***DOUBLE BRANCH***
***Community Development District***

*OCTOBER 16, 2017*

*AGENDA*

# Double Branch
# Community Development District
475 West Town Place
Suite 114
St. Augustine, Florida 32092


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October 9, 2017

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, October 16, 2017 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 September 14, 2017 Meeting

   B. Financial Statements

   C. Assessment Receipt Schedule

   D. Check Register

IV. Consideration of Approval of Vesta Invoices

V. Other Business

VI. Staff Reports
   A. Attorney

   B. Engineer – Discussion of Park Concept

   C. Manager

D. Operations Manager - Report

VII. Audience Comments / Supervisor's Requests

VIII. Next Scheduled Meeting – November 13, 2017 @ 4:00 p.m. at the Plantation Oaks Amenity Center

IX. 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 Thursday, September 14, 2017 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

| | |
|---|---|
| Cindy Nelsen | Chairperson |
| Barry Morton | Supervisor (by phone) |
| Scott Thomas | Supervisor |
| Tom Horton | Supervisor |
| Chad Davis | Supervisor |

Also present were:

| | |
|---|---|
| James Perry | District Manager |
| Jason Walters | District Counsel (by phone) |
| Jay Soriano | GMS Community Manager |

**FIRST ORDER OF BUSINESS** **Roll Call**

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

**SECOND ORDER OF BUSINESS** **Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS** **Approval of Consent Agenda**

**A. Approval of the Minutes of the August 14, 2017 Meeting**

**B. Financial Statements**

**C. Assessment Receipt Schedule**

**D. Check Register**

Mr. Perry stated the check register totals $157,671.11. We want to adjust that for the consent agenda to reflect $123,429.17 since there is $34,241.94 related to the Vesta invoices.

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

**FOURTH ORDER OF BUSINESS** **Consideration of Approval of Vesta Invoices**

Mr. Perry stated the Vesta invoices total $34,241.94.

> On MOTION by Ms. Nelsen seconded by Mr. Davis with Mr. Morton abstaining a vote the Vesta invoices were approved.

**FIFTH ORDER OF BUSINESS** **Other Business**

There being none, the next item followed.

**SIXTH ORDER OF BUSINESS** **Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer – Consideration of Park Concept**

There being none, the next item followed.

**C. Manager**

**1. Consideration of Work Authorization #1 for Onsite Management and Maintenance Contract Administration for FY 18**

**2. Consideration of Work Authorization #2 for General Maintenance Services for FY 18**

Mr. Perry stated your sister district met just prior to this meeting and adopted their budget for their next fiscal year consistent with what you had done so there are two things for consideration by the board. The first is the work authorization which is done each year for the onsite management for Fiscal Year 2018 and that's shared with your sister district. Also, work authorization number two for general maintenance services for Fiscal Year 2018. These are reflective of what's in the budget.

> On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor work authorization numbers one and two were approved.

**D. Operations Manager - Report**

Mr. Soriano stated I wanted to remind everyone we have the meeting set up for September 20th for the FDOT marketing person to update everybody on how the expressway is going. It's a great time for the residents to ask questions about the tolls, date it's opening and things like that. I will send an email out to the residents. I believe it's going to start at 5:00 but I will double check. He gave me a time span of two hours. The expo was set to go on this weekend. I spoke to the organizer last night and she is asking to reschedule to the 30th. A lot of her vendors are in areas that are flooded and have no power so they're afraid they won't have their stuff ready in time for the expo. I was fine with that. I told her the big issue is coordinating with soccer and I-9. We usually try to pre-plan these things so there's not a lot of events going on during that weekend because we know what kind of a hassle it is. They have spoke to Andre with soccer and he was good with it. I don't know if she got a hold of Doug Ramsey with I-9 but he only takes up a small section so it shouldn't be a problem.

Mr. Davis stated I think he's pushed his official start back a week due to the storm and I think it's that weekend.

Mr. Soriano stated I'll let him know. It shouldn't be problematic. I let her know we know why you're doing it but it could cause issues because of parking.

Mr. Horton asked she's already announced the date change?

Mr. Soriano responded yes. The Double Nickel club generally coordinates the community garage sale but the lady that does it had a bit of a fall out with the HOA president and she is dead set against it and she's not going to help coordinate anything. If this is something we want to continue we just have to take care of coordinating everything. I doubt we would pay to put in the paper. I don't know how many people use newspapers anymore. You can do more of it on Facebook or social media and it's free so you can go that route for advertising but things like the members of the Double Nickel club that would pick up the signs, that was worth it to me because we are going to pay my guys hourly to pick them up and they'd have to go out on the weekend so our signs don't dissapear.

Mr. Horton asked can you get her to work with the CDD?

Mr. Soriano responded she was dead set against it. She doesn't want to deal with it anymore. We want to continue it for now and it's probably going to be us so I wanted to forewarn you guys.

Ms. Nelsen stated I wonder if the boy scouts would put out and pick up signs.

Mr. Soriano stated that might be great. I'm always looking for help. I'll get high school volunteers. It will be something we will have to take time to coordinate.

Ms. Nelsen asked is it something we need to do or sponsor or do we just let it go?

Mr. Thomas stated the only difference is there wouldn't be signs.

Mr. Soriano stated that would be the only difference as far as any cost and time involved.

Mr. Thomas stated we could still say Oakleaf Community Garage Sale and just minus the signs.

Mr. Soriano stated the signs don't have dates on them, it's just whenever I can get someone to put them out. That's the cumbersome part on me.

Ms. Nelsen stated we're saying let's just not put the signs out. Then you don't have to do anything except promote the date.

Mr. Davis asked how many signs did they put out and where?

Mr. Soriano responded we have about 150 of those signs. They probably only put out about 40 or 50.

Mr. Thomas stated I say just put a couple out on the main road and that's it.

Mr. Soriano stated usually we put them at the main entrance of the neighborhoods and people had to put up their own in their yard.

Mr. Thomas stated I say we just promote it on the website and Facebook and maybe put out a couple on the entrance.

Mr. Soriano stated I'll pick out a date and I'll handle it but I just wanted to inform you guys they are no longer doing that and maybe in the future they will change their mind.

The pools have gone to their step down schedule every month with doing less and less as far as operating hours. We're still doing Monday, Wednesday and then this side is open Tuesday, Thursday but this was where during the week the slides are closed and the lifeguards are not here until Friday, Saturday and Sunday. I did bring lifeguards in this week to help me with cleanup. At your sister district the swim team will be bumped around a little bit. They haven't asked to use our pool, they're just going to have to wait to use this pool. Right now they can't do anything this week anyway because school has been canceled. Our residents don't really have a problem with the high school swim team because it's quick and easy. It's

not like the summer recreational team. There are a lot less people and a lot less kids so we can let them adjust their dates and it's not a problem.

Mr. Horton asked is this pool the same size as our pool?

Mr. Soriano responded no, this one is much larger. It has two extra lanes and the lanes are bigger. This one is also deeper so they have blocks.

Mr. Horton asked can you use both of them competitively?

Mr. Soriano responded you can and they have asked in the past to use that pool for things like practice but you can't use it for high school. I guess they could practice in it but they can't dive off blocks. There are certain levels of depth you have to have to dive off of blocks and our pool is not deep enough.

You'll see our numbers have started to drop back down at the end of summer. Last month we had 600 cards. We always get a lot in August but now it's back to normal. Being almost 300, that's about average and that's what we will see every month until spring time next year. Our rentals are of course staying busy.

Moving on to the operations side, I was correct in my concerns last month with that builder. They were uninsured so we do have a claim. I've already worked with our insurance company. I'm still waiting for some help from Dicky Smith to give us a new block company to rebuild that. Estimates are still the same. It was $1,250 for the final removal of all that inner block and concrete demolition. I was in a hurry to get it done before the storm. It took them a few weeks but we are now just waiting on new quotes to rebuild and then it will all be paid for by insurance. I spoke to them about the steps involved. Once everything is done and handled through insurance, if we wanted to, we could take the time to take the gentleman to small claims court for $2,500 which is our deductible but other than that the insurance company wasn't worried about receiving restitution. They've looked at it as if he doesn't have enough money to pay his insurance he's not going to pay for this.

Mr. Davis stated if I'm not mistaken they will take his license until it's paid for.

Mr. Soriano stated they could. The insurance company has said if there wasn't some other crime involved like vandalism, they were trying to take it out, or DUI, the local prosecutor doesn't get involved so it falls more on us. We did have the one fence taken out about a year ago. If you'll remember I had to go to court and testify. We got about $1,000 to pay for labor and new panels but there was a DUI involved so the Duval prosecutor said we

want to make sure there is restituation in a case like this. For this case it was clearly an accident. He jumped the curb and hit the corner. There was no alcohol or anything like that involved so the insurance company doesn't think there's going to be anything to go after so they are not too worried about it. We could try afterwards to get the $2,500 back. Hopefully we will get some quotes to rebuild and we will get that back up here in the next month or so.

I had a note on there for landscape replacements. We have a contracted amount every year that we go through. We really didn't do a lot of replacement on any of the major roadways, Oakleaf Village Parkway or Plantation Oaks, so what I was planning on doing was taking some of those going to major entryways where the signs are and the brick pillars are and doing a good amount of additions for hedges and flower type of plants and using that as part of our contracted amount. We may not get it done in time for the end of the year but it's still a contracted amount. I started working with R&D a couple months ago and we started talking about this but with the cleanup from the storm they are going to be busy for the next couple of weeks. However, I'm still going to hold it to them that it's part of the contract.

Mr. Thomas asked is that included in the sprucing up of the multipurpose fields?

Mr. Soriano responded no that's already covered so that's already been paid for and last time we talked about adding more but like I mentioned, we had money if we want to add more this year but at this point it's not going to go toward this year because the next few weeks are going to go towards storm clean up. It's going to take us quite a bit of time to clear all of this stuff out.

I have an invoice I need you guys to approve. This was done right before our last meeting but I didn't have the invoice. This is for the treadmills. It came out a little higher than my amount so anything above $1,500 I bring to you. It is already paid and done.

> On MOTION by Ms. Nelsen seconded by Mr. Davis with all in favor the invoice for treadmill repair in the amount of $2,382 was ratified.

Mr. Soriano stated the pictures I sent you guys, the one pump for the spray ground has a very large motor. I was able to dry out the starter and rewire everything. The slide pump I haven't been able to get to yet. We're hoping it may be the starter for that one. I hope once I replace the starter and get it going we will be good. I did buy an extra of that. Most of the

extras I have of things are starters on the slower motors so I've ordered one and I'm hoping when it comes in I can start it up and the motor is fine. If not then we will have to replace the motor too.

Mr. Horton asked is there any reason they bury those in the ground?

Mr. Soriano responded it helps with pressure so to get that water to move from that pack way in the back of the building all the way under the deck and up 20 something feet into the air. For the slide you have to have lots of pressure so they have to pull it from the pool first and push it back. To put it above the ground they would probably need a 20 or 25 horsepower motor so really it's just to allow them to use a smaller motor for easier set up on the pipe. The motor packs that made it were all sitting at ground level or higher. They had a tiny bit of water in them but they also sit near some nice drains in that pool pack area so any water that was trying to get into them drained off. Where those two packs are, there's really no drain that's close and they sit five feet underground. We've had one slide that this will be the third time it's been underwater. The first time was seven or eight years ago before I was here and that motor has actually made it because it's pretty heavy duty. I would always prefer at ground level or higher or indoors.

Mr. Horton stated maybe a sump pump.

Mr. Soriano responded well there are sump pumps in there. That's actually how this occurred. The sump pumps are there for them to fill up. They know those packs are going to fill up in time whether it's heavy rain or ground water from flooding but we had no power for six or seven hours and it was probably filling up at that time. The good thing is all of our equipment was off so it didn't fry itself.

**SEVENTH ORDER OF BUSINESS Audience Comments / Supervisor's Requests**

Mr. Horton stated the sign at Stonebriar coming in, I saw a picture where it had blown off. Is it back there already?

Ms. Nelsen stated it's leaned up against it.

Mr. Soriano stated it broke off pretty clean and I'm hoping I'll be able to just tack weld it. It has a small amount of metal on it so I'll see how much I can work with. It's a fiberglass core but it has a metal surround and that was just tack welded to the big black frame. The frame didn't bend and the board itself didn't break so I'm hoping I can tack it back up.

Mr. Horton stated I noticed the clean up has started across from where I'm at around Waverly that I guess R&D was out there and a little bit later one of the guys from Riverside.

Mr. Soriano stated my crew and I were out Monday starting with cutting up stuff on the playgrounds. I only have two guys that work for me and we are doing some other things so you'll see them intermittently. You should see R&D more than you see us but we are out there.

Mr. Horton asked do you have to take that stuff to the dump?

Mr. Soriano responded right now we're borrowing a plot here in your sister district. We did this after Matthew. The problem is how quickly we can get it taken off afterwards. We're hoping to get help from the County. I didn't get a lot after Matthew because most of their yards were exposed also but yes, it's something we have to take to a dump and we will pay for large amounts so you'll see extra invoices but that is part of contract amounts too.

Mr. Horton asked does R&D require any more money for the clean up?

Mr. Soriano responded it's actually spelled out in the contract what it is for a guy and a chainsaw, the trailer to haul the debris. It's the same hourly amounts but it's already there.

Mr. Horton asked so it shouldn't cost us any money?

Mr. Soriano responded it really shouldn't. Other than the truck loads to go to the yards since we pay that separate but not the hours we're putting in right now for cleaning.

Mr. Horton asked do they have a set schedule every week at Double Branch?

Mr. Soriano responded pretty much. The only thing that will change off is during the summer for rain. If it starts raining real hard and they're supposed to finish the back end of Loop Road in the afternoon they may have to push that to the next morning when it's dry enough. In the contract it allows for those things so there's not a strict schedule and it gives them up to four days.

**EIGHTH ORDER OF BUSINESS Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is October 16, 2017, 4:00 p.m. at Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

**NINTH ORDER OF BUSINESS Adjournment**

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

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Secretary/Assistant Secretary Chairman/Vice Chairman

*B*.

# Double Branch

## Community Development District

*Unaudited Financial Reporting*
*August 31, 2017*

# *DOUBLE BRANCH*

*Community Development District*

*Combined Balance Sheet*

*August 31, 2017*

| | Governmental Fund Types | | | | | Totals |
|---|---|---|---|---|---|---|
| | General | Recreation | Capital Reserve | Debt Service | Capital Projects | (Memorandum Only) |
| **ASSETS:** | | | | | | |
| Cash | $110,887 | $167,062 | $57,038 | --- | --- | $334,987 |
| Petty Cash | --- | $200 | --- | --- | --- | $200 |
| Investments: | | | | | | |
| ***Series 2013A-1*** | | | | | | |
| Revenue | --- | --- | --- | $510,756 | --- | $510,756 |
| Reserve A1 | --- | --- | --- | $868,932 | --- | $868,932 |
| Interest A1 | --- | --- | --- | --- | --- | $0 |
| Acquisition and Construction | --- | --- | --- | --- | $48,929 | $48,929 |
| ***Series 2013A-2*** | | | | | | |
| Reserve A2 | --- | --- | --- | $105,106 | --- | $105,106 |
| Interest A2 | --- | --- | --- | --- | --- | $0 |
| Excess Revenue | --- | --- | --- | --- | --- | $0 |
| Prepayment | --- | --- | --- | --- | --- | $0 |
| ***Operations*** | | | | | | |
| Custody Account-General Fund Excess | $12,722 | --- | --- | --- | --- | $12,722 |
| Custody Account-Recreation Fund Excess | --- | $627,565 | --- | --- | --- | $627,565 |
| Custody Account-Recreation Fund Reserve | --- | --- | $816,945 | --- | --- | $816,945 |
| Prepaid Expenses | --- | $706 | --- | --- | --- | $706 |
| Assessments Receivable | --- | --- | --- | --- | --- | $0 |
| Due From General Fund | --- | $29,482 | --- | --- | --- | $29,482 |
| Due from Rec Fund | --- | --- | --- | --- | --- | $0 |
| Due from Other | --- | $26 | --- | --- | --- | $26 |
| Electric Deposits | --- | $4,500 | --- | --- | --- | $4,500 |
| **TOTAL ASSETS** | $123,609 | $829,540 | $873,983 | $1,484,794 | $48,929 | $3,360,856 |
| **LIABILITIES:** | | | | | | |
| Accounts Payable | $2,312 | $98,447 | --- | --- | --- | $100,759 |
| Accrued Expenses | --- | --- | --- | --- | --- | $0 |
| Fica Payable | --- | --- | --- | --- | --- | $0 |
| Due to Capital Reserve | --- | --- | --- | --- | --- | $0 |
| Due to Rec Fund | $29,482 | --- | --- | --- | --- | $29,482 |
| Due to General Fund | --- | --- | --- | --- | --- | $0 |
| Due to Middle Village | --- | $1,749 | --- | --- | --- | $1,749 |
| Deferred Rental Revenue | --- | $12,225 | --- | --- | --- | $12,225 |
| **FUND BALANCES:** | | | | | | |
| Nonspendable | --- | $4,500 | --- | --- | --- | $4,500 |
| Restricted for Debt Service | --- | --- | --- | $1,484,794 | --- | $1,484,794 |
| Restricted for Capital Projects | --- | --- | --- | --- | $48,929 | $48,929 |
| Assigned | $2,000 | --- | $873,983 | --- | --- | $875,983 |
| Unassigned | $89,816 | $712,619 | --- | --- | --- | $802,435 |
| **TOTAL LIABILITIES & FUND EQUITY** | $123,609 | $829,540 | $873,983 | $1,484,794 | $48,929 | $3,360,856 |

# *DOUBLE BRANCH*
## *Community Development District*
## *GENERAL FUND*
*Statement of Revenues & Expenditures*
*For The Period Ending August 31, 2017*

| | ADOPTED BUDGET | PRORATED BUDGET THRU 8/31/2017 | ACTUAL THRU 8/31/2017 | VARIANCE |
|---|---|---|---|---|
| Assessment - Tax Roll | $178,600 | $178,600 | $179,297 | $697 |
| Interest Income | $200 | $183 | $101 | ($83) |
| **TOTAL REVENUES** | $178,800 | $178,783 | $179,397 | $614 |
| **EXPENDITURES:** | | | | |
| **Administrative** | | | | |
| Supervisors Fees | $12,000 | $11,000 | $10,200 | $800 |
| FICA Expense | $918 | $842 | $780 | $61 |
| Engineering | $5,000 | $4,583 | $2,990 | $1,593 |
| Arbitrage | $700 | $642 | $700 | ($58) |
| Dissemination | $1,500 | $1,375 | $1,167 | $208 |
| Assessment Roll | $7,260 | $7,260 | $7,520 | ($260) |
| Attorney | $42,000 | $38,500 | $26,328 | $12,172 |
| Annual Audit | $5,900 | $5,408 | $5,923 | ($515) |
| Trustee fees | $8,014 | $8,014 | $8,014 | $0 |
| Management Fees | $57,657 | $52,852 | $52,852 | $0 |
| Information Technology | $1,650 | $1,513 | $1,513 | $0 |
| Telephone | $290 | $266 | $300 | ($34) |
| Postage | $1,900 | $1,742 | $2,144 | ($403) |
| Printing & Binding | $3,400 | $3,117 | $2,553 | $564 |
| Records Storage | $300 | $275 | $0 | $275 |
| Insurance | $8,350 | $8,350 | $7,743 | $607 |
| Legal Advertising | $2,000 | $1,833 | $1,257 | $577 |
| Office Supplies | $350 | $321 | $264 | $57 |
| Dues, Licenses, Subscriptions | $175 | $175 | $175 | $0 |
| Reserve | $19,436 | $19,436 | $19,436 | $0 |
| **TOTAL EXPENDITURES** | $178,800 | $167,503 | $151,858 | $15,645 |
| **EXCESS REVENUES (EXPENDITURES)** | $0 | | $27,540 | |
| **FUND BALANCE - Beginning** | $141,696 | | $64,276 | |
| **FUND BALANCE - Ending** | $141,696 | | $91,816 | |

# DOUBLE BRANCH
## Community Development District
### RECREATION AND FACILITIES MAINTENANCE
*Statement of Revenues & Expenditures*
*For The Period Ending August 31, 2017*

| | ADOPTED BUDGET | PRORATED BUDGET THRU 8/31/2017 | ACTUAL THRU 8/31/2017 | VARIANCE |
|---|---|---|---|---|
| **REVENUES:** | | | | |
| Maintenance Assessments-Tax Roll | $1,462,048 | $1,462,048 | $1,467,752 | $5,704 |
| Interest Income | $2,431 | $2,228 | $1,256 | ($973) |
| Amenities Revenue | $33,690 | $30,883 | $41,379 | $10,497 |
| Soccer Revenue | $6,530 | $5,986 | $6,425 | $439 |
| **TOTAL REVENUES** | $1,504,699 | $1,501,145 | $1,516,812 | $15,667 |
| **EXPENDITURES:** | | | | |
| ***Administrative:*** | | | | |
| Management Fees - Onsite | $91,794 | $84,145 | $84,145 | $0 |
| Insurance | $62,789 | $62,789 | $59,799 | $2,990 |
| Other Current Charges | $3,818 | $3,500 | $3,204 | $296 |
| Permit Fees | $1,635 | $1,499 | $1,574 | ($76) |
| **Total Administrative** | $160,036 | $151,932 | $148,722 | $3,210 |
| ***Maintenance:*** | | | | |
| **Common Area** | | | | |
| Security | $50,920 | $46,677 | $46,594 | $83 |
| Security - Clay County Off Duty Sheriff | $43,050 | $39,463 | $36,749 | $2,714 |
| Water - Irrigation | $9,000 | $8,250 | $2,556 | $5,694 |
| Irrigation Maintenance | $4,250 | $3,896 | $2,568 | $1,328 |
| Streetlighting | $33,066 | $30,311 | $25,143 | $5,167 |
| Electric | $42,000 | $38,500 | $28,642 | $9,858 |
| Landscape Maintenance | $315,774 | $289,460 | $289,460 | $0 |
| Common Area Maintenance | $43,564 | $39,934 | $36,880 | $3,053 |
| Lake Maintenance | $28,116 | $25,773 | $24,836 | $937 |
| Landscape Reserve | $35,000 | $32,083 | $10,625 | $21,458 |
| Contingency | $6,000 | $5,500 | $0 | $5,500 |
| Capital Reserve (1) | $14,765 | $14,765 | $14,765 | $0 |
| Misc. Maintenance | $2,986 | $2,737 | $1,905 | $832 |
| General Reserve | $22,894 | $20,986 | $0 | $20,986 |
| **Total Common Area** | $651,385 | $598,333 | $520,723 | $77,610 |
| **Recreation Facility** | | | | |
| Aquatics & Fitness Manager/Staff | $50,744 | $46,515 | $46,023 | $493 |
| Pool Attendants | $107,650 | $98,679 | $86,399 | $12,280 |
| Refuse Service | $6,120 | $5,610 | $3,098 | $2,512 |
| Telephone | $4,500 | $4,125 | $3,332 | $793 |
| Electric | $47,000 | $43,083 | $36,071 | $7,013 |
| Cable | $4,752 | $4,356 | $5,525 | ($1,169) |
| Pool Maintenance/Chemicals | $56,616 | $51,898 | $45,737 | $6,161 |
| Water/Sewer/Reclaim | $65,000 | $59,583 | $46,144 | $13,439 |
| Facility Maintenance - General | $27,500 | $25,208 | $22,587 | $2,621 |
| Facility Maintenance - Preventative Contracts | $5,617 | $5,149 | $2,630 | $2,519 |
| Facility Maintenance - Contingency | $29,750 | $27,271 | $24,251 | $3,020 |
| Lighting Repairs | $8,500 | $7,792 | $7,076 | $716 |
| Special Events | $10,500 | $9,625 | $6,474 | $3,151 |
| Office Supplies and Equipment | $4,000 | $3,667 | $1,197 | $2,470 |
| Janitorial | $31,512 | $28,886 | $27,065 | $1,821 |
| Recreation Passes | $7,565 | $6,935 | $7,340 | ($405) |

# DOUBLE BRANCH
## Community Development District
### RECREATION AND FACILITIES MAINTENANCE
*Statement of Revenues & Expenditures*
*For The Period Ending August 31, 2017*

| | ADOPTED BUDGET | PRORATED BUDGET THRU 8/31/2017 | ACTUAL THRU 8/31/2017 | VARIANCE |
|---|---|---|---|---|
| **Recreation Facility-Continued** | | | | |
| Repairs & Replacement | $79,025 | $72,440 | $57,370 | $15,070 |
| Pool Pump Reserve | $9,500 | $8,708 | $0 | $8,708 |
| Pool Leak Repairs | $5,000 | $4,583 | $423 | $4,161 |
| Soccer Field | $21,250 | $19,479 | $0 | $19,479 |
| **Total Recreation Facility** | $582,101 | $533,593 | $428,741 | $104,852 |
| **Fitness Center** | | | | |
| Staffing | $55,517 | $50,891 | $48,705 | $2,186 |
| Telephone | $1,092 | $1,001 | $445 | $556 |
| Electric | $12,300 | $11,275 | $9,621 | $1,654 |
| Cable | $4,169 | $3,821 | $1,859 | $1,962 |
| Facility Maintenance - General | $8,000 | $7,333 | $6,654 | $679 |
| Facility Maintenance - Preventative | $7,500 | $6,875 | $3,145 | $3,730 |
| Facility Maintenance - Contingency | $5,000 | $4,583 | $1,665 | $2,919 |
| Office Supplies and Equipment | $2,664 | $2,442 | $2,629 | ($187) |
| Janitorial | $13,435 | $12,315 | $14,737 | ($2,422) |
| Repair and Replacements | $1,500 | $1,375 | $7,832 | ($6,457) |
| **Total Exercise Facility** | $111,177 | $101,912 | $97,292 | $4,620 |
| **Total Maintenance** | $1,344,663 | $1,233,838 | $1,046,756 | $187,082 |
| **TOTAL EXPENDITURES** | $1,504,699 | $1,385,770 | $1,195,478 | $190,292 |
| **EXCESS REVENUES (EXPENDITURES)** | $0 | | $321,334 | |
| **FUND BALANCE - Beginning** | $0 | | $395,786 | |
| **FUND BALANCE - Ending** | $0 | | $717,119 | |

