

DOUBLE BRANCH
Community Development District

MAY 13, 2019

AGENDA

Double Branch Community Development District

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

May 6, 2019

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

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, May 13, 2019 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments
- III. Public Hearing on Suspension of Resident Privileges
- IV. Approval of Consent Agenda
 - A. Approval of the Minutes of the April 8, 2019 Meeting
 - B. Financial Statements
 - C. Assessment Receipt Schedule
 - D. Check Register
- V. Discussion of Additional Parking at Amenity Center
- VI. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Manager – Report on the Number of Registered Voters (5,434)
 - D. Operations Manager - Report

VII. Audience Comments / Supervisors' Requests

VIII. Next Scheduled Meeting – June 10, 2019 @ 4:00 p.m. at the Plantation Oaks
Amenity Center

IX. Adjournment

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

Sincerely,

James A. Perry

James A. Perry
District Manager

FOURTH ORDER OF BUSINESS

A.

MINUTES OF MEETING
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, April 8, 2019 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

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

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel
Jay Soriano	GMS Community Manager
Bruno Perez	VerdeGo

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

There were no members of the public in attendance.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the March 11, 2019 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated you are 97% collected on your assessment receipt schedule.

On MOTION by Ms. Nelsen seconded by Mr. Davis with all in favor the Consent Agenda was approved.
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FOURTH ORDER OF BUSINESS**Discussion of Additional Parking at
Amenity Center**

Mr. Perry stated I believe Jay has some estimates for you in regards to the additional parking spaces that have been discussed.

Mr. Soriano stated yes. I spoke with Peter and explained everything we were doing. I was talking about extending it straight out instead of doing the roundabout, which Peter said he didn't like anyway. We're extending straight towards the tennis courts. Upon measuring, the minimum amount of parking spots we should be able to get is 24 more. I believe we can get 26 in there but I had to change around the two islands that are in there. One island I would like to move because there's a giant oak that's there and it would be about \$10,000 to pull down so I would rather save that and make that one of the curbs so I will change that plan a little bit but that is idea instead of doing the roundabout and no sidewalk or anything like that. I have two companies that have given me quotes and we're going to stay right around the \$50,000-\$60,000 mark. I'm sure they will go up a little bit because I'm going to need to include some other items. These guys here are who would normally be subcontractors. I'm still waiting on Peter to give me some pricing on him and I'll also talk to Dicky Smith who was involved in the original construction, as well as the Hayward Group. The nice part about working with Peter is Hayward, Smith, any of those guys are general contractors so they will take care of doing a lot of the legwork like the permitting and those type of things. If we go this route these guys will be a little cheaper to subcontract but then we have to do a lot more work to make sure we get all of the right of way clearances, permitting, drainage work and things like that so there will be some added pricing but I do believe it's going to stay around that \$50,000-\$60,000 mark once we're done to add about 26 spaces. That is not a bad price to add on 26 spots. Like I said, I do have more quotes coming so it's not something we need to make a decision on today but knowing that pricing I can keep continuing down this route to figure out what's out there and get more solid pricing.

Mr. Horton asked which one was the sub?

Mr. Soriano stated those would both be subs for a lot of those other companies. Hayward Group actually has some of their own equipment. Peter would end up using subs on a lot of things and Dicky Smith would use all subs so they could even go to another company outside of this but these two are large companies here in this area for doing asphalt work but they don't have a general contractor license so they don't do permitting.

Mr. Horton stated I might suggest that whoever we get to do does everything.

Mr. Soriano stated that's what I'm looking at but like I said I haven't gotten their pricing yet. I don't think it's going to be much different. It would be nice if I didn't have to deal with it. Dicky Smith, Peter's group and Hayward Group would take care of everything.

Mr. Davis stated I'm a general contractor and I could pull permits without asking for a dime. Would it be a conflict of interest?

Mr. Perry stated I'd love to be able to do that but that causes a lot of issues.

Mr. Davis stated I figured it would be but I thought I'd ask anyway.

Mr. Soriano stated it is extra work but I can always work with Chad if he knows how to make things easier. I have done it before like when we did our column work but whenever I can use a resource I will and that's not really a conflict. I don't mind paying a couple extra thousand bucks to hand it all to Peter's group or anybody like that.

Mr. Thomas asked does this affect that drainage? You guys were going to look at that drain over there.

Mr. Soriano stated there's one note that Peter has in his old files for it about moving a pipe but these two guys and Hayward Group, who has already come out and looked at it they just haven't given me pricing yet. Dicky Smith I talked to on the phone but they haven't been out to walk it yet. Peter had the original plans. They talk about moving the pipe but we shouldn't have to. It is in the right place and will give that parking lot drainage. On one of them they do have a note in there that they might have to raise it up so when they go to level it we will have to bring the box up so that it fits the level of the parking lot and that will add a little bit of money but it's not much.

Mr. Thomas asked what would be the estimated turnaround time on this?

Mr. Soriano stated that I can't say. Everybody is doing a lot of work right now and this is not a big job.

Mr. Thomas stated the reason I ask is I would recommend not doing it right in the middle of I-9 and soccer season because if they have to shut down even more parking.

Mr. Soriano stated we have two choices, we have the summer time, which is off-season, and then we have about a month and a half in the wintertime so one we could take it out of this year and the other would fall under the next fiscal year. Either way it would still be done before January of next year. It's not a long process.

Ms. Nelsen stated I think what we want to know is do we want to move forward. Is anyone opposed to spending the money on this?

Mr. Davis stated not at all.

Mr. Horton stated I think it's a good idea.

Mr. Davis stated I'll make a motion to move forward. Not to exceed \$56,000?

Mr. Soriano stated I'd like to get Peter's numbers back so I think it's really just direction from you guys on whether this is a project we want to do. I'd also like to look at other things to add into that area. We can always look into fencing the basketball court while we have all of this area torn up. I'm going to give you guys some numbers tonight for improvement of landscaping and some of this stuff can all go together if I'm going to be bringing in backhoes and tearing stuff up, especially if we're going to rush to do it in the summer instead of waiting until the end of the fiscal year. I just want to know if this is a project we're going to move forward with.

Mr. Horton asked is there a gap in the fall season where we could get this done?

Mr. Soriano stated that's their gap so they usually end middle of December and then they are off for all of January usually. We do have a travel team but that's one or two teams. Soccer only has two seasons and I-9 has smaller seasons.

Ms. Nelsen stated I guess either now or later we can discuss what we would want to do with the basketball courts.

Mr. Soriano stated we can go through that as part of my report as long as this is a project you guys want me to keep spending time on. Peter is our engineer so I would like to look at his numbers first and I can bring those back to you to make a hard decision on what the not to exceed is and get a timeline set.

Mr. Davis stated just to note, I don't know if soccer has doubled at this point but I-9 is playing all of their games at OSA and they always do this time of year.

Mr. Soriano stated out of the three one season they go to your park.

Mr. Thomas stated what it is right now the elite teams have already started but now the rec teams will start so that's why there is more traffic there.

FIFTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

Mr. Perry stated we are starting the budget review so we will be bringing that to you shortly. At this point in time we're not looking for an increase in assessments for you or your sister district.

D. Operations Manager - Report

Mr. Soriano stated we just had a movie on the green event. I was a little nervous at first because it's a change; it wasn't this big event with bounce houses, activities and food trucks. Normally with our events like that people are showing up right after school ready to hang out and do things and it was getting to be 6:00 and nobody was out there but soccer so we sent out a Tweet for the fast follow like we do with the pools reminding people to come down. This was a no registration event and was pretty much free unless you were going to buy something to eat or drink. We did purchase our own snow cone and cotton candy machines so we had all of that prepped and ready and everything was just going to be a dollar. We ended up having about nine to ten families, about 40 people, out there and they really enjoyed it and want to have these things a little more often. It made it easy and pretty cheap. I had one paid person with me and a lot of high school volunteers to run the machines, which they enjoyed. Really the most expensive part is we have to pay for the movie license and unfortunately when it's Disney it can be as much as \$500. We do split that with your sister district because it's residents from both sides that get to take part. The idea is that we can plan these things every month instead of bigger hooplas. Our next one will start the movies at the pools and I believe that's on your side. We will alternate back and forth. We are looking forward to that and I think this will work out a lot better. We do have the spring yard sale coming up this weekend because if you remember the Double Nickel club stopped doing everything and wanted us to take over so we will do all of the advertising and plat all of the signs at all of the entries. Spring break went well. We had a lot of guards out here training and I do believe we will be fully staffed and prepared and we have everything in place. We do shut back down where we are only open for weekends from

now through April. We did have a complaint the last weekend of March because it was nice and warm but we've never been open in March other than spring break so we've kept to that. This week I'm working with Susie to see if we can get guards on schedule. We haven't put it on the website or on the posting but I would like to open up on Fridays. If it is going to be nice and we have the ability I can open the pools for that now that we have our own staff.

