

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

***AUGUST 10, 2020***

## *AGENDA*

# Double Branch Community Development District

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

---

August 3, 2020

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

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, August 10, 2020 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments (limited to three minutes)
- III. Approval of Consent Agenda
  - A. Approval of the Minutes of the July 13, 2020 Meeting
  - B. Financial Statements
  - C. Assessment Receipt Schedule
  - D. Check Register
- IV. Public Hearing for the Purpose of Adopting the Fiscal Year 2021 Budget
  - A. Consideration of Resolution 2020-05, Relating to Annual Appropriations and Adopting a Budget for Fiscal Year 2021
  - B. Consideration of Resolution 2020-06, Imposing Special Assessments and Certifying an Assessment Roll
- V. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager – Discussion of the Fiscal Year 2021 Meeting Schedule

D. Operations Manager - Memorandum

VI. Audience Comments (limited to three minutes) / Supervisors' Requests

VII. Next Scheduled Meeting – September 14, 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, July 13, 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 (by phone)
Tom Horton	Supervisor
Andre Lanier	Supervisor
Chad Davis	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	Operations Manager - GMS
Chalon Suchsland	VerdeGo
Daniel Laughlin	GMS, LLC
One Resident	

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Mr. Don Long, 3854 Cardinal Oaks Circle, stated I have an issue I'm trying to get resolved. I called Jay about it. The next-door neighbor was parking in front of the mailbox. I didn't get mail delivered Wednesday, Thursday or Friday. I talked to them a couple weeks ago and they moved it for a few days, and then moved it back and he said he couldn't do anything about it. The HOA said they would send a letter, but they're not delivering the mail, so now I have to get that taken care of. Their mailbox is full currently because they don't empty it because they're from China and the guy bought it for his kids so he can come visit them when they're in school. I called the Sheriff's Department and they said they can't do anything because it's an HOA community. I called the postmaster and they are looking into it. The HOA denied my request to buy a single box and move it to the other side. I was able to get mail on

Saturday by sitting outside for an hour and a half waiting for her. Finally, I was told I could move the whole mailbox to the other side, so I spent two hours moving the box to the other side. I was looking at the policies and they do have stuff in there as far as the vehicle is not supposed to be parked in designated areas, or in any manner that obstructs normal flow of traffic. To me, it seems like since we get curbside delivery, that it would be the normal flow of traffic is not blocking the mailbox and that you all have some jurisdiction over that for towing.

Mr. Perry stated they're not our roads.

Mr. Soriano stated the policies only pertain to our actual property, such as the parking lots and things like that. It doesn't pertain to the roads because we don't own them.

Mr. Don Long stated but for somebody that was overnight parking?

Mr. Soriano stated that's just in our parking lot, so I can tow somebody that parks in our parking lot overnight, but I can't tow anybody on the County's road, only the County can do that. The HOA does have wording in the grand covenants about this, but they don't own the road either so there's only so many things that can help them out to do anything. It's mostly going to be a nasty gram trying to get them to not park there. We have no authority whatsoever on the County roads.

Mr. Horton stated I don't know why the County can't do something about that.

Mr. Don Long stated they sent a Sheriff guy out there and he said there's nothing I can do because it's an HOA community and he said he couldn't ticket him or tow him. The guy from China paid cash for the house, so I don't know how much money he has. There for a while they weren't cutting the grass at all and he was probably getting fined. If they've been paid, I don't know.

Mr. Horton stated talk to Robert Patton and see if he can get one of the deputies to drop by here and ask him what he can do.

Mr. Don Long stated I just thought if there was a way you could put a new policy in or something.

Mr. Horton stated the roads belong to the County.

Mr. Davis stated as far as the post office goes, I would suggest staying in touch with them. I've had similar issues at my house, but believe it or not, I put my garbage out where it is supposed to go on Sunday. Monday my wife and I go to work, and the garbage company dumps it and just throws the cans down and she won't put my mail in the box, and she leaves



me a nasty gram that garbage cans were in front. I can't help that. I didn't put them there, I wasn't home. A lot of it I think falls on the post office people, and I've had to call several times about stuff like that, such as not getting certified letters. I'm not home, but they're supposed to leave the "sorry we missed you" thing for the certified letter. I would say stay in touch, but then again it sounds like the issue is solved because you moved the mailbox.

Mr. Horton asked you've talked to them about it right? The people who live there.

Mr. Dong Long stated the kids, because apparently the owner doesn't speak English, but I haven't really seen him other than sometimes he will be there smoking cigars out in the back. I don't think he's been there for a little while and they want to play basketball in their driveway, so they move the cars out. They have a three-car garage and there's two or three cars. I talked to them once and they moved it for a few days but there's nothing else I can do.

Mr. Thomas stated I live in the Oaks and I've had similar issues and I talked to the actual mail carrier and I've asked her a couple things and she's been pretty nice and accommodating. I know you've already taken too many steps for what I feel like are some inconsiderate neighbors. Have you had a chance to touch base with the actual mail carrier?

Mr. Don Long stated I did and she said if it's blocked she just bypasses, and in fact she said because they don't get their mail she has suspended delivering to them anyway, but it's in a shared box so if she can't get to it, she just drives right on by unless I'm able to run out there.

Mr. Lanier stated it may be the squeaky wheel that gets the grease so just keep on calling.

Mr. Soriano stated that is one of the things I think I mentioned to you is there is a department with the county, code enforcement, that deal with vehicles on roadways and a lot of times they get more involved than the Sheriff's office. With the Sheriff's office, especially if it's a PSA, you're only going to get so much help. If you're constantly contacting code enforcement and the more people that complain, they will eventually start doing something about it. They are limited by the rules they have in place right now, but they also know every HOA community is the same way. An officer comes out here and says it's an HOA community. Complain to your councilman and talk to him and he will do what he can to get the county to help out with cases that are kind of explain. To me, blocking the mailbox and not getting our mail for a couple of weeks sounds like more of a legal issue but it's also one that

we don't have much authority over. Other than helping you be that squeaky wheel and calling myself every once and a while, I don't have any more authority than you do.

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

- A. Approval of the Minutes of the June 8, 2020 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

There being no comments on the consent agenda items, a motion to approve followed.

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

**FOURTH ORDER OF BUSINESS****Discussion on the Fiscal Year 2021 Budget**

Mr. Perry stated this is just a placeholder for discussion on the budget. There have been no changes made to that at this time. We will update it for your next meeting, which is the budget adoption and that is going to be a night meeting at 6:00.

**FIFTH ORDER OF BUSINESS****Staff Reports****A. District Counsel**

Mr. Walters stated when it comes to monitoring all of the directives and Executive Orders coming out of the Governor's office, you may have seen late last week he extended the State of Emergency for the State of Florida for another 60 days. Whether that will extend other previous Executive Orders, particularly those related to virtual meetings and things like that is yet to be seen, but we will keep an eye on that and keep staff and board members aware and make adjustments accordingly.

Mr. Horton stated Florida is a hot spot right now, so I think our guidance here ought to be, this won't make Oakleaf a hot spot, so what I'm thinking is, we don't have to go along with what the Governor says. We can do what we want, as long as we're careful.

Mr. Soriano stated we will talk about some of that and our daily operations too. I have some things to discuss that I think will go along with that, but I also have some things that might actually be contradictory to that too. We do have a little bit of ability to make our own decisions, but there are these other organizations that Jason gets working with and if we think

we're going to do something that they are not happy with the County might contact him so there is some stuff that we want to stay within that realm.

**B. District Engineer – Acceptance of the 2020 Annual Engineer's Report**

Mr. Perry stated the annual engineer's report is required as part of the bonds that have been issued by the District. It just states that he has reviewed the assets of the District and the assets are adequately insured and maintained properly. We will file the report with the bondholders.

Mr. Horton stated it mentions mail kiosks, but we don't have any mail kiosks.

Ms. Nelsen stated in the Village Center there is a mail kiosk that we were required to put in with our capital funds.

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor the 2020 annual engineer's report was accepted.

**C. District Manager**

Mr. Perry stated I don't have anything other than the budget again. We are working on that, and just keep in mind there is no increase in assessments for this next fiscal year.

**D. Operations Manager - Memorandum**

Mr. Soriano stated one of the very first things we're going to talk about is some of the continual plans we have for opening. I would have hoped by now we would have moved into stage three of the Governor's plan, but unfortunately, we're not, and I don't foresee it any time soon. However, that stage planning has changed. Everybody can argue different points. The schools were part of that phase three and schools are going to open. Here, we did get pushed a little bit. I did send out that we were going to open up the slides. We've taken every safety precaution that we can. We kind of get pushed because of things like Adventure Landing that has opened and all of the communities that opened theirs and we're just trying to stay as safe as possible. I have not increased capacity. We've tried to get the residents to understand they need to handle their own social distancing and I've tried to get the lifeguards to understand they are not going to be going out with measuring sticks either, but they do have to help out with kids and parents and the spray ground. We have not hit capacity or had an issue in the last couple of

weeks because of it. We have seen more people than I reported to you last month, but we have not had a capacity issue, so I was not planning on increasing our capacity either. We're under 50% and we're allowed to be higher, but I don't think there's a reason and I think we should continue to be safe. There are some things that are being asked and I did kind of lay that on you guys in that last email to you for discussion today and it is because some other communities may have allowed daily guests. Not all of them. There are plenty of other CDDs out there that have not allowed daily guests. We have gone to allowing house guests. I do think that's a little safer and easier. We tend to see a lot less problems with house guests compared to daily guests, but it has been a question of when they are going to be allowed to bring daily guests back. I have been holding off because it creates some problems that I may need to figure out a way around. One of them is grandkids. We do have some dailies that end up bringing grandkids. The grandkids live here, so they're not really house guests. Right now, because we don't have guests, they can only sign them in, so we have angry grandma and grandpa. That is the first operational thing that I want to discuss, and I'll go into a couple of others.

Mr. Horton stated you say we're not hitting capacity right now. We're not at 50%, not even close, right?

Mr. Soriano stated the 100 people is actually about 35% or 40% of our normal capacity so you can have 100 people out there at your pools. We've come close a couple of times. On hot weekends I think we've had around 80 or 90 people and the lifeguards would send me a text that we were getting close and ask what happens. If we had 101 because a family came in with 5 people instead of 4, I'm going to allow it. It's the problem of when we have 100 we have to actually stop people from coming in and let them know we're at our capacity and that concerns me because we haven't had a case yet, but if we do and we have residents sitting out in the parking lot waiting because there's a bunch of people in there. We have gotten a lot of compliments on how we're operating right now. It's quite and controlled and they feel safer. That would not change. We're going to keep those numbers. I also am not going to change the hour and a half time block. There have been one or two people that really want to be in there longer, but I've had a lot more people tell me that they like it because it helps to get their kids out of the pool. It's worked out well since we don't have that line. It's really when they want to bring in a guest, they're mad because they can't.

Mr. Horton asked how many people are we talking about that are trying to bring guests?

Mr. Soriano stated if I have five or ten people yelling at me, that's a lot of people, but compared to how many people are actually showing up at the pool and how many are wanting guests, I could go either way. I don't know that we need them, but at the same time, we're not hitting capacity. To give you some more knowledge, we talked about this with your sister district and they said no, we want to stay with how we're operating and they're not going to do guests.

Mr. Davis stated if things are running smoothly, and it sounds like they are, and you're getting compliments on how things are going I would say if it's not broke, don't fix it.

Mr. Thomas stated I'd like to reiterate what Chad said. I've been getting nothing but compliments on how Jay has been handling the pool situation. I don't think I've gotten as many compliments since the Christmas cards were sent out, so I think we're doing a fantastic job. I don't think we need to change anything right now.

Mr. Horton stated I agree with that.

Ms. Nelsen stated that works for me.

Mr. Soriano stated it does affect one thing I was planning for rentals. If we're going to be allowed to do the birthday party rentals, that creates a problem because people want to come to the pool. We're only going to have about a month left of this because kids are going to go back to school. We've already lost revenue this year and it's not going to affect us that much, but that would have been the only thing that really allowed that to come back. If we can't allow them to bring guests then not to many people are going to rent for birthday parties so I do want to forewarn that part, because I will be looking into August or September opening up the club room to do things like a baby shower or wedding shower or something like that. I wanted to mention that when we do those things, not only do they have to have limited capacity, but I am working on adding agreements that they have to sign, kind of like waivers, because I have concerns that, let's say we rent it out. Your room is probably not as big of a deal as this room, but we do still have some of those requirements under some of those orders that we're required to follow those CDC guidelines saying if I have a known positive case here, I have to shut the building down to sanitize and clean. Let's imagine that happens on a Friday night. Here I have to wait until Saturday and that's not going to happen and unfortunately that's going to cause a

lot of problems, so I had to have that added into a contract. If that happens, I'm going to get a threat or something. Your facility is a couple hundred bucks for rentals and is typically going to be a little reunion or baby shower and would probably be more understanding than a wedding, but we still have that in place.

Mr. Horton asked have you talked about opening up?

Mr. Soriano stated yes, probably next month. It would be 50% capacity and it would only be with those added understandings that it may need to be canceled the night before because I just don't know.

Mr. Lanier asked would we have to be concerned with out of town guests, kind of like we are with the pool?

Mr. Soriano stated with the club room they don't get to use the pool there, so you are kind of limited. What we can do with that for a small room is require a guest list. They should be reporting we had a party here this weekend and we found out today somebody had a positive case and I'll have to shut that room down. That is a concern and it's one more thing that tells me, do we really need to do it? At the same time, we want these things for our residents, and I have to figure out sooner or later how we get back to it.

Ms. Nelsen asked the foggers that are being used at schools, are they affordable?

Mr. Soriano stated they're expensive, but I've already looked at purchasing one. The hard part is, there's not a lot to be had. It's a slow manufacturing process but it is something I can afford, and I have looked at that for the fitness centers. We have opened the fitness centers and that is a big contact point. I also have fears whether the residents will actually tell me if they get sick or not. Right now, we're just doing the normal wipe down with bleach and water.

Mr. Horton asked what if we waited until September to open up?

Mr. Soriano stated that's not a problem if that's going to be the direction. I don't know that it's needed, but at the same time we know we're going to open up sooner or later so how do we go about that.

Mr. Horton stated the other thing I'm thinking about is some of the problems in the state and all over with bars and ability to maintain. Maybe if you did open up in September maybe you want to say there will be no alcohol.

Mr. Soriano stated we could do that. We actually have limits on alcohol right now.

Mr. Lanier stated just yesterday we had a record number of COVID cases. It might be better to push it to maybe September.

Mr. Soriano stated I'm good with waiting for another month and at the next meeting we can talk about it again. I can Wanda we're waiting because she gets that question every day. I have the bold lettering on the website when you click on rentals it says, until further notice, but she does have some of those rentals that are looking for August and they call every single day. We just don't know, so we don't have a good answer for them and that's the hard part.

Mr. Lanier stated I'd like to push it to September.

Mr. Soriano stated going with that, I have two things that are a bit contradictory. The first one would be our vendor fair lady. She was planning on having that Easter event and I did cancel her out because we shut down everything then. She has come back to me and started to ask for an event as things are starting to open back up and I told her no, we're holding off right now because we're not even doing our own events. I do think we would be able to get back to something like a movie on the green because families can spread out. Some of our other events, maybe not so much. In fact, I'm going to have to figure out a way to cut out one of our favorites, Cocoa with Claus. We have no Santa and I can't really get one. I'd be nervous at this point if I could find one that agreed to it and I had to cancel that event after setting it up. That's a very hard conversation to have with kids so some of those events I think I'm going to have to change.

Mr. Horton asked when is this expo?

Mr. Soriano stated she would like to do one in October and really her concern is planning with the vendors. She wants to have some kind of direction whether she can start planning or not.

Mr. Davis asked how much time does she need?

Mr. Soriano stated she wants as much time as possible. I did tell her we were meeting tonight, and I would talk about it. She really wanted to come here, and I told her she could if she wanted but I would bring it up. Our concern is we just don't know. I spoke to your sister district because she does do the one that's in the fall and the one that would be the following month, she did it here last year and it worked out well. What they've said is they will allow her to go ahead and put it together, but she has to have that understanding that it could be the day or the week before that we end up having to tell her to cancel if we don't feel comfortable with

the size of the event or it not matching with some of the rules that are put in place by the State and the County at that time. We don't know. Right now, she has a lot of things that she has given to me that she would put on the vendors and people attending to try to keep them in those social distancing rules and guidelines.

Mr. Horton stated I don't think that could be managed properly. To me, that is canceled for this calendar year. To me it sends the wrong message to people here. Just start in the spring and see what happens. Hopefully there's a solution.

Mr. Soriano stated like I said, your sister district has said they will let her go with her planning for the Thanksgiving one that would be here, but with the understanding that she could get canceled out.

Mr. Davis asked so she wanted to do one in October and November?

Mr. Soriano stated she wanted to do the one in October to make up for the Easter one on your property because we had approved her to do the Easter one on your property.

Mr. Davis stated me personally, I'm fine with letting her plan for October with the understanding that we may have to cancel it on short notice. She's doing one in November anyway, so I say let her go with that. Is doing two back to back going to really be beneficial?

Mr. Soriano stated there's other things involved there. I know she charged her vendors for the first one and that becomes a big issue right now when it comes to refunds. Everyone is dealing with those type of things, so I think she's also getting push from her vendors and the food trucks and things like that. We're not doing events, so there's no outlet for them, so I think it's not just her, it's a lot of other people, but at the same time, we're going to stay safe and conservative here then I agree about doing an event like that.

Mr. Davis stated I hate to turn anything like that down, but I feel like if she can refund them or work with them on whatever fee in November just as well as she can in October.

Mr. Soriano stated I can tell her to forgo the October one and really focus on the November one and hopefully things will go well.

Mr. Horton asked Don, you're a respiratory therapist, right? What do you think about this thing? Is it dangerous or what?

Mr. Don Long stated as far as masks, I wear an N-95 all day and all shift for 12 hours working with patients and stuff and I'm still antibody negative so apparently that part works even though the data is not inclusive yet on masks and social distancing. The cases are up and



the tallies are going down and actual hospitalizations are going down, so everything is going down even though case numbers are going up. The age is going down so younger people are becoming positive. At any event that you're in close contact with people there's always that risk of spread and it's harder to do something with it afterwards than it is to plan for it and try to prevent.

Ms. Nelsen stated right now I'd say we say no. We're happy to address it again in August.

Mr. Davis stated absolutely, things could change. We said the ballfields were closed until July 31<sup>st</sup> and then three days later the Governor and Jacksonville Mayor opened them up on Friday.

Mr. Soriano stated the other thing that is a bit contradictory to that direction is that we do have some issues operationally, we've tried to stay as safe as possible, but they create other issues. Things like umbrellas on the tables at the pool. We took a lot of that stuff out. In fact, there was a recommendation back when we started this to take all the chairs away and they can bring their own chairs to sit in. It's cleaner like that. We went to limiting the number of chairs and we clean them. Even things like all the tables and umbrellas, it's hot right now. We have all of the water fountains taped off and I've watched adults rip through the plastic to get to the mouthpiece and realistically, the safety issue to me is how hot is out there so I'd almost rather go around those plans and just clean it more and try to be safe. There are a couple things we will do that seem contradictory to those operation aspects, but I think we're going to have to do them and there are organizations that are saying water fountains shouldn't be available. In different places we will follow those different recommendations, but I still want to run it through you guys to make sure everybody is aware.

Mr. Horton stated I thought you turned the water off.

Mr. Soriano stated there are some that I'm able to cut the breaker, but some just have a surge protector underneath and some people have figured out how to turn it back on. The nice one that we installed over at the pool at Double Branch, when we turn it off the two bottom ones don't work, but you can still use the upper one where you put the water bottle, which is at least cleaner. The mouthpiece one is the one I'm worried about. They do operate a little bit differently, so we covered them in plastic bags and caution tape.

Ms. Nelsen stated at some point it's just ridiculous, we can't protect everybody.

Mr. Davis stated and you also can't tell somebody they can't have any water when it's 105 degrees outside.

Mr. Don Long stated I would think that would be more of a risk of heat exhaustion.

Mr. Soriano stated moving on, there are a couple of items on the maintenance side I want to go through. The first one is the waterfall is still down and we have been working on it. I have replaced a lot of seals and gaskets. There are three 10-horsepower large pumps that are up there that operate the waterfall and every one of them has little leaks everywhere so I'm having to go through and replace various parts on every single one of them, but it is operational. I can turn it on and right now we're having a lot of electrical surges. It seems like every week we're having something, so the problem with those air leaks is the pumps don't run all the time, but when we have a surge it shuts it down and it takes an hour or more to get these things up. My maintenance guys end up dealing with that waterfall a lot and it cuts into their time too, so I'd rather just go ahead and fix it. So far, the first one has cost me about \$2,000 in seals, gaskets and replacements and I have three of them. I can do them piece by piece, but it's easier if I just come to you and ask for \$6,000 and go ahead and get it done.

Mr. Davis asked so one is fixed?

Mr. Soriano stated one is pretty much up. It's got everything pretty much brand new. Hopefully I only need \$2,000 or \$4,000, but there is some cushion in case I need anything else.

On MOTION by Mr. Davis seconded by Ms. Nelsen with all in favor an amount not to exceed \$6,000 to rebuild and repair the waterfall pump was approved.
--------------------------------------------------------------------------------------------------------------------------------------------------------

Mr. Soriano stated the next open item is SMS service. This is something I would be able to do on my amount, but I did want to talk to you guys. A couple of years ago we started using Twitter Fast Follow for the pools when we had to close for thunder or lightning. It was a great service by Twitter, because we did not have to have a Twitter account. There's a lot of people that don't want Twitter and this allowed them to just use their phone as long as you could get SMS text messaging you could sign up for your phone. We had thousands of people on this service. Somewhere in the middle of summer last year, Twitter stopped that. We really didn't notice that much. Every now and then we would get complaints that people didn't get a message. Twitter went to requiring an account to do it. There are paid services we can use that

do notifications like that and I think that would be the way to go. There are some free services such as what the school uses, but it still requires you to sign up in certain ways and I'd rather have a set number they sign into with their phone and it just sends them a text update. We do have a lot of people that do not want to use any sort of social media, they just want to have a text message on their phone.