*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 | $6,029 | $160,496 | $1,444 | $1,436 | $2,107 | $2,850 | $1,141 | $3,025 | $576 | $192 | $0 | $179,297 |
| Interest Income | $3 | $2 | $2 | $12 | $20 | $14 | $14 | $12 | $10 | $7 | $5 | $0 | $101 |
| **Total Revenues** | $3 | $6,031 | $160,498 | $1,455 | $1,456 | $2,121 | $2,864 | $1,153 | $3,035 | $583 | $198 | $0 | $179,397 |
| **Expenditures:** | | | | | | | | | | | | | |
| ***Administrative*** | | | | | | | | | | | | | |
| Supervisors Fees | $1,000 | $800 | $1,000 | $1,000 | $1,000 | $800 | $1,000 | $1,000 | $1,000 | $800 | $800 | $0 | $10,200 |
| FICA Expense | $77 | $61 | $77 | $77 | $77 | $61 | $77 | $77 | $77 | $61 | $61 | $0 | $780 |
| Engineering | $0 | $0 | $0 | $390 | $98 | $488 | $390 | $455 | $0 | $1,170 | $0 | $0 | $2,990 |
| Arbitrage | $0 | $0 | $0 | $0 | $700 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $700 |
| Dissemination | $83 | $333 | $83 | $83 | $83 | $83 | $83 | $83 | $83 | $83 | $83 | $0 | $1,167 |
| Assessment Roll | $7,520 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $7,520 |
| Attorney | $3,472 | $2,570 | $0 | $3,941 | $2,667 | $2,743 | $3,654 | $2,550 | $2,485 | $2,247 | $0 | $0 | $26,328 |
| Annual Audit | $0 | $0 | $0 | $0 | $0 | $23 | $500 | $2,000 | $0 | $3,400 | $0 | $0 | $5,923 |
| Trustee fees | $0 | $0 | $0 | $0 | $0 | $8,014 | $0 | $0 | $0 | $0 | $0 | $0 | $8,014 |
| Management Fees | $4,805 | $4,805 | $4,805 | $4,805 | $4,805 | $4,805 | $4,805 | $4,805 | $4,805 | $4,805 | $4,805 | $0 | $52,852 |
| Computer Time | $138 | $138 | $138 | $138 | $138 | $138 | $138 | $138 | $138 | $138 | $138 | $0 | $1,513 |
| Telephone | $34 | $41 | $28 | $0 | $6 | $26 | $33 | $39 | $19 | $32 | $40 | $0 | $300 |
| Postage | $175 | $103 | $170 | $222 | $332 | $215 | $96 | $138 | $253 | $241 | $198 | $0 | $2,144 |
| Printing & Binding | $317 | $346 | $191 | $127 | $77 | $192 | $346 | $174 | $92 | $237 | $455 | $0 | $2,553 |
| Records Storage | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| Insurance | $7,743 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $7,743 |
| Legal Advertising | $63 | $63 | $134 | $84 | $69 | $130 | $130 | $0 | $130 | $390 | $65 | $0 | $1,257 |
| Office Supplies | $21 | $23 | $24 | $24 | $24 | $29 | $46 | $23 | $1 | $25 | $23 | $0 | $264 |
| Dues, Licenses, Subscriptions | $0 | $175 | $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** | $25,448 | $9,459 | $6,649 | $10,890 | $10,075 | $17,746 | $11,296 | $11,481 | $28,518 | $13,629 | $6,668 | $0 | $151,858 |
| **Excess Revenues (Expenditures)** | ($25,445) | ($3,428) | $153,850 | ($9,435) | ($8,619) | ($15,625) | ($8,432) | ($10,328) | ($25,482) | ($13,045) | ($6,471) | $0 | $27,540 |

*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 | $49,352 | $1,313,847 | $11,819 | $11,753 | $17,249 | $23,333 | $9,344 | $24,767 | $4,715 | $1,574 | $0 | $1,467,752 |
| Interest Income | $30 | $16 | $17 | $98 | $176 | $146 | $149 | $178 | $173 | $149 | $124 | $0 | $1,256 |
| Amenities Revenue | $410 | $2,826 | $1,258 | ($1,737) | $1,821 | $7,039 | $9,616 | $4,019 | $6,195 | $4,149 | $5,784 | $0 | $41,379 |
| Soccer Revenue | $1,070 | $0 | $0 | $5,355 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $6,425 |
| **Total Revenues** | $1,510 | $52,194 | $1,315,122 | $15,534 | $13,750 | $24,434 | $33,098 | $13,541 | $31,135 | $9,012 | $7,482 | $0 | $1,516,812 |
| **Expenditures:** | | | | | | | | | | | | | |
| ***Administrative*** | | | | | | | | | | | | | |
| Management Fees - Onsite | $7,650 | $7,650 | $7,650 | $7,650 | $7,650 | $7,650 | $7,650 | $7,650 | $7,650 | $7,650 | $7,650 | $0 | $84,145 |
| Insurance | $59,799 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $59,799 |
| Other Current Charges | $292 | $259 | $297 | $295 | $257 | $243 | $372 | $320 | $284 | $285 | $300 | $0 | $3,204 |
| Permit Fees | $27 | $364 | $27 | $27 | $0 | $54 | $27 | $653 | $369 | $0 | $27 | $0 | $1,574 |
| **Total Administrative** | $67,768 | $8,272 | $7,973 | $7,971 | $7,907 | $7,946 | $8,048 | $8,623 | $8,302 | $7,934 | $7,977 | $0 | $148,722 |
| ***MAINTENANCE- Common Area*** | | | | | | | | | | | | | |
| Security | $4,236 | $4,236 | $4,236 | $4,236 | $4,236 | $4,236 | $4,236 | $4,236 | $4,236 | $4,236 | $4,236 | $0 | $46,594 |
| Security - Clay County Off Duty Sheriff | $2,825 | $4,443 | $3,945 | $3,726 | $2,981 | $2,652 | $3,414 | $3,605 | $2,972 | $3,815 | $2,375 | $0 | $36,749 |
| Water - Irrigation | $387 | $182 | $182 | $182 | $185 | $182 | $178 | $240 | $326 | $222 | $291 | $0 | $2,556 |
| Irrigation Maintenance | $0 | $0 | $0 | $1,473 | $0 | $750 | $345 | $0 | $0 | $0 | $0 | $0 | $2,568 |
| Streetlighting | $2,297 | $2,290 | $2,284 | $2,284 | $2,284 | $2,284 | $2,284 | $2,284 | $2,284 | $2,284 | $2,284 | $0 | $25,143 |
| Electric | $2,865 | $2,986 | $2,298 | $2,064 | $2,413 | $2,292 | $2,488 | $2,616 | $2,683 | $2,998 | $2,940 | $0 | $28,642 |
| Landscape Maintenance | $26,315 | $26,315 | $26,315 | $26,315 | $26,315 | $26,315 | $26,315 | $26,315 | $26,315 | $26,315 | $26,315 | $0 | $289,460 |
| Common Area Maintenance | $1,814 | $2,649 | $2,435 | $2,370 | $1,519 | $3,928 | $3,987 | $8,844 | $5,695 | $3,639 | $0 | $0 | $36,880 |
| Lake Maintenance | $2,226 | $1,970 | $1,970 | $1,970 | $4,880 | $1,970 | $1,970 | $1,970 | $1,970 | $1,970 | $1,970 | $0 | $24,836 |
| Landscape Reserve | $0 | $750 | $9,875 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $10,625 |
| Contingency | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| Capital Reserve (1) | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $14,765 | $0 | $0 | $0 | $14,765 |
| Misc. Maintenance | $174 | $172 | $217 | $218 | $175 | $581 | $0 | $46 | $322 | $0 | $0 | $0 | $1,905 |
| General Reserve | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| **Total Common Area** | $43,138 | $45,991 | $53,755 | $44,837 | $44,987 | $45,189 | $45,216 | $50,155 | $61,567 | $45,478 | $40,410 | $0 | $520,723 |

*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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ***Recreation Facility*** | | | | | | | | | | | | | |
| Aquatics & Fitness Manager/Staff | $4,106 | $4,106 | $4,106 | $4,106 | $4,229 | $4,229 | $4,229 | $4,229 | $4,229 | $4,229 | $4,229 | $0 | $46,023 |
| Pool Attendants | $2,582 | $0 | $0 | $0 | $0 | $3,244 | $2,686 | $7,291 | $25,225 | $25,300 | $20,072 | $0 | $86,399 |
| Refuse Service | $515 | $514 | $1,031 | $518 | $3 | $517 | $0 | $0 | $0 | $0 | $0 | $0 | $3,098 |
| Telephone | $123 | $312 | $385 | $220 | $264 | $550 | $188 | $439 | $315 | $218 | $317 | $0 | $3,332 |
| Electric | $4,230 | $4,315 | $2,983 | $3,352 | $3,110 | $2,097 | $2,242 | $2,965 | $3,225 | $3,497 | $4,055 | $0 | $36,071 |
| Cable | $383 | $383 | $383 | $383 | $0 | $501 | $582 | $817 | $698 | $698 | $698 | $0 | $5,525 |
| Pool Maintenance/Chemicals | $5,989 | $2,084 | $4,095 | $3,523 | $5,477 | $4,095 | $4,095 | $4,095 | $4,095 | $4,095 | $4,095 | $0 | $45,737 |
| Water/Sewer/Reclaim | $5,676 | $4,947 | $5,684 | $3,128 | $3,958 | $3,038 | $3,265 | $3,839 | $4,306 | $4,130 | $4,175 | $0 | $46,144 |
| Facility Maintenance - General | $2,291 | $2,150 | $2,150 | $2,300 | $2,095 | $2,304 | $2,295 | $2,305 | $2,376 | $2,321 | $0 | $0 | $22,587 |
| Facility Maintenance - Preventative Contracts | $225 | $0 | $225 | $155 | $585 | $0 | $380 | $0 | $225 | $310 | $525 | $0 | $2,630 |
| Facility Maintenance - Contingency | $2,479 | $2,276 | $2,270 | $2,505 | $2,173 | $2,483 | $2,479 | $2,480 | $2,626 | $2,480 | $0 | $0 | $24,251 |
| Lighting Repairs | $708 | $698 | $726 | $702 | $883 | $698 | $803 | $453 | $697 | $709 | $0 | $0 | $7,076 |
| Special Events | $405 | $1,452 | $1,645 | $0 | $0 | $443 | $2,530 | $0 | $0 | $0 | $0 | $0 | $6,474 |
| Office Supplies and Equipment | $0 | $148 | $0 | $0 | $0 | $345 | $0 | $389 | $206 | $0 | $109 | $0 | $1,197 |
| Janitorial | $2,613 | $2,859 | $2,079 | $2,079 | $2,079 | $2,660 | $2,739 | $2,079 | $3,046 | $2,753 | $2,079 | $0 | $27,065 |
| Recreation Passes | $0 | $0 | $543 | $0 | $0 | $2,830 | $122 | $681 | $1,059 | $681 | $1,424 | $0 | $7,340 |
| Repairs & Replacement | $16,927 | $371 | $0 | $5,297 | $1,238 | $4,772 | $9,906 | $4,579 | $7,154 | $4,835 | $2,291 | $0 | $57,370 |
| Pool Pump Reserve | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| Pool Leak Repairs | $423 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $423 |
| Soccer Fields | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| | $49,673 | $26,613 | $28,304 | $28,267 | $26,092 | $34,805 | $38,541 | $36,641 | $59,481 | $56,255 | $44,069 | $0 | $428,741 |
| *Exercise Facility* | | | | | | | | | | | | | |
| Staffing | $4,407 | $4,270 | $4,179 | $4,499 | $4,148 | $4,514 | $4,362 | $4,514 | $4,450 | $4,713 | $4,650 | $0 | $48,705 |
| Telephone | $92 | $78 | $92 | $92 | $92 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $445 |
| Electric | $1,224 | $1,251 | $1,161 | $273 | $728 | $598 | $658 | $667 | $793 | $986 | $1,282 | $0 | $9,621 |
| Cable | $301 | $301 | $311 | $315 | $315 | $315 | $0 | $0 | $0 | $0 | $0 | $0 | $1,859 |
| Facility Maintenance - General | $665 | $640 | $681 | $1,167 | $667 | $767 | $223 | $525 | $649 | $670 | $0 | $0 | $6,654 |
| Facility Maintenance - Preventative | $193 | $763 | $193 | $278 | $193 | $570 | $193 | $278 | $0 | $290 | $193 | $0 | $3,145 |
| Facility Maintenance - Contingency | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $1,175 | $490 | $0 | $0 | $1,665 |
| Office Supplies and Equipment | $434 | $0 | $306 | $202 | $221 | $0 | $983 | $270 | $161 | $26 | $26 | $0 | $2,629 |
| Janitorial | $1,120 | $1,120 | $948 | $1,528 | $1,690 | $1,051 | $1,197 | $1,874 | $1,005 | $2,014 | $1,189 | $0 | $14,737 |
| Repair and Replacements | $0 | $0 | $0 | $867 | $0 | $0 | $880 | $3,245 | $0 | $0 | $2,840 | $0 | $7,832 |
| **Total Exercise Facility** | $8,436 | $8,423 | $7,870 | $9,221 | $8,054 | $7,816 | $8,496 | $11,374 | $8,233 | $9,189 | $10,181 | $0 | $97,292 |
| **Total Expenses** | $169,015 | $89,300 | $97,903 | $90,295 | $87,040 | $95,756 | $100,301 | $106,792 | $137,582 | $118,857 | $102,637 | $0 | $1,195,478 |
| **Excess Revenues (Expenditures)** | ($167,505) | ($37,105) | $1,217,219 | ($74,761) | ($73,290) | ($71,322) | ($67,202) | ($93,251) | ($106,448) | ($109,844) | ($95,155) | $0 | $321,334 |

# DOUBLE BRANCH
## Community Development District
## Capital Reserve Fund
### Statement of Revenues & Expenditures
### For The Period Ending August 31, 2017

| | ADOPTED BUDGET | PRORATED THRU 8/31/2017 | ACTUAL THRU 8/31/2017 | VARIANCE |
|---|---|---|---|---|
| **REVENUES:** | | | | |
| Interest Income | $1,000 | $917 | $1,115 | $199 |
| Landscape Reserve - Transfer In | $35,000 | $32,083 | $0 | ($32,083) |
| Capital Reserve - Transfer In | $14,765 | $14,765 | $14,765 | $0 |
| Pool Pump Reserve - Transfer in | $9,500 | $8,708 | $0 | ($8,708) |
| General Reserve - Transfer in | $22,894 | $20,986 | $0 | ($20,986) |
| General Fund Reserve- Transfer in | $19,436 | $19,436 | $19,436 | $0 |
| **TOTAL REVENUES** | $102,595 | $96,896 | $35,316 | ($61,579) |
| **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)** | $102,595 | | $35,316 | |
| **FUND BALANCE - Beginning** | $838,330 | | $838,667 | |
| **FUND BALANCE - Ending** | $940,925 | | $873,983 | |

*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 August 31, 2017*

| | ADOPTED BUDGET | PRORATED THRU 8/31/2017 | ACTUAL THRU 8/31/2017 | VARIANCE |
|---|---|---|---|---|
| **Revenues:** | | | | |
| Special Assessments - Tax Roll | $1,966,802 | $1,966,802 | $1,971,275 | $4,473 |
| Interest Income | $2,500 | $2,292 | $9,150 | $6,859 |
| **TOTAL REVENUES** | $1,969,302 | $1,969,094 | $1,980,425 | $11,331 |
| **Expenditures:** | | | | |
| ***Series 2013 A-1*** | | | | |
| Interest Expense - 11/1 | $417,973 | $417,973 | $417,973 | $0 |
| Interest Expense - 5/1 | $417,973 | $417,973 | $417,973 | ($0) |
| Principal Expense 5/1 | $910,000 | $910,000 | $910,000 | $0 |
| ***Series 2013 A-2*** | | | | |
| Interest Expense - 11/1 | $66,844 | $66,844 | $66,844 | $0 |
| Prepayment Call 11/1 | $40,000 | $40,000 | $55,000 | ($15,000) |
| Interest Expense - 5/1 | $66,844 | $66,844 | $65,263 | $1,582 |
| Principal Expense 5/1 | $75,000 | $75,000 | $75,000 | $0 |
| Principal Expense 5/1 (Prepayment) | $0 | $0 | $5,000 | ($5,000) |
| **TOTAL EXPENDITURES** | $1,994,634 | $1,994,634 | $2,013,053 | ($18,419) |
| EXCESS REVENUES (EXPENDITURES) | ($25,332) | | ($32,628) | |
| **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*** | ($25,332) | | ($32,628) | |
| **FUND BALANCE - Beginning** | $519,790 | | $1,517,422 | |
| **FUND BALANCE - Ending** | $494,458 | | $1,484,794 | |

# DOUBLE BRANCH

## Community Development District
## CAPITAL PROJECTS FUND

### Statement of Revenues & Expenditures

*For The Period Ending August 31, 2017*

| | SERIES 2013 A-1 AND A-2 |
|---|---|
| **REVENUES:** | |
| Interest Income | $220 |
| **TOTAL REVENUES** | $220 |
| **EXPENDITURES:** | |
| Capital Outlay - Series 2013 A1 and A2 | $0 |
| Cost of Issuance | $0 |
| **TOTAL EXPENDITURES** | $0 |
| **EXCESS REVENUES (EXPENDITURES)** | $220 |
| **FUND BALANCE - Beginning** | $48,709 |
| **FUND BALANCE - Ending** | $48,929 |

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# DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
## FY2017 Assessments Receipts Summary

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

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

| PERCENT COLLECTED | TOTAL | DEBT | O&M |
|---|---|---|---|
| **TOTAL PERCENT COLLECTED** | **100.44%** | **100.44%** | **100.44%** |

*D*.

# Double Branch
## Community Development District

### Check Run Summary
October 2, 2017

| Fund | Date | Check No. | | Amount | | |
|---|---|---|---|---|---|---|
| **General Fund** | | | | | | |
| Payroll | 9/19/17 | 50671-50675 | $ | 923.50 | | |
| | | | Sub-Total | | $ | 923.50 |
| Accounts Payable | 9/7/17 | 1387-1389 | $ | 7,855.15 | | |
| | 9/21/17 | 1390 | $ | 64.80 | | |
| | 9/28/17 | 1391-1392 | $ | 986.53 | | |
| | | | Sub-Total | | $ | 8,906.48 |
| **Recreation Fund** | | | | | | |
| Accounts Payable | 9/7/17 | 5077-5090 | $ | 75,137.47 | | |
| | 9/18/17 | 5091-5092 | $ | 11,293.00 | | |
| | 9/21/17 | 5093-5102 | $ | 10,494.02 | | |
| | 9/27/17 | 5103-5105 | $ | 67,394.00 | | |
| | 9/28/17 | 5106-5118 | $ | 20,721.35 | | |
| | | | | | | 185039.84 |
| | | | Sub-Total | | $ | 185,039.84 |
| **Capital Reserve Fund** | | | | | | |
| Accounts Payable | | | | | | |
| | | | Sub-Total | | $ | - |
| **Total** | | | | | **$** | **194,869.82** |

CMPY-001 DOUBLE BRANCH - GENERAL FUND BANK-P PAYROLL FUND

| CHECK# | TYPE | SYSTEM | CHECK DATE | CHECK AMT | EMP/CUS/VEN# | DESCRIPTION |
|---|---|---|---|---|---|---|
| 050671 | R | PR | 09/19/2017 | 184.70 | 11 | BARRY E MORTON |
| 050672 | R | PR | 09/19/2017 | 184.70 | 12 | CHAD E DAVIS |
| 050673 | R | PR | 09/19/2017 | 184.70 | 15 | CHARLES T HORTON |
| 050674 | R | PR | 09/19/2017 | 184.70 | 8 | CYNTHIA Y. NELSEN |
| 050675 | R | PR | 09/19/2017 | 184.70 | 14 | SCOTT THOMAS |
| | | BANK TOTAL | | 923.50 | | |
| | | COMPANY TOTAL | | 923.50 | | |

# Attendance Sheet

District Name: Double Branch, CDD

Board Meeting Date: September 11, 2017

| | Name | In Attendance | | Fee |
|---|---|---|---|---|
| 1 | Cindy Nelsen<br>*Chairperson* | ✓ | | YES-$200 |
| 2 | Charles Horton<br>*Assistant Secretary* | ✓ | | YES - $200 |
| 3 | Barry Morton<br>*Vice Chairman* | ✓ | Phone | YES - $200 |
| 4 | Chad Davis<br>*Assistant Secretary* | ✓ | | YES - $200 |
| 5 | Scott Thomas<br>*Assistant Secretary* | ✓ | | YES - $200 |

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

**Approved for Payment:**

District Manager Signature

Date 9/14/17

***PLEASE RETURN COMPLETED FORM TO BRIAN SANCHEZ***

*** CHECK DATES 09/01/2017 - 09/30/2017 *** DOUBLE BRANCH - GENERAL FUND
BANK A GENERAL FUND

| CHECK DATE | VEND# | .....INVOICE..... DATE | INVOICE | ...EXPENSED TO... YRMO | DPT ACCT# SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT | ....CHECK..... AMOUNT | # |
|---|---|---|---|---|---|---|---|---|---|---|
| 9/07/17 | 00035 | 9/01/17 | 1923 | 201709 | 310-51300-34000 | | * | 4,804.75 | | |
| | | | SEP MANAGEMENT FEES | | | | | | | |
| | | 9/01/17 | 1923 | 201709 | 310-51300-35100 | | * | 137.50 | | |
| | | | SEP INFORMATION TECH | | | | | | | |
| | | 9/01/17 | 1923 | 201709 | 310-51300-31300 | | * | 83.33 | | |
| | | | SEP DISSEMINATION FEES | | | | | | | |
| | | 9/01/17 | 1923 | 201709 | 310-51300-51000 | | * | 23.40 | | |
| | | | OFFICE SUPPLIES | | | | | | | |
| | | 9/01/17 | 1923 | 201709 | 310-51300-42000 | | * | 18.15 | | |
| | | | POSTAGE | | | | | | | |
| | | 9/01/17 | 1923 | 201709 | 310-51300-42500 | | * | 505.05 | | |
| | | | COPIES | | | | | | | |
| | | 9/01/17 | 1923 | 201709 | 310-51300-41000 | | * | 36.24 | | |
| | | | TELEPHONE | | | | | | | |
| | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 5,608.42 | 001387 |
| 9/07/17 | 00015 | 8/25/17 | 95587 | 201707 | 310-51300-31500 | | * | 546.73 | | |
| | | | RESOLUTION ADOPT BUDGET | | | | | | | |
| | | | | | | HOPPING GREEN & SAMS | | | 546.73 | 001388 |
| 9/07/17 | 00015 | 8/25/17 | 95588 | 201707 | 310-51300-31500 | | * | 1,700.00 | | |
| | | | JULY MONTHLY MEETING | | | | | | | |
| | | | | | | HOPPING GREEN & SAMS | | | 1,700.00 | 001389 |
| 9/21/17 | 00104 | 8/21/17 | 273456 | 201708 | 310-51300-48000 | | * | 64.80 | | |
| | | | 9/11/17 NOTICE OF MEETING | | | | | | | |
| | | | | | | CLAY TODAY | | | 64.80 | 001390 |
| 9/28/17 | 00013 | 9/12/17 | 59267885 | 201709 | 310-51300-42000 | | * | 199.53 | | |
| | | | SEP FEDEX POSTAGE | | | | | | | |
| | | | | | | FEDEX | | | 199.53 | 001391 |
| 9/28/17 | 00015 | 12/31/16 | 91978 | 201612 | 310-51300-31500 | | * | 787.00 | | |
| | | | CONFER COUNTY LEASE ISSUE | | | | | | | |
| | | | | | | HOPPING GREEN & SAMS | | | 787.00 | 001392 |

TOTAL FOR BANK A 8,906.48

TOTAL FOR REGISTER 8,906.48

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

# Invoice

**Invoice #:** 1923
**Invoice Date:** 9/1/17
**Due Date:** 9/1/17
**Case:**
**P.O. Number:**

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

SEP 0 5 2017

| Description | Hours/Qty | Rate | Amount |
|---|---|---|---|
| Management Fees September 2017 1·31·513·34 | | 4,804.75 | 4,804.75 |
| Information Technology - September 2017 1·31·513·351 | | 137.50 | 137.50 |
| Dissemination Agent Services - September 2017 1·31·513·313 | | 83.33 | 83.33 |
| Office Supplies 1·31·513·51 | | 23.40 | 23.40 |
| Postage 1·31·513·42 | | 18.15 | 18.15 |
| Copies 1·31·513·425 | | 505.05 | 505.05 |
| Telephone 1·31·513·41 | | 36.24 | 36.24 |

35

| | |
|---|---|
| **Total** | $5,608.42 |
| **Payments/Credits** | $0.00 |
| **Balance Due** | $5,608.42 |

Hopping Green & Sams
Attorneys and Counselors

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

========== STATEMENT ==========

August 25, 2017

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

Bill Number 95587
Billed through 07/31/2017

SEP 01 2017

1-31-513-315
15

**General Counsel (O&M)**
**DBRNCH 00001 JMW**

**FOR PROFESSIONAL SERVICES RENDERED**

| | | | |
|---|---|---|---|
| 07/11/17 | AHJ | Prepare correspondence and overnight package to clerk of court regarding recording of special warranty deed. | 0.70 hrs |
| 07/18/17 | AHJ | Prepare budget resolutions; prepare correspondence to Perry regarding recorded special warranty deed; prepare updates to district files regarding same. | 0.90 hrs |
| 07/20/17 | JMW | Prepare resolution adopting budget; prepare resolution levying assessments; confer with staff regarding same. | 1.10 hrs |
| 07/31/17 | JBC | Analyze records retention rules update; prepare memorandum regarding same. | 0.10 hrs |
| 07/31/17 | AHJ | Finalize budget resolutions; confer with Hogue regarding same. | 0.20 hrs |
| | Total fees for this matter | | $501.50 |

**DISBURSEMENTS**

| | |
|---|---|
| Recording Fees | 19.20 |
| United Parcel Service | 26.03 |
| Total disbursements for this matter | $45.23 |

**MATTER SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 1.80 hrs | 125 /hr | $225.00 |
| Cooksey, Jennings B. | 0.10 hrs | 180 /hr | $18.00 |
| Walters, Jason M. | 1.10 hrs | 235 /hr | $258.50 |

| | |
|---|---|
| TOTAL FEES | $501.50 |
| TOTAL DISBURSEMENTS | $45.23 |
| **TOTAL CHARGES FOR THIS MATTER** | **$546.73** |

**BILLING SUMMARY**

| | | | |
|---|---|---|---|
| Jaskolski, Amy H. - Paralegal | 1.80 hrs | 125 /hr | $225.00 |
| Cooksey, Jennings B. | 0.10 hrs | 180 /hr | $18.00 |
| Walters, Jason M. | 1.10 hrs | 235 /hr | $258.50 |

| | |
|---|---|
| TOTAL FEES | $501.50 |
| TOTAL DISBURSEMENTS | $45.23 |
| **TOTAL CHARGES FOR THIS BILL** | **$546.73** |

**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 ==========

August 25, 2017

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

Bill Number 95588
Billed through 07/31/2017

SEP 01 2017

1·31·513·315
15

**Monthly Meeting (O&M)**
**DBRNCH 00101 JMW**

**FOR PROFESSIONAL SERVICES RENDERED**

| | | |
|---|---|---|
| 07/07/17 | JMW | Meeting preparation; review agenda package materials; conference with staff. |
| 07/10/17 | JMW | Meeting preparation; attend regular board meeting by telephone. |
| 07/11/17 | JMW | Meeting follow-up. |
| 07/20/17 | JMW | Review draft meeting minutes; confer with staff regarding same. |

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.**

40215
adreceipt

https://70.61.217.1

CLAY TODAY

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

Ponte Vedra Recorder

1102 A1A North, Unit 106 • Ponte Vedra Beach, FL 32082
Phone: (904) 285-8831

# Advertising Invoice

1·31·513·48
104

**DOUBLE BRANCH CDD**
**C/O GMS 475 WEST TOWN PLACE**
**SUITE 114**
**ST AUGUSTINE, FL 32092**

**Cust#:986814**
**Ad#:273456**
**Phone#:904-940-5850**
**Date:08/21/2017**

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

## Advertisement Information:

| Description | Start | Stop | Ins. | Cost/Day | Total |
|---|---|---|---|---|---|
| Clay Today | 08/31/2017 | 08/31/2017 | 1 | 64.80 | 64.80 |

## Payment Information:

| Date: | Order# | Type |
|---|---|---|
| 08/21/2017 | 273456 | BILLED ACCOUNT |

**Total Amount: 64.80**
**Tax: 0.00**
**Amount Due: 64.80**

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

## Ad Copy

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

The regular meeting of the Board of Supervisors of the Double Branch Community Development District will be held on **Monday, September 11, 2017, at 4:00 pm, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the

RECEIVED
SEP 13 2017

PUBLISHER AFFIDAVIT
**CLAY TODAY**
Published Weekly
Orange Park, Florida

**STATE OF FLORIDA**
**COUNTY OF CLAY:**

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

**NOTICE OF MEETING**

in the matter of

**SEPTEMBER MEETING**

**LEGAL: 40215 ORDER: 273456**

was published in said newspaper in the issues:

**08/31/2017**

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.