Ms. Nelsen stated they are out next Friday for Good Friday.

Mr. Soriano stated yes and I've had that question in the past. We typically didn't open up, but like I said now that it's our staff we can do that as long as I have kids available. We will send that out by email that we will be open. I wasn't going to put it on the regular schedule just in case something happens and we can't. I did put in the report that we had lifeguard classes. This is kind of new. Before the contracted company would always handle the training of the lifeguards and the lifeguard classes are something extra in which they pay for their certifications. That always went to the contract company and we didn't get any money off of that but that's us now. We hire our guards, we have everything in place and we have our instructors so we put these classes on and that's where we get a lot of our kids. We will not hire some but they can go somewhere else. It is a Red Cross certification. That also means some of that money they pay goes to the instructor and some of it comes back to the District. You guys however get swim lessons, which are done at your side. I would like that to be a different program. Over the years it's only been a couple thousand dollars here and there of revenue and when I worked at the Y those were things we were expecting \$10,000 or more in revenue. The biggest problem is getting enough kids certified with swim instructors because hiring swim instructors is always the hardest thing. It's specialty training and you have to have certified instructors. I am planning on doing a swim instruction class so we can make it easier for us in the future to hire kids or even train ones that are out here as lifeguards that might work perfect and then they make extra money because it's higher pay.

Mr. Horton asked how much training is involved?

Mr. Soriano stated it's usually a class that takes about a week so kind of like a 20-hour class and then they have the test. For swim instructors they do a written test and physical test.

Moving on you'll see we've stayed busy and those card numbers are going up slowly. It wasn't a huge increase with spring break like I thought it was going to be, however summer is

coming and we're going to start getting to that point where it's 500-1,000 cards printed every month.

Moving on to the maintenance side, there was a woman that attended our last meeting for Middle Village that was a resident of yours and attended the wrong meeting. She lives on Oakworth and that is the row home in the front and she is requesting a playground. This is something I don't recommend. It's hard to explain that there is a very high cost involved in that but it's not just the cost of purchasing something like that. They look at it like we just want a swing set but commercial swing sets are still expensive and not only that we have to add on the operations and maintenance because there is going to be a yearly cost involved with that. We also have to note it on our insurance. Oakworth does have their own gazebo and green space area but they don't have their own playground so they would like that.

Mr. Horton stated there's not that many houses are there?

Mr. Davis stated not at all.

Mr. Soriano stated their argument is they are very far away and they are disconnected from the rest of the neighborhood, which I see.

Ms. Nelsen stated I understand that.

Mr. Thomas stated on average a playground costs \$30,000 to \$50,000.

Mr. Soriano stated the ones that we have are very expensive. They cost about \$60,000.

Mr. Davis stated they've got maybe ten houses in there.

Mr. Horton stated I don't think its money well spent.

Mr. Soriano stated they saw it when they purchased the house. There was never a plan to put a playground in.

Mr. Horton stated probably the closest one to them would be the rec center there. It's not that far. If you live in the back of any of the other neighborhoods you're still far away so it's pretty much the same thing. I don't see it.

Ms. Nelsen stated Jay brought the request and we can just choose to not take any action.

Mr. Soriano stated there are a couple items that are not on the report. This is the new visual for the park for the green space on the corner. It's an area we've already approved a not to exceed amount for last year and then we stopped it before the RFP process because we

didn't want to give it to a company that might have been leaving. There is a sidewalk that cuts through there and then there is an area that's not quite pavers but it's not sidewalk.

Mr. Horton asked are these existing trees?

Mr. Soriano stated a couple are existing trees. We will pull the pine trees out. I will double check just to make sure it's below our not to exceed amount but we should be good and you guys don't have to approve anything since it's something we went through last year.

Mr. Thomas asked are the sprinklers and everything already run?

Mr. Soriano stated no that will be part of this. We have irrigation work to do heads but not the main line. The main line was already run and was part of those jobs that R&D did before they left.

Mr. Thomas asked does the piping work?

Mr. Soriano stated until we can hook up our heads we're not going to be able to do much.

Mr. Horton stated there is one bench on the left. The plants in front would be what, some sort of bush?

Mr. Soriano stated they are loropetalum.

Mr. Horton asked it's a low bush?

Mr. Soriano stated we can let it grow higher but we can trim it to keep it lower. It's not something that's going to get to 10 feet or anything.

Mr. Horton stated with that particular bench you're sort of screening it off when you do that.

Mr. Soriano stated that bench is pointing toward the sidewalk.

Mr. Horton stated I just don't want the bench hidden so people can hang around when they shouldn't be.

Mr. Soriano stated I see what you're seeing from the roadway.

Mr. Horton stated the plants are good, just as long as you keep them low so you can see the bench. The other one is facing the road so it's not a problem.

Mr. Soriano stated we can look at that area. We do have fencing all the way around now.

Mr. Thomas stated I think that's going to be a nice welcome addition instead of what's there now.

Mr. Soriano stated I had mentioned some improvements for around the basketball courts and the fields there but I'm going to hold off until we already have a construction crew out so I'll bring that back with what I'd like to see.

Mr. Horton asked what was our budget on this?

Mr. Soriano stated we have an account for construction that was about \$50,000. I don't think I wanted to max that but it wasn't much lower and we still have about \$4,000 for the sidewalk that's not included in that. This was just to give you an update.

Mr. Horton asked when will you start working on it?

Mr. Soriano stated we are still knee deep in a lot of repairs that they are working on now so I don't know that we're going to be able to get to anything by the beginning of summer. What we will see first is the clearing of the trees and the plants because we have to get the sidewalk in. Once the sidewalk is in it's a lot easier.

Mr. Perez stated the clearing can probably happen sooner rather than later.

Mr. Horton stated it just seems like we've been talking about this for a year now.

Mr. Soriano stated this winter will be one year.

SEVENTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Audience Comments

Resident Smith, 843 Timberjack Court, stated there was situation with kids at the park last week. I have three kids and last Wednesday I picked my daughter up from school and we went to get something to eat and I asked her if she wanted to go to the park while I eat. Normally I take her to the park at 5:30 or 6:00 when other kids and parents and everyone else is home but it just happened at that moment I said let's go to the park. When we were leaving the town center here there was a police officer that happened to pass by. It had nothing to do with me so I went on to the park and when I turned in the cops had pulled into the park and I saw a boy and I said that looks like KJ, my oldest son so I went over to see what was going on and asked the officer what was going on and the officer said, "I still really don't know". Long story short, what happened was when I walked up Jay called the cops on a group of teenage boys, which included my two boys and his son was there and he wanted to file a trespass on the kids who were there playing basketball at the basketball court. Both of my boys have cards for admission to the basketball court. Jay and I were talking throughout this time and he was

saying the boys were disrespectful to him and different things. I was listening because I wanted to hear what he had to say but when I was talking back to him he was interrupting me as I was talking so I was thinking if you're interrupting me when I'm talking to you I can just imagine how you were carrying the conversation with the kids because the thing is everyone wants respect but everybody doesn't give respect. The boys had no reason to leave so I asked them if they escalated the situation. What happened was it was six boys, my two boys, his son and another boy who had their cards. Four of the boys used their cards to get those boys inside to play basketball.

Mr. Davis asked were you there or is this what they told you happened?

Ms. Smith stated I was not there when the basketball situation happened. Two of the boys remained there and there were two other kids that jumped the gate that did not walk through the door with my kids or come up there with my kids. The boys said he did come out and ask those two boys to leave and they did not leave so when he came back out he called the cops on all of the kids and told all of the kids to get out so our kids who walked through the front door that remained. The other two kids left. Jay's whole thing was the kids didn't tell him who the other two boys were and I was telling Jay you have to think about certain situations that are going on in the world nowadays. If kids tell on other kids they could go to school and those two boys could try to beat them up or whatever. You have to think about the possibility or whatever. There were I think six cops there. One of the cops pulled Jay to the side because they felt it was just a little too far escalated as well so they asked him if you could just not do this so he then decided to file trespass on the visitors. The thing is it was two other kids that didn't even come in with my boys so he just grouped all of the kids together so right now our kids cards are deactivated and then he also put trespassed two other boys. These kids did nothing wrong and had nothing to do with the other two kids jumping the gate. It doesn't even make sense because if they brought their friends in properly with the proper protocol, why would they guide somebody else to jump a fence.

Mr. Thomas asked were there any other interactions between the gentlemen with other CDD staff before Jay was called over.

Ms. Smith stated no. My boys pretty much go play basketball everyday so even the receptionist at the front desk said she sees those kids coming in and she's never experienced

any disrespect from them. Even the officer when he came on the scene all the boys were standing there and some were sitting there very mid mannered.

Mr. Davis stated that leads me to my question. We weren't there either and the email we received was that there was a lot of disrespect and a lot of profanity. The officer was so flustered and they were so rude to her apparently that she called for backup and that's why there were six police officers there. Again, I wasn't there and that's the account I received. Were any of these three young men part of the profanity and disrespect and all this stuff?

