

**WILFORD PRESERVE**  
*Community Development District*

*AUGUST 17, 2023*

## *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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August 10, 2023

Board of Supervisors  
Wilford Preserve Community Development District

Dear Board Members:

The Wilford Preserve Community Development District Board of Supervisors Meeting is scheduled for **Thursday, August 17, 2023 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the revised agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Financing Matters - Series 2023 Bonds (Phase 4)
  - A. Consideration of Supplemental Engineer's Report
  - B. Consideration of Supplemental Assessment Report
  - C. Consideration of Assessment Resolutions
    - 1. Resolution 2023-16, Declaring Special Assessments
    - 2. Resolution 2023-17, Setting a Public Hearing
- IV. Approval of the Minutes of the July 19, 2023 Board of Supervisors Meeting
- V. Consideration of Request for Installation of a Fence Within an Access Easement (585 Sycamore)
- VI. Staff Reports
  - A. District Counsel
  - B. District Engineer – Requisition Nos. 172-176 (Series 2019A)
  - C. District Manager

- D. Amenity / Operations Manager – Monthly Operations Report (to be provided under separate cover)

VII. Financial Reports

- A. Balance Sheet and Income Statement

- B. Check Register

VIII. Supervisors' Requests and Audience Comments

- IX. Next Scheduled Meeting – September 21, 2023 at 1:30 p.m. at the Plantation Oaks Amenity Center

- X. Adjournment

### *THIRD ORDER OF BUSINESS*

*A.*

**Supplemental  
ENGINEERING REPORT  
For  
Wilford Preserve Phase IV**

**Wilford Preserve  
Clay County, Florida**

***PREPARED FOR:  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
475 WEST TOWN PLACE, SUITE 114  
ST. AUGUSTINE, FLORIDA 32092***

***Submitted By:***



***Taylor & White, Inc.  
9556 Historic Kings Road S., Suite 102  
Jacksonville, Florida 32257***

***August 9, 2023***

## ENGINEER OF RECORD SIGNATURE PAGE

Project Name: **Wilford Preserve Community Development District**  
Project Location:  
Project City / State: **Clay County, Florida**  
Computer Programs used for this report: **Microsoft Word and Excel**  
T&W Job No. **16050**

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VIII	Exhibit 4 - District Funding - Wilford Preserve Phase IV
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D. Glynn Taylor, P.E.  
P.E. No. 44163

Portion of pages or sections of this  
report signed and sealed by Engineer

Sections I-X



### Notes:

1. This report is prepared for the Wilford Preserve Community Development District is not intended for any other purpose, agency or third party use.



## **INTRODUCTION**

This is the Supplemental Engineering Report for Wilford Preserve Phase IV (the “Phase IV Report”), which supplements the Engineering Report prepared by Taylor & White, Inc. for the Wilford Preserve Community Development District dated February 23, 2018, the Supplemental Engineering Report dated June 20, 2018, the Amended and Restated Second Supplemental Engineering Report, dated July 18, 2019, and the Second Amended and Restated Second Supplemental Engineering Report dated August 15, 2019 (collectively the “Engineer’s Report”).

## **PROJECT BACKGROUND**

The Wilford Preserve Community Development District (the “District”) has amended its boundaries to include Wilford Preserve Phase IV (Wilford IV), an 86.55 acres property immediately to the south of the prior District boundary (Exhibit 2). The access from the prior District boundary to Wilford IV is via Cheswick Oak Avenue and a pedestrian bridge across the existing creek. Wilford IV is located at the end of Cheswick Oak Avenue, approximately 1.8 miles south of Argyle Forest Boulevard. Exhibit 1 represents a Location Map for the District.

In order to serve the residents of the District, the District either has or plans to design, permit, finance, acquire and / or construct, operate, and maintain all or part of certain transportation, drainage, utility infrastructure, recreational facilities, security facilities, and landscaping within and adjacent to the District (the Capital Improvement Plan or “CIP”). The CIP is described in more detail in Engineer’s Report. The purpose of this Phase IV Report is to provide a description of the portion of the CIP improvements and provide the funding associated with the construction expenses that will be required for Wilford IV only (the “Wilford IV Project”). The Wilford IV Project may be subject to modification in the future. The implementation of any improvement outlined within the Wilford IV Project requires final approval by the District's Board of Supervisors. Improvements contemplated in the Engineer’s Report encompass requirements set forth in the Clay County land development code.

## **GOVERNMENTAL ACTIONS**

The Clay County Board of County Commissioners approved the District on February 28, 2017 and the addition of Wilford IV pursuant to Ordinance 2023-22 adopted on July 11, 2023 and effective July 21, 2023 . All applicable zoning, vesting, and concurrency approvals are in place. The Clay County Utility Authority (CCUA) has issued the water and sewer construction plan approval and permits for the water, reuse and sewer plans to serve the added community. Table 2 is a list of all the development permits applied for and permit numbers.

## **PHASING**

The District consists of Phase I thru III and Wilford IV with construction of all CIP improvements within Phases I thru III completed and Wilford IV is currently under construction. The table below outlines the lot numbers and sizes for all three District phases and Wilford IV (Phase IV):

	<b>50' Lots</b>	<b>60' Lots</b>	<b>TOTAL</b>
<b>Phase I</b>	109	24	133
<b>Phase II</b>	138	38	174
<b>Phase III</b>	112	26	138
<b>Phase IV</b>	128	20	148
	485	108	593

**Phase I** included the Master Sanitary Sewer Pump Station, and Main Entrance from White Heron Lane.

**Phase II** included the Amenity Center and Cheswick Oak Avenue.

**Phase III** included construction in two (2) sub-phases – 3A with 92 lots and 3B with 46 lots.

**Phase IV** will include the 148 lots and Pump Station.

## **WILFORD PRESERVE PHASE IV INFRASTRUCTURE IMPROVEMENTS**

Wilford IV is located in the southern portion of the District and it connects to and extends Cheswick Oaks Ave. to its entrance. This portion of the project consists of 148 single family residential units with associated, Master Roadway System, Master Utility System, storm water management facilities, neighborhood parks and a lift station parcel, as shown on Exhibit 3.

The District presently intends to finance, construct, and acquire certain improvements for this the Wilford IV Project within and adjacent to the District boundaries. The Proposed Funding, Construction, Maintenance and Final Ownership Plan is found in Table 1. The costs associated with the CIP improvements is found in Exhibit 4.

## **WILFORD PRESERVE PHASE IV DISTRICT FUNDING IMPROVEMENTS**

The following items listed below are required for the Wilford Preserve Phase IV Neighborhood Infrastructure construction.

- Local roadways for the Neighborhood Infrastructure.
- Neighborhood Storm water management facilities (SMFs) and drainage collection system, clearing, grubbing and earthwork.
- Neighborhood utilities (water, sewer and reuse).
- Neighborhood Parks and Recreation.
- Neighborhood landscaping, fencing and street trees.
- Each item includes design and permit fees as required to design, construct and permit the Neighborhood infrastructure for this Phase.

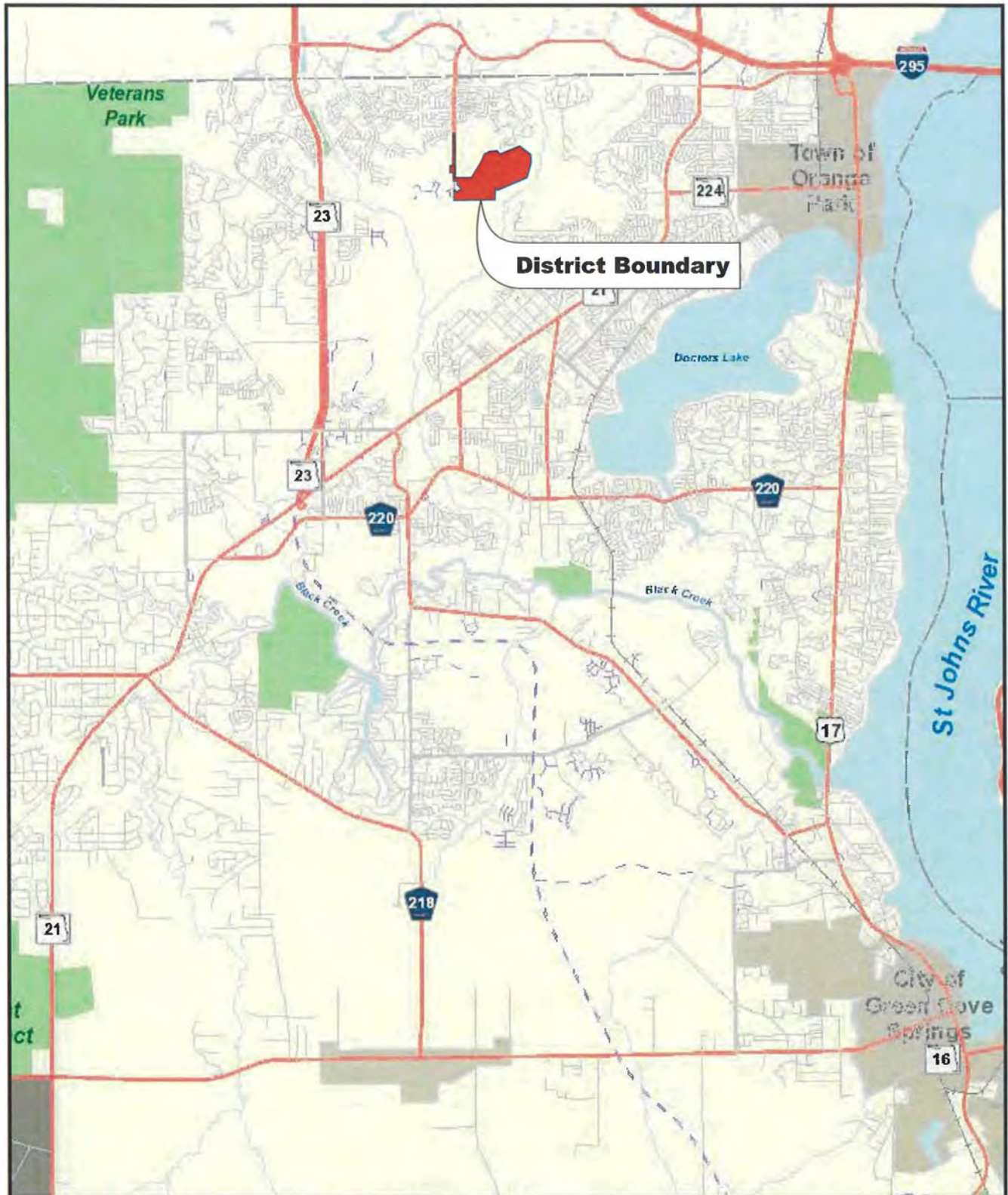
**BASIS OF DISTRICT FUNDING AND DEVELOPER  
FUNDING  
FOR WILFORD PRESERVE PHASE IV**

The following is the basis for the infrastructure costs:

The funding amounts for Master Roadways, Master Utility System, and Master Storm Water System were obtained from the Pay Application from Baker Constructors, Inc. #11 dated July 31, 2023. Baker Constructors, Inc. was the approved Contractor by the Developer upon completion of the Bid process.

- The engineering fees, geotechnical engineering and environmental services are not included in this report.
- Master Entry Features, Landscaping and Buffering based on an allowance supplied by the Developer.
- Recreation Areas are based on an allowance supplied by the Developer.
- C.E.I. costs obtained from requirements by Clay County to engage ETM on behalf of the County for inspection services are not included in this report.





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Professional Civil Engineering Services

## **EXHIBIT 1 LOCATION MAP**

*Wilford Preserve CDD*



Job: 19200  
Date: 02/02/03

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**Original Wilford  
Preserve CDD Boundary**

**Wilford Preserve  
CDD Expansion**



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**EXHIBIT 2**  
**EXPANSION PARCEL**  
*Wilford Preserve CDD*



Job: 19200  
Date: 02/02/03

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**Exhibit 4**  
Wilford Preserve Community Development District  
Summary of Statutory Items  
Expansion Project Costs

Description	Total
1. Stormwater Management System	\$1,453,660
2. Wastewater Collection System	\$1,443,425
3. Potable Water and Reuse Distribution System	\$1,557,105
4. Roadways and Sidewalks	\$1,817,465
5. Recreation Areas	\$222,600
6. Hardscape, Entry Features, Landscape and Buffering	\$100,000
7. Cheswick Oak Ave. Extension	\$1,417,370
<b>Total</b>	<b>\$8,011,625</b>



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**Table 1**  
**Wilford Preserve Community Development District**  
**Expansion Parcel - Proposed Facilities**

<b>Facilities</b>	<b>Funded By</b>	<b>Owned By</b>	<b>Maintained By</b>
Utilities (Water, Sewer, Reuse and Electric)	District	County	County
Roads, Ponds and Stormwater System	District	District	District
Neighborhood Parks	District	District	District
Cheswick Oak Ave Extension	District	County	County



**Table 2**  
 Wilford Preserve Community Development District  
 Wilford Preserve Phase IV  
 Schedule of Development Permits

Wilford Preserve Phase IV Development Permits	Status
Clay County Engineering	APPROVAL LETTER DATED August 5, 2021
St. Johns River Water Management District (SJRWMD) Application Number 148657	ISSUED August 18, 2021 148657-3 Transferred Owners January 20, 2023 148657-9
Clay County Utility Authority Permit (CCUA) Application Number	CCUA Plan Acceptance Letter Dated August 10, 2021 CCUA Potable Water Permit DW2206-1057 CCUA Wastewater Permit PW1114-1056
Army Corps of Engineers Permit (ACOE) Application Number	SAJ-2005-06179.