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

The regular meeting of the Board of Supervisors of the Double Branch Community Development District will be held on **Monday, September 11, 2017, at 4:00 pm, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least two calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office.

Each person who decides to appeal any action taken at these meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James A. Perry
District Manager

**Legal 40215 published Aug 31, 2017 in Clay County's Clay Today newspaper**

Sworn to me and subscribed before me 08/31/2017.

NOTARY PUBLIC, STATE OF FLORIDA

NOTARY PUBLIC STATE OF FLORIDA
CHRISTIE LOU WAYNE
MY COMMISSION # GG24173
EXPIRES: September 20, 2020

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

FedEx

[redacted]

| Invoice Number | Invoice Date | Account Number |
|---|---|---|
| 5-926-78851 | Sep 12, 2017 | [redacted] |



**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 Sep 12, 2017

**FedEx Express Services**

| | | |
|---|---|---|
| Transportation Charges | | 173.51 |
| Special Handling Charges | | 26.02 |
| Total Charges | USD | $199.53 |
| **TOTAL THIS INVOICE** | **USD** | **$199.53** |

1·31·513·42
13

Other discounts may apply.

SEP 20 2017

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 | Account Number | Amount Due |
|---|---|---|
| 5-926-78851 | [redacted] | USD $199.53 |

## Remittance Advice

**Your payment is due by Sep 27, 2017**

[redacted]

0062062 01 AB 0.400 **AUTO T8 0 1255 32092-364939 -C01-P62124-11

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

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

60007550008928

1255-01-00-0062062-0002-0139254

# 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.

**Contact**

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.

**Rebills**

| Tracking Number | Bill to Account | $ Amount |
|---|---|---|
| | | . |
| | | . |
| | | . |
| | | . |
| | | . |

**Code**

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

**Credits**

| Tracking Number | Code | $ Amount | Rerate information only (round to nearest inch) LBS | L | W | H |
|---|---|---|---|---|---|---|
| | | . | | X | X | |
| | | . | | X | X | |
| | | . | | X | X | |
| | | . | | X | X | |
| | | . | | X | X | |

**Check all that apply** **Effective Date** __ / __ / __

**Address Changes**

☐ **Shipping Address (Physical Address)**

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

☐ **Billing Address Only** ☐ **Billing Same As Shipping Address**

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

## FedEx Express Shipment Detail By Payor Type (Original)

**Ship Date:** Sep 05, 2017 **Cust. Ref.:** Double Branch **Ref.#2:**
**Payor:** Third Party **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 3.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

| | | Sender | Recipient | |
|---|---|---|---|---|
| Automation | INET | | | |
| Tracking ID | 770186086904 | Sarah Sweeting | Scott Thomas | |
| Service Type | FedEx Standard Overnight | GMS, LLC | 3635 Sunset Oak Drive | |
| Package Type | FedEx Pak | 475 W. Town Pl., Ste. 114 | ORANGE PARK FL 32065 US | |
| Zone | 02 | SAINT AUGUSTINE FL 32092 US | | |
| Packages | 1 | | | |
| Rated Weight | 1.0 lbs, 0.5 kgs | | | |
| Delivered | Sep 06, 2017 13:21 | Transportation Charge | | 24.59 |
| Svc Area | A2 | Residential Delivery | | 3.85 |
| Signed by | see above | Fuel Surcharge | | 1.00 |
| FedEx Use | 000000000/1283/02 | **Total Charge** | **USD** | **$29.44** |

**Ship Date:** Sep 05, 2017 **Cust. Ref.:** Double Branch **Ref.#2:**
**Payor:** Third Party **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 3.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

| | | Sender | Recipient | |
|---|---|---|---|---|
| Automation | INET | | | |
| Tracking ID | 770186098459 | Sarah Sweeting | Barry Morton | |
| Service Type | FedEx Standard Overnight | GMS, LLC | 3109 HEARTHSTONE LN | |
| Package Type | FedEx Pak | 475 W. Town Pl., Ste. 114 | ORANGE PARK FL 32065 US | |
| Zone | 02 | SAINT AUGUSTINE FL 32092 US | | |
| Packages | 1 | | | |
| Rated Weight | 1.0 lbs, 0.5 kgs | | | |
| Delivered | Sep 06, 2017 14:06 | Transportation Charge | | 24.59 |
| Svc Area | A2 | Residential Delivery | | 3.85 |
| Signed by | see above | Fuel Surcharge | | 1.00 |
| FedEx Use | 000000000/1283/02 | **Total Charge** | **USD** | **$29.44** |

**Ship Date:** Sep 05, 2017 **Cust. Ref.:** Double Branch **Ref.#2:**
**Payor:** Third Party **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 3.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

| | | Sender | Recipient | |
|---|---|---|---|---|
| Automation | INET | | | |
| Tracking ID | 770186111861 | Sarah Sweeting | Chad Davis | |
| Service Type | FedEx Standard Overnight | GMS, LLC | 600 Longcrest Lane | |
| Package Type | FedEx Pak | 475 W. Town Pl., Ste. 114 | ORANGE PARK FL 32065 US | |
| Zone | 02 | SAINT AUGUSTINE FL 32092 US | | |
| Packages | 1 | | | |
| Rated Weight | 1.0 lbs, 0.5 kgs | | | |
| Delivered | Sep 06, 2017 13:33 | Transportation Charge | | 24.59 |
| Svc Area | A2 | Residential Delivery | | 3.85 |
| Signed by | see above | Fuel Surcharge | | 1.00 |
| FedEx Use | 000000000/1283/02 | **Total Charge** | **USD** | **$29.44** |

**Ship Date:** Sep 05, 2017 **Cust. Ref.:** Double Branch **Ref.#2:**
**Payor:** Third Party **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 3.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

| | | Sender | Recipient |
|---|---|---|---|
| Automation | INET | | |
| Tracking ID | 770186164887 | Sarah Sweeting | Cindy Nelson |
| Service Type | FedEx Standard Overnight | GMS, LLC | 1394 CANOPY OAKS DR |
| Package Type | FedEx Pak | 475 W. Town Pl., Ste. 114 | ORANGE PARK FL 32065 US |
| Zone | 02 | SAINT AUGUSTINE FL 32092 US | |
| Packages | 1 | | |

Continued on next page

Tracking ID: 770186164887 continued

| | | | | |
|---|---|---|---|---|
| Rated Weight | 1.0 lbs, 0.5 kgs | | | |
| Delivered | Sep 06, 2017 13:28 | Transportation Charge | | 24.59 |
| Svc Area | A2 | Residential Delivery | | 3.85 |
| Signed by | see above | Fuel Surcharge | | 1.00 |
| FedEx Use | 000000000/1283/02 | **Total Charge** | **USD** | **$29.44** |

**Ship Date:** Sep 05, 2017 **Cust. Ref.:** Double Branch COD **Ref.#2:**
**Payor:** Third Party **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 3.50% to this shipment.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

| | | **Sender** | **Recipient** | |
|---|---|---|---|---|
| Automation | INET | | | |
| Tracking ID | 770186175483 | Sarah Sweeting | Charles T. Horton | |
| Service Type | FedEx Standard Overnight | GMS, LLC | 2958 Thorncrest Drive | |
| Package Type | FedEx Pak | 475 W. Town Pl., Ste. 114 | ORANGE PARK FL 32065 US | |
| Zone | 02 | SAINT AUGUSTINE FL 32092 US | | |
| Packages | 1 | | | |
| Rated Weight | 1.0 lbs, 0.5 kgs | | | |
| Delivered | Sep 06, 2017 13:51 | Transportation Charge | | 24.59 |
| Svc Area | A2 | Residential Delivery | | 3.85 |
| Signed by | see above | Fuel Surcharge | | 1.00 |
| FedEx Use | 000000000/1283/02 | **Total Charge** | **USD** | **$29.44** |

**Ship Date:** Sep 05, 2017 **Cust. Ref.:** Double Branch **Ref.#2:**
**Payor:** Third Party **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 3.50% to this shipment.
- Distance Based Pricing, Zone 2

| | | **Sender** | **Recipient** | |
|---|---|---|---|---|
| Automation | INET | | | |
| Tracking ID | 770186182040 | Sarah Sweeting | Jason Walters | |
| Service Type | FedEx Standard Overnight | GMS, LLC | Hopping Green and Sams | |
| Package Type | FedEx Pak | 475 W. Town Pl., Ste. 114 | 119 S MONROE ST | |
| Zone | 02 | SAINT AUGUSTINE FL 32092 US | TALLAHASSEE FL 32301 US | |
| Packages | 1 | | | |
| Rated Weight | 2.0 lbs, 0.9 kgs | | | |
| Delivered | Sep 06, 2017 14:49 | | | |
| Svc Area | A2 | Transportation Charge | | 25.97 |
| Signed by | J.SMITH | Fuel Surcharge | | 0.91 |
| FedEx Use | 000000000/1283/_ | **Total Charge** | **USD** | **$26.88** |

**Ship Date:** Sep 05, 2017 **Cust. Ref.:** Double Branch **Ref.#2:**
**Payor:** Third Party **Ref.#3:**

- Fuel Surcharge - FedEx has applied a fuel surcharge of 3.50% to this shipment.
- Distance Based Pricing, Zone 2

| | | **Sender** | **Recipient** | |
|---|---|---|---|---|
| Automation | INET | | | |
| Tracking ID | 770186190895 | Sarah Sweeting | Peter Ma | |
| Service Type | FedEx Standard Overnight | GMS, LLC | England Thims & Miller, Inc. | |
| Package Type | FedEx Pak | 475 W. Town Pl., Ste. 114 | 14775 OLD SAINT AUGUSTINE RD | |
| Zone | 02 | SAINT AUGUSTINE FL 32092 US | JACKSONVILLE FL 32258 US | |
| Packages | 1 | | | |
| Rated Weight | 1.0 lbs, 0.5 kgs | | | |
| Delivered | Sep 06, 2017 10:36 | | | |
| Svc Area | A2 | Transportation Charge | | 24.59 |
| Signed by | C.NORRIS | Fuel Surcharge | | 0.86 |
| FedEx Use | 000000000/1283/_ | **Total Charge** | **USD** | **$25.45** |

| | | |
|---|---|---|
| **Third Party Subtotal** | **USD** | **$199.53** |
| **Total FedEx Express** | **USD** | **$199.53** |

Hopping Green & Sams
Attorneys and Counselors

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

========== STATEMENT ==========

January 30, 2017

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

Bill Number 91978
Billed through 12/31/2016

SEP 25 2017

1·31·513·315
15

**General Counsel (O&M)**
**DBRNCH 00001 JMW**

**FOR PROFESSIONAL SERVICES RENDERED**

| | | | |
|---|---|---|---|
| 12/08/16 | JMW | Confer with Moss regarding county lease issues. | 0.90 hrs |
| 12/09/16 | JMW | Review title and deed issues for Village Center parcel conveyance. | 0.80 hrs |
| 12/16/16 | JEM | Coordinate title search. | 0.20 hrs |
| 12/19/16 | JEM | Review correspondence from title examiner regarding VCOP title search; reply to same. | 0.20 hrs |
| 12/22/16 | JMW | Review procurement status and issues; confer with staff budget. | 0.70 hrs |
| | Total fees for this matter | | $662.00 |

**DISBURSEMENTS**

| | |
|---|---|
| Title Search | 125.00 |
| Total disbursements for this matter | $125.00 |

**MATTER SUMMARY**

| | | | |
|---|---|---|---|
| Merritt, Jason E. | 0.40 hrs | 245 /hr | $98.00 |
| Walters, Jason M. | 2.40 hrs | 235 /hr | $564.00 |
| TOTAL FEES | | | $662.00 |
| TOTAL DISBURSEMENTS | | | $125.00 |
| **TOTAL CHARGES FOR THIS MATTER** | | | **$787.00** |

**BILLING SUMMARY**

| | | | |
|---|---|---|---|
| Merritt, Jason E. | 0.40 hrs | 245 /hr | $98.00 |
| Walters, Jason M. | 2.40 hrs | 235 /hr | $564.00 |
| TOTAL FEES | | | $662.00 |
| TOTAL DISBURSEMENTS | | | $125.00 |

**TOTAL CHARGES FOR THIS BILL** **$787.00**

**Please include the bill number on your check.**

*** CHECK DATES 09/01/2017 - 09/30/2017 *** DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

| CHECK DATE | VEND# | INVOICE DATE | INVOICE | EXPENSED TO YRMO | DPT ACCT# SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT | CHECK AMOUNT | CHECK # |
|---|---|---|---|---|---|---|---|---|---|---|
| 9/15/17 | 00531 | 6/26/17 | 06262017 | 201706 | 300-22300-10000 | | V | 100.00- | | |
| | | | RENTAL DEPOSIT REFUND | | | | | | | |
| | | | | | | TAMIRA SUMMERS | | | 100.00- | 004994 |
| 9/07/17 | 00224 | 12/01/16 | 25817 | 201612 | 320-57200-12000 | | * | 4,105.51 | | |
| | | | DEC AQUATICS DIR/ASSISY | | | | | | | |
| | | | | | | AMENITY AQUATICS STAFFING | | | 4,105.51 | 005077 |
| 9/07/17 | 00033 | 8/30/17 | 82885 | 201708 | 320-57200-46610 | | * | 200.00 | | |
| | | | AUG SERVICE BILLING | | | | | | | |
| | | 8/30/17 | 82885 | 201708 | 320-57200-46610 | | * | 25.00 | | |
| | | | TRUCK CHARGE | | | | | | | |
| | | | | | | CERTIFIED AIR CONTRACTORS, INC. | | | 225.00 | 005078 |
| 9/07/17 | 00033 | 8/30/17 | 82887 | 201708 | 330-57200-47200 | | * | 168.00 | | |
| | | | AUG SERVICE BILLING | | | | | | | |
| | | 8/30/17 | 82887 | 201708 | 330-57200-47200 | | * | 25.00 | | |
| | | | TRUCK CHARGE | | | | | | | |
| | | | | | | CERTIFIED AIR CONTRACTORS, INC. | | | 193.00 | 005079 |
| 9/07/17 | 00092 | 9/01/17 | 1924 | 201709 | 310-51300-34000 | | * | 7,649.50 | | |
| | | | SEP FACILITY MANAGEMENT | | | | | | | |
| | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 7,649.50 | 005080 |
| 9/07/17 | 00024 | 9/01/17 | 314271 | 201709 | 320-57200-46800 | | * | 1,970.00 | | |
| | | | SEP LAKE MAINTENANCE | | | | | | | |
| | | | | | | THE LAKE DOCTORS, INC. | | | 1,970.00 | 005081 |
| 9/07/17 | 00186 | 9/01/17 | 13129557 | 201709 | 320-57200-46300 | | * | 1,903.02 | | |
| | | | SEP POOL MAINTENANCE | | | | | | | |
| | | 9/01/17 | 13129557 | 201709 | 320-57200-46300 | | * | 108.18 | | |
| | | | FUEL | | | | | | | |
| | | | | | | POOLSURE | | | 2,011.20 | 005082 |
| 9/07/17 | 00518 | 9/01/17 | 17083479 | 201709 | 320-57200-46200 | | * | 26,314.50 | | |
| | | | SEP LANDSCAPE MAINTENANCE | | | | | | | |
| | | | | | | R&D LANDSCAPE & IRRIGATION | | | 26,314.50 | 005083 |
| 9/07/17 | 00297 | 9/01/17 | 197 | 201709 | 330-57200-61100 | | * | 1,005.42 | | |
| | | | SEP JANITORIAL - FITNESS | | | | | | | |
| | | | | | | RIVERSIDE MANAGEMENT SERVICES, INC | | | 1,005.42 | 005084 |
| 9/07/17 | 00297 | 9/07/17 | 196 | 201709 | 320-57200-61000 | | * | 2,079.00 | | |
| | | | SEP JANITORIAL SERVICES | | | | | | | |
| | | | | | | RIVERSIDE MANAGEMENT SERVICES, INC | | | 2,079.00 | 005085 |

*** CHECK DATES 09/01/2017 - 09/30/2017 *** DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

| CHECK DATE | VEND# | INVOICE DATE | INVOICE | EXPENSED TO YRMO | DPT ACCT# SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT | CHECK AMOUNT | CHECK # |
|---|---|---|---|---|---|---|---|---|---|---|
| 9/07/17 | 00543 | 4/13/17 | 708596A | 201704 | 320-57200-63100 | | * | 404.00 | | |
| | | | FIRE EXTINGUISHER REFILL | | | | | | | |
| | | | | | | SPACE COAST FIRE AND SAFETY, INC. | | | 404.00 | 005086 |
| 9/07/17 | 00542 | 9/01/17 | 09012017 | 201709 | 320-57200-63100 | | * | 1,250.00 | | |
| | | | CONCRETE CUTTING | | | | | | | |
| | | 9/01/17 | 09012017 | 201709 | 320-57200-63100 | | V | 1,250.00- | | |
| | | | CONCRETE CUTTING | | | | | | | |
| | | | | | | SPEEDY CONCRETE CUTTING, INC. | | | .00 | 005087 |
| 9/07/17 | 00382 | 7/25/17 | 91712877 | 201707 | 330-57200-61100 | | * | 46.00 | | |
| | | | 7/25/17 MAT CLEANING | | | | | | | |
| | | 8/01/17 | 91712895 | 201708 | 330-57200-61100 | | * | 46.00 | | |
| | | | 8/1/17 MAT CLEANING | | | | | | | |
| | | 8/08/17 | 91712913 | 201708 | 330-57200-61100 | | * | 46.00 | | |
| | | | 8/8/17 MAT CLEANING | | | | | | | |
| | | 8/15/17 | 91712931 | 201708 | 330-57200-61100 | | * | 46.00 | | |
| | | | 8/15/17 MAT CLEANING | | | | | | | |
| | | 8/22/17 | 91712949 | 201708 | 330-57200-61100 | | * | 46.00 | | |
| | | | 8/22/17 MAT CLEANING | | | | | | | |
| | | | | | | UNIFIRST CORPORATION | | | 230.00 | 005088 |
| 9/07/17 | 00503 | 8/31/17 | 333963 | 201708 | 320-57200-34600 | | * | 15,391.80 | | |
| | | | LIFEGUARD HOURS 7/27-8/26 | | | | | | | |
| | | 8/31/17 | 333963 | 201708 | 320-57200-34600 | | * | 4,166.46 | | |
| | | | AUG LIFEGUARD SUPERVISOR | | | | | | | |
| | | 8/31/17 | 333963 | 201708 | 320-57200-34600 | | * | 513.25 | | |
| | | | AUG POOL ATTENDANT | | | | | | | |
| | | 8/31/17 | 333963 | 201708 | 330-57200-12100 | | * | 4,650.16 | | |
| | | | AUG FRONT DESK STAFF | | | | | | | |
| | | | | | | VESTA PROPERTY SERVICES | | | 24,721.67 | 005089 |
| 9/07/17 | 00503 | 9/01/17 | 333879 | 201709 | 320-57200-12000 | | * | 4,228.67 | | |
| | | | SEP AQUATICS DIR/ASSIST | | | | | | | |
| | | | | | | VESTA PROPERTY SERVICES | | | 4,228.67 | 005090 |
| 9/18/17 | 00002 | 8/28/17 | 6637 | 201709 | 320-57200-43100 | | * | 3,810.00 | | |
| | | | SEP REC ELECTRIC | | | | | | | |
| | | 8/28/17 | 6637 | 201709 | 320-57200-43100 | | * | 2,928.00 | | |
| | | | SEP REC COMMON ELECTRIC | | | | | | | |
| | | 8/28/17 | 6637 | 201709 | 330-57200-43110 | | * | 1,121.00 | | |
| | | | SEP FITNESS CENTER | | | | | | | |
| | | 8/28/17 | 6637 | 201709 | 320-57200-42900 | | * | 2,284.00 | | |
| | | | SEP STREETLIGHTING | | | | | | | |
| | | | | | | CLAY ELECTRIC COOPERATIVE, INC | | | 10,143.00 | 005091 |

*** CHECK DATES 09/01/2017 - 09/30/2017 *** DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

| CHECK DATE | VEND# | .....INVOICE..... DATE | INVOICE | ...EXPENSED TO... YRMO | DPT ACCT# SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT | ....CHECK..... AMOUNT | # |
|---|---|---|---|---|---|---|---|---|---|---|
| 9/18/17 | 00542 | 9/01/17 | 09012017 | 201709 | 320-57200-63100 | | * | 1,250.00 | | |
| | | | CONCRETE CUTTING | | | | | | | |
| | | | | | | SPEEDY CONCRETE CUTTING, INC. | | | 1,250.00 | 005092 |
| 9/21/17 | 00506 | 8/31/17 | 7280508 | 201708 | 320-57200-34500 | | * | 4,235.79 | | |
| | | | 8/1/17-8/31/17 SECURITY | | | | | | | |
| | | | | | | ALLIED UNIVERSAL | | | 4,235.79 | 005093 |
| 9/21/17 | 00544 | 9/16/17 | 09162017 | 201709 | 300-36900-10300 | | * | 100.00 | | |
| | | | RENTAL DEPOSIT REFUND | | | | | | | |
| | | | | | | ALONNA MOORE | | | 100.00 | 005094 |
| 9/21/17 | 00285 | 9/20/17 | SSI07593 | 201708 | 320-57200-34510 | | * | 315.00 | | |
| | | | AUG EMPLOYMENT FEES | | | | | | | |
| | | 9/20/17 | SSI07593 | 201708 | 320-57200-34510 | | * | 187.50 | | |
| | | | AUG SCHEDULING FEES | | | | | | | |
| | | | | | | CLAY COUNTY SHERIFF'S OFFICE | | | 502.50 | 005095 |
| 9/21/17 | 00329 | 9/14/17 | M16278 | 201709 | 320-57200-46300 | | * | 2,083.73 | | |
| | | | SEP POOL MAINTENANCE | | | | | | | |
| | | | | | | CRYSTAL CLEAN POOL SERVICES, INC | | | 2,083.73 | 005096 |
| 9/21/17 | 00261 | 7/19/17 | 607952 | 201707 | 330-57200-61100 | | * | 832.50 | | |
| | | | MAX ROLL | | | | | | | |
| | | 7/19/17 | 607952 | 201707 | 330-57200-61100 | | * | 130.00 | | |
| | | | SHIPPING | | | | | | | |
| | | | | | | ERC WIPING PRODUCTS, INC | | | 962.50 | 005097 |
| 9/21/17 | 00545 | 9/16/17 | 09162017 | 201709 | 300-22300-10000 | | * | 250.00 | | |
| | | | RENTAL DEPOSIT REFUND | | | | | | | |
| | | | | | | FABIOLA TROCHE | | | 250.00 | 005098 |
| 9/21/17 | 00092 | 9/06/17 | 1925 | 201709 | 300-36900-10300 | | * | 933.50 | | |
| | | | EVENT STAFF THRU 8/31/17 | | | | | | | |
| | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 933.50 | 005099 |
| 9/21/17 | 00208 | 9/05/17 | 09052017 | 201709 | 300-20700-10100 | | * | 624.00 | | |
| | | | 8/25/17-8/31/17 SECURITY | | | | | | | |
| | | | | | | MIDDLE VILLAGE CDD | | | 624.00 | 005100 |
| 9/21/17 | 00208 | 9/15/17 | 09152017 | 201709 | 300-20700-10100 | | * | 702.00 | | |
| | | | 9/1/17-9/17/17 SECURITY | | | | | | | |
| | | | | | | MIDDLE VILLAGE CDD | | | 702.00 | 005101 |
| 9/21/17 | 00531 | 6/26/17 | 06262017 | 201706 | 300-22300-10000 | | * | 100.00 | | |
| | | | RENTAL DEPOSIT REFUND | | | | | | | |
| | | | | | | TAMIRA SUMMERS | | | 100.00 | 005102 |

| CHECK DATE | VEND# | .....INVOICE..... DATE | INVOICE | ...EXPENSED TO... YRMO | DPT ACCT# SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT | ....CHECK..... AMOUNT | # |
|---|---|---|---|---|---|---|---|---|---|---|
| 9/27/17 | 00398 | 9/27/17 | 09272017 | 201709 | 300-20700-10200 | | * | 9,500.00 | | |
| | | | FY17 CAP RESERVE FUNDING | | | | | | | |
| | | | | | | DOUBLE BRANCH - CAPITAL RESERVE | | | 9,500.00 | 005103 |
| 9/27/17 | 00398 | 9/27/17 | 09272017 | 201709 | 300-20700-10200 | | * | 35,000.00 | | |
| | | | FY17 CAP RESERVE FUNDING | | | | | | | |
| | | | | | | DOUBLE BRANCH - CAPITAL RESERVE | | | 35,000.00 | 005104 |
| 9/27/17 | 00398 | 9/27/17 | 09272017 | 201709 | 300-20700-10200 | | * | 22,894.00 | | |
| | | | FY17 CAP RESERVE FUNDING | | | | | | | |
| | | | | | | DOUBLE BRANCH - CAPITAL RESERVE | | | 22,894.00 | 005105 |
| 9/28/17 | 00007 | 8/31/17 | PB868488 | 201708 | 320-57200-34900 | | * | 2,608.82 | | |
| | | | AUG REFUSE | | | | | | | |
| | | | | | | ADVANCED DISPOSAL | | | 2,608.82 | 005106 |
| 9/28/17 | 00092 | 9/19/17 | 1928 | 201708 | 320-57200-46600 | | * | 2,398.00 | | |
| | | | AUG FACILITY MAINT - GEN | | | | | | | |
| | | 9/19/17 | 1928 | 201708 | 320-57200-46620 | | * | 2,585.00 | | |
| | | | AUG FACILITY MAINT-CONTIN | | | | | | | |
| | | 9/19/17 | 1928 | 201708 | 320-57200-46400 | | * | 149.00 | | |
| | | | AUG COMMON AREA MAINT | | | | | | | |
| | | 9/19/17 | 1928 | 201708 | 330-57200-47100 | | * | 670.75 | | |
| | | | AUG FACILITY MAINT-FITNES | | | | | | | |
| | | 9/19/17 | 1928 | 201708 | 320-57200-46630 | | * | 711.00 | | |
| | | | AUG LIGHT REPAIRS | | | | | | | |
| | | 9/19/17 | 1928 | 201708 | 320-57200-63100 | | * | 2,422.00 | | |
| | | | AUG REPAIR & REPLACE | | | | | | | |
| | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 8,935.75 | 005107 |
| 9/28/17 | 00092 | 9/18/17 | 1926 | 201709 | 300-36900-10300 | | * | 432.50 | | |
| | | | EVENT STAFF THRU 9/14/17 | | | | | | | |
| | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 432.50 | 005108 |
| 9/28/17 | 00092 | 9/22/17 | 1929 | 201708 | 320-57200-41000 | | * | 98.22 | | |
| | | | AUG RING CENTRAL | | | | | | | |
| | | 9/22/17 | 1929 | 201708 | 320-57200-49300 | | * | 26.95 | | |
| | | | AUG PERMITS/LICENSE | | | | | | | |
| | | 9/22/17 | 1929 | 201708 | 320-57200-63100 | | * | 536.80 | | |
| | | | AUG REPAIR & REPLACE | | | | | | | |
| | | 9/22/17 | 1929 | 201708 | 320-57200-51000 | | * | 383.45 | | |
| | | | AUG OFFICE SUPPLIES | | | | | | | |
| | | | | | | GOVERNMENTAL MANAGEMENT SERVICES | | | 1,045.42 | 005109 |
| 9/28/17 | 00025 | 9/07/17 | 90129 | 201709 | 320-57200-46610 | | * | 706.00 | | |
| | | | FIRE ALARM MAINTENANCE | | | | | | | |
| | | | | | | JSC SYSTEMS | | | 706.00 | 005110 |

