat top, aluminum, fencing.

2. (A) **Pool Only** (B) **Pool with Screen Enclosure:** (Scaled plans and drawings, pool, patio, and screen enclosure specifications to be provided by Certified Pool Contractor. All improvements including pool equipment must be drawn to scale on **SURVEY** showing all measurements and Setbacks.)

3. (A) **Glass** (B) **Screen Enclosure** of existing porch or lanai (Must include color of supports and screen.)

4. **New Screen Enclosure:** (Must submit scaled Plans & Specifications from Certified Contractor.)

5. **Patio, Driveway, and Sidewalk extensions:** (Must Submit Scaled plans and drawings showing all proposed improvements plotted to scale on survey with measurements and setbacks accurately denoted. Must provide all material specifications - Name, Type, Color, and Description of any and all materials. Photo examples obtained from Internet Web Sources will facilitate the submittal process.)

6. **Detached Structures, Pergola, Gazebo, Trellis, etc:** (Must submit detailed plans, drawings, and material specifications. Plans to show height, width, depth, design and all dimensions of proposed improvements. Structure location to be drawn to scale with measurements and setbacks shown on survey.)

7. **Storage Sheds:** (Must submit detailed plans, drawings, and material specifications. Plans to show height, width, depth, design, and all dimensions of proposed improvements. Storage shed location to be drawn to scale with measurements and setbacks shown on survey. Storage sheds and buildings must be mounted on a concrete slab or foundation, of frame construction, with walls painted the same color as dwelling and with roofing shingles that match dwelling shingles. No plastic, aluminum, etc. sheds allowed.)

8. **Landscaping** (Must submit Survey showing location of all landscape improvements. Must provide Plant List with written and pictorial specifications for all plant types, plant sizes, plant quantity, as well as mulch type and landscape border specifications.)

9. **Recreational Equipment, Play Structures, Garden Statues, Trampolines, Wells, etc:** (Must submit plans with all dimensions - height/width/length/etc. - all accurately plotted on survey. Color copy examples and specifications obtained from Internet Web Sources will facilitate the submittal process.)

10. **Roof Replacement:** (Must submit specifications showing manufacturer, type of shingle, and length of warranty, as well as a color sample of shingle from brochure.)

11. **Emergency Generators:** (Must submit specifications including manufacturer, dimensions, and information regarding propane tanks, if any. Location of generator and tanks must be shown on survey.)

12. **Satellite Dish or Solar Panels:** (Provide written and pictorial specifications for all equipment with installation locations accurately plotted on survey and any other pictorial representations.)

13. **Paint:** (Photos of your home and each side yard neighbors' homes are required; Must submit Manufacturer - Product Code - Color Name - and Color Sample for BODY-TRIM-ACCENT-or any Other Color).

14. **Other:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Sherry Adair

---

**From:** No Name <kristian.townsend80@gmail.com>  
**Sent:** Wednesday, June 01, 2022 12:54 PM  
**To:** Sherry Adair  
**Subject:** Re: 2627 Copperwood Ave, Orange Park 32073  
**Attachments:** Screenshot\_20220601-124035\_OneDrive.jpg; Screenshot\_20220601-124906\_OneDrive.jpg; 20220601\_123601.jpg

Hi Sherry,

We will not do patio extension for now until we get a pool later.

See attached. **Just a screen with a door and the fence for the yard.**

That little dog fence in the pic is just there till we get a regular fence installed. Got to watch that gator with the kids and dogs, lol.

Not sure if you guys can call to the alligator removed? There might be 2 of them too.

Thank you!

Christian (Kristian) Townsend

On Wed, Jun 1, 2022, 9:17 AM No Name <[kristian.townsend80@gmail.com](mailto:kristian.townsend80@gmail.com)> wrote:

Hi,

This is for a **fencing request and screen in the patio if possible**. The contractor is attached for fencing. We also have a friend of family who does screen in patios. He did our last one with black. White or black/

We need it asap, as we have 2 young children and dogs. The bugs are pretty bad behind us. Eventually we would like to put in an inground pool. This is why you see the fencing for up to pool code. We prefer to have the sides with privacy fencing if possible and the metal fence is fine along the water.

Best Regards,

Mr and Mrs Townsend







[illegible]

130

# R. Champ Fencing

20847

316 Blanding Blvd.  
Orange Park, FL 32073  
Phone: (904)375-8729 (904)375-9153  
Email: randy\_champ01@yahoo.com  
Fax: (904) 375-9153

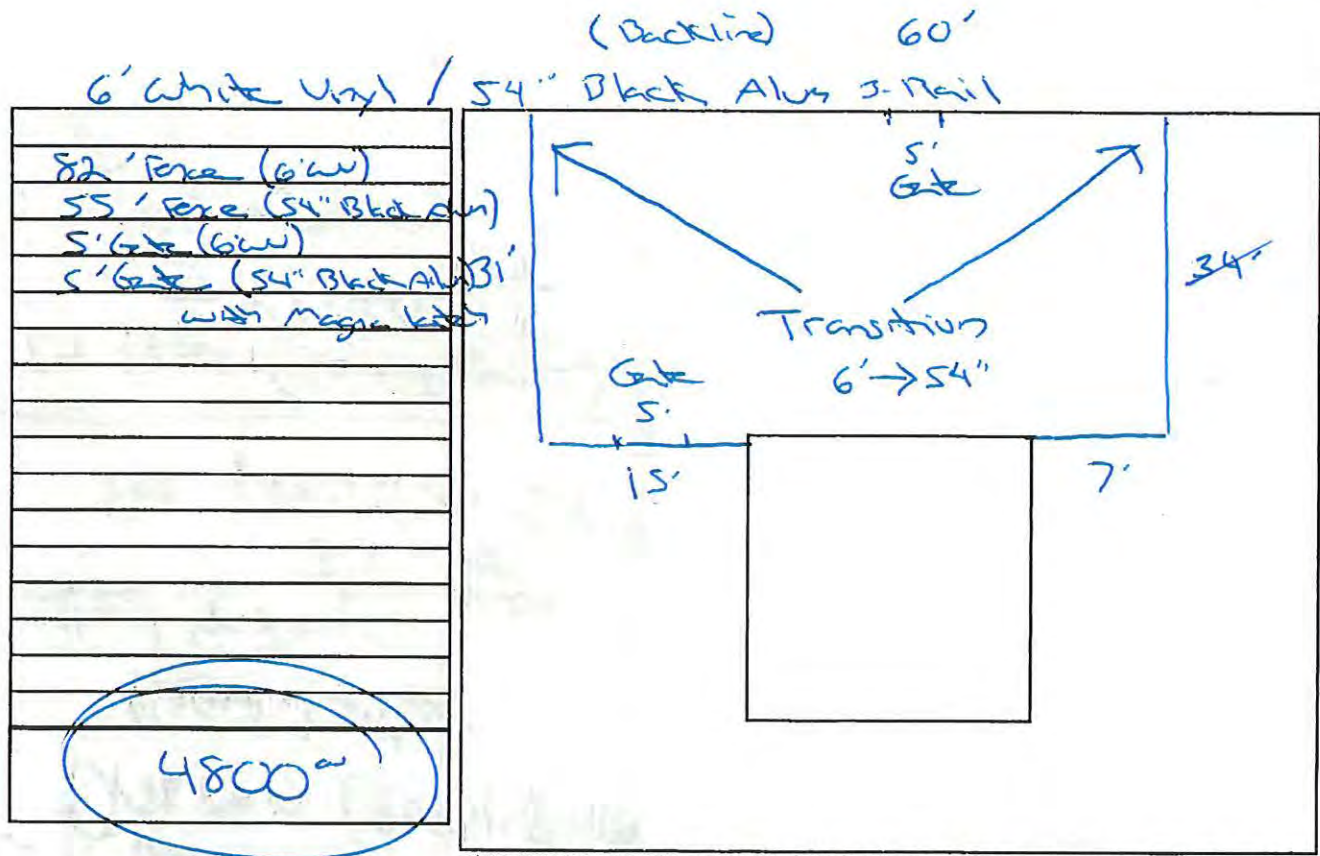
Serving  
Clay, Duval &  
Surrounding Counties

Date: 5-25-22  
Buyer(s): Charles Townsend  
Address: 2672 Copperwood Ave  
City: \_\_\_\_\_ St.: \_\_\_\_\_ Zip: 32073  
Jobsite: \_\_\_\_\_

Home Phone: \_\_\_\_\_  
Cell Phone: 508-8285  
Fax: \_\_\_\_\_

## Special Instructions:

\* Pool Code "Spring land" hinges  
\* No Tension



\*NOT RESPONSIBLE FOR ANY UNDERGROUND WIRES OR WATER LINES AND SPRINKLER LINES

Buyer(s) By: \_\_\_\_\_ Dated: \_\_\_\_\_ Salesperson: [Signature] Dated: \_\_\_\_\_

# COPPERWOOD AVENUE

(80' RIGHT-OF-WAY)

