

DOUBLE BRANCH
Community Development District

SEPTEMBER 10, 2018

AGENDA

Double Branch Community Development District

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

Revised Agenda

September 4, 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, September 10, 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 August 13, 2018 Board of Supervisors Meeting and August 13, 2018 Joint Committee Meeting
 - B. Financial Statements
 - C. Assessment Receipt Schedule
 - D. Check Register
- IV. Approval of Lifeguard Payroll
- V. Acceptance of the Engagement Letter with Grau & Associates for FY 2018 Audit Services
- VI. Consideration of Landscape Proposals
- VII. Consideration of Proposal from VGlobalTech for ADA Website Accessibility

VIII. Other Business

IX. Staff Reports

A. Attorney

B. Engineer

C. Manager

1. Discussion of the Fiscal Year 2019 Meeting Schedule
2. Consideration of Work Authorization #1 for Onsite Management and Maintenance Contract Administration for FY19
3. Consideration of Work Authorization #2 for General Maintenance Services for FY19
4. Consideration of Work Authorization #3 for Aquatic and Athletic Manager Staff for FY19

D. Operations Manager - Report

X. Audience Comments / Supervisor's Requests

XI. Next Scheduled Meeting – October 15, 2018 @ 4:00 p.m. at the Plantation Oaks Amenity Center

XII. 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, August 13, 2018 at 6:00 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
Chad Davis	Supervisor
Barry Morton	Supervisor (by phone)
Scott Thomas	Supervisor
Tom Horton	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	GMS Community Manager
Three Residents	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Suzanne Turcott stated at the beginning of this month I put a post on Facebook about a Little Free Library asking if anyone had spoken to anybody in management or in the CDD about a Little Free Library in the community. I've learned there was talk at one point and it's come around again because of me. I don't know if you all are familiar with the concept of the Little Free Library but basically it's a book slot. It's a community building kind of thing. It's kind of like a fancy mailbox that comes in a variety of sizes. The one that I'm looking to do is pictured on the bottom of the page that I handed out but we have two different options. The colored one is one that my husband and kids helped build when we lived in another state. It holds probably 50 books or so depending on the size of the books. This one Don has offered to provide for us to use. It's bigger, it's taller than me, and it will hold substantially more books. As long as it's approved and we move forward, whatever you all feel is a better fit for our community I'm perfectly fine with. From our post on Facebook we've gotten quite a few

people that are interested in helping to fill, maintain and donate books to this so that it's available as a free resource to the community. We're looking to put an array of books in there including fiction, non-fiction, adult books, teen books, early reader books and then story books for kids. Right now I'm compiling a group of people who are interested in each adopting a month to be the contact person. I will be the point person overall for it but I have people who are interested in each adopting a month and they will go by every two to three days to check on it, make sure there is a supply of books, remove anything that is inappropriate that has been left, clean up any messes and if there's any damage or vandalism or anything report back to me and if issues arise we will move forward from there with a solution. Apart from that I was also going to reach out to some of the community groups like the scouts to see if they are interested in taking on a month and if I struggle finding help I know the guidance counselors at the high school are always looking for community service hours for the teens so I'm sure we could find some kids who are looking for some service hours to take it on as part of their Bright Futures volunteer hours as well.

Ms. Nelsen asked have you scouted a location?

Ms. Turcott responded I have not. I was thinking over in phase one over near the pool area or soccer field since it's a high traffic area. Honestly I'm open to anything and I look to you all for suggestions as well.

Mr. Davis stated this might be a possibility when it gets done a less high traffic area. Reason being is I'm sure you guys have accounted for vandalism but the more high traffic the area the more likely someone is just going to ruin everything in there. I hate to say that but unfortunately it is what it is. We have this really nice park that is currently being completed and I don't think it's going to be a high traffic area like the pool where we seem to be having problems recently. It's across the street. It's more like parents walking with their kids and a stop and sit type of park.

Mr. Soriano stated if you guys remember we went through this a couple of years ago. The company was going to donate all of the money to do this and build the box and then they were going to step out. Our biggest concern was maintenance going forward. Here it sounds like they've already accounted for that. The other concern when we were considering this before was the location. They wanted to stick it in the neighborhood some place but we don't own too many areas inside the neighborhoods. We have common grounds and that's about it

and the rest is county right-of-way. We can't approve anything to put on their property. The park would be ours so it might be a good spot away from the high traffic area but still pretty close. We'd be kind of limited in location but it's different than what was requested back then. They wanted it done right then so to wait for our meeting to get the okay they weren't really interested. I think we're all pretty open to the idea. If she wants to work with me we will find a good location and make sure everybody knows the concerns involved of vandalism and things like that. The District is not going to have any responsibility there but it sounds like they have plenty of volunteers there to take care of it.

Mr. Horton stated I might suggest another location over by the gym because there is somebody in the gym from 5:00 to 10:00 at night so you have most of the time covered.

Mr. Soriano stated I've seen these things work pretty well even in big cities and you'll see people plant them right outside of their house and they keep an eye on it which is good. That is the only thing good about being in that amenity center area is that we do have some staff there. Even then I would still have some concerns but it may just be something they are going to have to be prepared for.

Mr. Davis stated if you can put it inside like Tom said I think that's a good idea.

Ms. Turcott stated it can go inside. There are models out there that are made for indoors like a cabinet. The fitness center over there has very extended hours.

Mr. Horton stated that would work and you could put a sign outside saying the library is inside.

Mr. Thomas stated I'm definitely on board with this idea being an elementary teacher and I'm already thinking of two or three places I would love to see it and I would have to disagree. I like the high traffic areas such as over by the field house. A couple of quick questions; number one, insulation of this. We're going to have to put it up to code properly. Are you going to dig the hole? I want to make sure it's something sturdy. I think they're awesome and I really like this style right here. Insulation-wise and the responsibility of installing these things, where does that fall?

Mr. Soriano responded it's going to be on them. I'll coordinate where it's going to be because I don't want anybody just going out and digging. Part of the agreement before is we really weren't trying to put staff time towards it. I'll just make sure they're not going to damage any main lines or anything like that.

Ms. Nelsen stated I think they will do a good job of publicizing where it is so if we did have an area outside the amenity center, that was my first thought. There are not a lot of teenagers hanging out there that might vandalize something.

Mr. Soriano stated I have a lot of concerns with the field house.

Mr. Thomas stated I was thinking more along the lines of where those benches are that are facing the playground because then it's convenient for that age that will actually go over to the playground and it's in an area where our security guards monitor.

Mr. Soriano stated what I'll probably do is leave it up to them and their volunteers. I'll take them around to each area and show them some of the concerns. The playground is not too far from there and it's the perfect spot for the age of kids that are there all the time but it is close to the field house and if you notice just how many times people break our doors trying to get in and pulling the gates off of the concession stand.

Mr. Thomas stated if we do move forward with this I would encourage the board that we could maybe put up two or three around the community to see how successful they are.

Mr. Soriano stated I think that would be better. Looking at the big one it's nice but I was thinking multiple smaller boxes because people will go out and fill them. My daughter will read a book and then she's ready to give it to somebody else. That would be up to the volunteers though unless we wanted to spend the time and money on it.

Mr. Horton stated another thing to take into consideration if you put it up around the rec center area is where one of our cameras catches it.

Mr. Davis stated maybe just right outside the gym entrance underneath the covered area.

Mr. Thomas stated what I don't want it to turn into is a place for people to advertise things so if you have a good base of volunteers just make sure it's clean.

Ms. Turcott stated that's definitely one of those things that will be in the list of here's what you do on your month.

On MOTION by Mr. Thomas seconded by Mr. Horton with all in favor for staff to move forward with The Little Library was approved.
--

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the July 9, 2018 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated on the assessment receipt schedule we are over 100% collected.

On MOTION by Ms. Nelsen seconded by Mr. Davis with all in favor the Consent Agenda, with exception to the lifeguard payroll, was approved.

FOURTH ORDER OF BUSINESS

Approval of Lifeguard Payroll

On MOTION by Mr. Davis seconded by Mr. Horton with Mr. Morton abstaining a vote the lifeguard payroll was approved.

FIFTH ORDER OF BUSINESS

Public Hearing to Adopt the Budget for Fiscal Year 2019

On MOTION by Mr. Thomas seconded by Ms. Nelsen with all in favor the public hearing was opened.

Mr. Perry stated there was a budget in your agenda package but the one I handed out to you had a change at the bottom of page five. Other than that it is the same. The change on page five is related to amenity payroll, aquatics, athletic and pool attendants. It's the same dollar amount we just revised the line item amounts to be consistent with where we're going. With that, I'll go over the budget. From when the budget was approved we've updated on column two the actual year-to-date amount which was through 6/30 and then we have adjustments to the projected next three months for a total projected budget and actuals for this year. The last column is going to be the approved budget that we're looking to be adopted tonight. In regards to the budget that was approved there's really no major changes but let me go through where we're at. The general fund assessments stayed flat along with the expenditures. Typically your general fund doesn't changes from year to year. The big changes result in the recreation fund. The recreation fund includes the administrative portion of it, maintenance in which one of your

biggest line items is landscaping, the recreational facility itself and then the fitness center. In regards to the budget for this year, as we've discussed previously, the major changes are taking the amenity services in-house. Some of the management services have been realigned to work right under Jay. They all in essence work under Jay but we do have district employees now. In regards to the assessments themselves, we have kept them the same level as last year so there is no change in assessments and they will be billed to the individual landowners of the district. In regards to the administrative section there was a change and we talked about it at the last meeting of \$15,000, which is the additional cost of the maintenance of those positions that have been switched. In regards to maintenance you will see those dollar amounts are pretty flat. Under the recreational facility in total the dollars have gone a little. I would say conservatively, what we're projecting for next year for the cost of that is higher than what it is probably going to be because Jay now has the flexibility in regards to staffing to manage appropriately for weather, which is the biggest variable he has. Also, the staff is multitasking more than in the past so we expect next year to have some significant savings there. In regards to the fitness center there are a little bit of changes in the staffing numbers and some increases in the janitorial but other than that it stayed flat. After that is the narrative of each of the revenues and expenditures of the district. Also we will have the debt service for the 2013 bonds and again once those bonds are set we do not have changes in the assessments each year. Page 21 shows the allocations to all of the different product type that you have in the district. We also have our capital reserve funds on page 22, which are increasing. Finally, on page 23 it shows where we are in regards to the reserve funds and also cash available to the district. If you'll look where it says allocation of funds available it says total working capital surplus of \$67,000. We need to have three months of working capital available to pay our bills because the bulk of the assessments don't come in until December so we have to fund October, November and part of December. We now have that plus \$68,000 in excess so that's a good thing. Your sister district is in good shape too. If that number was \$150,000 that would be great but if it goes up to \$400,000 we would look at reducing assessments because we don't want to have that extra cash just sitting here. For your capital reserve funding we are now at \$1,050,000 so we keep building that up just a little bit at a time but it's in great shape. That is for those large capital items that we're going to be replacing more and more. Overall the district is in good shape. The only variable in here is the landscaping. We still think we need to go ahead and adopt this

budget, keep the assessment levels where they are at and if the board decides to go to the lower cost provider then during this next year we will look to see if we can keep that low cost or if we have adjustments to make.

Mr. Horton stated I'm disappointed. I brought this up at the last meeting and you assured me you were going to make the change but it didn't happen. On page seven it describes all of the employees and we decided that Jay did at least two of those jobs so we were going to put a slash in there or something indicating it's one in the same job.

Mr. Davis asked were they combined on the line item but just not in the definitions?

Mr. Soriano responded yeah. We can change that.

A. Consideration of Resolution 2018-03, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2019

Mr. Perry stated you have that resolution in your agenda package. The numbers on page two that we would insert for the general fund would be \$178,185. It should have an additional line that will be inserted for the recreation fund and that totals \$1,508,338. The debt service fund totals \$1,980,614 for a total of \$3,667,137.

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor Resolution 2018-03 was approved.

B. Consideration of Resolution 2018-04, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2019

Mr. Perry stated this authorizes us to submit the roll to the Clay County based on the budget we just adopted.

On MOTION by Mr. Davis seconded by Ms. Nelsen with all in favor Resolution 2018-04 was approved.

On MOTION by Mr. Davis seconded by Mr. Horton with all in favor the public hearing was closed.

SIXTH ORDER OF BUSINESS

Consideration of Landscape Proposals

Mr. Perry stated this is just a placeholder. The one thing we would ask that the board would consider if you have your grading sheets that we've handed out, if you could provide

those grading sheets to either myself or Jay one week prior to the meeting that way we can try to get them in order and ready. Between now and then if you have any questions feel free to contact us.

Mr. Horton asked how do we plan to get the two districts together to try to get a contract? If we come up with two different companies is that just the way it goes?

Mr. Perry responded that's a good question. I'm expecting they will be somewhat in line based upon questions that have already been asked. That's about all I can tell you.

Mr. Horton stated I'm just curious. I guess it doesn't make that much difference but it's probably easier for Jay to manage.

Mr. Perry stated we've had that situation before where we had two separate vendors.

Mr. Soriano stated just to point out the last time we did the RFP we did it the same way where you guys had a joint landscape committee meeting and it worked out the same way. Everybody graded and just from discussion and that committee meeting you guys ended up scoring the same even though there were four bidders for Double Branch and two for Middle Village.

Mr. Horton asked is Middle Village's landscaping more than ours or less?

Ms. Nelsen stated there's a lot more square footage.

Mr. Soriano stated there is a lot roadway work and this amenity center is huge. There's a lot of detail work too.

Ms. Nelsen asked so they're meeting September 10 at 2:00 and ours is at 4:00?

Mr. Perry stated that's correct. If you would like to attend their meeting you are more than welcome. You might hear something that changes your opinion based upon their discussion. You can comment also as a member of the public.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated I would reiterate to Jim's point if you have any questions regarding the RFP to reach out to Jim, Jay or myself and we would be happy to answer them. It's not an

exact science it's just one of those processes you have to work through and come to the best decision possible based on all the information you have.

B. Engineer

There being none, the next item followed.

C. Manager – Discussion of the Fiscal Year 2019 Meeting Schedule

Mr. Perry stated the one thing to note is we do have the two night meetings scheduled; one in February to go over rules of procedure and possibly changes and rates and then in August we have our budget meeting scheduled.

Mr. Horton asked there is a third Monday and a first Monday. Is that for holidays or something?

Mr. Perry responded yeah I can't remember specifically but there was a conflict.

Ms. Nelsen stated there are three that are off.

Mr. Perry stated I think at least one of those I have a conflict due to other meetings unfortunately and we try to balance them as best we can. We can push it to next month if you'd like.

Mr. Davis stated let's defer it.

D. Operations Manager - Report

Mr. Soriano stated we had a couple of community events this past month. We had our dive in over here. If you recall your dive in was pretty packed. This one I don't know if weather kept attendance down a bit since we thought we were going to get rained out. We had 179 pre-register so I was planning on a few hundred people but we probably had 120-150 show up. It's not bad but compared to your dive in it was not packed. Everybody had lots of fun. We were serving adult beverages at this one and showing *Jaws* in the back. It goes to show that usually the events at Middle Village are different. Double Branch really turns out. We have a lot of families that come to every event. I would say a good amount of people that were here on this pool deck were still Double Branch families.

We will be setting up the off-season calendar here. We have our Camp Out and Yard Sale that the district does and then we have the outside events such as the Fall Expo. I'll put those calendars out there along with the fact that we still have food trucks. They haven't changed their date yet but they're still looking at that.

Mr. Davis asked have they not been here? I'm missing them.

Mr. Soriano responded they've been there. They've also been adding some time over here. The church across from the clock tower has started a food truck night and then end up filling up that whole parking lot and leaving a huge mess the next day. They just had theirs this past Friday night.

I wanted to report that we had about \$7,500 deposited for swim lessons. That is something new. In years past you guys didn't get any money from that so those extra things that were done through that contractor went to them 100%. The idea was that was a way for them to make extra money. I don't know that it's something they put a lot of effort toward because this was about the same this year. I'm going to work with the aquatics crew and the swim lesson instructors and Susie to set some goals for next year to try to really sell more. There are a lot of kids here so there should be a lot of families making sure their kids can swim. It's also much more convenient to do it in your pool rather than going out to Cecil Field or YMCA so I think that's one we really need to focus on. The swim team brought in an extra \$20,000 that they never got before and that's their program. Your program is the swim lessons. It was nice to see that extra deposit going in there.

Mr. Horton asked they rent the pool for the swim lessons?

Mr. Soriano responded no that's registration fees.

Mr. Horton asked how many swim lessons did we do?

Mr. Soriano responded I don't know I just looked at the total deposits.

Mr. Horton asked how much is it for a swim lesson?

Mr. Soriano responded it depends because there are private lessons and group lessons but an average might be \$100-\$150 and it's a stack of lessons, anywhere from four to six.

We're starting to have a lot of problems with ADA. Last year I started replacing batteries and we've had to replace more throughout the summer. Those batteries only last a couple of years. They actually have a date on the back and they have this little memory chip inside of them so the company can actually see how they're being used and will replace them if they are having a warranty issue but we haven't gotten that lucky so far. Those batteries are expensive. They're about \$380 a piece. Now we're starting to have problems with the hydraulic lift portion too, which is around \$500, and the little devices that turn them. We will be repairing them. I don't think I want to start replacing in total yet. That may be something we end up looking at in the next year or two. I think when we bought the chairs they were almost

\$6,000. They are a little more expensive these days and they're a little bit different and I have to get the same one anchored in the same way that way we don't have to do any work on the pool deck itself.

Mr. Horton asked does it get used much?

Mr. Soriano responded no. There are one or two at each district that do use them but it's part of the ADA requirements that I have to have them up and operating. It's a good amount of money that we have to spend for maintenance. If we start replacing parts too much it's just time to get new ones so maybe another year or so.

We had a back to school event at both pools this past week. They were running at the same time. I'd say Double Branch had about 150-200 people there. We were giving away bags stuffed with school supplies that they had to win by playing games so the kids have fun and the adults get involved. We have away a few bags stuffed with about \$100 worth of supplies. I had to pull lists for all of the elementary schools and go shopping for stuff like headphones and different colored notebooks. We also had the end of summer party for our lifeguards. If you noticed today there was really nobody there. It was the last day of orientation because school starts tomorrow. Our step down schedule starts this week and then next month it drops down even more where we will finally get to a point where we're just operating on the weekends for October and then we will eventually close. A lot of our lifeguards will start going back to school themselves so I'll do the end of the year reviews here. The staff enjoyed the party this year. It was a little bit different because a lot of them had a lot of ownership in it. This is the first full summer that we've run everything ourselves so this will let me plan for next year to operate a bit better.

Moving on, I mentioned last month that our numbers for amenity usage were low because we had some issues with our access system getting taken out by a lightening strike. They will have an insurance claim for that lightening strike now. The elevator was damaged in this building and I didn't see that until about two weeks ago. The elevator repair company came through and that's going to be almost \$20,000 so I was able to make an insurance claim. Our numbers are back to normal so I have clean numbers for July, however this is abnormally low too. In July our operating time is cut extremely low. June and July we had a lot of rain so our operating time was down 50-60%. We have a lot more families, especially on this side that

have moved in. If you look at those card counts, usually by July we're starting to slow down but there were still 513 cards printed up for mostly new people between the two districts.

Mr. Horton asked is the elevator fixed now?

Mr. Soriano responded it is. They installed the new control board that was about \$17,000 by itself. That was installed today so it's up and operating now.

Mr. Horton asked if it breaks you just call somebody out to fix it?

Mr. Soriano responded yes. By State law we have to have the elevators because of ADA and we have to have a licensed approved vendor that handles our maintenance and the State oversees them and our maintenance contract so we're kind of limited on who we can go with. We've actually used the same company since the very beginning so if we have issues like that we just call them up.

Mr. Horton stated I ask because I came to that vendor event they had up here a week or so ago and I talked to the lady that was running it and she said I wonder why they can't get it fixed. I said I'm sure he's working on it.

Mr. Soriano stated yeah we're kind of held at their mercy and it's those cards are not something they keep on hand. They are refurbished and made on the spot. The next step after that if we couldn't get a hold of one of those cards is looking at a new elevator so I'm glad that wasn't the case.

Moving on, the rest is just maintenance items. It was a light month. I think most of this month has been spent on the landscape RFP and getting that ready for your guys.

Mr. Thomas stated the fence at the Oaks looks good.

Mr. Soriano stated yes I think it looks great. I know people were worried about and we had a discussion about getting the wood look vinyl but I think it looks great.

Mr. Thomas asked what about the multiple repairs to the fencing at the basketball courts?

Mr. Soriano responded the areas that we did a little extra repair to they haven't messed with but they have moved to those other areas. I guess they figured out the easier areas to break into. We do have some other fence areas that are easier to jump over and pull on and they've kind of figured that out.

Ms. Nelsen asked is that when we're open and staffed?

Mr. Soriano responded yes. When they're bringing guests and they're out at the basketball courts they have to leave their cards out so it's easy for our security guard and staff to see there are six cards but ten people out on the court. That's when they go out there because they know they didn't come past them. We can go on camera and see them coming on the screen and see they got in some other way. I've gotten to the point where I tell them not to even mess with them. Just call the officer in and they're going to get trespassed. There are signs everywhere telling you to check in at the front so they know. What really bothers me is a lot of the adults that are out there see it happening but they just keep playing basketball. I'd really like them to step up and tell them they can't do that.

Mr. Horton stated I'm sure they'd listen.

Mr. Soriano stated there are some adults that do but there are some that don't so it makes it tough.

Mr. Davis asked can we not plant spiky plants around the perimeter?

Mr. Soriano responded I'd like to look at some landscaping around that plus I'd like to get some tennis windscreens because the sight and sounds coming out of that area can be blocked off. It looks more like a country club too. Even our swimming screens are like that and it separates all the sights and sounds from the tennis and the swim. I get the complaint all the time where people are hearing and seeing things from the basketball court when they're walking by the soccer fields.

Ms. Nelsen stated if you could look into that as soon as you get aquatics shut down.

Mr. Soriano stated I'd like viburnum. They're cheap and easy and fast growing and the bees hang out around there so nobody is climbing in those.

Mr. Horton stated I'm curious about geese and duck relocation service.

Mr. Soriano stated yes we brought out the toys to keep them out but they come back after a while. The nice part about this time of year is we're getting ready to have soccer practice out there so between the times that we're doing things and the time that soccer is on the field it will lighten up a little bit.

NINTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting

Mr. Perry stated the next scheduled meeting is September 10, 2018, 4:00 p.m.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

MINUTES OF JOINT COMMITTEE MEETING
DOUBLE BRANCH AND MIDDLE VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

A joint committee meeting of the Double Branch Community Development District and Middle Village Community Development District was held Monday, August 13, 2018 at 5:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present were:

Cindy Nelsen	Double Branch Chairperson
Chad Davis	Double Branch Supervisor
Barry Morton	Double Branch Supervisor (by phone)
Scott Thomas	Double Branch Supervisor
Tom Horton	Double Branch Supervisor
Rocky Morris	Middle Village Chairman
Mike Reynolds	Middle Village Supervisor
Rod Swartz	Middle Village Supervisor
Mike Steiner	Middle Village Supervisor
Shawn Vick	Middle Village Supervisor
Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	GMS Community Manager
Three Employees of Two Vendors	

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 5:00 p.m.

SECOND ORDER OF BUSINESS

Review of Proposals for Landscape and Irrigation Maintenance Services

Mr. Perry stated in years past the Districts have used separate contracts for their landscape services but they have in the past utilized the same contractor for both districts. That's not to say they have to do that now or in the future. The purpose of this meeting tonight is to review and discuss the three proposals that were received. The three proposers are all qualified and they are TriMac Outdoor, R&D and Duval. They have provided copies of their proposals and staff has gone through them. You also have a ranking sheet that shows the mathematical scoring of the pricing in the proposals. We're not asking you to grade these tonight but we're asking that for your next meeting in September you grade those so we can

rank them during that meeting and move forward with negotiations in regards to the contract. Tonight is an opportunity for both boards to discuss these proposals. Jay will go over them a little bit. I'm sure some of you have some questions you have not gotten answers to so this is an opportunity for the boards to interact and discuss them. This is a workshop so there is no formal action to be taken or voted on tonight. We were just looking for some direction on how the boards were looking at these proposals.

Mr. Soriano stated we ended up having three vendors drop off proposals which is a little less than I would have liked. We had seven go through the tour all together. I felt a little bit better as I looked through the old RFPs. If you noticed I sent out a revision, not just with our current contract, but with a low cost point from our last RFP. For Double Branch you guys had four that turned proposals in so there were a few that dropped out. Middle Village only had two. If you guys recall, a long time ago we were going between Down to Earth, who is our installer, and Duval who is here. Middle Village had some issues in the past. We had an RFP that changed hands so I know that played into the minds of some of those vendors, but one thing we really tried to get them to understand this time as we were doing the tour is that I would prefer them to review both packets and drop off for both districts and give us the best price for both of them. Whether they win one or the other or they get both we want the best price they have for Double Branch and the best price they have for Middle Village. The last time we did the RFP we set it up different where they gave us those, plus a whole other set of numbers in the event they won both. It's really, what can you do best for us overall. I checked all three out. All meet the minimum requirements. They are all commercial vendors that are in the area. We do have some history with the vendors that went through this tour. There's one that I don't have a lot of information for you but they dropped off a great packet and you guys should be able to go through and see references and the properties that each one has in the area so you can take a look. You can even contact some of the staff that is onsite for management, not the vendor themselves or their foreman that are out cutting the grass. If they have staff at the front desk you can always talk to them. With that being said, a lot of it is going to end up being subjective as you look through the packets. Grading them on personnel is hard because a lot of them have enough people as far as numbers so some of that would be information you could get from either staff here or some of those references that you contact; the same with understanding scope of work. That is a big packet and I believe all of them, even the ones that

dropped out, understood what is expected here. The easy one was price and I already did that for you. That is the mathematical equation for part of it. The other 20 points is really just reasonableness of price. I would've liked a lot more vendors so that it gives you a better market. It is hard to pick that pricing you may like when it's just three, especially when you go through all those numbers that I pulled out of the packets and look at everything from all of their cuts to what it costs for each application of fertilization or just a three gallon plant. I've broken all of those up on that cheat sheet for you. Still, with just three companies it is hard to spread those points out and figure out which ones you like better. Some of this will be subjective so some of tonight is just discussion on what you guys have seen so far and if you guys have questions for Jim, Jason or I. The one thing I ask for tonight is not to discuss the points yet because we're going to grade them later but as far as what you like and didn't like, that's the discussion we want to have.

Mr. Morris asked Jim you said in September's meeting we will be making a decision?

Mr. Perry responded yes and the reason we're not asking you to make a decision now is obviously it's a workshop, but also based upon the discussion tonight you might change your mind on any of these.

Mr. Morris stated I know an issue at least for Middle Village, I would assume it's the same for Double Branch, is currently we have an issue with invoicing where it's a constant having to go back and draw our current vendor back to the contract and I don't know if they are intentionally trying to overlook or what it is but that's a big stickler for us and I'd rather not take your time away from that and I would just like a higher level of integrity from the vendor.

