

WILFORD PRESERVE
Community Development District

OCTOBER 21, 2025

AGENDA

**Wilford Preserve
Community Development District**

475 West Town Place, Suite 114
St. Augustine, Florida 32092
www.WilfordPreserveCDD.com

October 14, 2025

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 21, 2025, 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. Acceptance of Resignation from Braden Smith
 - B. Consideration of Appointing a New Supervisor to Fill the Vacancy (11/2026)
 - C. Oath of Office for Newly Appointed Supervisor
 - D. Consideration of Resolution Designating Officers
- IV. Financing Matters
 - A. Consideration of Supplement to Investment Banking Agreement for Series 2026 Bonds (Phase 4 & Cheswick South)
 - B. Consideration of Authorizing Staff to Move Forward with Documents for Series 2026 Bonds
- V. Approval of the Minutes of the September 16, 2025 Meeting
- VI. Discussion of Policy Changes
 - A. Amenity Policies
 - B. Parking and Towing Policies

VII. Consideration of Proposals
A. Installation of Light Poles

B. Cheswick Gate

VIII. Staff Reports
A. District Counsel

B. District Engineer

C. District Manager – Update on the Fiscal Year 2025 Goals & Objectives

D. Amenity / Operations Manager – Report

IX. Financial Reports
A. Financial Statements as of September 30, 2025

B. Check Register

X. Supervisors' Requests and Audience Comments

XI. Next Scheduled Meeting – Monday, November 10, 2025, at 10:00 a.m. at the Plantation Oaks Amenity Center

XII. Adjournment

THIRD ORDER OF BUSINESS

D.

RESOLUTION 2026-01

**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 21 DAY OF OCTOBER, 2025.

ATTEST

**WILFORD PRESERVE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS

A.



**2nd SUPPLEMENT TO INVESTMENT BANKING AGREEMENT
DATED MARCH 14, 2017 REGARDING BOND ISSUANCES BY
WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT**

October 21, 2025

Board of Supervisors
Wilford Preserve Community Development District

Dear Supervisors:

MBS Capital Markets, LLC (“Underwriter”) and the Board of Supervisors of the Wilford Preserve Community Development District (“District”) entered into an Investment Banking Agreement effective March 14, 2017 (“Agreement”) and a Supplement to Investment Banking Agreement dated July 19, 2022 (the “1st Supplemental Agreement”) collectively (the “IBA”) wherein the District engaged the Underwriter to provide investment banking services for the District. The purpose of this letter is to supplement the IBA by specifying the particular planned transaction currently being contemplated by the District for which such investment banking services are to be provided by the Underwriter.

The District is considering the issuance of its Series 2026 Special Assessment Bonds (the “Bonds”) in order finance the infrastructure improvements related to the expanded boundaries of the District known as Wilford IV and Cheswick South. It is the District’s intent to engage the Underwriter to provide investment banking services for the issuance of the Bonds.

1. **Scope of Services:** The scope of services to be provided in a non-fiduciary capacity by the Underwriter for this transaction will include those listed below.

- Advice regarding the structure, timing, terms, and other similar matters concerning the particular of municipal securities described above.
- Preparation of rating strategies and presentations related to the issue being underwritten.
- Preparations for and assistance with investor “road shows,” if any, and investor discussions related to the issue being underwritten.
- Advice regarding retail order periods and institutional marketing if the District decides to engage in a negotiated sale.

1902 S. MACDILL AVE.
TAMPA, FLORIDA 33629
PHONE: 813.281.2700

152 LINCOLN AVENUE
WINTER PARK, FLORIDA 32789
PHONE: 407.622.0130

1005 BRADFORD WAY
KINGSTON, TENNESSEE 37763
PHONE: 865.717.0303



MBS CAPITAL MARKETS, LLC

- Assistance in the preparation of the Preliminary Official Statement, if any, and the Final Official Statement.
- Assistance with the closing of the issue, including negotiation and discussion with respect to all documents, certificates, and opinions needed for the closing.
- Coordination with respect to obtaining CUSIP numbers and the registration with the Depository Trust Company.
- Preparation of post-sale reports for the issue, if any.
- Structuring of refunding escrow cash flow requirements, but not the recommendation of and brokerage of particular municipal escrow investments.

All other terms of the Agreement shall remain in effect, including specifically the Disclosures Concerning the Underwriter's Role Required by MSRB Rule G-17 which is again being provided in Exhibit A hereto. By execution of this supplement to the Agreement you are acknowledging receipt of the same.

This supplement to the Agreement shall be effective upon your acceptance and shall remain in effect until such time as the financing described herein has been completed or the Agreement is terminated as provided in Section 3 of the Agreement.

[Signature Page to Follow]



MBS CAPITAL MARKETS, LLC

Sincerely,
MBS Capital Markets, LLC

Rhonda Mossing

Rhonda Mossing
Managing Partner

Approved and Accepted By:

Title:

Date:



EXHIBIT A

Disclosures Concerning the Underwriter's Role

- (i) Municipal Securities Rulemaking Board Rule G-17 requires an underwriter to deal fairly at all times with both municipal issuers and investors;
- (ii) The Underwriter's primary role is to purchase securities with a view to distribution in an arm's-length commercial transaction with the District and it has financial and other interests that differ from those of the District;
- (iii) Unlike a municipal advisor, the Underwriter does not have a fiduciary duty to the District under the federal securities laws and is, therefore, not required by federal law to act in the best interests of the District without regard to its own financial or other interests;
- (iv) The Underwriter has a duty to purchase securities from the District at a fair and reasonable price, but must balance that duty with its duty to sell municipal securities to investors at prices that are fair and reasonable; and
- (v) The Underwriter will review the official statement for the District's securities in accordance with, and as part of, its responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the transaction.

Disclosure Concerning the Underwriter's Compensation

Underwriter's compensation that is contingent on the closing of a transaction or the size of a transaction presents a conflict of interest, because it may cause the Underwriter to recommend a transaction that it is unnecessary or to recommend that the size of the transaction be larger than is necessary.

Conflicts of Interest

Payments to or from Third Parties. There are no undisclosed payments, values, or credits to be received by the Underwriter in connection with its underwriting of this new issue from parties other than the District, and there are no undisclosed payments to be made by the Underwriter in connection with this new issue to parties other than

the District (in either case including payments, values, or credits that relate directly or indirectly to collateral transactions integrally related to the issue being underwritten). In addition, there are no third-party arrangements for the marketing of the District's securities.

Profit-Sharing with Investors. There are no arrangements between the Underwriter and an investor purchasing new issue securities from the Underwriter (including purchases that are contingent upon the delivery by the District to the Underwriter of the securities) according to which profits realized from the



resale by such investor of the securities are directly or indirectly split or otherwise shared with the Underwriter.

Credit Default Swaps. There will be no issuance or purchase by the Underwriter of credit default swaps for which the reference is the District for which the Underwriter is serving as underwriter, or an obligation of that District.

Retail Order Periods. For new issues in which there is a retail order period, the Underwriter will honor such agreement to provide the retail order period. No allocation of securities in a manner that is inconsistent with a District's requirements will be made without the District's consent. In addition, when the Underwriter has agreed to underwrite a transaction with a retail order period, it will take reasonable measures to ensure that retail clients are bona fide.

Dealer Payments to District Personnel. Reimbursements, if any, made to personnel of the District will be made in compliance with MSRB Rule G-20, on gifts, gratuities, and non-cash compensation, and Rule G-17, in connection with certain payments made to, and expenses reimbursed for, District personnel during the municipal bond issuance process.

FIFTH 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 16, 2025, 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
Alex Pinto	Supervisor
Robert Keefe	Supervisor
Gary McKee	Supervisor

Also present were:

Marilee Giles	District Manager
Wes Haber <i>by phone</i>	District Counsel
J.J. Edwards <i>by phone</i>	District Engineer
Sayla Hicks	Amenity Manager
Jay Soriano	Operations Manager
Denard Jones	Yellowstone

The following is a summary of the discussions and actions taken at the September 16, 2025, 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 no members of the public present, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 20, 2025 Board of Supervisors Meeting

There being no comments on the minutes, a motion to approve followed.

On MOTION by Mr. Keefe seconded by Mr. McKee with all in favor the minutes of the August 20, 2025, Board of Supervisors meeting were approved.
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FOURTH ORDER OF BUSINESS

Discussion of Light Poles Along Cheswick Oak and Firethorn

Mr. Cowling stated to install light poles along Cheswick Oak and Firethorn, the Board could opt to lease the poles from Clay Electric through an agreement, or the District could open a private meter and install the poles themselves. Each pole would be \$1,200. A proposal from Clay Electric will be brought to a future meeting for the cost to install 10 light poles.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Haber reported that a public hearing date has been set for October 14th for the boundary amendment to be considered.

B. District Engineer

Mr. Edwards stated that he was available for any discussion on the speed tabled installation.

Ms. Giles noted a new proposal for the installation of the speed tables would be needed as the previous proposal has expired.

Mr. McKee stated that he has recommended a new location for the speed table on Firethorn, right after the dumpster between the two driveways so as not to impeded anyone's driveway.

Mr. Edwards stated that he sent the updated proposal to staff.

C. District Manager

Ms. Giles reminded the Board members to complete four hours of ethics training prior to December 31st.

D. Amenity / Operations Manager – Report

Ms. Giles asked if there was anything to discuss with Yellowstone.

Mr. Keefe stated that there is an area on Firethorn across the street from 2729 Firethorn that needs to be repaired because it's been leaking for some time. He also requested a map of where the valve boxes are located so they can be shut off if needed, a schedule of when all the zones should be running, and when the seasonal change per the contract occurs. Additionally, he

asked if the mowing team can look at other access points when the ground is wet to avoid too much damage to the properties.

Next, Mr. Soriano reported that the fence panels will now be installed by the in-house operations team. Ms. Hicks is working on purchasing a TV for the clubhouse.

EIGHTH ORDER OF BUSINESS Financial Reports
A. Financial Statements as of August 31, 2025

Ms. Giles presented the Financial Statements.

B. Check Register

Ms. Giles presented the Check Register totaling \$24,141.90.

On MOTION by Mr. Keefe seconded by Mr. McKee with all in favor the Check Register was approved.

SEVENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Supervisors Requests:

- Mr. Cowling reported that Cheswick Phase 2 was closed out and construction should begin in Wilford 4 in October.
- Mr. Keefe suggested only purchasing key fobs for amenity access in the future rather than the cards.
- Mr. Keefe asked for clarification on how the properties will be assessed once Wilford 4 comes online.
 - Ms. Giles and Mr. Haber explained that the operations and maintenance assessments will be shared amongst all homeowners equally, whereas the debt assessments are specific to the phase the homeowners live in.
- Mr. Keefe stated that the gym hours need to be adjusted for Wilford 4's facility as the pool is accessible as well.
 - Ms. Giles stated that staff will start looking at adding signs and adjusting the policies. Mr. Soriano added that he will look at the cost to add an additional gate for the pool area.

EIGHTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 21,
2025, at 1:30 p.m. at the Plantation Oaks
Amenity Center**

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Keefe seconded by Mr. McKee with all in favor the meeting was adjourned.
--

Secretary/Assistant Secretary

Chairman/Vice Chairman

SIXTH ORDER OF BUSINESS

A.

WILFORD PRESERVE COMMUNITY
DEVELOPMENT DISTRICT



AMENITY FACILITY POLICIES

Revised Month, xx, 2025

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DEFINITIONS

“Amenity Facility” – shall mean the properties and areas owned by the District, intended for recreational use and available for rent in certain circumstances, including, but not specifically be limited to, the pool, party room, playground, event lawn, multi-purpose sports field, and dog park, together with its appurtenant facilities and areas.

“Amenity Facility Policies” or “Policies” – shall mean these Amenity Facility Policies of Wilford Preserve Community Development District, as amended from time to time.

“Board of Supervisors” or “Board” – shall mean the Wilford Preserve Community Development District’s Board of Supervisors.

“Community Club” – shall mean a group of two (2) or more self-organized Residents, Renters and/or Non-Resident Members with a common hobby or recreational, social, service and/or cultural interest that has applied for and received such designation from the District’s Board.

“District” – shall mean the Wilford Preserve Community Development District.

“District Manager” – shall mean the professional management company with which the District has contracted to provide management services to the District.

“Facility Manager” – shall mean the management company, including its employees, staff and agents, contracted by the District to manage the Amenity Facility.

“Guest” – shall mean any individual who is invited to use the Amenity Facility by a Resident, Non-Resident Member, or Renter and possesses a valid guest pass issued by the Facility Manager.

“Homeowners Association” – shall mean any entity having jurisdiction over lands located within the District, either now or in the future, which exists to aid in the enforcement of deed restrictions and covenants.

“Non-Resident” – shall mean any person or persons who do not own or rent property within the District.

“Non-Resident Annual User Fee” – shall mean the fee established by the District for any person who is not a Resident or Renter and wishes to become a Non-Resident Member. The amount of the Annual User Fee is set forth herein, and that amount is subject to change based on Board action.

“Non-Resident Member” – shall mean any individual not owning or renting property in the District who is paying the Non-Resident Annual User Fee to the District for use of the Amenity Facility.