*** CHECK DATES 09/01/2017 - 09/30/2017 *** DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

| CHECK DATE | VEND# | .....INVOICE..... DATE | INVOICE | ...EXPENSED TO... YRMO | DPT ACCT# SUB SUBCLASS | VENDOR NAME | STATUS | AMOUNT | ....CHECK..... AMOUNT | # |
|---|---|---|---|---|---|---|---|---|---|---|
| 9/28/17 | 00547 | 9/23/17 | 09232017 | 201709 | 300-22300-10000 | | * | 150.00 | | |
| | | | RENTAL DEPOSIT REFUND | | | | | | | |
| | | | | | | KAREN JONES | | | 150.00 | 005111 |
| 9/28/17 | 00508 | 9/15/17 | 0104780- | 201709 | 320-57200-63100 | | * | 2,982.50 | | |
| | | | VAIR DRIVE/COUPLED PUMP | | | | | | | |
| | | | | | | KG POWER SYSTEMS | | | 2,982.50 | 005112 |
| 9/28/17 | 00208 | 9/22/17 | 09222017 | 201709 | 300-20700-10100 | | * | 156.00 | | |
| | | | 9/8/17-9/14/17 SECURITY | | | | | | | |
| | | | | | | MIDDLE VILLAGE CDD | | | 156.00 | 005113 |
| 9/28/17 | 00208 | 9/25/17 | 09252017 | 201709 | 300-20700-10100 | | * | 689.00 | | |
| | | | 9/15/17-9/21/17 SECURITY | | | | | | | |
| | | | | | | MIDDLE VILLAGE CDD | | | 689.00 | 005114 |
| 9/28/17 | 00297 | 9/19/17 | 199 | 201708 | 320-57200-63100 | | * | 1,006.00 | | |
| | | | AUG ADTNL PRESSURE WASH | | | | | | | |
| | | | | | | RIVERSIDE MANAGEMENT SERVICES, INC | | | 1,006.00 | 005115 |
| 9/28/17 | 00297 | 9/19/17 | 198 | 201708 | 320-57200-46400 | | * | 1,894.90 | | |
| | | | AUG PRESSURE WASHING | | | | | | | |
| | | | | | | RIVERSIDE MANAGEMENT SERVICES, INC | | | 1,894.90 | 005116 |
| 9/28/17 | 00546 | 9/23/17 | 09232017 | 201709 | 300-36900-10300 | | * | 100.00 | | |
| | | | RENTAL DEPOSIT REFUND | | | | | | | |
| | | | | | | SHANNON KORASH | | | 100.00 | 005117 |
| 9/28/17 | 00422 | 9/01/17 | 41179455 | 201709 | 320-57200-61000 | | * | 14.46 | | |
| | | | ZURN HANDLE KIT | | | | | | | |
| | | | | | | SUPPLYWORKS | | | 14.46 | 005118 |

TOTAL FOR BANK B 185,039.84

TOTAL FOR REGISTER 185,039.84

AQUATICS STAFFING, INC.

# *Invoice*

| | |
|---|---|
| **Invoice #** | 25817 |
| **Date** | 12/1/2016 |
| **Terms** | Net 30 |
| **Due Date** | 12/31/2016 |

Amenity Aquatics Staffing, Inc.
245 Riverside Avenue
Suite 250
Jacksonville, Florida 32202
904-355-1831

**Bill To**

Attn: Community Manager
370 OakLeaf Village Parkway
Orange Park FL 32065

RECEIVED
SEP 06 2017
BY:

| Description | Quantity | Rate | Amount |
|---|---|---|---|
| Services of Aquatics Director and Assistant at Double Branch C.D.D. - Covers the month of Dec. 2016 | 1 | 4,105.51 | 4,105.51 |
| | | **Total** | **$4,105.51** |

2·32·572·12
224

Certified Air Contractors, Inc
State Certification #CACO08251
4505 Marquette Avenue
Jacksonville FL 32210
Phone: 904-389-7950
Fax: 904-389-4925

# INVOICE

| DATE | INVOICE # | CUST # |
|---|---|---|
| 8/30/2017 | 0000082885 | 0150002 |

**BILL TO:**

Oakleaf Plantation

Orange Park FL 32073

SEP 05 2017

**SHIP TO:**

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

| P.O. NUMBER | TERMS | DISPATCH NUMBER |
|---|---|---|
| | NET 30 | 0150002080107 |

| QUAN | | DESCRIPTION | PRICE EACH | AMOUNT |
|---|---|---|---|---|
| 1.00 | | Service agreement billing for August 2017. Performed Preventive Maintenance, changed belts and all filters. | 200.00 | 200.00 |
| 6.00 | 16X20X2TA | Filter TA 16x20x2 | | |
| 3.00 | 16X25X1TA | Filter TA 16x25x1 | | |
| 1.00 | A48 | Belt A48 | | |
| 1.00 | A50 | Belt A50 | | |
| 1.00 | | Truck Charge | 25.00 | 25.00 |

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

33

TOTAL $225.00

Certified Air Contractors, Inc
State Certification #CACO08251
4505 Marquette Avenue
Jacksonville FL 32210
Phone: 904-389-7950
Fax: 904-389-4925

# INVOICE

| DATE | INVOICE # | CUST # |
|---|---|---|
| 8/30/2017 | 0000082887 | 0150002 |

**BILL TO:**

Oakleaf Plantation

Orange Park FL 32073

SEP 05 2017

**SHIP TO:**

Oakleaf Plantation Fitness Center
382 Oakleaf Village Parkway
Orange Park FL 32065

| P.O. NUMBER | TERMS | DISPATCH NUMBER |
|---|---|---|
| | NET 30 | 0150002080109 |

| QUAN | | DESCRIPTION | PRICE EACH | AMOUNT |
|---|---|---|---|---|
| 1.00 | | Service agreement billing for August 2017. Performed Preventive Maintenan, changed belts and all filters. | 168.00 | 168.00 |
| 8.00 | 16X25X2TA | Filter TA 16x25x2 | | |
| 1.00 | 20X25X2TA | Filter TA 20x25x2 | | |
| 1.00 | BX53 | Bx53 Belt | | |
| 1.00 | BX71 | Belt BX71 | | |
| 1.00 | | Truck Charge | 25.00 | 25.00 |

**Code to:**
**02-330-572-4720**
**Double Branch Fitness Center Facility Maint.- Preventative Contracts**

33

**TOTAL** **$193.00**

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

# Invoice

Invoice #: 1924
Invoice Date: 9/1/17
Due Date: 9/1/17
Case:
P.O. Number:

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

SEP 06 2017

| Description | Hours/Qty | Rate | Amount |
|---|---|---|---|
| Facility Management - Oakleaf Plantation - September 2017 | | 7,649.50 | 7,649.50 |

2, 310, 513, 340
92

| | |
|---|---|
| Total | $7,649.50 |
| Payments/Credits | $0.00 |
| Balance Due | $7,649.50 |

RMW
9-5-17

# INVOICE

The Lake Doctors, Inc.
Aquatic Management Services

3543 State Road 419, Winter Springs, FL 32708

SEP 03 2017

| | |
|---|---|
| Invoice # | 314271 |
| Account # | 708477 |
| Invoice Date | 9/1/2017 |
| Due Date | 9/11/2017 |

**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.**

| | |
|---|---|
| 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 # | 314271 |
| Account # | 708477 |
| Date | 9/1/2017 |

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

☐ Please Check Box if New Address and Make Changes Above

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 _____

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

poolsure

# Invoice

**Date** 9/1/2017

**Invoice #** 131295573803

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

| | |
|---|---|
| **Terms** | Net 20 |
| **Due Date** | 9/21/2017 |
| **PO #** | |
| **Customer #** | 13OAK102 |

| **Bill To** | **Ship To** |
|---|---|
| Attn: Office<br>Oakleaf Village/Double Branch<br>c/o Double Branch Comm Dev<br>475 West Town Place Ste 114<br>St Augustine FL 32092 | Oakleaf Village/Double Branch<br>Oak Leaf Plantation/ Double Branch<br>370 Oakleaf Village Parkway<br>Orange Park FL 32065 |

| Item ID | Description | Qty | Units | Amount |
|---|---|---|---|---|
| WM-CHEM-BASE | Water Management Seasonal Billing Rate | 1 | ea | 1,903.02 |
| Fuel Surcharge | Fuel/Environmental Transit Fee | 1 | ea | 108.18 |

2·32·572·463
186

AUG 17 2017

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

**Total** 2,011.20
**Amount Due** $2,011.20

**Remittance Slip**

**Customer** 13OAK102

**Invoice #** 131295573803

**Amount Due** $2,011.20

**Amount Paid** _____

**Make Checks Payable To**

Poolsure
PO Box 55372
Houston, TX 77255-5372

R&D LANDSCAPE
& IRRIGATION
7887 Safeguard Circle
Valley View, OH 44125
(904) 737-9733 • (904) 858-3314

FORMERLY: DOWN TO EARTH

# Invoice

| Date | Invoice # |
|---|---|
| 9/1/2017 | 17083479 |

Bill To

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

SEP 06 2017

| P.O. No. | Terms | Due Date |
|---|---|---|
| | | 9/1/2017 |

| Description | Qty | Rate | Amount |
|---|---|---|---|
| **DOUBLE BRANCH CDD** | | | |
| Monthly - Property Maintenance - September | 1 | 26,314.50 | 26,314.50 |

Code to:
2-320-572-4620
Double Branch Landscape Maintenance
518

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

Please Make Checks Payable To:
R&D Landscape & Irrigation

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

| | |
|---|---|
| **Invoice Total** | $26,314.50 |
| **Payments/Credits** | $0.00 |
| **Balance Due** | $26,314.50 |

Riverside Management Services, Inc

Jacksonville, FL 32257
9655 Florida Mining Blvd West

# Invoice

| Date | Invoice # |
|---|---|
| 9/1/2017 | 197 |

| Bill To |
|---|
| Double Branch CDD<br>475 West Town Place<br>Suite 114<br>St. Augustine, FL 32092 |

SEP 0 3 2017

| P.O. No. | Terms | Project |
|---|---|---|
| | | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| | Janitorial Services - September 2017 - Fitness Center | 1,005.42 | 1,005.42 |
| | 2, 33, 572, 611<br>297 | | |
| | | Total | $1,005.42 |

2mw
9-5-17

Riverside Management Services, Inc

Jacksonville, FL 32257
9655 Florida Mining Blvd West

# Invoice

| Date | Invoice # |
|---|---|
| 9/1/2017 | 196 |

| Bill To |
|---|
| Double Branch CDD<br>475 West Town Place<br>Suite 114<br>St. Augustine, FL 32092 |

SEP 0 6 2017

| P.O. No. | Terms | Project |
|---|---|---|
| | | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| | Janitorial Services - September 2017 | 2,079.00 | 2,079.00 |
| | 2, 320, 572, 610<br>297 | | |
| | | **Total** | $2,079.00 |

RMW
9-5-17

**Space Coast Fire and Safety, Inc.**
420 Manor Drive
Merritt Island, FL 32952
State Lic #58079800031999
Systems Lic #92364900012002
**(321) 783-1040**

# Invoice

| Date | Invoice # |
|---|---|
| **4/13/2017** | 708596A |

**Web Pay Account # 046216**

Bill To:
JSC Systems, Inc. 01
5021 Stepp Avenue
Jacksonville, FL 32216

Phone: (904) 737-3512 Fax: (904) 737-8553

m.mcduffie@jacksonvillesound.com

Location of Work Performed:
Oakleaf Plantation 01
845 Oakleaf Plantaton Parkway
Orange Park, FL 32065

Phone: (904) 406-2200 Fax:

| Item | Item Price | Quantity | Amount |
|---|---|---|---|
| FE 10lb ABC Recharge/6yr | $45.00 | 5 | $225.00 |
| FE 5lb ABC Recharge/6yr | $35.00 | 7 | $245.00 |
| Hydrostatic Test | $12.00 | 7 | $84.00 |
| FE New 10lb 4a80bc (ABC) Extinguisher | $85.00 | 2 | $170.00 |
| FE New 5lb Co2 Extinguisher | $195.00 | 1 | $195.00 |
| FE K Class Recharge | $105.00 | 1 | $105.00 |
| FE 5lb Co2 Recharge/6yr. | $25.00 | 1 | $25.00 |
| | | Tax | $0.00 |
| | | **Total** | **$1,049.00** |

SEP 05 2017

Code to: Split
($404.00)
Double Branch Repair and Replacements
2.320.57200.63100 543
($645.00)
Middle Village Repair and Replacements
34-600-538-64000

**Late fees will be charged as follows:**
**30 Day Interest @ 1.5% $1,064.74**
**60 Day Interest @ 1.5% $1,080.71**
**90 Day Interest @ 1.5% $1,096.92**

9/5/2017
11:20 AM

Remit To Address: 420 Manor Drive, Merritt Island, FL 32952 To pay online go to www.SpaceCoastFire.com, click "Pay Now." You will need your Web Pay Account number shown above and the billing zip code.

SPEEDY CONCRETE CUTTING, INC.
2577 W. Beaver St.
Jacksonville, FL 32254
Phone: 904.783.2002
Fax 904-783-2003
email: courtney.williams@speedycon.com

| JOB ADDRESS | CITY |
|---|---|
| 309 OAKLEAF Village Pkwy | O. PARK |
| COMPLETE LEGAL JOB NAME | MAP PAGE |
| | |
| CROSS STREET/DIRECTIONS & MEETING POINT | |
| | |

| CUSTOMER COMPANY NAME | | |
|---|---|---|
| Governmental Management Services | | |
| CUST NUMBER | COMPANY STREET ADDRESS | |
| | | |
| CITY | STATE | ZIP CODE |
| | | |
| OFFICE PHONE/XT. | OFFICE FAX | PHONE SCOPE |
| | | YES ☐ |
| BID REQUESTED BY | QUOTED BY | |
| Jay Soriano | C. Cmill | |

| JOB PHONE | P.O. NUMBER | JOB NUMBER |
|---|---|---|
| 904 562 0249 | | |
| JOB ORDERED BY | DATE ORDERED | ORDER TAKEN BY |
| | | |
| GENERAL CONTRACTOR | WORK LAYED WHEN QUOTED | |
| | YES ☑ NO ☐ | |
| START DATE | DAY | TIME | CONTACT ON JOB |
| 9/01/2017 | Fr. | | Jay |

**"OSHA POLICY GOVERNING LOCK OUT TAG OUT PROCEDURES"**

To ensure compliance with the OSHA Standards for the Construction Industry governing ELECTRICAL HAZARDS, specifically 1926.41(a)(1), (2) and (3) and to safeguard ANY workers that may come in contact with Electrical Hazards within our areas of work, it is Speedy Concrete Cutting, Inc. policy that ALL electrical circuits within our areas of work be de-energized and Lock Out Tag Out procedures performed OR that utility locates have been performed and proof provided by the customer PRIOR to Speedy Concrete Cutting's performance of work on site. Upon site arrival the SCC operator shall ascertain by inquiry and direct inspection that ALL electrical circuits that may conflict our scopes of work are de-energized and LOTO procedures performed OR that utility locates, performed by a licensed provider, clearly identify ALL of those circuits. This explicit agreement shall be agreed upon and acknowledged by the customer prior to the scheduling of work.

| SPEEDY CC SPECIALITY/SHOP EQUIPMENT OPTIONS | | | | | | WATER, ELECTRIC AND CONTRACTOR SUPPORT | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| PORT UNIT | ☐ | HOSE | | DUNNAGE | ☐ QTY. | WATER | ☐ FT. | | EQUIP. (TYPE) | | |
| SCAFFOLD | ☐ | TIERS | | PLYWOOD | ☐ QTY. | ELECTRIC | ☐ FT. | | LABORER | ☐ QTY. | |
| "A" LADDER | ☐ | FT. | | LABORER | ☐ QTY. | MAN LIFT | ☐ HGT. | | PLYWOOD | ☐ QTY. | |
| POST SHORE | ☐ | QTY. | | OTHER | | SCAFFOLD | ☐ TIERS | | SHORING | ☐ QTY. | |

| TOOL | HOURS | QTY. | DESCRIPTION OF SAWCUTTING AND REMOVAL SCOPES OF WORK | UNIT PRICE | TOTAL PRICE |
|---|---|---|---|---|---|
| | | | H/S | | - |
| | | | | | - |
| | | 1 | 3' x 3' x 9' Tall Column Block/Brick | | |
| | | | | | - |
| | | | Cut and Haul | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |

**Code to:**
**02-330-572-6310**
**Double Branch Repairs and Replacements**

RECEIVED
SEP 05 2017

NOTES AND CONDITIONS: 542

TOTAL HRS. | TOTAL PRICE $ 1250

THE FOLLOWING ITEMS ARE EXCLUDED FROM ANY SPEEDY CONCRETE CUTTING SCOPE(S) OF WORK AND ARE SOLELY THE RESPONSIBILITY OF THE CUSTOMER/CONTRACTOR : 1. Locating, marking, protecting or capping ALL utilities within our areas of work. 2. Protecting and/or cleaning of all surrounding areas to remain from water, dust, etc. 3. Barricading and safeguarding of created openings. 4. Shoring and/or bracing of structural areas to remain. 5. Designation and maintenance of M.O.T. 6. Layout to define the limits of sawcutting, coring or demolition.

STANDARD CONDITIONS: One mobilization during non-overtime, weekday hours is included unless otherwise specified. Delays beyond the control of Speedy Concrete Cutting will be charged as stand-by at a rate of $125.00 per hour. No bonding is included. Current insurance limits are acceptable and no consideration is extended for controlled insurance programs unless otherwise noted. Prices good for 30 days from quoted date and are subject to change pending scopes of work.

TERMS OF PAYMENT: Net 30 days with no retainage held. Monies owed after 30 days are subject to 18% interest per annum. If actions or suit are brought by Speedy Concrete Cutting to collect ANY funds due under this bill, the customer agrees to pay ALL collection costs including reasonable attorney fees.

| SPEEDY CC, INC. REPRESENTATIVE | Courtney Williams | CUSTOMER ACKNOWLEDGEMENT | |
|---|---|---|---|

UniFirst U1st

Servicing Plant JACKSONVILLE FL

Location 917

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

| INVOICE DATE | INVOICE # | AMOUNT | CUSTOMER COMMENTS |
|---|---|---|---|
| 7/25/17 | 9171287725 | 46.00 | |
| 8/01/17 | 9171289552 | 46.00 | |
| 8/08/17 | 9171291349 | 46.00 | |
| 8/15/17 | 9171293172 | 46.00 | |
| 8/22/17 | 9171294998 | 46.00 | |

SEP 05 2017

**Code to:**
**2.330.57200.61100**
**Double Branch Fitness Janitorial**

382

| STATEMENT DATE | ACCOUNT # | AMOUNT DUE |
|---|---|---|
| 8/28/17 | 999548 | 230.00 |

| CURRENT | 30 DAYS | 60 DAYS | 90 DAYS and OVER |
|---|---|---|---|
| 184.00 | 46.00 | | |

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

| Statement Date: |
|---|
| 8/28/17 |

| Invoices Paid |
|---|
| |

| Amount Paid |
|---|
| |

| Customer Number |
|---|
| 999548 |

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

DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY F

ORANGE PARK FL 32065

INVOICE NUMBER 917 1287725
INVOICE DATE 7/25/17
CUSTOMER# (BILL TO) 999548
A/R NUMBER
CUSTOMER DOUBLE BRANCH CDD

RTE# F3160

REMIT TO UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE FL 32206

9171287725 6

PAYMENT AMOUNT $ _____

## - Please Detach and Return With Payment -

UniFirst U1st

UniFirst Corporation
1446 HAINES STREET JACKSONVILLE FL 32206

PAGE 001

| INVOICE | DATE | PAYMENT TERMS | PURCHASE ORDER | CONTRACT |
|---|---|---|---|---|
| 917 1287725 | 7/25/17 | CHARGE | | 668911 |

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL 904/353-4121 RTE# F3160

| LKR/ DEPT. | PER NUM. | DESCRIPTION OF SERVICE | SVC RED. | BILLED QTY. | BILLED AMOUNT | TAX AMOUNT | ADJ. AMOUNT | ADD DATE | DEL. QTY. | PICK UP |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 4X6H OAKLEAF | | 2 | 12.80 | | | 3/12 | 2 | |
| | | 4X6H OAKLEAF | | 1 | 6 40 | | | 3/12 | 1 | |
| | | MAT-4X6 U1ST GREAT I | | 2 | 12.80 | | | 4/12 | 2 | |
| | | DEFE CHARGE | | | 14.00 | | | | | |
| | | INVOICE SUB-TOTAL | | | 46 00 | | | | | |

TOTAL SERVICE CHANGES _____

AMOUNT DUE _____

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

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

INVOICE NUMBER 917 1289552
INVOICE DATE 8/01/17
CUSTOMER# (BILL TO) 999548
A/R NUMBER
CUSTOMER DOUBLE BRANCH CDD

REMIT TO UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE FL 32206

RTE# F3160

PAYMENT AMOUNT $ _____

91712895526

## - Please Detach and Return With Payment -

UniFirst U1st

UniFirst Corporation
1446 HAINES STREET JACKSONVILLE FL 32206

PAGE 001

| INVOICE | DATE | PAYMENT TERMS | PURCHASE ORDER | CONTRACT |
|---|---|---|---|---|
| 917 1289552 | 8/01/17 | CHARGE | | 668911 |

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL 904/353-4121 RTE# F3160

| LKR/ DEPT. | PER NUM. | DESCRIPTION OF SERVICE | SVC RED. | BILLED QTY. | BILLED AMOUNT | TAX AMOUNT | ADJ. AMOUNT | ADD DATE | DEL. QTY. | PICK UP |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 4X6H OAKLEAF | | 2 | 12 80 | | | 3/12 | 2 | |
| | | 4X6H OAKLEAF | | 1 | 6 40 | | | 3/12 | 1 | |
| | | MAT-4X6 U1ST GREAT I | | 2 | 12 80 | | | 4/12 | 2 | |
| | | DEFE CHARGE | | | 14 00 | | | | | |
| | | INVOICE SUB-TOTAL | | | 46 00 | | | | | |

TOTAL SERVICE CHANGES _____

AMOUNT DUE _____

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

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

INVOICE NUMBER 917 1291349
INVOICE DATE 8/08/17
CUSTOMER# (BILL TO) 999548
A/R NUMBER
CUSTOMER DOUBLE BRANCH CDD

REMIT TO UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE FL 32206

RTE# F3160

91712913493

PAYMENT AMOUNT $ _____

## - Please Detach and Return With Payment -

UniFirst U1st

UniFirst Corporation
1446 HAINES STREET JACKSONVILLE FL 32206

PAGE 001

| INVOICE | DATE | PAYMENT TERMS | PURCHASE ORDER | CONTRACT |
|---|---|---|---|---|
| 917 1291349 | 8/08/17 | CHARGE | | 66891 |

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL 904/353-4121 RTE# F3160

| LKR/ DEPT. | PER NUM. | DESCRIPTION OF SERVICE | SVC RED. | BILLED QTY. | BILLED AMOUNT | TAX AMOUNT | ADJ. AMOUNT | ADD DATE | DEL. QTY. | PICK UP |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 4X6H OAKLEAF | | 2 | 12 80 | | | 3/12 | 2 | |
| | | 4X6H OAKLEAF | | 1 | 6 40 | | | 3/12 | 1 | |
| | | MAT-4X6 U1ST GREAT I | | 2 | 12 80 | | | 4/12 | 2 | |
| | | DEFE CHARGE | | | 14 00 | | | | | |
| | | INVOICE SUB-TOTAL | | | 46 00 | | | | | |
| | | TOTAL SERVICE CHANGES | | | | | | | | |
| | | AMOUNT DUE | | | | | | | | |

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

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

INVOICE NUMBER 917 1293172
INVOICE DATE 8/15/17
CUSTOMER# (BILL TO) 999548
A/R NUMBER
CUSTOMER DOUBLE BRANCH CDD

REMIT TO UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE FL 32206

RTE# F3160

917129317 2%

PAYMENT AMOUNT $ _____

- Please Detach and Return With Payment -

UniFirst U1st

UniFirst Corporation
1446 HAINES STREET JACKSONVILLE FL 3220

PAGE 00

| INVOICE | DATE | PAYMENT TERMS | PURCHASE ORDER | CONTRACT |
|---|---|---|---|---|
| 917 1293172 | 8/15/17 | CHARGE | | 6689 |

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL 904/353-4121 RTE# F3160

| LKR/ DEPT. | PER NUM. | DESCRIPTION OF SERVICE | SVC RED. | BILLED QTY. | BILLED AMOUNT | TAX AMOUNT | ADJ. AMOUNT | ADD DATE | DEL. QTY. | PICK UP |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 4X6H OAKLEAF | | 2 | 12 80 | | | 3/12 | 2 | |
| | | 4X6H OAKLEAF | | 1 | 6 40 | | | 3/12 | 1 | |
| | | MAT-4X6 U1ST GREAT I | | 2 | 12 80 | | | 4/12 | 2 | |
| | | DEFE CHARGE | | | 14 00 | | | | | |
| | | INVOICE SUB-TOTAL | | | 46 00 | | | | | |
| | | TOTAL SERVICE CHANGES | | | | | | | | |
| | | AMOUNT DUE | | | | | | | | |

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

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

INVOICE NUMBER 917 1294998 REMIT TO UniFirst Corporation
INVOICE DATE 4/22/17 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# F3160
CUSTOMER DOUBLE BRANCH CDD

PAYMENT AMOUNT $ _____

9671294998 6

## - Please Detach and Return With Payment -

UniFirst U1st

UniFirst Corporation
1446 HAINES STREET JACKSONVILLE FL 32206

PAGE 001

| INVOICE | DATE | PAYMENT TERMS | PURCHASE ORDER | CONTRACT |
|---|---|---|---|---|
| 917 1294998 | 3/22/17 | CHARGE | | 66891 |

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# F3160

| LKR/ DEPT. | PER NUM. | DESCRIPTION OF SERVICE | SVC RED. | BILLED QTY. | BILLED AMOUNT | TAX AMOUNT | ADJ. AMOUNT | ADD DATE | DEL. QTY. | PICK UP |
|---|---|---|---|---|---|---|---|---|---|---|
| | | 4X6H OAKLEAF | | 2 | 12 80 | | | 3/12 | 2 | |
| | | 4X6H OAKLEAF | | 1 | 6 40 | | | 3/12 | 1 | |
| | | MAT-4X6 WIST GREAT I | | 2 | 12 80 | | | 4/12 | 2 | |
| | | DELIV CHARGE | | | 14 00 | | | | | |
| | | INVOICE SUB-TOTAL | | | 46 00 | | | | | |
| | | TOTAL SERVICE CHARGES | | | | | | | | |
| | | AMOUNT DUE | | | | | | | | |

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

SOIL PICK UP COUNT SH ____ PT ____ OT ____ WO ____

Vesta

# *Invoice*

| | |
|---|---|
| **Invoice #** | 333963 |
| **Date** | 8/31/2017 |
| **Terms** | Net 30 |
| **Due Date** | 9/30/2017 |
| **Memo** | Lifeguard/Pool August ... |

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

SEP 06 2017

**Bill To**

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

| Description | Quantity | Rate | Amount |
|---|---|---|---|
| Lifeguard Hours for July 27 - Aug 26 2·32·572·346 | 1,006 | 15.30 | 15,391.80 |
| Lifeguard Supervisor Hours for July 27 - Aug 26 2·32·572·346 | 229.81 | 18.13 | 4,166.46 |
| Pool Attendant Hours for July 27 - Aug 26 | 33.22 | 15.45 | 513.25 |
| Front desk staff Hours for July 27 - Aug 26 2·33·572·121 | 296 | 15.71 | 4,650.16 |

Thank you for your business.

