

WILFORD PRESERVE
Community Development District

AUGUST 20, 2024

AGENDA

**Wilford Preserve
Community Development District**
475 West Town Place, Suite 114
St. Augustine, Florida 32092
www.WilfordPreserveCDD.com

August 13, 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 **Tuesday, August 20, 2024 at 6:00 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. Organizational Matters
 - A. Consideration of Appointing a New Supervisor to Fill the Vacancy (11/2026)
 - B. Oath of Office for Newly Appointed Supervisor
 - C. Consideration of Resolution 2024-07, Designating Officers
- IV. Approval of the Minutes of the July 17, 2024 Board of Supervisors Meeting
- V. Public Hearing for the Purpose of Adopting the Fiscal Year 2025 Budget and Imposing Special Assessments for Fiscal Year 2025
 - A. Consideration of Resolution 2024-08, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2025
 - B. Consideration of Resolution 2024-09, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025
- VI. Staff Reports
 - A. District Counsel
 - B. District Engineer – Requisition Nos. 199 and 200 (Series 2019A)
 - C. District Manager

1. Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2025

2. Consideration of Adopting Goals and Objectives for Fiscal Year 2025

- D. Amenity / Operations Manager – Monthly Operations Report

VII. Financial Reports

- A. Financial Statements as of July 31, 2024

- B. Check Register

- C. Boundary Amendment Funding Request No. 5

VIII. Supervisors' Requests and Audience Comments

IX. Next Scheduled Meeting – Tuesday, September 17, 2024 at 1:30 p.m. at the Plantation Oaks Amenity Center

X. Adjournment

THIRD ORDER OF BUSINESS

C.

RESOLUTION 2024-07

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

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

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

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

SECTION 1. _____ is appointed Chairman.

SECTION 2. _____ is appointed Vice Chairman.

SECTION 3. _____ is appointed Secretary and Treasurer.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Treasurer.

_____ is appointed Assistant Secretary.

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

PASSED AND ADOPTED THIS 20TH DAY OF AUGUST, 2024.

ATTEST

WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS

MINUTES OF MEETING
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT

The meeting of the Board of Supervisors of the Wilford Preserve Community Development District was held on Wednesday, July 17, 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	Chairman
Braden Smith	Vice Chairman
Daniel Foley	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the July 17, 2024 meeting.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order at 1:44 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Wes Dailey

On MOTION by Mr. Cowling seconded by Mr. Foley with all in favor the resignation of Wes Dailey was accepted.
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B. Consideration of Appointing a New Supervisor to Fill Vacancy

This item was tabled.

C. Oath of Office for Newly Appointed Supervisor

This item was tabled.

D. Consideration of Resolution Designating Officers

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the June 12, 2024 Board of Supervisors Meeting

There were no comments on the minutes.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor the minutes of the June 12, 2024 Board of Supervisors meeting were approved.

FIFTH ORDER OF BUSINESS

Discussion of the Fiscal Year 2025 Budget

Mr. Cowling stated that the developer is still working through the petition to annex Cheswick South into the District and asked what happens if that is not done before the budget is adopted.

Mr. Haber responded that the plan was to determine what the assessments that would have been allocated to that area would be and enter into a funding agreement for that property’s portion of the budget.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer – Requisition Nos. 196-198 (Series 2019A) and Requisition No. 77 (Series 2018B)

Copies of the requisitions payable to Taylor & White, Kutak Rock and Horizon Casual were included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor requisition numbers 196 through 198 for Series 2019A bonds and number 77 for Series 2018B bonds were ratified.

Mr. Cowling asked if Mr. Taylor needs to provide requisitions for meeting attendance going forward since engineering fees are included in the budget.

Mr. Haber responded that meeting attendance should be paid out of the general fund, while services related to bond issuances, the boundary amendment or capital items should be charged to a bond fund or paid by the developer.

C. District Manager

Ms. Giles reminded the board members that they need to complete four hours of ethics training by December 31st.

D. Amenity / Operations Manager – Monthly Operations Report

Mr. Soriano gave an overview of the amenity and operations report. He also informed the Board that he's received two quotes around \$4,000 to increase the height of the gates, however he's looking at purchasing the gates himself for closer to \$1,200. If the purchase price is low enough, he can work with the Chair between meetings to finalize the purchase. He also informed the Board some signs and posts have been placed in the right of way around the mailboxes due to vehicles damaging the grass when they stop at the mailboxes.

Mr. Cowling asked if a pull-off or one concrete parking spot can be added.

Mr. Taylor responded that he would have to check with the county.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of June 30, 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 \$32,909.72.

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

C. Boundary Amendment Funding Request Nos. 3 and 4

Copies of the funding requests totaling \$66 and \$924 were included in the agenda package for the Board's review.

On MOTION by Mr. Smith seconded by Mr. Foley with all in favor boundary amendment funding request numbers 3 and 4 were approved.

EIGHTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

Supervisor Requests

Mr. Cowling stated that Cheswick Oaks Avenue has been mowed on an as-needed basis thus far, however recently three weeks went by, and the grass was a foot tall.

Mr. Soriano stated that there was also an HOA complaint regarding the backside of the second entry, so he will be working with them on that.

Audience Comments

Robert Keefe asked how much it would cost to fund beautification. There are people upset about how dark it is toward the back of Firethorn, and the current lighting on the sign was a donation.

Triston Cottrell stated that there are a couple of lights out in the picnic area on the righthand side of the walking path. He also stated that the new security guard has been enforcing more of the rules and there have been no resident complaints.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – August 20, 2024
at 6:00 p.m. at the Plantation Oaks
Amenity Center**

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Smith seconded by Mr. Foley with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

FIFTH ORDER OF BUSINESS

Wilford Preserve

Community Development District

*Approved Budget
FY 2025*

Presented by:



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Wilford Preserve
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY 2024	Actuals Thru 7/31/24	Projected Next 2 Months	Projected Thru 9/30/24	Approved Budget FY 2025
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REVENUES:

Special Assessments	\$ 505,720	\$ 506,638	\$ -	\$ 506,638	\$ 937,299
Interest Income	1,500	8,604	500	9,104	6,000
Miscellaneous Income	-	358	50	408	668
TOTAL REVENUES	\$ 507,220	\$ 515,599	\$ 550	\$ 516,149	\$ 943,967

EXPENDITURES:

Administrative

Supervisor Fees	\$ -	\$ -	\$ -	\$ -	\$ 4,800
FICA Taxes	-	-	-	-	367
Engineering	6,000	273	5,727	6,000	6,000
Attorney	15,000	4,159	10,841	15,000	15,000
Annual Audit	4,800	4,900	-	4,900	4,800
Assessment Roll Administration	5,300	5,300	-	5,300	5,618
Arbitrage Rebate	1,200	600	600	1,200	1,200
Dissemination Agent	7,420	6,683	737	7,420	7,865
Trustee Fees	7,000	6,592	-	6,592	7,000
Management Fees	52,088	43,407	8,681	52,088	55,213
Information Technology	1,000	833	167	1,000	1,060
Website Maintenance	1,200	1,000	200	1,200	1,272
Telephone	300	131	169	300	300
Postage	500	391	109	500	500
Insurance General Liability	7,245	6,818	-	6,818	7,500
Printing	1,200	229	971	1,200	1,200
Legal Advertising	3,000	1,127	1,873	3,000	3,000
Other Current Charges	600	15	585	600	600
Office Supplies	200	4	196	200	100
Dues, Licenses & Subscriptions	175	175	-	175	175
TOTAL ADMINISTRATIVE	\$ 114,228	\$ 82,637	\$ 30,857	\$ 113,493	\$ 123,571

Operations & Maintenance

Amenity Center

Insurance	\$ 11,762	\$ 10,218	\$ -	\$ 10,218	\$ 11,546
General Facility Maintenance	20,000	16,640	3,360	20,000	35,000
Amenity Manager	47,250	39,375	7,875	47,250	67,250
Janitorial Services	10,070	8,392	1,678	10,070	15,000
Pool Maintenance	15,000	12,500	2,500	15,000	30,000
Pool Chemicals	10,000	6,907	3,093	10,000	20,000
Pool Monitors	15,000	2,985	12,015	15,000	25,000
Security Monitoring	1,200	510	690	1,200	1,235
Security	40,000	36,580	3,420	40,000	93,325
Permit Fees	450	300	150	450	900
Telephone/Cable/Internet	2,000	-	1,000	1,000	1,000
Electric	16,200	5,580	10,620	16,200	25,000
Water/Sewer/Irrigation	36,524	16,628	19,896	36,524	55,000
Repairs & Replacements	-	294	1,000	1,294	25,000
Refuse Service	3,600	2,596	1,005	3,600	5,040
Special Events	5,000	-	5,000	5,000	6,000
Recreational Passes	1,500	191	1,310	1,500	1,500
Office Supplies/Mailings/Printing	600	-	600	600	600
TOTAL AMENITY CENTER	\$ 236,156	\$ 159,696	\$ 75,210	\$ 234,906	\$ 418,396