“Patron” or “Patrons” – shall mean Residents, Guests, Non-Resident Members, and Renters who are eighteen (18) years of age and older.

“Renter” – shall mean any tenant residing in a Resident’s home pursuant to a valid rental or lease agreement, or any person who rents certain portions or spaces of the Amenity Facility for specified events pursuant to the approval of the District staff.

“Resident” – shall mean any person, spouse or registered domestic partner of a person or family owning property within the Wilford Preserve Community Development District.

IDENTIFICATION CARDS

1. ID cards (or similar access devices) may be issued to all members of each Resident's household and/or Non-Resident Members. There is a charge to replace lost or stolen cards and/or for additional cards above two (2) cards. Five (5) generic guest passes may be provided to the Resident and Non-Resident Members. Additional and replacement cards can be purchased for \$25.
2. Patrons will be required to sign a waiver of liability before using the District amenities.
3. Patrons may be required to present ID cards or guest passes upon request by staff at the Amenity Facility.
4. Under no circumstance should a Patron Provide an access card to another person to allow him or her to use the Amenities.

NON-RESIDENT ANNUAL USER FEE

The Non- Resident Annual User Fee for any person not owning or renting real property within the District is \$2,500.00, and this fee shall include privileges for up to one family group up to 5 people total. This payment must be paid in full at the time of completion of the Non-Resident application and the corresponding agreement. This fee will cover membership to the Amenity Facility for one (1) fiscal year, October 1st through September 30th of following year, prorated if applicable. Each subsequent annual membership fee shall be paid in full by October 1st. Such fee may be increased by action of the Board of Supervisors. This membership is not available for commercial purposes.

HOMEOWNERS ASSOCIATION USE OF FACILITIES

1. Each Homeowners Association may use the Amenity Facility without being required to pay an Annual User Fee and/or a room rental fee. The District may limit or terminate a Homeowners Association's use of the Amenity Facility at any time.
2. Any Homeowners Association that uses the Amenity Facility shall be responsible for the cost of repairing any damage to the Amenity Facility occurring during Homeowners' Association events.

COMMUNITY CLUB USE OF FACILITIES

1. Each Community Club may use the Amenity Facility for a function without being required to pay an Annual User Fee and/or a room rental fee. However, the District may limit or terminate a Community Club's use of the Amenity Facility at any time, including but not limited to circumstances in which the Community Club proposes to host an event or function in which

the primary attendance at such event or function is not Residents, Renters and/or Non-Resident Members (i.e. a wedding, birthday party, etc.).

2. Any Community Club that uses the Amenity Facility shall be responsible for the cost of repairing any damage to the Amenity Facility occurring during the Community Club's events.
3. The District may revoke an organization's status under these policies as a Community Club at any time.

GUEST POLICIES

1. All Guests, regardless of age, must register with the Facility Manager prior to using the Amenity Facility. In the event the Guest is under eighteen (18) years of age, the Resident, Non-Resident Member or Renter inviting the Guest must be present upon registration, unless other arrangements have been made with the Facility Manager. All Guests under fifteen (15) years of age must also be accompanied at all times while using the Amenity Facility by a parent or adult Patron unless previously authorized by the Facility Manager. Guests over the age of eighteen (18) must register and may use the Amenity Facility unaccompanied by a Patron.
2. All Guests over the age of eighteen (18) must sign a waiver of liability upon registration with the Facility Manager. All Guests under the age of 18 must have a waiver of liability signed by their parent or legal guardian.
3. Residents, Non-Resident Members, and Renters who have registered a Guest are responsible for any and all actions taken by such Guest. Violation by a Guest of any of these Policies as set forth by the District could result in loss of the privileges and/or membership of that Resident, Non-Resident Member or Renter.

RENTER'S PRIVILEGES

1. Residents who rent or lease out their residential unit(s) in the District shall have the right to designate the Renter of their residential unit(s) as the beneficial users of the Resident's membership privileges for purposes of Amenity Facility use.
2. In order for the Renter to be entitled to use the Amenity Facility, the Renter may be required to acquire a membership with respect to the residence which is being rented or leased as well as obtain an ID card. A Renter who is designated as the beneficial user of the Resident's membership shall be entitled to the same rights and privileges to use the Amenity Facility as the Resident.
3. During the period when a Renter is designated as the beneficial user of the membership, the Resident shall not be entitled to use the Amenity Facility with respect to that membership.

4. Residents shall be responsible for all charges incurred by their Renters which remain unpaid after the customary billing and collection procedure established by the District. Residents are responsible for the department of their respective Renter.
5. Renters shall be subject to rules and regulations as the Board may adopt from time to time.

GENERAL AMENITY FACILITY PROVISIONS

1. The Board reserves the right to amend, modify, or delete, in part or in their entirety, these Policies at a duly-noticed Board meeting, however, in order to change or modify rates or fees beyond any increases or modifications that may be specifically allowed for by the District's rules and regulations, the Board must hold a duly-noticed public hearing on said rates and fees.
2. All Patrons may be required to present their ID cards in order to gain access to the Amenity Facility.
3. All hours of operation, including holiday schedules, of the Amenity Facility will be established by the District and Facility Manager.
4. Dogs and all other pets (with the exception of service animals) are not permitted in the Amenity Facility. In the event a special event is held, as previously approved by the Facility Manager, and dogs are permitted at the Amenity Facility as part of the special event, they must be leashed. Patrons are responsible for picking up after all pets and disposing of any waste in a designated pet waste receptacle or an outdoor dumpster as a courtesy to residents.
5. Vehicles must be parked in designated areas. Vehicles should not be parked on grass lawns, in any way which blocks the normal flow of traffic or in any way that limits the ability of emergency service workers to respond to situations. The Facility Manager reserves the right to waive this parking restriction in the event overflow parking is needed for a large event.
6. Fireworks of any kind are not permitted anywhere at or in the Amenity Facility or adjacent areas; however, notwithstanding this general prohibition, the Board may approve the use of fireworks over a body of water.
7. Only District employees, contractors or employees of the Facility Manager are allowed in the service areas of the Amenity Facility.
8. Patrons must present their ID cards or guest passes upon request by staff at any Amenity Facility.
9. The Board of Supervisors (as an entity), the Facility Manager and its staff shall have full authority to enforce these policies. However, the Facility Manager shall have the authority to waive strict application of any of these Policies when prudent, necessary, or in the best interest of the District and its Residents. Such a temporary waiver of any policy by the Facility

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Manager shall not constitute a continuous, ongoing waiver of said policy, and the Facility Manager reserves the right to enforce all of these policies at any time he or she sees fit.

10. All lost or stolen ID cards should be reported immediately to the Facility Manager. A fee will be assessed for any replacement cards as set forth herein.

11. Smoking (including e-cigarettes) and the use of tobacco products is not permitted anywhere on/within the Amenity Facilities including but not limited to the fitness center, swimming pool, swimming pool deck area, playground, or dog park.

Deleted: is not permitted at the Amenity Facility.

12. Disregard for rules or policies may result in expulsion from the Amenity Facility and/or loss of Amenity Facility privileges in accordance with the procedures set forth herein.

13. Pool rules that are posted in the appropriate area must be observed.

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14. Patrons shall treat all staff members with courtesy and respect.

15. Off-road motorbikes/vehicles are prohibited on all property owned, maintained and operated by the District including, but not limited to, the Amenity Facility.

17. Skateboarding is not allowed on the Amenity Facility property at any time.

18. Performances at the Amenity Facility, including those by outside entertainers, must be approved in advance by the Facility Manager.

19. Commercial advertisements shall not be posted or circulated in the Amenity Facility. Petitions, posters or promotional material shall not be originated, solicited, circulated or posted on Amenity Facility property unless approved in writing by the Facility Manager.

20. The Amenity Facility shall not be used for commercial purposes without written permission from the Facility Manager and the District Manager. The term "commercial purposes" shall mean those activities which involve, in any way, the provision of goods or services for compensation or advertising.

21. Firearms or any other weapons are prohibited in the Amenity Facility during any governmental meetings or functions, including those of the District, and as otherwise prohibited in the Amenity Facility in accordance with Florida law.

22. The Facility Manager reserves the right to authorize all programs and activities, including the number of participants, usage of equipment and supplies, facility reservations, etc., at the Amenity Facility, except usage and rental fees that have been established by the Board. The Facility Manager also has the right to authorize management-sponsored events and programs to better serve the Patrons, and to reserve any Amenity Facility for said events (if the schedule permits) and to collect revenue for those services provided. This includes, but is not limited to, various athletic events, cultural programs and social events. Should the District be entitled to

any of these revenues based on its established rental or usage fees or any contractual obligation, the Facility Manager will be required to compensate the District accordingly.

23. Loitering (the offense of standing idly or prowling in a place, at a time or in a manner not usual for law-abiding individuals, under circumstances that warrant a justifiable and reasonable alarm or immediate concern for the safety of persons or property in the vicinity) is not permitted at the Amenity Facility.
24. All Patrons shall abide by and comply with any and all federal, state and local laws and ordinances while present at or utilizing the Amenity Facility, and shall ensure that any minor for whom they are responsible also complies with the same.
25. There shall be no overnight parking in the Amenity Facility parking lot unless the owner of vehicle notifies the Facility Manager and obtains a 24-hour parking pass. [See the Parking and Towing Policy.](#)
26. Public displays of affection, which in the discretion of the Facility Manager are inconsistent with the family-oriented nature of the Amenity Facility, are prohibited.
27. ~~Golf carts must be parked in spaces designated for golf cart parking. Additionally, any golf carts operating on District property shall be operated in strict accordance with all applicable Federal, State, and local laws governing such use.~~

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LOSS OR DESTRUCTION OF PROPERTY OR INSTANCES OF PERSONAL INJURY

1. Each Patron assumes sole responsibility for his or her property. The District and its contractors shall not be responsible for the loss or damage to any private property used or stored on or in the Amenity Facility.
2. Patrons shall be liable for any property damage and/or personal injury at the Amenity Facility, or at any activity or function operated, organized, arranged or sponsored by the District or its contractors, which is caused by the Patron or the Patron's family member(s). The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses it suffers due to property damage or personal injury caused by a Patron or the Patron's family member(s).
3. Any Patron or other person who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased, or operated by the District or its contractors, or who engages in any contest, game, function, exercise, competition or other activity operated, organized, arranged, or sponsored by the District, either on or off the Amenity Facility's premises, shall do so at his or her own risk, and shall hold the Amenity Facility's owners, the District, the Board of Supervisors, District employees, District representatives, District contractors, and District agents, harmless from any and all loss, cost, claim, injury, damage or liability sustained or incurred by him or her, resulting therefrom and/or from any act of omission of the District, or its respective operators, supervisors,

employees, representatives, contractors or agents. Any Patron shall have, owe, and perform the same obligation to the District and their respective operators, supervisors, employees, representatives, contractors, and agents hereunder with respect to any loss, cost, claim, injury, damage, or liability sustained or incurred by any family member of such Patron.

SERVICE ANIMAL POLICY

Dogs or other pets (with the exception of “Service Animal(s)” trained to do work or perform tasks for an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability) are not permitted within any District-owned public accommodations including, but not limited to, the Amenity Facility. A Service Animal must be kept under the control of its handler by leash or harness, unless doing so interferes with the Service Animal’s work or tasks or the individual’s disability prevents doing so. The District may remove the Service Animal under the following conditions:

- If the Service Animal is out of control and the handler does not take effective measures to control it;
- If the Service Animal is not housebroken; or
- If the Service Animal’s behavior poses a direct threat to the health and safety of others.

The District is prohibited from asking about the nature or extent of an individual’s disability in order to determine whether an animal is a Service Animal or pet. However, the District may ask whether an animal is a Service Animal required because of a disability and what work or tasks the animal has been trained to perform.

GENERAL WILFORD PRESERVE CDD AMENITY FACILITY USAGE POLICY

All Patrons using the Amenity Facility are expected to conduct themselves in a responsible, courteous, and safe manner, in compliance with all District policies and rules governing the Amenity Facility. Violation of the District’s Policies and/or misuse or destruction of Amenity Facility equipment may result in the suspension or termination of District Amenity Facility privileges with respect to the offending Patron or Guest in accordance with District Policies set forth herein.

1. The Amenity Facility is available for use by Patrons during normal operating hours to be established and posted by the District and Facility Manager.
2. Emergencies: After contacting 911 Emergency Services if required, all emergencies and injuries must be reported to the Facility Manager and to the office of the District Manager (phone number (904) 940-5850).
3. District Equipment: Any Patron utilizing District equipment is responsible for said equipment. If, as a result of the use of the equipment it is damaged, missing pieces or is in worse condition

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than when it was when usage began, that Patron will be responsible to the District for any cost associated with repair or replacement of the equipment.

Please note that the facilities at the Amenity Facility are often unsupervised facilities. Persons using the Amenity Facility do so at their own risk. Facility Manager's staff members are not present to provide personal training, exercise consultation or athletic instruction, unless otherwise noted, to Patrons. Persons interested in using the Amenity Facility are encouraged to consult with a physician prior to commencing a physical fitness program.

