

**WILFORD PRESERVE**  
*Community Development District*

MAY 15, 2024

# *AGENDA*

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

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May 8, 2024

Board of Supervisors  
Wilford Preserve Community Development District

Dear Board Members:

The Wilford Preserve Community Development District Board of Supervisors Meeting is scheduled for **Wednesday, May 15, 2024 at 10:00 a.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Approval of the Minutes of the April 16, 2024 Board of Supervisors Meeting
- IV. Discussion of the Fiscal Year 2025 Budget
- V. Staff Reports
  - A. District Counsel
  - B. District Engineer – Requisition No. 194 (Series 2019A)
  - C. District Manager
    1. Report on the Number of Registered Voters (719)
    2. Reminder of Qualifying Period for General Election
    3. Discussion of Changes to July and August Meeting Dates and/or Times
  - D. Amenity / Operations Manager – Monthly Operations Report
- VI. Financial Reports
  - A. Financial Statements as of April 30, 2024
  - B. Check Register

VII. Supervisors' Requests and Audience Comments

VIII. Next Scheduled Meeting – Wednesday, June 12, 2024 at 6:00 p.m. at the Plantation Oaks Amenity Center

IX. Adjournment

# *MINUTES*

MINUTES OF MEETING  
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of the Wilford Preserve Community Development District was held on Tuesday, April 16, 2024 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Louis Cowling	Vice Chairman
Jordan Beall	Supervisor
Braden Smith	Supervisor
Wes Dailey	Supervisor

Also present were:

Marilee Giles	District Manager
Tucker Mackie <i>by phone</i>	District Counsel
Glynn Taylor <i>by phone</i>	District Engineer
Jay Soriano	Operations Manager

The following is a summary of the discussions and actions taken at the April 16, 2024 meeting.

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**Public Comment**

Robert Keefe stated that he has called Mr. Soriano a couple of times regarding the dog park as it is not being properly maintained. He also stated that he thought someone was out working on a leak, however it has now been a month since a leak began at the amenity center on the Firethorn side. Lastly, he stated that there are kids coming in with Orbeez guns that are allegedly from outside the neighborhood that need to be addressed for the safety of the community.

Mr. Cowling stated that he and Mr. Soriano are working on the leak.

Mr. Soriano, Mr. Cowling and Mr. Keefe discussed potential solutions to the issue of the kids with the Orbeez guns including adding signage, security and the addition of pool monitors as it gets closer to summer.

Louis Lockley echoed the same concerns over the Orbeez guns and added concerns of issues with graffiti, foul language, an attendant being threatened, kids jumping the fences to get into the pool, trash, and issues with the locks and door handles.

Robert Keefe asked the Board to look at getting quotes for 24/7 security at the amenity center.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the March 19, 2024 Board of Supervisors Meeting**

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Mr. Dailey with all in favor the minutes of the March 19, 2024 Board of Supervisors meeting were approved.
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**FOURTH ORDER OF BUSINESS**

**Discussion of the Fiscal Year 2025 Budget**

Ms. Giles stated that she has noted the Board would like to see proposals to increase security coverage.

Mr. Cowling and Mr. Soriano discussed possible changes in staffing and hours onsite.

Ms. Giles recommended approving the budget at the June meeting, which would require moving the meeting up to meet the requirement to approve the budget prior to June 15<sup>th</sup>. The Board agreed to move the June meeting up to June 12, 2024 at 6:00 p.m. The Board also agreed to change the time of the May meeting to 10:00 a.m. Lastly, Ms. Giles noted 60 days are required between approval of the budget and adoption of the budget, so the budget will be adopted at the August meeting.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-03, Confirming Use of the Clay County Supervisor of Elections for the District's 2024 General Election**

Ms. Giles stated that this resolution confirm use of the Clay County Supervisor of Elections to conduct the District's election in conjunction with the general election. Seats 4 and 5 are scheduled to go through the general election process.

On MOTION by Mr. Cowling seconded by Mr. Dailey with all in favor Resolution 2024-03, confirming use of the Clay County Supervisor of Elections for the District’s 2024 General Election.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer - Requisition No. 193 (Series 2019A)**

A copy of the requisition payable to Taylor & White totaling \$780 was included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Mr. Dailey with all in favor requisition number 193 was ratified.

**C. District Manager**

Ms. Giles reminded the Board that the Form 1 will now need to be filled out and filed electronically by July 1<sup>st</sup>. She also reminded the Board of the new requirement for CDD board members to complete ethics training by December 31<sup>st</sup>.

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

Mr. Soriano gave an overview of the amenity and operations report.

Mr. Cowling asked if access cards can have photos on them.

Mr. Soriano responded that they can, and it would be a few thousand dollars to get them printed. He recommended having a database set up in which pictures of the families are taken as they come in, so staff is able to identify patrons. He will discuss the process and costs involved further at a future meeting.

Louis Lockley commented on trash being left after the food truck events.

Mr. Soriano stated that he will get on the food trucks as they are supposed to assist with the trash as part of their agreement.

**SEVENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Financial Statements as of March 31, 2024**

**B. Check Register**



Ms. Giles gave a brief overview of the financial reports, copies of which were included in the agenda package and noted the check register totals \$29,970.85.

