

**WILFORD PRESERVE**  
*Community Development District*

*JUNE 15, 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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June 8, 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, June 15, 2023 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Approval of the Minutes of the May 18, 2023 Board of Supervisors Meeting
- IV. Public Hearing to Consider Adopting Rules Relating to Overnight Parking and Parking Enforcement; Resolution 2023-11
- V. Public Hearing to Consider Adopting Revised Suspension and Termination Rules; Resolution 2023-12
- VI. Consideration of Resolution 2023-13, Expressing Intent to Accept the Permit Related to the Operations and Maintenance of the Water Management System
- VII. Consideration of Proposals for Aquatic Maintenance Services
- VIII. Update on Request for Proposals for Landscape Maintenance Services
- IX. Discussion of the Fiscal Year 2024 Budget
- X. Consideration of Request for Installation of a Fence Within a Drainage Easement (3458 Flower of Scotland)
- XI. Staff Reports
  - A. District Counsel

- B. District Engineer – Requisition No. 167
  - C. District Manager
  - D. Amenity / Operations Manager – Monthly Operations Report (to be provided under separate cover)
- XII. Financial Reports
- A. Balance Sheet and Income Statement
  - B. Check Register
- XIII. Supervisors’ Requests and Audience Comments
- XIV. Consideration of Proposals for Security Services\*
- XV. Next Scheduled Meeting – July 19, 2023 at 6:00 p.m. at the Plantation Oaks Amenity Center
- XVI. Adjournment

\* Note: In accordance with Sections 119.071(3)(a) and 281.301, *Florida Statutes*, a portion of the meeting may be closed to the public, as it relates to details of the District’s security system plan. The closed session may occur at any time during the meeting and is expected to last approximately thirty (30) minutes but may end earlier or extend longer.

# *MINUTES*

MINUTES OF MEETING  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of the Wilford Preserve Community Development District was held on Thursday, May 18, 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            |
| Joe Brown     | District Counsel (by phone) |
| Jay Soriano   | Operations Manager          |

The following is a summary of the discussions and actions taken at the May 18, 2023 meeting.

**FIRST ORDER OF BUSINESS**                      **Call to Order**

Ms. Giles called the meeting to order at 6:02 p.m. and called the roll.

Ms. Giles asked the Board if the July meeting could be moved from July 20, 2023 to July 19, 2023.

There being no objections, the following motion was made.

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| On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor moving the July meeting to July 19, 2023 was approved. |
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**SECOND ORDER OF BUSINESS**                      **Public Comment**

Mr. Robert Keefe, 2883 Firethorn, asked to look at a copy of the GMS contract to review what their responsibilities are as it relates to managing the pool and common areas as he does not feel that those responsibilities are being fulfilled. He also asked to review the Yellowstone contract for similar reasons. Regarding the item on the agenda relating to overnight parking rules, he asked who will be monitoring and enforcing those rules between the hours of 10pm and 6am and if it will put a burden of cost onto the residents to monitor at

those times. Additionally, he stated that the \$10,000 allotted for security will provide for 52 four hours shifts with the Clay County Sheriff's office, which he believes is lacking. Next, he asked when the 448 Phase 4 lots will begin paying CDD assessments and whether that area will fall under a separate set of bonds. Next, he noted electric is increasing in the budget by \$1,200, however the budget is not projected to be met for this year. Similarly, refuse is projected for \$1,500 through the end of this year, however \$2,000 is being budgeted, and \$3,600 is being budgeted for Fiscal Year 2024. Next, he commented that there appears to be a surplus per home based off the budgetary needs of \$10, yet the budget is going to be increased considerably. Next, he asked when residents can begin filling seats on the board. Next, he informed the Board there are some water issues along the sidewalk next the house at the corner of Greywood and Firethorn, which has caused algae to form on the sidewalk.

Ms. Giles stated that she could send the contracts that Mr. Keefe requested. Mr. Keefe's questions related to the budget will be addressed under the discussion of the proposed Fiscal Year 2024 budget. Mr. Cowling did clarify that with items like utilities, an average will be used to project the budgetary needs for the next year. Additionally, Ms. Giles responded to his question regarding the turnover on the board from developer to resident control begins when the District is six years old and has 250 registered voters residing within the District. Next, Ms. Giles answered his question regarding the next phase, stating that the District is working on a boundary amendment now. Lastly, Ms. Giles responded to his comment regarding security, stating that at the last meeting the Board directed staff to increase the budget for security.

Mr. Leo Pacatan, 628 Ivory Palm, expressed his concern with security at the pool and stated that he thinks having security would be very beneficial as his observation is that many of the teenagers at the pool are not residents of the District.

The Board, staff and residents discussed the various options for providing more enforcement at the pool including off-duty Sheriff's officers, private security, and increased onsite staffing.

Mr. Scott Plavin asked what is being done in the budget to ensure the monitoring of pool chemicals is being done daily. He also asked if there is a way to relay to residents that it has been done such as a daily log on the side of the building. Lastly, he stated that there is a lot of confusion in the neighborhood with the residents as to who handles what for the CDD.

Ms. Giles stated that she has a document that provides a quick summary of HOA responsibilities versus CDD responsibilities that she could tailor to Wilford Preserve and ask Mr. Bevis to send to the community via e-blast. Mr. Soriano added that a computer controls the chemicals being released into the pool and records chemical levels, staff members physically record chemical levels when they're onsite, and pool maintenance is done three times per week. He also noted there is currently not a contract in place that allows for onsite staffing on the weekends.

Mr. Scott Plavin stated that it is a public pool, and it needs to be monitored daily, regardless of money, to ensure safety.

Ms. Molly Hudson, 2816 Firethorn, asked when the cameras will get installed and if they're monitored.

Mr. Soriano responded that they have been installed and staff can review recorded camera footage as needed.

Ms. Richardson stated that costs for security camera monitoring could be compared to what it would cost to have onsite security or more staffing.

Mr. Rick Toups, 3071 Greywood, stated that before the Board jumps straight to raising fences, or contracting someone to monitor the facility, he'd like to brainstorm to find out if there is someone that can monitor both the facility and the cameras and get creative with what can be done. He also wants to look at what can be sacrificed to help fund the items higher on the priority list.

Ms. Diana Toups, 3071 Greywood, stated that she's noticed there are less kids at the pool.

Mr. Soriano stated that staff has been changing their schedule for the last month.

Mr. Chris Kimball, 3120 Firethorn Avenue, stated that he's noticed algae growing on the sidewalk in front of one of the homes that had French drains installed.

Mr. Soriano stated that pressure washing is being done annually around November.

Mr. Chris Kimball also stated that a neighborhood watch would be helpful.

Mr. Joseph Brana, 2658 Copperwood, commented if an individual approaches people alone, there is more risk involved and it becomes a liability if someone is injured or worse during the confrontation. He encouraged calling for backup before approaching anyone. He



also informed the Board that there is a sewer drain in front of his house that doesn't seem to drain.

Ms. Richardson stated that it will be checked for a clog. Mr. Cowling added that the second of lift of asphalt is scheduled to be done in Phase 2 in early June, so if the water is on the lip of the curb, the asphalt will be raised up a quarter inch over the curb so that the water will flow into the drain.

Ms. Jess Robinson, 2755 Firethorn, stated that the landscaping near the amenity center is disgusting with one of the issues being a broken sprinkler on the athletic field. She also mentioned the need to ensure the people using the field are homeowners.

A resident commented on multiple items including: there being an issue with drainage throughout the whole neighborhood, how dark the neighborhood is at night, the faucet in the dog park being broken, issues with kids in the pool area, and speeding.

A resident asked if a non-resident child is in the pool unsupervised and drowns, if the CDD is liable. He also asked if the issues with the pool do not get rectified, can they withdraw from being charged for the pool.

Mr. Jose Duarte, 776 Sycamore Way, asked if signs are a CDD issue, such as no trespassing signs or crime watch signs.

Ms. Richardson stated that she believes the Sheriff's office installs neighborhood watch signs.

A resident asked about the status of the custom sign that was ordered that lists the pool rules.

Mr. Soriano stated that the custom sign has been ordered, but not yet delivered.

A resident commented on her concerns with speeding, the sidewalks being slippery and stated that security at the pool has always been a concern of hers.

A resident stated that he has similar concerns and that he keeps hearing that everything will cost more. He asked how soon the roads can be fixed to where they're not holding water, how soon the cameras will be in, who will be responsible for monitoring the pool and ensuring the safety of the children.

Mr. Cowling responded that the asphalt is scheduled to be done in June.

The resident also commented that more homes are being built and asked if there is going to be a bigger pool, or if there will be restrictions on pool capacity.

Mr. Cowling responded that there is a county code requirement on the size of the pools compared to the size of the neighborhood and there are no plans to add an additional pool or expand the pool.

A resident asked if the asphalt paving will be done at night.

Mr. Cowling responded that it will be done during the day and one side will be done at a time.

A resident commented that in front of his house, larger vehicles such as buses and dump trucks must drive up on the curb to turn the corner due to cars parked around the corner.

It was noted the HOA is responsible for enforcing street parking.

Mr. Louis Lockley, 630 Lancewood, asked if there is a list of issues in the process of being resolved on the District’s website. He also stated that he was the second house built on his street and has been told some issues will be fixed once construction is complete and asked how he can find out if his issues are on the list of items to be fixed. He gave examples, including divots in the grass created by trucks driving over the grass and algae forming on the sidewalk due to sitting water. He added he’s seen people out attempting to make repairs, but the issues are never repaired properly.

Mr. Cowling stated that issues with meters are likely a warranty issue with Dream Finders. Sod has already been replaced multiple times in some areas and will be replaced again after the asphalt is poured.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the April 18, 2023 Board of Supervisors Meeting**

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor the minutes of the April 18, 2023 Board of Supervisors meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Acceptance of the Fiscal Year 2022 Audit Report**

Ms. Giles noted that there are no significant findings to report.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor the Fiscal Year 2022 audit report was accepted.

**FIFTH ORDER OF BUSINESS**

**Consideration of Proposals for Preparation of a Capital Reserve Study Report**

Ms. Giles presented three proposals for preparation of a capital reserve study report ranging from \$3,500 to \$5,900.

On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor the proposal from Community Advisors for preparation of a capital reserve study report was approved.

**SIXTH ORDER OF BUSINESS**

**Discussion of Issuing an RFP for Landscape Maintenance Services**

Mr. Soriano informed the Board that Yellowstone’s current contract is coming to an end and noted the budget for landscape maintenance services is at \$130,000. An RFP would offer the chance to provide a more detailed scope of services as there has been concern with the current scope. The Board discussed his proposed scope of services and made the motion below to authorize staff to work on issuing an RFP.

On MOTION by Ms. Richardson seconded by Mr. Beall with all in favor issuing an RFP and authorizing staff to work with Supervisor Cowling during the process was approved.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-10, Approving a Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing Date for Adoption**

Ms. Giles noted the public hearing will be set for July 19, 2023 at 6:00 p.m. and gave an overview of the budget.

The Board discussed increasing the pool monitor line item to \$10,000 and increasing the security line item to \$30,000 to provide time for proposals from security companies to come in. With those changes included, assessments are projected to increase to \$219.36 per year, or \$18.28 per month.

On MOTION by Mr. Cowling seconded by Mr. Beall with all in favor Resolution 2023-10, approving a proposed budget for Fiscal Year 2024 as revised and setting a public hearing date for July 19, 2023 at 6:00 p.m. was approved.

**EIGHTH ORDER OF BUSINESS**

**Discussion of Rules Relating to Overnight Parking and Traffic Enforcement (Public Hearing Set for June 15, 2023)**

Ms. Giles noted this item was included on the agenda as placeholder in case there were any questions or changes to be made. There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Discussion of Revised Suspension and Termination Rules (Public Hearing Set for June 15, 2023)**

Ms. Giles noted this item was included on the agenda as placeholder in case there were any questions or changes to be made. There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

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

**B. District Engineer - Ratification of Requisition No. 162-166**

Copies of requisition numbers 162 through 166 were included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Ms. Richardson with all in favor requisition numbers 162-166 was ratified.

**C. District Manager – Report on the Number of Registered Voters (524)**

Ms. Giles informed the Board there are 524 registered voters residing within the District’s boundaries as of April 15, 2023.

**D. Amenity Manager – Monthly Operation and Quality Inspection Reports**

Mr. Soriano provided the Board with an amenity and operations report and proposals for lake maintenance services as he is not happy with the service from the current provider.

The proposals will be considered in June to finalize a decision to coincide with the end of the current contract in July.

**ELEVENTH 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 \$25,636.61.

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

**TWELFTH ORDER OF BUSINESS                      Supervisors’ Requests and Audience Comments**

**Audience Comments**

Mr. Leo Pacatan asked that the Board look at ways to condense contracts down and seek competitive bids to reduce costs. He also asked if when new sidewalks and concrete were poured if the CDD addresses areas that were overpoured.

Mr. Cowling responded that the CDD is only responsible for common area curbing and sidewalks.

Mr. Scott Plavin asked for clarification on the next steps in the budget process.

Ms. Giles responded that the proposed budget will be sent to the County after the meeting and a mailed notice will be sent to every resident within the next 60 days. At the July 19<sup>th</sup> meeting, the budget will be adopted following a public hearing in which residents can comment on the budget. The adopted budget is then sent to the County, and that is what they use to adjust the assessments on the property tax bills. Mr. Cowling added that the budget was just approved at the high end, so it can remain the same, or be reduced until the point that it’s adopted but it cannot be increased.

A resident stated that he requested a tree be installed in front of his house months ago.

Ms. Richardson responded that the trees along the streets were installed by the builder.

A resident asked if the proposed towing policy applies to only the amenity area.

Mr. Soriano responded anything that is District common ground. Ms. Richardson added that the District will not tow vehicles from the streets in front of homes.

**THIRTEENTH ORDER OF BUSINESS**      **Next Scheduled Meeting – June 15, 2023 at 1:30 p.m. at the Plantation Oaks Amenity Center**

**FOURTEENTH ORDER OF BUSINESS**      **Adjournment**

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| On MOTION by Mr. Beall seconded by Mr. Cowling with all in favor the meeting was adjourned. |
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\_\_\_\_\_  
Secretary/Assistant Secretary

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

*FOURTH ORDER OF BUSINESS*

## RESOLUTION 2023-11

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT ADOPTING RULES RELATING TO OVERNIGHT PARKING AND TRAFFIC ENFORCEMENT; RATIFYING THE ACTIONS OF THE DISTRICT MANAGER TO PROVIDE NOTICE THEREOF; AND PROVIDING FOR 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, as amended; and

**WHEREAS**, Chapter 190, *Florida Statutes*, authorizes the District to adopt resolutions as may be necessary for the conduct of district business; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) is authorized by Section 190.012(2), *Florida Statutes*, to provide for the operation of parks and recreational facilities and security for the same, which authorization includes contracting with a towing operator provided that the District follows the authorization and notice and procedural requirements in Section 715.07, *Florida Statutes*; and

**WHEREAS**, the District desires to adopt *Rules Relating to Overnight Parking and Parking Enforcement* (“Rules”), pursuant to the provisions of Sections 190.012, *Florida Statutes*; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt by resolution the Rule for immediate use and application.

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

**SECTION 1.** The District hereby adopts the Rules, attached hereto as **Exhibit A**.

**SECTION 3.** If any provision of this Resolution or the Rules is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.



**PASSED AND ADOPTED** this 15<sup>th</sup> day of June, 2023.

**ATTEST:**

**WILFORD PRESERVE COMMUNITY DEVELOPMENT  
DISTRICT**

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

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

Exhibit A: Rules Relating to Overnight Parking and Parking Enforcement

EXHIBIT A

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
RULE RELATING TO OVERNIGHT PARKING AND PARKING ENFORCEMENT**

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**In accordance with Chapter 190, Florida Statutes, and on June 15, 2023 at a duly noticed public meeting, the Board of Supervisors of the Wilford Preserve Community Development District (the “District”) adopted the following policy to govern overnight parking and parking enforcement on certain District property. This policy repeals and supersedes all prior rules and/or policies governing the same subject matter.**

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**SECTION 1. INTRODUCTION.** The District finds that parked Vehicles or Vessels (hereinafter defined) on certain of its property Overnight (hereinafter defined) cause hazards and danger to the health, safety and welfare of District residents, paid users and the public. This policy is intended to provide the District with a means to remove Vehicles and Vessels from District designated Tow-Away Zones consistent with this Policy and as indicated on **Exhibit A** attached hereto.

**SECTION 2. DEFINITIONS.**

- A.** *Vehicle.* Any mobile item which normally uses wheels, whether motorized or not.
- B.** *Vessel.* Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.
- C.** *Parked.* A Vehicle or Vessel left unattended by its owner or user.
- D.** *Tow-Away Zone.* District property in which parking is prohibited and in which the District is authorized to initiate a towing and/or removal action.
- E.** *Overnight.* Between the hours of 10:00 p.m. and 6:00 a.m. daily.

**SECTION 3. DESIGNATED PARKING AREAS.** Those areas within the District’s boundaries depicted in **Exhibit A**, which is incorporated herein by reference, are hereby established as “Tow-Away Zones” during Overnight hours for all Vehicles and Vessels, as set forth in Sections 4 and 5 herein (“**Tow Away Zone**”).

**SECTION 4. ESTABLISHMENT OF TOW-AWAY ZONES.** The areas set forth in **Exhibit A** attached hereto are declared a Tow Away Zone.

**SECTION 5. EXCEPTIONS.**

- A. VENDORS/CONTRACTORS.** The District Manager or his/her designee may authorize vendors/consultants in writing to park company vehicles in order to facilitate District business. All vehicles so authorized must be identified by an Overnight Parking Pass.
- B. PARKING PASSES.** The Facility Manager, as such term is defined in the District's Amenity Facility Policies, shall have the right, in their sole discretion, to issue Overnight Parking Pass, which passes shall be visibly displayed in the parked cars. Cars that have been issued and visibly display an Overnight Parking Pass shall be entitled to park overnight in the Tow Away Zone.