Mr. Davis asked what is the cost?

Mr. Soriano stated they are all over the board right now. I'm looking at something that might be \$1,000 to \$1,500 a year if we're not sending a lot of texts, because a lot of times it is based on how much we're sending out. It's kind of like our email service. We do pay our email service and it is set up by how many emails I'm sending out. Right now, I think it's at \$39.99 per month so we're not at a \$1,000 for the year, but it's going to follow along that type of payment method. I'm not looking to do anything expensive, but it won't be a free service if we want to continue that type of notification out at the pools, which I think is helpful.

Ms. Nelsen asked it would be split between the two districts?

Mr. Soriano stated yes. We do split the emails.

Mr. Soriano continued; the last update is on the playgrounds. I was hoping to have a delivery date, but there are two units that are coming to use that are under the not to exceed by about \$5,000. I have looked at Silver Bluff's playground and taking that out, but with your blessing I'd like to use that extra money left over to powder coat those items on a third unit. I've taken inventory of the one that we have taken down. Other than some of the platforms, I think we would be able to powder coat and reuse just about everything. Of course, all of the slides and everything like that, even the slide that was damaged at Natures Hammock was damaged due to the platform, not the slide. This would change the total a bit. I would just put it under the normal hourly cost for these maintenance guys and I'm not looking to do this all in one month either. The invoice for the two units right now is \$25,999 so we do have \$4,000 left because the not to exceed was \$30,000 so if you guys want, I will use that extra to do things like powder coating. We also have a small toddler playground that we did out of wood and we can actually expand the playgrounds that way. It would really be up to how much work you guys want to do but I can use the extra \$4,000 to do that instead.

Mr. Davis stated I think that's cool as long as there is room for it.

Mr. Soriano stated there are some of our playgrounds that are pretty large. In fact, the Nature's Hammock one I do have a bit of a problem with the way it's designed. It goes backwards, so behind the trees there is a long area of grass where we don't have anything. The kids play games back there and I always get complaints from the residents because they end up knocking out the fence, so maybe trying to find a way to spread something out. I hate to take away a space for them to play football, but there is still room up front, it's just that area is perfect, and it's hidden behind everything. It would be a perfect spot to spread the playground out.

Other than that, just to update you guys, there were two concrete trucks earlier. One did send me a picture, so the foundation should be laid today. It is not in this report because we are just starting it. Our bridges there at the multiuse fields, on the two sides of the bridges, it looks like they probably had two different companies working on this at the time. The one side took care of the walkway to the bridges. The footer going up to the entry of the bridge is actually designed different. On the other side, it's just a three or four-inch slab of sidewalk that goes up. The problem with that is we've started to see erosion around the embankment and the sidewalk side is slipping down onto the bridges so I was getting complaints that the metal kickplate that we have out there was starting to stick up and we would go out there and tighten it up, bend it down and knock it into place, then we noticed more and more that the slab started sinking.

Ms. Nelsen stated I think it collapsed one time.

Mr. Soriano stated it's just on the outsides. If you look at the one bridge that is over at the Cottages, it looks like it's been redone. That footer is actually about 12 to 14-inches deep and then it goes down to the regular sidewalk slab as you walk out. Those other two bridges were not like that, so we did go ahead and break those up, so nobody injures themselves.

## **SIXTH ORDER OF BUSINESS**

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

Mr. Davis stated I was wondering if you have an update on the \$10,000 a day fine Robert Patton wants us to pay?

Mr. Soriano stated we're not getting fined. We are the owners of that property and we do follow the same rules, but it is done a little bit different and it is not us dumping. VerdeGo does not dump back there. We did at the front, if you're familiar with that area, drop a lot of pine branches and you can actually still see it under some of that other stuff to block other

people from walking back there. If you go back you can tell that's personal property, and in fact there are a lot of palm tree fronds back there. Some are from species that we don't even own. I took pictures of this and sent it to St. Johns, so they understood they felt comfortable, but I'm not sure what Mr. Patton's angle was. He has not talked to me about it since then.

Mr. Davis stated I'm just wondering if he was on the same page or if things were understood.

Mr. Soriano stated I have been told that communication has stopped so I don't know if he's still trying to push it with anybody or maybe he went above her head, but I have worked with that lady before that was involved in the email that I forwarded to you guys. She does contact me whenever there's issues with a resident that really wants a tree cut in a preserve area. She can actually give us permission to do certain things back there and she has sent me an email giving us permission if we want to do something with the fence.

Mr. Horton stated I talked to Jay about this yesterday. I went out and looked at it and I have some recommendations for that. Obviously, it's not us dumping it and VerdeGo is not doing it. It's some homeowner doing it. There are five or six piles of palm fronds and stuff back in there. I think if people walk back in there it looks like we condone that dumping, which we definitely do not, so number one, I think we need to clean it up. Have you talked to VerdeGo about that?

Mr. Soriano stated I did. Chalon has given me an amount of about \$1,250. They are little piles, but it is a lot of piles so it's just labor intensive.

Mr. Davis asked won't it just deteriorate?

Mr. Soriano stated people do walk back there and those trails are well formed so they're not going away anytime soon.

Mr. Horton stated my suggestion was extend the white fence near the lake so you can't get a yard tractor back there or something like that. On the middle one, I'd suggest you put some kind of simple gate there so our guys can get back in there to do things when they need to. There's a third trail in there that looks like it's semi overgrown that comes right from the playground. That one maybe two or three posts could do it. I think that would be a solution. Some of the neighbors have been complaining about the piles of stuff back there.

Mr. Davis stated surely they're seeing somebody taking it back there.

Mr. Horton stated yes unless they're there early in the morning or in the evening.

Mr. Lanier stated even if they do see it, they may just think it's VerdeGo or the CDD and not think much about it.

Mr. Horton stated because VerdeGo did put the sticks in there, so they see them doing that and think they're dumping the rest of it and they didn't. If we leave it there it's like we're condoning it.

Mr. Soriano stated just to clarify that part, we have actually done that ever since DTE was here. I have trails that go back in those preserves. I work with St. Johns and we really do not want them back there in those preserve areas. It's supposed to be left completely natural, even just to bird watch, so we have over the years blocked off areas and we've been pretty good about getting on DTE or R&D, and now I've talked to VerdeGo about keeping it on the right of way natural area, not the preserve and they did a pretty good job of marking it back. It does add to so many things. At least now, we're not getting the big trash piles. I haven't had to pull a couch out of there in a while. We do get some trash, but right now it's just clipping and trees.

Ms. Suchsland stated there's an office chair back there now.

Mr. Davis asked so some fencing, like split rails?

Mr. Soriano stated okay. I can do the split rail. If we do the solid it won't match what is over there at the pond. It would stop people a little more than the split rail would, but the split rail would match and that is going to be well under \$1,000. We actually have a lot of that split rail so we could do that part.

Mr. Davis asked signs, such as no dumping?

Mr. Soriano stated we can put up signs. It really depends on how much you guys want to do with costs. I hate to have to spend any money due to people's bad decisions, but we already know that's what we end up doing a lot of times to try to fix it. If we do decide to spend money to clean up the piles that are there now, that does add up. It's a few thousand bucks to do everything.

Mr. Horton stated if we're going to have them clean it up, I think we need to coordinate it for the day that you put the fencing up because they could just dump again if we clean it up before we put then fencing in.

Mr. Soriano stated like I said, I have the supplies since we've taken down split rails in other areas and bought extra at times where we've put them up around the ponds to stop people

from parking. If you want to do the higher fencing, that's different because we're going to have to purchase a lot of that. I keep a couple rails and some of the lattice work, but I don't have whole fences.

Mr. Davis stated I'm not as concerned with cleaning it up. Obviously, if there's any furniture we want to get that out of there.

Mr. Lanier asked does the split rail go on the end of two entrances?

Mr. Soriano stated I'll probably stretch it into the trees a little bit so they can't go around it. I measured out a good 60-feet. The other one is back on the entry from the playground side, so I didn't measure that one out.

Ms. Suchsland stated that actually has brush in front of it and that's closing up.

Mr. Soriano stated I don't think anybody has been going through that way in a while, but they have in the past.

Mr. Horton asked we're still talking about keeping lawn tractors out there, right? I think it's okay for people to go back in there and fish and walk their dogs.

Mr. Soriano stated I don't give permission for it and when people ask me, I tell them they're not supposed to be back there. We have that sign for keeping people out of areas where the houses are right behind the split rail, they can go back there, but I don't tell them they can go back in the preserve area. There are trails that go way back there. There's some that go all the way to the back of that pond so you can go back there pretty far. We didn't create it and it's not a recreational area so I don't tell people they can go back there for liability reasons. I don't agree they should be back there. If we're going to clean it up and do anything different, then we can go that route. It's private property nature.

Mr. Horton stated there's the trail back here.

Mr. Soriano stated that's one we've actually spent money on. We've built a boardwalk and things like that. The other thought would be if we actually wanted to make that a nature walk area. That might be an easy amenity to add. We're constantly looking at different things. We'd have to trim out a lot of that overgrown brush so that's just labor intensive. Those trails are kind of compact and they're not going anywhere. We might have to add a little bit of mulch to keep it even so no one is tripping back there, but it could be a spot to walk.

Mr. Davis stated then we're going to get that there are teenagers hanging out back there and we need security or to block it off.

Mr. Soriano stated it could be one more route to take care of that problem. Nobody would be dumping back there if people are walking back there. I don't always agree with it, but it may fix it. I'm still looking for a place to put a dog park. That is a big area on Waverley that does nothing. It's just trees and overgrown area. For now, addressing just do we want to spend money to fence, clean up and add signs, what do we do?

Ms. Nelsen and Mr. Davis stated fence. Ms. Nelsen asked do you think we should clean it up? You're the one that's getting complaints.

Mr. Soriano stated I don't agree on spending money due to someone else. I hate to clean it up because a lot of times they feel like they got away with it. My problem is we're going to spend money to dig a fence so they're going to see us doing that work and they're going to see we left the rest of the stuff so I know the lady that lives on the corner that was complaining to me and Rob originally about this will end up complaining that we just left all of the stuff. It's not a lot, \$1,250. I hate to spend it, and I don't agree with it, but I'm already taking the time to go put the fence in.

Mr. Lanier asked will the \$1,250 include whatever garbage is back there?

Ms. Suchsland stated no, that's just for the debris that we can put through the chipper.

Mr. Soriano stated I'll get the chair.

Mr. Thomas stated let me get some clarification since there's some back and forth. We're talking about spending money on something that we don't own.

Ms. Nelsen stated we do own it. That's the problem. They dumped it illegally on our property, so we want to clean it up and put the fence in so they can't get back there and do it again.

Mr. Soriano stated both of the amounts are under my amount, but really, I need some clear direction on whether you guys want to pay for cleaning up and for a fence?

Mr. Davis stated I'm good with the fence.

Ms. Nelsen stated he's going to be dealing with complaints. Do it right one time and move on.

Mr. Lanier asked can we promote the overgrowth of those entrance areas or that one entrance area?



Mr. Soriano stated we could, but I think it would take a good amount of planning and prep out there because it's so worn down so that may cost more than \$1,000. We'd have to plant some pretty good stuff out there.

Mr. Lanier stated I'm just talking about that one entrance where the fence is going to go. Put something behind there and let it grow. I'm not talking about the whole trail.

Mr. Soriano stated we've done a lot of Ligustrum's behind the split rails. We can look at that.

Ms. Suchsland stated you do have another option with using some of your contractual. I only did half of the spring planting so we're looking at fall planting, so if you want to use some of that money towards that.

Mr. Davis asked it wouldn't be too much, right? We're just talking about right where the trails are and it's about six-feet wide.

Ms. Suchsland stated I would definitely pick larger ones.

Mr. Soriano stated that's kind of like what we did over in Nature's Hammock to block people from parking up there by the playground and they're grown pretty well, and people have stopped parking there.

Mr. Lanier stated they can get in between the fence and the preserve basically.

Mr. Soriano stated that's where we've been going and when they cut the grass, they generally go in that side too.

Mr. Davis stated so if we do all this, is someone still going to be able to get in on that side? Can we put a post and a chain in?

Mr. Soriano stated when I bring the big ranger and we have, say a trailer and we have to get through to do a lot of work, like when we remove couches, we bring that with us so we're not actually carrying a couch out onto the roadway. We do have to pull the split rail out. It's not that hard, but yes, somebody else can figure out how to pull the split rail also.

Mr. Horton stated maybe you want to consider putting a gate in the middle then.

Mr. Lanier stated maybe it's making that point to the people and we see how that works and we don't have to worry about it. Maybe that fence in the middle will be enough to say, they're making a statement, and then if they continue, we can consider extending the fence into the front of the lake. We can see how that goes and address it then.

Ms. Nelsen asked what do you think the not to exceed needs to be?

Mr. Soriano stated I would say let's do something like \$3,000 when I'm considering plants and everything.

On MOTION by Ms. Nelsen seconded by Mr. Davis with all in favor an amount not to exceed \$3,000 for fence installation, clean-up and plants was approved.

Mr. Horton asked on your maintenance section of your report it says, train new CPO's for pool tech services.

Mr. Soriano stated yes. You didn't see it as much last year, but I did have an issue with one of our pool cleaning companies that just wasn't paying enough attention and they did let one of our motors go underwater during a storm. It was one of my guys that found it. I'm kind of getting tired of their services lacking and we pay pretty good money for that service. I still have RMS that does a lot of work here, and then I keep Crown on as our pool contractor when we have major problems like the pool leaks and things like that. I did get rid of Crystal Clean. It worked out well, I started training lifeguards and many of those were older lifeguards that are gone now so I have brand new kids. They have been working all this year since spring break as CPO's, but they finalized their certification this last month so I can pay them a little better, so it's all in house for daily cleanings.

Mr. Horton asked CPO stands for what now?

Mr. Soriano stated Certified Pool Operator. So for the daily cleaning, doing things like backwashing the pool, adding chlorine and telling me when I need to order more baking soda or anything like that, they do that and they've done a pretty good job because our health department has been here now three times this summer and they're happy. These guys love it because they're high school and college age and they're looking to build their own business and do residential pool cleanings so they're happy they can do that training here.

Mr. Horton stated somebody was concerned about some dead pine trees on the Cannon's Point roundabout.

Ms. Suchsland stated yes.

Mr. Horton stated so you know about that. The concern was a limb came down and almost hit this lady's daughter, so I wondered about that. The picture she put on there showed a lot of dead trees.

Ms. Suchsland stated there's a few more. They keep dying off over in there, but one of them actually came down in this last weekend's storm.

Mr. Horton asked can we take them out if they're dead?

Mr. Soriano stated yes, some of them that are far enough back. We do have a lot of dead trees out there. Usually we get ones that are near the sidewalk.

Mr. Horton stated I got the impression it was at the roundabout, so I got the impression it was near the walkway.

Ms. Suchsland stated if you go down Cannon's Point off the school road and make the right it's on that side.

Mr. Soriano stated we will look at it. Chalon has done a pretty job of getting on a couple of them this last month and you'll see the bills in there from where we've taken them out.

Mr. Thomas stated how about that big tree limb across the street from the park at the entrance of the Oaks, where people used to park their cars?

Mr. Soriano stated I know they were cutting some off that tree last week.

Ms. Suchsland stated we will get that. Our chainsaw broke down so it's at the mechanic, but we will get that this week.

Mr. Thomas stated on the fence problem, a \$0.99 sign that says you're on camera will stop the dumping.

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

#### **Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is August 10, 2020 at 6:00 p.m. at this location and that will be the budget adoption.

#### **EIGHTH ORDER OF BUSINESS**

#### **Adjournment**

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

---

Secretary/Assistant Secretary

---

Chairman/Vice Chairman

*B.*

# Double Branch

## Community Development District

Unaudited Financial Reporting  
June 30, 2020



**DOUBLE BRANCH**  
**Community Development District**  
**Combined Balance Sheet**  
June 30, 2020

	<u>Governmental Fund Types</u>					<b>Totals</b> <b>(Memorandum Only)</b>
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
<b>ASSETS:</b>						
Cash	\$50,765	\$89,604	\$112,998	---	---	\$253,367
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$565,971	---	\$565,971
Reserve A1	---	---	---	\$868,407	---	\$868,407
Acquisition and Construction	---	---	---	---	\$18,593	\$18,593
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$96,303	---	\$96,303
<u>Operations</u>						
Custody Account-General Fund Excess	\$53,562	---	---	---	---	\$53,562
Custody Account-Recreation Fund Excess	---	\$700,099	---	---	---	\$700,099
Custody Account-Recreation Fund Reserve	---	---	\$73	---	---	\$73
<u>State Board</u>						
General Fund	\$77,480	---	---	---	---	\$77,480
Recreation	---	\$482,264	---	---	---	\$482,264
Capital Reserve	---	---	\$1,085,750	---	---	\$1,085,750
Due From General Fund	---	\$8,963	---	---	---	\$8,963
Due From Capital Reserve Fund	---	\$40,383	---	---	---	\$40,383
Due From Recreation	---	---	\$78,824	---	---	\$78,824
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,583	---	---	---	\$4,583
Prepaid Expenses	\$3,409	---	---	---	---	\$3,409
<b>TOTAL ASSETS</b>	<u>\$185,215</u>	<u>\$1,326,595</u>	<u>\$1,277,645</u>	<u>\$1,530,681</u>	<u>\$18,593</u>	<u>\$4,338,729</u>
<b>LIABILITIES:</b>						
Accounts Payable	\$2,611	\$34,202	---	---	---	\$36,813
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	\$2,611	\$3,066	---	---	---	\$5,677
Due to Rec Fund	\$8,963	---	\$40,383	---	---	\$49,346
Due to Middle Village	---	\$12,615	---	---	---	\$12,615
Due to Capital Reserve	---	\$78,824	---	---	---	\$78,824
Deferred Rental Revenue	---	\$600	---	---	---	\$600
<b>FUND BALANCES:</b>						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$1,530,681	---	\$1,530,681
Restricted for Capital Projects	---	---	---	---	\$18,593	\$18,593
Assigned	---	\$45,921	\$1,237,262	---	---	\$1,283,183
Unassigned	\$170,877	\$1,146,783	---	---	---	\$1,317,660
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u>\$185,215</u>	<u>\$1,326,595</u>	<u>\$1,277,645</u>	<u>\$1,530,681</u>	<u>\$18,593</u>	<u>\$4,338,729</u>

**DOUBLE BRANCH**  
**Community Development District**  
**GENERAL FUND**  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 6/30/20	ACTUAL THRU 6/30/20	VARIANCE
Assessment - Tax Roll	\$177,985	\$177,985	\$178,403	\$418
Interest Income	\$200	\$150	\$814	\$664
Miscellaneous Income	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$178,185</b>	<b>\$178,135</b>	<b>\$179,218</b>	<b>\$1,083</b>

**EXPENDITURES:**

**Administrative**

Supervisors Fees	\$12,000	\$9,000	\$7,400	\$1,600
FICA Expense	\$918	\$689	\$505	\$184
Engineering	\$5,000	\$3,750	\$1,028	\$2,723
Arbitrage	\$700	\$525	\$700	(\$175)
Dissemination	\$1,333	\$1,000	\$1,200	(\$200)
Assessment Roll	\$7,821	\$7,821	\$7,821	\$0
Attorney	\$42,000	\$31,500	\$21,366	\$10,134
Annual Audit	\$5,900	\$5,900	\$4,700	\$1,200
Trustee fees	\$8,815	\$6,611	\$5,406	\$1,205
Management Fees	\$59,963	\$44,972	\$44,972	(\$0)
Information Technology	\$1,942	\$1,457	\$1,606	(\$150)
Telephone	\$290	\$218	\$265	(\$47)
Postage	\$1,900	\$1,425	\$726	\$699
Printing & Binding	\$3,400	\$2,550	\$1,812	\$738
Records Storage	\$300	\$225	\$0	\$225
Insurance	\$8,130	\$8,130	\$7,936	\$194
Legal Advertising	\$2,000	\$1,500	\$780	\$721
Office Supplies	\$350	\$263	\$174	\$88
Website Compliance	\$2,250	\$1,688	\$1,688	\$0
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$12,998	\$12,998	\$12,998	\$0
Transfer Out	\$0	\$0	\$61	(\$61)

<b>TOTAL EXPENDITURES</b>	<b>\$178,185</b>	<b>\$142,395</b>	<b>\$123,319</b>	<b>\$19,076</b>
---------------------------	------------------	------------------	------------------	-----------------

<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$0)</b>	<b>\$55,898</b>
---------------------------------------	--------------	-----------------

<b>FUND BALANCE - Beginning</b>	<b>\$0</b>	<b>\$114,979</b>
---------------------------------	------------	------------------

<b>FUND BALANCE - Ending</b>	<b>(\$0)</b>	<b>\$170,877</b>
------------------------------	--------------	------------------

**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 6/30/20	ACTUAL THRU 6/30/20	VARIANCE
<b>REVENUES:</b>				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,462,648	\$1,466,085	\$3,437
Interest Income	\$1,000	\$750	\$3,873	\$3,123
Amenities Revenue	\$33,690	\$25,268	\$18,123	(\$7,144)
Sports Revenue	\$11,000	\$8,250	\$9,538	\$1,288
<b>TOTAL REVENUES</b>	<b>\$1,508,338</b>	<b>\$1,496,916</b>	<b>\$1,497,619</b>	<b>\$704</b>

**EXPENDITURES:**

**Administrative:**

Management Fees - Onsite	\$178,487	\$133,866	\$133,866	\$0
Insurance	\$62,789	\$62,789	\$65,520	(\$2,731)
Other Current Charges	\$3,818	\$2,864	\$1,880	\$984
Permit Fees	\$1,635	\$1,226	\$811	\$415
<b>Total Administrative</b>	<b>\$246,729</b>	<b>\$200,744</b>	<b>\$202,077</b>	<b>(\$1,332)</b>