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

**C. Consideration of Boundary Amendment Funding Request No. 2**

A copy of the funding request totaling \$745.50 was included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Mr. Dailey with all in favor boundary amendment funding request number two was approved.

**EIGHTH ORDER OF BUSINESS**

**Supervisors’ Requests and Audience Comments**

**Supervisor Requests**

Mr. Cowling stated that all phases have been approved by Clay County and the second asphalt lift has been applied. He is working on installing more signage per the request of the county.

**Audience Comments**

Louis Lockley suggested asking residents to write down the times in which incidents happen to assist staff with security matters.

Mr. Soriano asked that he be emailed if residents have concerns of issues happening at certain times so he knows when to ensure the facility is staffed.

**NINTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 15, 2024 at 10:00 p.m. at the Plantation Oaks Amenity Center**

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

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

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

*FIFTH 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: 194
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$205.00
- (D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable): Services contract with Wilford Preserve CDD
- (E) Amount, if any, that is to used for a Deferred Cost:
- (E) Fund or Account from which disbursement to be made: 2019A

The undersigned hereby certifies that:

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

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

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

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

**WILFORD PRESERVE  
DEVELOPMENT DISTRICT**

By:   
Responsible Officer

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

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

  
Consulting Engineer



**Taylor & White, Inc.**  
Civil Design & Consulting Engineers

**INVOICE**

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

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

Invoice number 5591  
Date 04/17/2024

Project 16050.1 WILFORD PRESERVE CDD

Professional Services Rendered through 04/14/2024. ~PAYMENT TERMS: NET 10 DAYS~  
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. \*Denotes Hourly Task

**Invoice Amount:**  
**\$205.00**

**Invoice Summary**

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
*PHASE 2A REVISIONS CLOSED	0.00	24,515.00	24,515.00	0.00	0.00
ADDITIONAL SUPPLEMENTAL ENGINEER'S REPORT-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*TEMPORARY SALES TRAILER	0.00	565.00	565.00	0.00	0.00
ENGINEER'S SUPPLEMENTAL REPORT (LS)-CLOSED	5,000.00	5,000.00	5,000.00	100.00	0.00
*DISTRICT ENGINEER-HRLY-NTE	60,000.00	102,793.75	102,998.75	171.66	205.00
*CONSTRUCTION OBSV/CERTS-HRLY-NTE	75,000.00	117,435.18	117,435.18	156.58	0.00
*PURCHASING AGENT-HRLY	24,200.00	20,605.00	20,605.00	85.14	0.00
*STORMWATER & WASTEWATER 20 YEAR NEEDS ANALYSIS	10,000.00	5,430.00	5,430.00	54.30	0.00
*AMENITY CENTER MODIFICATION-CLOSED	0.00	23,740.00	23,740.00	0.00	0.00
*SLEEVING PLAN-CLOSED	0.00	2,898.75	2,898.75	0.00	0.00
*PROJECT ADMIN. & COORDINATION-HRLY-NTE	10,000.00	12,883.75	12,883.75	128.84	0.00
REIMBURSABLES	0.00	10,224.17	10,224.17	0.00	0.00
<b>Total</b>	<b>189,200.00</b>	<b>331,090.60</b>	<b>331,295.60</b>	<b>175.10</b>	<b>205.00</b>

**\*District Engineer-HRLY-NTE**

	Units	Billed Amount
D. Glynn Taylor, P.E. <i>eor</i>	1.00	165.00
Jane M. White <i>req</i>	0.50	40.00

Phase subtotal		205.00
subtotal	1.50	205.00

Invoice total **205.00**

*C.*



*1.*



Chris H. Chambliss

Supervisor of Elections  
Clay County, Florida

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April 15, 2024

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

Dear Mr. Haber,

I have queried the number of eligible voters residing within the Wilford Preserve Community Development District as of April 15, 2024. At this time, there are 719 registered voters residing within the district.

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

*Thank you,*

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

*D.*

**Wilford Preserve Community Development District (CDD)**

2740 Firethorn Ave, Orange Park, FL 32065

[wilfordpreservemanager@gmsnf.com](mailto:wilfordpreservemanager@gmsnf.com)

**Memorandum**

**Date:** May 2024  
**To:** Board of Supervisors  
**From:** GMS – Wilford Amenity Manager

**Community:**

**Amenity Usage**

- *Total Facilities Usage – 376 overall*
- *Average daily usage – 12*

*Card counts:*

New Owners	6
Replacements	0

*Total cards Assigned: 6*

**Room Rentals**

- *0 rentals in the month of April*

**Operations:**

- Finalization of leak repairs at outflow and mainline piping under amenity parking lot
- Coordination of multiple door repairs for damaged doors (damaged due to vandalism)
- purchase of additional cameras for amenity facility
- Coordination for quotes on replacement light pole (resident damage)
- Coordination for quote to repair street drain
- Inspection at damaged communication box in ROW (resident request)
- Lake Inspections - All lakes inspected monthly, outfalls cleaned due to trash
- Park/Greenspace Inspections and Cleaning - Completed monthly
- Review neighborhood fence requests for district encroachment issues; Per Jay Soriano
  