S18°29'59"W 42.28'  
PHASE LINE

OWN HEREON ARE PER FOUNDATION PLAN

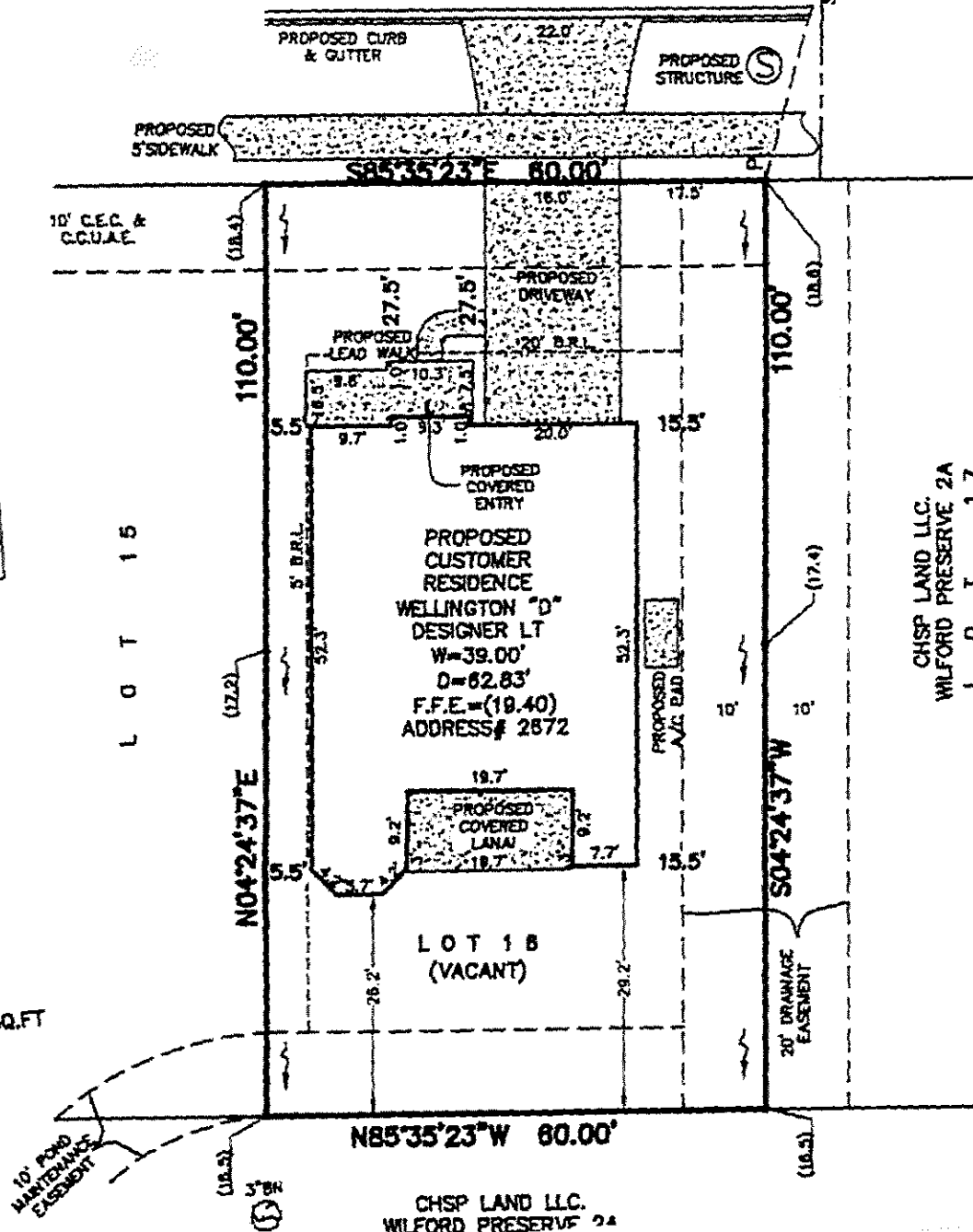
WELLINGTON "D" DESIGNER LT	8,600± SQ. FT.
R/W	502± SQ. FT.
SIDEWALK	30± SQ. FT.
LY LENGTH	60.00 FT.
VIOUS AREA	2,778± SQ. FT. 42%

DIRECTION OF FLOW  
RAINAGE ELEVATIONS  
IS (19.40)  
D 1988 WERE TAKEN FROM  
G PLANS PROVIDED BY  
WHITE, INC. DATED 3/15/18

SHOWN HEREON REFER TO  
888

ENDORSEMENT

EWAY AND APRON AREA 718 SQ.FT



CHSP LAND LLC.  
WILFORD PRESERVE 2A



# MAP SHOWING PLOT PLAN OF LOT 16 AS SHOWN ON MAP OF WILFORD PRESERVE UNIT 2B

AS RECORDED IN PLAT BOOK 64 PAGES 27-37 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLA.  
CERTIFIED TO: DREAM FINDERS HOMES, LLC.  
PERMITTING@DREAMFINDERSHOMES.COM  
(904)644-7670



**COPPERWOOD AVENUE**  
(80' RIGHT-OF-WAY)

DIMENSIONS SHOWN HEREON ARE FOR FOUNDATION PLAN

LOT 16	WELLINGTON "D" DESIGNER LT.
LOT SIZE	6,600± SQ. FT.
DRIVEWAY TO R/W	502± SQ. FT.
ENTRY WALK	30± SQ. FT.
APPROXIMATE SIDEWALK	300± SQ. FT.
RIGHT-OF-WAY LENGTH	60.00 FT.
TOTAL IMPERVIOUS AREA	2,776± SQ. FT. 42%

— DENOTES DIRECTION OF FLOW  
TYPE "C" DRAINAGE ELEVATIONS  
SHOWN THUS (19.40)  
DATUM NAVD 1988 WERE TAKEN FROM  
ENGINEERING PLANS PROVIDED BY  
TAYLOR & WHITE, INC. DATED 3/15/18

ELEVATIONS SHOWN HEREON REFER TO  
NAVD OF 1988

## BUILDERS ENDORSEMENT

SIGNED: \_\_\_\_\_  
NAME: \_\_\_\_\_  
DATE: \_\_\_\_\_

\*TOTAL DRIVEWAY AND APRON AREA 716 SQ.FT



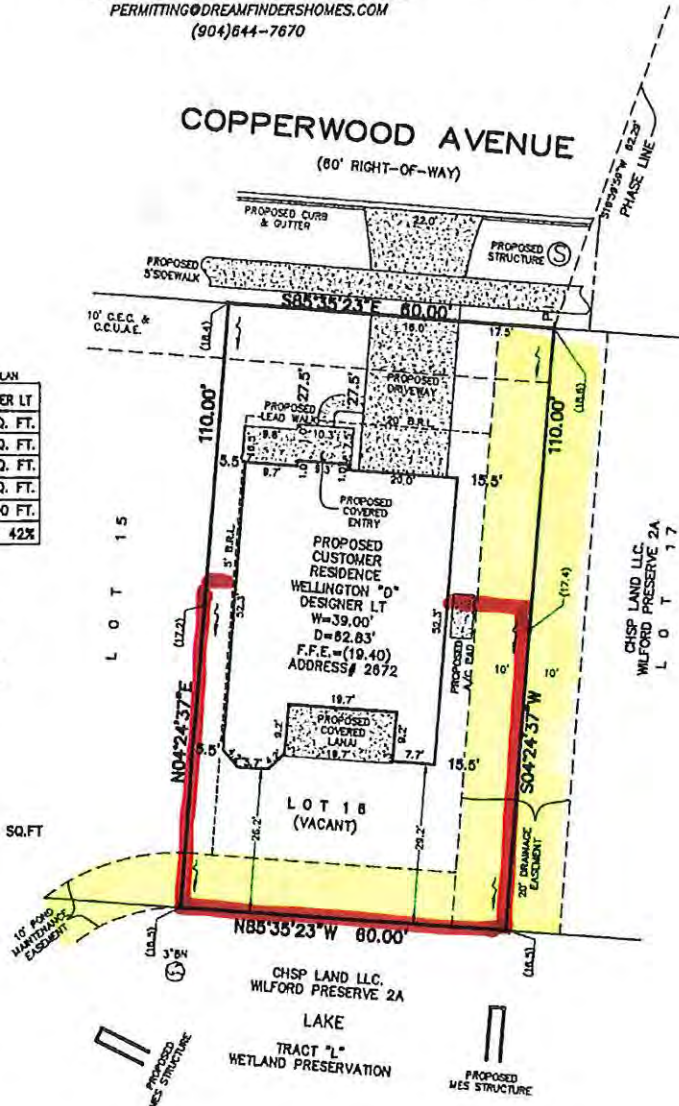
**NOTE 1:**  
TREES ARE TO BE INSTALLED IN  
ACCORDANCE WITH THE DEVELOPMENT  
LANDSCAPE PLANS. STREET TREE LOCATIONS  
MAY BE ADJUSTED FOR DRIVEWAYS BUT  
SHOULD NOT POSE A SIGHT OBSTRUCTION.

**NOTE 2:**  
SIDE/FRONT TIES ARE TO THE FOUNDATION.

COUNTY AS-BUILT TOLERANCES		
DESCRIPTION	OVER	UNDER
F.F. EL.	6" MAX	0" MAX
LOT ELEVATIONS	3"	3"

— DENOTES CONCRETE

C.E.C. — DENOTES CLAY ELECTRIC COOPERATIVE  
C.C.U.A. — DENOTES CLAY COUNTY UTILITY AUTHORITY



## TREE LEGEND

3"GV BETULA NORA / RIVER BIRCH 3" CAL. 10'-12' HT.

