

WILFORD PRESERVE
Community Development District

OCTOBER 15, 2024

AGENDA

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

October 8, 2024

Board of Supervisors
Wilford Preserve Community Development District

Dear Board Members:

The Wilford Preserve Community Development District Board of Supervisors Meeting is scheduled for **Tuesday, October 15, 2024 at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Organizational Matters
 - A. Consideration of Appointing a New Supervisor to Fill the Vacant Seat
 - B. Oath of Office for Newly Appointed Supervisor
 - C. Consideration of Resolution 2025-01, Designating Officers
- IV. Approval of the Minutes of the September 17, 2024 Board of Supervisors Meeting
- V. Staff Reports
 - A. District Counsel
 - B. District Engineer – Consideration of Proposal to Prepare a Public Facilities Report
 - C. District Manager
 - D. Amenity / Operations Manager – Monthly Operations Report
- VI. Financial Reports
 - A. Financial Statements as of September 30, 2024
 - B. Check Register

C. Boundary Amendment Funding Request No. 7

VII. Supervisors' Requests and Audience Comments

VIII. Next Scheduled Meeting – Tuesday, November 19, 2024 at 1:30 p.m. at the Plantation Oaks Amenity Center

IX. Adjournment

THIRD ORDER OF BUSINESS

C.

RESOLUTION 2025-01

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 15TH DAY OF OCTOBER, 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 Tuesday, September 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
Jay Soriano	Operations Manager
Triston Cottrell	S3 Security
Marla Dietrich	S3 Security
Blake Dougherty	Yellowstone Landscape

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

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Public Comment

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Consideration of Appointing a New Supervisor to Fill Vacancy

This item was tabled.

B. Oath of Office for Newly Appointed Supervisor

This item was tabled.

C. Consideration of Resolution Designating Officers

This item was tabled.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the August 20, 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 August 20, 2024 Board of Supervisors meeting were approved.

FIFTH ORDER OF BUSINESS

Consideration of Budget Deficit Funding Agreement for Fiscal Year 2025

Ms. Haber stated this agreement was discussed at the prior meeting in connection with the adoption of the budget. There is a portion of the budget identified as Cheswick South that does not have an assessment levied against it, because the property is not yet within the boundary of the CDD, but it has been identified as an area that is going to contribute for funding purposes for the overall budget. I'm not sure of the exact name of the entity, but it will be signed by an entity that will be on the hook for funding that portion of the budget to the extent those amounts are needed.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor the fiscal year 2025 budget deficit funding agreement was approved in substantial form with staff authorized to work with the Chair on finalizing the agreement.

SIXTH ORDER OF BUSINESS

Ratification of the Engagement Letter with Grau & Associates for Fiscal Year 2024

Ms. Giles stated the engagement letter documents and confirms the auditor's objective and scope to audit the financial statements of the District for the fiscal year ending September 30, 2024.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor the engagement letter with Grau & Associates for fiscal year 2024 audit services was ratified.

SEVENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer – Requisition Nos. 201 and 204 (Series 2019A)

Copies of the requisitions payable to Taylor & White and Highland Products 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 201 and 204 were ratified.

C. District Manager

There being nothing to report, the next item followed.

D. Amenity / Operations Manager – Monthly Operations Report

Mr. Soriano presented the operations report, and informed the Board the order for fencing has been set up with installation expected in October. He also reported that he is getting some complaints regarding the fans at the gazebo, so they will be replaced.

Mr. Cowling suggested getting a timer for the fans.

Lastly, Mr. Soriano reported that Yellowstone is caught up on cuts and they are working on catching up on irrigation issues.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of August 31, 2024

B. Check Register

Ms. Giles gave a brief overview of the financial reports, copies of which were included in the agenda package and noted the check register totals \$33,959.24.

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

C. Ratification of Boundary Amendment Funding Request No. 6

A copy of boundary amendment funding request number five totaling \$4,250 was included in the agenda package for the Board’s review.

On MOTION by Mr. Cowling seconded by Mr. Smith with all in favor boundary amendment funding request number 6 was approved.

NINTH ORDER OF BUSINESS

Supervisors’ Requests and Audience Comments

There being none, the next item followed.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 15, 2024
at 1:30 p.m. at the Plantation Oaks
Amenity Center**

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

FIFTH ORDER OF BUSINESS

B.

