

DOUBLE BRANCH
Community Development District

APRIL 9, 2018

AGENDA

Double Branch Community Development District

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

April 2, 2018

Board of Supervisors
Double Branch Community Development District
Staff Call In # 1-800-264-8432 Code 182247

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, April 9, 2018 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments
- III. Approval of Consent Agenda
 - A. Approval of the Minutes of the March 12, 2018 Meeting
 - B. Financial Statements
 - C. Assessment Receipt Schedule
 - D. Check Register
- IV. Other Business
- V. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager
 - D. Operations Manager - Report

VI. Audience Comments / Supervisor's Requests

VII. Next Scheduled Meeting – May 14, 2018 @ 4:00 p.m. at the Plantation Oaks
Amenity Center

VIII. Adjournment

I look forward to seeing you at the meeting. If you have any questions, please feel free to call.

Sincerely,

James A. Perry

James A. Perry
District Manager

THIRD ORDER OF BUSINESS

A.

MINUTES OF MEETING
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, March 12, 2018 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	Chairperson
Scott Thomas	Supervisor
Tom Horton	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel
Jay Soriano	GMS Community Manager
Susie Raab	GMS Aquatics Director
Two Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 4:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Nail Nassan, 918 Dogwood Drive, stated my issue is regarding Phase 1. I'm here to appeal the \$50 fee that they gave me because the 24th of last month I went to the place and I did what I was supposed to do and cleaned the whole place and there was someone there to check it out and verify everything was clean and after that they gave me a penalty of \$50. They did not give me the full refund and I would like to appeal the \$50.

Mr. Soriano stated this was a normal rental and she had a nighttime rental so there was a party in there the next day. I was told by the attendant she did clean, just not well enough. We probably would not have noticed if it wasn't outrageous but it was something that took extra time for cleaning and the biggest problem was the complaint we got from the next party. I was given pictures from the next party where the floor wasn't swept, areas weren't mopped and there was food in the sink. I was sent the first picture and then they got upset. This complaint was brought to Wanda but she wasn't happy with Wanda so if she was going to appeal to you

guys I would have explained that it is a black and white thing. I'm lucky the next party wasn't demanding some kind of discount or refund on their end because they took time to help that attendant clean up and noted everything but her party really should have cleaned more. There was an attendant there that night that did note that they were cleaning up until the last minute but they were also partying around the cleaning up. She has rented before so she does know the contract and know the steps for our rentals. The clean up and set up in the beginning is part of that four hour time period. Usually Wanda sends multiple emails which she did here and she also sent an email to her explaining why the \$50 was kept out of the deposit for that clean up. In the email she sent beforehand reminding her of the party was that you have to do this whether you end your party a little early so that you can get a good clean up. Our issue is making sure it's ready for that next party so this is the consistent factor when it comes to clean up and prep time.

Mr. Horton asked you say you have pictures of it?

Mr. Soriano responded yes. The first picture here the resident sent was when she was sweeping the floor and she got the first dust pan full of stuff. I have the personal statement if you want to see it. It may not have taken us two hours or anything like that. We are usually doing that extra clean up. It's not until it's real extensive clean up that Wanda is going to say, yes we want \$50. This was more about the fact that we were cleaning and the next resident was angry enough to voice her complaint with us.

Mr. Horton stated I believe whoever rents should get a clean room. This doesn't happen very often does it?

Mr. Soriano responded no. I have a report here of how many times we rented last year. Out of the 688 rentals I might have had 10 times where we had to keep deposits and most the time they are understanding that we spent extra time cleaning. Some times it is well worth the \$50 if they are getting out of there last minute. For you to get fined for extra hours is a lot more so if you didn't clean up ahead of time and you're there for an extra hour we might keep \$100 or \$150 depending on what the deposit is. In this room we've kept up to \$500 if they've gotten out two hours late because that is spelled out in the contract what those dollars are for.

Ms. Nelsen asked so the party attendant doesn't check the room, they are just there as an attendant?

Mr. Soriano responded she will do a walk through but that is to note major things. We pay that party attendant so if they had to stay there longer to clean up for her we would have to pay for that party attendant and we may have kept more. The little items we're usually cleaning, it was the fact that there was a party the next morning so we're cleaning there with that next party. \$50 is the smallest amount we will keep.

Mr. Horton stated I'm okay with fining \$50. It should be clean. The next group coming in should expect a clean room.

Ms. Nelsen stated I agree. Do we need a motion?

Mr. Walters stated I don't think we need board action. This is something that staff has discretion over. Obviously a resident is free to come and voice their concerns and if the board wanted to take action on that they could, but given the lack of appetite for that I don't think there is board action required.

Ms. Nelsen stated we're going to defer to staff's opinion and we're in agreement that the room wasn't clean enough.

Ms. Nail Nassan stated if for example you rented this place and an attendant checked you out, if she's there to check me out and she supervised everything then when we signed the paper then my responsibility is over. Right?

Mr. Soriano responded no. This happens in other rentals too whether it's a hotel conference room. If they find something after the fact that's why we don't refund your deposit that night. There is a case that we could find something later. We've actually found chairs hidden here with legs broken. We have that ability to go back. If we were there and noticed it was a little dirty we probably would have taken the extra time to clean it up. This was not a major issue but it was the fact that the next party had an issue. I can't argue with pictures and statement from a renting party that came in after you.

Ms. Nail Nassan stated but on the contract it says if for example they see something broken like a chair. You give me a certain amount of time to fix the issue and if I don't fix it that's when you take my penalty. If it's a cleaning issue you are responsible to call the person who rented the place to clean the area.

Mr. Soriano stated we don't have time for you to come back in. We had a rental after your's. That doesn't mean you're automatically absolved from any responsibility. There is a party coming in that was starting that morning after your's the night before so we had to have

that place ready to go so we take the time to clean. That party even helped us to clean so we have to charge you for that.

Ms. Nail Nassan stated if I left someone else with the job I would say okay I did not do it. What did I do that's major that requests \$50?

Mr. Soriano responded sweeping and mopping.

Ms. Nail Nassan asked so I did not do that?

Mr. Soriano responded not enough. It may be a bit subjective but like I said the issue was with the party coming in enough to where they were angry and they paid for it. They have a security deposit and they pointed out everything that wasn't done ready for them. It would be the same thing if you came in that night and you weren't happy with the party before. We have to be consistent and get on everybody to make sure they're cleaning as much as possible and that's included in that four hours. If you wanted to stay longer to clean then you would forego the charge for the cleaning service but you would have to pay for extra time. One way or another that money is going to be taken out.

Ms. Nelsen stated part of my issue is you didn't go through him before you came to us as well.

Ms. Nail Nassan stated I went to Wanda. She just sent me an email yesterday. When they sent me the check I didn't even realize the check was for \$50 and I called the number on the check and they told me there was a CDD meeting here and that's what I did. I rented some chairs and tables. The party before me did not put the chairs together and Wanda said since you already rented chairs they were going to leave them like that. That's not okay but I wasn't at seven at night going to go look for someone to say you are going to pay me the fee. I don't see what I did that was major.

Mr. Soriano stated this was minor. The next party could have probably walked around on the decorations that were left and not said anything to us and it wouldn't have been a problem. This was a statement from the next party. The same way you would be if you came in and it was dirty from another party beforehand. You are expected to do your best job to clean. You guys were there taking advantage of the time all the way up until the last minute and did not clean completely.

Ms. Nelsen asked does anybody on the board want to make a motion?

Mr. Horton stated I think we leave this subject for now. If you want to talk about it talk to Jay or Wanda about this.

Ms. Nelsen stated they've made their decision and we support their decision.

Ms. Shirley Roberts, 3128 Hearthstone Lane, stated this situation that I have has been taken to Jay and the property manager over there asked me to address it with you all. When we will get a property manager for phase one?

Ms. Neslsen asked do you mean the homeowners association or like the soccer fields and the pools?

Ms. Shirley Roberts responded someone that comes out and makes sure the neighborhood is kept up according to the ordinance out there.

Mr. Horton asked you're talking about the homes?

Ms. Shirley Roberts responded yes.

Mr. Horton stated that's the HOA.

Ms. Shirley Roberts asked when would we get an HOA?

Mr. Horton stated there is an HOA.

Mr. Soriano stated this is the CDD, not the HOA. We only handle the common ground areas so the homes that are residential you have to go to that meeting.

Mr. Horton stated it's the first Monday of the month.

Mr. Soriano stated they are the ones that would hire somebody like that to go around and do inspections and make sure people are keeping their yards cut. They've decided to go to a self managed style so they won't have a management company that you can call real easy.

Ms. Shirley Roberts stated we don't have anybody and they told me to come to this one.

Mr. Soriano stated we don't deal with the HOA or private residences.

Ms. Shirley Roberts stated so because of the way my neighborhood looks now there's no one we can go to?

Mr. Horton responded there is, the HOA.

Mr. Soriano stated they're different boards and are completely different organizations.

Ms. Shirley Roberts asked so they would be meeting when?

Mr. Horton responded the first Monday of each month.

Ms. Raab stated they met last Monday.

Ms. Shirley Roberts asked so they would handle all of the complaints of the neighborhood?

Mr. Horton responded yes.

Mr. Soriano stated yes any residential concern. They do have a website and what's happened is each board member has taken responsibility so one handles violations. You send to all the emails so you have record that you've complained. Their website is www.oakleafeastpoa.com and when you get on there you will see email addresses for each one.

Ms. Shirley Roberts stated we have that and it goes directly to Jay.

Mr. Soriano stated the HOA one shouldn't be. I haven't received any emails regarding the HOA.

Ms. Shirley Roberts stated I mean the one that Jay gave me.

Mr. Soriano stated Oakleaf East POA is separate, it doesn't go to me.

Ms. Shirley Roberts stated I'm not going to wait another month for someone to come out. You can't even get down the street and no one is doing anything. I appreciate what you all are doing and I don't want to draw any attention to the neighborhood but I've got to report this because it's gone too far.

Mr. Walters stated yeah go to your HOA. Not only is this board not responsible for that but this board doesn't have the authority.

Ms. Shirley Roberts stated I just wanted you guys to know. I'm not going to wait another month. I've got guests coming out and something needs to be done prior to the first.

Mr. Soriano stated if you're not sure whether it's the HOA and you shoot me an email I will direct you back to them.

Ms. Shirley Roberts stated but the water pump comes to you all.

Mr. Soriano stated the water pump is going. It started about three days ago.

Ms. Shirley Roberts stated it wasn't going Sunday.

Mr. Soriano stated yeah it was.

Ms. Shirley Roberts asked and that brick thing up there is fixed?

Mr. Soriano responded no that's not fixed.

Ms. Shirley Roberts asked why is that not fixed?

Mr. Soriano responded we're waiting on a company to fix it. We can't fix that ourselves.

Ms. Nelsen stated the county told us we have to have a license in masonry to fix that because it is in the roadway and nobody would take the small job. This has been a process. We all live here and we drive by it everyday just like you.

Ms. Shirley Roberts asked it takes twelve months to get it fixed?

Mr. Soriano responded it's not been twelve months. This coming week it will be nine months. The first couple of months we were waiting on the insurance company. The officer gave him a ticket so we didn't find out until about two months later that it was on us because it not valid insurance. We're also limited by the fact that we have to do it properly. We can't just get a mom and pop guy that doesn't have a license to come out and build the tower. It is a structural issue and it sits on the side of the road. If that thing were to fall over that could cause a serious issue.

Ms. Shirley Roberts stated I am very much aware that it has not been a couple months. It's been several. What I'm telling you is from experience and having knowledge of zoning and what you all have to do and insurance, it does not take ten months to get that done.

Mr. Soriano stated and we're going as fast as we can. If you have a suggestion that will help me get it done faster, please email me but I work with the county and the insurance company that deals with a lot of municipalities throughout Florida and special taxing districts and things of that nature and this is normal. This does happen. This is not something we're just deciding not to fix.

Ms. Shirley Roberts stated ten months is too long for us to wait to get it fixed. Then you've got a fence that has been knocked down.

Mr. Soriano stated that is not our fence

Mr. Thomas stated that is the County's land. We cannot go on that land and remove that fence.

Ms. Shirley Roberts asked so that has nothing to do with us?

Mr. Soriano responded it's in Duval County.

Ms. Shirley Roberts asked so the pump is up and running?

Mr. Soriano responded it's up and running.

Ms. Shirley Roberts stated it shouldn't be a year. It concerns me because I've been here for 17 years and you all have been elected. I feel like residents that reside here, if you get the CDD tax you shouldn't make us wait ten months to get a brick fence put up.

Mr. Perry stated ever since that incident happened they are fully aware of the issues related to get a contractor and dealing with the County. As Jay said, this is not unusual. I have another district in Volusia County and it was smaller job than this and it took about seven to eight months. The problem is getting licensed contractors to do a small job plus the permitting and so forth. I hear what you're saying but please be advised this board understands what staff has been dealing with and of course we want to get it done as quick as possible.

Mr. Thomas stated I drive by there every day. I see it and I'm frustrated with the lack of movement but there are only certain things we can do. The next thing is we have to get heavy equipment so he has to shut down a lane to get the equipment in and then he has to get another permit from the county to shut down a lane. You know as well as I do once you submit stuff through the county you're subject to whenever they decide to say yes on that permit.

Ms. Shirley Roberts asked so you already have dealt with zoning and licensing and all that?

Mr. Soriano responded yeah.

Ms. Shirley Roberts asked so your concern now is you haven't gotten a contractor to do the job?

Mr. Soriano responded we have. They've started on it. We also have the problem of custom trim work out there so they have to work with somebody else to get the trim work done.

Ms. Shirley Roberts asked so the contractor you have dropped the ball?

Mr. Soriano responded no he's had it for a month. It took us that long to get somebody to agree to do the job and once he did he's been doing the work for a month and that's not long at all.

Mr. Horton stated I think what we're forgetting here is it's not just the column of bricks. There is some artwork that goes to it. You need artwork that doesn't just pop in there. It's got to be uniquely done so we have to find somebody else to do a small job like that and once we find somebody to do the unique artwork that goes with it we can put it all together.

Mr. Soriano stated we even reached out to the original contractor that built this place 14 years ago when the first buildings were being built and they turned it down. It would have been easy enough for them because they know the work but they turned it down. They have much larger jobs that they can't pull away from.

Ms. Shirley Roberts stated thank you all for allowing me to vent.

Ms. Nelsen stated we are all as frustrated by the column as you are but we've been updated weekly as to what's going on. It's been a very frustrating process and after the hurricane contractors just aren't available.

Mr. Thomas stated it's too small a job to make any money off of it.

Ms. Shirley Roberts stated I rented this building here six months ago for the entire eight hours and when I got here the place wasn't cleaned up to my standards so I cleaned the place up and the lady that was here I told her what they need to do to get this place cleaned because the attendant that is here when she looks at the place she will walk through the entire place but if you were like me you know when something is nasty if you see something on the floor so to get out here and shut this place up if those people complained it really was nasty.

Mr. Soriano stated we don't want you to feel like you're expected to do that. If you had complained to us we would have looked back to that party beforehand too. The attendants are not paid to be here extra hours to clean that's why it's spelled out in the contract that you must do it as part of your party. Also when the attendant is walking through you have to point it out and say I'm not happy.

Ms. Shirley Roberts stated you can easily look down on the floor and overlook that something is here so when I walked back through before I started setting up I saw a lot of stuff that could be looked over. The sink was dirty. That gets overlooked sometimes.

Mr. Soriano stated a lot of times we're lenient and it's not until someone else complains. This side does keep more of the deposits than your side does but this side is a bigger dollar issue. If someone comes here and spends \$2,000 for a wedding I'm definitely going to hear if things are left dirty compared to a \$150 rental on your side.

Mr. Thomas stated Ms. Roberts, just to let you know, when you pull up the website if you scroll all the way to the bottom it says violation submission and there's also a Facebook link.

Ms. Shirley Roberts stated thank you for all that you do. My frustration comes from the neighborhood looking like crap.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the February 12, 2018 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated item three is consideration of approval of the consent agenda and that includes the financials of January. You are 96% collected on the roll which is where you want to be at this time of year and we should be 100% very shortly.

On MOTION by Mr. Thomas seconded by Ms. Nelsen with all in favor the Consent Agenda was approved.

FOURTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated the end of session report should come out in the next few days and I will circulate that once I have it. I would characterize this year as dodging a lot of bullets and there were some big ones that came out late so all in all a positive thing. There will be a few things I think we will have to come back and address before they're implemented as we've done in years past so I'll circulate that and if you have questions please give me a call.

B. Engineer

There being none, the next item followed.

C. Manager

There being none, the next item followed.

D. Operations Manager - Report

Mr. Soriano stated we are in Spring Break right now so I'm working with Susie on events for the rest of the summer but she has a staff that's out here at the pools ready to go and they opened up Friday. I think I mentioned the dates for Spring Campout, April 13th and 14th. The spring yard sale would be the following Saturday, the 21st. The expo is March 24th. It's not our event, however that is a big one known well in the neighborhood.

Mr. Horton asked have you mentioned the yard sale in one of the letters yet?

Mr. Soriano responded not yet. We will be having a email go out this week to talk about upcoming events. With the pools we are still looking for lifeguards, we have swim lessons and the swim teams so we have a lot to advertise and I'll mention it.

Mr. Horton stated the question popped up on Facebook.

Mr. Soriano stated yeah and remember that's something we're taking over ourselves so we will plant all the signs and help with advertising so we did set the date for that on April 21st. Other than the expo which is not our event we don't have a lot going on in March. We have enough to worry about with Spring Break.

You'll see the amenity usage is starting to tick back up mostly due to having some warm weather last month so we had people out and about. Still looking at our card count numbers the fitness center is still staying busy. We really didn't get a slow down this off season which I'm hoping helps us out right now. It hasn't been too bad the last couple of days. We have been busy at the fitness center printing cards but when people come in off season to print their cards it's so much better. What used to happen every year is they'd wait until this week and realize they want to go to the pool and they don't have their cards ready so they wait until Spring Break and then everybody is lined up at the door. They don't care that we have things posted on our website that you should make an appointment, they just want their cards now so usually the staff at the fitness center is getting run over. This last year it's been a little better and they've been coming in on the off season.

Moving on the operations side, we've already covered the column update. He did build up a little higher. He's limited on how fast he can go. He can't scaffold around it so he can only go a few feet at a time and then he's got to come back the next day when everything is secure so he can start building again and that's a ten foot tall column with rebarb on the side of it. I forced him to change it a little bit since he's not ready with the precast trim. The bricks sit on top of that so without that he's stuck so I made him change the design a bit so he could start building the tower up without all the precast so hopefully with at least the center column there I'll get a little less heat but he is working on it. His original plans were to be done by the end of February.

We did start clearing out some of the thatch and smaller trees to where I can walk through that corner lot. In the original quote from R&D there were broken down areas of

removing all of the little pine trees, clearing out the thatch and removing the debris. That added up to about \$3,000 worth of clearing and I'm having guys taking an hour or two here and there and clearing it out with chainsaws and the trimmers so we have it cleared where I can walk through and measure everything out. We will probably have to change the design of the sidewalk a little bit. The electrical box is in a little different position than what it looks like on Peter's conceptual drawing. When we do that to get around the electrical box it's going to shorten the sidewalk a bit so right now we're going to be well under that not to exceed it's really how fast do we want to work on it. You guys have already cleared me for that not to exceed amount.

With the dog park planning areas we can always move on with this but I did map out some locations. The big park back there at Fall Creek, the one we were talking about, I've been out a couple times and I actually went out this morning too after all of the rain just to see. The top picture is a picture of Oakleaf Village Parkway, when you come down it's the last park. There are two areas. The one in the back of the park that I was looking at before is a little smaller linear footage when I walk it out it's about 465 feet. That is the area that tends to get a little more wet. We could dig and add some french drains to help with the drainage. The front area that I've mapped out is a little larger. That area won't need the french drains and I can't put them there without getting a lot of trenching done and cost-wise it just wouldn't be worth it to get back to the trees. Either that or I'd have to jet under the sidewalk to drain them out to the road which it still would not be worth. That area already drains out a little better anyway. When I walked it today it was not soggy like the back is so we could go there and it's a little bigger area. It also has the properties so there's a bench there right next to that space and a gazebo real close so if we wanted to fence that in we wouldn't have to add a lot of amenities on the outside for people to sit and hang out. Looking at initial costs if I get rid of the idea of digging trenches and french drains. Now our first step would be getting quotes for fencing. This has to be chain link fencing to make sure dogs aren't getting out and running into the road. Chain link fencing is going to cost us anywhere from \$20 to \$30 a foot for install. On the cheaper end at \$20 a foot we're looking at just the regular galvanized steel look. We normally have the rubber coated chain link fencing. It is a little bit more expensive so you're talking more in the \$30 area. With that linear footage just to install that fencing we're talking about \$9,000 to \$11,000 worth of fencing. This would be kind of a start off area to give us a zone.

We can always talk down the road about what we want to add in for more seating or shading. We've already kicked out the idea that we can't do much with water whether it's for the dogs or the residents because we don't have potable water out there. To do that we have to install a meter and then we're spending a lot of money but we can do the basics, a couple benches and a shade area. If this is something we want to keep moving forward with I can start collecting actual quotes and look at whether we want our guys to do it which would be cheaper but the problem with that is timing to figure out when we can do that and still do the rest of the work around the neighborhood. It can be something we look at doing at the end of summer as we get to the next fiscal year if we save summer throughout the summer real well. If we know we're at a minimum of \$10,000 and we're saving money and we want to put \$15,000 towards it then we can do it October. I want to be able to bring that layout and if we did the front I don't think we would need the french drains.

Ms. Nelsen asked where is that powder coated fence? I'm concerned about the look of that right at the beginning of that subdivision. Is there one here?

Mr. Soriano responded the fencing that we use is the basketball courts and tennis courts. We don't have any chainlink fencing in the neighborhoods anywhere. It is going to be inside a vinyl fence. The vinyl fence split rail is what you will see first so if we wanted to hide it from the road view we might say we have to add a few thousand dollars worth of plants along there so we can hide the chain link behind the vinyl fence. That would just be an added cost.

Mr. Horton asked the color would be green?

Mr. Soriano responded I would go with either green or black.

Mr. Thomas asked I know some of the other locations we looked at parking is an issue and I have noticed there are people who are parking right there at the end where the utility access is.

Mr. Soriano responded yeah right in the middle of the road. By doing this we're going to have people come in that either don't live in Oakleaf or those that don't want to walk there. They can live across the street in the Oaks and they just don't want to walk, they're going to drive their car. That's going to happen so we're going to add to that problem so what we will probably have to do is beef up security and when we see people we can kind of threaten that we will have their car towed if it's on our property. If they're parked on the street I'm stuck

because that road doesn't belong to us so I have to have the county support us in moving them. All of us have complained about people parking out in the roads in front of our houses. We can call the sheriff's office and unless it's a major safety issue where they're blocking an emergency vehicle they usually won't do it so you just get a stern letter from the HOA that you're not supposed to do that. Parking on our property if they pull up on that grass is different.

Mr. Horton stated it seems like we're creating a situation where you want people to use it but we don't want them to drive down here.

Mr. Soriano stated that was my thought in trying to find a place a little more central but we don't have a lot of good options in the middle of the neighborhood unless we do it at the soccer fields but we already know what that's going to cost. There is a small area at the back of the tennis courts at Double Branch that could be used. It would be smaller than these two areas but the dog park doesn't have to be large. You guys could take a look at that area and that would alleviate the issues of parking because we have parking there. In fact when you guys did the new fitness center there was originally a plan to have them cut out a circle parking lot in there so there is that space that could be done there, it's just smaller than what this park is and I would probably have to come up with some drainage issue there too because there's a lot of weeds because of the way it dips down and holds water.

Mr. Horton stated by the same token making it easier to park near the dog park then you have people coming from other areas.

Mr. Soriano stated we're going to have non-residents using our facilities.

Mr. Thomas stated or to get into the dog park you have to have a pass with an electronic gate.

Mr. Soriano stated really I was just looking for direction if this was something we wanted to keep moving on. If you want me to look at the other area I can. To run a pass out there that's still a few thousand bucks. I have to get from the fitness center back there so we will have to trench but it is something we can do. We'd have to be able to enforce it.

Mr. Thomas stated maybe we can revisit it in the summer if we save some money.

Mr. Soriano stated the last thing I have was just to review the policies. I went through and made the changes for the typos that we caught last time and if you noticed I crossed out the items that we did not like so on the page with guests at the fitness center I crossed it out but left

it on there because we did talk about it. I will be presenting to Middle Village in their evening meeting tonight some of those items. They can opt to do something different than you guys but normally we try to keep the same things. It just makes it easier for operations. It was supposed to be a strike through on the advertising, and then the nanny pass was not something we were looking to approve. I added the \$50 for the club room rental. That was a Friday through Sunday rental so only the weekend hours, I wasn't looking to change the weekday hours. These items with the policies we can approve it your happy with the things that we've talked about, however the things that have to do with rates we would have to do a rate hearing in May at the earliest. We have to do a 30 day notice so we would take a few minutes before our meeting in May to approve those dollar amounts. As far as the wording and how things are spelled out we can approve that unless anybody has any other thoughts other than what we mentioned last month.

Mr. Perry stated under the nanny pass the last provision says, "parents card will be inactivated during those months"?

Mr. Soriano responded the idea was the complaints that we get from residents that really want that nanny pass is that they work so much that they cannot make it to the pool so the idea was if you really have that 70 hour work week, because our pools are open 70 to 80 hours during the week if you really can't make it weekends or late hours if we went through these other steps of making a nanny pass you're not coming to the facilities right now as it is so if you inactivate it we believe you're not using it. The idea is not to send their kids to the pool with the nanny and then they go work out during the week. If that have that pass that's active we don't have a way to see that they're some place else and they're hanging out at the adult pool while the kids are at their pool swimming.

Mr. Perry asked so the one weekend they can go their going to have to use a guest pass or how are they going to get in?

Mr. Soriano responded yeah.

Mr. Horton asked I thought we weren't going to do the nanny pass?

Mr. Soriano responded we're not, he just had a question on that one point but you guys did agree to not do it at all no matter what the stipulations were. That to me was one of the ways to truly verify if you truly can't make it then your card is not needed. If their cards were on they could use their card someplace else and we don't have way to ensure whether they're

just paying for a friend to bring the kids to the pool. To me that's one of those ways to find a way around things.

Mr. Perry asked so now there's no nanny pass they will have to pay a user fee?

Mr. Soriano responded yes Mr. Morton had pointed that out that we have that in place already so why are we looking for other ways to find an end around. It is something that's brought up every year by a few families when we get to this time of year. They're ready for spring and they're trying to find a way to make their schedules perfect.

Ms. Raab stated somebody asked me, are you allowed to buy a non-resident pass for a nanny?

Mr. Walters responded anyone can do that.

Mr. Soriano stated we have four or five every single year that purchase these.

Ms. Nelsen stated your nanny just has to be an Oakleaf resident.

Ms. Raab stated that's what I tell them. Get a babysitter that is 16 or older that is an Oakleaf resident that has their own card.

Mr. Soriano asked would we need a motion now to approve the wording or am I still waiting to approve them based on Double Branch's policies?

Mr. Walters responded I think as long as everyone is comfortable we can take a motion to approve the language subject to approval by Middle Village as well.

Ms. Nelsen asked so we're adopting the changes in red?

Mr. Soriano responded yes except for the one that you pointed out. The fitness center, number three, I had added in the words "and their children and/or guests" and that was done as part of it before if we were going to do the rule above it that allowed guests to come in but that was one you guys said no we want to keep the fitness center residents only so that would strike out the and/or guests. The change that was pointed out in there was where it says "accompanied by a resident adult" and I added in there a resident parent and you guys said you were fine if it was an adult and not just the parent. Say they were coming with a neighbor that is old enough, they're 14 or 15 and they have their card and we know they live here and they are still accompanied by an adult. Right now it is their parent, not another adult.

On MOTION by Mr. Thomas seconded by Ms. Nelsen with all in favor the amenity policy changes were approved subject to any possible changes by Middle Village CDD.
--

Mr. Soriano stated we will remind everybody next month and we will send out a notice after we go through this with Middle Village again tonight for the May meeting to do the couple rate changes.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Mr. Thomas asked now that we're clearing everything out on the park we're going to get the final deminsions to Peter and then Peter will come up with a final rendering?

Mr. Soriano responded I can bring back the conceptual if I change it drastically. Right now it's just the legal but I can bring it back and let you know what I'm thinking as far as pricing. It's still going to well under the \$60,00 that we did the not to exceed that you set up so that I could go ahead and move forward. My only question when we did the not to exceed was board direction on timing. If you want me to hurry up that stops me from looking around to find a better deal on the sidewalk. We're still going to be under it either way.

Mr. Thomas stated I would like to just keep on going forward.

Mr. Horton asked has anybody thought about putting a dog park down at the ball fields?

Mr. Soriano responded there is a spot and I'm waiting to hear back from the County. It wouldn't be ours but there is a spot that is kind of unused and I don't know what their planning but as you drive this way from your district you have that road cut out that is on the right there is a plot of land that is on the right that is deemed green-space area. They haven't built the road yet and I don't know what the plan is. They're having a hard enough time getting all their fields built but they may finish that road out and then it would be left a little green space on the right. It's not ours but it's a good little space that they may not have other plans for.

Mr. Horton stated it seems like it could be a good idea because there's parking fairly near there.

Mr. Soriano stated and then it falls under the county rules where you can't use the park as an outside person.

Mr. Horton stated if we build it they will come but if there's no place to park then it's crazy.

Mr. Soriano stated this was a personal request from residents to us to look at it so I'm not going to get anything good out of the county to be able to tell them any time soon but it is

something I've thought about. There is that good space there and right now it gets used half the time for boot camps.

Ms. Nelsen stated and it's feasible that we could donate the money for the fence if the county would allow the property. Maybe we see how much money we save over the summer and see if that's feasible.