**Maintenance:**

**Common Area**

Security	\$50,920	\$38,190	\$38,122	\$68
Security - Clay County Off-Duty Sheriff	\$43,050	\$32,288	\$32,990	(\$703)
Water - Irrigation	\$9,000	\$6,750	\$5,859	\$891
Irrigation Maintenance	\$4,250	\$3,188	\$4,642	(\$1,455)
Streetlighting	\$33,066	\$24,800	\$20,905	\$3,895
Electric	\$42,000	\$31,500	\$21,563	\$9,937
Landscape Maintenance	\$371,004	\$278,253	\$278,253	(\$0)
Common Area Maintenance	\$43,564	\$32,673	\$19,885	\$12,788
Lake Maintenance	\$28,116	\$21,087	\$22,839	(\$1,752)
Landscape Reserve	\$30,000	\$30,000	\$30,000	\$0
Capital Reserve	\$15,565	\$15,565	\$15,565	\$0
Repairs and Replacement	\$88,996	\$66,747	\$104,166	(\$37,419)
General Reserve	\$26,759	\$26,759	\$26,759	\$0
<b>Total Common Area</b>	<b>\$786,290</b>	<b>\$607,798</b>	<b>\$621,549</b>	<b>(\$13,751)</b>

**Recreation Facility**

Amenity Staff	\$110,000	\$82,500	\$59,235	\$23,265
Refuse Services	\$6,120	\$4,590	\$7,100	(\$2,510)
Telephone	\$5,592	\$4,194	\$3,534	\$660
Electric	\$59,300	\$44,475	\$24,611	\$19,864
Cable	\$12,319	\$9,239	\$5,230	\$4,010
Pool Maintenance	\$56,616	\$42,462	\$27,630	\$14,832
Water / Sewer/Reclaim	\$65,000	\$48,750	\$33,102	\$15,648
Facility Maintenance-General	\$43,500	\$32,625	\$23,969	\$8,656
Facility Maintenance-Preventative	\$13,117	\$9,838	\$2,783	\$7,055
Facility Maintenance - Contingency	\$34,750	\$26,063	\$22,813	\$3,250
Lighting Repairs	\$8,500	\$6,375	\$5,573	\$802
Special Events	\$10,500	\$7,875	\$2,133	\$5,742
Office Supplies & Equipment	\$6,664	\$4,998	\$951	\$4,047
Janitorial	\$51,012	\$38,259	\$35,298	\$2,961
Recreation Passes	\$5,500	\$4,125	\$2,113	\$2,012



**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 6/30/20	ACTUAL THRU 6/30/20	VARIANCE
<b><u>Recreation Facility-Continued</u></b>				
Pool Pump Reserve	\$6,500	\$6,500	\$6,500	\$0
Pool Leak Repairs	\$5,000	\$3,750	\$0	\$3,750
Multiuse Field	\$21,250	\$15,938	\$0	\$15,938
<b>Total Recreation Facility</b>	<b>\$521,240</b>	<b>\$392,555</b>	<b>\$262,574</b>	<b>\$129,981</b>
<b>Total Maintenance</b>	<b>\$1,307,530</b>	<b>\$1,000,353</b>	<b>\$884,123</b>	<b>\$116,230</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,554,259</b>	<b>\$1,201,098</b>	<b>\$1,086,200</b>	<b>\$114,898</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$45,921)</b>		<b>\$411,419</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$45,921</b>		<b>\$739,947</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$1,151,366</b>	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessment - Tax Roll	\$0	\$26,996	\$140,168	\$1,979	\$2,141	\$1,500	\$1,940	\$1,574	\$2,105	\$0	\$0	\$0	\$178,403
Interest Income	\$12	\$10	\$97	\$132	\$123	\$99	\$65	\$51	\$226	\$0	\$0	\$0	\$814
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$12</b>	<b>\$27,007</b>	<b>\$140,265</b>	<b>\$2,111</b>	<b>\$2,264</b>	<b>\$1,599</b>	<b>\$2,005</b>	<b>\$1,625</b>	<b>\$2,331</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$179,218</b>

**Expenditures:**

**Administrative**

Supervisors Fees	\$1,000	\$800	\$1,000	\$1,000	\$800	\$800	\$0	\$1,000	\$1,000	\$0	\$0	\$0	\$7,400
FICA Expense	\$77	\$61	\$77	\$77	\$61	\$0	\$0	\$77	\$77	\$0	\$0	\$0	\$505
Engineering	\$0	\$833	\$195	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,028
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$0	\$0	\$0	\$0	\$700
Dissemination	\$211	\$111	\$111	\$111	\$111	\$211	\$111	\$111	\$111	\$0	\$0	\$0	\$1,200
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	\$3,267	\$5,044	\$2,611	\$0	\$0	\$0	\$0	\$21,366
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	\$5,406	\$0	\$0	\$0	\$0	\$0	\$0	\$5,406
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$0	\$0	\$44,972
Computer Time	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$0	\$0	\$0	\$1,606
Telephone	\$49	\$35	\$36	\$0	\$17	\$10	\$40	\$45	\$32	\$0	\$0	\$0	\$265
Postage	\$16	\$143	\$130	\$123	\$147	\$138	\$15	\$14	\$0	\$0	\$0	\$0	\$726
Printing & Binding	\$222	\$451	\$23	\$259	\$259	\$197	\$178	\$27	\$197	\$0	\$0	\$0	\$1,812
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	\$136	\$122	\$0	\$0	\$0	\$0	\$780
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$21	\$41	\$1	\$21	\$21	\$21	\$21	\$1	\$26	\$0	\$0	\$0	\$174
Website Compliance	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$0	\$0	\$0	\$1,688
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,998	\$0	\$0	\$0	\$0	\$12,998
Transfer Out	\$0	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$61

<b>Total Administrative</b>	<b>\$25,204</b>	<b>\$10,380</b>	<b>\$10,128</b>	<b>\$8,577</b>	<b>\$12,774</b>	<b>\$15,476</b>	<b>\$10,907</b>	<b>\$23,068</b>	<b>\$6,805</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$123,319</b>
-----------------------------	-----------------	-----------------	-----------------	----------------	-----------------	-----------------	-----------------	-----------------	----------------	------------	------------	------------	------------------

<b>Excess Revenues (Expenditures)</b>	<b>(\$25,192)</b>	<b>\$16,627</b>	<b>\$130,137</b>	<b>(\$6,466)</b>	<b>(\$10,510)</b>	<b>(\$13,877)</b>	<b>(\$8,902)</b>	<b>(\$21,443)</b>	<b>(\$4,474)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,898</b>
---------------------------------------	-------------------	-----------------	------------------	------------------	-------------------	-------------------	------------------	-------------------	------------------	------------	------------	------------	-----------------

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Maintenance Assessments-Tax Roll	\$0	\$221,851	\$1,151,875	\$16,266	\$17,598	\$12,323	\$15,942	\$12,931	\$17,300	\$0	\$0	\$0	\$1,466,085
Interest Income	\$113	\$68	\$602	\$838	\$807	\$659	\$423	\$322	\$42	\$0	\$0	\$0	\$3,873
Amenities Revenue	\$3,801	\$2,499	\$2,703	\$2,142	\$1,749	\$6,003	(\$1,238)	\$39	\$425	\$0	\$0	\$0	\$18,123
Sports Revenue	\$7,130	\$285	\$0	\$1,245	\$195	\$240	\$323	\$0	\$120	\$0	\$0	\$0	\$9,538
<b>Total Revenues</b>	<b>\$11,044</b>	<b>\$224,703</b>	<b>\$1,155,180</b>	<b>\$20,491</b>	<b>\$20,348</b>	<b>\$19,225</b>	<b>\$15,450</b>	<b>\$13,293</b>	<b>\$17,887</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,497,619</b>
<b>Expenditures:</b>													
<b><u>Administrative</u></b>													
Management Fees - Onsite	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$0	\$0	\$0	\$133,866
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)	\$188	\$179	\$200	\$0	\$0	\$0	\$1,880
Permit Fees	\$266	\$27	\$411	\$0	\$27	\$27	\$27	\$27	\$0	\$0	\$0	\$0	\$811
<b>Total Administrative</b>	<b>\$80,970</b>	<b>\$15,292</b>	<b>\$15,777</b>	<b>\$15,326</b>	<b>\$15,522</b>	<b>\$13,945</b>	<b>\$15,089</b>	<b>\$15,080</b>	<b>\$15,074</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$202,077</b>
<b><u>MAINTENANCE- Common Area</u></b>													
Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$0	\$38,122
Security - Clay County Off-Duty Sheriff	\$2,849	\$4,161	\$4,003	\$3,758	\$3,773	\$3,638	\$3,758	\$4,353	\$2,700	\$0	\$0	\$0	\$32,990
Water - Irrigation	\$1,263	\$1,358	\$449	\$352	\$287	\$274	\$178	\$603	\$1,097	\$0	\$0	\$0	\$5,859
Irrigation Maintenance	\$0	\$0	\$411	\$2,567	\$1,211	\$0	\$453	\$0	\$0	\$0	\$0	\$0	\$4,642
Streetlighting	\$2,353	\$2,353	\$2,338	\$2,338	\$2,338	\$2,338	\$2,171	\$2,338	\$2,338	\$0	\$0	\$0	\$20,905
Electric	\$2,546	\$2,528	\$3,018	\$2,197	\$2,338	\$2,690	\$1,231	\$2,699	\$2,316	\$0	\$0	\$0	\$21,563
Landscape Maintenance	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$0	\$0	\$0	\$278,253
Common Area Maintenance	\$1,188	\$2,212	\$1,678	\$2,118	\$1,678	\$2,421	\$6,793	\$1,797	\$0	\$0	\$0	\$0	\$19,885
Lake Maintenance	\$4,266	\$2,237	\$2,234	\$2,070	\$2,538	\$2,512	\$2,467	\$2,445	\$2,070	\$0	\$0	\$0	\$22,839
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,565	\$0	\$0	\$0	\$0	\$15,565
Repairs and Replacement	\$10,923	\$13,587	\$5,238	\$14,370	\$24,427	\$15,797	\$5,598	\$4,511	\$9,716	\$0	\$0	\$0	\$104,166
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,759	\$0	\$0	\$0	\$0	\$26,759
<b>Total Common Area</b>	<b>\$60,540</b>	<b>\$63,589</b>	<b>\$54,521</b>	<b>\$64,922</b>	<b>\$73,742</b>	<b>\$64,823</b>	<b>\$57,801</b>	<b>\$126,222</b>	<b>\$55,389</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$621,549</b>

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b><u>Recreation Facility</u></b>													
Amenity Staff	\$11,322	\$5,392	\$4,963	\$8,075	\$5,258	\$6,231	\$1,346	\$3,532	\$13,115	\$0	\$0	\$0	\$59,235
Refuse Service	\$765	\$769	\$769	\$769	\$816	\$814	\$996	\$612	\$791	\$0	\$0	\$0	\$7,100
Telephone	\$402	\$424	\$509	\$314	\$260	\$433	\$433	\$423	\$336	\$0	\$0	\$0	\$3,534
Electric	\$3,664	\$2,984	\$2,976	\$2,848	\$2,380	\$2,337	\$1,786	\$2,697	\$2,939	\$0	\$0	\$0	\$24,611
Cable	\$573	\$573	\$573	\$587	\$585	\$585	\$585	\$584	\$585	\$0	\$0	\$0	\$5,230
Pool Maintenance/Chemicals	\$4,003	\$2,605	\$2,685	\$2,207	\$4,044	\$4,083	\$3,091	\$2,107	\$2,801	\$0	\$0	\$0	\$27,630
Water/Sewer/Reclaim	\$4,884	\$3,944	\$3,494	\$2,848	\$2,626	\$2,951	\$3,541	\$4,312	\$4,500	\$0	\$0	\$0	\$33,102
Facility Maintenance - General	\$2,958	\$3,625	\$2,869	\$3,609	\$2,869	\$2,710	\$2,700	\$2,629	\$0	\$0	\$0	\$0	\$23,969
Facility Maintenance - Preventative Contracts	\$640	(\$49)	\$378	\$155	\$288	\$0	\$1,083	\$0	\$288	\$0	\$0	\$0	\$2,783
Facility Maintenance - Contingency	\$2,895	\$2,895	\$2,895	\$2,877	\$2,866	\$3,382	\$2,536	\$2,467	\$0	\$0	\$0	\$0	\$22,813
Lighting Repairs	\$708	\$708	\$701	\$709	\$701	\$686	\$680	\$680	\$0	\$0	\$0	\$0	\$5,573
Special Events	\$466	\$645	\$698	\$190	\$0	\$0	\$134	\$0	\$0	\$0	\$0	\$0	\$2,133
Office Supplies and Equipment	\$130	\$174	\$83	\$44	\$92	\$208	\$50	\$138	\$33	\$0	\$0	\$0	\$951
Janitorial	\$5,415	\$5,285	\$4,514	\$5,577	\$4,593	\$5,663	\$4,251	\$0	\$0	\$0	\$0	\$0	\$35,298
Recreation Passes	\$0	\$817	\$0	\$1,097	\$0	\$0	\$199	\$0	\$0	\$0	\$0	\$0	\$2,113
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,500	\$0	\$0	\$0	\$0	\$6,500
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	\$28,107	\$31,906	\$27,379	\$30,084	\$23,412	\$26,681	\$25,388	\$0	\$0	\$0	\$262,574
<b>Total Expenses</b>	\$180,337	\$109,672	\$98,405	\$112,154	\$116,643	\$108,851	\$96,302	\$167,984	\$95,850	\$0	\$0	\$0	\$1,086,200
<b>Excess Revenues (Expenditures)</b>	(\$169,294)	\$115,031	\$1,056,775	(\$91,663)	(\$96,295)	(\$89,627)	(\$80,853)	(\$154,691)	(\$77,963)	\$0	\$0	\$0	\$411,419

**DOUBLE BRANCH**  
**Community Development District**  
**Capital Reserve Fund**  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

	ADOPTED BUDGET	PRORATED THRU 6/30/20	ACTUAL THRU 6/30/20	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$1,000	\$750	\$8,037	\$7,287
Landscape Reserve - Transfer In	\$30,000	\$30,000	\$30,000	\$0
Capital Reserve - Transfer In	\$15,565	\$15,565	\$15,565	\$0
Pool Pump Reserve - Transfer in	\$6,500	\$6,500	\$6,500	\$0
General Reserve - Transfer in	\$26,759	\$26,759	\$26,759	\$0
General Fund Reserve- Transfer in	\$12,998	\$12,998	\$12,998	\$0
<b>TOTAL REVENUES</b>	<b>\$92,822</b>	<b>\$92,572</b>	<b>\$99,859</b>	<b>\$7,287</b>
<b><u>EXPENDITURES:</u></b>				
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
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,602</b>	<b>(\$10,602)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$92,822</b>		<b>\$89,257</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$1,147,970</b>		<b>\$1,148,005</b>	
<b>FUND BALANCE - Ending</b>	<b>\$1,240,792</b>		<b>\$1,237,262</b>	

**DOUBLE BRANCH**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
Series 2013 A-1, & 2013 A-2 Special Assessment Bonds  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

ADOPTED BUDGET	PRORATED THRU 6/30/20	ACTUAL THRU 6/30/20	VARIANCE
-------------------	--------------------------	------------------------	----------

**Revenues:**

Special Assessments - Tax Roll	\$1,962,561	\$1,962,561	\$1,967,540	\$4,979
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$10,000	\$7,500	\$18,924	\$11,424

**TOTAL REVENUES**

\$1,972,561	\$1,970,061	\$1,986,464	\$16,403
-------------	-------------	-------------	----------

**Expenditures:**

**Series 2013 A-1**

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

**Series 2013 A-2**

Interest Expense - 11/1	\$54,913	\$54,913	\$54,913	\$0
Prepayment Call 11/1	\$0	\$0	\$10,000	(\$10,000)
Interest Expense - 5/1	\$54,913	\$54,913	\$54,625	\$288
Principal Expense 5/1	\$85,000	\$85,000	\$80,000	\$5,000
Prepayment Call 5/1	\$0	\$0	\$5,000	(\$5,000)

**TOTAL EXPENDITURES**

\$1,943,329	\$1,943,329	\$1,953,041	(\$9,713)
-------------	-------------	-------------	-----------

**EXCESS REVENUES (EXPENDITURES)**

\$29,232	\$33,422
----------	----------

**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	\$33,422
----------	----------

**FUND BALANCE - Beginning**

\$516,591	\$1,497,259
-----------	-------------

**FUND BALANCE - Ending**

\$545,823	\$1,530,681
-----------	-------------

**DOUBLE BRANCH**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For The Period Ending June 30, 2020

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<b><u>REVENUES:</u></b>		
Interest Income		\$416
<b>TOTAL REVENUES</b>		<div style="border: 1px solid black; padding: 2px;">\$416</div>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay - Series 2013 A1 and A2		\$32,532
Cost of Issuance		\$0
<b>TOTAL EXPENDITURES</b>		<div style="border: 1px solid black; padding: 2px;">\$32,532</div>
<b>EXCESS REVENUES (EXPENDITURES)</b>		<div style="border: 1px solid black; padding: 2px;">(\$32,115)</div>
<b>FUND BALANCE - Beginning</b>		<div style="border: 1px solid black; padding: 2px;">\$50,708</div>
<b>FUND BALANCE - Ending</b>		<div style="border: 1px solid black; padding: 2px;">\$18,593</div>

# Double Branch

## Community Development District

### Long Term Debt Report

<b>Series 2013 A-1 Special Assessment Refunding Bonds</b>	
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:	\$868,407
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)
Less: May 1, 2020 (Mandatory)	(\$980,000)
<b>Current Bonds Outstanding</b>	<b>\$18,450,000</b>

<b>Series 2013 A-2 Special Assessment Refunding Bonds</b>	
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)
Less: May 1, 2020 (Mandatory)	(\$80,000)
Less: May 2, 2020 (Prepayment)	(\$5,000)
<b>Current Bonds Outstanding</b>	<b>\$1,815,000</b>



*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
<b>TOTAL ASSESSED</b>	<b>45,481</b>	<b>1,961,878.15</b>	<b>177,889.82</b>	<b>1,461,865.84</b>	<b>3,601,633.81</b>

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/13/19	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
9	05/14/20	31,858.59	17,353.98	1,573.54	12,931.07
10	06/12/20	18,933.74	10,313.57	935.16	7,685.01
TAX CERTIFICATES	06/25/20	23,688.17	12,903.39	1,169.99	9,614.79
11	07/30/20	1,637.31	891.87	80.87	664.57
		-	-	-	-
		-	-	-	-
		-	-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>3,613,665.59</b>	<b>1,968,432.07</b>	<b>178,484.07</b>	<b>1,466,749.45</b>

PERCENT COLLECTED	TOTAL	DEBT	O&M
<b>TOTAL PERCENT COLLECTED</b>	<b>100.33%</b>	<b>100.33%</b>	<b>100.33%</b>

*D.*

# Double Branch

## Community Development District

### Check Run Summary

July 31, 2020

Fund	Date	Check No.	Amount
<b>General Fund</b>			
	7/16/20	50829-50833	\$ 923.50
		Sub-Total	\$ 923.50
Accounts Payable	7/9/20	1597-1600	\$ 8,480.11
	6/24/20	1601	\$ 292.00
		Sub-Total	\$ 8,772.11
<b>Recreation Fund</b>			
Accounts Payable	7/1/20	6456-6459	\$ 93,358.86
	7/9/20	6460-6466	\$ 17,085.17
	7/16/20	6467-6473	\$ 55,560.23
	7/21/20	6474	\$ 1,000.00
	7/24/20	6475-6480	\$ 5,423.14
		Sub-Total	\$ 172,427.40
<b>Capital Reserve Fund</b>			
Accounts Payable	7/24/20	21	\$ 25,999.00
		Sub-Total	\$ 25,999.00
<b>Total</b>			<b>\$ 208,122.01</b>

PR300R

## PAYROLL CHECK REGISTER

RUN 7/16/20 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50829	16	ANDRE LANIER	184.70	7/16/2020
50830	12	CHAD E DAVIS	184.70	7/16/2020
50831	15	CHARLES T HORTON	184.70	7/16/2020
50832	8	CYNTHIA Y. NELSEN	184.70	7/16/2020
50833	14	SCOTT THOMAS	184.70	7/16/2020
TOTAL FOR REGISTER			923.50	

DBBR DOUBLE BRANCH DLAUGHLIN

# Attendance Sheet

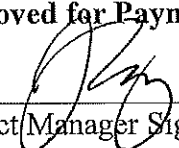
District Name: Double Branch, CDD

Board Meeting Date: July 13, 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

7/13/20  
Date

PLEASE RETURN COMPLETED FORM TO HANNAH SMITH

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
7/09/20	00035	7/01/20 2150	202007 310-51300-34000	JUL MANAGEMENT FEES	*	4,996.92	
		7/01/20 2150	202007 310-51300-52000	JUL WEBSITE ADMIN	*	187.50	
		7/01/20 2150	202007 310-51300-35100	JUL INFORM TECHNOLOGY	*	161.83	
		7/01/20 2150	202007 310-51300-31300	JUL DUSSEMINATION SERVICE	*	111.08	
		7/01/20 2150	202007 310-51300-35100	JUL IQ NECT EMAIL SERVICE	*	16.65	
		7/01/20 2150	202007 310-51300-51000	OFFICE SUPPLIES	*	21.38	
		7/01/20 2150	202007 310-51300-42000	POSTAGE	*	141.84	
		7/01/20 2150	202007 310-51300-42500	COPIES	*	102.90	
		7/01/20 2150	202007 310-51300-41000	TELEPHONE	*	6.87	
GOVERNMENTAL MANAGEMENT SERVICES						5,746.97	001597
7/09/20	00015	6/29/20 115615	202005 310-51300-31500	MAY GENERAL COUNSEL	*	909.00	
HOPPING GREEN & SAMS						909.00	001598
7/09/20	00015	6/29/20 115616	202005 310-51300-31500	MAY MONTHLY MEETING	*	1,702.14	
HOPPING GREEN & SAMS						1,702.14	001599
7/09/20	00111	7/02/20 20-00107	202007 310-51300-48000	NOTICE OF MEETING 7/13/20	*	122.00	
JACKSONVILLE DAILY RECORD						122.00	001600
7/24/20	00111	7/16/20 20-00117	202007 310-51300-48000	NOTICE PH BUDGET ADOPT	*	292.00	
JACKSONVILLE DAILY RECORD						292.00	001601
TOTAL FOR BANK A						8,772.11	
TOTAL FOR REGISTER						8,772.11	