Taylor & White, Inc.

Civil Design & Consulting Engineers



Professional Civil Engineering Services

September 16, 2024

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

RE: Public Facility Report
Wilford Public Facility Report
Clay County, FL
Taylor & White, Inc., Proposal No. 16050.4

Ms. Giles,

Taylor & White, Inc. is pleased to submit the following Proposal for Public Facility Report Services in relation to Wilford Preserve to be located at Clay County, Florida.

This Agreement is made as of September 16, 2024, by and between **Wilford Preserve CDD District Manager**, (Client) and **Taylor & White, Inc., (T&W)**, a Florida based Corporation.

SCOPE OF SERVICES

T&W's services will be provided in the following Task:

Public Facility Report

- a. **T&W** will work in close contact with Client and their delegates to complete the required Public Facility Report.
- b. Fees occurred for outside Consultants (ie, Surveyors, Landscape Architects) or Agencies are to be paid directly to the Consultant or Agency from the Client.

T&W's fees, not including reimbursable expenses, are as follows:

<u>Basic Services</u>				<u>Fees</u>	
Public Facility Report (LUMP SUM)				\$ 7,000.00	
<u>Standard Hourly Rates</u>					
Clerical	\$ 60.00	Sr. CADD Opr.	\$ 100.00	Jr. Engineer	\$ 145.00
CADD Opr.	\$ 75.00	Project Designer	\$ 115.00	Sr. Engineer	\$ 160.00
Project Admn	\$ 95.00	Project Manager	\$ 125.00	Principal	\$ 200.00

Payment is due within thirty (30) days of invoice. Late payment will be subject to a monthly surcharge of 1.5%. Payment is for completed work and NOT contingent on Client or agency approvals. **T&W** can begin on this project immediately and has the necessary manpower to perform and complete the work in a timely manner should this proposal meet your requirements.

This Proposal will expire sixty (60) days from the date of the Proposal

Sincerely,
Taylor & White, Inc.,

Accepted by (signed): _____

Print Name: _____

D. Glynn Taylor
Professional Engineer
Glynn.taylor@taylorandwhite.com

Title: _____

Date: _____

T:\2016\16050.4 Wilford Public Facility Report\Proposals\2024-09-09 Ltr Proposal.docx

D.

Wilford Preserve Community Development District (CDD)

2740 Firethorn Ave, Orange Park, FL 32065

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

Memorandum

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

Community:

Amenity Usage

- Total Facilities Usage – 237 overall
- Average daily usage – 7

Card counts:

New Owners	4
Replacements	0

Total cards Assigned: 4

Room Rentals

- 2 rentals in month of September

Operations

- Storm preparation including stacking all pool furniture was completed for Hurricane Helene.
- Repaired pool Pac fence
- 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 September submitted and filed at Operations office

For questions, comments, or clarification, please contact:

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

SIXTH ORDER OF BUSINESS

A.

Wilford Preserve
Community Development District

Unaudited Financial Reporting
September 30, 2024



Wilford Preserve
Community Development District
Combined Balance Sheet
September 30, 2024

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
Assets:				
Cash:				
Operating Account	\$ 147,473	\$ -	\$ -	\$ 147,473
Due from Other	-	-	4,440	4,440
Investments:				
General Fund Custody	1,281	-	-	1,281
State Board of Administration (SBA)	2,755	-	-	2,755
Series 2018B				
Reserve	-	358,225	-	358,225
Revenue	-	3,333	-	3,333
Prepayment	-	4,345	-	4,345
Construction	-	-	25,476	25,476
Series 2019				
Reserve	-	199,056	-	199,056
Revenue	-	240,097	-	240,097
Construction	-	-	21,997	21,997
Prepaid Expenses	26,864	-	-	26,864
Deposits	1,350	-	-	1,350
Total Assets	\$ 179,723	\$ 805,057	\$ 51,913	\$ 1,036,693
Liabilities:				
Accounts Payable	\$ 3,336	\$ -	\$ -	\$ 3,336
Total Liabilities	\$ 3,336	\$ -	\$ -	\$ 3,336
Fund Balance:				
Nonspendable:				
Prepaid Items	\$ 26,864	\$ -	\$ -	\$ 26,864
Deposits	1,350	-	-	1,350
Restricted for:				
Debt Service	-	805,057	-	805,057
Capital Project	-	-	51,913	51,913
Unassigned	148,173	-	-	148,173
Total Fund Balances	\$ 176,387	\$ 805,057	\$ 51,913	\$ 1,033,357
Total Liabilities & Fund Balance	\$ 179,723	\$ 805,057	\$ 51,913	\$ 1,036,693