SWIMMING POOL RULES

NO LIFEGUARD ON DUTY – SWIM AT YOUR OWN RISK

1. All Patrons must present their ID cards or verification of registration while in the swimming pool area. All Patrons must also present their ID cards or verification of registration when requested by staff. At any given time, a Resident, Renter or Non-Resident Member may allow up to five (5) Guests to the swimming pool (unless a greater number of guests has been approved by the Facility Manager).
2. Hours: Swimming is permitted only during the daylight hours from dawn to dusk or as posted at the pool, and such hours are subject to change at the discretion of Facility Manager. Patrons swim at their own risk and must adhere to swimming pool rules at all times. Night Swimming is prohibited under State codes specified in paragraph 64E-9.006(2)(C), F.A.C. Night Swimming shall be considered one half hour before sunset to one half hour after sunrise.
3. Guests under fifteen (15) years of age must be accompanied at all times by a parent or adult Patron eighteen (18) years of age or older, during usage of the pool facility.
4. No pushing, running, throwing any item or other horseplay is allowed in the pool or on the pool deck area.
5. Diving is prohibited.
6. Radios, tape players, CD players, MP3 players, televisions or other electronic devices used to play music or other forms of entertainment are not permitted unless they are personal units equipped with headphones or for scheduled activities such as water aerobics classes.
7. Swimming is permitted only during designated hours as posted at the pool, and such hours are subject to change at the discretion of Facility Manager. Lifeguards are NOT on duty - Patrons swim at their own risk and must adhere to swimming pool rules at all times.
8. Showers are required before entering the pool.
9. Glass containers are prohibited.

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10. Children under three (3) years of age, and those who are not reliably toilet trained, must wear rubber lined swim diapers, as well as a swimsuit over the swim diaper, to reduce the health risks associated with human waste in the swimming pool/deck area.
11. Play equipment, such as floats, rafts, snorkels, dive sticks, flotation devices and other recreational items such as balls and pool toys must meet with staff approval. The facility reserves the right to discontinue usage of such play equipment during times of peak or scheduled activity at the pool, or if the equipment causes a safety concern or annoyance to other users of the facility.
12. Pool availability may be limited or rotated in order to facilitate maintenance of the facility. Depending upon usage, the pool may be closed for various periods of time to facilitate maintenance and to maintain health code regulations.
13. Pets (except service dogs), bicycles, skateboards, roller blades, scooters and golf carts are not permitted on the pool deck area inside any Amenity Facility gates at any time.
14. The Facility Manager reserves the right to authorize all programs and activities (including the number of participants, equipment and supplies usage, etc.) conducted at the pool, including swim lessons and aquatic/recreational programs.
15. Any person swimming during non-posted swimming hours may be suspended or terminated from using the facility.
16. Proper swim attire (no cutoffs) must be worn in the pool.
17. No chewing gum is permitted in the pool or on the pool deck area.
18. For the comfort of others, the changing of diapers or clothes is not allowed poolside.
19. No one shall pollute the pool. Anyone who pollutes the pool will be liable for any costs incurred in treating and reopening the pool.
20. Radio controlled watercraft are not allowed in the pool or the pool area.
21. Pool entrances must be kept clear at all times.
22. No swinging on ladders, fences, or railings is allowed.
23. Pool furniture is not to be removed from the pool area, thrown, or placed in the pool or otherwise disturbed.
24. Loud, profane, or abusive language is prohibited.
25. No physical or verbal abuse will be tolerated.

26. The District is not responsible for lost or stolen items.

27. Chemicals used in the pool may affect certain hair or fabric colors. The District is not responsible for these effects.

28. The deck area may not be rented at any time; however, access may be limited at certain times for various District functions, as approved by the Board and/or Facility Manager.

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SWIMMING POOL THUNDERSTORM POLICY

The Facility Manager will control whether swimming is permitted in inclement weather, and the pool facility may be closed or opened at his or her discretion. During periods of heavy rain, thunderstorms and other inclement weather, the Pool Area will be closed, whether staff is present or not. If heavy rain, thunder and/or lightning occur, everyone will be required to exit the pool and pool areas at the first sound of thunder and/or first sighting of lightning for a waiting period of at least 30 minutes. At any point during the 30-minute waiting period, if thunder and/or lightning is heard or seen, the waiting period will be extended 30-minutes from the last sighting or sound.

GENERAL FACILITY RENTAL POLICY

Patrons may reserve for rental certain portions of the Amenity Facility for private events. Only one (1) meeting room is available for rental during regular hours of operation and reservations may not be made more than four (4) months prior to the event. In addition, each household may rent a portion of the Amenity Facility no more than six (6) times per calendar year. Persons interested in doing so should contact the Amenity Manager regarding the anticipated date and time of the event to determine availability. Please note that the Amenity Facility is unavailable for private events on Memorial Day Weekend, Labor Day Weekend or any other weekend on which a federal holiday falls on either a Monday or Friday (with exception of Martin Luther King Day, Washington's Birthday, Columbus Day and Veterans day) as well as the following holidays/weekends:

Easter Sunday	Memorial Day	4 th of July
Labor Day	Thanksgiving	Christmas Eve
Christmas Day	New Year's Eve	

1. Rentals: Certain portions of the Amenity Facility may be rented by the following individuals/groups:

- a. Residents (includes both events held by the Resident and events sponsored by the Resident);
- b. Renters;

- c. Non-Resident Members;
 - d. Homeowners Associations; and
 - e. Community Clubs.
2. Available Facilities: The following portions of the Amenity Facility are available for rental for functions for four (4) hours, with the option to request two additional hours as shown below. The rental time period is inclusive of set-up and clean-up time. For Community Use, rental fees may be waived; however, a refundable damage deposit of Two-Hundred Dollars (\$200.00) shall be required. For private events, the following rental fees shall apply:

Party Room rental includes the Party Room, kitchen and 25% of Grand Pavilion outdoor space. Party Room capacity is 25 people. The rental rate for 4 hours is \$50.00. Two additional hours may be requested at an additional cost of \$25.00. In all instances, the deposit amount is \$200.00.

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The Pool Areas of the Amenity Facility are not available for private rental and shall remain open to other Patrons and their guests during normal operating hours. The Patron renting any portion of the Amenity Facility shall be responsible for any and all damage and expenses arising from the event.

3. Reservations: Staff will take reservations in advance for the Amenity Facility. Reservations are on a “first come, first served” basis and can be made only in person by filling out a Facility Use Application. Reservations must be made at least (thirty) 30 days in advance to the Amenity Manager Staff. Patrons interested in reserving a room must submit to the Amenity Manager Staff a completed Facility Use Application. Reservations will be held for fifteen (15) minutes past the scheduled start time before re-assigning the reservation time slot. There are no personal “standing” reservations allowed for the facilities listed in the reservation policy. If the renter wishes to cancel a reservation, the cancellation must be communicated to the Facility Manager no later than thirty (30) days prior to the scheduled event to have the full rental fee and the full deposit returned. If the event is cancelled less than thirty (30) days prior to the event, only the full security deposit, but none of the rental fee, will be returned.
4. Deposit and Payment: At the time of submission, the Patron shall provide the rental fee referenced above and a deposit. Rental fees may be paid by check or money order, payable to **Wilford Preserve Community Development District**. The Amenity Manager Staff will review the Facility Use Application on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed to the District’s Board of Supervisors for consideration. At the time the reservation is made, two checks or money orders (no cash), one for the deposit and one for the room rental, both made out to District must be delivered to the Facility Manager along with completed paperwork and insurances, if necessary. Each Patron renting the Amenities must sign and execute a Rental Agreement acceptable to the District. Regardless of whether the Rental Agreement is executed, the Patron is bound by the Rental Agreement, which is incorporated herein by this reference.

5. Deposit: Payment of the deposit and rental fee will secure the rental time, location, and date. To receive the full refund of the deposit within **ten (10) days** after the party, the renter must:

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- Ensure that all garbage is removed and placed in the dumpster.
- Remove all displays, favors or remnants of the event.
- Restore the furniture and other items to their original position.
- Wipe off counters, tabletops and sink area.
- Replace garbage liner.
- Clean out and wipe down the refrigerator, and all cabinets and appliances used.
- Clean any windows and doors in the rented area.
- Ensure that no damage has occurred to the Amenity Facility.
- Patron and Patron's guests are required to adhere to all Amenity Facility rules and policies. Failure to comply with such rules and policies may result in the forfeiture of Patron's deposit.
- Pets (with the exception of "Service Animals") are prohibited from any and all rented facilities.

The District may retain all or part of any deposit if the District determines, in its sole discretion, that it is necessary to repair any damages (including any clean-up costs) arising from the rental.

6. Staffing: During the Amenity Facility's operating hours in which Amenity Facility Staff is present, private events with twenty-five (25) persons or less are not required to pay for additional staff unless otherwise required by the District. For events in excess of twenty-five (25) people during operating hours, or for events after operating hours, additional staff will be required at a rate of Twenty-Five Dollars (\$25.00) per event. Checks or money orders for the additional staff shall be payable to Wilford Preserve Community Development District at a rate of \$25 per hour. **Party Room** rental is capped at 25 persons so special request for events over 25 will need to have staff approval.

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7. **Alcohol Policies:** Patrons intending to serve alcohol at a rented facility must so indicate on the Facility Use Application. Any Patron who does not so indicate at the time the application is submitted shall not be permitted to serve alcohol. Event Liability insurance coverage in the amount of One Million Dollars (\$1,000,000) will be required for all events that are approved to serve alcoholic beverages. The District, the Board, and District staff and consultants are to be named on these policies as additional insureds. Patrons serving alcohol agree to indemnify and hold harmless the District, Amenity Services Group and their Supervisors, officers, directors, consultants and staff from any and all liability, claims, actions, suits, or demands by any person, corporation or other entity, for injuries, death property damage of any nature, arising out of, or in connection with the service of alcohol. Patrons agree that such indemnification shall not constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, *Florida Statutes*. Patrons must hire a certified bartender to dispense alcohol.

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8. Additional Policies: The following additional policies apply to any rental of an amenity facility or space:

- a. The capacity limit of any portion of the Amenity Facility or space shall not be exceeded at any time for a party or event.
- b. The volume of live or recorded music must not violate applicable Clay County noise ordinances, or unreasonably interfere with residents' enjoyment of their homes.
- c. The Amenities may be rented for parties and events during normal operating hours. Additionally, the clubhouse may be rented after hours and until 10:00pm. All parties and events, including clean-up, at the clubhouse must conclude by midnight.
- d. No decorations may be affixed to the walls, doors or any fixtures.
- e. Event Liability coverage may be required, even in the absence of alcohol service, on a case-by-case basis in the sole discretion of the Board of Supervisors.
- f. Patron and Patron's Guests are required to adhere to all Amenity Facility rules, policies, and directions from Amenity Facility staff.
- g. Participants that are not Patrons, must leave the facility at the conclusion of the private event
- h. No glass, breakable items or alcohol are permitted in the Pool Area.

MULTI-PURPOSE SPORTS FIELD POLICIES

Please note the Multi-Purpose Sports Field is unattended facility and persons using the facility do so at their own risk.

The District offers a Multi-Purpose Sports Field. The following policies apply:

1. First Come Basis. The field is available for use by Patrons only on a "first come, first served" basis.
2. Vehicles. No bicycles, scooters, skateboards, hover boards or other equipment or vehicles with wheels are permitted.
3. Chalking. Chalking or marking the field must be approved in advance, if at all, and proper marking materials must be used.
4. Glass Containers. No glass containers or breakable objects of any kind are permitted on the field.
5. Pets. Pets must be kept on leash, and Patrons must pick up and dispose of pet waste in appropriate receptacles.

6. Equipment. Patrons are responsible for bringing their own equipment.
7. Golfing. Golfing is not permitted on the field.
8. Sports Instruction. Except as expressly authorized by the District, sports instruction for fees, or solicitation of sports instruction for fees, is prohibited.

PLAYGROUND POLICIES

Please note the Playground is an unattended facility and persons using the facility do so at their own risk.

The District provides a playground for Patrons to enjoy with their children. The following guidelines apply:

1. Hours: The Playground shall be available for use from dawn to dusk.
2. Adult supervision (eighteen years and older) is required for children under the age of fourteen. All children must remain in the sight of parents/guardians. All children are expected to play cooperatively with other children.
3. Proper footwear is required. Loose clothing, especially with strings, is prohibited.
4. Since mulch material is necessary for reducing fall impact and for good drainage, mulch must not be picked up, thrown, or kicked for any reason.
5. No food, drinks or gum are permitted at the playground.
6. No pets of any kind are permitted at the playground.
7. No glass containers are permitted at the playground.
8. No jumping off from any climbing bar or platform.
9. Profanity, rough-housing, and disruptive behavior are prohibited.
10. If anything is wrong with the equipment or someone gets hurt, notify the District immediately.
11. Use of the Playground may be limited from time to time due to a District-sponsored event.