SEVENTH ORDER OF BUSINESS

Next Scheduled Meeting

Mr. Perry stated the next scheduled meeting is April 9, 2018, 4:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Nelsen seconded by Mr. Thomas with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting
February 28, 2018

DOUBLE BRANCH
Community Development District
Combined Balance Sheet
February 28, 2018

	<u>Governmental Fund Types</u>					<u>Totals</u> (Memorandum Only)
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
ASSETS:						
Cash	\$89,781	\$217,326	\$124,432	---	---	\$431,539
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$1,888,925	---	\$1,888,925
Reserve A1	---	---	---	\$868,932	---	\$868,932
Interest A1	---	---	---	---	---	\$0
Acquisition and Construction	---	---	---	---	\$49,169	\$49,169
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$101,941	---	\$101,941
Interest A2	---	---	---	---	---	\$0
Excess Revenue	---	---	---	\$40,594	---	\$40,594
Prepayment	---	---	---	\$3,166	---	\$3,166
<u>Operations</u>						
Custody Account-General Fund Excess	\$134,132	---	---	---	---	\$134,132
Custody Account-Recreation Fund Excess	---	\$1,278,591	---	---	---	\$1,278,591
Custody Account-Recreation Fund Reserve	---	---	\$817,769	---	---	\$817,769
Prepaid Expenses	---	---	---	---	---	\$0
Assessments Receivable	---	---	---	---	---	\$0
Due From General Fund	---	\$29,482	---	---	---	\$29,482
Due from Rec Fund	---	---	---	---	---	\$0
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,500	---	---	---	\$4,500
TOTAL ASSETS	<u>\$223,914</u>	<u>\$1,530,597</u>	<u>\$942,201</u>	<u>\$2,903,557</u>	<u>\$49,169</u>	<u>\$5,649,438</u>
LIABILITIES:						
Accounts Payable	\$1,909	\$80,056	---	---	---	\$81,966
Accrued Expenses	---	---	---	---	---	\$0
Fica Payable	---	---	---	---	---	\$0
Due to Capital Reserve	---	---	---	---	---	\$0
Due to Rec Fund	\$38,497	---	---	---	---	\$38,497
Due to Debt Service	\$17,650	---	---	---	---	\$17,650
Due to General Fund	---	---	---	---	---	\$0
Due to Middle Village	---	---	---	---	---	\$0
Deferred Rental Revenue	---	\$8,435	---	---	---	\$8,435
FUND BALANCES:						
Nonspendable	---	\$4,500	---	---	---	\$4,500
Restricted for Debt Service	---	---	---	\$2,903,557	---	\$2,903,557
Restricted for Capital Projects	---	---	---	---	\$49,169	\$49,169
Assigned	\$2,000	---	\$942,201	---	---	\$944,201
Unassigned	\$163,857	\$1,437,606	---	---	---	\$1,601,462
TOTAL LIABILITIES & FUND EQUITY	<u>\$223,914</u>	<u>\$1,530,597</u>	<u>\$942,201</u>	<u>\$2,903,557</u>	<u>\$49,169</u>	<u>\$5,649,438</u>

DOUBLE BRANCH
Community Development District
GENERAL FUND
Statement of Revenues & Expenditures
For The Period Ending February 28, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 02/28/2018	ACTUAL THRU 02/28/2018	VARIANCE
Assessment - Tax Roll	\$178,985	\$171,351	\$171,351	\$0
Interest Income	\$200	\$83	\$58	(\$26)

TOTAL REVENUES

\$179,185	\$171,434	\$171,408	(\$26)
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EXPENDITURES:

Administrative

Supervisors Fees	\$12,000	\$5,000	\$5,000	\$0
FICA Expense	\$918	\$383	\$383	\$0
Engineering	\$5,000	\$2,083	\$293	\$1,791
Arbitrage	\$700	\$292	\$0	\$292
Dissemination	\$1,333	\$556	\$417	\$139
Assessment Roll	\$7,520	\$7,520	\$7,520	\$0
Attorney	\$42,000	\$17,500	\$5,926	\$11,574
Annual Audit	\$5,900	\$2,458	\$0	\$2,458
Trustee fees	\$8,014	\$3,339	\$0	\$3,339
Management Fees	\$57,657	\$24,024	\$24,024	\$0
Information Technology	\$1,942	\$809	\$809	(\$0)
Telephone	\$290	\$121	\$109	\$12
Postage	\$1,900	\$792	\$886	(\$94)
Printing & Binding	\$3,400	\$1,417	\$867	\$550
Records Storage	\$300	\$125	\$0	\$125
Insurance	\$8,350	\$8,350	\$8,350	\$0
Legal Advertising	\$2,000	\$833	\$385	\$449
Property Taxes	\$0	\$0	\$1,536	(\$1,536)
Office Supplies	\$350	\$146	\$123	\$22
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$19,436	\$8,098	\$26,666	(\$18,568)

TOTAL EXPENDITURES

\$179,185	\$84,020	\$83,467	\$552
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EXCESS REVENUES (EXPENDITURES)

\$0	\$87,941
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FUND BALANCE - Beginning

\$0	\$77,916
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FUND BALANCE - Ending

\$0	\$165,857
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DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending February 28, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 02/28/2018	ACTUAL THRU 02/28/2018	VARIANCE
REVENUES:				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,400,261	\$1,400,261	\$0
Interest Income	\$1,000	\$417	\$659	\$242
Amenities Revenue	\$33,690	\$14,038	\$14,614	\$577
Soccer Revenue	\$8,122	\$3,384	\$4,840	\$1,456
TOTAL REVENUES	\$1,505,460	\$1,418,100	\$1,420,374	\$2,275
EXPENDITURES:				
<i>Administrative:</i>				
Management Fees - Onsite	\$95,470	\$39,779	\$39,779	\$0
Insurance	\$62,789	\$62,789	\$59,192	\$3,597
Other Current Charges	\$3,818	\$1,591	\$1,573	\$18
Permit Fees	\$1,635	\$681	\$27	\$654
Total Administrative	\$163,712	\$104,840	\$100,571	\$4,269
<i>Maintenance:</i>				
<u>Common Area</u>				
Security	\$50,920	\$21,217	\$21,179	\$38
Security - Clay County Off Duty Sheriff	\$43,050	\$17,938	\$14,279	\$3,658
Water - Irrigation	\$9,000	\$3,750	\$1,220	\$2,530
Irrigation Maintenance	\$4,250	\$1,771	\$895	\$876
Streetlighting	\$33,066	\$13,778	\$11,864	\$1,913
Electric	\$42,000	\$17,500	\$16,460	\$1,040
Landscape Maintenance	\$315,774	\$131,573	\$131,573	\$0
Common Area Maintenance	\$43,564	\$18,152	\$9,574	\$8,578
Lake Maintenance	\$28,116	\$11,715	\$10,960	\$755
Landscape Reserve	\$35,000	\$14,583	\$0	\$14,583
Contingency	\$1,985	\$827	\$0	\$827
Capital Reserve (1)	\$15,565	\$6,485	\$0	\$6,485
Misc. Maintenance	\$2,986	\$1,244	\$0	\$1,244
General Reserve	\$22,894	\$9,539	\$0	\$9,539
Total Common Area	\$648,170	\$270,071	\$218,003	\$52,068
<u>Recreation Facility</u>				
Aquatics & Fitness Manager/Staff	\$50,744	\$21,143	\$21,143	\$0
Pool Attendants	\$107,650	\$3,019	\$3,019	\$0
Refuse Service	\$6,120	\$2,550	\$2,153	\$397
Telephone	\$4,500	\$1,875	\$1,173	\$702
Electric	\$47,000	\$19,583	\$15,563	\$4,021
Cable	\$4,752	\$1,980	\$3,287	(\$1,307)
Pool Maintenance/Chemicals	\$56,616	\$23,590	\$20,646	\$2,944
Water/Sewer/Reclaim	\$65,000	\$27,083	\$19,413	\$7,670
Facility Maintenance - General	\$27,500	\$11,458	\$9,163	\$2,295
Facility Maintenance - Preventative Contracts	\$5,617	\$2,340	\$2,835	(\$495)
Facility Maintenance - Contingency	\$29,750	\$12,396	\$9,812	\$2,584
Lighting Repairs	\$8,500	\$3,542	\$2,809	\$733
Special Events	\$10,500	\$4,375	\$5,826	(\$1,451)
Office Supplies and Equipment	\$4,000	\$1,667	\$256	\$1,411
Janitorial	\$31,512	\$13,130	\$11,976	\$1,154
Recreation Passes	\$7,565	\$3,152	\$681	\$2,471

DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending February 28, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 02/28/2018	ACTUAL THRU 02/28/2018	VARIANCE
<u>Recreation Facility-Continued</u>				
Repairs & Replacement	\$79,025	\$32,927	\$21,780	\$11,147
Pool Pump Reserve	\$9,500	\$3,958	\$0	\$3,958
Pool Leak Repairs	\$5,000	\$2,083	\$0	\$2,083
Soccer Field	\$21,250	\$8,854	\$0	\$8,854
Total Recreation Facility	\$582,102	\$200,707	\$151,536	\$49,171
<u>Fitness Center</u>				
Staffing	\$55,517	\$23,132	\$22,560	\$573
Telephone	\$1,092	\$455	\$0	\$455
Electric	\$12,300	\$5,125	\$5,672	(\$547)
Cable	\$4,169	\$1,737	\$0	\$1,737
Facility Maintenance - General	\$8,000	\$3,333	\$2,560	\$773
Facility Maintenance - Preventative	\$7,500	\$3,125	\$1,786	\$1,339
Facility Maintenance - Contingency	\$5,000	\$2,083	\$105	\$1,979
Office Supplies and Equipment	\$2,664	\$1,110	\$26	\$1,084
Janitorial	\$13,435	\$5,598	\$7,435	(\$1,837)
Repair and Replacements	\$1,800	\$750	\$1,174	(\$424)
Total Exercise Facility	\$111,477	\$46,449	\$41,317	\$5,131
Total Maintenance	\$1,341,748	\$517,227	\$410,857	\$106,370
TOTAL EXPENDITURES	\$1,505,460	\$622,067	\$511,428	\$110,639
EXCESS REVENUES (EXPENDITURES)	(\$0)		\$908,947	
FUND BALANCE - Beginning	\$0		\$533,159	
FUND BALANCE - Ending	(\$0)		\$1,442,106	

*Double Branch
Community Development District
Month by Month Income Statement
General Fund*

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Assessment - Tax Roll	\$0	\$36,134	\$131,788	\$2,394	\$1,035	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$171,351
Interest Income	\$2	\$2	\$2	\$21	\$30	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$58
Total Revenues	\$2	\$36,136	\$131,790	\$2,415	\$1,065	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$171,408
Expenditures:													
Administrative													
Supervisors Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
FICA Expense	\$77	\$77	\$77	\$77	\$77	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$383
Engineering	\$98	\$0	\$195	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$293
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$417
Assessment Roll	\$7,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,520
Attorney	\$2,046	\$2,036	\$1,845	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,926
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,805	\$4,805	\$4,805	\$4,805	\$4,805	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,024
Computer Time	\$162	\$162	\$162	\$162	\$162	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$809
Telephone	\$9	\$21	\$12	\$34	\$32	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$109
Postage	\$168	\$178	\$164	\$223	\$153	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$886
Printing & Binding	\$200	\$143	\$148	\$152	\$225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$867
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$8,350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,350
Legal Advertising	\$127	\$65	\$65	\$63	\$65	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$385
Property Taxes	\$1,536	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,536
Office Supplies	\$24	\$30	\$24	\$46	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$123
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$26,666	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,666
Total Administrative	\$26,378	\$8,598	\$8,579	\$6,644	\$33,268	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$83,467
Excess Revenues (Expenditures)	(\$26,376)	\$27,537	\$123,211	(\$4,229)	(\$32,202)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$87,941

Double Branch
Community Development District
Month by Month Income Statement
Recreation Fund

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Maintenance Assessments-Tax Roll	\$0	\$295,281	\$1,076,957	\$19,566	\$8,457	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,400,261
Interest Income	\$92	\$72	\$59	\$187	\$248	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$659
Amenities Revenue	\$2,936	\$2,684	\$2,428	\$6,114	\$453	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,614
Soccer Revenue	\$1,220	\$2,600	\$0	\$1,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,840
Total Revenues	\$4,248	\$300,637	\$1,079,443	\$26,887	\$9,159	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,420,374

Expenditures:

Administrative

Management Fees - Onsite	\$7,956	\$7,956	\$7,956	\$7,956	\$7,956	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,779
Insurance	\$59,192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$59,192
Other Current Charges	\$267	\$373	\$414	\$233	\$287	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,573
Permit Fees	\$0	\$27	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27
Total Administrative	\$67,415	\$8,355	\$8,369	\$8,188	\$8,243	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,571

MAINTENANCE- Common Area

Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,179
Security - Clay County Off Duty Sheriff	\$1,540	\$2,523	\$2,468	\$4,007	\$3,743	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,279
Water - Irrigation	\$286	\$252	\$276	\$232	\$174	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,220
Irrigation Maintenance	\$0	\$895	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$895
Streetlighting	\$2,548	\$2,548	\$2,022	\$2,373	\$2,373	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,864
Electric	\$3,329	\$3,074	\$2,885	\$3,780	\$3,392	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,460
Landscape Maintenance	\$26,315	\$26,315	\$26,315	\$26,315	\$26,315	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$131,573
Common Area Maintenance	\$2,521	\$964	\$2,415	\$3,674	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,574
Lake Maintenance	\$1,970	\$1,970	\$1,970	\$1,970	\$3,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,960
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve (1)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Misc. Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Common Area	\$42,744	\$42,776	\$42,586	\$46,585	\$43,311	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$218,003

Double Branch
Community Development District
Month by Month Income Statement
Recreation Fund

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Recreation Facility</u>													
Aquatics & Fitness Manager/Staff	\$4,229	\$4,229	\$4,229	\$4,229	\$4,229	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,143
Pool Attendants	\$3,019	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,019
Refuse Service	\$0	\$1,585	\$0	\$568	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,153
Telephone	\$343	\$298	\$219	\$219	\$94	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,173
Electric	\$4,343	\$3,949	\$2,448	\$2,407	\$2,416	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,563
Cable	\$771	\$653	\$534	\$784	\$546	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,287
Pool Maintenance/Chemicals	\$4,095	\$4,095	\$4,152	\$4,152	\$4,152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,646
Water/Sewer/Reclaim	\$3,364	\$4,375	\$5,118	\$3,734	\$2,823	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,413
Facility Maintenance - General	\$2,290	\$2,290	\$2,291	\$2,292	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,163
Facility Maintenance - Preventative Contracts	\$2,230	\$0	\$225	\$155	\$225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,835
Facility Maintenance - Contingency	\$2,477	\$2,376	\$2,479	\$2,480	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,812
Lighting Repairs	\$701	\$689	\$709	\$710	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,809
Special Events	\$2,297	\$3,529	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,826
Office Supplies and Equipment	\$0	\$256	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$256
Janitorial	\$2,079	\$2,444	\$2,079	\$3,295	\$2,079	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,976
Recreation Passes	\$0	\$0	\$0	\$681	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$681
Repairs & Replacement	\$8,543	\$7,934	\$2,178	\$383	\$2,742	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,780
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Soccer Fields	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$40,781	\$38,701	\$26,661	\$26,088	\$19,306	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$151,536
<u>Exercise Facility</u>													
Staffing	\$4,744	\$4,399	\$4,493	\$4,650	\$4,273	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,560
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$1,340	\$1,173	\$665	\$1,382	\$1,112	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,672
Cable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Maintenance - General	\$659	\$667	\$567	\$667	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,560
Facility Maintenance - Preventative	\$471	\$0	\$471	\$0	\$843	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,786
Facility Maintenance - Contingency	\$0	\$0	\$0	\$0	\$105	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105
Office Supplies and Equipment	\$26	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26
Janitorial	\$1,240	\$1,891	\$1,206	\$1,257	\$1,841	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,435
Repair and Replacements	\$648	\$526	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,174
Total Exercise Facility	\$9,128	\$8,656	\$7,402	\$7,956	\$8,174	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$41,317
Total Expenses	\$160,069	\$98,489	\$85,018	\$88,818	\$79,034	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$511,428
Excess Revenues (Expenditures)	(\$155,821)	\$202,148	\$994,425	(\$61,931)	(\$69,875)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$908,947

DOUBLE BRANCH
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For The Period Ending February 28, 2018

REVENUES:

	ADOPTED BUDGET	PRORATED THRU 02/28/2018	ACTUAL THRU 02/28/2018	VARIANCE
Interest Income	\$1,000	\$333	\$685	\$352
Landscape Reserve - Transfer In	\$35,000	\$11,667	\$0	(\$11,667)
Capital Reserve - Transfer In	\$15,565	\$5,188	\$0	(\$5,188)
Pool Pump Reserve - Transfer in	\$9,500	\$3,167	\$0	(\$3,167)
General Reserve - Transfer in	\$22,894	\$7,631	\$0	(\$7,631)
General Fund Reserve- Transfer in	\$19,436	\$6,479	\$0	(\$6,479)

TOTAL REVENUES

\$103,395	\$34,465	\$685	(\$33,780)
-----------	----------	-------	------------

EXPENDITURES:

Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$0	\$0
Pool Pump Reserve	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0

TOTAL EXPENDITURES

\$0	\$0	\$0	\$0
-----	-----	-----	-----

EXCESS REVENUES (EXPENDITURES)

\$103,395	\$685
-----------	-------

FUND BALANCE - Beginning

\$838,330	\$941,516
-----------	-----------

FUND BALANCE - Ending

\$941,725	\$942,201
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**DOUBLE BRANCH
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND**

*Series 2013 A-1, & 2013 A-2 Special Assessment Bonds
Statement of Revenues & Expenditures
For The Period Ending February 28, 2018*

	ADOPTED BUDGET	PRORATED THRU 02/28/2018	ACTUAL THRU 02/28/2018	VARIANCE
Revenues:				
Special Assessments - Tax Roll	\$1,962,561	\$1,880,978	\$1,880,978	\$0
Interest Income	\$6,000	\$2,500	\$7,947	\$5,447
TOTAL REVENUES	\$1,968,561	\$1,883,478	\$1,888,925	\$5,447
Expenditures:				
Series 2013 A-1				
Interest Expense - 11/1	\$417,973	\$417,973	\$408,304	\$9,669
Interest Expense - 5/1	\$417,973	\$0	\$0	\$0
Principal Expense 5/1	\$910,000	\$0	\$0	\$0
Series 2013 A-2				
Interest Expense - 11/1	\$62,963	\$62,963	\$62,963	\$0
Prepayment Call 11/1	\$25,000	\$0	\$0	\$0
Interest Expense - 5/1	\$62,963	\$0	\$0	\$0
Principal Expense 5/1	\$80,000	\$0	\$0	\$0
Principal Expense 5/1 (Prepayment)	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,976,871	\$480,936	\$471,267	\$9,669
EXCESS REVENUES (EXPENDITURES)	(\$8,310)		\$1,417,658	
Other Sources/(Uses)				
Interfund Transfer In and (Out)	\$0	\$0	\$0	\$0
Other Debt Service Cost	\$0	\$0	\$0	\$0
TOTAL OTHER	\$0	\$0	\$0	\$0
Net change in Fund Balance	(\$8,310)		\$1,417,658	
FUND BALANCE - Beginning	\$519,790		\$1,485,899	
FUND BALANCE - Ending	\$511,480		\$2,903,557	

DOUBLE BRANCH
Community Development District
CAPITAL PROJECTS FUND
Statement of Revenues & Expenditures
For The Period Ending February 28, 2018

SERIES 2013 A-1 AND A-2

REVENUES:

Interest Income	\$204
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TOTAL REVENUES

\$204

EXPENDITURES:

Capital Outlay - Series 2013 A1 and A2	\$0
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Cost of Issuance	\$0
------------------	-----

TOTAL EXPENDITURES

\$0

EXCESS REVENUES (EXPENDITURES)

\$204

FUND BALANCE - Beginning

\$48,965

FUND BALANCE - Ending

\$49,169

Double Branch
Community Development District
Long Term Debt Report

Series 2013 A-1 Special Assessment Refunding Bonds	
Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,932
 Bonds outstanding - 9/30/2013	 \$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
 Current Bonds Outstanding	 \$21,315,000

Series 2013 A-2 Special Assessment Refunding Bonds	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$105,106
Reserve Fund Balance:	\$101,941
 Bonds outstanding - 9/30/2013	 \$2,900,000
Less: November 1, 2013 (Prepayment)	(\$145,000)
Less: May 1, 2014 (Mandatory)	(\$75,000)
Less: November 1, 2014 (Prepayment)	(\$75,000)
Less: May 1, 2015 (Mandatory)	(\$75,000)
Less: May 1, 2015 (Prepayment)	(\$45,000)
Less: November 1, 2015 (Prepayment)	(\$50,000)
Less: May 2, 2016 (Mandatory)	(\$75,000)
Less: May 2, 2016 (Prepayment)	(\$35,000)
Less: November 1, 2016 (Prepayment)	(\$35,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
 Current Bonds Outstanding	 \$2,215,000

C.

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
Fiscal Year 2018 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2013A DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED NET	45,484	1,963,130.49	178,834.52	1,461,418.30	3,603,383.31
TOTAL ASSESSED	45,484	1,963,130.49	178,834.52	1,461,418.30	3,603,383.31

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/15/17	125,146.17	68,179.89	6,210.96	50,755.32
2	11/30/17	602,920.13	328,472.10	29,922.69	244,525.34
3	12/12/17	2,378,821.52	1,295,986.76	118,059.99	964,774.77
4	12/21/17	276,605.40	150,695.18	13,727.82	112,182.40
5	01/18/18	48,244.05	26,283.46	2,394.33	19,566.26
6	02/20/18	20,852.93	11,360.72	1,034.92	8,457.29
7	03/19/18	25,855.72	14,086.25	1,283.21	10,486.26
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL TAX ROLL RECEIPTS		3,478,445.92	1,895,064.36	172,633.92	1,410,747.64

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	96.53%	96.53%	96.53%

D.

Double Branch

Community Development District

Check Run Summary

March 28, 2018

<i>Fund</i>	<i>Date</i>	<i>Check No.</i>	<i>Amount</i>
<i>General Fund</i>			
<i>Payroll</i>	3/16/18	50701-50703	\$ 554.10
<i>Sub-Total</i>			\$ 554.10
<i>Accounts Payable</i>	3/8/18	1425-1426	\$ 5,405.18
	3/13/18	1427	\$ 29,481.64
	3/14/18	1428-1429	\$ 1,844.50
	3/28/18	1430-1431	\$ 356.52
<i>Sub-Total</i>			\$ 37,087.84
<i>Recreation Fund</i>			
<i>Accounts Payable</i>	3/1/18	5309-5333	\$ 8,382.07
	3/8/18	5334-5341	\$ 39,075.03
	3/14/18	5342-5361	\$ 28,007.82
	3/22/18	5362-5366	\$ 1,115.00
	3/28/18	5367-5374	\$ 16,483.61
<i>Sub-Total</i>			\$ 93,063.53
<i>Capital Reserve Fund</i>			
<i>Accounts Payable</i>			
<i>Sub-Total</i>			\$ -
<i>Total</i>			\$ 130,705.47

<i>Total Vesta Invoices</i>	\$ 4,273.12
<i>Recreation Fund Without Vesta</i>	\$ 88,790.41
<i>Total Recreation Fund</i>	\$ 93,063.53

BR040M-A CHECKS WRITTEN LISTING AS OF 3/31/2018 RUN 3/28/2018 PAGE 1
CMPY-001 DOUBLE BRANCH - GENERAL FUND BANK-P PAYROLL FUND

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050701	R	PR	03/16/2018	184.70	15	CHARLES T HORTON
050702	R	PR	03/16/2018	184.70	8	CYNTHIA Y. NELSEN
050703	R	PR	03/16/2018	184.70	14	SCOTT THOMAS
BANK TOTAL				554.10		
COMPANY TOTAL				554.10		

DBBR DOUBLE BRANCH BSANCHEZ

Attendance Sheet

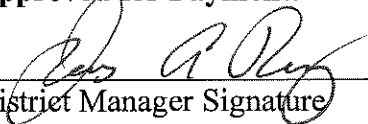
District Name: Double Branch, CDD

Board Meeting Date: March 12, 2018

	Name	In Attendance	Fee
1	`Cindy Nelsen <i>Chairperson</i>	<input checked="" type="checkbox"/>	YES-\$200
2	`Charles Horton <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200
3	`Barry Morton <i>Vice Chairman</i>	<input type="checkbox"/> No	YES - \$200
4	`Chad Davis <i>Assistant Secretary</i>	<input type="checkbox"/> No	YES - \$200
5	`Scott Thomas <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200

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

Approved for Payment:


District Manager Signature

3/12/18
Date

PLEASE RETURN COMPLETED FORM TO BRIAN SANCHEZ

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/08/18	00104	2/16/18 280878	201802 310-51300-48000		*	64.80	
		3/12/18	NOTICE OF MEETING				
			CLAY TODAY				64.80 001425
3/08/18	00035	3/01/18 1958	201803 310-51300-34000		*	4,804.75	
			MAR MANAGEMENT FEES				
		3/01/18 1958	201803 310-51300-35100		*	161.83	
			MAR INFORMATION TECH				
		3/01/18 1958	201803 310-51300-31300		*	83.33	
			MAR DISSEMINATION FEES				
		3/01/18 1958	201803 310-51300-51000		*	22.50	
			OFFICE SUPPLIES				
		3/01/18 1958	201803 310-51300-42500		*	244.65	
			COPIES				
		3/01/18 1958	201803 310-51300-41000		*	23.32	
			TELEPHONE				
			GOVERNMENTAL MANAGEMENT SERVICES				5,340.38 001426
3/13/18	00047	3/12/18 03122018	201803 300-20700-10200		*	24,766.78	
			TAX CERTIFICATES 7/10/17				
		3/12/18 03122018	201803 300-20700-10200		*	4,714.86	
			TAX CERTIDICATES 8/11/17				
			DOUBLE BRANCH CDD REC FUND				29,481.64 001427
3/14/18	00015	3/02/18 98890	201801 310-51300-31500		*	144.50	
			MONITOR LEGISLATION				
			HOPPING GREEN & SAMS				144.50 001428
3/14/18	00015	3/02/18 98891	201801 310-51300-31500		*	1,700.00	
			JAN MONTHLY MEETING				
			HOPPING GREEN & SAMS				1,700.00 001429
3/28/18	00023	3/07/18 186512	201802 310-51300-31100		*	195.00	
			FEB PROFESSIONAL SERVICES				
			ENGLAND-THIMS & MILLER, INC.				195.00 001430
3/28/18	00013	3/13/18 61168113	201803 310-51300-42000		*	161.52	
			MAR FEDEX POSTAGE				
			FEDEX				161.52 001431
TOTAL FOR BANK A						37,087.84	
TOTAL FOR REGISTER						37,087.84	

DBBR DOUBLE BRANCH BSANCHEZ

**CLAY
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200**Recorder**
Not your average newspaper, not your average reader.1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082
Phone: (904) 285-8831

Advertising Invoice

**DOUBLE BRANCH CDD
C/O GMS 475 WEST TOWN PLACE
SUITE 114
ST AUGUSTINE, FL 32092****Cust#:986814
Ad#:280878
Phone#:904-940-5850
Date:02/16/2018**

1-31-513-48

104

Salesperson: Clay Legals**Classification: Legal Notice****Ad Size: 1.0 x 4.80****Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	03/01/2018	03/01/2018	1	64.80	64.80

Payment Information:

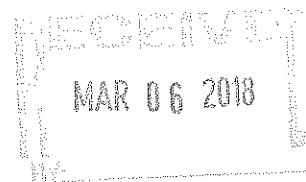
Date:	Order#	Type
02/16/2018	280878	BILLED ACCOUNT

Total Amount: 64.80**Tax: 0.00****Amount Due: 64.80****Attention: Requests for credits or refunds for early cancellations must be made within 90 days.****Ad Copy****NOTICE OF MEETING
DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Double Branch Community Development District will be held on Monday, March 12, 2018, at 4:00 pm, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

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 two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings 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



PUBLISHER AFFIDAVIT

CLAY TODAY

Published Weekly
Orange Park, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

Before the undersigned authority personally appeared
Jon Cantrell, who on oath says that he is the publisher of the
"Clay Today" a newspaper published weekly at Orange Park in
Clay County, Florida; that the attached copy of advertisement
being a

NOTICE OF MEETING

in the matter of

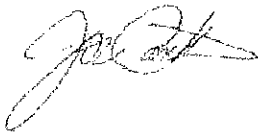
MARCH MEETING

LEGAL: 41232 ORDER: 280878

was published in said newspaper in the issues:

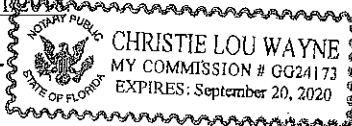
03/01/2018

Affiant further says that said "Clay Today" is a newspaper published
at Orange Park, in said Clay County, Florida, and that the said newspaper
has heretofore been continuously published in said Clay County, Florida,
weekly, and has been entered as Periodical material matter at the post
office in Orange Park, in said Clay County, Florida, for period of one
year next proceeding the first publication of the attached copy of
advertisement; and affiant further says that he has neither paid nor promised
any person, firm or corporation any discount, rebate, commission or
refund for the purpose of securing this advertisement for publication in
the said newspaper.



Sworn to me and subscribed before me 03/01/2018

Christie Lou Wayne
NOTARY PUBLIC, STATE OF FLORIDA



3515 US HWY 17 Suite A, Fleming Island FL 32003
Telephone (904) 264-3200 - FAX (904) 264-3285
E-Mail: Christie@opcla.com

NOTICE OF MEETING
DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT

The regular meeting of the Board of
Supervisors of the Double Branch
Community Development District
will be held on **Monday, March 12,**
2018, at 4:00 pm, at the Plantation
Oaks Amenity Center, 845 Oakleaf
Plantation Parkway, Orange Park,
Florida 32065. The meeting is open
to the public and will be conducted
in accordance with the provisions of
Florida Law for Community
Development Districts. A copy of the
agenda for this meeting may be
obtained from the District Manager,
475 West Town Place, Suite 114, St.
Augustine, Florida 32092 (and phone
(904) 940-5850). This meeting may be
continued to a date, time, and place
to be specified on the record at the
meeting. There may be occasions
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because of a disability or physical
impairment should contact the
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least two calendar days prior to the
meeting. If you are hearing or speech
impaired, please contact the Florida
Relay Service at 1-800-955-8770, for
aid in contacting the District Office.
Each person who decides to appeal
any action taken at these meetings 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.

James A. Perry
District Manager

Legal 41232 published March 1, 2018
in Clay County's Clay Today
newspaper

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 1958

Invoice Date: 3/1/18

Due Date: 3/1/18

Case:

P.O. Number:

Bill To:

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

RECEIVED
MAR 16 2018

BY:

Description	Hours/Qty	Rate	Amount
Management Fees - March 2018 1-31-513-34		4,804.75	4,804.75
Information Technology - March 2018 1-31-513-351		161.83	161.83
Dissemination Agent Services - March 2018 1-31-513-313		83.33	83.33
Office Supplies 1-31-513-51		22.50	22.50
Copies 1-31-513-425		244.65	244.65
Telephone 1-31-513-41		23.32	23.32
35			
Total			\$5,340.38
Payments/Credits			\$0.00
Balance Due			\$5,340.38

Double Branch
COMMUNITY DEVELOPMENT DISTRICT

Gen Fund

RECEIVED
MAR 07 2018

Check Request

BY:

Date	Amount	Authorized By
March 12, 2018	\$29,481.64	Jim Perry

Payable to:

Double Branch CDD Rec Fund (#47)

Date Check Needed:

Budget Category:

ASAP	001-300-207-10200
------	-------------------

Intended Use of Funds Requested:

FY17 Tax Certificates (6/21/17 & 7/10/17)
<i>(Attach supporting documentation for request.)</i>

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
FY2017 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2013A DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED NET	45,483	1,962,561.33	178,504.25	1,461,264.16	3,602,329.74
TOTAL ASSESSED	45,483	1,962,561.33	178,504.25	1,461,264.16	3,602,329.74

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/18/16	121,663.77	66,282.83	6,028.74	49,352.20
2	11/30/16	151,812.10	82,707.74	7,522.66	61,581.70
3	12/08/16	2,875,488.69	1,566,575.89	142,487.50	1,166,425.30
4	12/20/16	211,613.98	115,288.01	10,485.99	85,839.98
5	01/20/17	29,135.95	15,873.36	1,443.76	11,818.83
6	02/16/17	28,972.71	15,784.43	1,435.67	11,752.61
7	03/17/17	42,521.98	23,166.12	2,107.07	17,248.79
8	04/13/17	57,520.42	31,337.32	2,850.28	23,332.82
9	05/26/17	23,034.38	12,549.21	1,141.41	9,343.76
TAX CERTIFICATES	06/21/17	61,055.44	33,263.21	3,025.45	24,766.78
TAX CERTIFICATES	07/10/17	11,623.13	6,332.32	575.95	4,714.86
PRIOR YEARS	08/11/17	3,880.53	2,114.13	192.29	1,574.11
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL TAX ROLL RECEIPTS		3,618,323.08	1,971,274.57	179,296.77	1,467,751.74

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	100.44%	100.44%	100.44%

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

STATEMENT

March 2, 2018

Double Branch Community Development District
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Bill Number 98890
Billed through 01/31/2018

General Counsel (O&M)

DBRNCH 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

01/19/18	JMW	Review draft meeting notice.	0.20 hrs
01/31/18	CGS	Monitor proposed legislation which may impact district.	0.30 hrs
Total fees for this matter			\$144.50

MATTER SUMMARY

Stuart, Cheryl G.	0.30 hrs	325 /hr	\$97.50
Walters, Jason M.	0.20 hrs	235 /hr	\$47.00

TOTAL FEES \$144.50

TOTAL CHARGES FOR THIS MATTER \$144.50

BILLING SUMMARY

Stuart, Cheryl G.	0.30 hrs	325 /hr	\$97.50
Walters, Jason M.	0.20 hrs	235 /hr	\$47.00

TOTAL FEES \$144.50

TOTAL CHARGES FOR THIS BILL \$144.50

Please include the bill number on your check.

Hopping Green & Sams

Attorneys and Counselors

119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

STATEMENT

March 2, 2018

Double Branch Community Development District
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

Bill Number 98891
Billed through 01/31/2018

Monthly Meeting (O&M)

DBRNCH 00101 JMW



1-31-513-315
15

FOR PROFESSIONAL SERVICES RENDERED

01/02/18	JMW	Prepare for and attend agenda conference call.
01/05/18	JMW	Meeting preparation; review agenda package materials; conference with staff.
01/08/18	JMW	Meeting preparation; attend regular board meeting by telephone.
01/09/18	JMW	Meeting follow-up.
01/15/18	JMW	Review draft meeting minutes.
01/31/18	JMW	Review draft agenda items; confer with staff.

Total fees for this matter	\$1,700.00
----------------------------	------------

MATTER SUMMARY

TOTAL FEES	\$1,700.00
------------	------------

TOTAL CHARGES FOR THIS MATTER	<u>\$1,700.00</u>
-------------------------------	-------------------

BILLING SUMMARY

TOTAL FEES	\$1,700.00
------------	------------

TOTAL CHARGES FOR THIS BILL	<u>\$1,700.00</u>
-----------------------------	-------------------

Please include the bill number on your check.

1-31-513-311
25



Double Branch CDD
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092

March 7, 2018
Project No: 01149.32000
Invoice No: 0186512

Project 01149.32000 Double Branch CDD - 2014/2015 General Consulting Engineering Services (WA#18A)

Professional Services rendered through February 28, 2018

Professional Personnel

	Hours	Rate	Amount
Principal - Vice President	1.00	195.00	195.00
Totals	1.00		195.00
Total Labor			195.00
Invoice Total this Period			\$195.00

England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32218 • Tel 904-642-8990 • fax 904-646-9485
CA-00002584 LC-0000315

Billing Backup

Wednesday, March 7, 2018

ENGLAND, THIMS & MILLER, INC.

Invoice 0186512 Dated 3/7/2018

3:05:42 PM

Project 01149.32000 Double Branch CDD - 2014/2015 General Consulting Engineering Services (WA#18A)

Professional Personnel

			Hours	Rate	Amount	
	Principal - Vice President					
23320	Ma, Ka Tai	2/10/2018	1.00	195.00	195.00	
	Totals		1.00		195.00	
	Total Labor					195.00
				Total this Project		\$195.00
				Total this Report		\$195.00

England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32218 • tel 904-642-8990 • fax 904-646-8485
CA-00002594 LC-0000316

**Invoice Number**

6-116-81130

Invoice Date

Mar 13, 2018

Account Number

Page

1 of 5

Billing Address:

GMS/DOUBLE RANCH
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649

Shipping Address:

GMS/DOUBLE RANCH
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649

Invoice Questions?**Contact FedEx Revenue Services**

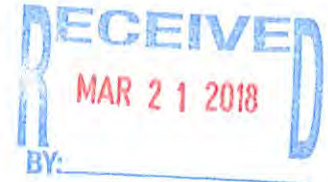
Phone: (800) 622-1147
M-F 7 AM to 8 PM CST
Sa 7 AM to 6 PM CST
Fax: (800) 548-3020
Internet: www.fedex.com

Invoice Summary Mar 13, 2018**FedEx Express Services**

Transportation Charges		132.36
Special Handling Charges		29.16
Total Charges	USD	\$161.52
TOTAL THIS INVOICE	USD	\$161.52

1-31-513-42
13

Other discounts may apply.



Detailed descriptions of surcharges can be located at fedex.com

To ensure proper credit, please return this portion with your payment to FedEx.
Please do not staple or fold. Please make check payable to FedEx.

☐ For change of address, check here and complete form on reverse side.

Invoice Number

6-116-81130

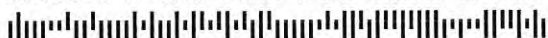
Account Number**Amount Due**

USD \$161.52

Remittance Advice

Your payment is due by Mar 28, 2018

0040833 01 AB 0.405 **AUTO T9 0 1071 32092-364939 -C01-P40873-11



GMS/DOUBLE RANCH
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649



FedEx
P.O. Box 660481
DALLAS TX 75266-0481



60008710009111

1071-01-00-0040833-0003-0092435

Invoice Number

6-116-81130

Invoice Date

Mar 13, 2018

Account Number

Page

2 of 5

Adjustment Request

Fax to (800) 548-3020

Use this form to fax requests for adjustments due to the reasons indicated below. Requests for adjustments due to other reasons, **including** service failures, should be submitted by going to **www.fedex.com** or calling 800.622.1147. Please use multiple forms for additional requests.

Please complete all fields in black ink.

Requestor Name Date / /

Phone - - Fax # - -

E-mail Address ☐ Yes, I want to update account contact with the above information.

