

DOUBLE BRANCH
Community Development District

MAY 11, 2020

AGENDA

Double Branch Community Development District

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

May 4, 2020

Board of Supervisors
Double Branch Community Development District

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, May 11, 2020 at 4:00 p.m.** to be held using Zoom communications media technology pursuant to Executive Orders 20-52, 20-69 and 20-112 issued by Governor DeSantis.

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments
- III. Approval of Consent Agenda
 - A. Approval of the Minutes of the March 9, 2020 Meeting
 - B. Financial Statements
 - C. Assessment Receipt Schedule
 - D. Check Register
- IV. Discussion of Opening Plan and Timeline for Amenities
- V. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager – Report on the Number of Registered Voters (5,463)
 - D. Operations Manager
- VI. Audience Comments / Supervisors' Requests

VII. Next Scheduled Meeting – June 8, 2020 @ 4:00 p.m. at the Plantation Oaks
Amenity Center

VIII. Adjournment

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

Sincerely,

James A. Perry

James A. Perry
District Manager

THIRD ORDER OF BUSINESS

A.

MINUTES OF MEETING
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, March 9, 2020 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	Chairperson
Scott Thomas	Supervisor
Tom Horton	Supervisor
Andre Lanier	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	Operations Manager - GMS
Chalon Suchsland	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

Approval of Consent Agenda

- A. Approval of the Minutes of the February 10, 2020 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated you are 95% collected on your tax roll. Your sister district is right at 90%. The check register totals \$117,105.62.

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

FOURTH ORDER OF BUSINESS

Acceptance of the Fiscal Year 2019 Audit Report

Mr. Perry stated just like all previous reports of the District, this report is a clean opinion report and that opinion is on page two, the last paragraph. We did have some districts in the financials downturn in the 2008 timeframe where a lot of bonds were in default with which you wouldn't have a clean opinion, but typically most districts do have what they refer to as a clean opinion. On page 25 is the report on internal control. As part of their testing during the audit phases they report on internal control and if they found any weaknesses. That is the second to the last paragraph, and again, there is nothing to note on that. On page 27 is also the report on the auditor general rules. On page 28 and 29 is the management letter for the District and there are no recommendations. There are also no items that they noted in specific compliance with certain provisions of the rules of the Auditor General, so overall the report is completely clean, and we will file it with the State. The report is the opinion of the auditor, so you're not approving the report, you're just accepting their work product.

On MOTION by Mr. Horton seconded by Ms. Nelsen with all in favor the Fiscal Year 2019 audit report was accepted.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2020-03, Adopting an Internal Controls Policy

Mr. Perry stated this is a new requirement by the State of Florida passed in legislation last year and they asked that special districts adopt a formal policy in regard to internal controls. It doesn't really have any effect on you, because as you just saw, we just talked about the audit report and as part of the audit report the auditors check on internal controls so this is just a requirement by the State for you to adopt. There are no changes to anything we do.

Mr. Horton stated I would have assumed that you had internal controls before, so this is just putting it in writing.

Mr. Perry stated exactly.

On MOTION by Ms. Nelsen seconded by Mr. Thomas with all in favor Resolution 2020-03, adopting an internal controls policy was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Perry stated the Board members have copies of the Capital Conversations.

Mr. Walters stated that came off the print today so that is the most current version we have. We are starting to get towards the end of the session so you can see which ones moving and which ones aren't. A couple of highlights are that we've been monitoring the bills related to procurement and changes to the thresholds and we've been closely monitoring the bill related to sovereign immunity. If that gets through it will raise the cap and I will expect a somewhat moderate impact on our liability insurance moving forward. Another big one we've seen that would be good relates to putting certain things on our website, but it also deletes certain requirements, specifically what we call the agenda materials posted seven days in advance. The reality of that is it has caused a lot of unnecessary expense and operational issues that hopefully, assuming that bill makes it all the way through, will be resolved. In a few weeks when the session finally closes, we will have the final wrap and will prep our operational side to make sure we are in compliance by whatever deadline is imposed by the Statute. As always, if you have questions reach out to me.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

Mr. Perry stated the District has a lot of parcels of property that we have to file on an annual basis for tax exemption with the Property Appraiser, and that process has been done and those filings have taken place.

D. Operations Manager - Report

Mr. Soriano stated we will have a lot of community events coming up this month. Of course, spring break will be the biggest. Spring break in Clay County starts on the 23rd and Duval is out now. We had planned to open up the pools late in the afternoon on the Friday before spring break starts. All of the pools are being prepped. They started painting and doing gel-coat epoxy work last week, retying nets, cleaning the deck, getting the furniture cleaned and ready to go. Most of the pressure washing took place last week so everything should be set and we're actually in pretty good condition for the pool decks for spring break. Over at your

sister district we will have spring break fitness camp, and then also we will start our movie series with this month. Every month we will have something going on now, and in April we will get to the point that we actually have movies on the pool decks, and we alternate back and forth for those. Our usage is still staying pretty high. This last month was probably the slowest, and that has to do with even though we've had a pretty moderate winter we've had some colder days in February. You'll see our numbers for new cards printed is 105 and next month that will start to tick up, because usually the day before spring break everybody wants to go to the pool so everybody shows up at the fitness center to get their cards so we have a few hundred cards waiting to be printed.

Moving on to the open items, let's go to the playground items first. We've been talking about this for a couple months and we have had some issues. We did place an order, if you remember for the platform out at Nature's Hammock. The reps wanted to come out and see everything so they can measure and help us out with warranty issues. We have a slide that was cracking on the small playground unit that is kind of on the backside of the soccer field by the bridge going out to the Cottages. That crack is in the same position the old slide cracked at on the one up by the pool that was covered under warranty. They came out and looked at it and said yes, we will start the warranty process on that. We went to Nature's Hammock and we find out that is not their playground, so all of the equipment that is attached to it is Burke equipment. The poles I was reporting to them are 5 1/4-inch diameter poles and they don't make those, so I don't know where that unit came from. I looked through everything that we have and of course the playgrounds are 15 years old so I had to look through everything from the general contractor years ago when we were built and everything we have is Burke so I'm not sure how that came about, but we got a knock-off unit so they canceled the order for me since that platform will not fit those poles so I'm back in the same spot where I don't have a platform for that playground.

Mr. Horton asked is that true for all of them or just that one?

Mr. Soriano stated it's not just that one. I went out to all 13 of our playgrounds and there are three other playgrounds that have those 5 1/4-inch poles. Some have Burke equipment attached to them and some have equipment that looks like the Burke equipment but there's no name stamped on it, so I'm guessing those are all slides and rails that might have come from another company that were sold to us in bulk. All of these playgrounds were pretty much built

at the same time in 2004. So, there are four playgrounds, the Oaks, Silver Leaf, Fall Creek and Nature's Hammock that have the large poles. These are sturdy pieces, but I can't buy a platform to fit up to those poles. There's about a two-inch difference so there is a gap where the bolts go into place. Without trying to find somebody else that has 5 1/4-inch poles I'm kind of stuck with that platform, so I started looking and comparing all of the things that are damaged. We did talk about if we wanted to replace any units or spend any money, my big concern coming out of that was warranties. If you remember, I said I like dealing with Burke because they will pretty much give us a new slide. They started working on the warranty for the slide on the other side of the soccer field and they no longer make that slide at all. When we were having problems with the last one, they gave us a free slide because they don't make them at all and don't have them in storage anymore so there is no warranty coverage. Now that we're at that point, pretty much all of them are going to get to that point. They are \$50,000 playgrounds that the warranty doesn't matter anyway. Many other companies will sell units for close to \$20,000 that are more comparable. Burke is by far the most expensive company out there. Looking through our capital study, this next year we were going to have the largest chunk. I had mentioned the Oaks was the first one listed on there and they had listed \$18,548 to replace that unit. Altogether, all of the swing sets add up to \$56,165 so unless we plan on spending that, which I really don't, we're not going to be at that point, so if we wanted to replace one of those units, I think we would be fine. We could do that with the Nature's Hammock one and then use those parts for one of those three other parks.

Mr. Lanier asked how identical is it to the other three?

Mr. Soriano stated things like the slides and the climbing features can bolt up to any platform and that's why the Burke equipment was fine there. It's the actual walking portions that will only bolt up to another 5 1/4-inch diameter pipe. I told you the quote on that one was \$1,100 just for the platform alone so if we do have some at the Oaks, Silver Leaf, or Nature's Hammock, at least that will give us another year or two that we could replace things with used parts that we would keep in storage. As far as features if we wanted to, we could expand some of those other playgrounds. We could pop off the guardrails and put another slide on just to build on the units that we already have. The next unit after the Oaks isn't until 2023 and it is Cannon's Point and that one was estimated at \$30,000. That was the one I told you before I thought would go first. The Oaks playground really isn't in bad shape.

Mr. Horton stated every couple years according to the study it says another needs to be replaced, but they were all put in within about a year of each other, right?

Mr. Soriano stated yes. This was really I guess hope that we stick to the idea of which one was more damaged, and we're trying to maintain it and make them last longer. I need to go through how far this goes out. There are 11 on your side that would have to be replaced.

Mr. Perry stated keep in mind that fixed asset study report is just a tool.

Mr. Lanier stated it sounds like in the long run using those other pieces will save us money.

Mr. Soriano stated there were some allowances for just the swing portions already that we didn't use. Our swing sets are in good shape. We buy new chains all the time and seats, but these are almost \$2,087 for a swing and we've never really spent that allocation so that's part of that money we save up every year that has gone back into reserves.

Ms. Nelsen asked so you're recommending we buy the new unit for the one that is broken and use the old parts?

Mr. Soriano stated yes, that's what I think would be our best avenue right now and to go with a cheaper unit because we are going to get on that path where every couple years, we should be replacing one of these units.

Ms. Nelsen asked is it still going to match quality and aesthetics and all of that?

Mr. Lanier asked do they have a warranty with the non-Burke equipment?

Mr. Soriano stated yes, most of them are one to three years, that's why I went with Burke because with that terminology of lifetime, you expect it to be more, however there is still a limit on lifetime, even when they use that term.

Mr. Thomas asked and the first one you would replace would be Nature's Hammock?

Mr. Soriano stated just because that one is already in pieces.

Ms. Nelsen asked do you need a not to exceed motion?

Mr. Soriano stated I really don't have prices. Like I said, anywhere from \$18,500 upwards. I wouldn't go up to \$50,000 for Burke but if you want to go \$30,000, I will identify a unit that can fit in that footprint. I can't go beyond that because then we're talking about buying more mulch and digging out grass areas so it would still be that size or smaller, but we would try to get something that's comparable.

Mr. Horton asked have you talked to any other districts that are in a similar position?

Mr. Soriano stated there's not too many that are this old and we probably have the most playgrounds. We have a ton of pocket parks. The district across the street has one, so there's a big difference on usage too.

Mr. Thomas asked would that be just the actual playground and then you guys are still going to have to put it together?

Mr. Soriano stated yes. I can bring quotes if you would like for an outside company. My guys are definitely cheaper, but we do get to a point where we're trying to do too many things.

Mr. Thomas stated that was my concern that we're starting to get to the warm part of the year, and this is where you guys really start doubling down so it may be worth paying an outside company depending on the rates.

Mr. Soriano stated I can bring those. I would probably take care of the purchase part first so we can get it moving because it does take a good while to get a unit in, at least six to eight weeks. If you remember, two months ago when we talked about this vandalism, I ordered the slide for this unit out here and it's set to be dropped off tomorrow, so it takes about two months.

Mr. Horton asked we approved a brand new one, didn't we?

Mr. Soriano stated no, that was actually a piece that was bolted to a wooden unit. I would probably work on purchase first and then I can bring back quotes if you guys want to do the work if you think it's worth it. It will be two to three times the amount I can get it done for, it's just the problem of how much time we have. RMS only has so many guys they can devote to an extra project for me.

Mr. Horton stated paying \$30,000 as opposed to paying \$50,000 is a difference of \$20,000, so if you replace a lot of parts on there between \$30,000 and \$50,000 it's still money you have so I guess this \$30,000 equipment is fairly comparable to what we have now?

Mr. Soriano stated it's still going to be commercial grade equipment; it's just Burke is known to be a little more expensive and is supposed to be better quality.

Mr. Horton stated we're going to order one now and one maybe in a couple years is what you're saying?

Mr. Soriano stated yes, if we stay along this guideline. Jim and I have talked about updating the report since it was done five years ago. We've done a really good job of saving,

but they will also come in and look at what items I have replaced already and repaired and knock those items so they can readjust this. I use this as a guideline along with my own plans for how long things can last, or maybe we want to do something quicker and then I try to stay within budget. It's nice to have it updated.

Mr. Horton stated if we got one and it will be a couple of years before we get another one, we at least have some feel for if it's holding up. It seems like it's probably a good deal.

Mr. Thomas asked so you need a not to exceed of \$30,000?

Mr. Soriano stated it's whatever you guys want. The more money you give me, the bigger, nicer quality item I can get, however I'm still tied to that size so we're not going to spend \$50,000.

Mr. Lanier asked do we need to prepare for the labor cost or treat that as a separate item?

Mr. Perry stated I'd treat that separately.

Mr. Soriano stated I'll go to a couple of contractors that do playground equipment and also, I'll be looking to see if my guys can do it or not with all of the work that we're doing. I want to be able to still make sure we're saving the District money, but we've also got to be able to get everything done this year.

Mr. Horton stated I don't think it would be worth money to get anything larger than what we already have because it's for the little kids. I don't think it needs to be extravagant.

Mr. Soriano stated what we did here to limit the size is if you remember there was a giant wooden one, and the wooden ones are tough to deal with in Florida, no matter what we do to the wood. There's termites and rough weather. You can have the highest treated lumber out there and it's still going to wear away so we made a little wooden unit and we bought a good sized metal unit so the little wooden unit is for the three to five year old kids and the big unit is for those older kids. We can always look at that too if we find a good price and it just happens to be smaller. We could always build little wooden climbers and things like that and spread the playground out, which would still give everybody something new and exciting.

On MOTION by Ms. Nelsen seconded by Mr. Thomas with all in favor purchasing playground equipment for Nature's Hammock at an amount not to exceed \$30,000 was approved.

Mr. Soriano stated to update on something we've already spent money for, we just haven't gotten to everything yet because of timing. The first item listed on there is the cement slab. We should see that in the next week or two. Dealing with some of these smaller concrete guys is like pulling teeth; we've seen that with our masonry work with the columns before. If that's an item that takes too long, I'm just going to have the truck come in and pour it ourselves. It's not hard, I just don't have a lot of time for that. You guys have already given me the money for that, I just wanted to let you know where we're at. Our storage building is in engineering, so they've already received their money, cashed their check and made up plans. I actually have the plans if you guys want to see them. Once the engineer deals with the County we should have our permit numbers and when we get the big box on the flatbed we will be ready to go so I will update you in the next month or two where we sit with permits and hopefully we will see the building come up before the end of soccer season, because that's when I'm planning for asphalt work. Asphalt work is just a site survey. I haven't seen the County come out yet and all they have to do is come out and look at it and make sure it matches drainage plans and what Peter had drawn up for me for the parking lot and then we go from there. I know with Duval Asphalt it was a couple months out and we had to try to plan around it. We couldn't get it done before the soccer season so I'm fine with the timing, but I may bring them in this week to see if they can start working on the track beforehand. I know it would probably be a little bit of savings if they bring the truck altogether, but if it's not that big of a savings I'd like to get them working on the track when they can.

The fence install is one project we don't have money set aside for. That is for the increase on the basketball court height to 10-feet. That will also continue. The storage unit is going to be on the backside of that basketball court so it will continue around the storage unit. For just purchase of supplies I'm looking for \$7,000 today and labor is just going to be involved with all the work that we're doing on the storage unit right now. If for some reason I fall behind I will have T. Fenceman who does all of our fence work throughout the neighborhood to come in and dig holes. Right now, if I do that it's not going to exceed my discretionary amount. They can work on the slab if we have to if he digs the poles.

I've gone back and forth on three different spots for the dog park and I've met with a couple of you guys at different to go over different areas. I think once we get the slab and fencing up, even possibly the storage unit up and look at the areas and revisit it to see if we

want to put it there at the amenity center. If we reuse the eight-foot fencing on the dog park there are quite a few things we can do to make it look good so it's not just chain-link fence everywhere. Everywhere I look it's recommended to have a quarter to a half an acre for a small dog park and that is not a quarter acre out there, but it is a nice amenity. If you guys get a chance to go out and look at GreyHawk's park, it's a wooden fence and they have regular wire fence, not the chain-link that we're going to have. If that's something we agree to if we have that kind of space at the amenity center, but if not, we will continue to look at it. We don't have a quarter to a half acre anywhere to put a dog park. That fencing won't go away though. We will save it, and if we can reuse it, we will make it look nice. We had mentioned areas out at the Village Center, however that is still kind of County area so until we can talk to them about what we can use that area for, there are other areas that we've gone back and forth with this dog park idea, but it is something I'd like to finalize at the end of summer after we've got the asphalt work done and storage unit up.

Mr. Thomas stated not to get ahead of ourselves, but what kind of gate are we looking at? Are we talking about a card-reader gate?

Mr. Soriano stated if it's at the amenity center we can do a card-reader because it would be close enough to the fitness center or fieldhouse. I'll have to do a little trenching and install card readers, which is not extremely cheap but not that expensive. If we were to do it at other playgrounds or parks, it's too far away because I don't have a way to get out there from our system. If we're out there, then we're kind of on an honest system, which you'll see a lot of dog parks in communities are. Really, it's the problem of picking out that prime location, so that's one of the projects we've been looking at that are really just sitting on the backburner. I'll have resources for it. We will have fencing and things like that leftover so that helps with cost, but we still have to look at where it's going to go.

Mr. Soriano continued; I know everybody received a letter from one of our residents addressing landscaping again. I did talk to her and mentioned the difference. She's one of those people that thinks the grass is always greener on the other side in these other neighborhoods. There is a huge difference in some of those neighborhoods, like Eagle Harbor that have large landscape contracts and Jason is familiar with them. They just went through an RFP this last year, so they've had their landscaping concerns. However, one thing I did notice from last year is VerdeGo came in and we did spend a lot of money, especially in this district to update things

that had really been put on the backburner. Your sister district spent a lot of money on that promenade back there. If you guys get a chance to see it later, it looks great. A lot of the entryways over here were redone. In her email she even comments on all the work. I told her it's the same company and she didn't know that. It's just a difference in design and what's there. It may be time that we do that too. There were items that we had looked at the end of last year, mostly because your sister district had asked about improving columns. A lot of our columns are the lowest on that contract list. They are inside the neighborhood so when we get to the end of our contract there's nothing being done to those and some of them are bare dirt areas so I did have VerdeGo put a proposal together last year at your sister district because it was supposed to be an agreement with one of the HOAs that didn't work out, but they did go through and set that up for us. I thought some of the planning and pricing was really good. You can see the pricing sheet. It would only be a few thousand, but there's only two neighborhoods there. You have a lot more neighborhoods than this side does. If you were to do all of your columns it will add up, but it's starting at about \$3,500 for the two neighborhoods. At the top you can see the two they planned for you and all the neighborhoods for Middle Village. I wasn't looking for anything tonight, but I did want to see if it was something you guys wanted to do. I'll bring it back to you again next month, probably with some more columns, but I do think it's time we go into some of those areas that were bottom of the list and look at approving those. I think our entryway coming in on Oakleaf Village Parkway and the amenity center look good. Those are the things that are at the top of the contract each year and we make sure we pay attention to those. Also, because we will hopefully start movement on that slab and the fencing going around, I mentioned I would like to put some hedges around that basketball area too, even if it's just plain old Viburnum or Ligustrum. That is a long stretch there, so I will get them to put together a quote for me on that.

Ms. Nelsen asked are there sprinklers?

Mr. Soriano stated there are for all of the columns because they sit on our areas of right of way that we mow. I don't want to say 100% all of them, but I'm pretty sure almost all of them will have their own irrigation.

Ms. Nelsen stated that's beautiful, it's an amazing difference.

Mr. Lanier asked did they originally have the bushes?

Mr. Soriano stated no, because they were going to be in the back a lot of them just had grasses or some of those native plants that can go without fear of irrigation being on all the time or without being treated. Most of them were planned to look more natural than manicured. That will be the downfall. If we put in some of those things you see more flowering type of perennials in there. There are no annuals because we start changing them out, but we do like a little color to those perennials so those are a little higher maintenance than just grasses or Juniper.

Mr. Horton asked why only the two?

Mr. Soriano stated just because it wasn't something you guys requested so when we did it last year after a request from your sister district because of a deal with the HOA, who was originally going to help pay for it and that is no longer the case, but they wanted us to really improve those, so while we were doing that I asked VerdeGo to pick a couple on your side. We can get more; it was just the two we started with. Unless there was something you wanted to do with those improvements for now, like I said, I'm going to be bringing back more next month for that.

Mr. Lanier stated because of the amount of work that is being done around the basketball court we could wait until maybe the end of summer.

Mr. Soriano stated by the end of summer we would probably still be good. If we really want to move with columns, we could probably do that earlier.

Ms. Suchsland stated yes, spring or fall you can plant.

Mr. Soriano stated for the basketball court I would say wait until we're done.

Mr. Lanier stated I'm just talking about the columns. Why don't we get the basketball court done first and then worry about the columns?

Mr. Soriano stated we usually know by summertime how we're doing for the year. We will definitely spend more this year than I've ever spent.

Mr. Horton asked can VerdeGo get the work done? If we're going to do these can Chalon still get everything else done?

Mr. Soriano stated yes, those are separate projects.

Ms. Suchsland stated we have an enhancement crew that comes in and helps out with that, so that's no problem. We can do them in September. I wouldn't want to do them any

further past October so just keep that in mind, but if we could look at end of August or September.

Mr. Horton asked you could do them now, right? Wouldn't that be ideal?

Ms. Suchsland stated sure.

Ms. Nelsen stated if we did these two columns it would be a not to exceed \$2,000, right?

Mr. Soriano stated it's about \$3,500 because you're seeing those two columns at \$1,606 but then above that is all of their work for labor hours and prep and all that and you would split that with Middle Village. They lumped that all together for you and Middle Village so it's actually two-thirds of that because the number of columns is four out of twelve so it's just under \$3,500. If you want to move with the two, here's the thing I always warn about that. There will be complaints that other neighborhoods weren't done, but if we're moving on that over the next year and we get all of your columns done we can show them that we're getting to some of those things that have been on the bottom and that's the valid concern that I hear a lot of times. I think VerdeGo does a great job. This summer is going to be more of a test because they just learned it last summer so we want to see some of those things that weren't the greatest last year they're picking up and should have them under their belt and ready to go, but as far as plants and installs they've done a great job. If we can get to those things that we've missed out on that's what I think people will appreciate.

Mr. Horton stated that's why I'd like to see these two done first and see what we're looking at.

Mr. Soriano stated it's up to you guys. Like I said, this month I know they'd be ready but if we want to wait, I was going to bring back more stuff to you for landscaping anyway.

Mr. Thomas asked is there going to be any kind of increase now that we're going to have to maintain new areas as opposed to just throwing straw down?

Mr. Soriano stated right now I kind of look at that as being included. We put plants in and they're already doing work everywhere.

Ms. Suchsland stated for those, no; but in the long run if we do all of the columns it may exceed the next go around.

Mr. Soriano stated our contract is actually an increasing contract over the three years so they can always come back and say we've done a ton of installs and more trees we have to cut

compared to when we started this contract. We're not going to see anything exceptional just because we planted some new plants at the columns.

Mr. Horton stated I don't think this is going to require a whole lot of maintenance.

Mr. Soriano stated not ongoing. Some trimming here and there when those hedges grow or maybe replacing a plant that doesn't do very well every once and a while.

Ms. Nelsen stated Tom, I think he's saying he's got some more landscaping he'd like to propose, and he'd like to bring a firmer price back next month with everything next month.

Mr. Soriano stated and direction if you want me to do more. You can vote on these two or we can bring back more of your columns, but I was going to bring back other landscaping items anyway because of the basketball courts.

Mr. Horton asked what's the best way to do it, now or later?

Mr. Soriano stated it's up to you and what you want.

Mr. Lanier stated my only concern is too much going on at one time.

Mr. Soriano stated I'm good with waiting until next month. If you want to spend money on landscaping, altogether it was probably an extra \$9,000 over the last year that your sister district spent on the pool area. We did do some stuff around the track if you remember, but you guys didn't do as much. We had pool area and the entries to Whitfield, Hamilton Glen and Deerview and then this large section back here so they spent a lot of money last year. I don't think that's needed on your side.

Mr. Horton stated okay, we will wait.

Mr. Soriano stated unless you have any questions on those regular maintenance items, that's it for me.

Mr. Horton stated what are you talking about when you say, "Cut large gazebo rafters"?

Mr. Soriano stated those large 2x12s when you walk into the pool area, that big white gazebo that's all the way in the back, many of those start to rot after a while so we have to take them down. Since it's not structural like our building it doesn't get treated for termites, so we also get termite damage in those and we check them every couple years, repaint and anything that is damaged we pull it out and do some heavy work on those.

Mr. Horton asked what is a zip timer?

Mr. Soriano stated you guys are 100% on your tennis and basketball lighting so if you've been up there, you'll see it's all LED. We have an on/off switch at individual tennis

courts out here so let's imagine somebody is out at the basketball court right now and all of the lights come on. I would like a way to split that up to where we can turn on just one court, or your tennis courts separate from your basketball court. If no one is using it and there is one family playing on the tennis court, we can turn off all of the rest of your lights. You are saving quite a bit in cost because they are LEDs now compared to those large metal lights, so it's not a rush, but it is something that helps out over here when we can turn off half of these courts. The biggest problem over there is it's not something I can easily snip a wire and add a timer into, because the way they were designed, all of that stuff runs under the courts. The electrician is going to have to come in and do a lot of digging and rewiring if we want to do that.

Mr. Lanier stated I'd like to throw out another plug for the furniture at the patio on the phase one side. Maybe get some better-looking stuff there where the parties are held.

Mr. Soriano stated what he's talking about are the chairs and tables in the rental area, not down by the pool. We've changed all of the pool stuff. We did pressure wash that, so it does look good, but those are the old chairs that get dirty quicker and are older looking. There are seven tables and 35 chairs. I believe our chairs were \$200 a piece.

Mr. Lanier stated my thought process is this is one of the first places that people look at when they do their tours.

Mr. Horton asked would you get something that matches up to the chairs we already have?

Mr. Soriano stated I would probably just buy the same thing and those were \$200 a piece. I wouldn't do the tables, just because I did buy new tops for the tables this year and they're a little heavier duty. Those tables are very expensive, even the acrylic tops you see out there. They're \$110 a piece so once we start buying 15 to 20 of those tables and during a storm they fall over and could break. You can't have glass tables by the pool. I already did buy seven new tops for those so I would hold off on the tables and just look at the chairs.

Mr. Horton asked did the tabletops come in yet?

Mr. Soriano stated no, and I'm kind of worried they won't be here for spring break. Just the chairs alone we're looking at about \$7,000.

Mr. Thomas asked what about the treadmills?

Mr. Soriano stated they're not in yet. I was originally going to come tell you guys that I felt bad because I knew what was going to happen is, they were going replace that \$135 part

and it would work fine, and it did all the way up until next week. We had two people that they shut off on last week, so what's going to happen is they're going to come in and tell us we've replaced everything else and chances are you need a new motor and motors are at least \$1,500 a piece, so I've already let staff know if they shut off we will put signs back on them. They're fine if they walk, but there's only one that runs well so it was a good choice to just go ahead and be done with it. I haven't heard of a delivery date yet.

Ms. Nelsen stated if you put, "Don't exceed 4mph walking", can you also put, "New machines are ordered"?

Mr. Soriano stated yes, we've been telling everybody. I don't know that they care. They want us to fix it until the new ones come in and we're kind of tired of the nickel and dime thing. It has forced a lot of people to use our stepmills, which they really enjoy.

Mr. Lanier asked can we close the door on the patio furniture?

Mr. Perry asked did that \$200 a chair include delivery?

Mr. Soriano stated delivery was an extra \$465 for the pool furniture. I'm guessing it might be a little less, maybe \$350 or \$400. That was 60 lounge chairs and 16 tables. We did have our first casualty on the lounge chairs. It flew up during the windstorm and was impaled on our nice faux-iron fence. The nice part is we get to just order a new sling and it's back in motion.

On MOTION by Mr. Lanier seconded by Mr. Thomas with all in favor purchasing replacement patio furniture at an amount not to exceed \$7,500 was approved.
--

Mr. Lanier stated the last thing I have for this sort of stuff is the soccer fields. I'm looking at the re-sprigging possibilities and where we're at on that schedule.

Mr. Soriano stated we did take the year off last year because I was kind of concerned with switching from one company to the other, so we didn't do that sprigging. We should start this year, however, looking at the fields, they're actually in really good shape. I would hold off and I've talked to VerdeGo about this and they think they can do a pretty good job of staying on the fertilizer schedule; however, we did make this plan stating that we would stake some kind of pattern. We didn't want to get back to that point where for nine years nothing had really been done and everybody is complaining about the use on the fields, however a couple

of things have happened. We have somebody taking good care of it and those three acres that we did each time around; those nine acres are looking pretty good. I feel comfortable taking the year off as long as we say we are going to get back to it because the idea was even if the grass looks good, we get back to that point and it will always look like new grass. That was how we came up with that sprigging plan much cheaper than doing any sodding or anything like that and it worked out well, but like I said, because of the way it looks right now I don't mind taking another year off, as long as everybody agrees and we don't want to go again because if not, we have to make plans to start every year in May. We do still have that \$20,000 set aside in our budget.

Mr. Horton stated I think it still looks pretty good.

Mr. Lanier stated I think originally it was about 10 years before we did anything.

Mr. Soriano stated it was about nine or 10 years.

Ms. Nelsen stated we try to do things like aerating.

Mr. Soriano stated yes, we added high numbers of aeration and fertilization. Like I said, I don't want to get to that point where we look like we're behind, but at the same time I feel comfortable saying we will take the year, let them work on it, and then we can plan it for next year if we want to.

Mr. Horton asked this will be the second year we've skipped, right?

Mr. Soriano stated yes.

Mr. Horton stated I don't see doing it just to do it. If it needs to be done sure, but I think everybody agrees it's in really good shape.

Mr. Soriano stated its kind of unfortunate soccer numbers are really low, but at the same time we don't get as much use now as we were nine years ago. There was a time when we had 600 or 700 kids involved in soccer. However, I do want to make sure we understand there are still going to be plans in there. We do things like fertilization and aeration and we will have sodding coming up here as soon as soccer is done. I did give soccer leeway. They didn't pay for that sodding like they're supposed to in their contract last year this year, because we forwent that sprigging. We're going to take care of everything for this year as part of the contract so soccer won't have to, but then we will take off that sprigging.

Mr. Horton stated soccer doesn't really pay for the \$20,000.

Mr. Soriano stated the idea was it helped go into that \$20,000. That's why I still want that understanding there because I don't want them to come back and say, what are we paying for, because there are still many other things we have to cover for taking care of those fields. If that's the agreement, then I think we're good.

Mr. Lanier stated there is I-9 out there.

Ms. Nelsen stated yes, they pay as well.

Mr. Lanier asked do we need to vote on skipping sprigging this year?

Mr. Soriano stated that's just direction that we forgo it again this year.

SEVENTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Mr. Horton stated I did go over to that house and look at the fence where are new park is and I called her and talked to her and she said she wasn't home and to just go ahead and look at it so me and my wife went over and looked at it. The fence does dip down where she's at and you can stand there and look over it, but ironically before I went up there, my neighbor in my backyard has a pool and he just happened to be up on his pool deck and I could see from the waist up and she's seeing heads up so I don't really see a problem. To me, a solution for may be putting some plants on the inside of her fence or something like that.

Mr. Lanier stated I went and walked it as well and looked at it from both angles.

Mr. Horton stated I come in that way all the time and I look to see if there's anybody in the park and I saw what looked to be a go-kart in there one time so they had stopped for a minutes but other than that I've never seen anybody in there. I don't go by there when it's dark, but I did a couple times and still didn't see anybody in there. I think it's just something they have to live with.

Mr. Horton continued; storm clean-up, I guess we're all cleared out pretty much?

Ms. Suchsland stated for the most part. There are still branches that are falling out of the trees that had been caught up in there but for the most part, yes.

Mr. Horton stated I noticed you had a chipper at the Piedmont park the other day and it looks good. That stump I mentioned that was by the road, I came by there the other day and there were three or four people trying to move it.

Ms. Suchsland stated we used our Kubota to pull it up on the trailer, but it's done.

Mr. Horton stated that looked like it was pretty heavy, so I appreciate the work getting that out of the way.

Mr. Horton continued; my wife and I went down to check out pickle ball.

Mr. Soriano asked did you join in?

Mr. Horton stated not really, he was doing lessons, so I just went down to see what it was all about. It's actually fun. My question is, how much involvement do we have? It seems pickle ball will be played on our courts over there. The guy had just come back from Myrtle Beach where he had got qualified as a pickle ball instructor. I'm just curious, is it ramping a little bit and are they pushing it?

Mr. Soriano stated he is. The Oakleaf tennis has a Facebook page that they will advertise on. They do run a couple clinics for the little guys.

Mr. Horton stated the little kids were there before they started pickle ball.

Mr. Soriano stated yes and then pickle ball can only be done on the hard courts, it doesn't work on the clay courts. They've been trying for going on two years to get some of those programs there. People just don't use the hard courts as much as they do over here so it's a little tough. The District doesn't pay those guys for any time they put in over there. Their salary comes from your sister district completely. What I did was set up with them that they can bring money in from those clinics as their pay, so I'm surprised they've been able to go this long because it's not a real big building thing, but I've asked them to continue to try. They have a lot of fun even if it's just two or three people, but I would like it to get bigger. It seems waste to me.

Mr. Horton stated there's four courts there I believe.

Mr. Soriano stated yes, we painted those when we did the resurfacing.

Mr. Horton stated my wife went down to watch and he said come on in here and she went in there and she's had all kinds of joint replacements and she let him do it.

Mr. Soriano stated it's actually perfect for that group. It's not as high intensity or high risk for falling or injuries like on the clay courts.

Mr. Horton stated I was just trying to get an easy volley going and that was hard enough as it was. I watch some other people that played for a while slamming it back and forth. I guess what I'm getting at is we've got a combination tennis court/pickle ball court marked off and it's hard when you're out there trying to play pickle ball and trying to figure out what

markings you're looking at. How much use do we get out of the tennis courts? Should we take one of the courts and just turn it into a pickle ball court?

Mr. Soriano stated we could.

Mr. Horton stated I'm just throwing it out there. It would be a lot easier for people playing pickle ball.

Mr. Soriano stated we could look at a color scheme. You guys don't have that many tennis courts. There are completely different hard courts versus clay, but you don't have anywhere near the numbers they have out here. It took up a lot of space and you guys don't have much space. If we take away one of those courts, even though people don't use our courts that much, I promise we will hear complaints so that would be a little tough but if it was dedicated pickle ball, maybe we'd get a few more pickle ballers. I don't know. It was asked four years ago. I think it's a great program and a nice amenity to have so if you want to look at it, we can look at changing the color scheme so it's more dedicated on one of those courts. I did have a thought of purchasing some pickle ball equipment on hand for people who would use it and they'd sign it out. I've thought about that before. Basketball is a little tough because we know it will disappear but pickle ball, I have no concerns with. I don't see that group of people taking our equipment but that may help too because unless there's a clinic there and they're asked to join in a lot of times people don't have their own equipment.