- Weekly Maintenance:
  - Straighten all patio furniture, interior furniture and wipe down all tables
  - Change and restock all trash cans, collect any trash in and around amenity center
  - Restock all toilet paper, paper towels and address any issues
  - Blow off pool deck and surrounding areas
  - Entire amenity center cleaned and sanitized
  - Change and restock dog pots
  - Pool chemicals checked and recorded daily
  
- Contacted Yellowstone on the following Landscaping matters:
  - Damaged irrigation box by lawnmower
  - Flooded valve box

## Wilford Preserve Community Development District (CDD)

2740 Firethorn Ave, Orange Park, FL 32065

[wilfordpreservemanager@gmsnf.com](mailto:wilfordpreservemanager@gmsnf.com)

### Memorandum

- **Landscaping**
  - *Monthly reports for April submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

- *Brieanna Wilson, Wilford Amenity Manager* [wilfordpreservemanager@gmsnf.com](mailto:wilfordpreservemanager@gmsnf.com)
- *Jay Soriano, GMS Operations Manager (904) 274-2450* [jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)

*SIXTH ORDER OF BUSINESS*

*A.*

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

***Unaudited Financial Reporting***  
*April 30, 2024*





**Wilford Preserve**  
**Community Development District**  
**Combined Balance Sheet**  
**April 30, 2024**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>				
<b>Cash:</b>				
Operating Account	\$ 73,248	\$ -	\$ -	\$ 73,248
Due from Other	-	-	4,440	4,440
<b>Investments:</b>				
General Fund Custody	260,883	-	-	260,883
State Board of Administration (SBA)	2,693	-	-	2,693
<b>Series 2018B</b>				
Reserve	-	358,225	-	358,225
Revenue	-	21,490	-	21,490
Prepayment	-	208,372	-	208,372
Construction	-	-	17,167	17,167
<b>Series 2019</b>				
Reserve	-	194,746	-	194,746
Revenue	-	563,741	-	563,741
Construction	-	-	22,138	22,138
Prepaid Expenses	575	-	-	575
Deposits	1,350	-	-	1,350
<b>Total Assets</b>	<b>\$ 338,749</b>	<b>\$ 1,346,575</b>	<b>\$ 43,746</b>	<b>\$ 1,729,069</b>
<b>Liabilities:</b>				
Accounts Payable	\$ 797	\$ -	\$ -	\$ 797
<b>Total Liabilities</b>	<b>\$ 797</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 797</b>
<b>Fund Balance:</b>				
Nonspendable:				
Prepaid Items	\$ 575	\$ -	\$ -	\$ 575
Deposits	1,350	-	-	1,350
Restricted for:				
Debt Service	-	1,346,575	-	1,346,575
Capital Project	-	-	43,746	43,746
Assigned for:				
Unassigned	336,027	-	-	336,027
<b>Total Fund Balances</b>	<b>\$ 337,952</b>	<b>\$ 1,346,575</b>	<b>\$ 43,746</b>	<b>\$ 1,728,272</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 338,749</b>	<b>\$ 1,346,575</b>	<b>\$ 43,746</b>	<b>\$ 1,729,069</b>

**Wilford Preserve**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2024**

	Adopted Budget	Prorated Budget Thru 04/30/24	Actual Thru 04/30/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 505,720	\$ 505,720	\$ 502,481	\$ (3,240)
Interest Income	1,500	1,500	5,820	4,320
Miscellaneous Income	-	-	236	236
<b>Total Revenues</b>	<b>\$ 507,220</b>	<b>\$ 507,220</b>	<b>\$ 508,536</b>	<b>\$ 1,315</b>
<b>Expenditures:</b>				
<b><u>General &amp; Administrative:</u></b>				
Engineering	\$ 6,000	\$ 3,500	\$ -	\$ 3,500
Attorney	15,000	8,750	2,797	5,953
Annual Audit	4,800	4,800	4,900	(100)
Assessment Administration	5,300	5,300	5,300	-
Arbitrage Rebate	1,200	700	600	100
Dissemination Agent	7,420	4,328	4,828	(500)
Trustee Fees	7,000	7,000	6,592	408
Management Fees	52,088	30,385	30,385	(0)
Information Technology	1,000	583	583	0
Website Maintenance	1,200	700	700	-
Telephone	300	175	41	134
Postage	500	292	281	11
Insurance	7,245	7,245	6,818	427
Printing & Binding	1,200	700	119	582
Legal Advertising	3,000	1,750	447	1,303
Other Current Charges	600	350	15	335
Office Supplies	200	117	3	114
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 114,228</b>	<b>\$ 76,850</b>	<b>\$ 64,583</b>	<b>\$ 12,267</b>