Mr. Soriano stated both boards have talked about that before. I have gone back and revised invoices and I don't know that they're trying to overlook it but it is extra work. This is a real low dollar current contract but at the same time it's something they should have familiarized themselves with. I have talked to them about that and they are much better but it has been a little bit of work to get to this point. That is also why I talked to you guys before we even started this process months ago about getting rid of that extra experience notch that we always gave to DTE. DTE was our installer and they had been here for 13 years. They kept the same rates year after year and that has changed. It is a different company that's here.

Mr. Morris stated I didn't look closely at it but I know we had discussed before about sod prices and that would be maybe not in the scope at least but for additional sod. Is that outlined in here?

Mr. Soriano responded it is. Double Branch, yours is smaller. You have two pages of those cheat sheet numbers. Middle Village, you have four. Near the bottom on your fourth page after that three-year total you see the sod is Bermuda and it spells out St. Augustine and Bahia but it also has in there the all inclusive price for sod including labor. I told you that number would go up and that is what we've seen here but we've seen one or two that are still kind of low. There was a .35 cost in there.

Mr. Steiner stated that's what I was going to bring up is the fact that across the board there was such disparity on sod prices with a high of .83 and a low of .35. Two of the vendors were somewhat close but then you go down into the plants and trees and it shifts. Looking at the packets I assume that everybody can do the job. The problem is that I'm not sure everybody understands the task.

Mr. Soriano stated especially the extra work. That is the hard part. They have a contract here so they will be held to a contract. We saw this when we went through the sod issue just a couple months ago that sod is much higher right now than that. If you can get it at .35 that's not including installation. I've heard of cases where people are getting it cheap but it's not easy right now and you're not going to get it stripped and laid so for them to have done it they would have been doing it like we're paying for the sod but they're paying for all the labor. The contract portion if that's the case, that's the price they put out there. Those three-year numbers is what we have to hold them to and what they will agree to. If there is an issue with any one of those vendors not meeting those minimum requirements that are in the contract that is where we can hand it over to Jason if you have any questions about that process. If they're not meeting minimum requirements they are not going to be here. As far as the extra we want to do or switch things out I want good pricing there and they have to really understand that. Some of those do concern me but since it's extra I do believe we're allowed to ask them once we award for clarification to make sure they understand, you've given us .35 that is what that sod is going to cost you. We've had that problem in the past, even with our current contractor. We spell out the complete cost to replace a controller and in there it's the complete pricing. We ask for everything so this is what I expect, not this price plus another \$1,000 for hours of labor so

they have to understand that. We can verify that portion afterwards but right now as far as the three years that is the most important part. I do have concern with some of those prices in there for the extras so we would want to double check with them on each one of those. When I went in and broke down those cheat sheets if the sod was .35 there's no way they are getting those thousands they say they are for the normal \$10,000. It just didn't add up correctly. For this process here I can't imagine I know what they were thinking when they were giving me the three-year total. I have to go by the numbers they gave us. Right now market price once you strip and lay is going to be closer to .70.

Mr. Steiner stated in each of the contracts there is an install line for the sod which I thought was just strip and lay and if that's the case the .35 one is .60 a square foot so you're looking at .95. The other two also went ahead and included pricing. One was an hourly rate and one was just per square foot. There was such a disparity in the starting points but then when you start looking through the plants and the trees you go from \$575 to \$1,200 for one tree. That's a big difference.

Mr. Soriano stated it is and more of that I can promise you is going to fall under labor. Most of these when I looked at the cheap end was just cost for the product. We can get those trees for cheaper. If we were to go and buy them ourselves a lot of times we could get them for \$500 for certain trees but I'm not putting them in so they have to add that labor rate and I don't believe they're adding the labor rates to some of those. If they want to eat the cost on it, that's up to them. That's the number they gave us. It's a one-year guarantee for all of our plants.

Mr. Horton asked why aren't some of these things that happen every year included in the costs when you added it up? For example the pine bark we put out twice annually. Why wasn't that included in the total?

Mr. Soriano responded it's supposed to be. That's the way DTE used to do it when they were here before. When you looked at those extra prices below with the pine bark it matched up to square footage and our twice per year. It doesn't mean they didn't decide that for their contract amount they're going to make it cheaper but for the extra amount we ask them to itemize they're going to put another cost. I can't say that I know for sure what each one did but if you look through there each one was a little bit different. I believe it was on Double Branch they left out a couple that were \$0 ones and that's because they said it was included. There were a lot of things that were included but we asked for extra so I wanted that pricing in there.

Mr. Horton asked you're saying you left out the pine bark and stuff like that that's going to be in there anyway?

Mr. Morris responded to Tom's point Jay, could you help us out with that calculation? Maybe you could just email it to us where we could compare apples to apples.

Mr. Horton stated I did a quick down and dirty on the things that they were probably going to do and it varies anywhere from \$124,000 up to \$161,000 so it was about a \$40,000 difference in there and it makes a difference on the pricing when you look at it. You really have to take it into consideration because it's going to happen. They're going to change out the flowers four times a year, the mulch twice a year, etc. They've already given a price for it so I think it should have been in there.

Mr. Soriano stated but it is in the total annual price.

Mr. Horton asked what are you talking about? That's on the second sheet. I'm talking about just Double Branch. Maybe Middle Village is a little bit different. It gives you the prices but it's not included on your sheet here where you totaled it up.

Mr. Soriano stated I gave you an itemized spreadsheet. That's just the three-year total for you to look at quickly, but then you have another page. Those were in there and I think that's what Mike was referring to.

Mr. Horton asked on R&D's submission the three years that they put in there the first year was repeated twice.

Mr. Soriano stated two of them were like that. There was one where did it both on the Double Branch and Middle Village side. Tri-Mac was the only one that changed for the three years and it was for the labor for cutting. Nothing else really changed so I would think that's probably their cost for labor. That's the only thing that I can see going up. If plant prices go up, unfortunately that would be something they would end up eating. R&D and Duval were the same all three years. That's usually what we see in the RFP. They don't go through year by year, probably because it's such a large packet. They do one year with all of those itemized prices and then they just give us three pages full of it.

Mr. Steiner stated it seems like at least labor you know is involved. If they're getting it all up front how much over have they gone to meet that requirement?

Mr. Soriano responded I had a little bit of concern with that too on all of them, not just on labor. I like that idea from Tri-Mac but here we had an issue with R&D on sod. We know

things get more expensive. I would have probably planned a small percentage on some of the costs for plants or anything like that. It would be great if they can provide us with something cheaper because they will look like heroes if they gave us a cut rate from their contract but most of the time things go up. It's a three-year contract and as long as we're happy and they are satisfactory we just do a one-year extension for a total of five years all together. A lot of those prices can change five years down the road.

Mr. Morris stated looking at these it's the same work and same scope. Does it give you pause to look at over a \$100,000 difference in pricing between Tri-Mac and R&D?

Mr. Soriano responded it did until I looked at that last RFP and that's why I included that for you guys, not just our contract rate but out of all of those companies that dropped off bids last time Double Branch had four and Middle Village had two and if you look at the lowest one, it matches where our lowest one is now so they're a couple thousand dollars more for the one now but that means they think they can do it.

Mr. Steiner stated the other thing that was asked in there, and I guess it's something for the future because I don't think we can do anything about it now, there was a request to provide the equipment they have and where it's located. All of them identified equipment but the downside to it is the fact that based on their current contracts because all of these companies have more contracts, some down in Orlando, what equipment will be applied to us would have been more beneficial.

Mr. Soriano stated that would be language we will have to make sure to include in our next RFP. I even asked the question as I'm going through trying to figure out if everybody meets those minimum requirements. We don't tie it to this location so yeah if they are a big commercial company and they can claim they do resorts in Orlando. DTE did that all the time but their local branch was not that big. You want to look at what is here first but then the other issue is can they get it. If they're awarded and they have this minimum contract, to me if they are a large commercial company it doesn't mean next week they won't have ten extra trucks. If that company can do it they will put it out there.

Mr. Davis stated in the personnel category it seems like all we got was officers. I'm looking at personnel because I'm looking at your equipment, I'm looking at how many jobs you currently have and I'm also curious as to do you have enough people to get these jobs done with your current workload and all we got was Treasurer, Secretary, Founder, whatever.

Mr. Soriano stated and looking through it's the same thing with some of the past RFPs, even with DTE. All we got was key personnel. We didn't get that they keep a steady 125 mowers on duty all year round, things like that.

Ms. Nelsen stated you know they're going to hire the people if you need them. You can't just have them sitting there if you don't have the work.

Mr. Davis stated right but right now labor is hard to find and that's what I was looking for when it came to personnel was what they have on hand to handle what we currently have job-wise versus taking us on as well.

Mr. Steiner stated along those lines of the personnel, how many people do we have onsite here from the current vendor?

Mr. Soriano responded that number goes up and down throughout the year. At the highest point they probably have anywhere from 120 up towards 200 during the summer. I don't know that they've ever hit 200 but some place this size would need that for different crews.

Mr. Steiner stated the reason I'm asking is one of the vendors stipulated that they would be assigning four workers and a supervisor and that seems awful low.

Mr. Soriano stated that's not their workers. They are way above that. There is just one crew a lot of times that has four or five guys doing one section. They may have a couple crews out here that day or week and then they have to rotate. So they do have separate crews and they're going to have a lot more people. To R&D's benefit compared to DTE before, that was one of the reasons I was told they kept R&D's name because they had a lot more equipment and personnel. I haven't really seen that much of a difference onsite here but just because they have 200 people working for R&D or TriMac doesn't mean they're going to send 50 here this week to cut the grass. They have multiple contracts as you see and they're going to split all that up. They do have that expectation of mowing though so no matter how many crew members they have they have to get everything done for each zone all the way up to five days and then we give them extra days if it's raining or something like that and then there is a maximum of seven days to get this stretch cut, and so on with each zone. They should have enough people to hit that in a week.

Mr. Horton stated the crews that work out here I guess work both sides but are they out here all week long?

Mr. Soriano responded no, it's basically a five day schedule. I work with R&D to try to get them to be able to have longer days for some of their crews but as long as they get everything done during the week. There have been times, whether it's from rain or holidays, that they work on weekends and that's what I would expect out of any vendor if they're not able to get everything done in a short week but it's normally a five-day week.

Mr. Horton stated that's what I'm asking. How long does it take the crew we have right now to do Double Branch?

Mr. Soriano responded they get five days but it doesn't take five days. Right now they're sharing crews and they get it all done in a week between the two districts.

Mr. Steiner stated in the RFP you stated that they would be out here five days a week.

Mr. Soriano stated that was the original expectation because they should be out here at least five days a week. That's going to include everything, cutting, edging, blowing and cleaning afterwards. If they have to come out on weekends because they're short that's going to be on them. They do have a max for each zone to get done.

Mr. Steiner stated I don't know if it's fair to ask but do you see any red flags? You're the one that has to deal with them.

Mr. Soriano responded to be honest the amount of work has increased since DTE has changed and that's been a two year process. At first they became part of a bigger company and then as the owner left it changed again so it's been quite a time. Looking at the other two companies I can't look at it and say I know the workload is going to decrease so that kind of concerns me. That was another reason I wanted a bigger market so I knew I wouldn't have to worry about counting flowers or making sure everything got sprayed. At Double Branch we have a big concern with the multi-use fields. We spend a lot of time and energy out there. In fact, we've spent more time and money than we should have to. That's one I worry about if the new company comes in and we make a change does that automatically mean it's going to get better? I don't know that I've seen that from either one of those other two companies so it's kind of hard to say. It concerns me with pricing. I think a lot of that is we're doing extra work and we really have to watch our landscaping more than we ever have before. The current company has gone up and that bothers me a bit. I expected higher rates but if I'm pulling teeth to do stuff I don't want to spend more money to do that. At the same time, these other companies being that cheap concerns me as well. Am I going to have to pull teeth to make sure

you have enough crew members out here to make sure those zones are getting done or are we going to get arguments down the road that they can't handle .35 sod. I wouldn't say red flags but at the moment I'm not ecstatic with any one of the three.

Ms. Nelsen stated Jay, I called you with some questions and one of the things I brought up was it was such a huge price difference we can hire somebody to manage and I know that's another person for you to manage to manage landscaping.

Mr. Soriano stated that is a point. The main thing is they have to hit that contract and there's that expectation. They may be hitting minimum but it doesn't mean it's going to look great. As you've gone around to different communities and seen different vendors you may notice one vendor is hitting the minimum contract but for some reason their plants and sod look great but this other vendor is hitting the minimum contract and it doesn't look great. We've mentioned before sometimes you get what you pay for but with that amount there's a lot we can do. Even if they said we can't handle .35 for extra sodding, we have to do .70, we have more than enough money there that we can re-sod quite a bit of roadway or throw in a lot of extra plants. Once you look at that there should be no reason the place doesn't look good. That was one positive to me. The ultimate to me is going to be price.

Ms. Nelsen stated I remember a number of years ago in Middle Village we tried another contractor and I was very unhappy with the Middle Village minimum. Then again, the owner of DTE was living in phase one and could drive by and if it needed mowing again, it got mowed again so I'm not sure that was fair but it was happening.

Mr. Soriano stated I think that is helpful and it's one of the things I've talked to our current contractor about is they came to me when they finally looked through the contract and understood what we were really trying to do and it was a concern that some of this would cost us extra money. That was what Bill was good at. He knew what areas you really had to pay attention to, what the priority areas were and what we could save money on. He may have been the only one to really have been able to do that well so if that meant costs went up that's one of the reasons I expected that cost to go up. If you look through the personnel that is a positive for Duval because if you remember that is the other half of the DTE owners that installed years ago so they know it pretty well. When we talked about how cheap it is if you look at the bids of the low price from Duval, as I said that was one of the installing partners, that price was put together by the same people doing the bid for Tri-Mac. They worked for Duval back then when

they did that RFP so they know those numbers pretty well. At first when I looked at it I was kind of concerned with Tri-Mac being that low but like I said, an employee of Duval installed out here so they know it pretty well. The irrigation costs the most and is a big concern for most vendors when they come out here and see that all-inclusive irrigation. That's where they can really lose money because that's labor out here almost every day replacing heads. It does help to have people out here that know what was installed and how it was done. If they can watch their bottom line there they can make a cheap contract. Once you look at that it kind of tells me both of those lower numbers from Duval and Tri-Mac they don't concern me as much. They may be looking at it like they're not looking to make a lot of money, they want to use it as a mouth piece.

Mr. Morris asked but you're comfortable they understand it?

Mr. Soriano responded they feel pretty comfortable. I would want to be prepared to spend that extra money to do extra things.

Mr. Morris stated I think I would add for Middle Village to Cindy's point it would behoove us to select the same vendor.

Mr. Steiner stated I would agree as long as it is in line with at least some of what we're looking for. It may be advantageous on an economy scale but I don't want to do that on the wrong side of the coin.

Mr. Morris asked Jason, do you have any issues contract wise?

Mr. Walters responded no, I think Jay hit it on the head. There may be a few clarifications but the key will be making sure we transfer all of these bid requirements into that contract and turn to Jay for oversight but that's going to happen regardless. It's one of those things we have to have it spelled out plainly in writing, which we will do, and like with any other contract make sure the performance lives up to that written part.

Mr. Perry stated between the meeting for Double Branch tonight and Middle Village next week if you have any questions feel free to contact Jay, myself or Jason in regards to this and we will rank those at the next meetings in September. Based upon your number one ranking we will move forward with contract negotiations.

Ms. Nelsen stated Tri-Mac I believe has Willowbrook which is across from the high school and Duval has Watermill so you can compare three communities really close so if

everybody could take the chance to drive through before next month and any other that are listed you can get an idea of workmanship.

Mr. Morris stated keep in mind Willowbrook does not include outside the fence.

FOURTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting
July 31, 2018

DOUBLE BRANCH
Community Development District
Combined Balance Sheet
July 31, 2018

	Governmental Fund Types				Totals
	General	Recreation	Capital Reserve	Debt Service	(Memorandum Only)
ASSETS:					
Cash	\$103,718	\$230,335	\$226,827	---	\$560,881
Petty Cash	---	\$672	---	---	\$672
Investments:					
<u>Series 2013A-1</u>					
Revenue	---	---	---	\$516,017	\$516,017
Reserve A1	---	---	---	\$868,932	\$868,932
Interest A1	---	---	---	---	\$0
Acquisition and Construction	---	---	---	---	\$49,469
<u>Series 2013A-2</u>					
Reserve A2	---	---	---	\$101,941	\$101,941
Interest A2	---	---	---	---	\$0
Excess Revenue	---	---	---	\$40,594	\$40,594
Prepayment	---	---	---	\$4,943	\$4,943
<u>Operations</u>					
Custody Account-General Fund Excess	\$2,991	---	---	---	\$2,991
Custody Account-Recreation Fund Excess	---	\$801,461	---	---	\$801,461
Custody Account-Recreation Fund Reserve	---	---	\$848,044	---	\$848,044
Prepaid Expenses	\$3,719	---	---	---	\$3,719
Assessments Receivable	---	---	---	---	\$0
Due From General Fund	---	---	---	---	\$0
Due From Capital Reserve Fund	---	\$29,482	---	---	\$29,482
Due from Rec Fund	\$16,955	---	---	---	\$16,955
Due from Other	---	\$26	---	---	\$26
Electric Deposits	---	\$4,500	---	---	\$4,500
TOTAL ASSETS	\$127,384	\$1,066,476	\$1,074,871	\$1,532,426	\$3,850,626
LIABILITIES:					
Accounts Payable	\$3,048	\$94,027	---	---	\$97,075
Accrued Expenses	---	\$5,225	---	---	\$5,225
Fica Payable	---	---	---	---	\$0
Due to Capital Reserve	---	---	---	---	\$0
Due to Rec Fund	---	---	\$29,482	---	\$29,482
Due to Debt Service	---	---	---	---	\$0
Due to General Fund	---	\$16,955	---	---	\$16,955
Due to Middle Village	---	\$13,259	---	---	\$13,259
Deferred Rental Revenue	---	\$7,985	---	---	\$7,985
FUND BALANCES:					
Nonspendable	---	\$4,500	---	---	\$4,500
Restricted for Debt Service	---	---	---	\$1,532,426	\$1,532,426
Restricted for Capital Projects	---	---	---	---	\$49,469
Assigned	\$2,000	---	\$1,045,390	---	\$1,047,390
Unassigned	\$122,335	\$924,525	---	---	\$1,046,860
TOTAL LIABILITIES & FUND EQUITY	\$127,384	\$1,066,476	\$1,074,871	\$1,532,426	\$3,850,626

DOUBLE BRANCH
Community Development District
GENERAL FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 07/31/2018	ACTUAL THRU 07/31/2018	VARIANCE
Assessment - Tax Roll	\$178,985	\$178,985	\$180,128	\$1,143
Interest Income	\$200	\$167	\$139	(\$27)
Miscellaneous Income	\$0	\$0	\$386	\$386
TOTAL REVENUES	\$179,185	\$179,152	\$180,653	\$1,501

EXPENDITURES:

Administrative

Supervisors Fees	\$12,000	\$10,000	\$9,400	\$600
FICA Expense	\$918	\$765	\$719	\$46
Engineering	\$5,000	\$4,167	\$780	\$3,387
Arbitrage	\$700	\$700	\$700	\$0
Dissemination	\$1,333	\$1,111	\$883	\$228
Assessment Roll	\$7,520	\$7,520	\$7,520	\$0
Attorney	\$42,000	\$35,000	\$20,801	\$14,199
Annual Audit	\$5,900	\$4,917	\$4,000	\$917
Trustee fees	\$8,014	\$6,678	\$4,295	\$2,383
Management Fees	\$57,657	\$48,048	\$48,048	\$0
Information Technology	\$1,942	\$1,618	\$1,618	(\$0)
Telephone	\$290	\$242	\$298	(\$56)
Postage	\$1,900	\$1,583	\$1,877	(\$294)
Printing & Binding	\$3,400	\$2,833	\$1,891	\$942
Records Storage	\$300	\$250	\$0	\$250
Insurance	\$8,350	\$8,350	\$8,350	\$0
Legal Advertising	\$2,000	\$1,667	\$1,279	\$387
Property Taxes	\$0	\$0	\$1,896	(\$1,896)
Office Supplies	\$350	\$292	\$266	\$26
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$19,436	\$19,436	\$19,436	\$0

TOTAL EXPENDITURES

EXCESS REVENUES (EXPENDITURES)

FUND BALANCE - Beginning

FUND BALANCE - Ending

\$179,185	\$155,351	\$134,233	\$21,118
\$0		\$46,420	
\$0		\$77,916	
\$0		\$124,335	

DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending July 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 07/31/2018	ACTUAL THRU 07/31/2018	VARIANCE
REVENUES:				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,462,648	\$1,471,989	\$9,341
Interest Income	\$1,000	\$833	\$1,801	\$968
Amenities Revenue	\$33,690	\$28,075	\$45,392	\$17,317
Soccer Revenue	\$8,122	\$6,768	\$10,090	\$3,322
Insurance Proceeds	\$0	\$0	\$9,336	\$9,336
TOTAL REVENUES	\$1,505,460	\$1,498,325	\$1,538,608	\$40,284

EXPENDITURES:

Administrative:

Management Fees - Onsite	\$95,470	\$79,558	\$90,109	(\$10,550)
Insurance	\$62,789	\$62,789	\$59,192	\$3,597
Other Current Charges	\$3,818	\$3,182	\$3,697	(\$515)
Permit Fees	\$1,635	\$1,363	\$1,181	\$182
Total Administrative	\$163,712	\$146,892	\$154,178	(\$7,287)

Maintenance:

Common Area

Security	\$50,920	\$42,433	\$42,358	\$75
Security - Clay County Off Duty Sheriff	\$43,050	\$35,875	\$30,698	\$5,177
Water - Irrigation	\$9,000	\$7,500	\$2,102	\$5,398
Irrigation Maintenance	\$4,250	\$3,542	\$1,031	\$2,511
Streetlighting	\$33,066	\$27,555	\$23,729	\$3,826
Electric	\$42,000	\$35,000	\$30,600	\$4,400
Landscape Maintenance	\$315,774	\$263,145	\$263,145	\$0
Common Area Maintenance	\$43,564	\$36,303	\$29,513	\$6,790
Lake Maintenance	\$28,116	\$23,430	\$20,810	\$2,620
Landscape Reserve	\$35,000	\$35,000	\$35,000	\$0
Contingency	\$1,985	\$1,654	\$468	\$1,186
Capital Reserve (1)	\$15,565	\$15,565	\$15,565	\$0
Misc. Maintenance	\$2,986	\$2,488	\$0	\$2,488
General Reserve	\$22,894	\$19,078	\$28,921	(\$9,843)
Total Common Area	\$648,170	\$548,569	\$523,939	\$24,630

Recreation Facility

Aquatics & Fitness Manager/Staff	\$50,744	\$42,287	\$21,143	\$21,143
Amenity Payroll	\$0	\$0	\$66,401	(\$66,401)
Pool Attendants	\$107,650	\$3,019	\$5,170	(\$2,151)
Refuse Service	\$6,120	\$5,100	\$5,728	(\$628)
Telephone	\$4,500	\$3,750	\$2,974	\$776
Electric	\$47,000	\$39,167	\$27,942	\$11,225
Cable	\$4,752	\$3,960	\$6,624	(\$2,664)
Pool Maintenance/Chemicals	\$56,616	\$47,180	\$44,264	\$2,916
Water/Sewer/Reclaim	\$65,000	\$54,167	\$40,492	\$13,674
Facility Maintenance - General	\$27,500	\$22,917	\$20,879	\$2,037
Facility Maintenance - Preventative Contracts	\$5,617	\$4,681	\$3,145	\$1,536
Facility Maintenance - Contingency	\$29,750	\$24,792	\$22,165	\$2,627
Lighting Repairs	\$8,500	\$7,083	\$6,240	\$844
Special Events	\$10,500	\$8,750	\$10,278	(\$1,528)
Office Supplies and Equipment	\$4,000	\$3,333	\$2,111	\$1,222
Janitorial	\$31,512	\$26,260	\$25,643	\$617
Recreation Passes	\$7,565	\$6,304	\$4,825	\$1,479

DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending July 31, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 07/31/2018	ACTUAL THRU 07/31/2018	VARIANCE
Recreation Facility-Continued				
Repairs & Replacement	\$79,025	\$65,854	\$61,540	\$4,314
Pool Pump Reserve	\$9,500	\$9,500	\$9,500	\$0
Pool Leak Repairs	\$5,000	\$4,167	\$0	\$4,167
Soccer Field	\$21,250	\$17,708	\$0	\$17,708
Total Recreation Facility	\$582,102	\$399,979	\$387,064	\$12,914
Fitness Center				
Staffing	\$55,517	\$46,264	\$43,460	\$2,804
Telephone	\$1,092	\$910	\$0	\$910
Electric	\$12,300	\$10,250	\$9,970	\$280
Cable	\$4,169	\$3,474	\$0	\$3,474
Facility Maintenance - General	\$8,000	\$6,667	\$5,820	\$846
Facility Maintenance - Preventative	\$7,500	\$6,250	\$2,356	\$3,894
Facility Maintenance - Contingency	\$5,000	\$4,167	\$0	\$4,167
Office Supplies and Equipment	\$2,664	\$2,220	\$255	\$1,965
Janitorial	\$13,435	\$11,196	\$14,526	(\$3,330)
Repair and Replacements	\$1,800	\$1,500	\$1,174	\$326
Total Exercise Facility	\$111,477	\$92,897	\$77,561	\$15,336
Total Maintenance	\$1,341,748	\$1,041,445	\$988,565	\$52,880
TOTAL EXPENDITURES	\$1,505,460	\$1,188,337	\$1,142,743	\$45,594
EXCESS REVENUES (EXPENDITURES)	(\$0)		\$395,865	
FUND BALANCE - Beginning	\$0		\$533,159	
FUND BALANCE - Ending	(\$0)		\$929,025	