EIGHTH ORDER OF BUSINESS**Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is April 13, 2020 at 4:00 p.m.

NINTH ORDER OF BUSINESS**Adjournment**

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting
March 31, 2020



DOUBLE BRANCH
Community Development District
Combined Balance Sheet
March 31, 2020

	<u>Governmental Fund Types</u>					Totals (Memorandum Only)
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
ASSETS:						
Cash	\$51,237	\$52,222	\$100,000	---	---	\$203,459
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$2,004,503	---	\$2,004,503
Reserve A1	---	---	---	\$868,932	---	\$868,932
Acquisition and Construction	---	---	---	---	\$18,574	\$18,574
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$96,303	---	\$96,303
<u>Operations</u>						
Custody Account-General Fund Excess	\$97,937	---	---	---	---	\$97,937
Custody Account-Recreation Fund Excess	---	\$1,003,866	---	---	---	\$1,003,866
Custody Account-Recreation Fund Reserve	---	---	\$73	---	---	\$73
<u>State Board</u>						
General Fund	\$77,144	---	---	---	---	\$77,144
Recreation	---	\$481,536	---	---	---	\$481,536
Capital Reserve	---	---	\$1,083,686	---	---	\$1,083,686
Due From General Fund	---	\$7,936	---	---	---	\$7,936
Due From Capital Reserve Fund	---	\$40,383	---	---	---	\$40,383
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,583	---	---	---	\$4,583
TOTAL ASSETS	<u>\$226,318</u>	<u>\$1,591,225</u>	<u>\$1,183,760</u>	<u>\$2,969,738</u>	<u>\$18,574</u>	<u>\$5,989,614</u>
LIABILITIES:						
Accounts Payable	\$2,833	\$48,789	---	---	---	\$51,622
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	---	\$2,194	---	---	---	\$2,194
Due to Rec Fund	\$7,936	---	\$40,383	---	---	\$48,319
Due to Middle Village	---	\$12,615	---	---	---	\$12,615
Deferred Rental Revenue	---	\$600	---	---	---	\$600
FUND BALANCES:						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$2,969,738	---	\$2,969,738
Restricted for Capital Projects	---	---	---	---	\$18,574	\$18,574
Assigned	---	\$45,921	\$1,143,376	---	---	\$1,189,298
Unassigned	\$215,396	\$1,476,522	---	---	---	\$1,691,918
TOTAL LIABILITIES & FUND EQUITY	<u>\$226,318</u>	<u>\$1,591,225</u>	<u>\$1,183,760</u>	<u>\$2,969,738</u>	<u>\$18,574</u>	<u>\$5,989,614</u>

DOUBLE BRANCH
Community Development District
GENERAL FUND
Statement of Revenues & Expenditures
For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/20	ACTUAL THRU 3/31/20	VARIANCE
Assessment - Tax Roll	\$177,985	\$172,785	\$172,785	\$0
Interest Income	\$200	\$100	\$472	\$372
Miscellaneous Income	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$178,185	\$172,885	\$173,257	\$372

EXPENDITURES:

Administrative

Supervisors Fees	\$12,000	\$6,000	\$5,400	\$600
FICA Expense	\$918	\$459	\$352	\$107
Engineering	\$5,000	\$2,500	\$1,028	\$1,473
Arbitrage	\$700	\$350	\$0	\$350
Dissemination	\$1,333	\$667	\$866	(\$200)
Assessment Roll	\$7,821	\$7,821	\$7,821	\$0
Attorney	\$42,000	\$21,000	\$10,444	\$10,556
Annual Audit	\$5,900	\$5,900	\$4,700	\$1,200
Trustee fees	\$8,815	\$4,408	\$0	\$4,408
Management Fees	\$59,963	\$29,982	\$29,982	(\$0)
Information Technology	\$1,942	\$971	\$1,071	(\$100)
Telephone	\$290	\$145	\$148	(\$3)
Postage	\$1,900	\$950	\$698	\$252
Printing & Binding	\$3,400	\$1,700	\$1,411	\$289
Records Storage	\$300	\$150	\$0	\$150
Insurance	\$8,130	\$8,130	\$7,936	\$194
Legal Advertising	\$2,000	\$1,000	\$522	\$479
Office Supplies	\$350	\$175	\$127	\$48
Website Compliance	\$2,250	\$1,125	\$1,125	\$0
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$12,998	\$0	\$0	\$0
Transfer Out	\$0	\$0	\$61	(\$61)

TOTAL EXPENDITURES	\$178,185	\$93,607	\$73,866	\$19,741
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EXCESS REVENUES (EXPENDITURES)	(\$0)	\$99,391
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FUND BALANCE - Beginning	\$0	\$116,005
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FUND BALANCE - Ending	(\$0)	\$215,396
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DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/20	ACTUAL THRU 3/31/20	VARIANCE
REVENUES:				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,419,912	\$1,419,912	\$0
Interest Income	\$1,000	\$500	\$3,085	\$2,585
Amenities Revenue	\$33,690	\$16,845	\$18,897	\$2,052
Sports Revenue	\$11,000	\$5,500	\$9,095	\$3,595
TOTAL REVENUES	\$1,508,338	\$1,442,757	\$1,450,990	\$8,232

EXPENDITURES:

Administrative:

Management Fees - Onsite	\$178,487	\$89,244	\$74,986	\$14,258
Insurance	\$62,789	\$62,789	\$65,520	(\$2,731)
Other Current Charges	\$3,818	\$1,909	\$1,312	\$597
Permit Fees	\$1,635	\$818	\$703	\$114
Total Administrative	\$246,729	\$154,759	\$142,522	\$12,238

Maintenance:

Common Area

Security	\$50,920	\$25,460	\$25,415	\$45
Security - Clay County Off-Duty Sheriff	\$43,050	\$21,525	\$22,180	(\$655)
Water - Irrigation	\$9,000	\$4,500	\$3,982	\$518
Irrigation Maintenance	\$4,250	\$2,125	\$4,189	(\$2,064)
Streetlighting	\$33,066	\$16,533	\$14,058	\$2,475
Electric	\$42,000	\$21,000	\$15,317	\$5,683
Landscape Maintenance	\$371,004	\$185,502	\$185,502	(\$0)
Common Area Maintenance	\$43,564	\$21,782	\$11,295	\$10,487
Lake Maintenance	\$28,116	\$14,058	\$15,857	(\$1,799)
Landscape Reserve	\$30,000	\$0	\$0	\$0
Capital Reserve	\$15,565	\$0	\$0	\$0
Repairs and Replacement	\$88,996	\$44,498	\$81,724	(\$37,226)
General Reserve	\$26,759	\$0	\$0	\$0
Total Common Area	\$786,290	\$356,983	\$379,518	(\$22,535)

Recreation Facility

Amenity Staff	\$110,000	\$55,000	\$41,241	\$13,759
Refuse Services	\$6,120	\$3,060	\$4,701	(\$1,641)
Telephone	\$5,592	\$2,796	\$2,149	\$647
Electric	\$59,300	\$29,650	\$17,189	\$12,461
Cable	\$12,319	\$6,160	\$3,476	\$2,684
Pool Maintenance	\$56,616	\$28,308	\$19,630	\$8,678
Water / Sewer/Reclaim	\$65,000	\$32,500	\$20,749	\$11,751
Facility Maintenance-General	\$43,500	\$21,750	\$18,640	\$3,110
Facility Maintenance-Preventative	\$13,117	\$6,559	\$1,412	\$5,147
Facility Maintenance - Contingency	\$34,750	\$17,375	\$17,810	(\$435)
Lighting Repairs	\$8,500	\$4,250	\$4,213	\$37
Special Events	\$10,500	\$5,250	\$1,999	\$3,251
Office Supplies & Equipment	\$6,664	\$3,332	\$496	\$2,836
Janitorial	\$51,012	\$25,506	\$31,047	(\$5,541)
Recreation Passes	\$5,500	\$2,750	\$1,914	\$836

DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/20	ACTUAL THRU 3/31/20	VARIANCE
<u>Recreation Facility-Continued</u>				
Pool Pump Reserve	\$6,500	\$0	\$0	\$0
Pool Leak Repairs	\$5,000	\$2,500	\$0	\$2,500
Multiuse Field	\$21,250	\$10,625	\$0	\$10,625
Total Recreation Facility	\$521,240	\$257,370	\$186,664	\$70,706
Total Maintenance	\$1,307,530	\$614,353	\$566,183	\$48,170
TOTAL EXPENDITURES	\$1,554,259	\$769,112	\$708,704	\$60,408
EXCESS REVENUES (EXPENDITURES)	(\$45,921)		\$742,286	
FUND BALANCE - Beginning	\$45,921		\$738,820	
FUND BALANCE - Ending	\$0		\$1,481,105	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Assessment - Tax Roll	\$0	\$26,996	\$140,168	\$1,979	\$2,141	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$172,785
Interest Income	\$12	\$10	\$97	\$132	\$123	\$99	\$0	\$0	\$0	\$0	\$0	\$0	\$472
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$12	\$27,007	\$140,265	\$2,111	\$2,264	\$1,599	\$0	\$0	\$0	\$0	\$0	\$0	\$173,257
Expenditures:													
<u>Administrative</u>													
Supervisors Fees	\$1,000	\$800	\$1,000	\$1,000	\$800	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$5,400
FICA Expense	\$77	\$61	\$77	\$77	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$352
Engineering	\$0	\$833	\$195	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,028
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$211	\$111	\$111	\$111	\$111	\$211	\$0	\$0	\$0	\$0	\$0	\$0	\$866
Assessment Roll	\$7,821	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,821
Attorney	\$2,252	\$2,480	\$2,981	\$0	\$2,733	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,444
Annual Audit	\$0	\$0	\$0	\$1,500	\$3,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,700
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$0	\$0	\$0	\$0	\$0	\$29,982
Computer Time	\$178	\$178	\$178	\$178	\$178	\$178	\$0	\$0	\$0	\$0	\$0	\$0	\$1,071
Telephone	\$49	\$35	\$36	\$0	\$17	\$10	\$0	\$0	\$0	\$0	\$0	\$0	\$148
Postage	\$16	\$143	\$130	\$123	\$147	\$138	\$0	\$0	\$0	\$0	\$0	\$0	\$698
Printing & Binding	\$222	\$451	\$23	\$259	\$259	\$197	\$0	\$0	\$0	\$0	\$0	\$0	\$1,411
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$7,936	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,936
Legal Advertising	\$62	\$62	\$212	\$124	\$62	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$522
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$21	\$41	\$1	\$21	\$21	\$21	\$0	\$0	\$0	\$0	\$0	\$0	\$127
Website Compliance	\$188	\$188	\$188	\$188	\$188	\$188	\$0	\$0	\$0	\$0	\$0	\$0	\$1,125
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
Transfer Out	\$0	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$61
Total Administrative	\$25,204	\$10,380	\$10,128	\$8,577	\$12,774	\$6,802	\$0	\$0	\$0	\$0	\$0	\$0	\$73,866
Excess Revenues (Expenditures)	(\$25,192)	\$16,627	\$130,137	(\$6,466)	(\$10,510)	(\$5,204)	\$0	\$0	\$0	\$0	\$0	\$0	\$99,391

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Maintenance Assessments-Tax Roll	\$0	\$221,851	\$1,151,875	\$16,266	\$17,598	\$12,323	\$0	\$0	\$0	\$0	\$0	\$0	\$1,419,912
Interest Income	\$113	\$68	\$602	\$838	\$807	\$659	\$0	\$0	\$0	\$0	\$0	\$0	\$3,085
Amenities Revenue	\$3,801	\$2,499	\$2,703	\$2,142	\$1,749	\$6,003	\$0	\$0	\$0	\$0	\$0	\$0	\$18,897
Sports Revenue	\$7,130	\$285	\$0	\$1,245	\$195	\$240	\$0	\$0	\$0	\$0	\$0	\$0	\$9,095
Total Revenues	\$11,044	\$224,703	\$1,155,180	\$20,491	\$20,348	\$19,225	\$0	\$0	\$0	\$0	\$0	\$0	\$1,450,990
Expenditures:													
<u>Administrative</u>													
Management Fees - Onsite	\$12,498	\$12,498	\$12,498	\$12,498	\$12,498	\$12,498	\$0	\$0	\$0	\$0	\$0	\$0	\$74,986
Insurance	\$65,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,520
Other Current Charges	\$311	\$391	\$492	\$452	\$621	(\$956)	\$0	\$0	\$0	\$0	\$0	\$0	\$1,312
Permit Fees	\$266	\$27	\$384	\$0	\$27	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$703
Total Administrative	\$78,594	\$12,916	\$13,374	\$12,950	\$13,146	\$11,542	\$0	\$0	\$0	\$0	\$0	\$0	\$142,522
<u>MAINTENANCE- Common Area</u>													
Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$0	\$0	\$0	\$0	\$25,415
Security - Clay County Off-Duty Sheriff	\$2,849	\$4,161	\$4,003	\$3,758	\$3,773	\$3,638	\$0	\$0	\$0	\$0	\$0	\$0	\$22,180
Water - Irrigation	\$1,263	\$1,358	\$449	\$352	\$287	\$274	\$0	\$0	\$0	\$0	\$0	\$0	\$3,982
Irrigation Maintenance	\$0	\$0	\$411	\$2,567	\$1,211	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,189
Streetlighting	\$2,353	\$2,353	\$2,338	\$2,338	\$2,338	\$2,338	\$0	\$0	\$0	\$0	\$0	\$0	\$14,058
Electric	\$2,546	\$2,528	\$3,018	\$2,197	\$2,338	\$2,690	\$0	\$0	\$0	\$0	\$0	\$0	\$15,317
Landscape Maintenance	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$0	\$0	\$0	\$0	\$0	\$0	\$185,502
Common Area Maintenance	\$1,188	\$2,212	\$1,678	\$2,118	\$1,678	\$2,421	\$0	\$0	\$0	\$0	\$0	\$0	\$11,295
Lake Maintenance	\$4,266	\$2,237	\$2,070	\$2,070	\$2,702	\$2,512	\$0	\$0	\$0	\$0	\$0	\$0	\$15,857
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs and Replacement	\$10,923	\$13,587	\$1,726	\$11,866	\$30,081	\$13,541	\$0	\$0	\$0	\$0	\$0	\$0	\$81,724
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Common Area	\$60,540	\$63,589	\$50,845	\$62,418	\$79,560	\$62,566	\$0	\$0	\$0	\$0	\$0	\$0	\$379,518

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Recreation Facility</u>													
Amenity Staff	\$11,322	\$5,392	\$4,963	\$8,075	\$5,258	\$6,231	\$0	\$0	\$0	\$0	\$0	\$0	\$41,241
Refuse Service	\$765	\$769	\$769	\$769	\$816	\$814	\$0	\$0	\$0	\$0	\$0	\$0	\$4,701
Telephone	\$402	\$424	\$412	\$314	\$260	\$336	\$0	\$0	\$0	\$0	\$0	\$0	\$2,149
Electric	\$3,664	\$2,984	\$2,976	\$2,848	\$2,380	\$2,337	\$0	\$0	\$0	\$0	\$0	\$0	\$17,189
Cable	\$573	\$573	\$573	\$587	\$585	\$585	\$0	\$0	\$0	\$0	\$0	\$0	\$3,476
Pool Maintenance/Chemicals	\$4,003	\$2,605	\$2,107	\$2,107	\$4,722	\$4,083	\$0	\$0	\$0	\$0	\$0	\$0	\$19,630
Water/Sewer/Reclaim	\$4,884	\$3,944	\$3,494	\$2,848	\$2,626	\$2,951	\$0	\$0	\$0	\$0	\$0	\$0	\$20,749
Facility Maintenance - General	\$2,958	\$3,625	\$2,869	\$3,609	\$2,869	\$2,710	\$0	\$0	\$0	\$0	\$0	\$0	\$18,640
Facility Maintenance - Preventative Contracts	\$640	(\$49)	\$378	\$155	\$288	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,412
Facility Maintenance - Contingency	\$2,895	\$2,895	\$2,895	\$2,877	\$2,866	\$3,382	\$0	\$0	\$0	\$0	\$0	\$0	\$17,810
Lighting Repairs	\$708	\$708	\$701	\$709	\$701	\$686	\$0	\$0	\$0	\$0	\$0	\$0	\$4,213
Special Events	\$466	\$645	\$698	\$190	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,999
Office Supplies and Equipment	\$130	\$174	\$33	\$44	\$83	\$33	\$0	\$0	\$0	\$0	\$0	\$0	\$496
Janitorial	\$5,415	\$5,285	\$4,514	\$5,577	\$4,593	\$5,663	\$0	\$0	\$0	\$0	\$0	\$0	\$31,047
Recreation Passes	\$0	\$817	\$0	\$1,097	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,914
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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
Multiuse Field	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$38,827	\$30,791	\$27,382	\$31,806	\$28,047	\$29,812	\$0	\$0	\$0	\$0	\$0	\$0	\$186,664
Total Expenses	\$177,961	\$107,296	\$91,601	\$107,174	\$120,753	\$103,919	\$0	\$0	\$0	\$0	\$0	\$0	\$708,704
Excess Revenues (Expenditures)	(\$166,917)	\$117,407	\$1,063,579	(\$86,683)	(\$100,405)	(\$84,694)	\$0	\$0	\$0	\$0	\$0	\$0	\$742,286

DOUBLE BRANCH
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For The Period Ending March 31, 2020

	ADOPTED BUDGET	PRORATED THRU 3/31/20	ACTUAL THRU 3/31/20	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$1,000	\$500.00	\$5,973	\$5,473
Landscape Reserve - Transfer In	\$30,000	\$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	\$12,998	\$0	\$0	\$0
TOTAL REVENUES	\$92,822	\$500	\$5,973	\$5,473
<u>EXPENDITURES:</u>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$10,602	(\$10,602)
Pool Pump Reserve	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$10,602	(\$10,602)
EXCESS REVENUES (EXPENDITURES)	\$92,822		(\$4,629)	
FUND BALANCE - Beginning	\$1,147,970		\$1,148,005	
FUND BALANCE - Ending	\$1,240,792		\$1,143,376	

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 March 31, 2020

ADOPTED BUDGET	PRORATED THRU 3/31/20	ACTUAL THRU 3/31/20	VARIANCE
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Revenues:

Special Assessments - Tax Roll	\$1,962,561	\$1,905,575	\$1,905,575	\$0
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$10,000	\$5,000	\$16,068	\$11,068
TOTAL REVENUES	\$1,972,561	\$1,910,575	\$1,921,643	\$11,068

Expenditures:

Series 2013 A-1

Interest Expense - 11/1	\$384,252	\$384,252	\$384,252	\$0
Interest Expense - 5/1	\$384,252	\$0	\$0	\$0
Principal Expense 5/1	\$980,000	\$0	\$0	\$0

Series 2013 A-2

Interest Expense - 11/1	\$54,913	\$54,913	\$54,913	\$0
Prepayment Call 11/1	\$0	\$0	\$0	\$0
Interest Expense - 5/1	\$54,913	\$0	\$0	\$0
Principal Expense 5/1	\$85,000	\$0	\$0	\$0
Principal Expense 5/1 (Prepayment)	\$0	\$0	\$10,000	(\$10,000)

TOTAL EXPENDITURES	\$1,943,329	\$439,164	\$449,164	(\$10,000)
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EXCESS REVENUES (EXPENDITURES)	\$29,232	\$1,472,479		
--------------------------------	-----------------	--------------------	--	--

Other Sources/(Uses)

Interfund Transfer In and (Out)	\$0	\$0	\$0	\$0
Other Debt Service Cost	\$0	\$0	\$0	\$0

TOTAL OTHER	\$0	\$0	\$0	\$0
--------------------	------------	------------	------------	------------

Net change in Fund Balance	\$29,232	\$1,472,479		
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FUND BALANCE - Beginning	\$516,591	\$1,497,259		
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FUND BALANCE - Ending	\$545,823	\$2,969,738		
------------------------------	------------------	--------------------	--	--

DOUBLE BRANCH
Community Development District
CAPITAL PROJECTS FUND
Statement of Revenues & Expenditures
For The Period Ending March 31, 2020

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<u>REVENUES:</u>		
Interest Income		\$398
TOTAL REVENUES		<div style="border: 1px solid black; padding: 2px;">\$398</div>
<u>EXPENDITURES:</u>		
Capital Outlay - Series 2013 A1 and A2		\$32,532
Cost of Issuance		\$0
TOTAL EXPENDITURES		<div style="border: 1px solid black; padding: 2px;">\$32,532</div>
EXCESS REVENUES (EXPENDITURES)		<div style="border: 1px solid black; padding: 2px;">(\$32,134)</div>
FUND BALANCE - Beginning		<div style="border: 1px solid black; padding: 2px;">\$50,708</div>
FUND BALANCE - Ending		<div style="border: 1px solid black; padding: 2px;">\$18,574</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)
Less: May 1, 2019 (Mandatory)	(\$955,000)
Current Bonds Outstanding	\$19,430,000

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:	\$95,778
Reserve Fund Balance:	\$96,303
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)	(\$55,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
Less: May 2, 2017 (Prepayment)	(\$5,000)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Less: November 1, 2018 (Prepayment)	(\$105,000)
Less: May 1, 2019 (Mandatory)	(\$80,000)
Less: May 2, 2019 (Prepayment)	(\$10,000)
Less: November 1, 2019 (Prepayment)	(\$10,000)
Current Bonds Outstanding	\$1,900,000

C.

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2020 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	1,961,878.15	177,889.82	1,461,865.84	3,601,633.81
TOTAL ASSESSED	45,481	1,961,878.15	177,889.82	1,461,865.84	3,601,633.81

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	11/13/19	62,976.86	34,304.69	3,110.52	25,561.65
2	11/21/19	483,603.48	263,427.97	23,885.86	196,289.65
3	12/11/19	2,668,633.22	1,453,655.05	131,807.59	1,083,170.58
4	12/18/19	169,269.46	92,204.28	8,360.46	68,704.72
5	01/22/20	40,073.70	21,828.90	1,979.30	16,265.50
6	02/21/20	43,355.75	23,616.70	2,141.40	17,597.65
7	03/17/20	30,359.80	16,537.56	1,499.51	12,322.73
8	04/17/20	39,275.51	21,394.11	1,939.87	15,941.53
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
TOTAL TAX ROLL RECEIPTS		3,537,547.78	1,926,969.26	174,724.51	1,435,854.01

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	98.22%	98.22%	98.22%

D.

Double Branch

Community Development District

Check Run Summary

April 30, 2020

Fund	Date	Check No.	Amount
General Fund			
Payroll	3/13/20	50815-50818	\$ 738.80
Sub-Total			\$ 738.80
Accounts Payable	3/5/20	1579	\$ 62.00
	3/19/20	1580	\$ 5,841.17
	4/2/20	1581-1583	\$ 2,832.50
	4/16/20	1584	\$ 5,727.43
Sub-Total			\$ 14,463.10
Recreation Fund			
Accounts Payable	3/5/20	6336-6343	\$ 48,431.15
	3/19/20	6344-6370	\$ 51,262.50
	3/26/20	6371-6376	\$ 6,367.77
	4/2/20	6377-6384	\$ 22,421.24
	4/9/20	6385-6393	\$ 37,527.19
	4/16/20	6394-6398	\$ 1,684.90
	4/23/20	6399-6403	\$ 9,359.65
	4/30/20	6404-6408	\$ 16,883.68
Sub-Total			\$ 193,938.08
Capital Reserve Fund			
Sub-Total			\$ -
Total			\$ 209,139.98

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/05/20	00111	2/27/20	20-00034 202002 310-51300-48000		*	62.00	
			NOTICE OF MEETING 3/9/20				
			JACKSONVILLE DAILY RECORD				62.00 001579
3/19/20	00035	3/01/20	2130 202003 310-51300-34000		*	4,996.92	
			MAR MANAGEMENT FEES				
		3/01/20	2130 202003 310-51300-52000		*	187.50	
			MAR WEBSITE ADMIN				
		3/01/20	2130 202003 310-51300-35100		*	161.83	
			MAR INFORM TECHNOLOGY				
		3/01/20	2130 202003 310-51300-31300		*	111.08	
			MAR DISSEMINATION SERVICE				
		3/01/20	2130 202003 310-51300-35100		*	16.65	
			MAR IG NECT SERVICES				
		3/01/20	2130 202003 310-51300-51000		*	21.23	
			OFFICE SUPPLIES				
		3/01/20	2130 202003 310-51300-42000		*	138.38	
			POSTAGE				
		3/01/20	2130 202003 310-51300-42500		*	197.25	
			COPIES				
		3/01/20	2130 202003 310-51300-41000		*	10.33	
			TELEPHONE				
			GOVERNMENTAL MANAGEMENT SERVICES				5,841.17 001580
4/02/20	00107	3/27/20	5 202003 310-51300-31300		*	100.00	
			SE 2013A-2 AMORT PREPAY				
			DISCLOSURE SERVICES LLC				100.00 001581
4/02/20	00015	3/28/20	113791 202002 310-51300-31500		*	1,032.50	
			FEB GENERAL COUNSEL				
			HOPPING GREEN & SAMS				1,032.50 001582
4/02/20	00015	3/28/20	113792 202002 310-51300-31500		*	1,700.00	
			FEB MONTHLY MEETING				
			HOPPING GREEN & SAMS				1,700.00 001583
4/16/20	00035	4/01/20	2135 202004 310-51300-34000		*	4,996.92	
			APR MANAGEMENT FEES				
		4/01/20	2135 202004 310-51300-52000		*	187.50	
			APR BEBSITE ADMIN				
		4/01/20	2135 202004 310-51300-35100		*	161.83	
			APR INFORM TECHNOLOGY				
		4/01/20	2135 202004 310-51300-31300		*	111.08	
			APR DISSEMINATION SERVICE				
		4/01/20	2135 202004 310-51300-35100		*	16.65	
			IQ NECT/EMAIL SERVICE				

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/01/20	2135	202004 310-51300-51000			*	20.87	
		OFFICE SUPPLIES					
4/01/20	2135	202004 310-51300-42000			*	14.90	
		POSTAGE					
4/01/20	2135	202004 310-51300-42500			*	177.60	
		COPIES					
4/01/20	2135	202004 310-51300-41000			*	40.08	
		TELEPHONE					
GOVERNMENTAL MANAGEMENT SERVICES						5,727.43	001584

TOTAL FOR BANK A						14,463.10	
TOTAL FOR REGISTER						14,463.10	

DBBR DOUBLE BRANCH HSMITH

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

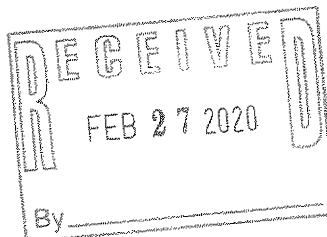
10 N. Newnan Street (32202)
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

February 27, 2020

Date

Attn: Courtney Hogge
GMS, LLC
475 WEST TOWN PLACE, STE 114
SAINT AUGUSTINE FL 32092



Payment Due Upon Receipt

Serial #	20-00034C	PO/File #		\$62.00
Notice of Meeting				Amount Due
				Amount Paid
Double Branch Community Development District				\$62.00
				Payment Due
Case Number				
Publication Dates	2/27			
County	Clay			

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

*For your convenience, you
may remit payment at
jaxdailyrecord.com/send-payment.*

111 (A)
1,310,513.480

Your notice can be found at www.jaxdailyrecord.com

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

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

The regular meeting of the Board of Supervisors of the Double Branch Community Development District will be held on **Monday, March 9, 2020, at 4:00 p.m. 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 Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same 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 the appeal is to be based.

James A. Perry
District Manager

Feb. 27 00 (20-00034C)

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE	
50815	16	ANDRE LANIER	184.70	3/10/2020	
50816	15	CHARLES T HORTON	184.70	3/10/2020	
50817	8	CYNTHIA Y. NELSEN	184.70	3/10/2020	
50818	14	SCOTT THOMAS	184.70	3/10/2020	
TOTAL FOR REGISTER			738.80		

DBBR DOUBLE BRANCH DLAUGHLIN

Attendance Sheet


District Name: Double Branch, CDD

Board Meeting Date: March 9, 2020

	Name	In Attendance	Fee
1	Cindy Nelsen <i>Chairperson</i>		YES-\$200
2	Charles Horton <i>Assistant Secretary</i>		YES - \$200
3	Andre Lanier <i>Assistant Secretary</i>		YES - \$200
4	Chad Davis <i>Assistant Secretary</i>		YES - \$200
5	Scott Thomas <i>Assistant Secretary</i>		YES - \$200

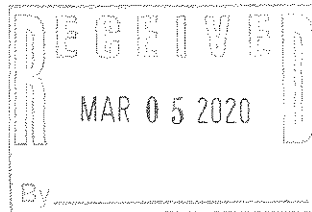
The Supervisors present at the above-referenced meeting should be compensated accordingly.

Approved for Payment:


District Manager Signature

3/9/20
Date

PLEASE RETURN COMPLETED FORM TO HANNAH SMITH

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice****Bill To:**Double Branch CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice #: 2130

Invoice Date: 3/1/20

Due Date: 3/1/20

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - March 2020 1,310, 573.840		4,996.92	4,996.92
Website Administration - March 2020 520		187.50	187.50
Information Technology - March 2020 351		161.83	161.83
Dissemination Agent Services - March 2020 313		111.08	111.08
IQ Nect Services - March 2020 357		16.65	16.65
Office Supplies 570		21.23	21.23
Postage 420		138.38	138.38
Copies 425		197.25	197.25
Telephone 410		10.33	10.33

35 (A)

Total \$5,841.17**Payments/Credits** \$0.00**Balance Due** \$5,841.17

Disclosure Services LLC

1005 Bradford Way
Kingston, TN 37763

Invoice

Date	Invoice #
3/27/2020	5

Bill To
Double Branch CDD C/O GMS

RECEIVED

MAR 31 2020

Terms	Due Date
Net 30	4/26/2020

Description	Amount
Amortization Schedule Series 2013A-2 5-1-20 Prepay \$5,000 104 (A) 1,810,573.818	100.00
Total	
\$100.00	
Payments/Credits	
\$0.00	
Balance Due	
\$100.00	

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

Hopping Green & Sams

Attorneys and Counselors

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

RECEIVED

MAR 30 2020

===== STATEMENT =====

March 28, 2020

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

Bill Number 113791
Billed through 02/29/2020

15 A

1.810, 573.815

General Counsel (O&M)

DBRNCH 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

02/05/20	JMW	Review proposed impact fee legislation; review prior assignment of impact fee agreement.	0.90 hrs
02/12/20	JMW	Respond to auditor request; review current legislative update bills.	0.60 hrs
02/12/20	APA	Prepare attorney update to auditor letter response fiscal year end 2019.	0.80 hrs
02/14/20	JMW	Review project completion issues; prepare completion outline.	0.90 hrs
02/19/20	JMW	Review draft notice; confer with staff.	0.20 hrs
02/20/20	JMW	Follow-up with property appraiser regarding confidential information.	0.30 hrs
02/26/20	JMW	Review public records request and correspondence.	0.30 hrs
02/28/20	MGC	Research and review potential internal control policies; prepare initial draft internal control policy (ICP) document; confer and correspond with various auditors and district managers regarding draft ICP document; revise draft ICP document consistent with auditor and district manager feedback; finalize proposed ICP document and coordinate consideration of same by district board.	0.50 hrs
02/28/20	AHJ	Prepare resolution adopting internal controls policy; transmit same to Hogge.	0.20 hrs
Total fees for this matter			\$1,032.50

MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.20 hrs	125 /hr	\$25.00
Papp, Annie M. - Paralegal	0.80 hrs	125 /hr	\$100.00
Walters, Jason M.	3.20 hrs	250 /hr	\$800.00
Collazo, Mike	0.50 hrs	215 /hr	\$107.50

TOTAL FEES \$1,032.50

TOTAL CHARGES FOR THIS MATTER \$1,032.50

BILLING SUMMARY

Jaskolski, Amy H. - Paralegal	0.20 hrs	125 /hr	\$25.00
Papp, Annie M. - Paralegal	0.80 hrs	125 /hr	\$100.00
Walters, Jason M.	3.20 hrs	250 /hr	\$800.00
Collazo, Mike	0.50 hrs	215 /hr	\$107.50

TOTAL FEES	\$1,032.50
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TOTAL CHARGES FOR THIS BILL**\$1,032.50**

RECEIVED

MAR 30 2020

Hopping Green & Sams RECEIVED

Attorneys and Counselors

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

MAR 30 2020

===== STATEMENT =====

March 28, 2020

Double Branch Community Development District
c/o GMS, LLC
475 West Town Place, Suite 114
St. Augustine, FL 32092Bill Number 113792
Billed through 02/29/202015 A
1. 310.573. 315**Monthly Meeting (O&M)**

DBRNCH 00101 JMW

FOR PROFESSIONAL SERVICES RENDERED

02/03/20	JMW	Review draft agenda; confer with staff.
02/07/20	JMW	Meeting preparation; review agenda package materials; conference with staff.
02/10/20	JMW	Meeting preparation; attend regular board meeting by telephone.
02/18/20	JMW	Review draft meeting minutes; confer with staff.
02/26/20	JMW	Prepare for and attend agenda conference call.

