

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

*JANUARY 14, 2019*

## *AGENDA*

# **Double Branch Community Development District**

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

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January 7, 2019

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, January 14, 2019 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. Organizational Matters
  - A. Consideration of Resolution 2019-01, Declaring a Vacancy for Seat 2
  - B. Consideration of Appointing a New Supervisor
  - C. Oath of Office for New Elected and/or Appointed Supervisors
  - D. Consideration of Resolution 2019-02, Designating Officers
- IV. Approval of Consent Agenda
  - A. Approval of the Minutes of the December 10, 2018 Meeting
  - B. Financial Statements
  - C. Assessment Receipt Schedule
  - D. Check Register
- V. Other Business

VI. Staff Reports  
A. Attorney

B. Engineer

C. Manager

D. Operations Manager - Report

VII. Audience Comments / Supervisor's Requests

VIII. Next Scheduled Meeting – February 11, 2019 @ 6:00 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.*

## **RESOLUTION 2019-01**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEAT 2 ON THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Double Branch Community Development District (the “District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, on November 6, 2018, two (2) members of the Board of Supervisors (the “Board”) were to be elected by the Qualified Electors of the District, as that term is defined in section 190.003, *Florida Statutes*; and

**WHEREAS**, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

**WHEREAS**, at the close of the qualifying period, no Qualified Electors qualified to run for one (1) seat available for election by the Qualified Electors of the District; and

**WHEREAS**, pursuant to section 190.006(3)(b), *Florida Statutes*, if no elector qualifies for a seat to be filled in an election, the Board shall declare the seat(s) vacant, effective the second Tuesday following the general election; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seat available for election as vacant.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** The following seats on the District Board are hereby declared vacant effective as of November 20, 2018:

Seat # 2 (currently held by Barry Morton)

**SECTION 2.** Until such time as the District Board nominates a Qualified Elector to fill the vacancy declared in Section 1 above, the incumbent Board member of the respective seat, if any, shall remain in office.

**SECTION 3.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 14th day of January, 2019.

ATTEST:

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_  
Chairperson



*D.*

**RESOLUTION 2019-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF  
DOUBLE BRANCH COMMUNITY DEVELOPMENT  
DISTRICT DESIGNATING THE OFFICERS OF THE  
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Double Branch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Orange Park, Florida; and

**WHEREAS**, the Board of Supervisors of the District desires to designate the Officers of the District.

**NOW, THEREFORE**, be it resolved by the Board of Supervisors of Double Branch Community Development District:

**SECTION 1.** \_\_\_\_\_ is appointed Chairman.

**SECTION 2.** \_\_\_\_\_ is appointed Vice Chairman.

**SECTION 3.** \_\_\_\_\_ is appointed Secretary and Treasurer.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Treasurer.

\_\_\_\_\_ is appointed Assistant Secretary.

**SECTION 4.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED THIS 14<sup>TH</sup> DAY OF JANUARY, 2019.**

**ATTEST**

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

## *FOURTH ORDER OF BUSINESS*

*A.*

MINUTES OF MEETING  
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, December 10, 2018 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	Chairperson
Chad Davis	Supervisor
Scott Thomas	Supervisor
Tom Horton	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	GMS Community Manager
Darrin Mossing	GMS
Hannah Smith	GMS
Two Residents	
Billy Genovese	VerdeGo

**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**

**Organizational Matters**

**A. Consideration of Resolution 2019-01, Declaring a Vacancy for Seat 2**

Mr. Perry stated we have a vacancy for seat two, which was held by Barry Morton. I don't know if we have any nominations at this time. We can keep it open as long as you'd like. I know it's been difficult getting people to participate. Your sister board is having the same issue.

Mr. Horton stated I have someone in mind but I haven't approached them.

Mr. Perry stated okay we will just keep it on the agenda for next month.

**B. Consideration of Appointing a New Supervisor**

This item was tabled.

**C. Oath of Office for New Elected and/or Appointed Supervisors**

This item was tabled.

**D. Consideration of Resolution 2019-02, Designating Officers**

This item was tabled.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Approval of the Minutes of the November 5, 2018 Meeting**

**B. Financial Statements**

**C. Assessment Receipt Schedule**

**D. Check Register**

Mr. Perry stated the financial statements are only for one month so there's not a lot of activity there. We're just starting to get in the bulk of our assessment receipts. The check register is for \$148,026.30.

On MOTION by Mr. Horton seconded by Mr. Davis with all in favor the Consent Agenda was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Landscape Proposals**

Mr. Perry stated Jay has compiled the rankings based upon the input from all of the supervisors and staff. As you all know the proposals were all pretty thorough and it was kind of a hard process to go through because a number of the firms are pretty highly qualified but I think over all we feel pretty good that both boards ranked the proposers relatively the same. I'll let Jay go through that with you.

Mr. Soriano stated first I want to make sure I thank the vendors. This was a long process with two separate RFPs and we had three that went through the last one. After compiling all of your grading sheets we went through and graded as a total which helps guarantee you guys pick the same vendor for both districts. Just to be safe I graded both ways in case anyone questioned it. Each District was down a supervisor so we had a total of eight scorings and they worked out exactly the same for the number 1, 2, 3 and 4 rankings. For the total in points, VerdeGo was number one with 95.91 points, Duval was number two with 94.25 points, R&D was number three with 92 points, and the Budd Group was number four with 57 points. I would look for a motion from you guys to accept those grading sheets and the rankings. If there were any problems with contract negotiations with the number one ranked firm we would move down the rankings.

Mr. Horton asked when would we switch over?

Mr. Soriano responded the new contract would start January 1<sup>st</sup> and everything is pretty much handled with R&D and the representative from VerdeGo is here and was here for the last meeting as well so they know we're ready. R&D was given their notice a couple of months ago. I'll work with VerdeGo and R&D to try to get a good transition.

Ms. Nelsen stated thank you, I know it was a long process.

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor the rankings of the landscape proposers, VerdeGo #1, Duval Landscape #2, R&D Landscape #3 and The Budd Group #4, with staff authorized to enter into a contract was approved.

#### **SIXTH ORDER OF BUSINESS**

#### **Other Business**

There being none, the next item followed.

#### **SEVENTH ORDER OF BUSINESS**

#### **Staff Reports**

##### **A. Attorney**

There being none, the next item followed.

##### **B. Engineer**

There being none, the next item followed.

##### **C. Manager**

There being none, the next item followed.

##### **D. Operations Manager - Report**

Mr. Soriano stated we just went through one of our District run events, the Turkey Trot. It's a fun run free event. It's nice because the kids are out of school that whole week so we get a lot of families bringing their extended families that are in town. We give out prizes and t-shirts and everyone really enjoys it. We have Cocoa with Claus coming up at your sister district next Thursday the 20<sup>th</sup>. Last year was the first time we had to charge for this event because we got to the point we were getting 500 registrations and my concern was that Santa only has so much time and I never want to see a kid not be able to get their picture taken so we had to start charging and demanding registration. We did get one or two complaints that they didn't like having to pay the \$3 or \$5 if they're late but we will continue to do that next year.

Mr. Horton asked how many have signed up so far?

Mr. Soriano responded a little over 100. Last year we had 270 by the end of registration and that is including staff and volunteers and their families. 200-300 is a little more manageable.

Mr. Horton asked no more than 300 is what you're saying?

Mr. Soriano responded it makes it hard on timing. We almost have to limit it to 15-20 seconds per kid to see Santa. They're allowed to hang out and we have activities and crafts for the kids. We also have a cocoa bar with all kinds of flavors, frosting, sprinkles and marshmallows.

Moving on, just to let you guys know everything has been posted with regard to your sister district's heated pool. We've started to use the covers and when that happens we're limited to the daytime hours of 10:00-4:00 so we let all of the residents know. We have also lowered the temperature a little bit because we spent a lot of money last year. On days like today if at that 10:00 time it's not 45 degrees or higher we won't open. We want to keep those covers on and try to keep it heated.

There is one item I'm going to go over with you because it has become a problem, mostly at your sister district. There is a resident that's been here for the last couple of meetings. She has been renting this room and putting on an expo kind of like what you have at your facility. She is a little upset that we won't allow her to continue. We don't allow people to rent the facility for them to run businesses, same at your facility. Carla's expo is something you guys have been doing for years. She would come to you and get approval and you would approve it each time on a per event basis and she jumps through a lot of hoops to get that done. Even to the point that she became so big this last year she even has some concerns. The concern coming from the resident on this side is she doesn't think it's fair that one person would be able to do it and she can't. It's looked at a little different because we did approve that. She rented this room at and would never come to us for approval. Because of that, we will have to create a policy just to make it a little clearer. We do have the ability to operate in a way we see fit but we don't want to open the door to people to come in and rent this for all reasons regardless of which facility. To make sure it's not happening in the future Jason and I will go through and create some wording for that spring policy approval we normally do at the nighttime meeting. One thing we may want to look at in the future is creating rates, even for those outdoor spaces. We may want to limit the type of events and size of those events because



they open us up to liability. Maybe we create a rate that deters people from using the space for free and bringing thousands of people. If you guys recall the Easter egg incident we had years ago. It is all with good intentions and the residents feel that way too but it opens us up to some concerns.

Mr. Horton asked what's the main concern; just because it's a business?

Mr. Soriano responded yes, the fact that she's running a business in this room. We've tried to keep the rates low for residents to rent for family parties or a wedding but she's creating a business where she charges the vendors to come in and whether she makes money or not, it's still the same issue. That also takes away from those rentals. With the expo held at your facility we can't anything out that day so you lose \$450 just on the clubroom. This room goes anywhere from \$1,000 to \$1,500 on the low end and that's if they are a non-resident. You can get packages up to \$3,000 if you want to rent tables, chairs and all of the equipment so she takes away from that revenue a little bit. We have started to charge her a rental rate. About a year ago this board decided if you were going to be renting it multiple times we cut people off from doing things like wedding planners renting the room out as a resident so they can run a business. We saw it happening a lot so we brought that to the Board and created a policy that if they get to rent it once at a resident rate and then they have to pay a non-resident rate.

Mr. Horton asked what did she pay last time she rented?

Mr. Soriano responded she paid the non-resident rate, which is \$1,500.

Mr. Horton asked she paid \$1,500 for four hours?

Mr. Soriano responded yes. This is something that could open us up to liability. You don't lose that much when you do the expo at your facility. You lose a couple hundred bucks. However we did have about 20+ complaints this last expo due to parking. We had a lot of complaints from the fitness center and playgrounds from residents that weren't taking part in the expo. We also had a tree that was damaged, that very large live oak on Plantation Oaks Parkway. To me, that is a liability safety wise. Carla has already talked to me about the future because she was a little concerned so doing those things does open us up to many other issues. I think a policy would be good.

Mr. Horton asked this board can't make a decision on this issue, right, because it's Middle Village?

Mr. Soriano responded it would be a good idea that the policies match. During the policy meeting in the spring I'll bring forth wording for the policies that limits the usage for our facilities.

Mr. Horton stated I'm having a hard time understanding why we are not going to rent it out if we can limit the amount of people going to the event and the residents are the ones putting on the show.

Mr. Soriano stated just because they're putting it on doesn't mean it's all residents coming in. Right now, our facilities are used for residents only and we're inviting lots of people. The expo is not an event that's residents only. All those people that are coming in and causing problems with parking I can promise are not residents because by now most residents know they will be towed.

Mr. Horton stated I'm looking at the revenue you get. At \$1,500 you've got to be making money from it.

Mr. Perry stated the issue is this. It's \$1,500 and they're using it on prime days which is displacing residents from using it.

Mr. Soriano stated when you look at \$1,500 we could have a wedding that weekend and make even more. We do have some that make less so you could look at it that way. She's saying she wants less because she's saying there are other people that get it free such as your expo.

Mr. Davis stated it's more of a policy thing Tom than it is about the room.

Mr. Horton stated if there's nobody to rent it but you can make \$1,500.

Mr. Soriano stated there are very few weekends that we don't rent any of our facilities, even your facility. I think the \$150 for the clubroom you guys have is kind of low. That room is nice so I think you should take that rate up. Because it's an issue at your sister district we have to look at the policy, especially since her complaints stem from what you guys do at your district. Your sister district tried to cut that off and say it's two different things but it may affect you in the future.

Moving on to the operations side, there are three items I have. We were a little bit stagnant on your entry side. I have not heard much and I have not received an email from the insurance company but we did receive a phone call Friday asking which address to send a

check to. I let our mason know so we're really just on his timeline but I assume everything was approved because of that phone call.

Mr. Davis asked is this the same gentleman that did the front columns?

Mr. Soriano responded yes.

Mr. Davis stated so he's probably anticipating, as are we, a quicker end result.

Mr. Soriano stated yes he knows where to get the brick now. He's also worked with a sign company out of Gainesville that will do the specialized logo. The only thing we may not be able to get is the trim around the edge of the bowl.

There were a few items brought up by a resident last month. I went through the medians and tagged trees with our tree vendors. There were no concerns with any of the trees falling in the road from either one of the vendors but they did give me quotes. There's this thought of a look like he was talking about but they go out there and actually walk through those large medians and there's a couple hundred trees on those two large medians north of the amenity center to the Oakleaf line where the columns and there are 18 dead trees. You can't see most of them and that's the norm when we go through some of our areas off to the side. We have a lot of natural area and preserve area that we can't touch unless there's a tree in danger of falling on someone's home. In that case I can have the arborist write a letter. None of these were a concern but there 18 trees so they gave me a quote. The lower quote was for \$3,600 and the higher was \$4,000. This is where I mentioned that my policy is more on safety and concern of those trees landing in the road or on someone's house. If not, we don't mess with them. They will end up being food for the bugs anyway so it limits how fast those bugs get to another tree. We can't spray in those areas because we don't have that ability so we're kind of limited as far as pest control. Unless we want to make a motion to start spending a lot of money for those, I could see a need for a higher line item if you want to move in that direction.

Mr. Horton asked the estimate you got was for 18 trees?

Mr. Soriano responded yes so on average the lowest tree was about \$180. Most were \$200 a tree.

Mr. Horton asked and they would haul them away?

Mr. Soriano responded yes cut and haul them away. That was just two medians. The third median is the one closest to the fitness center. Chad you had asked me to look at the corner. The first one has a tree that's almost dead. It's probably about 25 feet tall. That's also

the only median that had stumps like the resident had mentioned. That was where there was a very large tree that we cut up and removed during our last hurricane. Grinding that stump out would be about \$800 so I left it to naturally get eaten up by bugs and eventually it will get to the point where I can pull it up later. If we really want to start picking those apart there are some that we can see that don't fall under my operating policies and that's where I would look for direction from you guys to create a policy I can work under.

Mr. Davis stated let's say we pick and choose trees versus doing 18.

Mr. Soriano stated it would still be about \$180-\$200 per tree.

Mr. Horton stated I don't have a problem with taking all of the dead ones out. As more die then we're going to be pretty sparse on trees. Is there a plan to replace any of them?

Mr. Soriano stated we can but pine trees kind of regenerate on their own. None of these dead trees are oaks or magnolias.

Mr. Davis stated in my opinion I think \$200 a tree is a good price. Jay, say for example that tree dies in six months and it falls we're going to have to get rid of it anyway but I don't know that we need to address all 18. Maybe identify some that are more visible than others?

Mr. Soriano stated that's really what I'm looking for and that's the hard part. That's the 18 in the two medians that you guys questioned. He mentioned eight or nine that he can see when he drives by but when you actually go in there, there is 18, 19 if you count the one at the very front of the other median. I can give you a number that's much higher if I go into other areas. If you guys want to come up with something for direction like ten feet into natural areas or anything like that so I can start tagging ones that fall into how we want to operate.

Mr. Thomas stated or do we give him a little leeway and just say not to exceed \$2,500.

Mr. Soriano stated we can do something like that and even start to pick apart the whole neighborhood. We can say let's spend this much every month or every month to take out some trees we know are dead.

Mr. Horton stated for now let's do the more visible ones that show on the main road.

Mr. Soriano stated I'd say there's about four or five that I can see when I drive by.

On MOTION by Mr. Thomas seconded by Mr. Horton with all in favor tree removal in an amount not to exceed \$2,500 was approved.
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Mr. Soriano stated the other concern was about the benches in the park so I started going around. I believe I mentioned to you guys that I had a walk through with our insurance company and we do extremely when it comes to our operating as far as our policies for safety and trying to keep any potential claims low. One thing that was pointed out was some of our rusty benches. None were where they had to be replaced right away but future concerns. I took a picture of the one at the playground. I don't have any of the eight foot replacement benches where we're replaced some in the past when they are dangerous so we made a temporary repair. The rust is just superficial. Wabash doesn't make the double-sided anymore but they will sell what's left in their supply. If we want to clean out their supply they gave me a quote of \$1,300 a bench. The singles are \$692 and \$280 to ship so just under \$1,000 for each bench. We have about 20 of those that we would eventually get to. I've just been replacing one at a time when they get bad. If you guys want me to move faster than what I've been doing because of those complaints we can always do a not to exceed to give me more money so I don't have to come back to you every month.

Mr. Davis stated in the bench in the photo it looks like we have a 2x10 or 2x12.

Mr. Soriano stated that was my temporary fix due to the complaint. I think it looks great.

Mr. Davis stated I was going to say why couldn't we just replace the upper?

Mr. Soriano stated my concern was the look of the bench but I would be fine with that. I can even engrave that with Oakleaf on it. I can route the edges but leave the metal stands and I could replace all 20 for probably about \$5,000-\$7,000 including staff time compared to \$20,000 worth of benches once we replace just the pocket parks. That does not include the main amenity center. You guys have a lot of small parks in the neighborhoods and then we have the two playgrounds, the soccer field and amenity center.

Ms. Nelsen asked what is the life of the wood?

Mr. Soriano responded they won't last as long but I'll be able to replace probably about 10 of these before you buy one bench.

Mr. Davis stated even if we engrave Oakleaf on it and make it look really nice you're talking \$50 to replace it versus \$1,300 for one bench that's going to need to be replaced after a few years anyway.

Mr. Soriano stated your side we don't use a lot of wood but on this side we have multiple benches and trash can containers that are wood. It doesn't look as heavy duty and commercial but they look nice, they work and it's easier and quicker to replace.

Ms. Nelsen stated my concern is vandalism with knives and pens.

Mr. Horton stated Jay mentioned engraving and I think the kids are going to engrave that wood big time.

Mr. Soriano stated they can break the plastic too, it's just that the wood will be a little bit easier.

Mr. Thomas stated my concern is the damage as well. If this company is looking to get rid of these benches for \$1,300 a piece.

Mr. Davis stated it's not a deal really.

Mr. Soriano stated at that price I can only replace one at a time unless I come to you for approval.

Mr. Horton stated why don't we replace some of the benches with the wood and just see what happens.

Mr. Davis stated I think that's a great idea. It either works or it doesn't.

Mr. Soriano stated it's not a big loss. I can do quite a few with the amount I have discretion of and see how it goes. Maybe in the springtime we can come back to if we want to do the plastic. I would recommend if we were taking out the double-sided to not replace them. They lean back and forth and we have to go out constantly and tighten them up. I'm fine with replacing with wood and I don't need approval.

Mr. Davis stated just monitor them and see how it goes.

Mr. Soriano I have one last thing. We have our own staff now and this is the first year. I only have a few full-time employees and we don't do benefits for them like health insurance or anything like that but I would like to give them a vacation week. I do plan on giving them holiday time. I didn't do this for Thanksgiving but if they are a normal full time employee and their normal working day would be Christmas Day, we've said we're closing down Christmas Day so we're kind of forcing one of their days off so I was planning on paying for that but I would like to give them some kind of sick day or personal day. I was looking at starting with a week. It's not something I can do; it would be something you guys would have to approve. I did present it to Middle Village for their employees and you guys do kind of share them. There

are one or two that stay at each District but I would like to give them that five day period whether it's a sick day or personal day and still get paid.

Mr. Davis asked would this come with some kind of longevity incentive like a lot of jobs you get a week vacation after a year so you don't start off with it and burn it in two months.

Mr. Soriano stated we will go ahead and give them that week but it is something I think I would like to come back to you guys. Typically it would be two weeks. Managers had two weeks through their old contract but GMS absorbed them.

Mr. Davis stated and the two weeks is a week vacation and a week of sick days.

Mr. Soriano stated yeah the managers get that but these are just the District employees so I'm talking about the few full-time people that we have that sit behind the desk or supervisors. Those people we'd start off with a week. We haven't done a full year yet but we're doing great with the staffing dollars and I think it's something we can afford easily and it's one of the few benefits that we can do.

Mr. Davis stated I'm fine with it.

Ms. Nelsen stated I love the idea.

Mr. Thomas stated what about a week of vacation, plus three days of sick days so they don't have to use their vacation time.

Mr. Soriano stated I was just going to start with five paid days. Your sister district went through this too and they are looking to do more but they started off with five. It's something I'd like to get to after looking at numbers. There are those employees that you guys split so if they take two days, one day would be paid for by your district and one day would be paid by theirs so we will look at it and see how much they're using and we may want to give them more before the end of this year.

Mr. Horton asked are we talking five employees?

Mr. Soriano responded right now there is five.

On MOTION by Mr. Davis seconded by Ms. Nelsen with all in favor five paid days of leave a year for full-time District employees was approved.
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Mr. Soriano stated that's it for me unless there are any questions. Both districts are running smoothly. This is the off-season and the time I usually get a chance to get out and make repairs to prepare for spring. Right now we're doing well but I will be coming to you guys next month with some items to get ready for the pools opening.

Mr. Thomas stated the fence at the backside of the Oaks where the Clay County trucks drive through that seems to get a frequent hole. Are we replacing that or are they replacing the gate? Every other day I see a hole, it goes away and then it comes back.

Mr. Soriano stated the gate was in the shop because it looks like it was run through with a vehicle so we put a solid wood bottom on it inside of the vinyl so they will be surprised the next time they go through it but it is not really our fence. It goes across what would be a County road. We've talked about this before and that we shouldn't be doing too much work to it but we try to keep it up so it doesn't look terrible. We're a little limited. For a while they were taking trucks down there so I don't know if they are clearing land or what the plan is.

## **EIGHTH ORDER OF BUSINESS**

### **Audience Comments / Supervisors' Requests**

#### **Supervisors' Requests**

Mr. Horton I had a question about the Christmas lighting for the amenity center. I thought we were adding some more.

Mr. Soriano stated yes we want lights but we have the lights out there to light up the signs and even our outdoor landscaping lights for the buildings but nothing was really designed with a lot of outdoor outlets that we have to plug all of our Christmas decorations into so the last couple years we've been adding outlets as we go along. I don't have enough time to add outlets everywhere so some places you'll notice the cords hang down and go into the light and we have socket adapters. They are allowed to do that because it's temporary but I prefer actual outlets so in the future, especially since every year we buy more and more lights and it takes the guys a lot longer, it's much easier if we have those actual outlets in place.

Mr. Horton stated I noticed we didn't talk about the Board positions. Are we waiting until we get a full Board again?

Mr. Perry responded yes once you put on a new supervisor the positions are done by resolution.



Mr. Horton stated I noticed the positions changed a little bit and it went from Chairman / Vice Chairman and three Assistant Secretaries to Chairman, Vice Chairman, a Secretary, Treasurer, Assistant Secretary and Assistant Treasurer. I'm just curious why we did that.