**SECTION 6. TOWING/REMOVAL PROCEDURES.**

- A. SIGNAGE AND LANGUAGE REQUIREMENTS.** Notice of the Tow-Away Zones shall be approved by the District Manager and shall be posted on District property in the manner set forth in section 715.07, *Florida Statutes*. Such signage is to be placed in conspicuous locations, in accordance with section 715.07, *Florida Statutes*.
- B. TOWING/REMOVAL AUTHORITY.** To effect towing/removal of a Vehicle or Vessel, the District Manager or his/her designee must verify that the subject Vehicle or Vessel was not authorized to park under this rule and then must contact a firm authorized by Florida law to tow/remove Vehicles or Vessels for the removal of such unauthorized Vehicle or Vessel at the owner's expense. The Vehicle or Vessel shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in section 715.07, *Florida Statutes*.
- C. AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District's Board of Supervisors is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and in accordance with Florida law and with the policies set forth herein.

**SECTION 7. PARKING AT YOUR OWN RISK.** Vehicles or Vessels may be parked on District property pursuant to this rule, provided however that the District assumes no liability for any theft, vandalism and/ or damage that might occur to personal property and/or to such vehicles.

**EXHIBIT A – *Tow Away Zone***

Effective date: June 15, 2023

**EXHIBIT A**  
**TOW AWAY ZONE**



**Taylor & White, Inc.**  
 Civil Design & Consulting Engineers  
 9556 Historic Kings Road S., Suite 102  
 Jacksonville, Florida 32257  
 t: (904) 346-0671 - f: (904) 346-3051  
 www.TaylorandWhite.com

# EXHIBIT 4

## Community Development Map

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|              |            |
|--------------|------------|
| Scale:       | N.T.S.     |
| Project No.: | 16050      |
| Date:        | March 2017 |
| Sheet No.:   |            |

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFERENCE

*FIFTH ORDER OF BUSINESS*

**RESOLUTION 2023-12**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT ADOPTING REVISED SUSPENSION AND TERMINATION RULES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Wilford Preserve Community Development District (the “District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, which owns, operates and maintains certain recreational amenity facilities (collectively, “Recreational Facilities”); and

**WHEREAS**, Chapters 120 and 190, *Florida Statutes*, authorize the District to adopt rules, rates, charges and fees to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

**WHEREAS**, the District’s Board of Supervisors (“Board”) desires to adopt revised rules relating to the suspension and/or termination of patrons’ rights to utilize the Recreational Facilities; and

**WHEREAS**, the Board finds that it is in the best interests of the District and necessary for the efficient operation of the District to adopt by resolution the revised *Suspension and Termination of Access Rule* (“Suspension and Termination Rules”), which are attached hereto as **Exhibit A** and incorporated herein by this reference, for immediate use and application; and

**WHEREAS**, the Board has complied with applicable Florida law concerning rule development and adoption, including the holding of a public hearing thereon.

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

**SECTION 1.** The Suspension and Termination Rules set forth in **Exhibit A** are hereby adopted pursuant to this resolution as necessary for the conduct of District business and shall remain in full force and effect unless revised or repealed by the District in accordance with Chapters 120 and 190, *Florida Statutes*.

**SECTION 2.** If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 3.** This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 15<sup>th</sup> day of June, 2023.

ATTEST:

**WILFORD PRESERVE  
COMMUNITY DEVELOPMENT DISTRICT**

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

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A:** Revised Suspension and Termination of Access Rule



**Exhibit A**

Revised Suspension and Termination of Access Rule

## SUSPENSION AND TERMINATION OF ACCESS RULE

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2022)

Effective Date: June 15, 2023

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**In accordance with Chapters 190 and 120 of the Florida Statutes, and on June 15, 2023 at a duly noticed public meeting, the Board of Supervisors (“Board”) of the Wilford Preserve Community Development District (“District”) adopted the following rules / policies to govern disciplinary and enforcement matters. All prior rules / policies of the District governing this subject matter are hereby rescinded for any violations occurring after the date stated above.**

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**1. Introduction.** This rule addresses disciplinary and enforcement matters relating to the use of the Amenity Facility, and other District Property (together, the “Amenities”).

**2. General Rule.** All persons using or entering the Amenities are responsible for compliance with the rules and policies established for the safe operations of the District’s Amenities.

**3. Suspension and Termination of Rights.** The District shall have the right to restrict, suspend, or terminate access to the Amenities of any person and members of their household to use all or a portion of the Amenities for any of the following acts (each, a “Violation”):

- a. Submitting false information on any application for use of the Amenities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of a key fob or Access Card or otherwise facilitates or allows unauthorized use of the Amenities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Policies and Procedures);
- g. Treating the District’s staff, contractors, representatives, residents, landowners, Patrons, or guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;
- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests;

- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners, [Patrons, or guests is likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
- m. Such person's guest or a member of their household commits any of the above Violations.

Termination of Amenities access shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of Amenities access.

**4. Administrative Reimbursement.** The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenities access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

**5. Property Damage Reimbursement.** If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property Damage Reimbursement"). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenities access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

**6. Removal from Amenities.** The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenities if a Violation occurs, or if in his or her discretion, it is in the District's best interest to do so.

**7. Initial Suspension from Amenities.** The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person's access to the Amenities until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

**8. Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.**

- a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.
- b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person's escalation or de-escalation of the situation, and any prior Violations and/or suspensions
- c. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.
- d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.
- e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

**9. Suspension by the Board.** The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.

**10. Automatic Extension of Suspension for Non-Payment.** Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all Access Cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.

**11. Appeal of Board Suspension.** After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal

Request”). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board’s determination as required by Section 9(e), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District’s suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board’s decision on appeal shall be final.

**12. Legal Action; Criminal Prosecution; Trespass.** If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenities, such Person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District’s Amenities after expiration of a suspension imposed by the District.

**13. Severability.** If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.

*SIXTH ORDER OF BUSINESS*

**RESOLUTION 2023-13**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT EXPRESSING ITS INTENT TO ACCEPT THE PERMIT RELATED TO THE OPERATION AND MAINTENANCE OF THE WATER MANAGEMENT SYSTEM; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Wilford Preserve Community Development District (“District”) was established by Clay County and the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the “Act”), and is validly existing under the Constitution and laws of the State of Florida; and

**WHEREAS**, the Act authorizes the District to plan, finance, construct, operate and maintain certain infrastructure including, but not limited to, water management system improvements within or without the boundaries of the District; and

**WHEREAS**, the District’s improvement plan contemplated the design, construction and/or acquisition, operation and maintenance of certain water management system improvements by the District; and

**WHEREAS**, at the time the District was established it was intended that the District would operate and maintain the water management system (the “Water Management System”) permitted and subject to St. Johns River Water Management District (“SJRWMD”) Environmental Resource Permit Number 148657-2 (the “Permit”); and

**WHEREAS**, the SJRWMD has issued the As-Built Compliance Letter for the Water Management System, a copy of which is attached hereto as **Exhibit A**;

**WHEREAS**, the Board of Supervisors of the District desires to express its intent to accept the transfer of the Permit and authorize the District’s Chairperson to sign the Request to Transfer Environmental Resource Permit (the “Transfer Request”), copies of which are attached hereto as **Composite Exhibit B**; and

**WHEREAS**, in connection with the execution of the Transfer Request, the District agrees to be bound by the terms and conditions of the Permit, and to operate and maintain the Water Management System.

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

**SECTION 1. INCORPORATION OF RECITALS.** All of the above representations, findings and determinations contained above are recognized as true and accurate and are expressly incorporated into this resolution.

**SECTION 2. OPERATION AND MAINTENANCE OF WATER MANAGEMENT SYSTEM.**

The Board of Supervisors of the District hereby expresses its intent to accept the transfer of the Permit and authorize the Chairperson to execute the Transfer Request. By the adoption of this Resolution, the District acknowledges its intent to be bound by the terms and conditions of the Permit, and to operate and maintain the Water Management System. Nothing herein shall predispose or be deemed to determine the means, manner or apportionment of any special assessments, benefit special assessments or maintenance special assessments that may be imposed to fund such operations or maintenance.

**SECTION 3. SEVERABILITY.**

If any section or part of a section of this Resolution is 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.

**SECTION 4. EFFECTIVE DATE.**

This Resolution shall take effect upon the passage and adoption of this Resolution by the Board of Supervisors of the Wilford Preserve Community Development District.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023.

**ATTEST:**

**WILFORD PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Asst. Secretary

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

Exhibit A: As-Built Compliance Letter  
Exhibit B: Transfer Request



**Exhibit A**  
**(As-Built Compliance Letter)**



# St. Johns River Water Management District

Michael A. Register, P.E., Executive Director

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • 386-329-4500 • www.sjrwmd.com

April 17, 2023

Mr. Glynn Taylor  
Ste 102  
9556 Historic Kings Rd S  
Jacksonville, FL 32257-2010

Re: Wilford Preserve  
Permit Number: 148657-2 Item Number: 1451885  
**(Please reference the permit number/item number on all correspondence.)**

Dear Mr.Taylor:

The St. Johns River Water Management District has received the "As-built Certification" for the above referenced permit. The District reviewed the As-built drawings and/or the permitted drawings, inspected the project site on February 20, 2023, and determined the system was in compliance at the time of our inspection. This project is now in the operation and maintenance phase. Future inspections may be needed to ensure continued compliance with State law and District rules.

The District encourages you to review the conditions unique to your project. Some projects may require frequent inspections, maintenance or submittals due to the type of system approved and/or the geographical location. At a minimum, the operation and maintenance (O&M) entity must inspect the stormwater/surface water management system once every two years to determine whether the system is functioning as designed and permitted. The District asks that the O&M entity maintain a record of the inspection and have it available upon request. If the system is not functioning as designed and permitted, please submit to the District an Operation and Maintenance Inspection Certification, on form number 62-330.311(1).

Also, please notify the District within 30 days of any sale, conveyance or any other transfer for a permitted stormwater/surface water management system or the real property at which the system is located. This notification will assist the District in the permit transfer process and to ensure that the correct entity is the holder of the legal permit.

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#### GOVERNING BOARD

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Rob Bradley, CHAIR  
FLEMING ISLAND

Maryam H. Ghyabi-White, VICE CHAIR  
ORMOND BEACH

J. Chris Peterson, SECRETARY  
WINTER PARK

Ron Howse, TREASURER  
COCOA

Ryan Atwood  
MOUNT DORA

Doug Bourmique  
VERO BEACH

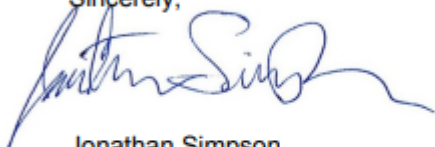
Douglas Burnett  
ST. AUGUSTINE

Cole Oliver  
MERRITT ISLAND

Janet Price  
FERNANDINA BEACH

Thank you for your cooperation. If you have any questions, please call me at (386) 643-1946 or by email at JSimpson@sjrwmd.com.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jonathan Simpson", with a stylized flourish at the end.

Jonathan Simpson  
Regulatory Scientist  
Division of Regulatory Services

CC: Regulatory File

**Exhibit B**  
**(Transfer Request)**

## Request to Transfer Environmental Resource and/or State 404 Program Permit

Instructions: To be completed, executed, and submitted by the new owner to the Agency within 30 days after any transfer of ownership or control of the real property where the permitted activity is located.

Use of this form is not required when a valid ERP permit is in the operation and maintenance phase. In such case, the owner must notify the Agency in writing within 30 days of a change in ownership or control of the entire real property, project, or activity covered by the permit. The notification may be by letter or email, or through use of this form, and must be sent to the office that issued the permit. A processing fee is not required for this notice. The permit shall automatically transfer to the new owner or person in control, except in cases of abandonment, revocation, or modification of a permit as provided in Sections 373.426 and 373.429, F.S. (2013). If a permittee fails to provide written notice to the Agency within 30 days of the change in ownership or control, or if the change does not include the entire real property or activity covered by the permit, then the transfer must be requested using this form.

Permit No(s):  Application No(s):

Acres to be Transferred:  Permitted Project:

Proposed Project Name (if different):

Phase of Project (if applicable):

I hereby notify the Agency that I have acquired ownership or control of the land on which the permitted system is located through the sale or other legal transfer of the land. By signing below, I hereby certify that I have sufficient real property interest or control in the land in accordance with subsection 4.2.3(d) of Applicant's Handbook Volume I; attached is a copy of my title, easement, or other demonstration of ownership or control in the land, including any revised plats, as recorded in the Public Records. I request that the permit(s) be modified to reflect that I agree to be the new permittee. By so doing, I acknowledge that I have examined the permit terms, conditions, and drawings, and agree to accept all rights and obligations as permittee, including agreeing to be liable for compliance with all of the permit terms and conditions and to be liable for any corrective actions required as a result of any violations of the permit after approval of this modification by the Permitting Agency. Also attached are copies of any recorded restrictive covenants, articles of incorporation, and certificate of incorporation that may have been changed as a result of my assuming ownership or control of the lands. As necessary, I agree to furnish the Agency with demonstration that I have the ability to provide for the operation and maintenance of the system for the duration of the permit in accordance with subsection 12.3 of Applicant's Handbook Volume I.

Name of Proposed Permittee:

Mailing Address:

City:  State:  Zip:

Telephone:  E-mail:

Signature of Proposed Permittee:  Date:

Name and Title:



Enclosures:

Copy of title, easement, or other demonstration of ownership or control in the land, as recorded in the Public Records  Copy of current plat(s) (if any), as recorded in the Public Records

Copy of current recorded restrictive covenants and articles of incorporation (if any)

Other

*SEVENTH ORDER OF BUSINESS*



**The Lake Doctors, Inc.**  
Aquatic Management Services<sup>®</sup>

The Lake Doctors, Inc  
Jacksonville Branch Office  
11621 Columbia Park Drive West  
Jacksonville, FL 32258

## Water Management Agreement

**JEM**

This Agreement, made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ is between The Lake Doctors, Inc., a Florida Corporation, hereinafter called "THE LAKE DOCTORS" and

PROPERTY NAME (Community/Business/Individual) \_\_\_\_\_

MANAGEMENT COMPANY \_\_\_\_\_

INVOICING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE ( ) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ EMAIL INVOICE: YES OR NO

THIRD PARTY COMPLIANCE/REGISTRATION: YES OR NO      THIRD PARTY INVOICING PORTAL: YES OR NO

*\*\*If a Third Party Compliance/Registration or an Invoice Portal is required; it is the customer's responsibility to provide the information.*

Hereinafter called "CUSTOMER"

REQUESTED START DATE: \_\_\_\_\_

PURCHASE ORDER #: \_\_\_\_\_

The parties hereto agree to follows:

- A. THE LAKE DOCTORS agrees to manage certain lakes and/or waterways for a period of twelve (12) months from the date of execution of this Agreement in accordance with the terms and conditions of this Agreement in the following location(s):

**Thirteen (13) ponds associated with the Wilford Preserve CDD in Orange Park, Florida.**

Includes a minimum of twelve (12) inspections and/or treatments, as necessary, for control and prevention of noxious aquatic weeds and algae.

- B. CUSTOMER agrees to pay THE LAKE DOCTORS, its agents or assigns, the following sum for specified aquatic management services:

|  |                                  |
|--|----------------------------------|
| 1. Underwater and Floating Vegetation Control Program              | \$ <u>870.00 Monthly</u>         |
| 2. Shoreline Grass and Brush Control Program                       | \$ <u>INCLUDED</u>               |
| 3. Detailed Written Management Reports                             | \$ <u>INCLUDED</u>               |
| 4. Stocking of (150) Triploid Grass Carp for Biological Control    | \$ <u>1,450.00 Upon Stocking</u> |
| 5. Free Call Back Service and Additional Treatments (upon request) | \$ <u>INCLUDED</u>               |
| Total of Services Accepted   | \$ <u>870.00 Monthly</u>         |

**\$870.00** of the above sum-total shall be due and payable upon execution of this Agreement, the balance shall be payable in advance in monthly installments of **\$870.00**, including sales use taxes, fees or charges that are imposed by any governmental body relating to the service provided under this Agreement.

- C. THE LAKE DOCTORS uses products which, in its sole discretion, will provide effective and safe results.
- D. THE LAKE DOCTORS agrees to commence treatment within **fifteen (15)** business days, weather permitting, from the date of receipt of this executed Agreement plus initial deposit and/or required government permits.
- E. The offer contained herein is withdrawn and this Agreement shall have no further force and effect unless executed and returned by CUSTOMER to THE LAKE DOCTORS on or before **June 1st, 2023**.
- F. The terms and conditions appearing on the reverse side form an integral part of this Agreement, and CUSTOMER hereby acknowledges that he has read and is familiar with the contents thereof. Agreement must be returned in its entirety to be considered valid.

THE LAKE DOCTORS, INC.

CUSTOMER

Signed Jesse Mason

Signed \_\_\_\_\_ Dated \_\_\_\_\_

JESSE MASON — SALES MANAGER

Name \_\_\_\_\_





PO Box 3417  
Lake City, FL 32056  
jandjaquaticsllc.com  
"THE TWO JOEYS"  
Joey Tice-Owner/Operations 386-697-1710  
Joey Louks-Owner/Sales 386-466-8558

5/5/2023

Jay Soriano  
Wilford Preserve CDD  
Firethorn Avenue  
Orange Park, Florida 32073  
904-274-2450

[jsoriano@gwsaf.com](mailto:jsoriano@gwsaf.com)

From: Joey Louks

J & J Aquatics Specialist, LLC is a Pond, Lake and Land Management company based out of Lake City, Florida. We provide services in North/Central Florida and South Georgia. J & J Aquatics Specialist, LLC is licensed in both Florida and Georgia for Aquatics and Pesticides. We are approved vendors with the top chemical companies in the South. J & J Aquatics Specialist, LLC is insured for One Million Dollars and can provide a coverage of benefits letter upon request. **What else could your pond management need when you have TWO Joeys!**

One of our Joey's surveyed the pond(s) at Wilford Preserve CDD on 5/2/23, and these were the findings. There is a total of 14 Pond(s) which equal approximately 15.83 Acres.