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

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 505,720	\$ 505,720	\$ 506,638	\$ 917
Interest Income	1,500	1,500	10,123	8,623
Miscellaneous Income	-	-	1,303	1,303
Total Revenues	\$ 507,220	\$ 507,220	\$ 518,063	\$ 10,843
Expenditures:				
<u>General & Administrative:</u>				
Engineering	\$ 6,000	\$ 6,000	\$ 1,236	\$ 4,764
Attorney	15,000	15,000	7,639	7,361
Annual Audit	4,800	4,800	4,900	(100)
Assessment Administration	5,300	5,300	5,300	-
Arbitrage Rebate	1,200	1,200	1,200	-
Dissemination Agent	7,420	7,420	7,920	(500)
Trustee Fees	7,000	7,000	7,435	(435)
Management Fees	52,088	52,088	52,088	(0)
Information Technology	1,000	1,000	1,000	0
Website Maintenance	1,200	1,200	1,200	-
Telephone	300	300	136	164
Postage	500	500	431	69
Insurance	7,245	7,245	6,818	427
Printing & Binding	1,200	1,200	318	882
Legal Advertising	3,000	3,000	1,383	1,617
Other Current Charges	600	600	15	585
Office Supplies	200	200	5	195
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 114,228	\$ 114,228	\$ 99,197	\$ 15,031

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

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
<u>Operations & Maintenance</u>				
Amenity Center Expenditures				
Insurance	\$ 11,762	\$ 11,762	\$ 10,218	\$ 1,544
General Facility Maintenance	20,000	20,000	17,654	2,346
Amenity Manager	47,250	47,250	47,250	-
Janitorial Services	10,070	10,070	10,070	(0)
Pool Maintenance	15,000	15,000	15,009	(9)
Pool Chemicals	10,000	10,000	7,757	2,243
Pool Monitors	15,000	15,000	4,502	10,498
Security Monitoring	1,200	1,200	510	690
Security	40,000	40,000	43,758	(3,758)
Permit Fees	450	450	300	150
Telephone/Cable/Internet	2,000	2,000	-	2,000
Electric	16,200	16,200	6,847	9,353
Water/Sewer/Irrigation	36,524	36,524	26,861	9,663
Repairs & Replacements	-	-	294	(294)
Refuse Service	3,600	3,600	3,332	268
Special Events	5,000	5,000	-	5,000
Recreational Passes	1,500	1,500	381	1,119
Office Supplies / Mailings / Printing	600	600	-	600
Subtotal Amenity Center Expenditures	\$ 236,156	\$ 236,156	\$ 194,743	\$ 41,414
Ground Maintenance Expenditures				
Landscape Maintenance	\$ 130,000	\$ 130,000	\$ 103,680	\$ 26,320
Landscape Contingency	2,500	2,500	3,180	(680)
Irrigation Maintenance	2,500	2,500	5,676	(3,176)
Lake Maintenance	14,336	14,336	10,440	3,896
Streetlighting	7,500	7,500	-	7,500
Subtotal Ground Maintenance Expenditures	\$ 156,836	\$ 156,836	\$ 122,976	\$ 33,860
Total Operations & Maintenance	\$ 392,992	\$ 392,992	\$ 317,719	\$ 75,274
Total Expenditures	\$ 507,220	\$ 507,220	\$ 416,916	\$ 90,304
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 101,147	\$ 101,147
Net Change in Fund Balance	\$ -	\$ -	\$ 101,147	\$ 101,147
Fund Balance - Beginning	\$ -		\$ 75,241	
Fund Balance - Ending	\$ -		\$ 176,387	