Wilford Preserve
Community Development District
Approved Budget
General Fund

Description	Adopted Budget FY 2024	Actuals Thru 7/31/24	Projected Next 2 Months	Projected Thru 9/30/24	Approved Budget FY 2025
Ground Maintenance					
Landscape Maintenance	\$ 130,000	\$ 86,400	\$ 43,600	\$ 130,000	\$ 260,000
Landscape Contingency	2,500	2,520	1,000	3,520	6,000
Irrigation Maintenance	2,500	5,676	-	5,676	5,000
Lake Maintenance	14,336	8,700	5,636	14,336	26,000
Streetlighting	7,500	-	7,500	7,500	-
TOTAL GROUND MAINTENANCE	\$ 156,836	\$ 103,296	\$ 57,736	\$ 161,032	\$ 297,000
Reserves					
Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ 105,000
TOTAL RESERVES	\$ -	\$ -	\$ -	\$ -	\$ 105,000
TOTAL EXPENDITURES	\$ 507,220	\$ 345,629	\$ 163,803	\$ 509,432	\$ 943,967
Other Sources/(Uses)					
Interlocal Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER SOURCES/(USES)	\$ -	\$ -	\$ -	\$ -	\$ -
EXCESS REVENUES (EXPENDITURES)	\$ 0	\$ 169,970	\$ (163,253)	\$ 6,717	\$ -

Wilford Preserve
Community Development District
Budget Narrative
Fiscal Year 2025

REVENUES

Special 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. Unplatted lands are direct billed to the landowner.

Interest Income

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 Income

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

Expenditures - Administrative

Supervisors Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Engineering

The District's engineer, will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Attorney

The District's Attorney, Kutak Rock LLP, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from the previous year engagement plus anticipated increase.

Assessment Roll Administration

GMS, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

Arbitrage Rebate

The District is required to annually have an arbitrage rebate calculation on the District's Series 2018B & 2019A Special Assessment Revenue Bonds.

Dissemination Agent

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 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.

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. The budgeted amount for the fiscal year is based on the contracted fees 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

New internet and Wi-Fi service for Office.

Postage

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Wilford Preserve
Community Development District
Budget Narrative
Fiscal Year 2025

Expenditures - Administrative (continued)

Insurance General Liability

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

Printing

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

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

Other Current Charges

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Due, Licenses & Subscriptions

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

Expenditures - 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.

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.

Expenditures - Amenity Center

Electric

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

Location	Account#	Monthly	Annual
2740 Firethorn Ave	9171539	\$ 550	\$ 6,600
Contingency for new accounts			18,400
Total		\$ 550	\$ 25,000

Wilford Preserve
Community Development District
Budget Narrative
Fiscal Year 2025

Expenditures - Amenity Center (continued)

Water/Sewer/Irrigation

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

Location	Account#	Monthly	Annual
2736 Copperwood Avenue	A00040095	\$ 100	\$ 1,200
632 Silverberry Avenue	A00040096	400	4,800
2738 Firethorn Avenue	A00043494	1,500	18,000
634 Ivory Palm Road	A00043493	100	1,200
2965 White Heron Trail	A00043492	100	1,200
451 Cheswick Oak Ave	A00043491	201	2,412
708 Sycamore Way	A00043489	100	1,200
832 Sycamore Way	A00043488	200	2,400
2530 Firethorn Avenue	A00043487	200	2,400
3048 Firethorn Avenue	A00043486	100	1,200
3140 Firethorn Avenue	A00043485	100	1,200
2744 Firethorn Avenue	A00044340	300	3,600
3169 Flower Branch Avenue	A00047819	200	2,400
678 Sycamore Way	A00048921	300	3,600
Contingency		682	8,188
Total		\$ 4,583	\$ 55,000

Repairs & Replacements

Regular maintenance and replacement cost incurred by the Amenity Center of the District.

Refuse Service

The District has contracted with Republic Service company for garbage disposal service.

Location	Account#	Monthly	Annual
2740 Firethorn Ave	xx-9614	\$ 400	\$ 4,800
Contingency		20	240
Total		\$ 420	\$ 5,040

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.

Expenditures - 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.

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.

Capital Reserve Fund

The District will establish a reserve to fund the renewal and replacement of District's capital related facilities.

Wilford Preserve
Community Development District
Approved Budget
Debt Service Series 2018B Special Assessment Bonds

Description	Adopted Budget FY 2024	Actuals Thru 7/31/24	Projected Next 2 Months	Projected Thru 9/30/24	Approved Budget FY 2025
REVENUES:					
Special Assessments - Direct Bill	\$ 73,744	\$ 12,836	\$ -	\$ 12,836	\$ 24,725
Special Assessments - Prepayments	-	430,197	-	430,197	-
Interest Earnings	3,000	28,496	2,500	30,996	5,000
Carry Forward Surplus ⁽¹⁾	306,361	750,234	-	750,234	10,110
TOTAL REVENUES	\$ 383,105	\$ 1,221,763	\$ 2,500	\$ 1,224,263	\$ 39,835
EXPENDITURES:					
Interest -11/1	\$ 49,019	\$ 44,850	\$ -	\$ 44,850	\$ 12,363
Principal Prepayment - 11/1	-	555,000	-	555,000	-
Interest -2/1	-	5,319	-	5,319	-
Principal Prepayment - 2/1	-	370,000	-	370,000	-
Interest - 5/1	49,019	18,256	-	18,256	12,363
Principal Prepayment - 5/1	-	205,000	-	205,000	-
TOTAL EXPENDITURES	\$ 98,038	\$ 1,198,425	\$ -	\$ 1,198,425	\$ 24,725
Other Sources/(Uses)					
Interfund transfer In/(Out)	\$ -	\$ (15,728)	\$ -	\$ (15,728)	\$ -
TOTAL OTHER SOURCES/(USES)	\$ -	\$ (15,728)	\$ -	\$ (15,728)	\$ -
TOTAL EXPENDITURES	\$ 98,038	\$ 1,214,153	\$ -	\$ 1,214,153	\$ 24,725
EXCESS REVENUES (EXPENDITURES)	\$ 285,067	\$ 7,610	\$ 2,500	\$ 10,110	\$ 15,110

⁽¹⁾ Carry Forward is Net of Reserve Requirement

Interest Due 11/1/25 \$ 12,363

Wilford Preserve
Community Development District
AMORTIZATION SCHEDULE
Debt Service Series 2018B Special Assessment Bonds

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
11/01/24	\$ 430,000	5.750%	-	\$ 12,363	\$ 24,725
05/01/25	430,000	5.750%	-	12,363	
11/01/25	430,000	5.750%	-	12,363	24,725
05/01/26	430,000	5.750%	-	12,363	
11/01/26	430,000	5.750%	-	12,363	24,725
05/01/27	430,000	5.750%	-	12,363	
11/01/27	430,000	5.750%	-	12,363	24,725
05/01/28	430,000	5.750%	-	12,363	
Total			\$ -	\$ 98,900	\$ 98,900

Wilford Preserve
Community Development District
Approved Budget
Debt Service Series 2019A Special Assessment Bonds

Description	Adopted Budget FY 2024	Actuals Thru 7/31/24	Projected Next 2 Months	Projected Thru 9/30/24	Approved Budget FY 2025
REVENUES:					
Special Assessments - Tax Roll	\$ 521,627	\$ 520,764	\$ 863	\$ 521,627	\$ 521,627
Interest Earnings	2,500	24,086	1,000	25,086	7,500
Carry Forward Surplus ⁽¹⁾	225,208	217,148	-	217,148	239,841
TOTAL REVENUES	\$ 749,335	\$ 761,998	\$ 1,863	\$ 763,861	\$ 768,968
EXPENDITURES:					
Interest - 11/1	\$ 189,510	\$ 189,510	\$ -	\$ 189,510	\$ 186,175
Interest - 5/1	189,510	189,510	-	189,510	186,175
Principal - 5/1	145,000	145,000	-	145,000	150,000
TOTAL EXPENDITURES	\$ 524,020	\$ 524,020	\$ -	\$ 524,020	\$ 522,350
Other Sources/(Uses)					
Interfund transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER SOURCES/(USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 524,020	\$ 524,020	\$ -	\$ 524,020	\$ 522,350
EXCESS REVENUES (EXPENDITURES)	\$ 225,315	\$ 237,978	\$ 1,863	\$ 239,841	\$ 246,618
⁽¹⁾ Carry Forward is Net of Reserve Requirement				Interest Due 11/1/25	<u>\$ 182,725</u>

Wilford Preserve
Community Development District
AMORTIZATION SCHEDULE (Combined)
Debt Service Series 2019A Special Assessment Bonds

