

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

***SEPTEMBER 13, 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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September 6, 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 **Tuesday, September 13, 2022 at 11:00 a.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. Organizational Matters
  - A. Consideration of Appointing a New Supervisor
  - B. Oath of Office for New Supervisor
  - C. Consideration of Resolution 2022-06, Designating Officers
- IV. Approval of the Minutes of the July 21, 2022 Meeting
- V. Consideration of Resolution 2022-07, Ratifying the Action of the District Manager in Resetting the Public Hearing on the Proposed Budget for Fiscal Year 2023
- VI. Public Hearings for the Purpose of Adopting the Fiscal Year 2023 Budget and Imposing Operations and Maintenance Assessments
  - A. Consideration of Resolution 2022-08, Relating to Annual Appropriations and Adopting the Fiscal Year 2023 Budget
  - B. Consideration of Resolution 2022-09, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2023
- VII. Ratification of Fence Installation Request at 3037 Greywood Lane
- VIII. Other Business

- IX. Staff Reports
  - A. District Counsel
  - B. District Engineer - Ratification of Requisition Nos. 126, and 140-142
  - C. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2023
  - D. Amenity Manager
- X. Financial Reports
  - A. Balance Sheet and Income Statement
  - B. Check Register
    - 1. July
    - 2. August
- XI. Supervisors' Requests and Audience Comments
- XII. Next Scheduled Meeting – October 20, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center
- XIII. Adjournment

### *THIRD ORDER OF BUSINESS*

*C.*

**RESOLUTION 2022-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
WILFORD PRESERVE COMMUNITY DEVELOPMENT  
DISTRICT DESIGNATING THE OFFICERS OF THE  
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

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

**WHEREAS**, the Board of Supervisors of the District desires to designate the Officers of the District.

**NOW, THEREFORE**, be it resolved by the Board of Supervisors of Wilford Preserve Community Development District:

**SECTION 1.** \_\_\_\_\_ is appointed Chairman.

**SECTION 2.** \_\_\_\_\_ is appointed Vice Chairman.

**SECTION 3.** \_\_\_\_\_ is appointed Secretary and Treasurer.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Treasurer.

\_\_\_\_\_ is appointed Assistant Secretary.

**SECTION 4.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 13TH DAY OF SEPTEMBER, 2022.**

**ATTEST**

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

## *FOURTH ORDER OF BUSINESS*



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, July 21, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Jordan Beall	Supervisor
Linda Richardson	Supervisor
Louis Cowling	Vice Chairman

Also present were:

Marilee Giles	District Manager
Joe Brown	District Counsel by telephone
Glynn Taylor	District Engineer

The following is a summary of the discussions and actions taken at the July 21, 2022 meeting.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Giles called the meeting to order at 1:30 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

Mr. Peter Groeneveld, 2988 Greywood Lane, asked if on street overnight parking is allowed. He also asked if he could move his house numbers to the columns on his home. Mr. Cowling responded that moving of the house numbers is an HOA concern. Mr. Brown stated that if the Board desires to look at creating policies for parking on the roads his firm could provide some options. Mr. Soriano stated that Clay County code enforcement also has rules that apply, it's just a matter of someone coming out to enforce them.

**THIRD ORDER OF BUSINESS**

**Organizational Matters**

**A. Acceptance of Resignation from Shannon Ray**

On MOTION by Ms. Richardson seconded by Mr. Cowling with all in favor Ms. Ray's resignation was accepted.
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The following items were tabled.

- B. Consideration of Appointing a New Supervisor**
- C. Oath of Office for Newly Appointed Supervisor**
- D. Consideration of Resolution 2022-06, Designating Officers**

**FOURTH ORDER OF BUSINESS                      Approval of Minutes of the June 16, 2022 Meeting**

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor the minutes of the June 16, 2022 meeting were approved as presented.
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**FIFTH ORDER OF BUSINESS                      Consideration of Fence Installation Request from 628 Ivory Palm Road**

Mr. Cowling stated that the only easement adjacent to the property is located along the back of the pond.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor the request by 628 Ivory Palm Road to install a fence was approved.
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**SIXTH ORDER OF BUSINESS                      Discussion on the Fiscal Year 2023 Budget**

Ms. Giles reminded the Board the public hearing to adopt the budget is scheduled for August 18, 2022 at 1:30 p.m.

Mr. Cowling stated that he would like to get rates adopted to allow for room rentals.

**SEVENTH ORDER OF BUSINESS                      Other Business**

There being no other business, the next item followed.

**EIGHTH 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. 137-139**

Copies of the requisitions payable to England Thims & Miller and Taylor & White 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 137 through 139 were ratified.

**2. Ratification of the Stormwater Needs Analysis Report**

Ms. Giles noted the stormwater needs analysis has been submitted to the County.

On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor the stormwater needs analysis report was ratified.

**3. Acceptance of the Annual Engineer's Report**

Mr. Taylor informed the Board he will be submitted as built to Clay County after the meeting.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor the annual engineer's report was accepted.

**C. District Manager**

There being nothing to report, the next item followed.

**D. Amenity Manager**

Mr. Soriano informed the Board almost 300 access cards have been distributed. He also noted a grand opening was held with bounce houses and food trucks. Staff was asked by both residents and the food truck owners if the food trucks could be made available regularly. There were no objections from the Board. Lastly, Mr. Soriano stated that monthly reports would start being submitted for review at the Board meetings.

**NINTH 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 \$23,156.40.

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

**TENTH ORDER OF BUSINESS****Supervisors' Requests and Audience Comments****Audience Comments**

Mr. Peter Groeneveld, asked if the pool is open. Mr. Cowling stated that all of the permits are closed out, however the County has an engineering hold on the as built. Mr. Peter Groeneveld, also asked if the dog park can be mowed. Mr. Soriano stated that he would speak to Yellowstone.

**Supervisor Requests**

Mr. Cowling reported that the Phase 3A plat has been recorded and there is power, gas and cable available. Water is still in the works. Phase 3B still needs power, however the plat has been submitted. Water and sewer will follow.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – August 18, 2022  
at 1:30 p.m. at the Plantation Oaks  
Amenity Center**

**TWELFTH ORDER OF BUSINESS****Adjournment**

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*FIFTH ORDER OF BUSINESS*

## **RESOLUTION 2022-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT RATIFYING THE ACTION OF THE DISTRICT MANAGER IN RE-SETTING THE DATE OF THE PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2022/2023; AMENDING RESOLUTION 2022-04 TO RESET THE HEARING THEREON; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

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

**WHEREAS**, on May 19, 2022, at a duly noticed public meeting, the District's Board of Supervisors ("Board") adopted Resolution 2022-04, approving the proposed budget for Fiscal Year 2022/2023 and setting a public hearing on the proposed budget for August 18, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065; and

**WHEREAS**, because the Board was unable to meet on that previously scheduled date, the District Manager rescheduled the date of the public hearing to September 13, 2022 at 11:00 a.m. at the same location as set forth in Resolution 2022-04, and the District Manager has caused the notice of the public hearing with the new date and time to be published consistent with the requirements of Chapter 190, Florida Statutes; and

**WHEREAS**, the Board desires to ratify the District Manager's action in re-setting the public hearing.

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

**SECTION 1. RATIFICATION OF PUBLIC HEARING DATE RESET.** The actions of the District manager in resetting the public hearing and the District Secretary in publishing the notice of public hearing are hereby ratified. Resolution 2022-04 is hereby amended to reflect that the public hearing as declared in Resolution 2022-04 is re-set to September 13, 2022 at 11:00 a.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

**SECTION 2. RESOLUTION 2022-04 OTHERWISE REMAINS IN FULL FORCE AND EFFECT.** Except as otherwise provided herein, all of the provisions of Resolution 2022-04 continue in full force and effect.

**SECTION 3. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect upon its passage and adoption by the Board.

**PASSED AND ADOPTED** this 13<sup>th</sup> day of September, 2022.

ATTEST:

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary

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Chair/Vice Chair, Board of Supervisors

*SIXTH ORDER OF BUSINESS*



***Wilford Preserve Community  
Development District***

***Fiscal Year 2023  
Approved Budget***



# **Wilford Preserve**

## **Community Development District**

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# Wilford Preserve

## Community Development District

General Fund

Description	Adopted Budget FY 2022	Actual Thru 8/31/22	Projected Next 1 Month	Total Projected 9/30/22	Approved Budget FY 2023
<b>Revenues</b>					
Assessments	\$238,575	\$241,648	\$0	\$241,648	\$413,784
Developer Contributions	\$89,254	\$0	\$0	\$0	\$0
Interest	\$0	\$3	\$1	\$4	\$0
Miscellaneous Revenue	\$0	\$383	\$50	\$433	\$0
<b>Total Revenues</b>	<b>\$327,829</b>	<b>\$242,034</b>	<b>\$51</b>	<b>\$242,085</b>	<b>\$413,784</b>

### **Expenditures**

#### **Administrative**

Engineering	\$10,000	\$0	\$1,000	\$1,000	\$10,000
Arbitrage	\$1,200	\$600	\$600	\$1,200	\$1,200
Dissemination	\$7,000	\$6,417	\$583	\$7,000	\$7,000
Attorney	\$20,000	\$7,482	\$680	\$8,163	\$15,000
Annual Audit	\$5,800	\$4,700	\$0	\$4,700	\$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	\$42,900	\$3,900	\$46,800	\$49,140
Information Technology	\$1,000	\$917	\$83	\$1,000	\$1,250
Website Compliance	\$600	\$550	\$50	\$600	\$750
Telephone	\$300	\$142	\$20	\$162	\$300
Postage	\$1,000	\$478	\$22	\$500	\$500
Printing & Binding	\$1,500	\$914	\$586	\$1,500	\$1,500
Insurance	\$6,512	\$6,127	\$0	\$6,127	\$6,893
Legal Advertising	\$5,000	\$1,597	\$500	\$2,097	\$5,000
Other Current Charges	\$600	\$519	\$81	\$600	\$600
Office Supplies	\$500	\$20	\$50	\$70	\$500
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
<b>Administrative Expenses</b>	<b>\$119,007</b>	<b>\$85,130</b>	<b>\$8,156</b>	<b>\$93,285</b>	<b>\$116,608</b>