Tracking Number	Bill to Account	\$ Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

ADR - Address Correction	INW - Incorrect Weight	OVS - Oversize Surcharge	For all Service failures or other surcharges please use our web site www.fedex.com or call (800) 622-1147
DVC - Declared Value	INS - Incorrect Service	RSU - Residential Delivery	
IAN - Invalid Acct #	OCF - Grd Pick-up Fee	PND - Pwrshp Not Delivered	
	OCS - Exp Pick-up Fee	SDR - Saturday Delivery	

Tracking Number	Code	\$ Amount	Rerate information only (round to nearest inch)			
			LBS	L	W	H
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Check all that apply

Effective Date / /

Shipping Address (Physical Address) Company <input type="text"/> Address <input type="text"/> Address <input type="text"/> Dept. <input type="text"/> Floor <input type="text"/> Apt/Suite # <input type="text"/> City <input type="text"/> State <input type="text"/> Zip Code <input type="text"/> - <input type="text"/> Phone <input type="text"/> - <input type="text"/> - <input type="text"/> Fax # <input type="text"/> - <input type="text"/> - <input type="text"/>	<input type="checkbox"/> Billing Address Only <input type="checkbox"/> Billing Same As Shipping Address	
	Company <input type="text"/> Address <input type="text"/> Address <input type="text"/> Dept. <input type="text"/> Floor <input type="text"/> Apt/Suite # <input type="text"/> City <input type="text"/> State <input type="text"/> Zip Code <input type="text"/> - <input type="text"/> Phone <input type="text"/> - <input type="text"/> - <input type="text"/> Fax # <input type="text"/> - <input type="text"/> - <input type="text"/>	

**Invoice Number**

6-116-81130

Invoice Date

Mar 13, 2018

Account Number

Page

3 of 5

FedEx Express Shipment Detail By Payor Type (Original)**Ship Date:** Mar 05, 2018**Cust. Ref.:** Double Branch**Ref.#2:****Payor:** Third Party**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 5.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation	INET	Sender	Recipient
Tracking ID	771720969868	Sarah Sweeting	Scott Thomas
Service Type	FedEx 2Day	GMS, LLC	3635 Sunset Oak Drive
Package Type	FedEx Pak	475 W. Town Pl., Ste. 114	ORANGE PARK FL 32065 US
Zone	02	SAINT AUGUSTINE FL 32092 US	
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs		
Delivered	Mar 07, 2018 13:16	Transportation Charge	17.52
Svc Area	A2	Fuel Surcharge	1.19
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	Total Charge	USD \$22.86

Ship Date: Mar 05, 2018**Cust. Ref.:** Double Branch**Ref.#2:****Payor:** Third Party**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 5.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation	INET	Sender	Recipient
Tracking ID	771720977763	Sarah Sweeting	Barry Morton
Service Type	FedEx 2Day	GMS, LLC	3109 HEARTHSTONE LN
Package Type	FedEx Pak	475 W. Town Pl., Ste. 114	ORANGE PARK FL 32065 US
Zone	02	SAINT AUGUSTINE FL 32092 US	
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs		
Delivered	Mar 07, 2018 13:58	Transportation Charge	17.52
Svc Area	A2	Fuel Surcharge	1.19
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	Total Charge	USD \$22.86

Ship Date: Mar 05, 2018**Cust. Ref.:** Double Branch**Ref.#2:****Payor:** Third Party**Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 5.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation	INET	Sender	Recipient
Tracking ID	771720983828	Sarah Sweeting	Chad Davis
Service Type	FedEx 2Day	GMS, LLC	600 Longcrest Lane
Package Type	FedEx Pak	475 W. Town Pl., Ste. 114	ORANGE PARK FL 32065 US
Zone	02	SAINT AUGUSTINE FL 32092 US	
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs		
Delivered	Mar 06, 2018 12:28	Transportation Charge	17.52
Svc Area	A2	Fuel Surcharge	1.19
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	Total Charge	USD \$22.86

Invoice Number

6-116-81130

Invoice Date

Mar 13, 2018

Account Number

Page
4 of 5

Ship Date: Mar 05, 2018

Cust. Ref.: Double Branch

Ref.#2:
Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 5.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation INET
Tracking ID 771720995902
Service Type FedEx 2Day
Package Type FedEx Pak
Zone 02
Packages 1
Rated Weight 1.0 lbs, 0.5 kgs
Delivered Mar 07, 2018 13:28
Svc Area A2
Signed by see above
FedEx Use 000000000/5980/02

Sender
 Sarah Sweeting
 GMS, LLC
 475 W. Town Pl., Ste. 114
 SAINT AUGUSTINE FL 32092 US

Recipient
 Cindy Nelsen
 1394 CANOPY OAKS DR
 ORANGE PARK FL 32065 US

Transportation Charge	17.52
Fuel Surcharge	1.19
Residential Delivery	4.15
Total Charge	USD \$22.86

Ship Date: Mar 05, 2018

Cust. Ref.: Double Branch CDD

Ref.#2:
Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 5.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation INET
Tracking ID 771721003215
Service Type FedEx 2Day
Package Type FedEx Pak
Zone 02
Packages 1
Rated Weight 1.0 lbs, 0.5 kgs
Delivered Mar 07, 2018 14:09
Svc Area A2
Signed by see above
FedEx Use 000000000/5980/02

Sender
 Sarah Sweeting
 GMS, LLC
 475 W. Town Pl., Ste. 114
 SAINT AUGUSTINE FL 32092 US

Recipient
 Charles T. Horton
 2958 Thorncrest Drive
 ORANGE PARK FL 32065 US

Transportation Charge	17.52
Fuel Surcharge	1.19
Residential Delivery	4.15
Total Charge	USD \$22.86

Ship Date: Mar 05, 2018

Cust. Ref.: Double Branch

Ref.#2:
Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 5.50% to this shipment.
- Distance Based Pricing, Zone 2

Automation INET
Tracking ID 771721010570
Service Type FedEx Standard Overnight
Package Type FedEx Pak
Zone 02
Packages 1
Rated Weight 2.0 lbs, 0.9 kgs
Delivered Mar 06, 2018 10:43
Svc Area A2
Signed by D.ANTONETTI
FedEx Use 000000000/1283/_

Sender
 Sarah Sweeting
 GMS, LLC
 475 W. Town Pl., Ste. 114
 SAINT AUGUSTINE FL 32092 US

Recipient
 Jason Walters
 Hopping Green and Sams
 119 S MONROE ST
 TALLAHASSEE FL 32301 US

Transportation Charge	27.24
Fuel Surcharge	1.50
Total Charge	USD \$28.74

Ship Date: Mar 05, 2018

Cust. Ref.: Double Branch

Ref.#2:
Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 5.50% to this shipment.
- Distance Based Pricing, Zone 2

Automation INET
Tracking ID 771721017299
Service Type FedEx 2Day
Package Type FedEx Pak
Zone 02
Packages 1
Rated Weight 1.0 lbs, 0.5 kgs
Delivered Mar 06, 2018 12:26

Sender
 Sarah Sweeting
 GMS, LLC
 475 W. Town Pl., Ste. 114
 SAINT AUGUSTINE FL 32092 US

Recipient
 Peter Ma
 England Thims & Miller, Inc.
 14775 OLD SAINT AUGUSTINE RD
 JACKSONVILLE FL 32258 US

Continued on next page

**Invoice Number**

6-116-81130

Invoice Date

Mar 13, 2018

Account Number

Page

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Tracking ID: 771721017299 continued

Svc Area	A2	Transportation Charge		17.52
Signed by	C.NORRIS	Fuel Surcharge		0.96
FedEx Use	000000000/5980/_	Total Charge	USD	\$18.48
Third Party Subtotal			USD	\$161.52
Total FedEx Express			USD	\$161.52

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	3/28/18	PAGE	1	
*** CHECK DATES		03/01/2018 - 03/28/2018 ***		DOUBLE BRANCH - REC FUND												
		BANK B RECREATION FUND														

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/01/18	00589	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				APRIL GIBSON			100.00 005309
3/01/18	00028	2/20/18 1113403	201802 330-57200-47200	COMMUNICATION CENTER	*	360.00	
				ATLANTIC COMPANIES, INC.			360.00 005310
3/01/18	00591	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				BRANDY LEWIS			100.00 005311
3/01/18	00595	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				CINDY COSTA			100.00 005312
3/01/18	00586	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	250.00	
				DESIREE GALARVA			250.00 005313
3/01/18	00588	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				DONA TURNER			100.00 005314
3/01/18	00581	2/26/18 02262018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				EMELITA AMAYA			100.00 005315
3/01/18	00261	2/21/18 639100	201802 330-57200-61100	MAX ROLL	*	555.00	
		2/21/18 639100	201802 330-57200-61100	SHIPPING	*	130.00	
				ERC WIPING PRODUCTS, INC			685.00 005316
3/01/18	00585	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				JENNIFER POLK			100.00 005317
3/01/18	00508	2/22/18 0106918-	201802 320-57200-63100	WEG VARIABLE FREQ DRIVE	*	2,362.00	
		2/22/18 0106918-	201802 320-57200-63100	SHIPPING	*	46.78	
				KG POWER SYSTEMS			2,408.78 005318
3/01/18	00592	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				LUCINDA SCHMEHL			100.00 005319

DBBR DOUBLE BRANCH BSANCHEZ							

*** CHECK DATES 03/01/2018 - 03/28/2018 ***
 DOUBLE BRANCH - REC FUND
 BANK B RECREATION FUND

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/01/18	00590	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				MARSHAUN JACKSON			100.00 005320
3/01/18	00593	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	50.00	
				MARY JANE VILLAVARDE			50.00 005321
3/01/18	00596	2/24/18 02242018	201802 300-22300-10000	RENTAL DEPOSIT REFUND	*	100.00	
				MICHAEL GENUINO			100.00 005322
3/01/18	00208	2/26/18 02262018	201802 300-20700-10100	2/16/18-2/22/18 SECURITY	*	810.00	
				MIDDLE VILLAGE CDD			810.00 005323
3/01/18	00578	2/26/18 02262018	201802 300-36900-10300	RENTAL DEPOSIT VIOLATION	*	50.00	
				NERLANDE DONATIEN			50.00 005324
3/01/18	00582	2/26/18 02262018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				OMARE POLLARD			100.00 005325
3/01/18	00186	3/01/18 13129557	201803 320-57200-46300	MARCH POOL MAINTENANCE	*	1,960.11	
		3/01/18 13129557	201803 320-57200-46300	FUEL	*	108.18	
				POOLSURE			2,068.29 005326
3/01/18	00594	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				PORTIA GLOVER			100.00 005327
3/01/18	00580	2/26/18 02262018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				REBECCA LUMAN			100.00 005328
3/01/18	00584	2/24/18 02242018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				ROBIN BIBLE-WYNNE			100.00 005329
3/01/18	00579	2/26/18 02262018	201802 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				SABRINA ELMORE			100.00 005330

DBBR DOUBLE BRANCH BSANCHEZ

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/14/18	00002	3/01/18 7281	201803 320-57200-43100		*	2,310.00	
		MAR REC ELECTRIC					
		3/01/18 7281	201803 320-57200-43000		*	2,495.00	
		MAR COMMON ELECTRIC					
		3/01/18 7281	201803 330-57200-43110		*	901.00	
		MAR FITNESS CENTER					
		3/01/18 7281	201803 320-57200-42900		*	2,373.00	
		MAR STREETLIGHTING					
				CLAY ELECTRIC COOPERATIVE, INC			8,079.00 005346
3/14/18	00329	3/12/18 M17992	201803 320-57200-46300		*	2,083.73	
		MAR POOL MAINTENANCE					
				CRYSTAL CLEAN POOL SERVICES, INC			2,083.73 005347
3/14/18	00569	3/12/18 03122018	201803 300-36900-10300		*	100.00	
		RENTAL DEPOSIT REFUND					
				DEAQUANITA MCCLENDON			100.00 005348
3/14/18	00092	3/01/18 1959	201803 310-51300-34000		*	7,955.83	
		MAR FACILITY MANAGEMENT					
				GOVERNMENTAL MANAGEMENT SERVICES			7,955.83 005349
3/14/18	00601	3/12/18 03122018	201803 300-36900-10300		*	100.00	
		RENTAL DEPOSIT REFUND					
				HELLENA PUGH			100.00 005350
3/14/18	00556	3/12/18 03122018	201803 300-36900-10300		*	100.00	
		RENTAL DEPOSIT REFUND					
				KEISHA MCLEAN			100.00 005351
3/14/18	00598	3/12/18 03122018	201803 300-36900-10300		*	100.00	
		RENTAL DEPOSIT REFUND					
				MELISSA ANDINO			100.00 005352
3/14/18	00208	3/12/18 03122018	201803 300-20700-10100		*	810.00	
		3/2/18-3/8/18 SECURITY					
				MIDDLE VILLAGE CDD			810.00 005353
3/14/18	00297	3/01/18 210	201803 320-57200-61000		*	2,079.00	
		MAR JANITORIAL SERVICES					
				RIVERSIDE MANAGEMENT SERVICES, INC			2,079.00 005354
3/14/18	00297	3/01/18 211	201803 330-57200-61100		*	1,005.42	
		MAR JANITORIAL - FITNESS					
				RIVERSIDE MANAGEMENT SERVICES, INC			1,005.42 005355
				DBBR DOUBLE BRANCH BSANCHEZ			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/14/18	00305	3/06/18 424	201803 320-57200-63100	GYM EQUIPMENT MAINTENANCE	*	148.00	
				SOUTHEAST FITNESS REPAIR			148.00 005356
3/14/18	00599	3/12/18 03122018	201803 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				STEPHANI MOREHEAD			100.00 005357
3/14/18	00600	3/12/18 03122018	201803 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				STEPHANY FENN			100.00 005358
3/14/18	00602	3/13/18 03132018	201803 320-57200-34600	WORKERS COMP INSURANCE	*	2,150.64	
				SUMMIT			2,150.64 005359
3/14/18	00597	3/12/18 03122018	201803 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				TAMARA WAYNO			100.00 005360
3/14/18	00572	1/31/18 01312018	201801 300-36900-10300	RENTAL DEPOSIT REFUND	*	200.00	
				TINA PHAM			200.00 005361
3/22/18	00028	3/16/18 116645	201803 330-57200-47200	MONITOR COMM CENTER	*	280.00	
				ATLANTIC COMPANIES, INC.			280.00 005362
3/22/18	00206	2/20/18 02202018	201803 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				DEXIE GALVEZ			100.00 005363
3/22/18	00208	3/20/18 03202018	201803 300-20700-10100	3/9/18-3/15/18 SECURITY	*	450.00	
				MIDDLE VILLAGE CDD			450.00 005364
3/22/18	00305	2/28/18 7763A	201802 320-57200-63100	GYM EQUIPMENT REPAIR	*	185.00	
				SOUTHEAST FITNESS REPAIR			185.00 005365
3/22/18	00603	2/20/18 02202018	201803 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				WAYNE HARTSON			100.00 005366
3/28/18	00092	3/26/18 1965	201711 320-57200-41000	NOV RING CENTRAL	*	99.07	

DBBR DOUBLE BRANCH BSANCHEZ

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		3/26/18 1965	201711 320-57200-49300		*	26.95	
			NOV PERMITS/LICENSES				
		3/26/18 1965	201711 320-57200-63100		*	209.51	
			NOV REPAIR/REPLACEMENTS				
		3/26/18 1965	201711 320-57200-49400		*	753.17	
			NOV SPECIAL EVENTS				
		3/26/18 1965	201711 320-57200-51000		*	404.45	
			NOV OFFICE SUPPLIES				
		3/26/18 1965	201711 320-57200-62000		*	232.47	
			NOV REC PASSES				
				GOVERNMENTAL MANAGEMENT SERVICES			1,725.62 005367
3/28/18 00092		2/21/18 1957	201802 300-36900-10300		*	709.75	
			EVENT STAFF THRU 2/15/18				
				GOVERNMENTAL MANAGEMENT SERVICES			709.75 005368
3/28/18 00092		3/21/18 1963	201802 320-57200-46600		*	2,289.00	
			FEB FACILITY MAINT - GEN				
		3/21/18 1963	201802 320-57200-46620		*	2,503.00	
			FEB FACILITY MAINT-CONTIN				
		3/21/18 1963	201802 320-57200-46630		*	711.00	
			FEB LIGHTING REPAIRS				
		3/21/18 1963	201802 320-57200-46400		*	1,885.00	
			FEB COMMON AREA MAINT				
		3/21/18 1963	201802 330-57200-47100		*	697.00	
			FEB FACILITY MAINT-FITNES				
		3/21/18 1963	201802 320-57200-46300		*	1,385.06	
			FEB POOL MAINTENANCE				
		3/21/18 1963	201802 320-57200-60100		*	1,727.00	
			FEB RESERVE				
				GOVERNMENTAL MANAGEMENT SERVICES			11,197.06 005369
3/28/18 00092		3/26/18 1966	201712 320-57200-41000		*	98.55	
			DEC RING CENTRAL				
		3/26/18 1966	201712 320-57200-49300		*	26.95	
			DEC PERMITS/LICENSES				
		3/26/18 1966	201712 320-57200-49400		*	681.03	
			DEC SPECIAL EVENTS				
		3/26/18 1966	201712 320-57200-51000		*	209.35	
			DEC OFFICE SUPPLIES				
				GOVERNMENTAL MANAGEMENT SERVICES			1,015.88 005370
3/28/18 00092		3/22/18 1964	201803 300-36900-10300		*	677.25	
			EVENT STAFF 3/15/18				
				GOVERNMENTAL MANAGEMENT SERVICES			677.25 005371
				DBBR DOUBLE BRANCH BSANCHEZ			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/28/18	00208	3/27/18 02272018	201803 300-20700-10100 3/16/18-3/27/18 SECURITY	MIDDLE VILLAGE CDD	*	690.00	690.00 005372
3/28/18	00518	1/04/18 18016820	201801 320-57200-46210 REPAIR RELAY	R&D LANDSCAPE & IRRIGATION	*	288.05	288.05 005373
3/28/18	00518	1/04/18 18016821	201801 320-57200-46210 REPAIR PUMP ISSUES	R&D LANDSCAPE & IRRIGATION	*	180.00	180.00 005374
TOTAL FOR BANK B						93,063.53	
TOTAL FOR REGISTER						93,063.53	

DBBR DOUBLE BRANCH BSANCHEZ

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
 Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
 Date: February 24, 2018 at 8:44 PM
 To: Brian Sanchez BSANCHEZ@gmsnf.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – June 3, 2017 (SATURDAY) 10:00 a.m. to 2:00 p.m.
- o RESIDENT – APRIL GIBSON
- o ADDRESS – 3910 LEATHERWOOD DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - (Fire Alarm was pulled by a child)
- o DEPOSIT was via MC (4554) CREDIT CARD:
 - DATED: 1/20/17
 - INVOICE: 0003
 - BATCH#: 000302
 - APPROVAL CODE: 64710p
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/20/17	01/20/17	06/03/17	April Gibson - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcynolds@gmsnf.com

*****OakLeaf residents name*****

RECEIVED
 FEB 26 2018

BY:

2-300-369-103
 589



D/B/A Atlantic Security
1714 Cesery Blvd
Jacksonville, FL 32211
Telephone#: 904-743-8444
LIC EF00001226 - LIC LU405163 - EF20000570

INVOICE

Bill To: OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

Ship To: OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PKWY
FITNESS CENTER
ORANGE PARK FL 32065

Invoice #	Order #	Customer #	Customer P.O. #	Terms	Salesperson
Invoice Dt	Order Dt				
1113403	102622	81590		UPON RECEIPT	
02/20/18	02/15/18	For: 03/01/18 - 02/28/19			007

Units	U/M	Item Description	Disc	Unit Price	Amount
		Contract#: 81590-2			
		FIRE-CC			360.00
		COMMUNICATION CENTER			
		Subtotal			360.00
		Tax #: 1600357598-53C			
		Total Due On 03/10/18			360.00
Code to: Double Branch Fitness Center Facility Maintenance - Preventative 2-330-572-4720					
28					
RECEIVED					
FEB 27 2018					
BY:					
YOU CAN NOW PAY ONLINE VISIT US AT WWW.ATLANTICCOMPANIES.NET					
THANK YOU FOR YOUR BUSINESS!!!!					

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 8:25 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
 FEB 26 2018

BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – July 22, 2017 (SATURDAY) 10:00 a.m. to 2:00 p.m.
- o RESIDENT – BRANDY LEWIS
- o ADDRESS – 3202 STONEBRIER RIDGE DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via MC (2474) CREDIT CARD:
 - DATED: 6/23/17
 - INVOICE: 0003
 - BATCH#: 000365
 - APPROVAL CODE: 170317
 - AMOUNT: \$100.00

2.300.369.103

591

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
06/23/17	06/23/17	07/22/17	Brandy Lewis - OVCR DEPOSIT	DEPOSIT \$	100.00	

Let me know if you have any questions or require any additional information.

Thank you.

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 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

RECEIVED
FEB 26 2018

BY:

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 9:36 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION - OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE - August 5, 2017 (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o RESIDENT - BALKAN LOGISTICS LLC (Slobodan Culic & Cindy Costa - residents)
- o ADDRESS - 435 HEARTHSHIDE COURT, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (0465) CREDIT CARD:
 - DATED: 7/1/17
 - INVOICE: 0002
 - BATCH#: 000370
 - APPROVAL CODE: 031466
 - AMOUNT: \$100.00

595
2.300.369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
07/01/17	07/01/17	08/05/17	Balkan Logistics/Cindy Costa - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

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(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

..... OAKLEAF PLANTATION

From: **Oakleaf Venues** venue rentals@oakleafresidents.com
 Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
 Date: February 24, 2018 at 9:06 PM
 To: Brian Sanchez BSANCHEZ@gmsnf.com

POSITIVE
 FEB 26 2018

BY: *****

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (Oakleaf Village Patio)
- o DATE OF VENUE – September 16, 2017 (SATURDAY) 2:00 p.m. to 6:00 p.m. (HURRICANE REFUND)
- o RESIDENT – DESIREE GALARZA
- o ADDRESS – 1065 DRAKE FEATHER DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$250.00
 - RENTAL FEE AND DEPOSIT FEE REFUND - Due to Hurricane weather - planned to reschedule but never did
- o DEPOSIT was via MC (5245) Credit Card:
 - RENTAL FEE \$150.00
 - DATED 9/3/17
 - INVOICE#: 0001
 - BATCH#: 000398
 - APPROVAL CODE: 175517
 - DEPOSIT FEE \$100.00
 - DATED: 9/3/17
 - INVOICE#: 0002
 - BATCH#: 000398
 - APPROVAL CODE: 145012

2.300.369.103
 586

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
09/03/17	09/03/17	09/16/17	Desiree Galarza - OV PATIO	4	\$ 150.00	
09/03/17	09/03/17	09/16/17	Desiree Galarza - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

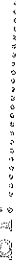
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Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com
 (904) 770-4661 voice email

From: **Oakleaf Venues** venue rentals@oakleafresidents.com
 Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
 Date: February 24, 2018 at 8:49 PM
 To: Brian Sanchez BSANCHEZ@gmsnf.com

POSITIVE
 FEB 26 2018

BY: 

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – June 10, 2017 (SATURDAY) 7:00 p.m. to 11:00 p.m.
- o RESIDENT – DONA TURNER
- o ADDRESS – 3750 SILVER BLUFF BLVD # 805, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via MC (8470) CREDIT CARD:
 - DATED: 2/17/17
 - INVOICE: 0004
 - BATCH#: 000307
 - APPROVAL CODE: 498479
 - AMOUNT: \$100.00

2.300.369.103
 588

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
02/17/17	02/17/17	06/10/17	Dona Turner - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

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www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

www.OakLeafResidents.com

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CREDIT CARD MACHINE IS NOT WORKING
Date: February 26, 2018 at 2:22 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – February 19, 2018 (MONDAY) 12:00 p.m. to 4:00 p.m.
- o RESIDENT – EMELITA AMAYA
- o ADDRESS – 987 DRAKEWOOD DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (4022) CREDIT CARD:
 - DATED: 11/17/17
 - INVOICE: 0002
 - BATCH#: 000425
 - APPROVAL CODE: 04116C
 - AMOUNT: \$100.00

2-300-369-103
581

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
11/17/17	11/17/17	02/19/18	Emelita Amaya - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

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www.oakleafresidents.com

Governmental Management Services
wmcreeynolds@gmsnf.com

www.oakleafresidents.com



19 Bennett Street • Lynn, MA 01905
 1-800-225-9473 (WIPE)
 781-593-4000 • Fax 781-593-4020
 email: erc@ercwipe.com • www.ercwipe.com

Invoice Number	Page
639100	1
2/21/2018	

Bill-To #: 29121
 OAKLEAF PLANTATION
 370 OAKLEAF VILLAGE PARKWAY
 ORANGE PARK, FL 32065

Ship-To #:
 OAKLEAF PLANTATION
 370 OAKLEAF VILLAGE PARKWAY
 ORANGE PARKWAY, FL 32065

Order No.	Customer P/O	Ship Via	Terms	Sales Rep
618254	DOUBLE BRANCH	UPS LTL-FRT- EXC	NET 30	SHOPPING CART

Item	Description	U/M	Order	Ship	B/O	Net Price	Extended
EW3000MAX	MAX ROLL	CSE	10	10		55.5000	555.00
	Tracking/Pro #:363896175						
<p>Code to: Double Branch Fitness Center Janitorial 2-330-572-611000</p> <p>261</p> <p>Invoice</p> <p>BY:</p> <p>RAGS • TOWELS • PAPER WIPERS</p> <p><i>Thank You For Your Business</i></p>							

FINANCES CHARGES OF 1.5% PER MONTH (18% PER ANNUM)
 WILL BE CHARGED ON INVOICES OVER 30 DAYS

ALL FEES AND EXPENSES INVOLVED IN THE COLLECTION OF PAST DUE ACCOUNTS OR
 BAD CHECKS WILL BE PAID BY THE CUSTOMER



A MEMBER
 OF
 SECONDARY MATERIALS AND RECYCLED TEXTILES
SMART
 AN
 INTERNATIONAL
 ASSOCIATION

AT	Sub Total:	555.00
	Sales Tax:	.00
DUE DATE: 3/23/2018	Shipping:	130.00
Please Remit To: 19 Bennett St Lynn MA 01905	Deposits:	.00
	Balance:	685.00

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
 Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
 Date: February 24, 2018 at 9:15 PM
 To: Brian Sanchez BSANCHEZ@gmsnf.com

NOTICE
 FEB 26 2018

BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (Oakleaf Village Patio)
- o DATE OF VENUE – November 11, 2017 (SATURDAY) 4:00 p.m. to 8:00 p.m.
- o RESIDENT – JENNIFER POLK
- o ADDRESS – 1699 CANOPY OAKS DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT FEE REFUND
- o DEPOSIT was via VISA (6415) Credit Card:
 - DATED 6/30/17
 - INVOICE#: 0004
 - BATCH#: 000369
 - APPROVAL CODE: 010706
 - DEPOSIT FEE \$100.00

2.300.369.103
 585

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
06/30/17	06/30/17	11/11/17	Jennifer Polk - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

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 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

Invoice

Page 1 of 1



150 LASER COURT, HAUPPAUGE, NY 11788
631-342-1171 • FAX: 631-342-1172
www.kgpowersystems.com

PRODUCTS

**Gardner
Denver**

Air Compressors
Electric Motors
Variable Frequency Drives
Pumps
Service

SOLD TO:

Double Branch Community Devel
370 Oakleaf Village Pkwy
Orange Park, FL 32065

SHIP TO:

Double Branch Community Devel
370 Oakleaf Village Pkwy
Orange Park, FL 32065

INV#: 0106918-IN

INV DATE: 2/22/2018

ORD#: 0022196

SP#: WEIDG DL

CUST#: DOUBLEB

PH: 914-342-1991

FX:

CONFIRM TO:

Jay Soriano

CUSTOMER P.O.		SHIP VIA	F.O.B.	TERMS			
		FED EX	421590278302	Net 30 Days			
ITEM NO.		UNIT	ORDERED	SHIPPED	BACK ORD	PRICE	AMOUNT
00001	CFW110028T2ON1Z WEG Variable Frequency Drive 10HP, 28A, 3PH, 200-240V	EACH	2.00	2.00	0.00	1,181.00	2,362.00

Code to:
Double Branch Repair and Replacements
2.320.57200.63100

508

RECEIVED
FEB 27 2018

BY:

Net Invoice:	2,362.00
Shipping & Handling:	46.78
NONTAX Sales Tax:	0.00
Invoice Total:	\$2,408.78

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 8:15 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – December 9, 2017 (SATURDAY) 10:00 a.m. to 2:00 p.m.
- o RESIDENT – LUCINDA SCHMEHL
- o ADDRESS – 3840 PEBBLE BROOKE CIRCLE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via CREDIT CARD:
 - DATED: 11/17/17
 - INVOICE: 0004
 - BATCH#: 000425
 - APPROVAL CODE: 007897
 - AMOUNT: \$100.00

2-300-369-103
592

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
11/17/17	11/17/17	12/09/17	Lucinda "Drew" Schmehl - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

--

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

RECEIVED
 FEB 26 2018

BY:

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 8:39 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
 FEB 26 2018

BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – April 29, 2017 (SATURDAY) 10:00 a.m. to 2:00 p.m.
- o RESIDENT – MARSHAUN JACKSON
- o ADDRESS – 3947 IVORY CROSSING, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via AMEX (1006) CREDIT CARD:
 - DATED: 4/7/17
 - INVOICE: 0002
 - BATCH#: 000333
 - APPROVAL CODE: 523747
 - AMOUNT: \$100.00

2-300-369-103
 590

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
04/07/17	04/07/17	04/29/17	Marshaun Jackson - OVCR DEPOSIT	DEPOSIT \$	100.00	

Let me know if you have any questions or require any additional information.

Thank you.

--

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www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

www.OakLeafPlantation.com

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FEB 26 2018

BY:

Z-300-369-103

593

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of partial deposit - Late Check-out Violation
Date: February 24, 2018 at 4:35 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- LOCATION - OVCR (Oakleaf Village Club Room)
- DATE OF VENUE - June 4, 2017 (SUNDAY) 4:30 p.m. - 8:30 p.m.
- RESIDENT - Mary Jane Villaverde
- ADDRESS - 4220 Plantation Oaks Blvd. #2015, Orange Park, FL 32065
- AMOUNT OF REFUND - \$50.00
 - DEPOSIT REFUND (deposit was reduced by 50% due to late check-out violation)
- DEPOSIT was via CHECK drawn on Alive Credit Union
 - DATED: 4/10/17
 - CHECK#: 2765
 - AMOUNT: \$100.00
 - DEPOSITED ON: 6/6/17

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
06/06/17	04/10/17	06/04/17	Mary Jane Villaverde - OVCR DEP - L C/O VIOLATION		100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

Wanda McReynolds - Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcreynolds@gmsnf.com

www.OakLeafResidents.com

From: Oakleaf Venues venue rentals@oakleafresidents.com

Subject: DBCDD refund of deposit request

Date: February 24, 2018 at 6:19 PM

To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
FEB 26 2018

BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – March 3, 2018 (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o RESIDENT – Michael Genuino
- o ADDRESS – 3841 CARDINAL OAKS CIRCLE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND – \$100.00
 - DEPOSIT REFUND - cancelled event via email on Tue, Feb 20, 2018 at 8:18 PM
- o DEPOSIT was via CHECK drawn on VyStar Credit Union:
 - DATED: 12/1/17
 - CHECK#: 2016
 - DEPOSITED: 12/7/17
 - AMOUNT: \$250.00 (included Rental Fee check)

596
2-300-223-1

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
12/07/17	12/07/17	03/03/18	Michael Genuino - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 21, 2018 and THURSDAY, February 22, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com

(904) 770-4661 voice email

(904) 375-9285 ext. 3

www.oakleafresidents.com

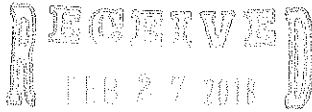
Governmental Management Services

wmcreynolds@gmsnf.com

www.OakLeafResidents.com

Clay County Sheriff's Office

P.O. Box 548
Green Cove Springs, FL 32043

**INVOICE**

BY:

INVOICE DATE: FEBRUARY 26, 2018
WEEK OF: 02/16/18-02/22/18

TO:

Double Branch CDD & Middle Village CDD
370 Oakleaf Village Parkway
Orange Park, FL 32065

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02/16/18	STEVEN HILLS	1700-2300	6	30.00	180.00
02/16/18	JENNIFER COOPER	1700-2300	6	30.00	180.00
02/17/18	BRYAN SMITH	1700-2300	6	30.00	180.00
02/17/18	JENNIFER COOPER	1700-2300	6	30.00	180.00
02/18/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
02/19/18	BEN ZIRBEL	1700-2300	6	30.00	180.00
02/20/18	JONATHAN BROWN	1700-2300	6	30.00	180.00
02/21/18	BEN WASE	1930-0130	6	30.00	180.00
02/22/18	JONATHAN BROWN	1700-2300	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$1620.00/2

\$ 810.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O Brittany Gillard.

THANK YOU FOR YOUR BUSINESS!

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CREDIT CARD MACHINE IS NOT WORKING
Date: February 26, 2018 at 2:58 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCN (Oakleaf Village Clubroom)
- o DATE OF VENUE – February 24, 2018 (SATURDAY) 7:00 p.m. to 11:00 p.m.
- o RESIDENT – NERLANDE DONATIEN
- o ADDRESS – 918 THOROUGHBRIDGE DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$50.00 - VIOLATION
 - VIOLATION - Cleaning i.e. failed to sweep/mop; wipe down glass table tops; counters and sink
 - DEPOSIT was via CHECK drawn on VyStar:
 - DATED: 2/13/18
 - CHECK#: 161
 - DEPOSITED: 2/13/18
 - AMOUNT: \$100.00

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmc Reynolds@gmsnf.com

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. This email and/or attachment(s) may contain material that is privileged or protected from disclosure under applicable law. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.

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FEB 27 2018

BY: 0380071666400640000000

2-300-369-103
578

RECEIVED
FEB 27 2011
BY:

Please make the following refund at your earliest opportunity:

- $$\begin{array}{r} 2.300.369.103 \\ 582 \end{array}$$

Let me know if you have any questions or require any additional information.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcreynolds@gmsnf.com



1707 Townhurst Dr.
Houston TX 77043
(800) 858-POOL (7665)
www.poolsure.com

Invoice

Date 3/1/2018

Invoice # 131295576986

Terms	Net 20
Due Date	3/21/2018
PO #	
Customer #	13OAK102

Bill To	Ship To
Oakleaf Village/Double Branch c/o Double Branch Comm Dev 475 West Town Place Ste 114 St Augustine FL 32092	Oak Leaf Plantation/ Double Branch 370 Oakleaf Village Parkway Orange Park FL 32065

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,960.11
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<p>2-320-572-463 186 RECEIVED FEB 20 2018 BY _____</p>				

Season Billing Schedule:

Summer - April through September monthly service

Winter - October through March monthly service

Total 2,068.29
Amount Due \$2,068.29

Remittance Slip

Customer 13OAK102
Invoice # 131295576986

Amount Due \$2,068.29

Amount Paid _____

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295576986

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 8:33 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
 FEB 28 2018

BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – May 6, 2017 (SATURDAY) 7:00 p.m. to 11:00 p.m. (event date was moved from 3/4/17 to 5/6/17)
- o RESIDENT – BLACK EDUCATED AND SUCCESS (Portia Glover-resident)
- o ADDRESS – 4078 PEBBLE BROOKE CIRCLE N, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (2369) CREDIT CARD:
 - DATED: 12/20/16
 - INVOICE: 0004
 - BATCH#: 000293
 - APPROVAL CODE: 021678
 - AMOUNT: \$100.00

2-300-369-103
 594

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
12/20/16	12/20/16	03/04/17	Black Educated&Success/Portia Glover OVCR DEP	DEPOSIT	\$ 100.00	CH

Let me know if you have any questions or require any additional information.