Mr. Soriano stated yes they were there. I even stated to mom that I can't point out which one said which curse word or anything like that and they even said when the officer that was there first even stated that backup was called because they were being loud and disrespectful to me and arguing with her when she was trying to tell them that I asked them to leave and that they needed to go because I'm asking them to leave. I was standing outside and I had already asked them to leave multiple times.

Mr. Davis asked and it was these three, not the other two?

Mr. Soriano stated well these three were there and there was one more that is a resident and there were three other children that were there that were brought in as guests. All together there were eight; ten to begin with and two that had jumped the fence. When I was there with the first thing I even asked them they all told me they walked in properly. There was even a comment that if the girl at the front desk didn't see them all that was on her, not on them. I asked them to try to stand to the side so they could help me figure out who the two were and they weren't being compliant they were just walking around, joking, and some of them were cussing. They weren't trying to help me at all and that's why I was trying to get them to understand that they need to help me. I shouldn't put them on the spot that they need to snitch out a friend or anything and I get what you're saying but even then. The case is, I got frustrated after all of this, they were being loud and disrespectful with me and some of them were cussing.

Ms. Nelsen stated which is why you went over there to start with right; the language on the courts?

Mr. Soriano stated that was the main reason. I was in the parking lot.

Ms. Smith stated that's not what he said the other day. He didn't say he went over there because there was foul language on the court.

Mr. Soriano stated correct, we didn't even talk about that part. There was a reason I went over there to begin with and it turned into this. I went and talked to them about the fact that there were more kids out there than were supposed to be out there but I asked about it at the front desk for the main reason that I was out in the parking lot and there was a lot of cussing and yelling at people that were on the other side of the fence. Normally if there are people on the other side of the fence and they're yelling or talking to them somebody is trying to sneak in so I went and asked the person at the front desk how many are supposed to be there and there were only four cards so I asked how many were checked in as guests and that's when they told me four were checked in as guests so that should have been eight so I went out there and talked to them about the eight and there were ten when I went out and talked to them. I also got lots of comments that I could do my job and figure out who the two were. Like I said, I shouldn't have put them in a position to snitch but I was asking them for help and they weren't being helpful so when I got frustrated I was clear that I was shutting everything down and I told them I am able to close the basketball courts and ask them to leave. I got a lot of refusal. Mr. Hicks stated that he pays for his guest so he's staying and he refused to leave. I said you're not able to do that. If you want to refuse to leave I will call the cops and if I do that and you're here you can get trespassed. I was pretty clear with that.

Ms. Nelsen asked did you offer to refund his money?

Mr. Soriano stated I told him I would refund his passes if he told me who the two were.

Ms. Smith stated here's the thing with Mr. Hicks. He did have a pass as well. It's his word against the kids' word. Adults lie just as well as children do.

Mr. Davis stated ma'am we're not going to question Jay's credibility in this meeting.

Ms. Smith stated what I'm saying is adults lie just as well as kids lie. The thing is that Mr. Hicks said he did say something back to you. He's not here but he's not my kid to even defend. He said to me that he did say something smart back to you and I did say to him that was not necessary and you don't help situations out in saying something back to someone in a situation like that. I just feel like the whole ordeal was handled improperly and I think you guys have cameras I'm not sure if that's how you saw the other kids jump the fence but like I said it was like you just pooled all the kids together when those kids had nothing to do with it and they did go through the gates properly and you just took your emotions in that situation to

say okay well since you're not going to help me. He was trying to force a duty on children that he could've handled himself.

Mr. Horton stated I think what we have here is kids not respecting authority. If they had left the court when they were initially asked there would be no problem whatsoever. However, they decided to argue and they were using foul language and this is a family court. They do not need to hear that language. It's a family recreation area. Nowhere on the common grounds, the pools, the tennis courts or the basketball courts do families need to be there and hear this language. If they're called on this then they should do something about it, either knock off the language or do what they're told to do because Jay is our community representative. He works for the Board to keep our community safe from situations like this. We don't need to do that. It's not about the two that came in; it's more about disrespect to an authority figure. They did not respect him when he asked them to help him. If they didn't want to identify that's fine but he also asked them to leave the court and had they left at that point nothing would have happened. It looks like you're in a position of authority. If you're out there at a fire and people came up in your face and were cussing you out and wouldn't get out of your way so you could fight a fire and rescue somebody or whatever, what's going to happen then? It's disrespect to authority and we can't let that happen.

Ms. Smith stated I agree with that but he's saying the kids cursed and the children are saying they did not curse so it seems like you guys are going to believe him. You guys know him and I know my kids. The children also said when he went out there he asked the two kids who were not properly there to leave and that's when he went back inside.

Mr. Davis stated he didn't know who they were.

Ms. Smith stated there are faces on each card that the children leave at the desk so that's an elimination right there just by looking at the cards.

Mr. Soriano stated I did not say just those two had to leave and not only that when I walked out and asked them where the two went they told me they don't know. Of course I see that they're gone, but do we think it's all right for them to just jump back over the fence? They didn't tell me who jumped over the fence in the first place and in fact they told me all ten of them came in the proper way. If they don't want to snitch on somebody that's fine but they told me they came in the proper way when they watched them jump over the fence. What I was told by the police officer was that they did say that two of them jumped over the fence to get in and

two of them jumped over the fence to get back out. I was very serious. They're going to understand that I was asking them all to leave but even if not they were under the impression that I called the cops the very first time I went out there and I didn't. I tried to get a hold of Mr. Hicks' parents first. It was not one time; it was lots of disrespect and lots of arguing. I did not have the correct number on file so I couldn't get a hold of anybody and that's why I went out a second time. In that span of time, 15 to 20 minutes, they are under the impression that I called the cops and they were coming to trespass or arrest somebody, they saw two of them jump back over the fence and they didn't come back inside to talk to us to say there's no problem. They didn't do anything. They just kept playing basketball. Your argument the other day is that they don't have to do anything and I should have to do more. I don't really believe the staff should have to do more.

Ms. Smith stated it still stands that you cannot and nobody should say the kids saw the other two kids jump over the fence. To put that adult responsibility in their hands - that responsibility is too big for them to have or get into. What are they supposed to do, go to those kids and say don't jump over the fence? That's confrontation.

Mr. Davis stated when they're asked to leave they should leave. If someone comes in your house and you ask them to leave are they going to sit in your house and say no I'm staying. What are you going to do? You're going to call the police and you're going to have them arrested.

Ms. Smith stated when he asked those kids to leave they left.

Mr. Soriano stated that's not true. After going out the second time I walked back in and that's when I did call the cops because they were refusing out there. Now they did get their stuff and go so they did leave but I had already called the cops because I was under the impression they were refusing to leave. Then they came up and sat on the front step and argued with me. When the officer came up that was one of the reasons she called for backup because she even told them because they were being loud and disrespectful to me and they could hear it in the dispatch so dispatch was going to send them anyway whether she asked for it or not. That's why there other officers there and not just the one that showed up right away.

Mr. Lanier joined the meeting at this time.

Mr. Steve Stuart stated there are a couple things that have been glossed over a bit that I would like to address. First, I was told my son was instructed to sign a form consenting that he had trespassed and that his consent on this form would have forfeited his privileges to the activity center for two years. This was the point where he refused because he had been taught if there is something you do not agree with, nor that you understand you do not sign your signature in agreement to something you have not read, you do not know, nor do you understand. Is it appropriate to act a trespassing charge on a minor who by virtue of us paying our CDD fees and him having an ID card being a resident over at phase one so he has the right to be there. Should we have even had the opportunity to talk concerning trespass if that was not the appropriate thing to do. By the way, I was at work during the entire ordeal, however there are a couple things I would like to address and get ironed out as we proceed.

Mr. Horton stated you are correct on one thing. It is a privilege to be at that court. It's not a right.

Mr. Stuart stated he has a right to be there because of the access card that has been paid for.

Mr. Horton stated unless the rules have been violated.

Mr. Stuart asked is there a written standard copy of said rules that are available to include children having their IDs compensated for particular events and things of that nature?

Mr. Horton stated we do have policies, yes.

Mr. Stuart asked are those things lined out? I would like to read it.

Mr. Horton stated it's on the Double Branch website. It does cover the fact that we can revoke somebodies privileges to be there.

Mr. Stuart stated so in compliance does trespassing even make sense when at the time of the incident they were authorized to be there?

Mr. Davis stated if the cops have to be called that's one of our policies and procedures. If the cops have to be called because someone will not do as asked by staff, yes, that's a policy and procedure. If the cops have to get involved is a trespass.

Mr. Horton stated this is not the first time this has happened with other people here.

Ms. Smith stated like I talk about escalated situations, as you can see I deal with the public and you can add fuel to the fire of the situation and the initial thing was that it doesn't even make sense to try to put a responsibility on children. You talk about disrespect, I don't

know what he's talking about when he said talking to somebody through the fence because there was nobody else at the park except for these kids.