Insurance	\$8,000	\$0	\$0	\$0	\$8,000
Pool Monitors	\$4,000	\$0	\$0	\$0	\$4,000
Field Operations Manager	\$30,000	\$22,500	\$3,750	\$26,250	\$45,000
Office Supplies / Mailings / Printing	\$600	\$0	\$0	\$0	\$600
Pool Maintenance	\$20,000	\$2,544	\$1,250	\$3,794	\$20,000
Pool Chemicals	\$0	\$0	\$0	\$0	\$5,000
Permit Fees	\$450	\$0	\$0	\$0	\$450
Landscape Maintenance	\$49,948	\$75,338	\$8,558	\$83,895	\$112,690
Irrigation Maintenance	\$1,000	\$0	\$0	\$0	\$1,000
Lake Maintenance	\$8,724	\$8,302	\$778	\$9,080	\$14,336
General Facility Maintenance	\$15,000	\$1,444	\$508	\$1,952	\$15,000
Streetlighting	\$15,000	\$0	\$0	\$0	\$15,000
Telephone/Cable/Internet	\$2,500	\$0	\$0	\$0	\$2,500
Electric	\$15,000	\$2,617	\$656	\$3,273	\$15,000
Water/Sewer/Irrigation	\$20,000	\$16,806	\$2,000	\$18,806	\$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 8/31/22	Projected Next 1 Month	Total Projected 9/30/22	Approved Budget FY 2023
Janitorial Services	\$9,500	\$1,167	\$583	\$1,750	\$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>\$130,717</b>	<b>\$18,082</b>	<b>\$148,799</b>	<b>\$297,176</b>
<b>Total Expenses</b>	<b>\$327,829</b>	<b>\$215,846</b>	<b>\$26,238</b>	<b>\$242,085</b>	<b>\$413,784</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$0</b>	<b>\$26,187</b>	<b>(\$26,187)</b>	<b>(\$0)</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.

<b><u>Contract</u></b>	<b><u>Monthly</u></b>	<b><u>Annual</u></b>
Yellowstone	\$ 8,558	\$ 102,690
Contingency	\$ 833	\$ 10,000
	<b>\$ 9,391</b>	<b>\$ 112,690</b>

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.



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

Electric

The cost of electricity provided by Clay Electric Cooperative. The District has the following meter:

Location	Acc #	Average / month	Annual Budget
2740 Firethorn Ave	9171539	\$700	\$8,400
Contingency for new accounts		\$550	\$6,600
<b>TOTAL</b>		<b>\$1,250</b>	<b>\$15,000</b>

Water/Sewer/Irrigation

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

Location	Acc #	Average / month	Annual Budget
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 Firethron 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.

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

*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	AMENITY 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
<b>TOTAL</b>	<b>445</b>		<b>462.60</b>	<b>\$116,608</b>		<b>445</b>	<b>462.60</b>	<b>\$297,176</b>			

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 8/31/22	Projected Next 1 Month	Total Projected 9/30/22	Approved Budget FY 2023
<b>Revenues</b>					
Assessments	\$248,688	\$100,687	\$79,024	\$179,711	\$169,913
Interest Income	\$20	\$31	\$5	\$36	\$100
Prepayment	\$0	\$1,204,974	\$0	\$1,204,974	\$0
Carry Forward Surplus*	\$285,549	\$591,294	\$0	\$591,294	\$328,406
<b>Total Revenues</b>	<b>\$534,257</b>	<b>\$1,896,986</b>	<b>\$79,029</b>	<b>\$1,976,015</b>	<b>\$498,419</b>
<b>Expenditures</b>					
<u>Series 2018B</u>					
Interest - 11/1	\$128,656	\$128,656	\$0	\$128,656	\$88,406
Principal - Prepayment 11/1	\$150,000	\$435,000	\$0	\$435,000	\$240,000
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	\$81,506
Principal - Prepayment 5/1	\$0	\$330,000	\$0	\$330,000	\$0
Principal - Prepayment 8/1	\$0	\$415,000	\$0	\$415,000	\$0
Interest - 8/1	\$0	\$5,966	\$0	\$5,966	\$0
<b>Total Expenditures</b>	<b>\$403,000</b>	<b>\$1,647,609</b>	<b>\$0</b>	<b>\$1,647,609</b>	<b>\$409,913</b>
<b>Excess Revenues</b>	<b>\$131,257</b>	<b>\$249,377</b>	<b>\$79,029</b>	<b>\$328,406</b>	<b>\$88,506</b>

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

Interest 11/1/23 \$ 81,506

**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>
11/01/22	\$3,075,000.00	5.750%	\$240,000	\$88,406.25	
05/01/23	\$2,835,000.00	5.750%	\$0	\$81,506.25	\$169,912.50
11/01/23	\$2,835,000.00	5.750%	\$0	\$81,506.25	
05/01/24	\$2,835,000.00	5.750%	\$0	\$81,506.25	\$163,012.50
11/01/24	\$2,835,000.00	5.750%	\$0	\$81,506.25	
05/01/25	\$2,835,000.00	5.750%	\$0	\$81,506.25	\$163,012.50
11/01/25	\$2,835,000.00	5.750%	\$0	\$81,506.25	
05/01/26	\$2,835,000.00	5.750%	\$0	\$81,506.25	\$163,012.50
11/01/26	\$2,835,000.00	5.750%	\$0	\$81,506.25	
05/01/27	\$2,835,000.00	5.750%	\$0	\$81,506.25	\$163,012.50
11/01/27	\$2,835,000.00	5.750%	\$0	\$81,506.25	
05/01/28	\$2,835,000.00	5.750%	\$3,075,000.00	\$81,506.25	\$3,238,012.50
			\$3,075,000.00	\$984,975.00	\$4,059,975.00

# Wilford Preserve

Community Development District

Debt Service Fund  
Series 2019A

Description	Approved Budget FY 2022	Actual Thru 8/31/22	Projected Next 1 Month	Total Projected 9/30/22	Approved Budget FY 2023
<b>Revenues</b>					
Assessments	\$521,628	\$527,067	\$0	\$527,067	\$521,627
Interest Income	\$0	\$20	\$5	\$25	\$100
Carry Forward Surplus*	\$206,017	\$206,019	\$0	\$206,019	\$211,901
<b>Total Revenues</b>	<b>\$727,645</b>	<b>\$733,106</b>	<b>\$5</b>	<b>\$733,111</b>	<b>\$733,628</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>\$211,896</b>	<b>\$5</b>	<b>\$211,901</b>	<b>\$213,398</b>

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

Interest 11/1/23 \$ 189,510

Debt Service Allocation FY 2023				
Development Type	# of Units	Net Per Unit	Net Assessment	(6% Clay County) Gross Assessment
50' Lot	357	\$1,130.53	\$403,599.21	\$429,360.86
60' Lot	87	\$1,356.64	\$118,027.68	\$125,561.36
	444		\$521,626.89	\$554,922.22

# Wilford Preserve

## Community Development District

### SERIES 2019A AMORTIZATION SCHEDULE (Combined)

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/1/22	\$7,590,000		\$192,615	\$192,615
5/1/23	\$7,590,000	\$135,000	\$192,615	
11/1/23	\$7,455,000		\$189,510	\$517,125
5/1/24	\$7,455,000	\$145,000	\$189,510	
11/1/24	\$7,310,000		\$186,175	\$520,685
5/1/25	\$7,310,000	\$150,000	\$186,175	
11/1/25	\$7,160,000		\$182,725	\$518,900
5/1/26	\$7,160,000	\$160,000	\$182,725	
11/1/26	\$7,000,000		\$179,045	\$521,770
5/1/27	\$7,000,000	\$165,000	\$179,045	
11/1/27	\$6,835,000		\$174,920	\$518,965
5/1/28	\$6,835,000	\$175,000	\$174,920	
11/1/28	\$6,660,000		\$170,545	\$520,465
5/1/29	\$6,660,000	\$185,000	\$170,545	
11/1/29	\$6,475,000		\$165,920	\$521,465
5/1/30	\$6,475,000	\$190,000	\$165,920	
11/1/30	\$6,285,000		\$161,170	\$517,090
5/1/31	\$6,285,000	\$200,000	\$161,170	
11/1/31	\$6,085,000		\$156,170	\$517,340
5/1/32	\$6,085,000	\$215,000	\$156,170	
11/1/32	\$5,870,000		\$150,795	\$521,965
5/1/33	\$5,870,000	\$225,000	\$150,795	
11/1/33	\$5,645,000		\$145,170	\$520,965
5/1/34	\$5,645,000	\$235,000	\$145,170	
11/1/34	\$5,410,000		\$139,295	\$519,465
5/1/35	\$5,410,000	\$245,000	\$139,295	
11/1/35	\$5,165,000		\$133,170	\$517,465
5/1/36	\$5,165,000	\$260,000	\$133,170	
11/1/36	\$4,905,000		\$126,670	\$519,840
5/1/37	\$4,905,000	\$275,000	\$126,670	
11/1/37	\$4,630,000		\$119,795	\$521,465
5/1/38	\$4,630,000	\$285,000	\$119,795	
11/1/38	\$4,345,000		\$112,670	\$517,465
5/1/39	\$4,345,000	\$300,000	\$112,670	
11/1/39	\$4,045,000		\$105,170	\$517,840
5/1/40	\$4,045,000	\$315,000	\$105,170	
11/1/40	\$3,730,000		\$96,980	\$517,150
5/1/41	\$3,730,000	\$335,000	\$96,980	
11/1/41	\$3,395,000		\$88,270	\$520,250
5/1/42	\$3,395,000	\$350,000	\$88,270	
11/1/42	\$3,045,000		\$79,170	\$517,440
5/1/43	\$3,045,000	\$370,000	\$79,170	
11/1/43	\$2,675,000		\$69,550	\$518,720
5/1/44	\$2,675,000	\$390,000	\$69,550	
11/1/44	\$2,285,000		\$59,410	\$518,960
5/1/45	\$2,285,000	\$410,000	\$59,410	
11/1/45	\$1,875,000		\$48,750	\$518,160
5/1/46	\$1,875,000	\$435,000	\$48,750	
11/1/46	\$1,440,000		\$37,440	\$521,190
5/1/47	\$1,440,000	\$455,000	\$37,440	
11/1/47	\$985,000		\$25,610	\$518,050
5/1/48	\$985,000	\$480,000	\$25,610	
11/1/48	\$505,000		\$13,130	\$518,740
5/1/49	\$505,000	\$505,000	\$13,130	
11/1/49				\$518,130
		<b>\$7,590,000</b>	<b>\$6,619,680</b>	<b>\$14,209,680</b>