Our pond management contract includes the following maintenance.

- Weed and algae control.
- Trash and debris removal on each visit.
- Monitoring storm drain grates and keeping them clear of debris.
- Blue or Black Lake Colorant
- Upon your request, we can make suggestions for fishery improvements, sediment dredge solutions, and aeration needs.

Our service schedule will be **20 scheduled visits per year** (1 each in November, December, January, and February and 2 each of the remaining months). Additional visits are free of charge if deemed needed. A field activity report will be provided to let you know what was accomplished each visit.

Our goal for the pond(s) at **Wilford Preserve CDD** is to improve the overall appearance and quality of your pond system. The investment of your pond management services will be **12 monthly installments of \$ 768.93** which equals out to **\$ 9,227.16** yearly.

Upon approval of proposal, a formal contract will follow for signature.

Initial: \_\_\_\_\_

*NINTH ORDER OF BUSINESS*

***Wilford Preserve Community  
Development District***

***Fiscal Year 2024  
Approved Budget***



# Wilford Preserve

## Community Development District

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**Wilford Preserve**  
**Community Development District**

General Fund

| Description                           | Adopted<br>Budget<br>FY 2023 | Actual<br>Thru<br>5/31/23 | Projected<br>Next<br>4 Month | Total<br>Projected<br>9/30/23 | Approved<br>Budget<br>FY 2024 |
|---------------------------------------|------------------------------|---------------------------|------------------------------|-------------------------------|-------------------------------|
| <b>Revenues</b>                       |                              |                           |                              |                               |                               |
| Assessments                           | \$ 413,784                   | \$ 395,782                | \$ 18,001                    | \$ 413,783                    | \$ 505,720                    |
| Interest                              | \$ -                         | \$ 2,740                  | \$ 850                       | \$ 3,590                      | \$ 1,500                      |
| Miscellaneous Revenue                 | \$ -                         | \$ 61                     | \$ 25                        | \$ 86                         | \$ -                          |
| <b>Total Revenues</b>                 | <b>\$ 413,784</b>            | <b>\$ 398,582</b>         | <b>\$ 18,876</b>             | <b>\$ 417,458</b>             | <b>\$ 507,220</b>             |
| <b>Expenditures</b>                   |                              |                           |                              |                               |                               |
| <i>Administrative</i>                 |                              |                           |                              |                               |                               |
| Engineering                           | \$ 10,000                    | \$ -                      | \$ 5,000                     | \$ 5,000                      | \$ 6,000                      |
| Arbitrage                             | \$ 1,200                     | \$ 600                    | \$ 600                       | \$ 1,200                      | \$ 1,200                      |
| Dissemination                         | \$ 7,000                     | \$ 4,667                  | \$ 2,333                     | \$ 7,000                      | \$ 7,420                      |
| Attorney                              | \$ 15,000                    | \$ 7,752                  | \$ 7,248                     | \$ 15,000                     | \$ 15,000                     |
| Annual Audit                          | \$ 4,800                     | \$ 4,800                  | \$ -                         | \$ 4,800                      | \$ 4,800                      |
| Assessment Administration             | \$ 5,000                     | \$ 5,000                  | \$ -                         | \$ 5,000                      | \$ 5,300                      |
| Trustee Fees                          | \$ 7,000                     | \$ 6,592                  | \$ -                         | \$ 6,592                      | \$ 7,000                      |
| Management Fees                       | \$ 49,140                    | \$ 32,760                 | \$ 16,380                    | \$ 49,140                     | \$ 52,088                     |
| Information Technology                | \$ 1,250                     | \$ 833                    | \$ 417                       | \$ 1,250                      | \$ 1,000                      |
| Website Maintenance                   | \$ 750                       | \$ 500                    | \$ 250                       | \$ 750                        | \$ 1,200                      |
| Telephone                             | \$ 300                       | \$ 285                    | \$ 15                        | \$ 300                        | \$ 300                        |
| Postage                               | \$ 500                       | \$ 226                    | \$ 274                       | \$ 500                        | \$ 500                        |
| Printing & Binding                    | \$ 1,500                     | \$ 218                    | \$ 982                       | \$ 1,200                      | \$ 1,200                      |
| Insurance                             | \$ 6,893                     | \$ 6,587                  | \$ -                         | \$ 6,587                      | \$ 7,245                      |
| Legal Advertising                     | \$ 5,000                     | \$ 781                    | \$ 2,219                     | \$ 3,000                      | \$ 3,000                      |
| Other Current Charges                 | \$ 600                       | \$ 53                     | \$ 547                       | \$ 600                        | \$ 600                        |
| Office Supplies                       | \$ 500                       | \$ 2                      | \$ 50                        | \$ 52                         | \$ 200                        |
| Dues, Licenses & Subscriptions        | \$ 175                       | \$ 175                    | \$ -                         | \$ 175                        | \$ 175                        |
| <b>Administrative Expenditures</b>    | <b>\$ 116,608</b>            | <b>\$ 71,831</b>          | <b>\$ 36,315</b>             | <b>\$ 108,146</b>             | <b>\$ 114,228</b>             |
| <i>Amenity Center</i>                 |                              |                           |                              |                               |                               |
| Insurance                             | \$ 8,000                     | \$ 3,371                  | \$ -                         | \$ 3,371                      | \$ 11,762                     |
| General Facility Maintenance          | \$ 15,000                    | \$ 4,760                  | \$ 2,512                     | \$ 7,272                      | \$ 20,000                     |
| Amenity Manager                       | \$ 45,000                    | \$ 30,000                 | \$ 15,000                    | \$ 45,000                     | \$ 47,250                     |
| Janitorial Services                   | \$ 9,500                     | \$ 6,493                  | \$ 3,168                     | \$ 9,661                      | \$ 10,070                     |
| Pool Maintenance                      | \$ 20,000                    | \$ 12,016                 | \$ 6,667                     | \$ 18,683                     | \$ 15,000                     |
| Pool Chemicals                        | \$ 5,000                     | \$ 1,808                  | \$ 3,192                     | \$ 5,000                      | \$ 10,000                     |
| Pool Monitors                         | \$ 4,000                     | \$ -                      | \$ 3,000                     | \$ 3,000                      | \$ 15,000                     |
| Security Monitorig                    | \$ -                         | \$ 680                    | \$ 340                       | \$ 1,020                      | \$ 1,200                      |
| Security                              | \$ -                         | \$ -                      | \$ -                         | \$ -                          | \$ 40,000                     |
| Permit Fees                           | \$ 450                       | \$ -                      | \$ 450                       | \$ 450                        | \$ 450                        |
| Telephone/Cable/Internet              | \$ 2,500                     | \$ -                      | \$ 1,125                     | \$ 1,125                      | \$ 2,000                      |
| Electric                              | \$ 15,000                    | \$ 5,662                  | \$ 3,044                     | \$ 8,706                      | \$ 16,200                     |
| Water/Sewer/Irrigation                | \$ 20,000                    | \$ 26,540                 | \$ 9,596                     | \$ 36,136                     | \$ 36,524                     |
| Refuse Service                        | \$ 2,000                     | \$ 885                    | \$ 1,200                     | \$ 2,085                      | \$ 3,600                      |
| Special Events                        | \$ 6,000                     | \$ -                      | \$ 2,000                     | \$ 2,000                      | \$ 5,000                      |
| Recreational Passes                   | \$ 1,100                     | \$ 1,106                  | \$ 194                       | \$ 1,300                      | \$ 1,500                      |
| Office Supplies / Mailings / Printing | \$ 600                       | \$ -                      | \$ 300                       | \$ 300                        | \$ 600                        |
| <b>Amenity Center Expenditures</b>    | <b>\$ 154,150</b>            | <b>\$ 93,321</b>          | <b>\$ 51,787</b>             | <b>\$ 145,108</b>             | <b>\$ 236,156</b>             |

**Wilford Preserve**  
**Community Development District**

General Fund

| Description                           | Adopted Budget<br>FY 2023 | Actual Thru<br>5/31/23 | Projected Next<br>4 Month | Total Projected<br>9/30/23 | Approved Budget<br>FY 2024 |
|---------------------------------------|---------------------------|------------------------|---------------------------|----------------------------|----------------------------|
| <i>Ground Maintenance</i>             |                           |                        |                           |                            |                            |
| Landscape Maintenance                 | \$ 112,690                | \$ 71,629              | \$ 40,562                 | \$ 112,191                 | \$ 130,000                 |
| Landscape Contingency                 | \$ -                      | \$ 6,959               | \$ -                      | \$ -                       | \$ 2,500                   |
| Irrigation Maintenance                | \$ 1,000                  | \$ 6,083               | \$ 1,000                  | \$ 7,083                   | \$ 2,500                   |
| Lake Maintenance                      | \$ 14,336                 | \$ 6,223               | \$ 3,112                  | \$ 9,335                   | \$ 14,336                  |
| Streetlighting                        | \$ 15,000                 | \$ -                   | \$ 7,500                  | \$ 7,500                   | \$ 7,500                   |
| <b>Ground Maintenance Expenditure</b> | <b>\$ 143,026</b>         | <b>\$ 90,894</b>       | <b>\$ 52,174</b>          | <b>\$ 136,109</b>          | <b>\$ 156,836</b>          |
| <b>Amenity Grounds Expenditures</b>   | <b>\$ 297,176</b>         | <b>\$ 184,215</b>      | <b>\$ 103,961</b>         | <b>\$ 281,218</b>          | <b>\$ 392,992</b>          |
| <b>Total Expenditures</b>             | <b>\$ 413,784</b>         | <b>\$ 256,046</b>      | <b>\$ 140,276</b>         | <b>\$ 389,364</b>          | <b>\$ 507,220</b>          |
| <b>Excess Revenues (Expenditures)</b> | <b>\$ -</b>               | <b>\$ 142,536</b>      | <b>\$(121,400)</b>        | <b>\$ 28,095</b>           | <b>\$ -</b>                |

|                                    | FY 2023          | FY 2024           |
|------------------------------------|------------------|-------------------|
| Units                              | 445              | 445               |
| Gross Assess per Unit              | \$989.20         | \$ 1,208.64       |
| Net Assess per Unit                | \$929.85         | \$ 1,139.82       |
| Total Gross Assessment             | \$440,194        | \$537,844         |
| Less: Discounts & Collections (6%) | (\$26,410)       | (\$32,123)        |
| <b>Total Net Assessment</b>        | <b>\$413,784</b> | <b>\$ 505,720</b> |

**% Increase**  
 22.2%  
**\$ Increase**  
 \$219.44

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2024

**REVENUES:**

*Assessments*

The District will levy a non ad-valorem special assessment on all taxable property within the District to fund a portion of the General Operating Expenditures for the fiscal year. These are collected on the Clay County Tax Roll for platted lands.

*Interest*

The District will have funds invested in a money market fund with U.S. Bank that earns interest based upon the estimated balance invested throughout the year. Also included are insurance reimbursement costs.

*Miscellaneous Revenue*

Miscellaneous Income from proceeds from access cards from residents and guest of the community and any other income is deposited to the district.

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**EXPENDITURES:**

**Administrative:**

*Engineering Fees*

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

*Arbitrage*

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

*Dissemination*

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

*Attorney*

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



**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2024

*Annual Audit*

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

*Assessment Administration*

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

*Trustee Fees*

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

*Management Fees*

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

*Information Technology*

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

*Website Maintenance*

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

*Telephone*

The cost of telephone and fax machine service.

*Postage*

Mailing of computerized checks, overnight deliveries, correspondence, etc.

*Printing & Binding*

Printing of computerized checks, budgets, stationary, envelopes etc.

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
General Fund Budget  
FY 2024

Insurance

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

Legal Advertising

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

Other Current Charges

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

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

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

**Amenity Center:**

Insurance (Property)

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

General Facility Maintenance

The District has contracted with Governmental Management Services, LLC to provide maintenance and repairs necessary for upkeep of the Amenity Center and common grounds area.

Amenity Manager

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

Janitorial Services

The District is under contract with Governmental Management Services, LLC to provide janitorial cleaning for the Amenity Center.

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
 General Fund Budget  
 FY 2024

Pool Maintenance

The District is under contract with Governmental Management Services, LLC for the maintenance of the Amenity Center Swimming Pool.

Pool Chemicals

The District will contract with local company to provide chemicals necessary for the maintenance of the Amenity Center swimming pool.

Pool Monitors

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

Security Monitoring

Maintenance costs of the security alarms/cameras provided by Hi-Tech System.

Security

The District will contract with security company for on-site patrols.

Permit Fees

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

Telephone/Cable/Internet

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

Electric

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

| <b>Location</b>              | <b>Acc #</b> | <b>Average /<br/>month</b> | <b>Annual<br/>Budget</b> |
|------------------------------|--------------|----------------------------|--------------------------|
| 2740 Firethorn Ave           | 9171539      | \$800                      | \$9,600                  |
| Contingency for new accounts |              | \$550                      | \$6,600                  |
| <b>TOTAL</b>                 |              | <b>\$1,350</b>             | <b>\$16,200</b>          |

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
 General Fund Budget  
 FY 2024

Water/Sewer/Irrigation

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

| <b>Location</b>           | <b>Acc #</b> | <b>Average / month</b> | <b>Annual Budget</b> |
|---------------------------|--------------|------------------------|----------------------|
| 2736 Copperwood Avenue    | 594193       | \$26                   | \$312                |
| 632 Silverberry Avenue    | 594195       | \$123                  | \$1,481              |
| 2738 Firethorn Avenue     | 602562       | \$967                  | \$11,602             |
| 634 Ivory Palm Road       | 602561       | \$26                   | \$310                |
| 2965 White Heron Trail    | 602560       | \$101                  | \$1,217              |
| 451 Cheswick Oak Ave      | 602559       | \$255                  | \$3,063              |
| 708 Sycamore Way          | 602557       | \$72                   | \$862                |
| 832 Sycamore Way          | 602556       | \$145                  | \$1,735              |
| 2530 Firethron Avenue     | 602555       | \$87                   | \$1,042              |
| 3048 Firethorn Avenue     | 602554       | \$96                   | \$1,158              |
| 3140 Firethorn Avenue     | 602552       | \$199                  | \$2,383              |
| 2744 Firethorn Avenue     | 604547       | \$138                  | \$1,650              |
| 3169 Flower Branch Avenue | 611984       | \$117                  | \$1,398              |
| 678 Sycamore Way          | 614338       | \$48                   | \$575                |
| CONTINGENCY               |              | \$645                  | \$7,736              |
| <b>TOTAL</b>              |              | <b>\$3,044</b>         | <b>\$36,524</b>      |

Refuse Service

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

Special Events

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

Recreational Passes

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

Office Supplies / Mailings / Printing

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

**Wilford Preserve**  
**COMMUNITY DEVELOPMENT DISTRICT**  
 General Fund Budget  
 FY 2024

**Ground Maintenance**

*Landscape Maintenance*

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

| <b><u>Contract</u></b> | <b><u>Monthly</u></b> | <b><u>Annual</u></b> |
|------------------------|-----------------------|----------------------|
| Yellowstone            | \$10,000              | \$120,000            |
| Contingency            | \$833                 | \$10,000             |
|                        | <b>\$10,833</b>       | <b>\$130,000</b>     |

*Landscape Contingency*

For additional landscape services and possible storm cleanup.

*Irrigation Maintenance*

Cost of miscellaneous repairs and maintenance to irrigation system.