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*B.*

# **Wilford Preserve Community Development District**

## **Supplemental Special Assessment Methodology Report for Assessment Area IV**

**August 17, 2023**

**Prepared by**

**Governmental Management Services, LLC**

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## **1.0**

### **Introduction**

#### **1.1 Purpose**

This report provides a methodology for allocating the proposed debt to be incurred by the Wilford Preserve Community Development District ("CDD" or "District") to properties in the single family residential section of the District referred to as Assessment Area IV ("Assessment Area IV") and for allocating the estimated par amount of bonds being issued by the District to fund such infrastructure improvements (the "2023 Project") described in the Supplemental Engineer's Report, dated August 2, 2023 (the "Engineer's Report"), and further supplements the adopted Master Special Assessment Methodology Report dated March 5, 2018. The proposed bonds will fund infrastructure improvements that will allow the development of the single-family residential property in Assessment Area IV. This methodology allocates the proposed debt to properties based upon the special benefits each receives from the 2023 Project. In this case the assessable property located within the District includes approximately 86.55 acres located in Clay County ("the County"), Florida within Assessment Area IV. Assessment Area IV was annexed into the District following the approval of the Clay County Board of Commissioners on July 11, 2023. This report is designed to conform to the requirements of Chapters 190 and 170, Florida Statutes with respect to special assessments and is consistent with our understanding of the case law on this subject.

#### **1.2 Scope of the Assessment Methodology Report**

This Assessment Methodology Report ("Report") presents the financing of the District's capital requirements necessary to provide the community infrastructure improvements for the single-family residential development located within Assessment Area IV as described in the Engineer's Report. This Report also describes the apportionment of benefits and special assessments resulting from the provision of the public improvements to the lands within Assessment Area IV.

### **1.3 Special Benefits and General Benefits**

Improvements undertaken by the District create special and peculiar benefits to the property, different in kind and degree than general benefits for properties within its borders as well as general benefits to the public at large.

However, as discussed within this Report, these general benefits are incidental in nature and are readily distinguishable from the special and peculiar benefits which accrue to property within the District. The District's infrastructure program enables properties within its boundaries to be developed. Without the District's 2023 Project, there would be no infrastructure to support development of land within Assessment Area IV. Without these improvements, state law would prohibit development of property within Assessment Area IV.

There is no doubt that the general public, property owners, and property outside the District will benefit from the provision of District infrastructure included in the 2023 Project. However, these are incidental to the District's 2023 Project for single family residential development, which is designed solely to provide special benefits peculiar to property within Assessment Area IV. Properties outside Assessment Area IV do not depend upon the 2023 Project for single family residential development as defined herein to obtain, or to maintain their development entitlements. This fact alone clearly distinguishes the special benefits which District properties receive compared to those lying outside of Assessment Area IV. Even though the exact value of the benefits provided by the District's 2023 Project is difficult to estimate at this point, it is nevertheless greater than the costs associated with providing the same.

## **1.4 Organization of this Report**

*Section Two* describes the development program as proposed by the landowner of all lands within the District.

*Section Three* provides a summary of the Capital Improvement Program for the single-family development area within Assessment Area IV as determined by the District Engineer.

*Section Four* discusses the financing program for the District.

*Section Five* introduces the Assessment Methodology.

## **2.0 Development Program for Wilford Preserve**

### **2.1 Overview**

The Wilford Preserve development is designed as a planned mixed-use community, located within Clay County, Florida. The proposed land use within the District is consistent with Clay County's Land Use and Comprehensive Plans.

### **2.2 The Development Program**

The single-family residential development for Assessment Area IV as noted in **Table 1** will consist of approximately 148 single-family homes.

## **3.0 Assessment Area IV**

### **3.1 Engineering Report**

The single-family residential infrastructure costs to be funded by the Wilford Preserve CDD are determined by the District Engineer in the Engineer's Report. Only infrastructure that may

qualify for bond financing by the District under Chapter 190, Florida Statutes, was included in these estimates.

### **3.2 The 2023 Project**

The proposed 2023 Project to serve the Assessment Area IV consists of a stormwater management system, wastewater collection system, potable water and reuse distribution system, roadways and sidewalks, recreation areas, hardscape, entry features, landscaping and buffering, and an extension of Cheswick Oak Avenue.

At the time of this writing, the total costs of the 2023 Project for Assessment Area IV single-family residential development according to the Engineer's Report are projected at \$8,011,625. Included in **Table 2** are the estimated costs for the CIP in broad functional categories. It is anticipated the District will fund a portion of the projected costs and the balance will be funded by the Developer of Assessment Area IV pursuant to a completion agreement.

## **4.0 Financing Program for Assessment Area IV**

### **4.1 Overview**

As noted above, the District is embarking on a program of capital improvements which will facilitate the development of additional single-family lands within Assessment Area IV. Construction of certain improvements of the 2023 Project will be funded by the Developer and acquired by the District under an agreement between the District and the Developer, and a portion will be funded directly by the District. The structure of financing presented below is preliminary and subject to change.

The financing plan for the District in this report reflects the issuance of Special Assessment Bonds in the principal amount of \$2,630,000 to fund a portion of the 2023 Project, as shown in **Table 3**.



## **4.2 Types of Special Assessment Bonds Proposed**

The Special Assessment Bonds project an issuance that will be repaid with thirty annual principal installments paid on May 1, beginning May 1, 2024 and maturing May 1, 2054, and with interest paid semiannually every May 1 and November 1.

As detailed in the current financing plan, in order to finance a portion of the 2023 Project, the District will need to incur indebtedness in the total amount of approximately \$2,630,000.

The difference between the Bond debt and the amounts that will be available to fund portions of the 2023 Project is comprised of costs of issuance including underwriter's discount and professional fees associated with debt issuance, capitalized interest, and a debt service reserve fund equal to one quarter of the maximum annual debt service.

A summary of the financing is presented in **Table 3** for the 2023 Project.

## **5.0 Assessment Methodology**

### **5.1 Overview**

Special Assessment Bonds provide the District with funds to construct a portion of the 2023 Project outlined in *Section 3.2*. These improvements lead to special and general benefits, with special benefits accruing generally to the properties within Assessment Area IV of the District and general benefits accruing to areas outside of Assessment Area IV being only incidental in nature. The debt incurred in financing a portion of the 2023 Project will be repaid by assessing properties that derive special and peculiar benefits from the 2023 Project. All properties that receive special benefits from the 2023 Project will be assessed. The Assessment Methodology is a three-step process for assigning benefit and debt. The first step is the determination of the 2023 Project by the engineer related to

the 2023 Project costs for the Assessment Area IV. Second the amount of bonds required to finance the 2023 Project is determined. Third and finally the debt required to finance the 2023 Project will be allocated to the benefiting lands based upon a fair and reasonable estimate of benefit.

## **5.2 Assigning Debt**

The current development plan for Assessment Area IV is for 148 single-family residential homes however, the planned unit numbers and land use types may change.

The 2023 Project to be funded, in part, by the District will include a stormwater management system, wastewater collection system, potable water and reuse distribution system, roadways and sidewalks, recreation areas, hardscape, entry features, landscaping and buffering, and an extension of Cheswick Oak Avenue. It has been determined that each residential lot will benefit from the 2023 Project on an equivalent residential unit (ERU) basis based on the average lot sizes planned within Assessment Area IV as outlined in **Table 4**. Table 4 identifies the 50' Lot as the base unit with an ERU factor of 1.0 and the 60' lot with an ERU factor of 1.2, based upon the average size of the 50' lot (60' divided by 50' equals 1.2 ERUs).

As the provision of the 2023 Project by the District will make the single-family residential lands in Assessment Area IV developable, the land will become more valuable to their owners. The increase in the value of the land provides the logical benefit of improvements that accrues to the developable parcels within Assessment Area IV of the District.

The debt incurred by the District to fund a portion of the 2023 Project is allocated to the properties receiving special benefits

on the basis of development intensity and density. The responsibility for the repayment of the District's debt through assessments will ultimately be distributed in proportion to the special benefit peculiar to the land within Assessment Area IV. For the purpose of determining the special benefit accruing to the single-family residential lands within Assessment Area IV, the proposed 2023 Project costs have been allocated to each land use on an ERU basis. Initially, the 2023 Project assessments will be levied on the 86.55 gross acres within Assessment Area IV because at that juncture, every acre benefits equally from the 2023 Project. As parcels are developed and platted/site plans approved the debt assessments will be assigned to each lot or development unit on an ERU basis. Specifically, each lot will be assigned debt assessments once it is certified as developed and platted and assigned a Clay County identifiable folio number.

### **5.3 Lienability Test: Special and Peculiar Benefit to the Property**

As first discussed in Section 1.3, Special Benefits and General Benefits, improvements undertaken by the District create special and peculiar benefits to certain properties within Assessment Area IV. The District's 2023 Project benefits properties within the Assessment Area IV and accrue to all assessable properties on an ERU basis. Improvements undertaken by the District can be shown to be creating special and peculiar benefits to the property. The special and peculiar benefits resulting from each improvement undertaken by the District are:

- a. Stormwater management improvements result in special and peculiar benefits such as the added use of the property, added enjoyment of the property, and likely increased marketability of the property.
- b. Roadways and sidewalks, including the extension of Cheswick Oak Avenue, result in special and peculiar

benefits such as the added use of the property, added enjoyment of the property, and likely increased marketability of the property.

- c. Wastewater collection, potable water, and reuse distribution systems result in special and peculiar benefits such as the added use of the property, and likely increased marketability and value of the property.
- d. Entry features including buffering, landscape and hardscape result in special and peculiar benefits such as the added use of the property, and likely increased marketability and value of the property.

These special and peculiar benefits are real and ascertainable, but not yet capable of being precisely calculated and assessed in terms of numerical value, however, each is more valuable than either the cost of, or the actual assessment levied for, the improvement or debt allocated to the parcel of land.

#### **5.4 Lienability Test: Reasonable and Fair Apportionment of the Duty to Pay**

A reasonable estimate of the proportion of special and peculiar benefits received from the 2023 Project is delineated in **Table 4** (expressed as Estimated Par Debt and Debt Service Allocation).

The determination has been made that the duty to pay the non-ad valorem special assessments is fairly and reasonably apportioned because the special and peculiar benefits to the property derived from the acquisition and or construction of the District's improvements (and the concomitant responsibility for the payment of the resultant and allocated debt) have been apportioned to the property according to reasonable estimates of the special and peculiar benefits provided consistent with the land use.

Accordingly, no acre or parcel of property within the boundaries of the District will be lienied for the payment of any

non-ad valorem special assessment more than the determined special benefit peculiar to that property. Further, the debt allocation will not be affected.

In accordance with the benefit allocation for Infrastructure improvements in **Table 4**, a Par Debt per Unit has been calculated for each development unit type. This amount represents the per unit debt allocation assuming all anticipated units are built and sold in the planned single-family development and the entire proposed CIP for Assessment Area IV is developed and/or acquired and financed by the District.

Included on **Table 5** is the legal description of the lands within the District's boundaries referred to as Assessment Area IV which has been assigned debt to the gross acreage within Assessment Area IV.

**Table 6** is the Preliminary Assessment Roll for Assessment Area IV reflecting the projected debt to be allocated initially on an equal acreage basis to the 86.55 acres within Assessment Area IV.