*A.*



## **RESOLUTION 2022-08**

### **THE ANNUAL APPROPRIATION RESOLUTION OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2022, submitted to the Board of Supervisors ("**Board**") of the Wilford Preserve Community Development District ("**District**") proposed budget ("**Proposed Budget**") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("**Fiscal Year 2022/2023**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

#### **SECTION 1. BUDGET**

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Wilford Preserve Community Development District for the Fiscal Year Ending September 30, 2023."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

## **SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2022/2023, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
DEBT SERVICE FUND – SERIES 2018B	\$_____
DEBT SERVICE FUND – SERIES 2019A	\$_____
TOTAL ALL FUNDS	\$_____

## **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2022/2023, or within 60 days following the end of the Fiscal Year 2022/2023, may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if

the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 13<sup>TH</sup> DAY OF SEPTEMBER, 2022.**

ATTEST:

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

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

**Exhibit A:** Fiscal Year 2022/2023 Budget

## **Exhibit A**

Fiscal Year 2022/2023 Budget

*B.*

## RESOLUTION 2022-09

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2022/2023; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Wilford Preserve Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Clay County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("**Fiscal Year 2022/2023**"), attached hereto as **Exhibit "A,"** and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2022/2023; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the assessment roll ("**Assessment Roll**") attached to this Resolution as **Exhibit "B,"** and to certify the portion of the Assessment Roll related to certain developed property ("**Tax Roll Property**") to the County Tax Collector pursuant to the Uniform Method and to directly collect the portion of the Assessment Roll relating to the remaining property ("**Direct Collect Property**"), all as set forth in **Exhibit "B;"** and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll adopted herein, including that portion certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibits "A" and "B,"** and is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.**

A. **Tax Roll Assessments.** The operations and maintenance special assessments and previously levied debt service special assessments imposed on the Tax Roll Property shall be collected at the same time and in the same manner as County taxes in accordance with the Uniform Method, as set forth in **Exhibits "A" and "B."**

- B. **Direct Bill Assessments.** The operations and maintenance special assessments and previously levied debt service special assessments imposed on the Direct Collect Property, as well as debt service special assessments imposed for the Series 2018B Special Assessment Bonds, shall be collected directly by the District in accordance with Florida law, as set forth in **Exhibits "A" and "B."** Assessments directly collected by the District are due in full on December 1, 2022; provided, however, that, to the extent permitted by law, the assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2022, 25% due no later than February 1, 2023 and 25% due no later than May 1, 2023. In the event that an assessment payment is not made in accordance with the schedule stated above, the whole assessment – including any remaining partial, deferred payments for Fiscal Year 2022/2023, shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent assessments shall accrue at the rate of any bonds secured by the assessments, or at the statutory prejudgment interest rate, as applicable. In the event an assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole assessment, as set forth herein.
- C. **Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified for collection. That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.



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

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED** this 13<sup>th</sup> day of September, 2022.

ATTEST:

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

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

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

**Exhibit A:** Budget

**Exhibit B:** Assessment Roll (Uniform Method)  
Assessment Roll (Direct Collect)

## *SEVENTH ORDER OF BUSINESS*

## ***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 2<sup>nd</sup> and 4<sup>th</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. 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. Email with the receipt, if applicable, to [sherry@fpm.company](mailto:sherry@fpm.company)
2. Online Payment: Go to [Floridianpropertymanagement.com](http://Floridianpropertymanagement.com). 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: Ieshia Richardson  
Address: 3037 Greywood Lane  
City, State, Zip: Orange Park FL 32073  
Phone: 904 520 3698 Email: LWesher@gmail.com  
Lot Number: 25 Phase: 3698 Application Date: 7/27/22

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**

- SURVEY** (see your Closing Package) **MUST BE SUBMITTED WITH ANY APPLICATION.**
- 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.
- PLANS AND SPECIFICATIONS** are required in the case of **POOLS, PATIOS, and ENCLOSURES.**
- 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:** \_\_\_\_\_



TO KERRA RICHARDSON  
JET HOMELANDS, LLC  
GOLDEN DOG TITLE & TRUST DBA OF TITLE, LLC  
FIDELITY NATIONAL TITLE INSURANCE COMPANY  
PERMIT# 11906989  
PERMITTING@DREAMFINDERHOMES.COM  
(904)844-7670

TRACT "E"  
(MAINTENANCE EASEMENT OUTSIDE OF  
MAINTENANCE BERM TO OUTSIDE OF  
MAINTENANCE BERM

N76°58'19" E 80.00'

10' POND &  
MAINTENANCE  
EASEMENT

(22.0)  
22.1

40'

LOT 25

3'x3'  
CONCRETE  
A/C PAD

COVERED  
CONCRETE

12.5'

19.0'

N13°01'41" W  
(BEARING BASE)

5' B.M.L.

ONE STORY HARDIE  
LAP SIDING  
RESIDENCE  
ADDRESS No. 3037  
ACTUAL FFE=23.82  
PROPOSED FFE=23.60

LOT 26

120.00'

COVERED  
CONCRETE

12.0'

18.3'

VARIABLE  
BERM

20' B.M.L.

120.00'

LOT 24

gate



## *NINTH ORDER OF BUSINESS*

*B.*

**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: 126
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$2.974.21
- (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



# Taylor & White, Inc.

Civil Design & Consulting Engineers

## INVOICE

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

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

Invoice number 4491  
Date 03/09/2022

Project 16050.1 WILFORD PRESERVE CDD

Professional Services Rendered through 03/06/2022. ~PAYMENT TERMS: NET 10 DAYS~  
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. \*Denotes Hourly Task

**Invoice Amount:**  
**\$2,974.21**

### Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
*PHASE 2A REVISIONS CLOSED	0.00	24,515.00	24,515.00	0.00	0.00
ADDITIONAL SUPPLEMENTAL ENGINEER'S REPORT-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*TEMPORARY SALES TRAILER	0.00	565.00	565.00	0.00	0.00
ENGINEER'S SUPPLEMENTAL REPORT (LS)-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*DISTRICT ENGINEER-HRLY-NTE	60,000.00	86,816.25	87,763.75	146.27	947.50
*CONSTRUCTION OBSV/CERTS-HRLY-NTE	75,000.00	114,327.68	116,325.18	155.10	1,997.50
*PURCHASING AGENT-HRLY	24,200.00	20,605.00	20,605.00	85.14	0.00
*STORMWATER & WASTEWATER 20 YEAR NEEDS ANALYSIS	10,000.00	0.00	0.00	0.00	0.00
*AMENITY CENTER MODIFICATION-CLOSED	0.00	23,740.00	23,740.00	0.00	0.00
*SLEEVING PLAN-CLOSED	0.00	2,898.75	2,898.75	0.00	0.00
*PROJECT ADMIN. & COORDINATION-HRLY-NTE	10,000.00	9,468.75	9,468.75	94.69	0.00
REIMBURSABLES	0.00	9,759.28	9,788.49	0.00	29.21
<b>Total</b>	<b>189,200.00</b>	<b>302,695.71</b>	<b>305,669.92</b>	<b>161.56</b>	<b>2,974.21</b>

### \*District Engineer-HRLY-NTE

	Units	Billed Amount
D. Glynn Taylor, P.E. CDD Meeting eor dist eng	5.50	907.50
Jane M. White req's 124, 125	0.50	40.00

Phase subtotal 947.50

### \*Construction Obsv/Certs-HRLY-NTE

	Units	Billed Amount
D. Glynn Taylor, P.E. cont obs	2.00	330.00

**\*Construction Obsv/Certs-HRLY-NTE**

	Units	Billed Amount
Richard "JJ" Edwards	4.50	517.50
<i>Onsite Clay County Final inspection walkthrough</i>		
Taylor L. Forth	10.00	1,150.00
<i>purchase request, find values</i>		
<i>purchase request, go over w jj and glynn, sign and seal, pdf</i>		
Phase subtotal		1,997.50
subtotal	22.50	2,945.00

**Reimbursables**

	Billed Amount
<b>Mileages</b>	29.21
<i>Onsite Clay County Final Inspection</i>	

Invoice total **2,974.21**

**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: 140
- (B) Name of Payee: England-Thims & Miller, Inc.
- (C) Amount Payable: \$3,715.43
- (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 be used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