Thank you.

--

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcynolds@gmsnf.com

----- OakLeaf Residents -----

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CREDIT CARD MACHINE IS NOT WORKING
Date: February 26, 2018 at 2:31 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – February 24, 2018 (SATURDAY) 10:00 a.m. to 2:00 p.m.
- o RESIDENT – REBECCA LUMAN
- o ADDRESS – 3036 STONEWOOD WAY, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on Bank of America:
 - DATED: 1/29/18
 - CHECK#: 1304
 - AMOUNT: \$100.00
 - DEPOSITED: 1/30/18

2.300.369.103
580

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/29/18	01/30/18	02/24/18	Rebecca Luman - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcReynolds@gmsnf.com

www.OakLeafResidents.com

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 9:30 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
 FEB 24 2018

BY: *****

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – September 22, 2017 (FRIDAY) 7:00 p.m. to 11:00 p.m.
- o RESIDENT – ROBIN BIBLE-WYNNIE
- o ADDRESS – 481 SUNSTONE COURT, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (3621) CREDIT CARD:
 - DATED: 8/3/17
 - INVOICE: 0002
 - BATCH#: 000381
 - APPROVAL CODE: 115584
 - AMOUNT: \$100.00

2.300.369.103
 584

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
08/03/17	08/03/17	09/22/17	Robin Bible-Wynne - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

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www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

----- OakLeaf Residents -----

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CREDIT CARD MACHINE IS NOT WORKING
Date: February 26, 2018 at 2:36 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – February 24, 2018 (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o RESIDENT – SABRINA ELMORE
- o ADDRESS – 3630-C CRESWICK CIRCLE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (5110) CREDIT CARD:
 - DATED: 1/22/18
 - INVOICE: 0003
 - BATCH#: 000444
 - APPROVAL CODE: 058650
 - AMOUNT: \$100.00

2-300-369-103
579

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/22/18	01/22/18	02/24/18	Sabrina Elmore - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

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www.oakleafresidents.com

Governmental Management Services
wmcgreynolds@gmsnf.com

www.oakleafresidents.com

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 8:56 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
 FEB 26 2018

BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (Oakleaf Village Patio)
- o DATE OF VENUE – June 3, 2017 (SATURDAY) 10:00 a.m. to 2:00 p.m.
- o RESIDENT – SARA MAGINNIS
- o ADDRESS – 3767 PONDVIEW DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via CASH:
 - CASH RECEIPT#: 059279
 - DATED: 9/17/16
 - DEPOSITED: 9/17/16
 - AMOUNT: \$250.00 (included Rental Fee of \$150.00)

2-300-369-103
 587

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC CHECK/
09/17/16	09/19/16	09/17/16	Sara McGinnis - OV PATIO	4	\$ 250.00	CR# 059279

Let me know if you have any questions or require any additional information.

Thank you.

--

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

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www.oakleafresidents.com

Governmental Management Services
wmcrcynolds@gmsnf.com

www.OakLeafResidents.com

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUDIT FINDINGS FOR 2017
Date: February 24, 2018 at 8:21 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
 FEB 26 2018

BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION - OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE - July 16 2017 (SUNDAY) 1:00 p.m. to 5:00 p.m.
- o RESIDENT - STACY WILLIAMSON
- o ADDRESS - 3680-A CRESWICK CIRCLE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (1186) CREDIT CARD:
 - DATED: 6/20/17
 - INVOICE: 0004
 - BATCH#: 000364
 - APPROVAL CODE: 03634B
 - AMOUNT: \$100.00

2-300-369-103
 458

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
06/20/17	06/20/17	07/16/17	Stacy Williamson - OVCR DEPOSIT	DEPOSIT \$	100.00	

Let me know if you have any questions or require any additional information.

Thank you.

--

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Wanda McReynolds - Venue Coordinator, OakLeaf Plantation

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 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcynolds@gmsnf.com

www.OakLeafResidents.com

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FEB 27 2018

BT: *****

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CREDIT CARD MACHINE IS NOT WORKING
Date: February 26, 2018 at 2:09 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION -- OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE -- February 3, 2018 (SATURDAY) 2:00 p.m. to 6:00 p.m.
- o RESIDENT -- TIFFANY TENLY
- o ADDRESS -- 914 OTTER CREEK DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (9134) CREDIT CARD:
 - DATED: 1/22/18
 - INVOICE: 0009
 - BATCH#: 000444
 - APPROVAL CODE: 102459
 - AMOUNT: \$100.00

2.300.369.103
583

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/22/18	01/22/18	02/03/18	Tiffany Tenly - OVCR DEPOSIT	DEPOSIT \$	100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, February 28, 2018 and THURSDAY, March 1, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact nu

Wanda McReynolds -- Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services
wmcynolds@gmsnf.com



161 Washington Street, Suite 600
Eight Tower Bridge
Conshohocken, PA 19428

Invoice Date
03/04/2018

Invoice Number
7746455

To ensure proper credit, please
reference this invoice number
on your remittance advice.

PLEASE REMIT PAYMENT TO:
Allied Universal Security Services
P.O. Box 828854
Philadelphia, PA 19182-8854

Total Amount Due:
\$ 4,235.79
Terms:
Due Upon Receipt

Double Branch Community Development
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

Service Location: **AB364297** Customer: **AB364297** Billing Period: **02/01/2018 - 02/28/2018**

DOUBLE BRANCH
370 OAKLEAF VILLAGE PKWY
Orange Park, FL 32065-4259

Description	Quantity	UOM	Price	Amount
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours				0.00
Subtotal				4,235.79

APPROVED

Code to:

Double Branch Security

2-320-572-345

RECEIVED
MAR 06 2018

BT:

506

Any questions? Please contact a Customer Connection
Representative at (866) 703-7666

Subtotal	\$ 4,235.79
Sales Tax	\$ 0.00
Total Amount Due	\$ 4,235.79

Order Information

Thank you for ordering at CardsAndKeyfobs.com

Order Detail

Order ID: #8563

Date Added: 03/05/2018

Payment Method: Purchase Order (#JSO03052018)

Shipping Method: USPS Priority (Weight: 10.00lb)

Payment Address

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, Florida 32065
United States

Shipping Address

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, Florida 32065
United States

<input type="checkbox"/> Product Name	Model	Quantity	Price	Total
<input type="checkbox"/> Printable Proximity Card - Kantech@ ioProx@ XSF/26bit P20DYE Compatible	PrtPrx-Kan26	500	\$2.69	\$1,345.00

Sub-Total: \$1,345.00

USPS Priority (Weight: 10.00lb): \$16.79

Total: \$1,361.79

~~\$1,361.79~~

Order Comments

PO Number: JSO03052018

INVOICE



3543 State Road 419, Winter Springs, FL 32708

PAID 1574825
MAR 06 2018

Invoice #	346194
Account #	708477
Invoice Date	3/1/2018
Due Date	3/11/2018

Bill To

DOUBLE BRANCH CCD/OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065

Invoice Questions:
Please call us at
1-800-666-5253 or
lakes@lakedoctors.com

P.O. No.	Terms	Rep
	NET 10 DAYS	MAS
Item Number	Description	Amount
	Monthly Water Management Service (R)	1,970.00
Code to: 2-320-572-4680 Double Branch Lake Maintenance 24		
Customer Total Balance		\$1,970.00

INVOICE DATE REFLECTS MONTH SERVICE PROVIDED.

To help ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with your payment.

Please do not send any correspondence with your payment as it may delay our response to your inquiry.

Follow us on Facebook & Instagram!!

Non-Taxable Subtotal	
Taxable Subtotal	
Tax	
Total Invoice	\$1,970.00

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

Bill To

DOUBLE BRANCH CCD/OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065

Amount Enclosed

Invoice # 346194

Account # 708477

Date 3/1/2018

Save a Stamp - Go Green & Go Paperless! Have your invoice emailed!
Email address: _____

IF PAYING BY CREDIT CARD, FILL OUT BELOW

____ Mastercard ____ Visa ____ American Express

Card # _____

Card Verification # _____

Exp. Date # _____

Print Name _____

Billing Address: ____ Check box if same as above

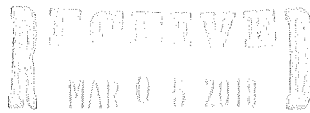
Signature _____

☐ Please Check Box if New Address and Make Changes Above

The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708

Clay County Sheriff's Office

P.O. Box 548
Green Cove Springs, FL 32043

**INVOICE**

BY:

INVOICE DATE: MARCH 5, 2018
WEEK OF: 02/23/18-03/01/18

TO:

Double Branch CDD & Middle Village CDD
370 Oakleaf Village Parkway
Orange Park, FL 32065

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02/23/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
02/23/18	BEN WASE	1745-2345	6	30.00	180.00
02/24/18	BRYAN SMITH	1700-2300	6	30.00	180.00
02/24/18	BEN ZIRBEL	1700-2300	6	30.00	180.00
02/25/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
02/26/18	STEVEN HILLS	1700-2300	6	30.00	180.00
02/27/18	STEVEN HILLS	1700-2300	6	30.00	180.00
02/28/18	BEN WASR	1735-2335	6	30.00	180.00
03/01/18	MATT WILLIAMS	1715-2315	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$1620.00/2

\$ 810.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O Brittany Gillard.

THANK YOU FOR YOUR BUSINESS!



R&D

LANDSCAPE & IRRIGATION

A Safeguard Services Company

FORMERLY:

DOWN TO EARTH

Invoice

Date	Invoice #
3/1/2018	18027835

Bill To
DOUBLE BRANCH CDD C/O GMS LCC 475 WEST TOWN PLACE, STE 114 ST. AUGUSTINE, FL 32092

PAID
MAR 06 2018

DE

P.O. No.	Terms	Due Date
		3/1/2018

Description	Qty	Rate	Amount
DOUBLE BRANCH CDD Monthly - Property Maintenance - MARCH 2018 Code to: 2-320-572-4620 Double Branch Landscape Maintenance 518	1	26,314.50	26,314.50
Please Make Checks Payable To: R&D Landscape & Irrigation		Invoice Total	\$26,314.50
Please Remit Payments To: 7887 Safeguard Circle Valley View, OH 44125		Payments/Credits	\$0.00
		Balance Due	\$26,314.50

Please remit payment
to the payee and
address listed below.
Thank you



A Home Depot Company

PO BOX 2317

Jacksonville, FL 32203-2317

INVOICE

Page 1 of 1

SHIPPED TO:
DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

INVOICE DATE 03/01/18
INVOICE NUMBER 430883124
ACCOUNT NUMBER 645245
ORDER NUMBER MULTIPLE

SOLD TO:
DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

FOR INQUIRIES CALL:
(866) 412-6726 FAX : (877) 712-6726

www.supplyworks.com

ORDER DATE		ORDER NO.		CUSTOMER P.O.		SHIPPED VIA		TERMS		SALESPERSON	
02/20/18		MULTIPLE						NET 30 DAYS		WILLIAM WOODR	
LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT	AMT	T
1	REN24512-CA	8	RENOWN LNR 40X46 .74MIL WHT - 25/RO	4	0	4	CS	43.16*		0.00	
2	REN06189-WB	8	RENOWN PREM TWL 7.5"x600FT WHT - IM	5	5	0	CS	55.65		278.25	
3	REN06125-WB	8	RENOWN SINGLE ROLL BATH TISSUE 2PLY	8	8	0	CS	60.54		484.32	
4	REN14512-CA	8	RENOWN LNR 40X48 12MIC NAT - NATURA	5	5	0	CS	38.92*		194.60	
\$7.95 Handling Charge											
Delivery information for this invoice may be found at: http://www.supplyworks.com											
5	806245	1	ZURN 1 1/4" SPUD ASS'Y	2	2	0	EA	9.81		19.62	
Old Item Number: 190405											
6	190413	1	ZURN 1 1/2" SPUD ASS'Y	3	3	0	EA	15.71		47.13	
7	806246	1	ZURN 3/4" SPUD ASS'Y	3	3	0	EA	15.69		47.07	
Old Item Number: 190397											

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
1,070.99	0.00	7.95	0.00	1,078.94/2

\$539.47

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE



A Home Depot Company

ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT DUE
645245	03/01/18	430883124	1,078.94

BILL TO:

DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

NET
AMOUNT
PAID

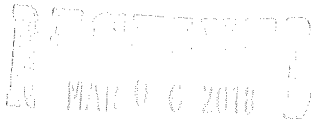
REMIT TO:

SupplyWorks
PO Box 404468
Atlanta, GA 30384-4468

CURRENT TERMS AND CONDITIONS APPLY. CLAIMS FOR SHORTAGES OR DAMAGED GOODS MUST BE MADE IMMEDIATELY UPON RECEIPT OF SHIPMENT IN ACCORDANCE WITH CURRENT RETURN GOODS POLICY. NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.

Web User



INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
1/23/18	9171335851	50.25	 DT:
1/30/18	9171337732	50.25	
2/06/18	9171339637	50.25	
2/13/18	9171341529	50.25	
2/20/18	9171343403	50.25	
Code to: 2.330.57200.61100 Double Branch Fitness Janitorial 382			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
2/26/18	999548	251.25	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
201.00	50.25		

Charges, Payments and Credits received after the above statement date will reflect on the next statement. Terms Net 30 days from date of invoice.

REMIT TO:

UNIFIRST CORPORATION
ATTENTION-ACCOUNTS RECEIVABLE
1446 HAINES STREET
JACKSONVILLE FL 32206

Please return This Stub With Your Payment

REMIT TO:

UNIFIRST CORPORATION
ATTENTION-ACCOUNTS RECEIVABLE
1446 HAINES STREET
JACKSONVILLE FL 32206

DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY F
ORANGE PARK FL 32065

Statement Date:
2/26/18
Invoices Paid
Amount Paid
Customer Number
999548

INVOICE NUMBER
INVOICE DATE
CUSTOMER# (BILL TO)
A/R NUMBER
CUSTOMER

917 1335851
1/23/18
999548
RTE# F3160
DOUBLE BRANCH CDD

REMIT TO
UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE FL 32206



91713358510

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1335851

DATE
1/23/18

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66891

SHIP TO
999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

BILL TO
999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL

904/353-4121

RTE# F3160

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	13 90			3/12	2	
		4X6H OAKLEAF		1	6 95			3/12	1	
		MAT-4X6 U1ST GREAT I		2	13 90			4/12	2	
		DEFE CHARGE			15 50					
		INVOICE SUB-TOTAL			50 25					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

THIS IS YOUR ONLY INVCE- NET-30-DAYS PLEASE SIGN

NOTS

SOIL PICK UP COUNT

SH

PT

QT

NO

INVOICE NUMBER 917 1337732 REMIT TO UniFirst Corporation
INVOICE DATE 1/30/18 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# F3160
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ 91713377320

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1337732

DATE
1/30/18

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66891

SHIP
TO

999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

BILL
TO

999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL

904/353-4121

RTE# F3160

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PIC UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	13 90			3/12	2	
		4X6H OAKLEAF		1	6 95			3/12	1	
		MAT-4X6 U1ST GREAT I		2	13. 90			4/12	2	
		DEFE CHARGE			15 50					
		INVOICE SUB-TOTAL			50 25					

TOTAL SERVICE CHANGES

AMOUNT DUE

THIS IS YOUR ONLY INVCE- NET 30 DAYS PLEASE SIGN

NOTS

SOIL PICK UP COUNT

SH _____ PT _____ OT _____ NO _____

INVOICE NUMBER
INVOICE DATE
CUSTOMER# (BILL TO)
A/R NUMBER
CUSTOMER

917 1339637
2/06/18
999548

REMIT TO

UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE

FL 32206

RTE# F3160

DOUBLE BRANCH CDD

PAYMENT AMOUNT \$ _____



91713396376

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE

DATE

PAYMENT TERMS

PURCHASE ORDER

CONTRACT

917 1339637

2/06/18

CHARGE

668911

SHIP
TO

999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

BILL
TO

999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL

904/353-4121

RTE# F3160

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	13.90			3/12	2	
		4X6H OAKLEAF		1	6.95			3/12	1	
		MAT-4X6 U1ST GREAT I		2	13.90			4/12	2	
		DEFE CHARGE/			15.50					
		INVOICE SUB-TOTAL			50.25					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

THIS IS YOUR ONLY INVCE- NET 30 DAYS. PLEASE SIGN

NOTS

SOIL PICK UP COUNT

SH

PT

OT

NO

INVOICE NUMBER 917 1341529 REMIT TO UniFirst Corporation
 INVOICE DATE 2/13/18 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# F3160
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

9171341529%

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE
 917 1341529

DATE
 2/13/18

PAYMENT TERMS
 CHARGE

PURCHASE ORDER

CONTRACT
 66891

SHIP TO
 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

BILL TO
 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL

904/353-4121

RTE# F3160

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PIC UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	13 90			3/12	2	
		4X6H OAKLEAF		1	6 95			3/12	1	
		MAT-4X6 U1ST GREAT I		2	13 90			4/12	2	
		DEFE CHARGE			15 50					
		INVOICE SUB-TOTAL			50 25					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

THIS IS YOUR ONLY INVCE-- NET 30 DAYS PLEASE SIGN

NOT S

SOIL PICK UP COUNT

SH _____ PT _____ OT _____ NO _____

INVOICE NUMBER 917 1343403 REMIT TO UniFirst Corporation
INVOICE DATE 2/20/18 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# F3160
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

9171343403Z

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1343403

DATE
2/20/18

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66891

SHIP
TO

999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

BILL
TO

999548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL

904/353-4121

RTE# F3160

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	13 90			3/12	2	
		4X6H OAKLEAF		1	6 95			3/12	1	
		MAT-4X6 UIST GREAT I		2	13 90			4/12	2	
		DEFE CHARGE			15 50					
		INVOICE SUB-TOTAL			50 25					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

THIS IS YOUR ONLY INVCE- NET 30 DAYS PLEASE SIGN

NOTS

SOIL PICK UP COUNT

SH _____ PT _____ DT _____ NO _____



Invoice

Vesta Property Services, Inc.
245 Riverside Avenue
Suite 250
Jacksonville FL 32202

Invoice # 339905
Date 2/28/2018
Terms Net 30
Due Date 3/30/2018
Memo Front Desk February 2...

Bill To

Double Branch C.D.D.
Community Manager
370 Oakleaf Village Parkway
Orange Park FL 32065

PAID 3/7/18
MAR 06 2018

DT:

Description	Quantity	Rate	Amount
Front desk staff Hours for February	272	15.71	4,273.12

Thank you for your business.

Total \$4,273.12

Code to:
2-330-572-1210
Double Branch Fit.Cntr. Staff

503

Certified Air Contractors, Inc
State Certification #CAC008251
4505 Marquette Avenue
Jacksonville FL 32210
Phone: 904-389-7950
Fax: 904-389-4925

INVOICE

DATE

3/5/2018

INVOICE #

0000084437

CUST #

0150002

BILL TO:

Oakleaf Plantation
Orange Park FL 32073

SHIP TO:

Oakleaf Plantation Double Branch
370 Oakleaf Village Pkwy
Orange Park FL 32065

P.O. NUMBER		TERMS	DISPATCH NUMBER	
		NET 30	0150002020110	
QUAN	DESCRIPTION		PRICE EACH	AMOUNT
1.00	Service agreement billing for February performed March 2017		200.00	200.00
	Replaced all filters and belts, cleared all drains.			
6.00	16X20X2TA	Filter TA 16x20x2 8L143PSF		
3.00	16X25X1TA	Filter TA 16x25x1 8L113P		
1.00	A48	Belt A48 4L500G		
1.00	A50	Belt A50		
1.00	Truck Charge		25.00	25.00
 Code to: 02-330-572-4661 Double Branch Facility Maintenance-Preventative Contracts				
<div>02-330-572-4661 MAR 13 2018</div> <div>DL:</div>				
TOTAL			\$225.00	

P.O. NUMBER		TERMS	DISPATCH NUMBER	
		NET 30	0150002020112	
QUAN	DESCRIPTION		PRICE EACH	AMOUNT
1.00	Service agreement billing for February performed March 2018		168.00	168.00
	Replaced alkl filters and belts, cleared all drains.			
8.00	16X25X2TA	Filter TA 16x25x2 8L144PSF		
1.00	20X25X2TA	Filter TA 20x25x2 4G9987		
1.00	BX53	Bx53 Belt		
1.00	BX71	Belt BX71		
1.00	Truck Charge		25.00	25.00
<p>Code to: 02-330-572-4720 Double Branch Fitness Center Facility Maint.- Preventative Contracts</p>				
<p>RECEIVED MAR 7 8 2018</p>				
<p>DE:</p>				
TOTAL			\$193.00	



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00201224

Route #: MC05521392

Service Address: 566-1 Oakleaf Village Parkway Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges	0.0	x	0.00	\$0.00		

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)						\$123.86
Consumption Charges	Tier 1	116.0	x	0.63	\$73.08	
Proration Factor: 0.9667	Tier 2	38.7	x	1.25	\$48.38	
	Tier 3	311.3	x	1.88	\$585.24	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$830.56
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$830.56

Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwmd.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$830.56 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$720.74 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

ADDRESSEE:

6107 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$830.56
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$830.56



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00206136

Route #: MC05521521

Service Address: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges	0.0	x	0.00	\$0.00		

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70065889	1.5	03/06/18	29	19477	19808	331
Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	72.5	x	0.63	\$45.68	
Proration Factor: 0.9667	Tier 2	24.2	x	1.25	\$30.25	
	Tier 3	234.3	x	1.88	\$440.48	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$593.83
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$593.83

Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwmd.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$593.83 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$552.94 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00206136

1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

ADDRESSEE:

6110 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$593.83
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$593.83



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00238253
Route #: MC05521740

Service Address: 1422-1 Bitterberry Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges		0.0	x	0.00	\$0.00	

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54789478	.75	03/06/18	29	1477	1485	8

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	8.0	x	0.63	\$5.04	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$28.30
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$28.30

Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwmd.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$28.30 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$28.30 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00238253

1422-1 Bitterberry Drive Reclaimed Irrigation

Route #:MC05521740

Route Group:27

ADDRESSEE:

6111 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$28.30
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$28.30



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00238254
Route #: MC05521847

Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges		0.0	x	0.00	\$0.00	

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	7.0	x	0.63	\$4.41	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$27.67
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$27.67

Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwmd.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$27.67 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.67 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00238254

1206-1 Bedrock Drive Reclaimed Irrigation

Route #:MC05521847

Route Group:27

Bill Date	03/08/18
Current Charges	\$27.67
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.67

ADDRESSEE:

MAIL PAYMENT TO:

6112 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD
Service Address: 3178-1 Wandering Oaks Drive Reclaimed Irrigation

Bill Date: 03/08/2018

Customer #: 00206121
Route #: MC05522029

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges	0.0	x	0.00	\$0.00		

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	0.0	x	0.63	\$0.00	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$23.26
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$23.26

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Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$23.26 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$23.26 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary

Bill Date	03/08/18
Current Charges	\$23.26
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$23.26



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

ADDRESSEE:

6113 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00191992

Route #: MC05520506

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges		0.0	x	0.00	\$0.00	

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
58743861	2	03/06/18	29	10066	10079	13

Base Charges (Prepaid)						\$123.86
Consumption Charges	Tier 1	13.0	x	0.63	\$8.19	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$132.05
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$132.05

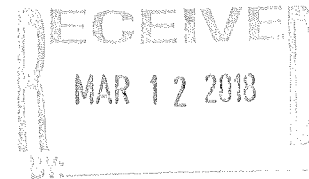
Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwmd.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$132.05 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$135.20 was posted to your account on 2/27/2018.



Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

ADDRESSEE:

6106 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$132.05
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$132.05



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00206379

Route #: MC05521144

Service Address: 3713-1 Thousand Oaks Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges	0.0	x	0.00	\$0.00		

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54004672	1.5	03/06/18	29	12967	12997	30

Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	30.0	x	0.63	\$18.90	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$96.32
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$96.32

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Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$96.32 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$96.95 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

ADDRESSEE:

6119 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$96.32
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$96.32



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00206376

Route #: MC05521142

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges	0.0	x	0.00	\$0.00		

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	5.0	x	0.63	\$3.15	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$26.41
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$26.41

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Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$26.41 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.04 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

ADDRESSEE:

6118 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$26.41
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$26.41



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00206381
Route #: MC05521233

Service Address: 3659-1 Thousand Oaks Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges		0.0	x	0.00	\$0.00	

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
71191253	.75	03/06/18	29	956	956	0

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	0.0	x	0.63	\$0.00	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$23.26
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$23.26

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Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$23.26 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$23.26 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00206381

3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521233

Route Group:27

ADDRESSEE:

6117 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$23.26
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$23.26



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00206380

Service Address: 1940-1 Woodworth Drive Reclaimed Irrigation

Route #: MC05521159

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges	0.0	x	0.00	\$0.00		

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	7.0	x	0.63	\$4.41	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$27.67
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$27.67

Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwmd.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$27.67 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.67 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

ADDRESSEE:

6116 1 AB 0.405 16-16
DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649

MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$27.67
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.67



CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00207243

Service Address: 603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #: MC05522459

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid) 03/08/18 to 04/05/18 \$0.00						
Consumption Charges Tier 1 0.0 x 0.00 \$0.00						
Proration Factor: 0.0000 Tier 2 0.0 x 0.00 \$0.00						
Tier 3 0.0 x 0.00 \$0.00						
Tier 4 0.0 x 0.00 \$0.00						

Sewer

Base Charges (Prepaid) \$0.00						
Consumption Charges 0.0 x 0.00 \$0.00						

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70067264	.75	03/06/18	29	116	116	0
Base Charges (Prepaid) \$23.26						
Consumption Charges Tier 1 0.0 x 0.63 \$0.00						
Proration Factor: 0.9667 Tier 2 0.0 x 1.25 \$0.00						
Tier 3 0.0 x 1.88 \$0.00						

Other Charges

Administrative Fees (Prepaid) \$0.00						
Capacity Fees (Prepaid) \$0.00						
Deposit Interest Refund \$0.00						
Current Charges \$23.26						
Previous Balance \$0.00						
Late Charge (If Applicable) \$0.00						
TOTAL AMOUNT DUE \$23.26						

Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwm.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$23.26 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$32.71 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

ADDRESSEE:

6115 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$23.26
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$23.26

CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



3176 Old Jennings Road, Middleburg, Florida 32068
Please visit us on the web at www.clayutility.org
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/08/2018

Customer #: 00206125

Route #: MC05522414

Service Address: 1505-1 Canopy Oaks Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)	03/08/18 to 04/05/18					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

Base Charges (Prepaid)						\$0.00
Consumption Charges		0.0	x	0.00	\$0.00	

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
--------------	------------	-----------	-------------	------------------	-----------------	---------------

Base Charges (Prepaid)						\$38.70
Consumption Charges	Tier 1	7.0	x	0.63	\$4.41	
Proration Factor: 0.9667	Tier 2	0.0	x	1.25	\$0.00	
	Tier 3	0.0	x	1.88	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$43.11
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$43.11

Know your watering days! Lawn and landscape irrigation is allowed no more than two days per week on designated days during daylight savings time. Visit www.sjrwm.com/wateringrestrictions.

Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

Conserving Clay Tip 2: Use a rain gauge. During periods of extended rainy weather, irrigation systems should be turned off.

Please pay \$43.11 by 3/29/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$45.00 was posted to your account on 2/27/2018.

Please return this portion with payment

Bill Summary



Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

ADDRESSEE:

6114 1 AB 0.405 16-16



DOUBLE BRANCH CDD
475 W TOWN PL STE 114
ST AUGUSTINE, FL 32092-3649



MAIL PAYMENT TO:

Bill Date	03/08/18
Current Charges	\$43.11
Current Charges Past Due After	03/29/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$43.11

CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS ROAD
MIDDLEBURG, FL 32068



Remit To: Clay County Sheriff's Office
PO Box 548/901 N. Orange Ave
Green Cove Springs, FL 32043
(904) 284-7575

Invoice Number: SSI07988
Invoice Date: 3/12/2018
Page: 1

Attn: Fiscal - Accounts Receivable

Bill To: OAKLEAF PLANTATION CDD
MVCDD & DBCDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065

Ship To: OAKLEAF PLANTATION CDD
MVCDD & DBCDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065

RECEIVED
MAR 13 2018

DT:

Due Date 3/27/2018
Terms Net 15 Days

2-32-572-34510
285

Customer ID C0000168
P.O. Number
P.O. Date 3/12/2018
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-FEBRUARY 2018		210	210	3.00	630.00/2 \$315.00
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2 \$187.50

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 1,005.00

Subtotal: 1,005.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,005.00/2
\$502.50

OAKLEAF PLANTATION CDD		2/2/2018	6799 SIMANDL, WAYNE A.		6.00
OAKLEAF PLANTATION CDD		2/2/2018	25117 HILLS, STEVEN L.		6.00
OAKLEAF PLANTATION CDD		2/3/2018	6839 SMITH, BRYAN		6.00
OAKLEAF PLANTATION CDD		2/3/2018	6799 SIMANDL, WAYNE A.		6.00
OAKLEAF PLANTATION CDD		2/4/2018	6839 SMITH, BRYAN		6.00
OAKLEAF PLANTATION CDD		2/5/2018	6839 SMITH, BRYAN		6.00
OAKLEAF PLANTATION CDD		2/6/2018	7137 BROWN, JONATHAN		6.00
OAKLEAF PLANTATION CDD		2/7/2018	25117 HILLS, STEVEN L.		6.00
OAKLEAF PLANTATION CDD		2/8/2018	7137 BROWN, JONATHAN		6.00
OAKLEAF PLANTATION CDD		2/9/2018	6759 ZIRBEL, BENJAMIN L.		6.00
OAKLEAF PLANTATION CDD		2/9/2018	6799 SIMANDL, WAYNE A.		6.00
OAKLEAF PLANTATION CDD		2/10/2018	6759 ZIRBEL, BENJAMIN L.		6.00
OAKLEAF PLANTATION CDD		2/10/2018	6799 SIMANDL, WAYNE A.		6.00
OAKLEAF PLANTATION CDD		2/11/2018	6839 SMITH, BRYAN		6.00
OAKLEAF PLANTATION CDD		2/12/2018	6028 WILLIAMS, MATTHEW L		6.00
OAKLEAF PLANTATION CDD		2/13/2018	25117 HILLS, STEVEN L.		6.00
OAKLEAF PLANTATION CDD		2/14/2018	6839 SMITH, BRYAN		6.00
OAKLEAF PLANTATION CDD		2/15/2018	6028 WILLIAMS, MATTHEW L		6.00
OAKLEAF PLANTATION CDD		2/16/2018	25117 HILLS, STEVEN L.		6.00
OAKLEAF PLANTATION CDD		2/16/2018	6273 COOPER, JENNIFER		6.00
OAKLEAF PLANTATION CDD		2/17/2018	6273 COOPER, JENNIFER		6.00
OAKLEAF PLANTATION CDD		2/17/2018	6839 SMITH, BRYAN		6.00
OAKLEAF PLANTATION CDD		2/18/2018	6799 SIMANDL, WAYNE A.		6.00
OAKLEAF PLANTATION CDD		2/19/2018	6759 ZIRBEL, BENJAMIN L.		6.00
OAKLEAF PLANTATION CDD		2/20/2018	7137 BROWN, JONATHAN		6.00
OAKLEAF PLANTATION CDD		2/21/2018	6905 WASE, BEN		6.00
OAKLEAF PLANTATION CDD		2/22/2018	7137 BROWN, JONATHAN		6.00
OAKLEAF PLANTATION CDD		2/23/2018	6799 SIMANDL, WAYNE A.		6.00
OAKLEAF PLANTATION CDD		2/23/2018	6905 WASE, BEN		6.00
OAKLEAF PLANTATION CDD		2/24/2018	6839 SMITH, BRYAN		6.00
OAKLEAF PLANTATION CDD		2/24/2018	6759 ZIRBEL, BENJAMIN L.		6.00
OAKLEAF PLANTATION CDD		2/25/2018	6799 SIMANDL, WAYNE A.		6.00
OAKLEAF PLANTATION CDD		2/26/2018	25117 HILLS, STEVEN L.		6.00
OAKLEAF PLANTATION CDD		2/27/2018	25117 HILLS, STEVEN L.		6.00
OAKLEAF PLANTATION CDD		2/28/2018	6905 WASE, BEN		6.00
			TOTAL		210.00



Clay Electric Cooperative, Inc.
 Orange Park District
 734 Blanding Blvd
 Orange Park FL 32065-5798
 904-272-2456

Statement Date: 03/01/2018

GROUP BILLING

Page 2

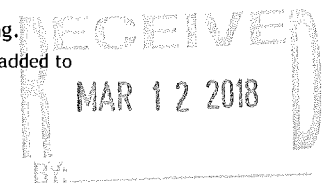


Web Address
 clayelectric.com

Customer Name	Primary Person No.
DOUBLE BRANCH COMM DEV DIST	1121032

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995700	01/13/2018	02/12/2018	1,164.00	-1,164.00	.00	906.00	906.00
	4995718	01/13/2018	02/12/2018	686.00	-686.00	.00	233.00	233.00
	5217088	01/13/2018	02/12/2018	2,416.00	-2,416.00	.00	2,310.00	2,310.00
	5347943	01/13/2018	02/12/2018	138.00	-138.00	.00	105.00	105.00
	5379615	02/01/2018	03/01/2018	2,158.00	-2,158.00	.00	2,158.00	2,158.00
	5715289	01/13/2018	02/12/2018	124.00	-124.00	.00	124.00	124.00
	5774021	01/12/2018	02/08/2018	25.00	-25.00	.00	25.00	25.00
	6875140	01/12/2018	02/08/2018	49.00	-49.00	.00	53.00	53.00
	6912612	01/13/2018	02/12/2018	25.00	-25.00	.00	25.00	25.00
	6912620	01/13/2018	02/12/2018	25.00	-25.00	.00	25.00	25.00
	6912653	01/13/2018	02/12/2018	26.00	-26.00	.00	26.00	26.00
	6912661	01/13/2018	02/12/2018	31.00	-31.00	.00	31.00	31.00
	6912687	01/13/2018	02/12/2018	25.00	-25.00	.00	25.00	25.00
	6912695	01/13/2018	02/12/2018	27.00	-27.00	.00	27.00	27.00
	6912703	01/13/2018	02/12/2018	38.00	-38.00	.00	30.00	30.00
	6912729	01/13/2018	02/12/2018	27.00	-27.00	.00	27.00	27.00
	6912737	01/13/2018	02/12/2018	33.00	-33.00	.00	28.00	28.00
	6912752	01/13/2018	02/12/2018	27.00	-27.00	.00	27.00	27.00
	6912760	01/12/2018	02/08/2018	227.00	-227.00	.00	112.00	112.00
	6912778	01/12/2018	02/08/2018	26.00	-26.00	.00	26.00	26.00
	6912786	01/12/2018	02/08/2018	27.00	-27.00	.00	27.00	27.00
	6912810	01/12/2018	02/08/2018	39.00	-39.00	.00	29.00	29.00
	6912828	01/12/2018	02/09/2018	25.00	-25.00	.00	25.00	25.00
	6912836	01/12/2018	02/09/2018	25.00	-25.00	.00	26.00	26.00
	6912869	01/12/2018	02/08/2018	39.00	-39.00	.00	36.00	36.00
	6912877	01/12/2018	02/08/2018	28.00	-28.00	.00	27.00	27.00
	6912893	01/12/2018	02/08/2018	25.00	-25.00	.00	25.00	25.00
	6912901	01/12/2018	02/08/2018	25.00	-25.00	.00	25.00	25.00
	6912919	01/12/2018	02/08/2018	25.00	-25.00	.00	25.00	25.00
	6912927	01/12/2018	02/08/2018	25.00	-25.00	.00	25.00	25.00
	6912943	01/13/2018	02/12/2018	19.61	-19.61	.00	29.00	29.00
	6912950	01/12/2018	02/09/2018	27.00	-27.00	.00	26.00	26.00
	6912968	01/13/2018	02/12/2018	27.00	-27.00	.00	26.00	26.00
	6912976	01/13/2018	02/12/2018	26.00	-26.00	.00	26.00	26.00

* Credits only affect the account they are associated with.
 Credits in the Total Due column will be applied to that account's next billing.
 A late charge of \$5.00 or 5 percent of the delinquent amount (which ever is greater) will be added to your account, if payment is not received within 24 days of billing.
 When Paying in Person: Bring entire bill with you.
 When Paying By Mail: Return this portion with your payment.