*Lake Maintenance*

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

| <b><u>Contract</u></b>   | <b><u>Monthly</u></b> | <b><u>Annual</u></b> |
|--------------------------|-----------------------|----------------------|
| Solitude Lake Management | \$778                 | \$9,336              |
| Contingency              | \$417                 | \$5,000              |
|                          | <b>\$1,195</b>        | <b>\$14,336</b>      |

*Streetlighting*

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

## Wilford Preserve CDD

### Operation and Maintenance Assessment Allocation

| PRODUCT TYPE             | # UNITS    | ERU  | TOTAL ERUs    | TOTAL ADMIN       | ADMIN PER<br>UNIT NET | PLATTED<br>UNITS | PLATTED ERUs | AMENITY<br>GROUNDS O&M | AMENITY<br>GROUNDS<br>PER UNIT<br>NET | TOTAL O&M<br>COSTS PER<br>UNIT NET | TOTAL O&M<br>COSTS PER<br>UNIT GROSS |
|--------------------------|------------|------|---------------|-------------------|-----------------------|------------------|--------------|------------------------|---------------------------------------|------------------------------------|--------------------------------------|
| COMMON<br>UTILITY<br>ROW |            |      |               |                   |                       |                  |              |                        |                                       |                                    |                                      |
| 50'                      | 357        | 1.00 | 357.00        | \$ 91,639         | 256.69                | 357              | 357          | 315,277                | \$ 883.13                             | \$ 1,139.82                        | \$ 1,208.64                          |
| 60'                      | 88         | 1.20 | 105.60        | \$ 22,589         | 256.69                | 88               | 106          | 77,715                 | \$ 883.13                             | \$ 1,139.82                        | \$ 1,208.64                          |
| <b>TOTAL</b>             | <b>445</b> |      | <b>462.60</b> | <b>\$ 114,228</b> |                       | <b>445</b>       | <b>463</b>   | <b>392,992</b>         |                                       |                                    |                                      |

| O&MBUDGET       | FY 2023    | FY 2024    |
|-----------------|------------|------------|
| ADMIN           | \$ 116,608 | \$ 114,228 |
| AMENITY GROUNDS | \$ 297,176 | \$ 392,992 |
| LESS: Interest  | \$ -       | \$ (1,500) |
| TOTAL NET       | \$ 413,784 | \$ 505,720 |
| TOTAL GROSS     | \$ 440,183 | \$ 537,985 |

# Wilford Preserve

Community Development District

Debt Service Fund  
Series 2018B

| Description                 | Adopted Budget FY 2023 | Actual Thru 5/31/23 | Projected Next 4 Month | Total Projected 9/30/23 | Approved Budget FY 2024 |
|-----------------------------|------------------------|---------------------|------------------------|-------------------------|-------------------------|
| <b>Revenues</b>             |                        |                     |                        |                         |                         |
| Assessments                 | \$169,913              | \$60,411            | \$109,502              | \$169,913               | \$98,038                |
| Interest Income             | \$100                  | \$10,891            | \$2,500                | \$13,391                | \$3,000                 |
| Prepayment                  | \$0                    | \$1,082,583         | \$0                    | \$1,082,583             | \$0                     |
| Carry Forward Surplus*      | \$328,406              | \$394,412           | \$0                    | \$394,412               | \$114,748               |
| <b>Total Revenues</b>       | <b>\$498,419</b>       | <b>\$1,548,297</b>  | <b>\$112,002</b>       | <b>\$1,660,298</b>      | <b>\$215,785</b>        |
| <b>Expenditures</b>         |                        |                     |                        |                         |                         |
| <u>Series 2018B</u>         |                        |                     |                        |                         |                         |
| Interest - 11/1             | \$88,406               | \$88,406            | \$0                    | \$88,406                | \$49,019                |
| Principal - Prepayment 11/1 | \$240,000              | \$305,000           | \$0                    | \$305,000               | \$0                     |
| Interest - 2/1              | \$0                    | \$4,600             | \$0                    | \$4,600                 | \$0                     |
| Principal - Prepayment 2/1  | \$0                    | \$320,000           | \$0                    | \$320,000               | \$0                     |
| Interest - 5/1              | \$81,506               | \$70,438            | \$0                    | \$70,438                | \$49,019                |
| Principal - Prepayment 5/1  | \$0                    | \$385,000           | \$0                    | \$385,000               | \$0                     |
| Principal - Prepayment 8/1  | \$0                    | \$0                 | \$360,000              | \$360,000               | \$0                     |
| Interest - 8/1              | \$0                    | \$0                 | \$5,175                | \$5,175                 | \$0                     |
| <b>Total Expenditures</b>   | <b>\$409,913</b>       | <b>\$1,173,444</b>  | <b>\$365,175</b>       | <b>\$1,538,619</b>      | <b>\$98,038</b>         |
| <b>Other Sources/(Uses)</b> |                        |                     |                        |                         |                         |
| Transfer In/(Out)           | \$0                    | (\$6,932)           | \$0                    | (\$6,932)               | \$0                     |
| <b>Excess Revenues</b>      | <b>\$88,506</b>        | <b>\$367,921</b>    | <b>(\$253,173)</b>     | <b>\$114,748</b>        | <b>\$117,748</b>        |

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

Interest 11/1/24 \$ 49,019

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

**AMORTIZATION SCHEDULE**

| <b>DATE</b> | <b>BALANCE</b> | <b>RATE</b> | <b>PRINCIPAL</b> | <b>INTEREST</b> | <b>TOTAL</b>   |
|-------------|----------------|-------------|------------------|-----------------|----------------|
| 11/01/23    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     |                |
| 05/01/24    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     | \$98,037.50    |
| 11/01/24    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     |                |
| 05/01/25    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     | \$98,037.50    |
| 11/01/25    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     |                |
| 05/01/26    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     | \$98,037.50    |
| 11/01/26    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     |                |
| 05/01/27    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     | \$98,037.50    |
| 11/01/27    | \$1,705,000    | 5.750%      | \$0              | \$49,018.75     |                |
| 05/01/28    | \$1,705,000    | 5.750%      | \$1,705,000.00   | \$49,018.75     | \$1,803,037.50 |
|             |                |             | \$1,705,000.00   | \$490,187.50    | \$2,195,187.50 |



# Wilford Preserve

Community Development District

## Debt Service Fund

Series 2019A

| Description               | Approved Budget FY 2023 | Actual Thru 5/31/23 | Projected Next 4 Month | Total Projected 9/30/23 | Approved Budget FY 2024 |
|---------------------------|-------------------------|---------------------|------------------------|-------------------------|-------------------------|
| <b>Revenues</b>           |                         |                     |                        |                         |                         |
| Assessments               | \$521,627               | \$498,197           | \$23,430               | \$521,627               | \$521,627               |
| Interest Income           | \$100                   | \$7,969             | \$2,500                | \$10,469                | \$2,500                 |
| Carry Forward Surplus*    | \$211,901               | \$212,157           | \$0                    | \$212,157               | \$224,023               |
| <b>Total Revenues</b>     | <b>\$733,628</b>        | <b>\$718,323</b>    | <b>\$25,930</b>        | <b>\$744,253</b>        | <b>\$748,150</b>        |
| <b>Expenditures</b>       |                         |                     |                        |                         |                         |
| <u>Series 2018B</u>       |                         |                     |                        |                         |                         |
| Interest - 11/1           | \$192,615               | \$192,615           | \$0                    | \$192,615               | \$ 189,510              |
| Interest - 5/1            | \$192,615               | \$192,615           | \$0                    | \$192,615               | \$ 189,510              |
| Principal Expense - 5/1   | \$135,000               | \$135,000           | \$0                    | \$135,000               | \$ 145,000              |
| <b>Total Expenditures</b> | <b>\$520,230</b>        | <b>\$520,230</b>    | <b>\$0</b>             | <b>\$520,230</b>        | <b>\$524,020</b>        |
| <b>Excess Revenues</b>    | <b>\$213,398</b>        | <b>\$198,093</b>    | <b>\$25,930</b>        | <b>\$224,023</b>        | <b>\$224,130</b>        |

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

Interest 11/1/24 \$ 186,175

| Debt Service Allocation FY 2024 |            |              |                |                                   |
|---------------------------------|------------|--------------|----------------|-----------------------------------|
| Development Type                | # of Units | Net Per Unit | Net Assessment | (6% Clay County) Gross Assessment |
| 50' Lot                         | 357        | \$1,130.53   | \$403,599      | \$429,361                         |
| 60' Lot                         | 87         | \$1,356.64   | \$118,028      | \$125,561                         |
|                                 | 444        |              | \$521,627      | \$554,922                         |

# Wilford Preserve

## Community Development District

### SERIES 2019A AMORTIZATION SCHEDULE (Combined)

| DATE    | BALANCE     | PRINCIPAL          | INTEREST           | TOTAL               |
|---------|-------------|--------------------|--------------------|---------------------|
| 11/1/23 | \$7,455,000 |                    | \$189,510          | \$517,125           |
| 5/1/24  | \$7,455,000 | \$145,000          | \$189,510          |                     |
| 11/1/24 | \$7,310,000 |                    | \$186,175          | \$520,685           |
| 5/1/25  | \$7,310,000 | \$150,000          | \$186,175          |                     |
| 11/1/25 | \$7,160,000 |                    | \$182,725          | \$518,900           |
| 5/1/26  | \$7,160,000 | \$160,000          | \$182,725          |                     |
| 11/1/26 | \$7,000,000 |                    | \$179,045          | \$521,770           |
| 5/1/27  | \$7,000,000 | \$165,000          | \$179,045          |                     |
| 11/1/27 | \$6,835,000 |                    | \$174,920          | \$518,965           |
| 5/1/28  | \$6,835,000 | \$175,000          | \$174,920          |                     |
| 11/1/28 | \$6,660,000 |                    | \$170,545          | \$520,465           |
| 5/1/29  | \$6,660,000 | \$185,000          | \$170,545          |                     |
| 11/1/29 | \$6,475,000 |                    | \$165,920          | \$521,465           |
| 5/1/30  | \$6,475,000 | \$190,000          | \$165,920          |                     |
| 11/1/30 | \$6,285,000 |                    | \$161,170          | \$517,090           |
| 5/1/31  | \$6,285,000 | \$200,000          | \$161,170          |                     |
| 11/1/31 | \$6,085,000 |                    | \$156,170          | \$517,340           |
| 5/1/32  | \$6,085,000 | \$215,000          | \$156,170          |                     |
| 11/1/32 | \$5,870,000 |                    | \$150,795          | \$521,965           |
| 5/1/33  | \$5,870,000 | \$225,000          | \$150,795          |                     |
| 11/1/33 | \$5,645,000 |                    | \$145,170          | \$520,965           |
| 5/1/34  | \$5,645,000 | \$235,000          | \$145,170          |                     |
| 11/1/34 | \$5,410,000 |                    | \$139,295          | \$519,465           |
| 5/1/35  | \$5,410,000 | \$245,000          | \$139,295          |                     |
| 11/1/35 | \$5,165,000 |                    | \$133,170          | \$517,465           |
| 5/1/36  | \$5,165,000 | \$260,000          | \$133,170          |                     |
| 11/1/36 | \$4,905,000 |                    | \$126,670          | \$519,840           |
| 5/1/37  | \$4,905,000 | \$275,000          | \$126,670          |                     |
| 11/1/37 | \$4,630,000 |                    | \$119,795          | \$521,465           |
| 5/1/38  | \$4,630,000 | \$285,000          | \$119,795          |                     |
| 11/1/38 | \$4,345,000 |                    | \$112,670          | \$517,465           |
| 5/1/39  | \$4,345,000 | \$300,000          | \$112,670          |                     |
| 11/1/39 | \$4,045,000 |                    | \$105,170          | \$517,840           |
| 5/1/40  | \$4,045,000 | \$315,000          | \$105,170          |                     |
| 11/1/40 | \$3,730,000 |                    | \$96,980           | \$517,150           |
| 5/1/41  | \$3,730,000 | \$335,000          | \$96,980           |                     |
| 11/1/41 | \$3,395,000 |                    | \$88,270           | \$520,250           |
| 5/1/42  | \$3,395,000 | \$350,000          | \$88,270           |                     |
| 11/1/42 | \$3,045,000 |                    | \$79,170           | \$517,440           |
| 5/1/43  | \$3,045,000 | \$370,000          | \$79,170           |                     |
| 11/1/43 | \$2,675,000 |                    | \$69,550           | \$518,720           |
| 5/1/44  | \$2,675,000 | \$390,000          | \$69,550           |                     |
| 11/1/44 | \$2,285,000 |                    | \$59,410           | \$518,960           |
| 5/1/45  | \$2,285,000 | \$410,000          | \$59,410           |                     |
| 11/1/45 | \$1,875,000 |                    | \$48,750           | \$518,160           |
| 5/1/46  | \$1,875,000 | \$435,000          | \$48,750           |                     |
| 11/1/46 | \$1,440,000 |                    | \$37,440           | \$521,190           |
| 5/1/47  | \$1,440,000 | \$455,000          | \$37,440           |                     |
| 11/1/47 | \$985,000   |                    | \$25,610           | \$518,050           |
| 5/1/48  | \$985,000   | \$480,000          | \$25,610           |                     |
| 11/1/48 | \$505,000   |                    | \$13,130           | \$518,740           |
| 5/1/49  | \$505,000   | \$505,000          | \$13,130           |                     |
| 11/1/49 |             |                    |                    | \$518,130           |
|         |             | <b>\$7,455,000</b> | <b>\$6,234,450</b> | <b>\$14,017,065</b> |

*TENTH ORDER OF BUSINESS*

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

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

PLEASE READ CAREFULLY SO AS TO NOT DELAY YOUR REQUEST  
**(Scheduled ARC Meetings are the 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:**

RECEIVED  
JUN 02 2023  
FLORIDIAN PROPERTY MANAGEMENT  
3A 7/25  
3B 7/25  
3C 7/25

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 [floridianpropertymanagement.com](http://floridianpropertymanagement.com). Go to "SERVICES" then "ARB REQUESTS." Fill out the form found there and then "SUBMIT." Applications will not be entered for processing until receipt of payment.

From: Name: Nicole Renner  
Address: 3158 Flower Branch Ave  
City, State, Zip: Orange Park, Florida, 32073  
Phone: 7193307486 Email: nicolemrenner@gmail.com  
Lot Number: 79 Phase: 3A Application Date: 6/2/2023

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.



*(Circle Improvement Type Below)*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

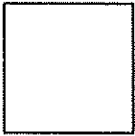
## Sherry Adair

---

**From:** sandy Spencer  
**Sent:** Friday, June 02, 2023 9:05 AM  
**To:** Dolores Mcneal; Sherry Adair  
**Subject:** FW: Notification of payment received

**From:** Nicole Fagundo via PayPal <service@paypal.com>  
**Sent:** Friday, June 2, 2023 8:56 AM  
**To:** sandy Spencer <sandy@fpm.company>  
**Subject:** Notification of payment received

Hello, Floridian Property Management



You received a payment of \$50.00 USD  
from Nicole Fagundo  
(nicolemrenner@gmail.com)

Thanks for using PayPal. You can now ship any items. To see all the transaction details, log in to your PayPal account.

It may take a few moments for this transaction to appear in your account.

**Seller Protection - Eligible**

**Transaction ID**  
03817486RM720491R

**Transaction date**  
Jun 2, 2023 08:55:37 EDT



# BOUNDARY SURVEY

LOT 79 AS SHOWN ON PLAT OF  
WILFORD PRESERVE UNIT 3A

AS RECORDED IN PLAT BOOK 68, PAGES 23-30 OF THE CURRENT PUBLIC RECORDS OF CLAY COUNTY, FL.

## GRAPHIC SCALE



( IN FEET )  
1 inch = 30 ft.

\*BUILDING SETBACKS\*  
(PER CLUTCH)  
20' FRONT  
5' SIDE  
10' REAR (CORNER LOT)

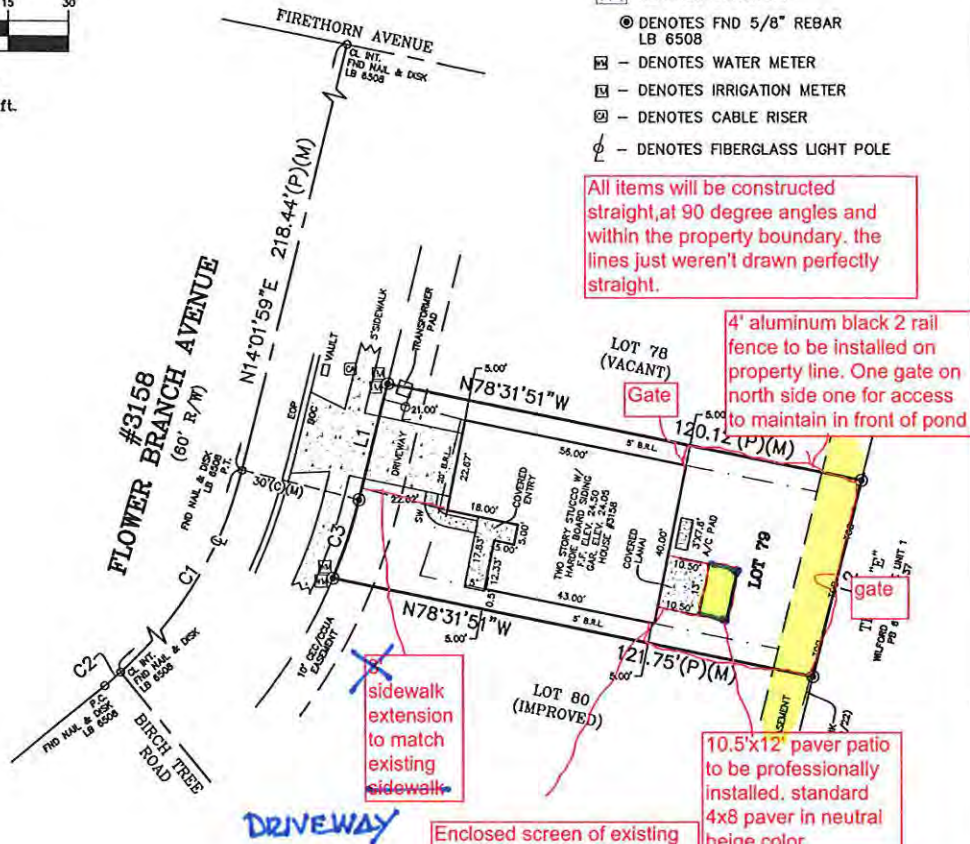
- DENOTES CONCRETE
- ⊙ DENOTES FND 5/8" REBAR LB 6508
- ⊖ DENOTES WATER METER
- ⊖ DENOTES IRRIGATION METER
- ⊖ DENOTES CABLE RISER
- ⊖ DENOTES FIBERGLASS LIGHT POLE

All items will be constructed straight, at 90 degree angles and within the property boundary. The lines just weren't drawn perfectly straight.

4' aluminum black 2 rail fence to be installed on property line. One gate on north side one for access to maintain in front of pond

10.5'x12' paver patio to be professionally installed, standard 4x8 paver in neutral beige color

Enclosed screen of existing overhanging porch. black screen with black aluminum frame.