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

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

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


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

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

By:   
Responsible Officer

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

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

  
Consulting Engineer



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

July 11, 2022  
Project No: 17186.31000  
Invoice No: 0203683

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

**Professional Services rendered through July 2, 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	63,434.27
		Current Fee Billing	0.00
		<b>Total Fee</b>	<b>0.00</b>
		<b>Total this Task</b>	<b>0.00</b>

Task 02 Additional Services

**Professional Personnel**

		Hours	Rate	Amount
<b>Project Manager</b>				
Donchez, James	6/4/2022	.50	123.97	61.99
Donchez, James	6/11/2022	.50	123.97	61.99
Donchez, James	6/18/2022	1.00	123.97	123.97
Donchez, James	6/25/2022	.50	123.97	61.99
Donchez, James	7/2/2022	.50	123.97	61.99
<b>Sr. Inspector</b>				
Brown, Corey	6/4/2022	6.00	75.27	451.62
Brown, Corey	6/11/2022	7.00	75.27	526.89
Brown, Corey	6/18/2022	16.00	75.27	1,204.32
Brown, Corey	6/25/2022	8.00	75.27	602.16
Brown, Corey	7/2/2022	5.00	75.27	376.35
<b>Inspector</b>				
Steeple, Travis	6/18/2022	1.00	60.72	60.72
Steeple, Travis	7/2/2022	2.00	60.72	121.44
<b>Totals</b>		<b>48.00</b>		<b>3,715.43</b>
<b>Total Labor</b>				<b>3,715.43</b>

**Total this Task \$3,715.43**

**Invoice Total this Period \$3,715.43**

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

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-8990 • Fax 904-646-9455  
CA-00002584 LC 0000316

**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: 141
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$1,001.06
- (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





# Taylor & White, Inc.

Civil Design & Consulting Engineers

## INVOICE

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

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

Invoice number 4748  
Date 08/10/2022

Project 16050.1 WILFORD PRESERVE CDD

Professional Services Rendered through 08/07/2022. ~PAYMENT TERMS: NET 10 DAYS~  
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. \*Denotes Hourly Task

**Invoice Amount:**  
**\$1,001.06**

### Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
*PHASE 2A REVISIONS CLOSED	0.00	24,515.00	24,515.00	0.00	0.00
ADDITIONAL SUPPLEMENTAL ENGINEER'S REPORT-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*TEMPORARY SALES TRAILER	0.00	565.00	565.00	0.00	0.00
ENGINEER'S SUPPLEMENTAL REPORT (LS)-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*DISTRICT ENGINEER-HRLY-NTE	60,000.00	90,988.75	91,648.75	152.75	660.00
*CONSTRUCTION OBSV/CERTS-HRLY-NTE	75,000.00	116,440.18	116,440.18	155.25	0.00
*PURCHASING AGENT-HRLY	24,200.00	20,605.00	20,605.00	85.14	0.00
*STORMWATER & WASTEWATER 20 YEAR NEEDS ANALYSIS	10,000.00	5,430.00	5,430.00	54.30	0.00
*AMENITY CENTER MODIFICATION-CLOSED	0.00	23,740.00	23,740.00	0.00	0.00
*SLEEVING PLAN-CLOSED	0.00	2,898.75	2,898.75	0.00	0.00
*PROJECT ADMIN. & COORDINATION-HRLY-NTE	10,000.00	10,243.75	10,358.75	103.59	115.00
REIMBURSABLES	0.00	9,822.14	10,048.20	0.00	226.06
<b>Total</b>	<b>189,200.00</b>	<b>315,248.57</b>	<b>316,249.63</b>	<b>167.15</b>	<b>1,001.06</b>

### \*District Engineer-HRLY-NTE

	Units	Billed Amount
D. Glynn Taylor, P.E. Meeting & CCUA Amenity Ctr As-Built's Clay County	4.00	660.00

### \*Project Admin. & Coordination-HRLY-NTE

	Units	Billed Amount
Richard "JJ" Edwards Coordinate with Clay County Engineering regarding the Amenity Center As-Built's. Create Onedrive link and send to Clay County review engineer.	1.00	115.00

subtotal 5.00 775.00

**Reimbursables**

	Billed Amount
<b>Application Fee</b>	178.54
<b>Mileages</b>	47.52
<i>DGT to CCUA</i>	
Phase subtotal	226.06
subtotal	226.06
Invoice total	<b>1,001.06</b>

**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: 142
- (B) Name of Payee: England-Thims & Miller, Inc.
- (C) Amount Payable: \$2,771.04
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Services contract with Wilford Preserve CDD
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

1. XXX ☐ obligations in the stated amount set forth above have been incurred by the Issuer,

or

☐ this requisition is for Costs of Issuance payable from the Acquisition and Construction Fund that have not previously been paid;

2. each disbursement set forth above is a proper charge against the Acquisition and Construction Fund;
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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

August 03, 2022  
 Project No: 17186.31000  
 Invoice No: 0203997

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

**Professional Services rendered through July 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	63,434.27
		Current Fee Billing	0.00
		<b>Total Fee</b>	<b>0.00</b>
		<b>Total this Task</b>	<b>0.00</b>

Task 02 Additional Services  
**Professional Personnel**

		Hours	Rate	Amount
<b>Project Manager</b>				
Donchez, James	7/16/2022	.50	123.97	61.99
Donchez, James	7/23/2022	.50	123.97	61.99
Donchez, James	7/30/2022	.50	123.97	61.99
<b>Assistant Project Manager</b>				
Brooks, Jeffrey	7/23/2022	1.00	101.20	101.20
Brooks, Jeffrey	7/30/2022	.50	101.20	50.60
<b>Sr. Inspector</b>				
Brown, Corey	7/9/2022	8.00	75.27	602.16
Brown, Corey	7/16/2022	9.00	75.27	677.43
<b>Inspector</b>				
Palermo, Joseph	7/9/2022	3.00	60.72	182.16
Reynolds, James	7/23/2022	8.00	60.72	485.76
Reynolds, James	7/30/2022	8.00	60.72	485.76
Totals		39.00		2,771.04
<b>Total Labor</b>				<b>2,771.04</b>
		<b>Total this Task</b>		<b>\$2,771.04</b>

**Invoice Total this Period** \$2,771.04

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

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
 14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-1110 • Fax 904-646-9485  
 CA-00002584 LC-000018

*C.*

NOTICE OF MEETINGS  
WILFORD PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Wilford Preserve Community Development District will hold their regularly scheduled public meetings for **Fiscal Year 2023** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 at 1:30 p.m. on the third Thursday of each month listed (unless notated otherwise\*) as follows:

October 20, 2022  
November 17, 2022  
December 15, 2022  
January 19, 2023  
February 16, 2023  
March 16, 2023  
April 20, 2023  
May 18, 2023  
June 15, 2023  
July 20, 2023  
August 17, 2023  
September 21, 2023

## *TENTH ORDER OF BUSINESS*



*A.*

# **Wilford Preserve**

## Community Development District

Unaudited Financial Statements  
as of  
August 31, 2022



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

	<u>General</u>	<u>Debt Service</u>	<u>Capital Project</u>	<u>Totals</u>
<b>Assets:</b>				
Cash	\$43,097	---	---	\$43,097
Investments:				
<b>Debt Service 2018B</b>				
Reserve	---	\$358,225	---	\$358,225
Revenue	---	\$10,058	---	\$10,058
Prepayment	---	\$239,302	---	\$239,302
Construction	---	---	\$461	\$461
<b>Debt Service 2019A</b>				
Reserve	---	\$183,165	---	\$183,165
Revenue	---	\$211,880	---	\$211,880
Construction	---	---	\$1,915,398	\$1,915,398
Custody	\$43,469	---	---	\$43,469
Utility Deposits	\$1,350	---	---	\$1,350
Prepaid Expenses	\$575	---	---	\$575
<b>Total Assets</b>	<u>\$88,491</u>	<u>\$1,002,631</u>	<u>\$1,915,859</u>	<u>\$3,006,980</u>
<b>Liabilities:</b>				
Accrued Expenses	\$9,335	---	---	\$9,335
Contracts Payable	---	---	\$15,028	\$15,028
Retainage Payable	---	---	\$627,267	\$627,267
<b>Fund Balances:</b>				
Restricted for 2018B Debt Service	---	\$607,585	---	\$607,585
Restricted for 2019A Debt Service	---	\$395,045	---	\$395,045
Restricted for 2018B Capital Projects	---	---	\$461	\$461
Restricted for 2019A Capital Projects	---	---	\$1,273,103	\$1,273,103
Unassigned	\$78,581	\$0	\$0	\$78,581
<b>Total Liabilities &amp; Fund Equity</b>	<u>\$88,491</u>	<u>\$1,002,631</u>	<u>\$1,915,859</u>	<u>\$3,006,980</u>

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

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

Adopted	Prorated	Actual	
Budget	08/31/22	08/31/22	Variance

**REVENUES:**

Assessments - Tax Roll	\$202,010	\$202,010	\$205,083	\$3,073
Assessments - Direct	\$36,564	\$36,564	\$36,564	\$0
Developer Contributions	\$89,254	\$0	\$0	\$0
Interest	\$0	\$0	\$3	\$3
Micellaneous Revenue	\$0	\$0	\$383	\$383

**TOTAL REVENUES**

\$327,829	\$238,575	\$242,034	\$3,459
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**EXPENDITURES:**