Group Invoice 7281
Clay Electric Cooperative, Inc.
 P.O. Box 308
 Keystone Heights, Florida 32656-0308

8

Mailing Address Correction: _____

911 Emergency Address: _____

Primary Person No.	I included an additional amount as a donation to Project Share to help those in need.
1121032	
Phone Number	
(904) 406-2206	
Phone Correction	\$
	Payment Amount
Return this coupon with your payment	Write Primary Person No. on check and make payable to: Clay Electric Cooperative, Inc.

Previous Balance Due .00

Current Charges Due 8,079.00

Due Date 03/15/2018

Total Amount Due 8,079.00

71205-2A
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649

00000093



Clay Electric Cooperative, Inc.
Orange Park District
734 Blanding Blvd
Orange Park FL 32065-5798
904-272-2456

Statement Date: 03/01/2018

GROUP BILLING

Page 3



Web Address
clayelectric.com

Customer Name	Primary Person No.
DOUBLE BRANCH COMM DEV DIST	1121032

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
	7131527	01/13/2018	02/12/2018	27.00	-27.00	.00	26.00	26.00
	7332257	01/12/2018	02/08/2018	233.00	-233.00	.00	211.00	211.00
	7332265	02/01/2018	03/01/2018	215.00	-215.00	.00	215.00	215.00
	8684243	01/13/2018	02/12/2018	26.00	-26.00	.00	26.00	26.00
	8763369	01/13/2018	02/12/2018	1,112.00	-1,112.00	.00	901.00	901.00
							Subtotal	8,079.00



Clay Electric Cooperative, Inc.
Orange Park District
734 Blanding Blvd
Orange Park FL 32065-5798
904-272-2456

Statement Date: 03/01/2018

GROUP BILLING DETAIL

Page 4



Web Address
clayelectric.com

Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST			Loc 370 OAKLEAF VILLAGE PKWY			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	65049	65473	20	8480	31	499570	81671894
			Previous Bill Amount						1,164.00
			Invoice Payment						-1,164.00
			Previous Balance						.00
Dem Read	1.590		Energy						689.42
Dem Use	31.800		Access Charge						23.00
			Power Cost Adjustment X 8480 KWH						147.55
			FLA Gross Receipts Tax						22.04
			Clay Co Public Ser Utility Tax						23.65
			Operation Round Up						0.34
			CURRENT CHARGES						906.00
			TOTAL DUE						906.00

Sub ID 1	Acct # 4995718	Name	DOUBLE BRANCH COMM DEV DIST			Loc 370 OAKLEAF VILLAGE PKWY # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	5688	5738	40	2000	31	499571	17287884
			Previous Bill Amount						686.00
			Invoice Payment						-686.00
			Previous Balance						.00
Dem Read	0.210		Energy						162.60
Dem Use	8.400		Access Charge						23.00
			Power Cost Adjustment X 2000 KWH						34.80
			FLA Gross Receipts Tax						5.65
			Clay Co Public Ser Utility Tax						6.28
			Operation Round Up						0.67
			CURRENT CHARGES						233.00
			TOTAL DUE						233.00

Sub ID 1	Acct # 5217088	Name	DOUBLE BRANCH COMM DEV DIST			Loc 370 OAKLEAF VILLAGE PKWY			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GSD	02/12/2018	90249	90544	80	23600	31	499532	81671876
			Previous Bill Amount						2,416.00
			Invoice Payment						-2,416.00
			Previous Balance						.00
Dem Read	0.830		Energy						1,416.00
Dem Use	66.400		Access Charge						80.00
			Demand						288.84
			Power Cost Adjustment X 23600 KWH						410.64
			FLA Gross Receipts Tax						56.26
			Clay Co Public Ser Utility Tax						57.91
			Operation Round Up						0.35
			CURRENT CHARGES						2,310.00
			TOTAL DUE						2,310.00

Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST			Loc 3926 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	57077	57851	1	774	31	534794	11582907
			Previous Bill Amount						138.00
			Invoice Payment						-138.00
			CURRENT CHARGES						105.00
			TOTAL DUE						105.00

00000095

96000096



Clay Electric Cooperative, Inc.
Orange Park District
734 Blanding Blvd
Orange Park FL 32065-5798
904-272-2456

Statement Date: 03/01/2018

GROUP BILLING DETAIL

Page 6



Web Address
clayelectric.com

Sub ID 1	Acct # 6875140		Name	DOUBLE BRANCH COMM DEV DIST		Loc 373 OAKLEAF VILLAGE CTR 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/08/2018	2870	3140	1	270	28	687514	26220782
Dem Read Dem Use			Previous Bill Amount						49.00
			Invoice Payment						-49.00
			Previous Balance						.00
			Energy						21.95
			Access Charge						23.00
			Power Cost Adjustment X 270 KWH						4.70
			FLA Gross Receipts Tax						1.27
			Clay Co Public Ser Utility Tax						1.64
			Operation Round Up						0.44
					CURRENT CHARGES				53.00
						TOTAL DUE		53.00	

Sub ID 1	Acct # 6912612		Name	DOUBLE BRANCH COMM DEV DIST		Loc 608 OAKLEAF VILLAGE PKWY # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	7	7	1	0	31	691261	11007694
Dem Read Dem Use			Previous Bill Amount						25.00
			Invoice Payment						-25.00
			Previous Balance						.00
			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
					CURRENT CHARGES				25.00
							TOTAL DUE		25.00

Sub ID 1	Acct # 6912620		Name	DOUBLE BRANCH COMM DEV DIST		Loc 304 OAKLEAF VILLAGE PKWY # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	18457	18457	1	0	31	691262	26220995
Dem Read Dem Use			Previous Bill Amount						25.00
			Invoice Payment						-25.00
			Previous Balance						.00
			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
					CURRENT CHARGES				25.00
							TOTAL DUE		25.00

Sub ID 1	Acct # 6912653		Name	DOUBLE BRANCH COMM DEV DIST		Loc 603 OAKLEAF VILLAGE PKWY # 2			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	11413	11422	1	9	31	691265	50801500
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
					CURRENT CHARGES				26.00
							TOTAL DUE		26.00

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Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST		Loc 603 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.55
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912661	Name	DOUBLE BRANCH COMM DEV DIST		Loc 602 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	17671	17727	1	56	31	691266	26220998
			Previous Bill Amount						31.00
			Invoice Payment						-31.00
Dem Read			Previous Balance						.00
Dem Use			Energy						4.55
			Access Charge						23.00
			Power Cost Adjustment X 56 KWH						0.97
			FLA Gross Receipts Tax						0.73
			Clay Co Public Ser Utility Tax						1.07
			Operation Round Up						0.68
						CURRENT CHARGES			31.00
						TOTAL DUE			31.00
Sub ID 1	Acct # 6912687	Name	DOUBLE BRANCH COMM DEV DIST		Loc 537 OAKLEAF VILLAGE P PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	10103	10103	1	0	31	691268	26220997
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912695	Name	DOUBLE BRANCH COMM DEV DIST		Loc 529 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	15980	15999	1	19	31	691269	26220996
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.54
			Access Charge						23.00
			Power Cost Adjustment X 19 KWH						0.33
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.97
			Operation Round Up						0.52
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00

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Sub ID 1	Acct # 6912703		Name		DOUBLE BRANCH COMM DEV DIST		Loc 3925 PLANTATION OAKS BLVD # 1		
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	54185	54232	1	47	31	691270	25203257
Dem Read Dem Use			Previous Bill Amount					38.00	
			Invoice Payment					-38.00	
			Previous Balance					.00	
			Energy					3.82	
			Access Charge					23.00	
			Power Cost Adjustment X 47 KWH					0.82	
			FLA Gross Receipts Tax					0.71	
			Clay Co Public Ser Utility Tax					1.05	
			Operation Round Up					0.60	
				CURRENT CHARGES					30.00
			TOTAL DUE					30.00	

Sub ID 1	Acct # 6912729		Name		DOUBLE BRANCH COMM DEV DIST		Loc 3860 PLANTATION OAKS BLVD # 1		
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	13686	13703	1	17	31	691272	24808397
Dem Read Dem Use			Previous Bill Amount					27.00	
			Invoice Payment					-27.00	
			Previous Balance					.00	
			Energy					1.38	
			Access Charge					23.00	
			Power Cost Adjustment X 17 KWH					0.30	
			FLA Gross Receipts Tax					0.64	
			Clay Co Public Ser Utility Tax					0.97	
			Operation Round Up					0.71	
				CURRENT CHARGES					27.00
			TOTAL DUE					27.00	

Sub ID 1	Acct # 6912737		Name		DOUBLE BRANCH COMM DEV DIST		Loc 3859 PLANTATION OAKS BLVD # 1		
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	16404	16433	1	29	31	691273	26220993
Dem Read Dem Use			Previous Bill Amount					33.00	
			Invoice Payment					-33.00	
			Previous Balance					.00	
			Energy					2.36	
			Access Charge					23.00	
			Power Cost Adjustment X 29 KWH					0.50	
			FLA Gross Receipts Tax					0.67	
			Clay Co Public Ser Utility Tax					1.00	
			Operation Round Up					0.47	
				CURRENT CHARGES					28.00
			TOTAL DUE					28.00	

Sub ID 1	Acct # 6912752		Name		DOUBLE BRANCH COMM DEV DIST		Loc 3805 PLANTATION OAKS BLVD # 1		
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	20448	20464	1	16	31	691275	24808306
			Previous Bill Amount					27.00	
			Invoice Payment					-27.00	
			CURRENT CHARGES					27.00	
			TOTAL DUE					27.00	

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Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.30
			Access Charge						23.00
			Power Cost Adjustment X 16 KWH						0.28
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.83
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912760	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3800 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/08/2018	41261	42103	1	842	28	691276	24808305
			Previous Bill Amount						227.00
			Invoice Payment						-227.00
Dem Read			Previous Balance						.00
Dem Use			Energy						68.45
			Access Charge						23.00
			Power Cost Adjustment X 842 KWH						14.65
			FLA Gross Receipts Tax						2.72
			Clay Co Public Ser Utility Tax						3.18
						CURRENT CHARGES			112.00
						TOTAL DUE			112.00
Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/08/2018	9017	9026	1	9	28	691277	26251620
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.55
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST	Loc	465 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/08/2018	16440	16455	1	15	28	691278	24808352
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00

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Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST		Loc 465 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.22
			Access Charge						23.00
			Power Cost Adjustment X 15 KWH						0.26
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.93
						CURRENT CHARGES			27.00
								TOTAL DUE	27.00

Sub ID 1	Acct # 6912810	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3801 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/08/2018	22061	22103	1	42	28	691281	24808307
			Previous Bill Amount						39.00
			Invoice Payment						-39.00
Dem Read			Previous Balance						.00
Dem Use			Energy						3.41
			Access Charge						23.00
			Power Cost Adjustment X 42 KWH						0.73
			FLA Gross Receipts Tax						0.70
			Clay Co Public Ser Utility Tax						1.03
			Operation Round Up						0.13
						CURRENT CHARGES			29.00
								TOTAL DUE	29.00

Sub ID 1	Acct # 6912828	Name	DOUBLE BRANCH COMM DEV DIST		Loc 728 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/09/2018	8571	8571	1	0	29	691282	27670047
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
								TOTAL DUE	25.00

Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST		Loc 721 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/09/2018	9172	9177	1	5	29	691283	27670045
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.41
			Access Charge						23.00
			Power Cost Adjustment X 5 KWH						0.09
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.97
						CURRENT CHARGES			26.00
								TOTAL DUE	26.00

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Sub ID 1	Acct # 6912901	Name	DOUBLE BRANCH COMM DEV DIST		Loc 507 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST		Loc 498 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/08/2018	15105	15105	1	0	28	691291	26251621
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3442-1 WORTHINGTON OAKS DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/08/2018	9016	9016	1	0	28	691292	25007134
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST		Loc 309 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	30037	30071	1	34	31	691294	24808308
			Previous Bill Amount						19.61
			Invoice Payment						-19.61
Dem Read			Previous Balance						.00
Dem Use			Energy						2.76
			Access Charge						23.00
			Power Cost Adjustment X 34 KWH						0.59
			FLA Gross Receipts Tax						0.68
			Clay Co Public Ser Utility Tax						1.01
			Operation Round Up						0.96
						CURRENT CHARGES			29.00
						TOTAL DUE			29.00



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Sub ID 1	Acct # 6912950	Name	DOUBLE BRANCH COMM DEV DIST	Loc	373 OAKLEAF VILLAGE PKWY # 2			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/09/2018	19710	19716	1	6	29	691295	26251625

Dem Read Dem Use	Previous Bill Amount	27.00
	Invoice Payment	-27.00
	Previous Balance	.00
	Energy	0.49
	Access Charge	23.00
	Power Cost Adjustment X 6 KWH	0.10
	FLA Gross Receipts Tax	0.60
	Clay Co Public Ser Utility Tax	0.94
	Operation Round Up	0.87
	CURRENT CHARGES	26.00
TOTAL DUE		26.00

Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST	Loc	308 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/12/2018	3190	3198	1	8	31	691296	43357093

Dem Read Dem Use	Previous Bill Amount	27.00
	Invoice Payment	-27.00
	Previous Balance	.00
	Energy	0.65
	Access Charge	23.00
	Power Cost Adjustment X 8 KWH	0.14
	FLA Gross Receipts Tax	0.60
	Clay Co Public Ser Utility Tax	0.94
	Operation Round Up	0.67
	CURRENT CHARGES	26.00
TOTAL DUE		26.00

Sub ID 1	Acct # 6912976	Name	DOUBLE BRANCH COMM DEV DIST	Loc	358 OAKLEAF VILLAGE PKWY # 2			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/12/2018	15253	15264	1	11	31	691297	40591147

Dem Read Dem Use	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	Previous Balance	.00
	Energy	0.89
	Access Charge	23.00
	Power Cost Adjustment X 11 KWH	0.19
	FLA Gross Receipts Tax	0.62
	Clay Co Public Ser Utility Tax	0.95
	Operation Round Up	0.35
	CURRENT CHARGES	26.00
TOTAL DUE		26.00

Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3206 SILVER BLUFF BLVD # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/12/2018	9362	9376	1	14	31	713152	28837107

	Previous Bill Amount	27.00
	Invoice Payment	-27.00
	CURRENT CHARGES	26.00
TOTAL DUE		26.00



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Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3206 SILVER BLUFF BLVD # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read		Previous Balance						.00
Dem Use		Energy						1.14
		Access Charge						23.00
		Power Cost Adjustment X 14 KWH						0.24
		FLA Gross Receipts Tax						0.63
		Clay Co Public Ser Utility Tax						0.96
		Operation Round Up						0.03
					CURRENT CHARGES			26.00
					TOTAL DUE			26.00 ✓

Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3168 STONEBRIER RIDGE DR NEXTT			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/08/2018	71154	72941	1	1787	28	489354	07557514
		Previous Bill Amount						233.00
		Invoice Payment						-233.00
Dem Read	10.690	Previous Balance						.00
Dem Use	10.690	Energy						145.28
		Access Charge						23.00
		Power Cost Adjustment X 1787 KWH						31.09
		FLA Gross Receipts Tax						5.10
		Clay Co Public Ser Utility Tax						5.71
		Operation Round Up						0.82
					CURRENT CHARGES			211.00
					TOTAL DUE			211.00 ✓

Sub ID 1	Acct # 7332265	Name	DOUBLE BRANCH COMM DEV DIST	Loc	OAKLEAF VILLAGE CENTER			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
		Previous Bill Amount						215.00
		Invoice Payment						-215.00
Dem Read		Previous Balance						.00
Dem Use		Small Outdoor Light						200.89
		FLA Gross Receipts Tax						5.15
		Clay Co Public Ser Utility Tax						8.04
		Operation Round Up						0.92
					CURRENT CHARGES			215.00
					TOTAL DUE			215.00 ✓

Sub ID 1	Acct # 8684243	Name	DOUBLE BRANCH COMM DEV DIST	Loc	571 OAKLEAF VILLAGE PKWY			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/12/2018	283	289	1	6	31	868424	40935673
		Previous Bill Amount						26.00
		Invoice Payment						-26.00
Dem Read		Previous Balance						.00
Dem Use		Energy						0.49
		Access Charge						23.00
		Power Cost Adjustment X 6 KWH						0.10
		FLA Gross Receipts Tax						0.60
		Clay Co Public Ser Utility Tax						0.94
		Operation Round Up						0.87
					CURRENT CHARGES			26.00
					TOTAL DUE			26.00

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Sub ID 1	Acct # 8763369		Name DOUBLE BRANCH COMM DEV DIST			Loc 382 OAKLEAF VILLAGE PKWY			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/12/2018	95549	3981	1	8432	31	8763369	13794545
Dem Read Dem Use			Previous Bill Amount					1,112.00	
			Invoice Payment					-1,112.00	
			Previous Balance					.00	
			Energy					685.52	
			Access Charge					23.00	
			Power Cost Adjustment X 8432 KWH					146.72	
			FLA Gross Receipts Tax					21.91	
			Clay Co Public Ser Utility Tax					23.52	
			Operation Round Up					0.33	
						CURRENT CHARGES		901.00	
							TOTAL DUE		901.00
Sub-Group # 1 Current Charges									8,079.00

Crystal Clean Pool Service, Inc
9020-1 Berry Ave.
Jacksonville, Florida 32211
904-855-8884
crystalcleanpools@comcast.net

Invoice

BILL TO
Oakleaf Plantation
370 Oakleaf Village Parkway
Orange Park, FL 32065

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
M17992	03/12/2018	\$2,083.73	04/11/2018	Net 30	

P.O. NUMBER
March - Double Branch

ACTIVITY	QTY	RATE	AMOUNT
Monthly Service Monthly Pool Service Double Branch	1	2,083.73	2,083.73

BALANCE DUE **\$2,083.73**

Code to:
02-320-572-4630
Double Branch Pool Maintenance

From: **Oakleaf Venues** venue rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request
Date: March 12, 2018 at 10:05 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Clubroom)
- DATE OF VENUE – March 11, 2018 (SUNDAY) 5:30 p.m. to 9:30 p.m.
- RESIDENT – Deaquanita McClendon
- ADDRESS – 3750 Silver Bluff Blvd. #1607, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - was included with Rental Fee
- DEPOSIT was via MONEY ORDER #17-700646744 Western Union from Publix #0263:
 - DATED: 3/2/18
 - MO#: 17-700646744
 - DEPOSITED: 3/2/18
 - AMOUNT: \$250.00 (included Rental Fee & Deposit)

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office TUESDAY, March 13, 2018 and WEDNESDAY, March 14, 2018, therefore, if you require immediate attention please email me or leave a message at [904-770-4661](tel:904-770-4661) with your name, contact number and email address. I will respond at my earliest opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic

2-300-369-103
569

RECEIVED
MAR 13 2018
BY:

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

Invoice

Invoice #: 1959
Invoice Date: 3/1/18
Due Date: 3/1/18
Case:
P.O. Number:

Bill To:
Double Branch CDD
476 West Town Place
Suite 114
St. Augustine, FL 32092

RECEIVED
MAR 07 2018
DE:

Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - March 2018		7,955.83	7,955.83
2,310,513,340 92			
Total			\$7,955.83
Payments/Credits			\$0.00
Balance Due			\$7,955.83

RMW
3-5-18

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
 Subject: DBCDD refund of deposit request
 Date: March 12, 2018 at 8:53 PM
 To: Brian Sanchez BSANCHEZ@gmsnf.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – February 28, 2018 (WEDNESDAY) 7:00 p.m. to 9:00 p.m.
- o RESIDENT – Hellena Pugh
- o ADDRESS – 3240 Wandering Oaks Dr, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - deposit was transferred from 2/17/18 event in OVCR 7-11 PM
- o DEPOSIT was via AMEX (3761) CREDIT CARD:
 - DATED: 1/20/18
 - INVOICE: 0004
 - BATCH#: 000443
 - APPROVAL CODE: 380020
 - AMOUNT: \$100.00

2-300-369-103
601

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/20/18	01/20/18	02/17/18	Hellena Pugh - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office TUESDAY, March 13, 2018 and WEDNESDAY, March 14, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: Re: DBCDD refund of deposit request
Date: March 12, 2018 at 9:03 PM
To: Brian Sanchez BSANCHEZ@gmsni.com

CORRECTION TO NAME: Keisha McLean

Thank you.

On Mon, Mar 12, 2018 at 9:00 PM, Oakleaf Venues <venuerentals@oakleafresidents.com> wrote:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Clubroom)
- DATE OF VENUE – March 3, 2018 (SATURDAY) 7:00 p.m. to 11:00 p.m.
- RESIDENT – Keisha McLean *McLean*
- ADDRESS – 532 MILLHOUSE LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - was included with Rental Fee
- DEPOSIT was via MONEY ORDER #17-713468379 Western Union from Publix #0128:
 - DATED: 2/5/18
 - MO#: 17-713468379
 - DEPOSITED: 2/5/18
 - AMOUNT: \$250.00 (included Rental Fee & Deposit)

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office TUESDAY, March 13, 2018 and WEDNESDAY, March 14, 2018. therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

RECEIVED
MAR 13 2018

2.300.369.103
556

From: **Oakleaf Venues** venuerentals@oakleafresidents.com

Subject: **DBCDD refund of deposit request**

Date: **March 12, 2018 at 9:32 PM**

To: **Brian Sanchez** BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroom)
- o DATE OF VENUE – March 10, 2018 (SATURDAY) 2:30 p.m. - 6:30 p.m.
- o RESIDENT – MELISSA ANDINO
- o ADDRESS – 384 BRIERSTONE COURT, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on BBVA:
 - DATED: 1/17/18
 - CHECK#: 594
 - DEPOSITED: 1/19/18
 - AMOUNT: \$100.00

2-300-369-103
598

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/19/18	01/17/18	03/10/18	Melissa Andino - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office TUESDAY, March 13, 2018 and WEDNESDAY, March 14, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com

(904) 770-4661 voice email

(904) 375-9285 ext. 3

www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Clay County Sheriff's Office

P.O. Box 548
Green Cove Springs, FL 32043

**INVOICE**

INVOICE DATE: MARCH 12, 2018
WEEK OF: 03/02/18-03/08/18

TO:

Double Branch CDD & Middle Village CDD
370 Oakleaf Village Parkway
Orange Park, FL 32065

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03/02/18	STEVEN HILLS	1700-2300	6	30.00	180.00
03/02/18	EVAN GREEN	1700-2300	6	30.00	180.00
03/03/18	BRYAN SMITH	1700-2300	6	30.00	180.00
03/03/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
03/04/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
03/05/18	MATT WILLIAMS	1630-2230	6	30.00	180.00
03/06/18	JONATHAN BROWN	1700-2300	6	30.00	180.00
03/07/18	BEN WASE	1700-2300	6	30.00	180.00
03/08/18	EVA SOLIS	1700-2300	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$1620.00/2

\$ 810.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O Brittany Gillard.

THANK YOU FOR YOUR BUSINESS!

Riverside Management Services, Inc

9655 Florida Mining Blvd West
Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
3/1/2018	210

Bill To
Double Branch CDD 475 West Town Place Suite 114 St. Augustine, FL 32092

RECEIVED
MAR 07 2018

BY:

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - March 2018	2,079.00	2,079.00
	2,320,572,6100 297		
		Total	\$2,079.00

Z.M.W

3-2-18

Riverside Management Services, Inc

9655 Florida Mining Blvd West
Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
3/1/2018	211

Bill To
Double Branch CDD 475 West Town Place Suite 114 St. Augustine, FL 32092



BT:

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - March 2018 - Fitness Center 2,33,512,6110 297	1,005.42	1,005.42
		Total	\$1,005.42

2018
3.2.18

SoutheastFITNESS REPAIR

Equipment Repair & Maintenance

Southeast Fitness Repair
14476 Duval Place West, Suite 208
Jacksonville, Florida 32218
Office: 904.683.1439 Fax: 904.683.1624

ESTIMATE

Date: Mar 06, 2018

All estimates are valid for 30 days

Quote# : 424

RECEIVED
MAR 13 2018

DR. *****

Facility Name:	Double Branch
Facility Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park 32065
ON-SITE POC:	

Estimate For: Double Branch

Description	Part #	Each	QTY.	Total
TRUE - TM - CONSOLE: TRUE - TM - CONSOLE	9C2NTCS	\$ 984.50	1.00	\$ 984.50
TRUE - ELL - DRIVE AXLE: TRUE - ELL - DRIVE AXLE	7CX0032	\$ 127.60	1.00	\$ 127.60
TRUE - ELL - DRIVE BELT - 1ST STAGE: TRUE - ELL - DRIVE BELT - 1ST STAGE	7CX0018	\$ 44.00	1.00	\$ 44.00
TRUE - ELL - DRIVE BELT - 2ND STAGE: TRUE - ELL - DRIVE BELT - 2ND STAGE	7CX0019	\$ 48.00	1.00	\$ 48.00
LABOR PER HOUR 1 TECH: LABOR PER HOUR 1 TECH		\$ 60.00	2.50	\$ 150.00
TRAVEL 1 - 60 MILES: TRAVEL 1 - 60 MILES		\$ 65.00	1.00	\$ 65.00
MINIMUM SHIPPING: MINIMUM SHIPPING	MINIMUM SHIPPING	\$ 85.00	1.00	\$ 85.00

Comments: TRUE TM S/N 12-TCS500089A(BASE) 12-3192700(CONSOLE) - CONSOLE
& ELL S/N 11-XCS1089I - DRIVE AXLE & DRIVE BELTS
JAY 904-406-2200

LABOR HOUR IS ESTIMATED AND SUBJECT TO CHANGE.

Subtotal	\$1,504.10
Tax	\$8.93
TOTAL	\$1,513.03

To approve this estimate, please sign below and fax to 904.683.1624
or you may email your acceptance to rosemary@southeastfitnessrepair.com

X

Date:

Code to:
Double Branch Repair and Replacement
02-320-572-63100 (\$148.00)

From: Jay Soriano jsoriano@gmsnf.com

Subject: SouthEast quote/check request

Date: March 13, 2018 at 11:22 AM

To: Brian Sanchez BSANCHEZ@gmsnf.com, Daniel Laughlin dlaughlin@gmsnf.com, Shelby Sovine ssovine@gmsnf.com

Brian, can we get a check out for the following Quote?

Please code as stamped. For some reason the part total is higher than they like to pay up front and give us the normal net30 on this job.

Jay Soriano - Operations Manager

Double Branch & Middle Village CDDs

Governmental Management Services

jsoriano@gmsnf.com

SoutheastFITNESS REPAIR

Equipment Repair & Maintenance

Southeast Fitness Repair
14476 Duval Place West, Suite 208
Jacksonville, Florida 32218
Office: 904.683.1439 Fax: 904.683.1624

ESTIMATE

Date: Mar 06, 2018

All estimates are valid for 90 days

Quote# : 424

Facility Name:	Double Branch
Facility Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park 32065
ON-SITE POC:	

Estimate For: Double Branch

Description	Part #	Each	QTY.	Total
TRUE - TM - CONSOLE: TRUE - TM - CONSOLE	9C2NTCS	\$ 984.50	1.00	\$ 984.50
TRUE - ELL - DRIVE AXLE: TRUE - ELL - DRIVE AXLE	7CX0032	\$ 127.60	1.00	\$ 127.60
TRUE - ELL - DRIVE BELT - 1ST STAGE: TRUE - ELL - DRIVE BELT - 1ST STAGE	7CX0018	\$ 44.00	1.00	\$ 44.00
TRUE - ELL - DRIVE BELT - 2ND STAGE: TRUE - ELL - DRIVE BELT - 2ND STAGE	7CX0019	\$ 48.00	1.00	\$ 48.00
LABOR PER HOUR 1 TECH: LABOR PER HOUR 1 TECH		\$ 60.00	2.50	\$ 150.00
TRAVEL 1 - 60 MILES: TRAVEL 1 - 60 MILES		\$ 65.00	1.00	\$ 65.00
MINIMUM SHIPPING: MINIMUM SHIPPING	MINIMUM SHIPPING	\$ 85.00	1.00	\$ 85.00

Comments: TRUE TM S/N 12-TC5500089A(BASE) 12-3192700(CONSOLE) - CONSOLE
& ELL S/N 11-XCS1089I - DRIVE AXLE & DRIVE BELTS
JAY 904-406-2200

LABOR HOUR IS ESTIMATED AND SUBJECT TO CHANGE.

Subtotal \$1,504.10

Tax \$8.93

TOTAL \$1,513.03

To approve this estimate, please sign below and fax to 904.683.1624
or you may email your acceptance to rosemary@southeastfitnessrepair.com

X

Date:

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request
Date: March 12, 2018 at 9:20 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (Oakleaf Village Clubroo)
- o DATE OF VENUE – March 3, 2018 (SATURDAY) 10:00 a.m. - 2:00 p.m.
- o RESIDENT – STEPHANI MOREHEAD
- o ADDRESS – 609 INWOOD COURT, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on BANK OF AMERICA:
 - DATED: 1/2/18
 - CHECK#: 1123
 - DEPOSITED: 1/2/18
 - AMOUNT: \$100.00

2.300.369.103
599

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/02/18	01/02/18	03/03/18	Stephani Morehead - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

--

I will be out of the office TUESDAY, March 13, 2018 and WEDNESDAY, March 14, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

From: **Oakleaf Venues** venue rentals@oakleafresidents.com
Subject: DBODD refund of deposit request
Date: March 12, 2018 at 9:06 PM
To: Brian Sanchez BSANCHEZ@gmsni.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (Oakleaf Village Patio)
- DATE OF VENUE – March 3, 2018 (SATURDAY) 10:30 a.m. - 2:30 p.m.
- RESIDENT – STEPHANY FENN
- ADDRESS – 3517 PEBBLE STONE COURT, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via VISA (4713):
 - DATED: 1/17/17
 - INVOICE# 0002
 - BATCH # 000441
 - APPROVAL CODE# 04869D
 - AMOUNT: \$100.00

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office TUESDAY, March 13, 2018 and WEDNESDAY, March 14, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

RECEIVED
MAR 13 2018
BY:

2-300-369-103
600

WORKERS ' COMPENSATION QUOTATION

ARRIER: RetailFirst Insurance Company
P.O. Box 988
Lakeland FL 33802-

1-800-282-7648

PAGE 1 of 1

AGENCY: Egis Insurance and Risk Advisors - 8047
250 International Pkwy Ste 260
Lake Mary, FL 32746-5022

hone Number: (407) 401-7171

lient: Double Branch Community Development District
DBA:
c/o Governmental Mang Services 475 West Town
St. Augustine FL 32092

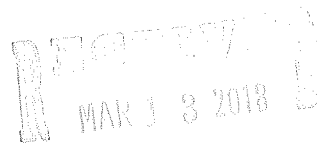
Submission Number: 0520 026909 0000
Quote Period: 3/01/18 to 3/01/19
12:01 AM
Anniversary Rating Date: 3/01/18

Plan: 010 GUARANTEED COST

RATING PERIOD: 3/01/18 to 3/01/19

RK	DE	CLASSIFICATION	PAYROLL	RATE	PREMIUM
		L-Florida			
	63	YMCA-YWCA-YMHA-YWHA INSTITUTION ALL EMPL & C	130,000.00	1.46	1,898.00
		tal Manual Premium			1,898.00
		creased Employer Liability 1,000,000/1,000,000/1,000,000			26.57
		L Minimum			93.43
					2,018.00
		rkplace Safety Credit-2%			-40.36
		perience Mod			1.00
		andard Premium			1,977.64
		pense Constant			160.00
		rrorism			13.00
		licy Grand Total			2,150.64

2.320.572.3460
602



nimum Premium \$ 306.00

IS IS A QUOTATION ONLY AND IS NOT A BINDER OF INSURANCE OR GUARANTEE OF INSURABILITY.
VERAGE REMAINS CONTINGENT UPON INSPECTION AND UNDERWRITING REVIEW. ALL QUOTES AND COVERAGE
E SUBJECT TO OFAC CLEARANCE. PLEASE VISIT OUR WEB SITE AT WWW.SUMMITHOLDINGS.COM FOR MORE
FORMATION ON OFAC REQUIREMENTS.

s Date Prepared: 3/01/18 Time Prepared: 13:41:01

From: **Jay Soriano** <jsoriano@gmsnf.com>
Subject: **Fwd: Double Branch CDD - WC Quote**
Date: March 13, 2018 at 11:23 AM
To: **Daniel Laughlin** <dlaughlin@gmsnf.com>, **Brian Sanchez** <BSANCHEZ@gmsnf.com>, **Shelby Sovine** <ssovine@gmsnf.com>



Brian,

Can we have a check cut for our Workers Comp. Ins. I will send a separate email with the quote for MV. I have taken care of the paperwork and mailed the notarized copy. They know to expect the payment from a different office.

Double Branch will pay the full premium at \$2,150.64. Please code to 2-320-572-3460, Double Branch Pool Attendants.