### GENERAL NOTES

1. BEARINGS ARE BASED ON THE CENTERLINE OF FLOWER BRANCH AVENUE AS BEING N14°01'59"E.
2. DRAINAGE ELEVATIONS SHOWN HEREON ARE BASED ON NAVD 1988.
3. THE LANDS SHOWN HEREON LIE WITHIN FLOOD ZONE "X" AS DEPICTED ON THE FLOOD INSURANCE RATE MAP (F.I.R.M.) COMMUNITY NUMBER 120064, PANEL NUMBER 0070E, DATED, MARCH 17, 2014, THE FLOOD ZONES SHOWN ON THIS SURVEY ARE SCALED OFF OF THE F.I.R.M. F.I.R.M. MAPS AND ARE FOR REFERENCE ONLY. THE F.I.R.M. INFORMATION AND DELINEATIONS ON THIS SURVEY ARE VALID ONLY FOR DATES UP TO AND INCLUDING THE DATE OF THIS SURVEY. THERE MAY HAVE BEEN SUBSEQUENT REVISIONS AFTER THIS DATE THAT WILL SUPERSEDE SAID INFORMATION. INQUIRES SHOULD BE MADE TO THE COMMUNITY'S FLOOD PLANE MANAGEMENT REPOSITORY, DEPARTMENT OF PUBLIC WORKS.
4. FLOOD MAPS REFERENCED HEREON ARE BASED ON NAVD 1988.
5. NO UNDERGROUND FOUNDATIONS OR UTILITIES & NO IMPROVEMENTS, OTHER THAN THOSE SHOWN WERE LOCATED UNDER THE SCOPE OF THIS SURVEY.
6. ADDITIONS, DELETIONS AND/OR ANY WRITTEN INFORMATION ADDED TO THIS MAP AND/OR REPORT IS PROHIBITED AND IS NOT AUTHORIZED BY THE SIGNING SURVEYOR.
7. THIS MAP IS INTENDED TO BE VENDED AT A SCALE OF 1"=30' OR SMALLER.
8. ENTRIES & PATIOS DEPICTED AS EXTENDING INTO THE BUILDING RESTRICTION LIMITS MUST REMAIN UNCOVERED & NOT ENCLOSED.
9. UPLAND BUFFERS ADJACENT TO WETLANDS ARE TO REMAIN NATURAL, VEGETATIVE, AND UNDISTURBED.
10. THIS SURVEY IS BEING PROVIDED SOLELY FOR THE USE OF THE CURRENT PARTIES AND NO CERTIFICATION HAS BEEN CREATED, EXPRESS OR IMPLIED, TO COPY THIS BOUNDARY SURVEY AND IS NOT TRANSFERABLE. ANY COPIES OF THIS BOUNDARY SURVEY THAT ARE USED IN ANY SUBSEQUENT TRANSACTIONS SHALL BE NULL AND VOID IF THEY DO NOT BEAR THE EMBOSSED RAISED SEAL OF THE SIGNING SURVEYOR. THE USE OF SUCH DOCUMENTS RELEASES THE SIGNING SURVEYOR OF ANY FURTHER CLAIMS OF LIABILITY OF ANY SUBSEQUENT TRANSACTIONS AND IS ONLY VALID UP TO 60 DAYS AFTER THE DATE OF THE ORIGINAL FINAL SITE IMPROVEMENT.
11. DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
12. THIS SURVEY IS ONLY FOR THE LANDS AS DESCRIBED. IT IS NOT A CERTIFICATE OF TITLE, ZONING, EASEMENTS OR FREEDOM OF ENCUMBRANCES.
13. THIS SURVEY WAS NOT INTENDED TO DELINEATE OR DEFINE ANY WETLANDS, ENVIRONMENTALLY SENSITIVE AREAS, WILDLIFE HABITATS OR JURISDICTIONAL LINES OF ANY FEDERAL, STATE, REGIONAL OR LOCAL AGENCY, BOARD, AND COMMISSION OR OTHER ENTITY AND ANY LIABILITY RESULTING THEREFROM IS NOT THE RESPONSIBILITY OF THE UNDERSIGNED.
14. UNLESS A COMPARISON IS MADE, MEASURED BEARINGS AND DISTANCES ARE IDENTICAL WITH PLAT VALUES.
15. THIS SURVEY IS BASED ON INFORMATION AS PROVIDED BY THE CLIENT.
16. BUILDING AND IMPROVEMENT TIES AS DEPICTED HEREON ARE PERPENDICULAR TO THE PARCEL PROPERTY LINES UNLESS OTHERWISE NOTED. ALL BUILDING TIES ARE SHOWN TO THE FOUNDATION.
17. PLEASE REFER TO THE PLAT FOR ADDITIONAL ITEMS THAT MAY AFFECT THIS LOT.
18. THE PURPOSE OF THIS BOUNDARY SURVEY IS TO SHOW THE FINAL SITE IMPROVEMENTS.

| LINE TABLE |             |        |
|------------|-------------|--------|
| LINE       | DIRECTION   | LENGTH |
| L1(P)(M)   | S14°01'59"W | 29.59  |
| L2(P)(M)   | N14°01'59"E | 50.05  |

| CURVE TABLE |        |            |                 |              |           |
|-------------|--------|------------|-----------------|--------------|-----------|
| CURVE       | RADIUS | ARC LENGTH | CHORD DIRECTION | CHORD LENGTH | DELTA     |
| C1(P)(M)    | 100.00 | 104.70     | N44°01'37"E     | 99.98        | 59°59'16" |
| C2(P)(M)    | 100.00 | 5.15       | N75°29'47"E     | 5.15         | 257°04"   |
| C3(P)(M)    | 130.00 | 20.82      | N18°34'35"E     | 20.80        | 90°51'2"  |

NICOLE RENNER AND DANIEL RENNER  
JET HOMELOANS, LLC  
GOLDEN DOG TITLE AND TRUST DBA DF TITLE, LLC  
CERTIFIED TO: FIDELITY NATIONAL TITLE INSURANCE COMPANY

REVISION B: ADDED CERTIFICATIONS (5/11/23) (RC/MB)  
REVISION A: ADDED FINAL SITE IMPROVEMENTS (4/11/23) (JCM/MB)  
PREPARED FOR: DREAM FINDERS HOMES, LLC

## BARTRAM TRAIL SURVEYING, INC.

LAND SURVEYORS - PLANNERS - LAND DEVELOPMENT CONSULTANTS  
1601 COUNTY ROAD 315 SUITE NO. 108 (904) 284-2224  
GREEN COVE SPRINGS, FL 32043 FAX (904) 284-2268  
CERTIFICATE OF AUTHORIZATION LB #6991  
COPYRIGHT © 2022



I HEREBY CERTIFY, that this survey graphically represents the results of a field survey made under my responsible direction and complies with the latest Standards of Practice for Surveyors as promulgated by the Florida State Board of Professional Surveyors and Mappers, Chapter 50-17 F.A.C. Pursuant to section 472.027, Florida Statutes, subject to all notes and notations shown hereon.

DECEMBER 12, 2022 FIELD WORK COMPLETED  
DECEMBER 13, 2022 MAP ORIGINALLY SIGNED  
THOMAS P. HUGHES, P.L.S.  
STATE OF FLORIDA LICENSE NUMBER LS 3507

NOTATION:  
The survey hereon was made without benefit of abstract or search of title, and therefore the undersigned and Bartram Trail Surveying make no Certifications regarding information shown or not shown hereon pertaining to easements, claims of easements, Rights-of-way, setback lines, overlaps, Boundary Line disputes, agreements, reservations or other similar matters which may appear in the abstract, or search.  
This survey is prepared and certified for the exclusive use of the client named hereon and the survey map and report of the copies thereof are not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.

|                     |                        |
|---------------------|------------------------|
| F.I.R.M. FLOOD ZONE | X(N/A)                 |
| W/ ELEVATION:       |                        |
| PANEL NO.:          | 120064 0070E 3/17/2014 |
| FB/PC:              | 1932/9 1932/33         |
| DATE:               | 12/12/22               |
| SCALE:              | 1"=30'                 |
| PROJECT NO.:        | 956-22-241             |
| REVISION:           | B                      |
| SHEET               | 1 OF 1                 |

- 1.01 - SURVEYOR'S EXAMINATION OF THE PLAT, THE ORIGINAL SURVEY RECORDS AND THE FIELD NOTES.
- 1.02 - SURVEYOR'S EXAMINATION OF THE PLAT, THE ORIGINAL SURVEY RECORDS AND THE FIELD NOTES.
- 1.03 - SURVEYOR'S EXAMINATION OF THE PLAT, THE ORIGINAL SURVEY RECORDS AND THE FIELD NOTES.
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- 1.49 - SURVEYOR'S EXAMINATION OF THE PLAT, THE ORIGINAL SURVEY RECORDS AND THE FIELD NOTES.
- 1.50 - SURVEYOR'S EXAMINATION OF THE PLAT, THE ORIGINAL SURVEY RECORDS AND THE FIELD NOTES.

## Sherry Adair

---

**From:** Sherry Adair  
**Sent:** Friday, June 02, 2023 11:49 AM  
**To:** Nicole Renner  
**Subject:** ARB application - Received - ON HOLD for more information - Wilford preserve - 3158 Flower Branch  
**Attachments:** 3158 flower branch application.pdf

Good Morning

In viewing your application these things are still needed.

1. An actual Picture of the color with the name of the color of the pavers you will be using
2. Pictures and specifications of the Fence
3. Pictures and specifications of the Screen

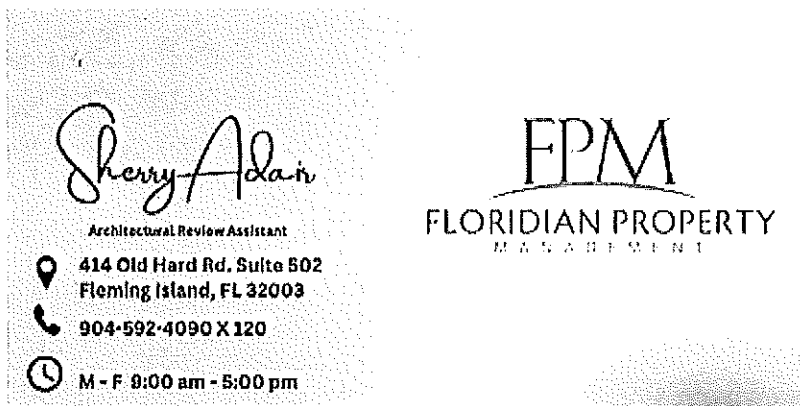
Once you get everything together please email it back to me as one attachment and I will get it to processing.

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

If the item(s) you are requesting are not specifically listed, please check \*Other and describe what you are proposing.

When sending in pictures or documents DO NOT zip the file and send as medium NOT large attachments.

Thank you



*NOTICE: The information in this e-mail is confidential and may be legally privileged. It is intended solely for the addressee. Access to this e-mail by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution, or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful.*

*If you have received this communication in error, please notify us immediately by replying to the message and deleting it from your computer*

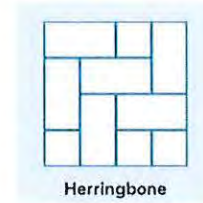
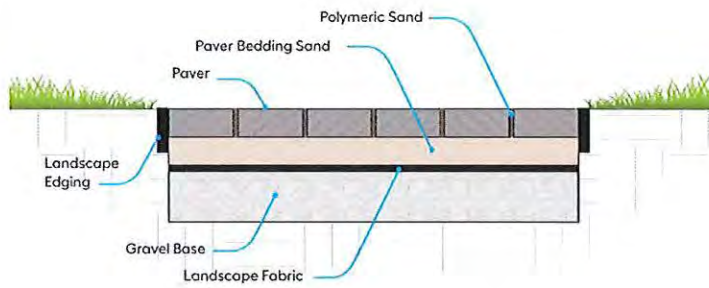
**From:** Herb Boyett <hb@fpm.company>  
**Sent:** Friday, June 02, 2023 10:33 AM  
**To:** Sherry Adair <sherry@fpm.company>  
**Subject:** FW: Wilford preserve ARB application



### Paver Framework

A typical paver installation includes several layers:

- 6-inch gravel base
- Landscape fabric
- 1-inch layer of bedding sand
- Pavers
- Polymeric jointing sand between pavers

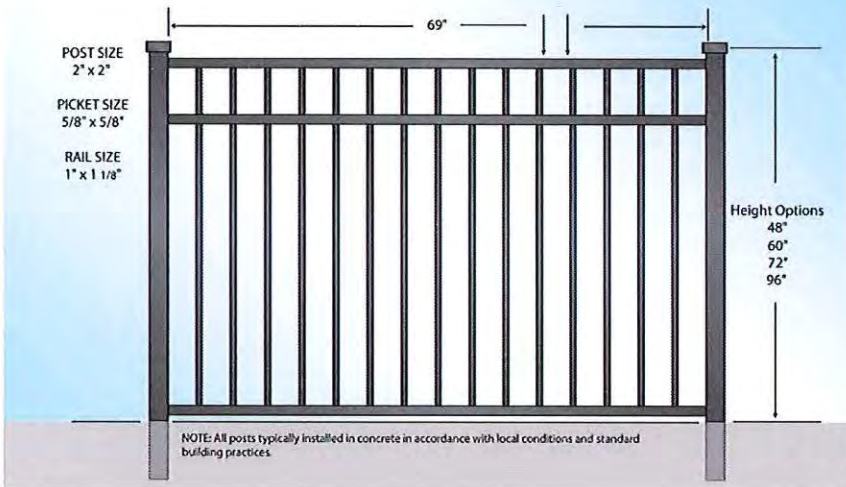


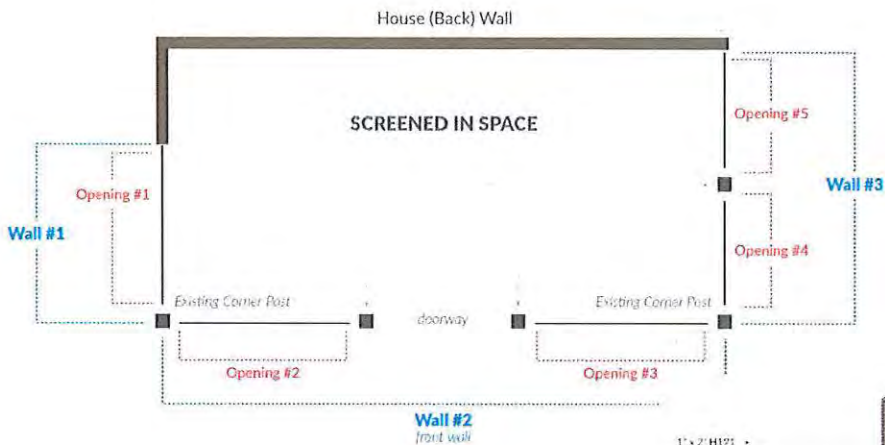
Pavestone Clayton 7 in. L X 3.5 in. W X 1.77 in. H Sand/Brown/Charcoal Blend Concrete Paver (840-Pieces/142.8 Sq. Ft./Pallet)

Fencing 4' tall, black

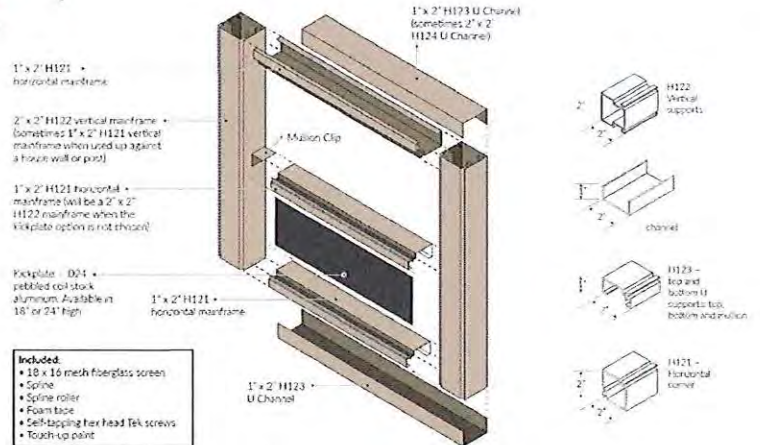
Technical Specifications - Aluminum Fence - Ohio #8

4' Tall, 5' Tall, 6' Tall and 8' Tall (6' Wide Sections)





All Framing elements to be complete in black



- 1" x 2" H121 - horizontal mainframe
- 2" x 2" H122 vertical mainframe (sometimes 1" x 2" H121 vertical mainframes when used up against a house wall or post)
- 1" x 2" H121 horizontal mainframe (will be a 2" x 2" H122 mainframe when the Kelplate option is not chosen)
- Kelplate - D01 - pebbled coil stock aluminum Available in 18" or 24" high
- 1" x 2" H121 - horizontal mainframe

- Included:**
- 18 x 16 mesh fiberglass screen
  - Spine
  - Spine roller
  - Foam base
  - Self-tapping hex head Tek screws
  - Touch-up paint

1. FLOOR JOISTS AND FOUNDATIONS



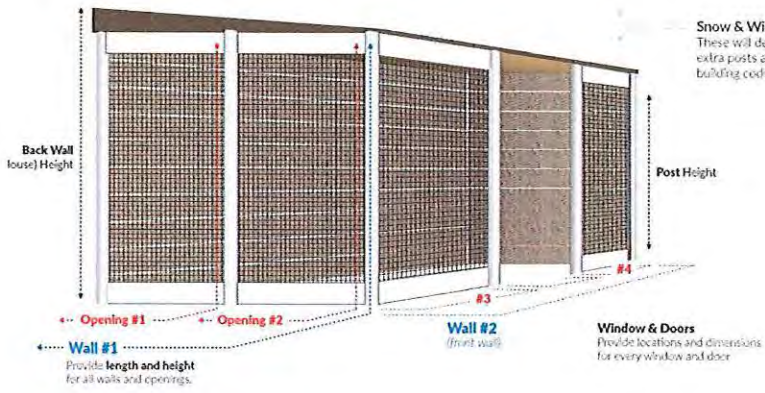
Chair Rail / Horizontal Mullions



Doors



Kick Plate



**Snow & Wind Loads**  
 These will determine how many extra posts are required to meet building code requirements.

**Window & Doors**  
 Provide locations and dimensions for every window and door

*ELEVENTH 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: 167
- (B) Name of Payee: Kutak Rock, LLP
- (C) Amount Payable: \$1,371.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

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



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

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

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

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

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

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

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

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



**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

May 31, 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. 3226014

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. 3226014  
23023-4

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Re: Boundary Amendment

For Professional Legal Services Rendered

|             |              |      |        |  |
|-------------|--------------|------|--------|--|
| 04/17/23    | K. Jusevitch | 1.30 | 188.50 | Research status of petition exhibits;<br>prepare draft petition and confer with<br>Haber |
| 04/19/23    | K. Jusevitch | 0.20 | 29.00  | Confer with Haber regarding status<br>of petition  |
| 04/20/23    | W. Haber     | 0.40 | 132.00 | Review documents and prepare<br>correspondence regarding status                          |
| TOTAL HOURS |              | 1.90 |        |  |