**ADMINISTRATIVE:**

Engineering	\$10,000	\$9,167	\$0	\$9,167
Arbitrage	\$1,200	\$1,100	\$600	\$500
Dissemination	\$7,000	\$6,417	\$6,417	\$0
Attorney	\$20,000	\$18,333	\$7,482	\$10,851
Annual Audit	\$5,800	\$5,800	\$4,700	\$1,100
Assessment Administration	\$5,000	\$5,000	\$5,000	\$0
Trustee Fees	\$6,020	\$6,020	\$6,592	(\$572)
Management Fees	\$46,800	\$42,900	\$42,900	\$0
Information Technology	\$1,000	\$917	\$917	\$0
Website Compliance	\$600	\$550	\$550	\$0
Telephone	\$300	\$275	\$142	\$133
Postage	\$1,000	\$917	\$478	\$439
Printing & Binding	\$1,500	\$1,375	\$914	\$461
Insurance	\$6,512	\$6,512	\$6,127	\$385
Legal Advertising	\$5,000	\$4,583	\$1,597	\$2,987
Other Current Charges	\$600	\$550	\$519	\$31
Office Supplies	\$500	\$458	\$20	\$439
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0

Total Administrative

\$119,007	\$111,049	\$85,130	\$25,919
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**Grounds Maintenance:**

Insurance	\$8,000	\$7,333	\$0	\$7,333
Pool Monitors	\$4,000	\$3,667	\$0	\$3,667
Field Operations Manager	\$30,000	\$27,500	\$22,500	\$5,000
Office Supplies / Mailings / Printing	\$600	\$550	\$0	\$550
Pool Maintenance	\$20,000	\$18,333	\$2,544	\$15,790
Permit Fees	\$450	\$413	\$0	\$413
Landscape Maintenance	\$49,948	\$49,948	\$75,338	(\$25,390)

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

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

	<b>Adopted</b>	<b>Prorated</b>	<b>Actual</b>	
	<b>Budget</b>	<b>08/31/22</b>	<b>08/31/22</b>	<b>Variance</b>
Irrigation Maintenance	\$1,000	\$917	\$0	\$917
Lake Maintenance	\$8,724	\$7,997	\$8,302	(\$305)
General Facility Maintenance	\$15,000	\$13,750	\$1,444	\$12,306
Streetlighting	\$15,000	\$13,750	\$0	\$13,750
Telephone/Cable/Internet	\$2,500	\$2,292	\$0	\$2,292
Electric	\$15,000	\$13,750	\$2,617	\$11,133
Water/Sewer/Irrigation	\$20,000	\$18,333	\$16,806	\$1,528
Refuse Service	\$2,000	\$1,833	\$0	\$1,833
Janitorial Services	\$9,500	\$8,708	\$1,167	\$7,542
Special Events	\$6,000	\$5,500	\$0	\$5,500
Recreational Passes	\$1,100	\$1,008	\$0	\$1,008
 Total Grounds Maintenance	 \$208,822	 \$195,583	 \$130,717	 \$64,866
 <b>TOTAL EXPENDITURES</b>	 \$327,829	 \$306,631	 \$215,846	 \$90,785
 <b>EXCESS REVENUES (EXPENDITURES)</b>	 \$0		 \$26,187	
 <b>FUND BALANCE - Beginning</b>	 \$0		 \$52,968	
 <b>FUND BALANCE - Ending</b>	 \$0		 \$79,156	

**WILFORD PRESERVE**  
**Community Development District**  
**General Fund**  
Month By Month Income Statement  
Fiscal Year 2022

**Revenues:**

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Assessments - Tax Roll	\$0	\$8,715	\$116,865	\$5,955	\$8,037	\$6,324	\$53,569	\$3,512	\$2,107	\$0	\$0	\$0	\$205,083
Assessments - Direct Assesments	\$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	\$3
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	\$70	\$61	\$122	\$0	\$383
<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>\$2,177</b>	<b>\$61</b>	<b>\$122</b>	<b>\$0</b>	<b>\$242,034</b>

**Expenditures:**

**Administrative**

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	\$583	\$583	\$583	\$0	\$6,417
Attorney	\$1,480	\$1,215	\$0	\$468	\$735	\$818	\$0	\$2,767	\$0	\$0	\$0	\$0	\$7,482
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$1,500	\$200	\$0	\$0	\$0	\$4,700
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	\$3,900	\$3,900	\$3,900	\$0	\$42,900
Information Technology	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$917
Website Administration	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$550
Telephone	\$3	\$0	\$30	\$10	\$0	\$0	\$19	\$13	\$20	\$24	\$24	\$0	\$142
Postage	\$22	\$29	\$2	\$11	\$18	\$25	\$22	\$23	\$10	\$293	\$23	\$0	\$478
Printing & Binding	\$0	\$40	\$68	\$0	\$15	\$61	\$10	\$23	\$29	\$648	\$20	\$0	\$914
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	\$75	\$668	\$407	\$0	\$1,597
Other Current Charges	\$49	\$0	\$37	\$39	\$47	\$39	\$32	\$104	\$35	\$99	\$37	\$0	\$519
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$12	\$0	\$6	\$0	\$0	\$0	\$0	\$20
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175

**Total Administrative Expenses**

<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>\$9,128</b>	<b>\$4,985</b>	<b>\$6,349</b>	<b>\$5,128</b>	<b>\$0</b>	<b>\$85,130</b>
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**Grounds Maintenance**

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	\$3,750	\$3,750	\$3,750	\$0	\$22,500
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	\$1,250	\$1,294	\$0	\$2,544
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	\$11,690	\$8,558	\$8,558	\$8,558	\$0	\$75,338
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	\$778	\$778	\$778	\$0	\$8,302
General Facility Maintenance	\$0	\$650	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$677	\$117	\$0	\$1,444
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	\$241	\$656	\$911	\$809	\$0	\$2,617
Water/Sewer/Irrigation	\$396	\$287	\$496	\$431	\$1,194	\$1,159	\$1,758	\$3,830	\$2,594	\$2,782	\$1,878	\$0	\$16,806
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	\$583	\$583	\$0	\$1,167
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

**Total Grounds Maintenance Expenses**

<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>\$20,289</b>	<b>\$16,335</b>	<b>\$19,289</b>	<b>\$17,767</b>	<b>\$0</b>	<b>\$130,717</b>
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**Total Expenses**

<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>\$29,417</b>	<b>\$21,320</b>	<b>\$25,637</b>	<b>\$22,895</b>	<b>\$0</b>	<b>\$215,846</b>
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**Excess Revenues (Expenditures)**

<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>\$3,525</b>	<b>(\$2,808)</b>	<b>(\$6,287)</b>	<b>(\$5,006)</b>	<b>\$0</b>	<b>\$26,187</b>
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**WILFORD PRESERVE**  
**Community Development District**  
**DEBT SERVICE FUND SERIES 2018B**  
Statement of Revenues & Expenditures  
For the Period ending August 31, 2022

Adopted Budget	Prorated 08/31/22	Actual 08/31/22	Variance
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**REVENUES:**

Assessments	\$248,688	\$100,687	\$100,687	\$0
Interest Income	\$20	\$20	\$31	\$11
Prepayment	\$0	\$0	\$1,204,974	\$1,204,974
Carry Forward Surplus	\$285,549	\$0	\$0	\$0

**TOTAL REVENUES**

\$534,257	\$100,707	\$1,305,692	\$1,204,985
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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	\$124,344	\$109,825	\$14,519
Principal Expense - 5/01	\$0	\$0	\$330,000	(\$330,000)
Interest Expense - 08/01	\$0	\$0	\$5,966	(\$5,966)
Principal Prepayment - 8/01	\$0	\$0	\$415,000	(\$415,000)

**TOTAL EXPENDITURES**

\$403,000	\$403,000	\$1,647,609	(\$1,244,609)
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**OTHER SOURCES/(USES)**

Transfer In/(Out)	\$0	\$0	(\$16)	(\$16)
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**TOTAL OTHER SOURCES AND USES**

\$0	\$0	(\$16)	(\$16)
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**EXCESS REVENUES (EXPENDITURES)**

\$131,257	(\$341,933)
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**FUND BALANCE - Beginning**

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

\$332,167	\$607,585
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<b>Reserve</b>	\$358,225
<b>Revenue</b>	\$10,058
<b>Prepayment</b>	\$239,302
	<u>\$607,585</u>

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

Proposed Budget	Prorated 08/31/22	Actual 08/31/22	Variance
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**REVENUES:**

Assessment - Tax Roll	\$357,920	\$357,920	\$363,366	\$5,445
Assessment - Direct	\$163,708	\$163,701	\$163,701	\$0
Interest Income	\$0	\$0	\$20	\$20

<b>TOTAL REVENUES</b>	<b>\$521,628</b>	<b>\$521,622</b>	<b>\$527,087</b>	<b>\$5,465</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	\$196,115	\$195,605	\$510
Principal Expense - 5/1	\$130,000	\$130,000	\$130,000	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$522,230</b>	<b>\$522,230</b>	<b>\$521,210</b>	<b>\$1,020</b>
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EXCESS REVENUES (EXPENDITURES)	<b>(\$602)</b>		<b>\$5,877</b>	
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FUND BALANCE - Beginning	\$226,451		\$389,168	
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FUND BALANCE - Ending	<u>\$225,849</u>		<u>\$395,045</u>	
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<b>Reserve</b>	\$183,165
<b>Revenue</b>	\$211,880
	<u>\$395,045</u>



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

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

	Series 2018B	Series 2019A
<b><u>REVENUES:</u></b>		
Interest Income	\$0	\$102
Developer Contributions	\$0	\$6,387
<b>TOTAL REVENUES</b>	<b>\$0</b>	<b>\$6,489</b>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay	\$0	\$463,431
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$463,431</b>
<b><u>OTHER SOURCES/(USES)</u></b>		
Interfund Transfer	\$16	\$0
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$16</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$16</b>	<b>(\$456,942)</b>
<b>FUND BALANCE - Beginning</b>	<b>\$445</b>	<b>\$1,730,045</b>
<b>FUND BALANCE - Ending</b>	<b>\$461</b>	<b>\$1,273,103</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)
Less: August 1, 2022		(\$415,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$3,075,000</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**