## **5.5 True-Up Mechanism - Master Infrastructure**

In order to assure that Assessment Area IV debt will not build up on the unsold acres, and to assure that the requirements that the non-ad valorem special assessments for the 2023 Project will be constitutionally lienable on the property will continue to be met, the District shall determine the following:

To assure that there will always be sufficient development potential remaining in the Assessment Area IV undivided property to assure payment of debt service after a plat or site plan approval, the following test will be applied. The test is that the debt per acre remaining on the unplatted land is never allowed to increase above its maximum debt per acre level. Initially, the maximum level of debt per acre is calculated as

the total amount of debt for the District's 2023 Project for Assessment Area IV divided by the number of assessable acres in Assessment Area IV. In this case, it is \$2,630,000 divided by 86.55 acres equaling \$30,387 per acre. Thus, if the initial debt level is \$30,387 per acre, every time a plat or site plan approval is presented, the debt on the land remaining after the plat or site plan approval must remain at or below \$30,387 per acre. If not, then in order for the Developer to receive a plat or site plan approval from Clay County, the Developer agrees that the District will require a density reduction payment so that the \$30,387 per acre debt level is not exceeded

## **5.6 Assessment Roll**

The District will initially distribute the liens across the property within the District boundaries on a gross acreage basis. As Assigned Property becomes known with certainty, most likely at the time of platting, the District will refine its allocation of debt assessments from a per acre basis to a per unit basis as shown in **Table 4**.

## **5.7 Additional Information**

Governmental Management Services- North Florida, LLC (GMS) does not represent the District as a Municipal Advisor or Security Broker, nor is GMS LLC registered to provide such services as described in Section 15B of the Security and Exchange Act of 1934, as amended. Similarly, GMS LLC does not provide the District with financial advisory services or offer investment advice.

Certain information in this Report was provided by members of the District staff, the Developer or other professionals hired in conjunction with the bond issuance, GMS LLC makes no representation regarding the information provided by others.

<p><b>TABLE 1</b>  <b>Wilford Preserve CDD</b>  <b>Planned Development Program</b>  <b>Assessment Area IV</b></p>
---

<u>Development Type :</u>	<u>Number of Planned Units</u>
Residential Single Family	148
<b>Total</b>	<u><u>148</u></u>

**Prepared By**  
**Governmental Management Services, LLC**

**TABLE 2**  
**Wilford Preserve CDD**  
**Assessment Area IV Infrastructure**  
**Estimated Costs**

<u><b>Infrastructure Improvements :</b></u>	<u><b>Total Cost Estimates</b></u>
Stormwater Management System	\$1,453,660
Wastewater Collection System	\$1,443,425
Potable Water and Reuse Distribution System	\$1,557,105
Roadways and Sidewalks	\$1,817,465
Recreation Areas	\$222,600
Hardscape, Entry Features, Landscape, and Buffering	\$100,000
Cheswick Oak Ave Extension	\$1,417,370
<b>Total</b>	<u><u><b>\$8,011,625</b></u></u>

Information provided by Taylor & Whites, Inc Capital Improvement  
Plan Report dated August 2, 2023 .

**Prepared By**  
**Governmental Management Services, LLC**



**TABLE 3**  
**Wilford Preserve CDD**  
**Assessment Area IV**  
**Financing Estimates Infrastructure**

	<b>Series 2023 Preliminary Bond Sizing</b>
Construction / Acquisition Fund	\$2,169,878
Debt Service Reserve Fund (1)	\$85,875
Capitalized Interest (2)	\$134,422
Cost of Issuance (3)	\$239,825
<b>Total Par</b>	<b><u>\$2,630,000</u></b>

<b>Principal Amortization Installments</b>	<b>30</b>
<b>Estimated Rate</b>	<b>5.00%</b>
<b>Estimated Par Amount</b>	<b>\$2,630,000</b>
<b>Estimated Maximum Annual Debt Service</b>	<b>\$171,750</b>

(1) The Series 2023 DSRF is based on 50% of maximum annual debt service

(2) Interest capitalized to 11/1/2024

(3) Includes Underwriter's Discount of 2%.

**Prepared By**

**Governmental Management Services, LLC**

**TABLE 4**  
**Willford Preserve CDD**  
**Estimated Par Debt and Debt Service**  
**Allocation**

Development Type :	<u>Number of Planned Units</u>	<u>Lot Size</u>	<u>ERU Factor</u>	<u>Total ERUs</u>	<u>Improvement Costs by Product Type</u>	<u>Benefit Per Unit</u>	<u>Series 2023 Allocated Par Debt</u>	<u>Series 2023 Par Debt per Unit</u>	<u>Series 2023 Annual Net Assessment Allocated</u>	<u>Series 2023 Annual Gross Assessment Allocated (1)</u>	<u>Series 2023 Annual Net Assessment per Unit</u>	<u>Series 2023 Annual Gross Assessment per Unit (1)</u>
Residential Single Family - 50' Lot	128	50'	1.00	128	\$6,746,632	\$52,708.06	\$2,214,737	\$17,302.63	\$144,631.58	\$153,863.38	\$1,129.93	\$1,202.06
Residential Single Family - 60' Lot	20	60'	1.20	24	\$1,264,993	\$63,249.67	\$415,263	\$20,763.16	\$27,118.42	\$28,849.38	\$1,355.92	\$1,442.47
<b>Total</b>	<u><b>148</b></u>			<u><b>152</b></u>	<u><b>\$8,011,625</b></u>		<u><b>\$2,630,000</b></u>		<u><b>\$171,750.00</b></u>	<u><b>\$182,712.77</b></u>		

(1) include 2% collection costs of Clay County and maximum early payment discount of 4%.

**Prepared By**  
**Governmental Management Services, LLC**

<p><b>TABLE 5</b> <b>Wilford Preserve CDD</b> <b>Legal Description of Assessment Area IV</b> <b>Lands</b></p>
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The 148 Lots reflecting the lands for the Assessment Area IV are included in parcel #09-04-25-007878-002-00 owned by DFC Wilford 4, LLC

Legal description for Assessment Area IV is attached along with a map depicting such area.

**Attachments:**

1. A legal description of assessment lands within the District subject to the Assessment Area IV Infrastructure lien.
2. Map of Assessment Area IV boundaries.

**TABLE 6**  
**Wilford Preserve CDD**  
**Preliminary Assessment Roll**  
**Assessment Area IV**

Parcel	Acres	Total Par Amount	Par Amount per Acre	Annual Debt Service	Annual Debt Service Per Acre (1)
09-04-25-007878-002-00	86.55	2,630,000.00	30,387.06	171,750.00	1,984.40

(1) Annual Debt Service per Acres does not include the gross-up of 2% for collection costs and 4% for discounts for early payment allowed by Florida Law.

*C.*

*1.*

## RESOLUTION 2023-16

### [DECLARING RESOLUTION – BOUNDARY AMENDMENT]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS FOR A BOUNDARY AMENDMENT PARCEL; DESIGNATING THE NATURE AND LOCATION OF THE PROPOSED IMPROVEMENTS; DECLARING THE TOTAL ESTIMATED COST OF THE IMPROVEMENTS, THE PORTION TO BE PAID BY ASSESSMENTS, AND THE MANNER AND TIMING IN WHICH THE ASSESSMENTS ARE TO BE PAID; DESIGNATING THE LANDS UPON WHICH THE ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT AND A PRELIMINARY ASSESSMENT ROLL; ADDRESSING THE SETTING OF PUBLIC HEARINGS; PROVIDING FOR PUBLICATION OF THIS RESOLUTION; AND ADDRESSING CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

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

**WHEREAS**, the District is authorized by Chapter 190, *Florida Statutes*, to finance, fund, plan, establish, acquire, install, equip, operate, extend, construct, or reconstruct infrastructure projects and services necessitated by the development of, and serving lands within, the District; and

**WHEREAS**, on April 12, 2018, and after notice and a public hearing, the District’s Board of Supervisors adopted Resolution 2018-09 and determined to undertake, install, plan, establish, construct or reconstruct, enlarge or extend, equip, acquire, operate, and/or maintain the District’s overall capital improvement plan as described in the *Engineering Report*, dated February 23, 2018 (the “**Project**”); and

**WHEREAS**, as part of Resolution 2018-09, the District determined that it is in the best interest of the District to pay for all or a portion of the cost of the Project by the levy of special assessments (“**Assessments**”) using the methodology set forth in that *Master Special Assessment Methodology Report*, dated March 5, 2018; and

**WHEREAS**, on July 11, 2023, and at the request of the District’s Board of Supervisors, Clay County adopted Ordinance No. 2023-22, expanding the District’s boundaries to include a “**Boundary Amendment Parcel**,” and

**WHEREAS**, in order to account for the Boundary Amendment Parcel as part of the Project, the District’s Engineer has now prepared its *Supplemental Engineering Report for Wilford Preserve Phase IV*, dated August 9, 2023 (together with the *Engineering Report*, dated February 23, 2018, and the *Amended and Restated Second Supplemental Engineering Report*, dated August 19, 2019, the “**Engineer’s Report**”), and attached hereto as **Exhibit A**, and the District’s Assessment Consultant has prepared its *Supplemental Special Assessment Methodology Report for Assessment Area IV*, dated August 17, 2023 (together with the *Master Special Assessment Methodology Report*, dated March 5, 2018, the “**Assessment Report**”), and attached hereto as **Exhibit B**; and

**WHEREAS**, on the basis of the Engineer’s Report and Assessment Report, the District now desires

to levy the Assessments on the Boundary Amendment Parcel; and

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

1. **AUTHORITY FOR THIS RESOLUTION; INCORPORATION OF RECITALS.** This Resolution is adopted pursuant to the provisions of Florida law, including without limitation Chapters 170, 190 and 197, *Florida Statutes*. The recitals stated above are incorporated herein and are adopted by the Board as true and correct statements.

2. **DECLARATION OF ASSESSMENTS.** The Board hereby declares that, with respect to the Boundary Amendment Parcel, the Board has determined to undertake the Project and to defray a portion of the cost thereof by the Assessments.

3. **DESIGNATING THE NATURE AND LOCATION OF IMPROVEMENTS.** The nature and general location of, and plans and specifications for the Project, including the portion that relates to the Boundary Amendment Parcel, are described in **Exhibit A**, which is on file at the District Records Office. **Exhibit B** is also on file and available for public inspection at the same location.

4. **DECLARING THE TOTAL ESTIMATED COST OF THE IMPROVEMENTS, THE PORTION TO BE PAID BY ASSESSMENTS, AND THE MANNER AND TIMING IN WHICH THE ASSESSMENTS ARE TO BE PAID.**

A. The total estimated cost of the Project, including the portion that relates to the Boundary Amendment Parcel, is **\$30,535,500** ("**Estimated Cost**"), with the estimated cost of the portion of the Project related to the Boundary Amendment Parcel being **\$8,011,625** ("**Boundary Amendment Estimated Cost**").

B. The Assessments as they relate to the Boundary Amendment Parcel are anticipated to be levied and allocated in an amount to fund only a portion of the Boundary Amendment Estimated Cost. Specifically, as set forth in more detail in **Exhibit B**, the Assessments to be levied and allocated to the Boundary Amendment Parcel will defray approximately **\$2,630,000**, which is the anticipated maximum par value of any bonds and which includes a portion of the Boundary Amendment Estimated Cost, as well as other financing-related costs, as set forth in **Exhibit B**, and which is in addition to interest and collection costs. On an annual basis, the Assessments to be levied and allocated to the Boundary Amendment Parcel will defray no more than approximately **\$171,750** per year, again as set forth in **Exhibit B**.

C. The manner in which the Assessments shall be apportioned and paid is set forth in **Exhibit B**, as may be modified by supplemental assessment resolutions. The Assessments will constitute a "master" lien, which may be imposed without further public hearing in one or more separate liens each securing a series of bonds, and each as determined by supplemental assessment resolution. With respect to each lien securing a series of bonds, the special assessments shall be paid in not more than (30) thirty yearly installments. The special assessments may be payable at the same time and in the same manner as are ad-valorem taxes and collected pursuant to Chapter 197, *Florida Statutes*; provided, however, that in the event the uniform non ad-valorem assessment method of collecting the



Assessments is not available to the District in any year, or if determined by the District to be in its best interest, the Assessments may be collected as is otherwise permitted by law, including but not limited to by direct bill. 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 to select collection methods in any given year, regardless of past practices.

5. **DESIGNATING THE LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED.**

The Assessments securing the Project shall be levied on the lands within the District, including the Boundary Amendment Parcel, as described in **Exhibit B**, and as further designated by the assessment plat hereinafter provided for.

6. **ASSESSMENT PLAT.** Pursuant to Section 170.04, *Florida Statutes*, there is on file, at the District Records Office, an assessment plat showing the area to be assessed with certain plans and specifications describing the Project and the estimated cost of the Project, all of which shall be open to inspection by the public.