Mr. Perry stated we've always had those officers. I serve as Secretary and Treasurer so that's the full slate on that resolution as far as Chair, Vice Chair, Treasurer, Secretary, Assistant Secretary and Assistant Treasurers.

Mr. Horton stated what was on the resolution and what's on the website is slightly different. It's not the end of the world but just curious.

Mr. Perry stated I'll check on that.

Mr. Horton stated the other thing is there's a new website up for the CDD. There are some errors on there under the HOAs. I'm talking about the CDD's.

Mr. Soriano stated yes the Double Branch CDD is the new ADA compliant site.

Mr. Horton stated they list the HOA as PMSI, which is only true for Village Green so it's a little misleading.

Mr. Soriano stated Courtney will help us with that. I think they took some of the original files so they may have some old numbers on there. Just email either of us and we will get with Courtney.

### **Audience Comments**

Ms. Ashley Ambrose, 3088 Williams Fern Court, stated my question is going back to Jay's proposal for vacation time for staff members. Can you specify how many work hours per week would qualify you as a full-time employee per pay period?

Mr. Soriano stated it's going to be 40.

Ms. Ambrose asked is that a consistent 40 or do their hours rotate?

Mr. Soriano responded no it's going to be based on our year so we have some employees that will get 40 no problem during the summer but during the winter they get five or ten and that's something you can take care of with me in the office.

Mr. Billy Genovese stated I'm with VerdeGo. I wanted to make sure we were here to thank you guys. We're excited to take over come January and our goal is to hopefully make sure you don't have to go through that long process for quite a while.

Ms. Nelsen stated that's our goal too. Thank you.

**NINTH ORDER OF BUSINESS**

**Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is January 14, 2018 at 4:00 p.m.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

*B.*

# Double Branch

## Community Development District

Unaudited Financial Reporting  
November 30, 2018



**DOUBLE BRANCH**  
**Community Development District**  
**Combined Balance Sheet**  
November 30, 2019

	<b>Governmental Fund Types</b>					<b>Totals (Memorandum Only)</b>
	<b>General</b>	<b>Recreation</b>	<b>Capital Reserve</b>	<b>Debt Service</b>	<b>Capital Projects</b>	
<b>ASSETS:</b>						
Cash	\$53,968	\$150,437	\$226,827	---	---	\$431,232
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u><b>Series 2013A-1</b></u>						
Revenue	---	---	---	\$393,146	---	\$393,146
Reserve A1	---	---	---	\$868,932	---	\$868,932
Interest A1	---	---	---	---	---	\$0
Acquisition and Construction	---	---	---	---	\$49,779	\$49,779
<u><b>Series 2013A-2</b></u>						
Reserve A2	---	---	---	\$101,941	---	\$101,941
Interest A2	---	---	---	---	---	\$0
Excess Revenue	---	---	---	\$4,429	---	\$4,429
Prepayment	---	---	---	---	---	\$0
<u><b>Operations</b></u>						
Custody Account-General Fund Excess	\$38,260	---	---	---	---	\$38,260
Custody Account-Recreation Fund Excess	---	\$692,011	---	---	---	\$692,011
Custody Account-Recreation Fund Reserve	---	---	\$848,901	---	---	\$848,901
Due From General Fund	---	\$7,743	---	---	---	\$7,743
Due From Capital Reserve Fund	---	\$29,482	---	---	---	\$29,482
Due from Rec Fund	\$16,955	---	---	---	---	\$16,955
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,500	---	---	---	\$4,500
<b>TOTAL ASSETS</b>	<b>\$109,184</b>	<b>\$884,871</b>	<b>\$1,075,728</b>	<b>\$1,368,448</b>	<b>\$49,779</b>	<b>\$3,488,010</b>
<b>LIABILITIES:</b>						
Accounts Payable	\$2,830	\$73,294	---	---	---	\$76,124
Due to Rec Fund	\$7,743	---	\$29,482	---	---	\$37,225
Due to Debt Service	---	---	---	---	---	\$0
Due to General Fund	---	\$16,955	---	---	---	\$16,955
Due to Middle Village	---	\$3,382	---	---	---	\$3,382
Deferred Rental Revenue	---	\$7,985	---	---	---	\$7,985
<b>FUND BALANCES:</b>						
Nonspendable	---	\$4,500	---	---	---	\$4,500
Restricted for Debt Service	---	---	---	\$1,368,448	---	\$1,368,448
Restricted for Capital Projects	---	---	---	---	\$49,779	\$49,779
Assigned	\$2,000	---	\$1,046,246	---	---	\$1,048,246
Unassigned	\$96,610	\$778,755	---	---	---	\$875,365
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$109,184</b>	<b>\$884,871</b>	<b>\$1,075,728</b>	<b>\$1,368,448</b>	<b>\$49,779</b>	<b>\$3,488,010</b>

**DOUBLE BRANCH**  
**Community Development District**  
**GENERAL FUND**  
Statement of Revenues & Expenditures  
For The Period Ending November 30, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/2018	ACTUAL THRU 11/30/2018	VARIANCE
Assessment - Tax Roll	\$177,985	\$35,181	\$35,181	\$0
Interest Income	\$200	\$33	\$2	(\$32)
Miscellaneous Income	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$178,185</b>	<b>\$35,215</b>	<b>\$35,183</b>	<b>(\$32)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Administrative</u></b>				
Supervisors Fees	\$12,000	\$2,000	\$1,800	\$200
FICA Expense	\$918	\$153	\$138	\$15
Engineering	\$5,000	\$833	\$0	\$833
Arbitrage	\$700	\$700	\$0	\$700
Dissemination	\$1,333	\$222	\$722	(\$500)
Assessment Roll	\$7,821	\$7,821	\$7,520	\$301
Attorney	\$42,000	\$7,000	\$2,265	\$4,735
Annual Audit	\$5,900	\$983	\$0	\$983
Trustee fees	\$8,014	\$1,336	\$0	\$1,336
Management Fees	\$59,963	\$9,994	\$9,994	(\$0)
Information Technology	\$1,942	\$324	\$324	(\$0)
Telephone	\$290	\$48	\$101	(\$53)
Postage	\$1,900	\$317	\$362	(\$45)
Printing & Binding	\$3,400	\$567	\$851	(\$284)
Records Storage	\$300	\$50	\$0	\$50
Insurance	\$8,350	\$8,350	\$7,743	\$607
Legal Advertising	\$2,000	\$333	\$65	\$269
Property Taxes	\$0	\$0	\$0	\$0
Office Supplies	\$350	\$58	\$43	\$16
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$15,829	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$178,185</b>	<b>\$41,264</b>	<b>\$32,102</b>	<b>\$9,162</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$3,081</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$95,530</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$98,611</b>	

**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending November 30, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/2018	ACTUAL THRU 11/30/2018	VARIANCE
<b><u>REVENUES:</u></b>				
Maintenance Assessments-Tax Roll	\$1,462,648	\$289,114	\$289,114	\$0
Interest Income	\$1,000	\$167	\$335	\$168
Amenities Revenue	\$33,690	\$5,615	\$4,563	(\$1,053)
Soccer Revenue	\$11,000	\$1,833	\$0	(\$1,833)
<b>TOTAL REVENUES</b>	<b>\$1,508,338</b>	<b>\$296,729</b>	<b>\$294,011</b>	<b>(\$2,718)</b>
<b><u>EXPENDITURES:</u></b>				
<b><u>Administrative:</u></b>				
Management Fees - Onsite	\$110,470	\$18,412	\$23,335	(\$4,923)
Insurance	\$62,789	\$62,789	\$59,799	\$2,990
Other Current Charges	\$3,818	\$636	\$288	\$348
Permit Fees	\$1,635	\$273	\$0	\$273
<b>Total Administrative</b>	<b>\$178,712</b>	<b>\$82,110</b>	<b>\$83,422</b>	<b>(\$1,313)</b>
<b><u>Maintenance:</u></b>				
<b><u>Common Area</u></b>				
Security	\$50,920	\$8,487	\$4,236	\$4,251
Security - Clay County Off Duty Sheriff	\$43,050	\$7,175	\$1,028	\$6,148
Water - Irrigation	\$9,000	\$1,500	\$363	\$1,137
Irrigation Maintenance	\$4,250	\$708	\$1,835	(\$1,127)
Streetlighting	\$33,066	\$5,511	\$4,746	\$765
Electric	\$42,000	\$7,000	\$6,118	\$882
Landscape Maintenance	\$315,774	\$52,629	\$52,629	\$0
Common Area Maintenance	\$43,564	\$7,261	\$3,630	\$3,631
Lake Maintenance	\$28,116	\$4,686	\$4,058	\$628
Landscape Reserve	\$35,000	\$0	\$0	\$0
Contingency	\$1,985	\$331	\$0	\$331
Capital Reserve (1)	\$15,565	\$0	\$0	\$0
Misc. Maintenance	\$2,986	\$498	\$0	\$498
General Reserve	\$26,759	\$4,460	\$0	\$4,460
<b>Total Common Area</b>	<b>\$652,035</b>	<b>\$100,245</b>	<b>\$78,643</b>	<b>\$21,602</b>
<b><u>Recreation Facility</u></b>				
Aquatics & Fitness Manager/Staff	\$48,495	\$8,083	\$4,963	\$3,119
Pool Attendants	\$94,266	\$15,711	\$12,520	\$3,191
Refuse Service	\$6,120	\$1,020	\$1,440	(\$420)
Telephone	\$4,500	\$750	\$683	\$67
Electric	\$47,000	\$7,833	\$6,890	\$943
Cable	\$8,150	\$1,358	\$1,113	\$246
Pool Maintenance/Chemicals	\$56,616	\$9,436	\$8,304	\$1,132
Water/Sewer/Reclaim	\$65,000	\$10,833	\$7,604	\$3,230
Facility Maintenance - General	\$27,500	\$4,583	\$2,291	\$2,292
Facility Maintenance - Preventative Contracts	\$5,617	\$936	\$1,299	(\$363)
Facility Maintenance - Contingency	\$29,750	\$4,958	\$2,479	\$2,479
Lighting Repairs	\$8,500	\$1,417	\$708	\$709
Special Events	\$10,500	\$1,750	\$0	\$1,750
Office Supplies and Equipment	\$4,000	\$667	\$0	\$667
Janitorial	\$31,512	\$5,252	\$5,568	(\$316)
Recreation Passes	\$7,565	\$1,261	\$681	\$580

**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending November 30, 2018

	ADOPTED BUDGET	PRORATED BUDGET THRU 11/30/2018	ACTUAL THRU 11/30/2018	VARIANCE
<b><u>Recreation Facility-Continued</u></b>				
Repairs & Replacement	\$79,025	\$13,171	\$8,602	\$4,568
Pool Pump Reserve	\$6,500	\$1,083	\$0	\$1,083
Pool Leak Repairs	\$5,000	\$833	\$0	\$833
Soccer Field	\$21,250	\$3,542	\$0	\$3,542
<b>Total Recreation Facility</b>	<b>\$566,866</b>	<b>\$94,478</b>	<b>\$65,145</b>	<b>\$29,333</b>
<b><u>Fitness Center</u></b>				
Staffing	\$47,500	\$7,917	\$0	\$7,917
Telephone	\$1,092	\$182	\$0	\$182
Electric	\$12,300	\$2,050	\$3,889	(\$1,839)
Cable	\$4,169	\$695	\$0	\$695
Facility Maintenance - General	\$8,000	\$1,333	\$666	\$667
Facility Maintenance - Preventative	\$7,500	\$1,250	\$485	\$765
Facility Maintenance - Contingency	\$5,000	\$833	\$0	\$833
Office Supplies and Equipment	\$2,664	\$444	\$39	\$405
Janitorial	\$17,500	\$2,917	\$2,459	\$458
Repair and Replacements	\$5,000	\$833	\$0	\$833
<b>Total Exercise Facility</b>	<b>\$110,725</b>	<b>\$18,454</b>	<b>\$7,538</b>	<b>\$10,916</b>
<b>Total Maintenance</b>	<b>\$1,329,626</b>	<b>\$213,177</b>	<b>\$151,325</b>	<b>\$61,851</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,508,338</b>	<b>\$295,286</b>	<b>\$234,748</b>	<b>\$60,539</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$59,264</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$723,991</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$783,255</b>	



**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
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**Revenues:**

Assessment - Tax Roll	\$0	\$35,181	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,181
Interest Income	\$1	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Total Revenues</b>	<b>\$1</b>	<b>\$35,182</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,183</b>
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**Expenditures:**

**Administrative**

Supervisors Fees	\$1,000	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,800
FICA Expense	\$77	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$138
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$611	\$111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$722
Assessment Roll	\$7,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,520
Attorney	\$2,265	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,265
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,997	\$4,997	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,994
Computer Time	\$162	\$162	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$324
Telephone	\$72	\$29	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$101
Postage	\$316	\$46	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$362
Printing & Binding	\$556	\$295	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$851
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	\$0	\$65	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$1	\$41	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Total Administrative</b>	<b>\$25,494</b>	<b>\$6,608</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,102</b>
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<b>Excess Revenues (Expenditures)</b>	<b>(\$25,493)</b>	<b>\$28,574</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,081</b>
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**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
<b>Revenues:</b>													
Maintenance Assessments-Tax Roll	\$0	\$289,114	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$289,114
Interest Income	\$177	\$158	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$335
Amenities Revenue	\$3,192	\$1,371	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,563
Soccer Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$3,368</b>	<b>\$290,643</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$294,011</b>
<b>Expenditures:</b>													
<b><i>Administrative</i></b>													
Management Fees - Onsite	\$9,206	\$14,129	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,335
Insurance	\$59,799	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$59,799
Other Current Charges	\$184	\$104	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$288
Permit Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Administrative</b>	<b>\$69,189</b>	<b>\$14,233</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$83,422</b>
<b><i>MAINTENANCE- Common Area</i></b>													
Security	\$4,236	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,236
Security - Clay County Off Duty Sheriff	\$521	\$507	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,028
Water - Irrigation	\$185	\$178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$363
Irrigation Maintenance	\$0	\$1,835	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,835
Streetlighting	\$2,373	\$2,373	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,746
Electric	\$3,220	\$2,898	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,118
Landscape Maintenance	\$26,315	\$26,315	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,629
Common Area Maintenance	\$3,630	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,630
Lake Maintenance	\$2,029	\$2,029	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,058
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve (1)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Misc. Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Common Area</b>	<b>\$42,508</b>	<b>\$36,134</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$78,643</b>

**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
<b><u>Recreation Facility</u></b>													
Aquatics & Fitness Manager/Staff	\$4,963	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,963
Pool Attendants	\$7,434	\$5,086	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,520
Refuse Service	\$720	\$720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,440
Telephone	\$409	\$273	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$683
Electric	\$3,940	\$2,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,890
Cable	\$556	\$557	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,113
Pool Maintenance/Chemicals	\$4,152	\$4,152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,304
Water/Sewer/Reclaim	\$1,872	\$5,732	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,604
Facility Maintenance - General	\$2,291	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,291
Facility Maintenance - Preventative Contracts	\$1,299	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,299
Facility Maintenance - Contingency	\$2,479	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,479
Lighting Repairs	\$708	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$708
Special Events	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Janitorial	\$2,894	\$2,674	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,568
Recreation Passes	\$0	\$681	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$681
Repairs & Replacement	\$7,517	\$1,085	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,602
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Soccer Fields	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$41,235	\$23,910	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,145
<b><u>Exercise Facility</u></b>													
Staffing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$2,073	\$1,816	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,889
Cable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Maintenance - General	\$666	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$666
Facility Maintenance - Preventative	\$0	\$485	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$485
Facility Maintenance - Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies and Equipment	\$39	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39
Janitorial	\$1,286	\$1,173	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,459
Repair and Replacements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Exercise Facility</b>	\$4,064	\$3,474	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,538
<b>Total Expenses</b>	\$156,996	\$77,751	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$234,748
<b>Excess Revenues (Expenditures)</b>	(\$153,628)	\$212,892	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$59,264

**DOUBLE BRANCH**  
**Community Development District**  
**Capital Reserve Fund**  
Statement of Revenues & Expenditures  
For The Period Ending November 30, 2018

	ADOPTED BUDGET	PRORATED THRU 11/30/2018	ACTUAL THRU 11/30/2018	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$1,000	\$167	\$425	\$259
Landscape Reserve - Transfer In	\$35,000	\$0	\$0	\$0
Capital Reserve - Transfer In	\$15,565	\$0	\$0	\$0
Pool Pump Reserve - Transfer in	\$6,500	\$0	\$0	\$0
General Reserve - Transfer in	\$26,759	\$0	\$0	\$0
General Fund Reserve- Transfer in	\$15,829	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$100,653</b>	<b>\$167</b>	<b>\$425</b>	<b>\$259</b>
<b><u>EXPENDITURES:</u></b>				
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
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$100,653</b>		<b>\$425</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$938,919</b>		<b>\$1,045,821</b>	
<b>FUND BALANCE - Ending</b>	<b>\$1,039,572</b>		<b>\$1,046,246</b>	

**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 November 30, 2018

	ADOPTED BUDGET	PRORATED THRU 11/30/2018	ACTUAL THRU 11/30/2018	VARIANCE
<b><u>Revenues:</u></b>				
Special Assessments - Tax Roll	\$1,962,561	\$388,165	\$388,165	\$0
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$6,000	\$1,000	\$4,982	\$3,982
<b>TOTAL REVENUES</b>	<b>\$1,968,561</b>	<b>\$389,165</b>	<b>\$393,146.33</b>	<b>\$3,982</b>
<b><u>Expenditures:</u></b>				
<b><u>Series 2013 A-1</u></b>				
Interest Expense - 11/1	\$397,144	\$397,144	\$397,144	\$0
Interest Expense - 5/1	\$397,144	\$0	\$0	\$0
Principal Expense 5/1	\$955,000	\$0	\$0	\$0
<b><u>Series 2013 A-2</u></b>				
Interest Expense - 11/1	\$60,663	\$60,663	\$60,519	\$144
Prepayment Call 11/1	\$25,000	\$25,000	\$105,000	(\$80,000)
Interest Expense - 5/1	\$60,663	\$0	\$0	\$0
Principal Expense 5/1	\$85,000	\$0	\$0	\$0
Principal Expense 5/1 (Prepayment)	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$1,980,614</b>	<b>\$482,807</b>	<b>\$562,663</b>	<b>(\$79,856)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$12,053)</b>		<b>(\$169,517)</b>	
<b><u>Other Sources/(Uses)</u></b>				
Interfund Transfer In and (Out)	\$0	\$0	\$0	\$0
Other Debt Service Cost	\$0	\$0	\$0	\$0
<b>TOTAL OTHER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net change in Fund Balance</b>	<b>(\$12,053)</b>		<b>(\$169,517)</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$589,465</b>		<b>\$1,537,965</b>	
<b>FUND BALANCE - Ending</b>	<b>\$577,412</b>		<b>\$1,368,448</b>	

**DOUBLE BRANCH**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For The Period Ending November 30, 2018

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<b><u>REVENUES:</u></b>		
Interest Income		\$161
<b>TOTAL REVENUES</b>		<div style="border: 1px solid black; padding: 2px;">\$161</div>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay - Series 2013 A1 and A2		\$0
Cost of Issuance		\$0
<b>TOTAL EXPENDITURES</b>		<div style="border: 1px solid black; padding: 2px;">\$0</div>
<b>EXCESS REVENUES (EXPENDITURES)</b>		<div style="border: 1px solid black; padding: 2px;">\$161</div>
<b>FUND BALANCE - Beginning</b>		<div style="border: 1px solid black; padding: 2px;">\$49,619</div>
<b>FUND BALANCE - Ending</b>		<div style="border: 1px solid black; padding: 2px;">\$49,779</div>

# Double Branch

## Community Development District

### Long Term Debt Report

#### Series 2013 A-1 Special Assessment Refunding Bonds

Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,932
Bonds outstanding - 9/30/2013	\$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Current Bonds Outstanding	\$20,385,000

#### Series 2013 A-2 Special Assessment Refunding Bonds

Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$105,106
Reserve Fund Balance:	\$101,941
Bonds outstanding - 9/30/2013	\$2,900,000
Less: November 1, 2013 (Prepayment)	(\$145,000)
Less: May 1, 2014 (Mandatory)	(\$75,000)
Less: November 1, 2014 (Prepayment)	(\$75,000)
Less: May 1, 2015 (Mandatory)	(\$75,000)
Less: May 1, 2015 (Prepayment)	(\$45,000)
Less: November 1, 2015 (Prepayment)	(\$50,000)
Less: May 2, 2016 (Mandatory)	(\$75,000)
Less: May 2, 2016 (Prepayment)	(\$35,000)
Less: November 1, 2016 (Prepayment)	(\$35,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Less: November 1, 2018 (Prepayment)	(\$105,000)
Current Bonds Outstanding	\$2,025,000

*C.*



## Fiscal Year 2019 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	45,481	1,962,703.38	177,889.82	1,461,865.84	3,602,459.05
<b>TOTAL ASSESSED</b>	<b>45,481</b>	<b>1,962,703.38</b>	<b>177,889.82</b>	<b>1,461,865.84</b>	<b>3,602,459.05</b>

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	11/14/18	71,071.28	38,721.28	3,509.51	28,840.49
2	11/30/18	641,388.80	349,443.52	31,671.85	260,273.43
3	12/10/18	2,216,371.84	1,207,530.87	109,444.68	899,396.29
4	12/19/18	487,681.85	265,700.40	24,081.78	197,899.67
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
TOTAL TAX ROLL RECEIPTS		3,416,513.77	1,861,396.07	168,707.82	1,386,409.88

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	94.84%	94.84%	94.84%

*D.*

# Double Branch

## Community Development District

### Check Run Summary

December 31, 2018

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Payroll	12/19/18	50747-50750	\$ 738.80
Sub-Total			\$ 738.80
Accounts Payable	12/13/18	1491-1494	\$ 8,131.67
	12/20/19	1495-1496	\$ 176.10
Sub-Total			\$ 8,307.77
<b>Recreation Fund</b>			
Accounts Payable	12/13/18	5703-5726	\$ 41,041.59
	12/20/19	5727-5731	\$ 11,400.97
Sub-Total			\$ 52,442.56
<b>Capital Reserve Fund</b>			
Accounts Payable			
Sub-Total			\$ -
<b>Total</b>			<b>\$ 61,489.13</b>

# Attendance Sheet


District Name: Double Branch, CDD

Board Meeting Date: December 10, 2018

	Name	In Attendance	Fee
1	Cindy Nelsen <i>Chairperson</i>	<input checked="" type="checkbox"/>	YES-\$200
2	Charles Horton <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200
3	VACANT	<input type="checkbox"/>	YES - \$200
4	Chad Davis <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200
5	Scott Thomas <i>Assistant Secretary</i>	<input checked="" type="checkbox"/>	YES - \$200

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

Approved for Payment:

  
\_\_\_\_\_  
District Manager Signature

12/10/18  
\_\_\_\_\_  
Date

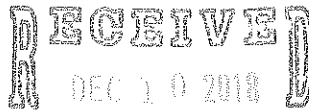
**PLEASE RETURN COMPLETED FORM TO HANNAH SMITH**

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
12/13/18	00035	12/01/18 2026	201812 310-51300-34000		*	4,996.92	
			DEC MANAGEMENT FEES				
12/01/18		2026	201812 310-51300-35100		*	161.83	
			DEC INFORMATION TECH				
12/01/18		2026	201812 310-51300-31300		*	111.08	
			DEC DISSEMINATION SERVICE				
12/01/18		2026	201812 310-51300-51000		*	1.38	
			OFFICE SUPPLIES				
12/01/18		2026	201812 310-51300-42000		*	26.73	
			POSTAGE				
12/01/18		2026	201812 310-51300-42500		*	14.25	
			COPIES				
12/01/18		2026	201812 310-51300-41000		*	53.98	
			TELEPHONE				
				GOVERNMENTAL MANAGEMENT SERVICES			5,366.17 001491
12/13/18	00027	6/01/18 16899	201806 310-51300-32200		*	500.00	
			AUDIT FYE 9/30/2017				
				GRAU & ASSOCIATES			500.00 001492
12/13/18	00015	11/30/18 104263	201810 310-51300-31500		*	565.50	
			OCT GENERAL COUNSEL				
				HOPPING GREEN & SAMS			565.50 001493
12/13/18	00015	11/30/18 104264	201810 310-51300-31500		*	1,700.00	
			OCT MONTHLY MEETING				
				HOPPING GREEN & SAMS			1,700.00 001494
12/20/18	00104	11/14/18 292628	201811 310-51300-48000		*	64.80	
			NOTICE MEETING 12/10/18				
				CLAY TODAY			64.80 001495
12/20/18	00013	12/11/18 63954956	201812 310-51300-42000		*	111.30	
			DEC FEDEX POSTAGE				
				FEDEX			111.30 001496
				TOTAL FOR BANK A		8,307.77	
				TOTAL FOR REGISTER		8,307.77	

DBBR DOUBLE BRANCH HSMITH

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Bill To:**

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

**BY:** .....

Invoice #: 2026

Invoice Date: 12/1/18

Due Date: 12/1/18

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - December 2018/General 1-31-513-34		4,996.92	4,996.92
Information Technology - December 2018 1-31-513-35		161.83	161.83
Dissemination Agent Services - December 2018 1-31-513-313		111.08	111.08
Office Supplies 1-31-513-51		1.38	1.38
Postage 1-31-513-42	35	26.73	26.73
Copies 1-31-513-425		14.25	14.25
Telephone 1-31-513-41		53.98	53.98
<b>Total</b>			<b>\$5,366.17</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,366.17</b>

## Grau and Associates

2700 N. Military Trail, Suite 350  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

*Double Branch Community Development District  
475 W Town Place Suite 114  
St. Augustine, FL 32092*

Invoice No. 16899  
Date 06/01/2018

1,31,513.322  
27

---

### SERVICE

### AMOUNT

Audit FYE 09/30/2017

\$ 500.00

Current Amount Due

\$ 500.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
500.00	3,500.00	0.00	0.00	0.00	4,000.00

Payment due upon receipt.