**Total** $24,721.67

503

Vesta

# Invoice

| | |
|---|---|
| **Invoice #** | 333879 |
| **Date** | 9/1/2017 |
| **Terms** | Net 30 |
| **Due Date** | 10/1/2017 |
| **Memo** | Sept. 2017 Fees |

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

SEP 0 5 2017

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

| Description | Quantity | Rate | Amount |
|---|---|---|---|
| Services of Aquatics Director and Assistant at Double Branch C.D.D. | 1 | 4,228.67 | 4,228.67 |

Thank you for your business.

**Total** $4,228.67

Code to:
2-320-572-1200
Double Branch Aquatic & Athletic
503

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

A Touchstone Energy Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING



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 | 07/12/2017 | 08/09/2017 | 1,363.00 | -1,363.00 | .00 | 1,347.00 | 1,347.00 |
| | 4995718 | 07/12/2017 | 08/09/2017 | 450.00 | -450.00 | .00 | 389.00 | 389.00 |
| | 5217088 | 07/12/2017 | 08/09/2017 | 4,055.00 | -4,055.00 | .00 | 3,810.00 | 3,810.00 |
| | 5347943 | 07/12/2017 | 08/09/2017 | 141.00 | -141.00 | .00 | 143.00 | 143.00 |
| | 5379615 | 07/29/2017 | 08/28/2017 | 2,077.00 | -2,077.00 | .00 | 2,077.00 | 2,077.00 |
| | 5715289 | 07/12/2017 | 08/09/2017 | 116.00 | -116.00 | .00 | 116.00 | 116.00 |
| | 5774021 | 07/08/2017 | 08/07/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6875140 | 07/08/2017 | 08/07/2017 | 51.00 | -51.00 | .00 | 53.00 | 53.00 |
| | 6912612 | 07/12/2017 | 08/09/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912620 | 07/12/2017 | 08/09/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912653 | 07/12/2017 | 08/09/2017 | 22.00 | -22.00 | .00 | 22.00 | 22.00 |
| | 6912661 | 07/12/2017 | 08/09/2017 | 31.00 | -31.00 | .00 | 30.00 | 30.00 |
| | 6912687 | 07/12/2017 | 08/09/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912695 | 07/12/2017 | 08/09/2017 | 22.00 | -22.00 | .00 | 22.00 | 22.00 |
| | 6912703 | 07/12/2017 | 08/09/2017 | 36.00 | -36.00 | .00 | 38.00 | 38.00 |
| | 6912729 | 07/12/2017 | 08/09/2017 | 22.00 | -22.00 | .00 | 22.00 | 22.00 |
| | 6912737 | 07/12/2017 | 08/09/2017 | 23.00 | -23.00 | .00 | 22.00 | 22.00 |
| | 6912752 | 07/12/2017 | 08/09/2017 | 22.00 | -22.00 | .00 | 23.00 | 23.00 |
| | 6912760 | 07/08/2017 | 08/07/2017 | 27.00 | -27.00 | .00 | 30.00 | 30.00 |
| | 6912778 | 07/08/2017 | 08/07/2017 | 22.00 | -22.00 | .00 | 22.00 | 22.00 |
| | 6912786 | 07/08/2017 | 08/07/2017 | 22.00 | -22.00 | .00 | 22.00 | 22.00 |
| | 6912810 | 07/08/2017 | 08/07/2017 | 30.00 | -30.00 | .00 | 31.00 | 31.00 |
| | 6912828 | 07/11/2017 | 08/08/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912836 | 07/11/2017 | 08/08/2017 | 23.00 | -23.00 | .00 | 23.00 | 23.00 |
| | 6912869 | 07/08/2017 | 08/07/2017 | 31.00 | -31.00 | .00 | 35.00 | 35.00 |
| | 6912877 | 07/08/2017 | 08/07/2017 | 23.00 | -23.00 | .00 | 23.00 | 23.00 |
| | 6912893 | 07/08/2017 | 08/07/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912901 | 07/08/2017 | 08/07/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912919 | 07/08/2017 | 08/07/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912927 | 07/08/2017 | 08/07/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912943 | 07/12/2017 | 08/09/2017 | 27.00 | -27.00 | .00 | 24.00 | 24.00 |
| | 6912950 | 07/11/2017 | 08/08/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912968 | 07/12/2017 | 08/09/2017 | 21.00 | -21.00 | .00 | 21.00 | 21.00 |
| | 6912976 | 07/12/2017 | 08/09/2017 | 22.00 | -22.00 | .00 | 22.00 | 22.00 |

* 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.

RECEIVED
SEP 13 2017
BY:

*Group Invoice 6637*
*Clay Electric Cooperative, Inc.*
*P.O. Box 308*
*Keystone Heights, Florida 32656-0308*

8

Mailing Address Correction: _____

911 Emergency Address: _____

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

| | |
|---|---|
| **Previous Balance Due** | .00 |
| **Current Charges Due** | 10,143.00 |
| **Due Date 09/11/2017** | |
| **Total Amount Due** | 10,143.00 |

68654-29A
DOUBLE BRANCH COMM DEV DIST
475 W TOWN PL STE 114
SAINT AUGUSTINE FL 32092-3649

0000124

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

A Touchstone Energy Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING



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 |
|---|---|---|---|---|---|---|---|---|
| | 7131527 | 07/12/2017 | 08/09/2017 | 22.00 | -22.00 | .00 | 22.00 | 22.00 |
| | 7332257 | 07/08/2017 | 08/07/2017 | 139.00 | -139.00 | .00 | 195.00 | 195.00 |
| | 7332265 | 07/29/2017 | 08/28/2017 | 207.00 | -207.00 | .00 | 207.00 | 207.00 |
| | 8684243 | 07/12/2017 | 08/09/2017 | 22.00 | -22.00 | .00 | 21.00 | 21.00 |
| | 8763369 | 07/12/2017 | 08/09/2017 | 1,282.00 | -1,282.00 | .00 | 1,121.00 | 1,121.00 |
| | | | | | | | Subtotal | 10,143.00 |

0000125

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

A Touchstone Energy Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL 

Web Address
clayelectric.com

Sub ID 1 Acct # 4995700 Name DOUBLE BRANCH COMM DEV DIST Loc 370 OAKLEAF VILLAGE PKWY

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 61204 | 61859 | 20 | 13100 | 29 | 499570 | 81671894 |

| | | | |
|---|---|---|---|
| | | Previous Bill Amount | 1,363.00 |
| | | Invoice Payment | -1,363.00 |
| Dem Read | 1.620 | Previous Balance | .00 |
| Dem Use | 32.400 | Energy | 1,065.03 |
| | | Access Charge | 20.00 |
| | | Power Cost Adjustment X 13100 KWH | 227.94 |
| | | FLA Gross Receipts Tax | 33.64 |
| | | Operation Round Up | 0.39 |
| | | CURRENT CHARGES | 1,347.00 |
| | | TOTAL DUE | 1,347.00 |

Sub ID 1 Acct # 4995718 Name DOUBLE BRANCH COMM DEV DIST Loc 370 OAKLEAF VILLAGE PKWY # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 4900 | 4991 | 40 | 3640 | 29 | 499571 | 17287884 |

| | | | |
|---|---|---|---|
| | | Previous Bill Amount | 450.00 |
| | | Invoice Payment | -450.00 |
| Dem Read | 0.140 | Previous Balance | .00 |
| Dem Use | 5.600 | Energy | 295.93 |
| | | Access Charge | 20.00 |
| | | Power Cost Adjustment X 3640 KWH | 63.34 |
| | | FLA Gross Receipts Tax | 9.72 |
| | | Operation Round Up | 0.01 |
| | | CURRENT CHARGES | 389.00 |
| | | TOTAL DUE | 389.00 |

Sub ID 1 Acct # 5217088 Name DOUBLE BRANCH COMM DEV DIST Loc 370 OAKLEAF VILLAGE PKWY

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GSD | 08/09/2017 | 87724 | 88244 | 80 | 41600 | 29 | 499532 | 81671876 |

| | | | |
|---|---|---|---|
| | | Previous Bill Amount | 4,055.00 |
| | | Invoice Payment | -4,055.00 |
| Dem Read | 1.190 | Previous Balance | .00 |
| Dem Use | 95.200 | Energy | 2,496.00 |
| | | Access Charge | 80.00 |
| | | Demand | 414.12 |
| | | Power Cost Adjustment X 41600 KWH | 723.84 |
| | | FLA Gross Receipts Tax | 95.17 |
| | | Operation Round Up | 0.87 |
| | | CURRENT CHARGES | 3,810.00 |
| | | TOTAL DUE | 3,810.00 |

Sub ID 1 Acct # 5347943 Name DOUBLE BRANCH COMM DEV DIST Loc 3926 PLANTATION OAKS BLVD # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 49729 | 50935 | 1 | 1206 | 29 | 534794 | 11582907 |

| | |
|---|---|
| Previous Bill Amount | 141.00 |
| Invoice Payment | -141.00 |
| CURRENT CHARGES | 143.00 |
| TOTAL DUE | 143.00 |

0000126

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

A Touchstone Energy® Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL



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 | | 6.390 | Previous Balance | | | | | .00 | |
| Dem Use | | 6.390 | Energy | | | | | 98.05 | |
| | | | Access Charge | | | | | 20.00 | |
| | | | Power Cost Adjustment X 1206 KWH | | | | | 20.98 | |
| | | | FLA Gross Receipts Tax | | | | | 3.57 | |
| | | | Operation Round Up | | | | | 0.40 | |
| | | | | | | CURRENT CHARGES | | 143.00 | |
| | | | | | | | TOTAL DUE | 143.00 | |

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 | | | | | 2,077.00 | |
| | | | Invoice Payment | | | | | -2,077.00 | |
| Dem Read | | | Previous Balance | | | | | .00 | |
| Dem Use | | | Small Outdoor Light | | | | | 1,390.75 | |
| | | | Pole | | | | | 633.50 | |
| | | | FLA Gross Receipts Tax | | | | | 51.88 | |
| | | | Operation Round Up | | | | | 0.87 | |
| | | | | | | CURRENT CHARGES | | 2,077.00 | |
| | | | | | | | TOTAL DUE | 2,077.00 | |

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 | 08/09/2017 | 36 | 36 | 1 | 0 | 29 | 571528 | 19820589 |
| | | | Previous Bill Amount | | | | | 116.00 | |
| | | | Invoice Payment | | | | | -116.00 | |
| Dem Read | | | Previous Balance | | | | | .00 | |
| Dem Use | | | Access Charge | | | | | 20.00 | |
| | | | Small Outdoor Light | | | | | 92.72 | |
| | | | FLA Gross Receipts Tax | | | | | 2.89 | |
| | | | Operation Round Up | | | | | 0.39 | |
| | | | | | | CURRENT CHARGES | | 116.00 | |
| | | | | | | | TOTAL DUE | 116.00 | |

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 | 08/07/2017 | 286 | 290 | 1 | 4 | 31 | 577402 | 40591048 |
| | | | Previous Bill Amount | | | | | 21.00 | |
| | | | Invoice Payment | | | | | -21.00 | |
| Dem Read | | | Previous Balance | | | | | .00 | |
| Dem Use | | | Energy | | | | | 0.33 | |
| | | | Access Charge | | | | | 20.00 | |
| | | | Power Cost Adjustment X 4 KWH | | | | | 0.07 | |
| | | | FLA Gross Receipts Tax | | | | | 0.52 | |
| | | | Operation Round Up | | | | | 0.08 | |
| | | | | | | CURRENT CHARGES | | 21.00 | |
| | | | | | | | TOTAL DUE | 21.00 | |

0000127

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

A Touchstone Energy Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL 

Web Address
clayelectric.com

Sub ID 1 Acct # 6875140 Name DOUBLE BRANCH COMM DEV DIST Loc 373 OAKLEAF VILLAGE CTR 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/07/2017 | 1270 | 1587 | 1 | 317 | 31 | 687514 | 26220782 |

| | | |
|---|---|---|
| | Previous Bill Amount | 51.00 |
| | Invoice Payment | -51.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 25.77 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 317 KWH | 5.52 |
| | FLA Gross Receipts Tax | 1.31 |
| | Operation Round Up | 0.40 |
| | CURRENT CHARGES | 53.00 |
| | TOTAL DUE | 53.00 |

Sub ID 1 Acct # 6912612 Name DOUBLE BRANCH COMM DEV DIST Loc 608 OAKLEAF VILLAGE PKWY # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 7 | 7 | 1 | 0 | 29 | 691261 | 11007694 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

Sub ID 1 Acct # 6912620 Name DOUBLE BRANCH COMM DEV DIST Loc 304 OAKLEAF VILLAGE PKWY # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 18457 | 18457 | 1 | 0 | 29 | 691262 | 26220995 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

Sub ID 1 Acct # 6912653 Name DOUBLE BRANCH COMM DEV DIST Loc 603 OAKLEAF VILLAGE PKWY # 2

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 11362 | 11369 | 1 | 7 | 29 | 691265 | 50801500 |

| | | |
|---|---|---|
| | Previous Bill Amount | 22.00 |
| | Invoice Payment | -22.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 0.57 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 7 KWH | 0.12 |
| | FLA Gross Receipts Tax | 0.53 |
| | Operation Round Up | 0.78 |
| | CURRENT CHARGES | 22.00 |
| | TOTAL DUE | 22.00 |

0000128

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

A Touchstone Energy® Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL 

Web Address
clayelectric.com

Sub ID 1 Acct # 6912661 Name DOUBLE BRANCH COMM DEV DIST Loc 602 OAKLEAF VILLAGE PKWY # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 17250 | 17338 | 1 | 88 | 29 | 691266 | 26220998 |

| | | |
|---|---|---|
| | Previous Bill Amount | 31.00 |
| | Invoice Payment | -31.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 7.15 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 88 KWH | 1.53 |
| | FLA Gross Receipts Tax | 0.74 |
| | Operation Round Up | 0.58 |
| | CURRENT CHARGES | 30.00 |
| | TOTAL DUE | 30.00 |

Sub ID 1 Acct # 6912687 Name DOUBLE BRANCH COMM DEV DIST Loc 537 OAKLEAF VILLAGE P PKWY # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 10102 | 10102 | 1 | 0 | 29 | 691268 | 26220997 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

Sub ID 1 Acct # 6912695 Name DOUBLE BRANCH COMM DEV DIST Loc 529 OAKLEAF VILLAGE PKWY # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 15933 | 15938 | 1 | 5 | 29 | 691269 | 26220996 |

| | | |
|---|---|---|
| | Previous Bill Amount | 22.00 |
| | Invoice Payment | -22.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 0.41 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 5 KWH | 0.09 |
| | FLA Gross Receipts Tax | 0.52 |
| | Operation Round Up | 0.98 |
| | CURRENT CHARGES | 22.00 |
| | TOTAL DUE | 22.00 |

Sub ID 1 Acct # 6912703 Name DOUBLE BRANCH COMM DEV DIST Loc 3925 PLANTATION OAKS BLVD # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 53225 | 53392 | 1 | 167 | 29 | 691270 | 25203257 |

| | | |
|---|---|---|
| | Previous Bill Amount | 36.00 |
| | Invoice Payment | -36.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 13.58 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 167 KWH | 2.91 |
| | FLA Gross Receipts Tax | 0.93 |
| | Operation Round Up | 0.58 |
| | CURRENT CHARGES | 38.00 |
| | TOTAL DUE | 38.00 |

0000129

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

A Touchstone Energy® Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL



Web Address
clayelectric.com

Sub ID 1 Acct # 6912729 Name DOUBLE BRANCH COMM DEV DIST Loc 3860 PLANTATION OAKS BLVD # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 13596 | 13607 | 1 | 11 | 29 | 691272 | 24808397 |

| | | |
|---|---|---|
| | Previous Bill Amount | 22.00 |
| | Invoice Payment | -22.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 0.89 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 11 KWH | 0.19 |
| | FLA Gross Receipts Tax | 0.54 |
| | Operation Round Up | 0.38 |
| | CURRENT CHARGES | 22.00 |
| | TOTAL DUE | 22.00 |

Sub ID 1 Acct # 6912737 Name DOUBLE BRANCH COMM DEV DIST Loc 3859 PLANTATION OAKS BLVD # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 16062 | 16071 | 1 | 9 | 29 | 691273 | 26220993 |

| | | |
|---|---|---|
| | Previous Bill Amount | 23.00 |
| | Invoice Payment | -23.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 0.73 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 9 KWH | 0.16 |
| | FLA Gross Receipts Tax | 0.53 |
| | Operation Round Up | 0.58 |
| | CURRENT CHARGES | 22.00 |
| | TOTAL DUE | 22.00 |

Sub ID 1 Acct # 6912752 Name DOUBLE BRANCH COMM DEV DIST Loc 3805 PLANTATION OAKS BLVD # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 20343 | 20358 | 1 | 15 | 29 | 691275 | 24808306 |

| | | |
|---|---|---|
| | Previous Bill Amount | 22.00 |
| | Invoice Payment | -22.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 1.22 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 15 KWH | 0.26 |
| | FLA Gross Receipts Tax | 0.55 |
| | Operation Round Up | 0.97 |
| | CURRENT CHARGES | 23.00 |
| | TOTAL DUE | 23.00 |

Sub ID 1 Acct # 6912760 Name DOUBLE BRANCH COMM DEV DIST Loc 3800 PLANTATION OAKS BLVD # 1

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/07/2017 | 38399 | 38485 | 1 | 86 | 31 | 691276 | 24808305 |

| | | |
|---|---|---|
| | Previous Bill Amount | 27.00 |
| | Invoice Payment | -27.00 |
| | CURRENT CHARGES | 30.00 |
| | TOTAL DUE | 30.00 |

0000130

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

A Touchstone Energy® Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL *Page* 9

Web Address
clayelectric.com

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 |
|---|---|---|---|---|---|---|---|---|---|
| Dem Read | | | Previous Balance | | | | | .00 | |
| Dem Use | | | Energy | | | | | 6.99 | |
| | | | Access Charge | | | | | 20.00 | |
| | | | Power Cost Adjustment X 86 KWH | | | | | 1.50 | |
| | | | FLA Gross Receipts Tax | | | | | 0.73 | |
| | | | Operation Round Up | | | | | 0.78 | |
| | | | | | | CURRENT CHARGES | | 30.00 | |
| | | | | | | | TOTAL DUE | 30.00 | |

Sub ID 1 Acct # 6912778 Name DOUBLE BRANCH COMM DEV DIST Loc 3306 VILLAGE OAKS LN # 1

| | Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|---|
| | GS | 08/07/2017 | 8973 | 8979 | 1 | 6 | 31 | 691277 | 26251620 |
| | | | Previous Bill Amount | | | | | 22.00 | |
| | | | Invoice Payment | | | | | -22.00 | |
| Dem Read | | | Previous Balance | | | | | .00 | |
| Dem Use | | | Energy | | | | | 0.49 | |
| | | | Access Charge | | | | | 20.00 | |
| | | | Power Cost Adjustment X 6 KWH | | | | | 0.10 | |
| | | | FLA Gross Receipts Tax | | | | | 0.52 | |
| | | | Operation Round Up | | | | | 0.89 | |
| | | | | | | CURRENT CHARGES | | 22.00 | |
| | | | | | | | TOTAL DUE | 22.00 | |

Sub ID 1 Acct # 6912786 Name DOUBLE BRANCH COMM DEV DIST Loc 465 OAKLEAF VILLAGE PKWY # 1

| | Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|---|
| | GS | 08/07/2017 | 16346 | 16360 | 1 | 14 | 31 | 691278 | 24808352 |
| | | | Previous Bill Amount | | | | | 22.00 | |
| | | | Invoice Payment | | | | | -22.00 | |
| Dem Read | | | Previous Balance | | | | | .00 | |
| Dem Use | | | Energy | | | | | 1.14 | |
| | | | Access Charge | | | | | 20.00 | |
| | | | Power Cost Adjustment X 14 KWH | | | | | 0.24 | |
| | | | FLA Gross Receipts Tax | | | | | 0.54 | |
| | | | Operation Round Up | | | | | 0.08 | |
| | | | | | | CURRENT CHARGES | | 22.00 | |
| | | | | | | | TOTAL DUE | 22.00 | |

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 | 08/07/2017 | 21349 | 21446 | 1 | 97 | 31 | 691281 | 24808307 |
| | | | Previous Bill Amount | | | | | 30.00 | |
| | | | Invoice Payment | | | | | -30.00 | |
| Dem Read | | | Previous Balance | | | | | .00 | |
| Dem Use | | | Energy | | | | | 7.89 | |
| | | | Access Charge | | | | | 20.00 | |
| | | | Power Cost Adjustment X 97 KWH | | | | | 1.69 | |
| | | | FLA Gross Receipts Tax | | | | | 0.76 | |
| | | | Operation Round Up | | | | | 0.66 | |
| | | | | | | CURRENT CHARGES | | 31.00 | |
| | | | | | | | TOTAL DUE | 31.00 | |

0000131

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

A Touchstone Energy Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL 

Web Address
clayelectric.com

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 | 08/08/2017 | 8571 | 8571 | 1 | 0 | 29 | 691282 | 27670047 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

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 | 08/08/2017 | 9087 | 9102 | 1 | 15 | 29 | 691283 | 27670045 |

| | | |
|---|---|---|
| | Previous Bill Amount | 23.00 |
| | Invoice Payment | -23.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 1.22 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 15 KWH | 0.26 |
| | FLA Gross Receipts Tax | 0.55 |
| | Operation Round Up | 0.97 |
| | CURRENT CHARGES | 23.00 |
| | TOTAL DUE | 23.00 |

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 | 08/07/2017 | 26295 | 26438 | 1 | 143 | 31 | 691286 | 26003425 |

| | | |
|---|---|---|
| | Previous Bill Amount | 31.00 |
| | Invoice Payment | -31.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 11.63 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 143 KWH | 2.49 |
| | FLA Gross Receipts Tax | 0.87 |
| | Operation Round Up | 0.01 |
| | CURRENT CHARGES | 35.00 |
| | TOTAL DUE | 35.00 |

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 | 08/07/2017 | 17195 | 17214 | 1 | 19 | 31 | 691287 | 26251622 |

| | | |
|---|---|---|
| | Previous Bill Amount | 23.00 |
| | Invoice Payment | -23.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 1.54 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 19 KWH | 0.33 |
| | FLA Gross Receipts Tax | 0.56 |
| | Operation Round Up | 0.57 |
| | CURRENT CHARGES | 23.00 |
| | TOTAL DUE | 23.00 |

0000132

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

A Touchstone Energy® Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL 

Web Address
clayelectric.com

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 | 08/07/2017 | 11830 | 11830 | 1 | 0 | 31 | 691289 | 26251619 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

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 | 08/07/2017 | 10036 | 10036 | 1 | 0 | 31 | 691290 | 25007136 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

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 | 08/07/2017 | 15105 | 15105 | 1 | 0 | 31 | 691291 | 26251621 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

Sub ID 1 Acct # 6912927 Name DOUBLE BRANCH COMM DEV DIST Loc 3442-1 WORTHINGTON OAKS DR

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/07/2017 | 9016 | 9016 | 1 | 0 | 31 | 691292 | 25007134 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

0000133

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

A Touchstone Energy Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL



Web Address
clayelectric.com

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 | 08/09/2017 | 29841 | 29872 | 1 | 31 | 29 | 691294 | 24808308 |

| | | |
|---|---|---|
| | Previous Bill Amount | 27.00 |
| | Invoice Payment | -27.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 2.52 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 31 KWH | 0.54 |
| | FLA Gross Receipts Tax | 0.59 |
| | Operation Round Up | 0.35 |
| | CURRENT CHARGES | 24.00 |
| | TOTAL DUE | 24.00 |

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 | 08/08/2017 | 19689 | 19689 | 1 | 0 | 29 | 691295 | 26251625 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

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 | 08/09/2017 | 3158 | 3158 | 1 | 0 | 29 | 691296 | 43357093 |

| | | |
|---|---|---|
| | Previous Bill Amount | 21.00 |
| | Invoice Payment | -21.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Access Charge | 20.00 |
| | FLA Gross Receipts Tax | 0.51 |
| | Operation Round Up | 0.49 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

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 | 08/09/2017 | 15205 | 15212 | 1 | 7 | 29 | 691297 | 40591147 |

| | | |
|---|---|---|
| | Previous Bill Amount | 22.00 |
| | Invoice Payment | -22.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 0.57 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 7 KWH | 0.12 |
| | FLA Gross Receipts Tax | 0.53 |
| | Operation Round Up | 0.78 |
| | CURRENT CHARGES | 22.00 |
| | TOTAL DUE | 22.00 |