*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	\$1,283	\$3,406	\$851	\$3,237	\$0	\$0	\$0	\$180,128
Interest Income	\$2	\$2	\$2	\$21	\$30	\$25	\$23	\$16	\$14	\$4	\$0	\$0	\$139
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$274	\$112	\$0	\$0	\$0	\$0	\$386
Total Revenues	\$2	\$36,136	\$131,790	\$2,415	\$1,065	\$1,308	\$3,703	\$978	\$3,251	\$4	\$0	\$0	\$180,653
Expenditures:													
Administrative													
Supervisors Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$600	\$1,000	\$800	\$1,000	\$1,000	\$0	\$0	\$9,400
FICA Expense	\$77	\$77	\$77	\$77	\$77	\$46	\$77	\$61	\$77	\$77	\$0	\$0	\$719
Engineering	\$98	\$0	\$195	\$0	\$195	\$0	\$0	\$0	\$293	\$0	\$0	\$0	\$780
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$0	\$0	\$0	\$0	\$0	\$700
Dissemination	\$83	\$83	\$83	\$83	\$83	\$83	\$133	\$83	\$83	\$83	\$0	\$0	\$883
Assessment Roll	\$7,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,520
Attorney	\$2,046	\$2,036	\$1,845	\$2,080	\$2,792	\$2,193	\$2,073	\$3,169	\$2,569	\$0	\$0	\$0	\$20,801
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500	\$500	\$0	\$0	\$0	\$4,000
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$4,295	\$0	\$0	\$0	\$0	\$0	\$0	\$4,295
Management Fees	\$4,805	\$4,805	\$4,805	\$4,805	\$4,805	\$4,805	\$4,805	\$4,805	\$4,805	\$4,805	\$0	\$0	\$48,048
Computer Time	\$162	\$162	\$162	\$162	\$162	\$162	\$162	\$162	\$162	\$162	\$0	\$0	\$1,618
Telephone	\$9	\$21	\$12	\$34	\$32	\$23	\$57	\$36	\$29	\$44	\$0	\$0	\$298
Postage	\$168	\$178	\$164	\$223	\$153	\$162	\$236	\$192	\$215	\$186	\$0	\$0	\$1,877
Printing & Binding	\$200	\$143	\$148	\$152	\$225	\$245	\$13	\$284	\$179	\$304	\$0	\$0	\$1,891
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	\$116	\$284	\$308	\$0	\$187	\$0	\$0	\$1,279
Property Taxes	\$1,536	\$0	\$0	\$0	\$0	\$0	\$361	\$0	\$0	\$0	\$0	\$0	\$1,896
Office Supplies	\$24	\$30	\$24	\$46	\$0	\$23	\$30	\$23	\$24	\$44	\$0	\$0	\$266
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,436	\$0	\$0	\$0	\$19,436
Total Administrative	\$26,378	\$8,598	\$8,579	\$8,724	\$9,588	\$12,752	\$9,929	\$13,422	\$29,370	\$6,892	\$0	\$0	\$134,233
Excess Revenues (Expenditures)	(\$26,376)	\$27,537	\$123,211	(\$6,309)	(\$8,523)	(\$11,444)	(\$6,226)	(\$12,444)	(\$26,119)	(\$6,888)	\$0	\$0	\$46,420

*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	\$10,486	\$27,836	\$6,952	\$26,452	\$0	\$0	\$0	\$1,471,989
Interest Income	\$92	\$72	\$59	\$187	\$248	\$202	\$218	\$254	\$257	\$212	\$0	\$0	\$1,801
Amenities Revenue	\$2,936	\$2,684	\$2,428	\$6,114	(\$257)	\$5,905	\$6,254	\$3,769	\$7,076	\$8,485	\$0	\$0	\$45,392
Soccer Revenue	\$1,220	\$2,600	\$0	\$1,020	\$0	\$5,250	\$0	\$0	\$0	\$0	\$0	\$0	\$10,090
Insurance Proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,336	\$0	\$0	\$9,336
Total Revenues	\$4,248	\$300,637	\$1,079,443	\$26,887	\$8,449	\$21,843	\$34,308	\$10,975	\$33,785	\$18,033	\$0	\$0	\$1,538,608
Expenditures:													
Administrative													
Management Fees - Onsite	\$7,956	\$7,956	\$7,956	\$7,956	\$7,956	\$7,956	\$7,956	\$7,956	\$13,211	\$13,251	\$0	\$0	\$90,109
Insurance	\$59,192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$59,192
Other Current Charges	\$267	\$373	\$414	\$233	\$287	\$294	\$295	\$406	\$731	\$398	\$0	\$0	\$3,697
Permit Fees	\$0	\$27	\$54	\$0	\$27	\$29	\$27	\$391	\$626	\$0	\$0	\$0	\$1,181
Total Administrative	\$67,415	\$8,355	\$8,423	\$8,188	\$8,270	\$8,278	\$8,278	\$8,753	\$14,568	\$13,649	\$0	\$0	\$154,178
MAINTENANCE- Common Area													
Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$42,358
Security - Clay County Off Duty Sheriff	\$1,540	\$2,523	\$2,468	\$4,007	\$3,743	\$3,068	\$3,840	\$3,284	\$2,774	\$3,454	\$0	\$0	\$30,698
Water - Irrigation	\$286	\$252	\$276	\$232	\$174	\$174	\$174	\$174	\$174	\$185	\$0	\$0	\$2,102
Irrigation Maintenance	\$0	\$895	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$136	\$0	\$0	\$1,031
Streetlighting	\$2,548	\$2,548	\$2,022	\$2,373	\$2,373	\$2,373	\$2,373	\$2,373	\$2,373	\$2,373	\$0	\$0	\$23,729
Electric	\$3,329	\$3,074	\$2,885	\$3,780	\$3,392	\$2,495	\$2,474	\$3,075	\$2,992	\$3,104	\$0	\$0	\$30,600
Landscape Maintenance	\$26,315	\$26,315	\$26,315	\$26,315	\$26,315	\$26,315	\$26,315	\$26,315	\$26,315	\$26,315	\$0	\$0	\$263,145
Common Area Maintenance	\$2,521	\$964	\$2,415	\$3,674	\$1,885	\$1,940	\$4,567	\$6,281	\$5,266	\$0	\$0	\$0	\$29,513
Lake Maintenance	\$1,970	\$1,970	\$1,970	\$1,970	\$3,080	\$1,970	\$1,970	\$1,970	\$1,970	\$1,970	\$0	\$0	\$20,810
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000
Contingency	\$0	\$0	\$0	\$468	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$468
Capital Reserve (1)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,565	\$0	\$0	\$0	\$15,565
Misc. Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0	\$1,727	\$0	\$2,783	\$1,517	\$22,894	\$0	\$0	\$0	\$28,921
Total Common Area	\$42,744	\$42,776	\$42,586	\$47,054	\$46,923	\$42,570	\$48,732	\$49,224	\$119,558	\$41,773	\$0	\$0	\$523,939

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
Amenity Payroll	\$0	\$0	\$0	\$0	\$0	\$8,870	\$5,724	\$10,008	\$16,955	\$24,843	\$0	\$0	\$66,401
Pool Attendants	\$3,019	\$0	\$0	\$0	\$0	\$2,151	\$0	\$0	\$0	\$0	\$0	\$0	\$5,170
Refuse Service	\$0	\$1,585	\$0	\$568	\$0	\$1,766	\$583	\$0	\$1,226	\$0	\$0	\$0	\$5,728
Telephone	\$343	\$298	\$416	\$219	\$194	\$444	\$330	\$346	\$137	\$248	\$0	\$0	\$2,974
Electric	\$4,343	\$3,949	\$2,448	\$2,407	\$2,416	\$2,310	\$1,324	\$2,611	\$2,731	\$3,403	\$0	\$0	\$27,942
Cable	\$771	\$653	\$534	\$784	\$546	\$784	\$665	\$665	\$667	\$556	\$0	\$0	\$6,624
Pool Maintenance/Chemicals	\$4,095	\$4,095	\$4,152	\$4,152	\$5,537	\$4,152	\$5,129	\$4,648	\$4,152	\$4,152	\$0	\$0	\$44,264
Water/Sewer/Reclaim	\$3,364	\$4,375	\$5,118	\$3,734	\$2,823	\$3,289	\$4,205	\$4,359	\$5,507	\$3,719	\$0	\$0	\$40,492
Facility Maintenance - General	\$2,290	\$2,290	\$2,291	\$2,292	\$2,289	\$2,289	\$2,295	\$2,292	\$2,291	\$260	\$0	\$0	\$20,879
Facility Maintenance - Preventative Contracts	\$2,230	\$0	\$225	\$155	\$225	\$0	\$155	\$0	\$0	\$155	\$0	\$0	\$3,145
Facility Maintenance - Contingency	\$2,477	\$2,376	\$2,479	\$2,480	\$2,503	\$2,409	\$2,481	\$2,480	\$2,480	\$0	\$0	\$0	\$22,165
Lighting Repairs	\$701	\$689	\$709	\$710	\$711	\$675	\$707	\$702	\$636	\$0	\$0	\$0	\$6,240
Special Events	\$2,297	\$3,529	\$1,434	\$0	\$0	\$702	\$455	\$1,058	\$638	\$165	\$0	\$0	\$10,278
Office Supplies and Equipment	\$0	\$256	\$614	\$0	\$0	\$745	\$0	\$496	\$0	\$0	\$0	\$0	\$2,111
Janitorial	\$2,079	\$2,444	\$2,079	\$3,295	\$2,079	\$2,705	\$2,079	\$3,068	\$3,042	\$2,774	\$0	\$0	\$25,643
Recreation Passes	\$0	\$0	\$232	\$681	\$0	\$681	\$0	\$697	\$961	\$1,572	\$0	\$0	\$4,825
Repairs & Replacement	\$8,543	\$7,934	\$2,388	\$10,130	\$2,742	\$1,504	\$3,435	\$3,650	\$7,310	\$13,904	\$0	\$0	\$61,540
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,500	\$0	\$0	\$0	\$9,500
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	\$29,348	\$35,835	\$26,293	\$35,475	\$29,568	\$37,081	\$58,232	\$55,751	\$0	\$0	\$387,064
<u>Exercise Facility</u>													
Staffing	\$4,744	\$4,399	\$4,493	\$4,650	\$4,273	\$5,225	\$5,225	\$5,225	\$5,225	\$0	\$0	\$0	\$43,460
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$1,340	\$1,173	\$665	\$1,382	\$1,112	\$901	\$758	\$652	\$798	\$1,189	\$0	\$0	\$9,970
Cable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Maintenance - General	\$659	\$667	\$567	\$667	\$697	\$577	\$676	\$660	\$650	\$0	\$0	\$0	\$5,820
Facility Maintenance - Preventative	\$471	\$0	\$471	\$0	\$843	\$280	\$0	\$290	\$0	\$0	\$0	\$0	\$2,356
Facility Maintenance - Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies and Equipment	\$26	\$0	\$0	\$0	\$105	\$0	\$29	\$26	\$26	\$43	\$0	\$0	\$255
Janitorial	\$1,240	\$1,891	\$1,257	\$1,257	\$1,841	\$1,206	\$1,206	\$1,207	\$2,193	\$1,228	\$0	\$0	\$14,526
Repair and Replacements	\$648	\$526	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,174
Total Exercise Facility	\$9,128	\$8,656	\$7,453	\$7,956	\$8,871	\$8,190	\$7,895	\$8,060	\$8,892	\$2,461	\$0	\$0	\$77,561
Total Expenses	\$160,069	\$98,489	\$87,810	\$99,033	\$90,357	\$94,513	\$94,471	\$103,117	\$201,250	\$113,634	\$0	\$0	\$1,142,743
Excess Revenues (Expenditures)	(\$155,821)	\$202,148	\$991,634	(\$72,145)	(\$81,908)	(\$72,670)	(\$60,164)	(\$92,142)	(\$167,465)	(\$95,601)	\$0	\$0	\$395,865

DOUBLE BRANCH
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For The Period Ending July 31, 2018

REVENUES:

	ADOPTED BUDGET	PRORATED THRU 07/31/2018	ACTUAL THRU 07/31/2018	VARIANCE
Interest Income	\$1,000	\$833	\$1,479	\$646
Landscape Reserve - Transfer In	\$35,000	\$35,000	\$35,000	\$0
Capital Reserve - Transfer In	\$15,565	\$15,565	\$15,565	\$0
Pool Pump Reserve - Transfer in	\$9,500	\$9,500	\$9,500	\$0
General Reserve - Transfer in	\$22,894	\$22,894	\$22,894	\$0
General Fund Reserve- Transfer in	\$19,436	\$19,436	\$19,436	\$0
TOTAL REVENUES	\$103,395	\$103,228	\$103,874	\$646

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		\$103,874	
FUND BALANCE - Beginning	\$838,330		\$941,516	
FUND BALANCE - Ending	\$941,725		\$1,045,390	

**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 July 31, 2018*

	ADOPTED BUDGET	PRORATED THRU 07/31/2018	ACTUAL THRU 07/31/2018	VARIANCE
Revenues:				
Special Assessments - Tax Roll	\$1,962,561	\$1,962,561	\$1,977,330	\$14,769
Assessments- Prepayment	\$0	\$0	\$4,943	\$4,943
Interest Income	\$6,000	\$5,000	\$21,788	\$16,788
TOTAL REVENUES	\$1,968,561	\$1,967,561	\$2,004,061	\$36,500
Expenditures:				
Series 2013 A-1				
Interest Expense - 11/1	\$408,304	\$408,304	\$408,304	\$0
Interest Expense - 5/1	\$408,304	\$408,304	\$408,304	\$0
Principal Expense 5/1	\$930,000	\$930,000	\$930,000	\$0
Series 2013 A-2				
Interest Expense - 11/1	\$62,963	\$62,963	\$62,963	\$0
Prepayment Call 11/1	\$25,000	\$25,000	\$5,000	\$20,000
Interest Expense - 5/1	\$62,963	\$62,963	\$62,963	\$0
Principal Expense 5/1	\$80,000	\$80,000	\$80,000	\$0
Principal Expense 5/1 (Prepayment)	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,977,534	\$1,977,534	\$1,957,534	\$20,000
EXCESS REVENUES (EXPENDITURES)	(\$8,973)		\$46,527	
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	(\$8,973)		\$46,527	
FUND BALANCE - Beginning	\$511,683		\$1,485,899	
FUND BALANCE - Ending	\$502,710		\$1,532,426	

DOUBLE BRANCH
Community Development District
CAPITAL PROJECTS FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2018

SERIES 2013 A-1 AND A-2

REVENUES:

Interest Income	\$504
-----------------	-------

TOTAL REVENUES

\$504

EXPENDITURES:

Capital Outlay - Series 2013 A1 and A2	\$0
--	-----

Cost of Issuance	\$0
------------------	-----

TOTAL EXPENDITURES

\$0

EXCESS REVENUES (EXPENDITURES)

\$504

FUND BALANCE - Beginning

\$48,965

FUND BALANCE - Ending

\$49,469

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)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Current Bonds Outstanding	\$20,385,000

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)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Current Bonds Outstanding	\$2,130,000

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
8	04/12/18	68,635.70	37,392.87	3,406.36	27,836.47
9	05/10/18	17,142.46	9,339.25	850.77	6,952.44
10	06/11/18	13,544.39	7,379.01	672.20	5,493.18
TAX CERTIFICATES	06/26/18	51,678.21	28,154.39	2,564.77	20,959.05
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL TAX ROLL RECEIPTS		3,629,446.68	1,977,329.88	180,128.02	1,471,988.78

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	100.72%	100.72%	100.72%

D.

Double Branch

Community Development District

Check Run Summary

August 31, 2018

<i>Fund</i>	<i>Date</i>	<i>Check No.</i>	<i>Amount</i>
<i>General Fund</i>			
<i>Payroll</i>	8/24/18	50723-50727	\$ 923.50
		<i>Sub-Total</i>	\$ 923.50
<i>Accounts Payable</i>	8/2/18	1464-1465	\$ 479.81
	8/9/18	1466	\$ 5,414.92
	8/16/18	1467-1468	\$ 2,568.50
	8/30/18	1469-1470	\$ 184.40
		<i>Sub-Total</i>	\$ 8,647.63
<i>Recreation Fund</i>			
<i>Accounts Payable</i>	8/2/18	5551-5559	\$ 13,819.40
	8/9/18	5560-5566	\$ 27,945.06
	8/16/18	5567-5574	\$ 19,793.79
	8/23/18	5575-5580	\$ 3,718.32
	8/30/18	5581-5587	\$ 12,117.57
		<i>Sub-Total</i>	\$ 77,394.14
<i>Capital Reserve Fund</i>			
<i>Accounts Payable</i>			
		<i>Sub-Total</i>	\$ -
<i>Total</i>			\$ 86,965.27

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50723	11	BARRY E MORTON	184.70	8/17/2018
50724	12	CHAD E DAVIS	184.70	8/17/2018
50725	15	CHARLES T HORTON	184.70	8/17/2018
50726	8	CYNTHIA Y. NELSEN	184.70	8/17/2018
50727	14	SCOTT THOMAS	184.70	8/17/2018
TOTAL FOR REGISTER			923.50	

DBBR DOUBLE BRANCH DLAUGHLIN

Attendance Sheet

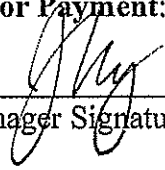
District Name: Double Branch, CDD

Board Meeting Date: August 13, 2018

	Name	In Attendance	Fee
1	Cindy Nelsen <i>Chairperson</i>	✓	YES-\$200
2	Charles Horton <i>Assistant Secretary</i>	✓	YES - \$200
3	Barry Morton <i>Vice Chairman</i>	✓ by Prov ²	YES - \$200
4	Chad Davis <i>Assistant Secretary</i>	✓	YES - \$200
5	Scott Thomas <i>Assistant Secretary</i>	✓	YES - \$200

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

Approved for Payment:



District Manager Signature

8/13/18

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 #
8/02/18	00104	7/19/18 286411	201807 310-51300-48000	NOTICE OF PUBLIC HEARING	*	187.31	
				CLAY TODAY			187.31 001464
8/02/18	00023	7/12/18 187556	201806 310-51300-31100	JUN PROFESSIONAL SERVICES	*	292.50	
				ENGLAND-THIMS & MILLER, INC.			292.50 001465
8/09/18	00035	8/01/18 1996	201808 310-51300-34000	AUG MANAGEMENT FEES	*	4,804.75	
		8/01/18 1996	201808 310-51300-35100	AUG INFORMATION TECH	*	161.83	
		8/01/18 1996	201808 310-51300-31300	AUG DISSEMINATION FEES	*	83.33	
		8/01/18 1996	201808 310-51300-51000	OFFICE SUPPLIES	*	7.03	
		8/01/18 1996	201808 310-51300-42000	POSTAGE	*	16.66	
		8/01/18 1996	201808 310-51300-42500	COPIES	*	293.55	
		8/01/18 1996	201808 310-51300-41000	TELEPHONE	*	47.77	
				GOVERNMENTAL MANAGEMENT SERVICES			5,414.92 001466
8/16/18	00015	7/31/18 101848	201806 310-51300-31500	RVW LANDSCAPE RFP	*	868.50	
				HOPPING GREEN & SAMS			868.50 001467
8/16/18	00015	7/31/18 101849	201806 310-51300-31500	JUNE MONTHLY MEETING	*	1,700.00	
				HOPPING GREEN & SAMS			1,700.00 001468
8/30/18	00013	8/14/18 62754455	201808 310-51300-42000	AUG FEDEX POSTAGE	*	161.05	
				FEDEX			161.05 001469
8/30/18	00013	8/21/18 62819013	201808 310-51300-42000	AUGUST FEDEX POSTAGE	*	23.35	
				FEDEX			23.35 001470
TOTAL FOR BANK A						8,647.63	
TOTAL FOR REGISTER						8,647.63	

DBBR DOUBLE BRANCH HSMITH



3513 U.S. Hwy. 17 • Fleming Island, FL 32003
Phone: (904) 264-3200



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#:286411
Phone#:904-940-5850
Date:06/25/2018

1-31-513-48

104

Salesperson: Clay Legals

Classification: Legal Notice

Ad Size: 1.0 x 7.50

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	07/19/2018	07/26/2018	2	93.66	187.31

Payment Information:

Date:	Order#	Type
06/22/2018	286411	BILLED ACCOUNT

Total Amount: 187.31

Tax: 0.00

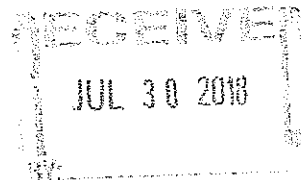
Amount Due: 187.31

Attention: Requests for credits or refunds for early cancellations must be made within 90 days.

Ad Copy

**NOTICE OF
PUBLIC HEARING
TO CONSIDER THE
ADOPTION OF THE FISCAL
YEAR 2018/2019 BUDGET;
AND NOTICE OF REGULAR
BOARD OF SUPERVISORS'
MEETING.
DOUBLE BRANCH
COMMUNITY DEVELOPMENT
DISTRICT**

The Board of Supervisors ("Board") of the Double Branch Community Development District ("District") will hold a public hearing on August 13, 2018 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida for the purpose of hearing comments and objections on the adoption of the proposed budget ("Proposed Budget") of the District for the fiscal year beginning October 1, 2018 and ending September 30, 2019 ("Fiscal Year 2018/2019"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours. The public hearing and meeting are open to the public and will be



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 PUBLIC HEARING & MEETING

in the matter of

BUDGET


LEGAL: 41971 ORDER: 286411

was published in said newspaper in the issues:

07/19/2018

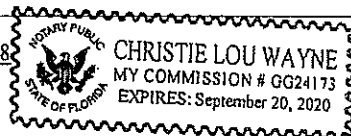
07/26/2018

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 07/26/2018

Christie Lou Wayne
NOTARY PUBLIC, STATE OF FLORIDA



**NOTICE OF
PUBLIC HEARING
TO CONSIDER THE
ADOPTION OF THE FISCAL
YEAR 2018/2019 BUDGET;
AND NOTICE OF REGULAR
BOARD OF SUPERVISORS
MEETING.
DOUBLE BRANCH
COMMUNITY DEVELOPMENT
DISTRICT**

The Board of Supervisors ("Board") of the Double Branch Community Development District ("District") will hold a public hearing on August 13, 2018 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida for the purpose of hearing comments and objections on the adoption of the proposed budget ("Proposed Budget") of the District for the fiscal year beginning October 1, 2018 and ending September 30, 2019 ("Fiscal Year 2018/2019"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours. The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

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

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

James Perry
District Manager

Legal 41971 published July 19 and July 26, 2018 in Clay County's Clay Today newspaper



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

July 12, 2018
Project No: 01149.32000
Invoice No: 0187556

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

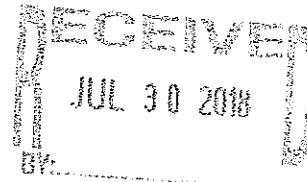
Professional Services rendered through June 30, 2018

1-31-513-311

Professional Personnel

	Hours	Rate	Amount
Principal - Vice President	1.50	195.00	292.50
Totals	1.50		292.50
Total Labor			292.50

Invoice Total this Period \$292.50



England-Thins & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14718 Old St. Augustine Road • Jacksonville, Florida 32218 • Tel 904-612-8990 • Fax 904-616-6485
CA-0002584 LC-0000316

Billing Backup

ENGLAND, THIMS & MILLER, INC.

Invoice 0187556 Dated 7/12/2018

Thursday, July 12, 2018

8:43:48 AM

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	6/2/2018	1.00	195.00	195.00
23320	Ma, Ka Tai	6/30/2018	.50	195.00	97.50
Totals			1.50		292.50
Total Labor					292.50

Total this Project \$292.50

Total this Report \$292.50

England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14776 Old SL Argentine Road • Jacksonville, Florida 32228 • Tel 904-912-8690 • Fax 904-635-9485
CA-00012504 LC-0000316

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 1996

Invoice Date: 8/1/18

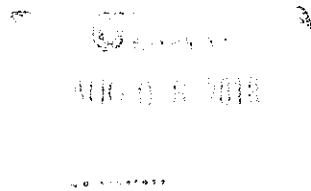
Due Date: 8/1/18

Case:

P.O. Number:

Bill To:

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



Description	Hours/Qty	Rate	Amount
Management Fees - August 2018 1-31-513-34		4,804.75	4,804.75
Information Technology - August 2018 1-31-513-351		161.83	161.83
Dissemination Agent Services - August 2018 1-31-513-313		83.33	83.33
Office Supplies 1-31-513-51		7.03	7.03
Postage 1-31-513-42		16.66	16.66
Copies 1-31-513-425		293.55	293.55
Telephone 1-31-513-41 35		47.77	47.77
Total			\$5,414.92
Payments/Credits			\$0.00
Balance Due			\$5,414.92

Hopping Green & Sams

Attorneys and Counselors

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

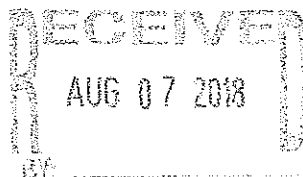
STATEMENT

July 31, 2018

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

Bill Number 101848
Billed through 06/30/2018

General Counsel (O&M)
DBRNCH 00001 JMW



1-31-513-316
15

FOR PROFESSIONAL SERVICES RENDERED

06/01/18	JMW	Confer with Soriano; review RFP package for landscape and irrigation maintenance.	1.80 hrs
06/07/18	JMW	Review RFP process issues; confer with staff.	0.70 hrs
06/15/18	JMW	Review notice; confer with County regarding easement.	0.70 hrs
06/18/18	AHJ	Prepare published notice of budget hearing, budget appropriation resolution, and budget assessment resolution.	0.50 hrs
06/29/18	JLK	Research, review and edit memorandum summarizing ADA website standards and related information; attend multiple conference calls with ADA consultants, district's insurance carrier and insurance defense counsel regarding ADA information; transmit information to district manager regarding same.	0.10 hrs
06/29/18	SRS	Conduct research and implement ADA compliance measures for special district websites.	0.20 hrs
Total fees for this matter			\$868.50

MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.50 hrs	125 /hr	\$62.50
Kilinski, Jennifer L.	0.10 hrs	180 /hr	\$18.00
Walters, Jason M.	3.20 hrs	235 /hr	\$752.00
Sandy, Sarah R.	0.20 hrs	180 /hr	\$36.00

TOTAL FEES \$868.50

TOTAL CHARGES FOR THIS MATTER **\$868.50**

BILLING SUMMARY

Jaskolski, Amy H. - Paralegal	0.50 hrs	125 /hr	\$62.50
Kilinski, Jennifer L.	0.10 hrs	180 /hr	\$18.00

=====			
Walters, Jason M.	3.20 hrs	235 /hr	\$752.00
Sandy, Sarah R.	0.20 hrs	180 /hr	\$36.00
TOTAL FEES			\$868.50
TOTAL CHARGES FOR THIS BILL			----- \$868.50

Please include the bill number on your check.

Hopping Green & Sams

Attorneys and Counselors

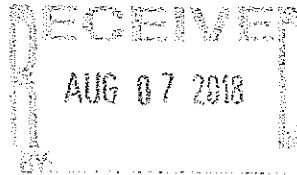
119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

July 31, 2018

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

Bill Number 101849
Billed through 06/30/2018



1-31-513-315
15

Monthly Meeting (O&M)
DBRNCH 00101 JMW

FOR PROFESSIONAL SERVICES RENDERED

06/07/18	JMW	Meeting preparation.	
06/08/18	JMW	Meeting preparation; review agenda package materials; conference with staff.	
06/11/18	JMW	Meeting preparation; attend regular board meeting by telephone.	
06/12/18	JMW	Meeting follow-up.	
06/26/18	JMW	Prepare for and attend agenda conference call.	
Total fees for this matter			\$1,700.00

MATTER SUMMARY

TOTAL FEES	\$1,700.00
TOTAL CHARGES FOR THIS MATTER	\$1,700.00

BILLING SUMMARY

TOTAL FEES	\$1,700.00
TOTAL CHARGES FOR THIS BILL	\$1,700.00

Please include the bill number on your check.