Total fees for this matter	\$1,700.00
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MATTER SUMMARY

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

TOTAL CHARGES FOR THIS MATTER	\$1,700.00
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BILLING SUMMARY

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

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

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

Invoice

RECEIVED

APR 13 2020

Bill To:

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

Invoice #: 2135
Invoice Date: 4/1/20
Due Date: 4/1/20
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - April 2020 - General 1,310.513.340		4,996.92	4,996.92
Website Administration - April 2020 520		187.50	187.50
Information Technology - April 2020 257		161.83	161.83
Dissemination Agent Services - April 2020 213		111.08	111.08
IQ Nect / Email Service 357		16.65	16.65
Office Supplies 570		20.87	20.87
Postage 420		14.90	14.90
Copies 425		177.60	177.60
Telephone 410		40.08	40.08
35 (A)			
Total			\$5,727.43
Payments/Credits			\$0.00
Balance Due			\$5,727.43

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/05/20	00092	1/15/20 2122	201912 320-57200-46600	DEC FACIL MAINT-GENERAL	*	3,609.00	
		1/15/20 2122	201912 320-57200-46620	DEC FACIL MAINT-CONTINGEN	*	2,896.00	
		1/15/20 2122	201912 320-57200-46630	DEC LIGHTING REPAIRS	*	707.42	
		1/15/20 2122	201912 320-57200-46400	DEC COMMON AREA MAINT	*	2,501.00	
		1/15/20 2122	201912 320-57200-46300	DEC POOL MAINTENANCE	*	578.00	
		1/15/20 2122	201912 320-57200-46800	DEC LAKE MAINTENANCE	*	164.00	
		1/15/20 2122	201912 320-57200-63100	DEC REPAIR/REPALECEMENT	*	1,862.00	
				GOVERNMENTAL MANAGEMENT SERVICES			12,317.42 006336
3/05/20	00092	2/18/20 2127	202002 300-36900-10300	EVENT STAFF THRU 2/13/20	*	219.25	
				GOVERNMENTAL MANAGEMENT SERVICES			219.25 006337
3/05/20	00802	2/28/20 02282020	202002 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				IVELISE RODRIQUEZ			100.00 006338
3/05/20	00803	2/28/20 02282020	202002 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				KILEY JOHNSON			100.00 006339
3/05/20	00024	3/01/20 487244	202003 320-57200-46800	MAR LAKE MAINTENANCE	*	2,070.00	
				THE LAKE DOCTORS, INC.			2,070.00 006340
3/05/20	00208	3/03/20 03032020	202002 320-57200-34510	2/24/20-2/29/20 SECURITY	*	600.00	
				MIDDLE VILLAGE CDD			600.00 006341
3/05/20	00186	3/01/20 13129559	202003 320-57200-46300	MAR POOL CHEMICALS	*	2,107.49	
				POOLSURE			2,107.49 006342
3/05/20	00672	3/01/20 2390	202003 320-57200-46200	MAR LANDSCAPE MAINTENANCE	*	30,916.99	
				VERDEGO, LLC			30,916.99 006343
3/19/20	00506	3/08/20 9835093	202002 320-57200-34500	2/1/20-2/29/20 SECURITY	*	4,235.79	
				ALLIED UNIVERSAL			4,235.79 006344
				DBBR DOUBLE BRANCH HSMITH			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
3/19/20	00807	3/08/20 03082020	202003 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				AMPARO HERNANDEZ			100.00 006345
3/19/20	00172	3/05/20 03052020	202002 320-57200-43500	3713-1 THOUSAND OAKS DR	*	114.49	
		3/05/20 03052020	202002 320-57200-43500	3701-1 THOUSAND OAKS DR	*	26.56	
		3/05/20 03052020	202002 320-57200-43500	3659-1 THOUSAND OAKS DR	*	28.93	
		3/05/20 03052020	202002 320-57200-43500	1940-1 WOODWORTH DR	*	27.35	
		3/05/20 03052020	202002 320-57200-43500	603-1 WATERFORD OAKS DR	*	24.19	
		3/05/20 03052020	202002 320-57200-43500	1505-1 CANOPY OAKS DR	*	40.25	
		3/05/20 03052020	202002 320-57200-43500	3178-1 WANDERING OAKS DR	*	32.09	
		3/05/20 03052020	202002 320-57200-43500	1206-1 BEDROCK DR	*	30.51	
		3/05/20 03052020	202002 320-57200-43500	1591-1 CANOPY OAKS DR	*	127.13	
		3/05/20 03052020	202002 320-57200-43500	566-1 OAKLEAF VILLAGE PKW	*	268.81	
		3/05/20 03052020	202002 320-57200-43500	716-1 WAKEMONT DR	*	129.60	
				CLAY COUNTY UTILITY AUTHORITY			849.91 006346
3/19/20	00285	3/16/20 SSI09524	202002 320-57200-34510	FEB EMPLOYMENT FEE	*	510.00	
		3/16/20 SSI09524	202002 320-57200-34510	FEB SCHEDULING FEE	*	187.50	
				CLAY COUNTY SHERIFF'S OFFICE			697.50 006347
3/19/20	00002	3/03/20 03032020	202002 300-20200-10200	FEB RECREATION ELECTRIC	*	1,976.00	
		3/03/20 03032020	202002 300-20200-10200	FEB COMMON AREA ELECTRIC	*	2,338.00	
		3/03/20 03032020	202002 300-20200-10200	FEB FITNESS ELECTRIC	*	404.00	
		3/03/20 03032020	202002 300-20200-10200	FEB STREETLIGHTING	*	2,338.00	
				CLAY ELECTRIC COOPERATIVE, INC			7,056.00 006348
3/19/20	00814	3/17/20 03172020	202003 300-36900-10300	RENTAL DEPOSIT REFUND	*	250.00	
				CRYSTAL HARTSON			250.00 006349
				DBBR DOUBLE BRANCH HSMITH			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/19/20	00810	3/17/20 03172020	202003 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				DEWANA PICKENS			100.00 006350
3/19/20	00092	2/25/20 2128	202001 320-57200-46600	JAN FACIL MAINT-GENERAL	*	2,869.00	
		2/25/20 2128	202001 320-57200-46620	JAN FACIL MAINT-CONTING	*	2,876.00	
		2/25/20 2128	202001 320-57200-46630	JAN LIGHTING REPAIR	*	702.88	
		2/25/20 2128	202001 320-57200-46400	JAN COMM AREA MAINTENANCE	*	1,295.00	
		2/25/20 2128	202001 320-57200-46300	JAN POOL MAINTENANCE	*	100.00	
		2/25/20 2128	202001 320-57200-63100	JAN REPAIRS/REPLACEMENT	*	996.00	
				GOVERNMENTAL MANAGEMENT SERVICES			8,838.88 006351
3/19/20	00092	3/01/20 2131	202003 310-51300-34000	MAR FACIL MNGM-RECREATION	*	12,497.67	
				GOVERNMENTAL MANAGEMENT SERVICES			12,497.67 006352
3/19/20	00422	3/03/20 53871201	202003 320-57200-61000	JANITORIAL SUPPLIES	*	426.86	
				THE HOME DEPOT PRO			426.86 006353
3/19/20	00232	3/10/20 3032	202003 320-57200-63100	CHAIRS	*	6,278.86	
				HORIZON CASUAL, INC.			6,278.86 006354
3/19/20	00806	3/08/20 03082020	202003 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				JOHN JARRETT			100.00 006355
3/19/20	00809	3/17/20 03172020	202003 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				KATRINA BALCZON			100.00 006356
3/19/20	00812	3/17/20 03172020	202003 300-36900-10300	RENTAL DEPOSIT REFUND	*	300.00	
				LESLIE BURKE			300.00 006357
3/19/20	00208	3/09/20 03092020	202003 320-57200-34510	3/1/20-3/5/20 SECURITY	*	705.00	
				MIDDLE VILLAGE CDD			705.00 006358

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/19/20	00672	1/27/20 2126	202001 320-57200-35100	IRRIGATION REPAIRS	*	1,210.75	
				VERDEGO, LLC			1,210.75 006369
3/19/20	00399	3/01/20 99597520	202003 330-57200-50000	MAR BASE CHARGE	*	32.54	
				XEROX CORPORATION			32.54 006370
3/26/20	00261	3/20/20 764136	202003 330-57200-61100	JANITORIAL SUPPLIES	*	575.00	
		3/20/20 764136	202003 330-57200-61100	SHIPPING	*	130.00	
				ERC WIPING PRODUCTS, INC			705.00 006371
3/26/20	00508	3/20/20 4021-1	202003 320-57200-63100	PUMP	*	1,487.30	
				KG POWER SYSTEMS			1,487.30 006372
3/26/20	00024	2/01/20 481600	202002 320-57200-46800	FEB LAKE MAINTENANCE	*	2,070.00	
				THE LAKE DOCTORS, INC.			2,070.00 006373
3/26/20	00208	3/23/20 03232020	202003 320-57200-34510	3/16/20-3/22/20 SECURITY	*	810.00	
				MIDDLE VILLAGE CDD			810.00 006374
3/26/20	00683	3/24/20 03545403	202003 320-57200-63100	POOL SUPPLIES	*	545.47	
				POOL SUPPLY UNLIMITED			545.47 006375
3/26/20	00815	1/10/20 T0007223	202001 320-57200-63100	REPLACED MOTOR/BELT	*	750.00	
				TOOLE TECHNOLOGIES, INC.			750.00 006376
4/02/20	00818	3/27/20 03272020	202003 300-36900-10300	RENTAL DEPOSIT REFUND	*	300.00	
				DENISE DANIELS			300.00 006377
4/02/20	00092	3/23/20 2134	202002 320-57200-46600	FEB FACIL MAINT-GENERAL	*	2,869.00	
		3/23/20 2134	202002 320-57200-46620	FEB FACIL MAINT-CONTING	*	2,866.00	
		3/23/20 2134	202002 320-57200-46630	FEB LIGHTING REPAIRS	*	701.00	
		3/23/20 2134	202002 320-57200-46400	FEB COMMON AREA MAINT	*	1,678.00	

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		3/23/20 2134	202002 320-57200-46300		*	1,937.00	
		FEB POOL MAINTENANCE					
		3/23/20 2134	202002 320-57200-63100		*	5,457.75	
		FEB REPAIRS/REPLACEMENTS					
		3/23/20 2134	202002 320-57200-46800		*	468.00	
		FEB LAKE MAINTENANCE					
				GOVERNMENTAL MANAGEMENT SERVICES			15,976.75 006378
4/02/20 00092		3/31/20 2136	202003 300-36900-10300		*	353.75	
		EVENT STAFF THRU 3/12/20					
				GOVERNMENTAL MANAGEMENT SERVICES			353.75 006379
4/02/20 00817		3/27/20 03272020	202003 300-36900-10300		*	300.00	
		RENTAL DEPOSIT REFUND					
				LASHANN BROWN-WALTON			300.00 006380
4/02/20 00678		4/01/20 2157262	202004 320-57200-63100		*	2,543.25	
		MIRROR & INSTALLATION					
		4/01/20 2157262	202004 320-57200-63100		V	2,543.25-	
		MIRROR & INSTALLATION					
				LEE & CATES GLASS INC.			.00 006381
4/02/20 00208		3/30/20 03302020	202003 320-57200-34510		*	540.00	
		3/23/20-3/28/20 SECURITY					
				MIDDLE VILLAGE CDD			540.00 006382
4/02/20 00186		4/01/20 13129559	202004 320-57200-46300		*	2,107.49	
		APR POOL CHAMICALS					
				POOLSURE			2,107.49 006383
4/02/20 00816		3/27/20 03272020	202003 300-36900-10300		*	300.00	
		RENTAL DEPOSIT REFUND					
				WILLIAM MCCALL			300.00 006384
4/09/20 00506		4/05/20 9925475	202003 320-57200-34500		*	4,235.79	
		3/1/20-3/31/20 SECURITY					
				ALLIED UNIVERSAL			4,235.79 006385
4/09/20 00028		3/18/20 152445	202004 320-57200-46610		*	639.96	
		4/1/20-3/31/21 MONITORING					
				ATLANTIC COMPANIES, INC.			639.96 006386
4/09/20 00285		4/03/20 SSI09559	202003 320-57200-34510		*	510.00	
		MAR EMPLOYMENT FEE					
		4/03/20 SSI09559	202003 320-57200-34510		*	187.50	
		MAR SCHEDULING FEE					
				CLAY COUNTY SHERIFF'S OFFICE			697.50 006387
				DBBR DOUBLE BRANCH HSMITH			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/09/20	00024	4/01/20 493235	202004 320-57200-46800	APR LAKE MAINTENANCE	*	2,070.00	
				THE LAKE DOCTORS, INC.			2,070.00 006388
4/09/20	00820	4/06/20 04062020	202004 300-36900-10300	RENTAL DEPOSIT REFUND	*	300.00	
				MICHELLE MISTER			300.00 006389
4/09/20	00208	4/06/20 04062020	202004 320-57200-34510	3/30/20-4/5/20 SECURITY	*	630.00	
				MIDDLE VILLAGE CDD			630.00 006390
4/09/20	00382	3/02/20 91715518	202003 330-57200-61100	3/2/20 MAT CLEANING	*	70.05	
		3/09/20 91715538	202003 330-57200-61100	3/9/20 MAT CLEANING	*	70.05	
		3/16/20 91715559	202003 330-57200-61100	3/16/20 MAT CLEANING	*	70.05	
		3/23/20 91715579	202003 330-57200-61100	3/23/20 MAT CLEANING	*	70.05	
				UNIFIRST CORPORATION			280.20 006391
4/09/20	00672	4/01/20 2546	202004 320-57200-46200	APR LANDSCAPE MAINTENANCE	*	30,916.99	
				VERDEGO, LLC			30,916.99 006392
4/09/20	00819	4/03/20 04032020	202004 300-36900-10300	RENTAL DEPOSIT REFUND	*	300.00	
				ZAMORA OPALEC			300.00 006393
4/16/20	00208	4/12/20 04122020	202004 320-57200-34510	4/6/20-4/12/20 SECURITY	*	900.00	
				MIDDLE VILLAGE CDD			900.00 006394
4/16/20	00324	4/08/20 43473	202004 320-57200-46610	APR PEST CONTROL	*	155.00	
				PAULA'S PEST CONTROL, INC			155.00 006395
4/16/20	00780	4/10/20 AAAQ3292	202004 320-57200-63100	FITNESS EQUIPMENT	*	218.64	
		4/10/20 AAAQ3292	202004 320-57200-63100	SHIPPING	*	58.26	
				SOFITCO FITNESS OUTFITTERS			276.90 006396
4/16/20	00305	4/07/20 13445A	202004 320-57200-46610	BI-MONTHLY PM VISIT	*	288.00	
				SOUTHEAST FITNESS REPAIR			288.00 006397
				DBBR DOUBLE BRANCH HSMITH			

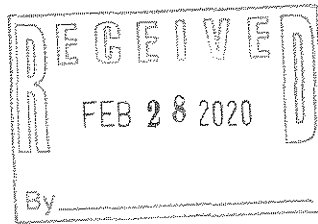
CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/16/20	00264	4/14/20 107	202004 320-57200-63100	VINYL RAILS	*	65.00	
				T FENCEMAN INC			65.00 006398
4/23/20	00172	4/03/20 04032020	202003 320-57200-43500	716-1 WAKEMONT DR	*	136.06	
		4/03/20 04032020	202003 320-57200-43500	566-1 OAKLEAF VILLAGE PRK	*	246.30	
		4/03/20 04032020	202003 320-57200-43500	1591-1 CANOPY OAKS DR	*	154.35	
		4/03/20 04032020	202003 320-57200-43500	1206-1 BEDROCK DR	*	31.02	
		4/03/20 04032020	202003 320-57200-43500	3178-1 WANDERING OAKS DR	*	31.81	
		4/03/20 04032020	202003 320-57200-43500	1505-1 CANOPY OAKS DR	*	40.34	
		4/03/20 04032020	202003 320-57200-43500	603-1 WATERFORD OAKS DR	*	23.91	
		4/03/20 04032020	202003 320-57200-43500	1940-1 WOODWORTH DR	*	26.28	
		4/03/20 04032020	202003 320-57200-43500	3659-1 THOUSAND OAKS DR	*	27.86	
		4/03/20 04032020	202003 320-57200-43500	3701-1 THOUSAND OAKS DR	*	28.65	
		4/03/20 04032020	202003 320-57200-43500	3713-1 THOUSAND OAKS DR	*	87.82	
				CLAY COUNTY UTILITY AUTHORITY			834.40 006399
4/23/20	00002	4/01/20 04012020	202003 300-20200-10200	MAR RECREATION ELECTRIC	*	1,823.00	
		4/01/20 04012020	202003 300-20200-10200	MAR COMMON AREA ELECTRIC	*	2,690.00	
		4/01/20 04012020	202003 300-20200-10200	MAR FITNESS CNTR ELECTRIC	*	514.00	
		4/01/20 04012020	202003 300-20200-10200	MAR STREETLIGHTING	*	2,338.00	
				CLAY ELECTRIC COOPERATIVE, INC			7,365.00 006400
4/23/20	00208	4/20/20 04202020	202004 320-57200-34510	4/13/20-4/19/20 SECURITY	*	810.00	
				MIDDLE VILLAGE CDD			810.00 006401
4/23/20	00821	4/20/20 04202020	202004 300-36900-10300	RENTAL DEPOSIT REFUND	*	300.00	
				VANICE SERRANO			300.00 006402
				DBBR DOUBLE BRANCH HSMITH			

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/23/20	00399	4/01/20 99874940	202004 330-57200-50000		*	32.54	
		APR BASE CHARGE					
		4/01/20 99874940	202004 330-57200-50000		*	17.71	
		BILLABLE PRINTS					
				XEROX CORPORATION			50.25 006403
4/30/20	00092	4/16/20 2138	202003 300-36900-10300		*	223.00	
		EVENT STAFF THRU 3/26/20					
				GOVERNMENTAL MANAGEMENT SERVICES			223.00 006404
4/30/20	00092	4/20/20 2139	202003 320-57200-46600		*	2,710.00	
		MAR FACIL MAINT-GENERAL					
		4/20/20 2139	202003 320-57200-46620		*	2,597.00	
		MAR FACIL MAINT-CONTING					
		4/20/20 2139	202003 320-57200-46400		*	1,536.00	
		MAR COMMON AREA MAINT					
		4/20/20 2139	202003 320-57200-46630		*	685.68	
		MAR LIGHTING REPAIRS					
		4/20/20 2139	202003 320-57200-46300		*	1,976.00	
		MAR POOL MAINTENANCE					
		4/20/20 2139	202003 320-57200-63100		*	4,324.00	
		MAR REPAIRS/REPLACEMENTS					
		4/20/20 2139	202003 320-57200-46800		*	442.00	
		MAR LAKE MAINTENANCE					
				GOVERNMENTAL MANAGEMENT SERVICES			14,270.68 006405
4/30/20	00208	4/27/20 04272020	202004 320-57200-34510		*	720.00	
		4/21/20-4/26/20 SECURITY					
				MIDDLE VILLAGE CDD			720.00 006406
4/30/20	00297	4/20/20 270	202003 320-57200-46400		*	885.00	
		MAR COMMON AREA MAINT					
				RIVERSIDE MANAGEMENT SERVICES, INC			885.00 006407
4/30/20	00297	4/20/20 271	202003 320-57200-63200		*	785.00	
		MAR MISC MAINTENANCE					
				RIVERSIDE MANAGEMENT SERVICES, INC			785.00 006408
TOTAL FOR BANK B						193,938.08	
TOTAL FOR REGISTER						193,938.08	

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



Invoice #: 2122
Invoice Date: 1/15/20
Due Date: 1/15/20
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance December 1 - December 31, 2019		10,536.27	10,536.27
Maintenance Supplies		1,781.15	1,781.15
Facility Maint. - General 2,572,466.00 2,320,572,466			
Facility Maint. - Contingency 2,572,466.00 2,320,572,466.20			
Lighting Repairs 2,320,572,466.30 2,320,572,466.30			
Common Area Maint. 2,572,464.00 2,320,572,464			
Pool Maint. 2,320,572,463.00 2,320,572,463			
Lake Maint. 2,320,572,463.00 2,320,572,463			
Repairs/Replace 2,572,631.00 2,320,572,631			
Total			\$12,317.42
Payments/Credits			\$0.00
Balance Due			\$12,317.42

RECEIVED
1.28.20

GHS

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF DECEMBER 2019**

Date	Hours	Employee	Description
12/27/19	8	G.S.	Removed debris in common areas, cleaned up, hauled away deceased animal from road
12/31/19	6	T.C.	Cleaned duck bridge and pool decks, installed Christmas lights at entrances
12/4/19	4	T.C.	Fixed toilet at Coldhouse, worked on Christmas lights
12/4/19	6	G.S.	Removed debris in common areas, cleaned, hauled away deceased animal from road
12/6/19	4	E.T.	Installed Christmas lights, cleaned pool filter on lap pool, spray ground and family pool
12/6/19	4	T.C.	Worked on Christmas lights
12/6/19	6	G.S.	Removed debris in common areas and ponds, hauled paver base rocks to shop
12/8/19	8	B.A.	Worked on Christmas lights
12/8/19	4	C.P.	Removed debris around the lakes
12/9/19	6	G.S.	Removed debris in common areas, hauled pavers and paver base to Double Branch from Middle Village
12/10/19	4	E.T.	Installed Christmas lights, prim up water fall pumps
12/10/19	6	T.C.	Worked on Christmas lights
12/10/19	2	G.S.	Paver project in swimming pool area, removed debris in common areas
12/10/19	8	B.A.	Worked on Christmas lights
12/10/19	6	L.N.	Fix fence on the side of fitness center, worked on Christmas decoration around fitness center
12/11/19	4	E.T.	Installed Christmas lights, clean pool filter on spray ground
12/11/19	4	T.C.	Worked on Christmas lights
12/11/19	6	G.S.	removed debris in common areas, hauled pavers to pool area
12/11/19	8	B.A.	Worked on Christmas lights
12/12/19	4	E.T.	Installed Christmas lights
12/12/19	8	T.C.	Changing lights to LED on tennis courts
12/12/19	5	G.S.	Worked on paver project in pool areas, picked up supplies
12/12/19	8	B.A.	Replace tennis court lights
12/12/19	8	S.A.	Removed and installed 7 new LED light fixtures on tennis courts, rewire one light pole
12/12/19	6	L.N.	Change lights at tennis courts
12/13/19	8	T.C.	Worked on Christmas lights
12/13/19	6	G.S.	Paver project in pool area
12/13/19	2	B.A.	Worked on Christmas lights
12/16/19	4	T.C.	Worked on Christmas lights
12/16/19	5	G.S.	Removed debris in common areas, paver work in pool area
12/17/19	4	E.T.	Installed Christmas lights
12/17/19	4	T.C.	Worked on changing tennis lights to LED
12/17/19	6	G.S.	Removed debris in common areas
12/17/19	1	S.A.	Replaced one light fixture with LED
12/17/19	4	L.N.	Installed Christmas lights around Deer View Lane main entrance, change light sensor lights
12/18/19	4	E.T.	Installed Christmas lights around community
12/18/19	6	G.S.	Removed debris in all common areas, paver work in pool area
12/18/19	8	B.A.	Installed Christmas lights
12/19/19	8	G.S.	Removed debris in common areas
12/19/19	4	C.P.	Removed debris around the lakes
12/20/19	4	E.T.	Replaced photo cell at Silver Leaf Community entrance, prim up water fall pumps and reset timer on fall lights, fill holes on Loop Road with cold patch, remove debris around fall lake and along Loop Road
12/20/19	4	T.C.	Worked on Christmas lights
12/20/19	6	G.S.	removed debris in all common areas, treated fire ant mounds in parks, cleaned graffiti on Silverpebbles Park
12/20/19	4	B.A.	Worked on Christmas lights
12/23/19	6	G.S.	Removed debris in all common areas
12/24/19	2	E.T.	Light inspection around community for Christmas
12/24/19	8	T.C.	Inspected and repaired playground equipment at Piedmont Park, cleaned and fixed fountain by office, replaced light bulb in ladies restroom at fitness center, repaired toilet in ladies restroom by office
12/24/19	3	G.S.	Removed debris in all common areas, filled in wash out behind parking lot
12/24/19	4	B.A.	Fixed popped GFI for Christmas lights, fixed in pot holes with cold patch, repaired utility box for falls
12/24/19	8	L.N.	Put tarp over pool tanks, cleaned and removed debris at Piedmont Park
12/26/19	4	E.T.	Installed awning over equipment on pool pack, repaired gazebo at Piedmont Park
12/26/19	4	T.C.	Installed new awnings in pool pack area
12/26/19	6	G.S.	Removed debris in all common areas
12/26/19	4	B.A.	Replaced canopy in pool filter area, picked up supplies
12/28/19	4	L.N.	Put tarp over pool tanks, worked on lighting along roadway by Wotawmook
12/28/19	6.6	C.P.	Help install new canopies over pool equipment, piepped conduit box with attachments
12/27/19	6	G.S.	Removed debris in all common areas
12/27/19	6	B.A.	Used double gauge GFI plugs for pool filter area with conduit
12/30/19	6	G.S.	Removed debris in all common areas
12/31/19	4	E.T.	Replaced awning on pool pack, inspected playgrounds around community, repaired fence along Loop Road
12/31/19	4	T.C.	Worked on awnings in pool pack area
12/31/19	4	B.A.	Put canopy tarp up in pool pump area
12/31/19	4	L.N.	Worked on awnings in pool pack area

TOTAL 322.6MILES 488

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 01/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	12/8/19	Wire Connectors Red	1.48	J.S.
	12/8/19	Wire Connectors Blue	1.48	J.S.
	12/8/19	LED Floor Lamps	5.92	J.S.
	12/8/19	LED Candleabra Bulb	11.33	J.S.
	12/8/19	LED a19 bulbs	4.52	J.S.
	12/8/19	Poinsettia (3)	12.01	J.S.
	12/8/19	Poinsettia (3)	20.63	J.S.
	12/11/19	16/2 12' Sngplug WHT (8)	64.22	T.C.
	12/11/19	LED Icicle Multi (4)	91.91	T.C.
	12/11/19	32W 4' T8 Daylight Deluxe 2pk	10.47	T.C.
	12/11/19	13W(90W) PAR38 BW ND 11K LED 2pk	9.99	T.C.
	12/11/19	LED Icicle White	22.98	T.C.
	12/11/19	LED Icicle Light Warm White (4)	45.91	T.C.
	12/11/19	Deep CLR In-Use Cover (2)	35.37	T.C.
	12/11/19	16/2 12' White Cube Extension Cord	3.99	T.C.
	12/11/19	LED Icicle Multi (2)	45.95	T.C.
	12/12/19	Paver Levelling Sand (4)	13.71	G.S.
	12/12/19	13 gallon Trash Bags 150ct	16.07	G.S.
	12/12/19	AA Batteries 16pk	14.74	G.S.
	12/12/19	4" Drain Cap	2.61	G.S.
	12/12/19	Paver Nails, Spikes	20.67	G.S.
	12/12/19	10 Thin Dri Strd 100'	35.16	T.C.
	12/12/19	10 Stranded Thin White 100'	35.16	T.C.
	12/12/19	10 Stranded Thin Black 100'	35.16	T.C.
	12/12/19	Wingwists Asst. 150pk	8.06	T.C.
	12/12/19	3/4x66' Scotch Vinyl Electrical Tape	4.68	T.C.
	12/12/19	3/8" Plastic 1 Hole Camp Clamps 16pk (2)	2.94	T.C.
	12/12/19	Nashua General Purpose 1.88"x55yd	5.73	T.C.
	12/12/19	4"x3" Coupling for Cl, PL, CU, LEAD (4)	43.15	T.C.
	12/12/19	#8x3/4" Pan HD Self Drilling Screws	9.18	T.C.
	12/12/19	1000W Slam Mount Photo Control (2)	39.05	T.C.
	12/12/19	3/4" Closure Plugs	1.44	T.C.
	12/12/19	16/2 12' Sngplug WHT (2)	16.05	T.C.
	12/12/19	28" Scissor Lift Rental	458.21	G.H.
	12/13/19	Sekrete Paver Bas Step 1 (10)	31.97	T.C.
	12/16/19	Dewall 16 to 20v Adepter Kit	58.93	J.S.
	12/16/19	2cu ft of Red Mulch (30	11.49	J.S.
	12/16/19	Varigated Liriope (3)	10.28	J.S.
	12/16/19	Blue Liriope (2)	6.85	J.S.
	12/17/19	Cup Hooks	2.17	J.S.
	12/17/19	Snap Fastener Kit	2.86	J.S.
	12/17/19	3/8" Grommets	1.71	J.S.
	12/17/19	Grommet Kit	6.74	J.S.
	12/18/19	In-Use Cover Clear (2)	18.88	T.C.
	12/24/19	2x4-8' Prime Weathershield	4.01	T.C.
	12/24/19	Lysol Lavender Spray	7.91	T.C.
	12/24/19	Lemon Pine Sol (2)	19.71	T.C.
	12/24/19	60lb Sekrete Blacktop Patch (2)	33.28	T.C.
	12/26/19	3/4 Schedule 40x10' (2)	6.44	T.C.
	12/26/19	3/4" 45 degree Bell End (3)	2.73	T.C.
	12/26/19	3/4" Clamp 2 Hole Strap 20pk	3.73	T.C.
	12/26/19	3/4" Pull Elbow	4.16	T.C.
	12/26/19	3/4" 80 degree Bell End (2)	1.89	T.C.
	12/26/19	3/4" Coupling (6)	2.07	T.C.
	12/26/19	PVC Solvent	5.73	T.C.
	12/26/19	3/4" Conduit Outlet Box	3.69	T.C.
	12/26/19	3/4" Type LL Fitting	3.69	T.C.
	12/26/19	Bosch 1"x12" Hammer Drill Bit	36.77	T.C.

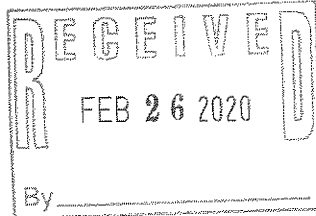
12/28/19	Stepbit #9 2 Hole Step Bit	57.47	T.O.
12/27/19	DBL Cover Clear In Use	16.55	T.C.
12/27/19	2 Gang 3 Hole 3/4" Box	11.12	T.C.
12/27/19	3/4" Conduit Steel Locknut 4pk	1.30	T.C.
12/27/19	3/4" 45 degree Bell End (2)	1.82	T.C.
12/27/19	3/4" Coupling (2)	0.69	T.C.
12/27/19	3/4" Conduit Offset (2)	4.87	T.O.
12/27/19	3/4" 90 degree Bell End (2)	1.89	T.C.
12/27/19	3/4" Male Terminal Adapter (2)	0.81	T.C.
12/27/19	15A GFCI (2)	36.25	T.C.
12/27/19	3/4" Conduit Steel Locknut 4pk	1.30	T.C.
12/27/19	4x4x4 Junction Box	11.11	T.O.
12/27/19	3/4" Male Terminal Adapter	0.40	T.O.
12/27/19	Conduit Coupling	1.66	J.S.
12/27/19	Conduit Nipple	1.16	J.S.
12/29/19	3/4" Metal Hole Saw	4.69	J.S.
12/31/19	Fire Ant Killer (9)	118.71	G.S.
12/31/19	Ajax Hand Cleaner	10.32	G.S.
12/31/19	Chainsaw Spark Plug	6.88	G.S.
12/31/19	Fuel Filter for EZ-Go	12.63	G.S.
12/31/19	Conduit Hangers (4)	3.68	T.C.
12/31/19	12x12 White Plastic Wall Louver (4)	30.64	T.C.
12/31/19	Moss Green Spray Paint (2)	9.15	T.C.

TOTAL \$1,781.15

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



Invoice #: 2127
Invoice Date: 2/18/20
Due Date: 2/18/20
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Event Staff through February 13, 2020	8.77	25.00	219.25
<i>Amenities Revenue</i> <i>2,369,103</i> <i>92 ② 2,300,369,103</i>			

Total \$219.25

Payments/Credits \$0.00

Balance Due \$219.25

Run
2.20.20

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>
8.77	Facility Event Staff	\$ 25.00	\$ 219.25

Covers Period End: February 13, 2020

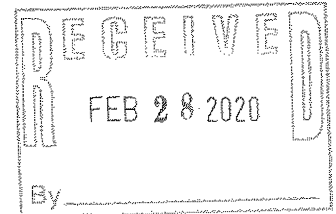
Amenities Revenue # 2-369-103

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - IVELISE RODRIQUEZ
Date: February 28, 2020 at 2:21 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SUNDAY) 1:00 P.M. to 5:00 P.M.
- DATE OF VENUE – FEBRUARY 23, 2020
- RESIDENT – IVELISE RODRIQUEZ
- ADDRESS – 573 OAKLEAF PLANTATION PARKWAY #138, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via MASTERCARD (2628)
 - DATED: 11/10/19
 - SEQ#: 6
 - BATCH#: 174
 - INVOICE: 15
 - APPROVAL CODE: 075432
 - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/C.
11/10/19	11/10/19	02/23/20	Ivelise Rodriguez - OVCR DEPOSIT	DEPOSIT	\$ 100.00		

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

Thank you.

I will be out of the office WEDNESDAY, February 26, 2020 and THURSDAY, February 27, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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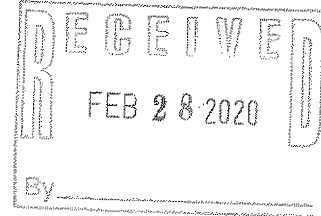
802 (B)
2,300.369.103

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - KILEY JOHNSON
Date: February 28, 2020 at 2:14 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 10:00 A.M. to 2:00 P.M.
- DATE OF VENUE – FEBRUARY 22, 2020
- RESIDENT – KILEY JOHNSON
- ADDRESS – 3435 LAUREL LEAF DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via VISA (9205)
 - DATED: 12/14/19
 - SEQ#: 3
 - BATCH#: 173
 - INVOICE: 3
 - APPROVAL CODE: 130934
 - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT
12/14/19	12/14/19	02/22/20	Kiley Maureen Johnson - OVCR DEPOSIT	DEPOSIT	\$ 100.00		FC	VISA-13

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

Thank you.

I will be out of the office WEDNESDAY, February 26, 2020 and THURSDAY, February 27, 2020, therefore, if you require immediate attention please email me or leave a message at 504-770-4661 with your name, contact number and email address.

Wanda McReynolds -- Venue Coordinator, Oakleaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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803
(B) 2,300,369.103



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

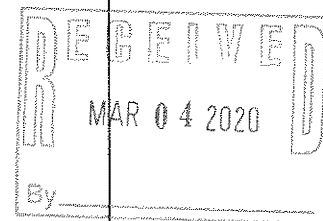
INVOICE

Invoice #	487244
Account #	708477
Invoice Date	3/1/2020
Due Date	3/11/2020
Rep	MAS

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

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R)	2,070.00
Code to: 2-320-572-4680 Double Branch Lake Maintenance		
Customer Total Balance \$4,140.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$2,070.00



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

Please visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	487244
Account #	708477
Date	3/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

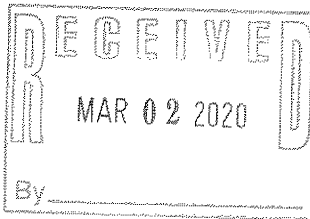
The Lake Doctors, Inc.
3543 State Road 419
Winter Springs, FL 32708



IF PAYING BY CREDIT CARD, FILL OUT BELOW	
Mastercard	Visa
Card #	American Express
Card Verification #	
Exp. Date #	
Print Name	
Billing Address:	Check box if same as above
Signature	

Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: MARCH 3 2020
WEEK OF 0 23-29

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02/24/20	BRYAN SMITH	1700-2300	6	30.00	180.00
02/25/20	JOHN DRURY	1630-2000	4	30.00	120.00
02/26/20	BRYAN SMITH	1700-2300	6	30.00	180.00
02/28/20	JEFFREY HOLMES	1700-2300	6	30.00	180.00
2/29/20	JEFFREY HOLMES	1700-2300	6	30.00	180.00
02/28/20	MIKE BURNS	1600-2200	6	30.00	180.00
02/29/20	MIKE BURNS	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE:					TOTAL 1,200.00 / 2 = = \$600.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

208 (B)
2,320,572,34570



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

Invoice

Date 3/1/2020

Invoice # 131295591278

Terms	Net 20
Due Date	3/21/2020
PO #	
Customer #	13OAK102

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,999.31
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<div>RECEIVED FEB 24 2020 BY: _____</div>				

186 (B)
2,520, 572, 102

Total 2,107.49
Amount Due \$2,107.49

Remittance Slip

Customer
13OAK102
Invoice #
131295591278

Amount Due \$2,107.49

Amount Paid _____

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295591278



Invoice

Invoice #: 2390

Date: 03/01/20

Customer PO:

DUE DATE: 03/31/2020

BILL TO

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

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#2029 - Standard Maintenance Contract March 2020

AMOUNT

\$30,916.99

Invoice Notes:

Thank you for your business!