# Hopping Green & Sams

Attorneys and Counselors

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

BY: .....

===== STATEMENT =====

November 30, 2018

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

Bill Number 104263  
Billed through 10/31/2018

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

131-513-315  
15

**FOR PROFESSIONAL SERVICES RENDERED**

10/05/18	AHJ	Review Florida Department of Economic Opportunity fiscal year 2019 special district fee invoice and update form; calendar dates of adopted board meetings.	0.20 hrs
10/09/18	JMW	Review and respond to public records request.	0.30 hrs
10/19/18	JMW	Confer with Soriano regarding RFP issues; research regarding same.	0.60 hrs
10/22/18	JMW	Confer with Soriano regarding RFP issues.	0.30 hrs
10/24/18	JMW	Research RFP responsiveness issues.	0.70 hrs
10/29/18	JMW	Review addendum 1 for landscape RFP; confer with Soriano.	0.40 hrs
Total fees for this matter			\$565.50

**MATTER SUMMARY**

Jaskolski, Amy H. - Paralegal	0.20 hrs	125 /hr	\$25.00
Walters, Jason M.	2.30 hrs	235 /hr	\$540.50

TOTAL FEES \$565.50

**TOTAL CHARGES FOR THIS MATTER \$565.50**

**BILLING SUMMARY**

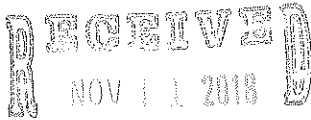
Jaskolski, Amy H. - Paralegal	0.20 hrs	125 /hr	\$25.00
Walters, Jason M.	2.30 hrs	235 /hr	\$540.50

TOTAL FEES \$565.50

**TOTAL CHARGES FOR THIS BILL \$565.50**

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





# Hopping Green & Sams

Attorneys and Counselors

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

BY: .....

===== STATEMENT =====

November 30, 2018

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

Bill Number 104264  
Billed through 10/31/2018

**Monthly Meeting (O&M)**

**DBRNCH 00101 JMW**

1.31.513.315  
15

**FOR PROFESSIONAL SERVICES RENDERED**

10/01/18 JMW Prepare for and attend agenda conference call.

10/12/18 JMW Meeting preparation; review agenda package materials; conference with staff.

10/15/18 JMW Meeting preparation; attend regular board meeting by telephone.

10/16/18 JMW Meeting follow-up.

10/22/18 JMW Review draft meeting minutes; confer with staff.

10/24/18 JMW Prepare for and attend agenda conference call.

Total fees for this matter \$1,700.00

**MATTER SUMMARY**

TOTAL FEES \$1,700.00

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

**BILLING SUMMARY**

TOTAL FEES \$1,700.00

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

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

**CLAY  
TODAY**

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

**Ponte Vedra**  
**Recorder**  
Not your average newspaper, not your average reader.

1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082  
Phone: (904) 285-8831

## Advertising Invoice

1-31-513-48  
104

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

**Cust#:986814**  
**Ad#:292628**  
**Phone#:904-940-5850**  
**Date:11/14/2018**

**Salesperson: Clay Legals**

**Classification: Legal Notice**

**Ad Size: 1.0 x 4.80**

### Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	11/29/2018	11/29/2018	1	64.80	64.80

### Payment Information:

<b>Date:</b>	<b>Order#</b>	<b>Type</b>
11/14/2018	292628	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, December 10, 2018, at 4:00 pm, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

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

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

RECEIVED  
DEC 14 2018

BY: .....

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

**DECEMBER MEETING**

**LEGAL: 42949 ORDER: 292628**

was published in said newspaper in the issues:

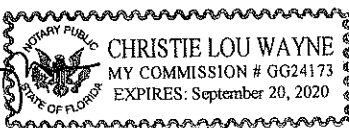
**11/29/2018**

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



Sworn to me and subscribed before me 11/29/2018.

*Christie Lou Wayne*  
 NOTARY PUBLIC, STATE OF FLORIDA



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

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

The regular meeting of the Board of Supervisors of the Double Branch Community Development District will be held on **Monday, December 10, 2018, at 4:00 pm, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.** The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

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

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

James A. Perry  
 District Manager  
 Legal 42949 published Nov 29, 2018  
 in Clay County's Clay Today  
 newspaper



Invoice Number	Invoice Date	Account Number	Page
6-395-49568	Dec 11, 2018		1 of 3

**Billing Address:**

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

**Shipping Address:**

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

**Invoice Questions?****Contact FedEx Revenue Services**

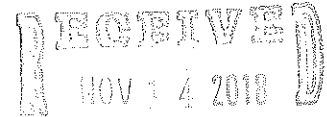
Phone: 800.622.1147  
M-F 7 AM to 8 PM CST  
Sa 7 AM to 6 PM CST  
Internet: fedex.com

**Invoice Summary****FedEx Express Services**

Total Charges	USD	\$111.30
<b>TOTAL THIS INVOICE</b>	<b>USD</b>	<b>\$111.30</b>

Other discounts may apply.

1-31-513-42  
13



BY: .....

**FedEx News!**

Dash through the holidays with no additional holiday residential surcharges on packages. Visit the Holiday Help Hub for more ways we can help you during your busy holiday season. [smallbusiness.fedex.com/holiday](http://smallbusiness.fedex.com/holiday)  
Other surcharges/fees may apply.  
Go to [fedex.com/surcharge](http://fedex.com/surcharge) for further information. To request a billing adjustment for any reason, please go to [fedex.com/billingadjustment](http://fedex.com/billingadjustment).

Detailed descriptions of surcharges can be located at [fedex.com](http://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.

Invoice Number	Invoice Amount	Account Number
6-395-49568	USD \$111.30	

**Remittance Advice**

Your payment is due by Dec 26, 2018

6395495689000011130287343048610000000000000001113020

0025502 01 AB 0.405 \*\*AUTO T3 0 1344 32092-364939 -C01-P25527-11



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



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



60007450009872

1344-01-00-0025502-0002-0046114

Invoice Number	Invoice Date	Account Number	Page
6-395-49568	Dec 11, 2018		2 of 3

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

Ship Date: Dec 03, 2018      Cust. Ref.: Double Branch      Ref.#2:  
 Payor: Third Party      Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 6.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation	INET	<b>Sender</b>	<b>Recipient</b>
Tracking ID	773867868954	Shelby Stephens	Scott Thomas
Service Type	FedEx 2Day	475 West Town Place	3635 Sunset Oak Drive
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs		
Delivered	Dec 04, 2018 13:33	Transportation Charge	17.52
Svc Area	A2	Fuel Surcharge	1.41
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	<b>Total Charge</b>	<b>USD \$23.08</b>

Ship Date: Dec 03, 2018      Cust. Ref.: Double Branch      Ref.#2:  
 Payor: Third Party      Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 6.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation	INET	<b>Sender</b>	<b>Recipient</b>
Tracking ID	773867882796	Shelby Stephens	Chad Davis
Service Type	FedEx 2Day	475 West Town Place	600 Longcrest Lane
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs		
Delivered	Dec 04, 2018 13:44	Transportation Charge	17.52
Svc Area	A2	Fuel Surcharge	1.41
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	<b>Total Charge</b>	<b>USD \$23.08</b>

## FedEx® Billing Online

FedEx Billing Online allows you to efficiently manage and pay your FedEx invoices online. It's free, easy and secure. FedEx Billing Online helps you streamline your billing process. With all your FedEx shipping information available in one secure online location, you never have to worry about misplacing a paper invoice or sifting through reams of paper to find information for past shipments. Go to [fedex.com](http://fedex.com) to sign up today!



Invoice Number	Invoice Date	Account Number	Page
6-395-49568	Dec 11, 2018		3 of 3

Ship Date: Dec 03, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 6.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation	INET	<b>Sender</b>	<b>Recipient</b>
Tracking ID	773867899287	Shelby Stephens	Cindy Nelsen
Service Type	FedEx 2Day	475 West Town Place	1394 CANOPY OAKS DR
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs		
Delivered	Dec 04, 2018 13:36	Transportation Charge	17.52
Svc Area	A2	Fuel Surcharge	1.41
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	<b>Total Charge</b>	<b>USD \$23.08</b>

Ship Date: Dec 03, 2018

Cust. Ref.: Double Branch CDD

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 6.50% to this shipment.
- The delivery commitment for FedEx 2Day to residences (including home offices) is 7 P.M. the second business day for A1, A2, AA, A3, A4, A5, A6, AM, PM, and RM service areas.
- Distance Based Pricing, Zone 2
- Package Delivered to Recipient Address - Release Authorized

Automation	INET	<b>Sender</b>	<b>Recipient</b>
Tracking ID	773867908631	Shelby Stephens	Charles T. Horton
Service Type	FedEx 2Day	475 West Town Place	2958 Thorncrest Drive
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	ORANGE PARK FL 32065 US
Zone	02		
Packages	1		
Rated Weight	1.0 lbs, 0.5 kgs		
Delivered	Dec 04, 2018 13:54	Transportation Charge	17.52
Svc Area	A2	Fuel Surcharge	1.41
Signed by	see above	Residential Delivery	4.15
FedEx Use	000000000/5980/02	<b>Total Charge</b>	<b>USD \$23.08</b>

Ship Date: Dec 04, 2018

Cust. Ref.: Double Branch

Ref.#2:

Payor: Third Party

Ref.#3:

- Fuel Surcharge - FedEx has applied a fuel surcharge of 6.50% to this shipment.
- Distance Based Pricing, Zone 2

Automation	INET	<b>Sender</b>	<b>Recipient</b>
Tracking ID	773867918312	Shelby Stephens	Jason Walters
Service Type	FedEx 2Day	475 West Town Place	Hopping Green and Sams
Package Type	FedEx Pak	SAINT AUGUSTINE FL 32092 US	119 S MONROE ST
Zone	02		TALLAHASSEE FL 32301 US
Packages	1		
Rated Weight	2.0 lbs, 0.9 kgs		
Delivered	Dec 06, 2018 10:11	Transportation Charge	17.82
Svc Area	A2	Fuel Surcharge	1.16
Signed by	D.ANTONETTI	<b>Total Charge</b>	<b>USD \$18.98</b>
FedEx Use	000000000/5980/_		

**Third Party Subtotal USD \$111.30**

**Total FedEx Express USD \$111.30**



AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	1/04/19	PAGE	2
*** CHECK DATES 12/01/2018 - 12/31/2018 ***														
DOUBLE BRANCH - REC FUND														
BANK B RECREATION FUND														

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
12/13/18	00092	11/16/18 2023	201809 320-57200-41000		*	99.37	
		SEP RING CENTRAL					
11/16/18		2023	201809 320-57200-49300		*	26.95	
		SEP PERMITS/LICENSES					
11/16/18		2023	201809 320-57200-49400		*	598.36	
		SEP SPECIAL EVENTS					
11/16/18		2023	201809 320-57200-51000		*	309.60	
		SEP OFFICE SUPPLIES					
11/16/18		2023	201809 320-57200-63100		*	65.78	
		SEP REPAIR/REPLACEMENTS					
11/16/18		2023	201809 320-57200-62000		*	232.47	
		SEP REC PASSES					
GOVERNMENTAL MANAGEMENT SERVICES						1,332.53	005712
-----							
12/13/18	00667	12/11/18 12112018	201812 300-36900-10300		*	250.00	
		RENTAL DEPOSIT REFUND					
HARRIETTE BURNSIDE						250.00	005713
-----							
12/13/18	00665	11/27/18 11272018	201811 300-36900-10300		*	100.00	
		RENTAL DEPOSIT REFUND					
KATHLEEN STOREY						100.00	005714
-----							
12/13/18	00208	11/27/18 11272018	201811 300-20700-10100		*	690.00	
		11/16-11/22/18 SECURITY					
MIDDLE VILLAGE CDD						690.00	005715
-----							
12/13/18	00208	11/30/18 11302018	201811 300-20700-10100		*	720.00	
		11/23-11/29/18 SECURITY					
MIDDLE VILLAGE CDD						720.00	005716
-----							
12/13/18	00208	12/10/18 12102018	201812 300-20700-10100		*	810.00	
		11/30/18-12/6/18 SECURITY					
MIDDLE VILLAGE CDD						810.00	005717
-----							
12/13/18	00186	12/01/18 13129558	201812 320-57200-46300		*	1,999.31	
		DEC POOL MAINTENANCE					
12/01/18		13129558	201812 320-57200-46300		*	108.18	
		FUEL					
POOLSURE						2,107.49	005718
-----							
12/13/18	00648	11/27/18 11272018	201811 320-57200-35100		*	735.00	
		REPLACE 3" VALVES					
PUMPS DONE RIGHT						735.00	005719
-----							
12/13/18	00648	11/27/18 11272018	201811 320-57200-35100		*	1,100.00	
		REPLACE 10HP CONTROL BOX					
PUMPS DONE RIGHT						1,100.00	005720
-----							
DBBR DOUBLE BRANCH HSMITH							



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
12/13/18	00297	12/01/18 233	201812 320-57200-61000		*	2,079.00	
		DEC JANITORIAL - AMENITY		RIVERSIDE MANAGEMENT SERVICES, INC			2,079.00 005721
12/13/18	00297	12/01/18 234	201812 330-57200-61100		*	1,005.42	
		DEC JANITORIAL - FITNESS		RIVERSIDE MANAGEMENT SERVICES, INC			1,005.42 005722
12/13/18	00422	11/21/18 46590341	201811 320-57200-61000		*	594.80	
		CAN LINER/PAPER TOWELS		SUPPLYWORKS			594.80 005723
12/13/18	00382	10/22/18 91714090	201810 330-57200-61100		*	55.75	
		10/22/18 MAT CLEANING					
		10/29/18 91714109	201810 330-57200-61100		*	55.75	
		10/29/18 MAT CLEANING					
		11/05/18 91714128	201811 330-57200-61100		*	55.75	
		11/5/18 MAT CLEANING					
		11/12/18 91714147	201811 330-57200-61100		*	55.75	
		11/12/18 MAT CLEANING					
		11/19/18 91714167	201811 330-57200-61100		*	55.75	
		11/19/18 MAT CLEANING		UNIFIRST CORPORATION			278.75 005724
12/13/18	00512	11/16/18 W0134773	201811 320-57200-63100		*	175.82	
		LED PANEL LIGHT/LAMP		1000 BULBS			175.82 005725
12/13/18	00512	11/28/18 R0002081	201811 320-57200-63100		*	21.41	
		FREIGHT FOR LED BULBS		1000 BULBS			21.41 005726
12/20/18	00172	12/06/18 12062018	201812 320-57200-43500		*	702.41	
		566-1 OAKLEAF VILLAGE PKW					
		12/06/18 12062018	201812 320-57200-43500		*	139.82	
		716-1 WAKEMONT DR					
		12/06/18 12062018	201812 320-57200-43500		*	29.34	
		3178-1 WANDERING OAKS DR					
		12/06/18 12062018	201812 320-57200-43500		*	39.46	
		1505-1 CANOPY OAKS DR					
		12/06/18 12062018	201812 320-57200-43500		*	513.02	
		1591-1 CANOPY OAKS DR					
		12/06/18 12062018	201812 320-57200-43500		*	27.82	
		3701-1 THOUSAND OAKS DR					
		12/06/18 12062018	201812 320-57200-43500		*	91.86	
		3713-1 THOUSAND OAKS DR					

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
12/06/18		12062018	201812 320-57200-43500	1940-1 WOODWORTH DR	*	32.38	
12/06/18		12062018	201812 320-57200-43500	3659-1 THOUSAND OAKS DR	*	100.72	
12/06/18		12062018	201812 320-57200-43500	603-1 WATERFORD OAKS DR	*	31.62	
12/06/18		12062018	201812 320-57200-43500	1422-1 BITTERBERRY DR	*	29.34	
12/06/18		12062018	201812 320-57200-43500	1206-1 BEDROCK DR	*	29.34	
CLAY COUNTY UTILITY AUTHORITY							1,767.13 005727
12/20/18	00002	11/29/18	11292018 201812 320-57200-43100	DEC REC ELECTRIC	*	2,405.00	
		11/29/18	11292018 201812 320-57200-43000	DEC COMMON ELECTRIC	*	3,082.12	
		11/29/18	11292018 201812 330-57200-43110	DEC FITNESS CENTER	*	973.00	
		11/29/18	11292018 201812 320-57200-42900	DEC STREETLIGHTING	*	2,373.00	
CLAY ELECTRIC COOPERATIVE, INC							8,833.12 005728
12/20/18	00208	12/17/18	12172018 201812 300-20700-10100	12/7/18-12/13/18 SECURITY	*	720.00	
MIDDLE VILLAGE CDD							720.00 005729
12/20/18	00668	12/02/18	10780980 201812 310-51300-45000	WORKERS COMP POLICY	*	40.36	
RETAILFIRST INSURANCE COMPANY							40.36 005730
12/20/18	00668	12/11/18	10799603 201812 310-51300-45000	WORKERS COMP POLICY	*	40.36	
RETAILFIRST INSURANCE COMPANY							40.36 005731
TOTAL FOR BANK B						52,442.56	
TOTAL FOR REGISTER						52,442.56	

DBBR DOUBLE BRANCH HSMITH



**Advanced  
Disposal**

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

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

RETURN SERVICE REQUESTED

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

Advanced Disposal is a company bringing fresh ideas and solutions to a clean environment. How can we further help your business or home become greener and cleaner? Visit us at [www.AdvancedDisposal.com](http://www.AdvancedDisposal.com).

Should you have questions about charges, please see the back of this invoice, call your service representative or go to [www.AdvancedDisposal.com](http://www.AdvancedDisposal.com).

Thank you for your business!

<b>Account Information</b>	
Account Number	PB006335
Site Number	0000
Invoice Date	October 31, 2018
Invoice Number	PB0000925320
<b>Account Summary</b>	
Previous Balance	\$539.56
Payments/Adjustments	-\$539.56
Current Invoice Amount	\$720.19
<b>Amount Due \$720.19</b>	
<b>Due Date Upon Receipt</b>	
<b>Invoice Breakdown</b>	
Current	\$720.19
30 days - past due	\$0.00
60 days - past due	\$0.00
90 days - past due	\$0.00
It's easy being Green...sign up for ebill and auto pay at <a href="http://www.AdvancedDisposal.com/billpay">http://www.AdvancedDisposal.com/billpay</a>	
<b>Contact Us</b>	
(904) 783-7000 JacksonvilleFL@AdvancedDisposal.com	
Thank you for doing business with Advanced Disposal Services.	

**Previous Balance \$539.56**  
10/09/18 LOCKBOX AUTOMATED -\$539.56  
**Payments and Adjustments -\$539.56**

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)					
10/31/18	FUEL SURCHARGE	SC125050	1.00	70.55	70.55
10/31/18	ENVIRONMENTAL FEE	SC125049	1.00	99.84	99.84
10/31/18	TRASH STANDARD SERVICE:		1.00	416.00	416.00
	10/01/18-10/31/18		2	32.572	349
	Clay Co Franchise Fee		586.39		95.58
	<b>SITE TOTAL</b>				<b>681.97</b>
10/31/18	COMPLIANCE AND BUSINESS IMPACT CHARGE	SC125082	1.00	32.86	32.86
	Clay Co Franchise Fee		32.86		5.36
<b>Current Charges</b>					<b>\$720.19</b>
<b>Amount Due</b>					<b>\$720.19</b>

### How to Pay Your Bill

**Online Bill Pay**

Great for regular payments

Visit [www.advanceddisposal.com/billpay](http://www.advanceddisposal.com/billpay) to enroll in online bill pay methods.

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

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

If you would like assistance, please contact us at 1-800-355-2108 and we will be happy to assist you in getting set up.

**Pay by Mail**

Best for sending a regular check

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

Please do not send correspondence to this address.

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

**Pay by Phone**

Good for a one time payment

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

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

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



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

Please Send All Correspondence to Above Address

PLEASE RETURN THIS PORTION WITH PAYMENT

Printed on recycled paper



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

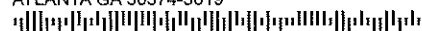
**Due Date: Upon Receipt**

**Customer Billing Address:**

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

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

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



IF PAYING BY CREDIT CARD, FILL OUT BELOW		CHECK CARD USING FOR PAYMENT	
CARD NUMBER	AMOUNT PAID	<input type="checkbox"/> VISA	
SIGNATURE	EXP. DATE	<input type="checkbox"/> MASTER CARD	
		<input type="checkbox"/> AMERICAN EXP.	
		<input type="checkbox"/> DISCOVER	
ACCOUNT # PB006335	INVOICE # PB0000925320	AMT. ENCLOSED	
INVOICE TOTAL \$720.19	BALANCE DUE \$720.19		

PB 006335 0000 103118 0000925320 00072019 00072019 9

#### HOW TO READ YOUR BILL

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

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

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

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

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

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For additional information, please contact your local Advanced Disposal office or visit us at [www.AdvancedDisposal.com](http://www.AdvancedDisposal.com).