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	758	761	10,123
Miscellaneous Income	122	53	-	-	-	-	61	122	-	-	-	945	1,303
Total Revenues	\$ 242	\$ 47,599	\$ 446,479	\$ 5,156	\$ 2,715	\$ 2,640	\$ 3,705	\$ 2,890	\$ 3,445	\$ 727	\$ 758	\$ 1,706	\$ 518,063

Expenditures:

General & Administrative:

Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 273	\$ 521	\$ 441	\$ 1,236
Attorney	1,149	231	519	292	607	916	447	1,296	2,184	-	-	-	7,639
Annual Audit	-	-	-	-	2,000	2,900	-	-	-	-	-	-	4,900
Assessment Administration	5,300	-	-	-	-	-	-	-	-	-	-	-	5,300
Arbitrage Rebate	-	600	-	-	-	-	-	-	-	-	600	-	1,200
Dissemination Agent	618	618	618	1,118	618	618	618	618	618	618	618	618	7,920
Trustee Fees	3,450	-	-	3,142	-	-	-	-	-	-	842	-	7,435
Management Fees	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	4,341	52,088
Information Technology	83	83	83	83	83	83	83	83	83	83	83	83	1,000
Website Maintenance	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Telephone	12	3	8	3	5	-	10	14	25	51	-	5	136
Postage	82	33	13	41	22	59	30	39	64	7	29	11	431
Insurance	6,818	-	-	-	-	-	-	-	-	-	-	-	6,818
Printing & Binding	20	31	11	11	22	15	9	54	5	52	17	71	318
Legal Advertising	-	75	75	75	75	75	75	132	75	474	182	75	1,383
Other Current Charges	-	15	-	-	-	-	-	-	-	-	-	-	15
Office Supplies	0	0	-	0	0	0	1	0	0	0	1	0	5
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 22,149	\$ 6,130	\$ 5,767	\$ 9,205	\$ 7,872	\$ 9,108	\$ 5,713	\$ 6,677	\$ 7,495	\$ 6,000	\$ 7,334	\$ 5,746	\$ 99,197

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	303	710	17,654
Amenity Manager	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	3,938	47,250
Janitorial Services	839	839	839	839	839	839	839	839	839	839	839	839	10,070
Pool Maintenance	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,259	1,250	15,009
Pool Chemicals	811	-	107	1,129	47	766	335	107	1,578	2,025	688	162	7,757
Pool Monitors	-	-	-	-	-	-	153	517	1,019	1,297	1,000	516	4,502
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	3,616	3,562	43,758
Permit Fees	-	-	-	-	-	-	-	300	-	-	-	-	300
Telephone/Cable/Internet	-	-	-	-	-	-	-	-	-	-	-	-	-
Electric	510	468	498	571	592	539	581	558	626	637	652	615	6,847
Water/Sewer/Irrigation	1,770	1,668	1,721	1,415	2,162	1,510	915	1,390	2,453	1,624	7,899	2,333	26,861
Repairs & Replacements	-	-	-	-	-	-	-	294	-	-	-	-	294
Refuse Service	495	179	178	175	172	219	529	218	217	215	522	215	3,332
Special Events	-	-	-	-	-	-	-	-	-	-	-	-	-
Recreational Passes	-	-	-	-	-	-	191	-	-	-	191	-	381
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	\$ 20,907	\$ 14,140	\$ 194,743
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	\$ 8,640	\$ 8,640	\$ 103,680
Landscape Contingency	-	-	-	540	-	-	-	660	660	660	660	-	3,180
Irrigation Maintenance	680	1,958	-	1,080	-	-	-	-	1,958	-	-	-	5,676
Lake Maintenance	870	870	870	870	870	870	870	-	1,740	870	870	870	10,440
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	\$ 10,170	\$ 9,510	\$ 122,976
Total Operations & Maintenance	\$ 34,056	\$ 25,810	\$ 23,419	\$ 24,437	\$ 23,839	\$ 25,613	\$ 24,067	\$ 25,081	\$ 30,090	\$ 26,580	\$ 31,077	\$ 23,650	\$ 317,719
Total Expenditures	\$ 56,206	\$ 31,940	\$ 29,186	\$ 33,642	\$ 31,712	\$ 34,721	\$ 29,780	\$ 31,758	\$ 37,585	\$ 32,580	\$ 38,411	\$ 29,396	\$ 416,916
Excess (Deficiency) of Revenues over Expenditures	\$ (55,963)	\$ 15,659	\$ 417,293	\$ (28,487)	\$ (28,997)	\$ (32,081)	\$ (26,075)	\$ (28,868)	\$ (34,139)	\$ (31,852)	\$ (37,652)	\$ (27,691)	\$ 101,147
Net Change in Fund Balance	\$ (55,963)	\$ 15,659	\$ 417,293	\$ (28,487)	\$ (28,997)	\$ (32,081)	\$ (26,075)	\$ (28,868)	\$ (34,139)	\$ (31,852)	\$ (37,652)	\$ (27,691)	\$ 101,147