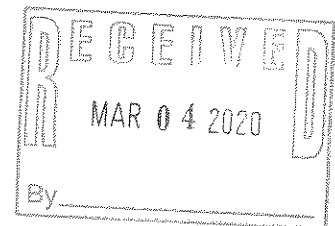
AMOUNT DUE THIS INVOICE

\$30,916.99

Code to:

2-320-572-4620

Double Branch Landscape Maintenance

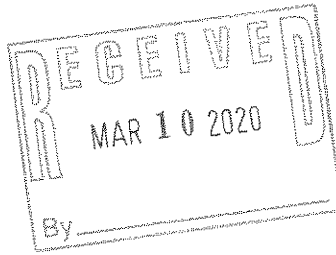


(B) 672



Eight Tower Bridge
161 Washington Street, Suite 600
Conshohocken, PA 19428
(866) 703-7666

Double Branch Community Development
370 Oakleaf Village Parkway
Orange Park, FL 32065



Invoice Date
03/08/2020

Invoice Number
9835093

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

PLEASE REMIT PAYMENT TO:

Allied Universal Security Services
P.O. Box 828854
Philadelphia, PA 19182-8854

Total Amount Due:

(USD) **\$4,235.79**

Terms:

Due Upon Receipt

Service Location: AB364297 Customer: AB364297 Billing Period: 02/01/2020 - 02/29/2020

DOUBLE BRANCH

370 OAKLEAF VILLAGE PKWY
Orange Park, FL 32065-4259

Description	Quantity	UOM	Price	Amount
Regular Guard - Dimuna, Abanus	120.00	Hours		0.00
Regular Guard - MELSON, LISA	172.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	292.00			0.00
Subtotal				4,235.79
Sales Tax Subtotal				0.00
Total for - DOUBLE BRANCH				4,235.79

APPROVED

Code to:

Double Branch Security

2-320-572-345 506 (B)

Subtotal	
	\$4,235.79
Sales Tax	
	\$0.00
Total Amount Due:	
(USD)	\$4,235.79



Invoice Date
03/08/2020

Invoice Number
9835093

Invoice NO. 9835093 Customer: AB364297 Double Branch Community Development Page 1 of 1

Description						Quantity	Bill Rate	Extension
Work Date	Post Description	Employee Name	In Time	Out Time	Lunch	Hours	Hours Type	
Regular Guard - Dimuna, Abanus						120.00	\$0.00	\$0.00
02/02/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
02/03/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/03/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/04/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/09/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
02/10/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/10/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/11/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/16/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
02/17/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/17/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/18/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/23/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
02/24/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/24/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/25/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
Regular Guard - MELSON, LISA						172.00	\$0.00	\$0.00
02/01/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/01/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/02/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/05/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/06/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/07/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/08/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/08/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/09/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/12/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/13/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/14/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/15/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/15/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/16/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/19/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/20/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/21/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/22/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/22/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/23/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/26/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/27/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/28/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/29/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/29/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79
Total Hours						292.00		\$0.00

Revenue Total \$4,235.79
Tax Total \$0.00
Grand Total \$4,235.79

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AMPARO HERNANDEZ
Date: March 8, 2020 at 4:40 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M.. to 6:30 P.M.
- DATE OF VENUE – MARCH 8, 2020
- RESIDENT – AMPARO HERNANDEZ
- ADDRESS – 725 WAKEMONT DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR Credit Union:
 - CHECK#: 3920
 - DATED: 10/29/19
 - DEPOSITED: 10/30/19
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
10/29/19	10/30/19	03/07/20	Amparo Hernandez - OVCR DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

I will be out of the office TUESDAY, March 10, 2020 and WEDNESDAY, March 11, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your opportunity.

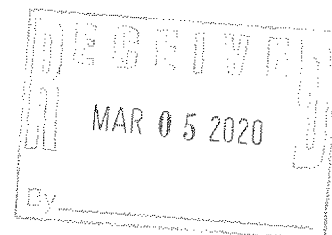
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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

2, 300, 369.103
(B) 807





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

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)	03/05/20 to 04/03/20					\$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)						\$80.52
Consumption Charges	Tier 1	43.0	x	0.79	\$33.97	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

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

Current Charges	\$114.49
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$114.49

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

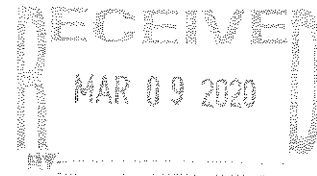
Conserving Clay Tip 1: Water when plants begin to show signs of stress such as wilting leaves. Watering too frequently can cause shallow root systems. Deeper root systems are more drought tolerant.

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

Please pay \$114.49 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$122.39 was posted to your account on 02/19/2020.

2,320,572.485
172 (B)



Please return this portion with payment

Bill Summary

Bill Date	03/05/20
Current Charges	\$114.49
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$114.49



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:

6152 1 AB 0.416 17-17



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



MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00206376
Route #: MC05521142

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$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)						\$24.19
Consumption Charges	Tier 1	3.0	x	0.79	\$2.37	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$26.56
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$26.56

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

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

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

Please pay \$26.56 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$29.72 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

ADDRESSEE:

6151 1 AB 0.416 17-17



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



MAIL PAYMENT TO:

Bill Date	03/05/20
Current Charges	\$26.56
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$26.56



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00206381

Route #: MC05521233

Service Address: 3659-1 Thousand Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
71191253	.75	03/03/20	29	1373	1379	6

Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	6.0	x	0.79	\$4.74	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$28.93
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$28.93

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

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

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

Please pay \$28.93 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$26.56 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary

Bill Date	03/05/20
Current Charges	\$28.93
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$28.93



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:

6150 1 AB 0.416 17-17



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



MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00206380

Route #: MC05521159

Service Address: 1940-1 Woodworth Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$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	03/03/20	29	2078	2082	4

Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	4.0	x	0.79	\$3.16	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$27.35
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$27.35

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

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

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

Please pay \$27.35 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.35 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

Bill Date	03/05/20
Current Charges	\$27.35
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.35

ADDRESSEE:

MAIL PAYMENT TO:

6149 1 AB 0.416 17-17



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



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

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)	03/05/20 to 04/03/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70067264	.75	03/03/20	29	268	268	0

Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	0.0	x	0.79	\$0.00	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$24.19
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$24.19

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

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

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

Please pay \$24.19 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$24.19 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

ADDRESSEE:

6148 1 AB 0.416 17-17



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



MAIL PAYMENT TO:

Bill Date	03/05/20
Current Charges	\$24.19
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$24.19



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00206125

Route #: MC05522414

Service Address: 1505-1 Canopy Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$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	03/03/20	29	173	173	0

Base Charges (Prepaid)						\$40.25
Consumption Charges	Tier 1	0.0	x	0.79	\$0.00	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$40.25
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$40.25

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

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

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

Please pay \$40.25 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$41.04 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

Bill Date	03/05/20
Current Charges	\$40.25
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$40.25

ADDRESSEE:

MAIL PAYMENT TO:

6147 1 AB 0.416 17-17



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



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



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

Customer Name: **DOUBLE BRANCH CDD**

Bill Date: 03/05/2020

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)	03/05/20 to 04/03/20					\$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)						\$24.19
Consumption Charges	Tier 1	10.0	x	0.79	\$7.90	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

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

Current Charges	\$32.09
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00

TOTAL AMOUNT DUE \$32.09

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

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

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

Please pay \$32.09 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$31.30 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary

Bill Date	03/05/20
Current Charges	\$32.09
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$32.09



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

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

ADDRESSEE:

6146 1 AB 0.416 17-17



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



MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00238254
Route #: MC05521847

Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$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)						\$24.19
Consumption Charges	Tier 1	8.0	x	0.79	\$6.32	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$30.51
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$30.51

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

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

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

Please pay \$30.51 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$30.51 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary

Bill Date	03/05/20
Current Charges	\$30.51
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$30.51



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:

6145 1 AB 0.416 17-17



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



MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00206136

Route #: MC05521521

Service Address: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$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)						\$80.52
Consumption Charges	Tier 1	59.0	x	0.79	\$46.61	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$127.13
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$127.13

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

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

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

Please pay \$127.13 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$209.07 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206136

1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

ADDRESSEE:

6144 1 AB 0.416 17-17



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



MAIL PAYMENT TO:

Bill Date	03/05/20
Current Charges	\$127.13
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$127.13



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00201224

Route #: MC05521392

Service Address: 566-1 Oakleaf Village Parkway Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$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)						\$128.81
Consumption Charges	Tier 1	116.0	x	0.79	\$91.64	
Proration Factor: 0.9667	Tier 2	31.0	x	1.56	\$48.36	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

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

Current Charges	\$268.81
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00

TOTAL AMOUNT DUE \$268.81

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

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

Please pay \$268.81 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$256.29 was posted to your account on 02/19/2020.

Please return this portion with payment

Bill Summary

Bill Date	03/05/20
Current Charges	\$268.81
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$268.81



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:

6143 1 AB 0.416 17-17



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



MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 03/05/2020

Customer #: 00191992

Route #: MC05520506

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	03/05/20 to 04/03/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
58743864	2	03/03/20	29	631	632	1

Base Charges (Prepaid)						\$128.81
Consumption Charges	Tier 1	1.0	x	0.79	\$0.79	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$129.60
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$129.60

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

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

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

Please pay \$129.60 by 3/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$132.76 was posted to your account on 02/19/2020.

2, 320, 570, 485

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:

6142 1 AB 0.416 17-17



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



Bill Summary

Bill Date	03/05/20
Current Charges	\$129.60
Current Charges Past Due After	03/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$129.60

MAIL PAYMENT TO:



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



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

(904) 284-7575

Invoice Number: SS109524
Invoice Date: 3/16/2020

Page: 1

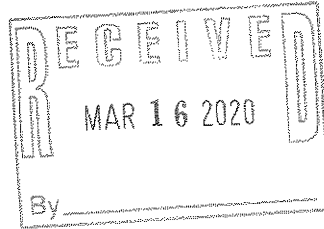
Attn: Fiscal - Accounts Receivable

Bill

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

Ship

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



Due Date 3/31/2020
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 3/16/2020
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-FEBRUARY 2020		204	204	5.00	1,020.00/z = \$510
Fees-2nd Employment Scheduling		15	15	25.00	375.00/z = \$187.50

285 (B)
2,320.572.34570

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 1,395.00

Subtotal: 1,395.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,395.00/2

\$ 697.50

168	OAKLEAF PLANTATION CDD	2/1/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/1/2020	6267	HOLMES, JEFFREY R	6.00
168	OAKLEAF PLANTATION CDD	2/2/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/3/2020	7036	MACK, ANDRE D.	6.00
168	OAKLEAF PLANTATION CDD	2/4/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/5/2020	7036	MACK, ANDRE D.	6.00
168	OAKLEAF PLANTATION CDD	2/6/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/7/2020	7036	MACK, ANDRE D.	4.00
168	OAKLEAF PLANTATION CDD	2/7/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/8/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/8/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/9/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/9/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/10/2020	6534	SIMMONS, BENJAMIN A	6.00
168	OAKLEAF PLANTATION CDD	2/11/2020	7036	MACK, ANDRE D.	4.00
168	OAKLEAF PLANTATION CDD	2/12/2020	7321	DRURY, JOHN R.	6.00
168	OAKLEAF PLANTATION CDD	2/13/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/14/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/14/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/16/2020	7695	VOLLER, DAVID	6.00
168	OAKLEAF PLANTATION CDD	2/17/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/18/2020	6534	SIMMONS, BENJAMIN A	6.00
168	OAKLEAF PLANTATION CDD	2/18/2020	7695	VOLLER, DAVID	6.00
168	OAKLEAF PLANTATION CDD	2/20/2020	6273	COOPER, JENNIFER	6.00
168	OAKLEAF PLANTATION CDD	2/21/2020	7036	MACK, ANDRE D.	6.00
168	OAKLEAF PLANTATION CDD	2/21/2020	7036	MACK, ANDRE D.	4.00
168	OAKLEAF PLANTATION CDD	2/22/2020	6273	COOPER, JENNIFER	6.00
168	OAKLEAF PLANTATION CDD	2/22/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/23/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/24/2020	7321	DRURY, JOHN R.	6.00
168	OAKLEAF PLANTATION CDD	2/25/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	2/26/2020	6267	HOLMES, JEFFREY R	6.00
168	OAKLEAF PLANTATION CDD	2/28/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	2/28/2020	6267	HOLMES, JEFFREY R	6.00
168	OAKLEAF PLANTATION CDD	2/29/2020	6584	BURNS, MIACHEL	6.00
	#N/A			#N/A	204.00



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

Statement Date: 03/03/2020

GROUP BILLING

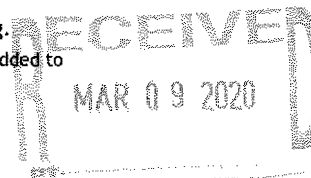
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Web Address
 clayelectric.com

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

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995700	01/31/2020	02/28/2020	417.00	-417.00	.00	681.00	681.00
	4995718	01/31/2020	02/28/2020	575.00	-575.00	.00	458.00	458.00
	5217088	01/31/2020	02/28/2020	2,420.00	-2,420.00	.00	1,976.00	1,976.00
	5347943	01/31/2020	02/27/2020	47.00	-47.00	.00	44.00	44.00
	5379615	02/04/2020	03/03/2020	2,128.00	-2,128.00	.00	2,128.00	2,128.00
	5715289	01/31/2020	02/28/2020	122.00	-122.00	.00	122.00	122.00
	5774021	01/31/2020	02/28/2020	25.00	-25.00	.00	25.00	25.00
	6875140	01/31/2020	02/27/2020	57.00	-57.00	.00	54.00	54.00
	6912612	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912620	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912653	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912661	01/31/2020	02/28/2020	25.00	-25.00	.00	25.00	25.00
	6912687	01/31/2020	02/27/2020	26.00	-26.00	.00	26.00	26.00
	6912695	01/31/2020	02/27/2020	26.00	-26.00	.00	26.00	26.00
	6912703	01/31/2020	02/28/2020	29.00	-29.00	.00	28.00	28.00
	6912729	01/31/2020	02/28/2020	27.00	-27.00	.00	27.00	27.00
	6912737	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912752	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912760	01/31/2020	02/28/2020	27.00	-27.00	.00	27.00	27.00
	6912778	01/31/2020	02/28/2020	27.00	-27.00	.00	27.00	27.00
	6912786	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912810	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912828	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912836	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912869	01/31/2020	02/28/2020	27.00	-27.00	.00	27.00	27.00
	6912877	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912893	01/31/2020	02/27/2020	26.00	-26.00	.00	26.00	26.00
	6912901	01/31/2020	02/28/2020	26.00	-26.00	.00	27.00	27.00
	6912919	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912927	01/31/2020	02/27/2020	26.00	-26.00	.00	26.00	26.00
	6912943	01/31/2020	02/28/2020	29.00	-29.00	.00	28.00	28.00
	6912950	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912968	01/31/2020	02/28/2020	26.00	-26.00	.00	26.00	26.00
	6912976	01/30/2020	02/27/2020	26.00	-26.00	.00	26.00	26.00

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



Group Invoice 9897
Clay Electric Cooperative, Inc.
 P.O. Box 308
 Keystone Heights, Florida 32656-0308

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Mailing Address Correction: _____

911 Emergency Address: _____

2 (B)
 2,300,202.102

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

Previous Balance Due .00

Current Charges Due
 Due Date 03/24/2020
 Total Amount Due

7,056.00

7,056.00

79715-03A
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649

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Clay Electric Cooperative, Inc.
Orange Park District
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Customer Name	Primary Person No.
DOUBLE BRANCH COMM DEV DIST	1121032

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
	7131527	01/31/2020	02/28/2020	27.00	-27.00	.00	27.00	27.00
	7332257	01/31/2020	02/28/2020	216.00	-216.00	.00	218.00	218.00
	7332265	02/04/2020	03/03/2020	210.00	-210.00	.00	210.00	210.00
	8684243	01/31/2020	02/28/2020	26.00	-26.00	.00	25.00	25.00
	8763369	01/31/2020	02/28/2020	428.00	-428.00	.00	404.00	404.00
							Subtotal	7,056.00

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Orange Park District
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clayelectric.com

Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST	Loc 370 OAKLEAF VILLAGE PKWY					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/28/2020	4242	4557	20	6300	29	499570	151851973	
		Previous Bill Amount						417.00	
		Invoice Payment						-417.00	
		Previous Balance						.00	
Dem Read	1.543	Energy						512.19	
Dem Use	30.860	Access Charge						23.00	
		Power Cost Adjustment X 6300 KWH						109.62	
		FLA Gross Receipts Tax						16.52	
		Clay Co Public Ser Utility Tax						19.65	
		Operation Round Up						0.02	
		CURRENT CHARGES						681.00	
		TOTAL DUE						681.00	

Sub ID 1	Acct # 4995718	Name	DOUBLE BRANCH COMM DEV DIST	Loc 370 OAKLEAF VILLAGE PKWY # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/28/2020	865	969	40	4160	29	499571	152192893	
		Previous Bill Amount						575.00	
		Invoice Payment						-575.00	
		Previous Balance						.00	
Dem Read	0.210	Energy						338.21	
Dem Use	8.400	Access Charge						23.00	
		Power Cost Adjustment X 4160 KWH						72.38	
		FLA Gross Receipts Tax						11.11	
		Clay Co Public Ser Utility Tax						13.29	
		Operation Round Up						0.01	
		CURRENT CHARGES						458.00	
		TOTAL DUE						458.00	

Sub ID 1	Acct # 5217088	Name	DOUBLE BRANCH COMM DEV DIST	Loc 370 OAKLEAF VILLAGE PKWY					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GSD	02/28/2020	3899	4144	80	19600	29	499532	151851971	
		Previous Bill Amount						2,420.00	
		Invoice Payment						-2,420.00	
		Previous Balance						.00	
Dem Read	0.790	Energy						1,176.00	
Dem Use	63.200	Access Charge						80.00	
		Demand						274.92	
		Power Cost Adjustment X 19600 KWH						341.04	
		FLA Gross Receipts Tax						47.97	
		Clay Co Public Ser Utility Tax						55.76	
		Operation Round Up						0.31	
		CURRENT CHARGES						1,976.00	
		TOTAL DUE						1,976.00	

Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3926 PLANTATION OAKS BLVD # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/27/2020	7010	7190	1	180	28	534794	151850976	
		Previous Bill Amount						47.00	
		Invoice Payment						-47.00	
		CURRENT CHARGES						44.00	
		TOTAL DUE						44.00	

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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		6.183	Previous Balance						.00
Dem Use		6.183	Energy						14.63
			Access Charge						23.00
			Power Cost Adjustment X 180 KWH						3.13
			FLA Gross Receipts Tax						1.05
			Clay Co Public Ser Utility Tax						1.45
			Operation Round Up						0.74
						CURRENT CHARGES			44.00
						TOTAL DUE			44.00
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						2,128.00
			Invoice Payment						-2,128.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						1,362.56
			Pole						633.50
			FLA Gross Receipts Tax						51.15
			Clay Co Public Ser Utility Tax						79.84
			Operation Round Up						0.95
						CURRENT CHARGES			2,128.00
						TOTAL DUE			2,128.00
Sub ID 1	Acct # 5715289	Name	DOUBLE BRANCH COMM DEV DIST	Loc	1591 CANOPY OAKS DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	10	13	1	3	29	571528	152055399
			Previous Bill Amount						122.00
			Invoice Payment						-122.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.24
			Access Charge						23.00
			Power Cost Adjustment X 3 KWH						0.05
			Small Outdoor Light						90.84
			FLA Gross Receipts Tax						2.92
			Clay Co Public Ser Utility Tax						4.56
			Operation Round Up						0.39
						CURRENT CHARGES			122.00
						TOTAL DUE			122.00
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	02/28/2020	26	29	1	3	29	577402	154521993
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00

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Clay Electric Cooperative, Inc.
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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
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
Sub ID 1	Acct # 6875140	Name	DOUBLE BRANCH COMM DEV DIST	Loc	373 OAKLEAF VILLAGE CTR 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/27/2020	3811	4089	1	278	28	687514	152024620
			Previous Bill Amount						57.00
			Invoice Payment						-57.00
Dem Read			Previous Balance						.00
Dem Use			Energy						22.60
			Access Charge						23.00
			Power Cost Adjustment X 278 KWH						4.84
			FLA Gross Receipts Tax						1.29
			Clay Co Public Ser Utility Tax						1.75
			Operation Round Up						0.52
						CURRENT CHARGES			54.00
						TOTAL DUE			54.00
Sub ID 1	Acct # 6912612	Name	DOUBLE BRANCH COMM DEV DIST	Loc	608 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	83	95	1	12	29	691261	154533579
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.98
			Access Charge						23.00
			Power Cost Adjustment X 12 KWH						0.21
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.23
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912620	Name	DOUBLE BRANCH COMM DEV DIST	Loc	304 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	116	125	1	9	29	691262	151835286
			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 # 6912620	Name	DOUBLE BRANCH COMM DEV DIST	Loc	304 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc	603 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	77	86	1	9	29	691265	154517934
			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						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912661	Name	DOUBLE BRANCH COMM DEV DIST	Loc	602 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	0	0	1	0	29	691266	154533626
			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	02/27/2020	70	79	1	9	28	691268	152058372
			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						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

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Clay Electric Cooperative, Inc.
Orange Park District
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Sub ID 1	Acct # 6912695		Name		DOUBLE BRANCH COMM DEV DIST		Loc 529 OAKLEAF VILLAGE PKWY # 1		
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/27/2020	61	70	1	9	28	691269	154529665
Dem Read Dem Use	Previous Bill Amount							26.00	
	Invoice Payment							-26.00	
	Previous Balance							.00	
	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							0.95	
	Operation Round Up							0.54	
	CURRENT CHARGES							26.00	
TOTAL DUE							26.00		

Sub ID 1	Acct # 6912703		Name DOUBLE BRANCH COMM DEV DIST			Loc 3925 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	211	238	1	27	29	691270	154534637
Dem Read Dem Use			Previous Bill Amount					29.00	
			Invoice Payment					-29.00	
			Previous Balance					<u>.00</u>	
			Energy					2.20	
			Access Charge					23.00	
			Power Cost Adjustment X 27 KWH					0.47	
			FLA Gross Receipts Tax					0.66	
			Clay Co Public Ser Utility Tax					1.00	
			Operation Round Up					<u>0.67</u>	
							CURRENT CHARGES	<u>28.00</u>	✓
						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	02/28/2020	110	125	1	15	29	691272	154517617
Dem Read Dem Use			Previous Bill Amount					27.00	
			Invoice Payment					-27.00	
			Previous Balance					.00	
			Energy					1.22	
			Access Charge					23.00	
			Power Cost Adjustment X 15 KWH					0.26	
			FLA Gross Receipts Tax					0.63	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.93	

Sub ID 1	Acct # 6912737	Name	DOUBLE BRANCH COMM DEV DIST				Loc 3859 PLANTATION OAKS BLVD # 1		
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/28/2020	60	68	1	8	29	691273	154517616	
Previous Bill Amount							26.00		
Invoice Payment							-26.00		
CURRENT CHARGES							26.00		
TOTAL DUE								26.00	

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Clay Electric Cooperative, Inc.
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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
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 # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3805 PLANTATION OAKS BLVD # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	109	119	1	10	29	691275	151839081
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.81
			Access Charge						23.00
			Power Cost Adjustment X 10 KWH						0.17
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.45
						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	02/28/2020	137	153	1	16	29	691276	152021602
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.30
			Access Charge						23.00
			Power Cost Adjustment X 16 KWH						0.28
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.97
			Operation Round Up						0.82
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3306 VILLAGE OAKS LN # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	186	206	1	20	29	691277	152033170
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00

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Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.63
			Access Charge						23.00
			Power Cost Adjustment X 20 KWH						0.35
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.98
			Operation Round Up						0.40
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST	Loc	465 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	174	182	1	8	29	691278	152030424
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
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 # 6912810	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3801 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	86	96	1	10	29	691281	152030422
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.81
			Access Charge						23.00
			Power Cost Adjustment X 10 KWH						0.17
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.45
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912828	Name	DOUBLE BRANCH COMM DEV DIST	Loc	728 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	41	47	1	6	29	691282	152054493
			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 # 6912828	Name	DOUBLE BRANCH COMM DEV DIST	Loc 728 BELLSHIRE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.49
			Access Charge						23.00
			Power Cost Adjustment X 6 KWH						0.10
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.87
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST	Loc 721 BELLSHIRE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	47	54	1	7	29	691283	154532169
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			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 # 6912869	Name	DOUBLE BRANCH COMM DEV DIST	Loc 715-1 WAKEMOUNT DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	90	106	1	16	29	691286	154529951
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.30
			Access Charge						23.00
			Power Cost Adjustment X 16 KWH						0.28
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.97
			Operation Round Up						0.82
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
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	02/28/2020	107	118	1	11	29	691287	154528294
			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 # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3219 STONEBRIER RIDGE DR # 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 # 6912893	Name	DOUBLE BRANCH COMM DEV DIST	Loc	576-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/27/2020	72	80	1	8	28	691289	154521991
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
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 # 6912901	Name	DOUBLE BRANCH COMM DEV DIST	Loc	507 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	73	88	1	15	29	691290	154521987
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.22
			Access Charge						23.00
			Power Cost Adjustment X 15 KWH						0.26
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.93
						CURRENT CHARGES			27.00 ✓
						TOTAL DUE			27.00

Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST	Loc	498 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	67	77	1	10	29	691291	154521988
			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 # 6912919	Name	DOUBLE BRANCH COMM DEV DIST	Loc 498 MILLSTONE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.81
			Access Charge						23.00
			Power Cost Adjustment X 10 KWH						0.17
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.45
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3442-1 WORTHINGTON OAKS DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/27/2020	129	135	1	6	28	691292	154517592
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.49
			Access Charge						23.00
			Power Cost Adjustment X 6 KWH						0.10
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.87
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST	Loc 309 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	317	343	1	26	29	691294	151839080
			Previous Bill Amount						29.00
			Invoice Payment						-29.00
Dem Read			Previous Balance						.00
Dem Use			Energy						2.11
			Access Charge						23.00
			Power Cost Adjustment X 26 KWH						0.45
			FLA Gross Receipts Tax						0.66
			Clay Co Public Ser Utility Tax						1.00
			Operation Round Up						0.78
						CURRENT CHARGES			28.00
						TOTAL DUE			28.00
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	02/28/2020	70	80	1	10	29	691295	154532124
			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 # 6912950	Name	DOUBLE BRANCH COMM DEV DIST	Loc	373 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.81
			Access Charge						23.00
			Power Cost Adjustment X 10 KWH						0.17
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.45
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST	Loc	308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	111	120	1	9	29	691296	151835285
			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						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912976	Name	DOUBLE BRANCH COMM DEV DIST	Loc	358 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/27/2020	0	7	1	7	29	691297	154767644
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			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 # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	155	171	1	16	29	713152	151837342
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00

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Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.30
			Access Charge						23.00
			Power Cost Adjustment X 16 KWH						0.28
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.97
			Operation Round Up						0.82
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3168 STONEBRIER RIDGE DR NEXTT				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	10112	11968	1	1856	29	489354	154356830
			Previous Bill Amount						216.00
			Invoice Payment						-216.00
Dem Read	11.559		Previous Balance						.00
Dem Use	11.559		Energy						150.89
			Access Charge						23.00
			Power Cost Adjustment X 1856 KWH						32.29
			FLA Gross Receipts Tax						5.28
			Clay Co Public Ser Utility Tax						6.44
			Operation Round Up						0.10
						CURRENT CHARGES			218.00
						TOTAL DUE			218.00
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						210.00
			Invoice Payment						-210.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						196.81
			FLA Gross Receipts Tax						5.04
			Clay Co Public Ser Utility Tax						7.87
			Operation Round Up						0.28
						CURRENT CHARGES			210.00
						TOTAL DUE			210.00
Sub ID 1	Acct # 8684243	Name	DOUBLE BRANCH COMM DEV DIST	Loc	571 OAKLEAF VILLAGE PKWY				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	33	37	1	4	29	868424	154533629
			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

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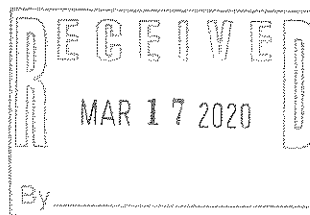


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clayelectric.com

Sub ID 1	Acct # 8763369		Name DOUBLE BRANCH COMM DEV DIST		Loc 382 OAKLEAF VILLAGE PKWY				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/28/2020	39768	43403	1	3635	29	8763369	13794545
			Previous Bill Amount					428.00	
			Invoice Payment					-428.00	
Dem Read	18.920		Previous Balance					.00	
Dem Use	18.920		Energy					295.53	
			Access Charge					23.00	
			Power Cost Adjustment X 3635 KWH					63.25	
			FLA Gross Receipts Tax					9.78	
			Clay Co Public Ser Utility Tax					11.73	
			Operation Round Up					0.71	
						CURRENT CHARGES		404.00	
						TOTAL DUE		404.00	
Sub-Group # 1 Current Charges									7,056.00

00000166

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - CRYSTAL HARTSON
Date: March 17, 2020 at 5:11 PM
To: Hannah Smith hsmith@gmsnfn.com
Cc: Daniel Laughlin dlaughlin@gmsnfn.com, Oksana Kuzmuk okuzmuk@gmsnfn.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SATURDAY) 2:00 P.M. to 6:00 P.M.
- DATE OF VENUE – MARCH 21, 2020
- RESIDENT – CRYSTAL HARTSON
- ADDRESS – 1094 MOOSEHEAD DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$250.00 REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via CHECKS drawn on NAVY FEDERAL Credit Union:
 - **RENTAL FEE:**
 - CHECK#: 271
 - DATED: 3/6/20
 - DEPOSITED: 3/9/20
 - AMOUNT: \$150.00
 - **BOOKING / DEPOSIT FEE:**
 - CHECK#: 270
 - DATED: 3/6/20
 - DEPOSITED: 3/9/20
 - AMOUNT: \$100.00

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(B) 814

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

Thank you.

P.S. Any checks written and deposited in the month of MARCH, please confirm they have cleared the bank before processing refund.

I will be out of the office WEDNESDAY, March 18, 2020 and THURSDAY, March 19, 2020; therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at the earliest opportunity.

Wanda McReynolds -- Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - DEWANA PICKENS
Date: March 17, 2020 at 5:48 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – MARCH 14, 2020
- RESIDENT – DEWANA PICKENS
- ADDRESS – 3393 CHESTNUT RIDGE WAY, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via MASTERCARD (5982)
 - DATED: 12/2/19
 - SEQ#: 2
 - BATCH#: 169
 - INVOICE: 2
 - APPROVAL CODE: 04792B
 - AMOUNT: \$100.00

RECEIVED

MAR 17 2020

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.
12/02/19	12/02/19	03/14/20	Dewana Pickens - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

I will be out of the office WEDNESDAY, March 18, 2020 and THURSDAY, March 19, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact information, and the nature of the request.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

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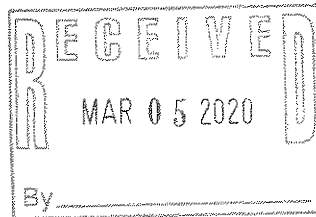
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Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

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



Invoice #: 2128
Invoice Date: 2/25/20
Due Date: 2/25/20
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance January 1 - January 31, 2019		6,780.72	6,780.72
Maintenance Supplies		2,058.16	2,058.16
Facility Maint. - General 2,572,4660 2,320,572,466		\$ 2869.00	
Facility Maint. - Conting. 2,572,4662 2,320,572,4662		\$ 2876.00	
Lighting Repairs 2,320,572,4663		\$ 702.88	
Common Area Maint. 2,572,4640 2,320,572,464		\$ 1295.00	
Pool Maint. 2,320,572,4630		\$ 100.00	
Repairs / Replace 2,572,6310 2,320,572,631		\$ 996.00	
92 (B)	Total		\$8,838.88
	Payments/Credits		\$0.00
	Balance Due		\$8,838.88

RMW
2,27,20

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/2/20	5	G.S.	Removed debris in all common areas
1/3/20	4	E.T.	Installed cover over pool pad, removed debris around soccer field, repaired fence at Piedmont playground
1/6/20	6	G.S.	Removed debris in all common areas, maintenance work on tennis court
1/6/20	3	L.N.	Removed Christmas decorations at Fall Creek, Natures Hammock, Cannons Point, Timberfield, Litchfield, Waverly and Stonebrier
1/7/20	4	T.C.	Removed and put away Christmas decorations
1/7/20	2	G.S.	Maintenance work on soccer field, removed debris in all common areas
1/7/20	3	L.N.	Removed Christmas decorations
1/8/20	6	G.S.	Removed debris in all common areas and from ponds
1/10/20	5	E.T.	Removed Christmas decorations around community
1/10/20	5	G.S.	Removed debris in all common areas and from ponds
1/10/20	4	B.A.	Removed Christmas lights
1/13/20	6	T.C.	removed broken slide from Natures Hammock playground and secured, watered plants around pool deck
1/13/20	6	G.S.	Removed debris in all common areas
1/13/20	2	B.A.	Loaded slide onto truck from Natures Hammock, took measurements for barricade
1/13/20	1	L.N.	Removed Christmas decorations from Natures Hammock
1/14/20	2	E.T.	Repaired playground equipment
1/14/20	2	B.A.	Installed barricade for slide at Natures Hammock
1/16/20	6	G.S.	Removed debris in all common areas
1/17/20	4	E.T.	Repair fence at Piedmont Park, removed debris along Loop Road, replace lights along Loop Road community entrance
1/17/20	3	G.S.	Removed debris in all common areas, picked up supplies
1/20/20	8	T.C.	Replaced broken toilet seat at Field House Ladies Restroom, replaced broken faucet at Field House Ladies Restroom, replaced missing soap dispenser at Field House Ladies Restroom, installed hose hanger, secured plants in pots and moved
1/20/20	6	G.S.	Removed debris in all common areas and from ponds
1/20/20	8	L.N.	Replaced water faucet, change toilet seat in women's restroom at Field House, install water hose reel, install rebar for flower plant pots support
1/21/20	4	E.T.	Inspected parks around community, repair playground equipment at Weaverly Park, replace missing vents at park in Cannon Point and Gazebo
1/21/20	3	T.C.	Put Janitorial Supplies and broke down load for phase 2, moved treadmill to office and rearranged other treadmills to make room for steppers
1/21/20	4	B.A.	Inspected and made repairs on playground
1/21/20	5	L.N.	Unloaded truck of supplies for Janitorial, stocked restroom, stocked fitness center, moved treadmill from fitness center to office
1/22/20	5	E.T.	Removed paint graffiti from fence along roadway, repaired table in community park, replaced missing vents on gazebo at community park
1/22/20	4	T.C.	Rearranged fitness equipment and set up new steppers, cleaned and filled fountain
1/22/20	6	G.S.	Removed debris in all common areas
1/22/20	3	L.N.	Changed fitness center around, installed two new pieces of equipment
1/22/20	4	C.P.	Removed debris from around the lakes
1/23/20	2	T.C.	Worked on playground equipment
1/23/20	4	G.S.	Maintenance work in pool area, removed debris in all common areas
1/24/20	6	G.S.	Removed debris in all common areas, maintenance work in pool area
1/27/20	6	G.S.	Removed debris in all common areas
1/28/20	3	G.S.	Maintenance work in pool area, removed debris in all common areas
1/29/20	2	T.C.	Cleaned duck bridge and pool deck
1/29/20	6	G.S.	Removed debris in all common areas, maintenance work in pool area
1/30/20	3	G.S.	Removed debris in all common areas, maintenance work in pool area, cleaned up and removed deceased animal
1/30/20	4	C.P.	Removed debris from around the lakes
1/31/20	4	E.T.	Clean pool filters, replace sign at Silver Leads park, repair playground swing
1/31/20	8	T.C.	Pressure washed entrance signs and graffiti off of playground equipment at parks
1/31/20	6	G.S.	Removed debris in all common areas and from ponds
1/31/20	4	B.A.	repaired signage and playground
1/31/20	8	L.N.	Clean graffiti off playground and equipment, pressure wash entrance sign

TOTAL 205

MILES 496

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 02/05/20

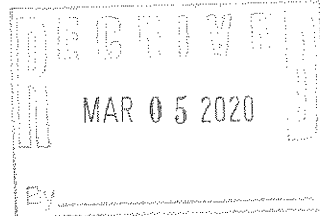
<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	1/7/20	Metric Wrench SET	40.22	G.S.
	1/7/20	7/16 Rod Coupling Nut	1.40	T.C.
	1/7/20	1/2 Rod Coupling Nut	1.66	T.C.
	1/7/20	75W Par30 DI LED 2pk (2)	23.69	T.C.
	1/7/20	DW Maxfil Sel 30pc	11.47	T.C.
	1/7/20	Husky 18 Gallon Heavy Duty Tote (4)	45.91	T.C.
	1/10/20	32oz Bottle Zep Pro Sprayer	3.77	T.C.
	1/10/20	Lysol Disinfecting Wipes	5.74	T.C.
	1/10/20	Windex Glass Cleaner	5.74	T.C.
	1/10/20	Lysol All Purpose Cleaner (2)	18.79	T.C.
	1/10/20	17 Gallon Tough Tote (3)	27.53	T.C.
	1/14/20	LED A19 Bulb	12.39	J.S.
	1/15/20	Neoprene Gloves	6.88	J.S.
	1/15/20	Broom and Dustpan Combo	18.37	J.S.
	1/15/20	Lirlope (4)	13.71	J.S.
	1/15/20	Lirlope Variegated (4)	13.71	J.S.
	1/15/20	1qy Mixing Container	1.59	J.S.
	1/15/20	2.5qt Mixing Container	2.70	J.S.
	1/20/20	Grease Monkey Disposable Gloves	2.86	T.C.
	1/20/20	Bath Faucet	22.39	T.C.
	1/20/20	Hose Decorative Hanger	25.28	T.C.
	1/20/20	Stretch Plant Tie .96"x150"	4.58	T.C.
	1/20/20	1/2"x4' Rebar (2)	9.13	T.C.
	1/20/20	Variegated Lirlope (3)	10.28	J.S.
	1/22/20	12x48" Concrete Tube Form	16.91	J.S.
	1/23/20	Respirator Cartridges	6.89	J.S.
	1/23/20	12x48" Concrete Tube Form	16.91	J.S.
	1/23/20	Cap Screw Safety Bolts SS1/2-13x2-1/2(7)	57.56	T.C.
	1/23/20	1/2 Hex Nuts (10)	7.94	T.C.
	1/26/20	Lysol	9.40	C.P.
	1/26/20	Windex 128oz	11.48	C.P.
	1/26/20	Pine Sol	11.48	C.P.
	1/26/20	Windex 23fl oz	7.29	C.P.
	1/27/20	Gorilla Glue Epoxy	6.29	T.C.
	1/27/20	Respirator Kit	18.10	J.S.
	1/27/20	Loctite Superglue	2.29	J.S.
	1/28/20	Schlage New Key Copies (5)	13.74	T.C.
	1/29/20	Extreme Heavy Duty Adhesive	3.99	J.S.
	1/29/20	Spax Screws	2.88	J.S.
	1/29/20	Coarse BC Screws	3.44	J.S.
	1/29/20	Oak Vinyl Plank Flooring (17)	1494.02	J.S.
	1/29/20	Grease Monkey Disposable Gloves	3.44	T.C.
	1/29/20	Dawn Dish Soap	5.15	T.C.
	1/31/20	1 3/16" Set Your Own Padlock	8.02	T.C.
	1/31/20	Grease Monkey Disposable Gloves	3.44	T.C.
	1/31/20	Lemon Pine Sol	9.86	T.C.
	1/31/20	Lavender Lysol Spray	7.91	T.C.