----- Forwarded message -----

From: **Kristina Rudez** <krudez@egisadvisors.com>
Date: Thu, Mar 1, 2018 at 1:53 PM
Subject: Double Branch CDD - WC Quote
To: Jay Soriano <jsoriano@gmsnf.com>

Hi Jay,

Please see attached Double Branch CDD WC Quote with Summit - RetailFirst Insurance Company effective 3/1/18-3/1/19.

The premium for the estimated payroll of \$130,000 would be \$2,150.64 This includes a Safety Credit. The drug-free credit of 5% can also be included if there is regular Employee Drug Testing done.

In order to bind coverage we will need the following:

- Signed, dated, and notarized Acord Application (attached) sent to my attention
- If you want to keep the 2% Safety Credit, we will need the attached Safety Credit Application completed
- If you are a Drug-Free employer then please completed the attached Drug-Free WP application so they can apply the 5% Discount.

Premium payment is due directly to Summit either in full \$2,150.64 or on installments: \$458.59 down, and balance in 9 equal payments.

Please mail check to:

Summit

PO Box 3643

Lakeland, FL 33802-3643

Upon your review please feel free to contact me with any questions you may have.

Warm regards.

From: **Oakleaf Venues** venuerentals@oakleafresidents.com

Subject: **DBCDD refund of deposit request**

Date: **March 12, 2018 at 9:26 PM**

To: **Brian Sanchez** BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Clubroom)
- DATE OF VENUE – March 4, 2018 (SUNDAY) 1:00 p.m. - 5:00 p.m.
- RESIDENT – TAMARA WAYNO
- ADDRESS – 643 BRIAR VIEW DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR:
 - DATED: 1/17/18
 - CHECK#: 299
 - DEPOSITED: 1/18/18
 - AMOUNT: \$100.00

2.300.369.103
597

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC
01/19/18	01/17/18	03/04/18	Tamara Wayno - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.

Thank you.

-

I will be out of the office TUESDAY, March 13, 2018 and WEDNESDAY, March 14, 2018, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com

(904) 770-4661 voice email

(904) 375-9285 ext. 3

www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request
Date: January 31, 2018 at 4:01 PM
To: Brian Sanchez BSANCHEZ@gmsnf.com

RECEIVED
MAR 23 2018
BY:

Good evening Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Club Room)
- DATE OF VENUE – DECEMBER 30, 2017 (SATURDAY) 10:00 a.m. - 2:00 p.m. AND
- DATE OF VENUE – JANUARY 20, 2018 (SATURDAY) 10:00 a.m. - 2:00 p.m.
- RESIDENT – TINA PHAM
- ADDRESS – 3750 SILVER BLUFF BLVD #501, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$200.00
 - DEPOSIT REFUND OF \$100.00 FOR EACH DATE REFERENCED ABOVE = \$200.00
- DEPOSIT was via VISA (9743):
 - DEPOSIT FEE FOR 12/20/17:
 - DATED: 12/02/17
 - INVOICE: 0003
 - BATCH#: 000430
 - APPROVAL CODE: 072842
 - AMOUNT: \$100.00
 - DEPOSIT FEE FOR 1/20/18:
 - DATED: 12/2/17
 - INVOICE: 0005
 - BATCH#: 000430
 - APPROVAL CODE: 099793
 - AMOUNT: \$100.00
 - TOTAL \$200.00

2-300-369-103
572

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONICCT
12/02/17	12/02/17	12/30/17	Tina Pham - OVCR DEPOSIT	DEPOSIT	\$ 100.00	
12/02/17	12/02/17	01/20/18	Tina Pham - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

Let me know if you have any questions or require any additional information.



D/B/A Atlantic Security
1714 Cesery Blvd
Jacksonville, FL 32211
Telephone#: 904-743-8444
LIC EF00001226 - LIC LU405163 - EF20000570

INVOICE

Bill To: OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

Ship To: OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PKWY
FITNESS CENTER
ORANGE PARK FL 32065

Invoice #	Order #	Customer #	Customer P.O. #	Terms	Salesperson
Invoice Dt	Order Dt				
116645	102948	81590		UPON RECEIPT	
03/16/18	03/15/18	For: 04/01/18 - 03/31/19			007

Units	U/M	Item Description	Disc	Unit Price	Amount
		Contract#: 81590-2			
		MONITOR			280.00
		COMMUNICATION CENTER			
		BURG SYSTEM			
		Subtotal			280.00
		Tax #: 1600357598-53C			
		Total Due On 04/03/18			280.00
Code to: Double Branch Fitness Center Facility Maintenance - Preventative 2-330-572-4720 28					
YOU CAN NOW PAY ONLINE VISIT US AT WWW.ATLANTICCOMPANIES.NET THANK YOU FOR YOUR BUSINESS!!!!					

From: **Oakleaf Venues** venue rentals@oakleafresidents.com
Subject: **DBCDD** refund of deposit request
Date: **March 20, 2018** at 12:54 PM
To: **Brian Sanchez** BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION - OVCR (Oakleaf Village Club Room)
- o DATE OF VENUE - March 17, 2018 (SATURDAY) 2:30 p.m. - 6:30 p.m.
- o RESIDENT - **Dexie Galvez**
- o ADDRESS - **422 HEARTHSIDE COURT, ORANGE PARK, FL 32065**
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (3790):
 - DATED: 1/5/18
 - INVOICE#: 0002
 - BATCH#: 000438
 - APPROVAL CODE: 03884D
 - AMOUNT: \$100.00

2-300-369-103
206

BY:

RECEIVED
MAR 21 2018

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC	CHECK/CASH	CREDIT CARD
01/05/18	01/05/18	03/17/18	Dexie Galvez - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-03884D

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, March 21, 2018 and THURSDAY, March 22, 2018. Inevitably, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond to my

Wanda McReynolds - Venue Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person. This email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. This email and/or attachment(s) may contain material that is privileged or protected by applicable law. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify sender immediately by telephone to obtain instructions as to whether information in this email is confidential and privileged or protected from disclosure under applicable law.

Clay County Sheriff's Office

P.O. Box 548
Green Cove Springs, FL 32043

**INVOICE**

BY:

INVOICE DATE: MARCH 20, 2018
WEEK OF: 03/09/18-03/15/18

TO:

Double Branch CDD & Middle Village CDD
370 Oakleaf Village Parkway
Orange Park, FL 32065

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03/11/18	BRYAN SMITH	1700-2300	6	30.00	180.00
03/12/18	STEVEN HILLS	1700-2300	6	30.00	180.00
03/13/18	EVA SOLIS	1700-2300	6	30.00	180.00
03/14/18	JONATHAN BROWN	1700-2300	6	30.00	180.00
03/15/18	JONATHAN BROWN	1700-2300	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$900.00/2

\$ 450.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O Brittany Gillard.

THANK YOU FOR YOUR BUSINESS!

SoutheastFitness

REPAIR

Equipment Repair & Maintenance

14476 Duval Place West, Suite 208 • Jacksonville, FL 32218

Office: 904.683.1439 • Fax: 904.683.1624

southeastfitnessrepair@comcast.net

www.southeastfitnessrepair.com

Invoice # 7763A

Facility Name:	Double Branch
Facility Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Billing Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Contact & Phone:	
Reason for call:	TM - RATTLING FROM PM AND ELL PROGRAMMING BUTTON WILL NOT START- NOT THE QUICK START. DAVID 904-406-2200

Date: 28-Feb-2018
Payment is due within 30 days of invoice date.

Description	Part #	Part Cost	QTY	Total
TRAVEL 1 - 60 MILES: TRAVEL 1 - 60 MILES		65.00	1.00	65.00
LABOR PER HOUR 1 TECH: LABOR PER HOUR 1 TECH		60.00	2.00	120.00
Comments:				
				<i>Parts Total</i> 185.00
				<i>Tax</i> 0.00
				<i>Balance</i> 185.00

Technician: AVERY HAMMONDS

Thank you for your business.

Code to:
Double Branch Repair and Replacement
02-320-572-63100

305

RECEIVED
MAR 2 1 2018

BY:

From: **Oakleaf Venues** venue rentals@oakleafresidents.com

Subject: **DBCDD** refund of deposit request

Date: **March 20, 2018 at 1:00 PM**

To: **Brian Sanchez** BSANCHEZ@gmsnf.com

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (Oakleaf Village PATIO)
- o DATE OF VENUE – **March 17, 2018 (SATURDAY)** 2:00 p.m. - 6:00 p.m.
- o RESIDENT – **Wayne Hartson**
- o ADDRESS – **1094 MOOSEHEAD DRIVE, ORANGE PARK, FL 32065**
- o AMOUNT OF REFUND - \$100.00
- o DEPOSIT REFUND
 - DEPOSIT was via CASH:
 - CASH RECEIPT DATED: 2/26/18
 - CASH RECEIPT#: 059323
 - AMOUNT: \$250.00 (included Rental & DEPOSIT fee)
 - DEPOSITED: 2/26/18

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC CHECK/CASH	CREDIT CARD
02/26/18	02/26/18	03/17/18	Wayne Hartson (Crystal) - OV PATIO DEPOSIT		\$ 100.00		CR# 059323
							DEP:

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office WEDNESDAY, March 21, 2018 and THURSDAY, March 22, 2018; therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond to my

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com

(904) 770-4661 voice email

(904) 375-9285 ext. 3

www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person. This email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify sender immediately by telephone to obtain instructions as to whether information in this email is confidential and privileged or protected from disclosure under applicable law.

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 1965**Invoice Date:** 3/26/18**Due Date:** 3/26/18**Case:****P.O. Number:****Bill To:**

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



BY:

Description	Hours/Qty	Rate	Amount
Phones- 002-320-57200-41000		99.07	99.07
Permits/ Licenses-002-320-57200-49300		26.95	26.95
Repair & Replacements-002-320-57200-63100		209.51	209.51
Special Events-002-320-57200-49400		753.17	753.17
Office Supplies-002-320-57200-51000		404.45	404.45
Recreation passes-002-320-57200-62000		232.47	232.47
American Express November 2017			
92			

Total \$1,725.62**Payments/Credits** \$0.00**Balance Due** \$1,725.62

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – November 20, 2017

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	GMS	Total
10/19/2017	papa Johns	235	Spec. event-	02.330.57200.49400	141	02.320.57200.49400	94		235
10/19/2017	papa Johns	236.58	Spec. event-	02.330.57200.49400	141.95	02.320.57200.49400	94.63		236.58
10/20/2017	party city	158.32	Spec. event-	02.330.57200.49400	79.16	02.320.57200.49400	79.16		158.32
10/20/2017	papa Johns	100	Spec. event-	02.330.57200.49400	60	02.320.57200.49400	40		100
10/20/2017	publix	47.38	Spec. event-	02.330.57200.49400	28.43	02.320.57200.49400	18.95		47.38
10/25/2017	Clay County	48.35	Trailer Tags	34.600.538.64000	24.17	2.320.57200.63100	24.18		48.35
10/26/2017	CustomInk	423.92	Spec. event-	02.330.57200.49400	211.96	02.320.57200.49400	211.96		423.92
10/26/2017	ADASignDepot	419.9	sidewalk marker replacement	34.600.538.64000	419.9				419.9
10/27/2017	office depot	136.48	Office Supplies			2.320.572.5100	136.48		136.48
10/30/2017	ADASignDepot	209.95	sidewalk marker replacement	34.600.538.64000	209.95				209.95
10/31/2017	office depot	147.98	Office Supplies			2.320.572.5100	147.98		147.98
11/3/2017	office depot	119.99	Office Supplies			2.320.572.5100	119.99		119.99
11/3/2017	RingCentral	198.15	VOIP phones	2.330.57200.41000	99.08	2.320.57200.41000	99.07		198.15
11/7/2017	Speedway	62.62	Gas for carts	34.600.538.64000	31.31	2.320.57200.63100	31.31		62.62
11/7/2017	BatteriesPlus	382.35	Tennis Cart batteries	2.330.572.34400	382.35				382.35
11/8/2017	BatteriesPlus	382.35	Tennis Cart batteries	2.330.572.34400	382.35				382.35
11/9/2017	head-penn	88.16	Tennis Supplies	2.330.572.34400	88.16				88.16
11/10/2017	BuggiesUnlim	308.04	Golf Cart tires	34.600.538.64000	154.02	2.320.57200.63100	154.02		308.04
11/15/2017	Mood media	26.95	Music License			2.320.572.49300	26.95		26.95
11/15/2017	Mood media	26.95	Music License	2.310.513.49300	26.95				26.95
11/15/2017	BaskinRobbins	26.99	Spec. event-			02.320.57200.49400	26.99		26.99
11/15/2017	Great American Cookies	28.99	Spec. event-			02.320.57200.49400	28.99		28.99
11/16/2017	Walmart	148.84	Spec. event-	02.330.57200.49400	74.42	02.320.57200.49400	74.42		148.84
11/16/2017	BuggiesUnlim	90.47	Tennis cart repair	34.600.538.64000	90.47				90.47
11/16/2017	IDZone	464.95	access card film	02.330.572.49300	232.48	02.320.572.6200	232.47		464.95
11/17/2017	Dunkin	112.25	Spec. event-	02.330.57200.49400	56.13	02.320.57200.49400	56.12		112.25
11/20/2017	Walmart	55.89	Spec. event-	02.330.57200.49400	27.94	02.320.57200.49400	27.95		55.89
Totals:		\$4,687.80			\$2,962.18		\$1,725.62	\$0.00	\$4,687.80

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – November 20, 2017

Totals by GL

Double Branch: \$1725.62

2.320.572.4100 (DB Phones) – \$99.07
2.320.572.49300 (DB permits/ licenses) – \$26.95
2.320.572.63100 (DB Repair and Replacements) - \$209.51
2.320.572.49400 (DB Special Events) - \$753.17
2.320.572.5100 (DB Office Supplies) - \$ 404.45
02.320.572.6200 (DB recreation passes) - \$232.47

Amex November 17

Middle Village: \$2962.18

2.330.572.4100 (MV Phones) – \$99.08
2.310.513.49300 (MV permits/ licenses) – \$26.95
34.600.538.64000 (MV repair & replacements) – \$929.82
2.330.572.49400 (MV Special Events) - \$820.99
2.330.572.34400 (MV Tennis Maintenance) – \$852.86
02.330.572.49300 (MV recreation passes) - \$232.48

Amex Nov. 17



JAY SORIANO
Card Ending 6-63053

\$245.72 ♦

10/19/17

PAPA JOHN'S
0000000000000000032222

JACKSONVILLE

FL

Amount

\$235.00 ♦

Continued on reverse

Detail Continued

♦ - denotes Pay Over Time activity

					Amount
10/19/17	PAPA JOHN'S 0000000000000000032222	JACKSONVILLE	FL		\$236.58 ♦
10/20/17	PARTY CITY 0274 000000274 9047771318 MISC RETAIL	JACKSONVILLE	FL		\$158.32 ♦
10/20/17	PAPA JOHN'S 0000000000000000032222	JACKSONVILLE	FL		\$100.00 ♦
10/20/17	PUBLIX 8636881188 Description REFER TO RECEIPT	ORANGE PARK	FL		\$47.38
10/25/17	CLAY COUNTY TAX 8888916064	GREEN COVE SPR	FL		\$48.35
10/26/17	CUSTOMINK GROUPS CUSTOMINK GROUP 7038912205	FAIRFAX	VA		\$423.92 ♦
10/26/17	ADASIGNDEPOT.COM 8583859095 Description OFFICE SUPPLIES AND	8583859095	CA		\$419.90 ♦
10/27/17	OFFICEMAX/OFFICEDEPOT6826 000006826 8004633768 INK,REPLACE HP 950XL/951,MP	JACKSONVILLE	FL		\$136.48 ♦
10/30/17	ADASIGNDEPOT.COM 8583859095 Description OFFICE SUPPLIES AND	8583859095	CA		\$209.95 ♦
10/31/17	OFFICEMAX/OFFICEDEPOT6826 000006826 8004633768 HP,OFFICEJET,PRO,8710 2YR REPL PRINTER 125-149.99	JACKSONVILLE	FL		\$147.98 ♦
11/03/17	OFFICEMAX/OFFICEDEPOT6826 000006826 8004633768 HP,OFFICEJET,PRO,8710	JACKSONVILLE	FL		\$119.99 ♦
11/06/17	RINGCENTRAL 5036825008 94002	BELMONT	CA		\$198.15 ♦
11/07/17	SPEEDWAY 06910 542929823069109 9043174981 Description AUTOMATED FUEL DISP	JACKSONVILLE	FL		\$62.62
11/07/17	BATTERIES PLUS 9043750495 Description MISC. RETAIL STORES	ORANGE PARK	FL		\$382.35 ♦
11/08/17	BATTERIES PLUS 9043750495 Description MISC. RETAIL STORES	ORANGE PARK	FL		\$382.35 ♦
11/09/17	HEAD/PENN RACQUET SPTS 000000353104002 6024472340 Description DURABLE GOODS	PHOENIX	AZ		\$88.16
11/10/17	BUGGIES UNLIMITED 0655 904-421-3003 Description AUTOMOTIVE DEALERS	JACKSONVILLE	FL		\$308.04 ♦
11/15/17	MOOD PANDORA 0684 AUSTIN TX				\$26.95
11/15/17	MOOD PANDORA 0684 AUSTIN TX				\$26.95
11/15/17	BASKIN #360605 ONLINECAKE 904-269-2444 FOOD	904-269-2444	FL		\$26.99
				\$26.99	

Continued on next page



Business Green Rewards Card
GMS LLC
JAMES PERRY
Closing Date 11/20/17



p. 5/7

Account Ending 6-64002

Detail Continued

♦ - denotes Pay Over Time activity

				Amount
11/15/17	GREAT AMERICAN COOKIES 00-08022408010 904-2647654	ORANGE PARK	FL	\$28.99
11/16/17	WAL-MART SUPERCENTER 6978 6978 DISCOUNT STORE	JACKSONVILLE	FL	\$148.84 ♦
11/16/17	BUGGIES UNLIMITED 0655 904-421-3003 Description AUTOMOTIVE DEALERS	JACKSONVILLE	FL	\$90.47
11/16/17	ID ZONE IDZONE MIAMI	MIAMI	FL	\$464.95 ♦
11/17/17	DUNKIN #346314 Q35 904-778-0700	JACKSONVILLE	FL	\$112.25 ♦
11/20/17	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$55.89

Fees

		Amount
Total Fees for this Period		\$0.00

Interest Charged

		Amount
Total Interest Charged for this Period		\$0.00

About Trailing Interest

You may see interest on your next statement even if you pay the new balance in full and on time and make no new charges. This is called "trailing interest." Trailing interest is the interest charged when, for example, you didn't pay your previous balance in full. When that happens we charge interest from the first day of the billing period until we receive your payment in full. You can avoid paying interest on purchases by paying your balance in full and on time each month. Please see the "When we charge interest" sub-section in your Cardmember Agreement for details.

2017 Fees and Interest Totals Year-to-Date

		Amount
Total Fees in 2017		\$171.00
Total Interest in 2017		\$325.60

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge
OPEN Extended Payment Option	29.99% (v)	\$0.00	\$0.00
Total			\$0.00
(v) Variable Rate			



ADA Sign Depot

Order confirmation



Thank you for your order, Jay.

This email confirms the receipt of your recent order with us. You can view the status of your order at any time at ADASD-7590.

Order #7590

Thursday, October, 26, 2017

NAME	CODE	QTY	PRICE
Flexible Urethane ADA Truncated Domes Pad - Surface Applied - 2' x 4'	UTP- 1002	2	209.95
	Subtotal		419.90
	Shipping		0.00
	Tax		0.00
	Grand Total		419.90

SHIPS TO

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, FL 32065
US United States
9045620249

BILL TO

Jay Soriano
GMS LLC
475 W Town Pl
suite 114
St Augustine, FL 32092
US United States
9045620249
manager@oakleafresidents.com

You are receiving this email because you placed an order with ADA Sign Depot
[Privacy Policy](#) | [Contact Us](#)



Virus-free. www.avg.com



ADA Sign Depot

Order confirmation



Thank you for your order, Jay.

This email confirms the receipt of your recent order with us. You can view the status of your order at any time at ADASD-7599.

Order #7599

Monday, October, 30, 2017

NAME	CODE	QTY	PRICE
Flexible Urethane ADA Truncated Domes Pad - Surface Applied - 2' x 4'	UTP- 1002	1	209.95
	Subtotal		209.95
	Shipping		0.00
	Tax		0.00
	Grand Total		209.95

SHIPS TO

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, FL 32065
US United States
9043421441

BILL TO

Jay Soriano
GMS LLC
475 W Town Pl
suite 114
St Augustine, FL 32092
US United States
9045620249
manager@oakleafresidents.com

You are receiving this email because you placed an order with ADA Sign Depot
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Virus-free. www.avg.com



Thanks for choosing Baskin-Robbins. Here is the confirmation receipt for your order.

BASKIN-ROBBINS
1910 Wells Road, Orange Park, FL 32073

Order # 97651047

(904) 269-2444

Payment Method: Credit Card Amex x-3053

FOR PICKUP

Order ready at 12:00 PM, (TUESDAY, 11/21/2017)

1 x Turkey Cake

- Turkey (All Ice Cream) - serves 12-16 (1 x \$26.99) = \$26.99
- Turkey Cake H-59
- OREO® Cookies 'n Cream (Customer Favorite)
- None
- None

SUBTOTAL \$26.99

TAX \$0.00

TOTAL \$26.99

Note: Add noreply@olo.com to your safe-senders list so that you are sure to receive our messages.
For order or delivery issues, please contact BASKIN-ROBBINS at (904) 269-2444.
Order placed at 2:06 PM



Virus-free. www.avg.com

Batteries Plus Bulbs #485

36 A Blanding Blvd
Orange Park, FL 32073
9043750495

Ticket: #485-297850 Utr: DARWIN
Date: 11/7/2017 1:45:45 PM Sta: 485-02
Original order:

Item Description	Qty	Price	Total
SLIGCBV			
8V GCB FLOODED 12	3	125.95	377.85
GCBV, GCBV-110		SaleLine	
ENV150	3	1.50	4.50
ENVIRONMENTAL FEE		SaleLine	
ENV150			
Item Subtotal			382.35
Tax			0.00
Total			382.35

Tender:
AMEX
XXXXXXXXXX3053
Auth: 548449

Sale amt recvd 382.35

Items purchased: 6

Sold To:

Middle Village Community
SAINT AUGUSTINE, FL 32092

Customer PO#11/7/17

GET THE BATTERY, LIGHT BULB
AND HELPFUL ADVICE YOU NEED.
ASK ABOUT OUR BATTERY REBUILD SERVICES
FOR CORDLESS TOOLS AND MORE
VISIT US AT BATTERIESPLUS.COM

Batteries Plus Bulbs #485

36 A Blanding Blvd
Orange Park, FL 32073
9043750495

*** Duplicate ***

Ticket: #485-297891 Utr: DARWIN
Date: 11/8/2017 1:58:34 PM Sta: 485-01
Original order:

Item Description	Qty	Price	Total
SLIGCBV			
8V GCB FLOODED 12	3	125.95	377.85
GCBV, GCBV-110		SaleLine	
ENV150	3	1.50	4.50
ENVIRONMENTAL FEE		SaleLine	
ENV150			
Item Subtotal			382.35
Tax			0.00
Total			382.35

Tender:
VISA/MC
XXXXXXXXXX3053
Auth: 578816

Sale amt recvd 382.35

Items purchased: 6

Sold To:

Middle Village Community
SAINT AUGUSTINE, FL 32092

Customer PO#11/8/17

GET THE BATTERY, LIGHT BULB
AND HELPFUL ADVICE YOU NEED.
ASK ABOUT OUR BATTERY REBUILD SERVICES
FOR CORDLESS TOOLS AND MORE
VISIT US AT BATTERIESPLUS.COM

Invoice

BUGGIES UNLIMITED
6358 Paysphere Circle
CHICAGO, IL 60674

888-444-9994

Invoice No:	72841116
Customer No:	W000185749

To:

Ship To:

Jay Soriano
475 W Town Pl
suite 114
St Augustine, FL 32092
US

Jay Soriano
370 Oak Leaf Village Pkwy
Orange Park, FL 32065
US

SO#	F.O.B	Payment Terms	Due Date	Salesperson
16459601	SHIPPING POINT	Credit Card	Nov/19/2017	Ray Rohm
Ship Date	Order Date	Ordered By	PO #	Resale #
Nov/15/2017	Nov/15/2017			
Order Quantity	Shipped Quantity	Tax	Item Number Description	Unit Price Extended Price
1.00	1.00		55595 Weight 3.00 Warehouse: JAX Solenoid; 48 Volt High Amp Curtis, SW180B w/Bracket Old Item # 30912 TRACKING NUMBER 1ZA19E960399240403 CARRIER UPS SERVICE Ground Thank you very much for your order! Please inspect the items in your order upon arrival. If there are any issues, please let us know within 30 days. We'd love to see you again! Please use promotion code "BBACK10" to save 10% on your next order!	\$75.56 \$75.56

Print Date	Nov/15/2017
Print Time	5:35:17 PM
Page #	1 of 1

1.5% Interest charged on all accounts not paid by invoice due date

Subtotal \$	75.56
Freight / Handling \$	8.99
Sales Tax \$	5.92
Invoice Total \$	90.47
Total Weight	3.00

All amounts in US dollars

BUGGIES UNLIMITED
6358 Paysphere Circle
CHICAGO, IL 60674

888-444-9994

Sales Confirmation

Order No.	16459601
Customer No.	W000185749
Telephone	9045620249
FAX	

To:

Jay Soriano
475 W Town Pl
suite 114
St Augustine, FL 32092
US

Ship To:

Jay Soriano
370 Oak Leaf Village Pkwy
Orange Park, FL 32065
US

Ship Via	F.O.B	Shipping Terms	Order Date	Salesperson	
UPS-Grou	SHIPPING POINT	PPD	Nov/15/2017		
Payment		Ordered By	PO #		
Credit Card					
Order Quantity	Back Order Quantity	Item Number Description	Ware House	Unit Price	Extended Price
1.00		55595 Solenoid; 48 Volt High Amp Curtis, SW180B w/Bracket Old Item # 30912	JAX	\$75.56	\$75.56

Print Date	Nov/15/2017
Print Time	12:50:45 PM
Page #	1 of 1

Subtotal \$	75.56
Freight / Handling \$	8.99
Sales Tax \$	5.92
Order Total \$	90.47

All amounts in US dollars

BUGGIES UNLIMITED
6358 Paysphere Circle
CHICAGO, IL 60674

888-444-9994

Sales Confirmation

Order No.	W8815081
Customer No.	W000185749
Telephone	9045620249
FAX	

To:

Jay Soriano
475 W Town Pl
suite 114
St Augustine, FL 32092
US

Ship To:

Jay Soriano
370 Oakleaf Village Pkwy
orange park, FL 32065
US

Ship Via	F.O.B	Shipping Terms	Order Date	Salesperson		
UPS-Grou	SHIPPING POINT	PPD	Nov/9/2017	AX Admin		
Payment		Ordered By		PO #		
Credit Card				0		
Order Quantity	Back Order Quantity	Item Number Description		Ware House	Unit Price	Extended Price
1.00		A19-214 T&W ASSY SET(4), 41019TIRE/10330WHEEL		JAX	\$287.89	\$287.89

Print Date	Nov/9/2017
Print Time	10:36:41 AM
Page #	1 of 1

Subtotal \$	287.89
Freight / Handling \$	0.00
Sales Tax \$	20.15
Order Total \$	308.04

All amounts in US dollars



Receipt: #16035957

Date: 03/23/2018

Bill To:

Jay Soriano

475 W Town Pl suite 114

St Augustine, FL 32092

Design Name: 2017trot

Decoration: Screenprinting, 1 color front, 1 color back

Item	Sizes / Quantity
Jerzees 50/50 Long Sleeve T-shirt — True Red	YS: 4, YM: 3, S: 7, M: 7, L: 5, XL: 2
	Total Quantity: 28

Subtotal:\$423.92

Service Discounts:-\$20.00

Total:\$403.92

Amount Paid:\$-403.92

Balance Due:\$0.00

If you have any questions, please call 866-485-8160.
Thank you for placing your order with Custom Ink.
We appreciate your business and look forward to serving you again.

Order Placed	Artwork Completed	Order Shipped	Shipping/Tracking Number
10/26/2017	10/31/2017	11/03/2017	UPS/1Z04168Y0301301383



Order #100034875_36752

Order Date: Nov. 15, 2017

Shipping Address

Oakleaf Plantation
Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida 32065
T: 9045620249

Billing Address

Jay Soriano
GMS LLC
475 W Town Pl
orange park, Florida 32065
T: 9045620249

Shipping Method

N/A

Payment Method

Credit Card ending in 2055

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Subscription	MUSIC-SERVICE-PANDORA	\$26.95	Ordered: 1 Shipped: N/A	\$26.95
Subtotal				26.95
Shipping & Handling				N/A
Tax				\$0.00
Grand Total				\$26.95

Welcome to Dunkin' Donuts
Store #346314
116-01 Oakleaf Village Parkway, Jackson
11/17/2017 12:19:20 PM

Eat In
Order: 997

Register:1 Tran Seq No: 2580997

Cashier:Amanda R.

*****SALE*****

9	12 Donuts	76.41
1	\$For Item	(7.49)
1	\$Off Item	(1.00)
1	\$Off Item	(1.00)
1	\$Off Item	(1.00)
1	\$Off Item	(1.00)
1	\$Off Item	(1.00)
1	\$Off Item	(1.00)
1	\$Off Item	(1.00)
1	\$Off Item	(1.00)
3	Bx Joe Orig Bld	47.97

Sub. Total:	\$108.89
Tax:	\$3.36
Total:	\$112.25
Discount Total:	(\$15.49)

Change	\$0.00
American Express:	\$112.25

American Express
Card Num : XXXXXXXXXXXX3053
Terminal : 0001
Approval : 654782

I agree to pay the above Total Amount
according to Card Issuer Agreement.

Signature: _____

Tell us about today's visit
at www.telldunkin.com within 3 days

RECEIVE A FREE CLASSIC DONUT
on your next visit when you
purchase a Medium or Larger Beverage
Survey Code: 99701-46314-1211-1778

Enter Validation Code: _____
See restrictions on dunkindonuts.com
Franchisee - Use PLU #201
Redeem offer with this receipt

Visit DunkinNation.com for product
fers and news. Enter Code DD2957

See You Soon



**GREAT AMERICAN COOKIES ORANGE
PARK MALL**
1910 Wells Rd, Orange Park, FL 32073

Order # 97652323
(Note: You do not need
this number to pickup)

(904) 264-7654

Payment Method: Credit Card Amex x-3053

FOR PICKUP

Order ready at **12:00 PM**, (TUESDAY, 11/21/2017)

1 x Turkey Happy Thanksgiving - HF2654

- 1 x Thanksgiving/Fall Turkey Happy Thanksgiving - HF2654
- 1 x 16 Inch Round (serves 8-16 people) (1 x \$28.99) = \$28.99

SUBTOTAL \$28.99

TAX \$0.00

TOTAL \$28.99

Happy Eating! Thank you for ordering online with us.



©2015 GREAT AMERICAN COOKIES



Virus-free. www.avg.com



HEAD/Penn Racquet Sports
306 South 45th Avenue
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD
DBA Oakleaf Plantation
475 Town Place West Ste 114
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice		5192679348	
Billing Date 11/08/2017	Ship Date 11/08/2017	Order Date 11/01/2017	Requested Date 11/10/2017
Terms Credit Card preauth.			Due Date
Order No. 5102327557	P.O. Number RADICAL TOUCH DEMO		Order Entered By: BJOHNSON
Salesrep: ELLIS, JEFF Order Placed By: JE			

Ship-to address
Oakleaf Plantation
370 Oakleaf Village Pwky
ORANGE PARK FL 32065

Authorization no.:

127029 00000057 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
232618	Graphene Touch Radical - DEM	U30	1 PC	162.00	0.000	81.00	81.00
281103	HAWK Set	16 GR	1 PC		0.000		

Total Number of Units 2

Shipping Information
Packing Slip, BOL: 5182622145
Shipping Terms: FOB Origin
Shipment Origin: BALTIMORE MD
Shipped Via: FED EX GROUND (PPA)
Gross Weight: 2.750 LB 1.247 KG

Box Tracking Number
289180173625097

Total Number of Cartons 1

Items total	81.00	USD
Freight Charge	7.16	USD
Final amount	88.16	USD
Charged to your American Express *****053	88.16	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).
This site allows you to see current stock of goods, place orders,
track orders, and check invoices 24 hours a day!
To receive your login information please email: askus@us.head.com



Order Information

Order Number: 8036891
Date: 11/14/2017 16:42:52

Bill To Address

Jay Soriano
GMS LLC
475 W Town Pl
St Augustine, FL 32092 US

Ship To Address

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, FL 32065 US

Tracking Information

Order Status: Shipped

Shipped By: UPS

Reorder	Item #	Description	Quantity	Price/Eac h	Total
	<u>84052</u>	Fargo 84052 Color Ribbon - YMCKK - 500 prints	2	\$179.00	\$358.00
	<u>84053</u>	Fargo 84053 HDP Film - 1500 prints	1	\$106.95	\$106.95
		Shipping: FREE UPS Ground			\$0.00
		Sales Tax			\$0.00
		Total			\$464.95



Order #100034875_36753

Order Date: Nov. 15, 2017

Shipping Address

Oakleaf Plantation
Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida 32065
T: 9045620249

Billing Address

Jay Soriano
GMS LLC
475 W Town Pl
orange park, Florida 32065
T: 9045620249

Shipping Method

N/A

Payment Method

Credit Card ending in 2055

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Subscription	MUSIC-SERVICE-PANDORA	\$26.95	Ordered: 1 Shipped: N/A	\$26.95
Subtotal				26.95
Shipping & Handling				N/A
Tax				\$0.00
Grand Total				\$26.95

Office DEPOT OfficeMax[®]

JACKSONVILLE - (904) 573-8221

10/27/2017 5:31 PM



2PTTUY9PQ355MB88W

SALE	6826-1-6525-883041-17.7.2
902231 INK, REPLACE HP	90.99
You Pay	90.99SS
902231 INK, REPLACE HP	90.99
Promotion	-45.50
You Pay	45.49SS
Subtotal:	136.48
Total:	136.48
Amex 053:	136.48

AUTH CODE 846808

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS Signature Verified

JAY SORIANO 603740602

Congratulations! You've reached VIP
rewards status. You'll now get 5% back
on paper, ink, toner & copy/print/ship
services PLUS 2% back on everything
else. Visit officedepot.com/rewards to
view all benefits of being a VIP
member

Tax Exemption Number 000600486993

Total Savings:

\$45.50

WE WANT TO HEAR FROM YOU!