**Invoice Number**

6-275-44554

Invoice Date

Aug 14, 2018

Account Number

Page

1 of 4

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**

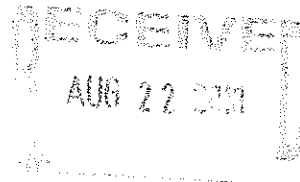
Phone: (800) 622-1147
M-F 7 AM to 8 PM CST
Sa 7 AM to 6 PM CST
Fax: (800) 548-3020
Internet: www.fedex.com

Invoice Summary Aug 14, 2018**FedEx Express Services**

Transportation Charges		105.42
Special Handling Charges		55.63
Total Charges	USD	\$161.05
TOTAL THIS INVOICE	USD	\$161.05

~~1.513~~
1.310.513.42
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

6-275-44554

Account Number**Amount Due**

USD \$161.05

Remittance Advice

Your payment is due by Aug 29, 2018

873430486275445549100001610592

0028570 01 AB 0.405 **AUTO T1 0 1225 32092-364939 -C01-P28598-11



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



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





Invoice Number

6-275-44554

Invoice Date

Aug 14, 2018

Account Number

Page

3 of 4

FedEx Express Shipment Detail By Payor Type (Original)

Ship Date: Aug 06, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% 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	772907385575	Shelby Stephens	Scott Thomas
Service Type	FedEx 2Day	475 West Town Place	3635 Sunset Oak Drive
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge	17.52
Delivered	Aug 08, 2018 13:31	Fuel Surcharge	1.86
Svc Area	A2	Residential Delivery	4.15
Signed by	see above	Courier Pickup Charge	4.00
FedEx Use	000000000/5980/02	Total Charge	USD \$27.53

Ship Date: Aug 06, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% 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	772907394363	Shelby Stephens	Barry Morton
Service Type	FedEx 2Day	475 West Town Place	3109 HEARTHSTONE LN
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge	17.52
Delivered	Aug 08, 2018 14:17	Fuel Surcharge	1.86
Svc Area	A2	Residential Delivery	4.15
Signed by	see above	Courier Pickup Charge	4.00
FedEx Use	000000000/5980/02	Total Charge	USD \$27.53

Ship Date: Aug 06, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% 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	772907402527	Shelby Stephens	Chad Davis
Service Type	FedEx 2Day	475 West Town Place	600 Longcrest Lane
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge	17.52
Delivered	Aug 08, 2018 13:54	Fuel Surcharge	1.86
Svc Area	A2	Residential Delivery	4.15
Signed by	see above	Courier Pickup Charge	4.00
FedEx Use	000000000/5980/02	Total Charge	USD \$27.53

Invoice Number

6-275-44554

Invoice Date

Aug 14, 2018

Account Number

Page

4 of 4

Ship Date: Aug 08, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% 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	772907409234	Shelby Stephens	Cindy Nelsen
Service Type	FedEx 2Day	475 West Town Place	1394 CANOPY OAKS DR
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge	17.52
Delivered	Aug 08, 2018 13:46	Fuel Surcharge	1.86
Svc Area	A2	Residential Delivery	4.15
Signed by	see above	Courier Pickup Charge	4.00
FedEx Use	000000000/5980/02	Total Charge	USD \$27.53

Ship Date: Aug 08, 2018

Cust. Ref.: Double Branch CDD

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% 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	772907416670	Shelby Stephens	Charles T. Horton
Service Type	FedEx 2Day	475 West Town Place	2958 Thorncrest Drive
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs	Transportation Charge	17.52
Delivered	Aug 08, 2018 14:01	Fuel Surcharge	1.86
Svc Area	A2	Courier Pickup Charge	4.00
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	Total Charge	USD \$27.53

Ship Date: Aug 06, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% to this shipment.
- Distance Based Pricing, Zone 2

Automation	INET	Sender	Recipient
Tracking ID	772907422908	Shelby Stephens	Jason Walters
Service Type	FedEx 2Day	475 West Town Place	Hopping Green and Sams
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	119 S MONROE ST
Zone	02		TALLAHASSEE FL 32301 US
Packages	1		
Rated Weight	2.0 lbs, 0.9 kgs	Transportation Charge	17.82
Delivered	Aug 08, 2018 09:44	Fuel Surcharge	1.58
Svc Area	A2	Courier Pickup Charge	4.00
Signed by	K.SCOTT	Total Charge	USD \$23.40

Third Party Subtotal	USD	\$161.05
-----------------------------	------------	-----------------

Total FedEx Express	USD	\$161.05
----------------------------	------------	-----------------

**Invoice Number**

6-281-90130

Invoice Date

Aug 21, 2018

Account Number

Page

1 of 3

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**

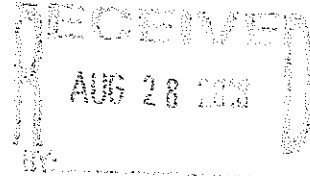
Phone: (800) 622-1147
M-F 7 AM to 8 PM CST
Sa 7 AM to 6 PM CST
Fax: (800) 548-3020
Internet: www.fedex.com

Invoice Summary Aug 21, 2018**FedEx Express Services**

Transportation Charges		17.82
Special Handling Charges		5.53
Total Charges	USD	\$23.35
TOTAL THIS INVOICE	USD	\$23.35

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

6-281-90130

Account Number**Amount Due**

USD \$23.35

Remittance Advice

Your payment is due by Sep 05, 2018

873430486281901303700000233583

0033442 01 AB 0.405 **AUTO T2 0 1232 32092-364939 -C01-P33475-11



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



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



Invoice Number

6-281-90130

Invoice Date

Aug 21, 2018

Account Number

Page
2 of 3

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

ADR - Address Correction

DVC - Declared Value

IAN - Invalid Acct #

INW - Incorrect Weight

INS - Incorrect Service

OCF - Grd Pick-up Fee

OCS - Exp Pick-up Fee

OVS - Oversize Surcharge

RSU - Residential Delivery

PND - Pwrshp Not Delivered

SDR - Saturday Delivery

For all Service failures or other surcharges please use our web site **www.fedex.com** or call (800) 622-1147

Tracking Number

Code

\$ Amount

Rerate information only (round to nearest inch)

LBS

L

W

H

Check all that apply

Effective Date / / ☐ Shipping Address (Physical Address)☐ Billing Address Only☐ Billing Same As Shipping Address

Company
 Address
 Address
 Dept.
 Floor Apt/Suite #
 City
 State Zip Code -
 Phone - -
 Fax # - -

Company
 Address
 Address
 Dept.
 Floor Apt/Suite #
 City
 State Zip Code -
 Phone - -
 Fax # - -

**Invoice Number**

6-281-90130

Invoice Date

Aug 21, 2018

Account Number

Page

3 of 3

FedEx Express Shipment Detail By Payor Type (Original)

Ship Date: Aug 13, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 7.00% to this shipment.
- Distance Based Pricing, Zone 2

Automation INET

Tracking ID 772963755058

Service Type FedEx 2Day

Package Type FedEx Pak

Zone 02

Packages 1

Rated Weight 2.0 lbs, 0.9 kgs

Delivered Aug 15, 2018 09:33

Svc Area A2

Signed by D.ANTONETTI

FedEx Use 000000000/5980/

Sender

Shelby Stephens

475 West Town Place

SAINT AUGUSTINE FL 32092 US

Recipient

Jason Walters

Hopping Green and Sams

119 S MONROE ST

TALLAHASSEE FL 32301 US

Transportation Charge

17.82

Fuel Surcharge

1.53

Courier Pickup Charge

4.00

Total Charge**USD****\$23.35****Third Party Subtotal****USD****\$23.35****Total FedEx Express****USD****\$23.35**

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER					RUN 8/30/18		PAGE 1		
*** CHECK DATES 08/01/2018 - 08/31/2018 ***		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 #		
8/02/18	00007	6/30/18	PB909407	201805	320-57200-34900		*	612.24			
		6/30/18	PB909407	201806	320-57200-34900		*	613.83			
						ADVANCED DISPOSAL			1,226.07	005551	
8/02/18	00454	7/19/18	122876	201807	320-57200-62000		*	756.00			
		7/19/18	122876	201807	320-57200-63100		*	401.04			
						DWG DISTRIBUTION			1,157.04	005552	
8/02/18	00092	7/23/18	1993	201806	320-57200-46600		*	2,291.00			
		7/23/18	1993	201806	320-57200-46620		*	2,480.00			
		7/23/18	1993	201806	320-57200-46630		*	636.00			
		7/23/18	1993	201806	330-57200-47100		*	650.00			
		7/23/18	1993	201806	320-57200-46400		*	1,537.11			
						GOVERNMENTAL MANAGEMENT SERVICES			7,594.11	005553	
8/02/18	00092	7/23/18	1995	201807	320-57200-49400		*	164.84			
		7/23/18	1995	201807	320-57200-46600		*	35.63			
		7/23/18	1995	201807	320-57200-46600		*	224.67			
						GOVERNMENTAL MANAGEMENT SERVICES			425.14	005554	
8/02/18	00208	7/30/18	07302018	201807	300-20700-10100		*	720.00			
						MIDDLE VILLAGE CDD			720.00	005555	
8/02/18	00186	8/01/18	13129557	201808	320-57200-46300		*	1,960.11			
		8/01/18	13129557	201808	320-57200-46300		*	108.18			
						POOLSURE			2,068.29	005556	
8/02/18	00518	7/09/18	INV8990	201807	320-57200-63100		*	350.00			
						R&D LANDSCAPE & IRRIGATION			350.00	005557	

DBBR DOUBLE BRANCH HSMITH											

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
8/02/18	00382	5/28/18 91713770	201806 330-57200-61100		*	55.75	
		6/25/18	MAT CLEANING				
		7/02/18 91713789	201807 330-57200-61100		*	55.75	
		7/02/18	MAT CLEANING				
		7/09/18 91713807	201807 330-57200-61100		*	55.75	
		07/09/18	MAT CLEANING				
		7/16/18 91713826	201807 330-57200-61100		*	55.75	
		7/16/18	MAT CLEANING				
				UNIFIRST CORPORATION			223.00 005558
8/02/18	00382	7/23/18 91713845	201807 330-57200-61100		*	55.75	
		7/23/18	MAT CLEANING				
				UNIFIRST CORPORATION			55.75 005559
8/09/18	00002	7/30/18 7801	201808 320-57200-43100		*	3,530.00	
			AUG REC ELECTRIC				
		7/30/18 7801	201808 320-57200-43000		*	2,820.89	
			AUG COMMON ELECTRIC				
		7/30/18 7801	201808 330-57200-43110		*	1,422.00	
			AUG FITNESS CENTER				
		7/30/18 7801	201808 320-57200-42900		*	2,373.00	
			AUG STREETLIGHTING				
				CLAY ELECTRIC COOPERATIVE, INC			10,145.89 005560
8/09/18	00092	7/23/18 1994	201807 300-36900-10300		*	798.75	
			EVENT STAFF THRU 7/19/18				
				GOVERNMENTAL MANAGEMENT SERVICES			798.75 005561
8/09/18	00092	8/01/18 1997	201808 310-51300-34000		*	7,955.83	
			AUG FACILITY MANAGEMENT				
				GOVERNMENTAL MANAGEMENT SERVICES			7,955.83 005562
8/09/18	00092	8/01/18 1998	201808 310-51300-34000		*	5,255.17	
			AUG AMENITY STAFF MANAGE				
				GOVERNMENTAL MANAGEMENT SERVICES			5,255.17 005563
8/09/18	00208	8/07/18 08072018	201807 300-20700-10100		*	705.00	
			7/27/18-8/2/18 SECURITY				
				MIDDLE VILLAGE CDD			705.00 005564
8/09/18	00297	8/01/18 224	201808 320-57200-61000		*	2,079.00	
			AUG JANITORIAL SERVICES				
				RIVERSIDE MANAGEMENT SERVICES, INC			2,079.00 005565
8/09/18	00297	8/01/18 225	201808 330-57200-61100		*	1,005.42	
			AUG JANITORIAL - FITNESS				
				RIVERSIDE MANAGEMENT SERVICES, INC			1,005.42 005566
				DBBR DOUBLE BRANCH HSMITH			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
8/16/18	00506	8/05/18 8119531	201807 320-57200-34500 7/1/18-7/31/18 SECURITY	ALLIED UNIVERSAL	*	4,235.79	4,235.79 005567
8/16/18	00024	8/01/18 375613	201808 320-57200-46800 AUG LAKE MAINTENANCE	THE LAKE DOCTORS, INC.	*	1,970.00	1,970.00 005568
8/16/18	00625	8/13/18 08132018	201808 300-36900-10300 RENTAL DEPOSIT REFUND	LINDA REID	*	100.00	100.00 005569
8/16/18	00208	8/14/18 08142018	201808 320-57200-34510 8/3/18-8/9/18 SECURITY	MIDDLE VILLAGE CDD	*	780.00	780.00 005570
8/16/18	00415	8/02/18 8019	201808 320-57200-49400 8/8/18 EVENT	PROGRESSIVE ENTERTAINMENT	*	350.00	350.00 005571
8/16/18	00643	8/11/18 08112018	201808 300-36900-10300 RENTAL DEPOSIT REFUND	STACEY RODRIGUE	*	100.00	100.00 005572
8/16/18	00264	7/26/18 07262018	201807 320-57200-63100 REMOVE/INSTALL NEW FENCE	T FENCEMAN INC	*	12,158.00	12,158.00 005573
8/16/18	00642	8/11/18 08112018	201808 300-36900-10300 RENTAL DEPOSIT REFUND	TERELLA WILLIAMS	*	100.00	100.00 005574
8/23/18	00478	7/10/18 9213	201807 320-57200-62000 KANTCH IOPROX CARDS	CARDS AND KEYFOBS	*	816.49	816.49 005575
8/23/18	00478	8/10/18 9381	201808 320-57200-62000 PRINTABLE/CLAMSHELL CARDS	CARDS AND KEYFOBS	*	825.95	825.95 005576
8/23/18	00172	8/03/18 08032018	201808 320-57200-43500 566-1 OAKLEAF VILLAGE		*	518.48	
		8/03/18 08032018	201808 320-57200-43500 716-1 WAKEMONT DR RECLAIM		*	158.51	
		8/03/18 08032018	201808 320-57200-43500 3178-1 WANDERING OAKS DR		*	28.93	

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		8/03/18	08032018 201808 320-57200-43500 1505-1 CANOPY OAKS DR		*	38.70	
		8/03/18	08032018 201808 320-57200-43500 1591-1 CANOPY OAKS DR		*	287.39	
		8/03/18	08032018 201808 320-57200-43500 3701-1 THOUSAND OAKS DR		*	26.41	
		8/03/18	08032018 201808 320-57200-43500 3713-1 THOUSAND OAKS DR		*	88.13	
		8/03/18	08032018 201808 320-57200-43500 1940-1 WOODWORTH DR		*	28.30	
		8/03/18	08032018 201808 320-57200-43500 3659-1 THOUSAND OAKS DR		*	28.30	
		8/03/18	08032018 201808 320-57200-43500 603-1 WATERFORD OAKS DR		*	23.26	
		8/03/18	08032018 201808 320-57200-43500 1422-1 BITTERBERRY DR		*	27.04	
		8/03/18	08032018 201808 320-57200-43500 1206-1 BEDROCK DR		*	27.67	
				CLAY COUNTY UTILITY AUTHORITY			1,281.12 005577
8/23/18	00644	8/21/18	08212018 201808 300-36900-10300 RENTAL DEPSOIT REFUND		*	100.00	
				JILL PEARCE			100.00 005578
8/23/18	00422	7/26/18	44858698 201807 320-57200-61000 GYM WIPE/GLOVES		*	517.64	
				SUPPLYWORKS			517.64 005579
8/23/18	00422	7/30/18	44897643 201807 320-57200-61000 RENOWN PREM TWL		*	177.12	
				SUPPLYWORKS			177.12 005580
8/30/18	00028	8/16/18	1135836 201808 320-57200-46610 MONITOR COMM CENTER		*	300.00	
				ATLANTIC COMPANIES, INC.			300.00 005581
8/30/18	00285	8/20/18	SSI08329 201807 320-57200-34510 JUL EMPLOYMENT FEE		*	304.50	
		8/20/18	SSI08329 201807 320-57200-34510 JUL SCHEDULING FEE		*	187.50	
				CLAY COUNTY SHERIFF'S OFFICE			492.00 005582
8/30/18	00092	8/20/18	2001 201807 320-57200-46600 JUL FACILITY MAINT- GEN		*	2,300.00	
		8/20/18	2001 201807 320-57200-46620 JUL FACILITY MAINT-CONTIN		*	2,507.00	

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		8/20/18 2001	201807 320-57200-46630		*	709.82	
		JUL LIGHTING REPAIRS					
		8/20/18 2001	201807 330-57200-47100		*	779.00	
		JUL FACILITY MAINT-FITNES					
		8/20/18 2001	201807 320-57200-46400		*	1,872.00	
		JUL COMMON AREA MAINT					
GOVERNMENTAL MANAGEMENT SERVICES							8,167.82 005583
8/30/18 00092		8/07/18 1999	201808 300-36900-10300		*	758.25	
		EVENT STAFF THRU 8/2/18					
GOVERNMENTAL MANAGEMENT SERVICES							758.25 005584
8/30/18 00092		8/20/18 2000	201808 300-36900-10300		*	802.00	
		EVENT STAFF THRU 8/16/18					
GOVERNMENTAL MANAGEMENT SERVICES							802.00 005585
8/30/18 00208		8/21/18 08212018	201808 300-20700-10100		*	885.00	
		8/10/18-8/16/18 SECURITY					
MIDDLE VILLAGE CDD							885.00 005586
8/30/18 00208		8/27/18 08272018	201808 300-20700-10100		*	712.50	
		8/17/18-8/23/18 SECURITY					
MIDDLE VILLAGE CDD							712.50 005587
TOTAL FOR BANK B						77,394.14	
TOTAL FOR REGISTER						77,394.14	

DBBR DOUBLE BRANCH HSMITH



**Advanced
Disposal**

ADVANCED DISPOSAL
CLAY COUNTY - PB
7580 PHILIPS HWY
JACKSONVILLE FL 32256

Pay By Phone: 1-877-720-1583
Phone PIN: 1270063350000

RETURN SERVICE REQUESTED

000736 000000188



OAKLEAF PLANTATION
C/O DOUBLE BRANCH CDD
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

Advanced Disposal's operating locations are faced with extensive oversight and compliance demands along with internal and external initiatives designed to improve the safety, efficiency, and management of our sites and employees. As a result, your next invoice may include a Compliance and Business Impact Charge. Please visit our website www.AdvancedDisposal.com to learn more about how this charge will allow us to continue to provide service at the highest levels of environmental responsibility and stewardship that you have come to expect.

Should you have any questions about charges, please see the back of this invoice, call your service representative or go to www.AdvancedDisposal.com.

Account Information

Account Number PB006335
Site Number 0000
Invoice Date June 30, 2018
Invoice Number PB0000909407

Account Summary

Previous Balance \$612.24
Payments/Adjustments \$0.00
Current Invoice Amount \$613.83

Amount Due \$1,226.07

Due Date Upon Receipt

Invoice Breakdown

Current \$613.83
30 days - past due \$612.24
60 days - past due \$0.00
90 days - past due \$0.00

It's easy being Green... sign up
for ebill and auto pay at
<http://www.AdvancedDisposal.com/billpay>

Contact Us

(904) 783-7000
JacksonvilleFL@AdvancedDisposal.com

Thank you for doing business with
Advanced Disposal Services.

PB1807021001.bxt-1471-000000188

Previous Balance

\$612.24

Payments and Adjustments

\$0.00

OAKLEAF PLANTATION RECREATION CENTER (0001)
370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL

Date	Description	Reference	Qty	Unit Price	Amount
1.00 - 6.00YD:COMM FL TRASH (001)					
06/30/18	FUEL SURCHARGE	SC115062	1.00	59.61	59.61
06/30/18	ENVIRONMENTAL FEE	SC115061	1.00	88.20	88.20
06/30/18	TRASH STANDARD		1.00	367.50	367.50
	SERVICE:				
	06/01/18-06/30/18				
	Clay Co Franchise Fee		515.31		84.00
	SITE TOTAL				599.31
06/30/18	COMPLIANCE AND	SC115837	1.00	14.52	14.52
	BUSINESS IMPACT				
	CHARGE				

2.32.572.349
7

Current Charges

\$613.83

Amount Due

\$1,226.07

How to Pay Your Bill

Online Bill Pay

Great for regular payments

Visit www.advanceddisposal.com/billpay
to enroll in online bill pay methods.

With the Advanced Disposal online bill
payment system, you are able to:

- Make a one-time payment
- Setup your account for automatic
recurring payments

If you would like assistance, please contact
us at 1-800-355-2108 and we will be happy

Pay by Mail

Best for sending a regular check

Please mail your check made payable to
Advanced Disposal to address listed below.

Please do not send correspondence to this
address.

Please assist us by including the
remittance portion (the perforated bottom
section of your invoice) along with your
check or money order to ensure your
payment is posted quickly and accurately

Pay by Phone

Good for a one time payment

Call 1-877-720-1583 to make your payment
by phone.

To ensure fastest service, please have your
Phone PIN ready, which can be found at
the top of your invoice.

We accept MasterCard, Visa, American
Express and Discover. An automated voice
service will process your payment. This
option is ideal for making single payments.

Rec'd 7/23/18

to assist you in getting set up.

PLEASE RETURN THIS PORTION WITH PAYMENT

Printed on recycled paper



Advanced Disposal

ADVANCED DISPOSAL
CLAY COUNTY - PB
7580 PHILIPS HWY
JACKSONVILLE FL 32256

Please Send All Correspondence to Above Address



Please check box for address change
and print new address on reverse side.

Due Date: Upon Receipt

Customer Billing Address:

OAKLEAF PLANTATION
C/O DOUBLE BRANCH CDD
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065

Remit Payment To:
(Please do not send CASH via mail)

Advanced Disposal
Clay County - PB
PO BOX 743019
ATLANTA GA 30374-3019



IF PAYING BY CREDIT CARD, FILL OUT BELOW.		CHECK CARD USING FOR PAYMENT	
CARD NUMBER	AMOUNT PAID	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER CARD <input type="checkbox"/> AMERICAN EXP. <input type="checkbox"/> DISCOVER
SIGNATURE	EXP. DATE		

ACCOUNT #	INVOICE #	AMT. ENCLOSED
PB006335	PB0000909407	
INVOICE TOTAL \$613.83	BALANCE DUE \$1,226.07	

PB 006335 0000 063018 0000909407 00061383 00122607 8

HOW TO READ YOUR BILL

LOCAL OFFICE AND CONTACT INFORMATION To contact Advanced Disposal concerning specific questions about your invoice and service, please correspond to the email, phone number and address set forth on the front of the invoice.

CUSTOMER BILLING ADDRESS AND CUSTOMER SERVICE ADDRESS Advanced Disposal's Invoice reflects the most recent billing and service information provided by you. If your address has changed, please notify your local Advanced Disposal office.

ACCOUNT INFORMATION AND ACCOUNT SUMMARY The Account Summary lists your balances, payments and adjustments and invoice amount for the current period. The Previous Balance includes amounts billed previously for which Advanced Disposal has not yet received payment. This section also includes the Invoice Date which is the date that the Invoice was generated and mailed to you.

AMOUNT DUE The Amount Due includes all service charges, fees or assessments, and any adjustments, as well as all applicable taxes and governmental charges and fees which are due and payable upon receipt. Advanced Disposal may charge a late fee on all past due balances up to the maximum rate allowed by law.

EXPLANATION OF CHARGES Advanced Disposal's Invoices may include various charges and fees ("Charges"). These Charges are the result of various internal and external factors that impact our business and are not represented to be an offset or pass through of Contractor's actual costs whether taken collectively or with respect to each category, nor are they representative of actual taxes and surcharges imposed by or remitted to a governmental agency. Rather, they are intended to address a portion of various impacts on Advanced Disposal business on a companywide basis. Such Charges, including the examples below, also reflect the need to achieve an operating margin acceptable to Advanced Disposal.

Environmental Charge The Environmental Charge is assessed as a percentage of the customer's Invoiced amount (exclusive of taxes and other Charges) and is intended to address various environmental impacts associated with managing and disposing of waste in an environmentally sound manner.

Compliance and Business Impact Charge The Compliance and Business Impact Charge is assessed as a percentage of the customer's Invoiced amount (exclusive of taxes and other Charges) to help address companywide impacts associated with oversight and compliance as well as internal and external initiatives and requirements designed to anticipate and enhance the safety, efficiency and management of Advanced Disposal's operations.

Administrative Charge The Administrative Charge is assessed to address companywide impacts associated with customer billing, by way of example and not limited to, collection functions, print mail, lock box services, bank charges, and bad debt. A discounted charge may be applied in some instances for paperless billing and automatic payments.

Energy Charge The Energy Charge is assessed as a percentage of a Customer's total Invoice amount (exclusive of taxes and other Charges) to address direct and indirect energy costs associated with Advanced Disposal's operations, which are subject to volatile and unpredictable fluctuations in market conditions for the energy consumed by our business and operations. The Energy Charge varies based on changes to energy costs which are published by a nationally recognized third party index.

Other Charges Additional Charges may be assessed due to other reasons such as new or additional service or equipment, new or additional fees or charges imposed on Advanced Disposal by governmental or regulatory agencies (such as franchise fees), resumed or discontinued service, extra pickups, etc. When incurred, such Charges will appear separately on the front of the invoice.

For additional information, please contact your local Advanced Disposal office or visit us at www.AdvancedDisposal.com.

ADVANCED DISPOSAL RESERVES THE RIGHT TO CHANGE SERVICE RATES AND CHARGES WITHOUT PRIOR NOTICE OR CONSENT TO ADJUST FOR CHANGES IMPACTING ITS BUSINESS OR TO ACHIEVE, AMONG OTHER THINGS, AN OPERATING MARGIN ACCEPTABLE TO ADVANCED DISPOSAL. Consent to any changes, if required, may be evidenced verbally, in writing, or by the actions and practices of the parties, including payment of the Invoiced amount. If you do not object in writing within thirty days of the invoice date, then you shall have conclusively agreed that such Invoice is correct in all requests, whether paid or not.

IMPORTANT MESSAGES This is an area on the front of the invoice designated for special notifications, including changes in payment terms. Further, we periodically review and revise our company's general service guidelines, therefore, please also visit our website to read special terms and conditions that may apply.

PAYMENT REMITTANCE Please remit payment to the address noted on the perforated portion of the invoice, which should be included with your payment. Please do not send cash via mail.

WISCONSIN CUSTOMERS State and local laws require everyone in Wisconsin to recycle newspaper, office paper, magazines, cardboard and glass/plastic/aluminum/steel food and beverage containers. Yard waste, tires, appliances, motor oil and lead acid batteries must be recycled as well but may not be included in your recycling service. Please contact your local Advanced Disposal office for more information regarding your recycling service and recycling options in your area.