TOTAL \$2,058.16

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



Invoice #: 2131
Invoice Date: 3/1/20
Due Date: 3/1/20
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Management / Recreation - Oakleaf Plantation - March 2020		12,497.67	12,497.67
2,310,513,3400			
92 (B)			

Total \$12,497.67

Payments/Credits \$0.00

Balance Due \$12,497.67

214
3,4,20



PO BOX 2317
Jacksonville, FL 32203-2317

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

INVOICE DATE 03/03/20
INVOICE NUMBER 538712019
ACCOUNT NUMBER 645245
ORDER NUMBER 29080127

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

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

www.HomeDepotPro.com/Institutional

ORDER DATE	ORDER NO.	CUSTOMER P.O.	SHIPPED VIA	TERMS	SALESPERSON					
03/02/20	29080127		JAX1 - DR22	NET 30 DAYS	WILLIAM WOODR					
LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT	AMT T
1	APP17103-04	8	APPEAL HAND SNTZR NOALCOHOL 1000ML	8	8	0	CA	56.00		448.00
2	CLO15948	8	CLOROX WIPES LEMON 75CT - DISINFEC	2	2	0	CA	30.90		61.80
3	REN03123	8	RENOWN WAVE3D URINAL SCRNB CB - COTT	2	2	0	CA	153.48		306.96
4	APP17104	8	APPEAL HAND SOAP DISP BLK 1000ML -	4	4	0	EA	7.25		29.00

\$7.95 Handling Charge

Delivery information for this invoice may be
found at: www.HomeDepotPro.com/Institutional

Code to: Split

Double Branch - Janitorial

2-330-572-6100 \$ 426.86

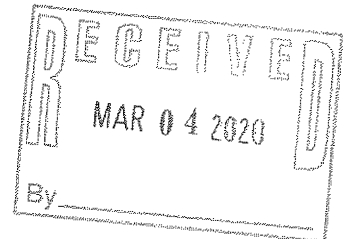
Middle Village - Janitorial

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
845.76	0.00	7.95	0.00	853.71

2-330-572-342

426.85

1/2 = 426.85



RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS
RETURN THIS PORTION WITH YOUR REMITTANCE



ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT DUE
645245	03/03/20	538712019	853.71

BILL TO:

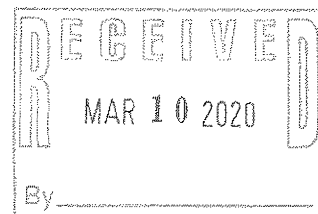
DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

NET
AMOUNT
PAID

REMIT TO:

The Home Depot Pro
PO Box 404468
Atlanta, GA 30384-4468

Horizon Casual, Inc
P.O Box 1000
Ocala, FL 34478
(352) 622-6852
www.horizoncasual.com



Estimate

ADDRESS

Middle Village CDD
475 W Town Pl Ste 114
St. Augustine, FL 32092-3649

SHIP TO

Middle Village CDD
875 Oakleaf Village Parkway
Orange Park, FL 32065

ESTIMATE # 3032

DATE 03/10/2020

SALES REP

Krysta

QTY	ITEM	DESCRIPTION	RATE	AMOUNT
12	1202SL	Biscayne Sling Chaise Lounge- 16" Seat Height with 1 1/4" Round Tubing	215.00	2,580.00T
59	1109SL	Biscayne Sling Dining Chair- 1 1/4" Round Tube	103.00	6,077.00T
1	Colors	Frame- 201 White Sling Fabric- HC-251 Forest Green Plus	0.00	0.00

To Process your order, Please, sign and date the bottom of the estimate and return via email. Thank you for your business!

All claims must be made within five days after receipt of goods, and claims for loss or damage in transit must be filed at once with carrier. We hold a shipping receipt in good order and accept no liability. If merchandise is damaged in transit and so received, you are responsible for securing proper notation of such damage from your local freight agent in order to secure settlement. Title of shipment passes to you upon delivery to, properly receipted by, transportation carrier. We are not responsible for delays in transit and our terms are not to be affected by such delays. Merchandise returned without written authorization will be refused. Goods listed herein remain property of Horizon Casual Inc. until invoice is paid.

SUBTOTAL	8,657.00
DISCOUNT 2%	-173.14
TAX	0.00
SHIPPING	295.00
TOTAL	\$8,778.86

Code to: Split

Double Branch Repair and

Replacements

232 (B)

2.320.57200.63100 (\$6278.86)

Accepted Date

Middle Village Repair and
3/10/2020

Replacements

34-600-538-64000 (\$2500.00)

Accepted By

Jay Soriano

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JOHN JARRETT
Date: March 8, 2020 at 4:35 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – FEBRUARY 29, 2020
- RESIDENT – JOHN JARRETT
- ADDRESS – 804 MOSSWOOD CHASE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on WELLS FARGO:
 - CHECK#: 5033
 - DATED: 12/20/19
 - DEPOSITED: 12/21/20
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
12/20/19	12/21/19	02/29/20	John Jarrett - OVCR DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

I will be out of the office TUESDAY, March 10, 2020 and WEDNESDAY, March 11, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your opportunity.

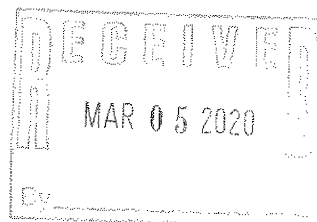
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

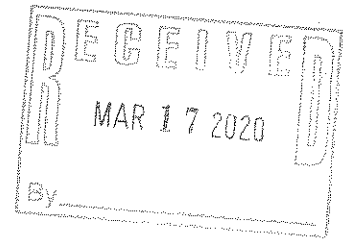
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(B) 806

www.OakLeafResidents.com

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



From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - KATRINA BALCZON
Date: March 17, 2020 at 5:52 PM
To: Hannah Smith hsmith@gmsnfn.com
Cc: Daniel Laughlin dlaughlin@gmsnfn.com, Oksana Kuzmuk okuzmuk@gmsnfn.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SUNDAY) 1:00 P.M. to 5:00 P.M.
- DATE OF VENUE – MARCH 15, 2020
- RESIDENT – KATRINA BALCZON
- ADDRESS – 699 CHESTWOOD CHASE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND – \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via VISA (8192)
 - DATED: 2/16/20
 - SEQ#: 4
 - BATCH#: 203
 - INVOICE: 4
 - APPROVAL CODE: 052620
 - AMOUNT: \$100.00

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

Thank you.

I will be out of the office WEDNESDAY March 18, 2020 and THURSDAY, March 19, 2020 therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at the earliest opportunity.

Wanda McReynolds -- Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

2,300.369.108

(B)

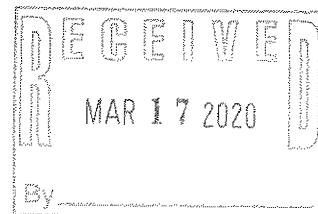
809

Governmental Management Services

www.OakLeafResidents.com

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

From: Oakleaf Venues <venuerentals@oakleafresidents.com>
 Subject: DBCDD refund request due to COVID 19 - LESLIE BURKE
 Date: March 17, 2020 at 5:28:34 PM EDT
 To: Hannah Smith <hsmith@gmstnn.com>
 Cc: Daniel Laughlin <dlaughlin@gmsnf.com>, Oksana Kuzmuk <okuzmuk@gmsnf.com>



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM
(SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – APRIL 4, 2020
- RESIDENT – LESLIE BURKE
- ADDRESS – 3750 SILVER BLUFF BLVD #207, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$300.00 - REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT

FEE REFUND

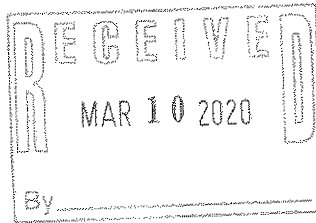
- RENTAL AND BOOKING / DEPOSIT were via VISA (3000)
 - RENTAL FEE:
 - DATED: 1/27/20
 - SEQ#: 2
 - BATCH#: 194
 - INVOICE: 3
 - APPROVAL CODE: 09235
 - AMOUNT: \$200.00
 - BOOKING / DEPOSIT FEE:
 - DATED: 1/27/20
 - SEQ#: 3
 - BATCH#: 194
 - INVOICE: 4
 - APPROVAL CODE: 031066
 - AMOUNT: \$100.00

812 (B)
 2,850.369,108

PAY MEN T DATE	SETTL E MENT DATE	EVE NT DATE	DESCRIPTION	HO UR S	AM OU NT	E L C.	CHE CK/ CAS H	CRE DIT CAR D
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Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: MARCH 9, 2020
WEEK OFF 3/01-07

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03-01-20	J. HOLMES	1700-2300	6	30.00	180.00
03/02/20	ANDRE MACK	1800-0030	6	30.00	180.00
03/03/20	M. WILLAMS	1815/2315	5	30.00	150.00
03/04/20	D. VOLLER	1615-2200	6	30.00	180.00
03/06/20	J. COOPER	1700-2300	6	30.00	180.00
03/07/20	J.COOPER	1700-2300	6	30.00	180.00
03/07/20	ANDRE MACK	1830-0300	6	30.00	180.00
03/05/20	JOHN DRURY	1600-2200	6	30.00	180.00
	<i>Michael Burns</i>				
DEPUTY SIGNATURE:					1410.00/2
					TOTAL
					= \$ 705.00

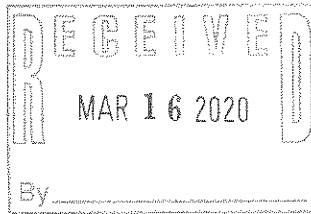
Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

208 (B) 2,322, 572, 341570

Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: MARCH 15, 2020
WEEK OFF 3/8-15-20

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03-08-20	B. SMITH	1600-2200	6	30.00	180.00
03/9/20	M.BURNS	1600-2200	6	30.00	180.00
03/10/20	D. VOLLER	1630-2130	5	30.00	150.00
03/11/20	M. BURNS	1600-2200	6	30.00	180.00
03/12/20	JOHN DRURY (WAS PAID FOR THE 5 TH BY MISTAKE)		6	30.00	PAID
03/13/20	HOLMES	1630-2230	6	30.00	180.00
03/13/20	M. BURNS	1730-2330	6	30.00	180.00
03/14/20	B. SIMMONS	1630-2230	6	30.00	180.00
03/15/20	B.SMITH	1700-2300	6	30.00	180.00
03/14/20	M. WILLAMS	1530-2130	6	30.00	180.00
03/05/20	M. BURNS (WORKED FOR DRURY ON THE 5TH)	1600-2200	6	3.00	180.00
DEPUTY SIGNATURE: _____					TOTAL
					1,770.00/2
					\$885.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

② 208
2,822, 572.34570

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MIGUELITA ANDINO-FIGUEROA
Date: March 8, 2020 at 5:39 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SUNDAY) 1:00 P.M.. to 5:00 P.M.
- DATE OF VENUE – MARCH 8, 2020
- RESIDENT – MIGUELITA ANDINO-FIGUEROA
- ADDRESS – 633 GROVER LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$50.00 - CANCELLED EVENT on day of event - per POLICY only 1/2 of DEPOSIT is refundable
 - DEPOSIT REFUND
- DEPOSIT was via CASH:
 - CASH RECEIPT#: 059340
 - DATED: 1/26/20
 - DEPOSITED: 1/27/20
 - AMOUNT: \$300.00 - this included the RENTAL FEE of \$200.00 plus BOOKING/DEPOSIT FEE of \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
01/26/20	01/27/20	03/02/20	Miguelita Andino-Rigue - OVCR & DEPOSIT	4 - DEP	\$ 300.00

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

Thank you.

I will be out of the office TUESDAY, March 10, 2020 and WEDNESDAY, March 11, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your opportunity.

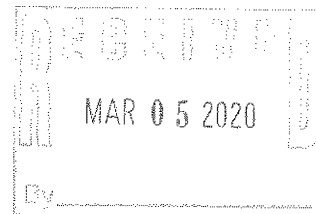
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

2,300.369.10?
(B) 805

www.OakLeafResidents.com

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



From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MIGUELITA ANDINO-FIGUEROA (remaining bal:
Date: March 13, 2020 at 11:15 AM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SUNDAY) 1:00 P.M.. to 5:00 P.M.
- DATE OF VENUE – MARCH 8, 2020
- RESIDENT – MIGUELITA ANDINO-FIGUEROA
- ADDRESS – 633 GROVER LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$50.00 - refunding remainder of booking / deposit fee (cancelled on day of event due to family
 - DEPOSIT REFUND
- DEPOSIT was via CASH:
 - CASH RECEIPT#: 059340
 - DATED: 1/26/20
 - DEPOSITED: 1/27/20
 - AMOUNT: \$300.00 - this included the RENTAL FEE of \$200.00 plus BOOKING/DEPOSIT FEE of \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
01/26/20	01/27/20	03/02/20	Miguelita Andino-Rigue - OVCR & DEPOSIT	4 - DEP	\$ 300.00

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

Thank you.

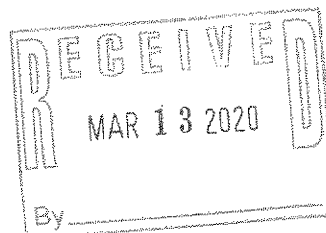
I will be out of the office WEDNESDAY, March 18, 2020 and THURSDAY, March 19, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your opportunity.

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venuerentals@oakleafresidents.com
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www.oakleafresidents.com

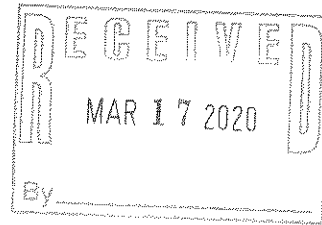
Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - MIKE DEPOTTEY
Date: March 17, 2020 at 5:21 PM
To: Hannah Smith hsmith@gmsnf.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M.
- DATE OF VENUE –MARCH 21, 2020
- RESIDENT – MIKE DEPOTTEY
- ADDRESS – 367 BRIER ROSE LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND – \$300.00 REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via VISA (3000)
 - **RENTAL FEE:**
 - DATED: 3/6/20
 - SEQ#: 4
 - BATCH#: 212
 - INVOICE: 4
 - APPROVAL CODE: 03636B
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - DATED: 3/6/20
 - SEQ#: 5
 - BATCH#: 212
 - INVOICE: 5
 - APPROVAL CODE: 06377B
 - AMOUNT: \$100.00

2,300.369.103
(B) 813

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

Thank you.

I will be out of the office WEDNESDAY, March 18, 2020 and THURSDAY, March 19, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at the earliest opportunity

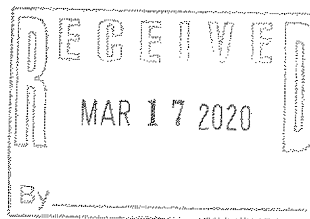
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
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www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - RAMONA DIAZ
Date: March 17, 2020 at 4:59 PM
To: Hannah Smith hsmith@gmsnf.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SUNDAY) 5:30 P.M.. to 9:30 P.M.
- DATE OF VENUE – MAY 3, 2020
- RESIDENT – RAMONA DIAZ
- ADDRESS – 4030 PEBBLE BROOK CIRCLE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND \$300.00 REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via CHECKS drawn on COMMUNITY FIRST Credit Union:
 - **RENTAL FEE:**
 - CHECK#: 1109
 - DATED: 3/2/20
 - DEPOSITED: 3/5/20
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - CHECK#: 1108
 - DATED: 3/2/20
 - DEPOSITED: 3/5/20
 - AMOUNT: \$100.00

2,300.369,103
(B) 452

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

Thank you.

P.S. Any checks written and deposited in the month of MARCH, please confirm they have cleared the bank before processing refund.

I will be out of the office WEDNESDAY, March 18, 2020 and THURSDAY, March 19, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at the earliest opportunity.

Wanda McReynolds -- Venue Coordinator, OakLeaf Plantation
venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

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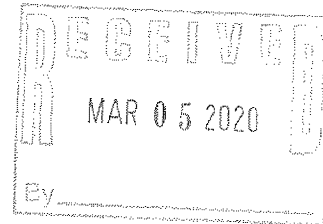
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305

Invoice

Date	Invoice #
3/1/2020	268

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



P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - March 2020 2,320,572,6100 297 (B)	4,251.00	4,251.00
Total			\$4,251.00

2mw
3,2,20

Order #205279 - Order Date: 3/4/2020

ORDER REVIEW

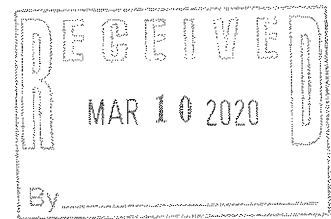
Please review the information below and ensure all information is accurate. The order will not be processed until you clicked the "Approve & Place Order" button on the bottom of the page.

Shipping Address

Double Branch CDD
Jay Soriano
370 OAKLEAF VILLAGE PKWY
Orange Park, FL 32065
Phone: 9043421441
manager@oakleafresidents.com

Billing Address

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



Item Name	Description	Quantity	Each	Total
SM-TT-WERZ-RND-42-TK	Werzalit Table Top. 42" Diameter Round. Table Color: Teak.	14	\$115.00	\$1,610.00

Code to: Split 50/50

Your comments.

Double Branch Repair and Replacements

2.320.57200.63100 \$ 904.89

Middle Village Repair and Replacements

34-600-538-64000

ORDER COMMENTS

Freight charges are quoted to destination: 32065.
Freight will be delivered to your commercial dock/door. If
you require "inside delivery" or a lift-gate, please let us
know. Additional charges will apply.

Mailing Address: Seating Masters 3023 N Clark Street.,
Mailbox #320 Chicago, IL 60657

Sub Total \$1,610.00

Sales Tax \$.00

Freight Charges \$199.78

Total \$1,809.78

Payment Method

Payment Method: Check / Wire
Transfer

**PLEASE INSPECT MERCHANDISE UPON
DELIVERY**

Upon signing the delivering carrier's Bill of Lading customer confirms order has been delivered in full and in good shape. Customer is entitled to a 15 minutes unloading / inspection per pallet delivered. No claims for shortage or damaged items will be accepted unless specifically noted on the Bill of Lading (delivery receipt).

I hereby assign to and authorize payment directly to Seating Masters in 3023 N Clark Street., Mailbox #320. I understand and agree that I am ultimately responsible for the balance on my account as represented in all sales orders and invoices under my name.

I understand that payment of charges incurred is due at the time of invoice unless financial arrangements have been made prior. I agree to pay all reasonable attorney fees and collection cost in the event of default payment of my charges.

☒ I have read all the information related to my transactions with Seating Masters and agree to the policy as stated on <http://www.seatingmasters.com/Policy.html>

ORDER APPROVED. THANK YOU!

Date Approved: 3/5/2020 2:41:48 PM - IP Address:
75.144.114.154:60044

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - STEPHANY FENN
Date: March 8, 2020 at 5:14 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SATURDAY) 10:00 A.M. to 2:00 P.M.
- DATE OF VENUE – FEBRUARY 29, 2020
- RESIDENT – STEPHANY FENN
- ADDRESS – 3517 PEBBLE STONE COURT, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via AMEX (3000)
 - DATED: 1/31/20
 - SEQ#: 2
 - BATCH#: 196
 - INVOICE: 2
 - APPROVAL CODE: 804312
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
01/31/20	01/31/20	02/29/20	Stephany Fenn - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

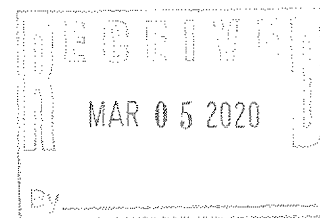
I will be out of the office TUESDAY, March 10, 2020 and WEDNESDAY, March 11, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - TONYA SKINNER & JL SKINNER
Date: March 17, 2020 at 5:38 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – MARCH 21, 2020
- RESIDENT – TONYA SKINNER and JL SKINNER
- ADDRESS – 526 CHESTWOOD CHASE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$300.00 - REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL FEE was via VISA (9358) and BOOKING / DEPOSIT FEE was via MASTERCARD (0981)
 - **RENTAL FEE:**
 - DATED: 12/29/19
 - SEQ#: 2
 - BATCH#: 179
 - INVOICE: 2
 - APPROVAL CODE: H71299
 - AMOUNT: \$200.00
 - PAYABLE TO: TONYA SKINNER
 - **BOOKING / DEPOSIT FEE:**
 - DATED: 1/3/20
 - SEQ#: 1
 - BATCH#: 182
 - INVOICE: 2
 - APPROVAL CODE: 060331
 - AMOUNT: \$100.00
 - PAYABLE TO: JL SKINNER

RECEIVED

MAR 17 2020

2,800.369.108 (B)
8/11

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.
12/29/19	12/29/19	03/21/20	Tonya Skinner - OVCR	4	\$ 200.00	
01/03/20	01/03/20	03/21/20	JL Skinner - OVCR DEPOSIT (see above)	DEPOSIT	\$ 100.00	

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

Thank you.

I will be out of the office WEDNESDAY, March 18, 2020 and THURSDAY, March 19, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

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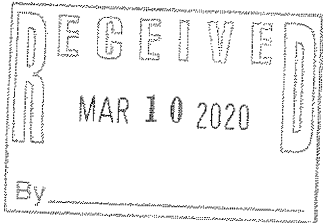


Servicing Plant JACKSONVILLE

FL

Location 917

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

INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
1/27/20	9171541569	65.85 ✓	
2/03/20	9171543613	65.85 ✓	
2/10/20	9171545689	70.05 ✓	
2/17/20	9171547730	70.05 ✓	
2/24/20	9171549800	70.05	
Code to: 2.330.57200.61100 Double Branch Fitness Janitorial			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
3/02/20	999548	341.85	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
276.00	65.85		

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
P.O.BOX 650481
Dallas TX 75265

Please return This Stub With Your Payment

REMIT TO:

UNIFIRST CORPORATION
ATTENTION-ACCOUNTS RECEIVABLE
P.O.BOX 650481
Dallas TX 75265

DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY O

ORANGE PARK FL 32065

Statement Date:
3/02/20
Invoices Paid
Amount Paid
Customer Number
999548

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

917 1541569
1/27/20
999548

REMIT TO:
RTE# 02610

UniFirst Corporation
P.O. BOX 450481
Dallas TX 75265

DOUBLE BRANCH CDD

PAYMENT AMOUNT \$



- Please Detach and Return With Payment -

UniFirst U1st

UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE DATE

PAYMENT TERMS

PURCHASE ORDER

CONTRACT

917 1541569 1/27/20

CHARGE

668911

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 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		3	26.91			3/12	3	
		MAT-4X6 HD GREAT IMP		2	17.94			1/19	2	
		DEFE CHARGE			21.00					
		INVOICE SUB-TOTAL			65.85					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT

SH

PT

OT

NO

INVOICE NUMBER 917 1543613 REMIT TO: UniFirst Corporation
 INVOICE DATE 2/03/20 P. O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



9171543613/

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation
 4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 00:
 FL 32219

INVOICE 917 1543613 DATE 2/03/20 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 66897

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	26.91			3/12	3	
		MAT-4X6 HD GREAT IMP		2	17.94			1/19	2	
		DEFE CHARGE			21.00					
		INVOICE SUB-TOTAL			65.85					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH PT OT

Please be advised that due to ongoing increases in the core operational costs associated with the processing and delivery of our products and services, beginning with your next invoice, you will see an increase to your UniFirst pricing. If you have any questions, please speak with your Route Service Representative (RSR) or call the number at the top of this invoice.

Noek
Defix 10:48 AM

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

917 1545689 REMIT-TO:
2/10/20
997548
RTE# 02610
DOUBLE BRANCH CDD

UniFirst Corporation
P. O. BOX 650481
Dallas TX 75265



9171545689C

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 00
FL 3221

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT
917 1545689 2/10/20 CHARGE 6689

SHIP TO
997548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

BILL TO
997548
DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY
ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

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

Due to ongoing increases in our core operational costs, it has become necessary to increase your UniFirst pricing effective with this invoice/delivery.

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

917 1547730 REMIT TO:
2/17/20
999548
RTE# 02610
DOUBLE BRANCH CDD

UniFirst Corporation
P.O. BOX 650481
Dallas

TX 75265



91715477301

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 00
FL 3221

INVOICE
917 1547730

DATE
2/17/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
6685

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PIC UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH PT OT NO

*No one has
Delivered
9:59 AM*

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

917 1549800 REMIT TO:
2/24/20
999548
RTE# 02610
DOUBLE BRANCH CDD

UniFirst Corporation
P.O. BOX 650481
Dallas TX 75265



91715498001

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 0C
FL 3221

INVOICE
917 1549800

DATE
2/24/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
6689

SHIP TO

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

BILL TO

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

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		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

THIS IS YOUR ONLY INVCE- NET 30 DAYS PLEASE SIGN

SOIL PICK UP COUNT

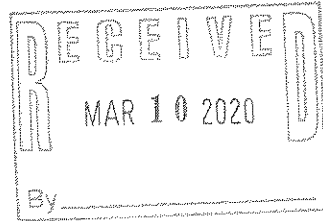
SH

PT

OT

NO

Lisa Carter



Invoice

Invoice #: 2126

Date: 01/27/20

Customer PO:

DUE DATE: 02/26/2020

BILL TO

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

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#2122 - Irrigation Repairs near Soccer field
Irrigation

AMOUNT

\$1,210.75

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$1,210.75

Code to:

Double Branch - Irrigation Repairs

2-320-572-35100

672 (B)

Customer Information



XEROX CORPORATION
PO BOX 660502
DALLAS TX
75266-0502
WWW.XEROX.COM/MYACCT

THE EASY WAY
TO ORDER SUPPLIES
CALL OUR TOLL
FREE NUMBER
1-800-822-2200

Purchase Order Number

Special Reference

Contract Number
NET 30 DAYS
Terms Of Payment

Telephone 888-435-6333
Please Direct Inquiries To:
Ship To/Installed At:

DOUBLE BRANCH
COMM DEV DIST
PKWY
370 OAKLEAF VILLAGE
ORANGE PARK FL
32065

Bill To:

DOUBLE BRANCH
COMM DEV DIST
STE 114
475 W TOWN PL
SAINT AUGUSTINE FL
32092

42
8 - 15593

03-01-20
Invoice Date
099597520
Invoice Number
720343326
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN
AMOUNT

BASE CHARGE

MARCH

32.54

SUB TOTAL

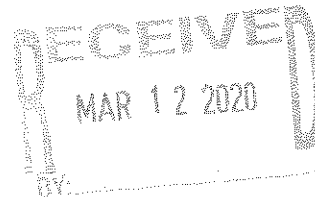
32.54

TOTAL

32.54

THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE
AND SUPPLY CHARGES

399 (B)
2,380.572.500



XEROX FEDERAL IDENTIFICATION #16-0468020

PLEASE INCLUDE THIS STUB WITH YOUR PAYMENT, OR WRITE YOUR INVOICE NUMBER(S) ON YOUR CHECK.

Ship To/Installed At
DOUBLE BRANCH
COMM DEV DIST
PKWY
370 OAKLEAF VILLAGE
ORANGE PARK FL
32065

Bill To
DOUBLE BRANCH
COMM DEV DIST
STE 114
475 W TOWN PL
SAINT AUGUSTINE FL
32092

When Paying By Mail
Send Payment To:
XEROX CORPORATION
P.O. BOX 827598
PHILADELPHIA, PA
19182-7598



Please check here if your "Bill To" address or "Ship To/Installed At"
location has changed and complete reverse side.

Invoice Amount

01-569-8562 4 720343326 099597520 03-01-20 THIS AMOUNT
RR004679 M 070119
03 6M1D 2X06 W 00000 5933 1 B15

\$32.54
VFL40

202100008070060 0995975204 0300032541 272034332688

Invoice

Payment



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

Invoice Number	Page
764136	1
3/20/2020	

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

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

Order No.	Customer P/O	Ship Via	Terms	Sales Rep
712649	DOUBLE BRANCH	UPS LTL-FRT- EXC	NET 30	SHOPPING CART

Item	Description	U/M	Order	Ship	B/O	Net Price	Extended
EW3000MAX	MAX ROLL	CSE	10	10		57.5000	575.00
	Tracking/Pro #:111833385						

	* WE ACCEPT ALL MAJOR CREDIT CARDS *						
	* VISA - MASTERCARD - DISCOVER *						
	* AMERICAN EXPRESS *						
	* PLEASE CALL 781-593-4000 TO PAY *						
	PLEASE NOTE						
	Due to high demand of sanitizing and disinfecting						
	products, all hand sanitizer and disinfecting						
	wipes sales are final.						
	All refused shipments are subject to a 15%						
	restocking fee.						
	Code for:						
	Double Branch Fitness Center Janitorial						
	2-330-572-611000						
	(B) 261						
RAGS • TOWELS • PAPER WIPERS <i>Thank You For Your Business</i>							

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

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

AT	Sub Total:	575.00
	Sales Tax:	.00
DUE DATE:	Shipping:	130.00
4/19/2020	Deposits:	.00
Please Remit To:	Balance:	705.00
19 Bennett St		
Lynn MA 01905		





REMIT TO: www.kgpowersystems.com
150 Laser Ct.
Hauppauge, NY 11788
p. 631-342-1171
f. 631-342-1172

RECEIVED

Invoice	
Invoice Date	Number
3/20/2020	Invoice 4021-1
Customer Number	Due Date
DOUBLEB	4/19/2020

SOLD TO:

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

MAR 25 2020

SHIP TO:

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

NONTAXABLE

PO Number	Order Date	Salesperson	Job Number
	3/20/2020		OLS1151424

Terms

Net 30 Days

Non-specified Equipment

Description	Quantity	Unit Price	Subtotal	Tax	Total
UJ15P2DM US Motors Close Coupled Pump (1.00	\$1,374.80	\$1,374.80	\$0.00	\$1,374.80
CFW110045T2ON1Z WEG Vari Drive (Single /	1.00	\$1,630.00	\$1,630.00	\$0.00	\$1,630.00
Three					
Freight	1.00	\$225.00	\$225.00	\$0.00	\$225.00
Totals			\$3,229.80	\$0.00	\$3,229.80
Total Due					\$3,229.80

Code to: Split

Double Branch Repair and Replacements

2.320.57200.63100 (\$1487.30) 508 B

Middle Village Repair and Replacements

34-600-538-64000 (\$1742.5)



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

Invoice

Invoice #	481600
Account #	708477
Date	2/1/2020
Rep	MAS

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

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

Description	Purchase Order Number	Terms
		NET 10 DAYS
Rate	Amount	
Monthly Water Management Service (R)	2,070.00	2,070.00
Code to: 2-320-572-4680 24 (B) Double Branch Lake Maintenance		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Subtotal \$2,070.00
To ensure prompt and accurate credit to your account, please include your account number and invoice number on your check and always include your remittance stub with payment.		Sales Tax (7.0%) \$0.00
		Total \$2,070.00
Please visit www.lakedoctors.com for your local office contact information		Payments/Credits \$0.00
		Balance Due \$2,070.00



RECEIVED

Clay County Sheriff's Office

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

MAR 23 2020

INVOICE

INVOICE DATE: MARCH 23 2020
WEEK OF 03-16-22

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03/16/20	DAVID VOLLER	1530-2130	6	30.00	180.00
03/17//20	MIKE BURNS	1600-2200	6	30.00	180.00
03/18/20	DAVID VOLLER	1600-2200	6	30.00	180.00
03/19/20	JOHN DRURY	1600-2000	6	30.00	180.00
03/20/20	BEN SIMMONS	1545-2145	6	30.00	180.00
03/20/20	ANDRE MACK	1700-2300	6	30.00	180.00
03/21/20	MATT WILLIAMS	1520-2120	6	30.00	180.00
03/21/20	JENNIFER COOPER	1700-2300	6	30.00	180.00
03/22/20	BYRAN SMITH	1615-2215	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 ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

208 (B)
2,322.572, 34570



INVOICE

1426 E Spruce St
Ontario, CA 91761
(888) 836-6025
sales@poolsupplyunlimited.com

Date:
Invoice No.
Payment Method:
Status:

03/24/2020
03545403
Credit Line
:

RECEIVED

MAR 25 2020

Billing: GMS LLC
Jay Soriano
370 Oakleaf Village pkwy
Orange Park, FL 32065
Phone: (904) 342-1441

Shipping: GMS LLC
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
Phone: (904) 342-1441

Item	Description	Qty	Rate	Amount
83942	Pentair Pole Hangers Metal 2 #143 R221042	3	\$11.65	\$34.95
62850	Natural Chemistry Stainfree 1.75lbs 07400	20	\$22.41	\$448.20
62873	Natural Chemistry MetalFree 1L 07001	20	\$18.22	\$364.40
46569	Hammerhead Coarse Bag Complete with Cleat - 400 Microns HH1502COMP	2	\$38.02	\$76.04

Tax: \$0.00
Shipping: \$167.35
Total: \$1,090.94

Order Notes: Customer provided part numbers. Net terms. Jonathan

Code to: Split 50/50

Double Branch Repair and Replacements

2.320.57200.63100 \$545.47 683 (B)

Middle Village Repair and Replacements

34-600-538-64000

Toole Technologies, Inc.