Period	Outstanding Balance	Principal	Interest	Annual Debt Service
11/01/24	\$ 7,310,000		\$ 186,175	
05/01/25	7,310,000	150,000	186,175	522,350
11/01/25	7,160,000		182,725	
05/01/26	7,160,000	160,000	182,725	525,450
11/01/26	7,000,000		179,045	
05/01/27	7,000,000	165,000	179,045	523,090
11/01/27	6,835,000		174,920	
05/01/28	6,835,000	175,000	174,920	524,840
11/01/28	6,660,000		170,545	
05/01/29	6,660,000	185,000	170,545	526,090
11/01/29	6,475,000		165,920	
05/01/30	6,475,000	190,000	165,920	521,840
11/01/30	6,285,000		161,170	
05/01/31	6,285,000	200,000	161,170	522,340
11/01/31	6,085,000		156,170	
05/01/32	6,085,000	215,000	156,170	527,340
11/01/32	5,870,000		150,795	
05/01/33	5,870,000	225,000	150,795	526,590
11/01/33	5,645,000		145,170	
05/01/34	5,645,000	235,000	145,170	525,340
11/01/34	5,410,000		139,295	
05/01/35	5,410,000	245,000	139,295	523,590
11/01/35	5,165,000		133,170	
05/01/36	5,165,000	260,000	133,170	526,340
11/01/36	4,905,000		126,670	
05/01/37	4,905,000	275,000	126,670	528,340
11/01/37	4,630,000		119,795	
05/01/38	4,630,000	285,000	119,795	524,590
11/01/38	4,345,000		112,670	
05/01/39	4,345,000	300,000	112,670	525,340
11/01/39	4,045,000		105,170	
05/01/40	4,045,000	315,000	105,170	525,340
11/01/40	3,730,000		96,980	
05/01/41	3,730,000	335,000	96,980	528,960
11/01/41	3,395,000		88,270	
05/01/42	3,395,000	350,000	88,270	526,540
11/01/42	3,045,000		79,170	
05/01/43	3,045,000	370,000	79,170	528,340
11/01/43	2,675,000		69,550	
05/01/44	2,675,000	390,000	69,550	529,100
11/01/44	2,285,000		59,410	
05/01/45	2,285,000	410,000	59,410	528,820
11/01/45	1,875,000		48,750	
05/01/46	1,875,000	435,000	48,750	532,500
11/01/46	1,440,000		37,440	
05/01/47	1,440,000	455,000	37,440	529,880
11/01/47	985,000		25,610	
05/01/48	985,000	480,000	25,610	531,220
11/01/48	505,000		13,130	
05/01/49	505,000	505,000	13,130	531,260
Total	\$ 7,310,000	\$ 7,310,000	\$ 5,855,430	\$ 13,165,430

Wilford Preserve
Community Development District
Non-Ad Valorem Assessments Comparison
2024-2025

Neighborhood	O&M Units	Bonds 2018 Units	Bonds 2019 Units	Annual Maintenance Assessments			Annual Debt Assessments				
				FY 2025	FY 2024	Increase/ (decrease)	FY 2025		FY 2024		Increase/ (decrease)
							Series 2018	Series 2019	Series 2018	Series 2019	Total
50'	357	0	357	\$1,208.64	\$1,208.64	0%	\$0.00	\$1,202.69	\$0.00	\$1,202.69	\$0.00
60'	88	0	87	\$1,208.64	\$1,208.64	0%	\$0.00	\$1,443.23	\$0.00	\$1,443.23	\$0.00
Wilford Ph4	148	0	0	\$1,208.64	\$0.00	100%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cheswick South	232	0	0	\$1,208.64	\$0.00	100%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	825	0	444								

Gross Assessments		\$997,126.59
Less: Discount	4.00%	39,885.06
Less: Commission fees	2.00%	19,942.53
Net Assessments		\$937,299.00

Wilford Preserve
Community Development District
Approved Budget
Capital Reserve Fund

Description	Adopted Budget FY 2024	Actuals Thru 7/31/24	Projected Next 2 Months	Projected Thru 9/30/24	Approved Budget FY 2025
REVENUES:					
Interest Income	\$ -	\$ -	\$ -	\$ -	2,000
Capital Reserve Funding	-	-	-	-	105,000
Carry Forward Balance	-	-	-	-	-
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	107,000
EXPENDITURES:					
Repairs and Replacements	\$ -	\$ -	\$ -	\$ -	-
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	-
Other Sources/(Uses)					
Transfer in/(Out)	\$ -	\$ -	\$ -	\$ -	-
TOTAL OTHER SOURCES/(USES)	\$ -	\$ -	\$ -	\$ -	-
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	-
EXCESS REVENUES (EXPENDITURES)	\$ -	\$ -	\$ -	\$ -	107,000

A.

RESOLUTION 2024-08
[FY 2025 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**FY 2025**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Wilford Preserve Community Development District (“**District**”) prior to June 15, 2024, proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

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

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

WHEREAS, the District Manager posted the Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*; and

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

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.

- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Wilford Preserve Community Development District for the Fiscal Year Ending September 30, 2025.”

- c. The Adopted Budget shall be posted by the District Manager on the District’s official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2025, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2025 or within 60 days following the end of the FY 2025 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District’s website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

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

PASSED AND ADOPTED THIS 20th DAY OF AUGUST, 2024.

ATTEST:

**WILFORD PRESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2025 Budget

B.

RESOLUTION 2024-09
[FY 2025 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2025 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

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

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("**FY 2025**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

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

- ii. *Due Date (Debt Assessments)*. Debt Assessments directly collected by the District, as well as debt service special assessments imposed for the Series 2018B Special Assessment Bonds, shall be due and payable in full on December 1, 2024; provided, however, that, to the extent permitted by law, the Debt Assessments due may be paid in several partial, deferred payments and according to the following schedule: : 50% due no later than December 1, 2024, 25% due no later than February 1, 2025 and 25% due no later than May 1, 2025.
- iii. In the event that an Assessment payment is not made in accordance with the schedule(s) stated above, the whole of such Assessment, including any remaining partial, deferred payments for the Fiscal Year: shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent Assessments shall accrue at the rate of any bonds secured by the Assessments, or at the statutory prejudgment interest rate, as applicable. In the event an Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole Assessment, as set forth herein.

- c. **Future Collection Methods.** The District's decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

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

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

PASSED AND ADOPTED this 20th day of August, 2024.

ATTEST:

**WILFORD PRESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget
Exhibit B: Assessment Roll

SIXTH ORDER OF BUSINESS

B.

**FORM OF REQUISITION
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS, SERIES 2019A**

The undersigned, a Responsible Officer of the Wilford Preserve Community Development District (the "Issuer") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the Issuer to U.S. Bank National Association, as trustee (the "Trustee"), dated as of July 1, 2018, as supplemented by that certain First Supplemental Trust Indenture dated as of November 1, 2019, (collectively, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 199
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$490.00
- (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 5708
Date 07/16/2024

Project **16050.1 WILFORD PRESERVE CDD**

Professional Services Rendered through 07/14/2024. ~PAYMENT TERMS: NET 10 DAYS~
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. *Denotes Hourly Task

Invoice Amount:
\$490.00

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	104,151.25	104,641.25	174.40	490.00
*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	13,048.75	13,048.75	130.49	0.00
REIMBURSABLES	0.00	10,288.25	10,288.25	0.00	0.00
Total	189,200.00	332,677.18	333,167.18	176.09	490.00

***District Engineer-HRLY-NTE**

	Units	Billed Amount
D. Glynn Taylor, P.E. <i>eor</i>	2.00	330.00
Jane M. White <i>reqs</i> <i>reqs</i>	2.00	160.00

Phase subtotal		490.00
subtotal	4.00	490.00

Invoice total **490.00**

**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: 200
- (B) Name of Payee: Taylor & White, Inc.
- (C) Amount Payable: \$3000.00
- (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 5709
Date 07/16/2024

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

Professional Services Rendered through 07/14/2024. ~PAYMENT TERMS: NET 10 DAYS~
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. *Denotes Hourly Task

**Invoice Amount:
\$3,000.00**

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
SUPPLEMENTAL ENGINEERS REPORT FOR PHASE IV- (LS)	15,000.00	15,000.00	15,000.00	100.00	0.00
SUPPLEMENTAL ENGINEERS RPT FOR CHESWICK SOUTH (LS)	15,000.00	11,250.00	14,250.00	95.00	3,000.00
*PROJECT ADMINISTRATION- (HRLY)	0.00	290.00	290.00	0.00	0.00
REIMBURSABLES	0.00	0.00	0.00	0.00	0.00
Total	30,000.00	26,540.00	29,540.00	98.47	3,000.00

Invoice total **3,000.00**

C.

1.