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

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

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

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

---

### Change of Address

Please print correct address below:

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (Home) \_\_\_\_\_ Phone (Mobile) \_\_\_\_\_ Phone (Work) \_\_\_\_\_  
Email \_\_\_\_\_  
\_\_\_\_\_



**Advanced  
Disposal**

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

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

Advanced Disposal is a company bringing fresh ideas and solutions to a clean environment. How can we further help your business or home become greener and cleaner? Visit us at [www.AdvancedDisposal.com](http://www.AdvancedDisposal.com).

Should you have questions about charges, please see the back of this invoice, call your service representative or go to [www.AdvancedDisposal.com](http://www.AdvancedDisposal.com).

Thank you for your business!

RETURN SERVICE REQUESTED

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

<b>Account Information</b>	
Account Number	PB006335
Site Number	0000
Invoice Date	November 30, 2018
Invoice Number	PB0000929079
<b>Account Summary</b>	
Previous Balance	\$720.19
Payments/Adjustments	\$0.00
Current Invoice Amount	\$719.81
<b>Amount Due</b>	<b>\$1,440.00</b>
<b>Due Date</b>	<b>Upon Receipt</b>
<b>Invoice Breakdown</b>	
Current	\$719.81
30 days - past due	\$720.19
60 days - past due	\$0.00
90 days - past due	\$0.00
It's easy being Green...sign up for ebill and auto pay at <a href="http://www.AdvancedDisposal.com/billpay">http://www.AdvancedDisposal.com/billpay</a>	
<b>Contact Us</b>	
(904) 783-7000	
JacksonvilleFL@AdvancedDisposal.com	
Thank you for doing business with Advanced Disposal Services.	

**Previous Balance**

**\$720.19**

**Payments and Adjustments**

**\$0.00**

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

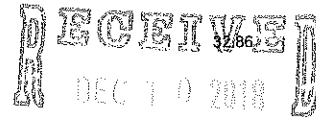
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7

Date	Description	Reference	Qty	Unit Price	Amount
1.00 - 6.00YD:COMM FL TRASH (001)					
11/30/18	FUEL SURCHARGE	SC126899	1.00	70.22	70.22
11/30/18	ENVIRONMENTAL FEE	SC126898	1.00	99.84	99.84
11/30/18	TRASH STANDARD SERVICE:		1.00	416.00	416.00
	11/01/18-11/30/18				
	Clay Co Franchise Fee		586.06		95.53
	SITE TOTAL				681.59
11/30/18	COMPLIANCE AND BUSINESS IMPACT CHARGE	SC126964	1.00	32.86	32.86

Clay Co Franchise Fee

**Current Charges**  
**Amount Due**

**\$719.81**  
**\$1,440.00**



BY: .....

### How to Pay Your Bill

<b>Online Bill Pay</b>	
Great for regular payments	
Visit <a href="http://www.advanceddisposal.com/billpay">www.advanceddisposal.com/billpay</a> to enroll in online bill pay methods.	
With the Advanced Disposal online bill payment system, you are able to:	
<ul style="list-style-type: none"> <li>• Make a one-time payment</li> <li>• Setup your account for automatic recurring payments</li> </ul>	
If you would like assistance, please contact us at 1-800-355-2108 and we will be happy to assist you in getting set up.	

<b>Pay by Mail</b>	
Best for sending a regular check	
Please mail your check made payable to Advanced Disposal to address listed below.	
Please do not send correspondence to this address.	
Please assist us by including the remittance portion (the perforated bottom section of your invoice) along with your check or money order to ensure your payment is posted quickly and accurately.	

<b>Pay by Phone</b>	
Good for a one time payment	
Call 1-877-720-1583 to make your payment by phone.	
To ensure fastest service, please have your Phone PIN ready, which can be found at the top of your invoice.	
We accept MasterCard, Visa, American Express and Discover. An automated voice service will process your payment. This option is ideal for making single payments.	

PLEASE RETURN THIS PORTION WITH PAYMENT

Printed on recycled paper



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

Please Send All Correspondence to Above Address

☐

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

**Due Date: Upon Receipt**

**Customer Billing Address:**

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

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

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



IF PAYING BY CREDIT CARD, FILL OUT BELOW		CHECK CARD USING FOR PAYMENT	
CARD NUMBER	AMOUNT PAID	<input type="checkbox"/> VISA	
SIGNATURE	EXP. DATE	<input type="checkbox"/> MASTER CARD	
		<input type="checkbox"/> AMERICAN EXP.	
		<input type="checkbox"/> DISCOVER	
ACCOUNT #	INVOICE #	AMT. ENCLOSED	
PB006335	PB0000929079		
INVOICE TOTAL	BALANCE DUE		
\$719.81	\$1,440.00		

PB 006335 0000 113018 0000929079 00071981 00144000 8

#### HOW TO READ YOUR BILL

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

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

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---

## Change of Address

Please print correct address below:

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (Home) \_\_\_\_\_ Phone (Mobile) \_\_\_\_\_ Phone (Work) \_\_\_\_\_  
Email \_\_\_\_\_  
\_\_\_\_\_

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - AMY SHAHEEN  
**Date:** November 27, 2018 at 5:32 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Clubroom (SUNDAY) 1:00 p.m. to 5:00 p.m.
- DATE OF VENUE – NOVEMBER 18, 2018
- RESIDENT – AMY SHAHEEN
- ADDRESS – 3386 CLASSIC OAK COURT, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR:
  - DATED: 8/25/18
  - CHECK#: 1006
  - DEPOSITED: 8/25/18
  - AMOUNT: \$100.00

BY: .....

2.300.369.103  
666

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
08/25/18	08/25/18	11/18/18	Nicholas & Amy Shaheen - OVCR DEPOSIT	DEPOSIT	\$ 100.0

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

Thank you.

---

*I will be out of the office WEDNESDAY, November 28, 2018 and THURSDAY, November 29, 2018, therefore, if you require immediate attention please email me or leave a message at my earliest opportunity.*

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

[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

*Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic information contained in this email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. The disclosure of such information under applicable law. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify sender by email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.*

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

## Order Details

Order ID: 9863

Date Added: 11/15/2018

Payment Method: Purchase Order (#JSO11152018)

Shipping Method: USPS Priority (Weight: 10.00lb)

Email: [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

IP Address: 75.144.114.154

## Instructions

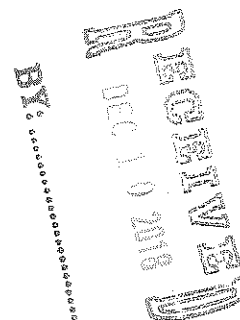
PO Number: JSO11152018

## Payment Address

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

## Shipping Address

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



Product	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	500	\$2.69	\$1,345.00

Sub-Total: \$1,345.00

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

Total: \$1,361.79

**Code to: Split 50/50**

**2-330-572-493**

**Middle Village Rec. Passes**

**2-330-572-6200** \$ 680.90

**Double Branch Rec. Passes**

478





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

Invoice Number: SSI08601  
Invoice Date: 12/6/2018

Page: 1

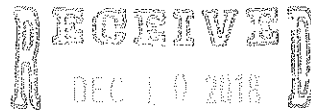
Attn: Fiscal - Accounts Receivable

Bill

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

Ship

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



BY: .....

2.32.572.34510  
285

Due Date 12/21/2018  
Terms Net 15 Days

Customer ID C0000168  
P.O. Number  
P.O. Date 12/6/2018  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qtv	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee- NOVEMBER 2018		213	213	3.00	639.00/2 = 319.50
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2 = 187.50

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 1,014.00

Subtotal: 1,014.00  
Invoice Discount: 0.00  
Tax: 0.00

Total USD: 1,014.00/2  
\$ 507.00

OAKLEAF PLANTATION CDD	11/1/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	11/2/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	11/2/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	11/3/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	11/4/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	11/5/2018	6028	WILLIAMS, MATTHEW L	5.00
OAKLEAF PLANTATION CDD	11/6/2018	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	11/7/2018	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	11/8/2018	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	11/9/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	11/9/2018	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	11/10/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	11/10/2018	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	11/11/2018	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	11/12/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	11/13/2018	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	11/14/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	11/15/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	11/16/2018	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	11/16/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	11/17/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	11/18/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	11/19/2018	6028	WILLIAMS, MATTHEW L	5.50
OAKLEAF PLANTATION CDD	11/20/2018	7321	DRURY, JOHN R.	4.00
OAKLEAF PLANTATION CDD	11/21/2018	6028	WILLIAMS, MATTHEW L	6.50
OAKLEAF PLANTATION CDD	11/22/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	11/23/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	11/24/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	11/24/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	11/25/2018	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	11/26/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	11/27/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	11/28/2018	25117	HILLS, STEVEN L.	6.00
OAKLEAF PLANTATION CDD	11/29/2018	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	11/30/2018	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	11/30/2018	6905	WASE, BEN	6.00
			TOTAL	213.00

Governmental Management Services, LLC

1001 Bradford Way  
Kingston, TN 37763

# Invoice

Date	Invoice #
11/20/18	2024

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

**RECEIVED**  
NOV 26 2018

BY: .....

92

P.O. No.	Terms	Project
	Due on receipt	

Description	Qty	Rate	Amount
Facility Maintenance October 1 - October 31, 2018		10,746.09	10,746.09
Maintenance Supplies		851.38	851.38
Facility Maint. - General 2, 572, 4660	\$ 2291, <sup>00</sup>		
Facility Maint. - Conting. 2, 572, 4662	\$ 2479, <sup>00</sup>		
Lighting Repairs 2, 320, 572, 4663	\$ 708, <sup>00</sup>		
Facility Maint. - General (fitness) 330, 572, 4710	\$ 666, <sup>00</sup>		
Common Area Maint. 2, 572, 4640	\$ 3630, <sup>00</sup>		
Repairs/Replacements 2, 572, 6310	\$ 1823, <sup>47</sup>		
		Total	\$11,597.47
		Payments/Credits	\$0.00
		Balance Due	\$11,597.47

ZMW

11, 21, 18

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/28/18	6	B.M.	Set up equipment for camp out
9/28/18	8	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, set up supplies for camp out
9/28/18	6	G.S.	Remove debris from common areas and Amenity Center replace trash can liners as needed
10/1/18	8	T.C.	Removed debris from duck bridge and pool decks, clean up supplies from camp out, removed debris from parking lot and Amenity Center, cleaned and refilled fountain by office
10/1/18	6	G.S.	Remove debris from common areas and Amenity Center replace trash can liners as needed
10/2/18	2	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, built box for pool starter motor
10/2/18	6	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, performed light inspection, installed box for pool pump motor
10/2/18	4	S.D.S.	Performed light inspection around Amenity Center, assisted with installation of box for pool starter motor
10/3/18	8	T.C.	Removed debris from duck bridge and pool decks, repaired toilet in men's restroom, installed new faucets in ladies restroom, organized janitorial supplies
10/3/18	6	G.S.	Remove debris from common areas and Amenity Center replace trash can liners as needed, treated fire ant mounds
10/4/18	6	T.C.	Removed debris from duck bridge and pool decks, sprayed tennis courts and around fitness center for wasp, worked on box in pool pump area
10/4/18	2	S.D.S.	Repaired gutter at Amenity Center
10/4/18	3	S.D.J.	Assisted with pool pak electric housing box
10/5/18	4	B.M.	Assisted with installation of faucets in ladies restroom, inspected playground equipment made repairs as needed
10/5/18	6	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, put away and organized janitorial supplies
10/5/18	6	G.S.	Remove debris from common areas and Amenity Center replace trash can liners as needed,
10/8/18	2	B.M.	Performed light inspection replaced bulbs as needed
10/8/18	6	G.S.	Remove debris from common areas and Amenity Center replace trash can liners as needed,
10/9/18	4	E.T.	Inspected pool equipment, pumps, motors, valves & chemical levels as needed, prepped Amenity Center and pool area for possible hurricane
10/9/18	4	B.M.	Assisted with prep at Amenity Center and pool area for possible hurricane
10/9/18	4	S.D.S.	Assisted with prep at Amenity Center and pool area for possible hurricane
10/10/18	2	E.T.	Performed maintenance on water fall pump at community entrance made repairs as needed, repaired lights at community entrance
10/10/18	4	B.M.	Assisted in installation of new water jet bubblers, installed lids on valve pipes, removed debris around Amenity Center
10/10/18	6	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, installed water jet bubblers, made repairs to fountain
10/10/18	6	G.S.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks,
10/10/18	4	S.D.S.	Performed light inspection, made repairs on entrance lights, replaced broken vent in park gazebo, installed new water spouts on entrance fountain
10/11/18	4	B.M.	Performed light inspection around track and made repairs as needed
10/11/18	6	T.C.	Removed debris from duck bridge and pool decks, replaced lighting around track to LED
10/11/18	3	S.D.S.	Refilled original lighting to accommodate LED
10/12/18	4	E.T.	Performed park inspection and made repairs on swing as needed, replaced vent on shelter at park, removed excess debris around loop area
10/12/18	6	B.M.	Removed retro fitted LED bulbs for track pole lights, installed LED fixtures back on poles, removed debris from soccer field parking
10/12/18	8	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, put up neighborhood garage sale signs
10/14/18	6	G.S.	Removed debris from common areas and Amenity Center, replaced trash can liners as needed, treated fire ant mounds
10/15/18	6	G.S.	Removed debris from common areas and Amenity Center
10/16/18	4	E.T.	Removed, rebuilt and replaced light on soccer field walkway to LED
10/16/18	4	B.M.	Removed, rebuilt and replaced light on soccer field walkway to LED
10/16/18	4	S.D.S.	Removed graffiti from men's restroom at field house, converted parking lamps to LED
10/17/18	4	B.M.	Removed and changed out track light poles to LED, replaced bulbs on columns on Loop Rd, removed debris on roadway
10/17/18	4	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks,
10/17/18	6	G.S.	Removed debris from all common areas and Amenity Center
10/18/18	2	T.C.	Removed debris from duck bridge and pool decks,
10/19/18	5	E.T.	Replaced bulbs on fitness center exterior, replaced bulbs on Amenity Center, watered hanging baskets
10/19/18	5	B.M.	Replaced light on fitness center exterior, performed light inspection on Amenity Center and changed bulbs as needed, removed debris in Amenity Center parking lot
10/19/18	8	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, performed light inspection at fitness center and around track, replaced bulbs as needed, removed debris around track
10/19/18	6	G.S.	Removed debris from common areas, Amenity Center, parking lot, parks, roadways and around

GMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
			back, replaced trash can liners as needed
10/22/18	2	B.M.	Performed light inspection at parks, field house and community entrance ways
10/22/18	6	G.S.	Removed debris from common areas and Amenity Center, removed debris from ponds, treated fire ant mounds
10/23/18	4	E.T.	Removed debris from demolished entrance sign, removed and repaired broken light fixture at entrance way
10/23/18	5	B.M.	Removed debris left from car accident, repaired light on sign, removed debris from common areas, parks and Amenity Center
10/23/18	8	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, removed broken brick at entrance from car accident
10/23/18	4	S.D.S.	Assisted with removal of broken brick at entrance
10/24/18	4	E.T.	Replaced Town Center entrance lights to LED, secured broken sign to concrete column, repaired fencing as needed
10/24/18	3	B.M.	Replaced fixtures on Village Center signs, attached car accident sign to brick columns
10/24/18	4	T.C.	Removed debris from duck bridge and pool decks, removed debris from parking lot
10/24/18	6	G.S.	Removed debris from common areas and Amenity Center
10/25/18	4	T.C.	Removed debris from duck bridge and pool decks, performed light inspection around Amenity Center
10/26/18	2	B.M.	Prepped for Halloween Event
10/28/18	8	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets around pool deck, picked up and unloaded pumpkins for Halloween Event
10/28/18	6	G.S.	Removed debris from common areas and Amenity Center, replaced trash can liners as needed, treated fire ant mounds
10/29/18	4	T.C.	Removed debris from duck bridge and pool decks, repaired white vinyl fence
10/29/18	8	G.S.	Removed debris from common areas and Amenity Center, replaced trash can liners as needed, removed debris from county line dump
10/30/18	4	T.C.	Removed debris from duck bridge and pool decks, repaired entrance light and removed broken light pole
10/30/18	4	S.D.S.	Repaired bullet light at entrance, cleared debris from auto pole accident, replaced ceiling lights at fitness center
10/31/18	4	B.M.	Cleaned fountain in lake, removed debris from lake, removed debris in parking lot
10/31/18	8	T.C.	Removed debris from duck bridge and pool decks, watered hanging baskets on pool decks, cleaned intake line in fountain at lake entrance, removed debris around lake
10/31/18	6	G.S.	Removed debris from common areas and Amenity Center, replaced trash can liners as needed, removed debris from ponds, treated fire ant mounds
<b>TOTAL</b>	<u><u>328</u></u>		
<b>MILES</b>	<u><u>562</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

# MAINTENANCE BILLABLE PURCHASES

Period Ending 11/5/18

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	10/3/18	Spray paint (2)	12.12	B.M.
	10/3/18	Safety glasses	40.23	B.M.
	10/3/18	Bath faucet	22.98	B.M.
	10/3/18	75w Bulbs	11.85	B.M.
	10/3/18	Ant poison (2)	16.03	B.M.
	10/3/18	Kiltz paint	28.73	B.M.
	10/4/18	Cleaner (2)	11.43	B.M.
	10/4/18	60w Bulbs (4)	12.05	B.M.
	10/4/18	Louver (6)	0.63	B.M.
	10/4/18	Holesaw	28.72	B.M.
	10/4/18	Male adapter	1.30	B.M.
	10/4/18	Locknut	0.93	B.M.
	10/4/18	12 Electrogalvanized strut (2)	18.26	J.S.
	10/4/18	Machine screw	2.71	J.S.
	10/4/18	1/4" Strap toggle	8.51	J.S.
	10/4/18	Spring nut	4.88	J.S.
	10/8/18	3.0 AH battery	51.18	J.S.
	10/8/18	Rigid locknut 1 1/4"	1.16	J.S.
	10/9/18	Bulbs (2)	11.85	B.M.
	10/9/18	12" Louver (2pk)	15.32	B.M.
	10/9/18	Washers	4.51	J.S.
	10/10/18	4oz PVC Cement	5.28	B.M.
	10/10/18	3/4" Male PVC adapter (2)	1.10	B.M.
	10/10/18	Seal tape 1/2" x 260"	1.12	B.M.
	10/10/18	18" Terra cotta resin saucer (2)	29.85	B.M.
	10/11/18	Towels 12pk (2)	18.35	B.M.
	10/11/18	Construction adhesive	2.00	J.S.
	10/11/18	Wiring Connectors blue	1.40	J.S.
	10/11/18	Wiring Connectors red	1.40	J.S.
	10/11/18	Snaplite 3/4" connectors	1.10	J.S.
	10/11/18	Anti-short bushings 6/16"	1.27	J.S.
	10/11/18	Anti-short bushings 1/2"	1.53	J.S.
	10/11/18	Screw in connectors	0.91	J.S.
	10/12/18	Ratchet strap	10.32	B.M.
	10/16/18	LED spot light bulbs	22.98	B.M.
	10/16/18	Sheet metal screws oval head	5.07	B.M.
	10/16/18	Sheet metal screws pan head	5.35	B.M.
	10/17/18	2" Brush	3.84	J.S.
	10/17/18	4" Brush	10.32	J.S.
	10/17/18	1qt Paint	18.96	J.S.
	10/17/18	1qt mixing bucket	2.21	J.S.
	10/18/18	LED bulbs (2)	9.69	B.M.
	10/19/18	LED bulbs (4)	15.50	B.M.
	10/23/18	LED spotlight	22.98	B.M.
	10/23/18	Gloves (2) large	25.25	B.M.
	10/23/18	Gloves x-large	12.63	B.M.
	10/23/18	Safety vest (3)	37.85	B.M.
	10/23/18	Leather Gloves x-large	11.47	B.M.
	10/23/18	Outlet box	3.69	B.M.
	10/23/18	Male terminal adapter	0.40	B.M.
	10/23/18	3/4" PVC Elbow	2.44	B.M.
	10/23/18	Anchor kit	17.23	B.M.
	10/23/18	LED Landscape light (2)	57.45	B.M.
	10/23/18	LED Spotlight bulbs	22.98	B.M.
	10/23/18	WD-40	6.18	B.M.
	10/30/18	Coupling	1.01	T.C.
	10/30/18	Male thread adapter	0.31	T.C.
	10/30/18	PVC bushing	1.10	T.C.
	10/30/18	Fire ant killer	48.21	G.B.
	10/30/18	Ant bait	22.97	G.B.
	10/30/18	Protective glasses	5.72	G.B.
	10/30/18	Electrical locknut kit	10.32	G.B.
	10/30/18	Anchor kit	7.36	G.B.
	10/31/18	Ant bait	45.93	B.M.
	10/31/18	LED Bulbs (2)	11.05	B.M.

**TOTAL \$851.38**

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

Invoice #: 2025

Invoice Date: 11/27/18

Due Date: 11/27/18

Case:

P.O. Number:

**Bill To:**Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092**RECEIVED**  
DEC 10 2018

BY: .....

Description	Hours/Qty	Rate	Amount
Event Staff through November 22, 2018	21.88	25.00	547.00
<i>Amenities Revenue</i> <i>2,369,103</i> <i>92</i>			
<b>Total</b>			<b>\$547.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$547.00</b>

11, 28, 18

**Governmental Management Services, LLC**  
9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
21.88	Facility Event Staff	\$ 25.00	\$ 547.00

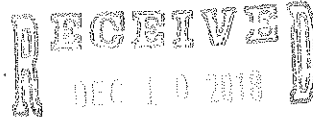
Covers Period End: November 22, 2018

Amenities Revenue # 2-369-103



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

# Invoice



Invoice #: 2027  
Invoice Date: 12/1/18  
Due Date: 12/1/18  
Case:  
P.O. Number:

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

BY: .....

Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - December 2018/Rec.		9,205.83	9,205.83
2,310,513,340 92			
Total			\$9,205.83
Payments/Credits			\$0.00
Balance Due			\$9,205.83

2mw  
12,6,18

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

# Invoice

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



BY: .....