**Wilford Preserve**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2024**

	Adopted Budget	Prorated Budget Thru 04/30/24	Actual Thru 04/30/24	Variance
<b><u>Operations &amp; Maintenance</u></b>				
<b>Amenity Center Expenditures</b>				
Insurance	\$ 11,762	\$ 11,762	\$ 10,218	\$ 1,544
General Facility Maintenance	20,000	11,667	11,181	485
Amenity Manager	47,250	27,563	27,563	-
Janitorial Services	10,070	5,874	5,874	(0)
Pool Maintenance	15,000	8,750	8,750	-
Pool Chemicals	10,000	5,833	3,196	2,637
Pool Monitors	15,000	8,750	153	8,597
Security Monitoring	1,200	700	510	190
Security	40,000	23,333	25,912	(2,579)
Permit Fees	450	263	-	263
Telephone/Cable/Internet	2,000	1,167	-	1,167
Electric	16,200	9,450	3,759	5,691
Water/Sewer/Irrigation	36,524	21,306	11,162	10,144
Refuse Service	3,600	2,100	1,945	155
Special Events	5,000	2,917	-	2,917
Recreational Passes	1,500	875	191	685
Office Supplies / Mailings / Printing	600	350	-	350
<b>Subtotal Amenity Center Expenditures</b>	<b>\$ 236,156</b>	<b>\$ 142,659</b>	<b>\$ 110,414</b>	<b>\$ 32,245</b>
<b>Ground Maintenance Expenditures</b>				
Landscape Maintenance	\$ 130,000	\$ 75,833	\$ 60,480	\$ 15,353
Landscape Contingency	2,500	1,458	540	918
Irrigation Maintenance	2,500	2,500	3,718	(1,218)
Lake Maintenance	14,336	8,363	6,090	2,273
Streetlighting	7,500	4,375	-	4,375
<b>Subtotal Ground Maintenance Expenditures</b>	<b>\$ 156,836</b>	<b>\$ 92,529</b>	<b>\$ 70,828</b>	<b>\$ 21,701</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 392,992</b>	<b>\$ 235,188</b>	<b>\$ 181,242</b>	<b>\$ 53,946</b>
<b>Total Expenditures</b>	<b>\$ 507,220</b>	<b>\$ 312,038</b>	<b>\$ 245,825</b>	<b>\$ 66,213</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 195,183</b>	<b>\$ 262,711</b>	<b>\$ 67,529</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 195,183</b>	<b>\$ 262,711</b>	<b>\$ 67,529</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 75,241</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 337,952</b>	





**Wilford Preserve**  
**Community Development District**  
**Debt Service Fund Series 2018 B**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2024**

	Adopted Budget	Prorated Budget Thru 04/30/24	Actual Thru 04/30/24	Variance
<b>Revenues:</b>				
Special Assessments - Direct Bill	\$ 98,038	\$ 12,836	\$ 12,836	\$ -
Special Assessments - Prepayments	-	-	430,197	430,197
Interest Income	3,000	3,000	22,816	19,816
<b>Total Revenues</b>	<b>\$ 101,038</b>	<b>\$ 15,836</b>	<b>\$ 465,848</b>	<b>\$ 450,013</b>
<b>Expenditures:</b>				
Interest -11/1	\$ 49,019	\$ 49,019	50,169	\$ (1,150)
Principal Prepayment - 11/1	-	-	555,000	(555,000)
Principal Prepayment - 2/1	-	-	370,000	(370,000)
Interest - 5/1	49,019	-	-	-
<b>Total Expenditures</b>	<b>\$ 98,038</b>	<b>\$ 49,019</b>	<b>\$ 975,169</b>	<b>\$ (926,150)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 3,000</b>	<b>\$ (33,183)</b>	<b>\$ (509,321)</b>	<b>\$ (476,137)</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ -	\$ -	\$ (11,051)	\$ (11,051)
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (11,051)</b>	<b>\$ (11,051)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 3,000</b>	<b>\$ (33,183)</b>	<b>\$ (520,372)</b>	<b>\$ (487,188)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 306,361</b>		<b>\$ 1,108,459</b>	
<b>Fund Balance - Ending</b>	<b>\$ 309,361</b>		<b>\$ 588,088</b>	

**Wilford Preserve**  
**Community Development District**  
**Debt Service Fund Series 2019**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2024**

	Adopted Budget	Prorated Budget Thru 04/30/24	Actual Thru 04/30/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 521,627	\$ 521,627	\$ 516,491	\$ (5,136)
Interest Income	2,500	2,500	17,059	14,559
<b>Total Revenues</b>	<b>\$ 524,127</b>	<b>\$ 524,127</b>	<b>\$ 533,550</b>	<b>\$ 9,423</b>
<b>Expenditures:</b>				
Interest -11/1	\$ 189,510	\$ 189,510	\$ 189,510	\$ -
Interest - 5/1	189,510	-	-	-
Principal - 5/1	145,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 524,020</b>	<b>\$ 189,510</b>	<b>\$ 189,510</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 107</b>	<b>\$ 334,617</b>	<b>\$ 344,040</b>	<b>\$ 9,423</b>
<b>Net Change in Fund Balance</b>	<b>\$ 107</b>	<b>\$ 334,617</b>	<b>\$ 344,040</b>	<b>\$ 9,423</b>
<b>Fund Balance - Beginning</b>	<b>\$ 225,208</b>		<b>\$ 414,447</b>	
<b>Fund Balance - Ending</b>	<b>\$ 225,315</b>		<b>\$ 758,487</b>	