Ph: 904-278-5938
4134 Carriage Crossing Ln
Orange Park, FL 32065.

Invoice

Date	Invoice #
1/10/2020	T0007223

RECEIVED

MAR 25 2020

RECEIVED

MAR 25 2020

Bill To
Middle Village CDD (Jay Soriano) 845 Oakleaf Plantation Parkway Orange Park, FL 32065

P.O. No.	Terms	Project
		WO3759 - 382 Oakleaf Vill...

Quantity	Description	Rate	Amount
1	Replaced a 1 HP motor and belt on the condensing unit for the Phase I clubhouse. Started and checked the operation. Code to: Double Branch Repair and Replacements 2.320.57200.63100 8/5 (B)	750.00	750.00

Total \$750.00

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - DENISE DANIELS
Date: March 27, 2020 at 5:09 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M.
- DATE OF VENUE – MARCH 28, 2020
- RESIDENT – DENISE DANIELS
- ADDRESS – 1431 SCENIC OAKS DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$300.00 - REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via VISA (1053)
 - **RENTAL FEE:**
 - DATED: 2/28/20
 - SEQ#: 2
 - BATCH#: 208
 - INVOICE: 2
 - APPROVAL CODE: 092074
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - DATED: 2/28/20
 - SEQ#: 3
 - BATCH#: 208
 - INVOICE: 3
 - APPROVAL CODE: 080447
 - AMOUNT: \$100.00

RECEIVED

MAR 27 2020

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDI
02/28/20	02/28/20	03/28/20	Denise Daniels - OVCR	4	\$ 200.00			VISA-09
02/28/20	02/28/20	03/28/20	Denise Daniels - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-08

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

Thank you.

I will be out of the office SATURDAY, March 28, 2020 thru THURSDAY, April 2, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4651 with your name, contact number and email address. I will respond as soon as possible.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
 (904) 770-4651 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

JB (B)
2,300,369.103

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this e-mail by mistake or notice this message contains confidential information, please notify the sender immediately by telephone to obtain instructions as to whether information in this e-mail and/or attachment(s) is confidential and privileged or protected from disclosure.

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

Invoice

RECEIVED

MAR 27 2020

Bill To:

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

Invoice #: 2134

Invoice Date: 3/23/20

Due Date: 3/23/20

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance February 1 - February 29, 2020		13,523.82	13,523.82
Maintenance Supplies		2,452.93	2,452.93
Facility Maint. - General 2.572.4660 2.320.572.466		\$ 2869.00	
Facility Maint. - Contingency 2.572.4662 2.320.572.46620		\$ 2866.00	
Lighting Repairs 2.320.572.4663		\$ 761.00	
Common Area Maint. 2.572.4640 2.320.572.464		\$ 1678.00	
Pool Maint. 2.320.572.4630		\$ 1937.00	
Repairs/Replace 2.572.6310 2.320.572.631		\$ 5457.75	
Lake Maint. 2.320.572.4680		\$ 468.00	
92 (B)			

Total \$15,976.75

Payments/Credits \$0.00

Balance Due \$15,976.75

2.0000
3.27.20

GMS

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF FEBRUARY 2020**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/3/20	8	T.C.	Started office remodel project
2/3/20	6	G.S.	Removed debris in all common areas
2/4/20	2	E.T.	Installed pool control box for lap pool, light inspection around soccer field
2/4/20	8	T.C.	Worked on office remodel project
2/4/20	2	G.S.	Removed debris in all common areas, maintenance work in pool area, treated fire ant mounds in parks
2/5/20	8	E.T.	Prep park for new benches, dig holes and install sonotubes, prim water fall pumps and reset timer, park inspection around community
2/5/20	8	T.C.	Worked on office remodel project
2/5/20	6	G.S.	Helped installing bench in park, removed debris in all common areas, cleaned and removed deceased animal
2/5/20	4	B.A.	Dug holes for benches, install sonotubes
2/6/20	4	E.T.	Install park benched in community park, repair park swing at Piedmont Park
2/6/20	4	T.C.	Put benched together and set in concrete at park
2/6/20	2	G.S.	Removed debris in all common areas, maintenance work in pool area
2/6/20	4	B.A.	Set up benches and poured concrete footings
2/6/20	4	L.N.	Install benches at the dog park and pored concrete
2/7/20	6	T.C.	Cut down trees and repaired fences from storm
2/7/20	6	G.S.	Cleaned up after storm, removed debris in all common areas, chainsaw maintenance work
2/7/20	4	B.A.	Cleared down trees and brush
2/10/20	8	T.C.	Cut down trees and repaired fences from storm
2/10/20	6	G.S.	Removed debris in all common areas and ponds
2/10/20	4	B.A.	Cut down trees and brush
2/10/20	8	L.N.	Cut down trees at Waverly Park, cut down trees and fixed fence at Piedmont and Highland Mill
2/11/20	8	T.C.	Worked on office remodel project
2/11/20	2	G.S.	Maintenance work on pool area, picked up supplies, removed debris in all common areas and ponds
2/11/20	2	B.A.	Re-prime pump at the falls
2/12/20	6	E.T.	Storm clean up around community, cut down fallen trees in parks, installed trash receptacle at Field House
2/12/20	8	T.C.	Worked on office remodel project
2/12/20	6	G.S.	Removed debris in all common areas
2/12/20	8	B.A.	Installed trash receptacle, checked pool and fountain pump, installed for covers for benches, cut down fallen trees and brush
2/13/20	8	T.C.	Worked on office remodel project
2/13/20	4	G.S.	Park inspection, fixed picnic table, removed debris in all common areas
2/14/20	8	T.C.	Worked on office remodel project
2/14/20	4	B.A.	Removed debris in all common areas
2/17/20	6	T.C.	Worked on office remodel project
2/17/20	6	G.S.	Removed debris in all common areas, maintenance work in pool area
2/18/20	8	E.T.	Park inspection, repair and tightened up loose screws around community park, repair and replace lights around soccer field and walkway, tree removal at community park
2/18/20	8	T.C.	Prepped pool spray ground for painting
2/18/20	3	G.S.	Removed debris in all common areas and lakes, maintenance work in pool area
2/18/20	8	B.A.	Repaired light fixtures on soccer field
2/18/20	6	L.N.	Pressure washed graffiti off playground, pressure washed columns
2/19/20	7	E.T.	Empty spray ground pool, pressure wash spray feature of loose paint, repair torn tarp on equipment pacs
2/19/20	8	T.C.	Prepped pool spray ground for painting
2/19/20	5	G.S.	Removed debris in all common areas, treated fire ant mounds in playground, maintenance work in pool area
2/19/20	7	B.A.	Scrap paint and wash spray ground
2/20/20	8	T.C.	Prepped pool spray ground and pergola for painting
2/20/20	3.5	G.S.	Removed debris in all common areas, maintenance work in pool area
2/20/20	6	B.A.	Scrap, power wash, acid wash spray ground
2/20/20	6	L.N.	Prep pool area for painting, pressure wash stains and scrub playground in pool area
2/21/20	6	E.T.	Clean spray ground tile and bottom, clean pool filter
2/21/20	6	T.C.	Cleaning up prepped area of spray ground, pulled up tree stumps
2/21/20	7	B.A.	Removed debris in all common areas, repaired playground, cleaned and acid washed pool and clean paint debris
2/24/20	6	T.C.	Replaced rotten wood on pergola and prepped for painting
2/24/20	6	G.S.	Removed debris in all common areas and ponds, maintenance work in pool area, treated fire ant mounds
2/24/20	7	B.A.	Repair trim and support beams on gazebo
2/25/20	8	T.C.	Pressure washed patio furniture for rental area
2/25/20	2	G.S.	Removed debris in all common areas, maintenance work in pool area, removed deceased animal from road
2/25/20	8	L.N.	Pressure washed pool slide and pool tower
2/26/20	7	E.T.	Prepped pergola for paint, replaced trim boards, re-nail all trim boards and caulk trim, replace pergola upper boards
2/26/20	8	T.C.	Pressure washed slide tower and slide at pool
2/26/20	6	G.S.	Removed debris in all common areas and ponds, maintenance work in pool area
2/26/20	6	B.A.	Replaced damaged molding on gazebo and replace beams
2/26/20	8	L.N.	Pressure washed patio, chairs and tables
2/27/20	6	T.C.	Painting spray ground
2/27/20	6.5	G.S.	Removed debris in all common areas and ponds, cleaned up around pools, treated fire ants in playground
2/27/20	6	B.A.	Painted spray park
2/27/20	6	L.N.	Paint pool playground
2/28/20	7	E.T.	Prep and paint spray ground feature
2/28/20	8	T.C.	Painted spray ground, cleaned fountain in lake
2/28/20	6	B.A.	Paint spray ground

DOUBLE BRANCH

GMS

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF FEBRUARY 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/28/20	8	L.N.	Paint pool playground, clean fount in the pond

TOTAL 416

MILES 476

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 03/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	1/31/20	Utility Knife	9.06	G.S.
	1/31/20	Ant & Roach Killer	3.42	G.S.
	1/31/20	Fire Ant Polsen (5)	65.95	G.S.
	2/3/20	1/4 Round Trim (50)	37.38	J.S.
	2/3/20	Baseboard (50)	100.63	J.S.
	2/3/20	Casing (50)	47.73	J.S.
	2/3/20	Construction Adhesive	8.02	J.S.
	2/3/20	White Caulk	2.97	J.S.
	2/3/20	Husky Level Beam	6.89	T.C.
	2/3/20	Ratchet Tie-Down Strap	5.74	T.C.
	2/5/20	Red Mulch (4)	15.32	J.S.
	2/5/20	Gloves	3.22	J.S.
	2/5/20	Behr Satin Paint (3)	124.13	T.C.
	2/5/20	White Striping Paint (2)	57.45	T.C.
	2/5/20	Plastic Anchor White 10pc #8-10x1"	3.08	T.C.
	2/5/20	Plastic Anchor Yellow 10pc #4-6x7/8"	2.85	T.C.
	2/5/20	Sheet Metal Screw #6-1"	1.38	T.C.
	2/5/20	Angle Sash Short Cut Brush (3)	20.25	T.C.
	2/5/20	3M PGP Channels Blk Xfine 220G/320E	5.37	T.C.
	2/5/20	3M Drywall Sheets Med 120G 25pk	9.17	T.C.
	2/5/20	KS Acetone Qt	9.17	T.C.
	2/5/20	40pk Terry Towels	16.07	T.C.
	2/5/20	Paint Tray Lines 10pk	6.87	T.C.
	2/5/20	9" Metal Roller Tray	1.86	T.C.
	2/5/20	Febreze Air Gain	3.45	T.C.
	2/5/20	9x3/8" Shedless Knit Rollers 3pk (2)	23.58	T.C.
	2/5/20	9" Sherlock Pro Frame Green	4.01	T.C.
	2/5/20	4"x11" Mini Roller Frame	1.89	T.C.
	2/5/20	4x3/8" Shedless Knit 6pk	11.47	T.C.
	2/6/20	2x2 LED Tropher (2)	126.43	J.S.
	2/6/20	Spray Paint (3)	24.08	J.S.
	2/6/20	Drydex Spackle	5.08	J.S.
	2/6/20	Mouse Sandpads 80 grit	2.86	J.S.
	2/6/20	Mouse Sandpads 220 grit	3.44	J.S.
	2/6/20	Paint Pail Liners	4.57	J.S.
	2/6/20	3 Port Wall Plate	1.13	J.S.
	2/6/20	Ultra Fine Sandpad	1.60	J.S.
	2/6/20	Wall Plate	11.36	J.S.
	2/6/20	Paint Edger Refill	2.84	J.S.
	2/6/20	Paint Edger	2.86	J.S.
	2/6/20	Wood Dowel Joiner Jlg	18.96	J.S.
	2/6/20	Edgepaint Shield	2.29	J.S.
	2/6/20	60lb Sakrete Concrete Mix (10)	42.55	T.C.
	2/7/20	Electric Cement Mixer Rental	47.70	T.C.
	2/8/20	4 Piece Clamp Set	11.49	J.S.
	2/8/20	Drywall Screws	3.44	J.S.
	2/10/20	5/32" Twin Pk Files for Y Chains	3.99	T.C.
	2/10/20	2 Cycle Oil 16oz	4.01	T.C.
	2/10/20	5"x24" Half Tie Dust Mop Head	13.77	T.C.
	2/10/20	5pc Drill St Hammer Bits-5pk	14.36	T.C.
	2/10/20	22" Steel Leaf Rake	8.04	T.C.
	2/10/20	16" R56 Chain	9.76	T.C.
	2/10/20	Veranda Lattice	10.86	T.C.
	2/11/20	Flashlight	28.72	G.S.
	2/11/20	Fire Ant Polsen (5)	65.95	G.S.
	2/11/20	11/16x2-1/4 Casing (44)	42.00	T.C.
	2/11/20	3/4x3/4 Qlr Round (48)	35.88	T.C.
	2/11/20	9/16x5-1/4 Base (38)	96.14	T.C.

2/12/20	Flexible Putty Knife	2.86	T.C.
2/12/20	Angle Sash Short Cut Brush (2)	13.60	T.C.
2/12/20	4x3/8" Shedless Knit 6pk	11.47	T.C.
2/12/20	9x3/8" Shedless Knit 3pk	11.79	T.C.
2/12/20	Drydex	4.75	T.C.
2/13/20	Epoxy	6.29	J.S.
2/13/20	Non Contact Volt Tester	22.97	J.S.
2/13/20	LED Dimmer Switch (2)	44.80	J.S.
2/13/20	2x2 LED Tropher (2)	126.43	J.S.
2/13/20	Alex Fast Dry Spackle	3.66	T.C.
2/13/20	Gloss White Paint (2)	68.95	T.C.
2/14/20	2-Hole Strap 3/4" PK20	3.73	T.C.
2/14/20	PVC Solvent	2.86	T.C.
2/14/20	20pk Terry Towels	8.03	T.C.
2/14/20	Acetone	9.94	T.C.
2/14/20	1qt All Purpose Mixing Container (2)	3.17	T.C.
2/14/20	AST STD Wire Connectors 225pk	9.94	T.C.
2/14/20	#8x1-1/4" PG10 EXT Screws 1 lb	10.32	T.C.
2/14/20	2.0 Angle Sash Short Cut Brush (2)	13.50	T.C.
2/14/20	Pelican Liners 3pk	4.91	T.C.
2/14/20	Roller Pail	5.73	T.C.
2/14/20	Gloss Black Spray Paint	10.32	T.C.
2/17/20	Pledge Furniture Polish	7.45	T.C.
2/17/20	Welman Stainless Steel Polish	6.31	T.C.
2/17/20	2" Desk Hole Cover	1.58	T.C.
2/19/20	Sheet Metal Screws 8x3/4	6.04	G.S.
2/19/20	Sheet Metal Screws 8x1/2	5.38	G.S.
2/19/20	Fire Ant Poison (8)	105.62	G.S.
2/19/20	Ant Bait	22.97	G.S.
2/19/20	Wire Brush 3" Grinder	11.49	T.C.
2/19/20	5/8" Adapter 49-03-1005	2.85	T.C.
2/19/20	4-1/2"x5/8-11 Quiklok Strip	5.45	T.C.
2/19/20	9W (60W) A19 DL ND 11K LED 2pk	3.43	T.C.
2/19/20	9W (60W) A19 SW ND 11K LED 2pk	3.43	T.C.
2/19/20	30 Seconds Concentrate Gallon (2)	20.65	T.C.
2/19/20	Greased Lightning Degreaser	16.66	T.C.
2/20/20	RCP Maximizer #24 L-E Mop refill (2)	14.88	T.C.
2/20/20	Sprayer	5.74	T.C.
2/20/20	Muric Avid 2 Gallons (2)	27.55	T.C.
2/20/20	Lemon Pine Sol (2)	19.71	T.C.
2/20/20	HDX Disinfecting Wipes 75ol 2pk	7.80	T.C.
2/21/20	Bar Flat Aluminum 96x1 1/2x1/8(2)	57.45	T.C.
2/21/20	75W PAR 30 DL Dim ES LED 2pk (2)	23.69	T.C.
2/21/20	1/4"OD x 1/4"OD PTC Coupling Poly (2)	10.05	T.C.
2/21/20	Metal Pistol Grip Water Nozzle	6.87	T.C.
2/21/20	ZEP Calcium Lime Rust Remover 128oz (4)	45.86	T.C.
2/24/20	Smooth Rod Caulk	4.57	T.C.
2/24/20	Dynaflex 230 Clear 10.1 oz (2)	10.76	T.C.
2/24/20	DAP Premium Wood Filler White	11.48	T.C.
2/24/20	2x4-8' #2 Prime PT GC Weathershield (2)	10.28	T.C.
2/24/20	15/32 2x4 BCX Plywood	13.13	T.C.
2/24/20	2x2-8' #1 PT Weathershield	4.34	T.C.
2/26/20	Fire Ant Mound Treatment (4)	18.26	G.S.
2/26/20	Ant Shield Poison (2)	16.03	G.S.
2/26/20	Fire Ant Poison (6)	79.14	G.S.
2/26/20	Paint Rollers 6pk	11.47	G.S.
2/26/20	Flat Paint Brush (10)	11.27	G.S.
2/26/20	Drill Bit Holder	4.57	G.S.
2/26/20	Driver Bit Holder	6.72	G.S.
2/26/20	Paint Roller Tray (4)	8.60	G.S.
2/26/20	2.0 Angle Sash Short Cut Brush (2)	13.50	T.C.
2/26/20	4x3/8" Shedless Knit 6pk	11.47	T.C.
2/26/20	Pelican Liners 3pk	4.91	T.C.
2/26/20	12x12 White Plastic Wall Louver (2)	15.32	T.C.
2/26/20	E/O Bulk Carpenter Pencil	0.22	T.C.
2/26/20	DFT Out Wired Stem Swivel LTRCTRL	16.08	T.C.

2/26/20	2X Salin Moss Green	2.29	T.C.
2/27/20	20pk Terry Towels	8.03	T.C.
2/27/20	3/8" Natural Stone Bit	9.19	T.C.
2/27/20	1/2" Natural Stone Bit	11.49	T.C.
2/27/20	10'x25' 6MIL Clear Poly Sheeting	28.73	T.C.
3/2/20	Disinfectant Spray	5.15	J.S.
3/2/20	Drawer Slide 14"	6.53	J.S.
3/2/20	Drawer Slide 18"	17.23	J.S.

TOTAL \$2,452.93

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

RECEIVED

APR 1 2020

Invoice #: 2136

Invoice Date: 3/31/20

Due Date: 3/31/20

Case:

P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Event Staff through March 12, 2020	14.15	25.00	353.75
92 (B) 2,800,369,103			
Total			\$353.75
Payments/Credits			\$0.00
Balance Due			\$353.75

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
------------------------	---------------------------	--------------------	----------------------

14.15	Facility Event Staff	\$ 25.00	\$ 353.75
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Covers Period End: March 12, 2020

Amenities Revenue # 2-369-103

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - LASHANN BROWN-WALTON
Date: March 27, 2020 at 5:05 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION -- OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M.
- DATE OF VENUE -- MAY 30, 2020
- RESIDENT -- LASHANN BROWN-WALTON
- ADDRESS -- 3656 OAKWORTH COURT, ORANGE PARK, FL 32065
- AMOUNT OF REFUND -- \$300.00 -- REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via VISA (6069)
 - **RENTAL FEE:**
 - DATED: 2/16/20
 - SEQ#: 1
 - BATCH#: 203
 - INVOICE: 1
 - APPROVAL CODE: 192457
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - DATED: 2/16/20
 - SEQ#: 2
 - BATCH#: 203
 - INVOICE: 2
 - APPROVAL CODE: 193272
 - AMOUNT: \$100.00

RECEIVED
MAR 27 2020

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDI
02/16/20	02/16/20	05/30/20	LaShann Brown - OVCR	4	\$ 200.00			VISA-09
02/16/20	02/16/20	05/30/20	LaShann Brown - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-19

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

Thank you.

I will be out of the office SATURDAY, March 28, 2020 thru THURSDAY, April 2, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

Wanda McReynolds -- Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this e-mail by mistake or notice this message contains confidential information, please notify the sender immediately by telephone to obtain instructions as to whether information in this e-mail and/or attachment(s) is confidential and privileged or protected from disclosure.

817
(B) 2,300,369,102

Downtown
800 Houston St.
Jacksonville 32204 / (904) 354-4646
Regency
410 Mill Creek Rd.
Jacksonville 32211 / (904) 724-8677
Beaches
130 North Third St.
Jax Beach 32250 / (904) 241-2800
St. Augustine
802 Anastasia Blvd.
St. Augustine 32080 / (904) 824-0809

Orange Park
1415 Kingsley Ave
Orange Park 32073 / (904) 278-9160
Fernandina Beach
1651 S. 8th St.
Fernandina 32034 / (904) 261-2900
Kings Bay
110 Gross Rd.
Kingsland 31548 / (912) 882-7582
Mandarin
11357 San Jose Blvd
Jacksonville 32223 / (904) 260-1233
Palatka
629 S. State Road 19
Palatka, FL 32177 / (386) 328-5301

Brunswick
700 Mall Blvd.
Brunswick, Ga. 31525 / (912) 267-7770
Commercial Glazing Division
5355 Shawland Rd.
Jacksonville 32254 / (904) 358-8555
Auto Glass Division
848 Houston St.
Jacksonville 32204 / (904) 354-5538



LEE & CATES
GLASS | Since 1926

REMIT PAYMENT TO:
LEE & CATES
GLASS, INC.
P.O. BOX 41146
JACKSONVILLE, FL 32203
TERMS—NET 30

BOOKKEEPING
(904) 354-4643

Workorder

2157262

LEE & CATES MANDARIN GLASS Federal Tax ID: 59-0713691

INVOICE TO: CASH SALE (MANDARIN) PO#:		CUSTOMER: BARTRAM SPRINGS C D D VEST ANEMITY 14530 CHERRY LAKE DR JACKSONVILLE, FL 32258	
TAX NUMBER:			
ACCT #	TEL #	CUSTOMER TELEPHONE	DATE/TIME
15		HOME 904 880 5156 WORK 904 304 4088	04-01-20
<div style="font-size: 2em; font-weight: bold;">RECEIVED</div> <div style="font-size: 1.5em;">APR 1 2020</div>			
		APPOINTMENT COMPLETION DATE	
		DATE	TIME WAIT LEAVE
		SPECIAL INSTRUCTIONS	
		** SEE MEMO BELOW **	
		PURCHASE ORDER	
		MVR REPAIR ID MV-11477	
QTY	PART NO.	DESCRIPTION	LIST PRICE AMOUNT
3	04MC	42 X 100 - 1/4" MIRROR CLEAR	
1	04MC	60 X 100 - 1/4" MIRROR CLEAR	
1	JBAR-17	J-BAR 16' S/L CHROME DEEP (5/8)	
1	64114	1/4" MIRRACO CLIPS (NICKEL)	
4	GN100A	GUNTHER ULTRA BOND	
1	LAB5061	MIRROR LABOR	
1	04MC	60 X 100 - 1/4" MIRROR CLEAR	
1	JBAR-17	J-BAR 16' S/L CHROME DEEP (5/8)	
1	CPG102	CPG - SINGLE DECORA GLASS COVER PLATE	
1	CPG202	CPG - DOUBLE DECORA GLASS COVER PLATE - PO# 2157262-1	
1	LAB5061	MIRROR LABOR	
Business: VESTA-AMENITY			
Job Phone: 904 880 5156			
All orders require a 50% deposit NO EXCEPTIONS. All flat glass custom orders sales final NO REFUNDS			DEPOSIT
			SALES TAX
			BALANCE
			TOTAL
			INV. BY:
			INSTALL BY:

Downtown
 800 Houston St.
 Jacksonville 32204 / (904) 354-4646
Regency
 410 Mill Creek Rd.
 Jacksonville 32211 / (904) 724-8677
Beaches
 130 North Third St.
 Jax Beach 32250 / (904) 241-2800
St. Augustine
 802 Anastasia Blvd.
 St. Augustine 32080 / (904) 824-0809

Orange Park
 1415 Kingsley Ave
 Orange Park 32073 / (904) 278-9160
Fernandina Beach
 1651 S. 8th St.
 Fernandina 32034 / (904) 261-2900
Kings Bay
 110 Gross Rd.
 Kingsland 31548 / (912) 882-7582
Mandarin
 11357 San Jose Blvd
 Jacksonville 32223 / (904) 260-1233
Palatka
 629 S. State Road 19
 Palatka, Fl. 32177 / (386) 328-5301

Brunswick
 700 Mall Blvd.
 Brunswick, Ga. 31525 / (912) 267-7770
Commercial Glazing Division
 5355 Shawland Rd.
 Jacksonville 32254 / (904) 358-8555
Auto Glass Division
 848 Houston St.
 Jacksonville 32204 / (904) 354-5538



LEE & CATES
 GLASS | Since 1926

REMIT PAYMENT TO:
LEE & CATES
GLASS, INC.
 P.O. BOX 41146
 JACKSONVILLE, FL 32203
 TERMS—NET 30

BOOKKEEPING
 (904) 354-4643

Workorder

2157262

LEE & CATES MANDARIN GLASS Federal Tax ID: 59-0713691

INVOICE TO: CASH SALE (MANDARIN) PO#:			CUSTOMER: BARTRAM SPRINGS C D D VEST ANEMITY 14530 CHERRY LAKE DR JACKSONVILLE, FL 32258						
TAX NUMBER:									
ACCT #	TEL #	CUSTOMER TELEPHONE	DATE/TIME						
15		HOME 904 880 5156 WORK 904 304 4088	04-01-20						
			APPOINTMENT COMPLETION DATE <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%;">DATE</td> <td style="width:33%;">TIME</td> <td style="width:33%;">WAIT</td> <td style="width:33%;">LEAVE</td> </tr> </table> SPECIAL INSTRUCTIONS			DATE	TIME	WAIT	LEAVE
DATE	TIME	WAIT	LEAVE						
			PURCHASE ORDER MVR REPAIR ID MV-11477						
QTY	PART NO.	DESCRIPTION	LIST	PRICE	AMOUNT				
Job Address: 14530 CHERRY LAKE RD EAST Job City: EAST Job State: FL JOHN 904 304 4088 <div style="text-align: center; font-size: 1.5em; margin-top: 20px;"> 648 (B) 2,322,572.621 </div>									
All orders require a 50% deposit NO EXCEPTIONS.				DEPOSIT	0.00				
All flat glass custom orders sales final NO REFUNDS				SALES TAX	0.00				
				BALANCE	2543.25				
				TOTAL	2543.25				
				INV. BY:	INSTALL BY:				

Clay County Sheriff's Office

P.O. Box 548

Green Cove Springs, FL 32043

RECEIVED

MAR 30 2020

INVOICEINVOICE DATE: MARCH 30, 2020
WEEK OF 03-23-29**TO:**Double Branch CDD & Middle Village CDD
370 Oakleaf Village Parkway
Orange Park, FL 32065**FOR:**Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03/23/20	BRYAN SMITH	1600-2200	6	30.00	180.00
03/24/20	BEN SIMMONS	1645-2245	6	30.00	180.00
03/26/20	DAVID VOLLER	1630-2130	6	30.00	180.00
03/27/20	JEFFERY HOLMES	1700-2300	6	30.00	180.00
3/28/20	MATT WILLIAMS	1600-2200	6	30.00	180.00
03/28/20	JEFFERY HOLMES	1700-2300	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

1080.00

 $\frac{1080.00}{2} = 540.00$

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

208 (B)
2,320,572,34570



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

Invoice

Date

4/1/2020

Invoice #

131295591733

Terms	Net 20
Due Date	4/21/2020
PO #	
Customer #	13OAK102

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,999.31
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<p>186 (B) 2,322,572.49</p> <p>RECEIVED MAR 24 2020</p>				

Total 2,107.49
Amount Due \$2,107.49

Remittance Slip

Customer
13OAK102
Invoice #
131295591733

Amount Due \$2,107.49

Amount Paid _____

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295591733

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - WILLIAM McCALL
Date: March 27, 2020 at 4:57 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

RECEIVED

MAR 27 2020

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – APRIL 25, 2020
- RESIDENT – WILLIAM McCALL
- ADDRESS – 749 GROVER LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$300.00 - REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via VISA (9699)
 - **RENTAL FEE:**
 - DATED: 1/26/20
 - SEQ#: 1
 - BATCH#: 193
 - INVOICE: 1
 - APPROVAL CODE: 394077
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - DATED: 1/26/20
 - SEQ#: 2
 - BATCH#: 193
 - INVOICE: 2
 - APPROVAL CODE: 402845
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
01/26/20	01/26/20	04/25/20	William McCall - OVCR	4	\$ 200.00			VISA-394077
01/26/20	01/26/20	04/25/20	William McCall - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-402845

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

Thank you.

I will be out of this office SATURDAY, March 28, 2020 thru THURSDAY, April 2, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-5061 with your name, contact number and email address. I will respond at the earliest opportunity.

Wanda McReynolds - Venue Coordinator, Oakleaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakleafResidents.com

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

816 (B)
2.800.869.103



Eight Tower Bridge
161 Washington Street, Suite 600
Conshohocken, PA 19428
(866) 703-7666

Invoice Date
04/05/2020

Invoice Number
9925475

RECEIVED

APR 8 2020

Double Branch Community Development
370 Oakleaf Village Parkway
Orange Park, FL 32065

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

PLEASE REMIT PAYMENT TO:

Allied Universal Security Services
P.O. Box 828854
Philadelphia, PA 19182-8854

Total Amount Due:

(USD) **\$4,235.79**

Terms:

Due Upon Receipt

Service Location: AB364297 Customer: AB364297 Billing Period: 03/01/2020 - 03/31/2020

DOUBLE BRANCH

370 OAKLEAF VILLAGE PKWY
Orange Park, FL 32065-4259

Description	Quantity	UOM	Price	Amount
Regular Guard - Dimuna, Abanus	150.00	Hours		0.00
Regular Guard - MELSON, LISA	121.00	Hours		0.00
Overtime Guard - Dimuna, Abanus	12.00	Hours		0.00
Overtime Guard - DIMUNAH, UZOMA	28.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	311.00			0.00
Subtotal				4,235.79
Sales Tax Subtotal				0.00
Total for - DOUBLE BRANCH				4,235.79

APPROVED

Code to:

Double Branch Security

2-320-572-345

506 B

Subtotal	\$4,235.79
Sales Tax	\$0.00
Total Amount Due:	
(USD)	\$4,235.79



Invoice Date
04/05/2020

Invoice Number
9925475

Invoice NO. 9925475 Customer: AB364297 Double Branch Community Development

Page 1 of 2

Description						Quantity	Bill Rate	Extension
Work Date	Post Description	Employee Name	In Time	Out Time	Lunch	Hours	Hours Type	
Regular Guard - Dimuna, Abanus						150.00	\$0.00	\$0.00
03/01/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
03/02/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
03/02/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/03/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/08/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
03/09/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
03/09/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/10/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/15/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
03/16/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
03/16/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/17/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/22/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
03/23/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
03/23/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/24/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/29/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
03/30/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
03/30/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
03/31/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
Regular Guard - MELSON, LISA						121.00	\$0.00	\$0.00
03/01/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
03/04/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/05/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/06/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/07/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
03/07/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
03/08/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
03/18/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/19/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/20/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/21/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
03/21/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
03/22/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
03/25/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/26/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/27/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
03/28/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
03/28/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
03/29/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
Overtime Guard - Dimuna, Abanus						12.00	\$0.00	\$0.00
03/14/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
03/15/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
Overtime Guard - DIMUNAH, UZOMA						28.00	\$0.00	\$0.00
03/11/20	Roover 900	UZOMA DIMUNAH	15:00	0:00		9.00	Hourly-Regular	
03/12/20	Roover 900	UZOMA DIMUNAH	15:00	0:00		9.00	Hourly-Regular	
03/13/20	Roover 900	UZOMA DIMUNAH	15:00	0:00		9.00	Hourly-Regular	
03/14/20	Roover 900	UZOMA DIMUNAH	0:00	1:00		1.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79



Invoice Date
04/05/2020

Invoice Number
9925475

Invoice NO. 9925475 Customer: AB364297 Double Branch Community Development

Page 2 of 2

Description							Quantity	Bill Rate	Extension
Work Date	Post Description	Employee Name	In Time	Out Time	Lunch	Hours	Hours Type		
Total Hours							311.00		\$0.00
							Revenue Total		\$4,235.79
							Tax Total		\$0.00
							Grand Total		\$4,235.79



Tel. 904-743-8444
 www.smarthome.biz
 sales@smarthome.biz

Oakleaf Plantation
 370 Oakleaf Village Parkway
 Orange Park FL 32065

RECEIVED
 APR 2 2020

PLEASE PAY BY	AMOUNT	INVOICE DATE
04/08/2020	\$639.96	03/18/2020

INVOICE NO. 152445

Site: 370 Oakleaf Village Parkway
 Orange Park
Site Address: 370 Oakleaf Village Parkway
 Orange Park FL 32065
Period: 04/01/2020 to 03/31/2021
Recurring No.: 5810
Job Name: Fitness Center
Order No.:

Description

Please find attached invoice for your Annual monitoring services.

Security Monitoring

Item	Quantity	Unit Price	Total
Phone Line Monitoring	12.00	\$23.33	\$279.96
Cellular Fire Monitoring	12.00	\$30.00	\$360.00
Sub-Total ex Tax			\$639.96
Tax			\$0.00
Total			\$639.96

"Thank you—we really appreciate your business! Please send payment within 21 days of receiving this invoice.

IMPORTANT: Please remember to test your system monthly.

Need automation for your home? Visit us online at www.smarthome.biz

There will be a 1.5% interest charge per month on late invoices.