LAKE OR POND AREAS AND FISHING POLICY

~~Patrons may fish from any District-owned lake/retention pond within the Wilford Preserve Community Development District. Please check with the Facility Manager for rules and regulations pertaining to fishing and for proper access points to these bodies of water. The District has a “catch and release” policy for all fish caught in these waters. No watercrafts of any kind are allowed in these bodies of water except for small remote-controlled boats intended for recreational purposes. Swimming is also prohibited in any of the waters.~~

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The lakes and ponds throughout the community are not designed for swimming or boating but may be used by Patrons and Guests for fishing as set forth herein. We ask that you respect your fellow landowners and access the ponds through the proper access points. The District has a catch and release policy for all fish caught in the ponds. The ponds are not intended for anything but catch and release, as they are mostly retention ponds and man-made lakes. The purpose of the ponds is to help facilitate the District’s natural water system for run off and overflow. The ponds are not to State code for keeping your catch so please protect yourself and the fish population and return them to the water. The following additional guidelines apply:

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1. Please be respectful of the privacy of the residents living near the ponds.
2. Children under the age of fifteen must be accompanied by adults when fishing.
3. Parking along the county right of way or on any grassed area near the ponds is prohibited. It is recommended that residents wishing to fish walk or ride bicycles to the ponds.
4. Do not leave fishing poles, lines, equipment or bait unattended.
5. Do not leave any litter. Fishing line is hazardous to wildlife.
6. Do not feed the wildlife anything, ever.
7. Fish caught from the lakes may not be edible since the lakes are designed to detain pollutants. Catch and release is required.
8. Swimming is prohibited in all ponds on District property.
9. No watercrafts of any kind are allowed in any of the ponds on District property.
10. Licensing requirements from other governmental agencies may apply. Check the regulations.

DOG PARK POLICY

USE OF THE DOG PARK IS AT YOUR OWN RISK

Your voluntarily use of the Dog Park evidences your waiver of any claims against the Wilford Preserve Community Development District resulting from activities occurring at the Dog Park. The Wilford Preserve Community Development District is not responsible for any injury or harm caused by use of the Dog Park.

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1. The Dog Park is restricted to use only by Patrons and their guests. All other persons are considered trespassers and may be prosecuted as such under Florida Law.
2. Dogs must be on leashes at all times, except within the Dog Park area.
3. Dogs inside the Dog Park must be under voice control by their handler at all times. If voice control is not possible, do not enter the Dog Park.
4. Dog handler must have the leash with them at all times.
5. Dogs may not be left unattended and must be within unobstructed sight of the dog handler.
6. Dogs must be vaccinated and wear a visible rabies and license tag at all times.
7. Limit three dogs per Adult dog handler.
8. Puppies under four months of age should not enter the Dog Park.
9. Children under the age of twelve (12) are not permitted within the Dog Park area.
10. Dog handlers are responsible for the behavior of their animals.
11. Aggressive dogs are not allowed in the Dog Park. Any dog showing signs of aggression should be removed from the Dog Park immediately.
12. Female dogs in heat are not permitted in the Dog Park.
13. Human or dog food inside the Dog Park is prohibited.
14. Any dog toys inside the Dog Park are prohibited.
15. Dog handlers must clean up any dog droppings made by their pets.
16. Dog handlers must fill in any holes made by their pets.
17. Please do not brush or groom pets inside the Dog Park. The Dog Park is for play time.

18. Only licensed and insured dog trainers will be permitted to do training at the Dog Park. Owner must register trainer with the District prior to working with the dog.

19. The Dog Park is designated a “No Smoking” area.

20. The Dog Park area is equipped with closed-circuit surveillance cameras.

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USE OF THE DOG PARK IS AT YOUR OWN RISK
Your voluntarily use of the Dog Park evidences your waiver of any claims against the Wilford Preserve Community Development District resulting from activities occurring at the Dog Park. The Wilford Preserve Community Development District is not responsible for any injury or harm caused by use of the Dog Park.

FITNESS CENTER POLICY

Persons using the Amenity Facilities do so at their own risk. Facility Manager’s staff members are not present to provide personal training, exercise consultation or athletic instruction, unless otherwise noted, to Patrons. Persons interested in using the Amenity Facilities are encouraged to consult with a physician prior to commencing a physical fitness program.

1. Hours: The Fitness Center is available for use by Patrons and guests during the hours of 5:00 a.m. to 10:00 p.m.

2. Eligible Users: Patrons and guests fifteen (15) years of age and older are permitted to use the fitness center during designated operating hours. No children thirteen (13) years of age and under are permitted to use the Fitness Center. At any given time, a Patron at least eighteen (18) years of age may accompany up to two (2) guests at the Fitness Center.

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3. Food and Beverage: Food is not permitted within the fitness center. Beverages, however, are permitted in the fitness center if contained in non-breakable containers with screw top or sealed lids. Alcoholic beverages are not permitted.

4. Appropriate attire and footwear (Example: Fitness Footwear) must be worn at all times in the Fitness center. Appropriate attire includes t-shirts, tank tops, shorts, and/or athletic wear (no swimsuits). Wet bathing suits are not allowed in the Fitness Center.

5. Each individual is responsible for wiping off fitness equipment after use using antiseptic wipes provided by the District.

6. Use of personal trainers is permitted in the District fitness centers. Personal trainers must be preapproved by the Facility Manager prior to personal training session.

7. Hand chalk is not permitted to be used in the fitness center.

8. Radios, tape players, MP3 players, CD players or other electronic devices used to play music or other forms of entertainment are not permitted unless they are personal units equipped with headphones.

9. No bags, gear, or jackets are permitted on the floor of the fitness center or on the fitness equipment. Use hooks provided by the Amenity Center.

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10. Fitness equipment may not be removed from the fitness center. Weights must remain in the designated free weights area.
11. Please limit use of cardiovascular equipment to thirty (30) minutes and step aside between multiple sets on weight equipment if other people are waiting.
12. Please be respectful of others. Allow other Patrons to also use equipment, especially the cardiovascular equipment.
13. Please replace weights to their proper location after use.
14. Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights and must be kept in designated area.
15. Any fitness program operated, established and run by the Facility Manager may have priority over other users of the District fitness centers.

COMMON AREAS

The District owns and maintains various areas throughout its boundary including, but not limited to stormwater lakes, landscape tracts, and common areas (the “Common Areas”). The Common Areas shall be used only for their intended purpose and as contemplated herein. Any misuse, unauthorized use, or damage (whether intentional or unintentional) to the Common Areas shall be deemed a violation of these Policies and may result in suspension from the Amenity Facility and/or termination of privileges for Patrons in accordance with section the “Suspension and Termination of Privileges” section.

SUSPENSION AND TERMINATION OF PRIVILEGES

1. Introduction. This rule addresses disciplinary and enforcement matters relating to the use of the Amenity Center, Amenity Facility, and other District Property (together, the “Amenities”).
2. General Rule. All persons using or entering the Amenities are responsible for compliance with the rules and policies established for the safe operations of the District’s Amenities.
3. Access Cards. Access Cards are the property of the District. The District may request surrender of, or may deactivate, a person’s Access Card for violation of the District’s rules and policies established for the safe operations of the District’s Amenities.
4. Suspension and Termination of Rights. The District shall have the right to restrict, suspend, or terminate access to the Amenities of any person and members of their household to use all or a portion of the Amenities for any of the following acts (each, a “Violation”):
 - a. Submitting false information on any application for use of the Amenities, including but

not limited to facility rental applications;

- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of a key fob or Access Card or otherwise facilitates or allows unauthorized use of the Amenities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Policies and Procedures);
- g. Treating the District's staff, contractors, representatives, residents, landowners, Patrons, or guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;
- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners, Patrons, or guests;
- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners, [Patrons, or guests is likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
- m. Such person's guest or a member of their household commits any of the above Violations.

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

- 5. Administrative Reimbursement. The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the legal and/or administrative expenses incurred by the District as a result of a Violation

("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenities access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

6. Property Damage Reimbursement. If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property Damage Reimbursement"). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenities access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.
7. Removal from Amenities. The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenities if a Violation occurs, or if in his or her discretion, it is in the District's best interest to do so.
8. Initial Suspension from Amenities. The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person's access to the Amenities until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.
9. Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.
 - a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.
 - b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person's escalation or de-escalation of the situation, and any prior Violations and/or suspensions

- c. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.
 - d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.
 - e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.
10. Suspension by the Board. The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.
11. Automatic Extension of Suspension for Non-Payment. Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all Access Cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.
12. Appeal of Board Suspension. After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 9(e), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

13. Legal Action; Criminal Prosecution; Trespass. If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenities, such Person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenities after expiration of a suspension imposed by the District.
14. Severability. If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.

B.

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

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

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

SECTION 2. DEFINITIONS.

- A.** *Vehicle.* Any mobile item which normally uses wheels, whether motorized or not.
- B.** *Vessel.* Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.
- C.** *Parked.* A Vehicle or Vessel left unattended by its owner or user.
- D.** *Tow-Away Zone.* District property in which parking is prohibited and in which the District is authorized to initiate a towing and/or removal action 24 hours a day, seven days a week (24/7). District property includes roadside right-of-way, common areas, and grass areas.
- E.** *Overnight.* Between the hours of 10:00 p.m. and 6:00 a.m. daily.

SECTION 3. DESIGNATED PARKING AREAS. Those areas within the District’s boundaries depicted in **Exhibit A**, which is incorporated herein by reference, are hereby established as “Tow-Away Zones” 24 hours a day, seven days a week (24/7) for all Vehicles and Vessels, as set forth in Sections 4 and 5 herein (“**Tow Away Zone**”). Vehicles may not be parked at the District’s Amenity Center overnight, as indicated on **Exhibit B**, attached hereto (“No Overnight Parking Areas”) without an approved Parking Pass as set forth in Section 5B.

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

SECTION 5. EXCEPTIONS.

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

SECTION 6. TOWING/REMOVAL PROCEDURES.

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

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

EXHIBIT A – *Tow Away Zone*

EXHIBIT B – *Map of No Overnight Parking Areas*

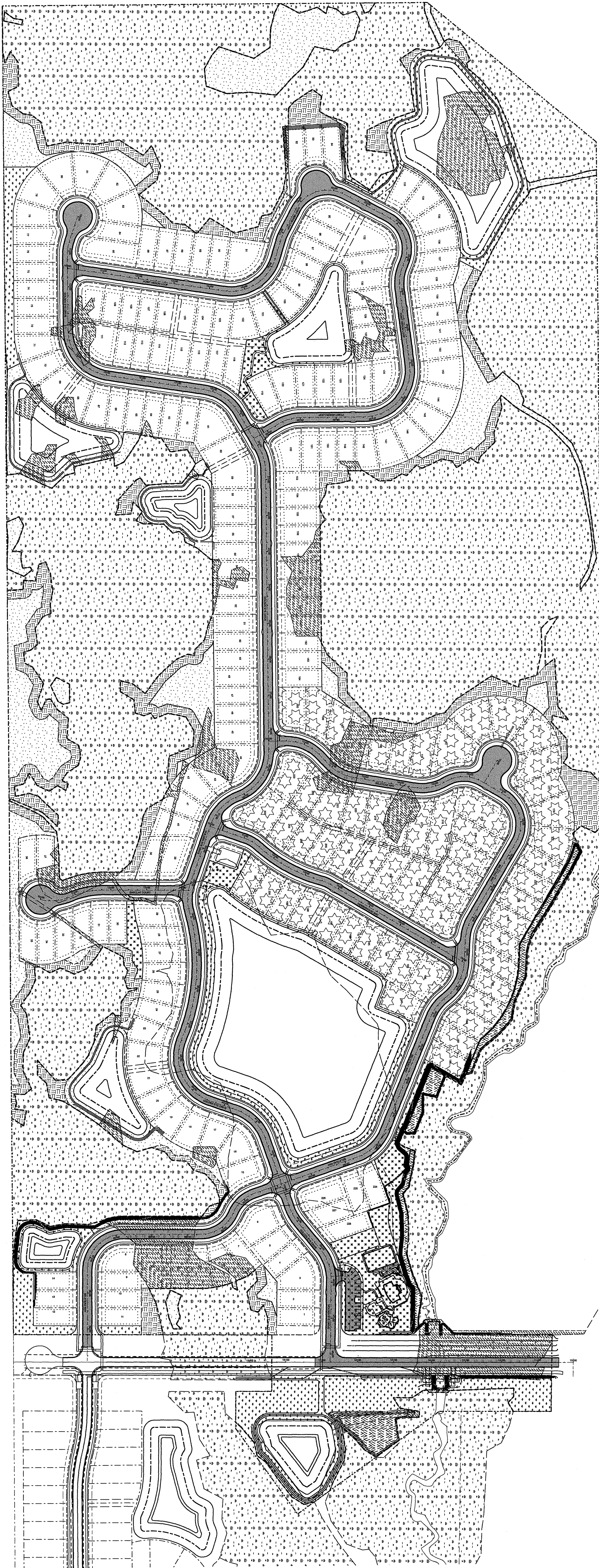
Effective date: June 15, 2023; revised December 1, 2023

EXHIBIT A
No Parking and Tow Away Zone 24/7
Includes all roadside right-of-way, common areas, and grass areas



EXHIBIT B
Map of No Overnight Parking Areas





WETLAND TO REMAIN	TOTAL LOTS	232	100%
IMPACTED WETLAND	50' WIDE	166	71%
PCN	60' WIDE	66	29%
RECREATION			
60' WIDE LOTS			

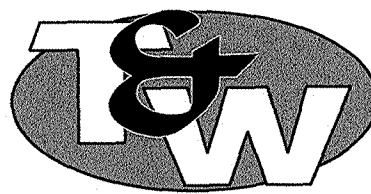
Scale: 1"=150'