THE LOT SHOWN HEREON IS IN THE SPECIAL FLOOD HAZARD ZONE "X" & "X(SHADOWED)" AS SHOWN  
ON FLOOD INSURANCE RATE MAP 0070 E FOR CLAY COUNTY, FLORIDA, F.I.R.M. INDEX DATE 03-17-14

## ALL AMERICAN SURVEYORS OF FLORIDA, INC.

LAND SURVEYORS — 3781 SAN JOSE PLACE, SUITE 15 — JACKSONVILLE, FLORIDA, 32257 — 904/778-0088 — LICENSED LAND BUSINESS NO. 3887

Legend	Legend
F.D. = FLOOD L.B. = IDENTIFICATION (TYP) = TYPICAL L.P. = LINE PIPE L.R. = LINE ROAD C.A. = CORNER ANGLE C.D. = CHORD A = AREA L = LENGTH C = CALCULATED R = RADIUS P = POINT L = LINE C = CENTER LINE R/W = RIGHT-OF-WAY (V) = VERTICAL F.F.E. = FINISH FLOOR ELEVATION W = WOOD B = BRICK M.C. = MIXED END SECTION	C.C. = CONCRETE A/C = AIR CONDITIONER B.C. = BACK OF CURB N.E. = NATURAL ELEVATION T.F. = TOP OF WALL B.F. = BOTTOM OF WALL P.T. = POINT OF TANGENCY P.C. = POINT OF CURVE P.T.C. = POINT OF TANGENCY CURVE P.C.T. = POINT OF COMPOUND CURVE B.S. = BOUNDARY RESTRICTION LINE L.P. = LIGHTS POWER & LIGHT F.D. = FLOOD L.B. = LICENSED BUSINESS M.C. = MIXED END SECTION N.A. = NORTH AMERICAN VERTICAL DATUM P.I. = POINT OF INTERSECTION E.W. = EDGE OF WATER T.B. = TOP OF BANK

SKETCH FOR PLOT PLAN ONLY — DOES NOT REPRESENT OR PURPORT TO  
SHOW BOUNDARY LINES NOR IS IT BASED ON A FIELD RUN SURVEY

SURVEY NOT VALID UNLESS EMBOSSED BY SEAL  
JAMES D. HARRISON, JR., No. 2847  
MICHAEL A. GARRETT, No. 8643

SCALE 1"=20'

DATE 08/27/2021

FLORIDA REGISTERED SURVEYOR AND MAPPER



*C.*

PUL

**Wilford Preserve Homeowners Association, Inc.**

**Architectural Control Committee Application**

Mail To: Wilford Preserve Homeowners Association Architectural Control Committee  
414 Old Hard Road, Suite 502 – Fleming Island, FL 32003 - Office: (904) 592-4090

PLEASE READ CAREFULLY SO AS TO NOT DELAY YOUR REQUEST  
*(Scheduled ARC Meetings are the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.)*  
*Applications must be received no later than the Wednesday prior to the ARC Hearing.*  
**Approval Correspondences are mailed out the week following ARC Hearings.**

**“THIRTY (30) DAYS are ALLOWED FOR THE APPROVAL PROCESS”**

**Directions for Electronic Filings:**

1. All supporting documentation must be included with the Application as one attachment to your email which can be downloaded and printed as a single document. Multiple attachments will not be accepted.
2. When submitting application *via* email – Application and all supporting documentation should be transmitted as one attachment to the email, which can be downloaded and printed as a single and complete document. Multiple attachments cannot be accepted with Email Submittals
3. Online Payment: Go to Floridian Property management’s Website. Go to “SERVICES” then “ARB REQUESTS.” Fill out the form found there and then “SUBMIT.” Applications will not be entered for processing until receipt of payment.

From: Name: Mark Sharp  
Address: 636 Ivory Palm Rd  
City, State, Zip: Orange Park, FL 32073  
Phone: 850-598-1103 Email: sharp.mark21@gmail.com  
Lot Number: 103B Phase: 2 Application Date: 4/23/2022

*Fee Structure: CHECK PAYABLE TO “FLORIDIAN PROPERTY MANAGEMENT, LLC”*

*Room Additions: \$100.00 All other: \$50.00 Note: No Fee for Satellite Dishes or Solar Panels*

**Minimum Submittal Requirements**

- A. **SURVEY** (see your Closing Package) **MUST BE SUBMITTED WITH ANY APPLICATION.**
- B. **THE SURVEY MUST DENOTE** the placement of any changes, structures, or improvements, including but not limited to **FENCES, PATIOS, WALKS, PORCH, POOL, SCREEN ENCLOSURE, LANDSCAPING**, etc.
- C. **PLANS AND SPECIFICATIONS** are required in the case of **POOLS, PATIOS, and ENCLOSURES.**
- D. **PHOTOS** ARE HELPFUL WITH THE APPROVAL PROCESS IN ALL CASES.



**(Circle Improvement Type Below)**

1. **Fencing:** Most Interior Lots: Type **(A)** Six-foot (6') Tan Vinyl, Tongue and Groove, (No Lattice Top), with New England caps, and Eight Foot (8ft.) Panel width. Lake Lots: Type **(B)** Four foot (4') high, Black flat top, aluminum, fencing. **Request Fencing design specified in ARB Guidelines W6. See Below**
2. **(A) Pool Only (B) Pool with Screen Enclosure:** (Scaled plans and drawings, pool, patio, and screen enclosure specifications to be provided by Certified Pool Contractor. All improvements including pool equipment must be drawn to scale on **SURVEY showing all measurements and Setbacks.**)
3. **(A) Glass (B) Screen Enclosure** of existing porch or lanai (Must include color of supports and screen.)
4. **New Screen Enclosure:** (Must submit scaled Plans & Specifications from Certified Contractor.)
5. **Patio, Driveway, and Sidewalk extensions:** (Must Submit Scaled plans and drawings showing all proposed improvements plotted to scale on survey with measurements and setbacks accurately denoted. Must provide all material specifications - Name, Type, Color, and Description of any and all materials. Photo examples obtained from Internet Web Sources will facilitate the submittal process.)
6. **Detached Structures, Pergola, Gazebo, Trellis, etc:** (Must submit detailed plans, drawings, and material specifications. Plans to show height, width, depth, design and all dimensions of proposed improvements. Structure location to be drawn to scale with measurements and setbacks shown on survey.)
7. **Storage Sheds:** (Must submit detailed plans, drawings, and material specifications. Plans to show height, width, depth, design, and all dimensions of proposed improvements. Storage shed location to be drawn to scale with measurements and setbacks shown on survey. Storage sheds and buildings must be mounted on a concrete slab or foundation, of frame construction, with walls painted the same color as dwelling and with roofing shingles that match dwelling shingles. No plastic, aluminum, etc. sheds allowed.)
8. **Landscaping** (Must submit Survey showing location of all landscape improvements. Must provide Plant List with written and pictorial specifications for all plant types, plant sizes, plant quantity, as well as mulch type and landscape border specifications.)
9. **Recreational Equipment, Play Structures, Garden Statues, Trampolines, Wells, etc:** (Must submit plans with all dimensions - height/width/length/etc. - all accurately plotted on survey. Color copy examples and specifications obtained from Internet Web Sources will facilitate the submittal process.)
10. **Roof Replacement:** (Must submit specifications showing manufacturer, type of shingle, and length of warranty, as well as a color sample of shingle from brochure.)
11. **Emergency Generators:** (Must submit specifications including manufacturer, dimensions, and information regarding propane tanks, if any. Location of generator and tanks must be shown on survey.)
12. **Satellite Dish or Solar Panels:** (Provide written and pictorial specifications for all equipment with installation locations accurately plotted on survey and any other pictorial representations.)
13. **Paint:** (Photos of your home and each side yard neighbors' homes are required; Must submit Manufacturer - Product Code - Color Name - and Color Sample for BODY-TRIM-ACCENT-or any Other Color).

14. **Other:** \_\_\_\_\_

ARB Guidelines W6: 6 Foot Tan Vinyl, tongue and groove privacy fence.

And use of a four-foot black aluminum open picket fence on the rear Property line

Also, we note that our lot is on an easement so ARB Guideline W7 will apply.

## Sherry Adair

---

**From:** Mark Sharp <sharp.mark21@gmail.com>  
**Sent:** Friday, May 27, 2022 1:25 PM  
**To:** Sherry Adair  
**Subject:** Re: Floridian Property Management | ARB Request  
**Attachments:** WILFORD ARB APPLICATION.pdf

Thanks Shery! Can you please see my application attached.

Association Name:: Wilford Preserve Homeowners Association, Inc.  
Current Owners Name:: Wilford Preserve Homeowners Association Architectural Control Committee  
Your First Name:: Mark  
Your Last Name: Sharp  
Phone: 850-598-1103  
Email: [sharp.mark21@gmail.com](mailto:sharp.mark21@gmail.com)  
Property Address: 636 Ivory Palm Rd  
City: Orange Park  
State: FL  
Zip: 32073  
I am paying for this ARB Request by:: Credit Card

On Tue, May 24, 2022 at 4:45 PM Sherry Adair <sherry@fpm.company> wrote:

Good Afternoon

We received your application Fee for ARB, however there was no application.

We have three options to choose from.

Please let me know which one you will be choosing.

1. Bring to the office (address below)
2. Mail it in with a note ATTN: Sherry (Address below)
3. Email it to me with your Address in the subject line.

Please be sure to include your **Association and Address** in the subject line when returning email.