Participate in our online customer
survey and receive a coupon for
\$10 off your next qualifying
purchase of \$50 or more on
office supplies, furniture and more.
(Excludes Technology. Limit 1 coupon per
household/business.)

Visit www.officedepot.com/feedback
and enter the survey code below:

74XB 556H 3RD6

Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

10/31/2017 2:22 PM



2PTTY9P53Y5XB48W

SALE 6826-1-6942-798281-17.7.2

760166 HP,PRINT,QJ871 199.99

Instant Savings -70.00

Promotion

You Pay 129.99SS

608333 2YR,PRTR,125-1 24.99

Promotion -7.00

You Pay 17.99SS

Register your SquareTrade Plan

online at www.OfficeDepot.com/

Protection or call 844-637-7768

1 906400683243

EMP ID: 798281

Subtotal: 147.98

Total: 147.98

Amex 053: 147.98

AUTH CODE 872972

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS Signature Verified

JAY SORIANO 603740602

Congratulations! You've reached VIP
rewards status. You'll now get 5% back
on paper, ink, toner & copy/print/ship
services PLUS 2% back on everything
else. Visit officedepot.com/rewards to
view all benefits of being a VIP
member

Tax Exemption Number 000600486993

Total Savings:

\$77.00

WE WANT TO HEAR FROM YOU!

Participate in our online customer
survey and receive a coupon for
\$10 off your next qualifying
purchase of \$50 or more on
office supplies, furniture and more.
(Excludes Technology. Limit 1 coupon per
household/business.)

Visit www.officedepot.com/feedback
and enter the survey code below:

E4XC AD9G 85EQ

Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

11/03/2017 12:05 PM



2PTT9YPPA3Q54BMCW

SALE 6826-1-7203-798281-17.7.2

760166 HP,PRINT,0J871 119.99SS

Override - Customer Satisfaction

You Pay	119.99SS
Subtotal:	119.99
Total:	119.99
Amex 053:	119.99

AUTH CODE 879034

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS Signature Verified

JAY SORIANO 603740602

Congratulations! You've reached VIP
rewards status. You'll now get 5% back-
on paper, ink, toner & copy/print/ship
services PLUS 2% back on everything
else. Visit officedepot.com/rewards to
view all benefits of being a VIP
member

Tax Exemption Number 000600486993

Total Savings:

\$10.00

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

WE WANT TO HEAR FROM YOU!

Participate in our online customer
survey and receive a coupon for
\$10 off your next qualifying
purchase of \$50 or more on
office supplies, furniture and more.
(Excludes Technology. Limit 1 coupon per
household/business.)

Visit www.officedepot.com/feedback
and enter the survey code below:

R4XD 6BBQ KDKH

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Thank You For Choosing
Papa Johns
Restaurant #3148
9542 Argyle Forest Blvd #C11
Jacksonville, FL 32222
(904)573-2696

Name: Jay Soriano
Address: 370 Oakleaf Village Parkway
Orange Park FL 32065-

Order #: 0002 Phone /Delivery

Danny 10/20/2017 05:30 PM
Out Time:

Card Type: American Express
Account #: xxxx3053
Authorization #: 532718
Reference #: 568030
Batch ID:

Subtotal: 197.00
Tax: 13.58

Total: 210.58
American Express: 210.58

Tip: _____

Total: _____

Additional Tender Amt: 0.00

Any delivery fee charged is not a tip for the driver. Please reward your Driver with a tip for outstanding service.

Customer Signature

X _____

Customer Copy

Better Ingredients
Better Pizza

Thank You For Choosing
Papa Johns
Restaurant #3148
9542 Argyle Forest Blvd #C11
Jacksonville, FL 32222
(904)573-2696

Name: Jay Soriano
Address: 370 Oakleaf Village Parkway
Orange Park FL 32065-

Order #: 0003 Phone /Delivery

Danny 10/20/2017 06:30 PM
Out Time:

Card Type: American Express
Account #: xxxx3053
Authorization #: 539738
Reference #: 568031
Batch ID:

Subtotal: 197.00
Tax: 13.58

Total: 210.58
American Express: 210.58

Tip: _____

Total: _____

Additional Tender Amt: 0.00

Any delivery fee charged is not a tip for the driver. Please reward your Driver with a tip for outstanding service.

Customer Signature

X _____

Merchant Copy

Better Ingredients
Better Pizza

Thank You For Choosing
Papa Johns
Restaurant #3148
9542 Argyle Forest Blvd #C11
Jacksonville, FL 32222
(904)573-2696

Name: Jay Soriano
Address: 370 Oakleaf Village Parkway
Orange Park FL 32065-

Order #: 0002 Phone /Delivery

Danny 10/20/2017 05:27 PM
Out Time: 05:45 PM

Card Type: American Express
Account #: xxxx3053
Authorization #: 532718
Reference #: 568030
Batch ID:

Subtotal: 197.00
Tax: 13.58
=====

Total: 210.58

American Express: 210.58

Tip: _____

Total: 235.58

Additional Tender Amt: 0.00

Any delivery fee charged is not a tip for the
driver. Please reward your Driver with a tip
for outstanding service.

Customer Signature

Customer Copy

Better Ingredients
Better Pizza

Thank You For Choosing
Papa Johns
Restaurant #3148
9542 Argyle Forest Blvd #C11
Jacksonville, FL 32222
(904)573-2696

Name: holly raines
Address: 4035 Plantation Oaks Blvd
Orange Park FL 32065-

Order #: 0219 Phone /Delivery

Tito 10/20/2017 08:47 PM
Out Time: 08:59 PM

Card Type: American Express
Account #: xxxx3053
Authorization #: 213096
Reference #: 568446
Batch ID:

Subtotal: 73.00
Tax: 0.00
=====

Total: 73.00

American Express: 73.00

Tip: 27.50

Total: 100.50

Additional Tender Amt: 0.00

Any delivery fee charged is not a tip for the
driver. Please reward your Driver with a tip
for outstanding service.

Customer Signature

X

Merchant Copy

Thank You For Choosing
Pina Jotas
Restaurant #1048
1542 W. 10th Street, Suite 100
Tomball, TX 77375
(281) 355-1111

Name: Ray Barlow
Address: 200 Oakleaf Village Parkway
Orange Park, FL 32067

Order #: 0000 Phone Delivery:

Dinner 10:20/2000 10:25 PM
Late Fee: 10:40 PM

Card Paper, Paper, and Express
Account #: 00000000
Master Card #: 000000
Reference #: 000000
Batch: 000

Subtotal:	100.00
Tax:	10.00
Tip:	20.00
Master Card Express:	20.00

Total: 26 00
Total: 236 58

Additional Tender Amt: 0.00

Any delivery fee charged is not a tip for the
driver. Please reward your driver with a tip
for outstanding service.

Customer Signature

Merchant Copy

Owner Signature
Owner Print

PartyCity

6001 ARGYLE FOREST BLVD, UNIT
JACKSONVILLE, FL 32244
904 777-1318

013051689445 500CT GRN WR \$55.00 T
500CT GRN WRISTBAND SOLID
\$30 OFF \$150 \$9.28 -
013051689308 250CT GRN WR \$45.00 T
250CT GRN WRISTBAND SOLID
\$30 OFF \$150 \$7.59 -
048419766094 640Z BUBBLES \$7.98 T
640Z BUBBLES
2 @ \$3.99
\$30 OFF \$150 \$1.34 -
841493060061 10IN BUBBLE \$69.98 T
10IN BUBBLE MACHINE
2 @ \$34.99
\$30 OFF \$150 \$11.79 -
809801819091 EM ZOMBIEKID \$0.00
EM ZOMBIEKIDS \$30OFF1501020

=====

SUBTOTAL	\$147.96
GEN MERCH TAX @ 7.000%	\$10.36
TOTAL	\$158.32
CR AMEX	\$158.32
ITEMS = 7	YOU SAVED \$30.00

=====

CR AMEX SALE \$158.32
XXXXXXXXXXXX3053 CHIP
APPR: 878071
JOURNAL: 0274110851397974

AID: A000000025010801
Application Label: AMERICAN EXPRESS
Cryptogram Type: TC
Cryptogram: DF1A3608BD0800F7

=====

STORE 274 TRN 48 REG 1
10-20-2017 11:32:58 AM

OBA 160D 001 020

J



OBA160D001020J

Publix

Oak Leaf Commons
1075 Oakleaf Plantation Parkway
Orange Park, FL 32065
Store Manager: Brian Todd
904-291-5108

ICE 20 LB
12 @ 3.69 44.28 T F

Order Total	44.28	
Sales Tax	3.10	
Grand Total	47.38	
Credit	Payment	47.38
Change	0.00	

PRESTO!

Trace #: 056077
Reference #: 0850043313
Acct #: XXXXXXXXXXXX3053
~~Purchase~~ American Express
Amount: \$47.38
Auth #: 879*93

CREDIT CARD	PURCHASE
A000000025010801	AMERICAN EXPRESS
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Jess

10/20/2017 15:01 81169 5105 5641 00263

Free \$10 Publix Gift Card when you get
— your flu shot at any Publix Pharmacy.
Please see Pharmacy for details.

Publix Super Markets, Inc.



Service Statement

Account Information

Account Number: (904) 770-4650
Statement Date: 11/06/2017
Service Plan: RingCentral Office
Reference #: 5036825008

Billed To:
Jay Soriano
Oakleaf Plantation
475 west town place
St Augustine, FL 32092, United States

Statement Summary

Total Current Charges \$198.15

Your credit card ending in [3053] was charged \$198.15.

This charge will appear as "RingCentral, Inc" on your credit card statement.

Statement Details

Period	Service	Amount
11/06/2017 - 12/05/2017	Subscription Fee - Monthly (RingCentral Office)	\$49.99
	44.01% off / month discount	(\$22.00)
11/06/2017 - 12/05/2017	DigitalLine Unlimited - (904) 770-4667	\$49.99
	44.01% off / month discount	(\$22.00)
11/06/2017 - 12/05/2017	DigitalLine Unlimited - (904) 770-4649	\$49.99
	44.01% off / month discount	(\$22.00)
11/06/2017 - 12/05/2017	DigitalLine Unlimited - (904) 770-4661	\$49.99
	44.01% off / month discount	(\$22.00)
11/06/2017 - 12/05/2017	DigitalLine Unlimited - (904) 342-1441	\$0.00
11/06/2017 - 12/05/2017	DigitalLine Unlimited - (904) 770-4648	\$49.99
	44.01% off / month discount	(\$22.00)
	Charges:	\$139.95
	Current Service Fees	\$139.95
	Current Taxes, Charges and Fees*	\$58.20
	Total Current Charges	\$198.15

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Virus-free. www.avg.com

SPEEDWAY 0006910
Jacksonvil FL 32222
TRAN#: 2985116
11/7/2017 12.26 PM

Pump 15
Regular Unleaded
25.057 # \$2.499/GAL
GAS TOTAL \$62.62

TAX \$0.00
TOTAL \$62.62

American Express
Card Num :
XXXXXXXXXX3053
TERM: 0050006010001
TRANS TYPE: CAPTURE
APPR#: 555333
ENTRY METHOD: ICR

Speedy Rewards
Points Earned: 250
New Balance: 7235

WWW.SPEEDWAY.COM



Your payment has been successfully authorized

Payment Receipt

Print This Page

Confirmation Number	36862774
Transaction Date	10/25/2017 11:51 AM
Payer Name	JAY SORIANO
Payment Type	American Express
Payment Amount	\$46.35
Convenience Fee	\$2.00
Total Amount Paid	\$48.35

Signature

Date

Please save a copy of this receipt for your records.

2012 © Point & Pay LLC

See back of receipt for your chance
to win \$1000

ID #: 7L2U0614TF5F

Walmart 
Save money. Live better.

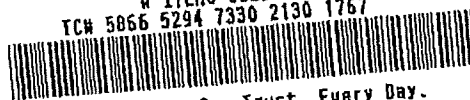
(904) 214 - 9411
MANAGER COREY HOLDER
1580 BRANAM FIELD RD
MIDDLEBURG FL 32068

STM 03308	OP# 003518	TEM 09	TR# 00671	
ORANGE JUICE	007874235190	F		3.44 N
ORANGE JUICE	007874235190	F		3.44 N
ORANGE JUICE	007874235190	F		3.44 N
ORANGE JUICE	007874235190	F		3.44 N
ORANGE JUICE	007874235190	F		3.98 N
WATER	007343022270	F		3.98 N
WATER	007343022270	F		3.98 N
WATER	007343022270	F		3.98 N
WATER	007343022270	F		3.98 N
WATER	007343022270	F		5.42 N
APPLE 5	BAG 003338308043	F		3.44 N
APPLE 3	BAG 085121000282	F		3.44 N
APPLE 3	BAG 088028940068	F		3.44 N
APPLE 3	BAG 003338308117	F		3.44 N
BANANAS	000000004011KF			2.39 N
5.44 1b	@ 1 1b /0.44			
BANANAS	000000004011KF			2.21 N
5.02 1b	@ 1 1b /0.44			
BANANAS	000000004011KF			1.89 N
4.30 1b	@ 1 1b /0.44			
SUBTOTAL				55.89
TOTAL				55.89

AMEX TEND 55.89
AMERICAN EXPRESS *** **** ***3 053 I 0
APPROVAL # 860592
REF # 000100319000
TRANS ID - 001025565323488

AID A000000025010001
IC 200CC9D94807E762
TERMINAL # SC010186
*Signature Verified

11/20/17 14:58:40
CHANGE DUE 0.00
ITEMS SOLD 16
TC# 5866 5294 7330 2130 1767



Low Prices You Can Trust. Every Day.
11/20/17 14:58:40
CUSTOMER COPY

Use Walmart Pay to save your receipts.



See back of receipt for your chance
to win \$1000

ID #: 7L2TN92FKGGH

HOL CARD 45.00
CARD # 6374639909063398

STARBUCKS 30 30.00
CARD # 6374635169535455

Walmart 
Save money. Live better.

SUPERCENTER
(904) 365 - 2555
MANAGER BRIAN JACKSON
()

ST# 06978 DP# 000847 TE# 71 TR# 04425
BI PF HELIX 001112024090 48.84 0
CB XHAS DVD 088392908457 5.00 0
JINGLE/WAY 002454346547 5.00 0
MUPPET X DVD 002519204967 5.00 0
HAPPYHOL DVD 084188703419 5.00 0
MUNSTERX DVD 002519237718 5.00 0
HOL CARD 079936608586 45.00 0
STARBUCKS 30 079936668143 30.00 0

SUBTOTAL 148.84
TOTAL 148.84

AMEX TEND 148.84

AMERICAN EXPRESS *** **** ***3 053 I 0
APPROVAL # 884508
REF # 000100049917
TRANS ID - 001023361468482

AID A000000025010801
TC FBACF3544C16ED16
TERMINAL # SC011634
*Signature Verified


11/16/17 10:29:31

CHANGE DUE 0.00

ITEMS SOLD 8

TC# 3815 7355 7974 2474 2362 0




Low Prices You Can Trust. Every Day.
11/16/17 10:29:47
CUSTOMER COPY



Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 1957**Invoice Date:** 2/21/18**Due Date:** 2/21/18**Case:****P.O. Number:****Bill To:**

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

RECEIVED
MAR 4 7 2018

BY:

Description	Hours/Qty	Rate	Amount
Facility Event Staff - through 2/15/2018	28.39	25.00	709.75
2-300-369-103 92			

Total	\$709.75
--------------	-----------------

Payments/Credits	\$0.00
-------------------------	---------------

Balance Due	\$709.75
--------------------	-----------------

Governmental Management Services, LLC

9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
28.39	Facility Event Staff	\$ 25.00	\$ 709.75

Covers Period End: February 15, 2018

Amenities Revenue # 2-369-103

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

Invoice

Invoice #: 1963
Invoice Date: 3/21/18
Due Date: 3/21/18
Case:
P.O. Number:

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



DT:

Description	Hours/Qty	Rate	Amount
Facility Maintenance Feb 1 - Feb 28, 2018		10,127.78	10,127.78
Maintenance Supplies		1,069.28	1,069.28
 Facility Maint. - Gen. 32 2,572,4660		\$ 2289. ⁰⁰	
 Facility Maint. - Conting. 32 2,572,4662		\$ 2503. ⁰⁰	
 Lighting Repairs 2,320,572,4663		\$ 711. ⁰⁰	
 Common Area Maint. 32 2,572,4640		\$ 1885. ⁰⁰	
 Facility Maint. - Gen. (fitness) 2,330,572,471		\$ 697. ⁰⁰	
 Pool Maint. 2,320,572,4630		\$ 1385. ⁰⁶	
 Reserve 2,320,572,6010		\$ 1727. ⁰⁰	
 92		Total	\$11,197.06
		Payments/Credits	\$0.00
		Balance Due	\$11,197.06

Rmw

3-23-18

GMS

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF FEBRUARY 2018

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/23/18	4	G.S.	Removed debris from common areas
2/23/18	4	B.M.	Removed debris from common areas
2/23/18	4	T.C.	Removed duck feces from bridge & pool decks, repaired fitness center vacuum
2/25/18	2	B.M.	Removed debris from soccer field, unclogged toilet in women's restroom
2/26/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/26/18	6	G.S.	Removed debris from common areas
2/26/18	4	T.C.	Removed duck feces from bridge & pool decks, removed debris from fountain
2/27/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/27/18	8	T.C.	Removed duck feces from bridge & pool decks, drained pool, worked on pool pak tank
2/28/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, inspected lights and replaced bulbs as needed
2/28/18	8	T.C.	Removed duck feces from bridge & pool decks, installed pool pump motor, removed & installed fan in motor compartment of pool pak area
2/28/18	3	B.M.	Installed pool pump motor, removed debris from common areas

TOTAL 311

MILES 395

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

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF FEBRUARY 2018

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/1/18	6	B.M.	Assisted with replacing tires on golf cart and repaving roof tile, removed debris from parking lot
2/1/18	3	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants, repaired roof tile
2/1/18	6	T.C.	Removed duck feces from bridge & pool decks, replaced tires on golf cart, assisted with roof tile repair
2/2/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/2/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
2/2/18	2	T.C.	Removed duck feces from bridge and pool decks
2/5/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/5/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
2/5/18	2	T.C.	Removed duck feces from bridge and pool decks
2/6/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, emptied pool to prepare splash ground for painting, removed paint chips
2/6/18	4	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
2/6/18	8	T.C.	Removed duck feces from bridge and pool decks, cleaned pool floor and side of slide, began preparing for spray ground painting
2/7/18	5	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, began painting spray ground feature on pool deck
2/7/18	8	B.M.	Assisted with cleaning of pool concrete, washed spray feature with CLR, prepared spray ground feature in pool for painting
2/7/18	8	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
2/7/18	8	T.C.	Removed duck feces from bridge and pool decks, cleaned graffiti off pool pack wall & repainted, prepared spray ground for painting
2/7/18	8	C.H.	Replaced basketball lighting with LED fixtures
2/8/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/8/18	3	C.H.	Replaced bulbs and capacitors in tennis court lights
2/8/18	8	T.C.	Removed duck feces from bridge & pool decks, installed plugs in slide pool & cleaned drains, completed preparing spray ground feature for painting
2/9/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, emptied pool to clean stains on returns and walls, removed all drain covers
2/9/18	6	B.M.	Painted spray ground feature
2/9/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
2/9/18	8	T.C.	Removed duck feces from bridge and pool decks, painted spray ground feature
2/12/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/12/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
2/12/18	6	T.C.	Removed duck feces from bridge and pool decks, repaired windcreens as needed, inspected lighting and replaced bulbs as needed
2/13/18	4	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, painted spray ground
2/13/18	5	B.M.	Repaired garage door at tennis garage, inspected fitness equipment around track, repaired split rail fencing in soccer field parking lot, removed debris from soccer field
2/13/18	6	T.C.	Removed duck feces from bridge and pool decks, repaired leaking shower in men's restroom, painted hand rails on pool deck
2/14/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, painted spray ground
2/14/18	8	B.M.	Completed painting spray ground feature, removed debris from Amenity Center, assisted with pool pack repairs, cleaned up from spray ground painting
2/14/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
2/14/18	8	T.C.	Removed duck feces from bridge & pool decks, repaired leaking sink in ladies handicap restroom stall, inspected pool pack area for leak, painted spray ground feature
2/15/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/15/18	6	T.C.	Removed duck feces from bridge and pool decks, removed graffiti from pool pack, painted over graffiti residue, removed graffiti from slide at playground
2/16/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/16/18	6	G.S.	Removed debris from common areas
2/16/18	8	B.M.	p/u supplies from Home Depot, worked on pool pack area
2/16/18	8	T.C.	Removed duck feces from bridge & pool decks, repaired leaky tank in pool pack area
2/18/18	2	B.M.	Removed debris from soccer field, unclogged toilet in ladies room
2/19/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/19/18	6	G.S.	Removed debris from common areas
2/19/18	2	T.C.	Removed duck feces from bridge & pool decks
2/20/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/20/18	8	S.A.	Inspected and cleaned lakes and outfall structures (Used Galor and Large Trailer)
2/20/18	8	J.L.	Inspected and cleaned lakes and outfall structures (Used Galor and Large Trailer)
2/20/18	2	T.C.	Removed duck feces from bridge & pool decks
2/21/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/21/18	2	T.C.	Removed duck feces from bridge & pool decks
2/22/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
2/22/18	2	T.C.	Removed duck feces from bridge & pool decks
2/23/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed

MAINTENANCE BILLABLE PURCHASES

Period Ending 3/5/18

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	2/5/18	Pelican liners 3pk (2)	9.82	B.M.
	2/5/18	Wire brushes (2)	9.13	B.M.
	2/5/18	Paint rollers 6pk	11.47	B.M.
	2/6/18	2" Paint brush (2)	19.48	B.M.
	2/5/18	2" Short paint brush (3)	18.87	B.M.
	2/5/18	Rustoleum yellow paint (4) quarts	38.92	B.M.
	2/6/18	CLR Cleaner	34.40	B.M.
	2/6/18	ZEP CLR Cleaner (3)	64.25	B.M.
	2/6/18	ZEP Cleaner (3)	34.40	B.M.
	2/6/18	CLR Cleaner	26.42	B.M.
	2/6/18	Lysol all purpose cleaner (3)	27.50	B.M.
	2/6/18	Clorox wipes (2)	16.72	B.M.
	2/6/18	Gallon sprayer (2)	17.22	B.M.
	2/6/18	Fabreeze 2 pk	5.72	B.M.
	2/13/18	Muriatic acid	13.78	B.M.
	2/13/18	ZEP CLR Cleaner	11.47	B.M.
	2/13/18	Sanding block	4.92	B.M.
	2/13/18	Spray bottle	3.77	B.M.
	2/9/18	2" Plastic test plug	5.07	B.M.
	2/14/18	Flex tape	14.94	B.M.
	2/14/18	Waterweld putty	13.27	B.M.
	2/14/18	Loctite foam (2)	13.29	B.M.
	2/14/18	Rags	11.47	B.M.
	2/14/18	3" Flat brush	1.70	B.M.
	2/14/18	Fiberglass cloth	8.02	B.M.
	2/14/18	Fiberglass resin	17.22	B.M.
	2/16/18	Holesaw base	19.52	B.M.
	2/16/18	Milwaukee Holesaw	22.97	B.M.
	2/16/18	3" cleanout plug	1.67	B.M.
	2/16/18	Duct tape	8.02	B.M.
	2/16/18	Thread seal tape	1.59	B.M.
	2/16/18	Flash light	22.97	B.M.
	2/19/18	All Purpose cleaner (2)	18.33	B.M.
	2/25/18	Dremel hook & loop pad	8.03	J.S.
	2/25/18	Dremel cut off wheel set	12.63	J.S.
	2/27/18	Lysol all purpose cleaner (2)	18.33	B.M.
	2/28/18	5/8" nuts	4.15	B.M.
	3/1/18	Ant ball	22.97	B.M.
	3/1/18	Bleach (3)	10.32	B.M.

TOTAL \$624.68

RMS

2/6/18	Lift Rental	365.60	C.H.
2/20/18	Gas for Gator	9.00	S.A.
2/20/18	Gator and Large Trailer Rental	70.00	S.A.

TOTAL \$444.60GRAND TOTAL \$1,069.28

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 1966

Invoice Date: 3/26/18

Due Date: 3/26/18

Case:

P.O. Number:

Bill To:Double Branch CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092RECEIVED
MAR 27 2018

BY:

Description	Hours/Qty	Rate	Amount
Phones-002-320-57200-41000		98.55	98.55
Permits/ licenses-002-320-57200-49300		26.95	26.95
Special Events-002-320-57200-49400		681.03	681.03
Office Supplies-002-320-57200-51000		209.35	209.35
American Express December 2017			
92			

Total \$1,015.88**Payments/Credits** \$0.00**Balance Due** \$1,015.88

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – December 20, 2017

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	GMS	Total
12/2/2017	ring central	197.1	VOIP phones	2.330.57200.41000	98.55	2.320.57200.41000	98.55		197.1
12/6/2017	walmart	397.14	TV, mount - Finess Center	34.600.538.64000	397.14				397.14
12/7/2017	walmart	451	TV, mount - Finess Center	34.600.538.64000	451				451
12/7/2017	office max	108.99	Office Supplies			2.320.572.5100	108.99		108.99
12/12/2017	head-penn	232.58	Tennis Supplies	2.330.572.34400	232.58				232.58
12/12/2017	micheals	84.46	Spec. event-	02.330.57200.49400	42.23	02.320.57200.49400	42.23		84.46
12/12/2017	joanne fabrics	95.63	Spec. event-	02.330.57200.49400	47.82	02.320.57200.49400	47.81		95.63
12/13/2017	walmart	437.27	Spec. event-	02.330.57200.49400	218.64	02.320.57200.49400	218.63		437.27
12/13/2017	Dollar Tree	35.31	Spec. event-	02.330.57200.49400	17.66	02.320.57200.49400	17.65		35.31
12/13/2017	walmart	325.73	Spec. event-	02.330.57200.49400	162.86	02.320.57200.49400	162.87		325.73
12/13/2017	walmart	82.38	Spec. event-	02.330.57200.49400	41.19	02.320.57200.49400	41.19		82.38
12/13/2017	joanne fabrics	26.22	Spec. event-	02.330.57200.49400	13.11	02.320.57200.49400	13.11		26.22
12/14/2017	Pizza Hut	168.41	Spec. event-	02.330.57200.49400	84.21	02.320.57200.49400	84.2		168.41
12/14/2017	Dollar Tree	42.8	Spec. event-	02.330.57200.49400	21.4	02.320.57200.49400	21.4		42.8
12/14/2017	Firehouse	63.88	Spec. event-	02.330.57200.49400	31.94	02.320.57200.49400	31.94		63.88
12/15/2017	Mood media	26.95	Music License	002.310.513.49300	26.95				26.95
12/15/2017	Mood media	26.95	Music License			2.320.572.49300	26.95		26.95
12/15/2017	office max	100.36	Office Supplies			2.320.572.5100	100.36		100.36
12/20/2017	head-penn	298.79	Tennis Supplies	2.330.572.34400	298.79				298.79
Totals		\$3,201.95			\$2,186.07		\$1,015.88	\$0.00	\$3,201.95

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – December 20, 2017

Totals by GL

Double Branch: \$1015.88

2.320.572.4100 (DB Phones) – \$98.55
2.320.572.49300 (DB permits/ licenses) – \$26.95
2.320.572.49400 (DB Special Events) - \$681.03
2.320.572.5100 (DB Office Supplies) - \$ 209.35

Middle Village: \$2186.07

2.330.572.4100 (MV Phones) – \$98.55
2.310.513.49300 (MV permits/ licenses) – \$26.95
34.600.538.64000 (MV repair & replacements) – \$848.14
2.330.572.49400 (MV Special Events) - \$681.06
2.330.572.34400 (MV Tennis Maintenance) – \$531.37



JAY SORIANO
Card Ending 6-63053

				Amount
12/02/17	RINGCENTRAL	BELMONT	CA	\$197.10 †
	676493009 94002			
12/06/17	WAL-MART SUPERCENTER 6978 6978	JACKSONVILLE	FL	\$397.14 †
	DISCOUNT STORE			

Continued on reverse

♦ - denotes Pay Over Time activity

Amount

12/07/17	WAL-MART SUPERCENTER 6978 6978	JACKSONVILLE	FL	\$451.00 +
	DISCOUNT STORE			
12/07/17	OFFICEMAX/OFFICEDEPOT6826 000006826	JACKSONVILLE	FL	\$108.99 +
	HEWLETT PACKARD,952,CMYB,4 PK			
	8004633768			
12/12/17	MICHAELS STORES 3857	ORANGE PARK	FL	\$84.46
	ARTIST SUPPLY & CRAFT			
	JOANN STORES #1925 0000	JACKSONVILLE	FL	\$95.63
	SEWING & FABRIC STORE			
	Description			
12/13/17	WAL-MART SUPERCENTER 3308 3308	MIDDLBURG	FL	\$437.27 +
	DISCOUNT STORE			
	DOLLAR TREE 000001288	JACKSONVILLE	FL	\$35.31
	8775308733			
	VARIETY STORES			
12/13/17	WAL-MART SUPERCENTER 6978 6978	JACKSONVILLE	FL	\$325.73 +
	DISCOUNT STORE			
12/13/17	WAL-MART SUPERCENTER 6978 6978	JACKSONVILLE	FL	\$82.38
	DISCOUNT STORE			
12/13/17	JOANN STORES #1925 0000	JACKSONVILLE	FL	\$26.22
	SEWING & FABRIC STORE			
	SEWING NEEDLEWORK			
	Description			
12/14/17	PIZZA HUT 4255042556 09600042556	JACKSONVILLE	FL	\$168.41 +
	620-2313390			
	FOOD/BEVERAGE			
	TIP			
	\$148.41			
	\$20.00			
12/14/17	DOLLAR TREE 000004212	JACKSONVILLE	FL	\$42.80
	8775308733			
	VARIETY STORES			
12/14/17	FRG. FIREHOUSE SUB 542929802012179	JACKSONVILLE	FL	\$63.88
	9048868300			
	FOOD/BEVERAGE			
12/15/17	MOOD PANDORA 0684 AUSTIN	TX		\$26.95
12/15/17	MOOD PANDORA 0684 AUSTIN	TX		\$26.95
	OFFICEMAX/OFFICEDEPOT6826 000006826	JACKSONVILLE	FL	\$100.36 +
	8004633768			
	PAPER,POLARIS,8.5X11,20LB,C A			
	NOTES,POST-IT,OD,12PK,BRIGHT			
12/20/17	HEAD/PENN RACQUET SPTS 00000353104002	PHOENIX	AZ	\$298.79 +
	6024472340			
	Description			
	DURABLE GOODS			
	\$232.58			
	Price			

Fees

Amount

Total Fees for this Period

00'0\$



Complete

Order Date: December 15, 2017

Invoice #100034875_36753

Items Invoiced

Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

Order Information

Billing Address

Oakleaf Plantation
GMS LLC
475 W Town Pl
orange park, Florida, 32065

Payment Method

Credit Card

Credit Card

Credit Card Type	American Express
Credit Card Number	XXXX-2055



Store# 1288 (904) 779-1810
6001 Argyle Forest Blvd
#61
Jacksonville FL 32244-6664

[illegible]

Sub Total		\$33.00
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SALES TAX	\$2.31
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Total	\$35.31
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AMERICAN EXPRESS \$35.31
Approved

*****3053 Approved
Purchase Chip

Purchase
Auth/Trace Number: 829465/040067

Chip Card AID: A000000025010801

Mode: Issuer

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 * period and previous winners please visit *
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 * across multiple international clients. *
 * Survey Code: 2318 0350 7482 0118 *

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* with original receipt. We do not offer refunds. *

3750 01288 04 044 2887665 12/13/17 17:21
Sales Associate:Toni

FIREHOUSE SUBS

9680 ARGYLE FOREST BLVD STE 5.

JACKSONVILLE, FL 32222

(P) 904.329.3944

(F) 904.329.3915

PHONE ORDER 12/14/2017 12:36:57 PM

Order # 48085 Cashier: Hunter

1 . LG BRSKI wheat	10.19
wheat bread	
1 Large Drink*	2.39
1 . LG HOOK wheat	9.29
wheat bread	
1 . LG HERO	9.79
1 Large Drink*	2.39
1 Large Drink*	2.39
1 . LG ENGINEER	9.29
1 Mayo Only	
1 Tomato Only	
1 Onion Only	
1 Large Drink*	2.39
1 . LG TURKEY wheat	9.19
wheat bread	
1 Large Drink*	2.39
Sub. Total:	\$59.70
Tax:	\$4.18
Total:	\$63.88
Discount Total:	\$0.00
American Express	\$63.88
Change	\$0.00

American Express

Card Num : XXXXXXXXXX3053

Terminal : 001

Approval : 524768

I agree to pay the above total Amount
according to Card Issuer Agreement.

Signature: . . .

We value your feedback!

You could win \$500 and will be offered
a free medium drink with any adult sub
or salad purchase on your next visit to
any Firehouse Subs location.

Visit www.firehouseslistens.com for the
survey and official sweepstakes rules.