Proj. Mgr: G. Taylor

Designer: T. Reigler

Drawn By: T. Reigler

Certificate of Auth: 7285



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



Cheswick South

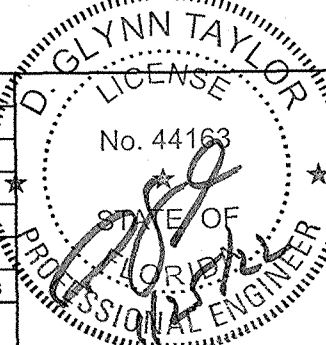
Site Plan

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFFERENCE



5	1-24-22	Per Client request / removed 4-bots and added amenity center	BR
4	6-9-2021	Per CCUA and CC Comments	BR
3	6-8-2021	Per SJRWMD Comments	BR
2	4-15-2021	Per SJRWMD Comments	BR
1	2-11-2021	Per SJRWMD Comments	BR
No.	Date	Description	Initials

REVISIONS



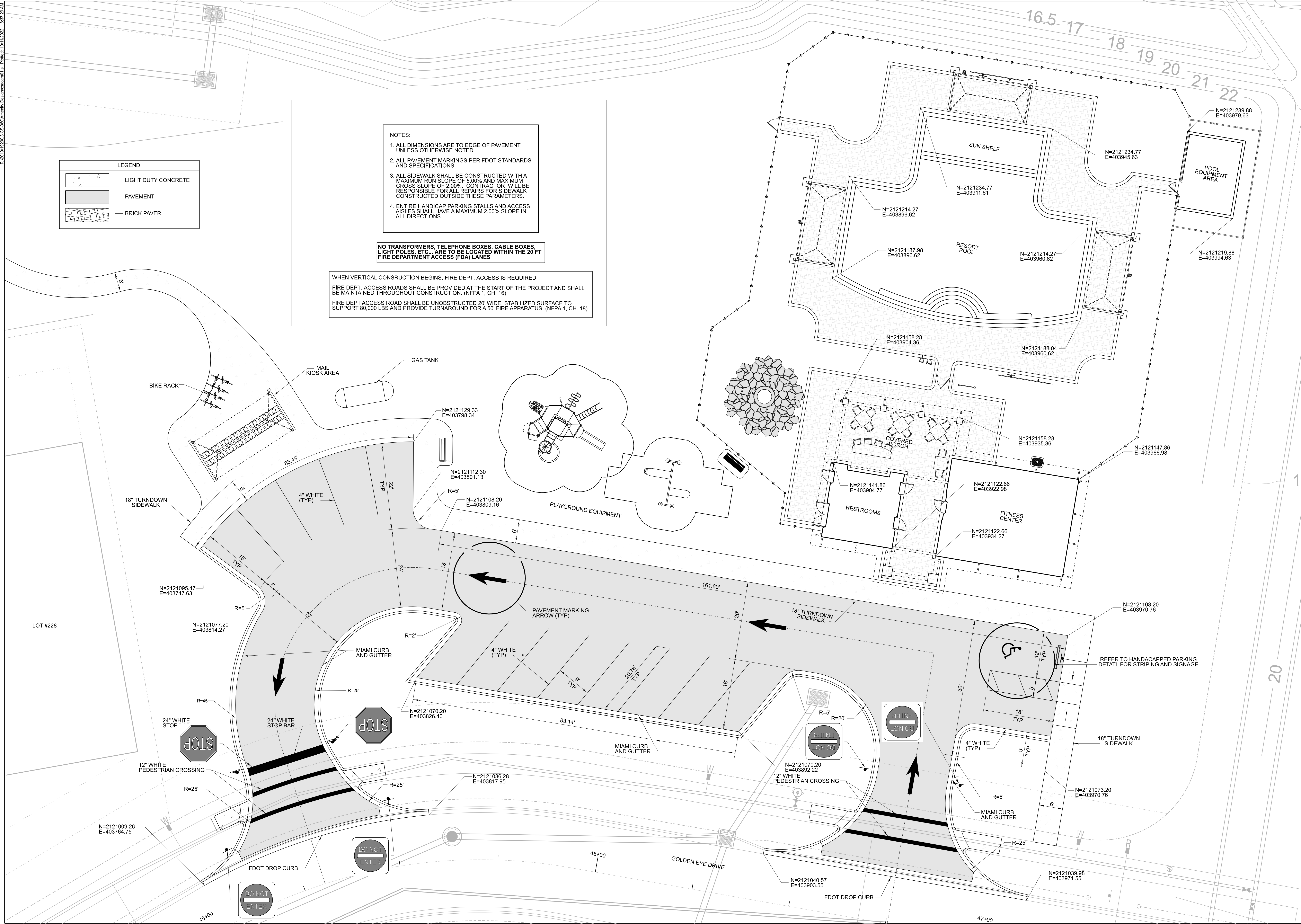
R:\2019\192003 CS-360\Amenity Design\aspm01.s | Printed: 10/11/2022 8:37:29 AM

LEGEND	
	LIGHT DUTY CONCRETE
	PAVEMENT
	BRICK PAVER

- NOTES:
1. ALL DIMENSIONS ARE TO EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
 2. ALL PAVEMENT MARKINGS PER FDOT STANDARDS AND SPECIFICATIONS.
 3. ALL SIDEWALK SHALL BE CONSTRUCTED WITH A MAXIMUM RUN SLOPE OF 5.00% AND MAXIMUM CROSS SLOPE OF 2.00%. CONTRACTOR WILL BE RESPONSIBLE FOR ALL REPAIRS FOR SIDEWALK CONSTRUCTED OUTSIDE THESE PARAMETERS.
 4. ENTIRE HANDICAP PARKING STALLS AND ACCESS AISLES SHALL HAVE A MAXIMUM 2.00% SLOPE IN ALL DIRECTIONS.

NO TRANSFORMERS, TELEPHONE BOXES, CABLE BOXES, LIGHT POLES, ETC... ARE TO BE LOCATED WITHIN THE 20 FT FIRE DEPARTMENT ACCESS (FDA) LANES

WHEN VERTICAL CONSTRUCTION BEGINS, FIRE DEPT. ACCESS IS REQUIRED.
FIRE DEPT. ACCESS ROADS SHALL BE PROVIDED AT THE START OF THE PROJECT AND SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. (NFPA 1, CH. 16)
FIRE DEPT ACCESS ROAD SHALL BE UNOBSTRUCTED 20' WIDE, STABILIZED SURFACE TO SUPPORT 80,000 LBS AND PROVIDE TURNAROUND FOR A 50' FIRE APPARATUS. (NFPA 1, CH. 18)



811

Call before you dig
to avoid
damaging
buried utilities

Scale: 1" = 10'

Geometry Plan

**Amenity Center
at
Cheswick South**

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

Scale: 1" = 10'

Proj. Mgr: C. Johnson

Designer: C. Johnson

Drawn by: M. Johnson

Certificate of Auth: 7298

Project No.: 19200.3

Date: September 2022

Sheet No.: 1

DO NOT SCALE THIS DRAWING - DIMENSIONS AND NOTES TAKE PREFFERENCE

REVISIONS

No.	Date	Description	by

EIGHTH ORDER OF BUSINESS

C.

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

wilfordpreservemanager@gmsnf.com

Memorandum

Date: October 2025
To: Board of Supervisors
From: Sayla Hicks - Wilford Preserve/Wilford Oaks Amenity Manager

Community:

Card Counts:

Wilford Preserve: New residents – 1

Wilford Oaks (Cheswick) - 3

Room Rentals:

- 4 Clubroom Rentals in October

Operations/Events:

- We are holding our first blood drive on Friday, October 24th from 2-7 at the amenity center.
- Fall Festival is planned for November 8th from 12-3. There will be a bounce house, face painting, photo ops, games, food trucks, and raffle.
- Three new Wilford Preserve pool/playground signs have been installed around the amenity center.
- Speed bump placements have been arranged and will be installed soon.
- Food truck Friday is October 17th from 5-8.

For questions, comments, or clarification, please contact:

- Sayla Hicks, Wilford Amenity Manager (904) 701-3665
- Jay Soriano, GMS Operations Manager (904) 274-2450

wilfordpreservemanager@gmsnf.com

jsoriano@gmsnf.com

NINTH ORDER OF BUSINESS

A.

Wilford Preserve
Community Development District

Unaudited Financial Reporting
September 30, 2025



Wilford Preserve
Community Development District
Combined Balance Sheet
September 30, 2025

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Capital Reserve Fund</i>	<i>Capital Project Fund</i>	<i>Totals Governmental Funds</i>
Assets:					
Cash:					
Operating Account	\$ 96,637	\$ -	\$ -	\$ -	\$ 96,637
Due from Other	-	-	-	4,440	4,440
Due from Capital Reserve Fund	5,255	-	-	-	5,255
Investments:					
General Fund Custody	195,039	-	-	-	195,039
State Board of Administration (SBA)	2,884	-	105,152	-	108,036
Series 2019					
Reserve	-	207,966	-	-	207,966
Revenue	-	255,818	-	-	255,818
Prepaid Expenses	18,225	-	-	-	18,225
Deposits	1,350	-	-	-	1,350
Total Assets	\$ 319,390	\$ 463,784	\$ 105,152	\$ 4,440	\$ 892,766
Liabilities:					
Accounts Payable	\$ 870	\$ -	\$ -	\$ -	\$ 870
Accrued Expenses	8,640	-	-	-	8,640
Due to General Fund	-	-	5,255	-	5,255
Total Liabilities	\$ 9,510	\$ -	\$ 5,255	\$ -	\$ 14,765
Fund Balance:					
Nonspendable:					
Prepaid Items	\$ 18,225	\$ -	\$ -	\$ -	\$ 18,225
Deposits	1,350	-	-	-	1,350
Restricted for:					
Debt Service	-	463,784	-	-	463,784
Capital Project	-	-	-	4,440	4,440
Assigned for:					
Capital Reserve Fund	-	-	99,897	-	99,897
Unassigned	290,305	-	-	-	290,305
Total Fund Balances	\$ 309,880	\$ 463,784	\$ 99,897	\$ 4,440	\$ 878,001
Total Liabilities & Fund Balance	\$ 319,390	\$ 463,784	\$ 105,152	\$ 4,440	\$ 892,766

Wilford Preserve
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/25	Thru 09/30/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 505,573	\$ 505,573	\$ 678,528	\$ 172,956
Direct Bill Phase 4	168,146	168,146	-	(168,146)
Developer Funded Cheswick South	263,580	263,580	-	(263,580)
Interest Income	6,000	6,000	15,409	9,409
Miscellaneous Income	668	668	1,277	609
Total Revenues	\$ 943,967	\$ 943,967	\$ 695,214	\$ (248,753)

Expenditures:

General & Administrative:

Supervisor Fees	\$ 4,800	\$ 4,800	\$ 3,800	\$ 1,000
FICA Taxes	367	367	291	77
Engineering	6,000	6,000	9,925	(3,925)
Attorney	15,000	15,000	6,559	8,442
Annual Audit	4,800	4,800	5,000	(200)
Assessment Roll Administration	5,618	5,618	5,618	-
Arbitrage Rebate	1,200	1,200	600	600
Dissemination Agent	7,865	7,865	7,865	0
Trustee Fees	7,000	7,000	6,592	408
Management Fees	55,213	55,213	55,213	0
Information Technology	1,060	1,060	1,060	0
Website Maintenance	1,272	1,272	1,272	-
Telephone	300	300	146	155
Postage	500	500	606	(106)
Insurance General Liability	7,500	7,500	7,296	204
Printing	1,200	1,200	230	970
Legal Advertising	3,000	3,000	1,431	1,569
Other Current Charges	600	600	19	581
Office Supplies	100	100	14	86
Dues, Licenses & Subscriptions	175	175	175	-
Total General & Administrative	\$ 123,571	\$ 123,571	\$ 113,711	\$ 9,859