# 1: GENERAL

## Information

**Customizations/Changes Requested by Client**  
None Known

**Specific Concerns of the Client**  
Overall build quality

**Size (estimated sqft)**  
2463

**Number of Stories**  
2

**Structure**  
Wood Frame

**Foundation**  
Slab

**Weather (Today)**  
Sunny and Clear

**Permits Posted on Site**  
No

**Access to Plans**  
Copy of plans

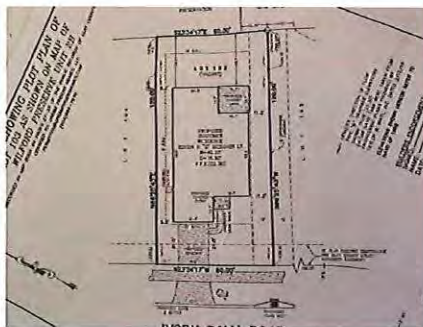
**Trusses/Lumber/Drywall Stored on Site?**  
No

**Hazardous Debris Visible?**  
No

### General View of Site/Property Photos



### General View of Permit box and Plans on Site

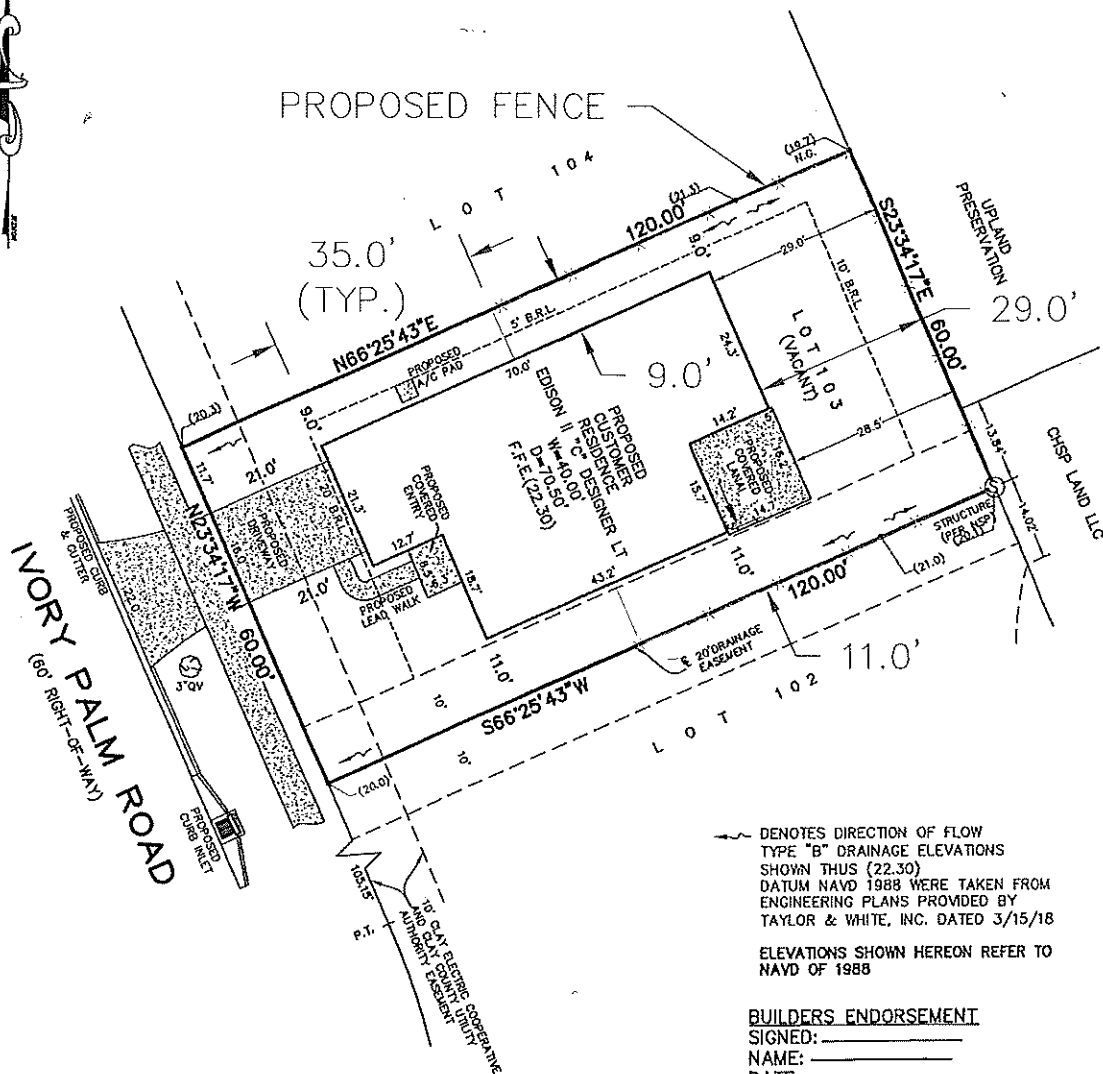


### Grading

The final slope of the property is not complete at this stage of construction. Verify that the final grade/slope of the property is away from the structure once your project is finalized.

# MAP SHOWING PLOT PLAN OF LOT 103 AS SHOWN ON MAP OF WILFORD PRESERVE UNIT 2B

AS RECORDED IN MAP BOOK 64 PAGES 27-37 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLA.  
CERTIFIED TO: DREAM FINDERS HOMES, LLC.  
PERMITTING@DREAMFINDERSHOMES.COM  
(904)644-7670



--- DENOTES DIRECTION OF FLOW  
TYPE "B" DRAINAGE ELEVATIONS  
SHOWN THUS (22.30)  
DATUM NAVD 1988 WERE TAKEN FROM  
ENGINEERING PLANS PROVIDED BY  
TAYLOR & WHITE, INC. DATED 3/15/18

ELEVATIONS SHOWN HEREON REFER TO  
NAVD OF 1988

## BUILDERS ENDORSEMENT

SIGNED: \_\_\_\_\_  
NAME: \_\_\_\_\_  
DATE: \_\_\_\_\_

\*TOTAL DRIVEWAY AND APRON AREA 596 SQ.FT

## TREE LEGEND

3"QV QUERCUS VIRGINIANA / SOUTHERN LIVE OAK 3" CAL. 10'-12' HT.



COUNTY AS-BUILT TOLERANCES		
DESCRIPTION	OVER	UNDER
F.F. EL.	6" MAX	0" MAX
LOT ELEVATIONS	3"	3"

- DENOTES CONCRETE  
(0.00) - DENOTES TOPOGRAPHIC SPOT ELEVATION (GROUND SHOT)  
C.E.C. - DENOTES CLAY ELECTRIC COOPERATIVE  
C.C.U.A. - DENOTES CLAY COUNTY UTILITY AUTHORITY

## NOTES:

- TREES ARE TO BE INSTALLED IN ACCORDANCE WITH THE DEVELOPMENT LANDSCAPE PLANS. STREET TREE LOCATIONS MAY BE ADJUSTED FOR DRIVEWAYS BUT SHOULD NOT POSE A SIGHT OBSTRUCTION.
- SOE/FRONT TIES ARE TO THE FOUNDATION.
- NO PART OF THE STRUCTURE SHALL ENCR OACH IN THE BRL.
- TERMITE EDGES ON COVERED LAWN AND COVERED PORCHES MAY ENCR OACH.

## DIMENSIONS SHOWN HEREON ARE PER FOUNDATION PLAN

LOT 103	EDISON II "C" DESIGNER LT
LOT SIZE	7,200± SQ. FT.
DRIVEWAY TO R/W	336± SQ. FT.
ENTRY WALK	47± SQ. FT.
APPROXIMATE SIDEWALK	250± SQ. FT.
RIGHT-OF-WAY LENGTH	60.00 FT.
TOTAL IMPERVIOUS AREA	3,031± SQ. FT. 42%

UNDERGROUND ENCROACHMENTS NOT LOCATED

THE LOT SHOWN HEREON IS IN THE SPECIAL FLOOD HAZARD ZONE "X" AS SHOWN  
ON FLOOD INSURANCE RATE MAP 0670 E FOR CLAY COUNTY, FLORIDA. FIRM INDEX DATE 03-17-14

## ALL AMERICAN SURVEYORS OF FLORIDA, INC.

LAND SURVEYORS - 3751 SAN JOSE PLACE, SUITE 15 - JACKSONVILLE, FLORIDA, 32257 - 904/278-0088 - LICENSED LAND BUSINESS NO. 3857

Legend	Legend
END - TOWN	CONC - CONCRETE
LD - IDENTIFICATION	A/C - AIR CONDITIONER
(TYP) - TYPICAL	BO - BACK OF CURB
I.P. - IRON PIPE	N.O. - NATURAL GROUND
I.R. - IRON ROD	TM - TOP OF WALL
Δ - DELTA ANGLE	BY - BOTTOM OF WALL
CH - CHORD	P.T. - POINT OF TANGENCY
A - ARC LENGTH	P.C.P. - PERMANENT CONTROL POINT
R - RADIUS	P.C. - POINT OF CURVE
(C) - CALCULATED	P.R.C. - POINT OF REVERSE CURVE
(D) - DEED	P.C.C. - POINT OF COMPOUND CURVE
(P) - PLAT	B.R.L. - BUILDING RESTRICTION LINE
(S) - RASAL LINE	F.P.A.L. - FLORIDA POWER & LIGHT
(C) - CENTER LINE	EDW - EDGE OF WATER
(N) - RIGHT-OF-WAY	EDW - EDGE OF WATER
(A) - ACTUAL	TOB - TOP OF BANK
(W) - WITNESS	
F.F.E. - FINISH FLOOR ELEVATION	
W - WIDTH	
D - DEPTH	
WYS - WITNESSED END SECTION	