Validation code:08597-01217-1212-1475

Survey completion code:

NOT VALID WITH ANY OTHER OFFER



HEAD/Penn Racquet Sports
306 South 45th Avenue
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD
DBA Oakleaf Plantation
475 Town Place West Ste 114
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice		5192697954	
Billing Date 12/11/2017	Ship Date 12/11/2017	Order Date 12/11/2017	Requested Date 12/11/2017
Terms Credit Card preauth.			Due Date
Order No. 5102348498	P.O. Number ANDY 121117		Order Entered By: BJOHNSON
Salesrep: ELJIS, JEFF Order Placed By: JE			

Ship-to address
Oakleaf Plantation
370 Oakleaf Village Pwky
ORANGE PARK FL 32065

Authorization no.:

105216 00000055 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
281103	HAWK Set	17 WH	10 PC	13.50	0.000	13.50	135.00
281103	HAWK Set	17 WH	10 PC		0.000		
281404	Velocity MLT (set)	17 NT	10 PC	9.00	0.000	9.00	90.00
281404	Velocity MLT (set)	17 NT	10 PC		0.000		

Total Number of Units 40

Shipping Information
Packing Slip, BOL: 5182642265
Shipping Terms: FOB Origin
Shipment Origin: BALTIMORE MD
Shipped Via: FED EX GROUND (PPA)
Gross Weight: 5.350 LB 2.427 KG

Box Tracking Number
289180173728163

Total Number of Cartons 1

Items total	225.00	USD
Freight Charge	7.58	USD
Final amount	232.58	USD
Charged to your American Express *****053	232.58	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).
This site allows you to see current stock of goods, place orders,
track orders, and check invoices 24 hours a day!
To receive your login information please email: askus@us.head.com



HEAD/Penn Racquet Sports
306 South 45th Avenue
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD
DBA Oakleaf Plantation
475 Town Place West Ste 114
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice		5192703059	
Billing Date 12/19/2017	Ship Date 12/19/2017	Order Date 12/19/2017	Requested Date 12/19/2017
Terms Credit Card preauth.			Due Date
Order No. 5102353377	P.O. Number ANDY 1219		Order Entered By: BJOHNSON
Salesrep: Order Placed By: JE			

Ship-to address
Oakleaf Plantation
370 Oakleaf Village Pwky
ORANGE PARK FL 32065

Authorization no.:

111860 00000035 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
231817	Graphene Touch Speed MP	U30	2 PC	162.00	0.000	145.80	291.60
Total Number of Units		2					

Shipping Information
Packing Slip, BOL: 5182648123
Shipping Terms: FOB Origin
Shipment Origin: BALTIMORE MD
Shipped Via: FED EX GROUND (PPA)
Gross Weight: 2.500 LB 1.134 KG

Box Tracking Number
289180173753783

Total Number of Cartons 1

Items total	291.60	USD
Freight Charge	7.19	USD
Final amount	298.79	USD
Charged to your American Express *****053	298.79	USD
Balance Due	0.00	USD

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track orders, and check invoices 24 hours a day!
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4092

LOAN

37-
280
53
53
Z
Z

6022

6022

602

[illegible]

TOTAL SAVINGS
69.93

1010

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JOANN

6001 ARGYLE FOREST BLVD STE 11
JACKSONVILLE, FL 32244-6127
904-317-0250

LITT FOAM BASE VAL PK HAL
889092377203 *3.19
REGULAR PRICE 7.99
LITT FOAM BASE VAL PK HAL
889092377203 *3.19
REGULAR PRICE 7.99
LITT CMAS FOAM HOLO STICK
889092376435 *1.19
REGULAR PRICE 2.99
LITT FOAM STICKER PRESENTS
889092393647 *1.19
REGULAR PRICE 2.99
DARI BV POMS .5IN WHT
082676217609 2.49
LITT FOAM STICKER PRESENTS
889092393647 *1.19
REGULAR PRICE 2.99
LITT FOAM STICKER PRESENTS
889092393647 *1.19
REGULAR PRICE 2.99
LITT FOAM STICKER PRESENTS
889092393647 *1.19
REGULAR PRICE 2.99
DARI BV POMS .5IN WHT
082676217609 2.49
LITT FOAM STICKER PRESENTS
889092393647 *1.19
REGULAR PRICE 2.99
MAKE 6 INCH EVA GLITTER KI
840264104805 *1.20
REGULAR PRICE 3.00
MAKE 6 INCH EVA GLITTER KI
840264104805 *1.20
REGULAR PRICE 3.00
MAKE 6 INCH EVA GLITTER KI
840264104805 *1.20
REGULAR PRICE 3.00
MAKE 6 INCH EVA GLITTER KI
840264104805 *1.20
REGULAR PRICE 3.00
MAKE 6 INCH EVA GLITTER KI
840264104805 *1.20
REGULAR PRICE 3.00
MAKE 6 INCH EVA GLITTER KI
840264104805 *1.20
REGULAR PRICE 3.00

SUBTOTAL 24.50
TAX 7.000 % 1.72
TOTAL 26.22
AMEX 26.22

=====

PURCHASE USD\$26.22
*****3053 CHIP READ AmEx

REF#: 879514 Approved
=====

AMERICAN EXPRESS
A000000025010801

TC - 243C71E247DECB08

SORIANO/JAY
Mode: Issuer
TVR: 0000008000
IAD: 06B40103602002
TSI: E800 ARC: 00

Michael's

Where Creativity Happens

MICHAELS STORE #3857 (904)779-2084
6001 ARGYLE FORREST BLVD STE 25
JACKSONVILLE, FL 32244
Rewards Number: LMR90228544392



8-9745-4385-8245-3290-5111-9113-1647-3263



1296 SALE 7657 3857 002 12/12/17 17:43

CRE CM FM SHAPE S	191518454000	3.19	1 @	3.19	P
CRE CM FM SHAPE S	191518454000	3.19	1 @	3.19	P
CRE CM FM SHAPE S	191518454000	3.19	1 @	3.19	P
CRE CM FM SHAPE S	191518454000	3.19	1 @	3.19	P
CRE CM FM SHAPE S	191518454017	3.19	1 @	3.19	P
CRE CM STICKER BA	191518457438	3.19	1 @	3.19	P
CRE CM STICKER BA	191518457452	3.19	1 @	3.19	P
CRE CM STICKER BA	191518457452	3.19	1 @	3.19	P
CRE CM STICKER BA	191518457469	3.19	1 @	3.19	P
CRE CM STICKER BA	191518457469	3.19	1 @	3.19	P
CRE CM STICKER BA	191518457469	3.19	1 @	3.19	P
CRE CM GLITTER PO	191518457582	1.99	1 @	1.99	P
CRE CM GLITTER PO	191518457582	1.99	1 @	1.99	P
CRE CM GLITTER PO	191518457582	1.99	1 @	1.99	P
CRE CM GLITTER PO	191518457582	1.99	1 @	1.99	P
CRE CM GLITTER PO	191518457582	1.99	1 @	1.99	P
CRE CM GLITTER PO	191518457582	1.99	1 @	1.99	P
CRE CM CRAFT VALU	191518457599	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457599	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457599	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457599	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457599	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457612	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457612	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457612	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457612	3.19	1 @	3.19	P
CRE CM CRAFT VALU	191518457612	3.19	1 @	3.19	P

SUBTOTAL 78.93

Sales Tax 7% 5.53

TOTAL 84.46

ACCOUNT NUMBER *****3053
AMEX 84.46
APPROVAL: 865434 CHIP ONLINE
Application Label: AMERICAN EXPRESS
AID: A000000025010801
TVR: 0000008000
TSI: E800



Complete
Order Date: December 15, 2017

Invoice #100034875_36752

Items Invoiced

Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95

Subtotal \$26.95

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

Order Information

Billing Address

Oakleaf Plantation
GMS LLC
475 W Town Pl
orange park, Florida, 32065

Payment Method

Credit Card

Credit Card

Credit Card Type American Express

Credit Card Number XXXX-2055

Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

12/15/2017 2:19 PM



2PTT3YAP6335MBB6W

SALE 6826-1-1785-864629-17.9.2

196697 PPR,POLARIS,11

2 @ 63.99 127.98

Instant Savings -58.00

You Pay 69.98SS

843769 NTE,POST,12PK,

2 @ 15.19 30.38

You Pay 30.38SS

Subtotal: 100.36

Total: 100.36

Amex 053: 100.36

AUTH CODE 880747

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS Signature Verified

~~JAY-SORIANO-603740602~~

Congratulations! You've reached VIP
rewards status. You'll now get 5% back
on paper, ink, toner & copy/print/ship
services PLUS 2% back on everything
else. Visit officedepot.com/rewards to
view all benefits of being a VIP
member

Tax Exemption Number 000600486993

Total Savings:

\$58.00

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

WE WANT TO HEAR FROM YOU!

Participate in our online customer
survey and receive a coupon for
\$10 off your next qualifying
purchase of \$50 or more on
office supplies, furniture and more.
(Excludes Technology. Limit 1 coupon per
household/business.)

Visit www.officedepot.com/feedback
and enter the survey code below:

14XS DGAY 849H

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

12/07/2017 11:42 AM



2PTYYAPA3Q54B84W

SALE	6826-1-903-798281-17.8.2
431632 HEWLETT PACKAR	108.99 SS
Subtotal:	108.99
Total:	108.99
Amex 053:	108.99

AUTH CODE 838195
TDS Chip Read
AID A000000025010801 AMERICAN EXPRESS
TVR 0000008000
CVS Signature Verified

JAY SORIANO 603740602

Congratulations! You've reached VIP
rewards status. You'll now get 5% back
on paper, ink, toner & copy/print/ship
services PLUS 2% back on everything
else. Visit officedepot.com/rewards to
view all benefits of being a VIP
member

Tax Exemption Number 000600486993

Shop online at www.officedepot.com

WE WANT TO HEAR FROM YOU!

Participate in our online customer
survey and receive a coupon for
\$10 off your next qualifying
purchase of \$50 or more on
office supplies, furniture and more.
(Excludes Technology. Limit 1 coupon per
household/business.)

Visit www.officedepot.com/feedback
and enter the survey code below:

94XQ 304Z Z8QA

Thank You
For Eating at Pizza Hut

Have a Nice Day

Ticket: 141
Server: Kristin
Unit # 004255
(904)771-6480

Register: 1
12/14/2017
19:14

(904)708-1134
Lisa Carter
845 Oakleaf Plantation Pkwy
ORANGE PARK, FL 320650000
Residence

Grand banquet room @ the phase 2
community center (up the spiral
staircase on circular driveway)

Time due: 20:45

FUTURE DUE: 12/14/2017 20:45

1 Convenience Fee	2.99
3 Lrg Pan	34.47
{S} Classic	0.00
Cheese Only	0.00
4 Lrg Pan	45.96
{S} Classic	0.00
Pepperoni	6.00
1 Lrg Pan	16.49
Hawaiian Luau	0.00
{S} Classic	16.49
1 Lrg Pan	0.00
{S} Classic	0.00
Meat Lover	16.49
1 Lrg Pan	0.00
{S} Classic	0.00
Supreme	

HOLIDAY PARTY CATERING
CALL FOR A QUOTE:
1-877-667-1332

Sub Total	138.89
Tax/Other	9.52
DELIVERY Total	148.41

AMERICAN EXPRESS
Account: XXXXXXXXXXXX3053
Auth Code: 179910

Driver Gratuity Not Included

SEE BACK

SEE BACK OF RECEIPT FOR AN OFFER

SEE BACK OF RECEIPT FOR AN OFFER

SEE BACK OF RECEIPT FOR AN OFFER

SEE BACK OF RECEIPT FOR AN OFFER



Service Statement

Account Information

Account Number: (904) 770-4650
Statement Date: 12/02/2017
Service Plan: RingCentral Office
Reference #: 676493009

Bill To:
Jay Soriano
Oakleaf Plantation
475 west town place
St augustine, FL 32092, United States

Statement Summary

Total Current Charges \$197.10

Your credit card ending in [3053] was charged \$197.10.

This charge will appear as "RingCentral, Inc" on your credit card statement.

Statement Details

Period	Service	Amount
12/02/2017 - 01/01/2018	Subscription Fee - Monthly (RingCentral Office)	\$49.99
	44.01% off / month discount	(\$22.00)
12/02/2017 - 01/01/2018	DigitalLine Unlimited - (904) 770-4667	\$49.99
	44.01% off / month discount	(\$22.00)
12/02/2017 - 01/01/2018	DigitalLine Unlimited - (904) 770-4649	\$49.99
	44.01% off / month discount	(\$22.00)
12/02/2017 - 01/01/2018	DigitalLine Unlimited - (904) 770-4661	\$49.99
	44.01% off / month discount	(\$22.00)
12/02/2017 - 01/01/2018	DigitalLine Unlimited - (904) 342-1441	\$0.00
12/02/2017 - 01/01/2018	DigitalLine Unlimited - (904) 770-4648	\$49.99
	44.01% off / month discount	(\$22.00)
Charges:		\$139.95
Current Service Fees		\$139.95
Current Taxes, Charges and Fees*		\$57.15
Total Current Charges		\$197.10

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Virus-free. www.avg.com

See back of receipt for your chance
to win \$1000

III # 7L343R2FKM2Z



SUPERCENTER
(904) 366 - 2555
MANAGER BRIAN JACKSON

ST# 06978 OP# 000579 TE# 68 TR# 08873
PRODUCT SERIAL # G7CZMMBOS40A06152
40" LCD TV 085140100570 228.00 U
3" H SVC PLAN 060538822280 26.00 U
PRODUCT SERIAL # 48.2338.1320795
KID DWR RD 061124735833 89.00 U
10" LILAS TREE 008678685795 49.00 U
51" HB MUG 008678611842 59.00 U
SUBTOTAL 451.00
TOTAL 451.00
AMEX TEND 451.00

AMERICAN EXPRESS *** **** ***3 053 I U
APPROVAL # 805816
REF # 000100183900
THRU ID - 001034084540481

ACD 1000000025010801
TI 9172A661A259FCOD
TECHNICAL # SC011101
*Signature Verified

12/07/17 11:16:23
CHANGE DUE 0.00
ITEMS SOLD 6

CH 0260 1650 9293 9585 8936 7



Low Prices You Can Trust. Every Day.
12/07/17 11:16:36
CUSTOMER COPY

You have purchased a Walmart Product
Care Plan administered by Asurion.
Your receipt is required to register
a plan or file a claim.
Registration options available:
* Take a picture of the Savings Catcher
QR code to 40303 (*Standard messaging
& extra usage rates may apply),
visit www.walmartcareplan.com
or call 1-877-968-6391.
To file a claim, ask questions
regarding plan coverage or obtain a
copy of the terms and conditions
visit www.walmartcareplan.com or
call 1-877-968-6391. Full program
terms and conditions are available at
checkout registers in this store.

Use Walmart Pay to save your receipts.



Walmart*

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SUPERCENTER
(904) 365 - 2555
MANAGER BRIAN JACKSON

ST# 06978 OP# 000582 TE# 05 TR# 04400
VISA HOL 50 083032400660 3.94 0

AMOUNT 060538819035 50.00 0
VISA HOL 25 083032400660 3.44 0

AMOUNT 060638819035 25.00 0
SUBTOTAL 82.38

TOTAL 82.38
AMEX TEND 82.38

AMERICAN EXPRESS *** **3 053 I 0

APPROVAL # 899697

REF # 000100227603

TRANS ID - 001037396029481

AID A000000025010801

TC 11DB07BC0537CA6C

TERMINAL # SC010196

*Signature Verified

12/13/17 16:16:03
CHANGE DUE 0.00

EFT DEBIT PAY FROM PRIMARY

25.00 DEBIT LOAD

ACCOUNT # **** **68 02

REF # 734721598455

NETWORK ID. 0049 APPR CODE 090610

TERMINAL # 00000000

12/13/17 16:16:03

EFT DEBIT PAY FROM PRIMARY

50.00 DEBIT LOAD

ACCOUNT # **** **71 41

REF # 734721017076

NETWORK ID. 0049 APPR CODE 090624

TERMINAL # 00000000

12/13/17 16:16:05

ITEMS SOLD 4

Your Wal-Mart Visa Gift Card has

been activated. Please call

1-866-633-9096 for refunds.

No in-store refunds. Please keep

this receipt for your records.

TC# 7822 4331 3487 8715 906



[Handwritten Signature]

12/13/17 16:16:07

CUSTOMER COPY

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(904) 214-9411

MANAGER COREY HOLDER

1580 BRANAN FIELD RD

MIDDLEBURG FL 32068

STM 03300 OPN 003378 TEN 07 TRN 03950

CHR 6CEL SPR 007089623127 F 4.00 X

CHR 6CEL SPR 007089623127 F 4.00 X

** VOIDED ENTRY **

CHR 6CEL SPR 007089623127 F 4.00 X

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TT XHAS DVD 003139827595 5.00 0

SEARCH S DVD 003139827595 5.00 0

HAPPYHOL DVD 004188703419 5.00 0

UA BB TRAIN 007089605897 F 8.97 0

SNVFLK BB 004452703540 6.97 0

3CT RED TC 001117999553 2.47 0

3CT RED TC 001117999553 2.47 0

3CT RED TC 001117999553 2.47 0

3CT RED TC 001117999553 2.47 0

WHITE TC 3CT 001117999847 2.47 0

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LOLLI STK RG 007089653804 F 2.47 0

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CANDY 004142011756 F 6.98 0
 PRETZELS 007874225962 F 2.98 0
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 PRETZELS 007874225962 F 2.98 0
 PRETZELS 007874225962 F 2.98 0
 MIXED PEPPE 007874225964 F 2.98 0
 MIXED PEPPE 007874225964 F 2.98 0
 PRETZELS 007874225962 F 2.98 0
 DIVINITY 007874225949 F 2.98 0
 DIVINITY 007874225949 F 2.98 0
 DIVINITY 007874225949 F 2.98 0
 DIVINITY 007874225949 F 2.98 0
 TOFFEE ALMO 007874209957 F 2.56 0
 TOFFEE ALMO 007874209957 F 2.56 0
 TOFFEE ALMO 007874209957 F 2.56 0
 TOFFEE ALMO 007874209957 F 2.56 0
 APPLE SPICE 007874216230 F 2.56 0
 APPLE SPICE 007874216230 F 2.56 0
 APPLE SPICE 007874216230 F 2.56 0
 TOFFEE ALMO 007874209957 F 2.56 0
 APPLE SPICE 007874216230 F 2.56 0
 APPLE SPICE 007874216230 F 2.56 0
 COOKIES 007874217887 F 4.94 0
 COOKIES 007874217887 F 4.94 0
 COOKIES 007874217887 F 4.94 0
 COOKIES 007874217887 F 4.94 0
 COOKIES 007874217887 F 4.94 0
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 COOKIES 007874217887 F 4.94 0
 ** VOIDED ENTRY **
 COOKIES 007874217887 F 4.94 0
 HOLIDAY PLTR 007874212342 F 99.70 0
 10 AT 1 FOR 9.97
 COOKIES 007874212337 F 48.00 0
 8 AT 1 FOR 6.00
 COOKIE 007874207723 F 15.96 0
 6 AT 1 FOR 2.56
 ICED BROWNIE 007874225966 F 36.00 0
 6 AT 1 FOR 6.00
 SUBTOTAL 437.27
 TOTAL 437.27
 AMEX TEND 437.27
 AMERICAN EXPRESS *** **** ***3 053 I 0
 APPROVAL # 804052
 REF # 000100521045
 TRANS ID - 001097191435487

AID 0000000025010801
 TC E9D76215D54937EA
 TERMINAL # SC010484
 *Signature Verified

12/13/17 11:27:14
 CHANGE DUE 0.00
 # ITEMS SOLD 94
 TCN 3872 1253 6114 8774 0717 1



12/13/17 11:27:29
 CUSTOMER COPY

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(904) 366 - 2666

MANAGER BRIAN JACKSON

ST# 06978 DP# 000582 TE# 05 TR# 04399
SWETRT CAND 007920043394 F 2.00 0
SWETRT CAND 007920043394 F 2.00 0
SWETRT CAND 007920043394 F 2.00 0
SWETRT CAND 007920043394 F 2.00 0
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SWETRT CAND 007920043394 F 2.00 0
SWETRT CAND 007920043394 F 2.00 0
SWETRT CAND 007920043394 F 2.00 0
GV WHIPTOP 007874201711 F 2.98 0
GV WHIPTOP 007874201711 F 2.98 0
GV WHIPTOP 007874201711 F 2.98 0
GV WHIPTOP 007874201711 F 2.98 0
GV WHIPTOP 007874201711 F 2.98 0
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GV WHIPTOP 007874201711 F 2.98 0
SH HCM MLK 007092047442 F 6.48 0
SH HCM MLK 007092047442 F 6.48 0
RICH CANISTR 006000011187 F 4.98 0
RICH CANISTR 006000011187 F 4.98 0
RICH CANISTR 006000011187 F 4.98 0
RICH CANISTR 006000011187 F 4.98 0
RICH CANISTR 006000011187 F 4.98 0
RICH CANISTR 006000011187 F 4.98 0
GV 100Z MINI 007874201866 F 0.92 0
GV 100Z MINI 007874201866 F 0.92 0
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MIXED PEPPE 007874226964 F 2.98 0
MIXED PEPPE 007874226964 F 2.98 0
MIXED PEPPE 007874226964 F 2.98 0
MIXED PEPPE 007874226964 F 2.98 0
MIXED PEPPE 007874226964 F 2.98 0
DOMINOSPIZZA 079936618800 40.00 0
HSY 480Z SYR 003400000047 F 3.98 0
HSY 480Z SYR 003400000047 F 3.98 0
HSY 480Z SYR 003400000047 F 3.98 0
GV STRAWBER 007874223612 F 3.12 0
GV STRAWBER 007874223612 F 3.12 0
GV STRAWBER 007874223612 F 3.12 0
COOKIE 007366408016 F 1.88 0
COOKIES 007366408036 F 1.88 0
COOKIES 007366408036 F 1.88 0
COOKIES 007366408036 F 1.88 0
COOKIES 007366408036 F 1.88 0
COOKIE 007366408016 F 1.88 0
COOKIE 007366408020 F 1.88 0
COOKIE 007366408016 F 1.88 0
COOKIE 007366408016 F 1.88 0
COOKIE 007366408016 F 1.88 0
GV STRW SYRP 007874243402 F 1.53 0
GV STRW SYRP 007874243402 F 1.53 0
HERSHEY S CA 003400000366 F 2.28 0
HERSHEY S CA 003400000366 F 2.28 0
HERSHEY S CA 003400000366 F 2.28 0
HERSHEY S CA 003400000366 F 2.28 0
HERSHEY S CA 003400000366 F 2.28 0
GV CARM SYRP 007874223164 F 1.53 0
GV CARM SYRP 007874223164 F 1.53 0
GV CARM SYRP 007874223164 F 1.53 0
GV CARM SYRP 007874223164 F 1.53 0
GV CARM SYRP 007874223164 F 1.53 0
GV CARM SYRP 007874223164 F 1.53 0
MINT CHIP 007874226413 F 2.66 0
MINT CHIP 007874226413 F 2.66 0
MINT CHIP 007874226413 F 2.66 0
4PK WNT SPRK 007089644612 F 8.97 0
4PK WNT SPRK 007089644612 F 8.97 0
10Z JP MINI 060069900189 F 1.25 0
TV MOUNT 003174207243 69.00 0
SUBTOTAL 326.73
TOTAL 326.73
AMEX TEND 326.73
AMERICAN EXPRESS *** *****3 063 I 0
APPROVAL # 827186
REF # 000100220715
TRANS ID - 001037394014485
AID A000000026010801
TC 40F73B65CC6E9ABF
TERMINAL # SC010196
*Signature Verified

12/13/17 16:14:31
CHANGE DUE 0.00
ITEMS SOLD 92
TC# 1672 0263 1134 8717 7596 6



12/13/17 16:14:40
CUSTOMER COPY

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SUPERCENTER
(904) 365 - 2555
MANAGER BRIAN JACKSON

STN 06978 OP#	000995 TE# 68 TR# 08840	
KIMP	002550020082 F	10.98 0
FIR IIZ KC	002550020627 F	10.98 0
ALBOSOL	004650073336	0.97 0
ALBOSOL	004650073336	0.97 0
FIRZ FR MED	003700096864	4.94 0
SIMM ED GEL	004898824000	3.42 0
DIMPID 2PK	007591900160	4.36 0
DIMPID 2PK	007591900160	4.36 0
FIR LAV 128	003500053068	5.48 0
FIR LAV 128	003500053068	5.48 0
PHIL 000ZLMN	004129497291	5.64 0
PHIL 000ZLMN	004129497291	5.64 0
TV MOUNT	068113113402	39.96 0
TV MOUNT	068113113402	39.96 0
PRODUCT SERIAL #	G7CZMMBOS40A04440	
40 INCH TV	085140100570	228.00 0
	SUBTOTAL	371.14
VOIDED SERIAL # G7CZMMBOS40A04440		
VOIDED ENTRY **		
40 INCH TV	085140100570	228.00-D
PRODUCT SERIAL #	G7CZMMBOS40A04440	
40 INCH TV	085140100570	228.00 0
3" SVC PLAN	060538822280	26.00 0
	SUBTOTAL	397.14
	TOTAL	397.14
	AMEX TEND	397.14
AMERICAN EXPRESS *** **** ***3 053 I 0		
APPROVAL # 890294		
REF # 000100166947		
TIMING ID - 001033799930482		

AM 11000000025010801
TC 42A29AC62DA08A16
TERMINAL - # SC011101
*Signature Verified

12/06/17 17:18:03
CHANGE DUE 0.00
ITEMS SOLD 16

C# 2880 7600 9293 9505 6935 7



Low Prices You Can Trust. Every Day.
12/06/17 17:18:11
CUSTOMER COPY

You have purchased a Walmart Product
Care Plan administered by Asurion.
Your receipt is required to register
a plan or file a claim.
Registration options available:
*Take a picture of the Savings Catcher
QR code to 40303 (*Standard messaging
& data usage rates may apply),
visit www.walmartcareplan.com
or call 1-877-968-6391.
To file a claim, ask questions
regarding plan coverage or obtain a
copy of the terms and conditions
visit www.walmartcareplan.com or
call 1-877-968-6391. Full program
terms and conditions are available at
checkout registers in this store.

Use Walmart Pay to save your receipts.



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

Invoice

Invoice #: 1964
Invoice Date: 3/22/18
Due Date: 3/22/18
Case:
P.O. Number:

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

RECEIVED
MAR 27 2018

BT:

Description	Hours/Qty	Rate	Amount
Event Staff March 15, 2018	27.09	25.00	677.25
<i>Amenities Revenue</i> <i>2,369,103</i> <i>92</i>			

Total \$677.25

Payments/Credits \$0.00

Balance Due \$677.25

2nw
3-23-18

Governmental Management Services, LLC
9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
27.09	Facility Event Staff	\$ 25.00	\$ 677.25

Covers Period End: March 15, 2018

Amenities Revenue # 2-369-103

Clay County Sheriff's Office

P.O. Box 548
Green Cove Springs, FL 32043

INVOICE

INVOICE DATE: MARCH 27, 2018
WEEK OF: 03/16/18-03/27/18

TO:

Double Branch CDD & Middle Village CDD
370 Oakleaf Village Parkway
Orange Park, FL 32065

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03/16/18	STEVEN HILLS	1730-2330	6	30.00	180.00
03/17/18	MATT WILLIAMS	1630-2230	6	30.00	180.00
03/17/18	EVA SOLIS	1700-2300	6	30.00	180.00
03/18/18	BRYAN SMITH	1700-2300	6	30.00	180.00
03/19/18	BRYAN SMITH	1700-2200	5	30.00	150.00
03/20/18	BEN WASE	1715-2315	6	30.00	180.00
03/21/18	MATT WILLIAMS	1730-2230	5	30.00	150.00
03/22/18	STEVEN HILLS	1700-2300	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$1380.00/2

\$690.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O Brittany Gillard.

THANK YOU FOR YOUR BUSINESS!



R&D

LANDSCAPE & IRRIGATION

A Safeguard Services Company

8850 Corporate Square Court
Jacksonville, FL 32216



PAST DUE

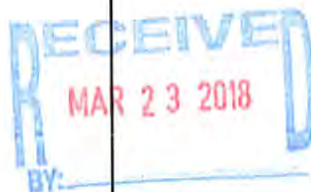
Invoice

Date	Invoice #
1/4/2018	18016820

Bill To
DOUBLE BRANCH CDD C/O GMS LCC 475 WEST TOWN PLACE, STE 114 ST. AUGUSTINE, FL 32092

Ship To

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	10/10/17 Relay burnt up due to leaks in the system. Changed out relay, ran & tested. Control box will need to be replaced eventually due to abuse of all the other components. (Work completed by Pumps Done Right) 21.320.572.46210 S18 	288.05	288.05

Please Make Checks Payable To:
R&D Landscape & Irrigation
Please Remit Payments To:
7887 Safeguard Circle
Valley View, OH 44125

Total	\$288.05
Payments/Credits	\$0.00
Balance Due	\$288.05



R&D

LANDSCAPE & IRRIGATION

A Safeguard Services Company

8850 Corporate Square Court
Jacksonville, FL 32216



PAST DUE

Invoice

Date	Invoice #
1/4/2018	18016821

Bill To
DOUBLE BRANCH CDD C/O GMS LCC 475 WEST TOWN PLACE, STE 114 ST. AUGUSTINE, FL 32092

Ship To

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	Work completed on 8/10/17 by Pumps Done Right Found Coyote control bad. Bypassed Coyote, ran pump & ohmed motor. Adjusted pop-off valve so it works. Ran & tested. 2-320-572-46210 SIS	180.00	180.00

RECEIVED
MAR 23 2018
BY: _____

Please Make Checks Payable To:
R&D Landscape & Irrigation
Please Remit Payments To:
7887 Safeguard Circle
Valley View, OH 44125

Total	\$180.00
Payments/Credits	\$0.00
Balance Due	\$180.00

FIFTH ORDER OF BUSINESS

D.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285 x7; manager@oakleafresidents.com

Memorandum

Date: April 2018
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Food Trucks @ DB
- Upcoming – Spring Camp Out , Spring Yard Sale
- Working on events with aquatics for summer

Aquatics

- Pools open weekends in April
- Aqua Aerobics class available at DB, Swim Lessons take place at DB, Swim Team programs take place at MV

AMENITY USAGE

- *Total Facilities usage – 3184*
- *Average daily usage – 103*

Card Counts:

DB Owners	29
DB Renters	32
DB Replacements	16
DB Updated	26

Total cards printed: 174(both districts)

Rentals

- 16 of 31 days rented in March, 4 of 4.5 weekends had rentals
- 18 clubroom rentals, 0 patio rentals
- 28 tours (approx.31 hours) /69 staff hours used for scheduling, administrative, etc..

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285 x7; manager@oakleafresidents.com

Memorandum

Operations:

Open Item

- Column – update
- Damage to Silver Bluff Entry Sign

MAINTENANCE

- Replaced autofill reservoir at Slide Pool pack
- Diagnose issues with Spray ground Filter motor
- Coordinate repair (replacement of filter motor), re-sealed old motor for back up
- Cleaned Duck Bridges
- Clean and prep pool decks for Spring Break
- Replace multiple hangars for pool equipment
- Install LED corn lights(3) at Amenity Parking Lot (Front Lot complete)
- Clear small trees. Shrubbery, and vines from corner lot (park area)
- Remove damaged sign and brick/mason work from silver bluff entry
- *Multiple timers adjusted for lighting timing*
- *Replace auto shutoff valves on poolside shower*
- *Clear pool house (second level) for soccer usage/ storage*
- Replace damaged pool deck grates (drainage grates)
- Inspect wash out area behind pool decking on pond bank
- Coordinate first inspection with County Health Department – all pools passed
- Finalize payroll set up – 40 staff members between the two district officially hired
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- *Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.*
- *Continual Park inspections and cleaning – all lakes inspected monthly – reports kept on file.*
- *Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 3/8. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 3/27.*

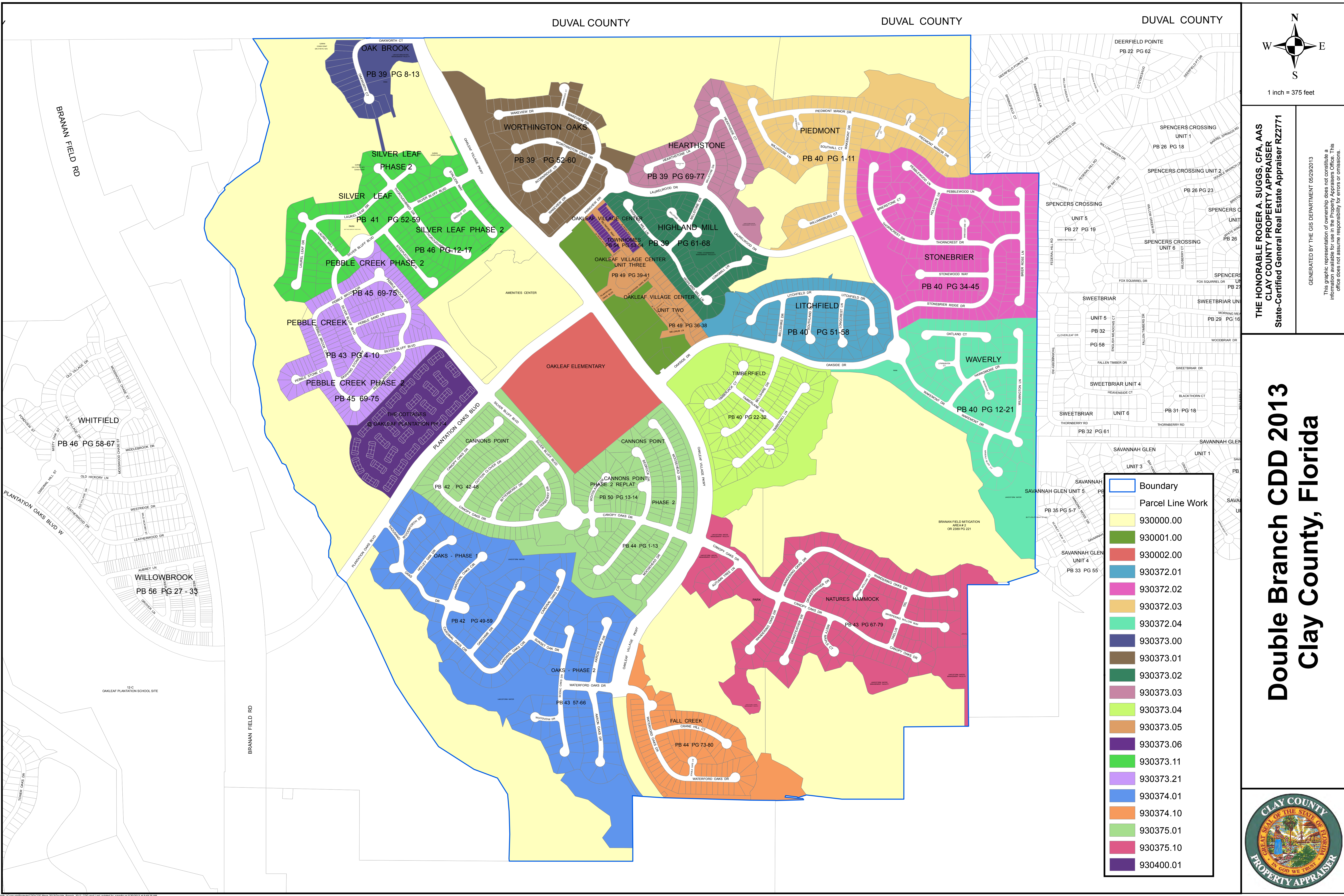
Landscaping

- *Multiple replacement plants installed from last year's contract amount (replaced due to damage)*
- *Multiple new plantings installed to meet this contract number – Amenity Center, parking lots .*
- *Grasses trimmed for spring growth*
- *Trees trimmed at Pool Decks*
- *Spraying completed on Multi-use fields*
- *Valve box repairs completed along the west end of Oakleaf Village Pkwy (near pond past Nature's Hammock)*
- *Monthly property reports and irrigation inspections kept on file in Ops. Manager office.*

For questions, comments, or clarification, please contact:

- Jay Soriano, Oakleaf Operations Manager 904-342-1441

jsoriano@gmsnf.com



THE HONORABLE ROGER A. SUGGS, CFA, AAS
CLAY COUNTY PROPERTY APPRAISER
State-Certified General Real Estate Appraiser RZ2771

Double Branch CDD 2013 Clay County, Florida