Mr. Davis stated ma'am you weren't there.

Ms. Smith stated I didn't get there an hour after the situation. I pulled up with the police officers so I got there not even 30 minutes after the whole ordeal and when I got there, there were no other children at the park.

Mr. Soriano stated ma'am the police officer got there at 2:47 and your son checked in at 2:00 and 12 seconds. I can see when they came in. I told you then that those two different steps I took were about 15 minutes. The whole ordeal lasted about 30 or 40 minutes before the officer got there. It was not something that was quick. Like I said, they did start to leave the second time but even that was really slow. I made the comment to them and they made jokes and were disrespectful back when the officer was there and I said you guys are pretty athletic I would think you can get your stuff, pick it up and leave quicker because they were saying she was here in a couple of minutes. They were pretty quick on the call but it was still about 15 minutes and that was the second time I went outside.

Mr. Stuart asked is it possible that when you addressed the kids that they assumed you were talking to those who did not have the right to be there when you gave the command to leave.

Mr. Soriano stated there is always a possibility of just about everything.

Mr. Stuart stated absolutely so from my understanding and understanding who my child is, I can speak for what I have raised and the character that goes in him, which kind of speaks to the company that keeps. His understanding was you were asking those who did not belong to leave because it did not make sense to him. He's a sixteen year old so I can understand when that goes because I try to be logical as we deal with him as a teenager. He did not understand your command concerning him because he had a right to be there so they continued as they did. If I were to put myself in your shoes and I came out there and expressed one thing and it was not taken the way I expressed it, when I come back out if I give the command and I'm in a situation where I have to give command and it is not executed as I have mentioned it, then absolutely I'm upset and my actions when I am tempered and my actions when I am not upset are based on the situation at hand so understood but the second time you come out, now they

understand okay it's time to go after the second time they pick up their things and they start to vacate because they understood this was for them. Then we get in to the trespassing thing.

Mr. Soriano stated your exactly right, they could have misunderstood and like I said I hadn't called the cops yet so then the level of disrespect changed and this was where more of the cursing was and just to point out Mr. Hicks was by far more disrespectful. Your children were not anything like him, however they were all together. Mr. Wilson was quite the whole time and I really didn't hear anything out of him so out of those four that were there some of the cursing could have also come from some of the non-residents that I did have trespassed. Like I said, one took off right away and one we didn't get a trespass and citation on so there's only two left. Yes, they could have very well mistaken it but then they didn't even come inside and that kind of bothers me but they don't have to, they could go ahead and keep playing their game like nobody said anything to them which I think is odd. However, when I went back out I did explain to them that I told everyone to leave and I was pretty upset and the level of disrespect changed and was even worse. I did explain what trespassing was. I did tell them the first time that I have the ability to clear the courts and the second time was more focused on if the police officers get here and you're still here you will go. The first time I had their cards in my hand showing them yes I can pick out who was there and I was trying to get them to work with me which didn't quite happen but the second time I didn't have the cards with me so they asked for them back and I said no I'm keeping them and they go mad and said you don't have the right. I explained we do. Those cards belong to us and that they can come to the Board to argue their point here to get them back but I have the ability to turn it off temporarily. I explained all of this before I even walked inside. That was just for the access cards. I told them if you make it out of here before the officers get here you won't get trespassed but you're still going to lose your right to be out at the courts so I did go through everything pretty clearly with them both times. The first time they could have taken it as the other two left so there's no problem here. I'm inside trying to call parents and I'm pretty upset. I would think somebody would have thought about it and at least made that step to come inside and say there's no problem so when I went out I took that as more disrespect that they are refusing to leave and as they're responding to me they wouldn't tell me where the other went and they didn't tell me they jumped the fence. Even as the officers got outside the one non-resident that took off they told me they don't know who he is and they don't know his address. They're friends from

school but they don't him, yet they're checking them in as guests and friends and they're taking responsibility for those people but they have no idea who they are.

Mr. Stuart stated I believe that's for the two that jumped the gate.

Mr. Soriano stated no they told me about the first kid that left so when they walked to the front the four that were guests and the four children that are able to be there walked to the front and sat on the front steps upset and yelling at me. As the police officer comes up the first one leaves. We didn't get a name. I asked them for their names when the police officer was there and asked them where they leave and I was told they don't know them, yet they were checking them in. This was a case of I had asked this question lots of times with these guys. Mr. Hicks didn't know it, these guys aren't giving me information and I take that as even more disrespect and like I said, the police officer was there; she saw this and heard this. By then it was just they need to leave and I've asked them to leave. If they don't think it's right that's when you can come here and argue that point but me being a staff person and head of the staff here, I'm the one saying they need to leave so they should have left.

Mr. Thomas stated I understand this was highly stressful for the gentlemen, Jay and everyone involved. It sounds like we have a complete story now. What would be the resolution here? You've taken time out of your busy schedules and we appreciate you coming. What would be the resolution you are seeking today?

Ms. Smith stated I'm seeking for my children to have access to the park because like I said, they routinely go to that park. They are not problematic kids. One of my sons has always been in honor classes; the other is in the ROTC. I'm not even that parent to condone children being disrespectful. Mr. Hicks didn't tell me that he cursed but he did say he said something bad and I don't know if Jay was out there when I was talking to him but I said to him then, did you help the situation? Even to my boys, I'm hard on my boys. I don't sugarcoat anything, I'm not soft spoken with them, I'm not that mother and I give them a lot of examples of myself at work of how I get to where I am because of the things I have to go through and the things I have to do and the times to be quiet so I tell them that a lot and I give them real life situations and they can see it themselves and I'm sure the same for his household.

Mr. Thomas stated so what you're seeking today is reactivation of their cards. Mr. Stuart, are you seeing that resolution as well?

Mr. Stuart stated absolutely, with an additional caveat. Jay has stated that there has been no disrespect from my son or he has not identified anyone here that was openly boisterous.

Mr. Soriano stated I didn't say that.

Mr. Stuart stated if there is none that we also not create a case file if that makes sense. I will personally take responsibility for anybody that he escorts and anybody that he brings in but I don't necessarily lumped into categories that he did not place himself in.

Mr. Horton stated let me point out one thing. You're saying your son wouldn't do that and he probably wouldn't. I'm sure all the kids here are good kids but there's a thing called group dynamics. You get one bad guy and then the group sort of joins in with the bad guy and before you realize you've gone a little too deep and the thing here to learn is to walk away. To me that's a learning experience. Yes they're 16 years old and you're saying they're kids, which they are, but they're also almost adults and both of you have taught them to be adults but I think in this case they've failed a little bit and you have to realize that. Do we excuse the language and the fact that they were asked to leave and they did not leave for 40 minutes? They had two chances to leave and they didn't really want to do that. It's almost like we're left with no options here.

Mr. Stuart stated and that's understood but if the language did not come from them then I understand but I don't because if someone was to shout obscenity in here, it wasn't the entire group that was cursing.

Mr. Horton stated the second thing is not obeying a voice of authority.

Mr. Stuart stated absolutely and that's something we will work on because they felt like they were in the right.

Mr. Horton stated that's not the way it works. If you think you're in the right, you leave and you lodge a complaint. That's how it works in proper society, you can to a point question it right there but when you realize nothing is going to happen you need to leave when an authority figure tells you to leave.

Ms. Smith stated once again, the kids were out there and from their understanding he was asking the two kids who did not properly go inside to leave so that's where the second time he came out and said for everybody to leave.

Mr. Horton stated we're not really discussing the two kids that were there improperly. The major part is the language and that they did not react to an authority figure. If they had just left we wouldn't be here discussing this right now.

Ms. Smith stated to their understanding when he came out the second time and asked them to leave, they left at that moment.

Mr. Stuart stated but it just wasn't fast or with haste.

Mr. Horton stated they've been formally trespassed, is that correct?

Mr. Soriano stated since mom was there I let the residents go and I said the ones that don't live in Oakleaf will be trespassed. If we have these issues and they're trespassed it's now a County code violation and almost washes our hands of it and we don't have to worry about it. They will be gone for two years and they can't be on our property so we just don't have to worry about the argument with staff or anything or if it does happen again and they're not being trespassed, now we have to go through that step again. Even if we were to take their access cards they can come in and be on the parks and playgrounds. They can be here, they just have to show their cards because the parents demanded the cards back. The other issue is they could be checked in as guests. We can't really get around that because I can't sit there and ask for people to provide some kind of identification if they're 14 and don't have a driver's license.