SKETCH FOR PLOT PLAN ONLY - DOES NOT REPRESENT OR PURPORT TO  
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SURVEY NOT VALID UNLESS EMBOSSED BY SEAL

JAMES D. HARRISON, JR., No. 2847  
MICHAEL A. GARRETT, No. 8643

SCALE 1"=20'

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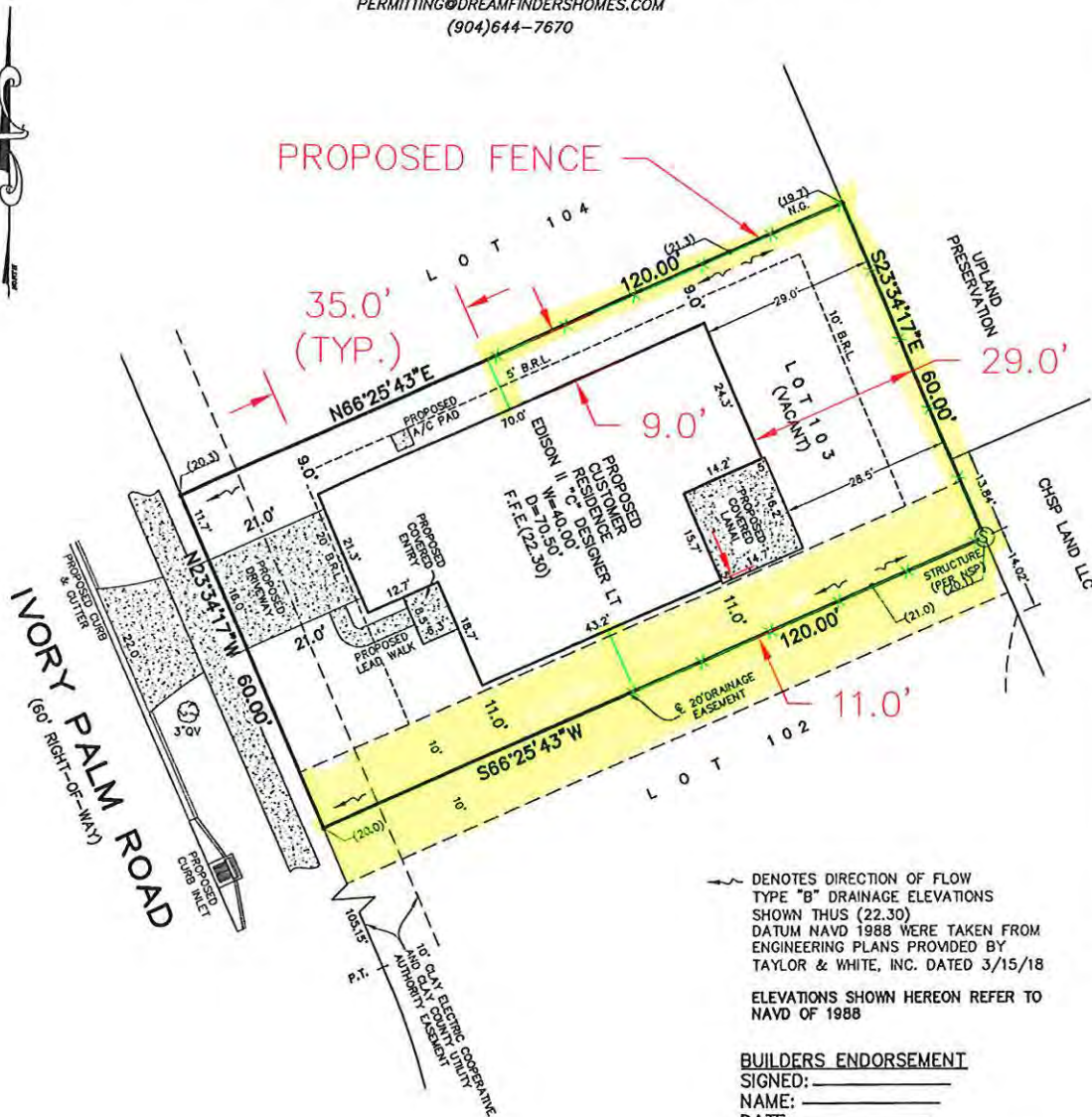
FLORIDA REGISTERED SURVEYOR AND MAPPER





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CERTIFIED TO: DREAM FINDERS HOMES, LLC.  
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DENOTES DIRECTION OF FLOW  
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## BUILDERS ENDORSEMENT

SIGNED: \_\_\_\_\_  
NAME: \_\_\_\_\_  
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\*TOTAL DRIVEWAY AND APRON AREA 596 SQ.FT

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3"OV QUERCUS VIRGINIANA / SOUTHERN LIVE OAK 3"CAL. 10'-12' HT.



COUNTY AS-BUILT TOLERANCES		
DESCRIPTION	OVER	UNDER
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LOT ELEVATIONS	3"	3"

- DENOTES CONCRETE

(0.00) - DENOTES TOPOGRAPHIC SPOT ELEVATION (GROUND SHOT)  
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D = DEED	P.O.C. = POINT OF COMPOUND CURVE
(P) = PLAT	B.R.L. = BUILDING RESTRICTION LINE
(F) = FACIAL LINE	F.P.A.L. = FLORIDA POWER & LIGHT
C = CENTER LINE	F = FENCE
R/W = RIGHT-OF-WAY	LB = LICENSED BUSINESS
(A) = ACTUAL	N.V.D. = NATIONAL GEODETIC VERTICAL DATUM
(W) = WITNESS	NAVD = NORTH AMERICAN VERTICAL DATUM
F.F.E. = FINISH FLOOR ELEVATION	P.I. = POINT OF INTERSECTION
W = WIDTH	EDW = EDGE OF WATER
D = DEPTH	T.O.B. = TOP OF BANK
MIS = MIXED END SECTION	

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SURVEY NOT VALID UNLESS EMBOSSED BY SEAL  
JAMES D. HARRISON, JR., No. 2847  
MICHAEL A. GARRETT, No. 6843

FLORIDA REGISTERED SURVEYOR AND MAPPER



## *SIXTH ORDER OF BUSINESS*

***Wilford Preserve Community  
Development District***

***Fiscal Year 2023  
Approved Budget***



# **Wilford Preserve**

## **Community Development District**

### **TABLE OF CONTENTS**

#### **General Fund**

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Narrative	Page 3-7
O&M Allocation	Page 8

#### **Debt Service Fund**

Budget Series 2018B	Page 9-10
Budget Series 2019A	Page 11-12

# Wilford Preserve

## Community Development District

General Fund

Description	Adopted Budget FY 2022	Actual Thru 5/31/22	Projected Next 4 Months	Total Projected 9/30/22	Approved Budget FY 2023
<b>Revenues</b>					
Assessments/Developer Contributions	\$327,829	\$239,541	\$0	\$238,575	\$413,784
Interest	\$0	\$2	\$1	\$3	\$0
Miscellaneous Revenue	\$0	\$131	\$115	\$246	\$0
<b>Total Revenues</b>	<b>\$327,829</b>	<b>\$239,673</b>	<b>\$116</b>	<b>\$238,823</b>	<b>\$413,784</b>

### Expenditures

#### Administrative

Engineering	\$10,000	\$0	\$0	\$5,000	\$10,000
Arbitrage	\$1,200	\$600	\$600	\$1,200	\$1,200
Dissemination	\$7,000	\$4,667	\$2,333	\$7,000	\$7,000
Attorney	\$20,000	\$4,715	\$9,500	\$14,215	\$15,000
Annual Audit	\$5,800	\$4,500	\$0	\$4,500	\$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	\$31,200	\$15,600	\$46,800	\$49,140
Information Technology	\$1,000	\$667	\$417	\$1,083	\$1,250
Website Compliance	\$600	\$400	\$250	\$650	\$750
Telephone	\$300	\$75	\$80	\$155	\$300
Postage	\$1,000	\$152	\$115	\$267	\$500
Printing & Binding	\$1,500	\$218	\$1,200	\$1,418	\$1,500
Insurance	\$6,512	\$6,127	\$0	\$6,127	\$6,893
Legal Advertising	\$5,000	\$447	\$4,553	\$5,000	\$5,000
Other Current Charges	\$600	\$348	\$200	\$548	\$600
Office Supplies	\$500	\$19	\$250	\$269	\$500
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175

#### Administrative Expenses

**\$119,007      \$65,901      \$35,098      \$105,999      \$116,608**

Insurance	\$8,000	\$0	\$0	\$0	\$8,000
Pool Monitors	\$4,000	\$0	\$0	\$0	\$4,000
Field Operations Manager	\$30,000	\$11,250	\$15,000	\$26,250	\$45,000
Office Supplies / Mailings / Printing	\$600	\$0	\$0	\$0	\$600
Pool Maintenance	\$20,000	\$0	\$0	\$0	\$20,000
Pool Chemicals	\$0	\$0	\$0	\$0	\$5,000
Permit Fees	\$450	\$0	\$0	\$0	\$450
Landscape Maintenance	\$49,948	\$46,533	\$34,230	\$80,763	\$112,690
Irrigation Maintenance	\$1,000	\$0	\$0	\$0	\$1,000
Lake Maintenance	\$8,724	\$5,969	\$3,112	\$9,568	\$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	\$9,551	\$4,776	\$14,327	\$20,000
Refuse Service	\$2,000	\$0	\$0	\$0	\$2,000