NOTICE OF MEETINGS
WILFORD PRESERVE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Wilford Preserve Community Development District will hold their regularly scheduled public meetings for **Fiscal Year 2025** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 at 1:30 p.m. on the third Tuesday of each month listed (unless notated otherwise*) as follows:

October 15, 2024
November 19, 2024
December 17, 2024
January 21, 2025
February 18, 2025
March 18, 2025
April 15, 2025
May 21, 2025 at 6:00 p.m. (*Third Wednesday)
June 17, 2025
July 23, 2025 at 6:00 p.m. (*Fourth Wednesday)
August 19, 2025
September 15, 2025

2.



Memorandum

To: Board of Supervisors

From: District Management

Date: July 17th, 2024

RE: HB7013 – Special Districts Performance Measures and Standards

To enhance accountability and transparency, new regulations were established for all special districts, by the Florida Legislature, during their 2024 legislative session. Starting on October 1, 2024, or by the end of the first full fiscal year after its creation (whichever comes later), each special district must establish goals and objectives for each program and activity, as well as develop performance measures and standards to assess the achievement of these goals and objectives. Additionally, by December 1 each year (initial report due on December 1, 2025), each special district is required to publish an annual report on its website, detailing the goals and objectives achieved, the performance measures and standards used, and any goals or objectives that were not achieved.

District Management has identified the following key categories to focus on for Fiscal Year 2025 and develop statutorily compliant goals for each:

- Community Communication and Engagement
- Infrastructure and Facilities Maintenance
- Financial Transparency and Accountability

Additionally, special districts must provide an annual reporting form to share with the public that reflects whether the goals & objectives were met for the year. District Management has streamlined these requirements into a single document that meets both the statutory requirements for goal/objective setting and annual reporting.

The proposed goals/objectives and the annual reporting form are attached as exhibit A to this memo. District Management recommends that the Board of Supervisors adopt these goals and objectives to maintain compliance with HB7013 and further enhance their commitment to the accountability and transparency of the District.

Exhibit A:
Goals, Objectives and Annual Reporting Form

DRAFT

Wilford Preserve Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2024 – September 30, 2025

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least four regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of four board meetings were held during the Fiscal Year.

Achieved: Yes No

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were advertised per Florida statute on at least two mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes No

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes No

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field Manager and/or District Manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field Manager and/or District Manager visits were successfully completed per management agreement as evidenced by Field Manager and/or District Manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within district management services agreement

Achieved: Yes No

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes No

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual Audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual Audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent Annual Audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes No

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board accepted and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Achieved: Yes No

Chair/Vice Chair: _____

Date: _____

Print Name: _____

Wilford Preserve Community Development District

District Manager: _____

Date: _____

Print Name: _____

Wilford Preserve Community Development District

D.

Wilford Preserve Community Development District (CDD)

2740 Firethorn Ave, Orange Park, FL 32065

(904) 385-3026; wilfordpreservemanager@gmsnf.com

Memorandum

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

Community:

Amenity Usage

- Total Facilities Usage – 256 overall
- Average daily usage – 2

Card counts:

New Owners	6
Replacements	0

Total cards Assigned: 6

Room Rentals

- 2 rentals in month of July

Operations

- Ordered a new power supply for cameras
- Park/Greenspace Inspections and Cleaning - Completed monthly
- Lake Inspections - All lakes inspected monthly, outfalls cleaned due to trash
- 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

Landscaping

- Monthly reports for July submitted and filed at Operations office

For questions, comments, or clarification, please contact:

- Brianna Wilson, Wilford Amenity Manager (904) 385-3026 wilfordpreservemanager@gmsnf.com
- Jay Soriano, GMS Operations Manager (904) 274-2450 jsoriano@gmsnf.com

SEVENTH ORDER OF BUSINESS

A.

Wilford Preserve
Community Development District

Unaudited Financial Reporting
July 31, 2024



Wilford Preserve
Community Development District
Combined Balance Sheet
July 31, 2024

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 73,428	\$ -	\$ -	\$ 73,428
Due from Other	-	-	4,440	4,440
Investments:				
General Fund Custody	167,787	-	-	167,787
State Board of Administration (SBA)	2,730	-	-	2,730
Series 2018B				
Reserve	-	358,225	-	358,225
Revenue	-	3,304	-	3,304
Prepayment	-	4,306	-	4,306
Construction	-	-	22,088	22,088
Series 2019				
Reserve	-	197,299	-	197,299
Revenue	-	237,978	-	237,978
Construction	-	-	25,059	25,059
Prepaid Expenses	575	-	-	575
Deposits	1,350	-	-	1,350
Total Assets	\$ 245,870	\$ 801,112	\$ 51,587	\$ 1,098,569
Liabilities:				
Accounts Payable	\$ 660	\$ -	\$ -	\$ 660
Total Liabilities	\$ 660	\$ -	\$ -	\$ 660
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ 575	\$ -	\$ -	\$ 575
Deposits	1,350	-	-	1,350
Restricted for:				
Debt Service	-	801,112	-	801,112
Capital Project	-	-	51,587	51,587
Assigned for:				
Unassigned	243,285	-	-	243,285
Total Fund Balances	\$ 245,210	\$ 801,112	\$ 51,587	\$ 1,097,909
Total Liabilities & Fund Balance	\$ 245,870	\$ 801,112	\$ 51,587	\$ 1,098,569

Wilford Preserve
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2024

	Adopted Budget	Prorated Budget Thru 07/31/24	Actual Thru 07/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 505,720	\$ 505,720	\$ 506,638	\$ 917
Interest Income	1,500	1,500	8,604	7,104
Miscellaneous Income	-	-	358	358
Total Revenues	\$ 507,220	\$ 507,220	\$ 515,599	\$ 8,378
Expenditures:				
<u>General & Administrative:</u>				
Engineering	\$ 6,000	\$ 5,000	\$ 273	\$ 4,727
Attorney	15,000	12,500	4,159	8,341
Annual Audit	4,800	4,800	4,900	(100)
Assessment Administration	5,300	5,300	5,300	-
Arbitrage Rebate	1,200	1,000	600	400
Dissemination Agent	7,420	6,183	6,683	(500)
Trustee Fees	7,000	7,000	6,592	408
Management Fees	52,088	43,407	43,407	(0)
Information Technology	1,000	833	833	0
Website Maintenance	1,200	1,000	1,000	-
Telephone	300	250	131	119
Postage	500	417	391	26
Insurance	7,245	7,245	6,818	427
Printing & Binding	1,200	1,000	229	771
Legal Advertising	3,000	2,500	1,127	1,373
Other Current Charges	600	500	15	485
Office Supplies	200	167	4	163
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 114,228	\$ 99,277	\$ 82,637	\$ 16,640

Wilford Preserve
Community Development District
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2024

	Adopted Budget	Prorated Budget Thru 07/31/24	Actual Thru 07/31/24	Variance
<u>Operations & Maintenance</u>				
Amenity Center Expenditures				
Insurance	\$ 11,762	\$ 11,762	\$ 10,218	\$ 1,544
General Facility Maintenance	20,000	16,667	16,640	26
Amenity Manager	47,250	39,375	39,375	-
Janitorial Services	10,070	8,392	8,392	(0)
Pool Maintenance	15,000	12,500	12,500	-
Pool Chemicals	10,000	8,333	6,907	1,426
Pool Monitors	15,000	12,500	2,985	9,515
Security Monitoring	1,200	1,000	510	490
Security	40,000	33,333	36,580	(3,246)
Permit Fees	450	375	300	75
Telephone/Cable/Internet	2,000	1,667	-	1,667
Electric	16,200	13,500	5,580	7,920
Water/Sewer/Irrigation	36,524	30,437	16,628	13,809
Repairs & Replacements	-	-	294	(294)
Refuse Service	3,600	3,000	2,596	405
Special Events	5,000	4,167	-	4,167
Recreational Passes	1,500	1,250	191	1,060
Office Supplies / Mailings / Printing	600	500	-	500
Subtotal Amenity Center Expenditures	\$ 236,156	\$ 198,757	\$ 159,696	\$ 39,061
Ground Maintenance Expenditures				
Landscape Maintenance	\$ 130,000	\$ 108,333	\$ 86,400	\$ 21,933
Landscape Contingency	2,500	2,500	2,520	(20)
Irrigation Maintenance	2,500	2,500	5,676	(3,176)
Lake Maintenance	14,336	11,947	8,700	3,247
Streetlighting	7,500	6,250	-	6,250
Subtotal Ground Maintenance Expenditures	\$ 156,836	\$ 131,530	\$ 103,296	\$ 28,234
Total Operations & Maintenance	\$ 392,992	\$ 330,287	\$ 262,992	\$ 67,295
Total Expenditures	\$ 507,220	\$ 429,564	\$ 345,629	\$ 83,935
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 77,656	\$ 169,970	\$ 92,313
Net Change in Fund Balance	\$ -	\$ 77,656	\$ 169,970	\$ 92,313
Fund Balance - Beginning	\$ -		\$ 75,241	
Fund Balance - Ending	\$ -		\$ 245,210	