7. **PRELIMINARY ASSESSMENT ROLL.** Pursuant to Section 170.06, *Florida Statutes*, the District Manager has caused to be made a preliminary assessment roll, in accordance with the method of assessment described in **Exhibit B** hereto, which shows the lots and lands assessed, the amount of benefit to and the assessment against each lot or parcel of land and the number of annual installments into which the assessment may be divided, which assessment roll is hereby adopted and approved as the District's preliminary assessment roll.

8. **DIRECTION TO PROVIDE NOTICE OF THE HEARINGS.** The Board shall adopt a subsequent resolution to fix a time and place at which the owners of property to be assessed or any other persons interested therein may appear before the Board and be heard as to the propriety and advisability of the assessments or the making of the Improvements, the cost thereof, the manner of payment therefore, or the amount thereof to be assessed against each property as improved.

9. **PUBLICATION OF RESOLUTION.** Pursuant to Section 170.05, *Florida Statutes*, the District Manager is hereby directed to cause this Resolution to be published twice (once a week for two (2) weeks) in a newspaper of general circulation within the County and to provide such other notice as may be required by law or desired in the best interests of the District.

10. **CONFLICTS.** All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, superseded and repealed. As a point of clarification, Resolution 2018-09 remains in full force and effect, and the intent of this Resolution is solely to add the Boundary Amendment Parcel to the property subject to the Assessments originally levied pursuant to Resolution 2018-09.

11. **SEVERABILITY.** If any section or part of a section of this resolution be declared invalid or unconstitutional, the validity, force, and effect of any other section or part of a section of this resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid or unconstitutional.

12. **EFFECTIVE DATE.** This Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED** this 17<sup>th</sup> day of August, 2023.

ATTEST:

**WILFORD PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

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Secretary/Asst. Secretary

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Chairperson

**Exhibit A:**     *Supplemental Engineering Report for Wilford Preserve Phase IV, dated August 9, 2023*

**Exhibit B:**     *Supplemental Special Assessment Methodology Report for Assessment Area IV, dated August 17, 2023*

2.

**RESOLUTION 2023-17**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT SETTING PUBLIC HEARINGS TO BE HELD ON \_\_\_\_\_, 2023, AT \_\_\_\_\_ .M. AT THE PLANTATION OAKS AMENITY CENTER, 845 OAKLEAF PLANTATION PARKWAY, ORANGE PARK, FLORIDA, FOR THE PURPOSE OF HEARING PUBLIC COMMENT ON IMPOSING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY WITHIN THE DISTRICT GENERALLY DESCRIBED AS THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT IN ACCORDANCE WITH CHAPTERS 170, 190 AND 197, FLORIDA STATUTES.**

**WHEREAS**, the Board of Supervisors of the Wilford Preserve Community Development District (the "Board") has previously adopted Resolution 2023-16 entitled:

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS FOR A BOUNDARY AMENDMENT PARCEL; DESIGNATING THE NATURE AND LOCATION OF THE PROPOSED IMPROVEMENTS; DECLARING THE TOTAL ESTIMATED COST OF THE IMPROVEMENTS, THE PORTION TO BE PAID BY ASSESSMENTS, AND THE MANNER AND TIMING IN WHICH THE ASSESSMENTS ARE TO BE PAID; DESIGNATING THE LANDS UPON WHICH THE ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT PLAT AND A PRELIMINARY ASSESSMENT ROLL; ADDRESSING THE SETTING OF PUBLIC HEARINGS; PROVIDING FOR PUBLICATION OF THIS RESOLUTION; AND ADDRESSING CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, in accordance with Resolution 2023-16, a Preliminary Special Assessment Roll has been prepared and all other conditions precedent set forth in Chapters 170, 190 and 197, Florida Statutes, to the holding of the aforementioned public hearings have been satisfied, and the roll and related documents are available for public inspection 475 West Town Place, Suite 114, St. Augustine, Florida 32092, 904-940-5850 (the "District Records Office").

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

**1.** There are hereby declared two public hearings to be held at \_\_\_\_\_ .m. on \_\_\_\_\_, 2023, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida for the purpose of hearing comment and objections to the proposed special assessment program for District improvements as identified in the Preliminary Special Assessment Roll, a copy of which is on file. Affected parties may appear at that hearing or submit their comments in writing prior to the hearing to the office of the District Manager at 475 West Town Place, Suite 114, St. Augustine, FL 32092, 904-940-5850.

**2.** Notice of said hearing shall be advertised in accordance with Chapters 170, 190 and 197, Florida Statutes, and the District Manager is hereby authorized and directed to place said notice in a newspaper(s) of general circulation within the County in which the District is located (by two publications one week apart with the first publication at least twenty (20) days prior to the date of the hearing

established herein). The District Manager shall file a publisher's affidavit with the District Secretary verifying such publication of notice. The District Manager is further authorized and directed to give thirty (30) days written notice by mail of the time and place of this hearing to the owners of all property to be assessed and include in such notice the amount of the assessment for each such property owner, a description of the areas to be improved and notice that information concerning all assessments may be ascertained at the District Records Office. The District Manager shall file proof of such mailing by affidavit with the District Secretary.

**3.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 17<sup>th</sup> day of August, 2023.

**ATTEST:**

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

## *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 Wednesday, July 19, 2023 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Louis Cowling	Vice Chairman
Linda Richardson	Supervisor
Jordan Beall	Supervisor

Also present were:

Marilee Giles	District Manager
Wes Haber	District Counsel
Glynn Taylor	District Engineer
Jay Soriano	Operations Manager
Cameron Zakrzewski	Riverside Management Services
Rhonda Mossing <i>by phone</i>	MBS Capital Markets

The following is a summary of the discussions and actions taken at the July 19, 2023 meeting.

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Public Comment**

Robert Keefe asked for an update on the decision made regarding security at the last meeting.

Mr. Soriano responded that proposals for security guard services were obtained and the proposal for S3 Security was approved. The specific details of the contract still need to be finalized.

Peter Groenveld asked when the second public hearing will be held.

Ms. Giles clarified that there are two public hearings on the agenda, one for the 2024 budget and one on the imposition of special assessments. Both will be held during this meeting.

Peter Groenveld asked how many homes are in Phase 3 and how many of those homes have a certificate of occupancy.

Mr. Cowling responded 138 homes total and there are 25 left to sell.

Peter Groenveld asked if the builder pays the CDD fee for the unsold homes.

Mr. Cowling responded yes.

Peter Groenveld stated that he has a fiber box in front of his house six to eight inches below grade and every time it rains it fills to the top with water. He asked if the boxes can be raised.

Mr. Cowling responded that they can and asked him to get with him after the meeting.

Peter Groenveld stated that the sidewalks are constantly wet and are slippery.

Mr. Cowling stated that there are two areas around the amenity center that are scheduled to be addressed.

Peter Groenveld stated that inflation is about 4% and asked why the CDD fees are being raised 22%.

Mr. Cowling responded that a lot of the increase is due to budgeting for security expenses. There are also increases due to insurance and pool monitors.

Robert Keefe asked for an update on the paving.

Mr. Cowling responded that it got pushed to Monday.

Robert Keefe asked that e-blast be sent to update on the paving schedule.

Marcus Hudson asked why the budget for electric has doubled.

Mr. Cowling responded that now the amenity center has come online the budget includes more realistic numbers based off usage.

Marcus Hudson asked about raising the height of the fencing since there is an issue with people jumping the fence to enter the pool.

Mr. Soriano stated that it's been talked about amongst the residents, but the Board has not yet considered it. He added that raising the fence height would be cheaper than an ongoing security guard cost, however it is still an expensive project.

Marcus Hudson asked if the number of units are the same for both 2023 and 2024 and if Phase 3 is included in the 2023 and 2024 totals.

Ms. Giles responded that there were 445 platted lots included in both 2023 and 2024 and it includes Phases 1, 2 and 3.



Peter Groenveld asked if Phase 4 will be part of Wilford Preserve.

Mr. Cowling responded that it will.

Peter Groenveld asked how many homes are planned for Phase 4.

Mr. Taylor responded 148.

Mr. Beall added that the properties on the right side when you're going South on Cheswick Road are not part of Wilford Preserve.

### **THIRD ORDER OF BUSINESS**

#### **Discussion of Series 2023 (Phase 4)**

#### **A. Consideration of Supplement to Investment Banking Agreement for 2023 Bonds**

Ms. Mossing stated that the supplement to investment banking agreement for the 2023 bonds contains the same terms as the original agreement and authorizes her firm to proceed with putting numbers together and work on the bonds with the financing team. At the next meeting, a supplemental assessment methodology report and an assessment resolution that sets a public hearing will be provided at the August meeting. The closing is anticipated to be set for October 23<sup>rd</sup>.

On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor the supplement to investment banking agreement for the 2023 bonds was approved.

#### **B. Consideration of Authorizing Financing Team to Move Forward with Issuance of Series 2023 Bonds**

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor authorizing the financing team to move forward with the issuance of the Series 2023 bonds was approved.

Mr. Haber clarified that the bonds issued for Phase 4 would only impact residents of Phase 4.

### **FOURTH ORDER OF BUSINESS**

#### **Approval of the Minutes of the June 15, 2023 Board of Supervisors 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 15, 2023 Board of Supervisors meeting were approved.

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Proposals for Landscape Maintenance Services**

The Board members reviewed and discussed six proposals submitted for landscape and irrigation maintenance services. Mr. Cowling made the motion below to rank Yellowstone the number one proposer with 97.51 points.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor awarding the contract for landscape and irrigation maintenance services to Yellowstone.

## **SIXTH ORDER OF BUSINESS**

### **Public Hearings**

Mr. Haber stated that he was comfortable with one public hearing that covers both the budget and the imposition of special assessments.

Ms. Giles provided an overview of the Fiscal Year 2024 budget, noting that it includes an increase in assessments of \$219 per year, per household.

#### **A. Public Hearing for the Purpose of Adopting the Fiscal Year 2024 Budget and Imposing Special Assessments**

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

An audience member noted that expenditures was spelled wrong in the budget.

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

Mr. Cowling asked what staff came up with regarding streetlighting.

Mr. Soriano responded that Clay Electric will bill residents for subdivision lighting directly.

Ms. Giles noted if the streetlight line item is not used in the budget, those funds will become surplus.

**1. Consideration of Resolution 2023-14, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2024**

On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor Resolution 2023-14, relating to annual appropriations and adopting the budget for Fiscal Year 2024 was approved.

**1. Consideration of Resolution 2023-15, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024**

On MOTION by Ms. Richardson seconded by Mr. Cowling with all in favor Resolution 2023-15, imposing special assessments and certifying an assessment roll for Fiscal Year 2024 was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Request for Installation of a Fence Within a Drainage Easement (2958 Firethorn)**

Mr. Soriano noted on the right side of the home there is a large access easement and currently the homeowner's plans have the fence going up to the middle line of the easement.

Mr. Cowling stated that there are only two accesses on that pond, and neither one can be closed.

Mr. Soriano recommended asking the homeowner to pull the fence back off the center line of the easement.

On MOTION by Ms. Richardson seconded by Mr. Cowling with all in favor the request for installation of a fence within a drainage easement at 2958 Firethorn was approved subject to revising the fence line to a 10-foot variance.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Agreements with Kudzue 3 Trucking, Inc. for the Second Asphalt Lift for Phase 2 and the Amenity Center**

On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor the agreements with Kudzue 3 Trucking, Inc. for the asphalt lift in Phase 2 and the amenity center parking lot were approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Haber noted that there is a tight schedule to issue the bonds and asked the board members to notify Ms. Giles office if they find they are not able to attend the August or September meetings.

**B. District Engineer - Requisition Nos. 168-171 (Series 2019A) and 76 (Series 2018B)**

Mr. Taylor presented requisitions 168 through 171 for Series 2019A bonds and requisition 76 for the Series 2018B bonds.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor requisition numbers 168, 169 and 76 were ratified.
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On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor requisition numbers 170 and 171 were approved.
--

**C. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2024**

Ms. Giles presented a meeting schedule for the third Thursday of each month. She proposed revising to the third Tuesday of each month, with exception to the May and July meetings, which will be held on the third Wednesday.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor the Fiscal Year 2024 meeting schedule was approved as revised.
--

**D. Amenity / Operations Manager – Monthly Operations Report**

Mr. Soriano provided the Board with an amenity and operations report. He noted the furniture for the pool has been delivered and a TV is on order.

**TENTH 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 noted the check register totals \$33,985.78.

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

**ELEVENTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Mr. Cowling informed the Board that paving for Phase 2B is scheduled to start on Monday. Striping will be done approximately two weeks after the paving is completed.