Invoice #: 2028  
Invoice Date: 12/1/18  
Due Date: 12/1/18  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - December 2018/Amenity Staff		4,963.17	4,963.17
2,310,513.340 92			
Total			\$4,963.17
Payments/Credits			\$0.00
Balance Due			\$4,963.17

Rand  
12,6,18

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2023

Invoice Date: 11/16/18

Due Date: 11/16/18

Case:

P.O. Number:

**Bill To:**

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

**BY:** .....

Description	Hours/Qty	Rate	Amount
September 2018 - Phones (002.320.57200.41000)		99.37	99.37
September 2018 - Permits/Licenses (002.320.57200.49300)		26.95	26.95
September 2018 - Special Events (002.320.57200.49400)		598.36	598.36
September 2018 - Office Supplies (002.320.57200.51000)		309.60	309.60
September 2018 - Repair and Replacements (002.320.57200.63100)		65.78	65.78
September 2018 - Rec. Passes (002.320.57200.62000)		232.47	232.47
92			
<b>Total</b>			<b>\$1,332.53</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$1,332.53</b>

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Oct 19, 2018

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	GMS	Total
9/20/2018	Swank	395	Special Event -camp	2.330.572.49400	197.5	2.320.572.49400	197.5		395
9/26/2018	Office Depot	70.97	Office Supplies	2.330.572.51000	35.49	2.320.572.5100	35.48		70.97
9/26/2018	Leslie's	96.26	Office Supplies	2.330.572.51000	48.13	2.320.572.5100	48.13		96.26
9/27/2018	walmart	244.9	Special Event -camp	2.330.572.49400	122.45	2.320.572.49400	122.45		244.9
9/27/2018	walmart	116.44	Special Event -camp	2.330.572.49400	58.22	2.320.572.49400	58.22		116.44
9/27/2018	Target	27.8	Special Event -camp	2.330.572.49400	13.9	2.320.572.49400	13.9		27.8
9/27/2018	publix	57.59	Special Event -camp	2.330.572.49400	28.8	2.320.572.49400	28.79		57.59
9/27/2018	Dunkin Donuts	131.03	Special Event -camp	2.330.572.49400	65.52	2.320.572.49400	65.51		131.03
9/27/2018	ID Zone	464.95	card printer ink	2.330.572.49300	232.48	2.320.572.62000	232.47		464.95
9/28/2018	Domino's	51.52	Special Event -camp	2.330.572.49400	25.76	2.320.572.49400	25.76		51.52
9/28/2018	publix	26.54	Special Event -camp	2.330.572.49400	13.27	2.320.572.49400	13.27		26.54
9/28/2018	publix	145.93	Special Event -camp	2.330.572.49400	72.97	2.320.572.49400	72.96		145.93
10/1/2018	Office Depot	99.36	Office Supplies	2.330.572.51000	49.68	2.320.572.5100	49.68		99.36
10/2/2018	electric motor warehouse	131.63	Vent Fan	34.600.538.64000	131.63				131.63
10/2/2018	RingCentral	198.75	VOIP phones	2.330.572.4100	99.38	2.320.572.4100	99.37		198.75
10/4/2018	Pinch a Penny	14.96	Pool Supplies			2.320.572.63100	14.96		14.96
10/5/2018	Sherwin Williams	101.65	Sign paint	34.600.538.64000	50.83	2.320.572.63100	50.82		101.65
10/11/2018	Office Depot	49.27	Office Supplies	2.330.572.51000	24.64	2.320.572.5100	24.63		49.27
10/12/2018	walmart	288.97	Tech / Office Supplies	2.330.572.51000	144.49	2.320.572.5100	144.48		288.97
10/12/2018	Office Depot	14.4	Office Supplies	2.330.572.51000	7.2	2.320.572.5100	7.2		14.4
10/15/2018	Mood pandora	26.95	music license	2.310.513.49300	26.95				26.95
10/15/2018	Mood pandora	26.95	music license			2.320.572.49300	26.95		26.95
10/19/2018	Head Penn	739.07	Tennis Supplies	34.600.538.64000	739.07				739.07
Totals		\$3,520.89			\$2,188.36		\$1,332.53	\$0.00	\$3,520.89

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Oct 19, 2018

Totals by GL

**Double Branch: \$1332.53**

2.320.572.4100 (DB Phones) – \$99.37  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.49400 (DB Special Events) - \$598.36  
2.320.572.5100 (DB Office Supplies) - \$ 309.60  
2.320.572.63100 (DB Repair and Replacements) - \$65.78  
2.320.572.62000 (DB Rec passes) - \$232.47

**Middle Village: \$2188.36**

2.330.572.4100 (MV Phones) – \$99.38  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$921.53  
2.330.572.51000 (MV Office Supplies) – \$309.63  
2.330.572.49400 (Special Events) – \$598.39  
2.330.572.49300 (MV Rec Passes) - \$232.48

				Amount
09/20/18	SWANK MOTION PICTURES IN 01552392 631271 BUSINESS SERVICES	SAINT LOUIS	MO	\$395.00 †
09/26/18	OFFICEMAX/DEPOT 6826 000006826 8004633768 RECYCLING PROGRAM INK, REPLACES HP 952XL, BLACK POUCH, LAMINTNG, PHOTO SEAL, 10PK	JACKSONVILLE	FL	\$70.97
09/26/18	LESLIES POOLMART SWIMMING POOLS	JACKSONVILLE	FL	\$96.26
09/27/18	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$244.90 †
09/27/18	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$116.44 †
09/27/18	TARGET JACKSONVILLE WEST 2233 DISCOUNT STORE	JACKSONVILLE	FL	\$27.80
09/27/18	PUBLIX #128 000000128 8636881188	JACKSONVILLE	FL	\$57.59
09/27/18	DUNKIN #346314 Q35 3463 904-778-0700	JACKSONVILLE	FL	\$131.03 †
09/27/18	ID ZONE IDZONE MIAMI	MIAMI LAKES	FL	\$464.95 †
09/28/18	DOMINO'S 9175787773 FAST FOOD REST.	JACKSONVILLE	FL	\$51.52
09/28/18	PUBLIX #128 000000128 8636881188	JACKSONVILLE	FL	\$26.54

Continued on next page



Business Green Rewards Card  
GMS LLC  
JAMES PERRY  
Closing Date 10/21/18



p. 5/10

Account Ending 6-64002

Detail Continued

† - denotes Pay Over Time activity

				Amount
09/28/18	PUBLIX #128 000000128 8636881188	JACKSONVILLE	FL	\$145.93 †
10/01/18	OFFICEMAX/DEPOT 6826 000006826 8004633768 FS B&W LTR SglSd 20# Wht FS Color LDG SglSd, 24#	JACKSONVILLE	FL	\$99.36
10/02/18	ELECTRIC MOTOR WAREHOU 810-744-1240	BURTON	MI	\$131.63 †
10/02/18	MES*RINGCENTRAL, INC 9733437008 94002	BELMONT	CA	\$198.75 †
10/04/18	PINCH A PENNY - 242 000000001 9046999629	JACKSONVILLE	FL	\$14.96
10/05/18	SHERWIN WILLIAMS 704309 4309 904-353-9753	JACKSONVILLE	FL	\$101.65 †
10/11/18	OFFICEMAX/DEPOT 6826 000006826 8004633768 FOLDER, LTR, 1/3 CUT, 100BX, MANILA Folder Ltr 1/3 100 Bx ENVELOPE, CLSP, RCYCL, 9X12, 100BX	JACKSONVILLE	FL	\$49.27
10/12/18	WAL-MART SUPERCENTER 6978 6978 DISCOUNT STORE	JACKSONVILLE	FL	\$288.97 †
10/12/18	OFFICEMAX/DEPOT 6826 000006826 8004633768 FS Color LDG DblSd, 24#	JACKSONVILLE	FL	\$14.40
10/15/18	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
10/15/18	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
10/19/18	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$739.07 †

Fees

	Amount
Total Fees for this Period	\$0.00

Interest Charged

	Amount
Total Interest Charged for this Period	\$0.00

About Trailing Interest

You may see interest on your next statement even if you pay the new balance in full and on time and make no new charges. This is called "trailing interest." Trailing interest is the interest charged when, for example, you didn't pay your previous balance in full. When that happens we charge interest from the first day of the billing period until we receive your payment in full. You can avoid paying interest on purchases by paying your balance in full and on time each month. Please see the "When we charge interest" sub-section in your Cardmember Agreement for details.

Continued on reverse

# Order # 1000471108

Complete  
Order Date: October 15, 2018

## Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

## Order Information

### Billing Address

Jay Soriano

### Payment Method

Credit Card

### Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-2055



CREDIT CARD  
ORDER

Payment Status: APPROVED

3187  
Domino's Pizza  
(904) 779-7755

9/28/2018 9:07 PM  
Order 521717 Server 3416  
Rewards Code: YBDCFBBZ

-----  
Delivery

LISA  
370 OAKLEAF VILLAGE PKWY  
AMENITY CENTER  
BRING ITEMIZED RECEIPT  
ASK FOR LISA OR JAY  
(904) 708-1134  
-----

American Express  
CREDIT CARD # XXXXXXXXXXXX5058  
REFERENCE 160042898031  
APPROVAL CODE 248724  
-----

Amount \$41.52  
Tip 10.00  
Total 51.52

X \_\_\_\_\_  
SIGNATURE

I AGREE TO PAY THE ABOVE TOTAL  
AMOUNT ACCORDING TO CARD ISSUER  
AGREEMENT

-----  
Join our Piece of the Pie  
Rewards Program at dominos.com  
-----

THIS ORDER CAN STILL EARN  
POINTS TOWARD FREE PIZZA!  
VISIT DOMINOS.COM/CLAIMREWARDS  
WITHIN 30 DAYS TO CLAIM  
YOUR POINTS.

DEL EXPS ID \_\_\_\_\_

-----  
ANY DELIVERY CHARGE IS NOT A TIP  
PAID TO YOUR DRIVER

Welcome to Dunkin' Donuts  
Store #346314  
116-01 Oakleaf Village Parkway, Jackson  
9/27/2018 4:47:44 PM

Eat In  
Order: 048

Register:1 Tran Seq No: 2904048  
Cashier:Nicholas D.

\*\*\*\*\*SALE\*\*\*\*\*

12 12 Donuts	107.88
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
1 \$Off Item	(1.00)
2 Bx Joe Orig Blind	31.98
1 \$Off Item	(1.00)
Sub. Total:	\$126.86
Tax:	\$2.17
Total:	\$131.03
Discount Total:	(\$11.00)
Change	\$0.00
Amex:	\$131.03

AMEX

Card Num : \*\*\*\*\*5058

Terminal : 1

Approval : 848920

AID : A000000025010801

TVR : 0000001000

IAD : 06460103A0A002

TSI : E800

AR : Y3

TC : E028C8

USD\$ 131.03

I agree to pay the above Total Amount  
according to Card Issuer Agreement.

Signature: \_\_\_\_\_

\*\*\*\*\*

Tell us about today's visit  
at [www.telldunkin.com](http://www.telldunkin.com) within 3 days

RECEIVE A FREE CLASSIC DONUT

on your next visit when you  
purchase a Medium or Larger Beverage  
Survey Code: 04801-46314-1609-2786

Enter Validation Code: \_\_\_\_\_

See restrictions on [dunkindonuts.com](http://dunkindonuts.com)

\*\*\*\*\*

Visit [DunkinNation.com](http://DunkinNation.com) for product  
offers and news. Enter Code DD2957

\*\*\*\*\*

See You Soon

# ELECTRIC MOTOR WAREHOUSE

## Thanks for Your Order

---

🔗 Your order ID is #11354117.

### Shipping Address

Jay US Soriano  
GMS LLC  
370 Oakleaf Village pkwy  
Orange Park, Florida 32065  
United States  
9043421441

### Billing Address

Jay Soriano  
GMS LLC  
475 W Town Pl  
suite 114  
St Augustine, Florida 32092  
9043421441

### Your Order Contains...

Cart Items	SKU	Qty	Item Price	Item Total
Penn Vent Electric Motor (7163-9771) Zephyr ZJ1, 1550 RPM, 115 Volt # 60024-0 A	60024A	2	\$56.46 USD	\$112.92 USD
				Subtotal: \$112.92 USD
				Shipping: \$18.71 USD
				Grand Total: \$131.63 USD
				Payment Method: Credit Card

**Electric Motor Warehouse**  
<http://electricmotorwarehouse.com/>



HEAD/Penn Racquet Sports  
306 South 45th Avenue  
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD  
DBA Oakleaf Plantation  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice		5192855828	
Billing Date 10/18/2018	Ship Date 10/18/2018	Order Date 08/03/2018	Requested Date 10/15/2018
Terms 6% 30 3% 60 NET 61 days			Due Date
Order No. 5102454442	P.O. Number Holiday Balls		Order Entered By: AGREEN
Salesrep: Order Placed By: ELLIS, JEFF			

Ship-to address  
Oakleaf Plantation  
370 Oakleaf Village Pwky  
ORANGE PARK FL 32065

Authorization no.:

130581 00000050 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
522110	PRO PENN MARATHON 3B RD 12-P		288 CA	2.73	0.000	2.73	786.24
HS Tarrif No.: .. Country of Origin: China							
Total Number of Units			288				

Shipping Information

Packing Slip, BOL: 5182787456  
Shipping Terms: FOB Origin  
Shipment Origin: PHOENIX AZ  
Shipped Via: FEDEX Ground PPD  
Gross Weight: 146.160 LB 66.298 KG

Box Tracking Number

336473672856299

Total Number of Cartons 4

Items total	786.24 USD
CC Discount	47.17- USD
Final amount	739.07 USD
Charged to your American Express *****053	739.07 USD
Balance Due	0.00 USD

We recommend all dealers use our Online Management Platform (OMS).

This site allows you to see current stock of goods, place orders,  
track orders, and check invoices 24 hours a day!

To receive your login information please email: askus@us.head.com

Please include stub with your payment

REMIT TO HEAD/Penn Racquet Sports P.O. Box 53232 Phoenix, AZ 85072-3232	Middle Village CDD	Customer No. 715220 Invoice 5192855828	For payment by EFT or credit card, please contact the office directly. Thank you.
	Amount Enclosed \$		

For questions regarding your order please contact Customer Service (800)289-7366 Option 2

## Order Details

### Order Information

Order Number: 8051086

Date: 09/21/2018 17:24:33



### Bill To

Jay Soriano

GMS LLC

475 W Town Pl

St Augustine, FL 32092 US

### Contact Us

(800) 910-5987 x2

Order Status: Shipped

Shipped By: UPS

Reorder	Item #	Description	Tracking Info	Quantity	Price/Each	Total
<input type="checkbox"/>	<u>84052</u>	Fargo 84052 Color Ribbon - YMCKK - 500 prints	Shipped <u>1Z3488850370689290</u>	<u>2</u>	\$179.00	\$358.00
<input type="checkbox"/>	<u>84053</u>	Fargo 84053 IIDP Film - 1500 prints	Shipped <u>1Z3488850370689290</u>	<u>1</u>	\$106.95	\$106.95
		Shipping: FREE UPS Ground				\$0.00
		Sales Tax				\$0.00
				<b>Total</b>		<b>\$464.95</b>



ORANGE PARK, FL #529  
6001 ARGYLE FOREST BLVD STE 35  
JACKSONVILLE, FL 32244-6127  
904-573-6515

Store: 529 Register: 1  
Date: 9/26/18 Time: 12:28 PM  
Ticket: 13744  
Salesperson: 40893 (Tatiana A)

Item	Qty	Price	Amount
ORING PX WHISP PUMP LID 0108			
66380	1	4.99	4.99
ORING PX WHISP PUMP LID 0108			
66380	1	4.99	4.99
PRO QK RLSE 18IN LEAF RAKE			
82627	1	39.99	39.99
PRO QK RLSE 18IN LEAF RAKE			
82627	1	39.99	39.99

Subtotal 69.96  
Tax 7% 6.30

Total\$ 96.26

Amex Purchase 96.26  
Sep 26 2018 12:29 pm Trans# 13744

#### TRANSACTION RECORD

Card Number : \*\*\*\*\*5058  
Card Type : AMERICAN EXPRESS  
Card Entry : CHIP  
Trans Type : PURCHASE  
Amount : \$96.26

Auth # : 882462  
Sequence # : 000007  
Reference # : 00000007  
Merchant # : 800000899050  
Term ID : 101  
Date : 18/09/26  
Time : 12:28:33

APPROVED

Application Label: AMERICAN EXPRESS  
AID: A000000025010801  
TVR: 0000008000  
TC : 0BA0AFC917EA3A2C  
TSI: F800

# Order # 1000471103

Complete

Order Date: October 15, 2018

## Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

## Order Information

### Billing Address

Jay Soriano

### Payment Method

Credit Card

### Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-2055

2PVTYY4PU3558BERF

Amex 058: 70.97

CVS No Signature Required

\$0.10

[illegible]

WE WANT TO HEAR FROM YOU!

XXX XXXXX

(, exclu  
time for an



2PT15Y9P630X8B46F

Amex 058:	99.36
-----------	-------

CVS No Signature Required

XX

# Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

10/11/2018 12:31 PM



2PTTPY9PQ335BB4EF

SALE 6826-1-5327-283863-18.9.3  
810838 FLDR,1/3CUT,10 8.29 SS  
7881526 Folder Ltr1/3 19.99 SS  
330808 ENV,REC,9X12,1 20.99 SS  
Subtotal: 49.27  
Total: 49.27  
Amex 058: 49.27

AUTH CODE 808650

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

JAY SORIANO 603740602

Congratulations! You've reached VIP  
Rewards status. You'll now get 5% back  
in rewards on ink, toner, paper, and  
print/copy/ship services, plus a  
special birthday offer. Visit  
[officedepot.com/rewards](http://officedepot.com/rewards).

Tax Exemption Number 000600486993

Shop online at [www.officedepot.com](http://www.officedepot.com)

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

WE WANT TO HEAR FROM YOU!

Participate in our online customer  
survey and receive a coupon for  
\$10 off your next qualifying  
purchase of \$50 or more on  
office supplies, furniture and more.  
(Excludes Technology. Limit 1 coupon per  
household/business.)

Visit [www.officedepot.com/feedback](http://www.officedepot.com/feedback)  
and enter the survey code below:

1569 HC1S TJZY

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

# Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

10/12/2018 11:00 AM



2PTTQY9P633X4B6MF

SALE 6826-3-2683-909227-18.9.3  
167116 Color DS Ledge  
10 @ 1.44 14.40  
You Pay 14.40SS  
Subtotal: 14.40  
Total: 14.40  
Amex 058: 14.40

AUTH CODE 842316

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

JAY SORIANO 603740602

Congratulations! You've reached VIP  
Rewards status. You'll now get 5% back  
in rewards on ink, toner, paper, and  
print/copy/ship services, plus a  
special birthday offer. Visit  
[officedepot.com/rewards](http://officedepot.com/rewards).

Tax Exemption Number 000600486993

Shop online at [www.officedepot.com](http://www.officedepot.com)

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

WE WANT TO HEAR FROM YOU!

Participate in our online customer  
survey and receive a coupon for  
\$10 off your next qualifying  
purchase of \$50 or more on  
office supplies, furniture and more.  
(Excludes Technology. Limit 1 coupon per  
household/business.)

Visit [www.officedepot.com/feedback](http://www.officedepot.com/feedback)  
and enter the survey code below:

1569 TP2J 4HBD

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

# PINCH-A-PENNY POOL-PATIO-SPA

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch A Penny 242  
9715 Crosshill Blvd  
Suite #105  
Jacksonville, FL 32222  
Phone: 904-649-0939

## Sales Receipt

Transaction #: 4602  
Date: 10/17/2016 Time: 3:01:38 PM  
Cashier: Kameron Register #: 1

Item	Description	Amount
06660716	DSKT STA RITE C108-33P	\$6.99
06660716	DSKT STA RITE C108-33P	\$6.99

Sub Total	\$13.98
Sales Tax	\$0.98
Total	\$14.96

SIDE TERMINAL Tended	\$14.96
Change Due	\$0.00

Thank you for shopping  
Pinch A Penny 242  
We hope you'll come back soon!

# Publix

Oakleaf Plantation Center  
9518 Argyle Forest Blvd  
Jacksonville, FL 32222  
Store Manager: Rick Henning  
904-317-5755

DELI LEMONADE GAL  
10 @ 2.99 29.90 T F  
PBX DELI TEA SWT 6  
8 @ 2.99 23.92 T F

Order Total 53.82  
Sales Tax 3.77  
Grand Total 57.59  
Credit Payment 57.59  
Change 0.00

PRESTO!  
Trace #: 519663  
Reference #: 0012262972  
Acct #: XXXXXXXXXXXX5058  
Purchase American Express  
Amount: \$57.59  
Auth #: 800804

CREDIT CARD PURCHASE  
A000000025010801 AMERICAN EXPRESS  
Entry Method: Chip Read  
Mode: Issuer

Your cashier was Leslie

09/27/2018 16:38 S0128 R151 3003 C0425

Explore the many ways to save at Publix.  
View bargains at [publix.com/savingstyle](http://publix.com/savingstyle)

Publix Super Markets, Inc.

# Publix

Oakleaf Plantation Center  
9518 Argyle Forest Blvd  
Jacksonville, FL 32222  
Store Manager: Rick Henning  
904-317-5755

AJM LUNCH BAGS	1.19 T
PUB 8.5 OZ EVDY CP	1.39 T
ICE 20 LB	
5 @ 3.69	18.45 T F
AJM LUNCH BAGS	1.19 T
AJM LUNCH BAGS	1.19 T
PUB 8.5 OZ EVDY CP	1.39 T

Order Total	24.80
Sales Tax	1.74
Grand Total	26.54
Credit	Payment
Change	0.00

PRESTO!  
Trace #: 047135  
Reference #: 0012361752  
Acct #: XXXXXXXXXXXX0958  
Purchase American Express  
Amount: \$26.54  
Auth #: 889105

CREDIT CARD	PURCHASE
A000000025010801	AMERICAN EXPRESS
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Erin

09/28/2018 17:06 S0126 R104 5138 00222

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Publix Super Markets, Inc.

# Publix

Oakleaf Plantation Center  
9518 Argyle Forest Blvd  
Jacksonville, FL 32222  
Store Manager: Rick Henning  
904-317-5755

SEAGRAMS VARIETY	11.99 T
COORS LIGHT 12PK	12.99 T
SEAGRAMS VARIETY	11.99 T
SEAGRAMS VARIETY	11.99 T
COORS LIGHT 24PK	22.99 T
BUD LIGHT 24 LNNR	
2 @ 22.99	45.98 T
ICE 20 LB	
5 @ 3.69	18.45 T F

Order Total	136.38
Sales Tax	9.55
Grand Total	145.93
Credit	Payment
Change	0.00

PRESTO!  
Trace #: 046938  
Reference #: 0012235926  
Acct #: XXXXXXXXXXXX5058  
Purchase American Express  
Amount: \$145.93  
Auth #: 824976

CREDIT CARD	PURCHASE
A000000025010801	AMERICAN EXPRESS
Entry Method:	Chip Read
Mode:	Issuer

Cashier Confirmed - Age Over 21

Your cashier was Malinda

09/28/2018 14:05 S0128 R104 5011 00218

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Publix Super Markets, Inc.