Wilford Preserve

Community Development District

Debt Service Fund Series 2018 B

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	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	31,748	28,748
Total Revenues	\$ 101,038	\$ 15,836	\$ 474,781	\$ 458,945
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)	\$ (723,644)	\$ (641,442)
Other Financing Sources/(Uses):				
Transfer In/(Out)	\$ -	\$ -	\$ (18,912)	\$ (18,912)
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ (18,912)	\$ (18,912)
Net Change in Fund Balance	\$ 3,000	\$ (82,202)	\$ (742,556)	\$ (660,354)
Fund Balance - Beginning	\$ 306,361		\$ 1,108,459	
Fund Balance - Ending	\$ 309,361		\$ 365,903	

Wilford Preserve

Community Development District

Debt Service Fund Series 2019

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2024

	Adopted Budget	Prorated Budget Thru 09/30/24	Actual Thru 09/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 521,627	\$ 521,627	\$ 520,764	\$ (863)
Interest Income	2,500	2,500	27,963	25,463
Total Revenues	\$ 524,127	\$ 524,127	\$ 548,727	\$ 24,600
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	\$ 24,707	\$ 24,600
Net Change in Fund Balance	\$ 107	\$ 107	\$ 24,707	\$ 24,600
Fund Balance - Beginning	\$ 225,208		\$ 414,447	
Fund Balance - Ending	\$ 225,315		\$ 439,154	

Wilford Preserve
Community Development District
Statement of Revenues and Expenditures

Capital Projects Funds

For The Period Ending September 30, 2024

Description	SE 2018B	SE 2019A
Revenues		
<i>Interest Income:</i>		
Construction	\$ 772	\$ 3,907
Transfer In	18,912	-
Total Revenues	\$ 19,684	\$ 3,907
Expenditures		
Capital Outlay	\$ -	\$ 17,664
Transfer Out	-	-
Total Expenditures	\$ -	\$ 17,664
Excess Revenues (Expenditures)	\$ 19,684	\$ (13,756)
Beginning Fund Balance	\$ 5,792	\$ 40,194
Ending Fund Balance	\$ 25,476	\$ 26,437

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	\$	199,056	
Reserve Fund Balance		199,056	
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

September 30, 2024

Check Date	Check #'s	Total Amount
9/5/24	605-609	\$ 12,476.55
9/12/24	610-616	31,437.82
9/24/24	617-618	5,780.24
	Total	<hr/> \$ 49,694.61 <hr/>