# Wilford Preserve

## Community Development District

General Fund

Description	Adopted Budget FY 2022	Actual Thru 5/31/22	Projected Next 4 Months	Total Projected 9/30/22	Approved Budget FY 2023
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>\$73,952</b>	<b>\$58,368</b>	<b>\$132,808</b>	<b>\$297,176</b>
<b>Total Expenses</b>	<b>\$327,829</b>	<b>\$139,853</b>	<b>\$93,466</b>	<b>\$238,807</b>	<b>\$413,784</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$0</b>	<b>\$99,820</b>	<b>(\$93,350)</b>	<b>\$16</b>	<b>\$0</b>

	FY 2023	FY 2022
Units	445	307
Gross Assess per Unit	\$989.20	\$700.00
Net Assess per Unit	\$929.85	\$656.90
Total Gross Assessment	\$440,194	\$214,900
Less: Discounts & Collections (6%)	(\$26,410)	(\$12,890)
Total Net Assessment	<b>\$413,784</b>	<b>\$202,010</b>
	<b>% Increase</b>	<b>\$ Increase</b>
	41%	\$289.20



**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	\$ 8,558	\$ 102,690
Contingency	\$ 833	\$ 10,000
	\$ 9,391	\$ 112,690

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	\$128	\$1,536
632 Silverberry Avenue	594195	\$333	\$3,996
2738 Firethorn Avenue	602562	\$250	\$3,000
634 Ivory Palm Road	602561	\$20	\$240
2965 White Heron Trail	602560	\$20	\$240
451 Cheswick Oak Ave	602559	\$65	\$780
708 Sycamore Way	602557	\$20	\$240
832 Sycamore Way	602556	\$20	\$240
2530 Firethorn Avenue	602555	\$60	\$720
3048 Firethorn Avenue	602554	\$30	\$360
3140 Firethorn Avenue	602552	\$38	\$456
2744 Firethorn Avenue	604547	\$38	\$456
CONTINGENCY		\$645	\$7,736
<b>TOTAL</b>		<b>\$1,667</b>	<b>\$20,000</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 GROUNDS O&M	AMENTIY GROUNDS PER UNIT NET	TOTAL O&M COSTS PER UNIT NET	TOTAL O&M COSTS PER UNIT GROSS
COMMON											
UTILITY											
ROW											
50'	357	1.00	357.00	\$93,548	262.04	357	357.00	\$238,409	\$667.81	\$929.85	\$989.20
60'	88	1.20	105.60	\$23,060	262.04	88	105.60	\$58,767	\$667.81	\$929.85	\$989.20
TOTAL	445		462.60	\$116,608		445	462.60	\$297,176			

O&M BUDGET	FY 2023	FY 2022
ADMIN	\$116,608	\$119,007
AMENITY GROUNDS	\$297,176	\$208,822
TOTAL NET	\$413,784	\$327,829
TOTAL GROSS	\$440,183	\$348,744

# Wilford Preserve

Community Development District

Debt Service Fund  
Series 2018B

Description	Adopted Budget FY 2022	Actual Thru 5/31/22	Projected Next 4 Months	Total Projected 9/30/22	Approved Budget FY 2023
<b>Revenues</b>					
Assessments	\$248,688	\$100,687	\$100,687	\$201,374	\$210,163
Interest Income	\$20	\$22	\$10	\$32	\$100
Prepayment	\$0	\$778,654	\$0	\$778,654	\$0
Carry Forward Surplus*	\$285,549	\$591,294	\$0	\$591,294	\$106,333
<b>Total Revenues</b>	<b>\$534,257</b>	<b>\$1,470,657</b>	<b>\$100,697</b>	<b>\$1,571,354</b>	<b>\$316,595</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	\$109,825	\$0	\$109,825	\$100,338
Principal - Prepayment 5/1	\$0	\$330,000	\$0	\$330,000	\$0
Principal - Prepayment 8/1	\$0	\$0	\$235,000	\$235,000	\$0
Interest - 8/1	\$0	\$0	\$3,378	\$3,378	\$0
<b>Total Expenditures</b>	<b>\$403,000</b>	<b>\$1,226,644</b>	<b>\$238,378</b>	<b>\$1,465,022</b>	<b>\$200,675</b>
<b>Excess Revenues</b>	<b>\$131,257</b>	<b>\$244,014</b>	<b>(\$137,681)</b>	<b>\$106,333</b>	<b>\$115,920</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 5/31/22	Projected Next 4 Months	Total Projected 9/30/22	Approved Budget FY 2023
<b>Revenues</b>					
Assessments	\$521,628	\$523,334	\$0	\$523,334	\$521,628
Interest Income	\$0	\$15	\$15	\$30	\$0
Carry Forward Surplus*	\$206,017	\$206,019	\$0	\$206,019	\$208,173
<b>Total Revenues</b>	<b>\$727,645</b>	<b>\$729,368</b>	<b>\$15</b>	<b>\$729,383</b>	<b>\$729,801</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	\$195,605	\$0	\$195,605	\$ 192,615
Principal Expense - 5/1	\$130,000	\$130,000	\$0	\$130,000	\$ 135,000
<b>Total Expenditures</b>	<b>\$522,230</b>	<b>\$521,210</b>	<b>\$0</b>	<b>\$521,210</b>	<b>\$520,230</b>
<b>Excess Revenues</b>	<b>\$205,415</b>	<b>\$208,158</b>	<b>\$15</b>	<b>\$208,173</b>	<b>\$209,571</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	

*EIGHTH 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: 135
- (B) Name of Payee: England-Thims & Miller, Inc.
- (C) Amount Payable: \$5,074.74
- (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

May 05, 2022  
Project No: 17186.31000  
Invoice No: 0202659

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

**Professional Services rendered through April 30, 2022**

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

Total Fee 63,434.27

Percent Complete

100.00 Total Earned 63,434.27  
Previous Fee Billing 58,359.53  
Current Fee Billing 5,074.74  
**Total Fee 5,074.74**

**Total this Task \$5,074.74**

**Invoice Total this Period \$5,074.74**

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

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
4775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-8990 • Fax 904-642-9485  
CA-90002584 LC-0000346



**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:
- (B) Name of Payee: Kutak Rock, LLP
- (C) Amount Payable: \$264.00
- (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):
- (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

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

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

June 7, 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. 3064336

Client Matter No. 23023-3

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

Invoice No. 3064336  
23023-3

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Re: Project Construction

For Professional Legal Services Rendered

04/14/22	W. Haber	0.30	99.00	Review correspondence regarding acquisition of amenity facilities
04/15/22	W. Haber	0.50	165.00	Confer with Taylor regarding acquisition of amenity facility

TOTAL HOURS 0.80

TOTAL FOR SERVICES RENDERED \$264.00

TOTAL CURRENT AMOUNT DUE \$264.00

## *NINTH ORDER OF BUSINESS*

*A.*

# **Wilford Preserve**

## Community Development District

Unaudited Financial Statements  
as of  
May 31, 2022



**WILFORD PRESERVE**  
**Community Development District**  
**Combined Balance Sheet**  
May 31, 2022

	<u>General</u>	<u>Debt Service</u>	<u>Capital Project</u>	<u>Totals</u>
<b><u>Assets:</u></b>				
Cash	\$59,502	---	---	\$59,502
Investments:				
<b>Debt Service 2018B</b>				
Reserve	---	\$358,225	---	\$358,225
Revenue	---	\$6,035	---	\$6,035
Prepayment	---	\$237,968	---	\$237,968
Construction	---	---	\$456	\$456
<b>Debt Service 2019A</b>				
Reserve	---	\$183,163	---	\$183,163
Revenue	---	\$208,144	---	\$208,144
Construction	---	---	\$2,164,398	\$2,164,398
Custody	\$91,361	---	---	\$91,361
Utility Deposits	\$1,350	---	---	\$1,350
Prepaid Expenses	\$575	---	---	\$575
<b>Total Assets</b>	<u>\$152,788</u>	<u>\$993,535</u>	<u>\$2,164,855</u>	<u>\$3,311,177</u>
<b><u>Liabilities:</u></b>				
Contracts Payable	---	---	\$15,028	\$15,028
Retainage Payable	---	---	\$627,267	\$627,267
<b>Fund Balances:</b>				
Restricted for 2018B Debt Service	---	\$602,227	---	\$602,227
Restricted for 2019A Debt Service	---	\$391,307	---	\$391,307
Restricted for 2018B Capital Projects	---	---	\$456	\$456
Restricted for 2019A Capital Projects	---	---	\$1,522,104	\$1,522,104
Unassigned	\$152,213	\$0	\$0	\$152,213
<b>Total Liabilities &amp; Fund Equity</b>	<u>\$152,788</u>	<u>\$993,535</u>	<u>\$2,164,855</u>	<u>\$3,311,177</u>