DWG
DISTRIBUTION
1 Enterprise Place
Hicksville NY 11801

Ph: 516-933-4900
Fx: 516-933-4910

Invoice

Invoice #	122876
Invoice Date	7/19/2018
Payment Due	8/18/2018

Bill To
Jay Soriano GMS LLC 370 Oakleaf Village Pkwy Orange Park, FL 32065

Ship To
Jay Soriano GMS LLC Double Branch CDD 370 Oakleaf Village Pkwy Orange Park, FL 32065

P.O. Number / Job Name		Terms	Rep	Account #	Ship/Ready	F.O.B.	Web Order#
PO #: JS0070418		Net 30	CP	23908	7/5/2018	FCA NY	217983
Qty	Item Code	Description			Price Each	Amount	
2	KT-300PCB512	Kantech Door controller with 512K memory (PCB only) and accessory kit (KT-300-ACC)			756.00	1,512.00	
2	SK-990BQ	Seco-Larm Fail-Safe Electric Door Strike for Wood Doors			27.00	54.00	
2	ML831C28	Kantech Electromagnetic Lock Dual Voltage			361.00	722.00	
1	UPS Ground Commercial	UPS Ground Shipping - Commercial 1ZE065094277470129			80.08	80.08	
Code to:							
34-600-538-6400 (\$455.04)							
Middle Village rep. and replace							
2-330-572-49300 (\$756.00)							
Middle Village Tennis Rec Passes							
2-330-572-6200 (\$756.00)							
Double Branch Rec. Passes							
2-320-572-63100(\$401.04)							
Double Branch rep. and replace							
					Subtotal	\$2,368.08	
					Sales Tax (0.0%)	\$0.00	
Please make all checks payable to "DWG"					Total	\$2,368.08	
This invoice is subject to the terms and conditions posted at www.dwgdistribution.com .					Payments/Credits	\$0.00	
					Balance Due	\$2,368.08	

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

Invoice

Invoice #: 1993
Invoice Date: 7/23/18
Due Date: 7/23/18
Case:
P.O. Number:

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

PAID

JUL 25 2018

2018

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2018		7,119.82	7,119.82
Maintenance Supplies		474.29	474.29
Facility Maint. - General 2, 572, 4660		\$ 2291, 00	
Facility Maint. - Conting. 2, 572, 4662		\$ 2480, 00	
Lighting Repairs 2, 320, 572, 4663		\$ 636, 00	
Facility Maint. - Gen. (fitness) 330, 572, 471		\$ 650, 00	
Common Area Maint. 2, 572, 4640		\$ 1537, 11	
92			
Total			\$7,594.11
Payments/Credits			\$0.00
Balance Due			\$7,594.11

RHW
7-25-18

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JUNE 2018**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/1/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/1/18	4	T.C.	Removed duck feces from bridge and pool decks, repaired windcreans as needed
6/1/18	2	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/4/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/4/18	6	T.C.	Removed duck feces from bridge and pool decks, repaired magnet door lock for field house restroom, removed broken ceiling fan
6/4/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/4/18	6	B.M.	Inspect fence line and entry lighting for repairs as needed, paint bridge, remove signage, clean storage area
6/5/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, cleaned and painted bridges around soccer field, installed ceiling fan
6/5/18	8	B.M.	Repaired bullet lights in parking lot, cleaned & painted bridges around soccer fields, installed ceiling fan, removed graffiti, assisted with hanging new clock, removed debris from parking lot and Amenity Center
6/5/18	8	T.C.	Removed duck feces from bridge and pool decks, installed new ceiling fences, hung clock at pool, touched up paint in fitness center
6/6/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/6/18	6	T.C.	Removed duck feces from bridge and pool decks, removed debris from parking lot, assisted setting up for pool party
6/6/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/6/18	6	B.M.	Inspect fence line for repairs as needed, paint bridge, remove signage
6/7/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/7/18	4	T.C.	Removed duck feces from bridge and pool decks, inspected fitness equipment around track
6/8/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/8/18	2	T.C.	Removed duck feces from bridge and pool decks
6/8/18	5	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/11/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/11/18	2	T.C.	Removed duck feces from bridge and pool decks
6/11/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/12/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/12/18	2	T.C.	Removed duck feces from bridge and pool decks
6/13/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/13/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants, assisted with repairs to tennis court fencing
6/13/18	2	T.C.	Removed duck feces from bridge and pool decks
6/14/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/14/18	4	T.C.	Removed duck feces from bridge and pool decks, repaired sink in men's restroom
6/16/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/15/18	4	T.C.	Removed duck feces from bridge and pool decks, replaced bulbs as needed, hung wipes dispenser
6/15/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/18/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/18/18	2	T.C.	Removed duck feces from bridge and pool decks
6/18/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/19/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/19/18	4	T.C.	Removed duck feces from bridge and pool decks, repaired door lock on field house restroom
6/20/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/20/18	4	B.M.	Installed pipes for movie screen, setup for movie event
6/20/18	7	T.C.	Removed duck feces from bridge & pool decks, installed piping for movie screen, setup for movie event
6/20/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/21/18	2	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, repaired fencing at fitness center, removed debris from playground
6/21/18	3	B.M.	Repaired fence runs at shop, installed repaired fencing parts, repaired fencing at fitness center
6/21/18	4	T.C.	Removed duck feces from bridge and pool decks, setup for landscaping bid meeting at clubroom
6/22/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/22/18	2	T.C.	Removed duck feces from bridge and pool decks
6/22/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/25/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/25/18	2	T.C.	Removed duck feces from bridge and pool decks
6/25/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/26/18	3	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, repaired spray ground netting, repaired bars under spray ground feature
6/26/18	4	B.M.	Inspected lights at entrances, replaced bulbs as needed, repaired photocell at Highland Mills, continued working on spray ground repairs
6/26/18	4	T.C.	Removed duck feces from bridge and pool decks, installed safety features at spray ground feature
6/27/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/27/18	3	B.M.	Repaired safety bars under spray ground feature, removed debris from parking lot
6/27/18	4	T.C.	Removed duck feces from bridge & pool decks, worked on spray ground feature, repaired umbrella on

GMS

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JUNE 2018

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/27/18	6	G.S.	pool deck, removed debris from pool deck inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
6/28/18	1	E.T.	inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/28/18	4	T.C.	Removed duck feces from bridge and pool decks, repaired broken slats on spray ground feature
6/28/18	1	E.T.	inspected pool equipment, pumps, motors, valves & chemical levels as needed
6/28/18	2	T.C.	Removed duck feces from bridge and pool decks
6/29/18	6	G.S.	inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
TOTAL	<u>216</u>		
MILES	<u>467</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2008-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 7/5/18

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	6/7/18	LED Spot light	22.98	B.M.
	6/11/18	Ant bait	22.97	B.M.
	6/11/18	Pesticide	15.49	B.M.
	6/11/18	Machine screws	1.36	B.M.
	6/11/18	Dish soap	4.58	G.S.
	6/11/18	Insect spray	5.72	G.S.
	6/11/18	Ant killer	24.10	G.S.
	6/11/18	Insect traps	5.14	G.S.
	6/11/18	Screwdriver	6.03	G.S.
	6/11/18	Phillips screwdriver	6.28	G.S.
	6/18/18	Bleach (3)	10.32	B.M.
	6/18/18	Lysol cleaner (2)	18.33	B.M.
	6/18/18	Ant killer (2)	24.10	B.M.
	6/20/18	3x2' PVC Pipe	14.35	B.M.
	6/20/18	3" PVC Cap slp	10.24	B.M.
	6/20/18	3" Female adapter	8.58	B.M.
	6/20/18	3" Cleanout plug (2)	3.34	B.M.
	6/21/18	Flat plate 48x3	6.58	B.M.
	6/21/18	Flat plate 36x1 (3)	21.42	B.M.
	6/21/18	Gloss black paint (2)	12.12	B.M.
	6/21/18	Self drilling screws	9.48	B.M.
	6/21/18	Sheet metal screws	4.28	B.M.
	6/21/18	Rebar	2.85	B.M.
	6/25/18	Cobweb duster	9.18	B.M.
	6/25/18	Bleach	3.44	B.M.
	6/25/18	Lysol cleaner (3)	27.50	B.M.
	6/25/18	16' Pole	34.47	B.M.
	6/26/18	Drywall anchor	4.98	B.M.
	6/26/18	Cut washers	2.68	B.M.
	6/26/18	1-1/2" Corner braces	15.77	B.M.
	6/26/18	Machine screw nuts	4.88	B.M.
	6/26/18	Machine screws	4.51	B.M.
	6/26/18	Drill bit	11.47	B.M.
	6/26/18	3" Corner braces	22.95	B.M.
	6/26/18	Hex nuts	3.98	B.M.
	6/27/18	Fender washers	4.07	B.M.
	6/27/18	Hex nuts (3)	4.07	B.M.
	6/27/18	Lock washers	2.71	B.M.
	6/27/18	Machine screws	5.43	B.M.
	6/27/18	Corner braces	11.48	B.M.
	6/27/18	Round-up	25.27	B.M.
	7/5/18	Photocell	14.92	B.M.

TOTAL \$474.28

1001 Bradford Way
Kingston, TN 37763

Invoice #: 1995
Invoice Date: 7/23/18
Due Date: 7/23/18
Case:
P.O. Number:

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

[illegible]

PERSONAL REIMBURSEMENT

Out-of-Pocket

NAME: Jay Soriano

DATE	DESCRIPTION	DISTRICT	code to:	AMOUNT
4/20/2018	lowes - Wiring for VFD (slide motors)	MV	34.600.53800.64000	52.47
6/1/2018	Speedway - Gas for carts (\$71.26)	Split 50/50 MV	34.600.53800.64000	\$ 35.63
		DB	2.320.572.63100	\$ 35.63
6/7/2018	Guitar Center (\$57.72)	Split 50/50 MV	34.600.53800.64000	\$ 28.86
		DB	2.320.572.63100	\$ 28.86
6/7/2018	Harbor Freight (\$239.69)	Split 50/50 MV	34.600.53800.64000	\$ 119.85
		DB	2.320.572.63100	\$ 119.84
6/5/2018	Dollar Tree - Out of School party (\$26.68)	Split 50/50 MV	2.320.572.49400	12.84
		DB	2.330.572.49400	12.84
6/5/2018	walmart - Out of School Party (\$95.54)	Split 50/50 MV	2.320.572.49400	47.77
		DB	2.330.572.49400	47.77
6/6/2018	Papa John's - Out of School Party (\$87.20)	Split 50/50 MV	2.320.572.49400	43.6
		DB	2.330.572.49400	43.6
6/6/2018	Papa John's - Out of School Party (\$95.66)	Split 50/50 MV	2.320.572.49400	47.83
		DB	2.330.572.49400	47.83
6/6/2018	Publix - out of school party (\$26.60)	Split 50/50 MV	2.320.572.49400	12.8
		DB	2.330.572.49400	12.8
7/3/18	Golf Cart Service (\$161.94)	Split 50/50 MV	34.600.53800.64000	76.97
		DB	2.320.572.63100	76.97
		TOTAL		\$ 902.76

Middle Village = \$477.62

Double Branch = \$425.14

RWW
7-17-18

Thank You For Choosing
Papa John's
Restaurant #3148
9542 Argyll Forest Blvd #G11
Jacksonville, FL 32222
(904)573-2098

Name: Jay Soriano
Address: 370 Oakleaf Village Parkway
Orange Park FL 32065-

SALE

Order #: 0043 Phone / Delivery

Tito 06/06/2018 02:54 PM
Out Time: 03:11 PM

HID: 3260 Lane: 1
Card Type: Visa
Entry Mode: H
Account #: xxx5262
Authorization #: 015051
Reference #: 625846
Batch ID: 43

Subtotal: 63.00
Tax: 4.20
Total: 67.20
Visa: 67.20

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.

APPROVED

STAN: 008222
refnum:411118672
Time: 06/06/18 14:54:07

Customer Copy

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS
Better Ingredients
Better Pizza

Thank You For Choosing
Papa John's Pizza
Restaurant #3148

Name: Jay Soriano
Address: 370 Oakleaf Village Parkway
Orange Park FL 32065-
Phone: (904) 562-0248 Sector: F6
Order #: 0017 Phone / Delivery
Delivery Remarks: basketball courts at
phase one

Tito 06/06/2018 01:15 PM
Out Time:

3 <14> 14" Original 41.25
+3 Pepperoncini Peppers
+Pepperoni
+3 Garlic Sauce Cup
3 <14> 14" Original 36.00
+3 Pepperoncini Peppers
+3 Garlic Sauce Cup
Delivery Fee 3.00

Subtotal: 80.25
Discount: 0.00
Food Tax: 5.41
Tip: 0.00
Total Tax: 5.41
Total: 85.66

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Publix

Oak Leaf Commons
1075 Oakleaf Plantation Parkway
Orange Park, FL 32065
Store Manager: Brian Todd
904-291-5108

PBX DELI TEA SMT G		
4 u	2.99	11.96 T F
DELI LEMONADE CAL		
4 u	2.99	11.96 T F

Order Total	23.92	
Sales Tax	1.68	
Grand Total	25.60	
Debit	Payment	25.60
Change		0.00

PRESTO!
Trace #: 089945
Reference #: C010916385
Acct #: XXXXXXXXXXXX5262
Debit Purchase FROM CHECKING
Amount: \$25.60

DEBIT CARD	PURCHASE
A0000060980840	US DEBIT
Entry Method:	Chip Read
Mode:	Issuer-PIN Verified

Your cashier was Marty

06/06/2018 12:26 \$1169 R108 6566 C9203

Explore the many ways to save at Publix.
View bargains at publix.com/savingstyle

Publix Super Markets, Inc.



Dollar Tree Stores, Inc.

Store# 3890 (904) 291-8630
1545 Brandon Field Rd
Suite # 11
Middletown FL 32068-8428

DESCRIPTION	QTY	PRICE	TOTAL
KICKBOARD	1	1.00	1.00
KICKBOARD	1	1.00	1.00
KICKBOARD	1	1.00	1.00
KICKBOARD	1	1.00	1.00
KICKBOARD	1	1.00	1.00
KICKBOARD	1	1.00	1.00
JUMP ROPE 7FT ASTD	1	1.00	1.00
JUMP ROPE	1	1.00	1.00
JUMP ROPE 7FT ASTD	1	1.00	1.00
JUMP ROPE	1	1.00	1.00
JUMP ROPE 7FT ASTD	1	1.00	1.00
JUMP ROPE 7FT ASTD	1	1.00	1.00
SLING SHOOTER	1	1.00	1.00
SLING SHOOTER	1	1.00	1.00
SLING SHOOTER	1	1.00	1.00
SLING SHOOTER	1	1.00	1.00
SLING SHOOTER	1	1.00	1.00
SHOVEL/RAKE	1	1.00	1.00
SHOVEL/RAKE	1	1.00	1.00
SHOVEL/RAKE	1	1.00	1.00
SHOVEL/RAKE	1	1.00	1.00
SHOVEL/RAKE	1	1.00	1.00
SHOVEL/RAKE	1	1.00	1.00

Sub Total \$24.00
SALES TAX \$1.68
Total \$25.68
US DEBIT \$25.68
*****5262 Approved
Purchase Chip

Auth/Trace Number: 933993/048190
Chip Card AID: A000000980840

Thank You for Shopping at Dollar Tree
Where Everything's \$1.00
Now Shop On-Line at DollarTree.com

* We value your opinion! *
* Please provide your feedback at *
* www.dollartreefeedback.com *
* Receive chances to win \$1,000 daily plus *
* instant prizes valued at \$1,500 weekly *
* or by calling 1-877-368-2540. *
* For complete rules, eligibility and sweepstakes *
* period and previous winners please visit *
* www.dollartreefeedback.com *
* No purchase/survey required to enter. *
* Sweepstakes sponsored by Eupathica, Inc. *
* across multiple international clients. *
* Survey Code: 6539 0673 9408 0002 *
*
* We will gladly exchange any unopened item *
* with original receipt. We do not offer refunds. *

6973 03890 04 041 21480968 6/05/18 14:19
Sales Associate:Selena

See back of receipt for your chance
to win \$1000 ID #703P02161DPA

Walmart*

904-214-9411 Mr: COREY HOLDER
1580 BRANDAN FIELD RD
MIDDLETOWN FL 32068

STM 03300	OPR 069903	TEN 12	TRW 00207
BUCKET	002249924269	2.00	0
BUCKET	002249924269	2.00	0
BUCKET	002249924269	2.00	0
BUCKET	002249924269	2.00	0
BUCKET	002249924269	2.00	0
BUCKET	002249924269	2.00	0
HAVE HOOP	003742310205	3.00	0
HAVE HOOP	003742310205	3.00	0
HAVE HOOP	003742310205	3.00	0
HAVE HOOP	003742310205	3.00	0
HAVE HOOP	003742310205	3.00	0
HAVE HOOP	003742310205	3.00	0
BRIDED HOOP	003989776032	3.00	0
BRIDED HOOP	003989776032	3.00	0
BRIDED HOOP	003989776032	3.00	0
BRIDED HOOP	003989776032	3.00	0
BRIDED HOOP	003989776032	3.00	0
BRIDED HOOP	003989776032	3.00	0
3 IN 1 BANE	001541901758	19.86	0
HINT WATER	007565680062	3.88	0
HINT WATER	007565680062	3.88	0
HINT WATER	007565680062	3.88	0
HINT WATER	007565680062	3.88	0
HET	693013492206	2.47	0
HET	693013492206	2.47	0
HET	693013492206	2.47	0
HET	693013492206	2.47	0
HET	693013492206	2.47	0
SUBTOTAL		95.54	
TOTAL		95.54	
DEBIT		95.54	
CHANGE DUE		0.00	

EFT DEBIT PAY FROM PRIMARY
95.54 TOTAL PURCHASE
US DEBIT- 5262 I J REF # 015600893912
NETWORK ID: 0069 APPR CODE 194667
US DEBIT
AID 0000000980840
IC 308619F03ICE2630
*Pin Verified
TERMINAL # SC010103

06/05/18 13:42:04
ITEMS SOLD 26
TCH 8743 0291 0206 6529 1393

06/05/18 13:42:19
Use Walmart Pay to save your receipts.



SPEEDWAY 00000010
JACKSONVILLE FL 32222
TRAN: 345/850
6/1/2018 10:28 AM

PUMP 11
Regular Unleaded
25.102 @ 4.2 839/5A1
GAS TOTAL \$71.20

TAX \$0.08
TOTAL \$71.28

Master Card
Card Num :
XXXXXXXXXX1870
TERM: 8010080010001
TRANS TYPE: CAPTURE
APPRO: 033-102
ENTRY METHOD: ICH

06/01/2018 10:34:35

cardholder agrees to
pay to issuer total
charges per the
agreement between
cardholder & issuer

Speedy Rewards
Points Earned: 251
New Balance: 12306

WWW.SPEEDWAY.COM

Golf Car Services, Inc.



298 College Drive
Orange Park, FL 32065

Office (904) 213-9000 • Fax (904) 213-9098

QTY.	PART NO. AND DESCRIPTION	PRICE	
1	Drive Roll Cover		52 00
	Duty Kevlar		

GOLF CAR SERVICES INC
238 COLLEGE DR
ORANGE PARK FL 32065
904 213-5000

search ID: 0125
run #: 0037

Store #: 4139
Ref #: 0003

Phone Order

000000015252

Entry Method: Manual

Total: \$ 151.94

7/03/18

19:03:01

NY #: 620063.

Appr Code: 002786

Transaction ID: 330184568817524

provd: Online

Batch#: 000035

US Code: ZIP MATCH Z

WZ Code: MATCH R

Customer Copy

THANK YOU
PLEASE COME AGAIN

NAME M.ddie Village		CUSTOMER'S ORDER NO.		DATE 8-2-18
ADDRESS 845 Oakleaf Plantations		ORDER WRITTEN BY Robbie		
CITY, STATE, ZIP O, F FL 32073		ORDER OBTAINED BY		
HOME PHONE 862-0249		BUS. PHONE		SERVICE ORDER # 11847
YEAR, MAKE, AND MODEL		EXT.		
SERIAL NUMBER				

				DESCRIPTION OF WORK	AMOUNT
				<input type="checkbox"/> LUBE <input type="checkbox"/> CHANGE OIL <input type="checkbox"/> OIL FILTER <input type="checkbox"/> TUNE-UP <input type="checkbox"/> WASH	
SUBTOTAL PARTS		52	00		
RECYCLING WASTE FEE					
HAZARDOUS WASTE FEE					
ADDITIONAL PARTS					
IF ANY PARTS LEFT LONGER THAN 90 DAYS					
TOTAL PARTS (CONTINUED ON REVERSE)		52	00		

RECOMMENDATIONS

This Invoice represents a contract between Golf Car Services, Inc. (Seller) and the Buyer. On the terms as stated in this contract, buyer promises to pay seller at its address to purchase the property described above on the invoice.

There are no warranties which extend beyond the description on the face of this contract. Seller is selling the property "as is" with all faults. Seller makes no warranties as to the condition, quality, or quantity of the property. The property is sold "as is" and the Buyer will be entitled to receive all costs and expenses, including attorney's fees and costs, regardless of whether a lawsuit is filed. Seller reserves the right to repossess the merchandise upon default.

This contract is entered and enforced according to the laws of the state of Florida. Any action brought against a party to this contract must be brought in Clay County, Florida, and the buyer hereby submits to jurisdiction in such location.

Notwithstanding to whomsoever payment is made, Seller shall be liable for damages, liability, and expenses including attorney's fees and costs, in connection with loss of life, bodily or personal injury or property damages arising from or out of any occurrence in, upon or at, from property owned or managed by the Buyer, or any party thereof, or accompanied wholly or in part by the negligence of Buyer, its agents, contractors, employees, servants, affiliates or subcontractors.

TOTAL LABOR	40	00
TOTAL PARTS	32	00
SHOP SUPPLIES		
SERVICE CALL	50	00
PICK UP DELIVERIES		
SHIPPING		
SUBTOTAL	112	00
TAX	9	94
TOTAL	121	94
THANK YOU		

CUSTOMER SIGNATURE

DATE _____



ORANGE PARK
6000 Lake Gray Blvd. #45
Jacksonville, FL 32244
904-777-4420

Sales Date : 08-07-18 12:03pm
Sales No. : 7870152733
Sales Type : (01) REGULAR SALE
Customer No.: 7870003926 DOUBLE BRANCH COMMUNI
TY



QTY	DESCRIPTION	EXT. AMT
2	LIVEMORE ESS SYNOFF 60W 1/40KHO-CLFL 1/40KCF Y SKU # 400007000	15.99
2	LIVEMORE ESS SCITTF 1/40KCF-1/40KCF STEREO/AMP SKU # 266200000	11.99
2	LIVEMORE ESS SSXIX 4FT IPS-FLKHO PATCH CABLE SKU # 627000000	25.99

PAY TYPE	PAY AMT	Subtotal:	53.94
08 DEBIT CARD	57.72	7 Tax:	3.78
		Total USD:	57.72

Please Note:

Cashier: 066004 100320 ROBERT T G.

CARD INFO

Amount 57.72 USD
Card # 00000000000000000000
Expit Dt 12/31/24
Auth No 000000
Purchase
Entry Chip Read
Mode Issuer
Merchant Number 372472763000
Terminal ID 1337214

Verified By PXX

CUI Results 42000
AUD 00000000000000000000
TUR 0000000000
JND 00000000000000000000
TSL 0000
REC 00

HARBOR FREIGHT TOOLS

JACKSONVILLE WEST FL 320213
8102 DLANHING BLVD. 27A
JACKSONVILLE, FL 32244
Telephone: (904) 573-9825

SALE

Customer Name: Jay Soriano
Customer Number: 888002359461
62858 10FTX20FT PORTABLE CAR CA
2 x \$119.99 \$239.98
Coupon Discount \$ Off: \$-44.00
New Price: \$195.98
Coupon Number: 12080670
403 1YR ITC MEMBERSHIP \$29.99
Salesperson No. 261392

Subtotal \$225.97
Sales Tax 7.0000% \$13.72
Non Taxable 0.0000% \$0.00
Total \$239.69

Additional Savings \$44.00

Debit \$239.69

Card No. XXXXXXXXXXXX5262

Auth. No. 161396

US DEBIT

Chip Read

Verified By PIN

Mode: Issuer

AID: A0000000980840

TVR: 8080048000

IAD: 06010003A00000

TSI: 6800

ARC: 00

Please Retain for Your Records

Store: 00213 Res: 03 Tran: 360180
Date: 6/7/2018 11:47:43 AM Assoc: XXXXXX
Ticket: 03360180

Item(s) Sold: 3

Item(s) Returned: 0

HEATHER served you today.

Thank you for shopping at

JACKSONVILLE WEST FL 320213

Proof of Purchase Required for Returns/
Exchanges Within 90 Days of Purchase.



NEVER STOP
IMPROVING

LOVE'S HOME CENTERS, LLC
1700 BLANDING BOULEVARD
HIDDLERBURG, FL 32060 (904) 589-3022

- SALE -

SALES#: 52970TH1 2428747 TRANS#: 11233175 04-20-10

72537 8 STRANDED CU WHITE THIN	11.00
0.62 DISCOUNT EACH	-0.03
20 @ 0.59	
72538 8 STRANDED CU RED THIN LF	11.00
0.62 DISCOUNT EACH	-0.03
20 @ 0.59	
423502 HH CLIPPING KNOB F FEMALE	10.56
4 @ 2.64	
383346 12 STRANDED CU GREEN THIN	14.60
15.66 DISCOUNT EACH	-0.78

SUBTOTAL: 49.04

TAX: 3.43

INVOICE 11507 TOTAL: 52.47

DEBIT: 52.47

TOTAL DISCOUNT: 1.98

DEBIT:XXXXXXXXXXXX5262 AMOUNT:52.47 AUTHID:023222

SWIPEO REFID:29701068894 04/20/10 10:07:15

TRACE:00601708

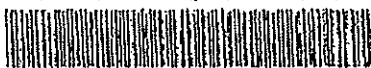
PURCHASE CASH BACK TOTAL DEBIT

52.47 0.00 52.47

STORE: 2970 TERMINAL: 11 04/20/10 10:07:33

OF ITEMS PURCHASED: 7

EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: JULY 30, 2018
WEEK OF: 07/20-26/18

TO:

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

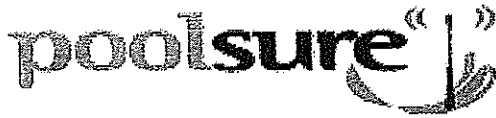
FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
07/20/18	BRYAN SMITH	1700-2300	6	30.00	180.00
07/20/18	STEVEN HILLS	1700-2300	6	30.00	180.00
07/21/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
07/22/18	BRYAN SMITH	1700-2300	6	30.00	180.00
07/23/18	BRYAN SMITH	1700-2300	6	30.00	180.00
07/24/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
07/25/18	STEVEN HILLS	1700-2300	6	30.00	180.00
07/26/18	BEN WASE	1745-2345	6	30.00	180.00
DEPUTY SIGNATURE:					TOTAL \$1440.00/2
					\$720.00

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

THANK YOU FOR YOUR BUSINESS!