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

RECEIVED	BALANCE DUE	SERIES 2019A DEBT PAID	O&M PAID	TOTAL PAID
DFC WILFORD LLC	0.00	163,701.31	36,564.42	200,265.73
<b>TOTAL DUE / RECEIVED DIRECT</b>	<b>0.00</b>	<b>163,701.31</b>	<b>36,564.42</b>	<b>200,265.73</b>
<b>TAX ROLL DUE / RECEIVED</b>	<b>(8,518.47)</b>	<b>363,365.63</b>	<b>205,083.35</b>	<b>568,448.98</b>
<b>TOTAL DUE / RECEIVED</b>	<b>(8,518.47)</b>	<b>527,066.94</b>	<b>241,647.77</b>	<b>768,714.71</b>

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	AMOUNT RECEIVED	SERIES 2019A DEBT RECEIPTS	O&M RECEIPTS
1	11/10/2021	3,806.33	2,433.09	1,373.24
2	11/24/2021	20,348.78	13,007.41	7,341.37
3	12/6/2021	309,548.69	197,870.62	111,678.07
4	12/20/2021	14,376.10	9,189.53	5,186.57
5	1/13/2022	16,506.66	10,551.44	5,955.22
6	2/11/2022	22,277.73	14,240.44	8,037.29
7	3/11/2022	17,528.49	11,204.61	6,323.88
8	4/14/2022	148,482.53	94,913.44	53,569.09
9	5/19/2022	9,733.64	6,221.97	3,511.67
10	6/4/2022	1,920.55	1,227.66	692.89
TAX CERTS	6/10/2022	3,919.48	2,505.42	1,414.06
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>568,448.98</b>	<b>363,365.63</b>	<b>205,083.35</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.*

*1.*

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

Check Register Summary- General Fund

7/1/22 - 7/31/22

Check Date	Check #'s	Total Amount
7/8/22	299	\$4,765.07
7/14/22	300	\$5,583.33
7/22/22	301-302	\$852.39
7/27/22	303	\$408.29
<b>Total</b>		<b>\$11,609.08</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
7/08/22	00001	7/01/22 74	202207 310-51300-34000	JUL MANAGEMENT FEES	*	3,900.00	
		7/01/22 74	202207 310-51300-35200	JUL WEBSITE ADMIN	*	50.00	
		7/01/22 74	202207 310-51300-35100	JUL INFORMATION TECH	*	83.33	
		7/01/22 74	202207 310-51300-31300	JUL DISSEM AGENT SERVICES	*	583.33	
		7/01/22 74	202207 310-51300-51000	OFFICE SUPPLIES	*	.39	
		7/01/22 74	202207 310-51300-42000	POSTAGE	*	32.88	
		7/01/22 74	202207 310-51300-42500	COPIES	*	91.35	
		7/01/22 74	202207 310-51300-41000	TELEPHONE	*	23.79	
GOVERNMENTAL MANAGEMENT SERVICES							4,765.07 000299
7/14/22	00001	7/01/22 75	202207 330-57200-41000	JUL CONTRACT ADMIN	*	3,750.00	
		7/01/22 75	202207 320-57200-45500	JUL JANITORIAL	*	583.33	
		7/01/22 75	202207 320-57200-46500	JUL POOL MAINTENANCE	*	1,250.00	
GOVERNMENTAL MANAGEMENT SERVICES							5,583.33 000300
7/22/22	00011	7/14/22 22-00211	202207 310-51300-48000	NTC OF BOS MTG 7/14	*	74.50	
JACKSONVILLE DAILY RECORD							74.50 000301
7/22/22	00015	7/01/22 PI-A0084	202207 330-57200-46000	JUL LAKE & POND MGT SRVS	*	777.89	
SOLITUDE LAKE MANAGEMENT							777.89 000302
7/27/22	00014	7/25/22 144297	202207 310-51300-42500	FY23 INCRSD ASMNT MLD NTC	*	278.09	
		7/25/22 144297	202207 310-51300-42000	POSTAGE	*	130.20	
ADVANCED DIRECT MARKETING SERVICES							408.29 000303
TOTAL FOR BANK A						11,609.08	
TOTAL FOR REGISTER						11,609.08	

WILP WILFORD PRES OKUZMUK

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 74**Invoice Date:** 7/1/22**Due Date:** 7/1/22**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 - July 2022	1,310.573,340		3,900.00	3,900.00
Website Administration - July 2022	352		50.00	50.00
Information Technology - July 2022	357		83.33	83.33
Dissemination Agent Services - July 2022	313		583.33	583.33
Office Supplies	510		0.39	0.39
Postage	420		32.88	32.88
Copies	425		91.35	91.35
Telephone	410		23.79	23.79
<b>Total</b>				<b>\$4,765.07</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$4,765.07</b>



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

# Invoice

Invoice #: 75  
Invoice Date: 7/1/22  
Due Date: 7/1/22  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Contract Administration - July 2022 1.330.572.410		3,750.00	3,750.00
Janitorial - July 2022 1.320.572.455		583.33	583.33
Pool Maintenance 1.320.572.465		1,250.00	1,250.00
1A			

Total	\$5,583.33
Payments/Credits	\$0.00
Balance Due	\$5,583.33

7/12/22  
CAR

# Jacksonville Daily Record

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

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

## INVOICE

July 14, 2022

Date

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

Payment Due Upon Receipt

Serial #	22-00211C	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	7/14			
County	Clay			

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

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

11A  
1.310.573.480

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, July 21, 2022 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065, where the Board may consider any business that may properly come before it ("Meeting"). An electronic copy of the agenda may be obtained by contacting the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 940-5850 or [claughlin@gmsnf.com](mailto:claughlin@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

Jul. 14 00 (22-00211C)

**INVOICE**

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

Invoice Number: PI-A00847601  
Invoice Date: 07/01/22PROPERTY: 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					07/31/22
Qty	Item / Description	UOM	Unit Price	Extension	
1	Lake & Pond Management Services SVR51988 07/01/22 - 07/31/22 Lake & Pond Management Services		777.89	777.89	

15A

1.330.572.460

**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>

# Advanced Direct Marketing Services

3733 Adirolf Rd.  
Jacksonville, FL 32207-4719  
(V) 904.396.3028 (F) 396.6328

E-mail jim@adm-service.com

## Invoice

DATE	INVOICE #
7/25/2022	144297

### BILL TO

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

	P.O. NO.	TERMS	PROJECT
		With Order	
SERVICE DESCRIPTION	QTY	RATE	AMOUNT
Wilford Preserve CDD			
Load, read, convert files; CASS Certify addresses to enable automation based postage rates; Create automation based sack/tray tags & postal documents; format for laser imaging	217	0.34562	75.00
Form layout and preparation for merge imaging	1	37.50	37.50
Laser one sheet front & back	217	0.215	46.66
Fold customer materials	217	0.04288	9.30
Customer single color #10 window envelopes	217	0.41018	89.01
Insert one piece into #10 envelope, seal, prep & deliver to BMEU JAX	217	0.095	20.62
Postage	217	0.60	130.20
F423 Mailed Notices- 1.310.51300.42500 \$278.09 JUL 2 2024 Postage - 1.310.51300.42000 \$130.20 14A			
Subtotal		\$408.29	
Sales Tax (7.5%)		\$0.00	
Total		\$408.29	

2.

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

Check Register Summary- General Fund

8/1/22 - 8/31/22

Check Date	Check #'s	Total Amount
8/1/22	304	\$414.50
8/8/22	305-308	\$14,785.30
8/12/22	309	\$5,583.33
8/22/22	310-311	\$567.94
8/23/22	312	\$408.29
8/29/22	313	\$89.50
<b>Total</b>		<b>\$21,848.86</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/01/22	00011	7/21/22 22-00225	202207 310-51300-48000		*	414.50	
		NTC PUB HRG,BOS MTG 7/21					
			JACKSONVILLE DAILY RECORD				414.50 000304
8/08/22	00001	7/19/22 76	202207 320-57200-45000		*	676.64	
		FAC MAINTENANCE SUPPLIES					
		8/01/22 77	202208 310-51300-34000		*	3,900.00	
		AUG MANAGEMENT FEES					
		8/01/22 77	202208 310-51300-35200		*	50.00	
		AUG WEBSITE ADMIN					
		8/01/22 77	202208 310-51300-35100		*	83.33	
		AUG INFORMATION TECH					
		8/01/22 77	202208 310-51300-31300		*	583.33	
		AUG DISSEM AGENT SERVICES					
		8/01/22 77	202208 310-51300-51000		*	.27	
		OFFICE SUPPLIES					
		8/01/22 77	202208 310-51300-42000		*	23.01	
		POSTAGE					
		8/01/22 77	202208 310-51300-42500		*	19.50	
		COPIES					
		8/01/22 77	202208 310-51300-41000		*	24.33	
		TELEPHONE					
			GOVERNMENTAL MANAGEMENT SERVICES				5,360.41 000305
8/08/22	00011	7/28/22 22-00230	202207 310-51300-48000		*	89.50	
		NTC-PUB HEARING,BOS 7/28					
			JACKSONVILLE DAILY RECORD				89.50 000306
8/08/22	00015	6/01/22 PI-A0082	202206 330-57200-46000		*	777.89	
		JUN LAKE&POND MANAGEMENT					
			SOLITUDE LAKE MANAGEMENT				777.89 000307
8/08/22	00016	7/01/22 JAX39137	202207 330-57200-42000		*	8,557.50	
		JUL LANDSCAPE MAINT					
			YELLOWSTONE LANDSCAPE				8,557.50 000308
8/12/22	00001	8/01/22 78	202208 330-57200-41000		*	3,750.00	
		AUG CONTRACT ADMIN					
		8/01/22 78	202208 320-57200-45500		*	583.33	
		AUG JANITORIAL					
		8/01/22 78	202208 320-57200-46500		*	1,250.00	
		AUG POOL MAINTENANCE					
			GOVERNMENTAL MANAGEMENT SERVICES				5,583.33 000309
8/22/22	00001	8/17/22 79	202208 320-57200-45000		*	117.28	
		GEN FACILITY MAINT AUG					