DBBR DOUBLE BRANCH HSMITH

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2150  
Invoice Date: 7/1/20  
Due Date: 7/1/20  
Case:  
P.O. Number:

**Bill To:**

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

**RECEIVED**

JUL 02 2020

Description	Hours/Qty	Rate	Amount
General Fund - Management Fees - July 2020 <i>1, 310.512, 340</i>		4,996.92	4,996.92
Website Administration - July 2020 <i>520</i>		187.50	187.50
Information Technology - July 2020 <i>857</i>		161.83	161.83
Dissemination Agent Services - July 2020 <i>313</i>		111.08	111.08
IQ Nect Email Service - July 2020 <i>357</i>		16.65	16.65
Office Supplies <i>570</i>		21.38	21.38
Postage <i>420</i>		141.84	141.84
Copies <i>428</i>		102.90	102.90
Telephone <i>410</i>		6.87	6.87
<i>35 (A)</i>			
<b>Total</b>			<b>\$5,746.97</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,746.97</b>



# Hopping Green & Sams

Attorneys and Counselors

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

RECEIVED

JUL 01 2020

===== STATEMENT =====

June 29, 2020

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

Bill Number 115615  
Billed through 05/31/2020

15 (A)  
1, 310. 573. 815

## General Counsel (O&M)

DBRNCH 00001 JMW

### FOR PROFESSIONAL SERVICES RENDERED

03/23/20	LMG	Research and analyze impact of federal, state, and local orders regarding amenity closures and reopenings.	0.50 hrs
05/01/20	JMW	Review updated executive orders; review and revise draft release; coordinate amenity opening issues.	0.40 hrs
05/01/20	JLK	Continued research on phase 1 and 2 opening regulations and issues; review summer camp and youth sports program parameters and ADA questions.	0.50 hrs
05/03/20	JJ	Follow up research regarding meeting protocols and notices during phase 1 of reopening plan.	0.10 hrs
05/07/20	JMW	Review draft re-opening documents from Soriano.	0.20 hrs
05/14/20	JMW	Review proposed gym opening protocols; confer with staff.	0.40 hrs
05/20/20	AHJ	Confer with Hogge regarding agenda items; prepare budget documents; transmit same to Hogge.	0.40 hrs
05/21/20	JMW	Review draft notice; confer with staff; research technology and in-person meeting issues.	0.60 hrs
05/22/20	JMW	Confer with staff regarding meeting issues; review amenity protocols.	0.40 hrs
05/26/20	JMW	Review draft agenda and budget documents; confer with staff regarding same.	0.60 hrs
Total fees for this matter			\$909.00

### MATTER SUMMARY

Jaskolski, Amy H. - Paralegal	0.40 hrs	125 /hr	\$50.00
Johnson, Jonathan T.	0.10 hrs	290 /hr	\$29.00
Kilinski, Jennifer L.	0.50 hrs	180 /hr	\$90.00
Walters, Jason M.	2.60 hrs	250 /hr	\$650.00
Gentry, Lauren M.	0.50 hrs	180 /hr	\$90.00

=====

TOTAL FEES \$909.00

**TOTAL CHARGES FOR THIS MATTER \$909.00****BILLING SUMMARY**

Jaskolski, Amy H. - Paralegal	0.40 hrs	125 /hr	\$50.00
Johnson, Jonathan T.	0.10 hrs	290 /hr	\$29.00
Kilinski, Jennifer L.	0.50 hrs	180 /hr	\$90.00
Walters, Jason M.	2.60 hrs	250 /hr	\$650.00
Gentry, Lauren M.	0.50 hrs	180 /hr	\$90.00

TOTAL FEES \$909.00

**TOTAL CHARGES FOR THIS BILL \$909.00****Please include the bill number with your payment.**

# Hopping Green & Sams

Attorneys and Counselors

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

RECEIVED

JUL 01 2020

===== STATEMENT =====

June 29, 2020

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

Bill Number 115616  
Billed through 05/31/2020

15 (A)  
1,810,573.815

**Monthly Meeting (O&M)**

**DBRNCH 00101 JMW**

**FOR PROFESSIONAL SERVICES RENDERED**

04/06/20	JMW	Prepare for and attend agenda conference call.
04/29/20	JMW	Prepare for and attend agenda conference call.
05/08/20	JMW	Meeting preparation; review agenda package materials; conference with staff.
05/11/20	JMW	Meeting preparation; attend regular board meeting by telephone.
05/12/20	JMW	Meeting follow-up.

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

**DISBURSEMENTS**

Travel	2.14
--------	------

Total disbursements for this matter	\$2.14
-------------------------------------	--------

**MATTER SUMMARY**

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$2.14
<b>TOTAL CHARGES FOR THIS MATTER</b>	<b>\$1,702.14</b>

**BILLING SUMMARY**

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$2.14
<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$1,702.14</b>

**Please include the bill number with your payment.**

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

July 2, 2020

Date

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

RECEIVED

JUL 02 2020

Payment Due Upon Receipt

Serial #	20-00107C	PO/File #		\$122.00
				Amount Due
Notice of Meeting of the Board of Supervisors				
				Amount Paid
Double Branch Community Development District				\$122.00
				Payment Due
Case Number				
Publication Dates	7/2			
County	Clay			

111 (A)  
1,310,573,480

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

*For your convenience, you  
may remit payment at  
[jaxdailyrecord.com/send-payment](http://jaxdailyrecord.com/send-payment).*

Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

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

**Preliminary Proof Of Legal Notice**  
*(This is not a proof of publication.)*

*Please read copy of this advertisement and advise us of any necessary corrections before further publications.*

**DOUBLE BRANCH  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF MEETING OF  
THE BOARD OF  
SUPERVISORS**

Notice is hereby given that the Board of Supervisors of the Double Branch Community Development District is scheduled to be met on **Monday, July 13, 2020, at 4:00 p.m.** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

In light of the COVID-19 public health emergency, it is anticipated the meeting may be conducted remotely, pursuant to Zoom communications media technology and/or by telephone pursuant to Executive Orders 20-52, 20-69 and 20-123 issued by Governor DeSantis, including any extensions or supplements thereof ("Executive Orders"), and pursuant to Section 120.54(5)(b)2., Florida Statutes. If such Executive Orders are not extended and the Board is required to meet in person, or otherwise conditions allow the meetings to occur in person, the meetings may be held at the location stated above. Anyone wishing to participate in the meeting and obtain information about how the meeting will occur should refer to the District's website, [www.DoubleBranchCDD.com](http://www.DoubleBranchCDD.com) or contact the office of the District Manager, c/o Governmental Management Services, LLC at (904) 940-5850 or [jperry@gmsnf.com](mailto:jperry@gmsnf.com) to obtain access information.

The District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager by calling (904) 940-5850 or emailing [jperry@gmsnf.com](mailto:jperry@gmsnf.com) at least 24 hours in advance of the meeting to facilitate the Board's consideration

of such questions and comments during the meeting.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. An electronic 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) and is expected to also be available on the District's website at [www.DoubleBranchCDD.com](http://www.DoubleBranchCDD.com). 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.

If you are unable to participate by telephone or by ZOOM, please contact the District Manager's office at (904) 940-5850 or [jperry@gmsnf.com](mailto:jperry@gmsnf.com) for further accommodations.

James A. Perry  
District Manager

Jul. 2 00:20-00107C)

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

**INVOICE**

RECEIVED

July 16, 2020

Date

JUL 16 2020

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

1.31.513.48  
111

Payment Due Upon Receipt

Serial #	20-00117C	PO/File #		\$292.00
Notice of Public Hearing to Consider the Adoption of the Fiscal Year 2020/2021 Budgets; etc.				Amount Due
				Amount Paid
Double Branch Community Development District				\$292.00
				Payment Due
Case Number				
Publication Dates	7/16,23			
County	Clay			

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

*For your convenience, you  
may remit payment at  
[jaxdailyrecord.com/send-payment](http://jaxdailyrecord.com/send-payment).*

Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

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

**Preliminary Proof Of Legal Notice**  
*(This is not a proof of publication.)*

*Please read copy of this advertisement and advise us of any necessary corrections before further publications.*

**DOUBLE BRANCH  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF PUBLIC  
HEARING TO CONSIDER  
THE ADOPTION OF THE  
FISCAL YEAR 2020/2021  
BUDGETS; NOTICE OF  
POSSIBLE REMOTE PRO-  
CEDURES DURING PUB-  
LIC HEALTH EMERGENCY  
DUE TO COVID-19; AND  
NOTICE OF REGULAR  
BOARD OF SUPERVISORS'  
MEETING.**

The Board of Supervisors ("Board") of the Double Branch Community Development District ("District") will hold a public hearing on August 10, 2020 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("Fiscal Year 2020/2021"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, FL 32092, (904) 940-5860 ("District Manager's Office"), during normal business hours, or by visiting the District's website at [www.DoubleBranchCDD.com](http://www.DoubleBranchCDD.com).

It is anticipated that the public hearing and meeting will take place at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065. In the event that the COVID-19 public health emergency prevents the hearing and meeting from occurring in-person, the District may conduct the public hearing by telephone or video conferencing communications media technology pursuant to governmental orders, including but not limited to Executive Orders 20-52, 20-69, and 20-150 issued by Governor DeSantis and any extensions or supplements thereof, and pursuant to Section

120.54(5)(b)2., Florida Statutes.

While it may be necessary to hold the above referenced public hearing and meeting utilizing communications media technology due to the current COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. To that end, anyone wishing to listen to and/or participate in the meeting can obtain the remote conference information (Zoom Application Link and/or Call-In Number) by visiting the District's Website or contacting the District Manager's Office, both identified above. Participants are strongly encouraged to submit questions and comments to the District Manager's Office at [jperry@gmsnf.com](mailto:jperry@gmsnf.com) or by calling (904) 940-5860 at least 24 hours in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone.

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

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

Jim Perry  
District Manager

Jul. 16 00(20-00117C)





AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	8/03/20	PAGE	2
*** CHECK DATES 07/01/2020 - 07/31/2020 ***														
DOUBLE BRANCH - REC FUND														
BANK B RECREATION FUND														

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
7/09/20	00002	6/30/20 06302020	202006 300-20200-10200	JUN ELECTRIC-RECREATION	*	2,463.00	
		6/30/20 06302020	202006 300-20200-10200	JUN ELECTRIC-COMMON AREA	*	2,316.00	
		6/30/20 06302020	202006 300-20200-10200	JUN ELECTRIC-FITNESS CNTR	*	502.00	
		6/30/20 06302020	202006 300-20200-10200	JUN ELECTRIC-STREETLIGHTS	*	2,338.00	
							7,619.00 006463
-----							
7/09/20	00508	6/26/20 5116-1	202006 320-57200-63100	MOTOR PUMP	*	1,486.50	
							1,486.50 006464
-----							
7/09/20	00024	7/01/20 512144	202007 320-57200-46800	JUL LAKE MAINTENANCE	*	2,070.00	
							2,070.00 006465
-----							
7/09/20	00208	7/06/20 07062020	202007 320-57200-34510	6/30/20-7/5/20 SECURITY	*	540.00	
							540.00 006466
-----							
7/16/20	00506	7/05/20 10227495	202006 320-57200-34500	6/1/20-6/30/20 SECURITY	*	4,235.79	
							4,235.79 006467
-----							
7/16/20	00285	7/13/20 SSI09663	202007 320-57200-34510	JUL EMPLOYMENT FEE	*	430.00	
		7/13/20 SSI09663	202007 320-57200-34510	JUL SCHEDULING FEE	*	187.50	
							617.50 006468
-----							
7/16/20	00092	7/01/20 2151	202007 310-51300-34000	JUL FIELD OPER-RECREATION	*	14,873.95	
							14,873.95 006469
-----							
7/16/20	00208	7/13/20 07132020	202007 320-57200-34510	7/7/20-7/12/20 SECURITY	*	510.00	
							510.00 006470
-----							
7/16/20	00324	7/08/20 43730	202007 320-57200-46610	JUL PEST CONTROL	*	155.00	
							155.00 006471
-----							
7/16/20	00297	7/01/20 277	202007 320-57200-61000	JUL JANITORIAL SERVICES	*	4,251.00	
							4,251.00 006472
-----							

DBBR DOUBLE BRANCH HSMITH



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/24/20	00399	7/03/20 10787571	202007 330-57200-50000		*	37.09	
		INITIAL INVOICE					
				XEROX CORPORATION			37.09 006480
-----							-----
TOTAL FOR BANK B						172,427.40	
TOTAL FOR REGISTER						172,427.40	

DBBR DOUBLE BRANCH HSMITH

**Double Branch**  
**COMMUNITY DEVELOPMENT DISTRICT**

**RECEIVED**

JUL 01 2020

**Rec Fund**

**Check Request**

Date	Amount	Authorized By
May 26, 2020	\$78,824.00	Hannah Smith

Payable to:

Double Branch CDD Capital Reserve (#398)
------------------------------------------

**Date Check Needed:**

**Budget Category:**

ASAP	002-320-57200-46210	Landscape Reserve	\$30,000.00
	002-320-57200-60000	Capital Reserve	\$15,565.00
	002-320-57200-60100	General Reserve	\$26,759.00
	002-320-57200-63300	Pool Pump Reserve	\$6,500.00

Intended Use of Funds Requested:

FY20 Capital Reserve Funding
Landscape Reserve
Capital Reserve
General Reserve
Pool Pump Reserve

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

# Invoice

RECEIVED

JUN 25 2020

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

Invoice #: 2152  
Invoice Date: 6/22/20  
Due Date: 6/22/20  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance May 1 - May 31, 2020		10,186.92	10,186.92
Maintenance Supplies		1,520.45	1,520.45
Facility Maint - Gen.			
2,572,4660			
2,320,572,466			
Facility Maint. - Conting.			
2,572,4662			
2,320,572,46620			
Lighting Repairs			
2,320,572,4663			
Lake Maint.			
2,320,572,4680			
Pool Maint.			
2,320,572,4630			
Repairs/Replace			
2,572,6310			
2,320,572,681			
Common Area Maint.			
2,572,4640			
2,320,572,4641			
Total			\$11,707.37
Payments/Credits			\$0.00
Balance Due			\$11,707.37

92 (B)

RHW

6,25,20

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/1/20	6	E.T.	Prim up water fall pump, install motor on slide pump, prep and paint men's bathroom
5/1/20	8	T.C.	Painted bathrooms by office, worked on patio by clubhouse fence project
5/1/20	4	B.A.	Finished drywall repair in bathroom
5/1/20	8	L.N.	Installed motor into tank, installed fence around pool deck
5/4/20	8	T.C.	Painted bathrooms by office, worked on patio by clubhouse fence project
5/4/20	6	G.S.	Removed debris in all common areas, maintenance work in pool area
5/4/20	8	L.N.	Painted restroom, cleaned double branch, installed fence around pool deck
5/5/20	6	E.T.	Disassembled playground equipment for replacement
5/5/20	8	T.C.	Worked on patio by clubroom fence project, disassembled playground for playground project
5/5/20	2.6	G.S.	Removed debris in all common areas and ponds, maintenance work on picnic table
5/5/20	5	L.N.	Worked on playground project
5/5/20	1	S.A.	Prepped, welded and cleaned aluminum gate
5/6/20	7.5	E.T.	Disassembled playground at community park
5/6/20	8	T.C.	Worked on playground project
5/6/20	4.5	G.S.	Removed debris in all common areas, maintenance work in pool area
5/6/20	8	L.N.	Worked on playground project
5/7/20	8	T.C.	Removed broken picnic table from Piedmont Park, worked on playground project - finished disassembling
5/7/20	4.5	G.S.	Removed debris in all common areas and ponds, picked up supplies
5/7/20	8	L.N.	Dismantles bench from Piedmont Park, playground project, installed fence around pool deck
5/8/20	2	E.T.	Repaired trash receptacle pedestal at soccer field and track
5/8/20	8	T.C.	Prepped to repair trash receptacle stand around track, worked on park project, painted gate and fence for patio by clubroom (fence project)
5/8/20	8	L.N.	Worked on park project, painted fence on pool deck
5/11/20	2	T.C.	Finished repairing trash receptacle stand
5/11/20	6	G.S.	Removed debris in all common areas and ponds, cleaned up and hauled away deceased animal
5/11/20	7	B.A.	Painted The Oaks Sign
5/12/20	3.5	G.S.	Removed debris in all common areas, maintenance work in pool area
5/12/20	6	B.A.	Finished painting The Oaks sign, painted Timber View sign
5/13/20	2	T.C.	Inspected fitness equipment around track
5/13/20	6	G.S.	Removed debris in all common areas and ponds, cleaned up crash site
5/13/20	7	B.A.	Painted Timber View sign
5/14/20	4	T.C.	Installed COVID Precaution signs for reopening pools and bathrooms
5/14/20	5	G.S.	Removed debris in all common areas, treated fire ant mounds in parks, maintenance work around amenity center
5/14/20	6	B.A.	Paint community signage
5/14/20	4	L.N.	Paint restroom floor, install signs in all restrooms
5/15/20	6	B.A.	Paint community signage
5/18/20	4	G.S.	Removed debris in all common areas and ponds
5/18/20	6	B.A.	Paint community signage
5/19/20	2	E.T.	Rebuild trash receptacle holder on soccer field
5/19/20	2.6	G.S.	Removed debris in all common areas
5/19/20	6	B.A.	Paint community signage
5/20/20	8	T.C.	Installed new TV's in Fitness center and removed old ones, pulled up and removed bushes by fitness center back gate
5/20/20	4.5	G.S.	Removed debris in all common areas, cleaned graffiti at the Oaks
5/20/20	6	B.A.	Paint community signage
5/20/20	6	L.N.	Installed TV's fitness center, install trees outside of fitness center, install trash receptacle around park
5/21/20	2	T.C.	Cleared and filled fountain by office
5/21/20	5	G.S.	Removed debris in all common areas and ponds
5/22/20	2	T.C.	Cleaned fountain and refilled
5/22/20	4	L.N.	Removed debris around track, amenity center and parks
5/26/20	3.5	G.S.	Removed debris in all common areas, treated fire ant mounds in parks
5/27/20	4	E.T.	Prim up pump on waterfall, install fan in field house bathroom
5/27/20	8	T.C.	Installed vinyl baseboard in bathrooms by office, installed fans on ceiling in field house bathrooms
5/27/20	5	G.S.	Removed debris in all common areas, cleaned and removed deceased animal
5/28/20	3.5	E.T.	Prim up waterfall pump, check pool chemistry, check pool filling, adjust chemicals, inspect playground on soccer field, light inspection on pool deck
5/28/20	8	T.C.	Installed fans on ceiling in field house bathrooms, worked on pavers around slide pool

GMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/28/20	4.5	G.S.	Removed debris in all common areas, maintenance work on EZ-Go, treated fire ant mounds in parks
5/28/20	5	L.N.	Removed bench from track, installed fan inside field house restrooms, pour concrete around pool deck and install pavers
5/29/20	8	T.C.	Work on pavers around slide on pool deck, repaired playground equipment
5/29/20	8	L.N.	Worked on pool decking, removed pavers
TOTAL	<u>312</u>		
MILES	<u>456</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 06/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	5/6/20	5" 100g Diablo Disc 25pk	11.49	T.C.
	5/6/20	HDX Germicidal Bleach	4.23	T.C.
	5/6/20	HDX Disinfect Wipes Lemon 35 cl	2.85	T.C.
	5/6/20	Macblue Pool 3" Tabs (4)	16.01	T.C.
	5/7/20	18pk Terry Towels	8.61	T.C.
	5/7/20	Joint Compound	4.01	T.C.
	5/7/20	Bondo Cream Hardener	2.85	J.S.
	5/7/20	Bondo Liquid Hardener	3.32	J.S.
	5/7/20	Fiberglass Cloth	8.02	J.S.
	5/7/20	Bondo All Purpose Putty	7.46	J.S.
	5/7/20	Fiberglass Resin	8.61	J.S.
	5/7/20	Inspection Tool & Batteries	172.50	J.S.
	5/7/20	Foam - Gap Filler (12)	65.14	J.S.
	5/8/20	Set Your Own Combo Lock	8.02	T.C.
	5/8/20	Gorilla Epoxy Putty Stick (2)	13.73	T.C.
	5/8/20	Gate Latch Keylock	35.24	T.C.
	5/8/20	36" Nifty Nabber	11.49	T.C.
	5/9/20	2.5" Replacement Vac Hose	12.64	J.S.
	5/9/20	Bondo Liquid Hardener	6.64	J.S.
	5/9/20	Fiberglass Cloth	8.02	J.S.
	5/9/20	Fiberglass Resin	17.22	J.S.
	5/11/20	Duopowrkit #4-6x1 and #6-10x1-3/16	18.25	T.C.
	5/11/20	KS Acetone Qt	4.59	T.C.
	5/11/20	2 In 1 Towels 6pk	4.59	T.C.
	5/11/20	Taklon Artist Brush Set 4piece (2)	11.43	T.C.
	5/13/20	Waterweld Epoxy	9.95	J.S.
	5/13/20	Silicone Caulk	11.34	J.S.
	5/14/20	Premixed Grout	16.38	J.S.
	5/14/20	32gal Trash Can	20.67	J.S.
	5/14/20	1 gal Sprayers (2)	22.93	J.S.
	5/14/20	Gallon Acid	6.89	J.S.
	5/14/20	2" Wood Round Knob (2)	3.40	T.C.
	5/14/20	Taklon Artist Brush Set 4piece (2)	11.43	T.C.
	5/14/20	Drywall Screws 1lb 7x2	4.47	T.C.
	5/14/20	Heavy Duty Shp Tape	5.74	T.C.
	5/14/20	Lemon Breeze Lysol 144oz	9.40	T.C.
	5/14/20	J-B Weld Steelstik Epoxy Putty 2oz (2)	13.27	T.C.
	5/15/20	Keys (5)	13.74	J.S.
	5/15/20	ZEP Industrial Sprayer 48oz (2)	13.76	T.C.
	5/15/20	Wasp and Hornet Twin Pack	5.72	T.C.
	5/19/20	1qt All Purpose Mixing Container (3)	4.76	T.C.
	5/19/20	KS Acetone	4.59	T.C.
	5/19/20	Taklon Artist Brush Set 4piece	5.72	T.C.
	5/19/20	2 In 1 Towels 12pk	9.18	T.C.
	5/21/20	4.5' Aluminum Ladder	59.78	J.S.
	5/21/20	3/4" Compression Fitting	5.59	J.S.
	5/21/20	1" Compression Fitting	8.00	J.S.
	5/21/20	PVC Glue	2.81	J.S.
	5/21/20	9" 10 TPI Torch Thick Metal Cutting	11.49	T.C.
	5/21/20	J-B Weld Steelstik Epoxy Putty 2oz	6.64	T.C.
	5/22/20	1/2" Drive Deep 3/4" Impact Socket	3.81	T.C.
	5/22/20	Bar Clamp 24x2 1/2"	7.46	T.C.
	5/23/20	Topsoil	2.01	J.S.
	5/23/20	Rio Quart - Madevillas (16)	91.63	J.S.
	5/23/20	4" Begonias (24)	38.09	J.S.
	5/23/20	6" Buffer Covers(4)	29.76	J.S.
	5/23/20	120' WallBase	85.07	J.S.
	5/23/20	Leveling Sand (2)	7.54	J.S.