Wilford Preserve
Community Development District
General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/25	Thru 09/30/25	Variance
<u>Operations & Maintenance</u>				
Amenity Center Expenditures				
Insurance	\$ 11,546	\$ 11,546	\$ 10,500	\$ 1,046
General Facility Maintenance	35,000	35,000	9,061	25,939
Amenity Manager	67,250	67,250	47,250	20,000
Janitorial Services	15,000	15,000	15,000	-
Pool Maintenance	30,000	30,000	30,000	-
Pool Chemicals	20,000	20,000	10,049	9,951
Pool Monitors	25,000	25,000	6,504	18,496
Security Monitoring	1,235	1,235	-	1,235
Security	93,325	93,325	44,439	48,886
Permit Fees	900	900	300	600
Telephone/Cable/Internet	1,000	1,000	-	1,000
Electric	25,000	25,000	6,716	18,284
Water/Sewer/Irrigation	55,000	55,000	26,716	28,284
Repairs & Replacements	25,000	25,000	11,894	13,106
Refuse Service	5,040	5,040	3,376	1,664
Special Events	6,000	6,000	1,793	4,207
Recreational Passes	1,500	1,500	260	1,240
Office Supplies/Mailings/Printing	600	600	35	565
Subtotal Amenity Center Expenditures	\$ 418,396	\$ 418,396	\$ 223,895	\$ 194,501
Ground Maintenance Expenditures				
Landscape Maintenance	\$ 260,000	\$ 260,000	\$ 103,680	\$ 156,320
Landscape Contingency	6,000	6,000	3,540	2,460
Irrigation Maintenance	5,000	5,000	-	5,000
Lake Maintenance	26,000	26,000	10,440	15,560
Subtotal Ground Maintenance Expenditures	\$ 297,000	\$ 297,000	\$ 117,660	\$ 179,340
Total Operations & Maintenance	\$ 715,396	\$ 715,396	\$ 341,555	\$ 373,841
Reserves				
Capital Reserve Fund	\$ 105,000	\$ 105,000	\$ 105,000	\$ -
TOTAL RESERVES	\$ 105,000	\$ 105,000	\$ 105,000	\$ -
Total Expenditures	\$ 943,967	\$ 943,967	\$ 560,266	\$ 383,700
Excess (Deficiency) of Revenues over Expenditures	\$ 0	\$ 0	\$ 134,948	\$ (632,453)
<u>Other Financing Sources/(Uses):</u>				
Transfer In/(Out)	\$ -	\$ -	\$ 2,077	\$ 2,077
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ 2,077	\$ 2,077
Net Change in Fund Balance	\$ 0	\$ 0	\$ 137,025	\$ (630,376)
Fund Balance - Beginning	\$ -		\$ 172,856	
Fund Balance - Ending	\$ 0		\$ 309,880	

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	\$ -	\$ 38,466	\$ 540,912	\$ 3,651	\$ 1,308	\$ 8,531	\$ 82,588	\$ -	\$ 3,073	\$ -	\$ -	\$ -	\$ 678,528
Interest Income	258	34	34	1,831	1,903	1,604	1,806	1,855	1,757	1,473	1,425	1,428	15,409
Miscellaneous Income	-	-	375	100	-	150	191	200	50	-	211	-	1,277
Total Revenues	\$ 258	\$ 38,500	\$ 541,321	\$ 5,581	\$ 3,211	\$ 10,285	\$ 84,585	\$ 2,055	\$ 4,880	\$ 1,473	\$ 1,636	\$ 1,428	\$ 695,214
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ -	\$ -	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 200	\$ 400	\$ 400	\$ 400	\$ 3,800
FICA Taxes	-	-	31	31	31	31	31	31	15	31	31	31	291
Engineering	-	3,500	-	-	-	-	165	-	3,285	80	955	1,940	9,925
Attorney	1,554	225	29	661	-	-	391	923	1,451	1,325	-	-	6,559
Annual Audit	-	-	-	-	-	-	5,000	-	-	-	-	-	5,000
Assessment Roll Administration	5,618	-	-	-	-	-	-	-	-	-	-	-	5,618
Arbitrage Rebate	-	-	600	-	-	-	-	-	-	-	-	-	600
Dissemination Agent	655	655	655	655	655	655	655	655	655	655	655	655	7,865
Trustee Fees	3,450	-	-	3,142	-	-	-	-	-	-	-	-	6,592
Management Fees	4,601	4,601	4,601	4,601	4,601	4,601	4,601	4,601	4,601	4,601	4,601	4,601	55,213
Information Technology	88	88	88	88	88	88	88	88	88	88	88	88	1,060
Website Maintenance	106	106	106	106	106	106	106	106	106	106	106	106	1,272
Telephone	-	-	5	39	-	7	9	15	8	19	21	23	146
Postage	26	13	15	9	15	8	10	88	60	13	12	338	606
Insurance General Liability	7,296	-	-	-	-	-	-	-	-	-	-	-	7,296
Printing	8	9	18	0	17	16	11	8	6	62	10	66	230
Legal Advertising	322	75	75	82	82	82	82	82	82	293	96	82	1,431
Other Current Charges	-	-	-	-	-	-	-	2	-	-	-	17	19
Office Supplies	9	0	1	0	1	0	0	0	1	1	0	0	14
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Total General & Administrative	\$ 23,908	\$ 9,273	\$ 6,624	\$ 9,815	\$ 5,995	\$ 5,994	\$ 11,549	\$ 6,999	\$ 10,559	\$ 7,673	\$ 6,975	\$ 8,348	\$ 113,711

Wilford Preserve
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<u>Operations & Maintenance</u>													
Amenity Center Expenditures													
Insurance	\$ 10,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10,500
General Facility Maintenance	1,276	80	1,071	90	307	224	35	679	2,383	654	1,809	454	9,061
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	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,321	1,455	974	1,250	15,000
Pool Maintenance	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
Pool Chemicals	899	-	905	18	776	12	937	62	1,790	2,142	1,417	1,090	10,049
Pool Monitors	-	-	-	-	-	-	619	1,017	766	1,207	1,212	1,684	6,504
Security Monitoring	-	-	-	-	-	-	-	-	-	-	-	-	-
Security	3,492	3,823	3,998	3,955	3,324	3,754	3,656	3,879	3,871	3,617	3,885	3,187	44,439
Permit Fees	-	-	-	-	-	-	-	300	-	-	-	-	300
Telephone/Cable/Internet	-	-	-	-	-	-	-	-	-	-	-	-	-
Electric	649	610	539	635	561	549	519	509	537	513	565	530	6,716
Water/Sewer/Irrigation	2,490	2,736	1,989	2,431	1,710	1,557	1,882	2,622	2,364	2,484	2,401	2,050	26,716
Repairs & Replacements	772	839	1,090	270	908	2,857	-	5,040	-	-	-	119	11,894
Refuse Service	214	213	212	269	270	271	271	270	572	269	272	273	3,376
Special Events	-	-	434	97	-	-	-	50	495	654	-	63	1,793
Recreational Passes	-	-	-	-	-	-	260	-	-	-	-	-	260
Office Supplies/Mailings/Printing	-	-	-	-	-	-	-	-	-	-	-	35	35
Subtotal Amenity Center Expenditures	\$ 27,979	\$ 15,989	\$ 17,927	\$ 15,452	\$ 15,543	\$ 16,913	\$ 15,866	\$ 22,115	\$ 20,536	\$ 19,432	\$ 18,972	\$ 17,172	\$ 223,895
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	660	-	-	-	-	-	-	-	720	720	720	720	3,540
Irrigation Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Lake Maintenance	870	870	870	870	870	870	870	870	870	870	870	870	10,440
Streetlighting	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Ground Maintenance Expenditures	\$ 10,170	\$ 9,510	\$ 9,510	\$ 9,510	\$ 9,510	\$ 9,510	\$ 9,510	\$ 9,510	\$ 10,230	\$ 10,230	\$ 10,230	\$ 10,230	\$ 117,660
Total Operations & Maintenance	\$ 38,149	\$ 25,499	\$ 27,437	\$ 24,962	\$ 25,053	\$ 26,423	\$ 25,376	\$ 31,625	\$ 30,766	\$ 29,662	\$ 29,202	\$ 27,402	\$ 341,555
Reserves													
Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	105,000	105,000
TOTAL RESERVES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,000	\$ 105,000
Total Expenditures	\$ 62,058	\$ 34,771	\$ 34,061	\$ 34,776	\$ 31,048	\$ 32,416	\$ 36,925	\$ 38,625	\$ 41,325	\$ 37,335	\$ 36,177	\$ 140,749	\$ 560,266
Excess (Deficiency) of Revenues over Expenditures	\$ (61,800)	\$ 3,729	\$ 507,260	\$ (29,195)	\$ (27,837)	\$ (22,131)	\$ 47,660	\$ (36,569)	\$ (36,445)	\$ (35,862)	\$ (34,541)	\$ (139,321)	\$ 134,948
Other Financing Sources/Uses:													
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -	2,077	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,077
Total Other Financing Sources/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	2,077	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,077
Net Change in Fund Balance	\$ (61,800)	\$ 3,729	\$ 507,260	\$ (29,195)	\$ (27,837)	\$ (20,054)	\$ 47,660	\$ (36,569)	\$ (36,445)	\$ (35,862)	\$ (34,541)	\$ (139,321)	\$ 137,025

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, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/25	Thru 09/30/25	Variance
Revenues:				
Special Assessments - Direct Bill	\$ 24,725	\$ 24,725	\$ -	\$ (24,725)
Special Assessments - Prepayments	-	-	76,460	76,460
Interest Income	5,000	5,000	3,290	(1,710)
Total Revenues	\$ 29,725	\$ 29,725	\$ 79,749	\$ 50,024
Expenditures:				
Interest -11/1	\$ 12,363	\$ 12,363	12,363	\$ -
Principal Prepayment - 11/1	-	-	430,000	(430,000)
Interest - 5/1	12,363	12,363	-	12,363
Total Expenditures	\$ 24,725	\$ 24,725	\$ 442,363	\$ (417,638)
Excess (Deficiency) of Revenues over Expenditures	\$ 5,000	\$ 5,000	\$ (362,613)	\$ (367,613)
Other Financing Sources/(Uses):				
Transfer (Out)	\$ -	\$ -	\$ (5,005)	\$ (5,005)
Transfer In	-	-	1,716	
Total Other Financing Sources/(Uses)	\$ -	\$ -	\$ (3,290)	\$ (5,005)
Net Change in Fund Balance	\$ 5,000	\$ 5,000	\$ (365,903)	\$ (372,619)
Fund Balance - Beginning	\$ 10,110		\$ 365,903	
Fund Balance - Ending	\$ 15,110		\$ -	

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, 2025

	Adopted	Prorated Budget	Actual	
	Budget	Thru 09/30/25	Thru 09/30/25	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 521,627	\$ 521,627	\$ 523,341	\$ 1,714
Interest Income	7,500	7,500	23,640	16,140
Total Revenues	\$ 529,127	\$ 529,127	\$ 546,980	\$ 17,854
Expenditures:				
Interest -11/1	\$ 186,175	\$ 186,175	\$ 186,175	\$ -
Interest - 5/1	186,175	186,175	186,175	-
Principal - 5/1	150,000	150,000	150,000	-
Total Expenditures	\$ 522,350	\$ 522,350	\$ 522,350	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 6,777	\$ 6,777	\$ 24,630	\$ 17,854
Net Change in Fund Balance	\$ 6,777	\$ 6,777	\$ 24,630	\$ 17,854
Fund Balance - Beginning	\$ 239,841		\$ 439,154	
Fund Balance - Ending	\$ 246,618		\$ 463,784	

Wilford Preserve
Community Development District
Statement of Revenues and Expenditures

Capital Projects Funds

For The Period Ending September 30, 2025

Description	SE 2018B	SE 2019A
<u>Revenues</u>		
<i><u>Interest Income:</u></i>		
Construction	\$ 374	\$ 367
Transfer In	2,928	-
Total Revenues	\$ 3,302	\$ 367
<u>Expenditures</u>		
Capital Outlay	\$ 27,062	\$ 22,364
Transfer Out	1,716	-
Total Expenditures	\$ 28,778	\$ 22,364
Excess Revenues (Expenditures)	\$ (25,476)	\$ (21,997)
Beginning Fund Balance	\$ 25,476	\$ 26,437
Ending Fund Balance	\$ (0)	\$ 4,440

Wilford Preserve
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending September 30, 2025

	Adopted Budget	Prorated Budget Thru 09/30/25	Actual Thru 09/30/25	Variance
Revenues				
Interest Income	\$ 2,000	\$ 2,000	\$ 152	\$ (1,848)
Capital Reserve Funding	105,000	105,000	105,000	-
Carry Forward Balance	-	-	-	-
Total Revenues	\$ 107,000	\$ 107,000	\$ 105,152	\$ (1,848)
Expenditures:				
Repairs and Replacements	\$ -	\$ -	\$ -	\$ -
Capital Outlay	-	-	5,255	(5,255)
Total Expenditures	\$ -	\$ -	\$ 5,255	\$ (5,255)
Excess (Deficiency) of Revenues over Expenditures	\$ 107,000		\$ 99,897	
Other Financing Sources/(Uses)				
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 107,000		\$ 99,897	
Fund Balance - Beginning	\$ -		\$ -	
Fund Balance - Ending	\$ 107,000		\$ 99,897	

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	\$	-	
Reserve Fund Balance		-	
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)	
Less: November 1, 2024		(430,000)	
Current Bonds Outstanding	\$	-	

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	\$	207,966	
Reserve Fund Balance		207,966	
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)	
Less: May 1, 2025		(150,000)	
Current Bonds Outstanding	\$	7,160,000	

WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025 Summary of Assessment Receipts

ASSESSED	# UNITS ASSESSED	SERIES 2019A DEBT ASMT	FY25 O&M ASMT	TOTAL ASSESSED
NET ASSESSMENTS TAX ROLL	593	519,803.94	673,892.91	1,193,696.84

SUMMARY OF TAX ROLL RECEIPTS				
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2019A DEBT RECEIPTS	O&M RECEIPTS	AMOUNT RECEIVED
1	11/7/2024	796.10	1,032.10	1,828.20
2	11/13/2024	5,927.90	7,685.15	13,613.05
3	11/26/2024	22,946.48	29,748.67	52,695.15
4	12/6/2024	413,257.59	535,762.32	949,019.91
5	12/19/2024	3,972.52	5,150.11	9,122.63
6	1/27/2025	2,816.05	3,650.82	6,466.87
7	2/6/2025	1,008.57	1,307.55	2,316.12
8	3/8/2025	6,580.44	8,531.12	15,111.56
9	4/7/2025	57,329.86	74,324.53	131,654.39
10	5/6/2025	6,373.98	8,263.46	14,637.44
11	6/6/2025	-	-	-
TAX CERTIFICATES	6/17/2025	2,331.50	3,022.64	5,354.14
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
TOTAL TAX ROLL RECEIPTS		523,340.99	678,478.47	1,201,819.46

TAX ROLL DUE	(3,537.05)	(4,585.56)	(8,122.62)
PERCENT COLLECTED	101%	101%	101%

B.