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		8/17/22 79	202208 320-57200-46500		*	43.66	
		POOL MAINT AUG		GOVERNMENTAL MANAGEMENT SERVICES			160.94 000310
8/22/22 00011		8/18/22 22-00257	202208 310-51300-48000		*	407.00	
		NOTICE OF MEETING 8/18		JACKSONVILLE DAILY RECORD			407.00 000311
8/23/22 00014		7/25/22 144297A	202207 310-51300-42500		*	278.09	
		FY23 INCRSD ASMT MAIL NTC					
		7/25/22 144297A	202207 310-51300-42000		*	130.20	
		POSTAGE		ADVANCED DIRECT MARKETING SERVICES			408.29 000312
8/29/22 00011		8/25/22 22-00258	202207 310-51300-48000		*	89.50	
		NOTICE OF MEETING 8/25		JACKSONVILLE DAILY RECORD			89.50 000313
TOTAL FOR BANK A						21,848.86	
TOTAL FOR REGISTER						21,848.86	

# Jacksonville Daily Record

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

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

## INVOICE

July 21, 2022

Date

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

Payment Due Upon Receipt

Serial #	22-00225C	PO/File #		\$414.50
Notice of Public Hearing, etc.; and Notice of Regular Board of Supervisors' Meeting				Amount Due
Wilford Preserve Community Development District				Amount Paid
				\$414.50
				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	7/21			
County	Clay			

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1.310.57300.48000  
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**(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 PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2022/2023 BUDGET; NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.**

**Upcoming Public Hearings, and Regular Meeting**

The Board of Supervisors ("Board") for the Wilford Preserve Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: August 18, 2022  
TIME: 1:30 p.m.  
LOCATION: Plantation Oaks Amenity Center  
845 Oakleaf Parkway  
Orange Park, Florida 32065

The first public hearing is being held pursuant to Chapter 190, *Florida Statutes*, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). The second public hearing is being held pursuant to Chapters 190 and 197, *Florida Statutes*, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2022/2023; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business.

**Description of Assessments**

The District imposes O&M Assessments on benefitted property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The O&M Assessments are allocated on a Platted Residential Unit basis, where each platted residential unit pays an equal share of O&M Assessments and Unplatted Residential Unit basis, where each unplatted residential unit pays an equal share of O&M Assessments, which are subject to change at the hearing:

Land Use	Total # of Units	Proposed O&M Assessment Per Unit (including collection costs / early payment discounts)	Change in Annual Assessment
Unplatted Residential Unit	138	\$989.20	\$289.20
Platted Residential Unit	307	\$989.20	\$289.20

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which Clay County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), *Florida Statutes*, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2022/2023.

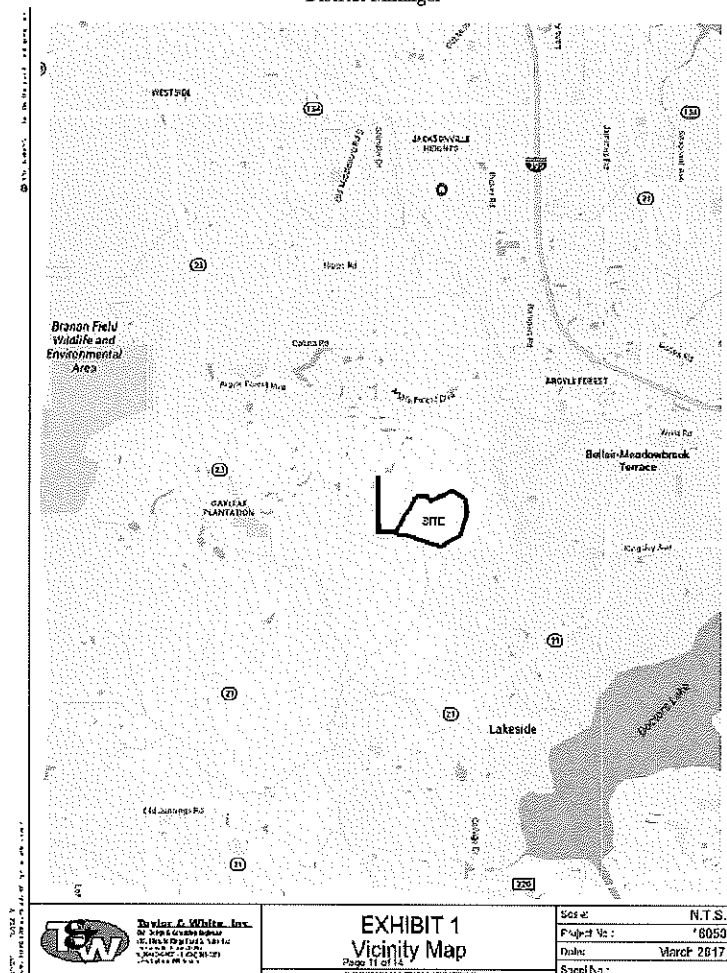
For Fiscal Year 2022/2023, the District intends to have the County tax collector collect the assessments imposed on certain developed property, and may directly collect the assessments imposed on the remaining benefitted property by sending out a bill prior to, or during, November 2022. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

**Additional Provisions**

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meeting may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours or by visiting the District's website at <https://wilfordpreservecd.com>. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.

Please note that all affected property owners have the right to appear at the public hearings and meeting, and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or 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



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

# Invoice

Invoice #: 76  
Invoice Date: 7/19/22  
Due Date: 7/19/22  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Maintenance Supplies  Gen. Fac. Maint. 1.320.57200.45000  1A		676.64	676.64
Total			\$676.64
Payments/Credits			\$0.00
Balance Due			\$676.64

chew  
7/27/22

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 07/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
WP				
WILFORD PRESERVE				
	6/27/22	6 Shelfwire Unit	159.48	J.S.
	6/29/22	Cinchstrap Key Lanyard	6.88	J.S.
	6/29/22	Key Bands	1.70	J.S.
	6/29/22	Key Copies - Kwikset (6)	20.56	J.S.
	6/29/22	Key Copies - Schlage (15)	51.41	J.S.
	6/29/22	Key Lanyard	3.71	J.S.
	7/1/22	Combo Locks (2)	29.39	J.S.
	7/1/22	Zep Spray Bottle (2)	8.00	J.S.
	7/1/22	Zep Pro Spray Bottle	5.15	J.S.
	7/1/22	Toilet Brush Set	19.52	J.S.
	7/1/22	Mop Head Refill 2pk	18.94	J.S.
	7/1/22	5gl Office Waste Bin	13.19	J.S.
	7/1/22	Dust Pan (2)	14.88	J.S.
	7/1/22	Bench/Dust Brush	10.89	J.S.
	7/1/22	Polybrush Deck Broom	19.52	J.S.
	7/1/22	Mop Combo	20.67	J.S.
	7/1/22	Lobby Broom Set	23.54	J.S.
	7/1/22	32 Gallon Trash Can Liners (4)	101.06	J.S.
	7/1/22	Mop Wringer Bucket	80.47	J.S.
	7/1/22	Lemon Scent Floor Cleaner	11.94	J.S.
	7/1/22	Bleach	7.68	J.S.
	7/1/22	Windex Refills	13.20	J.S.
	7/1/22	Lavender Cleaner	8.03	J.S.
	7/1/22	Clorox Toilet Cleaner (2)	10.76	J.S.
	7/1/22	33g Trash Bags	16.07	J.S.
		<b>TOTAL</b>	<b><u>\$676.64</u></b>	

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

# Invoice

Invoice #: 77  
Invoice Date: 8/1/22  
Due Date: 8/1/22  
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 - August 2022	1,310.573.340		3,900.00	3,900.00
Website Administration - August 2022	352		50.00	50.00
Information Technology - August 2022	357		83.33	83.33
Dissemination Agent Services - August 2022	313		583.33	583.33
Office Supplies	510		0.27	0.27
Postage	420		23.01	23.01
Copies	425		19.50	19.50
Telephone	410		24.33	24.33
<b>Total</b>				<b>\$4,683.77</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$4,683.77</b>

# Jacksonville Daily Record

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

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

## INVOICE

July 28, 2022

Date

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

Payment Due Upon Receipt

Serial #	22-00230C	PO/File #		\$89.50
				Publication Fee
Notice of Public Hearing, etc.; and Notice of Regular Board of Supervisors' Meeting				
				Amount Paid
Wilford Preserve Community Development District				\$89.50
				Payment Due
Case Number				
Publication Dates	7/28			
County	Clay			

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

For your convenience, you  
may remit payment online at  
[www.jaxdailyrecord.com/  
send-payment](http://www.jaxdailyrecord.com/send-payment).

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

11A  
1,310,573.480

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 PUBLIC HEAR-  
ING TO CONSIDER THE  
ADOPTION OF THE FISCAL  
YEAR 2022/2023 BUDGETS;  
AND NOTICE OF REGULAR  
BOARD OF SUPERVISORS'  
MEETING.**

The Board of Supervisors ("Board") of the Wilford Preserve Community Development District ("District") will hold a public hearing on August 18, 2022 at 1:30 p.m., at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at [https://](https://wilfordpreservedd.com)

[wilfordpreservedd.com](https://wilfordpreservedd.com).