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/05/24	00026	8/29/24	410311	202408	320	57200	49500		PROXIMITY CLAMSHELL CARD HI-TECH SYSTEM ASSOCIATES	*	190.50	190.50	000605
9/05/24	00026	9/01/24	410470	202409	320	57200	49600		SEP CLOUD MGMT SERVICES HI-TECH SYSTEM ASSOCIATES	*	85.00	85.00	000606
9/05/24	00011	8/29/24	24-00305	202408	310	51300	48000		NOTICE OF FY25 MEETINGS JACKSONVILLE DAILY RECORD	*	84.50	84.50	000607
9/05/24	00035	9/01/24	10394	202409	320	57200	49600		SEP SECURITY SERVICES SECURITY DEVELOPMENT GROUP LLC	*	3,476.55	3,476.55	000608
9/05/24	00016	9/01/24	756950	202409	330	57200	42000		SEP LANDSCAPE MAINTENANCE YELLOWSTONE LANDSCAPE	*	8,640.00	8,640.00	000609
9/12/24	00002	8/27/24	24863	202409	300	15500	10000		FY25 INSURANCE RENEWAL EGIS INSURANCE ADVISORS, LLC	*	17,796.00	17,796.00	000610
9/12/24	00001	9/01/24	163	202409	330	57200	41000		SEP CONTRACT ADMIN. SEP JANITORIAL SERVICES SEP POOL MAINTENANCE GOVERNMENTAL MANAGEMENT SERVICES	*	3,937.50		
		9/01/24	163	202409	320	57200	45500			*	839.17		
		9/01/24	163	202409	320	57200	46500			*	1,250.00		
												6,026.67	000611
9/12/24	00001	9/01/24	164	202409	310	51300	34000		SEP MANAGEMENT FEES	*	4,340.67		
		9/01/24	164	202409	310	51300	35200		SEP WEBSITE ADMIN.	*	100.00		
		9/01/24	164	202409	310	51300	35100		SEP INFORMATION TECH.	*	83.33		
		9/01/24	164	202409	310	51300	31300		SEP DISSEMINATION SVCS	*	618.33		
		9/01/24	164	202409	310	51300	51000		OFFICE SUPPLIES	*	.48		
		9/01/24	164	202409	310	51300	42000		POSTAGE	*	11.30		
		9/01/24	164	202409	310	51300	42500		COPIES	*	71.10		

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/01/24		164		202409 310-51300-41000	TELEPHONE	*	5.44		
								5,230.65	000612
9/12/24	00011	9/05/24	24-00312	202409 310-51300-48000	NTC OF SUPERVISORS MTG	*	74.50		
								74.50	000613
9/12/24	00021	7/08/24	3421518	202404 300-13100-10200	APR BOUNDARY AMENDMENT	*	924.00		
								924.00	000614
9/12/24	00033	9/11/24	1932968	202409 330-57200-46000	SEP LAKE MAINTENANCE	*	870.00		
								870.00	000615
9/12/24	00020	8/31/24	15	202408 320-57200-46530	AUG POOL MONITOR SERVICES	*	516.00		
								516.00	000616
9/24/24	00001	9/15/24	165	202409 300-15500-10000	FY25 ASSESSMENT ROLL CERT	*	5,618.00		
								5,618.00	000617
9/24/24	00001	9/20/24	166	202409 320-57200-46510	POOL CHEMICALS-TRICHLOR	*	107.25		
		9/20/24	166	202409 320-57200-46510	POOL CHEMICALS-TILE SOAP	*	54.99		
								162.24	000618
TOTAL FOR BANK A							49,694.61		
TOTAL FOR REGISTER							49,694.61		



Tallahassee, FL 32308
2498 Centerville Rd.

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

[Click Here to Pay Online!](#)

Invoice

Invoice #: 410311
Invoice Date: 08/29/2024
Completed: 08/29/2024
Terms: Due On Receipt
Bid#: 0
Job: 8605-1

475 West Town Place
Ste 114

HiTechFlorida.com

Description	Qty	Rate	Amount
<i>Wilford Preserve - 2535 Firethorn AV, Orange Park, FL</i>			
Travel Labor	1.00	\$50.00	50.00
125KHZ PROXIMITY CLAMSHELL CARD	50.00	\$2.81	140.50
Sales Tax			0.00

Tech Resolution Note:

Access

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

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

Total	\$190.50
Payments	\$0.00
Balance Due	\$190.50



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 410470
Invoice Date: 09/01/2024
Completed: 09/01/2024
Terms: Due on Aging Date
Bid#:

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

475 West Town Place
Ste 114

[Click Here to Pay Online!](#)

HiTechFlorida.com

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

Tech Resolution Note:

Thank you for choosing Hi-Tech!

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

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

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

Jacksonville Daily Record

A Division of

DAILY RECORD & OBSERVER, LLC

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

INVOICE

August 29, 2024

Date

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

Serial # 24-00305C	PO/File # _____	\$84.50
Notice of Meetings		Payment Due
_____		\$84.50
Wilford Preserve Community Development District		Publication Fee
_____		Amount Paid
Case Number _____		
Publication Dates 8/29		
County Clay		

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

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

If your payment is being
mailed, please reference
Serial # 24-00305C 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.