# Service Statement

## Account Information

Account Number: (904) 770-4650  
Statement Date: 10/02/2018  
Service Plan: RingCentral Office

Bill To:  
Jay Soriano  
Oakleaf Plantation

## Statement Summary

Total Current Charges \$198.75

*Your credit card ending in [3053] was charged \$198.75.*

*This charge will appear as "RingCentral, Inc" on your credit card statement.*

## Statement Details

Period	Service	Amount
10/02/2018 - 11/01/2018	Subscription Fee - Monthly (RingCentral Office)	\$49.99
	44.01% off / month discount	(\$22.00)
10/02/2018 - 11/01/2018	DigitalLine Unlimited - (904) 770-4667	\$49.99
	44.01% off / month discount	(\$22.00)
10/02/2018 - 11/01/2018	DigitalLine Unlimited - (904) 770-4649	\$49.99
	44.01% off / month discount	(\$22.00)
10/02/2018 - 11/01/2018	DigitalLine Unlimited - (904) 770-4661	\$49.99
	44.01% off / month discount	(\$22.00)
10/02/2018 - 11/01/2018	DigitalLine Unlimited - (904) 342-1441	\$0.00
10/02/2018 - 11/01/2018	DigitalLine Unlimited - (904) 770-4648	\$49.99
	44.01% off / month discount	(\$22.00)
	Charges:	\$139.95
	Current Service Fees	\$139.95
	Current Taxes, Charges and Fees*	\$58.80
	<b>Total Current Charges</b>	<b>\$198.75</b>

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**SHERWIN-WILLIAMS.**

JACKSONVILLE-INDUSTRIAL Store 4309

385 PARK ST  
JACKSONVILLE FL 32204 2339  
(904)353-9753  
Fax (904) 353-8830  
www.sherwin-williams.com

SALE 1:42pm  
Tran # 4292-0 10/05/18  
E37/11654 10  
JAMES

G.M.S.  
Account XXXX-9287-0  
Job 1 G.M.S.

Bill To:  
G.M.S.  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065 4259  
(904)562-0249

6202-00972 1.25KT 167A235  
DP235 HZGRAY 1.25G  
\*Sale Price 1.00 @ 116.59 116.59  
Discount (\$) -21.59  
Comments: Pricing Accommodation

SUBTOTAL BEFORE TAX 95.00

SALES TAX: 1-103220400 8.65  
TOTAL \$101.65

AMERICAN EXPRESS -101.65

~~XXXXXXXXXXXXXXXXXXXX~~  
C/C# XXXXXXXXXXXX5058  
Auth # 822041  
Chip Read  
No PIN  
AID:000000025010801  
TVR:0000000000  
IND:06460103602002  
TSI:F800

STORE HOURS  
CLOSED  
MONDAY - FRIDAY 7:00 AM - 6:00 PM  
SATURDAY 8:00 AM - 1:00 PM

----- Thank You -----  
receipt required for refund

# SWANK

MOTION PICTURES, INC.

10795 Watson Road • St Louis, MO 63127  
Phone: 800-876-5445 • Fax: 314-966-3472

Routing: COKMORGA

## ORIGINAL INVOICE

Order Number: BO 1552392

Order Date: 09/20/18

Bill-To Customer: 0322280-001

Ship-To Customer: 0322280-001

Jay Soriano  
Operations Manager  
Double Branch CDD  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

Jay Soriano  
Operations Manager  
Double Branch CDD  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

Order: 1552392

Terms: THIS IS YOUR RECEIPT

--Line--

#	Typ	Qty	Bill Date	Product Description	Unit Price	Total Price
1	RT	1	09/21/18	HOTEL TRANSYLVANIA Widescreen DVD Planned Usage From: 09/28/18 to 09/28/18	395.00	395.00

For further information, please contact  
Kaitlyn Morgan  
at 1-800-876-5577

PAID

Item Subtotal: 395.00  
Prepayment Amount: 395.00  
BALANCE DUE: \$0.00

Please remit payment to: 2844 Paysphere Circle, Chicago, Illinois 60674



# Publix

Oakleaf Plantation Center

9518 Argyle Forest Blvd

Jacksonville, FL 32222

Store Manager: Rick Henning

904-317-5755

DELI LEMONADE GAL

10 @ 2.99 29.90 T F

PBX DELI TEA SWT G

8 @ 2.99 23.92 T F

Order Total 53.82

Sales Tax 3.77

Grand Total 57.59

Credit Payment 57.59

Change 0.00

-----  
PRESTO!

Trace #: 519663

Reference #: 0012262972

Acct #: XXXXXXXXXXXX5058

Purchase American Express

Amount: \$57.59

Auth #: 800804  
-----

CREDIT CARD

A000000025010801

PURCHASE

AMERICAN EXPRESS

Entry Method:

Chip Read

Mode:

Issuer  
-----

Your cashier was Leslie

09/27/2018 16:38 S0128 R151 3003 C0425

Explore the many ways to save at Publix.

View bargains at [publix.com/savingstyle](http://publix.com/savingstyle)

Publix Super Markets, Inc.

See back of receipt for your chance  
to win \$1000 ID #:7M51DS2FKMZU

**Walmart\***

SUPERCENTER

904-365-2555 Mgr: BRIAN JACKSON

ST# 06978 OP# 000136 TE# 68 TR# 09738  
PRODUCT SERIAL # 21P10C69734360  
LINKSYS RDUT 074588373191 156.00 0  
PRODUCT SERIAL # 19T10S06806949  
LINKSYS RTR 074588371960 98.00 0  
SUBTOTAL 254.00  
5PT GIGABIT 060644903598 34.97 0  
SUBTOTAL 288.97  
TOTAL 288.97  
AMEX TEND 288.97

AMERICAN EXPRESS-5 058 I 0 APPR#807482

REF # 000100014812

TRANS ID - 001013546840481

AID A000000025010801

TC DB60814864AE0951

TERMINAL # SC011101

\*NO SIGNATURE REQUIRED

10/12/18 09:57:40

CHANGE DUE 0.00

# ITEMS SOLD 3

TC# 1693 6036 8147 6688 4676 4



10/12/18 09:57:47

\*\*\*CUSTOMER COPY\*\*\*

Scan with Walmart app to save receipts



?????????? 30.00  
CARD # 6374635604588705

904-214-9411 Hgr: COREY HOLDER  
1500 BARNABY FIELD RD  
HIDDLBURG FL 32068

```

AMERICAN EXPRESS 5 050 10 APRR0003531
REF N 000100546739
TRANS ID - 00100666246188
ATD 0000000025610801
TC 45C4EB0257101614
TERMINAL N SC010349
*NO SIGNATURE REQUIRED
09/27/18 14:40:31

```

09/27/18 14:40:31

CHANGE DUE 0.00

# ITEMS SOLD 24

ICW 7698 7781 1039 3349 4160 6



09/27/10 14:40:39

\*\*\*CUSTOMER COPY\*\*\*

Scan with Walmart app to save receipts



904-214-9411 Hgr: COREY HOLDER  
1500 BRANAN FIELD RD  
MIDDLEBURG FL 32068

AMERICAN EXPRESS-5 080 I 0 APRR0040260  
REF # 000100451953  
TRANS ID # 010065646320400  
AID A0000000025010001  
IC 9C34F011180C05E9  
TERMINAL # SC010445  
\*NO SIGNATURE REQUIRED

09/27/18 14:13:17

CHANGE DUE 0.00

# ITEMS SOLD 83

TCN 5315 7364 0505 2211 0391 9



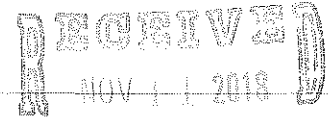
09/27/18 14:13:29

本客\*CUSTOMER COPY本客\*

Scan with Walmart app to save receipts



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - HARRIETTE BURNSIDE  
**Date:** December 11, 2018 at 3:58 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

BY: .....

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – JANUARY 19, 2018
- RESIDENT – HARRIETTE BURNSIDE
- ADDRESS – 3529 HAWTHORN WAY, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$250.00 (RENTAL & DEPOSIT ARE REFUNDABLE - CANCELLED VIA EMAIL ON 12/6/18)
  - DEPOSIT REFUND & RENTAL FEE REFUND
- DEPOSIT was via VISA (0278)
  - DEPOSIT FEE:
  - DATED: 9/8/18
  - INVOICE#: 4
  - BATCH#: 66
  - SEQ#: 4
  - APPROVAL CODE: 011607
  - AMOUNT: \$100.00
  - RENTAL FEE:
  - DATED 9/8/18
  - INVOICE#: 3
  - BATCH#: 66
  - SEQ#: 3
  - APPROVAL CODE: 098116
  - AMOUNT \$150.00

2 300 369 103  
6667

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
09/08/18	09/08/18	01/19/19	Harriette Burnside - OVCR	4	\$ 150.
09/08/18	09/08/18	01/19/19	Harriette Burnside - OVCR DEPOSIT	DEPOSIT	\$ 100.

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

Thank you.

*I will be out of the office WEDNESDAY, December 12, 2018 and THURSDAY, December 13, 2018, therefore, if you require immediate attention please email me or leave a mes my earliest opportunity.*

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

[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - KATHLEEN STOREY  
**Date:** November 27, 2018 at 5:00 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

RECEIVED  
NOV 28 2018

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

BY: .....

- o LOCATION – OVCR aka Oakleaf Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o DATE OF VENUE – NOVEMBER 17, 2018
- o RESIDENT – KATHLEEN STOREY
- o ADDRESS – 3750 SILVER BLUFF BLVD #101, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on COMMUNITY FIRST:
  - DATED: 9/8/18
  - CHECK#: 819
  - DEPOSITED: 9/14/18
  - AMOUNT: \$100.00

2300-369-103  
665

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
09/08/18	09/14/18	11/17/18	Kathleen Storey - OVCR DEPOSIT	DEPOSIT	\$ 100.0

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

Thank you.

I will be out of the office WEDNESDAY, November 28, 2018 and THURSDAY, November 29, 2018, therefore, if you require immediate attention please email me or leave a message at my earliest opportunity.

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

[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

*Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic information contained in this email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. The release of such information from disclosure under applicable law. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify sender immediately. If you have received this email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.*

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: NOVEMBER 27, 2018  
WEEK OF: 11/16-11/22/18

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

**FOR:**  
Oakleaf Amenities Manager  
and  
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
11/16/18	JOHN DRURY	1700-2300	6	30.00	180.00
11/16/18	BEN WASE	1700-2300	6	30.00	180.00
11/17/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
11/18/18	BRYAN SMITH	1600-2200	6	30.00	180.00
11/19/18	MATTHEW WILLIAMS	1645-2215	5.5	30.00	165.00
11/20/18	JOHN DRURY	1700-2100	4	30.00	120.00
11/21/18	MATTHEW WILLIAMS	1620-2250	6.5	30.00	195.00
11/22/18	BRYAN SMITH	1700-2300	6	30.00	180.00

**DEPUTY SIGNATURE:****TOTAL****\$1380.00/2****\$690.00**

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

**THANK YOU FOR YOUR BUSINESS!**

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: NOVEMBER 30, 2018  
WEEK OF: 11/23-11/29/18

**TO:**

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

**FOR:**

Oakleaf Amenities Manager  
and  
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
11/23/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
11/24/18	STEVEN HILLS	1700-2300	6	30.00	180.00
11/24/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
11/25/18	BRYAN SMITH	1700-2300	6	30.00	180.00
11/26/18	BEN WASE	1700-2300	6	30.00	180.00
11/27/18	BEN WASE	1800-0000	6	30.00	180.00
11/28/18	STEVEN HILLS	1630-2230	6	30.00	180.00
11/29/18	BEN WASE	1800-0000	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$1440.00/2

\$ 720.00

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

THANK YOU FOR YOUR BUSINESS!

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: DECEMBER 10, 2018  
WEEK OF: 11/30-12/06/18

**TO:**

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

**FOR:**

Oakleaf Amenities Manager  
and  
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
11/30/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
11/30/18	BEN WASE	1800-0000	6	30.00	180.00
12/1/18	WAYNE SIMANDL	1700-2300	6	30.00	180.00
12/1/18	BEN SIMMONS	1700-2300	6	30.00	180.00
12/2/18	BRYAN SMITH	1500-2100	6	30.00	180.00
12/3/18	DAVID VOLLER	1700-2300	6	30.00	180.00
12/4/18	JONATHAN BROWN	1705-2305	6	30.00	180.00
12/5/18	BEN WASE	1800-0000	6	30.00	180.00
12/6/18	JONATHAN BROWN	1701-2301	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$1620.00/2

\$810.00

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

THANK YOU FOR YOUR BUSINESS!





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

# Invoice

Date 12/1/2018

Invoice # 131295582917

Terms	Net 20
Due Date	12/21/2018
PO #	
Customer #	13OAK102

<b>Bill To</b> Oakleaf Village/Double Branch c/o Double Branch Comm Dev 475 West Town Place Ste 114 St Augustine FL 32092	<b>Ship To</b> Oak Leaf Plantation/ Double Branch 370 Oakleaf Village Parkway Orange Park FL 32065  2,32,572.463 186
---	--

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,999.31
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<div>RECEIVED NOV 29 2018 BY: _____</div>				

DISCOUNT: A prepayment discount of 5% is available if the entire amount for 2019 is paid by check or ACH no later than December 31st, 2018. Please contact us at ar@poolsure.com or 1-800-858-POOL(7665) if you have any questions.

**Total** 2,107.49  
**Amount Due** \$2,107.49

## Remittance Slip

Customer 13OAK102  
Invoice # 131295582917

Amount Due \$2,107.49

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



# Pumps Done Right

6847 Cherokee Ct  
Keystone Heights Fl 32656  
(904) 352-9564

11/27/2018

**Customer:**

Middle Village CDD  
370 Oakleaf Village Pkwy  
Orange Park Fl 32065

**Site Address:**

Amenity Center

Quote is to replace 3" victaulic valve across from the amenity center, tank handle broke off and valve is froze up

Estimate 1 hr labor  
1- 3" Victaulic valve

RECEIVED  
DEC 10 2018

\$130.00

\$605.00

**Code to:**

BY: .....

**Double Branch Irrigation Repairs**

**02-320-572-35100**

648

**Total: \$735.00**

**Tax:**

**Total: \$735.00**

Signature Owner/Contractor

Date

TYLER SCHELLPEPER

11/27/18

Signature PDR Rep

Date

**A 50% deposit of is required**

(Initial) I give Pumps Done Right permission to enter and drive vehicles including heavy trucks/equipment over the said property site. I will not hold Pumps Done Right responsible for any damages that may occur to the said property. It's the owner/contractors responsibility to mark and identify the location of any drainfields, septic tanks, cables, wires, gas lines, pipes, private utilities, ect

Please call Tyler at (904) 352-9564 for any questions

# Pumps Done Right

6847 Cherokee Ct  
Keystone Heights Fl 32656  
(904) 352-9564

11/27/2018

**Customer:**

Middle Village CDD  
370 Oakleaf Village Pkwy  
Orange Park Fl 32065

**Site Address:**

The Loop at Oakleaf

Quote is to replace 10HP control box

1.5 hrs labor \$130.00/\$110.00  
10 HP control box  
Misc electrical parts

RECEIVED  
DEC 10 2018

\$185.00  
\$865.00  
\$50.00

BY: .....

**Code to:**

**Double Branch Irrigation Repairs**

**02-320-572-35100** 648

**Subtotal: \$1,100.00**

**Tax:**

**Total: \$1,100.00**

Signature Owner/Contractor

Date

TYLER SCHELLPEPER

11/27/18

Signature PDR Rep

Date

**A 50% deposit of is required**

(Initial) I give Pumps Done Right permission to enter and drive vehicles including heavy trucks/equipment over the said property site. I will not hold Pumps Done Right responsible for any damages that may occur to the said property. It's the owner/contractors responsibility to mark and identify the location of any drainfields, septic tanks, cables, wires, gas lines, pipes, private utilities, ect

Please call Tyler at (904) 352-9564 for any questions

Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
12/1/2018	233

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

RECEIVED  
DEC 10 2018

BY: .....

P.O. No.	Terms	Project

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

RMW  
12,6,18

Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
12/1/2018	234

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

RECEIVED  
DEC 10 2018

BY: .....

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - December 2018/Fitness  2,33,572,6110 297	1,005.42	1,005.42
		<b>Total</b>	\$1,005.42

RHW  
12,6,18

# SupplyWorks

A Home Depot Company

PO BOX 2317

Jacksonville, FL 32203-2317

## INVOICE

Page 1 of 1

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

INVOICE DATE 11/21/18  
INVOICE NUMBER 465903417  
ACCOUNT NUMBER 645245  
ORDER NUMBER 21021551

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

RECEIVED  
DEC 10 2018

BY: .....  
FOR INQUIRIES CALL:

(866) 412-6726 FAX : (877) 712-6726

www.supplyworks.com

ORDER DATE	ORDER NO.	CUSTOMER P.O.	SHIPPED VIA	TERMS	SALESPERSON					
11/15/18	21021551		JAX2 - DR23	NET 30 DAYS	WILLIAM WOODR					
LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT	AMT T
1	REN06002-WB	8	RENOWN TWL M/F WHT 9-1/8 X 9-1/2 -	8	8	0	CA	33.53	268.24	
2	REN06189-WB	8	RENOWN PREM TWL 7.5"x600FT WHT - IM	4	4	0	CA	59.04	236.16	
3	REN06125-WB	8	RENOWN SINGLE ROLL BATH TISSUE 2PLY	2	2	0	CA	64.22	128.44	
4	REN24512-CA	8	RENOWN LNR 40X46 .74MIL WHT - 25/RO	2	2	0	CA	43.16*	86.32	
5	BWP12503	1	OPTISOURCE HAND SOAP LOTION 1250ML	4	4	0	CA	71.04	284.16	
6	APP17103-04	8	APPEAL HAND SNTZR NOALCOHOL 1000ML	4	2	2	CA	50.24	100.48	
7	REN14512-CA	8	RENOWN LNR 40X48 12MIC NAT - NATURA	2	2	0	CA	38.92*	77.84	

\$7.95 Handling Charge

Delivery information for this invoice may be

found at: <http://www.supplyworks.com>

Code to: Split

Double Branch - Janitorial

2-330-572-6100 422 \$594.80

Middle Village - Janitorial

2-330-572-342

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
1,189.59	0.00	7.95	0.00	1,189.59

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE

# SupplyWorks

A Home Depot Company

ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT DUE
645245	11/21/18	465903417	1,189.59

BILL TO:

DOUBLE BRANCH  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK FL 32065

NET  
AMOUNT  
PAID

REMIT TO:

SupplyWorks  
PO Box 404468  
Atlanta, GA 30384-4468

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

Web User



INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
10/22/18	9171409030	55.75	<div>RECEIVED</div> <div>DEC 10 2018</div> <div>BY: .....</div>
10/29/18	9171410932	55.75	
11/05/18	9171412870	55.75	
11/12/18	9171414764	55.75	
11/19/18	9171416711	55.75	
<div>Code to:</div> <div>2.330.57200.61100</div> <div>Double Branch Fitness Janitorial</div> <div>382</div>			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
11/27/18	999548	278.75	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
223.00	55.75		

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

## REMIT TO:

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

Please return This Stub With Your Payment

## REMIT TO:

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

DOUBLE BRANCH CDD  
370 OAKLEAG VILLAGE PKWY O

ORANGE PARK FL 32065

Statement Date:
11/27/18
Invoices Paid
Amount Paid
Customer Number
999548

INVOICE NUMBER 917 1409030  
INVOICE DATE 10/22/18  
CUSTOMER# (BILL TO) 999548  
A/R NUMBER  
CUSTOMER

REMIT TO: UniFirst Corporation  
1446 HAINES STREET  
JACKSONVILLE

FL 32206

RTE# 02610

DOUBLE BRANCH CDD



9171409030Y

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation  
1446 HAINES STREET

JACKSONVILLE

PAGE 001  
FL 32206

INVOICE  
917 1409030

DATE  
10/22/18

PAYMENT TERMS  
CHARGE

PURCHASE ORDER

CONTRACT  
668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

800/794-2706

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

TOTAL SERVICE CHARGES

AMOUNT DUE

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

SOIL PICK UP COUNT SH PT DT NO



INVOICE NUMBER 917 1410932 REMIT TO: UniFirst Corporation  
 INVOICE DATE 10/29/18 1446 HAINES STREET  
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
 A/R NUMBER RTE# 02610  
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ \_\_\_\_\_

9171410932.

- Please Detach and Return With Payment -



UniFirst Corporation  
 1446 HAINES STREET

JACKSONVILLE

PAGE 001  
 FL 32206

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT  
 917 1410932 10/29/18 CHARGE 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL: 800/794-2706 RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

TOTAL SERVICE CHARGES \_\_\_\_\_

AMOUNT DUE \_\_\_\_\_

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

*Signature*

SDIL PICK UP COUNT SH \_\_\_\_\_ PT \_\_\_\_\_ OT \_\_\_\_\_ NO \_\_\_\_\_

INVOICE NUMBER 917 1412870 REMIT TO: UniFirst Corporation  
INVOICE DATE 11/05/18 1446 HAINES STREET  
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ 9171412870/

- Please Detach and Return With Payment -



UniFirst Corporation  
1446 HAINES STREET

JACKSONVILLE

PAGE 001  
FL 32206

INVOICE 917 1412870 DATE 11/05/18 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 660911

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: 800-794-2706 RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		NAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

TOTAL SERVICE CHARGES

AMOUNT DUE

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

SOIL PICK UP COUNT SH PT QT NO

INVOICE NUMBER 917 1414764 REMIT TO: UniFirst Corporation  
INVOICE DATE 11/12/18 1446 HAINES STREET  
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



91714147641

PAYMENT AMOUNT \$ \_\_\_\_\_

- Please Detach and Return With Payment -



UniFirst Corporation  
1446 HAINES STREET

JACKSONVILLE

PAGE 001  
FL 32206

INVOICE 917 1414764 DATE 11/12/18 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

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ORANGE PARK FL 32065

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DOUBLE BRANCH CDD  
370 OAKLEAG VILLAGE PKWY  
ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

800/794-2706

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

TOTAL SERVICE CHANGES \_\_\_\_\_

AMOUNT DUE \_\_\_\_\_

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

*[Signature]*

SOIL PICK UP COUNT SH \_\_\_\_\_ PT \_\_\_\_\_ OT \_\_\_\_\_ NO \_\_\_\_\_

INVOICE NUMBER 917 1416/11 REMIT TO: UniFirst Corporation  
 INVOICE DATE 11/19/18 1446 HAINES STREET  
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
 A/R NUMBER RTE# 02610  
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ \_\_\_\_\_

9171416711

**Please Detach and Return With Payment -**



UniFirst Corporation  
 1446 HAINES STREET

JACKSONVILLE

PAGE 001  
 FL 32206

INVOICE  
 917 1416711

DATE  
 11/19/18

PAYMENT TERMS  
 CHARGE

PURCHASE ORDER

CONTRACT  
 568711

**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:

800/754-2703

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		2	15.30			3/12	2	
		4X6H OAKLEAF		1	7.65			3/12	1	
		MAT-4X6 U1ST GREAT I		2	15.30			4/12	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					

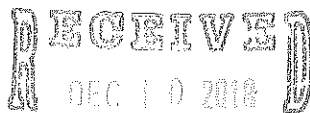
TOTAL SERVICE CHARGES \_\_\_\_\_

AMOUNT DUE \_\_\_\_\_

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

SOIL PICK UP COUNT SH \_\_\_\_\_ PT \_\_\_\_\_ QT \_\_\_\_\_ NO \_\_\_\_\_

*[Handwritten Signature]*

**1000Bulbs**2140 Merritt Dr.  
Garland, TX 75041

BY: .....