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

Any person requiring special accommodations at this 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 public hearing or 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

Jul. 28 00 (22-00230C)

**INVOICE**

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

Invoice Number: PI-A00825004

Invoice Date: 06/01/22

PROPERTY: Wilford  
Preserve CDDSOLD 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					07/01/22
Qty	Item / Description	UOM	Unit Price	Extension	
1	Lake & Pond Management Services SVR51988 06/01/22 - 06/30/22 Lake & Pond Management Services		777.89	777.89	

1.330.572.460

157A

**PLEASE REMIT PAYMENT TO:**1320 Brookwood Drive, Suite H  
Little Rock, AR 72202

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



## INVOICE

INVOICE #	INVOICE DATE
JAX 391377	7/1/2022
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:** July 31, 2022

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

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

**Invoice Total**

**\$8,557.50**

*Excellent*

1,330,572.420

16A

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

1001 Bradford Way  
Kingston, TN 37763

**Invoice #:** 78  
**Invoice Date:** 8/1/22  
**Due Date:** 8/1/22  
**Case:**  
**P.O. Number:**

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

Jerry Lambert  
8-5-22

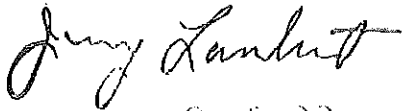
<b>Balance Due</b>	<b>\$5,583.33</b>
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Governmental Management Services, LLC  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 79  
Invoice Date: 8/17/22  
Due Date: 8/16/22  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Maintenance Supplies		160.94	160.94
Gen. Facility Maint. #117.28 1.320.57200.45000			
Pool Maint. #43.66 1.320.57200.46500			
1A			
 8-18-22			

Total	\$160.94
Payments/Credits	\$0.00
Balance Due	\$160.94

## MAINTENANCE BILLABLE PURCHASES

Period Ending 08/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
WP				
WILFORD PRESERVE				
	7/4/22	1 Gallon Pool Chlorine Liquid	20.68	B.M.
	7/4/22	Algicide	22.98	B.M.
	7/5/22	Palmolive Soap (3)	22.36	J.S.
	7/5/22	Paper Towels (2)	36.75	J.S.
	7/7/22	HDX Soft Bath Tissue	45.95	J.S.
	7/15/22	1/4" Tubing Union Connector	6.52	J.S.
	7/15/22	1/4" Tubing	5.70	J.S.
		<b>TOTAL</b>	<b><u>\$160.94</u></b>	

# Jacksonville Daily Record

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

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

## INVOICE

August 18, 2022

Date

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

Serial #	22-00257C	PO/File #		\$407.00
				<b>Payment Due</b>
Notice of Public Hearing, etc.; and Notice of Regular Board of Supervisors' Meeting				
				\$407.00
Wilford Preserve Community Development District				<b>Publication Fee</b>
Case Number				<b>Amount Paid</b>
Publication Dates	8/18			
County	Clay			

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

**Payment Due Upon Receipt**  
For your convenience, you  
may remit payment online at  
[www.jaxdailyrecord.com/  
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being  
mailed, please reference  
Serial # 22-00257C on your  
check or remittance advice.

11A  
1.310.573.480

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

**Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.  
Please remit any payment due upon receipt of this invoice.**

**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 PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2022/2023 BUDGET; NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.**

**Upcoming Public Hearings, and Regular Meeting**

The Board of Supervisors ("Board") for the Wilford Preserve Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: September 13, 2022  
TIME: 11:00 a.m.  
LOCATION: Plantation Oaks Amenity Center  
845 Oakleaf Plantation Parkway  
Orange Park, Florida 32065

The first public hearing is being held pursuant to Chapter 190, *Florida Statutes*, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). The second public hearing is being held pursuant to Chapters 190 and 197, *Florida Statutes*, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2022/2023; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business.

**Description of Assessments**

The District imposes O&M Assessments on benefitted property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The O&M Assessments are allocated on a Platted Residential Unit basis, where each platted residential unit pays an equal share of O&M Assessments and Unplatted Residential Unit basis, where each unplatted residential unit pays an equal share of O&M Assessments, which are subject to change at the hearing.

Land Use	Total # of Units	Proposed O&M Assessment Per Unit (including collection costs / early payment discounts)	Change in Annual Assessment
Unplatted Residential Unit	138	\$989.20	\$289.20
Platted Residential Unit	307	\$989.20	\$289.20

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which Clay County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), *Florida Statutes*, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2022/2023.

For Fiscal Year 2022/2023, the District intends to have the County tax collector collect the assessments imposed on certain developed property, and may directly collect the assessments imposed on the remaining benefitted property by sending out a bill prior to, or during, November 2022. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

**Additional Provisions**

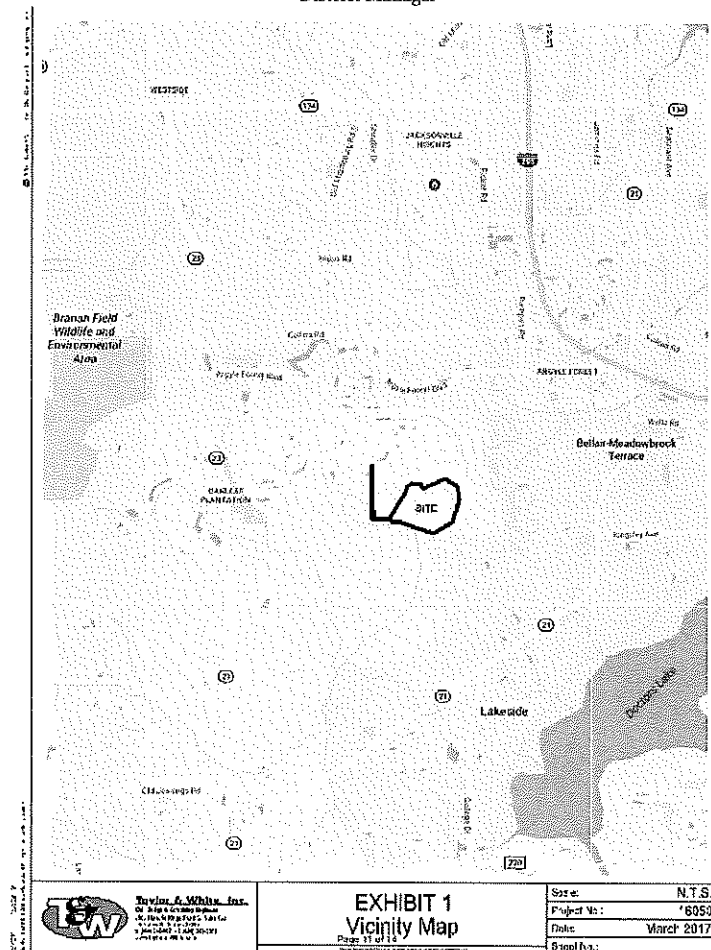
The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meeting may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours or by visiting the District's website at <https://wilfordpreservecd.com>. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.



Any person requiring special accommodations at this 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.

Please note that all affected property owners have the right to appear at the public hearings and meeting, and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or 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



# Advanced Direct Marketing Services

3733 Adirolf Rd.  
Jacksonville, FL 32207-4719  
(V) 904.396.3028 (F) 396.6328

E-mail jim@adm-service.com

## Invoice

DATE	INVOICE #
7/25/2022	144297A

### BILL TO

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

14A	P.O. NO.	TERMS	PROJECT
		With Order	
SERVICE DESCRIPTION	QTY	RATE	AMOUNT
Wilford Preserve CDD			
Load, read, convert files; CASS Certify addresses to enable automation based postage rates; Create automation based sack/tray tags & postal documents; format for laser imaging	217	0.34562	75.00
Form layout and preparation for merge imaging	1	37.50	37.50
Laser one sheet front & back	217	0.215	46.66
Fold customer materials	217	0.04288	9.30
Customer single color #10 window envelopes	217	0.41018	89.01
Insert one piece into #10 envelope, seal, prep & deliver to BMEU JAX	217	0.095	20.62
Postage	217	0.60	130.20
1. 310.573.425 = \$ 278.09 Fu 23 Inersd Asmt MID NTC			
1.310.573.420 = \$130.20 Postage			
Subtotal		\$408.29	
Sales Tax (7.5%)		\$0.00	
Total		\$408.29	

# Jacksonville Daily Record

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

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

## INVOICE

August 25, 2022

Date

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

---

Serial #	22-00258C	PO/File #		\$89.50
				Payment Due
Notice of Public Hearing, etc.; and Notice of Regular Board of Supervisors' Meeting				
				\$89.50
Wilford Preserve Community Development District				Publication Fee
Case Number				Amount Paid
Publication Dates	8/25			
County	Clay			

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

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[www.jaxdailyrecord.com/  
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If your payment is being  
mailed, please reference  
Serial # 22-00258C on your  
check or remittance advice.

1,310.573.480  
11A

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**WILFORD PRESERVE  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF PUBLIC HEAR-  
ING TO CONSIDER THE  
ADOPTION OF THE FISCAL  
YEAR 2022/2023 BUDGETS;  
AND NOTICE OF REGULAR  
BOARD OF SUPERVISORS'  
MEETING.**

The Board of Supervisors ("Board") of the Wilford Preserve Community Development District ("District") will hold a public hearing on September 13, 2022 at 11:00 a.m., at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://wilfordpreserve addedd.com>.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

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Marilee Giles  
District Manager

Aug. 25                      00 (22-00258C)