Wilford Preserve
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ -	\$ 47,511	\$ 446,427	\$ 3,811	\$ 1,130	\$ 1,154	\$ 2,447	\$ 1,636	\$ 2,521	\$ -	\$ -	\$ -	\$ 506,638
Interest Income	120	35	52	1,345	1,585	1,486	1,197	1,132	925	727	-	-	8,604
Miscellaneous Income	122	53	-	-	-	-	61	122	-	-	-	-	358
Total Revenues	\$ 242	\$ 47,599	\$ 446,479	\$ 5,156	\$ 2,715	\$ 2,640	\$ 3,705	\$ 2,890	\$ 3,445	\$ 727	\$ -	\$ -	\$ 515,599

Expenditures:													
General & Administrative:													
Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 273	\$ -	\$ -	\$ 273
Attorney	1,149	231	519	292	607	916	447	-	-	-	-	-	4,159
Annual Audit	-	-	-	-	2,000	2,900	-	-	-	-	-	-	4,900
Assessment Administration	5,300	-	-	-	-	-	-	-	-	-	-	-	5,300
Arbitrage Rebate	-	600	-	-	-	-	-	-	-	-	-	-	600
Dissemination Agent	618	618	618	1,118	618	618	618	618	618	618	-	-	6,683
Trustee Fees	3,450	-	-	3,142	-	-	-	-	-	-	-	-	6,592
Management Fees	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	-	-	43,407
Information Technology	83	83	83	83	83	83	83	83	83	83	-	-	833
Website Maintenance	100	100	100	100	100	100	100	100	100	100	-	-	1,000
Telephone	12	3	8	3	5	-	10	14	25	51	-	-	131
Postage	82	33	13	41	22	59	30	39	64	7	-	-	391
Insurance	6,818	-	-	-	-	-	-	-	-	-	-	-	6,818
Printing & Binding	20	31	11	11	22	15	9	54	5	52	-	-	229
Legal Advertising	-	75	75	75	75	75	75	132	75	474	-	-	1,127
Other Current Charges	-	15	-	-	-	-	-	-	-	-	-	-	15
Office Supplies	0	0	-	0	0	0	1	0	0	0	-	-	4
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 22,149	\$ 6,130	\$ 5,767	\$ 9,205	\$ 7,872	\$ 9,108	\$ 5,713	\$ 5,381	\$ 5,310	\$ 6,000	\$ -	\$ -	\$ 82,637

Wilford Preserve
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<i>Operations & Maintenance</i>													
Amenity Center Expenditures													
Insurance	\$ 10,218	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10,218
General Facility Maintenance	545	2,565	1,261	501	903	2,891	2,516	2,754	1,609	1,096	-	-	16,640
Amenity Manager	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	-	-	39,375
Janitorial Services	839	839	839	839	839	839	839	839	839	839	-	-	8,392
Pool Maintenance	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	-	-	12,500
Pool Chemicals	811	-	107	1,129	47	766	335	107	1,578	2,025	-	-	6,907
Pool Monitors	-	-	-	-	-	-	153	517	1,019	1,297	-	-	2,985
Security Monitoring	85	85	85	85	85	85	-	-	-	-	-	-	510
Security	3,405	3,351	4,032	3,405	4,342	4,067	3,311	3,615	3,562	3,490	-	-	36,580
Permit Fees	-	-	-	-	-	-	-	300	-	-	-	-	300
Telephone/Cable/Internet	-	-	-	-	-	-	-	-	-	-	-	-	-
Electric	510	468	498	571	592	539	581	558	626	637	-	-	5,580
Water/Sewer/Irrigation	1,770	1,668	1,721	1,415	2,162	1,510	915	1,390	2,453	1,624	-	-	16,628
Repairs & Replacements	-	-	-	-	-	-	-	294	-	-	-	-	294
Refuse Service	495	179	178	175	172	219	529	218	217	215	-	-	2,596
Special Events	-	-	-	-	-	-	-	-	-	-	-	-	-
Recreational Passes	-	-	-	-	-	-	191	-	-	-	-	-	191
Office Supplies / Mailings / Printing	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Amenity Center Expenditures	\$ 23,866	\$ 14,342	\$ 13,909	\$ 13,307	\$ 14,329	\$ 16,103	\$ 14,557	\$ 15,781	\$ 17,092	\$ 16,410	\$ -	\$ -	159,696
Ground Maintenance Expenditures													
Landscape Maintenance	\$ 8,640	\$ 8,640	\$ 8,640	\$ 8,640	\$ 8,640	\$ 8,640	\$ 8,640	\$ 8,640	\$ 8,640	\$ 8,640	\$ -	\$ -	86,400
Landscape Contingency	-	-	-	540	-	-	-	660	660	660	-	-	2,520
Irrigation Maintenance	680	1,958	-	1,080	-	-	-	-	1,958	-	-	-	5,676
Lake Maintenance	870	870	870	870	870	870	870	-	1,740	870	-	-	8,700
Streetlighting	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Ground Maintenance Expenditures	\$ 10,190	\$ 11,468	\$ 9,510	\$ 11,130	\$ 9,510	\$ 9,510	\$ 9,510	\$ 9,300	\$ 12,998	\$ 10,170	\$ -	\$ -	103,296
Total Operations & Maintenance	\$ 34,056	\$ 25,810	\$ 23,419	\$ 24,437	\$ 23,839	\$ 25,613	\$ 24,067	\$ 25,081	\$ 30,090	\$ 26,580	\$ -	\$ -	262,992
Total Expenditures	\$ 56,206	\$ 31,940	\$ 29,186	\$ 33,642	\$ 31,712	\$ 34,721	\$ 29,780	\$ 30,462	\$ 35,400	\$ 32,580	\$ -	\$ -	345,629
Excess (Deficiency) of Revenues over Expenditures	\$ (55,963)	\$ 15,659	\$ 417,293	\$ (28,487)	\$ (28,997)	\$ (32,081)	\$ (26,075)	\$ (27,572)	\$ (31,955)	\$ (31,852)	\$ -	\$ -	169,970
Net Change in Fund Balance	\$ (55,963)	\$ 15,659	\$ 417,293	\$ (28,487)	\$ (28,997)	\$ (32,081)	\$ (26,075)	\$ (27,572)	\$ (31,955)	\$ (31,852)	\$ -	\$ -	169,970

Wilford Preserve
Community Development District
Debt Service Fund Series 2018 B
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2024

	Adopted Budget	Prorated Budget Thru 07/31/24	Actual Thru 07/31/24	Variance
Revenues:				
Special Assessments - Direct Bill	\$ 98,038	\$ 12,836	\$ 12,836	\$ -
Special Assessments - Prepayments	-	-	430,197	430,197
Interest Income	3,000	3,000	28,496	25,496
Total Revenues	\$ 101,038	\$ 15,836	\$ 471,529	\$ 455,693
Expenditures:				
Interest -11/1	\$ 49,019	\$ 49,019	44,850	\$ 4,169
Principal Prepayment - 11/1	-	-	555,000	(555,000)
Interest -2/1	-	-	5,319	(5,319)
Principal Prepayment - 2/1	-	-	370,000	(370,000)
Interest - 5/1	49,019	49,019	18,256	30,763
Principal Prepayment - 5/1	-	-	205,000	(205,000)
Total Expenditures	\$ 98,038	\$ 98,038	\$ 1,198,425	\$ (1,100,387)
Excess (Deficiency) of Revenues over Expenditures	\$ 3,000	\$ (82,202)	\$ (726,896)	\$ (644,694)
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ (15,728)	\$ (15,728)
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ (15,728)	\$ (15,728)
Net Change in Fund Balance	\$ 3,000	\$ (82,202)	\$ (742,624)	\$ (660,422)
Fund Balance - Beginning	\$ 306,361		\$ 1,108,459	
Fund Balance - Ending	\$ 309,361		\$ 365,835	

Wilford Preserve
Community Development District
Debt Service Fund Series 2019
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending July 31, 2024

	Adopted Budget	Prorated Budget Thru 07/31/24	Actual Thru 07/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 521,627	\$ 521,627	\$ 520,764	\$ (863)
Interest Income	2,500	2,500	24,086	21,586
Total Revenues	\$ 524,127	\$ 524,127	\$ 544,850	\$ 20,723
Expenditures:				
Interest -11/1	\$ 189,510	\$ 189,510	\$ 189,510	\$ -
Interest - 5/1	189,510	189,510	189,510	-
Principal - 5/1	145,000	145,000	145,000	-
Total Expenditures	\$ 524,020	\$ 524,020	\$ 524,020	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 107	\$ 107	\$ 20,830	\$ 20,723
Net Change in Fund Balance	\$ 107	\$ 107	\$ 20,830	\$ 20,723
Fund Balance - Beginning	\$ 225,208		\$ 414,447	
Fund Balance - Ending	\$ 225,315		\$ 435,277	

Wilford Preserve
Community Development District
Statement of Revenues and Expenditures