**INVOICE**

Invoice Date:	Invoice:
2018-11-16	W01347730

Bill To:

Jay Soriano  
370 Oakleaf Village Pkwy  
Attn: Jay Soriano  
Orange Park, FL 32065

Ship To:

Jay Soriano  
370 Oakleaf Village Pkwy  
Attn: Jay Soriano  
Orange Park, FL 32065

Web Order #: 6036228	Customer #: 000000001064586	SO #: W01357498
Order Date: 2018-11-15	PO #:	Terms: Net 30

PRODUCT	ORDERED	INVOICE QTY	OPEN	UNIT PRICE	TOTAL
PLT-20189 LED GX23 PL Lamp - 2-Pin - 6 Watt - 13W CFL Replacement - 600 Lumens - 5000 Kelvin - Plug and Play or Ballast Bypass	14	14	0	\$11.22	\$157.08
IRT-10127 4600 Lumens - 2x2 Ceiling LED Panel Light - 40 Watt - 4000 Kelvin Cool White - Opaque Smooth Lens - DLC 4.0 - 2 Pack - 5 Year Warranty	2	2	0	\$85.61	\$171.22
<b>Account Manager:</b> Moni Rubio Phone: 972-535-0911 Ext: 153 Fax: 972-535-0912 Email: mrubio@1000bulbs.com			NET INVOICE: \$328.30 FREIGHT: \$37.48 SALES TAX: \$0.00 <b>INVOICE TOTAL: \$365.78</b>		

**TRACKING NUMBER: FEDEX**

783810124465

1000Bulbs.com • 2140 Merritt Dr., Garland, TX 75041 • 972-288-2277

**Code to:****Double Branch Repair and Replacements****2.320.57200.63100****(\$175.82)** 512**Middle Village Repair and Replacements****34-600-538-64000****(\$189.96)**

**1000Bulbs**2140 Merritt Dr.  
Garland, TX 75041**INVOICE**

Invoice Date:	Invoice:
2018-11-28	R00020817

Bill To:

Jay Soriano  
370 Oakleaf Village Pkwy  
Attn: Jay Soriano  
Orange Park, FL 32065

Ship To:

Jay Soriano  
370 Oakleaf Village Pkwy  
Attn: Jay Soriano  
Orange Park, FL 32065**RECEIVED**  
DEC 10 2018

BY: .....

Web Order #: 5165960	Customer #: 000000001064586	SO #: R00021357
Order Date: 2018-11-27	PO #: RMA:000000000305891	Terms: Net 30

PRODUCT	ORDERED	INVOICE QTY	OPEN	UNIT PRICE	TOTAL
PLT-10843-S4K 36,000 Lumens - 4000 Kelvin - Type III - 120-277V - Comes with Extruded Mounting Arm - Samsung LEDs - PLT-10843-S4K	1	1	0	\$0.00	\$0.00
<b>Account Manager:</b> Moni Rubio Phone: 972-535-0911 Ext: 153 Fax: 972-535-0912 Email: mrubio@1000bulbs.com			NET INVOICE: \$0.00 FREIGHT: \$21.41 SALES TAX: \$0.00 <b>INVOICE TOTAL: \$21.41</b>		

**TRACKING NUMBER: FEDEX**

784041481187

1000Bulbs.com • 2140 Merritt Dr., Garland, TX 75041 • 972-288-2277

**Code to:**  
**Double Branch Repair and Replacements**  
**2.320.57200.63100** 512



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00238254  
Route #: MC05521847

Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70003479	.75	12/04/18	29	387	395	8
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	8.0	x	0.76	\$6.08	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$29.34
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$29.34</b>

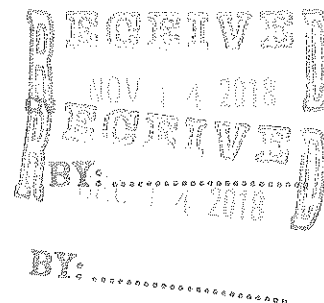
'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

The Lend a Helping Hand program also offers the opportunity to give to those in need. Visit [www.clayutility.org/myservice/customer\\_assistance\\_program](http://www.clayutility.org/myservice/customer_assistance_program) to learn more.

Please pay \$29.34 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$60.77 was posted to your account on 11/15/2018.



Please return this portion with payment

### Bill Summary

Bill Date	12/06/18
Current Charges	\$29.34
<b>Current Charges Past Due After</b>	<b>12/27/18</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$29.34</b>



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

DOUBLE BRANCH CDD

Customer #:00238254

1206-1 Bedrock Drive Reclaimed Irrigation

Route #:MC05521847

Route Group:27

### ADDRESSEE:

6093 1 AB 0.405 17-16



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



### MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00206379

Service Address: 3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521144

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54004672	1.5	12/04/18	29	13169	13188	19

Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	19.0	x	0.76	\$14.44	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$91.86
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$91.86</b>

'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

The Lend a Helping Hand program also offers the opportunity to give to those in need. Visit [www.clayutility.org/myservice/customer\\_assistance\\_program](http://www.clayutility.org/myservice/customer_assistance_program) to learn more.

Please pay \$91.86 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$183.12 was posted to your account on 11/15/2018.

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BY: .....

Please return this portion with payment

### Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

### ADDRESSEE:

6100 1 AB 0.405 18-16



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



### MAIL PAYMENT TO:

Bill Date	12/06/18
Current Charges	\$91.86
Current Charges Past Due After	12/27/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$91.86



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





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00206125

Route #: MC05522414

Service Address: 1505-1 Canopy Oaks Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
71385119	1	12/04/18	29	163	164	1
Base Charges (Prepaid)						\$38.70
Consumption Charges	Tier 1	1.0	x	0.76	\$0.76	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$39.46
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$39.46</b>

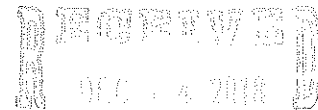
'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

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Please pay \$39.46 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$80.40 was posted to your account on 11/15/2018.



BY: .....

Please return this portion with payment

### Bill Summary

Bill Date	12/06/18
Current Charges	\$39.46
<b>Current Charges Past Due After</b>	<b>12/27/18</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$39.46</b>



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

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

### ADDRESSEE:

6095 1 AB 0.405 17-16



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



### MAIL PAYMENT TO:

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



3176 Old Jennings Road, Middleburg, Florida 32068  
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Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00207243

Route #: MC05522459

Service Address: 603-1 Waterford Oaks Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70067264	.75	12/04/18	29	146	157	11
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	11.0	x	0.76	\$8.36	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$31.62
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$31.62</b>

'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

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Please pay \$31.62 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$66.33 was posted to your account on 11/15/2018.

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DEC 14 2018

BV. ....

Please return this portion with payment

### Bill Summary

Bill Date	12/06/18
Current Charges	\$31.62
<b>Current Charges Past Due After</b>	<b>12/27/18</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$31.62



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

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

### ADDRESSEE:

6096 1 AB 0.405 17-16



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00206380

Service Address: 1940-1 Woodworth Drive Reclaimed Irrigation

Route #: MC05521159

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
67643704	.75	12/04/18	29	1993	2005	12

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	12.0	x	0.76	\$9.12	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00

Current Charges	\$32.38
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$32.38</b>

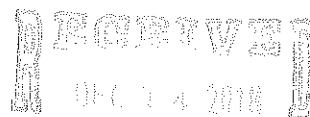
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Please pay \$32.38 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$63.55 was posted to your account on 11/15/2018.



BY: .....

Please return this portion with payment

### Bill Summary

Bill Date	12/06/18
Current Charges	\$32.38
Current Charges Past Due After	12/27/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$32.38



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

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

### ADDRESSEE:

6097 1 AB 0.405 18-16



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00206381

Route #: MC05521233

Service Address: 3659-1 Thousand Oaks Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

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

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	21.3	x	0.76	\$16.19	
Proration Factor: 0.9667	Tier 2	7.7	x	1.50	\$11.55	
	Tier 3	22.0	x	2.26	\$49.72	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00

Current Charges	\$100.72
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00

**TOTAL AMOUNT DUE** \$100.72

'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

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Please pay \$100.72 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$163.45 was posted to your account on 11/15/2018.



BY: .....

Please return this portion with payment

### Bill Summary

Bill Date	12/06/18
Current Charges	\$100.72
Current Charges Past Due After	12/27/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$100.72



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

DOUBLE BRANCH CDD

Customer #:00206381

3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521233

Route Group:27

### ADDRESSEE:

6098 1 AB 0.405 18-16



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00206376

Route #: MC05521142

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
69062536	.75	12/04/18	29	667	673	6

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	6.0	x	0.76	\$4.56	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00

Current Charges	\$27.82
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$27.82</b>

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Please pay \$27.82 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$55.84 was posted to your account on 11/15/2018.

RECEIVED  
DEC 14 2018  
BY: .....

Please return this portion with payment

### Bill Summary

Bill Date	12/06/18
Current Charges	\$27.82
Current Charges Past Due After	12/27/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.82



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

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

### ADDRESSEE:

6099 1 AB 0.405 18-16



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



### MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00206121

Service Address: 3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #: MC05522029

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70945868	.75	12/04/18	29	69	77	8

Base Charges (Prepaid)					\$23.26
Consumption Charges	Tier 1	8.0	x	0.76	\$6.08
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00
	Tier 3	0.0	x	2.26	\$0.00

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00

Current Charges	\$29.34
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$29.34</b>

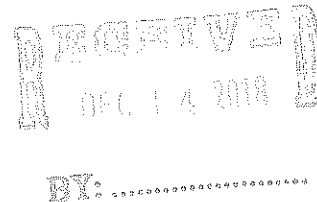
'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

The Lend a Helping Hand program also offers the opportunity to give to those in need. Visit [www.clayutility.org/myservice/customer\\_assistance\\_program](http://www.clayutility.org/myservice/customer_assistance_program) to learn more.

Please pay \$29.34 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$63.55 was posted to your account on 11/15/2018.



Please return this portion with payment

### Bill Summary



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

Bill Date	12/06/18
Current Charges	\$29.34
<b>Current Charges Past Due After</b>	<b>12/27/18</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$29.34</b>

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

### ADDRESSEE:

6094 1 AB 0.405 17-16



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00238253

Route #: MC05521740

Service Address: 1422-1 Bitterberry Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54789478	.75	12/04/18	29	1541	1549	8
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	8.0	x	0.76	\$6.08	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$29.34
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$29.34</b>

'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

The Lend a Helping Hand program also offers the opportunity to give to those in need. Visit [www.clayutility.org/mysevice/customer\\_assistance\\_program](http://www.clayutility.org/mysevice/customer_assistance_program) to learn more.

Please pay \$29.34 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$59.25 was posted to your account on 11/15/2018.

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DEC 14 2018

BY: .....

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00238253

1422-1 Bitterberry Drive Reclaimed Irrigation

Route #:MC05521740

Route Group:27

### ADDRESSEE:

6092 1 AB 0.405 17-16



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



### MAIL PAYMENT TO:

Bill Summary	
Bill Date	12/06/18
Current Charges	\$29.34
Current Charges Past Due After	12/27/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$29.34

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00206136  
Route #: MC05521521

Service Address: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

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

Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	72.5	x	0.76	\$55.10	
Proration Factor: 0.9667	Tier 2	24.2	x	1.50	\$36.30	
	Tier 3	152.3	x	2.26	\$344.20	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00

Current Charges	\$513.02
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$513.02</b>

'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

The Lend a Helping Hand program also offers the opportunity to give to those in need. Visit [www.clayutility.org/myservice/customer\\_assistance\\_program](http://www.clayutility.org/myservice/customer_assistance_program) to learn more.

Please pay \$513.02 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$1182.38 was posted to your account on 11/15/2018.

RECEIVED  
DEC 14 2018

BY: .....

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206136

1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

### ADDRESSEE:

6091 1 AB 0.405 17-16



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



### MAIL PAYMENT TO:

Bill Summary	
Bill Date	12/06/18
Current Charges	\$513.02
Current Charges Past Due After	12/27/18
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$513.02



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





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00201224

Service Address: 566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #: MC05521392

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

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

Base Charges (Prepaid)						\$123.86
Consumption Charges	Tier 1	116.0	x	0.76	\$88.16	
Proration Factor: 0.9667	Tier 2	38.7	x	1.50	\$58.05	
	Tier 3	191.3	x	2.26	\$432.34	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00

Current Charges	\$702.41
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$702.41</b>

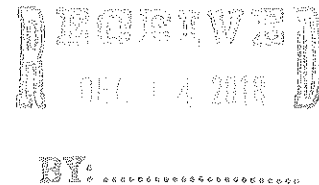
'Tis the season for sharing in Clay County. We are still collecting non perishable food items for local families in need.

Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

The Lend a Helping Hand program also offers the opportunity to give to those in need. Visit [www.clayutility.org/myself/customer\\_assistance\\_program](http://www.clayutility.org/myself/customer_assistance_program) to learn more.

Please pay \$702.41 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$1480.86 was posted to your account on 11/15/2018.



Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

### ADDRESSEE:

6090 1 AB 0.405 17-16



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



### Bill Summary

Bill Date	12/06/18
Current Charges	\$702.41
<b>Current Charges Past Due After</b>	<b>12/27/18</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$702.41</b>

### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 12/06/2018

Customer #: 00191992

Route #: MC05520506

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	12/06/18 to 01/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

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

Base Charges (Prepaid)					\$123.86
Consumption Charges	Tier 1	21.0	x	0.76	\$15.96
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00
	Tier 3	0.0	x	2.26	\$0.00

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00

Current Charges	\$139.82
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$139.82</b>

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Please drop your donations of at our office at 3176 Old Jennings Road, Middleburg, Florida. Thank you for your generous support.

The Lend a Helping Hand program also offers the opportunity to give to those in need. Visit [www.clayutility.org/mysevice/customer\\_assistance\\_program](http://www.clayutility.org/mysevice/customer_assistance_program) to learn more.

Please pay \$139.82 by 12/27/2018 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$286.88 was posted to your account on 11/15/2018.

RECEIVED  
DEC 14 2018  
BY: .....

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

### ADDRESSEE:

6089 1 AB 0.405 17-16



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



### Bill Summary

Bill Date	12/06/18
Current Charges	\$139.82
<b>Current Charges Past Due After</b>	<b>12/27/18</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$139.82</b>

### MAIL PAYMENT TO:



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



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

**Statement Date: 11/29/2018**

GROUP BILLING

Page 2



Web Address  
clayelectric.com

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

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995700	10/10/2018	11/07/2018	1,187.00	-1,187.00	.00	1,278.00	1,278.00
	4995718	10/10/2018	11/07/2018	532.00	-532.00	.00	615.00	615.00
	5217088	10/10/2018	11/07/2018	2,950.00	-2,950.00	.00	2,405.00	2,405.00
	5347943	10/10/2018	11/07/2018	104.00	-104.00	.00	107.00	107.00
	5379615	10/27/2018	11/29/2018	2,158.00	-2,158.00	.00	2,158.00	2,158.00
	5715289	10/27/2018	11/29/2018	99.00	-99.00	.00	99.00	99.00
	5774021	10/06/2018	11/05/2018	25.00	-25.00	.00	25.00	25.00
	6875140	10/06/2018	11/05/2018	51.00	-51.00	.00	39.00	39.00
	6912612	10/10/2018	11/07/2018	25.00	-25.00	.00	25.00	25.00
	6912620	10/10/2018	11/07/2018	25.00	-25.10	-.10	25.00	24.90
	6912653	10/10/2018	11/07/2018	26.00	-26.00	.00	26.00	26.00
	6912661	10/10/2018	11/07/2018	25.00	-25.00	.00	25.00	25.00
	6912687	10/10/2018	11/07/2018	25.00	-25.00	.00	25.00	25.00
	6912695	10/10/2018	11/07/2018	26.00	-26.00	.00	26.00	26.00
	6912703	10/10/2018	11/07/2018	28.00	-28.00	.00	28.00	28.00
	6912729	10/10/2018	11/07/2018	26.00	-26.00	.00	26.00	26.00
	6912737	10/10/2018	11/07/2018	26.00	-26.00	.00	26.00	26.00
	6912752	10/10/2018	11/07/2018	25.00	-25.00	.00	26.00	26.00
	6912760	10/06/2018	11/05/2018	-9.78	.00	-9.78	30.00	20.22
	6912778	10/06/2018	11/05/2018	26.00	-26.00	.00	26.00	26.00
	6912786	10/06/2018	11/05/2018	26.00	-26.00	.00	26.00	26.00
	6912810	10/06/2018	11/05/2018	28.00	-28.00	.00	25.00	25.00
	6912828	10/09/2018	11/06/2018	25.00	-25.00	.00	25.00	25.00
	6912836	10/09/2018	11/06/2018	25.00	-25.00	.00	25.00	25.00
	6912869	10/06/2018	11/05/2018	25.00	-25.00	.00	25.00	25.00
	6912877	10/06/2018	11/05/2018	27.00	-27.00	.00	27.00	27.00
	6912893	10/06/2018	11/05/2018	25.00	-25.00	.00	25.00	25.00
	6912901	10/06/2018	11/05/2018	25.00	-25.00	.00	25.00	25.00
	6912919	10/06/2018	11/05/2018	25.00	-25.00	.00	25.00	25.00
	6912927	10/06/2018	11/05/2018	25.00	-25.00	.00	25.00	25.00
	6912943	10/10/2018	11/07/2018	29.00	-29.00	.00	30.00	30.00
	6912950	10/09/2018	11/06/2018	25.00	-25.00	.00	25.00	25.00
	6912968	10/10/2018	11/07/2018	26.00	-26.00	.00	26.00	26.00
	6912976	10/10/2018	11/07/2018	26.00	-26.00	.00	26.00	26.00

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NOV 14 2018

RECEIVED  
NOV 14 2018

\* 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.

BY: .....

**Group Invoice 8213**

**Clay Electric Cooperative, Inc.**

P.O. Box 308

Keystone Heights, Florida 32656-0308

9

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 -9.88

Current Charges Due 8,843.00

Due Date 12/13/2018

Total Amount Due 8,833.12

74008-30C  
DOUBLE BRANCH COMM DEV DIST  
475 W TOWN PL STE 114  
SAINT AUGUSTINE FL 32092-3649

00000101



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

**Statement Date: 11/29/2018**

GROUP BILLING

Page 3



Web Address  
clayelectric.com

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

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
	7131527	10/10/2018	11/07/2018	26.00	-26.00	.00	26.00	26.00
	7332257	10/06/2018	11/05/2018	203.00	-203.00	.00	204.00	204.00
	7332265	10/27/2018	11/29/2018	215.00	-215.00	.00	215.00	215.00
	8684243	10/10/2018	11/07/2018	26.00	-26.00	.00	25.00	25.00
	8763369	10/10/2018	11/07/2018	1,816.00	-1,816.00	.00	973.00	973.00
							Subtotal	8,833.12

00000102



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

Statement Date: 11/29/2018

GROUP BILLING DETAIL

Page 4



Web Address  
clayelectric.com

Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST	Loc	370 OAKLEAF VILLAGE PKWY			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	11/07/2018	70400	71003	20	12060	29	499570	81671894

Dem Read	1.610	Previous Bill Amount	1,187.00
Dem Use	32.200	Invoice Payment	-1,187.00
		Previous Balance	.00
		Energy	980.48
		Access Charge	23.00
		Power Cost Adjustment X 12060 KWH	209.84
		FLA Gross Receipts Tax	31.09
		Clay Co Public Ser Utility Tax	33.25
		Operation Round Up	0.34
		CURRENT CHARGES	1,278.00
		TOTAL DUE	1,278.00

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	11/07/2018	6455	6597	40	5680	29	499571	17287884

Dem Read	0.210	Previous Bill Amount	532.00
Dem Use	8.400	Invoice Payment	-532.00
		Previous Balance	.00
		Energy	461.78
		Access Charge	23.00
		Power Cost Adjustment X 5680 KWH	98.83
		FLA Gross Receipts Tax	14.95
		Clay Co Public Ser Utility Tax	16.15
		Operation Round Up	0.29
		CURRENT CHARGES	615.00
		TOTAL DUE	615.00

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	11/07/2018	93784	94077	80	23440	29	499532	81671876

Dem Read	1.120	Previous Bill Amount	2,950.00
Dem Use	89.600	Invoice Payment	-2,950.00
		Previous Balance	.00
		Energy	1,406.40
		Access Charge	80.00
		Demand	389.76
		Power Cost Adjustment X 23440 KWH	407.86
		FLA Gross Receipts Tax	58.53
		Clay Co Public Ser Utility Tax	61.66
		Operation Round Up	0.79
		CURRENT CHARGES	2,405.00
		TOTAL DUE	2,405.00

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	11/07/2018	65789	66578	1	789	29	534794	11582907

		Previous Bill Amount	104.00
		Invoice Payment	-104.00
		CURRENT CHARGES	107.00
		TOTAL DUE	107.00

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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		6.420	Previous Balance						.00
Dem Use		6.420	Energy						64.15
			Access Charge						23.00
			Power Cost Adjustment X 789 KWH						13.73
			FLA Gross Receipts Tax						2.58
			Clay Co Public Ser Utility Tax						3.04
			Operation Round Up						0.50
						CURRENT CHARGES			107.00
						TOTAL DUE			107.00
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						2,158.00
			Invoice Payment						-2,158.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						1,390.75
			Pole						633.50
			FLA Gross Receipts Tax						51.88
			Clay Co Public Ser Utility Tax						80.97
			Operation Round Up						0.90
						CURRENT CHARGES			2,158.00
						TOTAL DUE			2,158.00
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
			Previous Bill Amount						99.00
			Invoice Payment						-99.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						92.72
			FLA Gross Receipts Tax						2.38
			Clay Co Public Ser Utility Tax						3.71
			Operation Round Up						0.19
						CURRENT CHARGES			99.00
						TOTAL DUE			99.00
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	11/05/2018	337	340	1	3	31	577402	40591048
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.24
			Access Charge						23.00
			Power Cost Adjustment X 3 KWH						0.05
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.19
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00

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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	11/05/2018	5889	6021	1	132	31	687514	26220782
Dem Read Dem Use			Previous Bill Amount					51.00	
			Invoice Payment					-51.00	
			Previous Balance					<u>.00</u>	
			Energy					10.73	
			Access Charge					23.00	
			Power Cost Adjustment X 132 KWH					2.30	
			FLA Gross Receipts Tax					0.92	
			Clay Co Public Ser Utility Tax					1.27	
			Operation Round Up					<u>0.78</u>	
							CURRENT CHARGES		<u>39.00</u>
							TOTAL DUE		39.00

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	11/07/2018	7	7	1	0	29	691261	11007694
Dem Read Dem Use			Previous Bill Amount					25.00	
			Invoice Payment					-25.00	
			Previous Balance					.00	
			Access Charge					23.00	
			FLA Gross Receipts Tax					0.59	
			Clay Co Public Ser Utility Tax					0.92	
			Operation Round Up					0.49	
			CURRENT CHARGES					25.00	
							TOTAL DUE	25.00	

Sub ID 1	Acct # 6912620		Name DOUBLE BRANCH COMM DEV DIST			Loc 304 OAKLEAF VILLAGE PKWY # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	18457	18457	1	0	29	691262	26220995
			Previous Bill Amount					25.00	
			Invoice Payment					-25.00	
			Usage General Service					-0.08	
			Power Cost Adjustment General Service					-0.02	
Dem Read			Previous Balance					- .10	
Dem Use			Access Charge					23.00	
			FLA Gross Receipts Tax					0.59	
			Clay Co Public Ser Utility Tax					0.92	
			Operation Round Up					0.49	
			CURRENT CHARGES					25.00	
			TOTAL DUE					24.90	