**Audience Comments**

An audience member commented that after it rains there are a lot of areas in the sidewalk that cannot be accessed and once the water recedes, the sidewalks are slippery. She also commented on an area near the big field on Copperwood being flooded.

Mr. Cowling responded that the portion of sidewalk on Copperwood is being addressed in the next few weeks. He will look into the areas.

An audience member stated that there are a bunch of dead trees next to the playground.

Mr. Cowling stated that some proposals to replace those have been received.

An audience member stated that part of the asphalt and some landscaping was destroyed when the curbs were installed.

Mr. Cowling responded that he will make a list of any repairs needed while he is out next week.

**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Meeting – August 17, 2023  
at 1:30 p.m. at the Plantation Oaks  
Amenity Center**

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Richardson 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*

RECEIVED

AUG 09 2023

FLORIDIAN PROPERTY  
MANAGEMENT

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

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

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

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

**Directions for Electronic Filings:**

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

From: Name: Christine Jarrett  
Address: 585 Sycamore Way  
City, State, Zip: Orange Park, FL 32073  
Phone: 127-214-8617 Email: cjarrett7@yahoo.com  
Lot Number: 45 Phase: 3B Application Date: 8/9/2023

Fee Structure: CHECK PAYABLE TO "FLORIDIAN PROPERTY MANAGEMENT, LLC"  
Room Additions: \$100.00 All other: \$50.00 Note: No Fee for Satellite Dishes or Solar Panels

**Minimum Submittal Requirements**

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

OLAKE  
O PHOTO  
O CDD

Closing  
a thread



(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.)

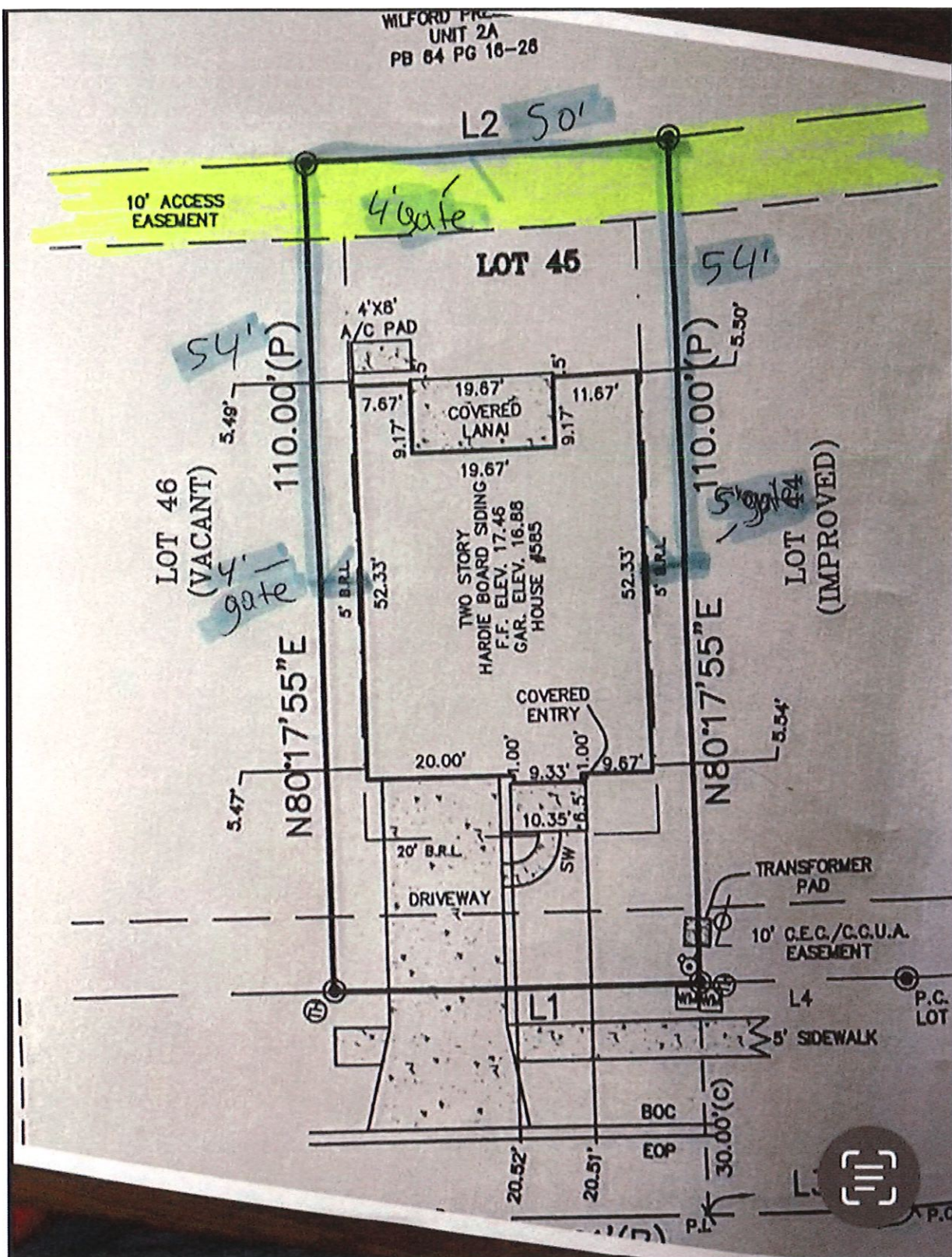
12. **Satellite Dish or Solar Panels:** (Provide written and pictorial specifications for all equipment with installation locations accurately plotted on survey and any other pictorial representations.)

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:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



WILFORD PR  
UNIT 2A  
PB 64 PG 16-28



## *SIXTH 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: 172
- (B) Name of Payee: Kudzue 3 Trucking & Paving
- (C) Amount Payable: \$181,423.90
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

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



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

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

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

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

By:   
Responsible Officer

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

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

  
Consulting Engineer

# Invoice

## KUDZUE 3 Trucking & Paving



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

Date	Invoice #
8/2/2023	9622R

P.O. No.	Terms	Project
	Net 30	WILFORD PRESE

Quantity	U/M	Description	Rate	Amount
20,715	SY	1" SP-9.5, OVERLAY	8.61	178,356.15
35	SY	MILL 2"	25.68	898.80
35	SY	2" SP-9.5,PATCH	61.97	2,168.95
REFERENCE: WILFORD PRESERVE - PHASE 2 - 2ND LIFT 475 WEST TOWN PL. STE. 114 ST. AUGUSTINE, FL 32092				
Thank you for your business.			<b>Total</b>	\$181,423.90

P.O. Box 1799 Yulee, FL 32041	Phone #	Fax #
	904-388-7838	904-384-9638

**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: 173
- (B) Name of Payee: Kudzue 3 Trucking & Paving
- (C) Amount Payable: \$19,814.25
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

1. 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



# KUDZUE 3

## Trucking & Paving



# Invoice

Date	Invoice #
8/3/2023	9622-2

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

P.O. No.	Terms	Project
	Net 30	WILFORD PRESE

Quantity	U/M	Description	Rate	Amount
2,175	SY	1" SP-9.5, OVERLAY  REFERENCE: WILFORD PRESERVE - PHASE 2 AMENITY PARKING LOT 475 WEST TOWN PL. STE. 114 ST. AUGUSTINE, FL 32092	9.11	19,814.25
Thank you for your business.			<b>Total</b>	\$19,814.25

P.O. Box 1799 Yulee, FL 32041	Phone #	Fax #
	904-388-7838	904-384-9638

**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: 174
- (B) Name of Payee: Kutak Rock, LLP
- (C) Amount Payable: \$2668.33
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

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

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

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

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

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

By:   
Responsible Officer

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

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

  
Consulting Engineer

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

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 4, 2023

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3263416

Client Matter No. 23023-4

Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

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

Invoice No. 3263416  
23023-4

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Re: Boundary Amendment

For Professional Legal Services Rendered

06/06/23	K. Jusevitch	0.20	29.00	Conference with Haber regarding boundary amendment hearing; correspond with staff regarding fee
06/08/23	K. Jusevitch	0.20	29.00	Conference with staff regarding filing fee
06/09/23	W. Haber	0.80	264.00	Review boundary amendment documents
06/09/23	K. Jusevitch	0.20	29.00	Correspond with county staff regarding filing fee and hearing
06/10/23	K. Jusevitch	3.60	522.00	Boundary amendment hearing preparation; conference with Haber
06/12/23	W. Haber	1.30	429.00	Conference with County Attorney and Cowling regarding hearing and County's concerns
06/12/23	K. Jusevitch	0.40	58.00	Conference with Haber regarding hearing materials
06/13/23	W. Haber	3.20	1,056.00	Prepare for and participate in boundary amendment hearing

**KUTAK ROCK LLP**

Wilford Preserve CDD

August 4, 2023

Client Matter No. 23023-4

Invoice No. 3263416

Page 2

06/22/23	K. Jusevitch	0.20	29.00	Conference with Haber regarding status of boundary amendment hearing
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TOTAL HOURS	10.10
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TOTAL FOR SERVICES RENDERED	\$2,445.00
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## DISBURSEMENTS

Meals	16.24
Travel Expenses	207.09

TOTAL DISBURSEMENTS	<u>223.33</u>
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TOTAL CURRENT AMOUNT DUE	<u>\$2,668.33</u>
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**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: 175
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$1,063.42
- (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. ☒ 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 5249  
Date 08/09/2023

Project 16050.1 WILFORD PRESERVE CDD

Professional Services Rendered through 08/06/2023. ~PAYMENT TERMS: NET 10 DAYS~  
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. \*Denotes Hourly Task

**Invoice Amount:**

**\$1,063.42**

### 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	98,516.25	99,093.75	165.16	577.50
*CONSTRUCTION OBSV/CERTS-HRLY-NTE	75,000.00	117,435.18	117,435.18	156.58	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	11,518.75	11,978.75	119.79	460.00
REIMBURSABLES	0.00	10,130.57	10,156.49	0.00	25.92
<b>Total</b>	<b>189,200.00</b>	<b>325,354.50</b>	<b>326,417.92</b>	<b>172.53</b>	<b>1,063.42</b>

### \*District Engineer-HRLY-NTE

	Units	Billed Amount
D. Glynn Taylor, P.E. CDD Meeting	3.50	577.50

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

	Units	Billed Amount
Anthony K. Ringler color plan	4.00	460.00

subtotal 7.50 1,037.50



Reimbursables

Mileages

Mileage for CDD Meeting- DGT

Billed  
Amount  
25.92

Invoice total 1,063.42

**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: 176
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$11,250.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): 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.

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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



**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 5250  
Date 08/09/2023

Project **16050.3 WILFORD PRESERVE CDD  
SERIES 2023A**

Professional Services Rendered through 08/06/2023. ~PAYMENT TERMS: NET 10 DAYS~  
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. \*Denotes Hourly Task

**Invoice Amount:**  
**\$11,250.00**

**Invoice Summary**

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
SUPPLEMENTAL ENGINEERS REPORT FOR PHASE IV- (LS)	15,000.00	0.00	11,250.00	75.00	11,250.00
*PROJECT ADMINISTRATION- (HRLY)	0.00	290.00	290.00	0.00	0.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00
Total	15,000.00	290.00	11,540.00	76.93	11,250.00

Invoice total **11,250.00**

## *SEVENTH ORDER OF BUSINESS*

*A.*

# **Wilford Preserve**

## Community Development District

Unaudited Financial Statements  
as of  
July 31, 2023



**WILFORD PRESERVE**  
**Community Development District**  
**Combined Balance Sheet**  
July 31, 2023

	<u>General</u>	<u>Debt Service</u>	<u>Capital Project</u>	<u>Totals</u>
<b>Assets:</b>				
Cash	\$86,826	---	---	\$86,826
Investments:				
<b>Debt Service 2018B</b>				
Reserve	---	\$358,225	---	\$358,225
Revenue	---	\$11,351	---	\$11,351
Prepayment	---	\$661,178	---	\$661,178
Construction	---	---	\$2,828	\$2,828
<b>Debt Service 2019A</b>				
Reserve	---	\$187,309	---	\$187,309
Revenue	---	\$200,965	---	\$200,965
Construction	---	---	\$1,933,155	\$1,933,155
Due From Other	---	---	\$4,440	\$4,440
Investmnet - SBA	\$22,368	---	---	\$22,368
Investment - Custody	\$17,337	---	---	\$17,337
Utility Deposits	\$1,350	---	---	\$1,350
Prepaid Expenses	\$575	---	---	\$575
<b>Total Assets</b>	<u>\$128,455</u>	<u>\$1,419,029</u>	<u>\$1,940,423</u>	<u>\$3,487,907</u>
<b>Liabilities:</b>				
Contracts Payable	---	---	\$3,209	\$3,209
Retainage Payable	---	---	\$265,256	\$265,256
<b>Fund Balances:</b>				
Restricted for 2018B Debt Service	---	\$1,030,754	---	\$1,030,754
Restricted for 2019A Debt Service	---	\$388,274	---	\$388,274
Restricted for 2018B Capital Projects	---	---	\$2,828	\$2,828
Restricted for 2019A Capital Projects	---	---	\$1,669,131	\$1,669,131
Unassigned	\$127,880	\$0	\$0	\$127,880
<b>Total Liabilities &amp; Fund Equity</b>	<u>\$128,455</u>	<u>\$1,419,029</u>	<u>\$1,940,423</u>	<u>\$3,487,907</u>