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

Invoice

Date 8/1/2018

Invoice # 131295579941

Terms	Net 20
Due Date	8/21/2018
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 * 463 186 500 8 4 2018</p>				

Season Billing Schedule:
Summer - April through September monthly service
Winter - October through March monthly service

Total Amount Due 2,068.29 \$2,068.29

Remittance Slip

Customer 13OAK102
Invoice # 131295579941

Amount Due \$2,068.29

Amount Paid

Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



R&D Landscaping & Irrigation
 8850 Corporate Square Court
 Jacksonville, FL 32216
 (904) 737-9733



Invoice

#INV8990

BILLING ADDRESS
C/O GMS LCC DOUBLE BRANCH CDD 475 WEST TOWN PLACE, STE 114 ST. AUGUSTINE FL 32092 UNITED STATES JSORIANO@GMSNF.COM

SHIPPING ADDRESS
C/O GMS LCC DOUBLE BRANCH CDD 475 WEST TOWN PLACE, STE 114 ST. AUGUSTINE FL 32092 UNITED STATES JSORIANO@GMSNF.COM

2-32-572-631
 518

Project/Job	Invoice Date	Due Date	Terms	PO #
	7/9/2018	8/8/2018	Net 30	

Item	Qty	Rate	Amount
IRRIGATION REPAIRS AFTER INSPECTION Description: At Cannons Point the controller was hit by lightning and caught on fire. Replaced burnt wires at the controller and also replaced 12 Solenoids on Zone #3,4,5,7,9,10,13,15,17,18,19,20.	0	\$0.00	\$0.00
Technician Description: Tech	10	\$35.00	\$350.00

Please Remit Payments To:
 7887 Safeguard Circle
 Valley View, OH 44125

Subtotal	\$350.00
Payments/Credits	\$0.00
Balance Due	\$350.00

PAID
 7/17/2018



Servicing Plant JACKSONVILLE

FL

Location 917

Any questions regarding this statement, please call 904/353-4121 Page 001

INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
5/28/18	9171369512	50.25	Code to: 2.330.57200.61100 Double Branch Fitness Janitorial 382 PAID JUL 27 2018
6/04/18	9171371402	50.25	
6/11/18	9171373285	50.25	
6/18/18	9171375170	55.75	
6/25/18	9171377037	55.75	
7/02/18	9171378929	55.75	
7/09/18	9171380797	55.75	
7/16/18	9171382672	55.75	
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
7/23/18	999548	429.50	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
223.00	206.50		

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 O
ORANGE PARK FL 32065

Statement Date:
7/23/18
Invoices Paid
Amount Paid
Customer Number
999548

INVOICE NUMBER 917 1369512 REMIT TO: UniFirst Corporation
 INVOICE DATE 5/28/18 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



91713695121

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT
 917 1369512 5/28/18 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:

704/353-4121

FTE# 02610

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 Q1ST 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

[Signature]

SOIL PICK UP COUNT SH _____ PT _____ OT _____ NO _____

INVOICE NUMBER 917 1371402 REMIT TO: UniFirst Corporation
 INVOICE DATE 5/04/18 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

91713714022

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE
 PAGE 001
 FL 32206

INVOICE 917 1371402 DATE 5/04/18 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 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# 02610

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
NAT-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

Lisa Carter

SOIL PICK UP COUNT SH _____ PT _____ QT _____ NO _____

INVOICE NUMBER 917 1373285 REMIT TO: UniFirst Corporation
 INVOICE DATE 6/11/18 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

91713732853

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE 917 1373285 DATE 6/11/18 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 648911

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:

704/357-4121

RTE# 02610

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

SOIL PICK UP COUNT SH PT OT NO

Please be advised that due to sustained increases in labor and labor-related costs associated with the processing and delivering of UniFirst services, beginning on your next invoice, you will see an increase to your UniFirst pricing. If you have any questions, please speak with your Route Sales Representative or call the number at the top of this invoice.

INVOICE NUMBER 917 1375170 REMIT TO: UniFirst Corporation
 INVOICE DATE 6/18/18 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

9171375170+

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE
 917 1375170

DATE
 6/18/18

PAYMENT TERMS
 CHARGE

PURCHASE ORDER

CONTRACT
 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# 02610

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	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

TOTAL SERVICE CHARGES _____

AMOUNT DUE _____

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

Signature

SOIL PICK UP COUNT SH _____ PT _____ QT _____ NO _____

Due to sustained increases in core operational expenses, we find it necessary to increase your pricing effective with this delivery.

INVOICE NUMBER 917 1377037 REMIT TO: UniFirst Corporation
 INVOICE DATE 6/25/18 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

91713770372

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE
 917 1377037

DATE
 6/25/18

PAYMENT TERMS
 CHARGE

PURCHASE ORDER

CONTRACT
 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# 02610

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	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

TOTAL SERVICE CHANGES _____

AMOUNT DUE _____

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

[Signature]

SOIL PICK UP COUNT SH _____ PT _____ DT _____ NO _____

INVOICE NUMBER 917 1378929 REMIT TO: UniFirst Corporation
INVOICE DATE 7/02/18 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

9171378929

Please Detach and Return With Payment



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 00
FL 3220

INVOICE
917 1378929

DATE
7/02/18

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
6689

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PI U
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT 4X6 ULST GREAT 1		2	15.30			4/12	2	
		DEEE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								
THIS IS YOUR ONLY INVOICE- NET 30 DAYS. PLEASE SIGN.										
		SOIL PICK UP COUNT	SH	PT	OT	NO				

INVOICE NUMBER 917 1380797 REMIT TO: UniFirst Corporation
INVOICE DATE 7/09/18 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

Please Detach and Return With Payment



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE 917 1380797 DATE 7/09/18 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 648911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

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	15.30		3/12	2
4X6H OAKLEAF	1	7.65		3/12	1
MAT-4X6 U1ST GREAT I	2	15.30		4/12	2
DEFE CHARGE		17.50			
INVOICE SUB-TOTAL		55.75			
TOTAL SERVICE CHARGES					
AMOUNT DUE					

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

SOIL PICK UP COUNT

SH _____ PT _____ QT _____ NO _____

INVOICE NUMBER 917 1382672 REMIT TO: UniFirst Corporation
INVOICE DATE 7/16/18 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



91713826723

PAYMENT AMOUNT \$

Please Detach and Return With Payment



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1382672

DATE
7/16/18

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
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:

704/353-4121

RTE# 02610

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	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

TOTAL SERVICE CHARGES

AMOUNT DUE

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

SOIL PICK UP COUNT. SH PT OT NO

Handwritten signature: Xina Guter

INVOICE NUMBER 917 1384543 REMITTO: UniFirst Corporation
 INVOICE DATE 7/23/18 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ 91713845432

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET JACKSONVILLE FL 32206
 PAGE 001

INVOICE 917 1384543 DATE 7/23/18 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

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

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# 02610

LN#	DEPT	PER	NUM	DESCRIPTION OF SERVICE	SVC	BILLED	TAX	ADJ	ADD	DEL	PICK
					RED	QTY	AMOUNT	AMOUNT	DATE	QTY	UP
				4X6H OAKLEAF		2	15.30		3/12	2	
				4X6H OAKLEAF		1	7.65		3/12	1	
				MAT-4X6 W1ST GREAT I		2	15.30		4/12	2	

DEFE CHARGE 17.50

INVOICE SUB-TOTAL 55.75

TOTAL SERVICE CHANGES 2.33.572.611

AMOUNT DUE 382

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

Lina Carter

SOIL PICK UP COUNT SH PT OT NO

0.15 (0.00) 0.00

JUL 24 2018



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



72631-31A
DOUBLE BRANCH COMM DEV DIST
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649



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

Statement Date: 07/30/2018

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	06/12/2018	07/11/2018	1,396.00	-1,396.00	.00	1,183.00	1,183.00
	4995718	06/12/2018	07/11/2018	374.00	-374.00	.00	403.00	403.00
	5217088	06/12/2018	07/11/2018	3,403.00	-3,403.00	.00	3,530.00	3,530.00
	5347943	06/12/2018	07/11/2018	139.00	-139.00	.00	158.00	158.00
	5379615	06/29/2018	07/30/2018	2,158.00	-2,158.00	.00	2,158.00	2,158.00
	5715289	06/28/2018	07/11/2018	198.00	-198.00	.00	58.00	58.00
	5774021	06/08/2018	07/09/2018	25.00	-25.00	.00	26.00	26.00
	6875140	06/08/2018	07/09/2018	66.00	-66.00	.00	69.00	69.00
	6912612	06/12/2018	07/11/2018	25.00	-25.00	.00	25.00	25.00
	6912620	06/12/2018	07/11/2018	25.00	-25.00	.00	25.00	25.00
	6912653	06/12/2018	07/11/2018	26.00	-26.00	.00	26.00	26.00
	6912661	06/12/2018	07/11/2018	25.00	-25.00	.00	25.00	25.00
	6912687	06/12/2018	07/11/2018	25.00	-25.00	.00	25.00	25.00
	6912695	06/12/2018	07/11/2018	26.00	-26.00	.00	25.00	25.00
	6912703	06/12/2018	07/11/2018	28.00	-28.00	.00	28.00	28.00
	6912729	06/12/2018	07/11/2018	28.00	-28.00	.00	27.00	27.00
	6912737	06/12/2018	07/11/2018	26.00	-26.00	.00	26.00	26.00
	6912752	06/12/2018	07/11/2018	26.00	-26.00	.00	26.00	26.00
	6912760	06/08/2018	07/09/2018	-132.78	.00	-132.78	31.00	-101.78
	6912778	06/08/2018	07/09/2018	26.00	-26.00	.00	26.00	26.00
	6912786	06/08/2018	07/09/2018	26.00	-26.00	.00	26.00	26.00
	6912810	06/08/2018	07/09/2018	30.00	-30.00	.00	30.00	30.00
	6912828	06/09/2018	07/10/2018	25.00	-25.00	.00	25.00	25.00
	6912836	06/09/2018	07/10/2018	25.00	-25.00	.00	25.00	25.00
	6912869	06/08/2018	07/09/2018	28.00	-28.00	.00	25.00	25.00
	6912877	06/08/2018	07/09/2018	27.00	-27.00	.00	27.00	27.00
	6912893	06/08/2018	07/09/2018	25.00	-25.00	.00	25.00	25.00
	6912901	06/08/2018	07/09/2018	25.00	-25.00	.00	25.00	25.00
	6912919	06/08/2018	07/09/2018	25.00	-25.11	-.11	25.00	24.89
	6912927	06/08/2018	07/09/2018	25.00	-25.00	.00	25.00	25.00
	6912943	06/12/2018	07/11/2018	28.00	-28.00	.00	28.00	28.00
	6912950	06/09/2018	07/10/2018	25.00	-25.00	.00	25.00	25.00
	6912968	06/12/2018	07/11/2018	26.00	-26.00	.00	26.00	26.00
	6912976	06/12/2018	07/11/2018	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 7801

Clay Electric Cooperative, Inc.

P.O. Box 308

Keystone Heights, Florida 32656-0308

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 -31.11

Current Charges Due 10,177.00

Due Date 08/13/2018

Total Amount Due 10,145.89

72631-31A
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649



**Clay Electric Cooperative, Inc.**

Orange Park District
734 Blanding Blvd
Orange Park FL 32065-5798
904-272-2456

Statement Date: 07/30/2018

GROUP BILLING DETAIL

Page 5



Web Address
clayelectric.com

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
Dem Read		6.460	Previous Balance						.00
Dem Use		6.460	Energy						104.06
			Access Charge						23.00
			Power Cost Adjustment X 1280 KWH						22.27
			FLA Gross Receipts Tax						3.82
			Clay Co Public Ser Utility Tax						4.35
			Operation Round Up						0.50
						CURRENT CHARGES			158.00
						TOTAL DUE			158.00
<hr/>									
Sub ID 1	Acct # 5379615	Name	DOUBLE BRANCH COMM DEV DIST		Loc	EAST SIDE OF BRANNANFIELD			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
			Previous Bill Amount						2,158.00
			Invoice Payment						-2,158.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						1,390.75
			Pole						633.50
			FLA Gross Receipts Tax						51.88
			Clay Co Public Ser Utility Tax						80.97
			Operation Round Up						0.90
						CURRENT CHARGES			2,158.00
						TOTAL DUE			2,158.00
<hr/>									
Sub ID 1	Acct # 5715289	Name	DOUBLE BRANCH COMM DEV DIST		Loc	1591 CANOPY OAKS DR			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/11/2018	36	36	1	0	14	571528	19820589
			Previous Bill Amount						198.00
			Invoice Payment						-198.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						10.73
			Small Outdoor Light						43.27
			FLA Gross Receipts Tax						1.39
			Clay Co Public Ser Utility Tax						2.16
			Operation Round Up						0.45
						CURRENT CHARGES			58.00
						TOTAL DUE			58.00
<hr/>									
Sub ID 1	Acct # 5774021	Name	DOUBLE BRANCH COMM DEV DIST		Loc	2971 THORNCREST DR			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/09/2018	320	326	1	6	32	577402	40591048
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
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

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	07/09/2018	4568	4988	1	420	32	687514	26220782
Dem Read Dem Use	Previous Bill Amount								66.00	
	Invoice Payment								-66.00	
	Previous Balance								.00	
	Energy								34.15	
	Access Charge								23.00	
	Power Cost Adjustment X 420 KWH								7.31	
	FLA Gross Receipts Tax								1.65	
	Clay Co Public Ser Utility Tax								2.05	
	Operation Round Up								0.84	
	CURRENT CHARGES								69.00	
TOTAL DUE								69.00		
<hr/>										
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	07/11/2018	7	7	1	0	30	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		
<hr/>										
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	07/11/2018	18457	18457	1	0	30	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		
<hr/>										
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	07/11/2018	11451	11458	1	7	30	691265	50801500
Previous Bill Amount								26.00		
Invoice Payment								-26.00		
CURRENT CHARGES								26.00		
TOTAL DUE								26.00		

Sub ID 1		Acct # 6912703		Name DOUBLE BRANCH COMM DEV DIST		Loc 3925 PLANTATION OAKS BLVD # 1			
Sch GS		Read Dt 07/11/2018	Prev 54342	Curr 54371	Mult 1	Usage 29	Days 30	Location 691270	Meter 25203257
Dem Read Dem Use		Previous Bill Amount							28.00
		Invoice Payment							-28.00
		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 # 6912729		Name DOUBLE BRANCH COMM DEV DIST		Loc 3860 PLANTATION OAKS BLVD # 1			
Sch GS		Read Dt 07/11/2018	Prev 13797	Curr 13817	Mult 1	Usage 20	Days 30	Location 691272	Meter 24808397
Dem Read Dem Use		Previous Bill Amount							28.00
		Invoice Payment							-28.00
		Previous Balance							.00
		Energy							1.63
		Access Charge							23.00
		Power Cost Adjustment X 20 KWH							0.35
		FLA Gross Receipts Tax							0.64
		Clay Co Public Ser Utility Tax							0.97
		Operation Round Up							0.41
		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 GS		Read Dt 07/11/2018	Prev 16458	Curr 16463	Mult 1	Usage 5	Days 30	Location 691273	Meter 26220993
Dem Read Dem Use		Previous Bill Amount							26.00
		Invoice Payment							-26.00
		Previous Balance							.00
		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		
Sub ID 1		Acct # 6912752		Name DOUBLE BRANCH COMM DEV DIST		Loc 3805 PLANTATION OAKS BLVD # 1			
Sch GS		Read Dt 07/11/2018	Prev 20512	Curr 20525	Mult 1	Usage 13	Days 30	Location 691275	Meter 24808306
		Previous Bill Amount							26.00
		Invoice Payment							-26.00
		CURRENT CHARGES							26.00
TOTAL DUE							26.00		



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
Dem Read			Previous Balance						.00
Dem Use			Energy						1.06
			Access Charge						23.00
			Power Cost Adjustment X 13 KWH						0.23
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.12
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
<hr/>									
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	07/09/2018	39865	39919	1	54	32	691276	24808305
						Previous Bill Amount			-132.78
Dem Read			Previous Balance						-132.78
Dem Use			Energy						4.39
			Access Charge						23.00
			Power Cost Adjustment X 54 KWH						0.94
			FLA Gross Receipts Tax						0.73
			Clay Co Public Ser Utility Tax						1.06
			Operation Round Up						0.88
						CURRENT CHARGES			31.00
						TOTAL DUE			.00
<hr/>									
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	07/09/2018	9051	9057	1	6	32	691277	26251620
						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
<hr/>									
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	07/09/2018	16511	16525	1	14	32	691278	24808352
						Previous Bill Amount			26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00



GROUP BILLING DETAIL

Page 10



Web Address
clayelectric.com

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						1.14
			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 # 6912810		Name DOUBLE BRANCH COMM DEV DIST		Loc 3801 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/09/2018	22352	22402	1	50	32	691281	24808307
			Previous Bill Amount						30.00
			Invoice Payment						-30.00
Dem Read			Previous Balance						.00
Dem Use			Energy						4.07
			Access Charge						23.00
			Power Cost Adjustment X 50 KWH						0.87
			FLA Gross Receipts Tax						0.72
			Clay Co Public Ser Utility Tax						1.05
			Operation Round Up						0.29
							CURRENT CHARGES		30.00
							TOTAL DUE		30.00
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	07/10/2018	8571	8571	1	0	32	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	07/10/2018	9183	9184	1	1	32	691283	27670045
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.08
			Access Charge						23.00
			Power Cost Adjustment X 1 KWH						0.02
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.39
							CURRENT CHARGES		25.00
							TOTAL DUE		25.00



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

Statement Date: 07/30/2018

GROUP BILLING DETAIL Page 11

Web Address
clayelectric.com

Sub ID 1	Acct # 6912869	Name	DOUBLE BRANCH COMM DEV DIST	Loc	715-1 WAKEMOUNT DR				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/09/2018	27533	27534	1	1	32	691286	26003425	
Dem Read		Previous Bill Amount						28.00	
Dem Use		Invoice Payment						-28.00	
		Previous Balance						.00	
		Energy						0.08	
		Access Charge						23.00	
		Power Cost Adjustment X 1 KWH						0.02	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.39	
		CURRENT CHARGES						25.00	
		TOTAL DUE						25.00	
Sub ID 1	Acct # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3219 STONEBRIER RIDGE DR # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/09/2018	17410	17430	1	20	32	691287	26251622	
Dem Read		Previous Bill Amount						27.00	
Dem Use		Invoice Payment						-27.00	
		Previous Balance						.00	
		Energy						1.63	
		Access Charge						23.00	
		Power Cost Adjustment X 20 KWH						0.35	
		FLA Gross Receipts Tax						0.64	
		Clay Co Public Ser Utility Tax						0.97	
		Operation Round Up						0.41	
		CURRENT CHARGES						27.00	
		TOTAL DUE						27.00	
Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST	Loc	576-1 WAKEMOUNT DR				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/09/2018	11830	11830	1	0	32	691289	26251619	
Dem Read		Previous Bill Amount						25.00	
Dem Use		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 # 6912901	Name	DOUBLE BRANCH COMM DEV DIST	Loc	507 MILLSTONE DR # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/09/2018	10036	10036	1	0	32	691290	25007136	
		Previous Bill Amount						25.00	
		Invoice Payment						-25.00	
		CURRENT CHARGES						25.00	
		TOTAL DUE						25.00	



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

Statement Date: 07/30/2018

GROUP BILLING DETAIL

Page 12



Web Address
clayelectric.com

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	07/09/2018	15105	15104	1	0	32	691291	26251621
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
			Usage General Service						-0.08
			Power Cost Adjustment General Service						-0.03
Dem Read			Previous Balance						-.11
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			24.89
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	07/09/2018	9016	9016	1	0	32	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	07/11/2018	30188	30217	1	29	30	691294	24808308
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
Dem Read			Previous Balance						.00
Dem Use			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



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

Statement Date: 07/30/2018

GROUP BILLING DETAIL Page 13

Web Address
clayelectric.com

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	07/10/2018	19725	19725	1	0	32	691295	26251625
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 # 6912968		Name DOUBLE BRANCH COMM DEV DIST			Loc 308 OAKLEAF VILLAGE PKWY # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/11/2018	3225	3233	1	8	30	691296	43357093
Dem Read Dem Use			Previous Bill Amount						26.00
			Invoice Payment						-26.00
			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	07/11/2018	15293	15299	1	6	30	691297	40591147
Dem Read Dem Use			Previous Bill Amount						26.00
			Invoice Payment						-26.00
			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 # 7131527		Name DOUBLE BRANCH COMM DEV DIST			Loc 3206 SILVER BLUFF BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/11/2018	9423	9434	1	11	30	713152	28837107
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
			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
Dem Read			Previous Balance					.00	
Dem Use			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	
<hr/>									
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	07/09/2018	79680	81605	1	1925	32	489354	07557514
			Previous Bill Amount					202.00	
			Invoice Payment					-202.00	
Dem Read	8.840		Previous Balance					.00	
Dem Use	8.840		Energy					156.50	
			Access Charge					23.00	
			Power Cost Adjustment X 1925 KWH					33.50	
			FLA Gross Receipts Tax					5.46	
			Clay Co Public Ser Utility Tax					6.08	
			Operation Round Up					0.46	
							CURRENT CHARGES	225.00	
							TOTAL DUE	225.00	
<hr/>									
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	
<hr/>									
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	07/11/2018	308	313	1	5	30	868424	40935673
			Previous Bill Amount					26.00	
			Invoice Payment					-26.00	
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	



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

Statement Date: 07/30/2018

GROUP BILLING DETAIL

Page 15



Web Address
clayelectric.com

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	07/11/2018	35685	49134	1	13449	30	8763369	13794545

Dem Read Dem Use	Previous Bill Amount	1,189.00
	Invoice Payment	-1,189.00
	Previous Balance	.00
	Energy	1,093.40
	Access Charge	23.00
	Power Cost Adjustment X 13449 KWH	234.01
	FLA Gross Receipts Tax	34.60
	Clay Co Public Ser Utility Tax	36.97
	Operation Round Up	0.02
	CURRENT CHARGES	1,422.00
TOTAL DUE	1,422.00	

Sub-Group # 1 Current Charges	10,177.00
-------------------------------	-----------

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 1994**Invoice Date:** 7/23/18**Due Date:** 7/23/18**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Event Staff through July 19, 2018	31.95	25.00	798.75
Total			\$798.75
Payments/Credits			-\$798.75
Balance Due			\$0.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 1997

Invoice Date: 8/1/18

Due Date: 8/1/18

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - August 2018/ Rec.		7,955.83	7,955.83
		Total	\$7,955.83
		Payments/Credits	-\$7,955.83
		Balance Due	\$0.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 1998

Invoice Date: 8/1/18

Due Date: 8/1/18

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Amenity Staff Management- Oakleaf Plantation - August 2018		5,255.17	5,255.17
		Total	\$5,255.17
		Payments/Credits	-\$5,255.17
		Balance Due	\$0.00

Riverside Management Services, Inc

9655 Florida Mining Blvd West
Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
8/1/2018	224

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

PAID
08/23/2018

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - August 2018	2,079.00	2,079.00
		Total	\$2,079.00

Riverside Management Services, Inc

9655 Florida Mining Blvd West
Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
8/1/2018	225

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

PAID
08/23/2018

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - August 2018/ Fitness Center	1,005.42	1,005.42
		Total	\$1,005.42



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

Invoice Date
08/05/2018

Invoice Number
8119531

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: 07/01/2018 - 07/31/2018

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

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



3543 State Road 419, Winter Springs, FL 32708

INVOICE

Invoice #	375613
Account #	708477
Invoice Date	8/1/2018
Due Date	8/11/2018

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 #	375613
Account #	708477
Date	8/1/2018

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

☐ Please Check Box if New Address and Make Changes Above

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

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	_____	

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - LINDA REID
Date: August 13, 2018 at 7:59 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com

Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (Oakleaf Village Patio)
- DATE OF VENUE – SATURDAY, AUGUST 4, 2018 from 4:00 p.m. to 8:00 p.m.
- RESIDENT – LINDA REID
- ADDRESS – 516 MILLSTONE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR CU:
 - NAME ON CHECK: Superior Christian ACA
 - ADDRESS ON CHECK: 825 Superior St, Jacksonville, FL 32254-3236
 - DATED: 5/13/18
 - CHECK#: 291
 - DEPOSITED: 5/14/18
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC	CHECK/CASH	CREDIT CARD
05/13/18	05/14/18	08/04/18	Superior Christian/Linda Reid - OV PATIO DEP	DEPOSIT	\$ 100.00		291	DEPOSITED 5/14/18

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

Thank you.

--

I will be out of the office WEDNESDAY, August 15, 2018 and THURSDAY, August 16, 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

venuerentals@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 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.

2.300.369.103
C25

Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: AUGUST 14, 2018
WEEK OF: 08/3-9/18

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
8/3/18	STEVEN HILLS	1645-2245	6	30.00	180.00
8/4/18	BRYAN SMITH \pm	1200-1700	5	30.00	150.00
8/4/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
8/4/18	BEN SIMMONS \pm	1700-2300	6	30.00	180.00
8/5/18	BRYAN SMITH	1200-1700	5	30.00	150.00
8/6/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
8/7/18	MATT WILLIAMS	1615-2215	6	30.00	180.00
8/8/18	BEN WASE	1800-2400	6	30.00	180.00
8/9/18	STEVEN HILLS	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1560.00/2
					\$780.00

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

THANK YOU FOR YOUR BUSINESS!

PROGRESSIVE
Entertainment
Total Entertainment Services

Invoice

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 8/2/2018

Invoice: #8019

Terms: Net 15 days

PO#

Customer name:

Double Branch CDD -Oakleaf Plantation

Type of Event: Back to School

Billing address:

370,Oakleaf Village Parkway, Orange Park, FL 32065

Original contact person:

Lisa Carter

Wk: 904-375-9285 ext. 7

E-mail/ fax:

residentassistant@oakleafresidents.com

At event contacts with cell:

Jay Soriano Cell-904-342-1441 manager@oakleafresidents.com

Event date: Wednesday August 8, 2018

Hours of event: 1:00 - 3:00 pm

Hours of service:

Same

Approximate set up time:

between: 12:00-12:15 pm

Location name and address:

Phase 1 Pool- 370 Oakleaf Village Parkway, Orange Park, FL 32065.

Where to set up at location:

Pool Area

Power within 75':

Yes

Set up-grass or pavement:

PV

Water within 75': n/a

Covered area for entertainer:

Yes

Notes:

SERVICES NEEDED:

* Mobile DJ Service .