**WILFORD PRESERVE**  
**Community Development District**  
**GENERAL FUND**  
Statement of Revenues & Expenditures  
For the Period ending May 31, 2022

Adopted	Prorated	Actual	
Budget	05/31/22	05/31/22	Variance

**REVENUES:**

Assessments - Tax Roll	\$202,010	\$202,010	\$202,976	\$966
Assessments - Direct	\$36,564	\$36,564	\$36,564	\$0
Developer Contributions	\$89,254	\$0	\$0	\$0
Interest	\$0	\$0	\$2	\$2
Micellaneous Revenue	\$0	\$0	\$131	\$131

**TOTAL REVENUES**

\$327,829	\$238,575	\$239,673	\$1,099
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**EXPENDITURES:**

**ADMINISTRATIVE:**

Engineering	\$10,000	\$6,667	\$0	\$6,667
Arbitrage	\$1,200	\$800	\$600	\$200
Dissemination	\$7,000	\$4,667	\$4,667	\$0
Attorney	\$20,000	\$13,333	\$4,715	\$8,618
Annual Audit	\$5,800	\$5,800	\$4,500	\$1,300
Assessment Administration	\$5,000	\$5,000	\$5,000	\$0
Trustee Fees	\$6,020	\$6,020	\$6,592	(\$572)
Management Fees	\$46,800	\$31,200	\$31,200	\$0
Information Technology	\$1,000	\$667	\$667	\$0
Website Compliance	\$600	\$400	\$400	\$0
Telephone	\$300	\$200	\$75	\$125
Postage	\$1,000	\$667	\$152	\$515
Printing & Binding	\$1,500	\$1,000	\$218	\$782
Insurance	\$6,512	\$6,512	\$6,127	\$385
Legal Advertising	\$5,000	\$3,333	\$447	\$2,886
Other Current Charges	\$600	\$400	\$348	\$52
Office Supplies	\$500	\$333	\$19	\$314
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0

Total Administrative

\$119,007	\$87,174	\$65,901	\$21,273
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**Grounds Maintenance:**

Insurance	\$8,000	\$5,333	\$0	\$5,333
Pool Monitors	\$4,000	\$2,667	\$0	\$2,667
Field Operations Manager	\$30,000	\$20,000	\$11,250	\$8,750
Office Supplies / Mailings / Printing	\$600	\$400	\$0	\$400
Pool Maintenance	\$20,000	\$13,333	\$0	\$13,333
Permit Fees	\$450	\$300	\$0	\$300
Landscape Maintenance	\$49,948	\$33,299	\$46,533	(\$13,234)



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

Statement of Revenues & Expenditures  
For the Period ending May 31, 2022

	<b>Adopted</b>	<b>Prorated</b>	<b>Actual</b>	
	<b>Budget</b>	<b>05/31/22</b>	<b>05/31/22</b>	<b>Variance</b>
Irrigation Maintenance	\$1,000	\$667	\$0	\$667
Lake Maintenance	\$8,724	\$5,816	\$5,969	(\$153)
General Facility Maintenance	\$15,000	\$10,000	\$650	\$9,350
Streetlighting	\$15,000	\$10,000	\$0	\$10,000
Telephone/Cable/Internet	\$2,500	\$1,667	\$0	\$1,667
Electric	\$15,000	\$10,000	\$0	\$10,000
Water/Sewer/Irrigation	\$20,000	\$13,333	\$9,551	\$3,782
Refuse Service	\$2,000	\$1,333	\$0	\$1,333
Janitorial Services	\$9,500	\$6,333	\$0	\$6,333
Special Events	\$6,000	\$4,000	\$0	\$4,000
Recreational Passes	\$1,100	\$733	\$0	\$733
 Total Grounds Maintenance	 \$208,822	 \$139,215	 \$73,952	 \$65,262
 <b>TOTAL EXPENDITURES</b>	 \$327,829	 \$226,388	 \$139,853	 \$86,535
 <b>EXCESS REVENUES (EXPENDITURES)</b>	 \$0		 \$99,820	
 <b>FUND BALANCE - Beginning</b>	 \$0		 \$52,968	
 <b>FUND BALANCE - Ending</b>	 \$0		 \$152,788	

**WILFORD PRESERVE**  
**Community Development District**  
**General Fund**

Month By Month Income Statement  
Fiscal Year 2022

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessments - Tax Roll	\$0	\$8,715	\$116,865	\$5,955	\$8,037	\$6,324	\$53,569	\$3,512	\$0	\$0	\$0	\$0	\$202,976
Assessments - Direct Assessments	\$0	\$18,282	\$0	\$0	\$9,141	\$0	\$0	\$9,141	\$0	\$0	\$0	\$0	\$36,564
Interest	\$0	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2
Developer Contributions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$70	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$131
<b>Total Revenues</b>	<b>\$0</b>	<b>\$27,066</b>	<b>\$116,865</b>	<b>\$6,017</b>	<b>\$17,179</b>	<b>\$6,324</b>	<b>\$53,569</b>	<b>\$12,653</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$239,673</b>
<b>Expenditures:</b>													
<b>Administrative</b>													
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Dissemination Agent	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$0	\$0	\$0	\$0	\$4,667
Attorney	\$1,480	\$1,215	\$0	\$468	\$735	\$818	\$0	\$0	\$0	\$0	\$0	\$0	\$4,715
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$1,500	\$0	\$0	\$0	\$0	\$4,500
Assessment Administration	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Trustee Fees	\$0	\$3,450	\$3,142	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,592
Management Fees	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$3,900	\$0	\$0	\$0	\$0	\$31,200
Information Technology	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$667
Website Administration	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$0	\$400
Telephone	\$3	\$0	\$30	\$10	\$0	\$0	\$19	\$13	\$0	\$0	\$0	\$0	\$75
Postage	\$22	\$29	\$2	\$11	\$18	\$25	\$22	\$23	\$0	\$0	\$0	\$0	\$152
Printing & Binding	\$0	\$40	\$68	\$0	\$15	\$61	\$10	\$23	\$0	\$0	\$0	\$0	\$218
Insurance	\$0	\$6,127	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,127
Legal Advertising	\$75	\$0	\$0	\$75	\$75	\$75	\$75	\$75	\$0	\$0	\$0	\$0	\$447
Other Current Charges	\$49	\$0	\$37	\$39	\$47	\$39	\$32	\$104	\$0	\$0	\$0	\$0	\$348
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$12	\$0	\$6	\$0	\$0	\$0	\$0	\$19
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative Expenses</b>	<b>\$11,420</b>	<b>\$15,477</b>	<b>\$7,896</b>	<b>\$5,820</b>	<b>\$5,507</b>	<b>\$5,646</b>	<b>\$7,775</b>	<b>\$6,361</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,901</b>
<b>Grounds Maintenance</b>													
Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Monitors	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Field Operations Manager	\$0	\$0	\$0	\$0	\$0	\$3,750	\$3,750	\$3,750	\$0	\$0	\$0	\$0	\$11,250
Office Supplies / Mailings / Printing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Permit Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Landscape Maintenance	\$5,425	\$5,425	\$5,425	\$5,425	\$5,425	\$5,425	\$5,425	\$8,558	\$0	\$0	\$0	\$0	\$46,533
Irrigation Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lake Maintenance	\$727	\$727	\$727	\$727	\$727	\$778	\$778	\$778	\$0	\$0	\$0	\$0	\$5,969
General Facility Maintenance	\$0	\$650	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$650
Streetlighting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone/Cable/Internet	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water/Sewer/Irrigation	\$396	\$287	\$496	\$431	\$1,194	\$1,159	\$1,758	\$3,830	\$0	\$0	\$0	\$0	\$9,551
Refuse Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Janitorial Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Events	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Recreational Passes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Grounds Maintenance Expenses</b>	<b>\$6,548</b>	<b>\$7,089</b>	<b>\$6,648</b>	<b>\$6,583</b>	<b>\$7,346</b>	<b>\$11,111</b>	<b>\$11,711</b>	<b>\$16,916</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$73,952</b>
<b>Total Expenses</b>	<b>\$17,968</b>	<b>\$22,566</b>	<b>\$14,543</b>	<b>\$12,403</b>	<b>\$12,853</b>	<b>\$16,758</b>	<b>\$19,486</b>	<b>\$23,276</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$139,853</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$6,548)</b>	<b>\$11,589</b>	<b>\$108,969</b>	<b>\$197</b>	<b>\$11,672</b>	<b>\$678</b>	<b>\$45,795</b>	<b>\$6,292</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$99,820</b>

**WILFORD PRESERVE**  
**Community Development District**  
**DEBT SERVICE FUND SERIES 2018B**  
Statement of Revenues & Expenditures  
For the Period ending May 31, 2022

Adopted Budget	Prorated 05/31/22	Actual 05/31/22	Variance
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**REVENUES:**

Assessments	\$248,688	\$100,687	\$100,687	\$0
Interest Income	\$20	\$13	\$22	\$9
Prepayment	\$0	\$0	\$778,654	\$778,654
Carry Forward Surplus	\$285,549	\$0	\$0	\$0

<b>TOTAL REVENUES</b>	<b>\$534,257</b>	<b>\$100,701</b>	<b>\$879,364</b>	<b>\$778,664</b>
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**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	\$109,825	\$109,825	\$0
Principal Expense - 5/01	\$0	\$0	\$330,000	(\$330,000)