**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 16, 2025

The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. Copies of the agendas for these meetings may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850, or on the District's website, www.WilfordPreserveCDD.com.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least 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 Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting is advised that person will need a record of the 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

Aug. 29 00 (24-00305C)



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

INVOICE

BILL TO

Wilford Preserve CDD
2740 Firethorn Avenue
Orange Park, Florida 32073

INVOICE # 10394

DATE 09/01/2024

DUE DATE 09/30/2024

TERMS End of the month

SERVICE MONTH

September

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I 6 Dedicated hours Fri - Sun	78	29.95	2,336.10
Vehicle Patrol 3 patrols a day Mon - Thurs	51	17.95	915.45
Fuel Charge Fuel Charge	1	100.00	100.00
Holiday Service Labor Day	1	125.00	125.00T

SUBTOTAL	3,476.55
TAX	0.00
TOTAL	3,476.55
BALANCE DUE	\$3,476.55



INVOICE

INVOICE #	INVOICE DATE
756950	9/1/2024
TERMS	PO NUMBER
Net 30	

Bill To:

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

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Property Name: Wilford Preserve CDD

Address: Sycamore Way
Orange Park , FL 32073

Invoice Due Date: October 1, 2024

Invoice Amount: \$8,640.00

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

Invoice Total **\$8,640.00**

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



INVOICE

Customer	Wilford Preserve Community Development District
Acct #	704
Date	08/27/2024
Customer Service	Kristina Rudez
Page	1 of 1

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

Payment Information:	
Invoice Summary	\$ 17,796.00
Payment Amount	
Payment for:	Invoice#24863
100124301	

Thank You

Please detach and return with payment



Customer: Wilford Preserve Community Development District

Invoice	Effective	Transaction	Description	Amount
24863	10/01/2024	Renew policy	Policy #100124301 10/01/2024-10/01/2025 Florida Insurance Alliance Package - Renew policy Due Date: 8/27/2024	17,796.00
				Total:
				\$ 17,796.00

Thank You

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

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939	Date
	scilmer@egisadvisors.com	08/27/2024

Governmental Management Services, LLC


1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 163
Invoice Date: 9/1/24
Due Date: 9/1/24
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 - September 2024		3,937.50	3,937.50
Janitorial - September 2024		839.17	839.17
Pool Maintenance - September 2024		1,250.00	1,250.00
 9-6-24			

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 #: 164

Invoice Date: 9/1/24

Due Date: 9/1/24

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Management Fees - September 2024		4,340.67	4,340.67
Website Administration -September 2024		100.00	100.00
Information Technology - September 2024		83.33	83.33
Dissemination Agent Services - September 2024		618.33	618.33
Office Supplies		0.48	0.48
Postage		11.30	11.30
Copies		71.10	71.10
Telephone		5.44	5.44
Total			\$5,230.65
Payments/Credits			\$0.00
Balance Due			\$5,230.65

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

INVOICE

September 5, 2024

Date

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

Serial # <u>24-00312C</u>	PO/File # _____	<u>\$74.50</u>
		Payment Due
Notice of Board of Supervisors Meeting		
_____		<u>\$74.50</u>
Wilford Preserve Community Development District		Publication Fee

Case Number _____		Amount Paid
Publication Dates <u>9/5</u>		
County <u>Clay</u>		

Payment Due Upon Receipt
For your convenience, you may remit payment online at www.jaxdailyrecord.com/send-payment.

If your payment is being mailed, please reference Serial # 24-00312C on your check or remittance advice.

Payment is due before the Proof of Publication is released.

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 Tuesday, September 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

Sep. 5 00 (24-00312C)

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

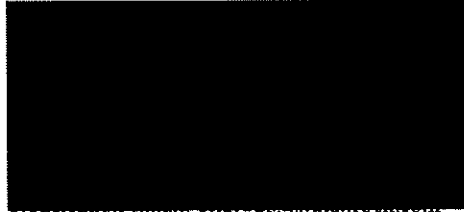
July 8, 2024

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

1,300.131.102

Invoice No. 3421518
23023-4

Re: Boundary Amendment

For Professional Legal Services Rendered

04/10/24	W. Haber	0.20	66.00	Confer with Cowling regarding status
04/12/24	W. Haber	0.80	264.00	Prepare for and participate in conference call to discuss status; review and revise petition; confer with GMS regarding SERC
04/15/24	W. Haber	0.30	99.00	Review and respond to inquiry regarding boundary amendment disclosure
04/18/24	W. Haber	0.20	66.00	Review correspondence from expansion parcel landowner and confer with Cowling regarding same
04/19/24	W. Haber	1.30	429.00	Prepare for and participate in call with landowner; review plat and confer with Cowling regarding same
TOTAL HOURS		2.80		