Mr. Walters stated I just want to talk a little process procedure here because we could talk all night but essentially the way it works is Jay has the authority to turn off access based on contact that he feels warrants that. The next step is we bring this to the Board and obviously that's the discussion we're having today. For the Board's decision tonight you have a couple options. One is if we're going to formally suspend for extended periods of time I think that has to be a board decision and I also think the effective parties have to have the ability to come address the board. Obviously they've voluntarily come here tonight and they've had a thorough discussion I think with the board. At least one person who is involved is not here so the question from the board's perspective is you can say we're going to keep those access cards off until the next meeting and everyone will get correspondence inviting them to come and they will have their "day in court". At that meeting the board can decide to implement whatever punishment or not that you see fit based on what you hear. The officer that was there will be invited to come during something like that. If they have additional people that they thought had information they would be entitled to bring them here so we call it a hearing if you want to put

it that way. The board could say we're going to stop at this point and as they requested we're going to reinstate access so that's another option. I think a hybrid third option would be to reinstate access, send out the correspondence to the parties involved and have them come back to the next meeting for that hearing and make a further decision at that point. I'm just trying to lay out the process because we're going to have to get to a decision point and regardless of what you decide tonight, if it's further action we need to have a subsequent meeting. I'm the attorney for the board so I'm not a decision maker and I wasn't there. I'm just advising the board on the processes that we have in place. There are detailed policies and I encourage you to take a look at them. They do deal with foul language, different types of contact, abuse towards staff and all those things are covered as part of a code of contact for all of our amenities.

Mr. Horton stated I'd like to make one more point because again, we have restricted access to people before. The thing here is we set a precedence. If we let everybody go that comes here because they're good kids and really didn't mean to do it then that means people think they can do whatever and they're forgiven because they made a mistake but where does it stop. We've had adults that have been thrown out too and if you let them go it's almost like well you don't have to worry about doing anything because they're going to let you go anyway so there has to be some point where we say we will not tolerate any disrespect for the good of the community.

Mr. Thomas stated as far as today, I would say a temporary one month suspension and after that one month if you guys wouldn't mind coming back and let's hash out the rest of the details and with a possible reactivation after that. It was a stressful situation for everybody but I'm looking to move forward here. You guys all took the time to come out and address the board and we've heard both sides and it doesn't sound like a very good situation but I'm ready to move forward.

Mr. Stuart stated I'm in Hawaii next month so I will not be here to address the board. I believe that since Jay has stated the children that are present were not disrespectful and the second time he asked them to leave when they understood it was up to them to leave they left I believe this can be used as a teaching tool for them. This is not a slap on the wrist or they just let you go. I believe we can come to an understanding that there was access or privileges that have been suspended, however moving forward they can go and they understand one, who Mr.

Jay is and two, how to move forward with future situations. One, they are not responsible for particularly identifying other people that either they didn't bring in or do not know but if they are asked to leave then they need to leave. If there's something done today why would we have to meet again? We've already been suspended since the fourth of April. We understand the details and the children that are here are represented.

Ms. Nelsen stated we're only addressing your children. Mr. Hicks will be separate.

Mr. Stuart stated that's fine but after everything has already been stated and no details are going to change why would we come back?

Mr. Walters stated the action today is for a minimum of 30-days suspension. At the next meeting the decision is do they extend it beyond 30-days and that's the second question so what the board is saying tonight is based on what they've heard they feel the amenity privileges should be suspended for at least 30-days until the next meeting and then they will reconsider at that point whether there will be additional suspension.

Ms. Nelsen stated so it will end up being about 45-days.

Mr. Horton stated maybe we can get a report from the deputy and the deputy could be at the next meeting. I just don't want to gloss over something like this.

Mr. Stuart stated I'm not asking for there to be a gloss over.

Mr. Lanier stated it's very tough because we all consider our kids to be great kids. My kid is a really good kid. She had a [REDACTED]. She swears she took one swig and that was it. She was no longer allowed to hang out with her kids, nor was she allowed to go out, nor was she allowed to have her phone other than at school because she chose to be around certain people and when those people were doing the wrong thing she chose to continue to do the wrong thing so at what point do you draw that line. As a military guy you kind of see that, especially when you're pouncing on your troops. I think that is a lot of where Mr. Horton is coming from because he is retired military and he understands that you allow yourself to be around certain people and it doesn't matter that they weren't the main instigators. They weren't all bystanders. They were all engaged with this and not saying this is a bad situation, why am I not out of here, because they were all playing together on the same court. You have one guy that comes out and says you need to get out of here and then they don't look at this as a bad situation and they kind of continue on. If your boss were to say you need to knock this off and get out of here and it's a group of people what would you do? You would probably get out. It's easy to say they

are all right kids and they are so it's not something we want to make detrimental but at the same time we have to protect our staff who is doing right by us as a community so where is that line drawn. It's easy to say it's not my kid and make excuses for them but you kind of have to say you guys were there and you were all involved.

Mr. Stuart stated absolutely and I'm not excusing any of that. If there were an issue between Jay and Jermaine I would accept responsibility and whatever comes from it we will talk about it. Mr. Jay said he heard nothing from Jermaine. He said he sat down and cooperated with your compliance after he understood that you were talking to him so in this instance how do I explain that you did what was right but you're still being punished.

Mr. Thomas stated so we need to break it up per residence then since we have two different households.

Mr. Stuart stated absolutely so if Mr. Jay said to the board that this is child A, this is child B, this is where we have an issue how do we incorporate capital punishment on the whole group when we can identify at least some participants who were not agitators.

Ms. Smith stated that was the thing I talked to you about when I said putting them all in a group together which was unfair. Before I was a firefighter I was a teacher so I taught and understand groups of children and things like that. I turned to the kids out there and said something to boys then and asked them questions. Like you said about your daughter, we know not everybody is angelic but there are certain behaviors that you do expect from certain kids. I have three kids and all three of them are different.

Ms. Nelsen asked Jay is there anything you'd like to add?

Mr. Soriano stated yes it's actually part of that. Yes, you're correct, I even told you that day that it does seem wrong to lump them with people that are doing something wrong however I did explain that to those guys real well too that everybody was being a problem and I do have that ability to shut the whole thing down whether you're there correctly or not. That's where more of this problem is. He was quiet. Extremely quiet compared to everybody else. The other problem I have is that I asked for the four that don't live here. These are people that are not our residents. We already have trouble with some of our residents whether they are kids or not. These are people that don't live here and now we say they shouldn't be here. Some of them got out of the situation. One took off and I was told they don't know who they are and you guys are still holding that you don't know these guys at all but they were checked in

properly when you guys played with them. I have a problem with that. Even if we give them their access back they could be inviting other people that cause these problems. We have close to 30,000 residents of our own and everybody always comes back and says it's not my child, it's not this person.

Mr. Stuart stated I've accepted responsibility. If my child brings someone onto our property where we all live and that person is an issue I will accept responsibility for who he is escorting.

Ms. Nelsen asked do you want to make a recommendation to the board or do you want to leave it as it stands?

Mr. Soriano stated I think the motion as it stands is fine. If we want to make the argument later that we break it up you do not have to be here. He may be a child but he can speak for himself and I think everybody would be good with that. We do want to see the kid's character too. I saw it that day decidedly different I'm sure. At the next meeting we can go form there. We have been pretty hard lined and said they're just going to stay off and I do have a concern with that because it is a precedence that we've set. Like I said we have thousands of people and I'm pretty serious. My staff has already said if they have people they have issues with at the basketball courts that they're scared to come out and say something so they will send me.

Mr. Stuart stated the staff has also said they've never had an issue with them.

Mr. Soriano stated these in particular. They did say the 2:00 group so if I find they come a lot at 2:00 they may know some of these other troublemakers and unfortunately once again it's guilty by association. Staff has told me the group right after high school is the worst. That's usually where we get people jumping the fences, cursing and things like that. They have not told me individually.

On MOTION by Mr. Thomas seconded by Mr. Davis with all in favor suspension of privileges of four members to remain in place until the next board meeting at which time the suspensions will be reviewed further was approved.

Ms. Smith stated I have a shift on the 13th so I won't be here either.

Mr. Soriano stated I would make the suggestion that these two parents work with me in my office and just like anything else we can bring all of the information to the board.

Mr. Stuart stated I don't understand if it's the same people with the same information and the same vote?

Mr. Lanier asked what about the police report?

Mr. Soriano stated there's no police report because these guys weren't trespassed so the only report is on the people that don't live here and I definitely don't make a recommendation that we allow them back and not only that I'd like to hear from them if they know who that other non-resident was that was checked in.

Ms. Nelsen stated and I'd like to know if they accept any personal responsibility for this.

Mr. Davis left the meeting at this time.

Supervisors Requests

Mr. Horton stated I had a question for Jay about the portable pressure-washing unit that we talked about a couple months ago.

Mr. Soriano stated we have used the unit itself but we haven't taken delivery of the water tank yet so I can't really go out beyond the amenity center, however we have used it on the bridges and we actually had to use it at the amenity center because the contract we have with RMS has been on the tennis courts and basketball courts a lot the last week and I really wanted to get to the furniture before spring break so we used the small portable one. So we've used it a lot we just haven't been able to get out to the neighborhoods. Hopefully we will have that water tank this week or next and then I just have to attach it to the trailer.