**Wilford Preserve**  
**Community Development District**  
**Statement of Revenues and Expenditures**

**Capital Projects Funds**

For The Period Ending April 30, 2024

Description	SE 2018B	SE 2019A
<b>Revenues</b>		
<i>Interest Income:</i>		
Construction	\$ 324	\$ 3,325
Transfer In	11,051	-
<b>Total Revenues</b>	<b>\$ 11,376</b>	<b>\$ 3,325</b>
<b>Expenditures</b>		
Capital Outlay	\$ -	\$ 16,940
Transfer Out	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 16,940</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ 11,376</b>	<b>\$ (13,615)</b>
<b>Beginning Fund Balance</b>	<b>\$ 5,792</b>	<b>\$ 40,194</b>
<b>Ending Fund Balance</b>	<b>\$ 17,167</b>	<b>\$ 26,578</b>



**Wilford Preserve**  
**Community Development District**  
**Long Term Debt Report**

Series 2018B, Special Assessment Bonds			
Interest Rate:		5.75%	
Maturity Date:		5/1/2028	
Reserve Fund Definition		Maximum Annual Debt Service	
Reserve Fund Requirement	\$	358,225	
Reserve Fund Balance		358,225	
BONDS OUTSTANDING - 7/23/2018			\$ 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)
Less: August 1, 2022			(505,000)
Less: November 1, 2023			(555,000)
Less: February 1, 2024			(370,000)
<b>Current Bonds Outstanding</b>			<b>\$ 635,000</b>

Series 2019A, Special Assessment Bonds			
Interest Rate:		4.6% - 5.2%	
Maturity Date:		11/1/2049	
Reserve Fund Definition		35% of Maximum Annual Debt Service	
Reserve Fund Requirement	\$	194,746	
Reserve Fund Balance		194,746	
BONDS OUTSTANDING - 11/1/2019			\$ 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>



*B.*

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

Check Register Summary - General Fund

**April 30, 2024**

<b>Check Date</b>	<b>Check #'s</b>	<b>Total Amount</b>
4/2/24	522-528	\$ 20,773.84
4/9/24	529-530	6,101.17
4/16/24	531-532	638.67
4/23/24	533-535	3,235.00
	<b>Total</b>	<b>\$ 30,748.68</b>

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/02/24	00001	3/19/24 145	202402 320-57200-45000	GEN. FACILITY MAINTENANCE	*	2,006.83	
							2,006.83 000522
-----							
4/02/24	00001	4/01/24 143	202404 310-51300-34000	APR. MANAGEMENT FEES	*	4,340.67	
		4/01/24 143	202404 310-51300-35200	APR. WEBSITE ADMIN	*	100.00	
		4/01/24 143	202404 310-51300-35100	APR. INFORMATION TECH	*	83.33	
		4/01/24 143	202404 310-51300-31300	APR. DISSEMINATION SRVCS	*	618.33	
		4/01/24 143	202404 310-51300-51000	OFFICE SUPPLIES	*	1.23	
		4/01/24 143	202404 310-51300-42000	POSTAGE	*	30.06	
		4/01/24 143	202404 310-51300-42500	COPIES	*	8.70	
		4/01/24 143	202404 310-51300-41000	TELEPHONE	*	9.99	
							5,192.31 000523
-----							
4/02/24	00030	3/20/24 6717571	202403 320-57200-46510	POOL CHEMICALS	*	754.00	
							754.00 000524
-----							
4/02/24	00026	4/01/24 402368	202404 320-57200-49600	APR. CLOUD MGMT SERVICES	*	85.00	
							85.00 000525
-----							
4/02/24	00033	3/21/24 1872146	202403 330-57200-46000	MAR. LAKE MAINTENANCE	*	870.00	
							870.00 000526
-----							
4/02/24	00035	4/01/24 9973	202404 320-57200-49600	APR. SECURITY SERVICES	*	3,225.70	
							3,225.70 000527
-----							
4/02/24	00016	4/01/24 JAX67820	202404 320-57200-42000	APR LANDSCAPE MAINTENANCE	*	8,640.00	
							8,640.00 000528
-----							
4/09/24	00001	4/01/24 144	202404 330-57200-41000	APR CONTRACT ADMIN	*	3,937.50	
		4/01/24 144	202404 320-57200-45500	APR JANITORIAL	*	839.17	

WILP WILFORD PRES OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/01/24		144		2024	04	320-57200-46500			GOVERNMENTAL MANAGEMENT SERVICES	*	1,250.00	6,026.67	000529
			APR POOL MAINTENANCE										
4/09/24	00011	4/04/24	24-00115	2024	04	310-51300-48000			JACKSONVILLE DAILY RECORD	*	74.50	74.50	000530
			NOTICE OF BOARD MTG 4/16										
4/16/24	00001	4/10/24	146	2024	04	320-57200-46500			GOVERNMENTAL MANAGEMENT SERVICES	*	151.25	485.87	000531
			STENNER TUBE REPLACEMENT										
		4/10/24	146	2024	04	320-57200-46510			GOVERNMENTAL MANAGEMENT SERVICES	*	107.25		
			POOL CHEMICALS - BICARB										
		4/10/24	146	2024	04	320-57200-46510			GOVERNMENTAL MANAGEMENT SERVICES	*	227.37		
			POOL CHEMICALS - TRICHLOR										
4/16/24	00020	3/31/24	10	2024	03	320-57200-46530			RIVERSIDE MANAGEMENT SERVICES, INC	*	152.80	152.80	000532
			MAR POOL MONITOR SERVICES										
4/23/24	00036	4/17/24	12253	2024	04	320-57200-45000			BOB'S BACKFLOW & PLUMBING SERVICES	*	90.00	90.00	000533
			BACKFLOW TEST/CERTIFICATE										
4/23/24	00037	4/15/24	36859	2024	04	320-57200-45000			CLAY COUNTY MASTER PLUMBING, LLC	*	1,375.00	2,275.00	000534
			FIX 2 WATER MAIN BREAKS										
		4/15/24	36859	2024	04	320-57200-45000			CLAY COUNTY MASTER PLUMBING, LLC	*	900.00		
			FIX 2 BREAKS PARKLOT&POOL										
4/23/24	00033	4/22/24	1882382	2024	04	330-57200-46000			THE LAKE DOCTORS INC	*	870.00	870.00	000535
			APR. LAKE MAINTENANCE										
TOTAL FOR BANK A											30,748.68		
TOTAL FOR REGISTER											30,748.68		