x

5/23/20	Paver Base (2)	7.31	J.S.
5/26/20	Snozzle Adhesive Applicator	3.77	T.C.
5/26/20	V Notch Cove Base Spreader	2.17	T.C.
5/26/20	Cove Wall Base Adhesive 300oz	10.32	T.C.
5/26/20	4x1 1/2 Oct Box (2)	2.83	T.C.
5/26/20	CLX Germicidal Bleach 81oz (2)	11.45	T.C.
5/26/20	Disposable Vinyl Gloves 200ct	8.61	T.C.
5/27/20	Smooth Rod Caulk Gun	7.46	T.C.
5/27/20	4" Solid Wheel Carpet Seam Roller	9.41	T.C.
5/27/20	1/2"x12" Bit	9.76	T.C.
5/27/20	3/8"x12" Bit	7.46	T.C.
5/27/20	Drain Pan	12.63	J.S.
5/27/20	2watt LED Bulbs	13.41	J.S.
5/27/20	Rapid Mold Remediation	20.11	J.S.
5/29/20	Vigoro Mountain Granite .5cu ft	5.81	T.C.
5/29/20	10lb Quikrete Anchoring Cement	10.91	T.C.
5/29/20	60lb Sakrete Concrete Mix (2)	8.51	T.C.
6/2/20	12-2 Quick Whip (2)	31.74	J.S.
6/2/20	3/4" PVC Compression Coupling	5.69	J.S.
6/2/20	Muriatic Acid	20.67	J.S.
6/3/20	Sakrete Paver Base (2)	7.31	T.C.
6/3/20	60lb Sakrete Multi-Purpose Sand (2)	13.46	T.C.
6/3/20	Orthene Fireant Killer (2)	26.38	T.C.
6/4/20	Terry Towel 40pk	16.07	T.C.
6/4/20	60lb Sakrete Concrete Mix (2)	8.51	T.C.
6/4/20	High Pressure Washer Nozzle	22.99	J.S.
6/4/20	Citrus Degreaser	5.74	J.S.
6/4/20	18' Pressure Washing Pole	91.43	J.S.
6/4/20	Surface Cleaner	20.11	J.S.
6/4/20	Electric Pressure Washer & 2 yr Replacement	78.78	J.S.
		0.00	

TOTAL \$1,520.45

**Clay County Sheriff's Office**

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

**RECEIVED**

JUN 29 2020

**INVOICE**

INVOICE DATE: JUNE 29 2020  
WEEK OF 6-22-28 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
06/22/20	BRYAN SMITH	1600-2200	6	30.00	180.00
06/23/20	DAVID VOLLER	1630-2230	6	30.00	180.00
06/24/20	MIKE BURNS	1600-2000	6	30.00	180.00
06/25/20	MIKE BURNS	1600-2200	6	30.00	180.00
06/26/20	MATT WILLIAMS	1535-2135	6	30.00	180.00
06/26/20	JENNIFER COOPER	1645-2245	6	30.00	180.00
06/27/20	ANDRE MACK	1700-2200	6	30.00	180.00
06/28/20	BRYAN SMITH	1600-2200	6	30.00	180.00
					1440.00
					1440.00
					1440.00
DEPUTY SIGNATURE: TOTAL					1440.40

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 7/1/2020

Invoice # 131295593346

Terms	Net 20
Due Date	7/21/2020
PO #	
Customer #	13OAK102

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

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>2,320.572.463</p> <p>186 (B)</p> <p>JUN 25 2020</p>				

Total 2,107.49  
Amount Due \$2,107.49

## Remittance Slip

Customer  
13OAK102  
Invoice #  
131295593346

Amount Due \$2,107.49

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

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295593346

Tree Life 1 LLC  
AAA Tree and Stump  
4828 Collins RD  
Jacksonville, FL 32244

# Invoice

Date	Invoice#
7/8/20	270820

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

RECEIVED

JUL 08 2020

		P.O. No.	Terms	Project
			Due on receipt	
Description	Qty	Rate		Amount
Tree and stump cutting – 21 stumps removed at OVP and stallion way, 1 large limb removed at Stallion way  Code to:  Double Branch Repair and Replacements  2.320.57200.63100 402 (B)				1000.00
				Pick Up
		Total		\$1000.00
		Payments/Credits		\$ .00
		Balance Due		\$1000.00

# Invoice

ADELCO  
ELECTRIC INC  
PO Box 309  
Middleburg FL 32050  
904 759-6408

Date	Invoice #
6/23/2020	064

Adelcoelectric@comcast.net

RECEIVED

JUL 01 2020

Bill To  
Double Branch CDD  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Connect breaker and energize pool equipment. Check power to exhaust fans.		
	Material	8.88	8.88
	Labor	125.00	125.00
	Code to:		
	Double Branch Repair and Replacements		
	2.320.57200.63100 482 (B)		
		<b>Total</b>	\$133.88



There for you.

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

Invoice Date  
06/07/2020

Invoice Number  
10128846

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: 05/01/2020 - 05/31/2020

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

Description	Quantity	UOM	Price	Amount
Regular Guard - Dimuna, Abanus	131.00	Hours		0.00
Regular Guard - MELSON, LISA	182.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	313.00			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  
06/07/2020

Invoice Number  
10128846

Invoice NO. 10128846 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						131.00	\$0.00	\$0.00
05/03/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
05/04/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
05/04/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
05/05/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
05/10/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
05/11/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
05/11/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
05/12/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
05/17/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
05/18/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
05/18/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
05/19/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
05/24/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
05/25/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Hol Worked 1.5	
05/25/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Hol Worked 1.5	
05/26/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
05/31/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
Regular Guard - MELSON, LISA						182.00	\$0.00	\$0.00
05/01/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/02/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/02/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
05/03/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/06/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/07/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/08/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/09/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/09/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
05/10/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/13/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/14/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/15/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/16/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/16/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
05/17/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/20/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/21/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/22/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/23/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/23/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
05/24/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/27/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/28/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/29/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
05/30/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
05/30/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
05/31/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79
Total Hours						313.00		\$0.00



Invoice Date  
06/07/2020

Invoice Number  
10128846

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





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

Statement Date: 06/30/2020

GROUP BILLING

Page 2

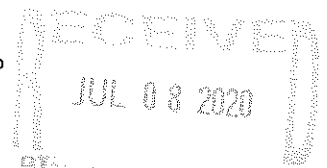


Web Address  
 clayelectric.com

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	05/28/2020	06/25/2020	1,286.00	-1,286.00	.00	932.00	932.00 ✓
	4995718	05/28/2020	06/25/2020	125.00	-125.00	.00	42.00	42.00 ✓
	5217088	05/28/2020	06/25/2020	2,171.00	-2,171.00	.00	2,463.00	2,463.00 ✓
	5347943	05/28/2020	06/25/2020	112.00	-112.00	.00	174.00	174.00 ✓
	5379615	06/02/2020	06/30/2020	2,128.00	-2,128.00	.00	2,128.00	2,128.00 ✓
	5715289	05/28/2020	06/25/2020	122.00	-122.00	.00	122.00	122.00 ✓
	5774021	05/28/2020	06/25/2020	25.00	-25.00	.00	26.00	26.00 ✓
	6875140	05/28/2020	06/25/2020	70.00	-70.00	.00	67.00	67.00 ✓
	6912612	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912653	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912661	05/28/2020	06/25/2020	25.00	-25.00	.00	25.00	25.00 ✓
	6912687	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912695	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912703	05/28/2020	06/25/2020	28.00	-28.00	.00	28.00	28.00 ✓
	6912729	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912737	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912752	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912760	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912778	05/28/2020	06/25/2020	27.00	-27.00	.00	27.00	27.00 ✓
	6912786	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912810	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912828	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912836	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912869	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912877	05/28/2020	06/25/2020	26.00	-26.00	.00	25.00	25.00 ✓
	6912893	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912901	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912919	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912927	05/28/2020	06/25/2020	25.00	-25.00	.00	25.00	25.00 ✓
	6912943	05/28/2020	06/25/2020	25.00	-25.00	.00	25.00	25.00 ✓
	6912950	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912968	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912976	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	7131527	05/28/2020	06/25/2020	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 10381**

**Clay Electric Cooperative, Inc.**  
 P.O. Box 308  
 Keystone Heights, Florida

Mailing Address Correction: \_\_\_\_\_

911 Emergency Address: \_\_\_\_\_

*Elect. - Recreation \$2463*  
*Elect. - Com. Area \$2316*  
*Elect. - Pktn. Cent. \$502*  
*Streetlights \$2338*  
*2 (B)*  
*2,300,222.102*  
*June*

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	
Write Primary Person No. on check and make payable to:	
Clay Electric Cooperative, Inc.	

us Balance Due .00

it Charges Due 7,619.00

ate 07/21/2020

Amount Due 7,619.00

100373-01A  
 DOUBLE BRANCH COMM DEV D  
 475 W TOWN PL STE 114  
 SAINT AUGUSTINE FL 32092-36



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

**Statement Date: 06/30/2020**

GROUP BILLING

Page 3



Web Address  
clayelectric.com

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

Sub ID	Account	Reading		Previous Statement	Payments &	Balance	Current	Total Due
		From	To	Balance	Credits	Forward	Charges	
	7332257	05/28/2020	06/25/2020	257.00	-257.00	.00	252.00	252.00 ✓
	7332265	06/02/2020	06/30/2020	210.00	-210.00	.00	210.00	210.00 ✓
	8684243	05/28/2020	06/25/2020	26.00	-26.00	.00	26.00	26.00 ✓
	8763369	05/29/2020	06/26/2020	526.00	-526.00	.00	502.00	502.00
							Subtotal	7,619.00



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

Statement Date: 06/30/2020

GROUP BILLING DETAIL

Page 4



Web Address  
clayelectric.com

Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST	Loc 370 OAKLEAF VILLAGE PKWY					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	06/25/2020	6142	6577	20	8700	29	499570	151851973	
		Previous Bill Amount						1,286.00	
		Invoice Payment						-1,286.00	
		Previous Balance						.00	
Dem Read	1.502	Energy						707.31	
Dem Use	30.040	Access Charge						23.00	
		Power Cost Adjustment X 8700 KWH						151.38	
		FLA Gross Receipts Tax						22.59	
		Clay Co Public Ser Utility Tax						27.55	
		Operation Round Up						0.17	
		CURRENT CHARGES						932.00	
		TOTAL DUE						932.00	

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	06/25/2020	1130	1134	40	160	29	499571	152192893	
		Previous Bill Amount						125.00	
		Invoice Payment						-125.00	
		Previous Balance						.00	
Dem Read	0.095	Energy						13.01	
Dem Use	3.800	Access Charge						23.00	
		Power Cost Adjustment X 160 KWH						2.78	
		FLA Gross Receipts Tax						0.99	
		Clay Co Public Ser Utility Tax						1.41	
		Operation Round Up						0.81	
		CURRENT CHARGES						42.00	
		TOTAL DUE						42.00	

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	06/25/2020	4915	5240	80	26000	29	499532	151851971	
		Previous Bill Amount						2,171.00	
		Invoice Payment						-2,171.00	
		Previous Balance						.00	
Dem Read	0.691	Energy						1,560.00	
Dem Use	55.280	Access Charge						80.00	
		Demand						240.47	
		Power Cost Adjustment X 26000 KWH						452.40	
		FLA Gross Receipts Tax						59.78	
		Clay Co Public Ser Utility Tax						70.26	
		Operation Round Up						0.09	
		CURRENT CHARGES						2,463.00	
		TOTAL DUE						2,463.00	

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	06/25/2020	8660	10088	1	1428	29	534794	151850976	
		Previous Bill Amount						112.00	
		Invoice Payment						-112.00	
		CURRENT CHARGES						174.00	
		TOTAL DUE						174.00	



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

Statement Date: 06/30/2020

GROUP BILLING DETAIL

Page 5



Web Address  
clayelectric.com

Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3926 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read		6.361	Previous Balance						.00
Dem Use		6.361	Energy						116.10
			Access Charge						23.00
			Power Cost Adjustment X 1428 KWH						24.85
			FLA Gross Receipts Tax						4.20
			Clay Co Public Ser Utility Tax						5.29
			Operation Round Up						0.56
						CURRENT CHARGES			174.00
						TOTAL DUE			174.00
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	06/25/2020	20	22	1	2	29	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	06/25/2020	41	46	1	5	29	577402	154521993
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
						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: 06/30/2020

GROUP BILLING DETAIL

Page 6



Web Address  
clayelectric.com

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						0.41
			Access Charge						23.00
			Power Cost Adjustment X 5 KWH						0.09
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.96
						CURRENT CHARGES			26.00
								TOTAL DUE	26.00
Sub ID 1	Acct # 6875140	Name	DOUBLE BRANCH COMM DEV DIST	Loc	373 OAKLEAF VILLAGE CTR 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	5013	5414	1	401	29	687514	152024620
			Previous Bill Amount						70.00
			Invoice Payment						-70.00
Dem Read			Previous Balance						.00
Dem Use			Energy						32.60
			Access Charge						23.00
			Power Cost Adjustment X 401 KWH						6.98
			FLA Gross Receipts Tax						1.60
			Clay Co Public Ser Utility Tax						2.15
			Operation Round Up						0.67
						CURRENT CHARGES			67.00
								TOTAL DUE	67.00
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	06/25/2020	127	137	1	10	29	691261	154533579
			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 # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc	603 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	110	117	1	7	29	691265	154517934
			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: 06/30/2020

GROUP BILLING DETAIL

Page 7



Web Address  
clayelectric.com

Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc 603 OAKLEAF VILLAGE PKWY # 2					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			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 # 6912661	Name	DOUBLE BRANCH COMM DEV DIST	Loc 602 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	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	06/25/2020	105	113	1	8	29	691268	152058372
			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 # 6912695	Name	DOUBLE BRANCH COMM DEV DIST	Loc 529 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	98	106	1	8	29	691269	154529665
			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



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

Statement Date: 06/30/2020

GROUP BILLING DETAIL

Page 8



Web Address  
clayelectric.com

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	06/25/2020	314	338	1	24	29	691270	154534637
Dem Read Dem Use			Previous Bill Amount						28.00
			Invoice Payment						-28.00
			Previous Balance						.00
			Energy						1.95
			Access Charge						23.00
			Power Cost Adjustment X 24 KWH						0.42
			FLA Gross Receipts Tax						0.65
			Clay Co Public Ser Utility Tax						0.99
			Operation Round Up						0.99
			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	06/25/2020	165	178	1	13	29	691272	154517617
Dem Read Dem Use			Previous Bill Amount						26.00
			Invoice Payment						-26.00
			Previous Balance						.00
			Energy						1.06
			Access Charge						23.00
			Power Cost Adjustment X 13 KWH						0.23
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.12
			CURRENT CHARGES						26.00
		TOTAL DUE						26.00	

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	06/25/2020	90	96	1	6	29	691273	154517616
Dem Read Dem Use			Previous Bill Amount						26.00
			Invoice Payment						-26.00
			Previous Balance						.00
			Energy						0.49
			Access Charge						23.00
			Power Cost Adjustment X 6 KWH						0.10
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.87
			CURRENT CHARGES						26.00
		TOTAL DUE						26.00	

Sub ID 1	Acct # 6912752		Name DOUBLE BRANCH COMM DEV DIST			Loc 3805 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	146	155	1	9	29	691275	151839081
			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: 06/30/2020

GROUP BILLING DETAIL

Page 9



Web Address  
clayelectric.com

Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			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 # 6912760	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3800 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	195	208	1	13	29	691276	152021602
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.06
			Access Charge						23.00
			Power Cost Adjustment X 13 KWH						0.23
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.12
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
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	06/25/2020	265	285	1	20	29	691277	152033170
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
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	06/25/2020	209	215	1	6	29	691278	152030424
			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: 06/30/2020

GROUP BILLING DETAIL

Page 10



Web Address  
clayelectric.com

Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST		Loc 465 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						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 # 6912810	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3801 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	124	133	1	9	29	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	06/25/2020	65	71	1	6	29	691282	152054493
			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 # 6912836	Name	DOUBLE BRANCH COMM DEV DIST		Loc 721 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	73	78	1	5	29	691283	154532169
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

00000169



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

Statement Date: 06/30/2020

GROUP BILLING DETAIL

Page 11



Web Address  
clayelectric.com

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
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						0.94
			Operation Round Up						0.96
						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	06/25/2020	140	150	1	10	29	691286	154529951
			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 # 6912877	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3219 STONEBRIER RIDGE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	147	151	1	4	29	691287	154528294
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.33
			Access Charge						23.00
			Power Cost Adjustment X 4 KWH						0.07
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.07
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST		Loc 576-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	103	110	1	7	29	691289	154521991
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

00000170



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

Statement Date: 06/30/2020

GROUP BILLING DETAIL

Page 12



Web Address  
clayelectric.com

Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST		Loc 576-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
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 # 6912901	Name	DOUBLE BRANCH COMM DEV DIST		Loc 507 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	131	145	1	14	29	691290	154521987
			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 # 6912919	Name	DOUBLE BRANCH COMM DEV DIST		Loc 498 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	104	112	1	8	29	691291	154521988
			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 # 6912927	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3442-1 WORTHINGTON OAKS DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	137	138	1	1	29	691292	154517592
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00



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

Statement Date: 06/30/2020

GROUP BILLING DETAIL

Page 13



Web Address  
clayelectric.com

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
Dem Read			Previous Balance						.00
Dem Use			Energy						0.08
			Access Charge						23.00
			Power Cost Adjustment X 1 KWH						0.02
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.39
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST	Loc	309 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	375	376	1	1	29	691294	151839080
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.08
			Access Charge						23.00
			Power Cost Adjustment X 1 KWH						0.02
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.39
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
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	06/25/2020	106	114	1	8	29	691295	154532124
			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 # 6912968	Name	DOUBLE BRANCH COMM DEV DIST	Loc	308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	17	23	1	6	29	691296	156324453
			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: 06/30/2020

GROUP BILLING DETAIL

Page 14



Web Address  
clayelectric.com

Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST		Loc 308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
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 # 6912976	Name	DOUBLE BRANCH COMM DEV DIST		Loc 358 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	27	33	1	6	29	691297	154767644
			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 # 7131527	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	214	228	1	14	29	713152	151837342
			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 # 7332257	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3168 STONEBRIER RIDGE DR NEXTT				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/25/2020	18219	20396	1	2177	29	489354	154356830
			Previous Bill Amount						257.00
			Invoice Payment						-257.00
						CURRENT CHARGES			252.00
						TOTAL DUE			252.00

00000173



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

Statement Date: 06/30/2020

GROUP BILLING DETAIL

Page 15



Web Address  
clayelectric.com

Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3168 STONEBRIER RIDGE DR	NEXTT			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read	8.992		Previous Balance						.00
Dem Use	8.992		Energy						176.99
			Access Charge						23.00
			Power Cost Adjustment X 2177 KWH						37.88
			FLA Gross Receipts Tax						6.10
			Clay Co Public Ser Utility Tax						7.58
			Operation Round Up						0.45
						CURRENT CHARGES			252.00
						TOTAL DUE			252.00
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	06/25/2020	53	58	1	5	29	868424	154533629
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.41
			Access Charge						23.00
			Power Cost Adjustment X 5 KWH						0.09
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.96
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 8763369	Name	DOUBLE BRANCH COMM DEV DIST	Loc	382 OAKLEAF VILLAGE PKWY				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	06/26/2020	57594	62163	1	4569	29	8763369	13794545
			Previous Bill Amount						526.00
			Invoice Payment						-526.00
Dem Read	23.910		Previous Balance						.00
Dem Use	23.910		Energy						371.46
			Access Charge						23.00
			Power Cost Adjustment X 4569 KWH						79.50
			FLA Gross Receipts Tax						12.15
			Clay Co Public Ser Utility Tax						14.91
			Operation Round Up						0.98
						CURRENT CHARGES			502.00
						TOTAL DUE			502.00



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

**Statement Date: 06/30/2020**

GROUP BILLING DETAIL

Page 16



Web Address  
[clayelectric.com](http://clayelectric.com)

Sub-Group # 1 Current Charges

7,619.00



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

Invoice	
Invoice Date	Number
6/26/2020	Invoice 5116-1
Customer Number	Due Date
DOUBLEB	7/26/2020

RECEIVED

**SOLD TO:**

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

JUL 01 2020

**SHIP TO:**

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

NONTAXABLE

PO Number	Order Date	Salesperson	Job Number
	6/26/2020	Doris Gabrielsen	OLS1233881

**Terms**

Net 30 Days

**Non - Specified Equipment**

Description	Quantity	Unit Price	Subtotal	Tax	Total
UJ15P2DM US Motors Close Coupled Pump (	1.00	\$1,374.00	\$1,374.00	\$0.00	\$1,374.00
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 \$3,229.00 \$0.00 \$3,229.00

Total Due \$3,229.00

Fed-Ex #184542391903

AAA Cooper # 178459780

Code to: Split

Double Branch Repair and Replacements

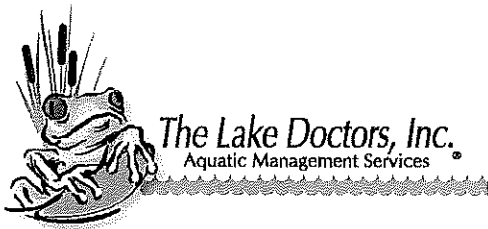
2.320.57200.63100 (\$1486.50) 508 (B)

Middle Village Repair and Replacements

34-600-538-64000 (\$1742.50)



# INVOICE



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

Invoice #	512144
Account #	708477
Invoice Date	7/1/2020
Due Date	7/11/2020
Rep	MAS

RECEIVED

JUL 01 2020

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

<b>Bill To</b>
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](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	512144
Account #	708477
Date	7/1/2020

Go Green! Contact us at [Payments@lakedoctors.com](mailto:Payments@lakedoctors.com) to have your invoices emailed.