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	11/07/2018	11480	11488	1	8	29	691265	50801500
		Previous Bill Amount					26.00	
		Invoice Payment					-26.00	
		CURRENT CHARGES					26.00	
		TOTAL DUE					26.00	

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Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc 603 OAKLEAF VILLAGE PKWY # 2					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.65
			Access Charge						23.00
			Power Cost Adjustment X 8 KWH						0.14
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.67
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912661	Name	DOUBLE BRANCH COMM DEV DIST	Loc 602 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	17789	17789	1	0	29	691266	26220998
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 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	11/07/2018	10104	10104	1	0	29	691268	26220997
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912695	Name	DOUBLE BRANCH COMM DEV DIST	Loc 529 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	16044	16053	1	9	29	691269	26220996
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.55
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

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Sub ID 1	Acct # 6912703	Name	DOUBLE BRANCH COMM DEV DIST			Loc 3925 PLANTATION OAKS BLVD # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	11/07/2018	54457	54488	1	31	29	691270	25203257	
Dem Read Dem Use		Previous Bill Amount						28.00	
		Invoice Payment						-28.00	
		Previous Balance						.00	
		Energy						2.52	
		Access Charge						23.00	
		Power Cost Adjustment X 31 KWH						0.54	
		FLA Gross Receipts Tax						0.67	
		Clay Co Public Ser Utility Tax						1.00	
		Operation Round Up						0.27	
						CURRENT CHARGES		28.00	
							TOTAL DUE	28.00	

Sub ID 1	Acct # 6912729		Name DOUBLE BRANCH COMM DEV DIST			Loc 3860 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	13861	13875	1	14	29	691272	24808397
Dem Read Dem Use			Previous Bill Amount					26.00	
			Invoice Payment					-26.00	
			Previous Balance					.00	
			Energy					1.14	
			Access Charge					23.00	
			Power Cost Adjustment X 14 KWH					0.24	
			FLA Gross Receipts Tax					0.63	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.03	
							CURRENT CHARGES	26.00	
						TOTAL DUE	26.00		

Sub ID 1	Acct # 6912737		Name DOUBLE BRANCH COMM DEV DIST			Loc 3859 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	16482	16489	1	7	29	691273	26220993
Dem Read Dem Use			Previous Bill Amount					26.00	
			Invoice Payment					-26.00	
			Previous Balance					.00	
			Energy					0.57	
			Access Charge					23.00	
			Power Cost Adjustment X 7 KWH					0.12	
			FLA Gross Receipts Tax					0.60	
			Clay Co Public Ser Utility Tax					0.94	
			Operation Round Up					0.77	
						CURRENT CHARGES		26.00	
						TOTAL DUE		26.00	

Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST			Loc 3805 PLANTATION OAKS BLVD # 1		
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	11/07/2018	20549	20560	1	11	29	691275	24808306
		Previous Bill Amount						25.00
		Invoice Payment						-25.00
		CURRENT CHARGES						26.00
		TOTAL DUE						26.00

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Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3805 PLANTATION OAKS BLVD # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912760	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3800 PLANTATION OAKS BLVD # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/05/2018	40082	40130	1	48	31	691276	24808305
			Previous Bill Amount						-9.78
Dem Read			Previous Balance						-9.78
Dem Use			Energy						3.90
			Access Charge						23.00
			Power Cost Adjustment X 48 KWH						0.84
			FLA Gross Receipts Tax						0.71
			Clay Co Public Ser Utility Tax						1.05
			Operation Round Up						0.50
						CURRENT CHARGES			30.00
						TOTAL DUE			20.22
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	11/05/2018	9086	9097	1	11	31	691277	26251620
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
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	11/05/2018	16564	16578	1	14	31	691278	24808352
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

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Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST	Loc 465 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.14
			Access Charge						23.00
			Power Cost Adjustment X 14 KWH						0.24
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.03
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912810	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3801 PLANTATION OAKS BLVD # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/05/2018	22534	22535	1	1	31	691281	24808307
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.08
			Access Charge						23.00
			Power Cost Adjustment X 1 KWH						0.02
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.39
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
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	11/06/2018	8571	8571	1	0	29	691282	27670047
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST	Loc 721 BELLSHIRE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/06/2018	9185	9185	1	0	29	691283	27670045
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00

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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	11/05/2018	27534	27534	1	0	31	691286	26003425

Dem Read Dem Use	Previous Bill Amount	25.00
	Invoice Payment	-25.00
	Previous Balance	.00
	Access Charge	23.00
	FLA Gross Receipts Tax	0.59
	Clay Co Public Ser Utility Tax	0.92
	Operation Round Up	0.49
	CURRENT CHARGES	25.00
	TOTAL DUE	25.00

Sub ID 1	Acct # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3219 STONEBRIER RIDGE DR # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	11/05/2018	17482	17503	1	21	31	691287	26251622

Dem Read Dem Use	Previous Bill Amount	27.00
	Invoice Payment	-27.00
	Previous Balance	.00
	Energy	1.71
	Access Charge	23.00
	Power Cost Adjustment X 21 KWH	0.37
	FLA Gross Receipts Tax	0.65
	Clay Co Public Ser Utility Tax	0.98
	Operation Round Up	0.29
	CURRENT CHARGES	27.00
TOTAL DUE	27.00	

Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST	Loc 576-1 WAKEMOUNT DR				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	11/05/2018	11830	11830	1	0	31	691289	26251619

Dem Read Dem Use	Previous Bill Amount	25.00
	Invoice Payment	-25.00
	Previous Balance	.00
	Access Charge	23.00
	FLA Gross Receipts Tax	0.59
	Clay Co Public Ser Utility Tax	0.92
	Operation Round Up	0.49
	CURRENT CHARGES	25.00
	TOTAL DUE	25.00

Sub ID 1	Acct # 6912901	Name	DOUBLE BRANCH COMM DEV DIST	Loc 507 MILLSTONE DR # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	11/05/2018	10036	10036	1	0	31	691290	25007136

Dem Read Dem Use	Previous Bill Amount	25.00
	Invoice Payment	-25.00
	Previous Balance	.00
	Access Charge	23.00
	FLA Gross Receipts Tax	0.59
	Clay Co Public Ser Utility Tax	0.92
	Operation Round Up	0.49
	CURRENT CHARGES	25.00
	TOTAL DUE	25.00

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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	11/05/2018	15104	15104	1	0	31	691291	26251621

Dem Read Dem Use	Previous Bill Amount	25.00
	Invoice Payment	-25.00
	Previous Balance	.00
	Access Charge	23.00
	FLA Gross Receipts Tax	0.59
	Clay Co Public Ser Utility Tax	0.92
	Operation Round Up	0.49
	CURRENT CHARGES	25.00
	TOTAL DUE	25.00

Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3442-1 WORTHINGTON OAKS DR			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	11/05/2018	9016	9016	1	0	31	691292	25007134

Dem Read Dem Use	Previous Bill Amount	25.00
	Invoice Payment	-25.00
	Previous Balance	.00
	Access Charge	23.00
	FLA Gross Receipts Tax	0.59
	Clay Co Public Ser Utility Tax	0.92
	Operation Round Up	0.49
	CURRENT CHARGES	25.00
	TOTAL DUE	25.00

Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST	Loc	309 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	11/07/2018	30328	30380	1	52	29	691294	24808308

Dem Read Dem Use	Previous Bill Amount	29.00
	Invoice Payment	-29.00
	Previous Balance	.00
	Energy	4.23
	Access Charge	23.00
	Power Cost Adjustment X 52 KWH	0.90
	FLA Gross Receipts Tax	0.72
	Clay Co Public Ser Utility Tax	1.06
	Operation Round Up	0.09
	CURRENT CHARGES	30.00
TOTAL DUE	30.00	

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	11/06/2018	19725	19725	1	0	29	691295	26251625

Dem Read Dem Use	Previous Bill Amount	25.00
	Invoice Payment	-25.00
	Previous Balance	.00
	Access Charge	23.00
	FLA Gross Receipts Tax	0.59
	Clay Co Public Ser Utility Tax	0.92
	Operation Round Up	0.49
	CURRENT CHARGES	25.00
	TOTAL DUE	25.00

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

Statement Date: 11/29/2018

GROUP BILLING DETAIL

Page 13



Web Address  
clayelectric.com

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	11/07/2018	3260	3269	1	9	29	691296	43357093
Dem Read Dem Use			Previous Bill Amount		26.00				
			Invoice Payment		<u>-26.00</u>				
			Previous Balance		<u>.00</u>				
			Energy		0.73				
			Access Charge		23.00				
			Power Cost Adjustment X 9 KWH		0.16				
			FLA Gross Receipts Tax		0.62				
			Clay Co Public Ser Utility Tax		0.94				
			Operation Round Up		<u>0.55</u>				
					<u>CURRENT CHARGES</u> 26.00				
				<u>TOTAL DUE</u> 26.00					

Sub ID 1	Acct # 6912976		Name DOUBLE BRANCH COMM DEV DIST			Loc 358 OAKLEAF VILLAGE PKWY # 2			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	15315	15323	1	8	29	691297	40591147
Dem Read Dem Use			Previous Bill Amount					26.00	
			Invoice Payment					-26.00	
			Previous Balance					.00	
			Energy					0.65	
			Access Charge					23.00	
			Power Cost Adjustment X 8 KWH					0.14	
			FLA Gross Receipts Tax					0.60	
			Clay Co Public Ser Utility Tax					0.94	
			Operation Round Up					0.67	
						CURRENT CHARGES		26.00	
						TOTAL DUE		26.00	

Sub ID 1	Acct # 7131527		Name DOUBLE BRANCH COMM DEV DIST			Loc 3206 SILVER BLUFF BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	9468	9481	1	13	29	713152	28837107
Dem Read Dem Use			Previous Bill Amount					26.00	
			Invoice Payment					-26.00	
			Previous Balance					<u>.00</u>	
			Energy					1.06	
			Access Charge					23.00	
			Power Cost Adjustment X 13 KWH					0.23	
			FLA Gross Receipts Tax					0.63	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					<u>0.12</u>	
						CURRENT CHARGES		<u>26.00</u>	
						TOTAL DUE		<u>26.00</u>	

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	11/05/2018	86890	88611	1	1721	31	489354	07557514
			Previous Bill Amount					203.00	
			Invoice Payment					-203.00	
			CURRENT CHARGES					204.00	
			TOTAL DUE					204.00	

00000112



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

Statement Date: 11/29/2018

GROUP BILLING DETAIL Page 14



Web Address  
clayelectric.com

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
Dem Read		18.930	Previous Balance						.00
Dem Use		18.930	Energy						139.92
			Access Charge						23.00
			Power Cost Adjustment X 1721 KWH						29.95
			FLA Gross Receipts Tax						4.94
			Clay Co Public Ser Utility Tax						5.53
			Operation Round Up						0.66
						CURRENT CHARGES			204.00
						TOTAL DUE			204.00
Sub ID 1	Acct # 7332265	Name	DOUBLE BRANCH COMM DEV DIST	Loc	OAKLEAF VILLAGE CENTER				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
			Previous Bill Amount						215.00
			Invoice Payment						-215.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						200.89
			FLA Gross Receipts Tax						5.15
			Clay Co Public Ser Utility Tax						8.04
			Operation Round Up						0.92
						CURRENT CHARGES			215.00
						TOTAL DUE			215.00
Sub ID 1	Acct # 8684243	Name	DOUBLE BRANCH COMM DEV DIST	Loc	571 OAKLEAF VILLAGE PKWY				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	11/07/2018	328	332	1	4	29	868424	40935673
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.33
			Access Charge						23.00
			Power Cost Adjustment X 4 KWH						0.07
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.07
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
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	11/07/2018	3361	12486	1	9125	29	8763369	13794545
			Previous Bill Amount						1,816.00
			Invoice Payment						-1,816.00
Dem Read			Previous Balance						.00
Dem Use			Energy						741.86
			Access Charge						23.00
			Power Cost Adjustment X 9125 KWH						158.78
			FLA Gross Receipts Tax						23.67
			Clay Co Public Ser Utility Tax						25.38
			Operation Round Up						0.31
						CURRENT CHARGES			973.00
						TOTAL DUE			973.00

00000113



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

**Statement Date: 11/29/2018**

GROUP BILLING DETAIL

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Web Address  
[clayelectric.com](http://clayelectric.com)

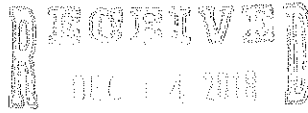
Sub-Group # 1 Current Charges

8,843.00



**Clay County Sheriff's Office**

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

**INVOICE****BY:** .....

INVOICE DATE: DECEMBER 17, 2018  
WEEK OF: 12/07-12/13/18

**TO:**

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

**FOR:**

Oakleaf Amenities Manager  
and  
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
12/7/18	JOHN DRURY	1700-2300	6	30.00	180.00
12/7/18	BEN SIMMONS	1700-2300	6	30.00	180.00
12/8/18	BRYAN SMITH	1500-2100	6	30.00	180.00
12/9/18	BRYAN SMITH	1700-2300	6	30.00	180.00
12/10/18	DAVID VOLLER	1700-2300	6	30.00	180.00
12/11/18	JOHN DRURY	1300-1900	6	30.00	180.00
12/12/18	MATTHEW WILLIAMS	1735-2335	6	30.00	180.00
12/13/18	STEVEN HILLS	1930-0130	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

\$1440.00/2

\$720.00

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

**THANK YOU FOR YOUR BUSINESS!**

# Workers' Comp Invoice



Amount Due \$40.36  
Policy Number 0520-57489  
Invoice Level Policy  
Invoice Date 12/02/2018  
Invoice ID 10780980

## Contact Us

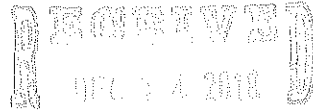
Double Branch Comm Development District  
475 W Town Pl  
St Augustine, FL 32092-3648

Customer Service: 800-282-7648  
Review Policy/Make a Payment: [www.summitholdings.com](http://www.summitholdings.com)

Agency: Egis Insurance and Risk Advisors

Agency Phone: 407-401-7171

Unit	State	Policy Term	Description	Due Date	EFT Draft Date	Amount Due
			Receipts - Thank you for your payment			\$(153.42)
FL		03/23/2018-03/23/2019	<b>Current Invoice</b> Workers' Comp Policy	12/23/2018		\$193.78



2.31.513.45  
668

BY: .....

**\$40.36**

If payment has been made to satisfy the total due, please disregard this notice.

▼ Please fold, detach at perforation and return bottom portion with your payment in the enclosed envelope.

Invoice Date: 12/02/2018

Invoice ID: 10780980



Electronic Funds Transfer Authorization or Changes (See Reverse). EFT not available for WebCap Customers.

For Specific Due Date Reference Above		
Policy Number 0520-57489		
EFT Amount to Be Drafted (See Reverse)	Current Charges Due via Check/Online Payment	This is a Credit - Do Not Pay
\$0.00	\$193.78	\$(153.42)
Total		\$40.36

Amount Paid:

RetailFirst Insurance Company  
P.O. Box 32034  
Lakeland, FL 33802-2034

Double Branch Comm Development District  
475 W Town Pl  
St Augustine, FL 32092-3648

04052057489000011811202180000040360000193787

# Workers' Comp Invoice



Amount Due \$40.36  
Policy Number 0520-57489  
Invoice Level Policy  
Invoice Date 12/11/2018  
Invoice ID 10799603

## Contact Us

Double Branch Comm Development District  
475 W Town Pl  
St Augustine, FL 32092-3648

Customer Service: 800-282-7648  
Review Policy/Make a Payment: [www.summitholdings.com](http://www.summitholdings.com)

Agency: Egis Insurance and Risk Advisors

Agency Phone: 407-401-7171

Unit	State	Policy Term	Description	Due Date	EFT Draft Date	Amount Due
FL	03/23/2018-03/23/2019		Previously Invoiced Workers' Comp Policy	12/23/2018		\$40.36

2,31,513.45  
668



BY: .....

**\$40.36**

If payment has been made to satisfy the total due, please disregard this notice.

▼ Please fold, detach at perforation and return bottom portion with your payment in the enclosed envelope.

Invoice Date: 12/11/2018

Invoice ID: 10799603



Electronic Funds Transfer Authorization or Changes (See Reverse). EFT not available for WebCap Customers.

For Specific Due Date Reference Above

Policy Number 0520-57489

EFT Amount to Be Drafted (See Reverse)	Current Charges Due via Check/Online Payment	Past Due - Pay Immediately
\$0.00	\$40.36	\$0.00
Total		\$40.36

Amount Paid:

RetailFirst Insurance Company  
P.O. Box 32034  
Lakeland, FL 33802-2034

Double Branch Comm Development District  
475 W Town Pl  
St Augustine, FL 32092-3648

04052057489000011811211180000040360000040369

*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](mailto:manager@oakleafresidents.com)

### Memorandum

**Date:** January 2019  
**To:** Board of Supervisors  
**From:** GMS – OakLeaf Operations Manager

### Community:

#### Special Events

- Cocoa with Claus - report
- Upcoming events – Polar Plunge

#### Aquatics

- Pools closed for the off-season
- Lap pool - heater is on, operational hours and planning has been posted. Covers in use for winter months.

### AMENITY USAGE

- *Total Facilities usage – 3508*
- *Average daily usage – 113*

#### *Card Counts:*

DB Owners	14
DB Renters	18
DB Replacements	8
DB Updated	9

*Total cards printed: 92 (both districts)*

### Rentals

- 17 of 31 days rented in December , 5 of 5 weekends had rentals
- 17 clubroom rentals, 0 patio rentals
- 22 tours (approx.35 hours) / 55 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](mailto:manager@oakleafresidents.com)

### Memorandum

#### Operations:

##### Open Items:

- Damaged sign update
- Report of Landscape transition
- Items for Repair/ replacement at Pools and Pool decks

##### MAINTENANCE

- Access card Audit – Ongoing
- Inspection and diagnosis of pumps at waterfall
- Well valve replacement at Amenity center
- Inspection of damage to meter on Oakside Drive (entry sign lighting)
- Replace post lights at Multi-use fields (LED replacement progress)
- Coordinate replacement/repair of damaged mirror in Fitness Center
- Finalize Holiday decoration install
- Replace street signs at Silver leaf, and the Oaks
- Coordinate repair of sidewalk at Oakleaf Village Pkwy (CCUA and Clay County)
- Placed orders for pre-cast trim for damaged entry signage
- Install LED panel lights at Fitness Center (ongoing)
- Fire panel test and inspections at Fitness Center
- Fire panel test and inspections at Amenity Center
- Preventative Maintenance performed on Fitness Equipment
- Cleaned/Cleared storage area at Pool house in preparation for winter and pool closure
- Replace multiple 4pin lights at Fitness Center (LED retrofits)
- 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 – all lakes inspected monthly – reports kept on file.*
- *Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 12/8 . Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 12/21.*

##### Landscaping

- *Complete walkthrough with new landscape vendor*
- *Complete inspection and inventory of Irrigation*
- *No monthly report for December due to the Landscape Vendor transition*

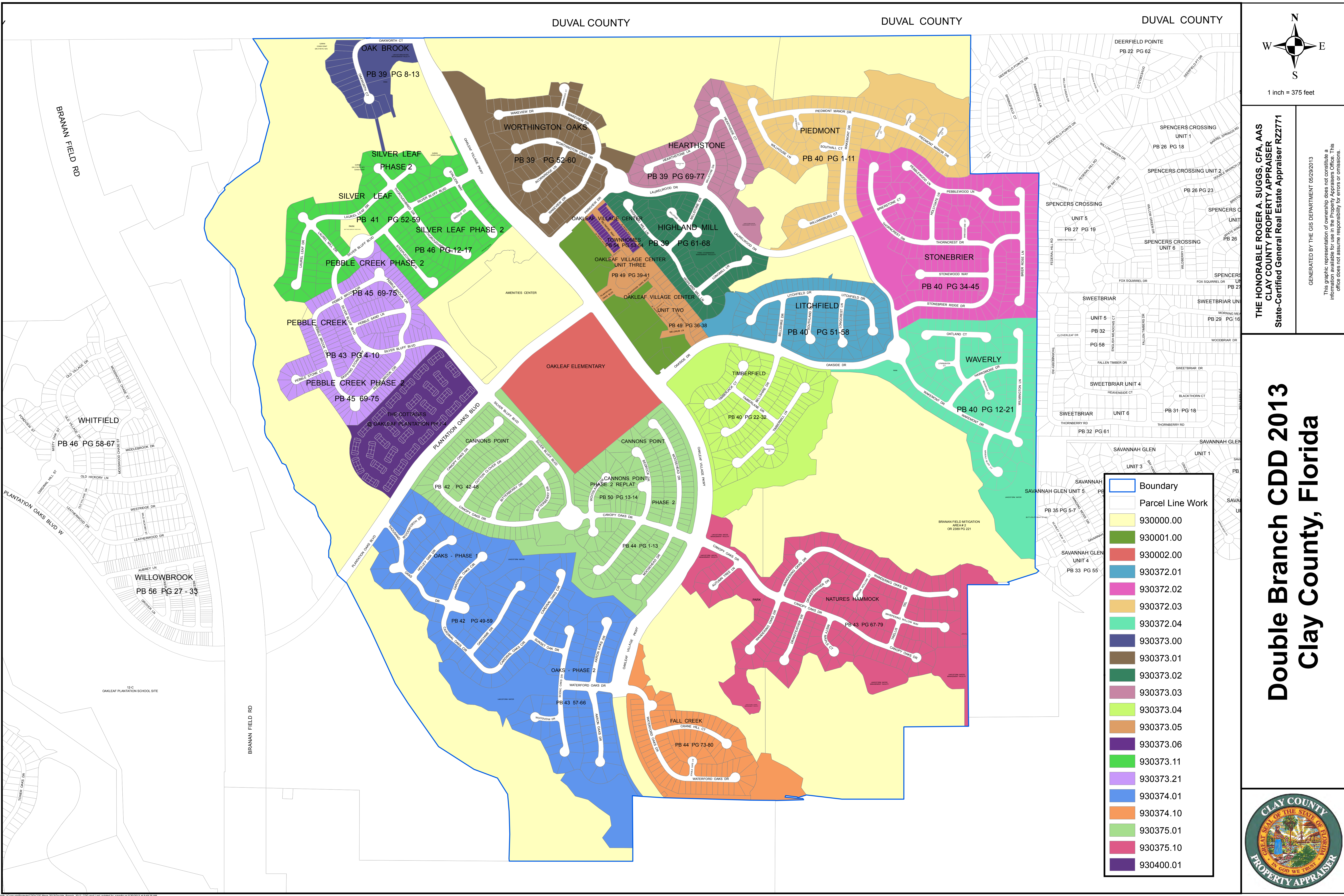
For questions, comments, or clarification, please contact:

- Jay Soriano, Oakleaf Operations Manager 904-342-1441

[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)







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

# Double Branch CDD 2013 Clay County, Florida



GENERATED BY THE GIS DEPARTMENT 05/29/2013  
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