WILFORD PRESERVE
Community Development District

Check Register Summary

September 30, 2025

Fund	Date	Check No.	Amount
General Fund			
<i>Payroll</i>	9/18/25	50017-50018	\$ 369.40
Sub-Total			\$369.40
<i>Accounts Payable</i>	9/3/25	801-803	\$ 1,420.34
	9/10/25	804-811	17,251.22
	9/11/25	812	105,000.00
	9/16/25	813-816	14,444.18
	9/23/25	817-818	17,803.15
	9/30/25	819-820	399.00
Sub-Total			\$ 156,317.89
Total			\$ 156,687.29

PR300R

PAYROLL CHECK REGISTER

RUN 9/18/25 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50017	1	GARY A MCKEE	184.70	9/18/2025
50018	2	ROBERT C KEEFE	184.70	9/18/2025
TOTAL FOR REGISTER			369.40	

WILP WILFORD PRES DLAUGHLIN

Attendance Sheet

District Name: Wilford Preserve CDD

Board Meeting Date: September 16, 2025

	Name	In Attendance	Fee
1	Louis Cowling	☒	N/A
2	Braden Smith	☐	N/A
3	Alex Pinto	☒	N/A
4	Robert Keefe	☒	\$200
5	Gary McKee	☒	\$200

The Supervisors present at the above-referenced meeting should be compensated accordingly.

Approved for Payment:


District Manager Signature

9/16/25
Date

PLEASE RETURN COMPLETED FORM TO DANIEL LAUGHLIN

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK.... AMOUNT #
9/03/25	00011	8/28/25 25-00297	202508 310-51300-48000	NOTICE OF FY26 MEETINGS	*	95.50	
				JACKSONVILLE DAILY RECORD			95.50 000801
9/03/25	00021	8/26/25 3612679	202506 310-51300-31500	PROJECT CONSTRUCTION	*	66.00	
				KUTAK ROCK LLP			66.00 000802
9/03/25	00021	8/26/25 3612678	202505 310-51300-31500	MAY GENERAL COUNSEL	*	627.50	
		8/26/25 3612678	202506 310-51300-31500	JUN GENERAL COUNSEL	*	631.34	
				KUTAK ROCK LLP			1,258.84 000803
9/10/25	00001	9/01/25 208	202509 330-57200-41000	SEP CONTRACT ADMIN	*	3,937.50	
		9/01/25 208	202509 320-57200-45500	SEP JANITORIAL SERVICES	*	1,250.00	
		9/01/25 208	202509 320-57200-46500	SEP POOL MAINTENANCE	*	2,500.00	
				GOVERNMENTAL MANAGEMENT SERVICES			7,687.50 000804
9/10/25	00001	9/01/25 209	202509 310-51300-34000	SEP MANAGEMENT FEES	*	4,601.08	
		9/01/25 209	202509 310-51300-35200	SEP WEBSITE ADMIN	*	106.00	
		9/01/25 209	202509 310-51300-35100	SEP INFORMATION TECH	*	88.33	
		9/01/25 209	202509 310-51300-31300	SEP DISSEMINATION SVCS	*	655.42	
		9/01/25 209	202509 310-51300-51000	OFFICE SUPPLIES	*	.42	
		9/01/25 209	202509 310-51300-42000	POSTAGE	*	338.14	
		9/01/25 209	202509 310-51300-42500	COPIES	*	66.15	
		9/01/25 209	202509 310-51300-41000	TELEPHONE	*	22.52	
		9/01/25 209	202509 320-57200-46510	POOL CHEMICALS-TRICHLOR	*	174.90	
		9/01/25 209	202509 320-57200-46510	POOL CHEMICALS-LIQ BLEACH	*	26.13	
		9/01/25 209	202509 320-57200-46510	POOL CHEMS-NTRL ENZYMES	*	74.65	
		9/01/25 209	202509 320-57200-46510	POOL CHEMS-YELLOW TREAT	*	52.10	
				GOVERNMENTAL MANAGEMENT SERVICES			6,205.84 000805

				WILP WILFORD PRES OKUZMUK			

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
9/10/25	00026	8/28/25 77608	202508 330-57200-41100	POOL LOCK REPLACEMENT	*	118.75	
				HI-TECH SYSTEM ASSOCIATES			118.75 000806
9/10/25	00026	9/01/25 429584	202509 320-57200-49600	SEP CLOUD MGMT SERVICES	*	85.00	
				HI-TECH SYSTEM ASSOCIATES			85.00 000807
9/10/25	00011	9/04/25 25-00310	202509 310-51300-48000	NOTICE OF MEETING-9/19/25	*	81.75	
				JACKSONVILLE DAILY RECORD			81.75 000808
9/10/25	00021	7/22/25 07222025	202508 300-13100-10100	BOUNDARY AMENDMENT FR#12	*	668.50	
				KUTAK ROCK LLP			668.50 000809
9/10/25	00020	8/31/25 21	202508 320-57200-46530	AUG POOL MONITOR SERVICES	*	1,683.88	
				RIVERSIDE MANAGEMENT SERVICES			1,683.88 000810
9/10/25	00016	9/03/25 989160	202509 330-57200-42010	MOW CHESWICK OAKS AVE	*	720.00	
				YELLOWSTONE LANDSCAPE			720.00 000811
9/11/25	00025	9/11/25 09112025	202509 320-57200-10000	FY25 CAP RES FUNDING	*	105,000.00	
				STATE BOARD OF ADMINISTRATION			105,000.00 000812
9/16/25	00030	9/05/25 7190016	202509 320-57200-46510	SEP POOL CHEMICALS	*	762.00	
				HAWKINS INC			762.00 000813
9/16/25	00035	9/01/25 11379	202509 320-57200-49600	SEP SECURITY SERVICES	*	3,102.18	
				SECURITY DEVELOPMENT GROUP LLC			3,102.18 000814
9/16/25	00018	9/11/25 6227	202509 310-51300-31100	PROF SRVS THUR 09/07/25	*	1,940.00	
				TAYLOR & WHITE INC			1,940.00 000815
9/16/25	00016	9/01/25 993306	202509 320-57200-42000	SEP LANDSCAPE MAINTENANCE	*	8,640.00	
				YELLOWSTONE LANDSCAPE			8,640.00 000816
9/23/25	00002	9/22/25 29786	202509 300-15500-10000	FY26 INSURANCE RENEWAL	*	17,650.00	
				EGIS INSURANCE ADVISORS, LLC			17,650.00 000817
				WILP WILFORD PRES OKUZMUK			

CHECK DATE	VEND#	INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK..... AMOUNT #
9/23/25	00001	9/11/25 210	202508 320-57200-49400		*	63.20	
		SPECIAL EVENTS					
		9/11/25 210	202508 320-57200-45000		*	54.69	
		GENERAL FACILITY MAINT					
		9/11/25 210	202508 320-57200-51000		*	35.26	
		OFFICE SUPPLIES					
GOVERNMENTAL MANAGEMENT SERVICES							153.15 000818
9/30/25	00026	9/16/25 77845	202509 320-57200-45000		*	304.00	
		ELECTRIC STRIKE N/WRKING					
HI-TECH SYSTEM ASSOCIATES							304.00 000819
9/30/25	00026	9/23/25 77948	202509 320-57200-45000		*	95.00	
		DOOR JAMMED					
HI-TECH SYSTEM ASSOCIATES							95.00 000820
TOTAL FOR BANK A						156,317.89	
TOTAL FOR REGISTER						156,317.89	

WILP WILFORD PRES OKUZMUK

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

P.O. Box 2177
Jacksonville, FL 32203
(904) 356-2466

INVOICE

August 28, 2025

Date

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

RECEIVED

By Tara Lee at 8:26 am, Sep 02, 2025

Serial #	25-00297C	PO/File #		\$95.50
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Payment Due

Notice of Meetings

\$95.50

Publication Fee

Wilford Preserve Community Development District

Case Number		Amount Paid
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Publication Dates 8/28

County Clay

Payment Due Upon Receipt

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

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

If your payment is being
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Serial # 25-00297C 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 2026** 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 21, 2025
November 18, 2025
December 16, 2025
January 20, 2026
February 17, 2026
March 17, 2026
April 21, 2026
May 20, 2026 at 6:00 p.m.
(*Third Wednesday)
June 16, 2026
July 22, 2026 at 6:00 p.m.
(*Third Wednesday)
August 18, 2026
September 15, 2026

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. 28 00 (25-00297C)

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 26, 2025

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

RECEIVED

By Tara Lee at 12:36 pm, Aug 27, 2025

Invoice No. 3612679
23023-3

Re: Project Construction

For Professional Legal Services Rendered

06/16/25	W. Haber	0.20	66.00	Review and respond to inquiry regarding bill of sale to CCUA
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TOTAL HOURS	0.20	
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TOTAL FOR SERVICES RENDERED	\$66.00
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TOTAL CURRENT AMOUNT DUE	<u>\$66.00</u>
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KUTAK ROCK LLP
TALLAHASSEE, FLORIDA
Telephone 404-222-4600
Facsimile 404-222-4654

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

Federal ID 47-0597598

August 26, 2025



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

RECEIVED

By Tara Lee at 12:37 pm, Aug 27, 2025

Invoice No. 3612678
23023-1

Re: General Counsel

For Professional Legal Services Rendered

05/07/25	W. Haber	0.40	132.00	Review and respond to inquiry regarding assignment of water management district permit; review documents regarding same
05/13/25	W. Haber	0.20	66.00	Review agenda for May meeting
05/20/25	W. Haber	0.90	297.00	Prepare for and participate in Board meeting
05/24/25	G. Lovett	0.50	132.50	Monitor legislative process relating to matters impacting special districts
06/10/25	W. Haber	0.30	99.00	Prepare for Board meeting; review budget
06/11/25	W. Haber	1.60	528.00	Prepare for and participate in Board meeting

TOTAL HOURS 3.90

KUTAK ROCK LLP

Wilford Preserve CDD

August 26, 2025

Client Matter No. 23023-1

Invoice No. 3612678

Page 2

TOTAL FOR SERVICES RENDERED	\$1,254.50
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DISBURSEMENTS

Travel Expenses	4.34
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TOTAL DISBURSEMENTS	<u>4.34</u>
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TOTAL CURRENT AMOUNT DUE	<u>\$1,258.84</u>
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Governmental Management Services, LLC

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

Invoice**Invoice #:** 209**Invoice Date:** 9/1/25**Due Date:** 9/1/25**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 - September 2025		4,601.08	4,601.08
Website Administration - September 2025		106.00	106.00
Information Technology - September 2025		88.33	88.33
Dissemination Agent Services - September 2025		655.42	655.42
Office Supplies		0.42	0.42
Postage		338.14	338.14
Copies		66.15	66.15
Telephone		22.52	22.52
Pool Chemicals - Trichlor		174.90	174.90
Pool Chemicals - Liquid Bleach		26.13	26.13
Pool Chemicals - Natural Pool Enzymes		74.65	74.65
Pool Chemicals - Yellow Treat		52.10	52.10

Total \$6,205.84**Payments/Credits** \$0.00**Balance Due** \$6,205.84**RECEIVED***By Tara Lee at 10:40 am, Sep 04, 2025*



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 77608
Invoice Date: 08/28/2025
Completed: 09/03/2025
Terms: Due On Receipt
Bid#: 77608
Service Ticket: 77608
475 West Town Place
Ste 114

Bill to:

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

Approved by:
Sayla Hicks
9/5/25
1.330.57200.41100

[Click Here to Pay Online!](#)

RECEIVED

By Tara Lee at 4:08 pm, Sep 05, 2025

HiTechFlorida.com

Description	Qty	Rate	Amount
9-12161-ACC-1 - Access Control System - Wilford Preserve - 2535 Firethorn AV, Orange Park, FL			
Minimum Service Call Charge	1.00	\$95.00	95.00
Service Labor	0.25	\$95.00	23.75
Sales Tax			0.00

Tech Resolution Note:

WCT Arrived on site and poke with Sayla, she let me know what pool lock was needing to be fixed. Looked at the pool lock and saw that the screws holding it to the post needed to be tightened down. Put back together and tested. Went to bathroom and checked out the lock and replaced with new one. Cause the pressure of the is still pushing up against the lock

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	\$118.75
Payments	\$0.00
Balance Due	\$118.75



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!](#)

Approved by:
Sayla Hicks
9/3/25
1.320.57200.49600

Invoice

Invoice #: 429584
Invoice Date: 09/01/2025
Completed: 09/01/2025
Terms: Due on Aging Date
Bid#:

475 West Town Place
Ste 114

HiTechFlorida.com

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

RECEIVED

By Tara Lee at 1:08 pm, Sep 03, 2025

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 2177
Jacksonville, FL 32203
(904) 356-2466

INVOICE

September 4, 2025

Date

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

Serial #	25-00310C	PO/File #		\$81.75
				Payment Due
Notice of Board of Supervisors Meeting				
				\$81.75
Wilford Preserve Community Development District				Publication Fee
Case Number				Amount Paid
Publication Dates	9/4			
County	Clay			

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

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

If your payment is being
mailed, please reference
Serial # 25-00310C on your
check or remittance advice.