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 145

Invoice Date: 3/19/24

Due Date: 3/19/24

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 February 1 - February 29, 2024 Maintenance Supplies		1,050.40 956.43	1,050.40 956.43
<i>Gen. Facit. Maint. 001,320,57500,45000</i>			
<i>Jerry Lambert 3-28-24</i>			
		<b>Total</b>	<b>\$2,006.83</b>
		<b>Payments/Credits</b>	<b>\$0.00</b>
		<b>Balance Due</b>	<b>\$2,006.83</b>

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 3/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
WILFORD PRESERVE				
	2/7/24	Copy Paper	19.25	B.W.
	2/12/24	Microfiber Cleaning Clothes 50pk	17.28	B.W.
	2/15/24	36x30 Mirror for Bathroom	283.90	B.W.
	2/16/24	2 Gallon Water Can	5.72	R.A.
	2/16/24	40lb Gray Polymeric Sand	28.72	R.A.
	2/16/24	Flags	11.47	J.S
	2/16/24	Landscape Fabric	42.53	J.S
	2/16/24	.5 Cubic Ft Mountain Granite (20)	114.54	J.S
	2/19/24	2 Cu Ft Red Mulch (10)	38.30	J.S
	2/21/24	.5 Cubic Ft Mountain Granite (24)	137.45	J.S
	2/21/24	7 Cu Ft Yard Cart	171.35	J.S
	2/22/24	2 cu ft Vigoro Red Mulch (16)	61.27	J.S
	3/1/24	Goof Off Hvy Dty Remover	9.75	J.S
	3/1/24	Goof Off Graffiti Remover	14.92	J.S
		<b>TOTAL</b>	<b><u>\$956.43</u></b>	



**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/15/24	3.5	R.A.	Removed damaged door handle and removed latch, two new door handles on order (no handle for entry, exit only handle), removed old mirror bracing, center new mirror and pre-drilled mounting holes, picked up supplies, inspected damaged pavers
2/16/24	7.62	R.A.	Assisted unload materials for tree ring mulch project, unloaded new replacement pavers, finished hanging mirror in bathroom, cut and laid weed fabric around tree ring, unloaded twenty one bags of stone and covered weed fabric, will need additional bags to complete, removed damage/loose pavers, smooth base sand and laid new pavers, cut pavers to fit, picked up polymeric sand, tapped pavers and filler joints until water in sand
2/20/24	2	R.A.	Installed door handles, modified door and installed new door handle on women's bathroom door, need a 2-3/8" basket latch for the men's bathroom door
2/21/24	1.17	R.A.	Unloaded materials, installed plants in tree ring and covered with mulch
2/26/24	5.27	R.A.	Picked up door latch, drilled door, installed latch and made adjustments to both bathroom doors to ensure proper closely and latching, reviewed rubber tree ring project mixed 7-8 batches of wood mulch, rubber mulch and rubber/epoxy glue, poured and molded in outer tree ring, filled inner tree ring with 3-4 bags of red mulch, other tree laid weed fabric and rocks, picked up supplies
2/26/24	6.7	B.W.	Repaired restroom door latch, completed sticky mulch around palm tree by the pool, laid fabric and rock around second pool side palm tree
<b>TOTAL</b>	<u>26.26</u>		
<b>MILES</b>	<u>0</u>		

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

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

# Invoice

**Invoice #:** 143  
**Invoice Date:** 4/1/24  
**Due Date:** 4/1/24  
**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 - April 2024		4,340.67	4,340.67
Website Administration -April 2024		100.00	100.00
Information Technology - April 2024		83.33	83.33
Dissemination Agent Services - April 2024		618.33	618.33
Office Supplies		1.23	1.23
Postage		30.06	30.06
Copies		8.70	8.70
Telephone		9.99	9.99
<b>Total</b>			<b>\$5,192.31</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,192.31</b>

Original



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

# INVOICE

Total Invoice	\$754.00
Invoice Number	6717571
Invoice Date	3/20/24
Sales Order Number/Type	4485615 SL
Branch Plant	74
Shipment Number	5327422

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

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

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#	P.O. Release	Sales Agent #			
4/19/24	Net 30	PPD Origin	HWTG			385			
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	250.0000	GA	\$2.9000	GA	2,417.5 LB	\$725.00
		1 LB BLK (Mini-Bulk)		250.0000	GA			2,417.5 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$29.0000			\$29.00

\*\*\*\*\* 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.