**KUTAK ROCK LLP**

Wilford Preserve CDD  
May 31, 2023  
Client Matter No. 23023-4  
Invoice No. 3226014  
Page 2

TOTAL FOR SERVICES RENDERED \$349.50

TOTAL CURRENT AMOUNT DUE \$349.50

UNPAID INVOICES:

March 31, 2023 Invoice No. 3197855 198.00

April 28, 2023 Invoice No. 3211123 823.50

TOTAL DUE \$1,371.00

*TWELFTH ORDER OF BUSINESS*

*A.*

**Wilford Preserve**  
Community Development District

Unaudited Financial Statements  
as of  
May 31, 2023



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

|  | <u>General</u>   | <u>Debt Service</u> | <u>Capital Project</u> | <u>Totals</u>      |
|--|------------------|---------------------|------------------------|--------------------|
| <b>Assets:</b>                             |                  |                     |                        |                    |
| Cash                                       | \$154,914        | ---                 | ---                    | \$154,914          |
| Investments:                               |                  |                     |                        |                    |
| <b>Debt Service 2018B</b>                  |                  |                     |                        |                    |
| Reserve                                    | ---              | \$358,225           | ---                    | \$358,225          |
| Revenue                                    | ---              | \$6,161             | ---                    | \$6,161            |
| Prepayment                                 | ---              | \$361,760           | ---                    | \$361,760          |
| Construction                               | ---              | ---                 | \$7,691                | \$7,691            |
| <b>Debt Service 2019A</b>                  |                  |                     |                        |                    |
| Reserve                                    | ---              | \$186,141           | ---                    | \$186,141          |
| Revenue                                    | ---              | \$192,815           | ---                    | \$192,815          |
| Construction                               | ---              | ---                 | \$1,926,674            | \$1,926,674        |
| Due From Other                             | ---              | ---                 | \$4,440                | \$4,440            |
| Investmnet - SBA                           | \$22,168         | ---                 | ---                    | \$22,168           |
| Investment - Custody                       | \$11,415         | ---                 | ---                    | \$11,415           |
| Utility Deposits                           | \$1,350          | ---                 | ---                    | \$1,350            |
| Prepaid Expenses                           | \$575            | ---                 | ---                    | \$575              |
| Assessment Receivable                      | \$2,196          | \$2,286             | ---                    | \$4,481            |
| <b>Total Assets</b>                        | <u>\$192,618</u> | <u>\$1,107,388</u>  | <u>\$1,938,805</u>     | <u>\$3,238,812</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          | ---              | \$726,146           | ---                    | \$726,146          |
| Restricted for 2019A Debt Service          | ---              | \$381,242           | ---                    | \$381,242          |
| Restricted for 2018B Capital Projects      | ---              | ---                 | \$7,691                | \$7,691            |
| Restricted for 2019A Capital Projects      | ---              | ---                 | \$1,662,650            | \$1,662,650        |
| Unassigned                                 | \$192,043        | \$0                 | \$0                    | \$192,043          |
| <b>Total Liabilities &amp; Fund Equity</b> | <u>\$192,618</u> | <u>\$1,107,388</u>  | <u>\$1,938,805</u>     | <u>\$3,238,812</u> |

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

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

|  | Adopted<br>Budget | Prorated<br>05/31/23 | Actual<br>05/31/23 | Variance |
|--|-------------------|----------------------|--------------------|----------|
|--|-------------------|----------------------|--------------------|----------|

**REVENUES:**

|                        |                  |                  |                  |                |
|------------------------|------------------|------------------|------------------|----------------|
| Assessments - Tax Roll | \$285,464        | \$285,464        | \$285,130        | (\$335)        |
| Assessments - Direct   | \$128,320        | \$110,652        | \$110,652        | \$0            |
| Interest               | \$0              | \$0              | \$2,740          | \$2,740        |
| Micellaneous Revenue   | \$0              | \$0              | \$61             | \$61           |
| <b>TOTAL REVENUES</b>  | <b>\$413,784</b> | <b>\$396,117</b> | <b>\$398,582</b> | <b>\$2,466</b> |

**EXPENDITURES:**

**ADMINISTRATIVE:**

|                                |                  |                 |                 |                 |
|--------------------------------|------------------|-----------------|-----------------|-----------------|
| Engineering                    | \$10,000         | \$6,667         | \$0             | \$6,667         |
| Arbitrage                      | \$1,200          | \$800           | \$600           | \$200           |
| Dissemination                  | \$7,000          | \$4,667         | \$4,667         | \$0             |
| Attorney                       | \$15,000         | \$10,000        | \$7,752         | \$2,248         |
| 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         | \$32,760        | \$32,760        | \$0             |
| Information Technology         | \$1,250          | \$833           | \$833           | (\$0)           |
| Website Compliance             | \$750            | \$500           | \$500           | \$0             |
| Telephone                      | \$300            | \$200           | \$285           | (\$85)          |
| Postage                        | \$500            | \$333           | \$226           | \$107           |
| Printing & Binding             | \$1,500          | \$1,000         | \$218           | \$782           |
| Insurance                      | \$6,893          | \$6,893         | \$6,587         | \$306           |
| Legal Advertising              | \$5,000          | \$3,333         | \$781           | \$2,552         |
| Other Current Charges          | \$600            | \$400           | \$53            | \$347           |
| Office Supplies                | \$500            | \$333           | \$2             | \$332           |
| Dues, Licenses & Subscriptions | \$175            | \$175           | \$175           | \$0             |
| <b>Total Administrative</b>    | <b>\$116,608</b> | <b>\$85,287</b> | <b>\$71,831</b> | <b>\$13,456</b> |

**Grounds Maintenance:**

|                                       |           |          |          |         |
|---------------------------------------|-----------|----------|----------|---------|
| Insurance                             | \$8,000   | \$8,000  | \$3,371  | \$4,629 |
| Pool Monitors                         | \$4,000   | \$2,667  | \$0      | \$2,667 |
| Field Operations Manager              | \$45,000  | \$30,000 | \$30,000 | \$0     |
| Office Supplies / Mailings / Printing | \$600     | \$400    | \$0      | \$400   |
| Pool Maintenance                      | \$20,000  | \$13,333 | \$12,016 | \$1,317 |
| Pool Chemicals                        | \$5,000   | \$3,333  | \$1,808  | \$1,525 |
| Permit Fees                           | \$450     | \$300    | \$0      | \$300   |
| Landscape Maintenance                 | \$112,690 | \$75,127 | \$71,629 | \$3,498 |

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

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

|                                       | Adopted<br>Budget | Prorated<br>05/31/23 | Actual<br>05/31/23 | Variance        |
|---------------------------------------|-------------------|----------------------|--------------------|-----------------|
| Landscape Contingency                 | \$0               | \$0                  | \$6,959            | (\$6,959)       |
| Irrigation Maintenance                | \$1,000           | \$1,000              | \$6,083            | (\$5,083)       |
| Lake Maintenance                      | \$14,336          | \$9,557              | \$6,223            | \$3,334         |
| General Facility Maintenance          | \$15,000          | \$10,000             | \$4,760            | \$5,240         |
| Streetlighting                        | \$15,000          | \$10,000             | \$0                | \$10,000        |
| Telephone/Cable/Internet              | \$2,500           | \$1,667              | \$0                | \$1,667         |
| Electric                              | \$15,000          | \$10,000             | \$5,662            | \$4,338         |
| Water/Sewer/Irrigation                | \$20,000          | \$20,000             | \$26,540           | (\$6,540)       |
| Security Monitorig                    | \$0               | \$0                  | \$680              | (\$680)         |
| Refuse Service                        | \$2,000           | \$1,333              | \$885              | \$449           |
| Janitorial Services                   | \$9,500           | \$6,333              | \$6,493            | (\$160)         |
| Special Events                        | \$6,000           | \$4,000              | \$0                | \$4,000         |
| Recreational Passes                   | \$1,100           | \$1,100              | \$1,106            | (\$6)           |
| <b>Total Grounds Maintenance</b>      | <b>\$297,176</b>  | <b>\$208,151</b>     | <b>\$184,215</b>   | <b>\$23,936</b> |
| <b>TOTAL EXPENDITURES</b>             | <b>\$413,784</b>  | <b>\$293,438</b>     | <b>\$256,046</b>   | <b>\$37,391</b> |
| <b>EXCESS REVENUES (EXPENDITURES)</b> | <b>\$0</b>        |                      | <b>\$142,536</b>   |                 |
| <b>FUND BALANCE - Beginning</b>       | <b>\$0</b>        |                      | <b>\$50,083</b>    |                 |
| <b>FUND BALANCE - Ending</b>          | <b>\$0</b>        |                      | <b>\$192,618</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          | \$1,963         | \$0        | \$0        | \$0        | \$0        | \$285,130        |
| Assessments - Direct Assessments          | \$0               | \$0             | \$64,160         | \$2,325          | \$35,334        | \$3,487          | \$1,627          | \$3,719         | \$0        | \$0        | \$0        | \$0        | \$110,652        |
| Interest                                  | \$38              | \$1             | \$4              | \$702            | \$1,110         | \$660            | \$108            | \$118           | \$0        | \$0        | \$0        | \$0        | \$2,740          |
| Miscellaneous Revenue                     | \$0               | \$61            | \$0              | \$0              | \$0             | \$0              | \$0              | \$0             | \$0        | \$0        | \$0        | \$0        | \$61             |
| <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>\$5,801</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$398,582</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           | \$0        | \$0        | \$0        | \$0        | \$4,667          |
| Attorney                                  | \$3,052           | \$966           | \$66             | \$1,690          | \$408           | \$1,571          | \$0              | \$0             | \$0        | \$0        | \$0        | \$0        | \$7,752          |
| 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         | \$0        | \$0        | \$0        | \$0        | \$32,760         |
| Information Technology                    | \$104             | \$104           | \$104            | \$104            | \$104           | \$104            | \$104            | \$104           | \$0        | \$0        | \$0        | \$0        | \$833            |
| Website Administration                    | \$63              | \$63            | \$63             | \$63             | \$63            | \$63             | \$63             | \$63            | \$0        | \$0        | \$0        | \$0        | \$500            |
| Telephone                                 | \$0               | \$50            | \$11             | \$7              | \$0             | \$0              | \$17             | \$200           | \$0        | \$0        | \$0        | \$0        | \$285            |
| Postage                                   | \$14              | \$17            | \$20             | \$41             | \$15            | \$19             | \$67             | \$33            | \$0        | \$0        | \$0        | \$0        | \$226            |
| Printing & Binding                        | \$78              | \$62            | \$14             | \$6              | \$19            | \$11             | \$19             | \$10            | \$0        | \$0        | \$0        | \$0        | \$218            |
| 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           | \$0        | \$0        | \$0        | \$0        | \$781            |
| 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        | \$2              |
| 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>\$6,523</b>   | <b>\$6,610</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$71,831</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              | \$0             | \$0        | \$0        | \$0        | \$0        | \$0              |
| Field Operations Manager                  | \$3,750           | \$3,750         | \$3,750          | \$3,750          | \$3,750         | \$3,750          | \$3,750          | \$3,750         | \$0        | \$0        | \$0        | \$0        | \$30,000         |
| 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             | \$0        | \$0        | \$0        | \$0        | \$12,016         |
| Pool Chemicals                            | \$0               | \$0             | \$0              | \$0              | \$0             | \$738            | \$1,071          | \$0             | \$0        | \$0        | \$0        | \$0        | \$1,808          |
| Permit Fees                               | \$0               | \$0             | \$0              | \$0              | \$0             | \$0              | \$0              | \$0             | \$0        | \$0        | \$0        | \$0        | \$0              |
| Landscape Maintenance                     | \$8,558           | \$8,558         | \$8,558          | \$8,558          | \$8,558         | \$8,558          | \$10,141         | \$10,141        | \$0        | \$0        | \$0        | \$0        | \$71,629         |
| Landscape Contingency                     | \$0               | \$0             | \$0              | \$0              | \$0             | \$0              | \$0              | \$6,959         | \$0        | \$0        | \$0        | \$0        | \$6,959          |
| Irrigation Maintenance                    | \$5,929           | \$0             | \$0              | \$0              | \$0             | \$0              | \$0              | \$155           | \$0        | \$0        | \$0        | \$0        | \$6,083          |
| Lake Maintenance                          | \$778             | \$778           | \$778            | \$778            | \$778           | \$778            | \$778            | \$778           | \$0        | \$0        | \$0        | \$0        | \$6,223          |
| General Facility Maintenance              | \$287             | \$1,070         | \$2,245          | \$0              | \$77            | \$202            | \$879            | \$0             | \$0        | \$0        | \$0        | \$0        | \$4,760          |
| 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           | \$0        | \$0        | \$0        | \$0        | \$5,662          |
| Water/Sewer/Irrigation                    | \$2,093           | \$2,166         | \$3,208          | \$2,378          | \$2,309         | \$2,239          | \$5,671          | \$6,475         | \$0        | \$0        | \$0        | \$0        | \$26,540         |
| Security Monitorig                        | \$85              | \$85            | \$85             | \$85             | \$85            | \$85             | \$85             | \$85            | \$0        | \$0        | \$0        | \$0        | \$680            |
| Refuse Service                            | \$0               | \$0             | \$0              | \$0              | \$0             | \$0              | \$742            | \$142           | \$0        | \$0        | \$0        | \$0        | \$885            |
| Janitorial Services                       | \$792             | \$951           | \$792            | \$792            | \$792           | \$792            | \$792            | \$792           | \$0        | \$0        | \$0        | \$0        | \$6,493          |
| Special Events                            | \$0               | \$0             | \$0              | \$0              | \$0             | \$0              | \$0              | \$0             | \$0        | \$0        | \$0        | \$0        | \$0              |
| Recreational Passes                       | \$747             | \$0             | \$0              | \$0              | \$0             | \$309            | \$50             | \$0             | \$0        | \$0        | \$0        | \$0        | \$1,106          |
| <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>\$26,240</b>  | <b>\$29,758</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$184,215</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>\$32,764</b>  | <b>\$36,368</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$256,046</b> |
| <b>Excess Revenues (Expenditures)</b>     | <b>(\$29,094)</b> | <b>\$17,114</b> | <b>\$301,260</b> | <b>(\$1,787)</b> | <b>\$41,431</b> | <b>(\$3,458)</b> | <b>(\$3,476)</b> | <b>(\$809)</b>  | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$142,536</b> |

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

|  | Adopted<br>Budget | Prorated<br>05/31/23 | Actual<br>05/31/23 | Variance |
|--|-------------------|----------------------|--------------------|----------|
|--|-------------------|----------------------|--------------------|----------|

**REVENUES:**

|                           |                  |                 |                    |                    |
|---------------------------|------------------|-----------------|--------------------|--------------------|
| Assessments - Direct Bill | \$169,913        | \$60,411        | \$60,411           | \$0                |
| Interest Income           | \$100            | \$100           | \$10,891           | \$10,791           |
| Prepayment                | \$0              | \$0             | \$1,082,583        | \$1,082,583        |
| <b>TOTAL REVENUES</b>     | <b>\$170,013</b> | <b>\$60,511</b> | <b>\$1,153,885</b> | <b>\$1,093,374</b> |

**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> |

**OTHER SOURCES/(USES)**

|                                     |            |            |                  |                  |
|-------------------------------------|------------|------------|------------------|------------------|
| Transfer In/(Out)                   | \$0        | \$0        | (\$6,932)        | (\$6,932)        |
| <b>TOTAL OTHER SOURCES AND USES</b> | <b>\$0</b> | <b>\$0</b> | <b>(\$6,932)</b> | <b>(\$6,932)</b> |

|                                |                    |  |                   |  |
|--------------------------------|--------------------|--|-------------------|--|
| EXCESS REVENUES (EXPENDITURES) | <b>(\$239,900)</b> |  | <b>(\$26,491)</b> |  |
|--------------------------------|--------------------|--|-------------------|--|

|                          |           |  |           |  |
|--------------------------|-----------|--|-----------|--|
| FUND BALANCE - Beginning | \$328,406 |  | \$752,637 |  |
|--------------------------|-----------|--|-----------|--|

|                       |                 |  |                  |  |
|-----------------------|-----------------|--|------------------|--|
| FUND BALANCE - Ending | <u>\$88,506</u> |  | <u>\$726,146</u> |  |
|-----------------------|-----------------|--|------------------|--|

|                   |                  |
|-------------------|------------------|
| <b>Reserve</b>    | \$358,225        |
| <b>Revenue</b>    | \$6,161          |
| <b>Prepayment</b> | \$361,760        |
|                   | <u>\$726,146</u> |

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

|  | Proposed<br>Budget | Prorated<br>05/31/23 | Actual<br>05/31/23 | Variance |
|--|--------------------|----------------------|--------------------|----------|
|--|--------------------|----------------------|--------------------|----------|

**REVENUES:**

|                       |           |           |           |         |
|-----------------------|-----------|-----------|-----------|---------|
| Assessment - Tax Roll | \$357,926 | \$357,926 | \$357,502 | (\$424) |
| Assessment - Direct   | \$163,701 | \$140,695 | \$140,695 | \$0     |
| Interest Income       | \$100     | \$100     | \$7,969   | \$7,869 |

**TOTAL REVENUES**

|  |           |           |           |         |
|--|-----------|-----------|-----------|---------|
|  | \$521,727 | \$498,721 | \$506,166 | \$7,446 |
|--|-----------|-----------|-----------|---------|

**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 |

**TOTAL EXPENDITURES**

|  |           |           |           |     |
|--|-----------|-----------|-----------|-----|
|  | \$520,230 | \$520,230 | \$520,230 | \$0 |
|--|-----------|-----------|-----------|-----|

EXCESS REVENUES (EXPENDITURES)

|  |         |  |            |  |
|--|---------|--|------------|--|
|  | \$1,497 |  | (\$14,064) |  |
|--|---------|--|------------|--|