Reg. Rate \$

400.00

Your Cost \$

350.00

Susan Raab, Aquatics Director Contact at Event

Code to:
2-320-572-49400
Double Branch Special Event
415

Sub Total: \$ 350.00

Sales Tax: \$ -

Invoice Total: \$ 350.00

50 % Deposit required \$ Waived

Balance due at set up \$ - net 15 days

Payments received \$ -

Current Balance \$ 350.00

CANCELLATION, RE-SCHEDULING, INCLAMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x _____ Date: _____

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: Fwd: DBCDD refund of deposit request - STACEY RODRIGUEZ
Date: August 11, 2018 at 1:39 PM
To: Daniel Laughlin dlaughlin@gmsnf.com
Cc: Hannah Smith hsmith@gmstnn.com

FORWARDED TO DANIEL LAUGHLIN

----- Forwarded message -----
From: Oakleaf Venues venuerentals@oakleafresidents.com
Date: Sat, Aug 11, 2018 at 1:31 PM
Subject: DBCDD refund of deposit request - STACEY RODRIGUEZ
To: Hannah Smith hsmith@gmstnn.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION - OV PATIO (Oakleaf Village Patio)
- DATE OF VENUE - SUNDAY, AUGUST 5, 2018 from 2:30 p.m. to 6:30 p.m.
- RESIDENT - STACEY RODRIGUEZ
- ADDRESS - 3387 HIGHLAND MILL LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00 (no longer has credit card)
 - DEPOSIT REFUND
- DEPOSIT was via VISA (3435)
 - DATED: 3/9/18
 - INVOICE#: 2
 - BATCH#: 2
 - ATC: 0038
 - APPROVAL CODE: 620173
 - AMOUNT: \$100.00

2,300.369.103
643

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC	CHECK/CASH	CREDIT CARD
03/09/18	03/09/18	08/05/18	Stacy L Rodriguez - OV PATO DEPOSIT	DEPOSIT (\$	100.00			VISA-620173

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

Thank you

I will be out of the office WEDNESDAY, August 15, 2018 and THURSDAY, August 16, 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

venuerentals@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 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.

I will be out of the office WEDNESDAY, August 15, 2018 and THURSDAY, August 16, 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

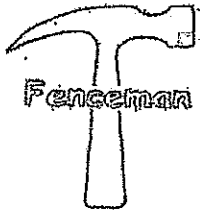
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Proposal

Page # _____ of _____ pages



T Fenceman, Inc.
1506 Summit Oaks Drive West
Jacksonville, FL 32221

Cell: (904) 759-5875

Email: TFenceman@comcast.net

"Built With Pride and Quality"

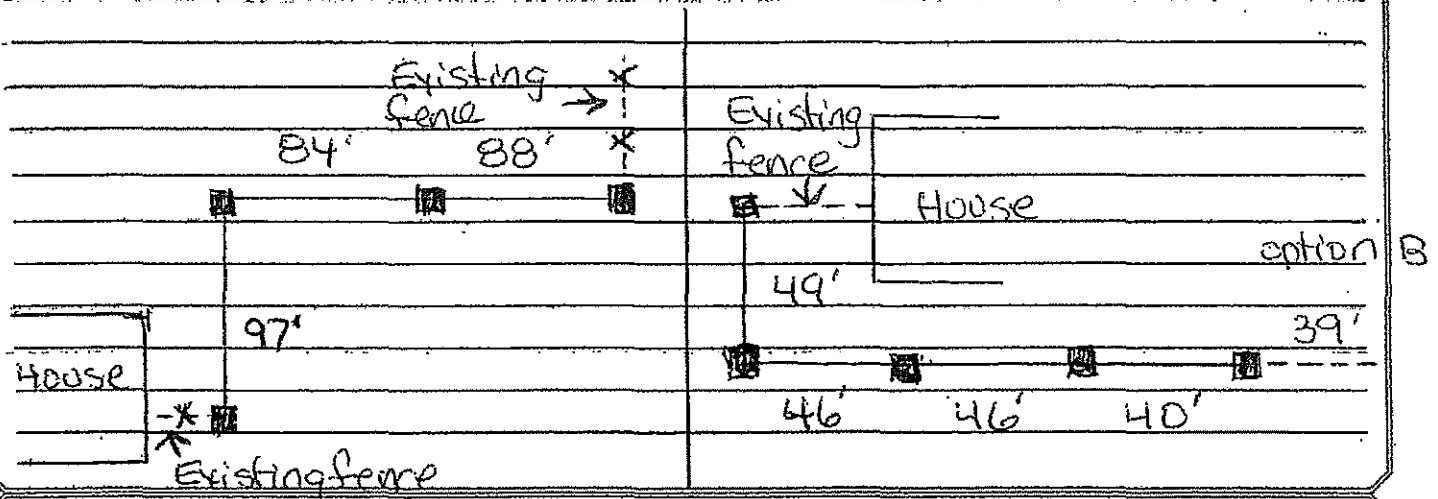
Free Estimates
Licensed / Insured
20 Year Experience

Aluminum • Vinyl
Chainlink • Wood Privacy

Proposal Submitted To: <u>Double Branch</u>	Job Name: _____	Job #: _____
Address: <u>370 Oakleaf Village Parkway</u>	Job Location: <u>Thousand Oaks Play ground</u>	
<u>Orange Park, FL 32065</u>	Date: <u>26 July 2018</u>	Date of Plans: _____
Phone #: <u>Day Soriano 562-0244</u>	Fax #: _____	Architect: _____

We hereby submit specifications and estimates for:

1. Take down and haul away old fence
2. Install 450' of 5'x1' white tongue & groove vinyl fence with lattice.
3. All post will be set in concrete.



We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ 12,158.00 Dollars

with payments to be made as follows: \$12,158.00 paid upon completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted _____

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature Terry Williams

Date of Acceptance _____ Signature _____

Code to:

Double Branch Repairs and Replacements

00 300 572 62400 714

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: Fwd: DBCDD refund of deposit request - TERELLA WILLIAMS
Date: August 11, 2018 at 1:40 PM
To: Daniel Laughlin dlaughlin@gmsnf.com
Cc: Hannah Smith hsmith@gmstnn.com

FORWARDED TO DANIEL LAUGHLIN

----- Forwarded message -----
From: Oakleaf Venues venue rentals@oakleafresidents.com
Date: Sat, Aug 11, 2018 at 1:36 PM
Subject: DBCDD refund of deposit request - TERELLA WILLIAMS
To: Hannah Smith hsmith@gmstnn.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Clubroom)
- DATE OF VENUE – SATURDAY, AUGUST 4, 2018 from 7:00 p.m. to 11:00 p.m.
- RESIDENT – TERELLA WILLIAMS
- ADDRESS – 3742 TIMBERLINE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00 (no longer has credit card)
 - DEPOSIT REFUND
- DEPOSIT was via VISA (2999)
 - DATED: 2/2/18
 - INVOICE#: 0002
 - BATCH#: 000447
 - APPROVAL CODE: H34739
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC CHECK/CASH	CREDIT CARD
02/02/18	02/02/18	08/04/18	Terella Lashon Willia - OVCR DEPOSIT	DEPOSIT	\$ 100.00		VISA-H34739

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

Thank you

I will be out of the office WEDNESDAY, August 15, 2018 and THURSDAY, August 16, 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

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.

I will be out of the office WEDNESDAY, August 15, 2018 and THURSDAY, August 16, 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

2-300-369-103
642

Thank you for your interest in Cards And Keyfobs products. Your order has been received and will be processed immediately.

Order Details

Order ID: 9213
Date Added: 07/10/2018
Payment Method: Purchase Order (#JSO07102018)
Shipping Method: USPS Priority (Weight: 12.00lb)

Email: manager@oakleafresidents.com
Telephone: 904342-1441

Instructions

PO Number: JSO07102018

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

Product	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	600	\$2.69	\$1,614.00
Sub-Total:				\$1,614.00
USPS Priority (Weight: 12.00lb):				\$18.99
Total:				\$1,632.99

Please reply to this email if you have any questions.

Code to: Split 50/50

2-330-572-493

Middle Village Rec. Passes

2-330-572-6200 \$816.49

Double Branch Rec. Passes

478

Thank you for your interest in Cards And Keyfobs products. Your order has been received and will be processed immediately.

Order Details

Order ID: 9381
Date Added: 08/10/2018
Payment Method: Purchase Order (#JSO08102018)
Shipping Method: USPS Priority (Weight: 16.00lb)

Email: manager@oakleafresidents.com
Telephone: 904-342-1441

Instructions

PO Number: JSO08102018

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

Product	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	500	\$2.69	\$1,345.00
Clamshell Proximity Card - Kantech® ioProx® XSF/26bit P10SHL Compatible	CshPrx-Kan26	150	\$1.89	\$283.50
Sub-Total:				\$1,628.50
USPS Priority (Weight: 16.00lb):				\$23.39
Total:				\$1,651.89

Please reply to this email if you have any questions.

Code to: Split 50/50
2-330-572-493
Middle Village Rec. Passes
2-330-572-6200 \$ 825.95

08/10/2018

54 0000000000



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: 08/03/2018

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)	08/03/18 to 09/06/18					\$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	08/01/18	29	13102	13119	17
Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	17.0	x	0.63	\$10.71	
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	\$88.13
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$88.13

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$88.13 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$95.06 was posted to your account on 7/23/2018.

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:

MAIL PAYMENT TO:

6085 1 AB 0.405 17-16



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

Bill Date	08/03/18
Current Charges	\$88.13
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$88.13



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: 08/03/2018

Customer #: 00238254

Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

Route #: MC05521847

Water

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

Base Charges (Prepaid)	08/03/18 to 09/06/18					\$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
70003479	.75	08/01/18	29	355	362	7
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

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$27.67 by 8/24/2018 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 7/23/2018.

Please return this portion with payment

Bill Summary



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

Bill Date	08/03/18
Current Charges	\$27.67
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.67

DOUBLE BRANCH CDD

Customer #:00238254

1206-1 Bedrock Drive Reclaimed Irrigation

Route #:MC05521847

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6078 1 AB 0.405 17-16



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

Bill Date: 08/03/2018

Customer #: 00238253
Route #: MC05521740

Service Address: 1422-1 Blitterberry Drive Reclaimed Irrigation

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid)				08/03/18 to 09/06/18		\$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	08/01/18	29	1513	1519	6
Base Charges (Prepaid)						\$23.26
Consumption Charges				Tier 1	6.0 x	0.63 \$3.78
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						\$27.04
Previous Balance						\$0.00
Late Charge (If Applicable)						\$0.00
TOTAL AMOUNT DUE						\$27.04

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$27.04 by 8/24/2018 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 7/23/2018.

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 Blitterberry Drive Reclaimed Irrigation

Route #:MC05521740

Route Group:27

ADDRESSEE:

6077 1 AB 0.405 17-16



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



MAIL PAYMENT TO:

Bill Date	08/03/18
Current Charges	\$27.04
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.04



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: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

Bill Date: 08/03/2018

Customer #: 00206136
Route #: MC05521521

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid)				08/03/18 to 09/06/18		\$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	08/01/18	29	22511	22679	168
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	71.3 x	1.88 \$134.04

Other Charges

Administrative Fees (Prepaid)						\$0.00
Capacity Fees (Prepaid)						\$0.00
Deposit Interest Refund						\$0.00
Current Charges						\$287.39
Previous Balance						\$0.00
Late Charge (If Applicable)						\$0.00
TOTAL AMOUNT DUE						\$287.39

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$287.39 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$826.89 was posted to your account on 7/23/2018.

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:

MAIL PAYMENT TO:

6076 1 AB 0.405 17-16



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

Bill Date	08/03/18
Current Charges	\$287.39
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$287.39



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: 08/03/2018

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)	08/03/18 to 09/06/18					\$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
74650877	2	08/01/18	29	336	636	300
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	145.3	x	1.88	\$273.16	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$518.48
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$518.48

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$518.48 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$592.05 was posted to your account on 7/23/2018.

Please return this portion with payment



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:

6074 1 AB 0.405 17-16



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



Bill Summary

Bill Date	08/03/18
Current Charges	\$518.48
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$518.48

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: 08/03/2018

Customer #: 00191992

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

Route #: MC05520506

Water

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

Base Charges (Prepaid)	08/03/18 to 09/06/18					\$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
58743864	2	08/01/18	29	290	345	55
Base Charges (Prepaid)						\$123.86
Consumption Charges	Tier 1	55.0	x	0.63	\$34.65	
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	\$158.51
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$158.51

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$158.51 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$179.93 was posted to your account on 7/23/2018.

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:

MAIL PAYMENT TO:

6073 1 AB 0.405 17-16



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

Bill Date	08/03/18
Current Charges	\$158.51
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$158.51



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: 08/03/2018

Customer #: 00206376

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521142

Water

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

Base Charges (Prepaid)	08/03/18 to 09/06/18					\$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
69062536	.75	08/01/18	29	646	651	5
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

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$26.41 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$25.78 was posted to your account on 7/23/2018.

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:

MAIL PAYMENT TO:

6084 1 AB 0.405 17-16



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

Bill Date	08/03/18
Current Charges	\$26.41
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$26.41



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: 08/03/2018

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)				08/03/18 to 09/06/18		\$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	08/01/18	29	956	964	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

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$28.30 by 8/24/2018 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 7/23/2018.

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:

MAIL PAYMENT TO:

6083 1 AB 0.405 17-16



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

Bill Date	08/03/18
Current Charges	\$28.30
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$28.30



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: 08/03/2018

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)	08/03/18 to 09/06/18					\$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
67643704	.75	08/01/18	29	1955	1963	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

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$28.30 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$28.93 was posted to your account on 7/23/2018.

Please return this portion with payment

Bill Summary



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

Bill Date	08/03/18
Current Charges	\$28.30
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$28.30

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6082 1 AB 0.405 17-16



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

Bill Date: 08/03/2018

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)	08/03/18 to 09/06/18					\$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	08/01/18	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

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$23.26 by 8/24/2018 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 7/23/2018.

Please return this portion with payment

Bill Summary



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

Bill Date	08/03/18
Current Charges	\$23.26
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$23.26

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

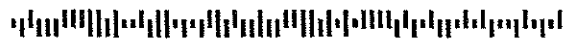
ADDRESSEE:

MAIL PAYMENT TO:

6081 1 AB 0.405 17-16



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

Bill Date: 08/03/2018

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) 08/03/18 to 09/06/18 \$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
71385119	1	08/01/18	29	162	162	0
Base Charges (Prepaid) \$38.70						
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	\$38.70
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$38.70

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$38.70 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$46.89 was posted to your account on 7/23/2018.

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

Bill Date	08/03/18
Current Charges	\$38.70
Current Charges Past Due After	08/24/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$38.70

ADDRESSEE:

MAIL PAYMENT TO:

6080 1 AB 0.405 17-16



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: 08/03/2018

Customer #: 00206121
Route #: MC05522029

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid)				08/03/18 to 09/06/18		\$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
70945868	.75	08/01/18	29	28	37	9
Base Charges (Prepaid)						\$23.26
Consumption Charges				Tier 1	9.0 x 0.63	\$5.67
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						\$28.93
Previous Balance						\$0.00
Late Charge (If Applicable)						\$0.00
TOTAL AMOUNT DUE						\$28.93

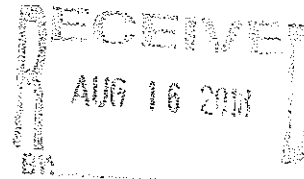
Clay County Utility Authority will hold a public rate hearing on Tuesday, September 11, 2018, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

Conserving Clay Tip 1: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler head for each area.

Conserving Clay Tip 2: Use Mulches. Mulch will help hold moisture, moderate temperature, slowly release nutrients, reduce weed growth and slow erosion.

Please pay \$28.93 by 8/24/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$29.56 was posted to your account on 7/23/2018.



Please return this portion with payment

Bill Summary



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:

MAIL PAYMENT TO:

6079 1 AB 0.405 17-16

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

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JILL PEARCE
Date: August 21, 2018 at 7:01 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com

Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Clubroom)
- DATE OF VENUE – THURSDAY, AUGUST 18, 2018 from 6:00 p.m. to 10:00 p.m.
- RESIDENT – JILL PEARCE
- ADDRESS – 3506 LAUREL LEAF DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR CU:
 - CHECK#: 7948
 - DATED: 6/21/18
 - DEPOSITED: 6/22/18
 - AMOUNT: \$100.00

2.300.369.103
664

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELECTRONIC	CHECK/CASH	CREDIT CARD
06/21/18	06/22/18	08/16/18	Jill Pearce - OVCR DEPOSIT	DEPOSIT	\$ 100.00		7948	DEP

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

Thank you.

--

I will be out of the office SUNDAY, August 19, 2018 and WEDNESDAY, August 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 at your 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

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 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, confidential or otherwise exempt 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 email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.



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 07/26/18
INVOICE NUMBER 448586982
ACCOUNT NUMBER 645245
ORDER NUMBER 7510114

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 07/25/18 ORDER NO. 7510114 CUSTOMER P.O. SHIPPED VIA JAX1 - DR22 TERMS NET 30 DAYS SALESPERSON WILLIAM WOODR

LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT	AMT	T
1	REN06189-WB	8	RENOWN PREM TWL 7.5"x600FT WHT - IM	12	6	6	CA	59.04	354.24		
2	REN06125-WB	8	RENOWN SINGLE ROLL BATH TISSUE 2PLY	10	10	0	CA	64.22	642.20		
3	TRAVLG5201	8	AMBITEK GLV VINYL PWD-FREE LARGE -	1	1	0	CA	30.90	30.90		

\$7.95 Handling Charge

Delivery information for this invoice may be
found at: <http://www.supplyworks.com>

Code to: Split

Double Branch - Janitorial 422

2-330-572-6100 \$517.64

Middle Village - Janitorial

2-330-572-342

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
1,027.34	0.00	7.95	0.00	1,035.29

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	07/26/18	448586982	1,035.29

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



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 07/30/18
INVOICE NUMBER 448976431
ACCOUNT NUMBER 645245
ORDER NUMBER 7510114-2

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
07/25/18	7510114-2		JAX1 - DR22	NET 30 DAYS	WILLIAM WOODR

LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT	AMT	T
1	REN06189-WB	8	RENOWN PREM TWL 7.5"x600FT WBT - IM	6	6	0	CA	59.04	354.24		

Delivery information for this invoice may be found at: <http://www.supplyworks.com>

Code to: Split
Double Branch - Janitorial 422
2-330-572-6100 \$177.12
Middle Village - Janitorial
2-330-572-342

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
354.24	0.00	0.00	0.00	354.24

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	07/30/18	448976431	354.24

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



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.
ORANGE PARK FL 32065

Invoice #	Order #	Customer #	Customer P.O. #	Terms	Salesperson
Invoice Dt	Order Dt				
135836	104613	81590		UPON RECEIPT	
08/16/18	08/15/18	For: 09/01/18 - 08/31/19			007

Units	U/M	Item Description	Disc	Unit Price	Amount
		Contract#: 81590-1			
		MONITOR			300.00
		COMMUNICATION CENTER			
		BURG & FIRE SYSTEMS			
		Subtotal			300.00
		Tax #: 1600357598-53C			
		Total Due On 09/03/18			300.00

Code to:
02-330-572-4661
Double Branch Facility Maintenance- Preventative
Contracts 24

YOU CAN NOW PAY ONLINE VISIT US AT WWW.ATLANTICCOMPANIES.NET
THANK YOU FOR YOUR BUSINESS!!!!



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

(904) 284-7575

Invoice Number: SSI08329
Invoice Date: 8/20/2018

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

Due Date 9/4/2018
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 8/20/2018
Our Order No
SalesPerson 2.32.572.34510
285

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JULY 2018		203	203	3.00	609.00/2 = \$304.5
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2 = \$187.5

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 984.00

Subtotal: 984.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 984.00/2
\$492.00

OAKLEAF PLANTATION CDD	7/1/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/2/2018	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/3/2018	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/4/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/5/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/6/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	7/6/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/7/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/8/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/9/2018	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/10/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	7/11/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	7/12/2018	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/13/2018	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/13/2018	616	GEOGHAGAN, TIMOTHY J	6.00
OAKLEAF PLANTATION CDD	7/14/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/15/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/16/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	7/17/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	7/19/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/20/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/20/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	7/21/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/22/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/23/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/24/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/25/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	7/26/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	7/27/2018	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	7/28/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	7/29/2018	6839	SMITH, BRYAN	11.00
OAKLEAF PLANTATION CDD	7/30/2018	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/31/2018	25117	HILLS, STEVEN L.	6.00
			TOTAL	203.00

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

Invoice

Invoice #: 2001
Invoice Date: 8/20/18
Due Date: 8/20/18
Case:
P.O. Number:

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

PAID 8/21/2018

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2018		7,028.71	7,028.71
Maintenance Supplies		1,139.11	1,139.11
Facility Maint. - Gen, 2, 572, 4660		\$2300.00	
Facility Maint. - Conting., 2, 572, 4662		\$2507.00	
Lighting Repairs 2, 320, 572, 4663		\$709.82	
Facility Maint. - Gen (fitness) 330, 572, 471		\$779.00	
Common Area Maint., 2, 572, 4640 92		\$1872.00	
Total			\$8,167.82
Payments/Credits			\$0.00
Balance Due			\$8,167.82

Rnw
8-24-18

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JULY 2018

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/2/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/2/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/3/18	2	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, installed decorations for holiday, organized decorations
7/3/18	2	B.M.	Removed debris from parking lot and Amenity Center, installed decorations for holiday
7/5/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/5/18	2	T.C.	Removed duck feces from bridge and pool decks
7/6/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/6/18	2	T.C.	Removed duck feces from bridge and pool decks
7/6/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/9/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/9/18	4	B.M.	Repaired metal park bench, inspected lights in fitness center, replaced bulbs as needed, repaired split rail fencing as needed
7/9/18	8	T.C.	Removed duck feces from bridge and pool decks, inspected fitness equipment around track, swept building for spider webs and debris, repaired split rail fencing at park
7/9/18	8	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/10/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, fabricated brackets for hanging baskets, repaired fountain at Amenity Center, repaired playground equipment as needed
7/10/18	4	B.M.	Replaced speaker cover on ceiling, fabricated brackets for planters, removed debris from parking lot and waterfall, removed debris from entry fountain at Amenity Center,
7/10/18	8	T.C.	Removed duck feces from bridge and pool decks, repaired broken brick step at walkway, removed debris from fountain at entrance and Amenity Center
7/11/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/11/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/12/18	8	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, installed hanging basket brackets on Amenity Center, inspected lights at entrances, replaced bulbs as needed
7/12/18	8	B.M.	Installed brackets on Amenity Center, fabricated brackets for hanging baskets, removed debris from fountain and Amenity Center, inspected parking lot lighting, repaired playground equipment at park
7/12/18	6	T.C.	Removed duck feces from bridge and pool decks, installed brackets for hanging baskets, repaired tennis court windscreens as needed
7/13/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/13/18	3	B.M.	Removed decorations from holiday, repaired sink drain, removed debris from Amenity Center
7/13/18	4	T.C.	Removed duck feces from bridge and pool decks, assisted repairing sink drain
7/13/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/16/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/16/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/17/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/17/18	6	T.C.	Removed duck feces from bridge and pool decks, replaced hinges on gate at basketball court, removed debris from Amenity Center and parking lot
7/18/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/18/18	5	B.M.	Painted flower baskets, continued hanging flower baskets, removed debris from Amenity Center, adjusted plant hangers, added chains to planter hangers
7/18/18	4	T.C.	Removed duck feces from bridge and pool decks, hung flower baskets around pool deck
7/18/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/19/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/19/18	2	T.C.	Removed duck feces from bridge and pool decks
7/20/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/20/18	2	T.C.	Removed duck feces from bridge and pool decks
7/20/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/23/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/23/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/24/18	3	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, inspected lighting at parking lot and Amenity Center
7/24/18	4	T.C.	Removed duck feces from bridge and pool decks, repaired fencing
7/26/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JULY 2018

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/25/18	2	T.C.	Removed duck feces from bridge and pool decks
7/25/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/26/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/26/18	4	B.M.	Began plumbing on new pump entry waterfall, repaired vinyl fencing as needed
7/26/18	4	T.C.	Removed duck feces from bridge and pool decks, continued repairs on water fountain at pool patio
7/26/18	4	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/27/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/27/18	4	T.C.	Removed duck feces from bridge and pool decks, reset fire alarm in fitness center, stored coolers away
7/27/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/30/18	1	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed
7/30/18	6	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants
7/31/18	7	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, primed up pump on waterfall and entry to community, inspected lights and replaced as needed
7/31/18	4	B.M.	Completed plumbing on pump system and waterfall at community entrance, installed new photocell at entry lighting, replaced bulbs and removed debris from community entrance and neighborhood
0731/18	2	G.S.	Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants, completed maintenance work on cart

TOTAL 213

MILES 478

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 8/5/18

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	7/6/18	Deck brush	19.52	B.M.
	7/6/18	Duct tape	4.58	J.S.
	7/6/18	S hooks (3)	4.07	J.S.
	7/6/18	Spring link (60)	23.01	J.S.
	7/9/18	Socket set (2)	34.43	B.M.
	7/9/18	Sleeve anchors (8)	10.12	B.M.
	7/9/18	LED 4-Pin bulbs (2)	20.40	B.M.
	7/9/18	Masonry bit set (2)	39.03	B.M.
	7/10/18	Bleach (5)	17.19	B.M.
	7/10/18	Eye bolts (3)	11.32	B.M.
	7/10/18	Anchor	1.13	B.M.
	7/10/18	Sleeve anchors (13)	14.05	B.M.
	7/10/18	Eye bolts (3)	2.83	B.M.
	7/10/18	Washers	0.72	B.M.
	7/10/18	Flat bar Aluminum	9.74	B.M.
	7/10/18	Flat bar steel (3)	21.42	B.M.
	7/12/18	Drop-in anchors	14.11	B.M.
	7/12/18	Fender washers	2.71	B.M.
	7/13/18	Plumbers putty	2.87	B.M.
	7/16/18	Keys (7)	15.86	J.S.
	7/17/18	Polting soil (2)	30.98	J.S.
	7/17/18	Lava rocks (2)	12.10	J.S.
	7/17/18	4" Potlhos (15)	60.03	J.S.
	7/17/18	10" Planters (4)	78.11	J.S.
	7/18/18	Seant mate caulk	15.59	G.S.
	7/18/18	Self tapping screws	9.48	B.M.
	7/18/18	Lysol cleaner (3)	27.50	B.M.
	7/18/18	Painters towels	16.07	B.M.
	7/18/18	Dawall bit set	11.47	B.M.
	7/18/18	S Hooks (2)	3.38	B.M.
	7/18/18	Twist link chain (6)	25.78	B.M.
	7/20/18	2"x10" PVC Pipe	9.71	J.S.
	7/20/18	1.5 PVC Pipe	7.04	J.S.
	7/20/18	2" Elbow (3)	15.66	J.S.
	7/20/18	1.5 Elbow (5)	14.66	J.S.
	7/20/18	2" Slip cap	2.05	J.S.
	7/20/18	Potato vine (5)	22.89	J.S.
	7/25/18	Schlage deadbolts	228.85	J.S.
	7/25/18	Filter fresh pads	39.28	J.S.
	7/26/18	PVC elbow (1) 1/2"	2.93	B.M.
	7/26/18	PVC coupling (6) 1x1/2	6.56	B.M.
	7/26/18	Male adapter	2.21	B.M.
	7/26/18	Elbow 1 1/2 (2)	4.28	B.M.
	7/26/18	1 1/2 Pipe (10')	7.04	B.M.
	7/26/18	Windex cleaner (4)	36.66	B.M.
	7/26/18	1 1/2 PVC ball valve (2)	23.51	B.M.
	7/27/18	Insect spray	4.01	J.S.
	7/27/18	Plant fert spks	1.14	J.S.
	7/27/18	A/C filter deodorizer	12.63	J.S.
	7/27/18	Plassto watering can	5.73	J.S.
	7/31/18	1 PVC elbow 1/2"	2.93	B.M.
	7/31/18	PVC elbow 1 1/2" (2)	4.28	B.M.
	7/31/18	PVC glue and primer	10.33	B.M.
	7/31/18	Sheet metal screws	5.07	B.M.
	7/31/18	2 Hole strap	2.52	B.M.
	7/31/18	Watering wand	9.74	B.M.
	8/2/18	Sakrete 60lbs (2)	7.94	B.M.
	8/2/18	3/8 Washers (25)	5.69	B.M.
	8/2/18	3/8"x16"x5" Carriage bolts (8)	17.85	B.M.
	8/2/18	27" Wand replacement	22.97	B.M.
	8/2/18	Ryobi replacement wand	34.47	B.M.
	8/2/18	O Ring assortment	3.43	B.M.
	8/2/18	W-40	5.72	B.M.