Sub-Total ex Tax	\$639.96
Tax	\$0.00
Total inc Tax	\$639.96
Amount Applied	\$0.00
Balance Due	\$639.96

Code to:

02-330-572-4661

B 28

Double Branch Facility Maintenance- Preventative Contracts



Tel. 904-743-8444
www.smarthome.biz
sales@smarthome.biz

PLEASE PAY BY	AMOUNT	INVOICE DATE
04/08/2020	\$639.96	03/18/2020

INVOICE NO. 152445

How To Pay

INVOICE NO. 152445



Credit Card (MasterCard, Visa, Amex)



Mail

Detach this section and mail check to:

Atlantic Security
1714 Cesery Blvd
Jacksonville, FL 32211

Credit Card No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card Holder's Name: _____ CCV: _____

Expiry Date: / Signature: _____

NAME:

Oakleaf Plantation

DUE DATE:

04/08/2020

AMOUNT DUE:

\$639.96

Please Reference: 152445



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

Invoice Number: SSI09559
Invoice Date: 4/3/2020
Page: 1

Attn: Fiscal - Accounts Receivable

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

RECEIVED
APR 6 2020

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

Due Date 4/18/2020
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 4/3/2020
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-MARCH 2020		204	204	5.00	1,020.00 / 2 = 510
Fees-2nd Employment Scheduling		15	15	25.00	375.00 / 2 = 187.5

288 (B)
2,320.572, 84570

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 1,395.00

Subtotal: 1,395.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,395.00 / 2 = 697.5

OAKLEAF PLANTATION CDD	3/1/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	3/2/2020	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	3/3/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/4/2020	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	3/5/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/6/2020	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	3/7/2020	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	3/7/2020	7036	MACK, ANDRE D.	4.00
OAKLEAF PLANTATION CDD	3/8/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/9/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/10/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/11/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/12/2020	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	3/13/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	3/13/2020	6584	BURNS, MIACHEL	4.00
OAKLEAF PLANTATION CDD	3/14/2020	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	3/14/2020	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/15/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/16/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/17/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/18/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/19/2020	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	3/20/2020	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/21/2020	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	3/21/2020	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	3/22/2020	6839	SMITH, BRYAN	4.00
OAKLEAF PLANTATION CDD	3/23/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/24/2020	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/25/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/26/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/27/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/28/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	3/29/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/30/2020	6267	HOLMES, JEFFREY R	6.00



3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

RECEIVED

APR 2 2020

INVOICE

Invoice #	493235
Account #	708477
Invoice Date	4/1/2020
Due Date	4/11/2020
Rep	MAS

Invoice Questions:
Lakes@lakedoctors.com
Payment Questions:
Payments@lakedoctors.com

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

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R)	2,070.00
Code to: 2-320-572-4680 24/ (B)		
Double Branch Lake Maintenance		
Customer Total Balance \$2,070.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		Total Invoice \$2,070.00

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

Please visit www.lakedoctors.com for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed	Invoice #	493235
	Account #	708477
	Date	4/1/2020

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at Frontdesk@lakedoctors.com.

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



IF PAYING BY CREDIT CARD, FILL OUT BELOW		
Mastercard	Visa	American Express
Card #		
Card Verification #		
Exp. Date #		
Print Name		
Billing Address:	Check box if same as above	
Signature		

From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 -- MICHELLE MISTER
Date: April 6, 2020 at 6:03 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION -- OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE -- MAY 2, 2020
- RESIDENT -- MICHELLE MISTER
- ADDRESS -- 347 BRIER ROSE LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$300.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on NAVY FEDERAL Credit Union:
 - **RENTAL FEE:**
 - CHECK#: 1648
 - DATED: 2/24/20
 - DEPOSITED: 2/25/20
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - CHECK#: 1647
 - DATED 2/24/20
 - DEPOSITED: 2/25//20
 - AMOUNT: \$200.00

RECEIVED

APR 6 2020

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDI
02/24/20	02/25/20	05/02/20	Michelle Mister - OVCR	4	\$ 200.00		CK# 1648	
02/24/20	02/25/20	05/02/20	Michelle Mister - OVCR DEPOSIT	DEPOSIT	\$ 100.00		CK# 1647	

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

Thank you.

I will be out of the office TUESDAY, April 7, 2020 and WEDNESDAY, April 8, 2020. Therefore, if you require immediate attention please email me or leave a message at 904-770-4651 with your name, contact number and email address. I will respond as soon as possible.

Wanda McReynolds -- Venue Coordinator, Oakleaf Plantation
venuere rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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

820 (B)
2, 300.369, 105

Clay County Sheriff's Office

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

RECEIVED**APR 6 2020****INVOICE**

INVOICE DATE: APRIL 6, 2020
WEEK OF 03-31 TO 4-5 2020

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
03/30/20	BRYAN SMITH	1600-2200	6	30.00	180.00
03/31/20	BRYAN SMITH	1730-2130	6	30.00	180.00
04/1/20	DAVID VOLLER	1530-2130	6	30.00	180.00
04/3/20	BRYAN SMITH	1600-2200	6	30.00	180.00
04/4/20	JENNIEFER COOPER	1700-2300	6	30.00	180.00
04/4/20	ANDRE MACK	1700-2300	6	30.00	180.00
04/05/20	BRYAN SMITH	1600-2200	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

1260.00/=

~~1260.00~~ = \$630.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

208 (B)

2,320.572,34570



Servicing Plant JACKSONVILLE

FL

Location 917

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

INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
3/02/20	9171551843	70.05 ✓	
3/09/20	9171553870	70.05 ✓	
3/16/20	9171555907	70.05 ✓	
3/23/20	9171557953	70.05	
Code to:			
2.330.57200.61100		(B) 382	
Double Branch Fitness Janitorial			
			RECEIVED
			APR 2 2020
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
3/30/20	999548	280.20	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
280.20			

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
P.O.BOX 650481
Dallas TX 75265

Please return This Stub With Your Payment

REMIT TO:

UNIFIRST CORPORATION
ATTENTION-ACCOUNTS RECEIVABLE
P.O.BOX 650481
Dallas TX 75265

DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY O

ORANGE PARK FL 32065

Statement Date:
3/30/20
Invoices Paid
Amount Paid
Customer Number
999548

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

917 1551843 REMIT TO:
3/02/20
999548
RTE# 02610
DOUBLE BRANCH CDD

UniFirst Corporation
P. O. BOX 650481
Dallas

TX 75265



91715518431

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE
917 1551843

DATE
3/02/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66891

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 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		3	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT

SH

PT

DT

NO

SERVICE HEREIN RENDERED IS PURSUANT TO A WRITTEN CONTRACT
WITH UNIFIRST CORPORATION OR UNIFIRST HOLDINGS, INC.

CUSTOMER SERVICE

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

917 1553870
3/09/20
999548
RTE# 02610
DOUBLE BRANCH CDD

REMIT TO:
UniFirst Corporation
P. O. BOX 650481
Dallas

TX 75265



91715538703

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE
917 1553870

DATE
3/09/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66891

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 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		3	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		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
INVOICE DATE
CUSTOMER# (BILL TO)
A/R NUMBER
CUSTOMER

917 1555907 REMIT TO:
3/16/20
999548
RTE# 02610
DOUBLE BRANCH CDD

UniFirst Corporation
P.O. BOX 650481
Dallas TX 75265



91715559076

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 00
FL 3221

INVOICE
917 1555907

DATE
3/16/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
6689

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 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		3	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT

SH

PT

OT

NO

INVOICE NUMBER 917 1557953 REMIT TO:
INVOICE DATE 3/23/20
CUSTOMER# (BILL TO) 999548
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD

UniFirst Corporation
P. O. BOX 650481
Dallas TX 75265



PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE
917 1557953

DATE
3/23/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66891

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 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		3	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT

SH

PT

OT

NO

Amid the coronavirus (COVID-19) outbreak, UniFirst's primary concern is the good health and safety of our customers and employee Team Partners. To that end, we have proactively implemented safety protocols to help address related concerns. Please visit UniFirst.com/CV or UniFirst.ca/CV for our latest coronavirus (COVID-19) information.



Invoice

Invoice #: 2546

Date: 04/01/20

Customer PO:

DUE DATE: 05/01/2020

BILL TO

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

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#2029 - Standard Maintenance Contract April 2020

AMOUNT

\$30,916.99

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$30,916.99

Code to:

2-320-572-4620

672 (B)

RECEIVED

APR 2 2020

Double Branch Landscape Maintenance

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - ZAMORA OPALEC
Date: April 3, 2020 at 12:11 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – JUNE 6, 2020
- RESIDENT – ZAMORA OPALEC
- ADDRESS – 3913 DEERTREE HILL DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$300.00 - REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via VISA (6274)
 - **RENTAL FEE:**
 - DATED: 2/10/20
 - SEQ#: 2
 - BATCH#: 202
 - INVOICE: 2
 - APPROVAL CODE: 012269
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - DATED: 2/10/20
 - SEQ#: 3
 - BATCH#: 202
 - INVOICE: 3
 - APPROVAL CODE: 011196
 - AMOUNT: \$100.00

RECEIVED

APR 3 2020

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT
02/10/20	02/10/20	06/06/20	Zamora Opalec - OVCR	4	\$ 200.00			VISA-01
02/10/20	02/10/20	06/06/20	Zamora Opalec - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-01

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

Thank you.

I will be out of the office TUESDAY, April 7, 2020 and WEDNESDAY, April 8, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond as soon as possible.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this e-mail by mistake or notice this message contains confidential information, please notify the sender immediately by telephone to obtain instructions as to whether the information in this e-mail and/or attachment(s) is confidential and privileged or protected from disclosure.

819 (B)
2,300.369,103

Clay County Sheriff's Office

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

RECEIVED**INVOICE****APR 13 2020**

INVOICE DATE: APRIL 12-2020
WEEK OF 4-6 TO 4-12-2020

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
04/06/20	BEN SIMMONS	1700-2300	6	30.00	180.00
04/07/20	JEFFERY HOLMES	1700-2300	6	30.00	180.00
04/08/20	MIKE BURNS	1600-2200	6	30.00	180.00
04/09/20	MIKE BURNS	1600-2200	6	30.00	180.00
04/10/20	BRYAN SMITH	1600-220	6	30.00	180.00
04/10/20	JEFFERY HOLMES	1700-2300	6	30.00	180.00
04/11/20	JEFFERY HOLMES	1630-2230	6	30.00	180.00
04/11/20	MIKE BURNS	1600-2200	6	30.00	180.00
4/12/20	MIKE BURNS	1530-2130	6	30.00	180.00
4/03/20	ANDRE MACK	2100-0300	6	30.00	180.00
	DIDN'T GET PUT ON LAST INVOICE				

DEPUTY SIGNATURE:**TOTAL****1,800.00****= \$900.00**

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

208 (B)
2. 320. 572. 34570

INVOICE

PAULA'S PEST CONTROL
1548 Glendale St,
Jacksonville, Fla 32205
(904) 389-3419

INVOICE: 43473 QT
DATE: 04/08/20 12:30p
ACCOUNT: 1031 Westside
ROUTE: 0
LAST: 1/8/20 Paula
Paula Douglas

RECEIVED

APR 15 2020

BILL TO
DoubleBranch CDD
c/o GMS, LLC
370 Oakleaf Village Pkwy
Orange Park, FL 32065

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

759-8574 wanda 904-894-8980

DESCRIPTION	QTY	PRICE	AMOUNT
General Pest Control PEST		155.00	155.00
		SUBTOTAL	155.00

Code to:

PREVIOUS BALANCE 0.00
TOTAL DUE 155.00

Double Branch Facility Maintenance - Preventative

2-320-572-4661

(B) 324

Products

___ Advion RG	___ EC	___ Suspend Polyzone
___ Demand CS	___ Niban GB	___ Suspend SC
___ Demon Max	___ Precor 2000	

Other:

Comments:

EFFECTIVE June 1, 2013
MAKE Checks Payable to:

Paula's Pest Control Inc.
1548 Glendale St.
Jacksonville, Fl.32205

Note: All returned Checks will be assessed a \$50.00 FEE

THANK YOU FOR YOUR BUSINESS!
HAVE A WONDERFUL DAY!



RECEIVED

APR 15 2020

QUOTE

Number: AAAQ3292

Date: Apr 10, 2020

For questions, please call
your Sales Rep:

Mark Smilek
904-521-8775

2166 W CO. HWY 30A , Suite D, Santa Rosa Beach FL 32459

Sold To
Double Branch CDD Jay Soriano 370 OakLeaf Village Parkway Orange Park, FL 32065 Phone 904-342-1441 Fax

Ship To
 Phone Fax

Salesperson	P.O. Number	Installer	Terms
Mark Smilek		DIRECT	50% down / net Install

Line	Qty	Manufacturer	Description	Unit Price	Ext. Price
1	2	LIFE FITNESS	HEX Dumbbell 25LB Each,Rubber	\$49.33	\$98.66
2	2	LIFE FITNESS	HEX Dumbbell 35LB Each,Rubber	\$59.99	\$119.98

Please contact me if I can be of further assistance.

PRICES ON THIS QUOTE ARE VALID FOR 30 DAYS BUT TAX RATE MAY VARY ON FINAL INVOICE DEPENDING ON INSTALL LOCATION. CANCELLATIONS SUBJECT TO A 20% RESTOCKING FEE AND FORFEITURE OF DEPOSIT. ALL EQUIPMENT COVERED BY MANUFACTURER'S WARRANTY. DELIVERIES PROVIDED BY SOFITCO AUTHORIZED INSTALLERS. PROPERTY REMAINS PROPERTY OF SOFITCO UNTIL PAID IN FULL. LEAD TIMES: CARDIO: 4-6 WEEKS. STRENGTH: 6-8 WEEKS FROM THE DATE DEPOSIT AND SIGNED INVOICE HAVE BOTH BEEN RECEIVED. CUSTOMER IS RESPONSIBLE FOR PROPER ELECTRICAL & NETWORKING REQUIREMENTS.

SubTotal	\$218.64
Freight	\$58.26
Sales Tax	\$0.00
Total	\$276.90
Deposit Paid	0.00
Amount Due	\$276.90

I accept the terms and conditions of this order:

Signed: Jay Soriano Date: 4/14/2020
 Name: Jay Soriano Title: Operations Manager

Code to:

Double Branch Repair and Replacements

2.320.57200.63100 780 (B)

Equipment Lease Option:

Lease this equipment for an estimated low monthly rate of \$0.00 for 36 months through our leasing partners.

**Additional terms are available. Minimum Lease Option purchase required - \$5,000. Payments based on credit and may vary (or change) accordingly.

SoutheastFitness

REPAIR

Equipment Repair & Maintenance

14476 Duval Place West, Suite 208 • Jacksonville, FL 32218

Office: 904.683.1439 • Fax: 904.683.1624

southeastfitnessrepair@comcast.net

www.southeastfitnessrepair.com

Invoice # 13445A

Date: 07-Apr-2020

Payment is due within 30 days of
invoice date.

Facility Name:	Double Branch
Facility Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Billing Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Contact & Phone:	
Reason for call:	BI-MONTHLY PM 4 TREADMILLS 3 ELLIPTICALS 2 BIKES 1 ROWER 1 MULTI STATION 10 SINGLE STATIONS \$288.00 TAX EXEMPT JAY 904-562-0249

RECEIVED

APR 15 2020

Description	Part #	Part Cost	QTY	Total
PM - FLAT RATE: TRAVEL + FIRST HOUR LABOR		288.00	1.00	288.00
Comments:			<i>Parts Total</i>	288.00
			<i>Tax</i>	0.00
			<i>Balance</i>	288.00

Technician: BOYD VANDERHOFF

Thank you for your business.

Code to:

Double Branch Facility Maintenance - Preventative

2-320-572-4661

305 (B)

T Fenceman Inc.

" Built With Pride and Quality "

1506 Summit Oaks Drive West
Jacksonville Fl. 32221
904.759.5875 Fax: 904.683.1432

RECEIVED

APR 15 2020

DATE:
INVOICE #
FOR:

4/14/2020
107
Vinyl Rails

Bill To:

Middle Village
370 Oakleaf Village parkway
Orange park, Fl. 32065
Jay S. 904 562-0249

DESCRIPTION	AMOUNT
2 - top rails and 2 - middle rails for 5+1 white vinyl fence	\$ 65.00
Code to: 2-320-572-63100 (B) 264 Double Branch rep. and replace	
TOTAL	\$ 65.00

Please make check payable to T fenceman Inc.

If you have any questions concerning this invoice, contact N: Terry at 904-683-1432 cell 904.759.5875

THANK YOU FOR YOUR BUSINESS!



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

Customer #: 00191992

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

Route #: MC05520506

Water

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

Base Charges (Prepaid)	04/03/20 to 05/06/20					\$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)						\$128.81
Consumption Charges	Tier 1	12.0	x	0.79	\$9.48	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-2.23

Current Charges	\$138.29
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00

TOTAL AMOUNT DUE **\$136.06**

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$136.06 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$129.60 was posted to your account on 03/23/2020.

142 (B)
2,320.572, 485
Exp. Mar
RECEIVED
APR 06 2020

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

Bill Date	04/03/20
Current Charges	\$136.06
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$136.06

ADDRESSEE:

MAIL PAYMENT TO:

6153 1 AB 0.416 17-17



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



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

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)	04/03/20 to 05/06/20					\$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)						\$128.81
Consumption Charges	Tier 1	116.0	x	0.79	\$91.64	
Proration Factor: 0.9667	Tier 2	18.0	x	1.56	\$28.08	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-2.23

Current Charges	\$248.53
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00

TOTAL AMOUNT DUE \$246.30

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$246.30 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$268.81 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

Bill Date	04/03/20
Current Charges	\$246.30
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$246.30

ADDRESSEE:

MAIL PAYMENT TO:

6154 1 AB 0.416 17-17



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



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



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

Customer Name: **DOUBLE BRANCH CDD**
Service Address: **1591-1 Canopy Oaks Drive Reclaimed Irrigation**

Bill Date: 04/03/2020

Customer #: 00206136
Route #: MC05521521

Water

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

Base Charges (Prepaid)	04/03/20 to 05/06/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70065889	1.5	04/01/20	29	28000	28084	84

Base Charges (Prepaid)						\$80.52
Consumption Charges	Tier 1	72.5	x	0.79	\$57.28	
Proration Factor: 0.9667	Tier 2	11.5	x	1.56	\$17.94	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-1.39
Current Charges	\$155.74
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$154.35

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$154.35 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$127.13 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	04/03/20
Current Charges	\$154.35
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$154.35

DOUBLE BRANCH CDD

Customer #:00206136

1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6155 1 AB 0.416 17-17



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



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

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)	04/03/20 to 05/06/20					\$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)						\$24.19
Consumption Charges	Tier 1	9.0	x	0.79	\$7.11	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-0.28
Current Charges	\$31.30
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$31.02

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$31.02 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$30.51 was posted to your account on 03/23/2020.

Please return this portion with payment



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:

6156 1 AB 0.416 17-17



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



Bill Summary

Bill Date	04/03/20
Current Charges	\$31.02
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$31.02

MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

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)	04/03/20 to 05/06/20					\$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)						\$24.19
Consumption Charges	Tier 1	10.0	x	0.79	\$7.90	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-0.28
Current Charges	\$32.09
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$31.81

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$31.81 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$32.09 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary

Bill Date	04/03/20
Current Charges	\$31.81
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$31.81



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

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

ADDRESSEE:

6157 1 AB 0.416 17-17



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



MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

Customer #: 00206125

Service Address: 1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #: MC05522414

Water

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

Base Charges (Prepaid)	04/03/20 to 05/06/20					\$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	04/01/20	29	173	174	1
----------	---	----------	----	-----	-----	---

Base Charges (Prepaid)						\$40.25
Consumption Charges	Tier 1	1.0	x	0.79	\$0.79	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-0.70

Current Charges	\$41.04
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00

TOTAL AMOUNT DUE \$40.34

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$40.34 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$40.25 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

ADDRESSEE:

6158 1 AB 0.416 17-17



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



MAIL PAYMENT TO:

Bill Date	04/03/20
Current Charges	\$40.34
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$40.34



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
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

Customer #: 00207243

Service Address: 603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #: MC05522459

Water

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

Base Charges (Prepaid)	04/03/20 to 05/06/20					\$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	04/01/20	29	268	268	0
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	0.0	x	0.79	\$0.00	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-0.28
Current Charges	\$24.19
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$23.91

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$23.91 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$24.19 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary

Bill Date	04/03/20
Current Charges	\$23.91
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$23.91



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:

MAIL PAYMENT TO:

6159 1 AB 0.416 17-17



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



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

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)	04/03/20 to 05/06/20					\$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)						\$24.19
Consumption Charges	Tier 1	3.0	x	0.79	\$2.37	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-0.28
Current Charges	\$26.56
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$26.28

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$26.28 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.35 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	04/03/20
Current Charges	\$26.28
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$26.28

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

ADDRESSEE:

6160 1 AB 0.416 17-17



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



MAIL PAYMENT TO:

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



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

Customer Name: **DOUBLE BRANCH CDD**
Service Address: **3659-1 Thousand Oaks Drive Reclaimed Irrigation**

Bill Date: 04/03/2020

Customer #: 00206381
Route #: MC05521233

Water

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

Base Charges (Prepaid)	04/03/20 to 05/06/20					\$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)						\$24.19
Consumption Charges	Tier 1	5.0	x	0.79	\$3.95	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-0.28
Current Charges	\$28.14
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$27.86

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$27.86 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$28.93 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	04/03/20
Current Charges	\$27.86
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.86

DOUBLE BRANCH CDD

Customer #:00206381

3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521233

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6161 1 AB 0.416 17-17



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



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

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)	04/03/20 to 05/06/20					\$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)						\$24.19
Consumption Charges	Tier 1	6.0	x	0.79	\$4.74	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-0.28

Current Charges	\$28.93
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00

TOTAL AMOUNT DUE \$28.65

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

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This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$28.65 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$26.56 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6162 1 AB 0.416 17-17



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



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

Bill Date	04/03/20
Current Charges	\$28.65
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$28.65



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 04/03/2020

Customer #: 00206379
Route #: MC05521144

Service Address: 3713-1 Thousand Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	04/03/20 to 05/06/20					\$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)						\$80.52
Consumption Charges	Tier 1	11.0	x	0.79	\$8.69	
Proration Factor: 0.9667	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$-1.39
Current Charges	\$89.21
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$87.82

We understand Florida is in a state of emergency. If you need more time to pay your bill, please call us to discuss payment options. Our customer service department can be reached at 904-272-5999.

Our office access will be restricted until further notice due to COVID-19. Customers may use our drive-thru, drop box, call center, and the web to conduct business. Visit us at www.clayutility.org

This bill includes your deposit interest for the period ending March 31, 2020. The interest rate paid was 1.11%

Please pay \$87.82 by 4/24/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$114.49 was posted to your account on 03/23/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	04/03/20
Current Charges	\$87.82
Current Charges Past Due After	04/24/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$87.82

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

ADDRESSEE:

6163 1 AB 0.416 17-17



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



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

Statement Date: 04/01/2020

GROUP BILLING

Page 2

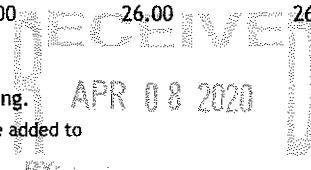


Web Address
 clayelectric.com

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	02/29/2020	03/29/2020	681.00	-681.00	.00	1,067.00	1,067.00
	4995718	02/29/2020	03/29/2020	458.00	-458.00	.00	399.00	399.00
	5217088	02/29/2020	03/29/2020	1,976.00	-1,976.00	.00	1,823.00	1,823.00
	5347943	02/28/2020	03/29/2020	44.00	-44.00	.00	54.00	54.00
	5379615	03/04/2020	04/01/2020	2,128.00	-2,128.00	.00	2,128.00	2,128.00
	5715289	02/29/2020	03/29/2020	122.00	-122.00	.00	122.00	122.00
	5774021	02/29/2020	03/29/2020	25.00	-25.00	.00	25.00	25.00
	6875140	02/28/2020	03/29/2020	54.00	-54.00	.00	51.00	51.00
	6912612	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912620	02/29/2020	03/31/2020	26.00	-26.00	.00	26.00	26.00
	6912653	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912661	02/29/2020	03/29/2020	25.00	-25.00	.00	25.00	25.00
	6912687	02/28/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912695	02/28/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912703	02/29/2020	03/29/2020	28.00	-28.00	.00	28.00	28.00
	6912729	02/29/2020	03/29/2020	27.00	-27.00	.00	26.00	26.00
	6912737	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912752	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912760	02/29/2020	03/29/2020	27.00	-27.00	.00	27.00	27.00
	6912778	02/29/2020	03/29/2020	27.00	-27.00	.00	27.00	27.00
	6912786	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912810	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912828	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912836	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912869	02/29/2020	03/29/2020	27.00	-27.00	.00	26.00	26.00
	6912877	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912893	02/28/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912901	02/29/2020	03/29/2020	27.00	-27.00	.00	27.00	27.00
	6912919	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912927	02/28/2020	03/29/2020	26.00	-26.00	.00	25.00	25.00
	6912943	02/29/2020	03/29/2020	28.00	-28.00	.00	28.00	28.00
	6912950	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912968	02/29/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00
	6912976	02/28/2020	03/29/2020	26.00	-26.00	.00	26.00	26.00

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



Group Invoice 10031
Clay Electric Cooperative, Inc.
 P.O. Box 308
 Keystone Heights, Florida 32656-0308

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Mailing Address Correction: _____
 911 Emergency Address: _____

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

Previous Balance Due .00

Current Charges Due 7,365.00

Due Date 04/22/2020

Total Amount Due 7,365.00

2 (B)
 2,800.202.102

79891-01B
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649

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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	02/29/2020	03/29/2020	27.00	-27.00	.00	27.00	27.00
	7332257	02/29/2020	03/29/2020	218.00	-218.00	.00	238.00	238.00
	7332265	03/04/2020	04/01/2020	210.00	-210.00	.00	210.00	210.00
	8684243	02/29/2020	03/29/2020	25.00	-25.00	.00	26.00	26.00
	8763369	02/29/2020	03/30/2020	404.00	-404.00	.00	514.00	514.00
							Subtotal	7,365.00



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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	03/29/2020	4557	5058	20	10020	30	499570	151851973

Dem Read	1.539	Previous Bill Amount	681.00
Dem Use	30.780	Invoice Payment	-681.00
		Previous Balance	.00
		Energy	814.63
		Access Charge	23.00
		Power Cost Adjustment X 10020 KWH	174.35
		FLA Gross Receipts Tax	25.93
		Clay Co Public Ser Utility Tax	28.85
		Operation Round Up	0.24
		CURRENT CHARGES	1,067.00
		TOTAL DUE	1,067.00

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	03/29/2020	969	1059	40	3600	30	499571	152192893

Dem Read	0.227	Previous Bill Amount	458.00
Dem Use	9.080	Invoice Payment	-458.00
		Previous Balance	.00
		Energy	292.68
		Access Charge	23.00
		Power Cost Adjustment X 3600 KWH	62.64
		FLA Gross Receipts Tax	9.70
		Clay Co Public Ser Utility Tax	10.95
		Operation Round Up	0.03
		CURRENT CHARGES	399.00
		TOTAL DUE	399.00

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	03/29/2020	4144	4372	80	18240	30	499532	151851971

Dem Read	0.686	Previous Bill Amount	1,976.00
Dem Use	54.880	Invoice Payment	-1,976.00
		Previous Balance	.00
		Energy	1,094.40
		Access Charge	80.00
		Demand	238.73
		Power Cost Adjustment X 18240 KWH	317.38
		FLA Gross Receipts Tax	44.34
		Clay Co Public Ser Utility Tax	48.05
		Operation Round Up	0.10
		CURRENT CHARGES	1,823.00
		TOTAL DUE	1,823.00

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	03/29/2020	7190	7471	1	281	31	534794	151850976

		Previous Bill Amount	44.00
		Invoice Payment	-44.00
		CURRENT CHARGES	54.00
		TOTAL DUE	54.00

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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		6.246	Previous Balance						.00
Dem Use		6.246	Energy						22.85
			Access Charge						23.00
			Power Cost Adjustment X 281 KWH						4.89
			FLA Gross Receipts Tax						1.30
			Clay Co Public Ser Utility Tax						1.70
			Operation Round Up						0.26
						CURRENT CHARGES			54.00
						TOTAL DUE			54.00
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						2,128.00
			Invoice Payment						-2,128.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						1,362.56
			Pole						633.50
			FLA Gross Receipts Tax						51.15
			Clay Co Public Ser Utility Tax						79.84
			Operation Round Up						0.95
						CURRENT CHARGES			2,128.00
						TOTAL DUE			2,128.00
Sub ID 1	Acct # 5715289	Name	DOUBLE BRANCH COMM DEV DIST	Loc	1591 CANOPY OAKS DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	13	15	1	2	30	571528	152055399
			Previous Bill Amount						122.00
			Invoice Payment						-122.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.16
			Access Charge						23.00
			Power Cost Adjustment X 2 KWH						0.03
			Small Outdoor Light						90.84
			FLA Gross Receipts Tax						2.92
			Clay Co Public Ser Utility Tax						4.56
			Operation Round Up						0.49
						CURRENT CHARGES			122.00
						TOTAL DUE			122.00
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	03/29/2020	29	33	1	4	30	577402	154521993
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00



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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
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 # 6875140	Name	DOUBLE BRANCH COMM DEV DIST		Loc 373 OAKLEAF VILLAGE CTR 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	4089	4339	1	250	31	687514	152024620
			Previous Bill Amount						54.00
			Invoice Payment						-54.00
Dem Read			Previous Balance						.00
Dem Use			Energy						20.33
			Access Charge						23.00
			Power Cost Adjustment X 250 KWH						4.35
			FLA Gross Receipts Tax						1.22
			Clay Co Public Ser Utility Tax						1.62
			Operation Round Up						0.48
						CURRENT CHARGES			51.00
						TOTAL DUE			51.00
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	03/29/2020	95	106	1	11	30	691261	154533579
			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 # 6912620	Name	DOUBLE BRANCH COMM DEV DIST		Loc 304 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/31/2020	125	136	1	11	32	691262	151835286
			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 # 6912695	Name	DOUBLE BRANCH COMM DEV DIST	Loc 529 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	03/29/2020	70	80	1	10	31	691269	154529665

Dem Read Dem Use	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	Previous Balance	.00
	Energy	0.81
	Access Charge	23.00
	Power Cost Adjustment X 10 KWH	0.17
	FLA Gross Receipts Tax	0.62
	Clay Co Public Ser Utility Tax	0.95
	Operation Round Up	0.45
	CURRENT CHARGES	26.00
TOTAL DUE	26.00	

Sub ID 1	Acct # 6912703	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3925 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	03/29/2020	238	264	1	26	30	691270	154534637

Dem Read Dem Use	Previous Bill Amount	28.00
	Invoice Payment	-28.00
	Previous Balance	.00
	Energy	2.11
	Access Charge	23.00
	Power Cost Adjustment X 26 KWH	0.45
	FLA Gross Receipts Tax	0.66
	Clay Co Public Ser Utility Tax	0.99
	Operation Round Up	0.79
	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	03/29/2020	125	139	1	14	30	691272	154517617

Dem Read Dem Use	Previous Bill Amount	27.00
	Invoice Payment	-27.00
	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	03/29/2020	68	76	1	8	30	691273	154517616

	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 # 6912737	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3859 PLANTATION OAKS BLVD # 1				
	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 # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	119	129	1	10	30	691275	151839081
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.81
			Access Charge						23.00
			Power Cost Adjustment X 10 KWH						0.17
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.45
						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	03/29/2020	153	168	1	15	30	691276	152021602
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.22
			Access Charge						23.00
			Power Cost Adjustment X 15 KWH						0.26
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.93
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	206	226	1	20	30	691277	152033170
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00

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Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.63
			Access Charge						23.00
			Power Cost Adjustment X 20 KWH						0.35
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.98
			Operation Round Up						0.40
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
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	03/29/2020	182	196	1	14	30	691278	152030424
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
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	03/29/2020	96	105	1	9	30	691281	152030422
			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						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
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	03/29/2020	47	54	1	7	30	691282	152054493
			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 # 6912828	Name	DOUBLE BRANCH COMM DEV DIST	Loc 728 BELLSHIRE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			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 # 6912836	Name	DOUBLE BRANCH COMM DEV DIST	Loc 721 BELLSHIRE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	54	61	1	7	30	691283	154532169
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			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 # 6912869	Name	DOUBLE BRANCH COMM DEV DIST	Loc 715-1 WAKEMOUNT DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	106	118	1	12	30	691286	154529951
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.98
			Access Charge						23.00
			Power Cost Adjustment X 12 KWH						0.21
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.24
						CURRENT CHARGES			26.00 ✓
						TOTAL DUE			26.00

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	03/29/2020	118	129	1	11	30	691287	154528294
			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 # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3219 STONEBRIER RIDGE DR # 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 # 6912893	Name	DOUBLE BRANCH COMM DEV DIST	Loc 576-1 WAKEMOUNT DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	80	88	1	8	31	691289	154521991
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
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 # 6912901	Name	DOUBLE BRANCH COMM DEV DIST	Loc 507 MILLSTONE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	88	103	1	15	30	691290	154521987
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.22
			Access Charge						23.00
			Power Cost Adjustment X 15 KWH						0.26
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.93
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST	Loc 498 MILLSTONE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/29/2020	77	87	1	10	30	691291	154521988
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00



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

Statement Date: 04/01/2020

GROUP BILLING DETAIL

Page 13



Web Address
clayelectric.com

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
Dem Read			Previous Balance						.00
Dem Use			Energy						0.81
			Access Charge						23.00
			Power Cost Adjustment X 10 KWH						0.17
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.45
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00 ✓
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	03/29/2020	135	137	1	2	31	691292	154517592
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.16
			Access Charge						23.00
			Power Cost Adjustment X 2 KWH						0.03
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.29
						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	03/29/2020	343	368	1	25	30	691294	151839080
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
Dem Read			Previous Balance						.00
Dem Use			Energy						2.03
			Access Charge						23.00
			Power Cost Adjustment X 25 KWH						0.44
			FLA Gross Receipts Tax						0.66
			Clay Co Public Ser Utility Tax						0.99
			Operation Round Up						0.88
						CURRENT CHARGES			28.00
						TOTAL DUE			28.00 ✓
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	03/29/2020	80	90	1	10	30	691295	154532124
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