For address and contact updates, please email us at [Frontdesk@lakedoctors.com](mailto: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	_____

**Clay County Sheriff's Office**

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

**RECEIVED****JUL 07 2020****INVOICE**

INVOICE DATE: JULY 6, 2020 2020  
WEEK OF 6-30-JULY-6 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
6/30/20	JEFFERY HOLMES	1600-2200	6	30.00	180.00
07/1/20	DAVID VOLLER	1700-2300	6	30.00	180.00
07/02/20	ANDRE MACK	1830-2230	6	30.00	180.00
07/03/20	JEFFERY HOLMES	1615-2215	6	30.00	180.00
07/4/20	JEFFERY HOLMES	1545-2145	6	30.00	180.00
07/5/20	BYRAN SMITH	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE: TOTAL					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



There for you.

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  
07/05/2020

Invoice Number  
10227495

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**

RECEIVED

JUL 08 2020

Service Location: AB364297 Customer: AB364297 Billing Period: 06/01/2020 - 06/30/2020

**DOUBLE BRANCH**

370 OAKLEAF VILLAGE PKWY  
Orange Park, FL 32065-4259

Description	Quantity	UOM	Price	Amount
Regular Guard - Dimuna, Abanus	139.00	Hours		0.00
Regular Guard - MELSON, LISA	160.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	299.00			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  
07/05/2020

Invoice Number  
10227495

Invoice NO. 10227495 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						139.00	\$0.00	\$0.00
06/01/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
06/01/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/02/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/07/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
06/08/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
06/08/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/09/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/14/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
06/15/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
06/15/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/16/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/21/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
06/22/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
06/22/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/23/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/28/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
06/29/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
06/29/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
06/30/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
Regular Guard - MELSON, LISA						160.00	\$0.00	\$0.00
06/03/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/04/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/05/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/06/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
06/06/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
06/07/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
06/10/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/11/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/12/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/13/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
06/13/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
06/14/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
06/17/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/18/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/19/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/20/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
06/20/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
06/21/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
06/24/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/25/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/26/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
06/27/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
06/27/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
06/28/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79
Total Hours						299.00		\$0.00

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



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

Invoice Number: SSI09663  
Invoice Date: 7/13/2020

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

RECEIVED

JUL 13 2020

Due Date 7/28/2020  
Terms Net 15 Days

Customer ID C0000168  
P.O. Number  
P.O. Date 7/13/2020  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JUNE 2020		172	172	5.00	860.00 $12 = 450$
Fees-2nd Employment Scheduling		15	15	25.00	375.00 $12 = 187.5$

285 (B)  
2,320,572,84570

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 1,235.00

Subtotal: 1,235.00  
Invoice Discount: 0.00  
Tax: 0.00

Total USD: 1,235.00  $12 = 617.5$

OAKLEAF PLANTATION CDD	6/1/2020	6028	WILLIAMS, MATTHEW L	5.00
OAKLEAF PLANTATION CDD	6/2/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	6/3/2020	6273	COOPER, JENNIFER	3.00
OAKLEAF PLANTATION CDD	6/5/2020	6028	WILLIAMS, MATTHEW L	5.00
OAKLEAF PLANTATION CDD	6/6/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	6/8/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	6/9/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	6/10/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	6/11/2020	7695	VOLLER, DAVID	5.00
OAKLEAF PLANTATION CDD	6/12/2020	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	6/12/2020	7036	MACK, ANDRE D.	5.00
OAKLEAF PLANTATION CDD	6/13/2020	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	6/13/2020	7036	MACK, ANDRE D.	5.00
OAKLEAF PLANTATION CDD	6/15/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	6/16/2020	7695	VOLLER, DAVID	5.00
OAKLEAF PLANTATION CDD	6/17/2020	6839	SMITH, BRYAN	4.00
OAKLEAF PLANTATION CDD	6/18/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	6/19/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	6/19/2020	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	6/20/2020	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	6/20/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	6/21/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	6/22/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	6/23/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	6/24/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	6/25/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	6/26/2020	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	6/26/2020	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	6/27/2020	7036	MACK, ANDRE D.	5.00
OAKLEAF PLANTATION CDD	6/28/2020	6839	SMITH, BRYAN	4.00
OAKLEAF PLANTATION CDD	6/30/2020	6267	HOLMES, JEFFREY R	6.00
			TOTAL	172.00

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

# Invoice

Invoice #: 2151  
Invoice Date: 7/1/20  
Due Date: 7/1/20  
Case:  
P.O. Number:

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

RECEIVED

JUL 08 2020

Description	Hours/Qty	Rate	Amount
Recreation -Field Operations Management - July 2020		14,873.95	14,873.95
2,310,513,3400 92 (B)			
Total			\$14,873.95
Payments/Credits			\$0.00
Balance Due			\$14,873.95

RHW  
7.2.20

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JULY 13, 2020  
WEEK OF JULY 6-12 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
7/7/20	ANDRE MACK	1800-2200	6	30.00	180.00
7/8/20	MIKE BURNS	1600-2200	6	30.00	180.00
07/9/20	DAVID VOLLER	1630-2130	6	30.00	180.00
7/10/20	BYRAN SMITH	100-2200	6	30.00	180.00
07/11/20	MATT WILLIAMS	1600-2200	6	30.00	180.00
07/12/20	BYRAN SMITH	1630-2030	4	30.00	120.00
DEPUTY SIGNATURE: TOTAL					1020.00/2 = <del>\$510.00</del>

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)  
2,820, 572, 34560



# I N V O I C E

PAULA'S PEST CONTROL  
1548 Glendale St,  
Jacksonville, Fla 32205  
(904) 389-3419

INVOICE: 43730 QT  
DATE: 07/08/20 12:30p  
ACCOUNT: 1031 Westside  
ROUTE: 0  
LAST: 4/8/20 Paula  
Paula Douglas

RECEIVED

JUL 08 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
		PREVIOUS BALANCE	0.00
		TOTAL DUE	155.00

**Code to:**

## Double Branch Facility Maintenance - Preventative

**2-320-572-4661**

324 (B)

### 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!

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

# Invoice

Invoice #: 277  
Invoice Date: 7/1/2020  
Due Date: 7/1/2020  
Case:  
P.O. Number:

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

RECEIVED

JUL 08 2020

Description	Hours/Qty	Rate	Amount
Double Branch Amenity - Janitorial Services - July 2020 2,320,572.6100  297 (B)		4,251.00	4,251.00

Total \$4,251.00

Payments/Credits \$0.00

Balance Due \$4,251.00

Rmw  
7.1.20



RECEIVED

JUL 08 2020

## Invoice

Invoice #: 3172

Date: 07/01/20

Customer PO:

DUE DATE: 07/31/2020

### 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 July 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

642 (B)

Double Branch Landscape Maintenance

Tree Life 1 LLC  
 AAA Tree and Stump  
 4828 Collins RD  
 Jacksonville, FL 32244

# Invoice

Date	Invoice#
7/8/20	270820

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

P.O. No.	Terms	Project
	Due on receipt	

Description	Qty	Rate	Amount
Tree and stump cutting -- 21 stumps removed at OVP and stallion way, 1 large limb removed at Stallion way  Code to:  Double Branch Repair and Replacements  2.320.57200.63100			1000.00

<b>Total</b>		\$1000.00
<b>Payments/Credits</b>		\$ .00
<b>Balance Due</b>		\$1000.00



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

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)	07/08/20 to 08/05/20					\$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	

Alternative Water Supply Surcharge \$0.00

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54004672	1.5	07/06/20	34	13996	14009	13
Base Charges (Prepaid)						\$80.52
Consumption Charges	Tier 1	13.0	X	0.79	\$10.27	
Proration Factor: 1.1333	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	\$90.79
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$90.79</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$90.79 by 7/29/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$89.21 was posted to your account on 06/23/2020.

PAID  
JUL 16 2020

*Please return this portion with payment*

### Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

### ADDRESSEE:

AYC0707B  
2000000588 19/13

**DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649**



Bill Date	07/08/20
Current Charges	\$90.79
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$90.79</b>

### MAIL PAYMENT TO:



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



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

112/15

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

Customer #: 00206376

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521142

### Water

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

Base Charges (Prepaid)	07/08/20 to 08/05/20					\$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

Alternative Water Supply Surcharge \$0.00

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
69062536	.75	07/06/20	34	770	770	0
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	0.0	X	0.79		\$0.00
Proration Factor: 1.1333	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
<b>TOTAL AMOUNT DUE</b>	<b>\$24.19</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$24.19 by 7/29/2020 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 06/23/2020.

**Please return this portion with payment**



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:

AYC0707B  
2000000587 19/12

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649



### Bill Summary

Bill Date	07/08/20
Current Charges	\$24.19
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$24.19

### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

Customer #: 00206381

Service Address: 3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521233

### Water

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

Base Charges (Prepaid)	07/08/20 to 08/05/20					\$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	

Alternative Water Supply Surcharge \$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	07/06/20	34	1396	1401	5
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	5.0	X	0.79	\$3.95	
Proration Factor: 1.1333	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	\$28.14
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$28.14</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$28.14 by 7/29/2020 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 06/23/2020.

**Please return this portion with payment**



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:

AYC0707B  
2000000586 19/11

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649



### Bill Summary

Bill Date	07/08/20
Current Charges	\$28.14
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$28.14

### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

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) 07/08/20 to 08/05/20 \$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						
Alternative Water Supply Surcharge						\$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	07/06/20	34	2092	2096	4
Base Charges (Prepaid) \$24.19						
Consumption Charges Tier 1 4.0 X 0.79 \$3.16						
Proration Factor: 1.1333 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						
<b>TOTAL AMOUNT DUE</b>						<b>\$27.35</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$27.35 by 7/29/2020 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 06/23/2020.

**Please return this portion with payment**



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

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

### ADDRESSEE:

AYC0707B  
2000000585 19/10

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649



### Bill Summary

Bill Date	07/08/20
Current Charges	\$27.35
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$27.35

### MAIL PAYMENT TO:



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





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

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)	07/08/20 to 08/05/20					\$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	

Alternative Water Supply Surcharge \$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	07/06/20	34	268	268	0
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	0.0	X	0.79	\$0.00	
Proration Factor: 1.1333	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
<b>TOTAL AMOUNT DUE</b>	<b>\$24.19</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$24.19 by 7/29/2020 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 06/23/2020.

**Please return this portion with payment**

### Bill Summary



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

Bill Date	07/08/20
Current Charges	\$24.19
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$24.19

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

### ADDRESSEE:

AYC0707B  
2000000584 19/9

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

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)	07/08/20 to 08/05/20					\$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	

Alternative Water Supply Surcharge	\$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	07/06/20	34	174	174	0
Base Charges (Prepaid)						\$40.25
Consumption Charges	Tier 1	0.0	X	0.79	\$0.00	
Proration Factor: 1.1333	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
<b>TOTAL AMOUNT DUE</b>	<b>\$40.25</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$40.25 by 7/29/2020 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 06/23/2020.

**Please return this portion with payment**

### Bill Summary



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

Bill Date	07/08/20
Current Charges	\$40.25
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$40.25

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

### ADDRESSEE:

### MAIL PAYMENT TO:

AYC0707B  
2000000583 19/8

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 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](http://www.clayutility.org)  
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

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)	07/08/20 to 08/05/20					\$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

Alternative Water Supply Surcharge \$0.00

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70945868	.75	07/06/20	34	265	277	12
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	12.0	X	0.79		\$9.48
Proration Factor: 1.1333	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	\$33.67
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$33.67</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$33.67 by 7/29/2020 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 06/23/2020.

**Please return this portion with payment**

### Bill Summary



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

Bill Date	07/08/20
Current Charges	\$33.67
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$33.67

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

### ADDRESSEE:

### MAIL PAYMENT TO:

AYC0707B  
2000000582 19/7

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 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](http://www.clayutility.org)  
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

Customer #: 00238254

Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

Route #: MC05521847

### Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid) 07/08/20 to 08/05/20 \$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						
Alternative Water Supply Surcharge						\$0.00

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70003479	.75	07/06/20	34	535	545	10
Base Charges (Prepaid) \$24.19						
Consumption Charges Tier 1 10.0 X 0.79 \$7.90						
Proration Factor: 1.1333 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
<b>TOTAL AMOUNT DUE</b>						<b>\$32.09</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$32.09 by 7/29/2020 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 06/23/2020.

*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:

AYC0707B  
2000000581 19/6

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649



### Bill Summary

Bill Date	07/08/20
Current Charges	\$32.09
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$32.09

### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

Customer #: 00206136

Service Address: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #: MC05521521

### Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid) 07/08/20 to 08/05/20 \$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						
Alternative Water Supply Surcharge						\$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	07/06/20	34	28567	29110	543
Base Charges (Prepaid) \$80.52						
Consumption Charges Tier 1 85.0 X 0.79 \$67.15						
Proration Factor: 1.1333 Tier 2 28.3 X 1.56 \$44.15						
Tier 3 429.7 X 2.35 \$1,009.80						

### Other Charges

Administrative Fees (Prepaid)						\$0.00
Capacity Fees (Prepaid)						\$0.00
Deposit Interest Refund						\$0.00
Current Charges						\$1,201.62
Previous Balance						\$0.00
Late Charge (If Applicable)						\$0.00
<b>TOTAL AMOUNT DUE</b>						<b>\$1,201.62</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$1201.62 by 7/29/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$514.66 was posted to your account on 06/23/2020.

**Please return this portion with payment**



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

DOUBLE BRANCH CDD

Customer #:00206136

1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

### ADDRESSEE:

AYC0707B  
2000000579 19/4

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649



### Bill Summary

Bill Date	07/08/20
Current Charges	\$1,201.62
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$1,201.62

### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

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)	07/08/20 to 08/05/20					\$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	

Alternative Water Supply Surcharge \$0.00

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
74650877	2	07/06/20	34	8814	9156	342
Base Charges (Prepaid)						\$128.81
Consumption Charges	Tier 1	136.0	X	0.79	\$107.44	
Proration Factor: 1.1333	Tier 2	45.3	X	1.56	\$70.67	
	Tier 3	160.7	X	2.35	\$377.65	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$684.57
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$684.57</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$684.57 by 7/29/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$1134.58 was posted to your account on 06/23/2020.

*Please return this portion with payment*

### Bill Summary



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

Bill Date	07/08/20
Current Charges	\$684.57
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$684.57

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

### ADDRESSEE:

AYC0707B  
2000000578 19/3

### MAIL PAYMENT TO:

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 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](http://www.clayutility.org)  
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 07/08/2020

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) 07/08/20 to 08/05/20 \$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						
Alternative Water Supply Surcharge						\$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	07/06/20	34	689	711	22
Base Charges (Prepaid)						\$128.81
Consumption Charges Tier 1 22.0 X 0.79						\$17.38
Proration Factor: 1.1333 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						\$146.19
Previous Balance						\$0.00
Late Charge (If Applicable)						\$0.00
<b>TOTAL AMOUNT DUE</b>						<b>\$146.19</b>

**IMPORTANT NOTICE: Service disruptions will resume Tuesday, July 28, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.**

**Please call our customer service department to arrange payments before Friday, July 24, 2020 to avoid a scheduled disruption and additional fees. Call our Customer Service department at 904-272-5999.**

Need assistance with your bill? Visit our website for a list of agencies available to assist you with your utility bill at [https://www.clayutility.org/myservice/customer\\_assistance\\_program.aspx](https://www.clayutility.org/myservice/customer_assistance_program.aspx)

**Please pay \$146.19 by 7/29/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$157.25 was posted to your account on 06/23/2020.

**Please return this portion with payment**

### Bill Summary



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

Bill Date	07/08/20
Current Charges	\$146.19
<b>Current Charges Past Due After</b>	<b>07/29/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$146.19

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

### ADDRESSEE:

AYC0707B  
2000000577 19/2

### MAIL PAYMENT TO:

DOUBLE BRANCH CDD  
475 WEST TOWN PLACE SUITE 114  
ST AUGUSTINE FL 32092-3649



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

K&B Concrete Service LLC  
217 Pamela Street, Interlachen, Florida  
Lic#17000236386 Ins#172322-78495894-17  
Phone# (850)370-0560  
Email-ksuggs1970@gmail.com

RECEIVED

JUL 15 2020

## Quote / Invoice

Date	Invoice#
7/15/20	17152

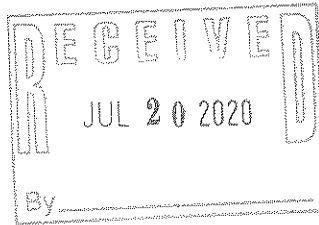
Bill To
Double Branch CDD 475 West Town Place Suite 114 St. Augustine, FL 32092

		P.O. No.	Terms	Project
			Due on receipt	
Description	Qty	Rate	Amount	
Material: 4 loads of backfill/dirt , labor to form  \$560.00	1	560	\$560.00	
Tear out and replace 8x7 section at end of bridge walkway \$600.00.	2	1200	\$1200.00	
<b>Code to:</b>  <b>Double Branch Repair and Replacements</b>  <b>2.320.57200.63100</b>  LIS				
		Total	\$1760.00	
		Payments/Credits	\$0.00	



**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JULY 20 2020  
WEEK OF JULY 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

2-32-572-3456  
285

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
7/13/20	JEFFERY HOLMES	1630-2230	6	30.00	180.00
7/14/20	MIKE BURNS	1600-2200	6	30.00	180.00
07/15/20	DAVID VOLLER	1630-2130	6	30.00	180.00
7/16/20	MATT WILLIAMS	1550-2150	6	30.00	180.00
07/17/20	JEFFERY HOLMES	1615-2215	6	30.00	180.00
07/18/20	JEFFERY HOLMES	1700-2300	6	30.00	180.00
7/19/20	BRYAN SMITH	1600-2200	6	30.00	180.00
6/29/20	DAVID VOLLER	1500-2000	5	30.00	150.00
	Not on last invoice				
DEPUTY SIGNATURE: TOTAL					1410.00 / 2
					\$ 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!

Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact 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 protect individual responsible for delivering to 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

Southeast Fitness Repair  
14476 DUVAL PL W STE  
208  
JACKSONVILLE, FL 32218  
US  
(904)683-1439  
rosemary@southeastfitness  
repair.com  
www.southeastfitnessrepair.  
com

# **SoutheastFITNESS**

## **R E P A I R**

Equipment Repair & Maintenance

RECEIVED

JUL 15 2020

## INVOICE

### BILL TO

Double Branch  
Oakleaf Village Attn: Lynne  
370 Oakleaf Village Parkway  
Orange Park, Florida 32065  
United States

INVOICE # 13685A

DATE 06/16/2020

DUE DATE 07/16/2020

---

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	PM - FLAT RATE	1	288.00	288.00
	TRAVEL + FIRST HOUR LABOR			

---

BALANCE DUE

**\$288.00**

### Code to:

**Double Branch Facility Maintenance - Preventative**

**2-320-572-4661**

305

Customer Information

XEROX CORPORATION  
PO BOX 660502  
DALLAS TX  
75266-0502

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

07-03-20  
Invoice Date  
010787571  
Invoice Number  
720343326  
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777  
INITIAL INVOICE

AMOUNT

BASE CHARGE	07-01-20 TO 07-30-20	37.09
	SUB TOTAL	37.09
	TOTAL	37.09

CONTRACT EFFECTIVE DATE 07-01-20

INITIAL INVOICE FOR SPPLY-MAINT - COST PER COPY PLAN  
INITIAL METER READS - METER A 179651  
THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE  
AND SUPPLY CHARGES

2.33.572.50  
399

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

PLEASE PAY THIS AMOUNT \$37.09  
01-569-8562 4 720343326 010787571 07-03-20  
RR001558 M 070120 VFL40  
03 6GSW 6GSW W A7315 5933 1 U65IN

202100008070060 0107875714 0300037096 272034332682

Invoice

Payment

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
7/24/20	00012	7/02/20 9256	202007 600-53800-62000		*	25,999.00	
		2X PLAY	SYSTEM/FREIGHT				
			PRO PLAYGROUNDS				25,999.00 000021
-----							
						TOTAL FOR BANK C	25,999.00
						TOTAL FOR REGISTER	25,999.00

DBBR DOUBLE BRANCH HSMITH



## *FOURTH ORDER OF BUSINESS*

# **Double Branch Community Development District**



**Approved Budget**

**FY 2021**





**Double Branch  
Community Development District**

Table of Contents

	<u>Pages</u>
General Fund	1
General Fund Narrative	2-4
Recreation Fund	5-6
Recreation Narrative	7-16
Debt Service	17
Debt Service Fund - Series 2006A Amortization	18-19
Assessment Allocation	20
Capital Reserve Fund	21
Exhibit 'A'	22

# Double Branch

Community Development District

General Fund

Description	Adopted Budget FY 2020	Actual YTD 6/30/20	Projected Next 3 Months	Total Projected FY 2020	Approved Budget FY 2021
<b>Revenues</b>					
Maintenance Assessments	\$177,985	\$178,403	\$0	\$178,403	\$177,985
Interest Income	\$200	\$814	\$100	\$914	\$200
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$178,185</b>	<b>\$179,218</b>	<b>\$100</b>	<b>\$179,318</b>	<b>\$178,185</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Supervisor Fees	\$12,000	\$7,400	\$3,000	\$10,400	\$12,000
FICA Expense	\$918	\$505	\$231	\$736	\$918
Engineering	\$5,000	\$1,028	\$500	\$1,528	\$5,000
Arbitrage	\$700	\$700	\$0	\$700	\$700
Dissemination	\$1,333	\$1,200	\$333	\$1,533	\$1,333
Assessment Roll	\$7,821	\$7,821	\$0	\$7,821	\$8,212
Attorney	\$42,000	\$21,366	\$7,122	\$28,488	\$42,000
Annual Audit	\$5,900	\$4,700	\$0	\$4,700	\$5,900
Trustee Fees	\$8,815	\$5,406	\$3,000	\$8,406	\$8,815
Management Fees	\$59,963	\$44,972	\$14,991	\$59,963	\$59,963
Information Technology	\$1,942	\$1,606	\$535	\$2,142	\$2,142
Telephone	\$290	\$265	\$75	\$340	\$290
Postage	\$1,900	\$726	\$250	\$976	\$1,900
Printing & Binding	\$3,400	\$1,812	\$500	\$2,312	\$3,400
Records Storage	\$300	\$0	\$150	\$150	\$300
Insurance	\$8,130	\$7,936	\$0	\$7,936	\$8,333
Legal Advertising	\$2,000	\$780	\$150	\$930	\$2,000
Office Supplies	\$350	\$174	\$75	\$249	\$350
Website Compliance	\$2,250	\$1,688	\$563	\$2,250	\$2,250
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Reserve	\$12,998	\$12,998	\$0	\$12,998	\$12,204
Transfer Out	\$0	\$61	\$0	\$61	\$0
<b>Administrative Expenses</b>	<b>\$178,185</b>	<b>\$123,319</b>	<b>\$31,475</b>	<b>\$154,733</b>	<b>\$178,185</b>
<b>Excess Revenues (Expenses)</b>	<b>\$0</b>	<b>55,898</b>	<b>(31,375)</b>	<b>24,585</b>	<b>\$0</b>

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2021

**REVENUES:**

*Maintenance Assessments*

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the General Operating Expenditures for the fiscal year.

*Interest Income*

The operating fund of the District will be invested in a money market fund held by US Bank.

*Carry Forward Surplus*

Represents the estimated excess funds at the end of the prior fiscal year brought forward to the current fiscal year to reduce assessments.

---

**EXPENDITURES:**

**Administrative:**

*Supervisor Fees*

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount for the fiscal year is based upon five supervisors attending the estimated 12 annual meetings.

*FICA Expense*

These expenses represent the Employer's share of Social Security and Medicare taxes withheld from the Board of Supervisors checks.

*Engineering Fees*

The District's engineering firm will be providing general engineering services to the District including attendance and preparation for monthly board meetings, review invoices, etc. England, Thims & Miller serves as the District's engineering firm.

*Arbitrage*

The District is required to have an annual arbitrage rebate calculation prepared for the District's Series 2013 A-1 and A-2 Special Assessment Refunding Bonds. Currently, the District has contracted with Grau and Associates.

*Dissemination Agent*

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

*Assessment Roll*

Governmental Management Services, LLC serves as the District's collection agent and certifies the District's non-ad valorem assessments with the county tax collector.

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2021

*Attorney*

The District's legal counsel will be providing general legal services to the District including attendance and preparation for monthly meetings, review operating and maintenance contracts, etc. Hopping Green & Sams serves as the District's legal counsel.

*Annual Audit*

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Grau and Associates currently serves as the District's Independent Auditor.

*Trustee Fees*

The District issued \$24,850,000 of Series 2013 A1 and \$2,900,000 of Series 2013 A2 Special Assessment Refunding Bonds that are held by a Trustee at US Bank, N.A. The amount of the trustee fees is based on the agreement between US Bank and the District.

*Management Fees*

The District receives management, accounting and administrative services as part of a Management Agreement with Governmental Management Services, LLC.

*Information Technology*

The cost related to District's accounting and information systems, District website creation and maintenance, electronic compliance with Florida Statutes and other electronic data requirements.

*Telephone*

Telephone and fax machine.

*Postage*

Mailing of agenda packages, overnight deliveries, correspondence, etc.

*Printing & Binding*

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

*Records and Storage*

All documents of the District will be copied and stored electronically with automatic back up to ensure complete records. Back up of all records will be kept off-site for security and safety.

*Insurance*

The District's General Liability & Public Officials Liability Insurance policy is with the Florida Property Alliance (FPA). FPA specializes in providing insurance coverage to governmental agencies.

*Legal Advertising*

The District is required to advertise various notices for monthly Board meetings, public hearings etc. in the Florida Times Union.

*Office Supplies*

Miscellaneous office supplies.

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2021

*Dues, Licenses & Subscriptions*

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

*General Reserves*

Established to maintain community service levels at present standards for FY 2020

# Double Branch

Community Development District

Recreation Fund

Description	Adopted Budget FY 2020	Actual YTD 6/30/20	Projected Next 3 Months	Total Projected FY 2020	Approved Budget FY 2021
<b><u>Revenues</u></b>					
Maintenance Assessments	\$1,462,648	\$1,466,085	\$0	\$1,466,085	\$1,462,648
Interest Income	\$1,000	\$3,873	\$500	\$4,373	\$1,000
Amenities Revenue/Miscellaneous	\$33,690	\$18,123	\$5,000	\$23,123	\$33,690
Sports Revenue	\$11,000	\$9,538	\$2,500	\$12,038	\$11,000
Carry Forward Surplus	\$45,921	\$0	\$0	\$0	\$34,717
<b>Total Revenues</b>	<b>\$1,554,259</b>	<b>\$1,497,619</b>	<b>\$8,000</b>	<b>\$1,505,619</b>	<b>\$1,543,055</b>
<b><u>Expenditures</u></b>					
<b><u>Administrative</u></b>					
Management Fees - On Site Staff	\$178,487	\$133,866	\$44,622	\$178,487	\$178,487
Insurance	\$62,789	\$65,520	\$0	\$65,520	\$68,797
Other Current Charges	\$3,818	\$1,880	\$500	\$2,380	\$3,818
Permit Fees	\$1,635	\$811	\$100	\$911	\$1,635
<b>Administrative Expenses</b>	<b>\$246,729</b>	<b>\$202,077</b>	<b>\$45,222</b>	<b>\$247,299</b>	<b>\$252,737</b>
<b><u>Maintenance</u></b>					
Security	\$50,920	\$38,122	\$12,707	\$50,829	\$50,920
Security - Clay County Off-Duty Sheriff	\$43,050	\$32,990	\$11,100	\$44,090	\$43,050
Water - Irrigation	\$9,000	\$5,859	\$2,115	\$7,974	\$9,000
Irrigation Maintenance	\$4,250	\$4,642	\$1,000	\$5,642	\$4,250
Streetlighting	\$33,066	\$20,905	\$8,268	\$29,173	\$33,066
Electric	\$42,000	\$21,563	\$9,780	\$31,343	\$42,000
Landscape Maintenance	\$371,004	\$278,253	\$92,751	\$371,004	\$378,424
Common Area Maintenance	\$43,564	\$19,885	\$9,000	\$28,885	\$43,564
Lake Maintenance	\$28,116	\$22,839	\$6,210	\$29,049	\$28,116
Landscape Reserve	\$30,000	\$30,000	\$0	\$30,000	\$30,000
Capital Reserve	\$15,565	\$15,565	\$0	\$15,565	\$15,565
Repairs and Replacement	\$88,996	\$104,166	\$10,000	\$114,166	\$95,000
General Reserve	\$26,759	\$26,759	\$0	\$26,759	\$26,759
<b>Common Area Expenses</b>	<b>\$786,290</b>	<b>\$621,549</b>	<b>\$162,931</b>	<b>\$784,480</b>	<b>\$799,714</b>

# Double Branch

Community Development District

Recreation Fund

Description	Adopted Budget FY 2020	Actual YTD 6/30/20	Projected Next 3 Months	Total Projected FY 2020	Approved Budget FY 2021
<u>Recreation Facility</u>					
Amenity Staff	\$110,000	\$59,235	\$30,000	\$89,235	\$110,000
Refuse Services	\$6,120	\$7,100	\$2,445	\$9,545	\$10,000
Telephone	\$5,592	\$3,534	\$1,008	\$4,542	\$5,592
Electric	\$59,300	\$24,611	\$8,850	\$33,461	\$40,000
Cable	\$12,319	\$5,230	\$1,755	\$6,985	\$12,319
Pool Maintenance	\$56,616	\$27,630	\$9,000	\$36,630	\$50,000
Water / Sewer/Reclaim	\$65,000	\$33,102	\$10,971	\$44,073	\$48,000
Facility Maintenance-General	\$43,500	\$23,969	\$8,400	\$32,369	\$43,500
Facility Maintenance-Preventative	\$13,117	\$2,783	\$750	\$3,533	\$13,117
Facility Maintenance - Contingency	\$34,750	\$22,813	\$10,000	\$32,813	\$34,750
Lighting Repairs	\$8,500	\$5,573	\$2,100	\$7,673	\$8,500
Special Events	\$10,500	\$2,133	\$500	\$2,633	\$10,500
Office Supplies & Equipment	\$6,664	\$951	\$150	\$1,101	\$6,664
Janitorial	\$51,012	\$35,298	\$13,500	\$48,798	\$59,412
Recreation Passes	\$5,500	\$2,113	\$500	\$2,613	\$5,500
Pool Pump Reserve	\$6,500	\$6,500	\$0	\$6,500	\$6,500
Pool Leak Repairs	\$5,000	\$0	\$500	\$500	\$5,000
Multiuse Field	\$21,250	\$0	\$21,250	\$21,250	\$21,250
<b>Recreation Facility Expenses</b>	<b>\$521,240</b>	<b>\$262,574</b>	<b>\$121,679</b>	<b>\$384,253</b>	<b>\$490,604</b>
<b>Total Expenses</b>	<b>\$1,554,259</b>	<b>\$1,086,200</b>	<b>\$329,832</b>	<b>\$1,416,032</b>	<b>\$1,543,055</b>
<b>Excess Revenues(Expenses)</b>	<b>\$0</b>	<b>\$411,419</b>	<b>(321,832)</b>	<b>\$89,587</b>	<b>\$0</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

**REVENUES:**

**Maintenance Assessments**

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the Recreational Operating Expenditures for the fiscal year.

**Interest Income**

The District will have all excess funds invested in a money market fund held by US Bank. The amount is based upon the estimated average balance of funds available during the fiscal year.

**Amenities Revenue**

Income received from resident rental of Clubroom and Patio and access cards, fitness class, vending machines, and non-resident user fee for the Recreation Facility.

**Sports Revenue**

These are estimated fees for programmed sports activities.

---

**EXPENDITURES:**

**Administrative:**

**Management Fees – On Site Staff**

The District has contracted with Governmental Management Services, LLC (“GMS”) for the supervision and on-site management of the District’s amenities. The responsibilities include management of District maintenance contracts, scheduling special events, management of District employees, rental of facilities, scheduling of special events, resident inquiries and other maintenance related items. The District shares the cost of a community manager, aquatics director, fitness center/access director, rental coordinator and administrative assistant with the Middle Village Community Development District.

**Insurance**

The District's Property and Liability Insurance policy is with Florida Property Alliance (FPA). FPA specializes in providing insurance coverage to governmental agencies.



**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

Other Current Charges

Includes bank charges and any other miscellaneous administrative expenses that are incurred during the year with the use of deposit/credit card machine.

Permit Fees

Miscellaneous permit fees to operate the pool and water slides as well as special events.

Description	Annual
Play Pool Permit	\$ 250
Lap Pool Permit	\$ 250
Spray Pool Permit	\$ 125
State Public Broadcast for Music Fees	\$ 1,010
<b>Total</b>	<b>\$ 1,635</b>

Office Supplies

Miscellaneous office supplies.

**Maintenance Common Area:**

Security

Allied Universal Services provides the District with Athletic Center and Common area security patrol.

Description	Monthly	Annual
Security Contract	\$ 4,243	\$ 50,920

Clay County off Duty Security

Provision for off-duty-security patrol by Clay County Sheriff's Dept. Split 50/50 with Middle Village CDD.

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

*Water – Irrigation*

The District will purchase bulk water from JEA for irrigation purposes.

Account Number	Description	Monthly	Annual
62945977	2226 Pebblewood LA Apt 1	\$ 50	\$ 602
66042924	302 Oakleaf Village Parkway	\$ 19	\$ 227
61929298	3468 Worthington Oaks Drive Apt 1	\$ 29	\$ 342
62744114	3570 Silver Bluff Boulevard Apt 1	\$ 576	\$ 6,912
60770057	563 Acornridge Lane Apt 1	\$ 32	\$ 378
	Contingency	\$ 45	\$ 539
<b>Total</b>		<b>\$ 750</b>	<b>\$ 9,000</b>

*Irrigation Maintenance*

The cost of miscellaneous irrigation, pump repairs and maintenance incurred by the district.

*Street Lighting*

The cost of street lighting provided by Clay Electric Cooperative, Inc.:

Account Number	Description	Monthly	Annual
7332265	Oakleaf Village Center Outdoor	\$ 241	\$ 2,894
5379615	East Side of Brannanfield	\$ 2,291	\$ 27,488
	Contingency	\$ 224	\$ 2,684
<b>Total</b>		<b>\$ 2,756</b>	<b>\$ 33,066</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

Electric

The cost of electricity for signage lighting, entry feature lighting (main entry, Athletic Center entry and neighborhood entries) for the following accounts provided by Clay Electric Cooperative, Inc.:

Account Number	Description	Monthly	Annual
4995700	370 Oakleaf Village	\$ 1,170	\$ 14,037
4995718	370-1 Oakleaf Village Pkwy	\$ 910	\$ 10,914
5347943	3926-1 Plantation Oaks Blvd	\$ 60	\$ 721
5715289	1591 Canopy Oaks Dr - Irrigation	\$ 34	\$ 410
5774021	2971 Thorncrest Dr	\$ 18	\$ 213
6875140	373-1 Oakleaf Village Center	\$ 37	\$ 438
6912612	608-1 Oakleaf Village Pkwy	\$ 35	\$ 417
6912620	304-1 Oakleaf Village Pkwy	\$ 30	\$ 362
6912653	603-2 Oakleaf Village Pkwy	\$ 42	\$ 504
6912661	602-1 Oakleaf Village Pkwy	\$ 34	\$ 410
6912687	537-1 Oakleaf Village Pkwy	\$ 18	\$ 212
6912695	529-1 Oakleaf Village Pkwy	\$ 18	\$ 220
6912703	3925-1 Plantation Oaks Blvd	\$ 81	\$ 967
6912729	3860-1 Plantation Oaks Blvd	\$ 18	\$ 210
6912737	3859-1 Plantation Oaks Blvd	\$ 29	\$ 350
6912752	3805-1 Plantation Oaks Blvd	\$ 38	\$ 459
6912760	3800-1 Plantation Oaks Blvd	\$ 48	\$ 570
6912778	3306-1 Village Oaks Lane	\$ 18	\$ 213
6912786	465-1 Oakleaf Village Pkwy	\$ 34	\$ 406
6912810	3801-1 Plantation Oaks Blvd	\$ 29	\$ 352
6912828	728-1 Bellshire Drive	\$ 17	\$ 209
6912836	721-1 Bellshire Lane	\$ 20	\$ 238
6912869	715-1 Wakemont Drive	\$ 42	\$ 506
6912877	3219-1 Stonebrier Ridge Drive	\$ 26	\$ 316
6912893	576-1 Wakemont Drive	\$ 17	\$ 209
6912901	507-1 Millstone Drive	\$ 17	\$ 209
6912919	498-1 Millstone Drive	\$ 17	\$ 209
6912927	3442-1 Worthington Oaks Drive	\$ 17	\$ 209
6912943	309-1 Oakleaf Village Pkwy	\$ 25	\$ 303
6912950	373-2 Oakleaf Village Pkwy	\$ 39	\$ 472
6912968	308-1 Oakleaf Village Pkwy	\$ 20	\$ 236
6912976	358-2 Oakleaf Village Pkwy	\$ 34	\$ 405
7131527	3206-1 Silver Bluff Blvd	\$ 20	\$ 243
7332257	3168 Stonebrier Ridge	\$ 228	\$ 2,730
8684243	571 Oakleaf Village Pkwy	\$ 18	\$ 215
	Contingency	\$ 242	\$ 2,906
<b>Total</b>		<b>\$ 3,502</b>	<b>\$ 42,000</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

Landscape Maintenance

The District has a contract with Verdego to provide landscaping and irrigation maintenance services to all the common areas within the District as well as the Amenity Center. The amount is based upon the following:

Description	Monthly	Annual
Contract - Common Area	\$ 31,535	\$ 378,424

Common Area Maintenance

Represents the estimated day-to-day maintenance of the Districts common areas. Services include:

-Pressure washing of District fences, entrance signage and pillars, pool areas, gazebos, amenity center, field house, parks, park equipment and sidewalks. The estimated annual amount for these services are based upon contractor proposals

The estimated cost for the following is based upon past history and current hourly rates:

- All common area, easements and park litter clean up
- Lake and outfall inspections and debris removal
- Storm sewer grate inspections and cleaning
- Removal of unauthorized signage and maintenance of community signage
- Trapper for wild hogs
- Traffic/car accident clean up
- Inspection and repairs to all park equipment, playground, picnic table and benches

Lake Maintenance

The District has a contract with The Lake Doctors to provide monthly water management services and annual carp as needed per the contract, to 25 lakes throughout the District. Contingency represents monthly lake inspections and clean-up of outfall structures and fish barriers. The amount is based upon the following:

Description	Monthly	Annual
Lake Maintenance Contract	\$ 1,893	\$ 22,716
Stocking of Carp	\$ 283	\$ 3,400
Contingency	\$ 167	\$ 2,000
Total	\$ 2,343	\$ 28,116

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

*Landscape Reserve*

Represents additional mulch and storm replacement and clean up district may incur. Plant replacements outside of contract, new plantings, and projects that become necessary due to changes in use, etc. and tree preservation and/or removal.

*Capital Reserve*

Money set aside for future replacements of capital related items and operating capital.

*Repairs & Replacement*

Regular maintenance and replacement that includes, but is not limited to, pool pumps, filters, air conditioning repairs facility lighting/electrical, or any replacement of District infrastructure. Also covers miscellaneous repairs around the District for the FY.

*General Reserve*

Provision for general repairs and replacements based upon detailed study of District assets.

**Recreation Facility:**

*Amenity Staff*

Direct cost to provide lifeguard/pool attendant services from District employees during the operational season of the swimming pool, which is from Mid-March through October. Also covers front desk personnel at the Fitness Center.

*Refuse Service*

The District has contracted with Advanced Disposal for refuse removal service twice weekly.

*Telephone*

The Amenity Center currently pays AT&T for three phone lines and one fax line. The amounts are based upon the following:

Description	Monthly	Annual
AT&T	\$ 80	\$ 960
RingCentral	\$ 97	\$ 1,160
Contingency	\$ 289	\$ 3,472
Total	\$ 466	\$ 5,592

**Double Branch**  
**Community Development District**  
 RECREATION BUDGET  
 FISCAL YEAR 2021

*Electric*

Cost of electric associated with the Recreation facility and Fitness Center provided by Clay Electric:

Account Number	Description	Monthly	Annual
5217088	370 Oakleaf Village Pkwy	\$ 2,450	\$ 29,400
8763369	382 Oakleaf Village Pkwy	\$ 500	\$ 6,000
	Contingency	\$ 383	\$ 4,600
<b>Total</b>		<b>\$ 3,333</b>	<b>\$ 40,000</b>

*Cable/Internet*

Cost of cable and internet access for the Recreation Facility from Comcast.

Account Number	Description	Monthly	Annual
8495 7414 4108 3370	Comcast	\$ 282	\$ 3,387
8495 7414 4100 9267	Comcast- Fitness	\$ 288	\$ 3,450
	Contingency	\$ 457	\$ 5,482
<b>Total</b>		<b>\$ 1,027</b>	<b>\$ 12,319</b>

*Pool Maintenance*

The District currently has a contract with Poolsure to supply chemicals and chemical feeders for the Amenity Center pools. The District is contracted with RMS for the cleaning, water testing, and treatment of the Amenity Center pools. During summer months, district employees will help with basic poolside cleaning such as brushing, skimming, and tile cleaning. Additionally, GMS staff handles the annual maintenance projects on the pool and deck features. The amount is based upon the following:

Description	Monthly	Annual
Pool Maintenance Contract	\$ 1,500	\$ 18,000
Fuel Surcharge	\$ 42	\$ 500
Pool Chemical Contract	\$ 2,083.33	\$ 25,000
Slide Maintenance/Waxing	\$ 208	\$ 2,500
Spray ground/Furniture Cleaning	\$ 250	\$ 3,000
Preseason Filter clean and Prep	\$ 83	\$ 1,000
<b>Total</b>	<b>\$ 4,167</b>	<b>\$ 50,000</b>

**Double Branch**  
**Community Development District**  
 RECREATION BUDGET  
 FISCAL YEAR 2021

Water /Sewer/Reclaim

Cost of water / sewer from JEA (acct # 7616920495) associated with the Recreation Facility and Reclaimed Water from Clay County Utility Authority.