RECEIVED

By Tara Lee at 8:45 am, Sep 05, 2025

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.

**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 16, 2025, at 1:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32063, 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. 4 00 (25-00310C)

1,300.181.101

Wilford Preserve

Community Development District

Boundary Amendment Funding Request #12*

July 22, 2025

PAYEE	GENERAL FUND
1 KUTAK ROCK LLP - Invoice 3584629 from 6/30/2025 Boundary Amendment	\$ 668.50
	TOTAL \$ 668.50

21

Please make check payable to:
Wilford Preserve CDD
475 W Town Place Suite 114
Saint Augustine, FL 32092

DocuSigned by:
Louis Cowling
1C2C73D68B98412
Signature: Chairman/Vice Chairman

Signed by:
Marilee Giles
76089900E0C14F4...
Signature: Secretary/Asst. Secretary

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

RECEIVED

By Tara Lee at 10:56 am, Sep 05, 2025

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 21
Invoice Date: 8/31/2025
Due Date: 8/31/2025
Case:
P.O. Number:

Bill To:
Wilford Preserve CDD

Description	Hours/Qty	Rate	Amount
Pool Monitor Services through August 2025	78.32	21.50	1,683.88
<i>Alison Moring</i> 9-5-25			

Total \$1,683.88

Payments/Credits \$0.00

Balance Due \$1,683.88

RECEIVED

By Tara Lee at 11:10 am, Sep 05, 2025

WILFORD PRESERVE CDD

POOL MONITOR

<u>Qty./Hours</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
78.32	Pool Monitor	\$ 21.50	\$ 1,683.88

Covers August 2025 - September 1, 2025

GL Code 1.320.572.46530

TOTAL DUE:

\$ 1,683.88

**WILFORD PRESERVE COMMUNITY DEVELOPMENT DISTRICT
POOL MONITOR BILLABLE HOURS FOR AUGUST 2025**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/2/25	7	M.G.	Pool Monitor
8/3/25	7.08	M.G.	Pool Monitor
8/9/25	7.05	M.G.	Pool Monitor
8/10/25	7.12	M.G.	Pool Monitor
8/16/25	7.75	J.S.	Pool Monitor
8/17/25	6.9	M.G.	Pool Monitor
8/23/25	7.23	M.G.	Pool Monitor
8/24/25	7.2	M.G.	Pool Monitor
8/30/25	7.05	M.G.	Pool Monitor
8/31/25	6.92	M.G.	Pool Monitor
9/1/25	7.02	M.G.	Pool Monitor
GRAND TOTAL	<u><u>78.32</u></u>		



YELLOWSTONE

LANDSCAPE

Bill To:

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

Property Name: Wilford Preserve CDD

Address: Sycamore Way
Orange Park, FL 32073

INVOICE

INVOICE #	INVOICE DATE
989160	9/3/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 3, 2025

Invoice Amount: \$720.00

Description	Current Amount
One Time Mow Cheswick Oaks Ave	
Landscape Enhancement	\$720.00

RECEIVED

By Tara Lee at 10:39 am, Sep 04, 2025

Invoice Total **\$720.00**

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

**Wilford Preserve
COMMUNITY DEVELOPMENT DISTRICT**

General Fund

Check Request

Date	Amount	Authorized By
September 11, 2025	\$105,000.00	Oksana Kuzmuk

Payable to:

STATE BOARD OF ADMINISTRATION - #25

Date Check Needed:

Budget Category:

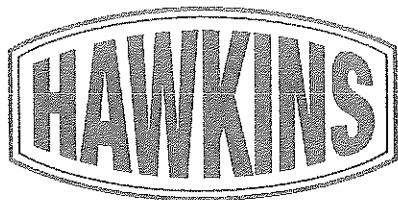
ASAP	1.300.572.1000
------	----------------

Intended Use of Funds Requested:

FY25 CAP RES FUNDING
<i>(Attach supporting documentation for request.)</i>

!!! PLEASE RETURN THE SIGNED CHECK TO OKSANA !!!

Original



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

INVOICE

Total Invoice	\$762.00
Invoice Number	7190016
Invoice Date	9/5/25
Sales Order Number/Type	4930604 SL
Branch Plant	74
Shipment Number	5912118

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

Approved by:
Sayla Hicks
9/9/25
1.320.57200.46510

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#			P.O. Release		Sales Agent #
10/5/25	Net 30	PPD Origin	HWTG						385
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	250.0000	GA	\$3.0000	GA	2,417.5 LB	\$750.00
		1 LB BLK (Mini-Bulk)		250.0000	GA			2,417.5 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00

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

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

RECEIVED

By Tara Lee at 2:27 pm, Sep 09, 2025

Page 1 of 1

Tax Rate

0 %

Sales Tax

\$0.00

Invoice Total

\$762.00

No Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of 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) 331-6910
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.



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

Approved by:

Sayla Hicks
9/3/25
1.320.57200.49600

INVOICE # 11379

DATE 09/01/2025

DUE DATE 09/30/2025

TERMS End of the month

SERVICE MONTH

September

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I 6 Dedicated hours Fri - Sun	72	31.15	2,242.80
Vehicle Patrol 3 patrols a day Mon - Thurs	54	18.67	1,008.18
Fuel Charge Fuel Charge	1	100.00	100.00
Holiday Service Labor Day	1	125.00	125.00
Dedicated Officer I Credit for 7/12/25	-6	31.15	-186.90T
Dedicated Officer I Credit for 8/23/25	-6	31.15	-186.90T

SUBTOTAL 3,102.18

TAX 0.00

TOTAL 3,102.18

BALANCE DUE **\$3,102.18**

RECEIVED

By Tara Lee at 1:09 pm, Sep 03, 2025

INVOICE

FOR PROFESSIONAL SERVICES RENDERED

Taylor & White, Inc.

Civil Design & Consulting Engineers

9556 Historic Kings Road South · Suite 102 · Jacksonville, Florida 32257 · (904) 346-0671 · www.TaylorandWhite.com



PROFESSIONAL CIVIL ENGINEERING SERVICES

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

Invoice number 6227
Date 09/11/2025

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

Professional Services Rendered through 09/07/2025. ~PAYMENT TERMS: NET 10 DAYS~
Project Manager: D. Glynn Taylor, P.E. - Principal: D. Glynn Taylor, P.E. *Denotes Hourly Task

Invoice Amount:
\$1,940.00

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Percent Complete	Current Billed
*CDD MEETING- GENERAL FUND- (HRLY)	0.00	1,320.00	1,320.00	0.00	0.00
PUBLIC FACILITY REPORT- (LS)	7,000.00	3,500.00	3,500.00	50.00	0.00
*PROJECT ADMINISTRATION - (HRLY)	0.00	165.00	2,105.00	0.00	1,940.00
REIMBURSABLES	0.00	80.64	80.64	0.00	0.00
Total	7,000.00	5,065.64	7,005.64	100.08	1,940.00

*Project Administration - (HRLY)

Anthony K. Ringler
D. Glynn Taylor, P.E.

Billed
Amount

1,610.00

330.00

Phase subtotal
subtotal

1,940.00

1,940.00

RECEIVED

By Tara Lee at 1:06 pm, Sep 11, 2025

Invoice total

1,940.00



YELLOWSTONE LANDSCAPE

Bill To:

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

Property Name: Wilford Preserve CDD

Address: Sycamore Way
Orange Park, FL 32073

INVOICE

INVOICE #	INVOICE DATE
993306	9/1/2025
TERMS	PO NUMBER
Net 30	

Remit To:

Yellowstone Landscape
PO Box 101017
Atlanta, GA 30392-1017

Invoice Due Date: October 1, 2025

Invoice Amount: \$8,640.00

Description	Current Amount
Monthly Landscape Maintenance September 2025	\$8,640.00

Approved by:
Sayla Hicks
9/9/25
1.320.57200.42000

Invoice Total **\$8,640.00**

RECEIVED

By Tara Lee at 10:03 am, Sep 10, 2025

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



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

Customer	Wilford Preserve Community Development District
Acct #	704
Date	09/22/2025
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 17,650.00
Payment Amount	
Payment for:	Invoice#29786
100125301	

Please detach and return with payment

X

Customer: Wilford Preserve Community Development District

Invoice	Effective	Transaction	Description	Amount
29786	10/01/2025	Renew policy	Policy #100125301 10/01/2025-10/01/2026 Florida Insurance Alliance Package - Renew policy Due Date: 9/22/2025	17,650.00

RECEIVED
SEP 22 2025

Please Remit Payment To: Egis Insurance and Risk Advisors P.O. Box 748555	Total \$ 17,650.00
---	------------------------------

FOR PAYMENTS SENT OVERNIGHT: Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349
 TO PAY VIA ACH: Accretive Global Insurance Services LLC

Remit Payment To: Egis Insurance Advisors P.O. Box 748555 Atlanta, GA 30374-8555	(321)233-9939 accounting@egisadvisors.com	Date 09/22/2025
---	--	---------------------------

Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 210
Invoice Date: 9/11/25
Due Date: 9/11/25
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Maintenance Supplies		153.15	153.15
Approved by: Sayla Hicks 9/17/25			
Special events: \$63.20 1.320.57200.49400			
Maintenance \$54.69 1.320.57200.45000			
Office supplies \$35.26 1.320.57200.51000			
<i>Alison Moring</i> 9-17-25			

RECEIVED

By Tara Lee at 9:21 am, Sep 18, 2025

Total \$153.15

Payments/Credits \$0.00

Balance Due \$153.15

MAINTENANCE BILLABLE PURCHASES

Period Ending 9/05/25

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
WILFORD PRESERVE				
	7/30/25	Constant Contact Monthly Fee	35.26	S.H.
	8/7/25	Gift Cards (3) for Event 8/9/25	51.75	S.H.
	8/7/25	Trash Bags	34.47	S.H.
	8/7/25	Disinfectant Wipes	20.22	S.H.
	8/7/25	2 Cases of Water for Event 8/9/25	11.45	S.H.
		TOTAL	<u>\$153.15</u>	



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!](#)

Approved by:

Sayla Hicks
9/29/25
1.320.57200.45000
Wilford Preserve

Invoice #: 77845
Invoice Date: 09/16/2025
Completed: 09/25/2025
Terms: Due On Receipt
Bid#:
Service Ticket: 77845

475 West Town Place
Ste 114

Invoice

HiTechFlorida.com

Description	Qty	Rate	Amount
9-12161-ACC-1 - Access Control System - Wilford Preserve - 2535 Firethorn AV, Orange Park, FL.			
5000 Series Electric Strike Complete	1.00	\$209.00	209.00
Minimum Service Call Charge	1.00	\$95.00	95.00
Sales Tax			0.00

RECEIVED

By Tara Lee at 12:57 pm, Sep 29, 2025

Tech Resolution Note:

WCT: Arrived to site and men's bathroom was locked. The electric strike was not opening the door. Once I was able to make entry I tried unlocking the strike to listen and the strike would click trying to unlock but would not move. Took the plate off again and the pin was bent again. The door alignment is still a cause for this but by happenstance I was able to find the root cause. I bumped into the door latch when going into the bathroom and the retracting latch on the physical door handle does not retract freely into the door like it is in a locked state. There is no key slot on the door for the handle to open the door nor is there an exterior handle. There's no way for me to check if the handle is in a locked state. But with this latch not retracting inside the door freely when residents are exiting the bathroom the electric strike is in a locked state so it does not move and the door is swinging rather quickly closed. The latch does not retract freely inside the door so 2 metal surfaces that are

Total: \$304.00
Payments: \$0.00
Balance Due: \$304.00

support@hitechflorida.com
Office: 850-385-7849



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!](#)

Approved by:
Sayla Hicks
9/29/25
1.320.57200.45000
Wilford Preserve

Invoice

Invoice #: 77948
Invoice Date: 09/23/2025
Completed: 09/25/2025
Terms: Due On Receipt
Bid#:
Service Ticket: 77948

475 West Town Place
Ste 114

HiTechFlorida.com

Description	Qty	Rate	Amount
9-12161-ACC-1 - Access Control System - Wilford Preserve - 2535 Firethorn AV, Orange Park, FL			
Minimum Service Call Charge	1.00	\$95.00	95.00
Sales Tax			0.00

RECEIVED

By Tara Lee at 1:03 pm, Sep 29, 2025

Tech Resolution Note:

WCT Arrived on site tried to open door with credit card door was jammed in between lock and door frame . Was able to get door open and adjusted lock so it wouldn't get caught again

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	\$95.00
Payments	\$0.00
Balance Due	\$95.00