FUND BALANCE - Beginning

\$211,901

\$395,306

FUND BALANCE - Ending

\$213,398

\$381,242

|  |                              |                  |
|--|------------------------------|------------------|
|  | <b>Reserve</b>               | \$186,141        |
|  | <b>Revenue</b>               | \$192,815        |
|  | <b>Assessment Receivable</b> | \$2,286          |
|  |                              | <u>\$381,242</u> |

**WILFORD PRESERVE**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For the Period ending May 31, 2023

|                                    | Series<br>2018B | Series<br>2019A |
|------------------------------------|-----------------|-----------------|
| <b><u>REVENUES:</u></b>            |                 |                 |
| Interest Income                    | \$61            | \$29,684        |
| <b>TOTAL REVENUES</b>              | <b>\$61</b>     | <b>\$29,684</b> |
| <b><u>EXPENDITURES:</u></b>        |                 |                 |
| Capital Outlay                     | \$0             | \$18,011        |
| <b>TOTAL EXPENDITURES</b>          | <b>\$0</b>      | <b>\$18,011</b> |
| <b><u>OTHER SOURCES/(USES)</u></b> |                 |                 |
| Interfund Transfer                 | \$6,932         | \$0             |
| <b>TOTAL OTHER SOURCES/(USES)</b>  | <b>\$6,932</b>  | <b>\$0</b>      |
| EXCESS REVENUES (EXPENDITURES)     | \$6,993         | \$11,672        |
| FUND BALANCE - Beginning           | \$698           | \$1,650,978     |
| FUND BALANCE - Ending              | \$7,691         | \$1,662,650     |

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

| <b>SERIES 2018B, SPECIAL ASSESSMENT BONDS</b> |                             |                    |
|---|-----------------------------|--------------------|
| 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                   |                    |
| <br>  |                             |                    |
| 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> |

| <b>SERIES 2019A, SPECIAL ASSESSMENT BONDS</b> |                                    |                    |
|---|------------------------------------|--------------------|
| 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                          |                    |
| <br>  |                                    |                    |
| 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                    | 40,673.50        | 140,695.13             | 110,652.22        | 251,347.35        |
| <b>TOTAL DUE / RECEIVED DIRECT</b> | <b>40,673.50</b> | <b>140,695.13</b>      | <b>110,652.22</b> | <b>251,347.35</b> |
| <b>TAX ROLL DUE / RECEIVED</b>     | <b>752.34</b>    | <b>357,501.89</b>      | <b>285,129.52</b> | <b>642,631.41</b> |
| <b>TOTAL DUE / RECEIVED</b>        | <b>41,425.84</b> | <b>498,197.02</b>      | <b>395,781.74</b> | <b>893,978.76</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                             | 6/5/2023      | 4,424.92          | 2,461.62                   | 1,963.30          |
|                                |               |                   | -                          | -                 |
|                                |               |                   | -                          | -                 |
|                                |               |                   | -                          | -                 |
|                                |               |                   | -                          | -                 |
|                                |               |                   | -                          | -                 |
| <b>TOTAL TAX ROLL RECEIPTS</b> |               | <b>642,631.41</b> | <b>357,501.89</b>          | <b>285,129.52</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

5/1/23 - 5/31/23

| <b>Check Date</b> | <b>Check #'s</b> | <b>Total Amount</b> |
|-------------------|------------------|---------------------|
| 5/19/23           | 385-394          | \$35,964.34         |
| <b>Total</b>      |                  | <b>\$35,964.34</b>  |



| CHECK DATE                       | VEND# | INVOICE DATE | INVOICE | EXPENSED TO YRMO | DPT | ACCT# | SUB   | SUBCLASS | VENDOR NAME                  | STATUS | AMOUNT   | CHECK AMOUNT | CHECK # |
|----------------------------------|-------|--------------|---------|------------------|-----|-------|-------|----------|------------------------------|--------|----------|--------------|---------|
| 5/19/23                          | 00002 | 5/03/23      | 18198   | 202210           | 320 | 57200 | 45100 |          | EGIS INSURANCE ADVISORS, LLC | *      | 3,371.00 | 3,371.00     | 000385  |
| 5/19/23                          | 99999 | 5/19/23      | VOID    | 202305           | 000 | 00000 | 00000 |          | VOID CHECK                   | C      | .00      | .00          | 000386  |
| *****INVALID VENDOR NUMBER*****  |       |              |         |                  |     |       |       |          |                              |        |          |              |         |
| 5/19/23                          | 00001 | 5/01/23      | 102     | 202305           | 330 | 57200 | 41000 |          | MAY CONTRACT ADMIN           | *      | 3,750.00 |              |         |
|                                  |       | 5/01/23      | 102     | 202305           | 320 | 57200 | 45500 |          | MAY JANITORIAL               | *      | 791.67   |              |         |
|                                  |       | 5/01/23      | 102     | 202305           | 320 | 57200 | 46500 |          | MAY POOL MAINTENANCE         | *      | 833.33   |              |         |
|                                  |       | 5/01/23      | 102     | 202305           | 320 | 57200 | 46500 |          | APR POOL SERVICES CREDIT     | *      | 833.33   |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 34000 |          | MAY MANAGEMENT FEES          | *      | 4,095.00 |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 35200 |          | MAY WEBSITE ADMIN            | *      | 62.50    |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 35100 |          | MAY INFO TECH                | *      | 104.17   |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 31300 |          | MAY DISSEM AGENT SRVCS       | *      | 583.33   |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 51000 |          | OFFICE SUPPLIES              | *      | .30      |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 42000 |          | POSTAGE                      | *      | 33.08    |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 42500 |          | COPIES                       | *      | 10.20    |              |         |
|                                  |       | 5/01/23      | 103     | 202305           | 310 | 51300 | 41000 |          | TELEPHONE                    | *      | 200.24   |              |         |
|                                  |       | 5/11/23      | 104     | 202304           | 320 | 57200 | 45000 |          | APR FACILITY MAINTENANCE     | *      | 147.00   |              |         |
|                                  |       | 5/11/23      | 104     | 202304           | 320 | 57200 | 45000 |          | APR MAINTENANCE SUPPLIES     | *      | 603.35   |              |         |
| GOVERNMENTAL MANAGEMENT SERVICES |       |              |         |                  |     |       |       |          |                              |        |          | 10,380.84    | 000387  |
| 5/19/23                          | 00010 | 5/02/23      | 24149   | 202305           | 310 | 51300 | 32200 |          | AUDIT FYE 09/30/2022         | *      | 1,300.00 |              |         |
| GRAU & ASSOCIATES                |       |              |         |                  |     |       |       |          |                              |        |          | 1,300.00     | 000388  |
| 5/19/23                          | 00030 | 4/26/23      | 6456449 | 202304           | 320 | 57200 | 46510 |          | POOL CHEMICALS               | *      | 1,003.72 |              |         |
| HAWKINS INC                      |       |              |         |                  |     |       |       |          |                              |        |          | 1,003.72     | 000389  |

| CHECK<br>DATE      | VEND# | .....INVOICE.....<br>DATE INVOICE | ...EXPENSED TO...<br>YRMO DPT ACCT# SUB SUBCLASS | VENDOR NAME               | STATUS | AMOUNT    | ....CHECK.....<br>AMOUNT # |
|--------------------|-------|-----------------------------------|--|---------------------------|--------|-----------|----------------------------|
| 5/19/23            | 00026 | 5/01/23 383935                    | 202305 320-57200-49600                           | MAY CLOUD MNGMENT SERVICE | *      | 85.00     |                            |
|                    |       |                                   |  | HI-TECH SYSTEM ASSOCIATES |        |           | 85.00 000390               |
| 5/19/23            | 00011 | 5/04/23 23-00161                  | 202305 310-51300-48000                           | NOTICE OF DEVELOPMENT     | *      | 49.50     |                            |
|                    |       | 5/04/23 23-00165                  | 202305 310-51300-48000                           | NTC OF BOARD SUPERVSR MTG | *      | 67.00     |                            |
|                    |       | 5/11/23 23-00171                  | 202305 310-51300-48000                           | NOTICE OF RULEMAKING      | *      | 104.50    |                            |
|                    |       |                                   |  | JACKSONVILLE DAILY RECORD |        |           | 221.00 000391              |
| 5/19/23            | 00021 | 4/28/23 3211122                   | 202303 310-51300-31500                           | MAR GENERAL COUNSEL       | *      | 1,571.00  |                            |
|                    |       |                                   |  | KUTAK ROCK LLP            |        |           | 1,571.00 000392            |
| 5/19/23            | 00015 | 5/01/23 PSI-7437                  | 202305 330-57200-46000                           | MAY LAKE MAINTENANCE      | *      | 777.89    |                            |
|                    |       |                                   |  | SOLITUDE LAKE MANAGEMENT  |        |           | 777.89 000393              |
| 5/19/23            | 00016 | 5/01/23 JAX52202                  | 202305 330-57200-42100                           | IRRIGATION REPAIR         | *      | 154.50    |                            |
|                    |       | 5/02/23 JAX52437                  | 202305 330-57200-42000                           | MAY LANDSCAPE MAINTENANCE | *      | 10,140.50 |                            |
|                    |       | 5/04/23 JAX52600                  | 202305 330-57200-42010                           | POOL PLANT INSTALLATION   | *      | 6,958.90  |                            |
|                    |       |                                   |  | YELLOWSTONE LANDSCAPE     |        |           | 17,253.90 000394           |
| TOTAL FOR BANK A   |       |                                   |  |                           |        | 35,964.35 |                            |
| TOTAL FOR REGISTER |       |                                   |  |                           |        | 35,964.35 |                            |

# INVOICE



|                         |   |
|-------------------------|---|
| <b>Customer</b>         | Wilford Preserve Community Development District |
| <b>Acct #</b>           | 704   |
| <b>Date</b>             | 05/03/2023                                      |
| <b>Customer Service</b> | Kristina Rudez                                  |
| <b>Page</b>             | 1 of 1  |

Wilford Preserve Community Development District  
 c/o Governmental Management Services  
 475 West Town Place, Ste 114  
 St. Augustine, FL 32092

| Payment Information    |               |
|------------------------|---------------|
| <b>Invoice Summary</b> | \$ 3,371.00   |
| <b>Payment Amount</b>  |               |
| <b>Payment for:</b>    | Invoice#18198 |
| 100122301              |               |

Thank You

Please detach and return with payment



Customer: Wilford Preserve Community Development District

| Invoice | Effective  | Transaction   | Description  | Amount   |
|---------|------------|---------------|--|----------|
| 18198   | 04/27/2023 | Policy change | Policy #100122301 10/01/2022-10/01/2023<br>Florida Insurance Alliance<br><br>Package - Added Property<br>Due Date: 5/3/2023<br><br>1.320.572.451 | 3,371.00 |

**RECEIVED**  
 MAY 03 2023  
 BY: \_\_\_\_\_

|  |              |
|--|--------------|
|  | <b>Total</b> |
|  | \$ 3,371.00  |

Thank You

*FOR PAYMENTS SENT OVERNIGHT:  
 Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349*

|  |                          |             |
|--|--------------------------|-------------|
| <b>Remit Payment To: Egis Insurance Advisors</b> | (321)233-9939            | <b>Date</b> |
| P.O. Box 748555<br>Atlanta, GA 30374-8555        | sclimer@egisadvisors.com | 05/03/2023  |

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 102

Invoice Date: 5/1/23

Due Date: 5/1/23

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 - May 2023 | 1,330,572,410 | 3,750.00 | 3,750.00 |
| Janitorial - May 2023              | 1,320,572,453 | 791.67   | 791.67   |
| Pool Maintenance - May 2023        | 465           | 833.33   | 833.33   |
| Pool Services Credit (April 2023)  | 465           | -833.33  | -833.33  |

**RECEIVED**  
MAY 03 2023  
BY: \_\_\_\_\_

*Jerry Lambert*  
5-3-23

**Total** \$4,541.67

**Payments/Credits** \$0.00

**Balance Due** \$4,541.67

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 103

Invoice Date: 5/1/23

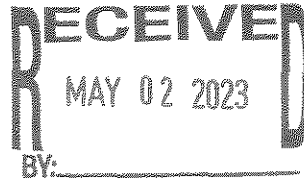
Due Date: 5/1/23

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 - May 2023              | 1,310.513 | 3.40 | 4,095.00 |
| Website Administration - May 2023       | 352       |      | 62.50    |
| Information Technology - May 2023       | 351       |      | 104.17   |
| Dissemination Agent Services - May 2023 | 313       |      | 583.33   |
| Office Supplies                         | 570       |      | 0.30     |
| Postage                                 | 420       |      | 33.08    |
| Copies                                  | 425       |      | 10.20    |
| Telephone                               | 410       |      | 200.24   |

**Total** \$5,088.82

**Payments/Credits** \$0.00

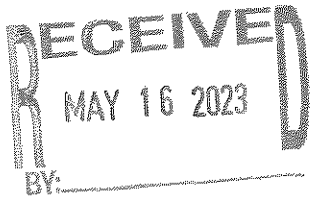
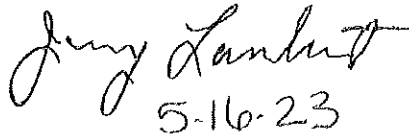
**Balance Due** \$5,088.82

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

# Invoice

Invoice #: 104  
 Invoice Date: 5/11/23  
 Due Date: 5/11/23  
 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 April 1 - April 30, 2023                                       |           | 147.00 | 147.00 |
| Maintenance Supplies  |           | 603.35 | 603.35 |
| General Fac Maint.<br>001.320.57200.45000   |           |        |        |
|  |           |        |        |
|  |           |        |        |

|                         |                 |
|-------------------------|-----------------|
| <b>Total</b>            | <b>\$750.35</b> |
| <b>Payments/Credits</b> | <b>\$0.00</b>   |
| <b>Balance Due</b>      | <b>\$750.35</b> |

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

---

| <u>Date</u> | <u>Hours</u> | <u>Employee</u> | <u>Description</u>           |
|-------------|--------------|-----------------|------------------------------|
| 4/28/23     | 4.2          | A.B.            | General facility maintenance |
| TOTAL       | <u>4.2</u>   |                 |                              |
| MILES       | <u>0</u>     |                 |                              |

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 5/05/23

| <u>DISTRICT</u>  | <u>DATE</u> | <u>SUPPLIES</u>                      | <u>PRICE</u>           | <u>EMPLOYEE</u> |
|------------------|-------------|--------------------------------------|------------------------|-----------------|
| WILFORD PRESERVE | 3/23/23     | Shop Towels                          | 8.83                   | J.S.            |
|                  | 3/23/23     | Acid (7)                             | 160.84                 | J.S.            |
|                  | 4/5/23      | Trash Bags 50ct                      | 19.52                  | J.S.            |
|                  | 4/7/23      | 1/4" Tubing                          | 5.19                   | J.S.            |
|                  | 4/20/23     | 1/4" Nuts and Washer Set             | 4.57                   | A.B.            |
|                  | 4/20/23     | 5/16" Nuts and Washer Set            | 4.57                   | A.B.            |
|                  | 4/20/23     | 1-1/4" Galvanized Fence Staples      | 6.88                   | A.B.            |
|                  | 4/20/23     | Black Oxide Drill Bit Set 21 pc      | 33.89                  | A.B.            |
|                  | 4/20/23     | Hex Bolts 5/16-3-1/2 (4)             | 2.35                   | A.B.            |
|                  | 4/20/23     | Hex Bolts 5/16x4 (2)                 | 1.22                   | A.B.            |
|                  | 4/20/23     | Hex Bolts 1/4-2 (8)                  | 2.48                   | A.B.            |
|                  | 4/20/23     | 6" Mending Plate (2)                 | 6.30                   | A.B.            |
|                  | 4/20/23     | 3/4" Self Drilling Screws 2pk (3)    | 4.76                   | A.B.            |
|                  | 4/26/23     | 9" Multi Material Sawzall Blades 2pk | 14.92                  | A.B.            |
|                  | 4/26/23     | 8' 4x4 Pressure Treated              | 15.27                  | A.B.            |
|                  | 4/26/23     | #10 3/4" Self Tapping Screws (2)     | 3.17                   | A.B.            |
|                  | 4/27/23     | Gate Hinge 2pk (2)                   | 89.01                  | J.S.            |
|                  | 4/27/23     | 2cu Ft Mulch Bags (6)                | 34.29                  | J.S.            |
|                  | 4/27/23     | Carpenter Bee and Wasp Spray         | 6.87                   | A.B.            |
|                  | 4/27/23     | 1 1/2" Combination Locks 2pk         | 42.30                  | A.B.            |
|                  | 4/27/23     | Gate Latch                           | 10.27                  | A.B.            |
|                  | 4/27/23     | 5/16" Lock Washers 5pk               | 1.59                   | A.B.            |
|                  | 4/27/23     | Safety Hasp & Staple                 | 5.14                   | A.B.            |
|                  | 4/27/23     | 2" Vinyl Number Set                  | 3.99                   | A.B.            |
|                  | 4/27/23     | 1 1/2"x5/16" Hex Bolts (3)           | 1.04                   | A.B.            |
|                  | 4/27/23     | 5/16" Flat Washers (6)               | 1.10                   | A.B.            |
|                  | 4/27/23     | 5/16" Coarse Thread Nuts (3)         | 0.48                   | A.B.            |
|                  | 5/3/23      | Mop Head                             | 14.34                  | A.B.            |
|                  | 5/3/23      | 3pk Firm Grip Gloves                 | 14.92                  | A.B.            |
|                  | 5/3/23      | Spectracide Ant Killer               | 12.96                  | A.B.            |
|                  | 5/3/23      | Small Bag of 1-1/2" Wood Screws      | 1.59                   | A.B.            |
|                  | 5/3/23      | Small Bag of 5/16" Flat Washers      | 1.59                   | A.B.            |
|                  | 5/3/23      | 3.5" Safety Hasp                     | 8.58                   | A.B.            |
|                  | 5/3/23      | 50pk Wall Anchors and Screws         | 9.75                   | A.B.            |
|                  | 5/3/23      | Coax and Twisted Pair Cable Stripper | 22.97                  | A.B.            |
|                  | 5/3/23      | 10pk Vinyl Electrical Tape           | 14.93                  | A.B.            |
|                  | 5/3/23      | Wasp Spray                           | 8.02                   | A.B.            |
|                  | 5/3/23      | 5/16" x4-1/2" Bolts (4)              | 2.90                   | A.B.            |
|                  |             | <b>TOTAL</b>                         | <b><u>\$603.35</u></b> |                 |



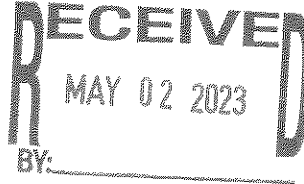
**Grau and Associates**

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

Phone: 561-994-9299

Fax: 561-994-5823

*Wilford Preserve CDD*  
475. West Town Place, Ste 114  
St. Augustine, FL 32902



Invoice No. 24149  
Date 05/02/2023

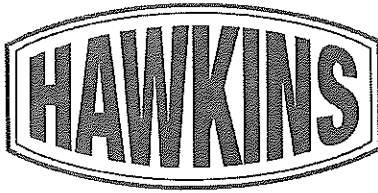
1,310,513.322

| SERVICE              | AMOUNT             |
|----------------------|--------------------|
| Audit FYE 09/30/2022 | \$ 1,300.00        |
| Current Amount Due   | \$ <u>1,300.00</u> |

|          |         |         |          |          |          |
|----------|---------|---------|----------|----------|----------|
| 0 - 30   | 31 - 60 | 61 - 90 | 91 - 120 | Over 120 | Balance  |
| 2,800.00 | 0.00    | 0.00    | 0.00     | 0.00     | 2,800.00 |

Payment due upon receipt.