*Pool chemicals*  
*1.320.57200 .46510*  
*Brianna Wilson*  
*3/26/2024*

Page 1 of 1

Tax Rate      Sales Tax  
0 %              \$0.00

Invoice Total      \$754.00

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

**CHECK REMITTANCE:**  
Hawkins, Inc.  
P.O. Box 860263  
Minneapolis, MN 55486-0263  
  
**WIRING CONTACT INFORMATION:**  
Email: Credit.Dept@Hawkinsinc.com  
Phone Number: (612) 617-8581  
Fax Number: (612) 225-6702

**FINANCIAL INSTITUTION:**  
US Bank  
800 Nicollet Mall  
Minneapolis, MN 55402  
  
Account Name: Hawkins, Inc.  
Account #: 180120759469  
ABA/Routing #: 091000022  
Swift Code#: USBKUS44MT  
Type of Account: Corporate Checking

**ACH PAYMENTS:**  
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.  
For other than CTX, the remit to information may be emailed to Credit.Dept@Hawkinsinc.com  
  
**CASH IN ADVANCE/EFT PAYMENTS:**  
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§101-11.6(a), 101-11.6(b) and 101-11.6(c). 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# 4339632



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

Invoice #: 402368  
 Invoice Date: 04/01/2024  
 Completed: 04/01/2024  
 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			
Enterprise Cloud Device Management Service	1.00	\$85.00	85.00
Sales Tax			0.00

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>





Security Development Group, LLC  
8130 Baymeadows Way W., Suite 302  
Jacksonville, FL 32256  
cathie@sthreesecurity.com  
www.sthreesecurity.com

# INVOICE

**BILL TO**

Wilford Preserve CDD  
2740 Firethorn Avenue  
Orange Park, Florida 32073

**INVOICE #** 9973

**DATE** 04/01/2024

**DUE DATE** 04/30/2024

**TERMS** End of the month

---

**SERVICE MONTH**

April

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I 6 Dedicated hours Fri - Sun	72	29.95	2,156.40
Vehicle Patrol 3 patrols a day Mon - Thurs	54	17.95	969.30
Fuel Charge Fuel Charge	1	100.00	100.00

---

SUBTOTAL	3,225.70
TAX	0.00
TOTAL	3,225.70
BALANCE DUE	<b>\$3,225.70</b>



# YELLOWSTONE LANDSCAPE

## INVOICE

INVOICE #	INVOICE DATE
JAX 678202	4/1/2024
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

**Address:** Sycamore Way  
 Orange Park, FL 32073

**Invoice Due Date:** May 1, 2024

**Invoice Amount:** \$8,640.00

Description	Current Amount
Monthly Landscape Maintenance April 2024	\$8,640.00

**Invoice Total** **\$8,640.00**

# IN COMMERCIAL LANDSCAPING

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

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 144  
Invoice Date: 4/1/24  
Due Date: 4/1/24  
Case:  
P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Contract Administration - April 2024		3,937.50	3,937.50
Janitorial - April 2024		839.17	839.17
Pool Maintenance - April 2024		1,250.00	1,250.00
<i>Jerry Lambert</i> 4-2-24			
<b>Total</b>			<b>\$6,026.67</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$6,026.67</b>



# Jacksonville Daily Record

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

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

## INVOICE

April 4, 2024

Date

Attn: Courtney Hogge  
GMS, LLC  
475 West Town Place, Ste 114  
Saint Augustine FL 32092

Serial #	24-00115C	PO/File #		\$74.50
	Notice of Board of Supervisors Meeting			Payment Due
	Wilford Preserve Community Development District			\$74.50
				Publication Fee
Case Number				Amount Paid
Publication Dates	4/4			
County	Clay			

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

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

If your payment is being  
mailed, please reference  
Serial # 24-00115C on your  
check or remittance advice.

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

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

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

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

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

Notice is hereby given that the Board of Supervisors ("Board") of the Wilford Preserve Community Development District ("District") will hold a regular meeting on Tuesday, April 16, 2024 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065, where the Board may consider any business that may properly come before it ("Meeting"). An electronic copy of the agenda may be obtained by contacting the office of the District Manager, c/o Governmental Management Services, LLC, at (904) 940-5850 or mgiles@gmsnf.com ("District Manager's Office") and is also expected to be available on the District's website, www.WilfordPreserveCDD.com, at least seven days prior to the meeting.

The meeting will be conducted in accordance with the provisions of Florida law for community development districts and will be open to the public. The meeting may be continued in progress without additional notice to a date, time, and place to be specified on the record at the meeting.