0000134

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

A Touchstone Energy® Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL 

Web Address
clayelectric.com

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 | 08/09/2017 | 9288 | 9302 | 1 | 14 | 29 | 713152 | 28837107 |

| | | |
|---|---|---|
| | Previous Bill Amount | 22.00 |
| | Invoice Payment | -22.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 1.14 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 14 KWH | 0.24 |
| | FLA Gross Receipts Tax | 0.54 |
| | Operation Round Up | 0.08 |
| | CURRENT CHARGES | 22.00 |
| | TOTAL DUE | 22.00 |

Sub ID 1 Acct # 7332257 Name DOUBLE BRANCH COMM DEV DIST Loc 3168 STONEBRIER RIDGE DR NEXTT

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/07/2017 | 59162 | 60877 | 1 | 1715 | 31 | 489354 | 07557514 |

| | | | |
|---|---|---|---|
| | | Previous Bill Amount | 139.00 |
| | | Invoice Payment | -139.00 |
| Dem Read | 36.550 | Previous Balance | .00 |
| Dem Use | 36.550 | Energy | 139.43 |
| | | Access Charge | 20.00 |
| | | Power Cost Adjustment X 1715 KWH | 29.84 |
| | | FLA Gross Receipts Tax | 4.85 |
| | | Operation Round Up | 0.88 |
| | | CURRENT CHARGES | 195.00 |
| | | TOTAL DUE | 195.00 |

Sub ID 1 Acct # 7332265 Name DOUBLE BRANCH COMM DEV DIST Loc OAKLEAF VILLAGE CENTER

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|

| | | |
|---|---|---|
| | Previous Bill Amount | 207.00 |
| | Invoice Payment | -207.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Small Outdoor Light | 200.89 |
| | FLA Gross Receipts Tax | 5.15 |
| | Operation Round Up | 0.96 |
| | CURRENT CHARGES | 207.00 |
| | TOTAL DUE | 207.00 |

Sub ID 1 Acct # 8684243 Name DOUBLE BRANCH COMM DEV DIST Loc 571 OAKLEAF VILLAGE PKWY

| Sch | Read Dt | Prev | Curr | Mult | Usage | Days | Location | Meter |
|---|---|---|---|---|---|---|---|---|
| GS | 08/09/2017 | 253 | 257 | 1 | 4 | 29 | 868424 | 40935673 |

| | | |
|---|---|---|
| | Previous Bill Amount | 22.00 |
| | Invoice Payment | -22.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 0.33 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 4 KWH | 0.07 |
| | FLA Gross Receipts Tax | 0.52 |
| | Operation Round Up | 0.08 |
| | CURRENT CHARGES | 21.00 |
| | TOTAL DUE | 21.00 |

0000135

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

A Touchstone Energy® Cooperative

**Statement Date: 08/28/2017**

GROUP BILLING DETAIL *Page* 14

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 | 08/09/2017 | 31194 | 42063 | 1 | 10869 | 29 | 8763369 | 13794545 |

| | | |
|---|---|---|
| | Previous Bill Amount | 1,282.00 |
| | Invoice Payment | -1,282.00 |
| Dem Read | Previous Balance | .00 |
| Dem Use | Energy | 883.65 |
| | Access Charge | 20.00 |
| | Power Cost Adjustment X 10869 KWH | 189.12 |
| | FLA Gross Receipts Tax | 28.00 |
| | Operation Round Up | 0.23 |
| | CURRENT CHARGES | 1,121.00 |
| | TOTAL DUE | 1,121.00 |

Sub-Group # 1 Current Charges 10,143.00

0000136

DOUBLE BRANCH - REC FUND 9/07/2017

VENDOR NUMBER/NAME: 542 SPEEDY CONCRETE CUTTING, INC. CHECK #: 005087

| INV DATE | INV# | AMOUNT | DISCOUNT | NET | |
|---|---|---|---|---|---|
| 20170901 | 09012017 | 1,250.00 | | 1,250.00 | CONCRETE CUTTING |

VOID

TOTAL $1,250.00

SPEEDY CONCRETE CUTTING, INC.
2577 W. Beaver St.
Jacksonville, FL 32254
Phone: 904.783.2002
Fax 904-783-2003
email: courtney.williams@speedycon.com

| JOB ADDRESS | CITY |
|---|---|
| 309 OAKLEAF Village Pkwy | O. Park |
| COMPLETE LEGAL JOB NAME | MAP PAGE |
| | |
| CROSS STREET/DIRECTIONS & MEETING POINT | |
| | |

| CUSTOMER COMPANY NAME | | |
|---|---|---|
| Governmental Management Services | | |
| CUST NUMBER | COMPANY STREET ADDRESS | |
| | | |
| CITY | STATE | ZIP CODE |
| | | |
| OFFICE PHONE/XT. | OFFICE FAX | PHONE SCOPE |
| | | YES ☐ |
| BID REQUESTED BY | QUOTED BY | |
| Jay Soriano | C. Miller | |

| JOB PHONE | P.O. NUMBER | JOB NUMBER |
|---|---|---|
| 904 562 0249 | | |
| JOB ORDERED BY | DATE ORDERED | ORDER TAKEN BY |
| | | |
| GENERAL CONTRACTOR | WORK LAYED WHEN QUOTED | |
| | YES ☒ NO ☐ | |
| START DATE | DAY | TIME | CONTACT ON JOB |
| 9/01/2017 | Fr. | | Jay |

**"OSHA POLICY GOVERNING LOCK OUT TAG OUT PROCEDURES"**

To ensure compliance with the OSHA Standards for the Construction Industry governing ELECTRICAL HAZARDS, specifically 1926.41(a)(1), (2) and (3) and to safeguard ANY workers that may come in contact with Electrical Hazards within our areas of work, it is Speedy Concrete Cutting, Inc. policy that ALL electrical circuits within our areas of work be de-energized and Lock Out Tag Out procedures performed OR that utility locates have been performed and proof provided by the customer PRIOR to Speedy Concrete Cutting's performance of work on site. Upon site arrival the SCC operator shall ascertain by inquiry and direct inspection that ALL electrical circuits that may conflict our scopes of work are de-energized and LOTO procedures performed OR that utility locates, performed by a licensed provider, clearly identify ALL of those circuits. This explicit agreement shall be agreed upon and acknowledged by the customer prior to the scheduling of work.

| SPEEDY CC SPECIALITY/SHOP EQUIPMENT OPTIONS | | | | | | WATER, ELECTRIC AND CONTRACTOR SUPPORT | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| PORT UNIT ☐ | HOSE | | DUNNAGE ☐ | QTY. | | WATER ☐ | FT. | | EQUIP. (TYPE) | | |
| SCAFFOLD ☐ | TIERS | | PLYWOOD ☐ | QTY. | | ELECTRIC ☐ | FT. | | LABORER ☐ | QTY. | |
| "A" LADDER ☐ | FT. | | LABORER ☐ | QTY. | | MAN LIFT ☐ | HGT. | | PLYWOOD ☐ | QTY. | |
| POST SHORE ☐ | QTY. | | OTHER | | | SCAFFOLD ☐ | TIERS | | SHORING ☐ | QTY. | |

| TOOL | HOURS | QTY | DESCRIPTION OF SAWCUTTING AND REMOVAL SCOPES OF WORK | UNIT PRICE | TOTAL PRICE |
|---|---|---|---|---|---|
| | | | H/B | | - |
| | | | | | - |
| | | 1 | 3' x 3' x 9' Tall Column Block/Brick | | |
| | | | | | - |
| | | | Cut and Haul | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |
| | | | | | - |

**Code to:**
**02-330-572-6310**
**Double Branch Repairs and Replacements**

RECEIVED
SEP 05 2017

NOTES AND CONDITIONS: 542

| TOTAL HRS. | | TOTAL PRICE | $1250 |
|---|---|---|---|

THE FOLLOWING ITEMS ARE EXCLUDED FROM ANY SPEEDY CONCRETE CUTTING SCOPE(S) OF WORK AND ARE SOLELY THE RESPONSIBILITY OF THE CUSTOMER/CONTRACTOR : 1. Locating, marking, protecting or capping ALL utilities within our areas of work. 2. Protecting and/or cleaning of all surrounding areas to remain from water, dust, etc. 3. Barricading and safeguarding of created openings. 4. Shoring and/or bracing of structural areas to remain. 5. Designation and maintenance of M.O.T. 6. Layout to define the limits of sawcutting, coring or demolition.

STANDARD CONDITIONS: One mobilization during non-overtime, weekday hours is included unless otherwise specified. Delays beyond the control of Speedy Concrete Cutting will be charged as stand-by at a rate of $125.00 per hour. No bonding is included. Current insurance limits are acceptable and no consideration is extended for controlled insurance programs unless otherwise noted. Prices good for 30 days from quoted date and are subject to change pending scopes of work.

TERMS OF PAYMENT: Net 30 days with no retainage held. Monies owed after 30 days are subject to 18% interest per annum. If actions or suit are brought by Speedy Concrete Cutting to collect ANY funds due under this bill, the customer agrees to pay ALL collection costs including reasonable attorney fees.

| SPEEDY CC, INC. REPRESENTATIVE | Courtney Williams | CUSTOMER ACKNOWLEDGEMENT | |
|---|---|---|---|

**Wall Sawing ♦ Core Drilling ♦ Wire Sawing ♦ Flat Sawing ♦ Diamond Grinding ♦ Breaking ♦ Removal**

PAID SEP 07 2017

ALLIEDUNIVERSAL

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

Invoice Date
**08/31/2017**

Invoice Number
**7280508**

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: **08/01/2017 - 08/31/2017**
**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** |

2·32·572·345
506

SEP 18 2017

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

Need our W-9 Form? Contact Allied Universal at e-Invoicing@aus.com. Please include a recent invoice # with all requests.

| | |
|---|---|
| **Subtotal** | $ 4,235.79 |
| **Sales Tax** | $ 0.00 |
| **Total Amount Due** | **$ 4,235.79** |

**From:** **Oakleaf Venues** venuerentals@oakleafresidents.com
**Subject:** DBCDD refund of deposit request
**Date:** September 16, 2017 at 10:47 PM
**To:** Brian Sanchez BSANCHEZ@gmsnf.com

SEP 18 2017

Good evening Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Clubroom) 2:30 p.m. - 3:30 p.m.
- RESIDENT – ALONNA MOORE
- ADDRESS – 3019 WHISPERING WILLOW, Orange Park, FL 32065
- AMOUNT OF REFUND - $100.00
  - DEPOSIT REFUND - check was deposited due to receiving the following message through check reader: Not Match on Check
- DEPOSIT was via CHECK drawn on Bank of America
  - CHECK# 173
  - DATED: 8/7/2017
  - AMOUNT: $100.00
  - DEPOSITED: 8/8/17

2.300-369.103
544

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

Thank you.

--

*I will be out of the office MONDAY, September 18, 2017 and TUESDAY, September 19 2017, therefore, if you require immediate attention please email me or leave a message at 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

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

(904) 284-7575

**Attn: Fiscal - Accounts Receivable**

Invoice Number: SSI07593
Invoice Date: 9/20/2017



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

Customer ID C0000168
P.O. Number
P.O. Date 9/20/2017
Our Order No
SalesPerson

Due Date 10/5/2017
Terms Net 15 Days

| Item/Description | Unit | Order Qty | Quantity | Unit Price | Total Price |
|---|---|---|---|---|---|
| Fees-2nd Employment Admin Fee-AUGUST 2017 | | 210 | 210 | 3.00 | 630.00/2 $315 |
| Fees-2nd Employment Scheduling | | 15 | 15 | 25.00 | 375.00/2 $187.50 |

2·32·572·34510
285

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

| | |
|---|---|
| **Subtotal:** | **1,005.00** |
| Invoice Discount: | 0.00 |
| Tax: | 0.00 |
| **Total USD:** | **1,005.00/2** |

$502.50

| | | | | |
|---|---|---|---|---|
| OAKLEAF PLANTATION CDD | 8/1/2017 | 7695 | VOLLER, DAVID | 6.00 |
| OAKLEAF PLANTATION CDD | 8/2/2017 | 6905 | WASE, BEN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/3/2017 | 6955 | ANDERSON, JEFFREY K. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/4/2017 | 25117 | HILLS, STEVEN L. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/5/2017 | 6273 | COOPER, JENNIFER | 6.00 |
| OAKLEAF PLANTATION CDD | 8/5/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/6/2017 | 6028 | WILLIAMS, MATTHEW L | 6.00 |
| OAKLEAF PLANTATION CDD | 8/7/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/8/2017 | 616 | GEOGHAGAN, TIMOTHY J | 6.00 |
| OAKLEAF PLANTATION CDD | 8/9/2017 | 7223 | SOLIS, EVA | 6.00 |
| OAKLEAF PLANTATION CDD | 8/10/2017 | 25117 | HILLS, STEVEN L. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/11/2017 | 6028 | WILLIAMS, MATTHEW L | 6.00 |
| OAKLEAF PLANTATION CDD | 8/12/2017 | 6799 | SIMANDL, WAYNE A. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/12/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/13/2017 | 6799 | SIMANDL, WAYNE A. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/14/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/15/2017 | 25117 | HILLS, STEVEN L. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/16/2017 | 6905 | WASE, BEN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/17/2017 | 6799 | SIMANDL, WAYNE A. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/18/2017 | 25117 | HILLS, STEVEN L. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/18/2017 | 6028 | WILLIAMS, MATTHEW L | 6.00 |
| OAKLEAF PLANTATION CDD | 8/19/2017 | 6273 | COOPER, JENNIFER | 6.00 |
| OAKLEAF PLANTATION CDD | 8/19/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/20/2017 | 6955 | ANDERSON, JEFFREY K. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/21/2017 | 6955 | ANDERSON, JEFFREY K. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/22/2017 | 6905 | WASE, BEN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/24/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/25/2017 | 6028 | WILLIAMS, MATTHEW L | 6.00 |
| OAKLEAF PLANTATION CDD | 8/26/2017 | 6799 | SIMANDL, WAYNE A. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/26/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/27/2017 | 6839 | SMITH, BRYAN | 6.00 |
| OAKLEAF PLANTATION CDD | 8/28/2017 | 7695 | VOLLER, DAVID | 6.00 |
| OAKLEAF PLANTATION CDD | 8/29/2017 | 7223 | SOLIS, EVA | 6.00 |
| OAKLEAF PLANTATION CDD | 8/30/2017 | 6759 | ZIRBEL, BENJAMIN L. | 6.00 |
| OAKLEAF PLANTATION CDD | 8/31/2017 | 6905 | WASE, BEN | 6.00 |
| | | | TOTAL | 210.00 |

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

# Invoice

| BILL TO |
|---|
| Oakleaf Plantation<br>370 Oakleaf Village Parkway<br>Orange Park, FL 32065 |

| INVOICE # | DATE | TOTAL DUE | DUE DATE | TERMS | ENCLOSED |
|---|---|---|---|---|---|
| M16278 | 09/14/2017 | $2,083.73 | 10/14/2017 | Net 30 | |

**P.O. NUMBER**
September - Double Branch

| ACTIVITY | QTY | RATE | AMOUNT |
|---|---|---|---|
| **Monthly Service**<br>Monthly Pool Service Double Branch | 1 | 2,083.73 | 2,083.73 |

BALANCE DUE **$2,083.73**

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

329

SEP 18 2017

**ERC**
**ERC WIPING PRODUCTS**

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

| Invoice Number | Page |
|---|---|
| 607952 | 1 |
| 7/19/2017 | |

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

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

| Order No. | Customer P/O | Ship Via | Terms | Sales Rep |
|---|---|---|---|---|
| 594379 | DOUBLE BRANCH | UPS LTL-FRT- EXC | NET 30 | SHOPPING CART |

| Item | Description | U/M | Order | Ship | B/O | Net Price | Extended |
|---|---|---|---|---|---|---|---|
| EW3000MAX | MAX ROLL | CSE | 15 | 15 | | 55.5000 | 832.50 |
| | Tracking/Pro #:870630585 | | | | | | |

Code to:
Double Branch Fitness Center Janitorial
2-330-572-611000

261

Invoice

SEP 18 2017

**RAGS • TOWELS • PAPER WIPERS**

*Thank You For Your Business*

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

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

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

AT

DUE DATE:
8/18/2017

Please Remit To:
19 Bennett St
Lynn MA 01905

| | |
|---|---|
| Sub Total: | 832.50 |
| Sales Tax: | .00 |
| Shipping: | 130.00 |
| Deposits: | .00 |
| **Balance:** | **962.50** |

**From:** **Oakleaf Venues** venuerentals@oakleafresidents.com
**Subject:** DBCDD refund of cancellation request
**Date:** September 16, 2017 at 11:05 PM
**To:** Brian Sanchez BSANCHEZ@gmsnf.com

Good evening Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR(Oakleaf Village Clubroom) 10:00 a.m. - 2:00 p.m.
- DATE OF EVENT - Saturday, October 7, 2017
- RESIDENT – FABIOLA TROCHE
- ADDRESS – 3009 TOWER OAKS DRIVE, Orange Park, FL 32065
- AMOUNT OF REFUND - $250.00
  - CANCELLED VENUE via email dated 9/5/17 at 4:14 p.m. requesting cancellation in writing - qualifies for FULL REFUND.
  - DEPOSIT CHECK - check was deposited due to receiving a denial record #5790026 when attempt was made to process through check reader
- RENTAL FEE was via CHECK #328 and DEPOSIT FEE was via CHECK #327, both drawn on JPMorgan Chase
  - DATED: 8/8/2017
  - AMOUNT: $100.00 for DEPOSIT
  - AMOUNT: $150.00 for RENTAL
  - DEPOSITED: 8/18/17
  - TOTAL $250.00

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

Thank you.

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*I will be out of the office MONDAY, September 18, 2017 and TUESDAY, September 19 2017, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.*


**Wanda McReynolds – Venue Coordinator, OakLeaf Plantation**

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



SEP 18 2017
2.300.223.1
545

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

# Invoice

Invoice #: 1925
Invoice Date: 9/6/17
Due Date: 9/6/17
Case:
P.O. Number:

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

RECEIVED
SEP 20 2017
BY:

| Description | Hours/Qty | Rate | Amount |
|---|---|---|---|
| Facility Event Staff - through 8/31/2017 | 37.34 | 25.00 | 933.50 |

Amenities Revenue
300
2,369,103
92

| | |
|---|---|
| Total | $933.50 |
| Payments/Credits | $0.00 |
| Balance Due | $933.50 |

RMW
9-7-17

# Governmental Management Services, LLC

9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

**DOUBLE BRANCH CDD**

**Facility Event Staff Service Hours**

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 37.34 | Facility Event Staff | $ 25.00 | $ 933.50 |
| | Covers Period End: August 31, 2017 | | |
| | Amenities Revenue # 2-369-103 | | |

**Clay County Sheriff's Office**
P.O. Box 548
Green Cove Springs, FL 32043

# INVOICE

INVOICE DATE: SEPTEMBER 5, 2017
WEEK OF: 8/25/17 – 8/31/17

**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 |
|---|---|---|---|---|---|
| 08/25/17 | MATT WILLIAMS | 1700-2300 | 6 | 26.00 | 156.00 |
| 08/26/17 | WAYNE SIMANDL | 1700-2300 | 6 | 26.00 | 156.00 |
| 08/26/17 | BRYAN SMITH | 1700-2300 | 6 | 26.00 | 156.00 |
| 08/27/17 | BRYAN SMITH | 1700-2300 | 6 | 26.00 | 156.00 |
| 08/28/17 | DAVID VOLLER | 1700-2300 | 6 | 26.00 | 156.00 |
| 08/29/17 | EVA SOLIS | 1700-2300 | 6 | 26.00 | 156.00 |
| 08/30/17 | BEN ZIRBEL | 1700-2300 | 6 | 26.00 | 156.00 |
| 08/31/17 | BEN WASE | 1700-2300 | 6 | 26.00 | 156.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| DEPUTY SIGNATURE: | | | | TOTAL | 1248.00 /2 |
| | | | | | $624.00 |

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: SEPTEMBER 15, 2017
WEEK OF: 9/1-7/17

**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 |
|---|---|---|---|---|---|
| 9/1/17 | WAYNE SIMANDL | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/1/17 | JENNIFER COOPER | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/2/17 | STEVEN HILLS | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/2/17 | JENNIFER COOPER | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/3/17 | WES SMITH | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/4/17 | WAYNE SIMANDL | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/5/17 | WAYN SIMANDL | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/6/17 | DAVID VOLLER | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/7/17 | EVA SOLIS | 1700-2300 | 6 | 26.00 | 156.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| DEPUTY SIGNATURE: | | | | TOTAL | 1404.00/2 |
| | | | | | $702.00 |

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

**THANK YOU FOR YOUR BUSINESS!**

**From:** **Oakleaf Venues** venuerentals@oakleafresidents.com
**Subject:** DBCDD refund of deposit request
**Date:** June 26, 2017 at 10:57 PM
**To:** Brian Sanchez BSANCHEZ@gmsnf.com

---

Good evening Brian,

JUN 27 2017

June
2.300.223.1
531

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Club Room)
- DATE OF VENUE – July 14, 2017 (FRIDAY) 5:00 p.m. - 9:00 p.m.
- RESIDENT – TAMIRA SUMMERS
- ADDRESS – 525 SUNSTONE COURT, Orange Park, FL 32065
- AMOUNT OF REFUND - $100.00
  - DEPOSIT REFUND (deposit only - CANCELLATION was made via voice mail on 6/20/17(must be 31+ days prior to event date & in writi
- DEPOSIT was via Western Union MONEY ORDER
  - Western Union MO # 17-528081476
  - DATED: 3/12/17
  - AMOUNT: $250.00 (included rental fee & deposit fee

| PAYMENT DATE | SETTLEMENT DATE | EVENT DATE | DESCRIPTION | HOURS | AMOUNT | PAYMENT METH ELECTRONICCH |
|---|---|---|---|---|---|---|
| 03/13/17 | 03/13/17 | 07/14/17 | Tamira Summer - OVCR RENTAL & DEPOSIT | 4 | $ 250.00 | 17 52 |

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

Thank you.
--

*I will be out of the office TUESDAY, June 27, 2017 and WEDNESDAY, June 28, 2017, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number*


**Wanda McReynolds – Venue Coordinator, OakLeaf Plantation**

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


SEP 5 2017

# Double Branch
## COMMUNITY DEVELOPMENT DISTRICT

***Rec Fund***

## Check Request

| Date | Amount | Authorized By |
|---|---|---|
| September 27, 2017 | $9,500.00 | Jim Perry |

Payable to:

Double Branch CDD Capital Reserve (#398)

| Date Check Needed: | Budget Category: |
|---|---|
| ASAP | 2-300-20700-10200 |

Intended Use of Funds Requested:

FY17 Rec Fund Capital Reserve Funding Pool Pump Reserve

*(Attach supporting documentation for request.)*

# Double Branch

## Community Development District

## Recreation Fund

| Description | Adopted Budget FY 2016 | Actual YTD YTD 7/31/16 | Projected 2 Months | Total Projected FY 2016 | Adopted Budget FY 2017 |
|---|---|---|---|---|---|
| Refuse Services | $6,120 | $5,091 | $1,008 | $6,099 | $6,120 |
| Telephone | $4,500 | $1,603 | $444 | $2,047 | $4,500 |
| Electric | $47,000 | $35,950 | $8,916 | $44,866 | $47,000 |
| Cable | $4,752 | $3,696 | $527 | $4,224 | $4,752 |
| Pool Maintenance | $56,616 | $42,641 | $8,073 | $50,714 | $56,616 |
| Water / Sewer/Reclaim | $65,000 | $63,582 | $4,723 | $68,305 | $65,000 |
| Facility Maintenance-General | $27,500 | $22,902 | $4,584 | $27,486 | $27,500 |
| Facility Maintenance-Preventative | $5,617 | $3,330 | $432 | $3,762 | $5,617 |
| Facility Maintenance - Contingency | $29,750 | $23,693 | $5,007 | $28,700 | $29,750 |
| Lighting Repairs | $8,500 | $6,660 | $1,388 | $8,048 | $8,500 |
| Special Events | $10,500 | $6,101 | $5,667 | $11,768 | $10,500 |
| Office Supplies & Equipment | $4,000 | $597 | $680 | $1,277 | $4,000 |
| Janitorial | $31,512 | $24,664 | $5,710 | $30,374 | $31,512 |
| Recreation Passes | $7,565 | $5,021 | $4,378 | $9,399 | $7,565 |
| Repairs & Replacements | $79,025 | $75,673 | $12,758 | $88,431 | $79,025 |
| Pool Pump Reserve | $9,500 | $9,500 | $0 | $9,500 | $9,500 |
| Pool Leak Repairs | $5,000 | $0 | $0 | $0 | $5,000 |
| Multiuse Field | $21,250 | $20,800 | $0 | $20,800 | $21,250 |
| Recreation Facility Expenses | $577,488 | $464,766 | $108,822 | $573,588 | $582,102 |
| Fitness Center | | | | | |
| Staffing | $53,900 | $44,427 | $9,218 | $53,645 | $55,517 |
| Telephone | $1,020 | $814 | $182 | $996 | $1,092 |
| Electric | $12,000 | $9,024 | $2,694 | $11,718 | $12,300 |
| Cable | $4,169 | $3,158 | $602 | $3,760 | $4,169 |
| Facility Maintenance - General | $8,000 | $5,536 | $374 | $5,910 | $8,000 |
| Facility Maintenance - Preventative | $7,500 | $3,654 | $761 | $4,415 | $7,500 |
| Facility Maintenance - Contingency | $5,000 | $675 | $0 | $675 | $5,000 |
| Office Supplies and Equipment | $2,664 | $1,732 | $932 | $2,664 | $2,664 |
| Janitorial | $12,750 | $13,060 | $2,125 | $15,185 | $13,435 |
| Repairs & Replacements | $1,500 | $3,582 | $0 | $3,582 | $1,500 |
| Fitness Center Expenses | $108,503 | $85,661 | $16,888 | $102,549 | $111,177 |
| Total Expenses | $1,507,210 | $1,676,048 | $235,472 | $1,911,520 | $1,504,699 |
| **Excess Revenues(Expenses)** | **$449,143** | **$625,287** | **(231,382)** | **393,906** | **$0** |

# Double Branch
## COMMUNITY DEVELOPMENT DISTRICT

***Rec Fund***

## Check Request

| Date | Amount | Authorized By |
|---|---|---|
| September 27, 2017 | $35,000.00 | Jim Perry |

Payable to:

Double Branch CDD Capital Reserve (#398)

| Date Check Needed: | Budget Category: |
|---|---|
| ASAP | 2-300-20700-10200 |

Intended Use of Funds Requested:

FY17 Rec Fund Capital Reserve Funding Landscape Reserve

*(Attach supporting documentation for request.)*

# Double Branch

**Community Development District** — **Recreation Fund**

| Description | Adopted Budget FY 2016 | Actual YTD YTD 7/31/16 | Projected 2 Months | Total Projected FY 2016 | Adopted Budget FY 2017 |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| Maintenance Assessments | $1,462,045 | $1,471,520 | $0 | $1,471,520 | $1,462,048 |
| Interest Income | $165 | $1,631 | $400 | $2,031 | $2,431 |
| Amenities Revenue/Miscellaneous | $35,000 | $26,310 | $3,690 | $30,000 | $33,690 |
| Sports Revenue | $10,000 | $6,530 | $0 | $6,530 | $6,530 |
| Carry Forward Surplus | $449,143 | $795,345 | $0 | $795,345 | $0 |
| Total Revenues | $1,956,353 | $2,301,336 | $4,090 | $2,305,426 | $1,504,699 |
| **Expenditures** | | | | | |
| Administrative | | | | | |
| Management Fees - On Site | $89,120 | $74,267 | $14,853 | $89,120 | $91,794 |
| Insurance | $67,274 | $59,799 | $0 | $59,799 | $62,789 |
| Other Current Charges | $3,818 | $2,834 | $632 | $3,466 | $3,818 |
| Permit Fees | $2,375 | $1,851 | $54 | $1,905 | $1,635 |
| Office Supplies | $300 | $0 | $0 | $0 | $0 |
| Administrative Expenses | $162,887 | $138,751 | $15,539 | $154,290 | $160,036 |
| Maintenance | | | | | |
| Security | $50,920 | $42,358 | $8,472 | $50,829 | $50,920 |
| Security - Clay County Off-Duty Sheriff | $43,050 | $33,228 | $7,139 | $40,367 | $43,050 |
| Water - Irrigation | $9,000 | $5,527 | $2,124 | $7,651 | $9,000 |
| Irrigation Maintenance | $4,250 | $6,315 | $0 | $6,315 | $4,250 |
| Streetlighting | $33,066 | $23,178 | $4,625 | $27,803 | $33,066 |
| Electric | $42,000 | $26,556 | $5,978 | $32,534 | $42,000 |
| Landscape Maintenance | $315,774 | $263,145 | $52,629 | $315,774 | $315,774 |
| Common Area Maintenance | $43,564 | $33,334 | $8,072 | $41,407 | $43,564 |
| Lake Maintenance | $28,116 | $19,875 | $3,940 | $23,815 | $28,116 |
| Landscape Reserve | $35,000 | $35,000 | $0 | $35,000 | $35,000 |
| Contingency | $6,000 | $2,850 | $1,000 | $3,850 | $6,000 |
| Capital Reserve | $21,712 | $470,855 | $0 | $470,855 | $14,765 |
| Miscellaneous Maintenance | $2,986 | $1,757 | $244 | $2,001 | $2,986 |
| General Reserve | $22,894 | $22,894 | $0 | $22,894 | $22,894 |
| Common Area Expenses | $658,332 | $986,871 | $94,223 | $1,081,094 | $651,385 |
| Recreation Facility | | | | | |
| Aquatic & Athletic Manager / Staff | $49,266 | $41,055 | $8,211 | $49,266 | $50,744 |
| Pool Attendants | $104,515 | $72,207 | $36,316 | $108,524 | $107,650 |

# Double Branch
## COMMUNITY DEVELOPMENT DISTRICT

***Rec Fund***

## Check Request

| Date | Amount | Authorized By |
|---|---|---|
| September 27, 2017 | $22,894.00 | Jim Perry |

Payable to:

Double Branch CDD Capital Reserve (#398)

| Date Check Needed: | Budget Category: |
|---|---|
| ASAP | 2-300-20700-10200 |

Intended Use of Funds Requested:

FY17 Rec Fund Capital Reserve Funding General Reserve

*(Attach supporting documentation for request.)*

# Double Branch

**Community Development District** — **Recreation Fund**

| Description | Adopted Budget FY 2016 | Actual YTD YTD 7/31/16 | Projected 2 Months | Total Projected FY 2016 | Adopted Budget FY 2017 |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| Maintenance Assessments | $1,462,045 | $1,471,520 | $0 | $1,471,520 | $1,462,048 |
| Interest Income | $165 | $1,631 | $400 | $2,031 | $2,431 |
| Amenities Revenue/Miscellaneous | $35,000 | $26,310 | $3,690 | $30,000 | $33,690 |
| Sports Revenue | $10,000 | $6,530 | $0 | $6,530 | $6,530 |
| Carry Forward Surplus | $449,143 | $795,345 | $0 | $795,345 | $0 |
| Total Revenues | $1,956,353 | $2,301,336 | $4,090 | $2,305,426 | $1,504,699 |
| **Expenditures** | | | | | |
| Administrative | | | | | |
| Management Fees - On Site | $89,120 | $74,267 | $14,853 | $89,120 | $91,794 |
| Insurance | $67,274 | $59,799 | $0 | $59,799 | $62,789 |
| Other Current Charges | $3,818 | $2,834 | $632 | $3,466 | $3,818 |
| Permit Fees | $2,375 | $1,851 | $54 | $1,905 | $1,635 |
| Office Supplies | $300 | $0 | $0 | $0 | $0 |
| Administrative Expenses | $162,887 | $138,751 | $15,539 | $154,290 | $160,036 |
| Maintenance | | | | | |
| Security | $50,920 | $42,358 | $8,472 | $50,829 | $50,920 |
| Security - Clay County Off-Duty Sheriff | $43,050 | $33,228 | $7,139 | $40,367 | $43,050 |
| Water - Irrigation | $9,000 | $5,527 | $2,124 | $7,651 | $9,000 |
| Irrigation Maintenance | $4,250 | $6,315 | $0 | $6,315 | $4,250 |
| Streetlighting | $33,066 | $23,178 | $4,625 | $27,803 | $33,066 |
| Electric | $42,000 | $26,556 | $5,978 | $32,534 | $42,000 |
| Landscape Maintenance | $315,774 | $263,145 | $52,629 | $315,774 | $315,774 |
| Common Area Maintenance | $43,564 | $33,334 | $8,072 | $41,407 | $43,564 |
| Lake Maintenance | $28,116 | $19,875 | $3,940 | $23,815 | $28,116 |
| Landscape Reserve | $35,000 | $35,000 | $0 | $35,000 | $35,000 |
| Contingency | $6,000 | $2,850 | $1,000 | $3,850 | $6,000 |
| Capital Reserve | $21,712 | $470,855 | $0 | $470,855 | $14,765 |
| Miscellaneous Maintenance | $2,986 | $1,757 | $244 | $2,001 | $2,986 |
| General Reserve | $22,894 | $22,894 | $0 | $22,894 | $22,894 |
| Common Area Expenses | $658,332 | $986,871 | $94,223 | $1,081,094 | $651,385 |
| Recreation Facility | | | | | |
| Aquatic & Athletic Manager / Staff | $49,266 | $41,055 | $8,211 | $49,266 | $50,744 |
| Pool Attendants | $104,515 | $72,207 | $36,316 | $108,524 | $107,650 |

Advanced Disposal

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

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

Due to increasing costs, your next invoice may reflect a slight increase.

Advanced Disposal is a company bringing fresh ideas and solutions to a clean environment. Should you have questions about charges, please see the back of this invoice, call your service representative or go to www.AdvancedDisposal.com.

RETURN SERVICE REQUESTED
000092 000000342

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

**Account Information**

| | |
|---|---|
| Account Number | PB006335 |
| Site Number | 0000 |
| Invoice Date | August 31, 2017 |
| Invoice Number | PB0000868488 |

**Account Summary**

| | |
|---|---|
| Previous Balance | $2,078.88 |
| Payments/Adjustments | $0.00 |
| Current Invoice Amount | $529.94 |

**Amount Due** $2,608.82
**Due Date** Upon Receipt

**Invoice Breakdown**

| | |
|---|---|
| Current | $529.94 |
| 30 days - past due | $527.10 |
| 60 days - past due | $516.22 |
| 90 days - past due | $1,035.56 |

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

PB170901.I01.txt-183-000000342

| | |
|---|---|
| **Previous Balance** | **$2,078.88** |
| **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)** | | | | | |
| 08/31/17 | TRASH STANDARD SERVICE: 08/01/17-08/31/17 | | 1.00 | 350.00 | 350.00 |
| | Fuel Fee | 2·32·572·349 7 | 350.00 | | 38.89 |
| | Clay Co Franchise Fee | | 350.00 | | 57.05 |
| | Environmental Fee | | 350.00 | | 84.00 |
| | **SITE TOTAL** | | | | **529.94** |

| | |
|---|---|
| **Current Charges** | **$529.94** |
| **Amount Due** | **$2,608.82** |

Pd 9/21/17

**Coming soon: Advanced Disposal eServices!**

Advanced Disposal is expanding our online services. Customers will have the ability to perform more transactions online and manage their accounts safely and conveniently. Please note: customers currently enrolled in online bill pay may be required to change your password in the near future because of these enhancements.

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**

| IF PAYING BY CREDIT CARD, FILL OUT BELOW: | CHECK CARD USING FOR PAYMENT | |
|---|---|---|
| CARD NUMBER | AMOUNT PAID | ☐ VISA<br>☐ MASTER CARD |
| SIGNATURE | EXP. DATE | ☐ AMERICAN EXP.<br>☐ DISCOVER |

| ACCOUNT # | INVOICE # | AMT. ENCLOSED |
|---|---|---|
| PB006335 | PB0000868488 | |
| INVOICE TOTAL | BALANCE DUE | |
| $529.94 | $2,608.82 | |

**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

PB 006335 0000 083117 0000868488 00052994 00260882 0

# APPROVED

**Code to:**
**Double Branch Refuse Services**
**2-330-572-3490**

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

# Invoice

Invoice #: 1928
Invoice Date: 9/19/17
Due Date: 9/19/17
Case:
P.O. Number:

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

SEP 21 2017

| Description | | Hours/Qty | Rate | Amount |
|---|---|---|---|---|
| Facility Maintenance August 1 - August 31, 2017 | | | 8,363.33 | 8,363.33 |
| Maintenance Supplies - August 2017 | | | 572.42 | 572.42 |
| Facility Maint. - General 32 2.572.4660 | $2398.00 | | | |
| Facility Maint. - Conting. 32 2.572.4662 | $2585.00 | | | |
| Common Area Maint. 32 2.572.464 | $149.00 | | | |
| Facility Maint. - Gen. (Fitness) 2.330.572.471 | $670.75 | | | |
| Light Repairs 2.320.572.4663 | $711.00 | | | |
| Repairs/Replace 2.320.572.6310 | $2422.00 | | | |

35

| | |
|---|---|
| Total | $8,935.75 |
| Payments/Credits | $0.00 |
| Balance Due | $8,935.75 |

RMW
9-20-17

# DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
## MAINTENANCE BILLABLE HOURS
## FOR THE MONTH OF AUGUST 2017

| Date | Hours | Employee | Description |
|---|---|---|---|
| 8/1/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/1/17 | 3 | E.T. | Repaired lake fountain, repaired steps on pool deck |
| 8/1/17 | 6 | T.C. | Removed duck feces from bridge and pool decks, cleaned fountain at Amenity Center, repaired loose bricks on steps by spray ground feature |
| 8/2/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/2/17 | 8 | T.C. | Removed duck feces from bridge and pool decks, installed street sign, touched up paint in clubroom, unloaded janitorial supplies |
| 8/2/17 | 6 | B.M. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/3/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/3/17 | 6 | E.T. | repaired pergola on pool deck, repaired brick footers on columns at field house restrooms, prepared columns on field house for painting, replaced missing boards, sanded columns |
| 8/3/17 | 6 | T.C. | Removed duck feces from bridge & pool decks, prepared filed house for painting, inspected playground and tightened loose equipment |
| 8/4/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/4/17 | 8 | T.C. | Removed duck feces from bridge & pool decks, prepared filed house for painting, removed fallen tree from vinyl fencing |
| 8/4/17 | 4 | B.M. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants, assisted with removal of fallen tree |
| 8/7/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/7/17 | 6 | T.C. | Removed duck feces from bridge & pool decks, painted field house |
| 8/7/17 | 6 | B.M. | Painted columns on field house |
| 8/8/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/8/17 | 3 | E.T. | Repaired sign on fitness center building, inspected lighting at fitness center & replaced bulbs as needed, coned off large holes in road at The Oaks |
| 8/8/17 | 8 | T.C. | Removed duck feces from bridge & pool decks, fabricated post and attached "adult only" sign for pool, inspected and replaced bulbs in women's restroom, installed handicap sign at park |
| 8/8/17 | 8 | B.M. | Repaired split rail fencing as needed, repaired ceiling fans, repaired holes in parking lot, repaired windscreens at tennis courts, repaired fitness center sign, inspected lights at Amenity Center restrooms, removed debris from Amenity Center and parking lot |
| 8/9/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/9/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/9/17 | 2 | T.C. | Removed duck feces from bridge & pool decks |
| 8/10/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/10/17 | 3 | E.T. | Repaired windscreens on tennis courts, removed debris from pool pack area, removed broken shade structure damaged by storm, sprayed for weeds in pool pack area |
| 8/10/17 | 4 | T.C. | Removed duck feces from bridge & pool decks, removed broken shade structure & debris from pool pack |
| 8/10/17 | 3 | B.M. | Removed damaged shade structure at pool pack area, removed weeds in pool pack area |
| 8/11/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/11/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/11/17 | 3 | T.C. | Removed duck feces from bridge & pool decks, removed debris from parking lot |
| 8/14/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/14/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/14/17 | 4 | T.C. | Removed duck feces from bridge & pool decks, setup for CDD meeting |
| 8/14/17 | 2 | B.M. | Setup for CDD meeting |
| 8/15/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/15/17 | 3 | E.T. | Filled holes in parking lot, repaired fencing as needed, painted bike rack at Amenity Center playground, repaired drinking fountain |
| 8/15/17 | 2 | B.M. | Repaired holes in pavement, painted bike rack |
| 8/16/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/16/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/16/17 | 6 | T.C. | Removed duck feces from bridge & pool decks, repaired windscreens at tennis courts, replaced bulbs in manager's office |
| 8/16/17 | 4 | B.M. | Repaired split rail fencing as needed, replaced toilet seat, painted all bike racks at parks |
| 8/17/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/17/17 | 5 | E.T. | Replaced bulbs in club room, prepared and painted pool house restroom floors |
| 8/17/17 | 4 | T.C. | Removed duck feces from bridge & pool decks, cleaned fountain by office |
| 8/17/17 | 6 | B.M. | Prepared and painted pool house restroom floors, replaced bulbs in decorative rafters |
| 8/18/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/18/17 | 2 | T.C. | Removed duck feces from bridge & pool decks |

# DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
## MAINTENANCE BILLABLE HOURS
## FOR THE MONTH OF AUGUST 2017

| Date | Hours | Employee | Description |
|---|---|---|---|
| 8/18/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/21/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/21/17 | 2 | T.C. | Removed duck feces from bridge & pool decks |
| 8/21/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/22/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/22/17 | 3 | E.T. | Repaired running toilet in field house, removed debris from lakes |
| 8/22/17 | 3 | B.M. | Repaired urinal, removed debris from field house area, repaired fountain |
| 8/23/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/23/17 | 2 | T.C. | Removed duck feces from bridge & pool decks |
| 8/23/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/24/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/24/17 | 3 | E.T. | Repaired fencing along Loop Road, cleaned lakes, painted decorative posts around communities |
| 8/24/17 | 8 | T.C. | Removed duck feces from bridge & pool decks, assisted pressure washer with pool deck furniture |
| 8/25/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/25/17 | 4 | T.C. | Removed duck feces from bridge & pool decks, sprayed wasp nests around Amenity Center |
| 8/25/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants, drilled holes in concrete for barriers |
| 8/28/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/28/17 | 4 | B.M. | Inspected entry lights, removed tree limbs hanging over roadways |
| 8/28/17 | 8 | T.C. | Removed duck feces from bridge & pool decks, tightened yoga mat rack, replaced basketball nets as needed, trimmed low hanging branches, repaired split rail fencing at parks |
| 8/28/17 | 5 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/29/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/29/17 | 2 | T.C. | Removed duck feces from bridge & pool decks |
| 8/30/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/30/17 | 2 | T.C. | Removed duck feces from bridge & pool decks |
| 8/30/17 | 6 | G.S. | Inspect common areas, fencing, signage, trash removal, park inspections, fields, lighting, & repairs as needed, trimmed tree limbs, treated for ants |
| 8/31/17 | 1 | E.T. | Inspected pool equipment, pumps, motors, valves & chemical levels as needed |
| 8/31/17 | 2 | T.C. | Removed duck feces from bridge & pool decks |
| TOTAL | 256 | | |
| MILES | 385 | | *Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445 |

## MAINTENANCE BILLABLE PURCHASES

Period Ending 9/5/17

| DISTRICT | DATE | SUPPLIES | PRICE | EMPLOYEE |
|---|---|---|---|---|
| DB | | | | |
| DOUBLE BRANCH | | | | |
| | 8/4/17 | 5Gal Behr paint | 143.75 | B.M. |
| | 8/4/17 | Paint brushes (2) | 12.58 | B.M. |
| | 8/4/17 | T8 Light bulbs | 41.31 | B.M. |
| | 8/4/17 | Towels | 17.22 | B.M. |
| | 8/8/17 | 2 Lamp T8 control | 25.27 | J.S. |
| | 8/8/17 | Keys (10) | 11.33 | J.S. |
| | 8/8/17 | 60lb Blacktop patch | 43.47 | B.M. |
| | 8/15/17 | Toilet seat | 27.58 | B.M. |
| | 8/15/17 | Hunter green rustoleum paint | 18.18 | B.M. |
| | 8/15/17 | Water key | 9.74 | B.M. |
| | 8/15/17 | 5Gal bucket | 3.42 | B.M. |
| | 8/17/17 | T5 bulbs (8) | 100.92 | B.M. |
| | 8/17/17 | Behr floor paint | 32.18 | B.M. |
| | 8/17/17 | Terry towels | 17.22 | B.M. |
| | 8/24/17 | Disposable gloves | 6.87 | B.M. |
| | 8/24/17 | Degreaser | 42.52 | B.M. |
| | 8/29/17 | Broom (2) | 6.87 | J.S. |
| | 8/29/17 | Mop head refills (3) | 12.02 | J.S. |
| | | TOTAL | $572.42 | |

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

# Invoice

Invoice #: 1926
Invoice Date: 9/18/17
Due Date: 9/18/17
Case:
P.O. Number:

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

SEP 2 E 2017

| Description | Hours/Qty | Rate | Amount |
|---|---|---|---|
| Facility Event Staff = through 9/14/2017 | 17.3 | 25.00 | 432.50 |

Amenities Revenue
300
2, 369, 103
~~26~~ 92

| | |
|---|---|
| Total | $432.50 |
| Payments/Credits | $0.00 |
| Balance Due | $432.50 |

RNW
9-19-17

# Governmental Management Services, LLC

9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

**DOUBLE BRANCH CDD**

**Facility Event Staff Service Hours**

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| 17.30 | Facility Event Staff | $ 25.00 | $ 432.50 |

Covers Period End: September 14, 2017

Amenities Revenue # 2-369-103

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

# Invoice

**Invoice #:** 1929
**Invoice Date:** 9/22/17
**Due Date:** 9/22/17
**Case:**
**P.O. Number:**

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

SEP 25 2017

| Description | Hours/Qty | Rate | Amount |
|---|---|---|---|
| Phones (002-320-57200-41000) | | 98.22 | 98.22 |
| Permits/ Licenses (002-320-57200-49300) | | 26.95 | 26.95 |
| Repair and replacements (002-320-57200-63100) | | 536.80 | 536.80 |
| Office Supplies (002-320-57200-51000) | | 383.45 | 383.45 |

| | |
|---|---|
| **Total** | $1,045.42 |
| **Payments/Credits** | $0.00 |
| **Balance Due** | $1,045.42 |

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – Aug 20, 2017

| Purchase Date | Vender | Amount | Description | GL Account | Middle Village | GL | Double Branch | GMS | Total |
|---|---|---|---|---|---|---|---|---|---|
| 7/21/2017 | City electric | 48.78 | mv slide breaker | 34.600.538.64000 | 48.78 | | | | 48.78 |
| 7/27/2017 | Harbor Freight | 106.99 | canopy | | | 2.320.572.63100 | 106.99 | | 106.99 |
| 8/1/2017 | walmart | 151.94 | check in monitor | 34.600.538.64000 | 151.94 | | | | 151.94 |
| 8/1/2017 | office depot | 242.49 | office supplies | | | 2.320.572.5100 | 242.49 | | 242.49 |
| 8/2/2017 | ring central | 196.45 | VOIP phones | 2.330.572.4100 | 98.23 | 2.320.572.4100 | 98.22 | | 196.45 |
| 8/8/2017 | office depot | 281.93 | office supplies | 2.330.572.5100 | 140.97 | 2.320.572.5100 | 140.96 | | 281.93 |
| 8/15/2017 | mood media | 26.95 | music license | 2.310.513.49300 | 26.95 | | | | 26.95 |
| 8/15/2017 | mood media | 26.95 | music license | | | 2.320.572.49300 | 26.95 | | 26.95 |
| 8/15/2017 | Buggies unl. | 157.94 | Cart tires | 34.600.538.64000 | 78.97 | 2.320.572.63100 | 78.97 | | 157.94 |
| 8/15/2017 | JMAC | 330.84 | alarm panel | | | 2.320.572.63100 | 330.84 | | 330.84 |
| 8/16/2017 | Tire Guys | 40 | cart tire mount | 34.600.538.64000 | 20 | 2.320.572.63100 | 20 | | 40 |
| 8/18/2017 | walmart | 432 | MV televisions | 34.600.538.64000 | 432.00 | | | | 432 |
| | | **$2,043.26** | | | **$997.84** | | **$1,045.42** | **$0.00** | **$2,043.26** |

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – Aug 20, 2017

Totals by GL

**Double Branch: $1045.42**
2.320.572.4100 (DB Phones) – $98.22
2.320.572.49300 (DB permits/ licenses) – $26.95
2.320.572.63100 (DB Repair and Replacements) - $536.80
2.320.572.5100 (DB Office Supplies) - $ 383.45

**Middle Village: $997.84**
2.330.572.4100 (MV Phones) – $98.23
2.310.513.49300 (MV permits/ licenses) – $26.95
34.600.538.64000 (MV repair & replacements) – $731.69
2.330.572.5100 (MV Office Supplies) - $140.97

JAY SORIANO
Card Ending 6-63053

| | | | | Amount |
|---|---|---|---|---|
| 07/21/17 | CITY ELECTRIC SUPPLY<br>ELECTRICAL EQUIPMENT<br>Description<br>CITY ELECTRIC SUPPL | ORANGE PARK | FL | $48.78 |
| 07/27/17 | HARBOR FREIGHT TOOLS<br>800-444-3353<br>Description<br>GENERAL MERCHANDISE | JACKSONVILLE | FL | $106.99 ♦ |
| 08/01/17 | WALMART.COM<br>800-966-6546<br>Description<br>APPAREL HSWRS/ACC | BENTONVILLE | AR | $151.94 ♦ |
| 08/01/17 | OFFICEMAX/OFFICEDEPOT6826 000006826<br>8004633768 | JACKSONVILLE | FL | $242.49 ♦ |
| 08/02/17 | RINGCENTRAL<br>4915824008 94002 | BELMONT | CA | $196.45 ♦ |
| 08/08/17 | OFFICEMAX/OFFICEDEPOT6826 000006826<br>8004633768 | JACKSONVILLE | FL | $281.93 ♦ |
| 08/15/17 | MOOD PANDORA 0684 AUSTIN TX | | | $26.95 |
| 08/15/17 | MOOD PANDORA 0684 AUSTIN TX | | | $26.95 |
| 08/15/17 | BUGGIES UNLIMITED 0655<br>904-421-3003<br>Description<br>AUTOMOTIVE DEALERS | JACKSONVILLE | FL | $157.94 ♦ |
| 08/15/17 | JMAC SUPPLY<br>5168120917<br>Description<br>SECURITY AND SURVEI | 5168120917 | NY | $330.84 ♦ |
| 08/16/17 | TIRE GUYS 0878<br>904-887-7988<br>Description<br>AUTOMOTIVE PARTS,AC | ORANGE PARK | FL | $40.00 |
| 08/18/17 | WAL-MART SUPERCENTER 6978 6978<br>DISCOUNT STORE | JACKSONVILLE | FL | $432.00 ♦ |

Continued on next page

BUGGIES UNLIMITED
6358 Paysphere Circle
CHICAGO, IL 60674

888-444-9994

# Sales Confirmation

| | |
|---|---|
| Order No. | W8784936 |
| Customer No. | W000185749 |
| Telephone | 9045620249 |
| FAX | |

**To:**

Jay Soriano
475 W Town Pl
suite 114
St Augustine, FL 32092
US

**Ship To:**

Jay Soriano
370 Oakleaf Village Pkwy

orange park, FL 32065
US

| Ship Via | F.O.B | Shipping Terms | Order Date | Salesperson |
|---|---|---|---|---|
| UPS-Grou | SHIPPING POINT | PPD | Aug/14/2017 | AX Admin |

| Payment | Ordered By | PO # | |
|---|---|---|---|
| Credit Card | | 0 | |

| Order Quantity | Back Order Quantity | Item Number / Description | Ware House | Unit Price | Extended Price |
|---|---|---|---|---|---|
| 2.00 | | 1075<br>TIRE, 22X11.00-10 6PR DURO DESERT<br>Old Item # 55514 | JAX | $60.31 | $120.62 |

| | |
|---|---|
| Print Date | Aug/14/2017 |
| Print Time | 3:20:53 PM |
| Page # | 1 of 1 |

| | |
|---|---|
| Subtotal $ | 120.62 |
| Freight / Handling $ | 26.99 |
| Sales Tax $ | 10.33 |
| Order Total $ | 157.94 |

**All amounts in US dollars**

CITY ELECTRIC SUPPLY#1
329 I PARKRIDGE AVENUE
ORANGE PARK, FL 3206500

07.21/2017 12:21:40

CREDIT CARD

AMEX SALE

| | |
|---|---|
| Card # | XXXXXXXXXXX3053 |
| Chip Card: | AMERICAN EXPRESS |
| AID: | A000000025010801 |
| ATC: | 0074 |
| TC: | A781677B5124400D |
| SEQ #: | 2 |
| Batch #: | 2039 |
| INVOICE | 2 |
| Approval Code: | 819828 |
| Entry Method: | Chip Read |
| Mode: | Issuer |

SALE AMOUNT $48.78

CUSTOMER COPY

**HARBOR FREIGHT TOOLS**

JACKSONVILLE WEST FL #00213
8102 BLANDING BLVD. 27A
JACKSONVILLE, FL 32244
Telephone: (904) 573 9825

Customer Name:
Customer Number: 88[illegible]
63054 10FTX20FT PORTABLE CAR LA [illegible]
Coupon Discount $ Off: [illegible]
New Price: [illegible]
Coupon Number: 24676913

| | |
|---|---|
| Subtotal | $99.99 |
| Sales Tax 7.0000% | $7.00 |
| **Total** | **$106.99** |

**Additional Savings $30.00**

| | |
|---|---|
| American Express | $106.99 |

Card No. XXXXXXXXXXXX3053
Expiration Date XX/XX
Auth. No. 842848
AMERICAN EXPRESS
Chip Read
Signature Verified
Mode: Issuer
AID: A000000025010801
TVR: 0000008000
IAD: 06B40103A02002
ISI: F800
ARC: 00

Please Retain for Your Records

Store: 00213 Res: 01 Tran: 418930
Date: 7/27/2017 9:47:09 AM Assoc: XXXXXX
Ticket: 01418930

Item(s) Sold: 1
Item(s) Returned: 0

HEATHER served you today.
Thank you for shopping at
JACKSONVILLE WEST FL #00213

333 W. Merrick Rd.
Valley Stream, NY
Contact Us
(516) 812-0917

CustomerID# 24642

Thank you for your order. Your order number is 97851, placed 08/14/2017 at 01:20PM.