Capital Projects Funds

For The Period Ending July 31, 2024

Description	SE 2018B	SE 2019A
Revenues		
<i>Interest Income:</i>		
Construction	\$ 569	\$ 3,674
Transfer In	15,728	-
Total Revenues	\$ 16,297	\$ 3,674
Expenditures		
Capital Outlay	\$ -	\$ 14,369
Transfer Out	-	-
Total Expenditures	\$ -	\$ 14,369
Excess Revenues (Expenditures)	\$ 16,297	\$ (10,695)
Beginning Fund Balance	\$ 5,792	\$ 40,194
Ending Fund Balance	\$ 22,088	\$ 29,499

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)
Less: May 1, 2024			(205,000)
Current Bonds Outstanding		\$	430,000

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	\$	197,299	
Reserve Fund Balance		197,299	
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)
Less: May 1, 2024			(145,000)
Current Bonds Outstanding		\$	7,310,000

WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2024 Summary of Assessment Receipts

ASSESSED	# UNITS ASSESSED	SERIES 2019A DEBT ASMT	FY24 O&M ASMT	TOTAL ASSESSED
NET ASSESSMENTS TAX ROLL	445	519,803.94	505,703.79	1,025,507.72

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2019A DEBT RECEIPTS	O&M RECEIPTS	AMOUNT RECEIVED
1	11/6/2023	535.36	520.83	1,056.19
2	11/14/2023	6,900.12	6,712.94	13,613.06
3	11/28/2023	41,400.73	40,277.70	81,678.43
4	12/12/2023	455,272.21	442,922.54	898,194.75
5	12/22/2023	3,601.89	3,504.18	7,106.07
6	1/10/2024	3,917.27	3,811.01	7,728.28
7	2/5/2024	1,162.00	1,130.48	2,292.48
8	3/14/2024	1,185.96	1,153.78	2,339.74
9	4/9/2024	2,515.35	2,447.12	4,962.47
10	5/7/2024	1,682.07	1,636.44	3,318.51
11	6/6/2024	1,233.87	1,200.41	2,434.28
TAX CERTIFICATES	6/24/2024	1,356.94	1,320.13	2,677.07
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
TOTAL TAX ROLL RECEIPTS		520,763.77	506,637.56	1,027,401.33

TAX ROLL DUE	(959.83)	(933.77)	(1,893.61)
PERCENT COLLECTED	100%	100%	100%

B.

WILFORD PRESERVE
Community Development District

Check Register Summary - General Fund

July 31, 2024

Check Date	Check #'s	Total Amount
7/2/24	570-573	\$ 4,638.74
7/9/24	574-578	11,890.45
7/11/24	579-580	9,540.32
7/17/24	581-583	2,421.56
7/30/24	584-587	2,548.82
	Total	\$ 31,039.89

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/02/24	00001	6/24/24	154	202405	320	57200	45000		GEN FACILITY MAINTENANCE	*	489.19		
GOVERNMENTAL MANAGEMENT SERVICES												489.19	000570
7/02/24	00026	7/01/24	407258	202407	320	57200	49600		JUL CLOUD MGMT SERVICES	*	85.00		
HI-TECH SYSTEM ASSOCIATES												85.00	000571
7/02/24	00035	7/01/24	10230	202407	320	57200	49600		JULY SECURITY SERVICES	*	3,404.55		
SECURITY DEVELOPMENT GROUP LLC												3,404.55	000572
7/02/24	00016	6/27/24	JAX72230	202406	330	57200	42010		MOW CHESWICK OAKS AVE	*	660.00		
YELLOWSTONE LANDSCAPE												660.00	000573
7/09/24	00036	3/15/24	11295	202403	320	57200	45000		BACKFLOW TEST/CERTIFICATE	*	90.00		
BOB'S BACKFLOW & PLUMBING SERVICES												90.00	000574
7/09/24	00001	7/01/24	156	202407	330	57200	41000		JUL CONTRACT ADMIN.	*	3,937.50		
		7/01/24	156	202407	320	57200	45500		JUL JANITORIAL	*	839.17		
		7/01/24	156	202407	320	57200	46500		JUL POOL MAINTENANCE	*	1,250.00		
GOVERNMENTAL MANAGEMENT SERVICES												6,026.67	000575
7/09/24	00001	7/01/24	157	202407	310	51300	34000		JUL MANAGEMENT FEES	*	4,340.67		
		7/01/24	157	202407	310	51300	35200		JUL WEBSITE ADMIN.	*	100.00		
		7/01/24	157	202407	310	51300	35100		JUL INFORMATION TECH.	*	83.33		
		7/01/24	157	202407	310	51300	31300		JUL DISSEMINATION SRVCS	*	618.33		
		7/01/24	157	202407	310	51300	51000		OFFICE SUPPLIES	*	.33		
		7/01/24	157	202407	310	51300	42000		POSTAGE	*	7.04		
		7/01/24	157	202407	310	51300	42500		COPIES	*	52.35		
		7/01/24	157	202407	310	51300	41000		TELEPHONE	*	50.73		
GOVERNMENTAL MANAGEMENT SERVICES												5,252.78	000576

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/09/24	00011	7/05/24	24-00236	202407	310-51300	48000	NOTICE OF BOARD MTG 7/17 JACKSONVILLE DAILY RECORD	*	74.50	74.50	000577
7/09/24	00021	7/08/24	3421516	202404	310-51300	31500	APR GENERAL COUNSEL KUTAK ROCK LLP	*	446.50	446.50	000578
7/11/24	00030	5/03/24	6749095	202405	320-57200	46510	MAY POOL CHEMICALS HAWKINS INC	*	900.32	900.32	000579
7/11/24	00016	7/10/24	JAX73363	202407	320-57200	42000	JUL LANDSCAPE MAINTENACE YELLOWSTONE LANDSCAPE	*	8,640.00	8,640.00	000580
7/17/24	00001	7/11/24	158	202407	320-57200	46510	POOL CHEMICALS - TRICHLOR	*	174.90		
		7/11/24	158	202407	320-57200	46510	POOL CHEMICALS - CMP	*	218.20		
							GOVERNMENTAL MANAGEMENT SERVICES			393.10	000581
7/17/24	00030	7/11/24	6805596	202407	320-57200	46510	JULY POOL CHEMICALS HAWKINS INC	*	731.66	731.66	000582
7/17/24	00020	6/30/24	13	202406	320-57200	46530	JUNE POOL SERVICES RIVERSIDE MANAGEMENT SERVICES, INC	*	1,296.80	1,296.80	000583
7/30/24	00001	7/17/24	159	202406	320-57200	45000	GENERAL FACILITY MAINT. GOVERNMENTAL MANAGEMENT SERVICES	*	1,005.90	1,005.90	000584
7/30/24	00011	7/25/24	24-00261	202407	310-51300	48000	NTC FY25 BUDGET ADOPTION JACKSONVILLE DAILY RECORD	*	399.50	399.50	000585
7/30/24	00033	7/29/24	1918480	202407	330-57200	46000	JULY LAKE MAINTENANCE THE LAKE DOCTORS INC	*	870.00	870.00	000586
7/30/24	00018	7/22/24	5747	202407	310-51300	31100	PROF SRVS THRU 7/21/24 TAYLOR & WHITE, INC	*	273.42	273.42	000587
TOTAL FOR BANK A									31,039.89		
WILP WILFORD PRES OKUZMUK											

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
TOTAL FOR REGISTER						31,039.89	

WILP WILFORD PRES OKUZMUK

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 154
Invoice Date: 6/24/24
Due Date: 6/24/24
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 May 1 - May 31, 2024		215.20	215.20
Maintenance Supplies		273.99	273.99
<i>Gen. Facil. Maint. 001.320.57200.45000</i>			
<i>Jerry Lambert 6-27-24</i>			

Total \$489.19

Payments/Credits \$0.00

Balance Due \$489.19

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/1/24	2	R.A.	Mixed mulch and adhesive for decorative mulch tree ring, poured and molded mulch around tree in pool area, added remaining wood mulch to center of ring
5/1/24	2	J.S.	Assisted mixing mulch and adhesive for around palm tree in pool area
5/14/24	1.38	R.A.	Delivered mulch and distributed around tree ring
TOTAL	<u>5.38</u>		
MILES	<u>0</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 6/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
WILFORD PRESERVE				
	5/9/24	Vigoro Red Mulch (8)	30.64	J.S.
	5/9/24	Miracle Grow Fert Sprayer	21.24	J.S.
	5/9/24	Miracle Grow Fert Sprayer Refills	21.82	J.S.
	5/22/24	Husky Industrial Hot Water Hose Gun	12.63	J.S.
	5/22/24	5/8" x 50ft Hose	28.73	J.S.
	5/22/24	28" Cones (3)	120.65	J.S.
	6/4/24	2 Cu Ft Red Mulch (10)	38.30	R.A.
		TOTAL	<u>\$273.99</u>	