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

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

Marilee Giles  
District Manager

Apr. 4 00 (24-00115C)

**Governmental Management Services, LLC**

1001 Bradford Way  
 Kingston, TN 37763

**Invoice**

**Invoice #:** 146

**Invoice Date:** 4/10/24

**Due Date:** 4/10/24

**Case:**

**P.O. Number:** C BUSS 1669

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Replace Santoprene Stenner Tube		151.25	151.25
Pool Chemicals - Bicarb		107.25	107.25
Pool Chemicals - Trichlor		227.37	227.37
<b>Total</b>			<b>\$485.87</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$485.87</b>

Riverside Management Services, Inc  
9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

# Invoice

Invoice #: 10  
Invoice Date: 3/31/2024  
Due Date: 3/31/2024  
Case:  
P.O. Number:

**Bill To:**  
Wilford Preserve CDD

Description	Hours/Qty	Rate	Amount
Pool Monitor Services through March 2024 1.320, 570.46530	7.64	20.00	152.80
<i>Jerry Lambert</i> 4-12-24			
<b>Total</b>			<b>\$152.80</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$152.80</b>

**WILFORD PRESERVE CDD**

**POOL MONITOR**

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
7.64	Pool Monitor	\$ 20.00	\$ 152.80
	Covers March 2024		
	GL Code 1.320,572.46530		
	<b>TOTAL DUE:</b>		<u>\$ 152.80</u>

WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT  
POOL MONITOR BILLABLE HOURS FOR MARCH 2024

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/9/24	4.02	L.D.	Pool Monitor
3/16/24	3.62	L.D.	Pool Monitor
GRAND TOTAL	<u>7.64</u>		

**Bob's Backflow & Plumbing Services**

4640 Subchaser Ct., Ste 113  
Jacksonville, FL 32244

**Invoice**

12253  
**Invoice Date**  
4/17/2024

<b>Bill To</b>
GMS/Governmental Mgmt Svcs Inc 475 West Town Place Suite 114 St Augustine, FL 32092

Job Location
Wilford Preserve CDD

**Bob's Backflow & Plumbing Services**  
**4640 Subchaser Ct., Ste 113**  
**Jacksonville, FL 32244**

Phone # (904) 268-8009 Fax # (904) 292-4403

P.O. Number	Terms	Due Date
	Net 30	5/17/2024

Serviced	Description	Quantity	Price Each	Amount
4/17/2024	Potable: 2" Wilkins 975XL2 Serial# ACE3962- PASSED Potable: 2" Febco 860 Serial# H28711- FAILED Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider- Proposal will follow for repairs needed to be in compliance with water utility provider.	2	45.00	90.00
			0.00	0.00

<b>Total</b>	\$90.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$90.00

**Thank you for your business. We appreciate your prompt payment.**  
*Please make checks payable to Bob's Backflow and include your invoice number.*

# Clay County Master Plumbing LLC

P.O. Box 1374  
Middleburg, FL 32050

# Invoice

Date	Invoice #
4/15/2024	36859

Bill To
Governmental Management Svcs 475 W Town Pl St Augustine, FL. 32092

Job Address
Wilford Preserve 954-298-5444 2639 Firethorn Ave Orange Park, FL 32073


P.O. No.	Terms	Rep	Marketing
	Due on receipt	MD	Repeat Comm

Item	Description	Quantity	Rate	Amount
Plumbing	Fix 2" water main & city connect & up by building (pool room) where coupling is broken. \$1,300.00 - \$1,400.00		1,375.00	1,375.00
Plumbing	Found 2 more breaks: 1 almost under parking lot & 1 down the pool room area. Add on \$900.00		900.00	900.00
	E-mailed 04/17/24			



Phone #	Fax #	Web Site	<b>Total</b>	\$2,275.00
904-589-9666	904-212-2828	www.claycountymasterplumbing.com	<b>Balance Due</b>	\$2,275.00



MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**  
Aquatic Management Services  
Post Office Box 20122  
Tampa, FL 33622-0122  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

	
CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

Please check if address below is incorrect and indicate change on reverse side

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

ACCOUNT NUMBER	DATE	BALANCE
730725	4/22/2024	\$870.00

The Lake Doctors  
Post Office Box 20122  
Tampa, FL 33622-0122

0000000730725300100000001763560000008700093

Please Return this invoice with your payment and notify us of any changes to your contact information.

**Wilford Preserve CDD**  
**Invoice Due Date 4/22/2024**

**2639 Firethorn Ave Orange Park, FL 32073**  
**Invoice 1882382 PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
4/22/2024	Water Management - Monthly		\$870.00	\$0.00	\$870.00
	pond 2- treated for invasive aquatic weeds				
	pond 3- treated for invasive aquatic weeds				
	pond 4 and 5- treated for algae and invasive aquatic weeds				
	pond 6- treated for invasive aquatic weeds				
	pond 7- treated for invasive aquatic weeds and algae				
	pond 8- treated for algae				
	Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				
				<b>Credits</b>	\$0.00
				<b>Adjustment</b>	\$0.00
					<b>AMOUNT DUE</b>

**Total Account Balance including this invoice:**

\$870.00

**This Invoice Total:**

\$870.00

**Click the "Pay Now" link to submit payment by ACH**

**Customer #:** 730725

**Portal Registration #:** 6DDB50F5

**Customer E-mail(s):** chogge@gmsnf.com,wilfordpreservemanager@gmsnf.com,okuzmuk@gmsnf

**Customer Portal Link:** www.lakedoctors.com/contact-us/

**Corporate Address**  
4651 Salisbury Rd, Suite 155  
Jacksonville, FL 32256

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information