<b>TOTAL EXPENDITURES</b>	<b>\$403,000</b>	<b>\$388,481</b>	<b>\$1,226,644</b>	<b>(\$838,163)</b>
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**OTHER SOURCES/(USES)**

Transfer In/(Out)	\$0	\$0	(\$12)	(\$12)
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<b>TOTAL OTHER SOURCES AND USES</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$12)</b>	<b>(\$12)</b>
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<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$131,257</b>	<b>(\$347,291)</b>		
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FUND BALANCE - Beginning	\$200,910		\$949,519	
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FUND BALANCE - Ending	<u>\$332,167</u>		<u>\$602,227</u>	
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<b>Reserve</b>	\$358,225
<b>Revenue</b>	\$6,035
<b>Prepayment</b>	\$237,968
	<u>\$602,227</u>

**WILFORD PRESERVE**  
**Community Development District**  
**DEBT SERVICE FUND SERIES 2019A**  
Statement of Revenues & Expenditures  
For the Period ending May 31, 2022

Proposed Budget	Prorated 05/31/22	Actual 05/31/22	Variance
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**REVENUES:**

Assessment - Tax Roll	\$357,920	\$357,920	\$359,633	\$1,712
Assessment - Direct	\$163,708	\$163,701	\$163,701	\$0
Interest Income	\$0	\$0	\$15	\$15

<b>TOTAL REVENUES</b>	<b>\$521,628</b>	<b>\$521,622</b>	<b>\$523,349</b>	<b>\$1,727</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	\$195,605	\$195,605	\$0
Principal Expense - 5/1	\$130,000	\$130,000	\$130,000	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$522,230</b>	<b>\$521,720</b>	<b>\$521,210</b>	<b>\$510</b>
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EXCESS REVENUES (EXPENDITURES)	<b>(\$602)</b>	<b>\$2,139</b>		
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FUND BALANCE - Beginning	\$226,451		\$389,168	
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FUND BALANCE - Ending	<u>\$225,849</u>		<u>\$391,307</u>	
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<b>Reserve</b>	\$183,163
<b>Revenue</b>	\$208,144
	<u>\$391,307</u>

**WILFORD PRESERVE**  
**Community Development District**  
**CAPITAL PROJECTS FUND**

Statement of Revenues & Expenditures  
For the Period ending May 31, 2022

	Series 2018B	Series 2019A
<b><u>REVENUES:</u></b>		
Interest Income	\$0	\$76
Developer Contributions	\$0	\$6,387
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$6,462</b>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay	\$0	\$214,404
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$214,404</b>
<b><u>OTHER SOURCES/(USES)</u></b>		
Interfund Transfer	\$12	\$0
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$12</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$12</b>	<b>(\$207,942)</b>
<b>FUND BALANCE - Beginning</b>	<b>\$445</b>	<b>\$1,730,045</b>
<b>FUND BALANCE - Ending</b>	<b>\$456</b>	<b>\$1,522,104</b>

**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)
Less: May 1, 2022		(\$330,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$3,490,000</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)
Less: May 1, 2022		(\$130,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$7,590,000</b>

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

<b>ASSESSED</b>	<b># UNITS ASSESSED</b>	<b>SERIES 2019A DEBT ASMT (1)</b>	<b>FY20 O&amp;M ASMT (1)</b>	<b>TOTAL ASSESSED</b>
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>
<b>RECEIVED</b>	<b>BALANCE DUE</b>	<b>SERIES 2019A DEBT PAID</b>	<b>O&amp;M PAID</b>	<b>TOTAL PAID</b>
DFC WILFORD LLC	-	163,701.32	36,564.41	200,265.73
<b>TOTAL DUE / RECEIVED DIRECT</b>	<b>0.00</b>	<b>163,701.32</b>	<b>36,564.41</b>	<b>200,265.73</b>
<b>TAX ROLL DUE / RECEIVED</b>	<b>(\$2,678.44)</b>	<b>359,632.54</b>	<b>202,976.41</b>	<b>562,608.95</b>
<b>TOTAL DUE / RECEIVED</b>	<b>(\$2,678.44)</b>	<b>523,333.86</b>	<b>239,540.82</b>	<b>762,874.68</b>
<b>SUMMARY OF TAX ROLL RECEIPTS</b>				
<b>CLAY COUNTY DISTRIBUTION</b>	<b>DATE RECEIVED</b>	<b>AMOUNT RECEIVED</b>	<b>SERIES 2019A</b>	<b>O&amp;M RECEIPTS</b>
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	12/06/2021	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
9	5/19/2022	9,733.64	6,221.97	3,511.67
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>562,608.95</b>	<b>359,632.54</b>	<b>202,976.41</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

5/1/22 - 5/31/22

Check Date	Check #'s	Total Amount
5/5/22	287-289	\$10,806.08
5/11/22	290-291	\$9,335.39
5/19/22	292	\$74.50
<b>Total</b>		<b>\$20,215.97</b>



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

Invoice #: 70

Invoice Date: 5/1/22

Due Date: 5/1/22

Case:

P.O. Number:

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

Description		Hours/Qty	Rate	Amount
Management Fees - May 2022	1.310.513.340		3,900.00	3,900.00
Website Administration - May 2022	1.310.513.352		50.00	50.00
Information Technology - May 2022	1.310.513.357		83.33	83.33
Dissemination Agent Services - May 2022	1.310.513.313		583.33	583.33
Office Supplies	1.310.613.570		6.22	6.22
Postage	1.310.513.420		23.46	23.46
Copies	1.310.513.425		23.40	23.40
Telephone	1.310.513.410		12.52	12.52
GoDaddy.com	1.310.513.352		56.32	56.32
<b>Total</b>				<b>\$4,738.58</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$4,738.58</b>

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 71**Invoice Date:** 5/1/22**Due Date:** 5/1/22**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Contract Administration - May 2022 1A 1.330.572.410		3,750.00	3,750.00
<b>Total</b>			\$3,750.00
<b>Payments/Credits</b>			\$0.00
<b>Balance Due</b>			\$3,750.00

5/3/22  
COR

## 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. 22583  
Date 05/02/2022

---

SERVICE	AMOUNT
Audit FYE 09/30/2021	\$ <u>1,500.00</u>
Current Amount Due	\$ <u>1,500.00</u>

10A  
1,310.573, 322

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
1,500.00	0.00	0.00	0.00	0.00	1,500.00

Payment due upon receipt.

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

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

April 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. 3027247

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

1,310.53.315

Invoice No. 3027247  
23023-1

Re: General Counsel

## For Professional Legal Services Rendered

03/02/22	K. Jusevitch	0.20	29.00	Prepare landowner election documents; confer with Haber
03/04/22	K. Jusevitch	0.10	14.50	Distribute legislative newsletter
03/06/22	K. Jusevitch	0.20	29.00	Prepare registered agent resolution; confer with Haber
03/09/22	C. Stuart	0.30	126.00	Review proposed legislation; monitor committee activity and agendas; monitor Amendment 12 implementation
03/16/22	W. Haber	0.30	99.00	Prepare for Board meeting
03/17/22	W. Haber	0.80	264.00	Prepare for and participate in Board meeting
03/29/22	W. Haber	0.20	66.00	Review minutes and confer with Giles
03/30/22	W. Haber	0.40	132.00	Review and revise agreement for landscape maintenance; confer with Giles regarding same
03/30/22	K. Jusevitch	0.40	58.00	Prepare amendment to landscape and irrigation agreement; confer with

**KUTAK ROCK LLP**  
Wilford Preserve CDD  
April 30, 2022  
Client Matter No. 23023-1  
Invoice No. 3027247  
Page 2

Haber

TOTAL HOURS	2.90	
TOTAL FOR SERVICES RENDERED		\$817.50
TOTAL CURRENT AMOUNT DUE		<u>\$817.50</u>

**INVOICE**

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

Invoice Number: PI-A00806271  
Invoice Date: 05/01/22PROPERTY: 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	CUSTOMER PO	Payment Terms	
10842		Net 30	
Sales Rep ID	Shipment Method	Ship Date	Due Date
Katie Cabanillas			05/31/22

Qty	Item / Description	UOM	Unit Price	Extension
1	Lake & Pond Management Services SVR51988 05/01/22 - 05/31/22 Lake & Pond Management Services		777.89	777.89

*May Lake Maintenance**1,330.972.46000*  
*15A***PLEASE REMIT PAYMENT TO:**1320 Brookwood Drive, Suite H  
Little Rock, AR 72202

Subtotal	<b>777.89</b>
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 349176	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

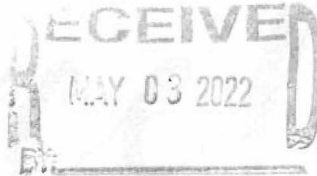
**Property Name:** Wilford Preserve CDD

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

**Invoice Amount:** \$8,557.50

Description	Current Amount
Monthly Landscape Maintenance April 2022	\$8,557.50

1.330.572.420



**Invoice Total**

**\$8,557.50**

16A

1.330.572.420

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

May 12, 2022

Date

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

Payment Due Upon Receipt

Serial #	22-00143C	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	5/12			
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.*

1.310.573.480

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.

**Preliminary Proof Of Legal Notice  
(This is not a proof of publication.)**

*Please read copy of this advertisement and advise us of any  
necessary corrections before further publications.*

**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, May 19, 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 ("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  
May 12 00 (22-00143C)