Mr. Horton asked how about the contract with Atlantic storage?

Mr. Soriano stated I have pricing and I can bring that back. They don't have any promotions for me yet since we're commercial but I'm sure they will be running promotions for the first two or three months and then size-wise we would just have to make a decision on how big we want it to be. I did go back and look at storage with Atlantic but as part of this bigger process I looked at a pre-fab small building that would fit in that little corner area between the parking lot and where I have the sand volleyball pit that we could put for future storage. If I can do all that work as one big project that's what we will do but I'll still have prices for Atlantic if we want to do that for this year.

Mr. Horton asked are they open yet?

Mr. Soriano stated not yet but they're almost ready.

Mr. Walters noted the next meeting is the enforcement meeting in which the Board will make a decision on the residents' suspensions.

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting

Mr. Perry stated the next scheduled meeting is April 8, 2019 at 4:00 p.m.

NINTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting
March 31, 2019



DOUBLE BRANCH
Community Development District
Combined Balance Sheet
March 31, 2019

	Governmental Fund Types					Totals
	General	Recreation	Capital Reserve	Debt Service	Capital Projects	(Memorandum Only)
ASSETS:						
Cash	\$49,298	\$174,510	\$326,571	---	---	\$550,379
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$1,930,944	---	\$1,930,944
Reserve A1	---	---	---	\$868,932	---	\$868,932
Interest A1	---	---	---	---	---	\$0
Acquisition and Construction	---	---	---	---	\$50,141	\$50,141
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$101,941	---	\$101,941
Interest A2	---	---	---	---	---	\$0
Excess Revenue	---	---	---	\$4,429	---	\$4,429
Prepayment	---	---	---	---	---	\$0
<u>Operations</u>						
Custody Account-General Fund Excess	\$126,240	---	---	---	---	\$126,240
Custody Account-Recreation Fund Excess	---	\$1,326,194	---	---	---	\$1,326,194
Custody Account-Recreation Fund Reserve	---	---	\$849,738	---	---	\$849,738
Due From General Fund	---	\$7,743	---	---	---	\$7,743
Due From Capital Reserve Fund	---	\$29,482	---	---	---	\$29,482
Due from Rec Fund	\$16,955	---	---	---	---	\$16,955
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,500	---	---	---	\$4,500
TOTAL ASSETS	\$192,493	\$1,543,127	\$1,176,309	\$2,906,245	\$50,141	\$5,868,316
LIABILITIES:						
Accounts Payable	\$11,821	\$86,937	---	---	---	\$98,758
Due to Rec Fund	\$7,743	---	\$29,482	---	---	\$37,225
Due to Debt Service	---	---	---	---	---	\$0
Due to General Fund	---	\$16,955	---	---	---	\$16,955
Due to Middle Village	---	\$13,304	---	---	---	\$13,304
Deferred Rental Revenue	---	\$7,985	---	---	---	\$7,985
FUND BALANCES:						
Nonspendable	---	\$4,500	---	---	---	\$4,500
Restricted for Debt Service	---	---	---	\$2,906,245	---	\$2,906,245
Restricted for Capital Projects	---	---	---	---	\$50,141	\$50,141
Assigned	\$2,000	---	\$1,146,828	---	---	\$1,148,828
Unassigned	\$170,930	\$1,413,445	---	---	---	\$1,584,375
TOTAL LIABILITIES & FUND EQUITY	\$192,493	\$1,543,127	\$1,176,309	\$2,906,245	\$50,141	\$5,868,316

DOUBLE BRANCH
Community Development District
GENERAL FUND
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
Assessment - Tax Roll	\$177,985	\$173,044	\$173,044	\$0
Interest Income	\$200	\$100	\$118	\$18
Miscellaneous Income	\$0	\$0	\$622	\$622
TOTAL REVENUES	\$178,185	\$173,144	\$173,784	\$640
<u>EXPENDITURES:</u>				
<u>Administrative</u>				
Supervisors Fees	\$12,000	\$6,000	\$5,400	\$600
FICA Expense	\$918	\$459	\$413	\$46
Engineering	\$5,000	\$2,500	\$0	\$2,500
Arbitrage	\$700	\$700	\$0	\$700
Dissemination	\$1,333	\$667	\$1,166	(\$500)
Assessment Roll	\$7,821	\$7,821	\$7,520	\$301
Attorney	\$42,000	\$21,000	\$13,184	\$7,816
Annual Audit	\$5,900	\$2,950	\$0	\$2,950
Trustee fees	\$8,014	\$8,014	\$8,815	(\$801)
Management Fees	\$59,963	\$29,982	\$29,982	(\$0)
Information Technology	\$1,942	\$971	\$971	(\$0)
Telephone	\$290	\$145	\$248	(\$103)
Postage	\$1,900	\$950	\$858	\$92
Printing & Binding	\$3,400	\$1,700	\$1,384	\$316
Records Storage	\$300	\$150	\$0	\$150
Insurance	\$8,350	\$8,350	\$7,743	\$607
Legal Advertising	\$2,000	\$1,000	\$335	\$665
Property Taxes	\$0	\$0	\$0	\$0
Office Supplies	\$350	\$175	\$111	\$64
Website Compliance	\$0	\$0	\$2,250	(\$2,250)
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$15,829	\$15,829	\$15,829	\$0
TOTAL EXPENDITURES	\$178,185	\$109,537	\$96,384	\$13,153
EXCESS REVENUES (EXPENDITURES)	\$0		\$77,400	
FUND BALANCE - Beginning	\$0		\$95,530	
FUND BALANCE - Ending	\$0		\$172,930	

DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
<u>REVENUES:</u>				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,422,047	\$1,422,047	\$0
Interest Income	\$1,000	\$500	\$1,586	\$1,086
Amenities Revenue	\$33,690	\$16,845	\$14,789	(\$2,056)
Soccer Revenue	\$11,000	\$5,500	\$1,260	(\$4,240)
TOTAL REVENUES	\$1,508,338	\$1,444,892	\$1,439,683	(\$5,210)
<u>EXPENDITURES:</u>				
<u>Administrative:</u>				
Management Fees - Onsite	\$110,470	\$55,235	\$55,195	\$40
Insurance	\$62,789	\$62,789	\$61,127	\$1,662
Other Current Charges	\$3,818	\$1,909	\$913	\$996
Permit Fees	\$1,635	\$818	\$612	\$206
Total Administrative	\$178,712	\$120,751	\$117,846	\$2,904
<u>Maintenance:</u>				
<u>Common Area</u>				
Security	\$50,920	\$25,460	\$25,415	\$45
Security - Clay County Off Duty Sheriff	\$43,050	\$21,525	\$22,200	(\$675)
Water - Irrigation	\$9,000	\$4,500	\$1,311	\$3,189
Irrigation Maintenance	\$4,250	\$2,125	\$1,835	\$290
Streetlighting	\$33,066	\$16,533	\$14,178	\$2,355
Electric	\$42,000	\$21,000	\$16,941	\$4,059
Landscape Maintenance	\$315,774	\$157,887	\$143,561	\$14,326
Common Area Maintenance	\$43,564	\$21,782	\$14,625	\$7,157
Lake Maintenance	\$28,116	\$14,058	\$12,174	\$1,884
Landscape Reserve	\$35,000	\$35,000	\$35,000	\$0
Contingency	\$1,985	\$993	\$0	\$993
Capital Reserve (1)	\$15,565	\$15,565	\$15,656	(\$91)
Misc. Maintenance	\$2,986	\$1,493	\$680	\$813
General Reserve	\$26,759	\$26,759	\$26,759	\$0
Total Common Area	\$652,035	\$364,680	\$330,335	\$34,344
<u>Recreation Facility</u>				
Aquatics & Fitness Manager/Staff	\$48,495	\$24,248	\$29,779	(\$5,532)
Pool Attendants	\$87,055	\$43,527	\$36,454	\$7,074
Payroll Taxes	\$7,211	\$3,606	\$5,357	(\$1,751)
Refuse Service	\$6,120	\$3,060	\$4,345	(\$1,285)
Telephone	\$4,500	\$2,250	\$1,943	\$307
Electric	\$47,000	\$23,500	\$16,545	\$6,955
Cable	\$8,150	\$4,075	\$3,382	\$693
Pool Maintenance/Chemicals	\$56,616	\$28,308	\$22,858	\$5,450
Water/Sewer/Reclaim	\$65,000	\$32,500	\$19,253	\$13,247
Facility Maintenance - General	\$27,500	\$13,750	\$9,145	\$4,605
Facility Maintenance - Preventative Contracts	\$5,617	\$2,809	\$1,454	\$1,355
Facility Maintenance - Contingency	\$29,750	\$14,875	\$10,619	\$4,256
Lighting Repairs	\$8,500	\$4,250	\$3,501	\$749
Special Events	\$10,500	\$5,250	\$1,753	\$3,497
Office Supplies and Equipment	\$4,000	\$2,000	\$197	\$1,803
Janitorial	\$31,512	\$15,756	\$15,308	\$448
Recreation Passes	\$7,565	\$3,783	\$1,827	\$1,956

DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
<u>Recreation Facility-Continued</u>				
Repairs & Replacement	\$79,025	\$39,513	\$74,110	(\$34,597)
Pool Pump Reserve	\$6,500	\$6,500	\$6,500	\$0
Pool Leak Repairs	\$5,000	\$2,500	\$0	\$2,500
Soccer Field	\$21,250	\$10,625	\$0	\$10,625
Total Recreation Facility	\$566,866	\$286,683	\$264,330	\$22,353
<u>Fitness Center</u>				
Staffing	\$47,500	\$23,750	\$0	\$23,750
Telephone	\$1,092	\$546	\$0	\$546
Electric	\$12,300	\$6,150	\$6,450	(\$300)
Cable	\$4,169	\$2,084	\$0	\$2,084
Facility Maintenance - General	\$8,000	\$4,000	\$7,210	(\$3,210)
Facility Maintenance - Preventative	\$7,500	\$3,750	\$1,690	\$2,060
Facility Maintenance - Contingency	\$5,000	\$2,500	\$4,817	(\$2,317)
Office Supplies and Equipment	\$2,664	\$1,332	\$131	\$1,201
Janitorial	\$17,500	\$8,750	\$8,897	(\$147)
Repair and Replacements	\$5,000	\$2,500	\$192	\$2,308
Total Exercise Facility	\$110,725	\$55,362	\$29,386	\$25,976
Total Maintenance	\$1,329,626	\$706,725	\$624,051	\$82,674
TOTAL EXPENDITURES	\$1,508,338	\$827,475	\$741,898	\$85,578
EXCESS REVENUES (EXPENDITURES)	\$0		\$697,785	
FUND BALANCE - Beginning	\$0		\$720,160	
FUND BALANCE - Ending	\$0		\$1,417,945	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Assessment - Tax Roll	\$0	\$35,181	\$133,526	\$1,419	\$1,983	\$934	\$0	\$0	\$0	\$0	\$0	\$0	\$173,044
Interest Income	\$1	\$1	\$1	\$31	\$44	\$40	\$0	\$0	\$0	\$0	\$0	\$0	\$118
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$622	\$0	\$0	\$0	\$0	\$0	\$0	\$622
Total Revenues	\$1	\$35,182	\$133,528	\$1,450	\$2,027	\$1,596	\$0	\$0	\$0	\$0	\$0	\$0	\$173,784
Expenditures:													
Administrative													
Supervisors Fees	\$1,000	\$800	\$800	\$1,000	\$1,000	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$5,400
FICA Expense	\$77	\$61	\$61	\$77	\$77	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$413
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$611	\$111	\$111	\$111	\$111	\$111	\$0	\$0	\$0	\$0	\$0	\$0	\$1,166
Assessment Roll	\$7,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,520
Attorney	\$2,265	\$2,876	\$2,452	\$2,688	\$2,904	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,184
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$8,815	\$0	\$0	\$0	\$0	\$0	\$0	\$8,815
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$0	\$0	\$0	\$0	\$0	\$29,982
Computer Time	\$162	\$162	\$162	\$162	\$162	\$162	\$0	\$0	\$0	\$0	\$0	\$0	\$971
Telephone	\$72	\$29	\$54	\$7	\$38	\$47	\$0	\$0	\$0	\$0	\$0	\$0	\$248
Postage	\$316	\$46	\$138	\$126	\$190	\$42	\$0	\$0	\$0	\$0	\$0	\$0	\$858
Printing & Binding	\$556	\$295	\$14	\$135	\$365	\$19	\$0	\$0	\$0	\$0	\$0	\$0	\$1,384
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$7,743	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,743
Legal Advertising	\$0	\$65	\$63	\$63	\$72	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$335
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$1	\$41	\$1	\$23	\$44	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$111
Website Compliance	\$0	\$0	\$0	\$0	\$2,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,250
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$15,829	\$0	\$0	\$0	\$0	\$0	\$0	\$15,829
Total Administrative	\$25,494	\$9,485	\$8,854	\$9,388	\$12,207	\$30,956	\$0	\$0	\$0	\$0	\$0	\$0	\$96,384
Excess Revenues (Expenditures)	(\$25,493)	\$25,698	\$124,674	(\$7,938)	(\$10,180)	(\$29,360)	\$0	\$0	\$0	\$0	\$0	\$0	\$77,400

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Maintenance Assessments-Tax Roll	\$0	\$289,114	\$1,097,296	\$11,663	\$16,298	\$7,677	\$0	\$0	\$0	\$0	\$0	\$0	\$1,422,047
Interest Income	\$177	\$158	\$115	\$351	\$422	\$363	\$0	\$0	\$0	\$0	\$0	\$0	\$1,586
Amenities Revenue	\$3,192	\$1,371	\$3,524	\$1,914	\$2,194	\$2,595	\$0	\$0	\$0	\$0	\$0	\$0	\$14,789
Soccer Revenue	\$0	\$0	\$0	\$1,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,260
Total Revenues	\$3,368	\$290,643	\$1,100,935	\$15,189	\$18,914	\$10,634	\$0	\$0	\$0	\$0	\$0	\$0	\$1,439,683

Expenditures:													
Administrative													
Management Fees - Onsite	\$9,206	\$9,166	\$9,206	\$9,206	\$9,206	\$9,206	\$0	\$0	\$0	\$0	\$0	\$0	\$55,195
Insurance	\$59,799	\$0	\$81	\$0	\$961	\$286	\$0	\$0	\$0	\$0	\$0	\$0	\$61,127
Other Current Charges	\$184	\$104	\$200	\$145	\$128	\$151	\$0	\$0	\$0	\$0	\$0	\$0	\$913
Permit Fees	\$0	\$27	\$27	\$0	\$558	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$612
Total Administrative	\$69,189	\$9,297	\$9,514	\$9,351	\$10,853	\$9,643	\$0	\$0	\$0	\$0	\$0	\$0	\$117,846

MAINTENANCE- Common Area													
Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$0	\$0	\$0	\$0	\$25,415
Security - Clay County Off Duty Sheriff	\$3,543	\$3,432	\$3,332	\$3,940	\$3,574	\$4,380	\$0	\$0	\$0	\$0	\$0	\$0	\$22,200
Water - Irrigation	\$185	\$178	\$182	\$189	\$182	\$395	\$0	\$0	\$0	\$0	\$0	\$0	\$1,311
Irrigation Maintenance	\$0	\$1,835	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,835
Streetlighting	\$2,373	\$2,373	\$2,373	\$2,353	\$2,353	\$2,353	\$0	\$0	\$0	\$0	\$0	\$0	\$14,178
Electric	\$3,220	\$2,898	\$3,082	\$3,294	\$2,145	\$2,302	\$0	\$0	\$0	\$0	\$0	\$0	\$16,941
Landscape Maintenance	\$26,315	\$26,315	\$30,311	\$30,311	\$30,311	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$143,561
Common Area Maintenance	\$3,630	\$1,596	\$2,980	\$1,574	\$1,876	\$2,969	\$0	\$0	\$0	\$0	\$0	\$0	\$14,625
Lake Maintenance	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$0	\$0	\$0	\$0	\$0	\$0	\$12,174
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000
Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve (1)	\$0	\$0	\$0	\$0	\$0	\$15,656	\$0	\$0	\$0	\$0	\$0	\$0	\$15,656
Misc. Maintenance	\$0	\$0	\$0	\$680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$680
General Reserve	\$0	\$0	\$0	\$0	\$0	\$26,759	\$0	\$0	\$0	\$0	\$0	\$0	\$26,759
Total Common Area	\$45,531	\$44,891	\$48,524	\$48,606	\$46,705	\$96,079	\$0	\$0	\$0	\$0	\$0	\$0	\$330,335