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

Statement of Revenues & Expenditures  
For the Period ending July 31, 2023

<b>Adopted</b>	<b>Prorated</b>	<b>Actual</b>	
<b>Budget</b>	<b>07/31/23</b>	<b>07/31/23</b>	<b>Variance</b>

**REVENUES:**

Assessments - Tax Roll	\$285,464	\$285,464	\$286,219	\$754
Assessments - Direct	\$128,320	\$128,320	\$113,209	(\$15,110)
Interest	\$0	\$0	\$3,018	\$3,018
Micellaneous Revenue	\$0	\$0	\$122	\$122
<b>TOTAL REVENUES</b>	<b>\$413,784</b>	<b>\$413,784</b>	<b>\$402,568</b>	<b>(\$11,216)</b>

**EXPENDITURES:**

**ADMINISTRATIVE:**

Engineering	\$10,000	\$8,333	\$0	\$8,333
Arbitrage	\$1,200	\$1,000	\$600	\$400
Dissemination	\$7,000	\$5,833	\$5,833	\$0
Attorney	\$15,000	\$12,500	\$11,721	\$779
Annual Audit	\$4,800	\$4,800	\$4,800	\$0
Assessment Administration	\$5,000	\$5,000	\$5,000	\$0
Trustee Fees	\$7,000	\$6,592	\$6,592	\$0
Management Fees	\$49,140	\$40,950	\$40,950	\$0
Information Technology	\$1,250	\$1,042	\$1,042	(\$0)
Website Compliance	\$750	\$625	\$625	\$0
Telephone	\$300	\$250	\$78	\$172
Postage	\$500	\$500	\$562	(\$62)
Printing & Binding	\$1,500	\$1,250	\$619	\$631
Insurance	\$6,893	\$6,893	\$6,587	\$306
Legal Advertising	\$5,000	\$4,167	\$1,330	\$2,837
Other Current Charges	\$600	\$500	\$53	\$447
Office Supplies	\$500	\$417	\$3	\$414
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>Total Administrative</b>	<b>\$116,608</b>	<b>\$100,827</b>	<b>\$86,569</b>	<b>\$14,258</b>

**Grounds Maintenance:**

Insurance	\$8,000	\$8,000	\$3,371	\$4,629
Pool Monitors	\$4,000	\$3,333	\$1,343	\$1,990
Field Operations Manager	\$45,000	\$37,500	\$37,500	\$0
Office Supplies / Mailings / Printing	\$600	\$500	\$0	\$500
Pool Maintenance	\$20,000	\$16,667	\$13,683	\$2,984
Pool Chemicals	\$5,000	\$4,167	\$3,499	\$667
Permit Fees	\$450	\$375	\$300	\$75
Landscape Maintenance	\$112,690	\$93,908	\$91,910	\$1,998

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

Statement of Revenues & Expenditures  
For the Period ending July 31, 2023

	<b>Adopted</b>	<b>Prorated</b>	<b>Actual</b>	
	<b>Budget</b>	<b>07/31/23</b>	<b>07/31/23</b>	<b>Variance</b>
Landscape Contingency	\$0	\$0	\$8,270	(\$8,270)
Irrigation Maintenance	\$1,000	\$1,000	\$10,266	(\$9,266)
Lake Maintenance	\$14,336	\$11,947	\$7,779	\$4,168
General Facility Maintenance	\$15,000	\$12,500	\$5,638	\$6,862
Streetlighting	\$15,000	\$12,500	\$0	\$12,500
Telephone/Cable/Internet	\$2,500	\$2,083	\$0	\$2,083
Electric	\$15,000	\$12,500	\$6,740	\$5,760
Water/Sewer/Irrigation	\$20,000	\$20,000	\$32,086	(\$12,086)
Security Monitorig	\$0	\$0	\$4,090	(\$4,090)
Refuse Service	\$2,000	\$1,667	\$1,166	\$501
Janitorial Services	\$9,500	\$7,917	\$8,076	(\$160)
Special Events	\$6,000	\$5,000	\$495	\$4,505
Recreational Passes	\$1,100	\$1,100	\$1,415	(\$315)
Total Grounds Maintenance	\$297,176	\$252,663	\$237,626	\$15,037
<b>TOTAL EXPENDITURES</b>	<b>\$413,784</b>	<b>\$353,490</b>	<b>\$324,196</b>	<b>\$29,295</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$78,373</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$50,083</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$128,455</b>	

**WILFORD PRESERVE**  
**Community Development District**  
**General Fund**  
Month By Month Income Statement  
Fiscal Year 2023

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessments - Tax Roll	\$0	\$22,992	\$245,824	\$1,849	\$10,274	\$915	\$1,312	\$0	\$3,053	\$0	\$0	\$0	\$286,219
Assessments - Direct Assesments	\$0	\$0	\$64,160	\$2,325	\$35,334	\$3,487	\$1,627	\$3,487	\$930	\$1,860	\$0	\$0	\$113,209
Interest	\$38	\$1	\$4	\$702	\$1,110	\$660	\$108	\$118	\$129	\$150	\$0	\$0	\$3,018
Miscellaneous Revenue	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$122
<b>Total Revenues</b>	<b>\$38</b>	<b>\$23,054</b>	<b>\$309,987</b>	<b>\$4,875</b>	<b>\$46,718</b>	<b>\$5,062</b>	<b>\$3,047</b>	<b>\$3,605</b>	<b>\$4,112</b>	<b>\$2,070</b>	<b>\$0</b>	<b>\$0</b>	<b>\$402,568</b>
<b>Expenditures:</b>													
<b>Administrative</b>													
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Dissemination Agent	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$0	\$0	\$5,833
Attorney	\$3,052	\$966	\$66	\$1,690	\$408	\$1,571	\$1,417	\$2,552	\$0	\$0	\$0	\$0	\$11,721
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$2,000	\$1,500	\$1,300	\$0	\$0	\$0	\$0	\$4,800
Assessment Administration	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Trustee Fees	\$3,450	\$0	\$3,142	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,592
Management Fees	\$4,095	\$4,095	\$4,095	\$4,095	\$4,095	\$4,095	\$4,095	\$4,095	\$4,095	\$4,095	\$0	\$0	\$40,950
Information Technology	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$0	\$0	\$1,042
Website Administration	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$0	\$0	\$625
Telephone	\$0	\$50	\$11	\$7	\$0	\$0	\$17	\$200	<span style="color: red;">(\$252)</span>	\$45	\$0	\$0	\$78
Postage	\$14	\$17	\$20	\$41	\$15	\$19	\$67	\$33	\$270	\$67	\$0	\$0	\$562
Printing & Binding	\$78	\$62	\$14	\$6	\$19	\$11	\$19	\$10	\$362	\$38	\$0	\$0	\$619
Insurance	\$6,587	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,587
Legal Advertising	\$337	\$0	\$0	\$75	\$0	\$75	\$75	\$221	\$549	\$0	\$0	\$0	\$1,330
Other Current Charges	\$25	\$0	\$29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative Expenses</b>	<b>\$23,562</b>	<b>\$5,940</b>	<b>\$8,727</b>	<b>\$6,663</b>	<b>\$5,287</b>	<b>\$8,520</b>	<b>\$7,940</b>	<b>\$9,162</b>	<b>\$5,774</b>	<b>\$4,995</b>	<b>\$0</b>	<b>\$0</b>	<b>\$86,569</b>
<b>Grounds Maintenance</b>													
Insurance	\$3,371	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,371
Pool Monitors	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$586	\$757	\$0	\$0	\$0	\$1,343
Field Operations Manager	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$3,750	\$0	\$0	\$37,500
Office Supplies / Mailings / Printing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$1,832	\$1,667	\$1,667	\$1,667	\$1,850	\$1,667	\$1,667	\$0	\$833	\$833	\$0	\$0	\$13,683
Pool Chemicals	\$0	\$0	\$0	\$0	\$0	\$738	\$1,071	\$0	\$728	\$963	\$0	\$0	\$3,499
Permit Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$0	\$0	\$0	\$300
Landscape Maintenance	\$8,558	\$8,558	\$8,558	\$8,558	\$8,558	\$8,558	\$10,141	\$10,141	\$10,141	\$10,141	\$0	\$0	\$91,910
Landscape Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,270	\$0	\$0	\$0	\$0	\$8,270
Irrigation Maintenance	\$5,929	\$0	\$0	\$0	\$0	\$0	\$0	\$1,859	\$2,479	\$0	\$0	\$0	\$10,266
Lake Maintenance	\$778	\$778	\$778	\$778	\$778	\$778	\$778	\$778	\$778	\$778	\$0	\$0	\$7,779
General Facility Maintenance	\$287	\$1,070	\$2,245	\$0	\$77	\$202	\$879	\$273	\$605	\$0	\$0	\$0	\$5,638
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	\$910	\$939	\$846	\$762	\$498	\$609	\$615	\$483	\$580	\$498	\$0	\$0	\$6,740
Water/Sewer/Irrigation	\$2,093	\$2,166	\$3,208	\$2,378	\$2,309	\$2,239	\$5,671	\$6,475	\$3,120	\$2,426	\$0	\$0	\$32,086
Security Monitorig	\$85	\$85	\$85	\$85	\$85	\$85	\$2,423	\$988	\$85	\$85	\$0	\$0	\$4,090
Refuse Service	\$0	\$0	\$0	\$0	\$0	\$0	\$742	\$142	\$142	\$140	\$0	\$0	\$1,166
Janitorial Services	\$792	\$951	\$792	\$792	\$792	\$792	\$792	\$792	\$792	\$792	\$0	\$0	\$8,076
Special Events	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$495	\$0	\$0	\$0	\$495
Recreational Passes	\$747	\$0	\$0	\$0	\$0	\$309	\$50	\$0	\$0	\$309	\$0	\$0	\$1,415
<b>Total Grounds Maintenance Expenses</b>	<b>\$29,132</b>	<b>\$19,964</b>	<b>\$21,928</b>	<b>\$18,770</b>	<b>\$18,698</b>	<b>\$19,726</b>	<b>\$28,578</b>	<b>\$34,535</b>	<b>\$25,583</b>	<b>\$20,714</b>	<b>\$0</b>	<b>\$0</b>	<b>\$237,626</b>
<b>Total Expenses</b>	<b>\$52,694</b>	<b>\$25,904</b>	<b>\$30,655</b>	<b>\$25,432</b>	<b>\$23,984</b>	<b>\$28,245</b>	<b>\$36,519</b>	<b>\$43,697</b>	<b>\$31,356</b>	<b>\$25,709</b>	<b>\$0</b>	<b>\$0</b>	<b>\$324,196</b>
<b>Excess Revenues (Expenditures)</b>	<b><span style="color: red;">(\$29,094)</span></b>	<b>\$17,114</b>	<b>\$301,260</b>	<b><span style="color: red;">(\$1,787)</span></b>	<b>\$41,431</b>	<b><span style="color: red;">(\$3,458)</span></b>	<b><span style="color: red;">(\$4,893)</span></b>	<b><span style="color: red;">(\$5,557)</span></b>	<b><span style="color: red;">(\$1,662)</span></b>	<b><span style="color: red;">(\$2,925)</span></b>	<b>\$0</b>	<b>\$0</b>	<b>\$78,373</b>

**WILFORD PRESERVE**  
**Community Development District**  
**DEBT SERVICE FUND SERIES 2018B**  
Statement of Revenues & Expenditures  
For the Period ending July 31, 2023

Adopted Budget	Prorated 07/31/23	Actual 07/31/23	Variance
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**REVENUES:**

Assessments - Direct Bill	\$169,913	\$60,411	\$60,411	\$0
Interest Income	\$100	\$100	\$15,578	\$15,478
Prepayment	\$0	\$0	\$1,384,749	\$1,384,749