Original



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

# INVOICE

|                         |            |
|-------------------------|------------|
| Total Invoice           | \$1,003.72 |
| Invoice Number          | 6456449    |
| Invoice Date            | 4/26/23    |
| Sales Order Number/Type | 4224397 SO |
| Branch Plant            | 74         |
| Shipment Number         | 4981511    |

Sold To: 486849  
ACCOUNTS PAYABLE  
WILFORD PRESERVE COMMUNITY  
DEVELOPMENT  
475 WEST TOWN PLACE  
ST AUGUSTINE FL 32092

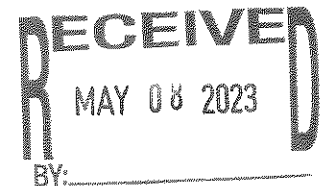
Ship To: 486854  
WILFORD PRESERVE COMMUNITY  
DEVELOPMENT  
2740 FIRETHORN AVE  
ORANGE PARK FL 32065

1.320.572.4651

| Net Due Date | Terms          | FOB Description                                     | Ship Via                | Customer P.O.#       | P.O. Release | Sales Agent # |              |                          |                   |
|--------------|----------------|---|-------------------------|----------------------|--------------|---------------|--------------|--------------------------|-------------------|
| 5/26/23      | Net 30         | PPD Origin  | HAWKINS SOUTHEAST FLEET |                      |              | 385           |              |                          |                   |
| Line #       | Item Number    | Item Name/<br>Description                           | Tax                     | Qty<br>Shipped       | Trans<br>UOM | Unit<br>Price | Price<br>UOM | Weight<br>Net/Gross      | Extended<br>Price |
| 1.000        | 14420          | Sodium Bicarbonate<br>50 LB BG (Pool Grade)         | N                       | 2.0000<br>2.0000     | BG<br>BG     | \$30.3200     | BG           | 100.0 LB<br>102.0 GW     | \$60.64           |
| 1.010        | Fuel Surcharge | Freight   | N                       | 1.0000               | EA           | \$12.0000     |              |                          | \$12.00           |
| 2.000        | 41930          | Azone - EPA Reg. No. 7870-1<br>1 LB BLK (Mini-Bulk) | N                       | 220.0000<br>220.0000 | GA<br>GA     | \$2.8000      | GA           | 2,127.4 LB<br>2,310.8 GW | \$616.00          |
| 3.000        | 42743          | Cyanuric Acid<br>100 LB PA                          | N                       | 1.0000<br>1.0000     | PA<br>PA     | \$315.0800    | PA           | 100.0 LB<br>105.0 GW     | \$315.08          |

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

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



Page 1 of 1

Tax Rate      Sales Tax  
0 %              \$0.00

Invoice Total      \$1,003.72

**No Discounts on Freight or Containers**  
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. Containers are to be paid for in full, as invoiced, and full refund will be made promptly, provided containers are returned to original point of shipment. Return freight charges to be prepaid. The containers returned must be the same originally shipped, and show no evidence of abuse, or use for purposes other than the storage of original containers. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose. The "Sold To" party above is the guarantor for purposes of fertilizer laws and regulations.  
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

Please Remit To: **Hawkins, Inc.**  
**P.O. Box 860263**  
**Minneapolis, MN 55486-0263**

This contractor and subcontractor shall abide by the requirements of 41 CFR §§60-1.4(a), 60-360.5(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

Job# 3247197



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

Invoice #: 383935  
 Invoice Date: 05/01/2023  
 Completed: 05/01/2023  
 Terms: Due on Aging Date  
 Bid#:

**Bill to:**  
 Wilford Preserve  
 475 West Town Place Ste 114  
 Saint Augustine, FL 32092

475 West Town Place  
Ste 114

[Click Here to Pay Online!](#)

**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   |      |         | 0.00   |

1,320,572.496

**RECEIVED**  
 MAY 01 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

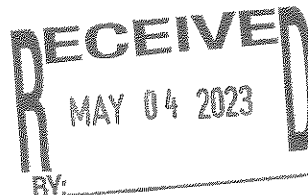
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

May 4, 2023

Date

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



1,310,513.480

|                   |   |           |  |                 |
|-------------------|---|-----------|--|-----------------|
| Serial #          | 23-00161C                                       | PO/File # |  | \$49.50         |
|                   | Notice of Rule Development                      |           |  | Payment Due     |
|                   | _____   |           |  | \$49.50         |
|                   | Wilford Preserve Community Development District |           |  | Publication Fee |
|                   | _____   |           |  | _____           |
| Case Number       | _____   |           |  | Amount Paid     |
| Publication Dates | 5/4   |           |  |                 |
| County            | Clay  |           |  |                 |

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

If your payment is being mailed, please reference **Serial # 23-00161C** on your check or remittance advice.

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

**NOTICE OF RULE  
DEVELOPMENT BY  
THE WILFORD PRESERVE  
COMMUNITY  
DEVELOPMENT DISTRICT**

In accordance with Chapters 190 and 120, *Florida Statutes*, the Wilford Preserve Community Development District ("District") hereby gives notice of its intent to adopt rules relating to overnight parking and parking enforcement, as well as revised policies regarding the suspension and termination of access to the amenity facilities and other properties owned and managed by the Districts.

The purpose and effect of the rules is to provide for efficient and effective operations of the District's amenity facilities and other properties by setting policies, regulations, rates and fees. Legal authority for the District to adopt the proposed rules includes Sections 120.54, 120.81, 190.011(5), 190.012(3), 190.035, and 190.041, *Florida Statutes*.

A public hearing will be conducted by the District on June 15, 2023, at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065. A copy of the proposed rules may be obtained by contacting the District Manager at 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850.

Marilee Giles  
District Manager

May 4 00 (23-00161C)

# Jacksonville Daily Record

A Division of  
DAILY RECORD & OBSERVER, LLC

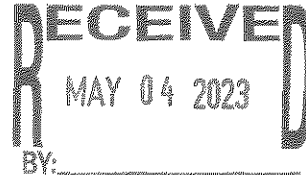
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

May 4, 2023

Date

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



1,310,513.480

|                   |   |           |       |                 |
|-------------------|---|-----------|-------|-----------------|
| Serial #          | <u>23-00165C</u>                                | PO/File # | _____ | \$67.00         |
|                   | Notice of Board of Supervisors Meeting          |           |       | Payment Due     |
|                   | _____   |           |       | \$67.00         |
|                   | Wilford Preserve Community Development District |           |       | Publication Fee |
|                   | _____   |           |       |                 |
| Case Number       | _____   |           |       | Amount Paid     |
| Publication Dates | <u>5/4</u>                                      |           |       |                 |
| County            | <u>Clay</u>                                     |           |       |                 |

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is released.*

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may remit payment online at  
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mailed, please reference  
**Serial # 23-00165C** on your  
check or remittance advice.

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

Notice is hereby given that the Board of Supervisors ("Board") of the Wilford Preserve Community Development District ("District") will hold a regular meeting on Thursday, May 18, 2023 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065, where the Board may consider any business that may properly come before it ("Meeting"). An electronic copy of the agenda may be obtained by contacting the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 940-5850 or mgiles@gmsnf.com ("District Manager's Office") and is also expected to be available on the District's website, [www.WilfordPreserveCDD.com](http://www.WilfordPreserveCDD.com), at least seven days prior to the meeting.

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

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

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

Marilee Giles  
District Manager

May 4 00 (23-00165C)

# Jacksonville Daily Record

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DAILY RECORD & OBSERVER, LLC

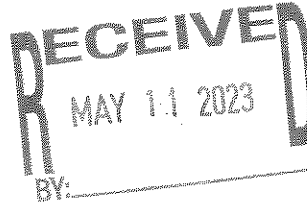
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

May 11, 2023

Date

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



1,310,513.480

|   |                 |  |
|---|-----------------|--|
| Serial # <u>23-00171C</u>                       | PO/File # _____ | \$104.50   |
| Notice of Rulemaking                            |                 | Payment Due  |
| _____   |                 | \$104.50   |
| Wilford Preserve Community Development District |                 | Publication Fee  |
| _____   |                 | Amount Paid  |
| Case Number _____                               |                 |  |
| Publication Dates <u>5/11</u>                   |                 | Payment Due Upon Receipt   |
| County <u>Clay</u>                              |                 | For your convenience, you may remit payment online at <a href="http://www.jaxdailyrecord.com/send-payment">www.jaxdailyrecord.com/send-payment</a> . |

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**NOTICE OF RULEMAKING  
BY THE WILFORD  
PRESERVE COMMUNITY  
DEVELOPMENT DISTRICT**

A public hearing will be conducted by the Board of Supervisors of the Wilford Preserve Community Development District ("District") on June 15, 2023, at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oaldead Plantation Parkway, Orange Park, Florida 32065.

In accordance with Chapters 190 and 120, *Florida Statutes*, the District hereby gives the public notice of its intent to adopt Rules Relating to Overnight Parking and Parking Enforcement ("Parking Rules"), as well as a revised Suspension and Termination of Access Rule ("Suspension and Termination Rules") (together, the "Rules"), all of which govern the operation of the District's amenity facilities and other properties. The proposed Rules may be adjusted at the public hearing pursuant to discussion by the Board of Supervisors and public comment.

The purpose and effect of the Rules is to provide for efficient and effective District operations of the District's amenities facilities and properties by setting policies, regulations, rates and fees. Legal authority for the District to adopt the proposed Rules includes Sections 120.54, 120.81, 190.011(5), 190.012(3), 190.035, and 190.041, *Florida Statutes*. Prior Notice of Rule Development was published in the *Jacksonville Daily Record* on May 4, 2023.

Any person who wishes to provide the District with a proposal

for a lower cost regulatory alternative as provided by Section 120.541(1), *Florida Statutes*, must do so in writing within twenty-one (21) days after publication of this notice.

This public hearing may be continued to a date, time, and place to be specified on the record at the hearing. If anyone chooses to appeal any decision of the Board with respect to any matter considered at a public hearing held in response to a request for such a public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this hearing is asked to advise the District Manager, c/o Governmental Management Services LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, or by calling 904-940-5850 (hereinafter, the "District Office") at least forty-eight (48) hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A copy of the proposed Rules may be obtained by contacting the District Office.

Marilee Giles  
District Manager  
May 11 00 (23-00171C)

**KUTAK ROCK LLP**

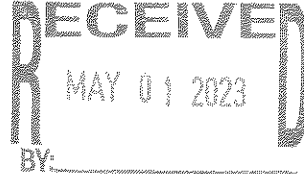
**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

April 28, 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. 3211122

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. 3211122  
23023-1

1.310.513.315

Re: General Counsel

For Professional Legal Services Rendered

|          |              |      |        |  |
|----------|--------------|------|--------|--|
| 03/01/23 | W. Haber     | 0.30 | 99.00  | Review and revise amendment to landscape maintenance agreement                       |
| 03/01/23 | K. Jusevitch | 0.40 | 58.00  | Amend landscaping agreement and confer with Haber                                    |
| 03/02/23 | W. Haber     | 0.20 | 66.00  | Finalize amendment to landscape maintenance agreement                                |
| 03/02/23 | K. Jusevitch | 0.30 | 43.50  | Update landscaping agreement; confer with Haber                                      |
| 03/04/23 | L. Whelan    | 0.50 | 192.50 | Monitor 2023 legislative session for legislation pertaining to or affecting District |
| 03/15/23 | L. Whelan    | 0.30 | 115.50 | Prepare for March board meeting  |
| 03/16/23 | K. Jusevitch | 0.20 | 29.00  | Prepare record retention resolution package and correspond with district manager     |
| 03/16/23 | L. Whelan    | 1.20 | 462.00 | Attend March board meeting and follow-up from same                                   |
| 03/21/23 | W. Haber     | 0.40 | 132.00 | Review auditor inquiry; confer with  |

**KUTAK ROCK LLP**

Wilford Preserve CDD  
April 28, 2023  
Client Matter No. 23023-1  
Invoice No. 3211122  
Page 2

|                             |           |      |        |   |
|-----------------------------|-----------|------|--------|---|
| 03/22/23                    | W. Haber  | 0.30 | 99.00  | Giles regarding parking policies<br>Respond to auditor inquiry  |
| 03/23/23                    | W. Haber  | 0.60 | 198.00 | Review and respond to auditor<br>inquiry regarding boundary<br>amendment; prepare parking policies<br>and resolution regarding same |
| 03/29/23                    | J. Gillis | 0.30 | 43.50  | Coordinate response to auditor letter   |
| 03/29/23                    | W. Haber  | 0.10 | 33.00  | Review audit request  |
| TOTAL HOURS                 |           | 5.10 |        |   |
| TOTAL FOR SERVICES RENDERED |           |      |        | \$1,571.00  |
| TOTAL CURRENT AMOUNT DUE    |           |      |        | <u>\$1,571.00</u>   |

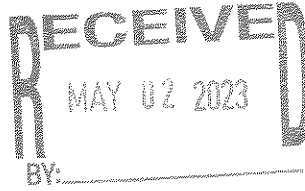


**INVOICE**

Page: 1

**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 Number: PSI-74374  
 Invoice Date: 5/1/2023



Bill To: Wilford Preserve CDD  
 Governmental Management Services  
 475 West Town Place, Suite 114  
 Saint Augustin, 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 5/1/2023  
 Due Date 5/31/2023  
 Terms Net 30

Customer ID 10842  
 P.O. Number  
 P.O. Date 5/1/2023  
 Our Order No.

| Item/Description   | Unit | Order Qty | Quantity | Unit Price | Total Price |
|--|------|-----------|----------|------------|-------------|
| Annual Maintenance<br>May Billing<br>5/1/2023 - 5/31/2023<br>Wilford Pres LAKE ALL |      | 1         | 1        | 777.89     | 777.89      |

1,330,572.460

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



### INVOICE

| INVOICE #  | INVOICE DATE |
|------------|--------------|
| JAX 522025 | 5/1/2023     |
| TERMS      | PO NUMBER    |
| Net 30     |              |

**Bill To:**

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

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Property Name:** Wilford Preserve CDD

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

**Invoice Amount:** \$154.50

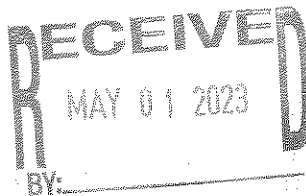
| Description | Current Amount |
|-------------|----------------|
|-------------|----------------|

Irrigation repairs in response to email/work orders

Irrigation Repairs

\$154.50

1,330.572.420



**Invoice Total**

**\$154.50**

IN COMMERCIAL LANDSCAPING

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



**YELLOWSTONE**  
LANDSCAPE

**INVOICE**

| INVOICE #  | INVOICE DATE |
|------------|--------------|
| JAX 524374 | 5/2/2023     |
| TERMS      | PO NUMBER    |
| Net 30     |              |

**Bill To:**

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

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

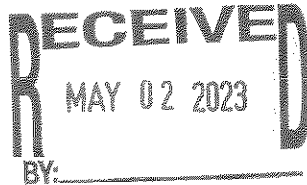
**Property Name:** Wilford Preserve CDD

**Invoice Due Date:** June 1, 2023

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

| Description                            | Current Amount |
|--|----------------|
| Monthly Landscape Maintenance May 2023 | \$10,140.50    |

1,330.572.420



**Invoice Total**

**\$10,140.50**

IN COMMERCIAL LANDSCAPING

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



# INVOICE

| INVOICE #  | INVOICE DATE |
|------------|--------------|
| JAX 526002 | 5/4/2023     |
| TERMS      | PO NUMBER    |
| Net 30     |              |

**Bill To:**

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

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Property Name:** Wilford Preserve CDD

**Invoice Due Date:** June 3, 2023

**Invoice Amount:** \$6,958.90

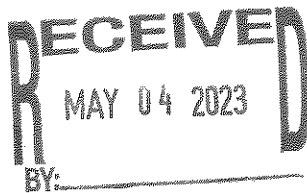
| Description | Current Amount |
|-------------|----------------|
|-------------|----------------|

Pool plant replacement/install

Plant Installation

\$6,958.90

1,330.572.420



**Invoice Total**

**\$6,958.90**

IN COMMERCIAL LANDSCAPING

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