TOTAL \$1,139.11

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

Invoice

Invoice #: 1999
Invoice Date: 8/7/18
Due Date: 8/7/18
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Event Staff through August 2, 2018	30.33	25.00	758.25
<i>Amenities Revenue</i> <i>2,369,103</i> <i>92</i>			
Total			\$758.25
Payments/Credits			\$0.00
Balance Due			\$758.25

RAW
8-7-18

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>
30.33	Facility Event Staff	\$ 25.00	\$ 758.25

Covers Period End: August 2, 2018

Amenities Revenue # 2-369-103

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

Invoice

Invoice #: 2000
Invoice Date: 8/20/18
Due Date: 8/20/18
Case:
P.O. Number:

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

PAID
SEP 29 2018

Description	Hours/Qty	Rate	Amount
Event Staff through August 16th, 2018	32.08	25.00	802.00
Amenities Revenue 2,369,103 92			
Total			\$802.00
Payments/Credits			\$0.00
Balance Due			\$802.00

RMW
8-24-18

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>
32.08	Facility Event Staff	\$ 25.00	\$ 802.00

Covers Period End: August 16, 2018

Amenities Revenue # 2-369-103

Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: AUGUST 21, 2018
WEEK OF: 08/10-16/18

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
8/10/18	WES SMITH	1700-2300	6	30.00	180.00
8/10/18	BEN ZIRBEL	1815-0015	6	30.00	180.00
8/11/18	BEN SIMMONS	1200-2300	11	30.00	330.00
8/11/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
8/12/18	BRYAN SMITH	1700-2300	6	30.00	180.00
8/13/18	MATT WILLIAMS	1730-2330	6	30.00	180.00
8/14/18	STEPHEN HILLS	1700-2300	6	30.00	180.00
8/15/18	BEN WASE	1745-2345	6	30.00	180.00
8/16/18	BEN WASE	1730-2330	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1770.00/2
					\$885.00

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

THANK YOU FOR YOUR BUSINESS!

Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: AUGUST 27, 2018
WEEK OF: 08/17-23/18

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
8/17/18	MATT WILLIAMS	1630-2230	6	30.00	180.00
8/17/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
8/18/18	STEPHEN HILLS	1630-2230	6	30.00	180.00
8/18/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
8/19/18	BRYAN SMITH	1700-2300	6	30.00	180.00
8/20/18	VACANT				
8/21/18	BEN WASE	1700-2300	6	30.00	180.00
8/22/18	MATT WILLIAMS	1730-2300	5.5	30.00	165.00
8/23/18	STEPHEN HILLS	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1425.00/2
					\$ 712.50

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

THANK YOU FOR YOUR BUSINESS!

FIFTH ORDER OF BUSINESS



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

August 13, 2018

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

We are pleased to confirm our understanding of the services we are to provide Double Branch Community Development District, Clay County, Florida ("the District") for the fiscal year ended September 30, 2018, with 3 annual options. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Double Branch Community Development District as of and for the fiscal year ended September 30, 2018, with 3 annual options. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. Further, management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. As part of the audit, we will assist with preparation of your financial statements and related notes in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of our engagement, we may propose standard adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of the proposed entries and the impact they have on the financial statements.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to using the audit's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Our fee for these services will not exceed \$4,600 for the September 30, 2018 audit. The fees for fiscal years 2019, 2020 and 2021 will not exceed \$4,700, \$4,800 and \$4,900 respectively, unless there is a change in activity by the District which results

in additional audit work or if Bonds are issued. This agreement is automatically renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

This agreement is automatically renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Double Branch Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Double Branch Community Development District.

By: _____

Title: _____

Date: _____



PEER REVIEW PROGRAM

is proud to present this

Certificate of Recognition

to

Grau & Associates

For having a system of quality control for its accounting and auditing practice in effect for the year ended June 30, 2016 which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

A handwritten signature in black ink, appearing to read "Anita Ford", written over a horizontal line.

Anita Ford, Chair
AICPA Peer Review Board
2016

SEVENTH ORDER OF BUSINESS

Website Compliance Proposal For Double Branch CDD

(<http://www.doublebranchcdd.com/>)

Website Accessibility for People with Disabilities as per

Nondiscrimination requirements of Title II of the American Disabilities Act (ADA)

Date	Version#	Comments	Author
May 25, 2018	1.0	Initial version	VB Joshi
June 18, 2018	1.1	Added document conversion cost	VB Joshi Kristen Thornburgh
June 21, 2018	1.2	Added WCAG Standards Compliance	VB Joshi
August 10, 2018	1.3	Added CDD Specific details	VB Joshi
August 13, 2018	1.4	Updated pricing for simple, medium and high complexity CDD websites	As per requirements from Ariel and Valerie
August 28, 2018	2.0	Updated conversion and support costs based on discussed scope	As per meeting with GMSCFL

Presented by: VB Joshi, CEO, VGlobalTech, Orlando, Florida



BBB Rating: A+
[Click for Profile](#)

Project: ADA and WCAG Website Compliance

Service Providers: VGlobalTech LLC, Orlando, Florida, USA

COPYRIGHT ©: This proposal is solely created by VGlobalTech team for its customers and cannot be reproduced, copied, modified or distributed without written consent of VGlobalTech. Any violations shall be prosecuted.

VGlobalTech.com ~ Experience Innovation

Page 1 of 11

Your strategic partner for Web Design, Software, Marketing, and SEO solutions.

Call: 321-947-7777 | Email: contact@VGlobalTech.com

Private and Confidential Document. No part of this document shall be produced, sent, copied to any parties it is not intended for. It is intended for the entities listed clearly on this proposal. Any distribution without written consent shall be prosecuted

Table of Contents

1.0 Introduction3

1.1 Common Problems and Solutions in Website Accessibility?4

1.1.1 Problem: Images Without Text Equivalents4

1.1.2 Problem: Documents Are Not Posted In an Accessible Format.....4

1.1.3 Problem: Specifying Colors and Font Sizes4

1.1.4 Problem: Videos and Other Multimedia Lack Accessible Features.....5

1.1.5 Web Content Accessibility Guidelines (WCAG)5

2.0 Pricing.....7

2.1 One time (website conversion and compliance cost):.....7

2.2 ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Optional Maintenance – It is critical to maintain compliance as websites get updated):8

3.0 Proposal Acceptance:..... 10

4.0 References: 11

1.0 Introduction

Every individual must have equal access to information whether it is in person service or online. This is a general agreement and understanding of access.

The Internet has dramatically changed the way state and local governments do business. Today, government agencies routinely make much more information about their programs, activities, and services available to the public by posting it on their websites. As a result, many people can easily access this information seven days a week, 24 hours a day.

Many government services and activities are also provided on websites because the public is able to participate in them at any time of day and without the assistance of government personnel. Many government websites offer a low cost, quick, and convenient way of filing tax returns, paying bills, renewing licenses, signing up for programs, applying for permits or funding, submitting job applications, and performing a wide variety of other activities.

The **Americans with Disabilities Act (ADA)** and, if the government entities receive federal funding, the Rehabilitation Act of 1973 generally require that state and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities unless doing so would fundamentally alter the nature of their programs, services, or activities or would impose an undue burden. One way to help meet these requirements is to ensure that government websites have accessible features for people with disabilities, using the simple steps described in this document. An agency with an inaccessible website may also meet its legal obligations by providing an alternative accessible way for citizens to use the programs or services, such as a staffed telephone information line. These alternatives, however, are unlikely to provide an equal degree of access in terms of hours of operation and the range of options and programs available.

Visit <http://vglobaltech.com/website-compliance/> for more details, do a **website compliance check on your website and to download a PDF proposal.**

1.1 Common Problems and Solutions in Website Accessibility?

1.1.1 Problem: Images Without Text Equivalents

Solution: Add a Text Equivalent to Every Image

Adding a line of simple HTML code to provide text for each image and graphic will enable a user with a vision disability to understand what it is. Add a type of HTML tag, such as an “alt” tag for brief amounts of text or a “longdesc” tag for large amounts, to each image and graphic on your agency’s website.

The words in the tag should be more than a description. They should provide a text equivalent of the image. In other words, the tag should include the same meaningful information that other users obtain by looking at the image. In the example of the mayor’s picture, adding an “alt” tag with the words “Photograph of Mayor Jane Smith” provides a meaningful description.

In some circumstances, longer and more detailed text will be necessary to convey the same meaningful information that other visitors to the website can see. For example, a map showing the locations of neighborhood branches of a city library needs a tag with much more information in text format. In that instance, where the map conveys the locations of several facilities, add a “longdesc” tag that includes a text equivalent description of each location shown on the map – e.g., “City Center Library, 433 N. Main Street, located on North Main Street between 4th Avenue and 5th Avenue.”

1.1.2 Problem: Documents Are Not Posted In an Accessible Format

Solution: Post Documents in a Text-Based Format

Always provide documents in an alternative text-based format, such as HTML or RTF (Rich Text Format), in addition to PDF. Text-based formats are the most compatible with assistive technologies.

1.1.3 Problem: Specifying Colors and Font Sizes

Solution: Avoid Dictating Colors and Font Settings

Websites should be designed so they can be viewed with the color and font sizes set in users’ web browsers and operating systems. Users with low vision must be able to specify the text and background colors as well as the font sizes needed to see webpage content.

1.1.4 Problem: Videos and Other Multimedia Lack Accessible Features

Solution: Include Audio Descriptions and Captions

Videos need to incorporate features that make them accessible to everyone. Provide audio descriptions of images (including changes in setting, gestures, and other details) to make videos accessible to people who are blind or have low vision. Provide text captions synchronized with the video images to make videos and audio tracks accessible to people who are deaf or hard of hearing.

1.1.5 Web Content Accessibility Guidelines (WCAG)

Understanding the Four Principles of Accessibility

The guidelines and Success Criteria are organized around the following four principles, which lay the foundation necessary for anyone to access and use Web content. Anyone who wants to use the Web must have content that is:

1. **Perceivable** - Information and user interface components must be presentable to users in ways they can perceive.
 - This means that users must be able to perceive the information being presented (it can't be invisible to all of their senses)
2. **Operable** - User interface components and navigation must be operable.
 - This means that users must be able to operate the interface (the interface cannot require interaction that a user cannot perform)
3. **Understandable** - Information and the operation of user interface must be understandable.
 - This means that users must be able to understand the information as well as the operation of the user interface (the content or operation cannot be beyond their understanding)
4. **Robust** - Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies.
 - This means that users must be able to access the content as technologies advance (as technologies and user agents evolve, the content should remain accessible)

If any of these are not true, users with disabilities will not be able to use the Web.

Under each of the principles are guidelines and Success Criteria that help to address these principles for people with disabilities. There are many general usability guidelines that make content more **usable by all people**, including those with disabilities. However, in WCAG 2.1, we only include those guidelines that address problems particular to people with disabilities. This includes issues that block access or interfere with access to the Web more severely for people with disabilities.

See reference section at the end of this document for more information and websites for ADA, Usability and other important compliance issues and solutions.

VGlobalTech development and business management team shall study these compliance guidelines and with our technical capabilities apply these to make your website accessible, compatible and fully functional for all people, including those with disabilities.

2.0 Pricing

Website Complexity: **Medium Level Websites**

VGlobalTech team shall complete the following critical tasks for client website.
All costs below are per website / CDD:

2.1 One time (website conversion and compliance cost):

	Task	Estimated Cost
1.	Perform ADA Website Compliance Check for current website – All webpages on the website. Create a project plan, code review, html updates, plugins / security updates (wordpress, joomla, etc CMS websites)	\$1000
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc). Braille Readers, Other assistance technology compatibility	\$100
3.	ADA Standards application (as per Section 1 above). ADA.gov, Web Content Accessibility Guidelines (WCAG)	\$700
4.	PDF Documents conversion (to Text, HTML etc) as needed for ADA Compliance / Reader Compliance	\$300
5.	Create a webpage showing websites ADA Compliance efforts	\$100
6.	Create customized footer with VGlobalTech's ADA Compliance Seal (valid for 1 year only)	\$50
	Total (one time compliance / conversion cost)	\$2250 / one time

2.2 ADA Compliance Yearly Maintenance and Upgrade starting after initial conversion is completed (Optional Maintenance – It is critical to maintain compliance as websites get updated):

VGlobalTech team shall complete the following critical tasks for client website. All costs below are per website / CDD:

	Task	Cost
1.	Perform ADA Website Compliance Check for current website – All new webpages on the website	\$200
2.	Cross-Device Check (Website needs to appear as per ADA standards on Mobile Phones, Tablets, Desktops etc)	\$75
3.	Update footer with VGlobalTech’s ADA Compliance Seal (extended for current year)	\$75
4.	Support (upto 1 hr / month) for the year including updates to newly added pages, upgrade to new standards (if any)	\$700
5.	PDF Documents conversion (to Text, HTML etc) as needed for ADA Compliance / Reader Compliance	\$300
	Annual Maintenance (starts after initial compliance engagement quoted above is complete)	\$1350 / year

This proposal includes following points, stipulations terms and conditions:

*(1) conference call or in person meetings per month with client to review metrics, results and monthly recaps **unless otherwise noted*

* email and phone communication

*Anything out of the scope of work in the above proposal will be addressed and client will be immediately notified. After notification of additional work, a subsequent quote will be provided to cover that work.

*Client is responsible to adhering to timelines as far as information required to complete the task is concerned. If timelines are not adhered to and exceed 15 business days past the current marketing months, last day, all work will end. A new month with new allocated costs will be presented for future work to commence. No refunds and owed work will be due unless otherwise agreed upon. **An Invoice will be provided once signature approval of this project proposal. Payments will be made to VGLOBALTECH**

*Client is responsible for verifying quality of work, providing feedback, verifying that compliance has been met as required. VGlobalTech team shall not be responsible for any legal ramifications arising from work not done as per external agencies / organizations / associations needs if proper feedback is not provided by the customer. VGlobalTech's work will be in best faith but cannot guarantee all compliance / legal needs since we are not the SME's in the compliance area. VGlobalTech shall not be liable for any legal ramifications arising from compliance issues.

Refund Policy: The client may halt work and request for a refund within seven days of the date of signing this services agreement by mailing a signed letter to the main address listed on www.VGlobalTech.com website. If client requests a refund within seven days of the date of signing their agreement they shall be liable to pay for all work completed and will be refunded the remaining balance of the initial payment if billable work has not exceeded a charge that would be greater than client's initial payment. If client requests a refund after the seven days from the date of the signing of the agreement client is liable to pay for all work completed plus an additional 25% of any remaining balance that may still be due. Once line item projects are complete no refunds will be issued. Confidentiality: All information between client and service provider inclusive of technical and business information relating to proprietary ideas, patentable ideas and/or trade secrets, existing and/or contemplated products and services, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as "Confidential Information" at the time of its disclosure and will be treated as such and with absolute confidentiality and will not be shared or used, which will be maintained at all times. The client is not allowed to disclose their price with any third parties. Doing so is in breach of this agreement. All information development will be shared and proprietary information and property between client and service providers.

3.0 Proposal Acceptance:

To accept these project, associated costs and conditions as listed above please sign and date below.

The VGlobalTech proposed solution and terms have been accepted by the customer and the VGlobalTech team can proceed with the project. All payments shall be made according to this agreement.

For Customer	Date
--------------	------

VB Joshi	
For VGlobalTech	Date

4.0 References:

ADA Best Practices Tool Kit for State and Local Governments:

<https://www.ada.gov/pcatoolkit/chap5toolkit.htm>

U.S. Department of Justice, Civil Rights Division, *Disability Rights Section*

<https://www.ada.gov/websites2.htm>

Web design Standards: <https://www.w3schools.com/>

Web Content Accessibility Guidelines (WCAG) <https://www.w3.org/TR/WCAG21/>

VGlobalTech Web Content Accessibility Implementation and Checkpoints:

<http://vglobaltech.com/website-compliance/>



BBB Rating: A+

[Click for Profile](#)

NINTH ORDER OF BUSINESS

C.

1.

**NOTICE OF MEETINGS
DOUBLE BRANCH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the **Double Branch Community Development District** will hold their regularly scheduled public meetings for **Fiscal Year 2019** at **4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065** on the second Monday of each month as follows, except where indicated:

October 15, 2018 (*third Monday) [*2nd Monday is Columbus Day*]
November 5, 2018 (*first Monday) [*2nd Monday is Veterans Day*]
December 10, 2018
January 14, 2019
February 11, 2019 @ 6:00 p.m.
March 11, 2019
April 8, 2019
May 13, 2019
June 10, 2019
July 8, 2019
August 12, 2019 @ 6:00 p.m.
September 9, 2019

2.

Double Branch & Middle Village Work Authorization #1 FY 19

Onsite Management and Maintenance Contract Administration

The following are the onsite services provided by Governmental Management Services, LLC:

- Onsite Community Manager is the liaison for the Community Development District Board. Attend all Community Development District meetings and provide monthly report on District operations.
- Community Manager is the on-site representative for the District Manager. Answer resident questions concerning the District / complaints/ customer service and refer to appropriate party if required.
- Community Manager provides maintenance contract administration for District recreational amenities including swimming pools, recreational fields, basketball courts, clubhouse and area parks to ensure contractors are providing services in accordance with contracts approved by the Board of Supervisors. During the annual budget process recommendations will be made to the Board as well as during contract renewals.
- Community Manager provides maintenance contract administration for landscape, security, refuse and lake maintenance contracts to ensure contractors are providing services in accordance with contracts approved by the Board of Supervisors.
- Community Manager supervises the GMS employees which manage the Aquatics and Athletic functions of the Districts.
- Community Manager interfaces with vendors for repairs, billings/payments and approval of certain invoices.
- Community Manager inspects and coordinates Amenity Center and Common Area maintenance including pest control, lighting, cleaning, trash, pressure washing, irrigation, signage, fencing and pump maintenance.
- Community Manager assists in coordinating special events during the planning stages and working with the vendors in the processing of charges. Additionally, during some special events the Community Manager will be present to supplement other staff.
- Community Manager enforces and evaluates Policies and Procedures of the Amenity Center and Athletic Facilities. Coordinates District policies and procedures with staff and brings to the Board recommendations for changes to the policies and procedures.
- Rental coordinator provides services for reservation of District facilities.

- Community Manager provides other services as required by the Board of Supervisors to ensure satisfactory operation of the District

Such services shall be staffed by a full time onsite Community Manager, a rental coordinator and an administrator. The services are split between the Districts based upon the development unit's proration and reflects the basis of the level of service required for the Districts assets.

Total fees for FY 2019 are \$110,470 for Double Branch CDD and \$139,790 for Middle Village CDD. Although the fees are based upon three full time and one part time employee of GMS, LLC they will from time to time be supplemented by additional operational management resources of GMS, LLC at no additional charge. Such fees may be adjusted annually based upon the District's adopted budget and will be billed accordingly.

Double Branch CDD Chairperson and Date

Middle Village CDD Chairperson and Date

GMS, LLC Managing Director and Date

3.

Double Branch Work Authorization #2 FY 2019

General Maintenance Services

The following are the general maintenance services provided by Governmental Management Services, LLC as directed by the onsite Community Manager:

- General maintenance to include but not limited to: painting, patching, special cleaning, maintenance and repairs at a rate of \$32 per hour plus mileage if necessary at .45/mile.
- Special trash pickup utilizing ATV at a rate of \$40 per hour.

Double Branch CDD Chairperson and Date

GMS, LLC Managing Director and Date

4.

Double Branch Work Authorization #3 FY 2019

Aquatic and Athletic Manager Staff

Governmental Management Services, LLC ("GMS") provides the staffing of full time Aquatics Director and Recreation Manager. The following are the aquatic and amenity staffing services provided by GMS as supervised by the onsite Community Manager:

- Supervise and manage the District aquatics and recreation employees that are both seasonal and full time. These duties include but are not limited to staffing, performance evaluations, discipline, termination and coaching.
- Staffing of GMS employees is shared with the Middle Village CDD with fees for FY 2019 of \$48,495 allocated to the Double Branch CDD.

Double Branch CDD Chairperson and Date

GMS, LLC Managing Director and Date

D.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285 x7; manager@oakleafresidents.com

Memorandum

Date: September 2018
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Food Trucks @ DB
- Fall Expo
- Upcoming events – Fall campout, Fall yard sale, pumpkin plunge

Aquatics

- Pools on limited schedules
- Schedule for Lap pool, heater usage, report from discussion at MV

AMENITY USAGE

- *Total Facilities usage – 9873*
- *Average daily usage – 319*

Card Counts:

DB Owners	57
DB Renters	70
DB Replacements	18
DB Updated	24

Total cards printed: 343 (both districts)

Rentals

- 16 of 31 days rented in August, 4 of 4 weekends had rentals
- 12 clubroom rentals, 8 patio rentals
- 19 tours (approx. 28 hours) /45 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:

MAINTENANCE

- Build benches for Basketball court areas
- Repair Fire alarm pull station at Fitness Center – accidental pull by resident child
- Paint multiple decorative poles (street sign poles)
- Fabricate hardware for heavy duty gate hinges at Amenity Center Dumpster area
- Install extra trash can at Basketball courts
- Replaced/repared vents at Waverly gazebo
- Replaced/repared vents at Piedmont gazebo
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Replace GFI outlet at Amenity Center Men's bathroom
- Create new security password database for employees (burglary and fire panels, access, and deadbolts)
- Coordinate change in coverage with CCSO for weekends
- Repair 2 tables (cut new legs) for tables in Clubroom
- Repair seat bottoms for multiple chairs in Clubroom
- Order replacement battery on ADA lift
- Order replacement multiple signs for multi-use fields
- Coordinate replacement of television box at Fitness center
- Multiple inspections on lake outflows to clear for storm season prep
- Multiple inspection/ drains cleared at roadways as part of storm season preps
- *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 8/2 . Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 8/23.*

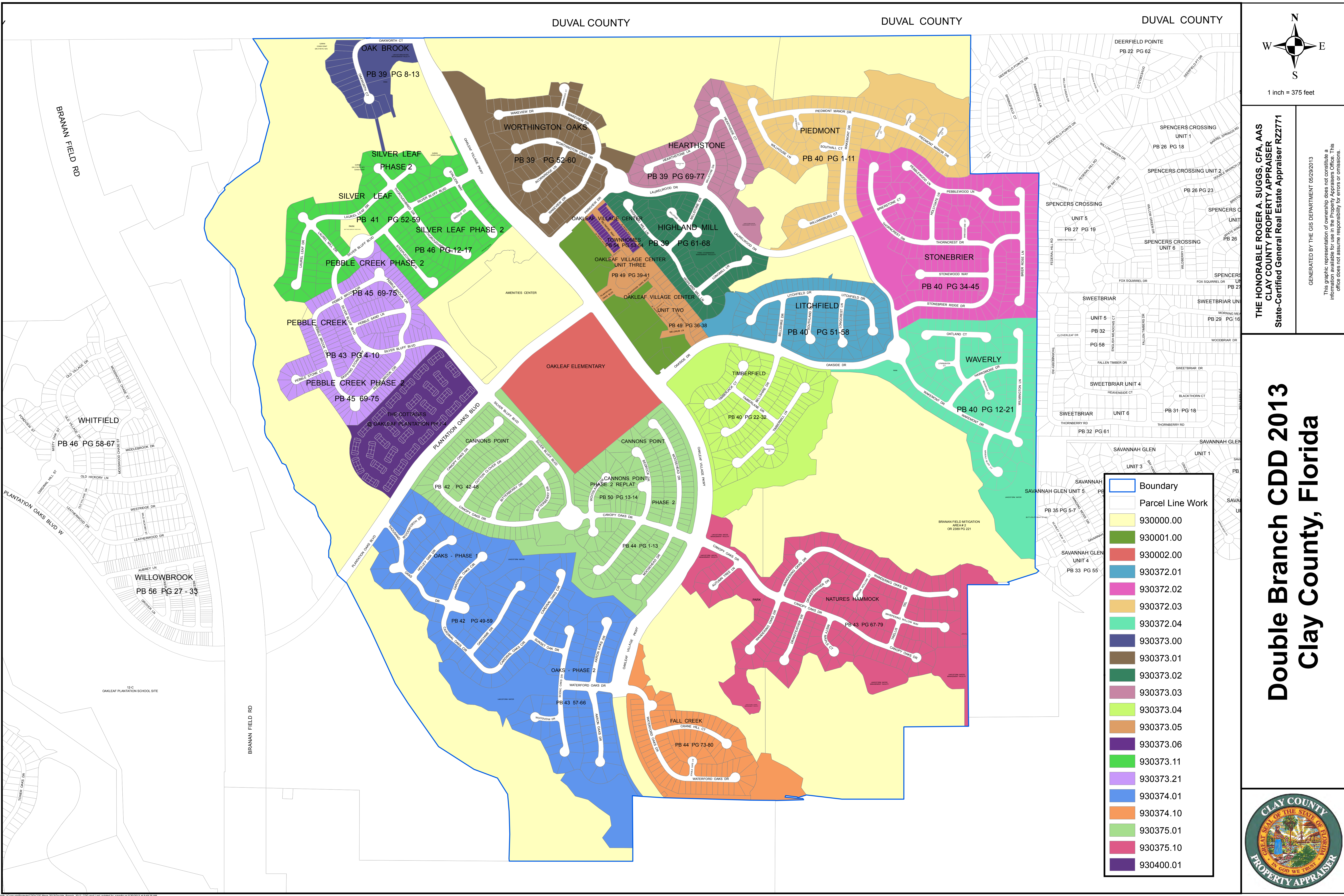
Landscaping

- *Mainline repair at Oakleaf Village entry*
- *Multi-use field fertilization completed*
- *Replacement of multiple small plants along multi-use track*
- *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