<b>TOTAL REVENUES</b>	<b>\$170,013</b>	<b>\$60,511</b>	<b>\$1,460,738</b>	<b>\$1,400,227</b>
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**EXPENDITURES:**

**Series 2018**

Interest Expense - 11/1	\$88,406	\$88,406	\$88,406	\$0
Principal Expense - 11/1 (Prepayment)	\$240,000	\$240,000	\$305,000	(\$65,000)
Interest Expense - 2/1	\$0	\$0	\$4,600	(\$4,600)
Principal - Prepayment 2/1	\$0	\$0	\$320,000	(\$320,000)
Interest Expense - 5/1	\$81,506	\$81,506	\$70,438	\$11,069
Principal Expense - 5/1 (Prepayment)	\$0	\$0	\$385,000	(\$385,000)

<b>TOTAL EXPENDITURES</b>	<b>\$409,913</b>	<b>\$409,913</b>	<b>\$1,173,444</b>	<b>(\$763,531)</b>
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**OTHER SOURCES/(USES)**

Transfer In/(Out)	\$0	\$0	(\$9,176)	(\$9,176)
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<b>TOTAL OTHER SOURCES AND USES</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$9,176)</b>	<b>(\$9,176)</b>
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EXCESS REVENUES (EXPENDITURES)	(\$239,900)		\$278,117	
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FUND BALANCE - Beginning	\$328,406		\$752,637	
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FUND BALANCE - Ending	<u>\$88,506</u>		<u>\$1,030,754</u>	
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Reserve	\$358,225
Revenue	\$11,351
Prepayment	\$661,178
	<u>\$1,030,754</u>

**WILFORD PRESERVE**  
**Community Development District**  
**DEBT SERVICE FUND SERIES 2019A**  
Statement of Revenues & Expenditures  
For the Period ending July 31, 2023

Proposed Budget	Prorated 07/31/23	Actual 07/31/23	Variance
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**REVENUES:**

Assessment - Tax Roll	\$357,926	\$357,926	\$358,868	\$942
Assessment - Direct	\$163,701	\$163,701	\$143,974	(\$19,728)
Interest Income	\$100	\$100	\$10,357	\$10,257

<b>TOTAL REVENUES</b>	<b>\$521,727</b>	<b>\$521,727</b>	<b>\$513,199</b>	<b>(\$8,528)</b>
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**EXPENDITURES:**

**Series 2019A**

Interest Expense - 11/1	\$192,615	\$192,615	\$192,615	\$0
Interest Expense - 5/1	\$192,615	\$192,615	\$192,615	\$0
Principal Expense - 5/1	\$135,000	\$135,000	\$135,000	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$520,230</b>	<b>\$520,230</b>	<b>\$520,230</b>	<b>\$0</b>
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EXCESS REVENUES (EXPENDITURES)	\$1,497		(\$7,031)	
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FUND BALANCE - Beginning	\$211,901		\$395,306	
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FUND BALANCE - Ending	<u>\$213,398</u>		<u>\$388,274</u>	
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Reserve	\$187,309
Revenue	\$200,965
	<u>\$388,274</u>

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

Statement of Revenues & Expenditures  
For the Period ending July 31, 2023

	Series 2018B	Series 2019A
<b><u>REVENUES:</u></b>		
Interest Income	\$113	\$41,770
<b>TOTAL REVENUES</b>	<b>\$113</b>	<b>\$41,770</b>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay	\$7,159	\$23,617
<b>TOTAL EXPENDITURES</b>	<b>\$7,159</b>	<b>\$23,617</b>
<b><u>OTHER SOURCES/(USES)</u></b>		
Interfund Transfer	\$9,176	\$0
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>\$9,176</b>	<b>\$0</b>
EXCESS REVENUES (EXPENDITURES)	\$2,130	\$18,153
FUND BALANCE - Beginning	\$698	\$1,650,978
FUND BALANCE - Ending	\$2,828	\$1,669,131

**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)
Less: November 1, 2022		(\$305,000)
Less: February 1, 2023		(\$320,000)
Less: May 1, 2023		(\$385,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$2,065,000</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	\$183,149	
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)
Less: May 1, 2023		(\$135,000)
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$7,455,000</b>

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT**  
**Fiscal Year 2023 Summary of Assessment Receipts**

ASSESSED	# UNITS ASSESSED	SERIES 2019A DEBT ASMT (1)	FY23 O&M ASMT (1)	TOTAL ASSESSED
DFC WILFORD LLC	138	163,701.31	128,319.53	292,020.85
<b>NET DIRECT INVOICE</b>	<b>138</b>	<b>163,701.31</b>	<b>128,319.53</b>	<b>292,020.85</b>
<b>NET ASSESSMENTS TAX ROLL</b>	<b>307</b>	<b>357,920.42</b>	<b>285,463.34</b>	<b>643,383.75</b>
<b>TOTAL NET ASSESSMENTS</b>	<b>445</b>	<b>521,621.73</b>	<b>413,782.87</b>	<b>935,404.60</b>

RECEIVED	BALANCE DUE	SERIES 2019A DEBT PAID	O&M PAID	TOTAL PAID
DFC WILFORD LLC	34,837.81	143,973.72	113,209.32	257,183.04
<b>TOTAL DUE / RECEIVED DIRECT</b>	<b>34,837.81</b>	<b>143,973.72</b>	<b>113,209.32</b>	<b>257,183.04</b>
<b>TAX ROLL DUE / RECEIVED</b>	<b>(1,702.92)</b>	<b>358,867.77</b>	<b>286,218.90</b>	<b>645,086.67</b>
<b>TOTAL DUE / RECEIVED</b>	<b>33,134.89</b>	<b>502,841.49</b>	<b>399,428.22</b>	<b>902,269.71</b>

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	AMOUNT RECEIVED	SERIES 2019A DEBT RECEIPTS	O&M RECEIPTS
1	11/9/2022	947.27	526.98	420.29
2	11/16/2022	-	-	-
3	11/28/2022	50,873.74	28,301.54	22,572.20
4	12/12/2022	503,478.27	280,089.68	223,388.59
5	12/19/2022	50,564.40	28,129.45	22,434.95
6	1/11/2023	4,167.17	2,318.24	1,848.93
7	2/7/2023	23,155.66	12,881.71	10,273.95
8	3/7/2023	2,062.10	1,147.17	914.93
9	4/7/2023	2,957.88	1,645.50	1,312.38
10	5/8/2023	-	-	-
11	6/8/2023	4,424.92	2,461.62	1,963.30
TAX CERTIFICATES	6/21/2023	2,455.26	1,365.88	1,089.38
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>645,086.67</b>	<b>358,867.77</b>	<b>286,218.90</b>

(1)Series 2019A Debt and O&M due 50% 10/1/22, 25% due 2/1/23, and 25% due 5/1/23

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



*B.*

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

Check Register Summary- General Fund

7/1/23 - 7/31/23

Check Date	Check #'s	Total Amount
7/14/23	410-417	\$25,734.68
7/31/23	418-419	\$698.16
<b>Total</b>		<b>\$26,432.84</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/14/23	00001	7/01/23 108	202307 330-57200-41000	JUL CONTRACT ADMIN	*	3,750.00	
		7/01/23 108	202307 320-57200-45500	JUL JANITORIAL	*	791.67	
		7/01/23 108	202307 320-57200-46500	JUL POOL MAINTENANCE	*	833.33	
		7/01/23 109	202307 310-51300-34000	JUL MANAGEMENT FEES	*	4,095.00	
		7/01/23 109	202307 310-51300-35200	JUL WEBSITE ADMIN	*	62.50	
		7/01/23 109	202307 310-51300-35100	JUL INFO TECH	*	104.17	
		7/01/23 109	202307 310-51300-31300	JUL DISSEM AGENT SRVCS	*	583.33	
		7/01/23 109	202307 310-51300-51000	OFFICE SUPPLIES	*	.42	
		7/01/23 109	202307 310-51300-42000	POSTAGE	*	66.66	
		7/01/23 109	202307 310-51300-42500	COPIES	*	38.25	
		7/01/23 109	202307 310-51300-41000	TELEPHONE	*	44.78	
GOVERNMENTAL MANAGEMENT SERVICES						10,370.11	000410
7/14/23	00030	7/06/23 6517832	202307 320-57200-46510	POOL CHEMICALS	*	963.08	
HAWKINS INC						963.08	000411
7/14/23	00026	7/01/23 387385	202307 320-57200-49600	JUL CLOUD MNGMNT SRVC	*	85.00	
HI-TECH SYSTEM ASSOCIATES						85.00	000412
7/14/23	00011	6/29/23 23-00234	202306 310-51300-48000	NTC-PUB HEARING, BOS 6/29	*	89.50	
JACKSONVILLE DAILY RECORD						89.50	000413
7/14/23	00021	6/29/23 3239821	202305 310-51300-31500	MAY GENERAL COUNSEL	*	2,552.00	
KUTAK ROCK LLP						2,552.00	000414
7/14/23	00020	6/30/23 5	202306 320-57200-46530	JUN POOL MONITOR SERVICES	*	756.60	
RIVERSIDE MANAGEMENT SERVICES, INC						756.60	000415
7/14/23	00015	7/01/23 PSI-9264	202307 330-57200-46000	JUL LAKE MAINTENANCE	*	777.89	
SOLITUDE LAKE MANAGEMENT						777.89	000416
WILP WILFORD PRES OKUZMUK							

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/14/23	00016	7/01/23 JAX54848	202307 330-57200-42000		*	10,140.50	
		JUL LANDSCAPE MAINTENANCE		YELLOWSTONE LANDSCAPE			10,140.50 000417
7/31/23	00001	7/17/23 110	202306 320-57200-45000		*	210.00	
		JUN FACILITY MAINTENANCE					
		7/17/23 110	202306 320-57200-45000		*	179.16	
		JUN MAINTENANCE SUPPLIES		GOVERNMENTAL MANAGEMENT SERVICES			389.16 000418
7/31/23	00026	7/24/23 388892	202307 320-57200-49500		*	309.00	
		ACCESS CARDS		HI-TECH SYSTEM ASSOCIATES			309.00 000419
TOTAL FOR BANK A						26,432.84	
TOTAL FOR REGISTER						26,432.84	

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

# Invoice

Invoice #: 108  
Invoice Date: 7/1/23  
Due Date: 7/1/23  
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 2023		3,750.00	3,750.00
Janitorial - July 2023		791.67	791.67
Pool Maintenance - July 2023		833.33	833.33
<div data-bbox="381 1077 690 1266"><p><b>RECEIVED</b> JUL 10 2023 BY: _____</p><p><i>Jerry Lambert</i> 7-10-23</p></div>			

**Total** \$5,375.00

**Payments/Credits** \$0.00


**Balance Due** \$5,375.00

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

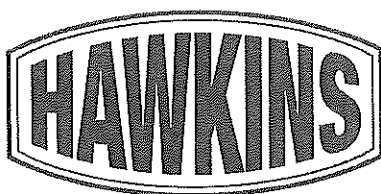
**Invoice****Invoice #:** 109**Invoice Date:** 7/1/23**Due Date:** 7/1/23**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - July 2023		4,095.00	4,095.00
Website Administration - July 2023		62.50	62.50
Information Technology - July 2023		104.17	104.17
Dissemination Agent Services - July 2023		583.33	583.33
Office Supplies		0.42	0.42
Postage		66.66	66.66
Copies		38.25	38.25
Telephone		44.78	44.78
			

**Total** \$4,995.11**Payments/Credits** \$0.00**Balance Due** \$4,995.11

Original



Hawkins, Inc.  
2381 Rosegate  
Roseville, MN 55113  
Phone: (612) 331-6910

# INVOICE

Total Invoice	<b>\$963.08</b>
Invoice Number	6517832
Invoice Date	7/6/23
Sales Order Number/Type	4289932 SO
Branch Plant	74
Shipment Number	5067622

Sold To: 486849  
ACCOUNTS PAYABLE  
WILFORD PRESERVE COMMUNITY  
DEVELOPMENT  
475 W Town Pl  
St Augustine FL 32092-3648

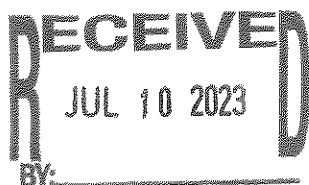
Ship To: 486854  
WILFORD PRESERVE COMMUNITY  
DEVELOPMENT  
2740 Firethorn Ave  
Orange Park FL 32073-1698

Please Code to Wilford Preserve CDD  
Pool Chemicals: 001.320.57200.46510

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#			P.O. Release		Sales Agent #
8/5/23	Net 30	PPD Origin	HAWKINS SOUTHEAST FLEET						385
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	200.0000	GA	\$2.8000	GA	1,934.0 LB	\$560.00
		1 LB BLK (Mini-Bulk)		200.0000	GA			1,934.0 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00
2.000	42743	Cyanuric Acid	N	1.0000	PA	\$315.0800	PA	100.0 LB	\$315.08
		100 LB PA		1.0000	PA			105.0 GW	
3.000	14420	Sodium Bicarbonate	N	2.0000	BG	\$38.0000	BG	100.0 LB	\$76.00
		50 LB BG (Pool Grade)		2.0000	BG			102.0 GW	

\*\*\*\*\* Receive Your Invoice Via Email \*\*\*\*\*

Please contact our Accounts Receivable Department via email at [Credit.Dept@HawkinsInc.com](mailto:Credit.Dept@HawkinsInc.com)  
or call 612-331-6910 to get it setup on your account.