00000175



Web Address
clavelectric.com

Sub ID 1		Acct # 7131527		Name DOUBLE BRANCH COMM DEV DIST		Loc 3206 SILVER BLUFF BLVD # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
Dem Read		Previous Balance					.00		
Dem Use		Energy					1.22		
		Access Charge					23.00		
		Power Cost Adjustment X 15 KWH					0.26		
		FLA Gross Receipts Tax					0.63		
		Clay Co Public Ser Utility Tax					0.96		
		Operation Round Up					0.93		
							CURRENT CHARGES	27.00	
							TOTAL DUE	27.00 ✓	
<hr/>									
Sub ID 1		Acct # 7332257		Name DOUBLE BRANCH COMM DEV DIST		Loc 3168 STONEBRIER RIDGE DR NEXTT			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
G5	03/29/2020	11968	14018	1	2050	30	489354	154356830	
		Previous Bill Amount					218.00		
		Invoice Payment					-218.00		
Dem Read	7.858	Previous Balance					.00		
Dem Use	7.858	Energy					166.67		
		Access Charge					23.00		
		Power Cost Adjustment X 2050 KWH					35.67		
		FLA Gross Receipts Tax					5.77		
		Clay Co Public Ser Utility Tax					6.63		
		Operation Round Up					0.26		
							CURRENT CHARGES	238.00	
							TOTAL DUE	238.00 ✓	
<hr/>									
Sub ID 1		Acct # 7332265		Name DOUBLE BRANCH COMM DEV DIST		Loc OAKLEAF VILLAGE CENTER			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
		Previous Bill Amount					210.00		
		Invoice Payment					-210.00		
Dem Read		Previous Balance					.00		
Dem Use		Small Outdoor Light					196.81		
		FLA Gross Receipts Tax					5.04		
		Clay Co Public Ser Utility Tax					7.87		
		Operation Round Up					0.28		
							CURRENT CHARGES	210.00	
							TOTAL DUE	210.00 ✓	
<hr/>									
Sub ID 1		Acct # 8684243		Name DOUBLE BRANCH COMM DEV DIST		Loc 571 OAKLEAF VILLAGE PKWY			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
G5	03/29/2020	37	42	1	5	30	868424	154533629	
		Previous Bill Amount					25.00		
		Invoice Payment					-25.00		
Dem Read		Previous Balance					.00		
Dem Use		Energy					0.41		
		Access Charge					23.00		
		Power Cost Adjustment X 5 KWH					0.09		
		FLA Gross Receipts Tax					0.60		
		Clay Co Public Ser Utility Tax					0.93		
		Operation Round Up					0.97		
							CURRENT CHARGES	26.00	
							TOTAL DUE	26.00	



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

Statement Date: 04/01/2020

GROUP BILLING DETAIL

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Web Address
clayelectric.com

Sub ID 1	Acct # 8763369		Name		DOUBLE BRANCH COMM DEV DIST		Loc 382 OAKLEAF VILLAGE PKWY		
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	03/30/2020	43403	48108	1	4705	31	8763369	13794545
			Previous Bill Amount					404.00	
			Invoice Payment					-404.00	
			Previous Balance					.00	
Dem Read	18.330		Energy					382.52	
Dem Use	18.330		Access Charge					23.00	
			Power Cost Adjustment X 4705 KWH					81.87	
			FLA Gross Receipts Tax					12.48	
			Clay Co Public Ser Utility Tax					14.03	
			Operation Round Up					0.10	
						CURRENT CHARGES		514.00	
							TOTAL DUE	514.00	
Sub-Group # 1 Current Charges									7,365.00

00000177



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

Statement Date: 04/07/2020

GROUP BILLING

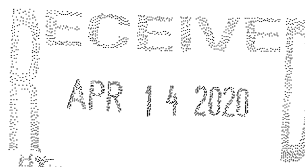
Page 1



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	6912620	02/29/2020	03/31/2020	26.00	-26.00	.00	26.00	26.00
							Subtotal	26.00



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

Group Invoice 10089
Clay Electric Cooperative, Inc.
 P.O. Box 308
 Keystone Heights, Florida 32656-0308

1

Mailing Address Correction: _____

911 Emergency Address: _____

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

Previous Balance Due .00

Current Charges Due 26.00

Due Date 04/28/2020

Total Amount Due 26.00



79891-08A
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649

00000001



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

Statement Date: 04/07/2020

GROUP BILLING DETAIL

Page 2



Web Address
clayelectric.com

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	03/31/2020	0	0	1	0	23	691262	POP1000965
	GS	03/08/2020	125	130	1	5	9	691262	151835286
Dem Read Dem Use			Previous Bill Amount					26.00	
			Invoice Payment					-26.00	
								<hr/>	
			Previous Balance					.00	
			Energy					0.41	
			Access Charge					23.00	
			Power Cost Adjustment X 0 KWH					0.09	
			FLA Gross Receipts Tax					0.60	
			Clay Co Public Ser Utility Tax					0.93	
			Operation Round Up					0.97	
							<hr/>		
							CURRENT CHARGES		26.00
									<hr/>
							TOTAL DUE		26.00
<hr/>									
Sub-Group # 1 Current Charges									26.00

00000002

Clay County Sheriff's Office

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

RECEIVED**APR 20 2020****INVOICE**

INVOICE DATE: APRIL 20-2020
WEEK OF 4-13-19-2020

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
04/13/20	MIKE BURNS	1600-2200	6	30.00	180.00
04/14/20	DAVID VOLLER	1600-2200	6	30.00	180.00
04/15/20	MIKE BURNS	1600-2200	6	30.00	180.00
04/16/20	BRYN SMITH	1600-2200	6	30.00	180.00
04/17/20	MIKE BURNS	1600-2200	6	30.00	180.00
04/17/20	BEN SIMMONS	1700-2300	6	30.00	180.00
04/18/20	ANDRE MACK	1900-0100	6	30.00	180.00
04/18/20	MIKE BURNS	1600-2200	6	30.00	180.00
4/19/20	BRYAN SMITH	1530-2130	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

1,620.00/2 =

~~810.00~~

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

① 208
2,320,577.84570

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund request due to COVID 19 - VANICE SERRANO

Date: April 20, 2020 at 4:05 PM

To: Hannah Smith hsmith@gmstnn.com

Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

RECEIVED

Good afternoon Hannah,

APR 20 2020

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – JUNE 6, 2020
- RESIDENT – VANICE SERRANO
- ADDRESS – 3622 WOODVIEW DRIVE ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$300.00 - REFUNDING ALL FEES
 - RENTAL FEE AND BOOKING / DEPOSIT FEE REFUND
- RENTAL AND BOOKING / DEPOSIT were via CHECK drawn on VYSTAR
 - **RENTAL FEE:**
 - CHECK#: 5296
 - DATED: 9/9/19
 - AMOUNT: \$200.00
 - **BOOKING / DEPOSIT FEE:**
 - CHECK#: 5295
 - DATED: 9/9/19
 - AMOUNT: \$100.00

(B) 84
2,300.869,103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
09/09/19	09/10/19	06/06/20	Vanice Serrano - OVCR	4	\$ 200.00
09/09/19	09/10/19	06/06/20	Vanice Serrano - OVCR DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

I will be out of the office MONDAY, April 20, 2020 thru THURSDAY, April 23, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name and opportunity.

Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com


Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the individual or entity to whom the record is addressed. This email and/or attachment(s) may contain material that is privileged or protected by the attorney-client privilege or other applicable law. If you are not the intended recipient, please notify the sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential or otherwise protected by law.

Customer Information

XEROX CORPORATION
PO BOX 660502
DALLAS TX
75266-0502
WWW.XEROX.COM/MYACCT

Telephone 888-435-6333
Please Direct Inquiries To: 
Ship To/Installed At:

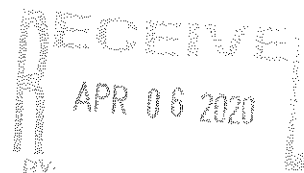
DOUBLE BRANCH
COMM DEV DIST
PKWY
370 OAKLEAF VILLAGE
ORANGE PARK FL
32065

THE EASY WAY
TO ORDER SUPPLIES
CALL OUR TOLL
FREE NUMBER
1-800-822-2200

Purchase Order Number

Special Reference

Contract Number
NET 30 DAYS
Terms Of Payment

Bill To:

DOUBLE BRANCH
COMM DEV DIST
STE 114
475 W TOWN PL
SAINT AUGUSTINE FL
32092

8-14988

04-01-20
Invoice Date
099874940
Invoice Number
720343326
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN
AMOUNT

BASE CHARGE

APRIL

32.54

METER USAGE
METER 1

12-21-19 TO 03-21-20
178594 179078

484

PRINT CHARGES
METER 1 PRINTS
NET BILLABLE PRINTS
TOTAL EXCESS PRINT CHARGES

484

484 .036600

17.71

17.71

SUB TOTAL

50.25

TOTAL

50.25

399 (B)
2,330.572.500

THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE
AND SUPPLY CHARGES
THIS COST PER COPY AGREEMENT RENEWS ON 06-30-20
TOTAL OF INVOICE MAY VARY ACCORDING TO METER USAGE BILLED

XEROX FEDERAL IDENTIFICATION #16-0468020

PLEASE INCLUDE THIS STUB WITH YOUR PAYMENT, OR WRITE YOUR INVOICE NUMBER(S) ON YOUR CHECK.

Ship To/Installed At
DOUBLE BRANCH
COMM DEV DIST
PKWY
370 OAKLEAF VILLAGE
ORANGE PARK FL
32065

Bill To
DOUBLE BRANCH
COMM DEV DIST
STE 114
475 W TOWN PL
SAINT AUGUSTINE FL
32092

When Paying By Mail
Send Payment To:
XEROX CORPORATION
P.O. BOX 827598
PHILADELPHIA, PA
19182-7598



Please check here if your "Bill To" address or "Ship To/Installed At"
location has changed and complete reverse side.

Invoice Amount

01-569-8562 4 720343326 099874940 04-01-20 THIS AMOUNT
RR004525 M 070119
03 6M1D 2X06 W A7310 5933 1 115

\$50.25

VFL40

202100008070060 0998749406 0300050255 272034332684

Invoice

Payment

RECEIVED

APR 24 2020
RECEIVED

APR 24 2020

Invoice #: 2138
Invoice Date: 4/16/20
Due Date: 4/16/20
Case:
P.O. Number:

Adventures Revenue

2, 369, 103

2,300,369.103

⑬ 92

Total	\$223.00
Payments/Credits	\$0.00
Balance Due	\$223.00

2010
4.22.20

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>
8.92	Facility Event Staff	\$ 25.00	\$ 223.00

Covers Period End: March 26, 2020

Amenities Revenue # 2-369-103

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

Invoice

RECEIVED

APR 24 2020

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

Invoice #: 2139
Invoice Date: 4/20/20
Due Date: 4/20/20
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance March 1, 2020 - March 31, 2020		11,119.84	11,119.84
Maintenance Supplies		3,150.84	3,150.84
Facility Maint. - Gen. 2. 572.4660 2. 320.572.466		\$ 2,710. ⁰⁰	
Facility Maint. - Conting. 2. 572.4662 2. 320.572.46620		\$ 2,597. ⁰⁰	
Common Area Maint. 2. 572.4640 2. 320.572.464		\$ 1,536. ⁰⁰	
Lighting Repairs 2. 320.572.4663 2. 320.572.4663		\$ 685. ⁶⁸	
Pool Maint. 2. 320.572.4630 2. 320.572.463		\$ 1,976. ⁰⁰	
Repairs / Replace 2. 572.6310 2. 320.572.681		\$ 4324. ⁰⁰	
Lake Maint. 320.572.4680 2. 320.572.468		\$ 442. ⁰⁰	
92 (B)			

Total \$14,270.68

Payments/Credits \$0.00

Balance Due \$14,270.68

RMW
4,24.20

GMS

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF MARCH 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/2/20	8	T.C.	Prepping and painting pool spray ground
3/2/20	6	G.S.	Removed debris in common areas
3/2/20	6	B.A.	Paint and touch up spray ground
3/3/20	7	E.T.	Paint spray ground feature, cut new rail for netting around spray ground
3/3/20	8	T.C.	Prep and paint pool spray ground
3/3/20	2.5	G.S.	Removed debris in common areas, treat fire ant mounds in parks
3/3/20	6	B.A.	Load equipment, cut palm tree, paint spray ground
3/4/20	7	E.T.	Paint all parts on spray ground replace rails for netting on spray feature
3/4/20	8	T.C.	Prep and paint pool spray ground
3/4/20	3.5	G.S.	Removed debris in common areas, cleaned up deceased animal
3/4/20	6	B.A.	Paint spray ground, replace bars
3/5/20	6	E.T.	Repair broken parts on spray ground feature and paint, repair gate at fitness center, vacuum debris off pool floor on spray ground
3/5/20	4	T.C.	Prep and paint pool spray ground
3/5/20	4	G.S.	Removed debris in common areas and from ponds
3/5/20	6	B.A.	Worked on spray ground slide
3/6/20	4	T.C.	Light inspection and changed lights
3/6/20	5	L.N.	Change lights outside fitness center on top of roof
3/9/20	8	G.S.	Removed debris in common areas and ponds, cleaned up crash site at waterfall
3/10/20	2	T.C.	Hang clocks and hand sanitizer dispensers
3/10/20	2.5	G.S.	Removed debris in common areas, maintenance work on pool area
3/11/20	5	G.S.	Removed debris in common areas and from ponds, treated fire ants in parks
3/12/20	8	T.C.	Installing new netting at spray ground
3/12/20	5	G.S.	Removed debris in common areas
3/12/20	8	L.N.	Put nets on pool spray ground
3/13/20	2	E.T.	Prim up water fall pumps, removed debris from pump area
3/13/20	8	L.N.	Clean pool area, install nets on pool playground
3/16/20	8	T.C.	Painted pergola at pool
3/16/20	6	G.S.	Removed debris in common areas, picked up supplies
3/16/20	6	B.A.	Worked on netting on spray ground
3/17/20	4	E.T.	Fill spray ground, start up filter system, balance pool chemistry, paint pergola on pool deck
3/17/20	2	T.C.	Removed broken playground equipment
3/17/20	2.5	G.S.	Removed debris in common areas and from ponds, treated fire ant mounds
3/17/20	6	B.A.	Painted gazebo by pool
3/18/20	6	E.T.	Assisted health department with inspection, paint pergola on pool deck
3/18/20	8	T.C.	Prepped and painted office hallway
3/18/20	5.5	G.S.	Removed debris in common areas and from ponds, removed deceased animals, maintenance work in pool area
3/18/20	6	B.A.	Painted gazebo
3/18/20	8	L.N.	Painting on pool deck
3/19/20	8	T.C.	Painted office hallway
3/19/20	4	G.S.	Removed debris in common areas, removed deceased animal
3/19/20	4	B.A.	Paint gazebo
3/19/20	8	L.N.	Paint pool deck
3/20/20	8	E.T.	Install windscreen on pool deck, clean out pool house, clean pool filter on spray ground pool
3/20/20	4	T.C.	Put windscreen around pool, worked on clubroom patio fence
3/20/20	8	L.N.	Pressure wash pool deck, install windscreen around pool
3/23/20	8	T.C.	Picked up supplies, prepped fitness center for painting
3/23/20	6.5	G.S.	Removed debris in common areas and from ponds
3/23/20	8	L.N.	Cleaned restrooms, painted fitness center
3/24/20	8	T.C.	Worked on clubroom patio fence, painted fitness center
3/24/20	2.5	G.S.	Removed debris in common areas
3/24/20	2	B.A.	Repaired gate in back of pool house
3/24/20	8	L.N.	Painted fitness center
3/25/20	8	T.C.	Changed lights in fitness center to LED
3/25/20	8	G.S.	Removed debris in common areas, removed deceased animal
3/25/20	6	B.A.	Installed drop ceiling lights
3/25/20	8	L.N.	Painted fitness center
3/26/20	8	T.C.	Painted fitness center
3/26/20	4.5	G.S.	Removed debris in common areas

DOUBLE BRANCH

GMS

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF MARCH 2020

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/26/20	8	B.A.	Painted spray ground
3/26/20	8	L.N.	Painted fitness center
3/27/20	5	L.N.	Painted fitness center
3/30/20	6	G.S.	Removed debris in common areas
3/31/20	2	E.T.	Primed up water fall pumps at community entrance, adjusted pool chemistry on lap and family pool
3/31/20	2.5	G.S.	Removed debris in common area, maintenance work in pool area
TOTAL	<u>370.5</u>		
MILES	<u>503</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 04/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	3/2/20	Flat Bar Aluminum 96x1-1/2x1/8 (4)	114.91	T.C.
	3/2/20	2 In 1 Towel	4.59	T.C.
	3/2/20	5pk Tray Liners	3.43	T.C.
	3/2/20	9x3/8 Shedless Knit Rollers 3pk (3)	23.58	T.C.
	3/2/20	2.0 Angle Sash Short Cut Brush (5)	33.75	T.C.
	3/2/20	Grease Monkey Disposable Gloves 50ct	8.04	T.C.
	3/2/20	4x3/8" Shedless Knit Rollers 8pk (2)	22.93	T.C.
	3/2/20	Set Your Own Padlock 1/1 1/2"	19.27	T.C.
	3/2/20	Pelican Liner	2.46	T.C.
	3/2/20	EXT LDR Covers	5.74	T.C.
	3/3/20	2" DWV Coupling	0.64	T.C.
	3/3/20	10 oz Plumbers Grease	2.27	T.C.
	3/3/20	3" Max Blue Tablets 8oz (4)	16.01	T.C.
	3/3/20	48x1x1/8 Bar Flat Aluminum (4)	48.21	T.C.
	3/3/20	96x1-1/2x1/8 Bar Flat Aluminum (2)	67.45	T.C.
	3/4/20	Anvil Carbon Wire Brush 4x18 Rows (2)	13.73	T.C.
	3/4/20	Anvil Carbon Wire Brush 6x19 Rows	4.00	T.C.
	3/4/20	11x4" Mini Roller Frame	3.76	T.C.
	3/4/20	13W(100W) A19 DL ND 11K LED 4pk	15.50	T.C.
	3/4/20	1/4"-20x3" Mach Screw RND HD CMB (4)	5.43	T.C.
	3/4/20	1/4"-20x2-1/2 Mach Screw RND DH CMB (4)	5.43	T.C.
	3/4/20	1/4" Stainless Steel Washers (4)	5.43	T.C.
	3/4/20	1/4" Hex Nut Combo Pack	1.09	T.C.
	3/5/20	4" Adjustable Metal Worm Drive Clamp	1.92	T.C.
	3/5/20	Channels Block CRSE 60G/80E	2.68	T.C.
	3/5/20	Sponge Dangle XCRSE 36G/60E	2.58	T.C.
	3/5/20	Channels Angle CRSE 60G/80E	2.86	T.C.
	3/5/20	Dewalt 17pc Fractional Tap & Die Set	20.11	T.C.
	3/5/20	Socket HD Cap SCW SS 1/4-20x7/8 (6)	10.41	T.C.
	3/5/20	Cobalt 1/4" Bit (2)	15.57	T.C.
	3/5/20	Diablo 5" ROS Disc H&L 100G 25pk	11.49	T.C.
	3/5/20	Bernzomatic 14.1oz Map-Pro Cylinder	13.77	T.C.
	3/6/20	FEIT 11W (26W) PL CW Vert ND LED 1pk (2)	17.85	T.C.
	3/6/20	ECS 6.5W(60W) B11E12 DL Dim 11K LED3 (3)	25.77	T.C.
	3/6/20	ECS 13W(100W) A18 DL ND 11K LED 4pk	15.50	T.C.
	3/6/20	Duopower Anchor (#4-6x1")	8.46	T.C.
	3/6/20	1qt Bucket All Purpose Mixing Container (2)	3.17	T.C.
	3/6/20	LEDs -25w candelabras (4)	35.74	J.S.
	3/11/20	Grease Monkey Disposable Gloves	3.43	T.C.
	3/11/20	MKE 30' Compact Wide Blade Tape	13.21	T.C.
	3/11/20	Lemon Pine Sol (2)	19.71	T.C.
	3/12/20	Latex Gloves 50pk (3)	17.15	G.S.
	3/12/20	6" Brass Nipples(3)	14.39	G.S.
	3/12/20	Brass Caps Lamp Part (2)	5.45	G.S.
	3/12/20	Brass Acorn Knob (2)	9.59	G.S.
	3/12/20	Hand Towels 36pk	17.22	G.S.
	3/12/20	Windex Multi Surface (4)	14.58	G.S.
	3/12/20	Windex Glass Cleaner	4.35	G.S.
	3/13/20	Diablo 5" Sanding Discs	5.74	T.C.
	3/13/20	4x3/8" Shedless Knit Rollers 3pk	5.73	T.C.
	3/13/20	1 Qt All Purpose Mixing Container (2)	3.17	T.C.
	3/13/20	14x14 Terry Towels 25pk	8.04	T.C.
	3/13/20	9" Tray Liners 5pk	3.43	T.C.
	3/13/20	HDX Outdoor Bleach (2)	10.30	T.C.
	3/15/20	Bee Spra	8.58	J.S.
	3/15/20	combo padlock	19.27	J.S.
	3/15/20	LED Trophers (3)	189.65	J.S.
	3/15/20	22" clay planter (2)	114.95	J.S.

3/15/20	LED trophers	63.22	J.S.
3/15/20	3gallon ginger plant (3)	44.78	J.S.
3/16/20	Angle Sash Short Cut Brush (2)	13.60	T.C.
3/16/20	4x3/8" Shedless Knit Rollers 6pk	11.47	T.C.
3/16/20	Plastic Ekong White Toilet Seat (2)	57.45	T.C.
3/16/20	1/4" Stainless Steel Washers (2)	2.71	T.C.
3/16/20	1/4" Lock Washer Med Split SS	1.36	T.C.
3/16/20	1/4" Lock Nut Stainless Steel Nylon (2)	2.71	T.C.
3/16/20	1/4"x3" Mach Screw Oval HD PH SS	1.36	T.C.
3/16/20	1/4"-20x3" Mach Screw FL HD PH SS	1.36	T.C.
3/16/20	3/16"x6' Security Cable	4.58	T.C.
3/16/20	1-3/16" Set Your Own Combo Lock	8.02	T.C.
3/16/20	Pool Leaf Rake	24.13	J.S.
3/16/20	9" planter brackets (6)	68.98	J.S.
3/16/20	3gallon stromanthe plants (6)	103.36	J.S.
3/17/20	Int Pahl 4.84gl	109.25	T.C.
3/17/20	9x1/2" Shedless Knit 3pk	12.34	T.C.
3/17/20	9x3/8" Shedless Knit 3 pk	11.79	T.C.
3/17/20	4x3/8" Shedless Knit 6pk	11.47	T.C.
3/17/20	32oz Bottle Sprayer	3.77	T.C.
3/17/20	Windex Glass Cleaner	5.74	T.C.
3/17/20	Comel Powder (2)	2.30	T.C.
3/17/20	Latex Disposable Gloves	2.85	T.C.
3/17/20	Clorox Outdoor Bleach	6.30	T.C.
3/17/20	14x14 Terry Towels 25pk	8.04	T.C.
3/17/20	4x3/8" Shedless Knit Assem	6.41	T.C.
3/17/20	3/8" Rod Coupling Nut 2pk	1.52	T.C.
3/17/20	9" Paint Tray Liners 5pk	3.44	T.C.
3/17/20	9" Metal Roller Tray	3.73	T.C.
3/18/20	7/16 Rod Coupling Nut 1pk	1.54	T.C.
3/18/20	XLG Sponge All Purpose (2)	4.53	T.C.
3/18/20	Pelican Liner 3pk	4.91	T.C.
3/18/20	Unger Cob Web Duster	9.18	T.C.
3/18/20	14qt Plasto Bucket (2)	10.28	T.C.
3/18/20	9" Sherlock Pro Frame Green	8.03	T.C.
3/18/20	Unger 8' 2 Section Telescopic Pole	21.82	T.C.
3/18/20	HDX Outdoor Bleach	5.15	T.C.
3/18/20	Lavendar Pine Sol Professional (2)	20.63	T.C.
3/18/20	Scotchblue 1.41" 2000 3pk	9.19	T.C.
3/18/20	1 gallon Paint Stir Sticks 5pk	0.56	T.C.
3/18/20	14/3 25' Ridgid Extension Cord	29.87	T.C.
3/18/20	Ext Paint 5 gallon	216.20	T.C.
3/18/20	Gloss White Paint Gallon	34.48	T.C.
3/18/20	Ext Paint 6 gallon	216.20	T.C.
3/18/20	Gloves - medium	12.63	J.S.
3/18/20	Gloves - small	12.64	J.S.
3/18/20	9" planter brackets (4)	45.91	J.S.
3/18/20	Roundup concentrate	11.19	J.S.
3/18/20	1 gallon - muralic ackf	6.89	J.S.
3/18/20	LED trophers (4)	252.86	J.S.
3/18/20	Sprayer	6.73	J.S.
3/19/20	4.5" metal cutting blade	8.61	J.S.
3/19/20	22" clay planter (2)	114.95	J.S.
3/20/20	Self Drill Screw Hex HD Z 1/4x3/4 (3)	29.50	T.C.
3/20/20	5/16-18" Hex Bolt 15pk (2)	38.80	T.C.
3/20/20	5/16" Hex Nuts 25pc (2)	13.64	T.C.
3/20/20	1/4" Cut Washers 25pc	4.09	T.C.
3/20/20	5/16" Cut Washers 25pc	7.10	T.C.
3/20/20	5/16" Lock Washers 50pk	9.83	T.C.
3/24/20	Quickie Pro Microfiber Towel 8pk	5.16	T.C.
3/24/20	Green Nitrile Gloves Large (2)	8.00	T.C.
3/24/20	14x14 Terry Towels 25pk	8.04	T.C.
3/24/20	9x3/8" Shedless Knit	5.89	T.C.
3/24/20	4x3/8" Shedless Knit 6pk	11.47	T.C.
3/24/20	5/16"x12" Bit	6.31	T.C.
3/24/20	AVP 9" 14/24TPI Bl-M Thin MTL	3.42	T.C.

3/24/20	#8x5/8" Pan HD SMS Self Drilling Screw	3.78	T.C.
3/24/20	5/16-18"x6" Hex Bolt (5)	5.18	T.C.
3/24/20	Hex Nuts-USS 5/16(5)	0.75	T.C.
3/24/20	Cut Washers 5/16" (12)	2.07	T.C.
3/24/20	Lockwasher Med Split 5/1 Zinc Z95	1.15	T.C.
3/24/20	Gorilla Grip LG Disposable Nitrile Gloves	4.58	T.C.
3/24/20	Duo Power Ancor #6-10x1-3/16"	4.23	T.C.
3/24/20	3M Brow Guard Eyewear Tinted	9.19	T.C.
3/24/20	2090 1.5" Scotchblue 3pk	18.39	T.C.
3/24/20	Acetone Quart	4.58	T.C.
3/25/20	LED 2x2 trophers	63.22	J.S.
3/26/20	Short Cut Brush (6)	40.50	T.C.
3/26/20	Pelican Liner 3pk (3)	14.73	T.C.
3/27/20	Disposable Gloves	16.07	T.C.
3/27/20	2 In 1 Terry Towels 6pk	4.59	T.C.
3/27/20	20pk Terry Towels	8.04	T.C.
3/27/20	Roller Pali	11.47	T.C.
3/27/20	Paint Liners 3pk	4.91	T.C.
3/27/20	Acetone	9.92	T.C.
3/27/20	Quikrete Anchoring Cement	10.91	T.C.
3/30/20	Reciprocating Saw Blade 9" 14/24	1.70	T.C.
3/30/20	1/2" Drive Deep 24MM Impact Socket	4.30	T.C.
		0.00	

TOTAL \$3,150.84

Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: APRIL -27-2020
WEEK OF 4-20-4-26-2020

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
04/21/20	JEFFERY HOLMES	1600-2200	6	30.00	180.00
04/22/20	DAVID VOLLER	1615-2215	6	30.00	180.00
04/23/20	MIKE BURNS	1600-2200	6	30.00	180.00
04/24/20	MATT WILLIAMS	1730-2300	6	30.00	180.00
04/24/20	JEFFERY HOLMES	1645-2245	6	30.00	180.00
04/25/20	MATT WILLIAMS	1520-2120	6	30.00	180.00
04/25/20	JEFFERY HOLMES	1630-2230	6	30.00	180.00
04/26/20	BRYAN SMITH	1600-2200	6	30.00	180.00

DEPUTY SIGNATURE:

TOTAL

1,440.00 =

= \$ 720.00

Make all checks payable to Deputy name and mail to the Sheriff's Office C/O ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

208 (B)
2,320.572.34510

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

Invoice

RECEIVED

APR 24 2020

Invoice #: 270
Invoice Date: 4/20/2020
Due Date: 4/20/2020
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - March 2020		885.00	885.00
Common Area Maint. 320, 572, 4640 297(B)			
Total			\$885.00
Payments/Credits			\$0.00
Balance Due			\$885.00

201W
4,22,20

Riverside Management Services, Inc.
9555 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

Service Detail

Bill To: Double Branch CDD

Invoice Date: 3/31/20

Due Date: Upon Receipt

Amount Due: \$ 885.00

<u>Date:</u>	<u>Description</u>	<u>Amount</u>
3/16/20	Pressure wash field house, restrooms, surface clean concrete, sidewalks	\$ 290.00
3/18/20	Oaks Entrance Pillars/Columns	\$ 30.00
3/23/20	Entrances at Hearth Stone, Highland Mill, Worthington Oaks, Piedmont, Stonebriar	\$ 210.00
3/26/20	Entrances at Waverly, Timberfield, Litchfield	\$ 145.00
3/30/20	Columns, signage at Fall Creek, Cannons Point, Natures Hammock, Oaks	\$ 210.00

TOTAL AMOUNT DUE: \$ 885.00

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

** Pressure Washing according to contract and within budget

Contract Amount \$ 17,635.00

Invoice:

Oct. 2019	\$	-
Nov. 2019	\$	-
Dec. 2019	\$	-
Jan. 2020	\$	-
Feb. 2020	\$	-
Mar. 2020	\$	885.00
Apr. 2020		
May 2020		
June 2020		
July 2020		
Aug. 2020		
Sept. 2020		
Balance:	\$	<u>16,750.00</u>

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

Invoice

RECEIVED

APR 24 2020

2.00
4.22.20

Riverside Management Services, Inc.
9855 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

Service Detail

Bill To: Double Branch CDD

Invoice Date: 3/31/20

Due Date: Upon Receipt

Amount Due: \$785.00

ADDITIONAL PRESSURE WASHING SERVICES:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
3/18/19	Brick walls at the Oaks	\$ 395.00
3/19/20	Main entrance features, columns, signage	\$ 390.00

TOTAL AMOUNT DUE: \$ 785.00

FIFTH ORDER OF BUSINESS

C.



Chris H.
Chambless
Supervisor of Elections
Clay County, Florida

April 15, 2020

Double Branch Community Development District
Attn.: Jason Walters
475 West Town Place, Suite 114
St. Augustine, FL 32092

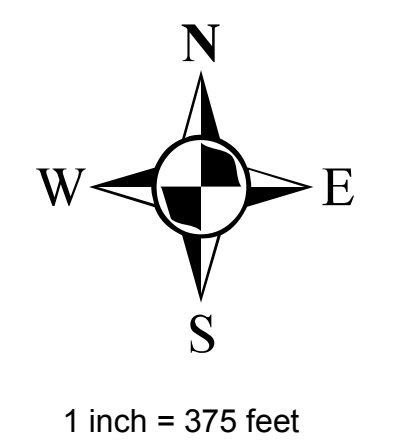
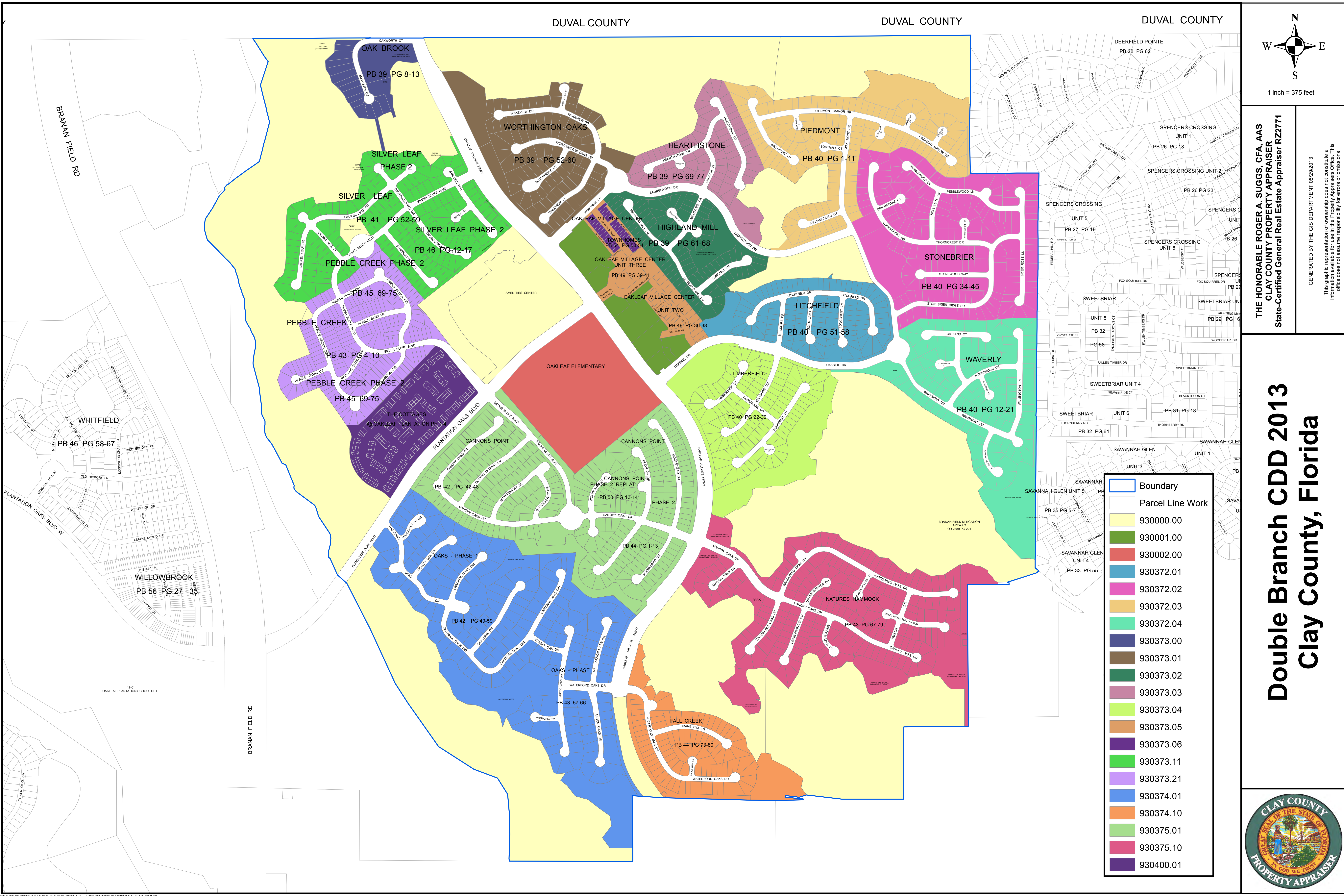
Dear Ms. Hogge:

I have queried the number of eligible voters residing within the Double Branch Community Development District as of April 15, 2020. At this time, there are 5,463 registered voters residing within the district.

Please provide the contact information and term expiration dates for the current CDD Board Members. I can be reached via the contact information at the bottom of this page or via email at Lynn.Gaver@ClayElections.gov.

Thank you,

Lynn Gaver, MFCEP
Clay County Supervisor of Elections Office
P.O. Box 337 | 500 North Orange Ave.
Green Cove Springs, FL 32043
(904) 269-6350 Fax (904) 284-0935



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



	Boundary
	Parcel Line Work
	930000.00
	930001.00
	930002.00
	930372.01
	930372.02
	930372.03
	930372.04
	930373.00
	930373.01
	930373.02
	930373.03
	930373.04
	930373.05
	930373.06
	930373.11
	930373.21
	930374.01
	930374.10
	930375.01
	930375.10
	930400.01