**Bill To:**

GMS LLC
Jay Soriano
475 W Town Pl
St Augustine, FL 32092
United States
9043421441
manager@oakleafresidents.com

**Ship To:**

GMS LLC
Jay Soriano
370 Oakleaf Village Pkwy
orange park, FL 32065
United States
9043421441

**Payment Info:**

**Credit Card**: American Express
Jay Soriano
**********3053

**Shipping Method:**

Standard Shipping (7 to 11 Business Days)

**Order Details:**

| Code | Item | Qty | Price | Grand Total |
|---|---|---|---|---|
| SECO-LARM-IPV-PD88Q | Seco-Larm IPV-PD88Q IP Surge Protector | 6 | $24.49 | $146.94 |
| TYCO-DSC-PTK5507W | DSC PTK5507W PowerSeries Touch Screen Security Interface, White | 1 | $169.95 | $169.95 |

Subtotal: $316.89
Tax: $0.00
Shipping Cost: $13.95
Grand Total: $330.84

Thank you for shopping at JMAC.com!
Visit us again at https://www.jmac.com/

**Office DEPOT**
**OfficeMax**

JACKSONVILLE - (904) 573-8221
08/01/2017 10:37 AM

2PVTQYXP43Q55B4EW

SALE 6826-1-5670-864629-17.6.1

| | | | |
|---|---|---|---|
| 196697 | PPR,POLARIS,11 | | |
| 2 @ 63.99 | | 127.98 | |
| Promotion | | -48.00 | |
| | You Pay | | 79.98SS |
| 224744 | RECYCLING PROG | | |
| 4 @ 0.01 | | 0.04 | |
| Promotion | | -0.04 | |
| | You Pay | | 0.00SS |
| 649887 | EPSON,676XL420 | | 25.99 SS |
| 649842 | EPSN,676XL320, | | 25.99 SS |
| 649833 | EPSON,676XL220 | | 25.99 SS |
| 518044 | EPSN,676XL120, | | 42.99 SS |
| 223388 | BOOK,PHONE,MES | | |
| 2 @ 7.29 | | 14.58 | |
| | You Pay | | 14.58SS |
| 697137 | BINDER,PKT,OD, | | |
| 2 @ 4.99 | | 9.98 | |
| | You Pay | | 9.98SS |
| 1378594 | Time Card Wkly | | 16.99 SS |
| | Subtotal: | | 242.49 |
| | Total: | | 242.49 |
| | Amex 053: | | 242.49 |

AUTH CODE 868466
TDS Chip Read
AID A0000000025010801 AMERICAN EXPRESS
TVR 0000008000
[illegible] Verified

Office DEPOT
OfficeMax

JACKSONVILLE - (904) 573-8221
08/08/2017 10:26 AM

2PVT3YXPU3QYMBCBW

SALE 6826-2-4715-881530-17 6 1

| | | |
|---|---|---|
| 224744 | RECYCLING PROG | |
| 4 @ 0.01 | 0 04 | |
| Promotion | -0.04 | |
| You Pay | | 0.00SS |
| 126842 | COIL,CORD,12FT | |
| 2 @ 5.99 | 11.98 | |
| You Pay | | 11.98SS |
| 281020 | Epson 127 Dual | 62.99 SS |
| 728406 | INK,T127,3PK,C | 61.99 SS |
| 168933 | SWITCH,SMART | 39.99SS |
| Instant Savings | -5.00 | |
| You Pay | | 34.99SS |
| 173681 | SWITCH,SMART | 34.99SS |
| Instant Savings | -5.00 | |
| You Pay | | 29.99SS |
| 312609 | TNR,STNDRD,YLD | 79.99 SS |
| Subtotal: | | 281.93 |
| Total: | | 281 93 |
| Amex 053: | | 281.93 |

AUTH CODE 878230
TDS Chip Read
AID A0000000025010801 AMERICAN EXPRESS
TVR 0000008000
CVS Signature Verified

TIRE GUYS
1282 BLANDING BLVD
ORANGE PARK, FL 32065

[illegible] 11:43:53

CREDIT CARD

AMEX SALE

[illegible] XXXXXXXXXXX[illegible]
[illegible] Card: AME[illegible]
AID: A00
ATC:

[illegible]
[illegible]
[illegible]al Code: [illegible]
[illegible] Method Cl[illegible]
[illegible]de:

SALE AMOUNT $4[illegible]

THANK YOU FOR YOUR BUSINESS

CUSTOMER COPY

## Hello Jay,

Thank you! We're working on your order now — track status in your account.

**Order number: 4831787-554495**

| Item | Qty | Total |
|---|---|---|
| AOC Monitor 23.8" IPS Panel Full HD 1920x1080 Frameless Ultra Slim VGA HDMIx2 I2481FXH<br>**$128.00** | 1 | $128.00 |

| Item | Qty | Total |
|---|---|---|
| 2-Year Plan for Peripherals $100-$149.99<br>**$14.00** | 1 | $14.00 |

# Order summary

| | |
|---|---|
| Order subtotal: | $142.00 |
| Pickup: | **Free** |
| Total tax: | $9.94 |
| **Order total:** | **$151.94** |

### Billing Address:

Jay Soriano
475 W Town Pl
suite 114
St Augustine, FL 32092

### Payment Method(s):

AMEX - 3053

**Credit cards** aren't charged until your order ships. If you see a pending charge on your account prior to shipping, this is an authorization hold to ensure the funds are available.

See back of receipt for your chance
to win $1000

ID # 7L1TMX2FKB3J

Walmart
Save money. Live better.

SUPERCENTER
( 904 ) 365 - 2555
MANAGER BRIAN JACKSON
( ) -

ST# 05978 OP# 000273 TE# 68 TR# 00241
VOID SMART 084522602153 198.00 N
3YR SVC PLAN 060538822279 18.00 N
VOID SMART 084522602153 198.00 N
3YR SVC PLAN 060538822279 18.00 N
SUBTOTAL 432.00
TOTAL 432.00
AMEX TEND 432.00
AMERICAN EXPRESS *** **** ***3 063 I N
APPROVAL # 863166
REF # 000100604574
TRANS ID - 00099299252948 5

AID A000000025010801
TC 7FED3FC244E4C4DF
TERMINAL # SC011101
Signature Verified

08/18/17 17:08:42
CHANGE DUE 0.00
# ITEMS SOLD 4
PC# 8536 7587 9934 0232 3049 1

Low Prices You Can Trust. Every Day.
08/18/17 17:08:51
***CUSTOMER COPY***

# INVOICE

| Invoice Date | Invoice # |
|---|---|
| 9/7/2017 | 90129 |

| Customer PO # |
|---|
| |

5021 Stepp Avenue
Jacksonville, FL 32216
Phone (904) 737-3511

**Remit Payments To:**
**P.O. Box 551629**
**Jacksonville, FL 32255**

**Bill To:** OA003
Double Branch Systems
Middle Village
370 Oak Leaf
Orange Park, FL 32065

**Ship To:**
Oakleaf Plantation

**Conditions of Sale**

JSC Systems, Inc. (JSC) shall have the title to and the right to possession of the equipment until the receipt of total payment. All accounts are payable in Duval County, Florida. Failure to pay the amount due shall constitute a default and JSC may repossess the equipment without notice. Purchaser agrees to pay JSC's cost and expense of collection and/or repossession, including the maximum attorney's fees permitted by law.

| JSC Job # | Terms | Date Shipped | Ship Via |
|---|---|---|---|
| JSVF-036 | Due Upon Receipt | 09/07/2017 | |

| Quantity | Item / Description | Unit Price | Amount |
|---|---|---|---|
| 1.00 | Annual-Full Service Fire Alarm Maintenance and Inspection for 10/01/17 - 9/30/18 | 706.00 | 706.00 |

| Sub-Total | Sales Tax | Total Due |
|---|---|---|
| 706.00 | 0.00 | 706.00 |

**Code to:**
**2-330-572-4661**
**Double Branch Preventative contracts**

Rec'd 9/20/17

See note attached

**From:** **Oakleaf Venues** venuerentals@oakleafresidents.com
**Subject:** DBCDD refund of cancellation request
**Date:** September 23, 2017 at 4:55 PM
**To:** Brian Sanchez BSANCHEZ@gmsnf.com

SEP 26 2017

Good afternoon Brian,

Please make the following refund after confirming the check written has cleared our account:

- LOCATION – OVCR(Oakleaf Village Clubroom) 7:00 p.m. - 11:00 p.m.
- DATE OF EVENT - Saturday, October 28, 2017
- RESIDENT – KAREN JONES
- ADDRESS – 711 WAKEVIEW DRIVE, Orange Park, FL 32065
- AMOUNT OF REFUND - $150.00
  - CANCELLED VENUE via in person at District office on 9/23/17 at 10:45 a.m. - cancellation qualifies for FULL REFUND.
  - DEPOSIT CHECK - Check#483 dated 9/12/17 was shredded on 9/23/17
- RENTAL FEE was via ELECTRONIC CHECK #485 drawn on Navy Federal
  - DATED 9/16/17
  - TRANSACTION# 002
  - BATCH# 184
  - APPROVAL CODE# 7762
  - AMOUNT: $150.00

2.300.223.1
547

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

Thank you.

--

*I will be out of the office WEDNESDAY, September 27, 2017 and THURSDAY, September 28 2017, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.*

**Wanda McReynolds – Venue Coordinator, OakLeaf Plantation**

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

*Governmental Management Services*

# Invoice



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

SEP 23 2017

Gardner Denver
Air Compressors
Electric Motors
Variable Frequency Drives
Pumps
Service

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

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

INV#: 0104780-IN
INV DATE: 9/15/2017
ORD#: 0021916
SP#: OS DG
CUST#: DOUBLEB
PH: 914-342-1991
FX:

CONFIRM TO: Jay Soriano

| CUSTOMER P.O. | SHIP VIA | F.O.B. | TERMS |
|---|---|---|---|
| order #2 | TRK | | Net 30 Days |

| ITEM NO. | | UNIT | ORDERED | SHIPPED | BACK ORD | PRICE | AMOUNT |
|---|---|---|---|---|---|---|---|
| 00001 | CFW110045T2ON1Z<br>WEG Vari Drive (Single / Three Phase 200-240V input, 3 Phase 230V output, NEMA 1, 15HP) | EACH | 2.00 | 2.00 | 0.00 | 1,630.00 | 3,260.00 |
| 00002 | UJ15P2DM<br>US Motors Close Coupled Pump (15HP, 3PH, TEFC, 1775 RPM, 208-230/460V) | EACH | 2.00 | 2.00 | 0.00 | 1,235.00 | 2,470.00 |

**Code to:Split**
**2-320-572-63100**
**Double Branch Repairs and Replacments ($2982.50)**
**34-600-538-64000**
**Middle Village Repair and Replacements ($2982.50)**

| | | |
|---|---|---|
| | Net Invoice: | 5,730.00 |
| | Shipping & Handling: | 235.00 |
| NONTAX | Sales Tax: | 0.00 |
| | **Invoice Total:** | **$5,965.00** |

**Clay County Sheriff's Office**
P.O. Box 548
Green Cove Springs, FL 32043

SEP 22 2017

# INVOICE

INVOICE DATE: SEPTEMBER 22, 2017
WEEK OF: 9/8-14/17

**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 |
|---|---|---|---|---|---|
| 9/13/17 | MATT WILLIAMS | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/14/17 | WES SMITH | 1700-2300 | 6 | 26.00 | 156.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| DEPUTY SIGNATURE: | | | | TOTAL | $312.00/2 |
| | | | | | $156.00 |

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

RECEIVED
SEP 26 2017
BY:

# INVOICE

INVOICE DATE: SEPTEMBER 25, 2017
WEEK OF: 9/15-21/17

**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 |
|---|---|---|---|---|---|
| 9/15/17 | STEVEN HILLS | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/15/17 | BEN WASE | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/16/17 | STEVEN HILLS | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/16/17 | JENNIFER COOPER | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/17/17 | WES SMITH | 1700-2200 | 5 | 26.00 | 130.00 |
| 9/18/17 | WES SMITH | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/19/17 | BEN WASE | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/20/17 | DAVID VOLLER | 1700-2300 | 6 | 26.00 | 156.00 |
| 9/21/17 | MATT WILLIAMS | 1700-2300 | 6 | 26.00 | 156.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| DEPUTY SIGNATURE: | | | | TOTAL | $1378.00/2 |
| | | | | | $689.00 |

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

**THANK YOU FOR YOUR BUSINESS!**

Riverside Management Services, Inc

Jacksonville, FL 32257
9655 Florida Mining Blvd West

# Invoice

| Date | Invoice # |
|---|---|
| 9/19/2017 | 199 |

| Bill To |
|---|
| Double Branch CDD<br>475 West Town Place<br>Suite 114<br>St. Augustine, FL 32092 |

SEP 21 2017

| P.O. No. | Terms | Project |
|---|---|---|
| | | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| | Additional Pressure Washing Services - August 2017 | 1,006.00 | 1,006.00 |
| | Repairs/Replace<br>2320.572.6310<br>~~261~~<br>297 | | |
| | | **Total** | $1,006.00 |

RMW
9-20-17

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

## Service Detail

Bill To: Double Branch CDD

Invoice Date: 8/31/17

Due Date: Upon Receipt

Amount Due: $1,006.00

---

ADDITIONAL PRESSURE WASHING SERVICES:

| Date | Description | Amount |
|---|---|---|
| 8/2/17 | Brick Wall Front and Top at P.O.B. | $ 545.00 |
| 8/21/17 | Amenity Center Sidewalks | $ 461.00 |

TOTAL AMOUNT DUE: $ 1,006.00

Riverside Management Services, Inc

Jacksonville, FL 32257
9655 Florida Mining Blvd West

# Invoice

| Date | Invoice # |
|---|---|
| 9/19/2017 | 198 |

| Bill To |
|---|
| Double Branch CDD<br>475 West Town Place<br>Suite 114<br>St. Augustine, FL 32092 |

SEP 8 1 2017

| P.O. No. | Terms | Project |
|---|---|---|
| | | |

| Quantity | Description | Rate | Amount |
|---|---|---|---|
| | Pressure Washing Services - August 2017 | 1,894.90 | 1,894.90 |
| | Common Area Maint.<br>32.<br>2,572,465 4<br>~~201~~<br>297 | | |
| | | **Total** | $1,894.90 |

RMW
9-20-17

# Riverside Management Services, Inc.

9655 Florida Mining Blvd., Building 310, Suite 305, Jacksonville, FL 32257

## Service Detail

**Bill To:** Double Branch CDD

**Invoice Date:** 9/31/17

**Due Date:** Upon Receipt

**Amount Due:** $ 1,894.90

| Date: | Description | Amount |
|---|---|---|
| 7/27/17 | OVP Park | $ 150.00 |
| 8/17/17 | Silverleaf Park | $ 150.00 |
| | Field House | $ 290.00 |
| 8/22/17 | Pool Deck, Slide Tower, Pool Pavilions | $ 550.00 |
| 8/24/17 | Pool Deck Furniture | $ 520.00 |
| 8/25/17 | Lattice Top Fence at Silverleaf and Loop Rd. - 522 l/f | $ 234.90 |

**TOTAL AMOUNT DUE:** $ 1,894.90

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

** Pressure Washing according to contract and within budget

| | | |
|---|---|---|
| Contract Amount: | $ | 17,638.00 |
| Invoice: | | |
| Oct. 2016 | $ | - |
| Nov. 2016 | $ | - |
| Dec. 2016 | $ | - |
| Jan. 2017 | $ | - |
| Feb. 2017 | $ | - |
| Mar. 2017 | $ | 938.00 |
| Apr. 2017 | $ | 2,295.18 |
| May 2017 | $ | 7,029.36 |
| June 2017 | $ | 3,446.15 |
| July 2017 | $ | 2,008.65 |
| Aug. 2017 | $ | 1,894.90 |
| Sept. 2017 | | |
| Balance: | $ | 22.85 |

Should you have any questions, please contact Rich Whetsel @ (904) 759-8923
or rwhetsel@gmsnf.com

**From:** **Oakleaf Venues** venuerentals@oakleafresidents.com
**Subject:** DBCDD refund of cancellation request - DEPOSIT ONLY
**Date:** September 23, 2017 at 5:13 PM
**To:** Brian Sanchez BSANCHEZ@gmsnf.com

SEP 26 2017

Good afternoon Brian,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR (Oakleaf Village Clubroom) 2:30 p.m. to 6:30 p.m.
- DATE OF EVENT - Saturday, September 23, 2017
- RESIDENT – SHANNA KORSAH
- ADDRESS – 3667 MIDDLEBROOK DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - $100.00
  - CANCELLED VENUE via phone call on 9/21/17 - qualifies for FULL DEPOSIT REFUND.
- DEPOSIT FEE were paid via VISA
  - DEPOSIT FEE $100.00
  - INVOICE# 0004
  - BATCH# 000370
  - APPROVAL CODE# 04100D (1962)

2.300.369.103
546

| PAYMENT DATE | SETTLEMENT DATE | EVENT DATE | DESCRIPTION | HOURS | AMOUNT | ELECTRONICCH |
|---|---|---|---|---|---|---|
| 07/01/17 | 07/01/17 | 09/23/17 | Shanna Korsah - OVCR DEPOSIT | DEPOSIT | $ 100.00 | |

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

Thank you.

--

*I will be out of the office WEDNESDAY, September 27, 2017 and THURSDAY, September 28 2017, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, con*

**Wanda McReynolds – Venue Coordinator, OakLeaf Plantation**

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

# INVOICE



SupplyWorks

PO BOX 2317
Jacksonville FL 32203-2317

SEP 22 2017

| | |
|---|---|
| INVOICE DATE | 09/01/2017 |
| INVOICE NUMBER | 411794555 |
| ACCOUNT NUMBER | 645245 |
| ORDER NO. | 9292971 |

FOR INQUIRIES CALL: (866) 412-6726
FAX: (877) 712-6726
www.supplyworks.com
customercare@supplyworks.com

Please mail payments to the remit address at the bottom of this bill

NEW FEATURE!

| TO PAY/VIEW DETAILS ONLINE GO TO: | |
|---|---|
| https://supplyworks.billtrust.com | |
| ENROLLMENT ACCOUNT #: | ENROLLMENT TOKEN |
| AMS645245 | QLK FXR VKP |

SOLD TO:
1739 1 MB 0.423 E0237X I0312 D2798536299 S2 P4606689 0001:0001

DOUBLE BRANCH
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

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

| ORDER NO. | CONTROL NO. | CUSTOMER P.O. | SHIPPED VIA | TERMS | CASH DISCOUNT AMT |
|---|---|---|---|---|---|
| 9292971 | | | JAXTHD | NET 30 DAYS | 0.00 |

| LN | ITEM NO. | CAT | DESCRIPTION | ORDER | SHIP | B/O | UOM | LIST PRICE | PRICE | EXT. AMT. | TAX | CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 835629 | 1 | ZURN HANDLE KIT B-50-A | 6 | 6 | 0 | EA | | 4.82 | 28.92 | | |

Old Item Number: 190181
Delivery information for this invoice may be found at: http://www.supplyworks.com

**Code to: Split**
**Double Branch - Janitorial**
**2-330-572-6100** $ 14.46
**Middle Village - Janitorial**
**2-330-572-342**

Rock 9/24/17

| NET MERCHANDISE TOTAL | TAX TOTAL | SPECIAL CHARGES | INVOICE TOTAL |
|---|---|---|---|
| 28.92 | 0.00 | 0.00 | 28.92 |

TERMS AND CONDITIONS FROM CURRENT CATALOG & ONLINE 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.

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE TO THE REMIT ADDRESS BELOW

SupplyWorks

| ACCOUNT NUMBER | INVOICE NUMBER | INVOICE DATE | INVOICE AMOUNT DUE |
|---|---|---|---|
| 645245 | 411794555 | 09/01/2017 | 28.92 |
| | | | NET DUE DATE 10/01/17 |
| | | NET AMOUNT PAID | |

SOLD TO:
DOUBLE BRANCH
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

REMIT TO:
SUPPLYWORKS
PO Box 404468
Atlanta GA 30384-4468

*SIXTH ORDER OF BUSINESS*

*D*.

# Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065
*904-375-9285 x7; manager@oakleafresidents.com*

## Memorandum

**Date:** **October 2017**

**To:** **Board of Supervisors**

**From:** **GMS – OakLeaf Operations Manager**

# Community:

## Special Events

- Food Trucks @ DB – 2x monthly
- Fall Camp – out report
- Community Garage Sale
- Upcoming – Spooktacular, Turkey Trot, Cocoa w/Clause

## Aquatics

- Pools closed for season – MV Lap pool now heated, schedule for operations and when covers will be utilized will be posted and emailed.

## AMENITY USAGE

- *Total Facilities usage – 6403*
- *Average daily usage – 213*

*Card Counts:*

| | |
|---|---|
| DB Owners | 20 |
| DB Renters | 28 |
| DB Replacements | 8 |
| DB Updated | 14 |

*Total cards printed: 172 (both districts)*

## Rentals

- 15 of 30 *days rented in September , 3 of 4 weekends had rentals*
- *27 clubroom rentals, 5 patio rentals*
- *24 tours (approx. 33 hours) /80 staff hours used for scheduling, administrative, etc..*

# Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065
*904-375-9285 x7; manager@oakleafresidents.com*

## Memorandum

# Operations:

### Open Item

- Pillar repair at DB entry on Oakleaf Village Pkwy
- Landscape replacements – contracted amounts (#s in landscape report)

### MAINTENANCE

- Clean amenity center fountain, remove feature nozzle
- Re-attach windscreens at Tennis Courts
- Install new light ring at lap pool
- Remove, clean, rewire, and replace Slide motor
- Repair starter at Slide pool
- Remove, clean, rewire, and replace Spray pool motor
- Repair starter at Spray pool
- Remove multiple damaged hinges
- Debris removal after storm
- Clean and clear pool/deck for immediate opening after storm
- Replace and inspect all pool deck equipment after storm
- Replace and inspect all pool furniture after storm
- Replace multiple tiles in drop ceiling in Amenity center
- Dispose of multiple small electronics equipment (hazardous waste refuse)
- *Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.*
- *Continual Park inspections and cleaning - twice monthly – reports kept on file in Ops. Manager office.*
- *Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 9/16. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 9/28.*

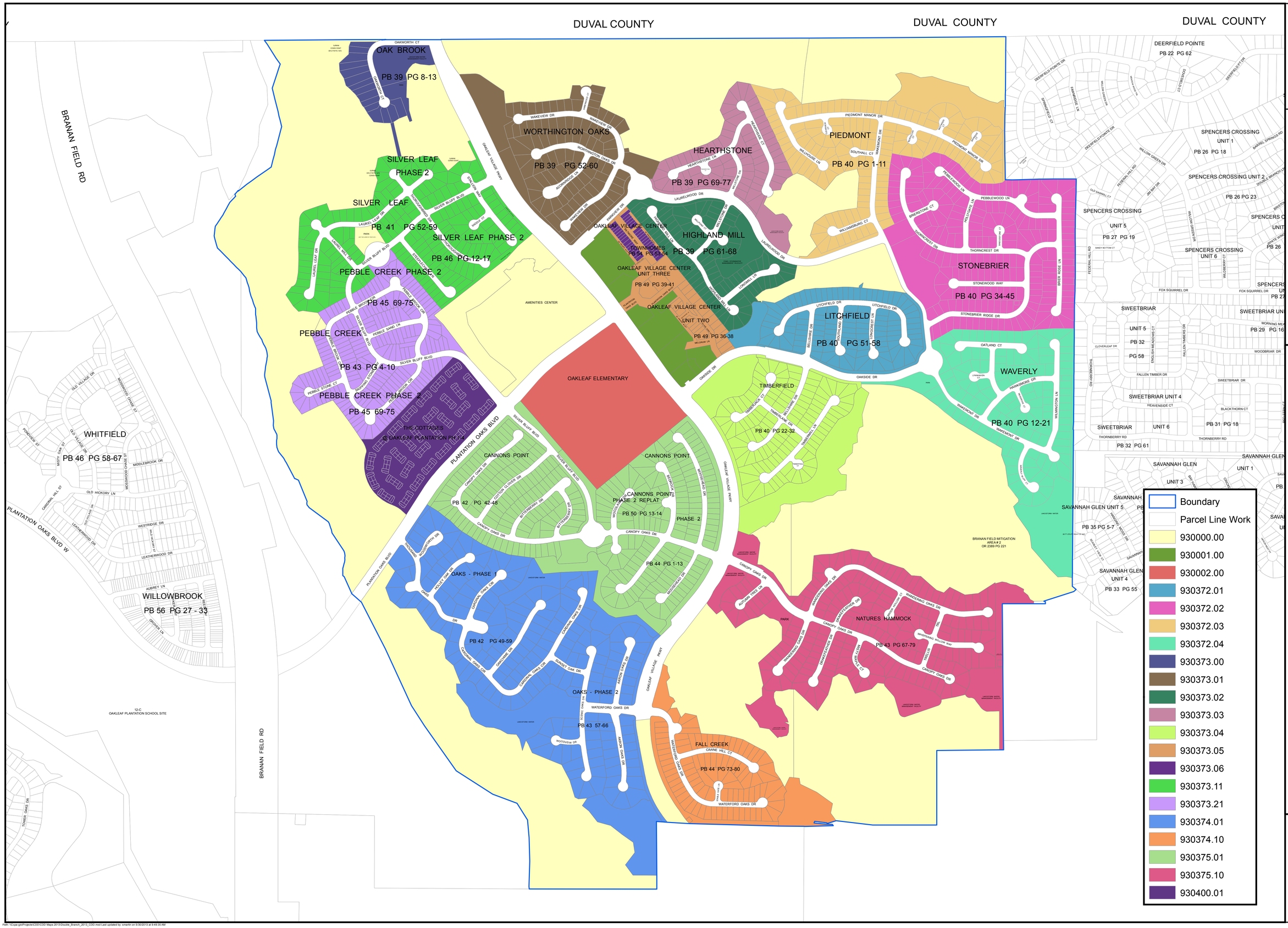
### Landscaping

*New plantings (per contract)*

- Amenity Center : 150- 1 gallon, 128- 3gallon
- Lake at Waterford oaks and scenic oaks: 24- 3 gallon
- Oakleaf Village Pkwy. Plantation Oaks: 290-1 gallon, 292-3 gallon, 6000- sq.ft. sod
- Loop rd.: 60-1 gallon, 56-3 gallon, 4000- sq.ft. sod
- *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*




N
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1 inch = 375 feet

**THE HONORABLE ROGER A. SUGGS, CFA, AAS**
**CLAY COUNTY PROPERTY APPRAISER**
**State-Certified General Real Estate Appraiser RZ2771**

GENERATED BY THE GIS DEPARTMENT 05/29/2013

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# Double Branch CDD 2013
# Clay County, Florida

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