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 407258
 Invoice Date: 07/01/2024
 Completed: 07/01/2024
 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	1.00	\$85.00	85.00
Enterprise Cloud Device Management Service			0.00
Sales Tax			

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

Total	\$85.00
Payments	\$0.00
Balance Due	\$85.00



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

INVOICE

BILL TO
Wilford Preserve CDD
2740 Firethorn Avenue
Orange Park, Florida 32073

INVOICE # 10230
DATE 07/01/2024
DUE DATE 07/31/2024
TERMS End of the month

SERVICE MONTH
July

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	57	17.95	1,023.15
Fuel Charge Fuel Charge	1	100.00	100.00
Holiday Service 4th of July	1	125.00	125.00

SUBTOTAL	3,404.55
TAX	0.00
TOTAL	3,404.55
BALANCE DUE	\$3,404.55



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 722301	6/27/2024
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: July 27, 2024

Invoice Amount: \$660.00

Description	Current Amount
Mow Cheswick Oaks Ave	
Landscape Enhancement	\$660.00

Invoice Total \$660.00

IN COMMERCIAL LANDSCAPING

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

Bob's Backflow & Plumbing Services

4640 Subchaser Ct., Ste 113
 Jacksonville, FL 32244

Invoice

11295
 Invoice Date
 3/15/2024

Bill To
Wilford Preserve CDD c/o GMS/Governmental Mgmt Svcs Inc 475 West Town Place Suite 114 St Augustine, FL 32092

Job Location
Wilford Preserve CDD 3738 Firethorn Ave. Orange Park, FL 32073

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	4/14/2024

Serviced	Description	Quantity	Price Each	Amount
3/7/2024	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider Potable: 2" Wilkins 975XL2 serial# ACE3962 - Passed Potable: 2" Febco 860 serial# H28711 - Failed Proposal will follow for repairs needed to be in compliance with water utility provider.	2	45.00	90.00

Total	\$90.00
Payments/Credits	\$0.00
Balance Due	\$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.

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 156

Invoice Date: 7/1/24

Due Date: 7/1/24

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 - July 2024		3,937.50	3,937.50
Janitorial - July 2024		839.17	839.17
Pool Maintenance - July 2024		1,250.00	1,250.00
<i>Jerry Lambert</i> 7-3-24			

Total \$6,026.67

Payments/Credits \$0.00

Balance Due \$6,026.67

Governmental Management Services, LLC

1001 Bradford Way
 Kingston, TN 37763

Invoice

Invoice #: 157

Invoice Date: 7/1/24

Due Date: 7/1/24

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 - July 2024		4,340.67	4,340.67
Website Administration -July 2024		100.00	100.00
Information Technology - July 2024		83.33	83.33
Dissemination Agent Services - July 2024		618.33	618.33
Office Supplies		0.33	0.33
Postage		7.04	7.04
Copies		52.35	52.35
Telephone		50.73	50.73
Total			\$5,252.78
Payments/Credits			\$0.00
Balance Due			\$5,252.78

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

INVOICE

July 5, 2024

Date

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

Serial #	24-00236C	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	7/5			Payment Due Upon Receipt
County	Clay			For your convenience, you may remit payment online at www.jaxdailyrecord.com/send-payment .

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

If your payment is being mailed, please reference Serial # 24-00236C on your check or remittance advice.

Your notice was published on both jaxdailyrecord.com and 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 Wednesday, July 17, 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

Jul. 5 00 (24-00236C)

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

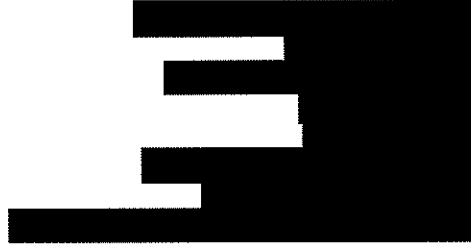
July 8, 2024

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157



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

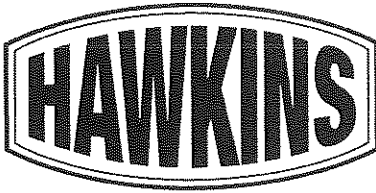
Invoice No. 3421516
23023-1

Re: General Counsel

For Professional Legal Services Rendered

04/16/24	T. Mackie	1.20	408.00	Prepare for and attend Board meeting by phone; follow-up from meeting
04/28/24	S. Sandy	0.10	38.50	Prepare FY 2024-2025 budget documents
TOTAL HOURS		1.30		
TOTAL FOR SERVICES RENDERED				\$446.50
TOTAL CURRENT AMOUNT DUE				<u>\$446.50</u>

Original



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

INVOICE

Total Invoice **\$900.32**
Invoice Number 6749095
Invoice Date 5/3/24
Sales Order Number/Type 4517158 SL
Branch Plant 74
Shipment Number 5370254

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 #			
6/2/24	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 1 LB BLK (Mini-Bulk)	N	250.0000 250.0000	GA GA	\$2.9000	GA	2,417.5 LB 2,417.5 GW	\$725.00
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00
2.000	42871	Sulfuric Acid 38-40% 15 GA DD	N	2.0000 2.0000	DD DD	\$66.6608	DD	324.0 LB 344.0 GW	\$133.32
2.001	699922	15 GA Blu/Black Deidrum DELDRM 1H1/X1.9/250	N	2.0000 2.0000	DD RD	\$15.0000	RD	20.0 LB 20.0 GW	\$30.00

Related Order #: 04517158

***** 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 0 %
Sales Tax \$0.00

Invoice Total

\$900.32

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

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

WIRING CONTACT INFORMATION:
Email: Credit.Dept@Hawkinsinc.com

Phone Number: (612) 617-8581
Fax Number: (612) 225-6702

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

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

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

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

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

www.hawkinsinc.com

Job# 4486691



YELLOWSTONE
LANDSCAPE

INVOICE

INVOICE #	INVOICE DATE
JAX 733635	7/10/2024
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: August 9, 2024

Invoice Amount: \$8,640.00

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

Invoice Total **\$8,640.00**

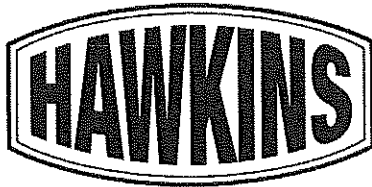
IN COMMERCIAL BANKING

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

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice****Invoice #:** 158**Invoice Date:** 7/11/24**Due Date:** 7/11/24**Case:****P.O. Number:** C BUSS 2023**Bill To:**Wilford Preserve CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Trichlor		174.90	174.90
Pool Chemicals - CMP Light Ring Adapter and Install		218.20	218.20
Total			\$393.10
Payments/Credits			\$0.00
Balance Due			\$393.10

Original



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

INVOICE

Total Invoice	\$731.66
Invoice Number	6805596
Invoice Date	7/11/24
Sales Order Number/Type	4571987 SL
Branch Plant	74
Shipment Number	5442463

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 #			
8/10/24	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 1 LB BLK (Mini-Bulk)	N	220.0000 220.0000	GA GA	\$2.9000	GA	2,127.4 LB 2,127.4 GW	\$638.00
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00
2.000	42871	Sulfuric Acid 38-40% 15 GA DD	N	1.0000 1.0000	DD DD	\$66.6608	DD	162.0 LB 172.0 GW	\$66.66
2.001	699922	15 GA Blu/Black Deldrum DELDRM 1H1/X1.9/250	N	1.0000 1.0000	DD RD	\$15.0000	RD	10.0 LB 10.0 GW	\$15.00

Related Order #: 04571987

***** 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

\$731.66

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

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

WIRING CONTACT INFORMATION:
Email: Credit.Dept@Hawkinsinc.com

Phone Number: (612) 617-8581
Fax Number: (612) 225-6702

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

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

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

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 §50-1.4(n), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

Job# 25263

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

Invoice

Invoice #: 13
Invoice Date: 6/30/2024
Due Date: 6/30/2024
Case:
P.O. Number:

Bill To:
Wilford Preserve CDD

Description	Hours/Qty	Rate	Amount
Pool Monitor Services through June 2024 1.320,572.46530	64.84	20.00	1,296.80
<i>Jerry Lambert</i> 7-12-24			
Total			\$1,296.80
Payments/Credits			\$0.00
Balance Due			\$1,296.80

WILFORD PRESERVE CDD

POOL MONITOR

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
64.84	Pool Monitor	\$ 20.00	\$ 1,296.80
	Covers June 2024		
	GL Code 1.320.572.46530		
	TOTAL DUE:		<u>\$ 1,296.80</u>

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT
POOL MONITOR BILLABLE HOURS FOR JUNE 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/1/24	6.23	L.D.	Pool Monitor
6/2/24	6.17	L.D.	Pool Monitor
6/8/24	6.45	L.D.	Pool Monitor
6/9/24	6.12	L.D.	Pool Monitor
6/15/24	6.92	L.D.	Pool Monitor
6/16/24	6.33	L.D.	Pool Monitor
6/22/24	6.92	L.D.	Pool Monitor
6/23/24	6.92	L.D.	Pool Monitor
6/29/24	6.73	L.D.	Pool Monitor
6/30/24	6.05	L.D.	Pool Monitor
GRAND TOTAL	<u>64.84</u>		