Page 1 of 1

Tax Rate  
0 %

Sales Tax  
\$0.00

Invoice Total

**\$963.08**

**No Discounts on Freight**  
**IMPORTANT:** All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.  
**NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.**

**CHECK REMITTANCE:**  
Hawkins, Inc.  
P.O. Box 860263  
Minneapolis, MN 55486-0263

**WIRING CONTACT INFORMATION:**  
Email: [Credit.Dept@HawkinsInc.com](mailto:Credit.Dept@HawkinsInc.com)  
Phone Number: (612) 617-8581  
Fax Number: (612) 225-6702

**FINANCIAL INSTITUTION:**  
US Bank  
800 Nicollet Mall  
Minneapolis, MN 55402

Account Name: Hawkins, Inc.  
Account #: 180120759469  
ABA/Routing #: 091000022  
Swift Code#: USBKUS44IMT  
Type of Account: Corporate Checking

**ACH PAYMENTS:**  
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.  
For other than CTX, the remit to information may be emailed to [Credit.Dept@HawkinsInc.com](mailto:Credit.Dept@HawkinsInc.com)

**CASH IN ADVANCE/EFT PAYMENTS:**  
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

[www.hawkinsinc.com](http://www.hawkinsinc.com)

Job# 3495071



Tallahassee, FL 32308  
2498 Centerville Rd.

**Bill to:**

Wilford Preserve  
475 West Town Place Ste 114  
Saint Augustine, FL 32092

[Click Here to Pay Online!](#)

**Invoice**

Invoice #: 387385  
Invoice Date: 07/01/2023  
Completed: 06/30/2023  
Terms: Due on Aging Date  
Bid#:

475 West Town Place  
Ste 114

**HiTechFlorida.com**

Description	Qty	Rate	Amount
9-12161-ACC-1 - Access Control System - Wilford Preserve - 2535 Firethorn AV, Orange Park, FL	1.00	\$85.00	85.00
Enterprise Cloud Device Management Service			0.00
Sales Tax			

RECEIVED  
JUN 30 2023  
BY: \_\_\_\_\_

Tech Resolution Note:

THank you for choosing Hi-Tech!!

To review or pay your account online, please visit our online bill payment portal at [Hi-Tech Customer Portal](#). You will need your customer number and billing zip code to create a new login.

**Support@hitechflorida.com**  
**Office: 850-385-7649**

<b>Total</b>	<b>\$85.00</b>
<b>Payments</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$85.00</b>



# Jacksonville Daily Record

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

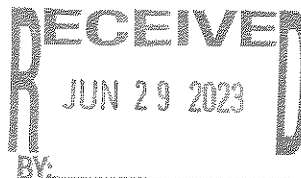
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

June 29, 2023

Date

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



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Serial #	23-00234C	PO/File #		\$89.50
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Payment Due

Notice of Public Hearing, etc.; and Notice of Regular Board of  
Supervisors' Meeting

\$89.50

Publication Fee

Wilford Preserve Community Development District

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Case Number		Amount Paid
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Publication Dates	6/29
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County	Clay
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### Payment Due Upon Receipt

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

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

If your payment is being  
mailed, please reference  
Serial # 23-00234C on your  
check or remittance advice.

**Your notice was published on both [jaxdailyrecord.com](http://jaxdailyrecord.com) and [floridapublicnotices.com](http://floridapublicnotices.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.

**WILFORD PRESERVE  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF PUBLIC  
HEARING TO CONSIDER  
THE ADOPTION OF THE  
FISCAL YEAR 2023/2024  
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 July 19, 2023 at 6:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf 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, 2023 and ending September 30, 2024 ("Fiscal Year 2023/2024"). 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, c/o 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 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  
Jun. 29 00 (23-00234C)

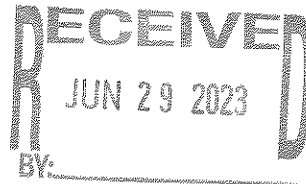
**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

June 29, 2023



**Check Remit To:**  
Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157

Reference: Invoice No. 3239821  
Client Matter No. 23023-1  
Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

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

Invoice No. 3239821  
23023-1

Re: General Counsel

For Professional Legal Services Rendered

05/02/23	W. Haber	0.50	165.00	Review minutes; confer with Giles regarding resident correspondence and landscape maintenance
05/09/23	W. Haber	0.90	297.00	Review audit and confer with Kuzmuk regarding same
05/15/23	W. Haber	0.20	66.00	Respond to audit inquiry
05/17/23	W. Haber	0.50	165.00	Confer with Cowling and Giles regarding May meeting
05/18/23	J. Brown	3.10	1,131.50	Prepare for and attend Board meeting
05/19/23	J. Brown	0.50	182.50	Follow-up from Board meeting; correspondence regarding same
05/19/23	M. Eckert	0.10	39.50	Review audit letter; respond to auditor
05/19/23	J. Gillis	0.30	43.50	Coordinate response to auditor letter update
05/19/23	W. Haber	0.30	99.00	Begin preparation of budget and assessment notices

**KUTAK ROCK LLP**

Wilford Preserve CDD

June 29, 2023

Client Matter No. 23023-1

Invoice No. 3239821

Page 2

05/22/23	W. Haber	0.20	66.00	Confer with Giles regarding proposals for security
05/23/23	W. Haber	0.20	66.00	Review RFP for security services and confer with Giles
05/31/23	W. Haber	0.70	231.00	Review and respond to correspondence regarding SJRWMD permit; prepare resolution regarding same


TOTAL HOURS 7.50

TOTAL FOR SERVICES RENDERED \$2,552.00

TOTAL CURRENT AMOUNT DUE \$2,552.00

# Invoice

**Invoice #:** 5  
**Invoice Date:** 6/30/2023  
**Due Date:** 6/30/2023  
**Case:**  
**P.O. Number:**

Description	Hours/Qty	Rate	Amount
Pool Monitor Services through June 2023 1,320.572.46530	37.83	20.00	756.60
<div style="text-align: center;">  </div>			
<b>Total</b>			<b>\$756.60</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$756.60</b>

**WILFORD PRESERVE CDD**

**POOL MONITOR**

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
37.83	Pool Monitor	\$ 20.00	\$ 756.60
	Covers June 2023		
	GL Code 1.320.572.46530		
	TOTAL DUE:		<u>\$ 756.60</u>

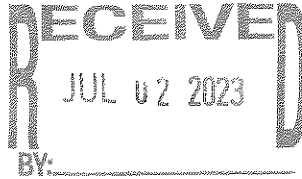
**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
POOL MONITOR BILLABLE HOURS FOR JUNE 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/3/23	4.7	L.D.	Pool Monitor
6/4/23	5.22	L.D.	Pool Monitor
6/10/23	4.18	L.D.	Pool Monitor
6/11/23	5.03	L.D.	Pool Monitor
6/17/23	5.07	L.D.	Pool Monitor
6/18/23	3.15	L.D.	Pool Monitor
6/23/23	3.67	L.D.	Pool Monitor
6/24/23	2.78	L.D.	Pool Monitor
6/25/23	4.03	L.D.	Pool Monitor
<b>GRAND TOTAL</b>	<u><u>37.83</u></u>		



**Please Remit Payment to:**

Solitude Lake Management, LLC  
1320 Brookwood Drive  
Suite H  
Little Rock, AR 72202  
Phone #: (888) 480-5253  
Fax #: (888) 358-0088



**INVOICE**

Page: 1

Invoice Number: PSI-92643  
Invoice Date: 7/1/2023

Bill  
To: Wilford Preserve CDD  
Governmental Management Services  
475 West Town Place, Suite 114  
Saint Augustine, FL 32092

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

Ship Via  
Ship Date 7/1/2023  
Due Date 7/31/2023  
Terms Net 30

Customer ID 10842  
P.O. Number  
P.O. Date 7/1/2023  
Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Annual Maintenance		1	1	777.89	777.89
July Billing					
7/1/2023 - 7/31/2023					
Wilford Pres LAKE ALL					

Amount Subject to Sales Tax 0.00  
Amount Exempt from Sales Tax 777.89

**Subtotal:** 777.89  
Invoice Discount: 0.00  
Total Sales Tax: 0.00  
Payment Amount: 0.00  
**Total:** 777.89





**YELLOWSTONE**  
LANDSCAPE

**Bill To:**

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

**Property Name:** Wilford Preserve CDD

**INVOICE**

INVOICE #	INVOICE DATE
JAX 548480	7/1/2023
TERMS	PO NUMBER
Net 30	

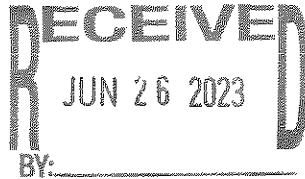
**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** July 31, 2023

**Invoice Amount:** \$10,140.50

Description	Current Amount
Monthly Landscape Maintenance July 2023	\$10,140.50



**Invoice Total** \$10,140.50

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

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

# Invoice

Invoice #: 110  
Invoice Date: 7/17/23  
Due Date: 7/17/23  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2023		210.00	210.00
Maintenance Supplies		179.16	179.16
Gen. Fac. Maint. 1,320.57200, 45000			
<div>RECEIVED JUL 21 2023 BY: _____</div> <div><i>Jimmy Lambert</i> 7-21-23</div>			

Total	\$389.16
Payments/Credits	\$0.00
Balance Due	\$389.16

RMS

WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JUNE 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/23/23	6	C.Z.	Uppacked and set up pool chairs and tables

TOTAL	<u>6</u>
-------	----------

MILES	<u>0</u>
-------	----------

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 7/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
WILFORD PRESERVE	5/17/23	1/4" Tapcon 8pk	8.48	J.S.
	5/17/23	1/8" Hollow Wall Anchor (2)	6.21	J.S.
	5/17/23	1/2" Pan Head Screws	8.02	J.S.
	6/12/23	Rags	14.93	A.B.
	6/12/23	Fabuloso Multi-Surface Cleaner	11.48	A.B.
	6/12/23	Mop Head	14.34	A.B.
	6/12/23	Dust Mop Head	17.22	A.B.
	6/12/23	Dish Soap	3.99	A.B.
	6/12/23	Flood Light	51.72	A.B.
	6/28/23	50 Gallon Trash Bags 50ct	22.97	A.B.
	7/1/23	1" OVC Male Threaded Adapter	1.35	A.B.
	7/1/23	1" PVC T	2.27	A.B.
	7/1/23	Red Hot Blue PVC Cement Combo Pack	10.21	A.B.
	7/1/23	PTFE Thread Tape	1.13	A.B.
	7/1/23	1"x2' PVC Pipe	4.88	A.B.
		<b>TOTAL</b>	<b><u>\$179.16</u></b>	



Tallahassee, FL 32308  
2498 Centerville Rd.

**Bill to:**

Wilford Preserve  
475 West Town Place Ste 114  
Saint Augustine, FL 32092

[Click Here to Pay Online!](#)

**Invoice**

Invoice #: 388892  
Invoice Date: 07/24/2023  
Completed: 07/24/2023  
Terms: Due On Receipt  
Bid#: 0  
Job: 7373-1  
  
475 West Town Place  
Ste 114

**HiTechFlorida.com**

Description	Qty	Rate	Amount
Wilford Preserve - 2535 Firethorn AV, Orange Park, FL			
125KHZ PROXIMITY CLAMSHELL CARD	150.00	\$2.06	309.00
Sales Tax			0.00

**RECEIVED**  
JUL 24 2023  
BY: \_\_\_\_\_

Tech Resolution Note:

Access

To review or pay your account online, please visit our online bill payment portal at [Hi-Tech Customer Portal](#). You will need your customer number and billing zip code to create a new login.

**Support@hitechflorida.com**  
**Office: 850-385-7649**

<b>Total</b>	<b>\$309.00</b>
<b>Payments</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$309.00</b>