KUTAK ROCK LLP

Wilford Preserve CDD

July 8, 2024

Client Matter No. 23023-4


Invoice No. 3421518

Page 2



TOTAL FOR SERVICES RENDERED \$924.00

TOTAL CURRENT AMOUNT DUE \$924.00

MAKE CHECK PAYABLE TO:

 **The Lake Doctors, Inc.**
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	9/11/2024	\$870.00

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

000000730725300100000002130960000008700093

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 9/10/2024	Invoice 1932968 PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
9/10/2024	Water Management - Monthly		\$870.00	\$0.00	\$870.00
<p>pond 2- treated for invasive aquatic weeds in and around the pond</p> <p>pond 3- treated for invasive aquatic weeds in and around the pond</p> <p>pond 4- treated for invasive aquatic weeds in and around the pond</p> <p>pond 5- treated for invasive aquatic weeds in and around the pond</p> <p>pond 6- treated for invasive aquatic weeds in and around the pond</p> <p>pond 7- treated for invasive aquatic weeds in and around the pond</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	Corporate Address
Portal Registration #:	6DDB50F5	4651 Salisbury Rd, Suite 155
Customer E-mail(s):	chogge@gmsnf.com,wilfordpreservemanager@gmsnf.com,okuzmuk@gmsnf	Jacksonville, FL 32256
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

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

Invoice

Invoice #: 15
Invoice Date: 8/31/2024
Due Date: 8/31/2024
Case:
P.O. Number:

Bill To:
Wilford Preserve CDD

Description	Hours/Qty	Rate	Amount
Pool Monitor Services through August 2024	25.8	20.00	516.00
<i>Jerry Lambert</i> 9-6-24			

Total \$516.00

Payments/Credits \$0.00

Balance Due \$516.00

WILFORD PRESERVE CDD

POOL MONITOR

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
25.8	Pool Monitor	\$ 20.00	\$ 516.00
	Covers August 2024		
	GL Code 1.320,572,46530		
	TOTAL DUE:		<u><u>\$ 516.00</u></u>

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/3/24	5.97	L.D.	Pool Monitor
8/4/24	5.12	L.D.	Pool Monitor
8/10/24	6.93	L.D.	Pool Monitor
8/11/24	7.78	L.D.	Pool Monitor
GRAND TOTAL	<u>25.80</u>		

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 165

Invoice Date: 9/15/24

Due Date: 9/15/24

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2025		5,618.00	5,618.00
Total			\$5,618.00
Payments/Credits			\$0.00
Balance Due			\$5,618.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 166

Invoice Date: 9/20/24

Due Date: 9/20/24

Case:

P.O. Number: C BUSS 2291

Bill To:

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Trichlor		107.25	107.25
Pool Chemicals - Tile Soap		54.99	54.99
Total			\$162.24
Payments/Credits			\$0.00
Balance Due			\$162.24

C.

Wilford Preserve

Community Development District

Boundary Amendment Funding Request #7*

October 2, 2024

PAYEE	GENERAL FUND
1 KUTAK ROCK LLP - Invoice 3453872 from 9/26/2024 Boundary Amendment	\$ 297.00
TOTAL	\$ 297.00

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

September 26, 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. 3453872

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. 3453872
23023-4

Re: Boundary Amendment

For Professional Legal Services Rendered

06/05/24	W. Haber	0.40	132.00	Review and respond to inquiry from Taylor
06/07/24	W. Haber	0.50	165.00	Confer with Cowling and Taylor regarding status; review and revise petition

TOTAL HOURS 0.90

TOTAL FOR SERVICES RENDERED \$297.00

TOTAL CURRENT AMOUNT DUE \$297.00