Account Number	Description	Monthly	Annual
76832466	370 Oakleaf Village Parkway - Water	\$ 596	\$ 7,154
76832466	370 Oakleaf Village Parkway - Sewer	\$ 373	\$ 4,474
80532813	370 Oakleaf Village Parkway - Pool	\$ 1,070	\$ 12,840
Fire Sprinkler	371 Oakleaf Village Parkway - Sprinkle	\$ 42	\$ 504
<b>Total JEA</b>		<b>\$ 2,081</b>	<b>\$ 24,972</b>
201224	566-1 Oakleaf Village Parkway	\$ 600	\$ 7,200
191992	716-1 Wakemont Drive Reclaim	\$ 150	\$ 1,800
206121	3178-1 Wandering Oaks Drive	\$ 32	\$ 378
206125	1505-1 Canopy Oaks Drive R	\$ 32	\$ 378
206136	1591-1 Canopy Oaks Drive R	\$ 500	\$ 6,000
206376	3701-1 Thousand Oaks Drive	\$ 29	\$ 349
206379	3713-1 Thousand Oaks Drive	\$ 92	\$ 1,106
206380	1940-1 Woodworth Drive Reclaim	\$ 30	\$ 359
206381	3659-1 Thousand Oaks Drive	\$ 36	\$ 437
207243	603-1 Waterford Oaks Drive	\$ 22	\$ 265
238253	1422-1 Bitterberry Drive Reclaim	\$ 29	\$ 350
238254	1206-1 Bedrock Drive Reclaim	\$ 24	\$ 286
<b>Total CCUA</b>		<b>\$ 1,576</b>	<b>\$ 18,908</b>
	Contingency	\$ 343	\$ 4,120
<b>Total</b>		<b>\$ 4,000</b>	<b>\$ 48,000</b>

Facility Maintenance – General

Represents estimated cost for general maintenance throughout the District based upon historical cost.

Facility Maintenance - Preventative

Cost of routine repairs and general maintenance contracts for District Facilities.

Vendor	Description	Annual
S.E. Fitness	Bi-Monthly Service	\$ 1,160
Paula's Pest Control	Quarterly Service	\$ 620
Certified Air Contractors	Bi-Monthly Service	\$ 1,290
Jacksonville Sound & Communication	Alarm System Inspection	\$ 744
Cintas	Sprinklers & Extinguishers	\$ 1,073
Termite Bond	Preventative	\$ 730
Contingency		\$ 7,500
<b>Total</b>		<b>\$ 13,117</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

*Facility Maintenance – Contingency*

Represents estimated amount based upon historical cost for fence repairs, graffiti clean-up, signage repairs, wall cap replacements and damaged park equipment

*Lighting Repairs*

Cost for fixtures, bulbs and ballast replacement, and electrician labor based on past history.

*Special Events*

Monthly events and organized functions the Amenity Center Director provides for all residents of Oakleaf Plantation.

*Office Supplies and Equipment*

Office supplies for the Amenity Center. Lease agreement with Cannon (\$150/month) \$1800 annually.

*Janitorial Services*

The District has contracted with Riverside Management to provide janitorial services, and scheduled carpet cleanings to the District. Janitorial Services shall be provided seven days per week and carpets will be cleaned 9xs a year unless otherwise needed. Supplies will be purchased directly from First Coast Choice Cleaning Supplies. The amount is based upon the following:

Description	Monthly	Annual
Janitorial Contract	\$ 4,251	\$ 51,012
Supplies	\$ 500	\$ 6,000
Mat Cleaning- Fitness Room	\$ 200	\$ 2,400
<b>Total</b>	<b>\$ 4,951</b>	<b>\$ 59,412</b>

*Recreation Passes*

Entry cards are issued to all CDD residents for facility access. Recreation passes includes the cards, ribbon, cleaner, guest cards and repairs to card printers, etc.

*Repairs & Replacement*

Regular maintenance and replacement that includes, but is not limited to, pool pumps, filters, air conditioning repairs facility lighting/electrical, or any replacement of District infrastructure.



**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2021

*Pump Reserve*

For pump replacement as needed.

*Pool Leak Repairs*

Estimated structural repairs for leaks in pool structure.

*Multiuse Fields*

Cost of maintaining field and repairs, landscape maintenance, and renovations.

# Double Branch

Community Development District

Debt Service Fund  
Series 2013A-1 and A-2

Description	Adopted Budget FY 2020	Actual YTD 6/30/20	Projected Next 3 Months	Total Projected FY 2020	Approved Budget FY 2021
<b>Revenues</b>					
Carry Forward Surplus	\$516,591	\$628,852	\$0	\$628,852	\$687,628
Special Assessments	\$1,962,561	\$1,967,540	\$17,354	\$1,984,894	\$1,961,878
Interest Income	\$10,000	\$18,924	\$8,000	\$26,924	\$10,000
<b>Total Revenues</b>	<b>\$2,489,152</b>	<b>\$2,615,316</b>	<b>\$25,354</b>	<b>\$2,640,670</b>	<b>\$2,659,506</b>
<b>Expenditures</b>					
<b>Series 2013A-1</b>					
Interest 11/1	\$384,252	\$384,252	\$0	\$384,252	\$369,552
Interest 5/1	\$384,252	\$384,252	\$0	\$384,252	\$369,552
Principal 5/1	\$980,000	\$980,000	\$0	\$980,000	\$1,015,000
<b>Series 2013A-2</b>					
Interest 11/1	\$54,913	\$54,913	\$0	\$54,913	\$52,181
Prepayment Call Due 11/1	\$0	\$10,000	\$0	\$10,000	\$0
Interest 5/1	\$54,913	\$54,625	\$0	\$54,625	\$52,181
Principal 5/1	\$85,000	\$80,000	\$0	\$80,000	\$85,000
Prepayment Call Due 5/1	\$0	\$5,000	\$0	\$5,000	\$0
<b>Total Expenses</b>	<b>\$1,943,329</b>	<b>\$1,953,041</b>	<b>\$0</b>	<b>\$1,953,042</b>	<b>\$1,943,466</b>
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$545,823</b>	<b>\$662,275</b>	<b>25,354</b>	<b>\$687,628</b>	<b>\$716,040</b>

Interest November 1, 2021

Series 2013A-1	\$ 353,312
Series 2013A-2	\$ 49,738
<b>Total</b>	<b>\$ 403,049</b>

Unit Type	Units	Per Unit Assessment	Gross Assessment
Single Family	2,187	\$ 878	\$ 1,919,989
Multi-Family	276	\$ 605	\$ 167,115
Total Gross Assessment			\$ 2,087,104
Less: Discounts and Collections (6%)			\$ 125,226
Total Net Assessment			<b>1,961,878</b>

# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-1 Special Assessment Refunding Bonds

DATE	BOND BALANCE	PRINCIPAL	COUPON	INTEREST	ANNUAL DEBT SERVICE
11/1/20				\$ 369,551.88	\$1,733,803.76
5/1/21	\$ 18,450,000	\$ 1,015,000	3.20%	\$ 369,551.88	
11/1/21				\$ 353,311.88	\$1,737,863.76
5/1/22	\$ 17,435,000	\$ 1,045,000	3.40%	\$ 353,311.88	
11/1/22				\$ 335,546.88	\$1,733,858.76
5/1/23	\$ 16,390,000	\$ 1,085,000	3.63%	\$ 335,546.88	
11/1/23				\$ 315,881.25	\$1,736,428.13
5/1/24	\$ 15,305,000	\$ 1,125,000	3.75%	\$ 315,881.25	
11/1/24				\$ 294,787.50	\$1,735,668.75
5/1/25	\$ 14,180,000	\$ 1,170,000	4.00%	\$ 294,787.50	
11/1/25				\$ 271,387.50	\$1,736,175.00
5/1/26	\$ 13,010,000	\$ 1,220,000	4.13%	\$ 271,387.50	
11/1/26				\$ 246,225.00	\$1,737,612.50
5/1/27	\$ 11,790,000	\$ 1,270,000	4.13%	\$ 246,225.00	
11/1/27				\$ 220,031.25	\$1,736,256.25
5/1/28	\$ 10,520,000	\$ 1,320,000	4.13%	\$ 220,031.25	
11/1/28				\$ 192,806.25	\$1,732,837.50
5/1/29	\$ 9,200,000	\$ 1,380,000	4.13%	\$ 192,806.25	
11/1/29				\$ 164,343.75	\$1,737,150.00
5/1/30	\$ 7,820,000	\$ 1,435,000	4.13%	\$ 164,343.75	
11/1/30				\$ 134,746.88	\$1,734,090.63
5/1/31	\$ 6,385,000	\$ 1,495,000	4.13%	\$ 134,746.88	
11/1/31				\$ 103,912.50	\$1,733,659.38
5/1/32	\$ 4,890,000	\$ 1,560,000	4.25%	\$ 103,912.50	
11/1/32				\$ 70,762.50	\$1,734,675.00
5/1/33	\$ 3,330,000	\$ 1,630,000	4.25%	\$ 70,762.50	
11/1/33				\$ 36,125.00	\$1,736,887.50
5/1/34	\$ 1,700,000	\$ 1,700,000	4.25%	\$ 36,125.00	
11/1/34					\$1,736,125.00
<b>TOTAL</b>		<b>\$ 18,450,000</b>		<b>\$ 6,218,840</b>	<b>\$ 26,033,092</b>

# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-2 Special Assessment Refunding Bonds

DATE	BOND BALANCE	PRINCIPAL	COUPON	INTEREST	ANNUAL DEBT SERVICE
11/1/20			5.75%	\$ 52,181.25	\$ 52,181.25
5/1/21	\$ 1,815,000	\$ 85,000	5.75%	\$ 52,181.25	
11/1/21			5.75%	\$ 49,737.50	\$186,918.75
5/1/22	\$ 1,730,000	\$ 90,000	5.75%	\$ 49,737.50	
11/1/22			5.75%	\$ 47,150.00	\$186,887.50
5/1/23	\$ 1,640,000	\$ 95,000	5.75%	\$ 47,150.00	
11/1/23			5.75%	\$ 44,418.75	\$186,568.75
5/1/24	\$ 1,545,000	\$ 105,000	5.75%	\$ 44,418.75	
11/1/24			5.75%	\$ 41,400.00	\$190,818.75
5/1/25	\$ 1,440,000	\$ 110,000	5.75%	\$ 41,400.00	
11/1/25			5.75%	\$ 38,237.50	\$189,637.50
5/1/26	\$ 1,330,000	\$ 115,000	5.75%	\$ 38,237.50	
11/1/26			5.75%	\$ 34,931.25	\$188,168.75
5/1/27	\$ 1,215,000	\$ 125,000	5.75%	\$ 34,931.25	
11/1/27			5.75%	\$ 31,337.50	\$191,268.75
5/1/28	\$ 1,090,000	\$ 130,000	5.75%	\$ 31,337.50	
11/1/28			5.75%	\$ 27,600.00	\$188,937.50
5/1/29	\$ 960,000	\$ 135,000	5.75%	\$ 27,600.00	
11/1/29			5.75%	\$ 23,718.75	\$186,318.75
5/1/30	\$ 825,000	\$ 145,000	5.75%	\$ 23,718.75	
11/1/30			5.75%	\$ 19,550.00	\$188,268.75
5/1/31	\$ 680,000	\$ 155,000	5.75%	\$ 19,550.00	
11/1/31			5.75%	\$ 15,093.75	\$189,643.75
5/1/32	\$ 525,000	\$ 165,000	5.75%	\$ 15,093.75	
11/1/32			5.75%	\$ 10,350.00	\$190,443.75
5/1/33	\$ 360,000	\$ 175,000	5.75%	\$ 10,350.00	
11/1/33			5.75%	\$ 5,318.75	\$190,668.75
5/1/34	\$ 185,000	\$ 185,000	5.75%	\$ 5,318.75	
11/1/34					\$190,318.75
<b>TOTAL</b>		<b>\$ 1,815,000</b>		<b>\$ 882,050</b>	<b>\$ 2,697,050</b>

**Double Branch CDD**  
**Percentage Allocation of O&M Assessments**

	Single Family	Multi-Family	Village Center Retail	Village Center Office	Active Adult	Total
General Fund	89.85%	8.30%	0.61%	1.24%	0.00%	100.00%
Facility Administration	89.85%	8.30%	0.61%	1.24%	0.00%	100.00%
Common Area	89.85%	8.30%	0.61%	1.24%	0.00%	100.00%
Recreation Facilities	91.70%	8.30%	0.00%	0.00%	0.00%	100.00%

<b>Description</b>	<b>Total Expenses</b>
General Fund	\$178,185
Facility Administration	\$252,737
Common Area	\$799,714
Recreation Facilities	\$490,604
Total	<u>\$1,721,240</u>

	Single Family	Multi-Family	Village Center Retail	Village Center Office	Active Adult	Total
General Fund	\$160,099	\$14,789	\$1,087	\$2,209	\$0	\$178,185
Facility Administration	\$227,085	\$20,977	\$1,542	\$3,134	\$0	\$252,737
Common Area	\$718,543	\$66,376	\$4,878	\$9,916	\$0	\$799,714
Recreation Facilities	\$449,884	\$40,720	\$0	\$0	\$0	\$490,604
Total Expenses	\$1,555,611	\$142,863	\$7,507	\$15,260	\$0	\$1,721,240
Carry Forward Surplus	(28,416)	(5,301)	(330)	(670)	0	(34,717)
Allocation - Other Revenues	(38,334)	(3,861)	(400)	(1,107)	0	(43,702)
Net Assessments After Allocation	\$1,488,860	\$133,701	\$6,777	\$13,483	\$0	\$1,642,821
Discounts and Collections (6%)	\$95,034	\$8,534	\$433	\$861	\$0	\$104,861
Gross Assessment	<u>\$1,583,894</u>	<u>\$142,235</u>	<u>\$7,210</u>	<u>\$14,343</u>	<u>\$0</u>	<u>\$1,747,682</u>

# of Units	2,205	276	8,000	35,000	
Per Unit Assessment FY 2021	<u>\$718.32</u>	<u>\$515.34</u>	<u>\$0.90</u>	<u>\$0.41</u>	
Per Unit Assesment FY 2020	<u>\$718.75</u>	<u>\$515.33</u>	<u>\$0.90</u>	<u>\$0.41</u>	
Percentage Increase(Decrease)	0%	0%	0%	0%	

# Double Branch

Community Development District

Capital Reserve Fund

Description	Adopted Budget FY 2020	Actual YTD 6/30/20	Projected Next 3 Months	Total Projected FY 2020	Approved Budget FY 2021
<b>REVENUES:</b>					
Beginning Fund Balance	\$1,147,970	\$1,148,005	\$0	\$1,148,005	\$1,238,762
Interest Income	\$1,000	\$8,037	\$1,500	\$9,537	\$1,000
Transfer In - Landscape Reserve	\$30,000	\$30,000	\$0	\$30,000	\$30,000
Transfer In - Capital Reserve	\$15,565	\$15,565	\$0	\$15,565	\$15,565
Transfer In - Pool Pump Reserve	\$6,500	\$6,500	\$0	\$6,500	\$6,500
Transfer In - General Reserve	\$26,759	\$26,759	\$0	\$26,759	\$26,759
Transfer In - General Fund Reserve	\$12,998	\$12,998	\$0	\$12,998	\$12,204
<b>TOTAL REVENUES</b>	<b>\$1,240,792</b>	<b>\$1,247,864</b>	<b>\$1,500</b>	<b>\$1,249,364</b>	<b>\$1,330,790</b>
<b>EXPENDITURES:</b>					
Other Current Charges	\$0	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$10,602	\$0	\$10,602	\$0
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$10,602</b>	<b>\$0</b>	<b>\$10,602</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$1,240,792</b>	<b>\$1,237,262</b>	<b>\$1,500</b>	<b>\$1,238,762</b>	<b>\$1,330,790</b>

# Double Branch Community Development District

## Exhibit "A"

### Allocation of Operating Reserves

#### Estimated Funds Available

General Fund - Beginning Fund Balance - 10/1/19	\$ 116,005
Recreation Fund - Beginning Fund Balance - 10/1/19	\$ 738,820
Estimated General Excess Revenues - Fiscal Year 2020	\$ 24,585
Estimated Recreation Excess Revenues- Fiscal Year 2020	\$ 89,587
Total Estimated Operating Funds Available - 9/30/2020	<u>\$ 968,997</u>

#### Allocation of Funds Available

General Fund Operating Reserve - First Quarter Operating Capital	\$ 44,546
Recreation Fund Operating Reserve - First Quarter Operating Capital	<u>\$ 385,764</u>
Total Reserve	<u>\$ 430,310</u>
Total Working Capital Surplus	<u>\$ 538,687</u>

Capital Reserve- Beginning Fund Balance - 10/1/19	\$ 1,148,005
Projected Capital Excess Revenues - Fiscal Year 2020	<u>\$ 90,757</u>
Total Estimated Reserve Funds Available - 9/30/20	<u>\$ 1,238,762</u>

Landscape Reserve	\$ 30,000
Capital Projects Reserve	\$ 15,565
Pool Pump Reserve at	\$ 6,500
General Reserve	\$ 26,759
General Fund Reserve	<u>\$ 12,204</u>
Total Funding FY 2021	<u>\$ 91,028</u>

Total Estimate Reserve Fund Balances - 9/30/21	<u>\$ 1,329,790</u>
------------------------------------------------	---------------------

*A.*



## RESOLUTION 2020-05

### THE ANNUAL APPROPRIATION RESOLUTION OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2020, submitted to the Board of Supervisors ("**Board**") of the Double Branch Community Development District ("**District**") proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District's website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

#### SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District's Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Double Branch Community Development District for the Fiscal Year Ending September 30, 2021."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

## **SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2020/2021, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
RECREATION FUND	\$_____
DEBT SERVICE FUND (SERIES 2006A)	\$_____
CAPITAL RESERVE FUND	\$_____
TOTAL ALL FUNDS	\$_____

## **SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2020/2021 or within 60 days following the end of the Fiscal Year 2020/2021 may amend its Adopted Budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.

- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. By resolution, the Board may increase any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.
- d. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this Section 3 and Section 189.016, *Florida Statutes*, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget under subparagraphs c. and d. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 10<sup>TH</sup> DAY OF AUGUST, 2020.**

ATTEST:

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

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

By: \_\_\_\_\_

Its: \_\_\_\_\_

*B.*

## RESOLUTION 2020-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2020/2021; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Double Branch Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Clay County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("**Fiscal Year 2020/2021**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2020/2021; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector ("**Uniform Method**"), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Double Branch Community Development District ("**Assessment Roll**") attached to this Resolution as **Exhibit "B"** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit "A"** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits "A" and "B,"** is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits "A" and "B."** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits "A" and "B."** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of August, 2020.

ATTEST:

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

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

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Exhibit A:** Budget

**Exhibit B:** Assessment Roll

## *FIFTH ORDER OF BUSINESS*



*C.*

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

The Board of Supervisors of the **Double Branch Community Development District** will hold their regularly scheduled public meetings for **Fiscal Year 2021** at **4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065** on the second Monday of each month as follows, except where indicated:

October 12, 2020  
November 9, 2020  
December 14, 2020  
January 11, 2021  
February 8, 2021 @ 6:00 p.m.  
March 8, 2021  
April 12, 2021  
May 10, 2021  
June 14, 2021  
July 12, 2021  
August 9, 2021 @ 6:00 p.m.  
September 13, 2021

*D.*

## **Double Branch Community Development District (CDD)**

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### **Memorandum**

**Date:** August 2020

**To:** Board of Supervisors

**From:** GMS – OakLeaf Operations Manager

### **Community:**

#### **Special Events**

- Current re-opening status and future planning –Pools and lifeguard operations, rentals, rec facilities
- Planning for October (movie), November (fun run)
- Card appointments – DB total - 248 , total for Oakleaf - 454

#### **Aquatics**

- Swim Team/ training – Rec. team completed, start of High school swimming
- Temporary housing of additional high school swimmers

#### **Rentals**

- Emails/communications have been made to cancel Aug events.
- Prepping for September bookings for possible gathering at limited capacities (50%)

### **Operations:**

#### **MAINTENANCE**

- Finalize door installation at guard shack
- Install new chemical controllers at slide pool
- Install new chemical controller at sprayground
- Install shade sails at slide tower
- Coordinate repair of damaged light pole at school rd
- Replace two LED lamp post lights at multi use fields
- Rekey tumblers on door locks at men's bathroom at Pool house
- Rekey tumblers on door locks at women's bathroom at Pool house
- Concrete work completed at bridges
- Repairs made to concrete pads at bridges to cover vandalism
- Painted concrete pads and bridges with non-slip paint
- Concrete pads for storage completed
- Replace tables and chairs – reset pool decking to normal use
- Replacement items for waterfall, lighting plans
- Receive/ unload and inventory new Playground equipment

## Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### Memorandum

#### MAINTENANCE (continued...)

- Mark out, begin trenching for install of draining (French drain) at storage building
- Coordinate repair of large HVAC unit at Fitness Center
- Install replacement screening/rain tarp at pool pack areas (storm damage)
- Replace 3-way rocker switches in lifeguard break room
- Replace vent fans (in-line fans) at pool house
- Replace vent fans (in-line fans) at field house
- Replace damaged hibiscus tree in pots at front of pool area
- Plant remaining hanging baskets at pool area
- Cut backing for replacement signs – ongoing
- Inspection of multiple areas of tree concerns from residents removal of 6 trees, and 1 limb
- Data collection for Florida Department of Labor
- *Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.*
- *Continual Park inspections and cleaning – all parks inspected monthly – reports kept on file.*
- *Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 7/5. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 7/23.*

#### Landscaping

- *Annual rotations/Installs*
- *Update on column enhancements*
- *Monthly report for August submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

- Jay Soriano, Oakleaf Operations Manager 904-342-1441

[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)







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

# Double Branch CDD 2013 Clay County, Florida