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 159
Invoice Date: 7/17/24
Due Date: 7/17/24
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 June 1 - June 30, 2024		612.40	612.40
Maintenance Supplies		393.50	393.50
<i>Gen. Fac. Maint.</i>			
<i>001.320.570 00.45000</i>			

Jerry Lambert
7-22-24

Total	\$1,005.90
Payments/Credits	\$0.00
Balance Due	\$1,005.90

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/4/24	4.92	R.A.	Used remaining mulch to fill tree rings, picked up supplies, removed zero entry grated, refitted loose grates and tightened retaining brackets
6/4/24	4.92	J.S.	Put mulch in the remaining flower beds on pool deck
6/21/24	2.9	R.A.	Fixed fence to the right of pool entrance gate, joint for securing fence panel broken, used new bolt to retain joint in place, men's bathroom divider ripped out of place, drilled cinder block and installed new 600lb anchors, installed decorative heavy duty handles to bathroom doors, picked up supplies
6/25/24	1	R.A.	Checked air condition not working in pool bathrooms notified amenity manger, checked on previous repairs
6/28/24	1.57	R.A.	Troubleshoot security camera issue, no camera feed on, AC/DC converter was not working let Operations Manager know about issue

TOTAL 15.31

MILES 0

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 7/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
WILFORD PRESERVE				
	6/21/24	1/4"x2-1/2" Concrete Anchor 25pk	26.43	R.A.
	6/21/24	3/8x8" Concrete Drill Bit	17.22	R.A.
	6/21/24	10" Heavy Duty Door Pull (2)	45.84	R.A.
	6/21/24	MCH Screw #10x1-1/4	1.59	R.A.
	7/3/24	Elkay Water Filter (2)	174.78	J.S.
	7/3/24	18 Port Power Supply	127.65	J.S.
		TOTAL	<u>\$393.50</u>	

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

INVOICE

July 25, 2024

Date

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

Serial # 24-00261C PO/File # _____ \$399.50

Payment Due

Notice of Public Hearing to Consider the Adoption of the FY 2025 Budget;
Notice of Public Hearing, etc.; and Notice of Regular Board of Supervisors'

\$399.50

Publication Fee

Wilford Preserve Community Development District

Case Number _____

Amount Paid

Publication Dates 7/25

Payment Due Upon Receipt

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

County Clay

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

If your payment is being
mailed, please reference
Serial # 24-00261C on your
check or remittance advice.

Your notice was published on both jaxdailyrecord.com and 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 PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FY 2025 BUDGET;
NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.
 The Board of Supervisors ("Board") for the Wilford Preserve Community Development District ("District") will hold the following public hearings and regular meeting:

DATE: August 20, 2024
 TIME: 6:00 p.m.
 LOCATION: Plantation Oaks Amenity Center
 845 Oakleaf Plantation Parkway
 Orange Park, Florida 32065

The first public hearing is being held pursuant to Chapter 190, Florida Statutes, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("FY 2025"). The second public hearing is being held pursuant to Chapters 190, Florida Statutes, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District to fund the Proposed Budget for FY 2025; to consider the adoption of an assessment roll; and to provide for the levy, collection, and enforcement of O&M Assessments. At the conclusion of the public hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A regular Board meeting of the District will also be held where the Board may consider any other District business that may properly come before it.

Description of Assessments

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

Land Use	Total # of Units	Proposed O&M Assessment Per Unit (including collection costs / early payment discounts)
Residential Unit	825	\$1,208.64

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

For FY 2025, the District intends to have the County Tax Collector collect the O&M Assessments imposed on certain developed property and will directly collect the O&M Assessments on the remaining benefitted property, if any, by sending out a bill no later than November of this year. It is important to pay your O&M Assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title or, for direct billed O&M Assessments, may result in a foreclosure action which also may result in a loss of title. The District's decision to collect O&M Assessments on the County tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

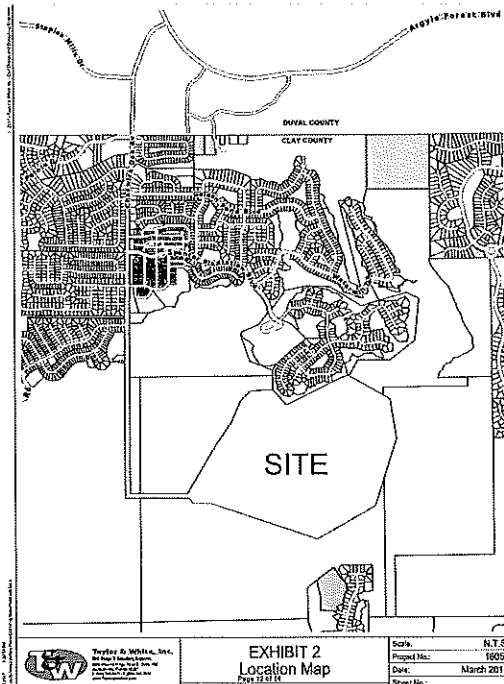
Additional Provisions

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the public hearings and meeting may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-6850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at <https://wilfordpreserveccd.com>. The public hearings and meeting may be continued in progress to a date, time certain, and place to be specified on the record at the public hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.

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

Please note that all affected property owners have the right to appear at the public hearings and meeting and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that, accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.



District Manager



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	7/29/2024	\$870.00

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

0000007307253001000000020048300000008700096

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

Wilford Preserve CDD	2639 Firethorn Ave Orange Park, FL 32073
Invoice Due Date 7/26/2024	Invoice 1918480 PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
7/26/2024	Water Management - Monthly		\$870.00	\$0.00	\$870.00
<p>ponds 2,4,5,10,11,12,14- treated for algae and invasive aquatic weeds in and around the ponds</p> <p>ponds 3,6,7,8,13- treated for invasive aquatic weeds in and around the ponds</p> <p>pond 9- treated for algae in the pond</p> <p>thanks</p>					
Please provide remittance information when submitting payments, otherwise payments will be applied to the oldest outstanding invoices.				Credits	\$0.00
				Adjustment	\$0.00
					AMOUNT DUE

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

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

Customer E-mail(s): chogge@gmsnf.com,wilfordpreservemanager@gmsnf.com,okuzmuk@gmsnf
Customer Portal Link: www.lakedoctors.com/contact-us/

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



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 District Manager
Marilee Giles
GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice number 5747
Date 07/22/2024

Project **16050.4 WILFORD PRESERVE CDD-
GENERAL FUND**

Professional Services Rendered through 07/21/2024. ~PAYMENT TERMS: NET 10 DAYS~
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. *Denotes Hourly Task

Invoice Amount: \$273.42

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
*CDD MEETING- GENERAL FUND- (HRLY)	0.00	0.00	247.50	0.00	247.50
*PROJECT ADMINISTRATION - (HRLY)	0.00	0.00	0.00	0.00	0.00
REIMBURSABLES	0.00	0.00	25.92	0.00	25.92
Total	0.00	0.00	273.42	0.00	273.42

***CDD MEETING- General Fund- (HRLY)**

D. Glynn Taylor, P.E.

Reimbursables

Billed Amount
247.50

Mileages

Billed Amount
25.92

Invoice total	273.42
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C.

Wilford Preserve

Community Development District

Boundary Amendment Funding Request #5*

August 12, 2024

PAYEE	GENERAL FUND
1 KUTAK ROCK LLP - Invoice 3436934 from 8/12/2024 Boundary Amendment	\$ 528.00
TOTAL	\$ 528.00

Please make check payable to:

Wilford Preserve CDD

475 W Town Place Suite 114

Saint Augustine, FL 32092

Signature:

Chairman/Vice Chairman

Signature:

Secretary/Asst. Secretary

* Boundary Amendment Funding Agreement Between Wilford Preserve CDD and DFC Wilford, 4, LLC from 2/1/2023

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 12, 2024

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. 3436934

Client Matter No. 23023-4

Notification Email: eftgroup@kutakrock.com

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

Invoice No. 3436934
23023-4

Re: Boundary Amendment

For Professional Legal Services Rendered

05/02/24	W. Haber	0.20	66.00	Confer with Giles regarding status
05/14/24	W. Haber	0.60	198.00	Confer with Cowling and begin preparation of disclosure for Cheswick South
05/20/24	W. Haber	0.80	264.00	Prepare disclosure and consent documents

TOTAL HOURS 1.60

TOTAL FOR SERVICES RENDERED \$528.00

TOTAL CURRENT AMOUNT DUE \$528.00

UNPAID INVOICES:

May 31, 2024	Invoice No. 3397634	66.00
July 8, 2024	Invoice No. 3421518	924.00

TOTAL DUE \$1,518.00