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
<i>Recreation Facility</i>													
Aquatics & Fitness Manager/Staff	\$4,963	\$4,963	\$4,963	\$4,963	\$4,963	\$4,963	\$0	\$0	\$0	\$0	\$0	\$0	\$29,779
Pool Attendants	\$7,434	\$5,086	\$4,164	\$6,686	\$4,563	\$8,520	\$0	\$0	\$0	\$0	\$0	\$0	\$36,454
Payroll Taxes	\$0	\$0	\$0	\$5,357	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,357
Refuse Service	\$720	\$720	\$716	\$711	\$769	\$709	\$0	\$0	\$0	\$0	\$0	\$0	\$4,345
Telephone	\$409	\$373	\$372	\$276	\$235	\$278	\$0	\$0	\$0	\$0	\$0	\$0	\$1,943
Electric	\$3,940	\$2,950	\$2,405	\$2,600	\$2,421	\$2,229	\$0	\$0	\$0	\$0	\$0	\$0	\$16,545
Cable	\$556	\$557	\$558	\$570	\$570	\$570	\$0	\$0	\$0	\$0	\$0	\$0	\$3,382
Pool Maintenance/Chemicals	\$4,152	\$4,152	\$4,191	\$4,191	\$2,567	\$3,604	\$0	\$0	\$0	\$0	\$0	\$0	\$22,858
Water/Sewer/Reclaim	\$1,872	\$5,732	\$3,499	\$3,179	\$3,469	\$1,501	\$0	\$0	\$0	\$0	\$0	\$0	\$19,253
Facility Maintenance - General	\$2,291	\$2,281	\$0	\$2,295	\$0	\$2,278	\$0	\$0	\$0	\$0	\$0	\$0	\$9,145
Facility Maintenance - Preventative Contracts	\$1,299	\$0	\$0	\$155	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,454
Facility Maintenance - Contingency	\$2,479	\$2,470	\$0	\$2,480	\$709	\$2,481	\$0	\$0	\$0	\$0	\$0	\$0	\$10,619
Lighting Repairs	\$708	\$697	\$698	\$711	\$0	\$687	\$0	\$0	\$0	\$0	\$0	\$0	\$3,501
Special Events	\$0	\$1,034	\$720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,753
Office Supplies and Equipment	\$0	\$98	\$99	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$197
Janitorial	\$2,894	\$2,674	\$2,079	\$2,079	\$2,940	\$2,643	\$0	\$0	\$0	\$0	\$0	\$0	\$15,308
Recreation Passes	\$0	\$681	\$232	\$0	\$0	\$913	\$0	\$0	\$0	\$0	\$0	\$0	\$1,827
Repairs & Replacement	\$7,517	\$2,316	\$9,022	\$19,453	\$7,176	\$28,626	\$0	\$0	\$0	\$0	\$0	\$0	\$74,110
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$6,500	\$0	\$0	\$0	\$0	\$0	\$0	\$6,500
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Soccer Fields	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$41,235	\$36,783	\$33,719	\$55,707	\$30,382	\$66,504	\$0	\$0	\$0	\$0	\$0	\$0	\$264,330
<i>Exercise Facility</i>													
Staffing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$2,073	\$1,816	\$973	\$610	\$517	\$461	\$0	\$0	\$0	\$0	\$0	\$0	\$6,450
Cable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Facility Maintenance - General	\$666	\$665	\$2,937	\$187	\$2,488	\$267	\$0	\$0	\$0	\$0	\$0	\$0	\$7,210
Facility Maintenance - Preventative	\$0	\$763	\$0	\$278	\$360	\$288	\$0	\$0	\$0	\$0	\$0	\$0	\$1,690
Facility Maintenance - Contingency	\$0	\$0	\$2,387	\$0	\$2,430	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,817
Office Supplies and Equipment	\$39	\$0	\$0	\$91	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$131
Janitorial	\$1,286	\$1,228	\$1,284	\$1,802	\$2,110	\$1,186	\$0	\$0	\$0	\$0	\$0	\$0	\$8,897
Repair and Replacements	\$0	\$0	\$192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$192
Total Exercise Facility	\$4,064	\$4,473	\$7,773	\$2,969	\$7,905	\$2,202	\$0	\$0	\$0	\$0	\$0	\$0	\$29,386
Total Expenses	\$160,019	\$95,444	\$99,530	\$116,632	\$95,846	\$174,427	\$0	\$0	\$0	\$0	\$0	\$0	\$741,898
Excess Revenues (Expenditures)	(\$156,651)	\$195,199	\$1,001,405	(\$101,443)	(\$76,932)	(\$163,793)	\$0	\$0	\$0	\$0	\$0	\$0	\$697,785

DOUBLE BRANCH
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$1,000	\$500	\$1,263	\$763
Landscape Reserve - Transfer In	\$35,000	\$35,000	\$35,000	\$0
Capital Reserve - Transfer In	\$15,565	\$15,565	\$15,656	\$91
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	\$15,829	\$15,829	\$15,829	\$0
TOTAL REVENUES	\$100,653	\$100,153	\$101,007	\$854
<u>EXPENDITURES:</u>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$0	\$0
Pool Pump Reserve	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$100,653		\$101,007	
FUND BALANCE - Beginning	\$938,919		\$1,045,821	
FUND BALANCE - Ending	\$1,039,572		\$1,146,828	

DOUBLE BRANCH

COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE FUND

Series 2013 A-1, & 2013 A-2 Special Assessment Bonds
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	ADOPTED BUDGET	PRORATED THRU 3/31/19	ACTUAL THRU 3/31/19	VARIANCE
Revenues:				
Special Assessments - Tax Roll	\$1,962,561	\$1,909,243	\$1,909,243	\$0
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$6,000	\$3,000	\$21,701	\$18,701
TOTAL REVENUES	\$1,968,561	\$1,912,243	\$1,930,943.59	\$18,701
Expenditures:				
Series 2013 A-1				
Interest Expense - 11/1	\$397,144	\$397,144	\$397,144	\$0
Interest Expense - 5/1	\$397,144	\$0	\$0	\$0
Principal Expense 5/1	\$955,000	\$0	\$0	\$0
Series 2013 A-2				
Interest Expense - 11/1	\$60,663	\$60,663	\$60,519	\$144
Prepayment Call 11/1	\$25,000	\$25,000	\$105,000	(\$80,000)
Interest Expense - 5/1	\$60,663	\$0	\$0	\$0
Principal Expense 5/1	\$85,000	\$0	\$0	\$0
Principal Expense 5/1 (Prepayment)	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,980,614	\$482,807	\$562,663	(\$79,856)
EXCESS REVENUES (EXPENDITURES)	(\$12,053)		\$1,368,280	
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	(\$12,053)		\$1,368,280	
FUND BALANCE - Beginning	\$589,465		\$1,537,965	
FUND BALANCE - Ending	\$577,412		\$2,906,245	

DOUBLE BRANCH
Community Development District
CAPITAL PROJECTS FUND
Statement of Revenues & Expenditures
For The Period Ending March 31, 2019

	SERIES 2013 A-1 AND A-2
<u>REVENUES:</u>	
Interest Income	\$522
TOTAL REVENUES	\$522
<u>EXPENDITURES:</u>	
Capital Outlay - Series 2013 A1 and A2	\$0
Cost of Issuance	\$0
TOTAL EXPENDITURES	\$0
EXCESS REVENUES (EXPENDITURES)	\$522
FUND BALANCE - Beginning	\$49,619
FUND BALANCE - Ending	\$50,141

Double Branch
Community Development District
Long Term Debt Report

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

Series 2013 A-2 Special Assessment Refunding Bonds	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$96,478
Reserve Fund Balance:	\$101,941
Bonds outstanding - 9/30/2013	\$2,900,000
Less: November 1, 2013 (Prepayment)	(\$145,000)
Less: May 1, 2014 (Mandatory)	(\$75,000)
Less: November 1, 2014 (Prepayment)	(\$75,000)
Less: May 1, 2015 (Mandatory)	(\$75,000)
Less: May 1, 2015 (Prepayment)	(\$45,000)
Less: November 1, 2015 (Prepayment)	(\$50,000)
Less: May 2, 2016 (Mandatory)	(\$75,000)
Less: May 2, 2016 (Prepayment)	(\$35,000)
Less: November 1, 2016 (Prepayment)	(\$35,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Less: November 1, 2018 (Prepayment)	(\$105,000)
Current Bonds Outstanding	\$2,025,000

C.

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2019 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2013A DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED NET	45,481	1,962,703.38	177,889.82	1,461,865.84	3,602,459.05
TOTAL ASSESSED	45,481	1,962,703.38	177,889.82	1,461,865.84	3,602,459.05

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/14/18	71,071.28	38,721.28	3,509.51	28,840.49
2	11/30/18	641,388.80	349,443.52	31,671.85	260,273.43
3	12/10/18	2,216,371.84	1,207,530.87	109,444.68	899,396.29
4	12/19/18	487,681.85	265,700.40	24,081.78	197,899.67
5	01/17/19	28,741.30	15,658.93	1,419.25	11,663.12
6	02/20/19	40,161.99	21,881.19	1,983.20	16,297.60
7	03/21/19	18,917.13	10,306.49	934.13	7,676.51
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
TOTAL TAX ROLL RECEIPTS		3,504,334.19	1,909,242.68	173,044.40	1,422,047.11

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	97.28%	97.28%	97.28%

D.

Double Branch Community Development District

Check Run Summary

April 30, 2019

Fund	Date	Check No.	Amount
General Fund			
Payroll	4/9/19	50765-50769	\$ 923.50
		Sub-Total	\$ 923.50
Accounts Payable	4/4/19	1514-1518	\$ 3,105.23
	4/11/19	1519	\$ 5,557.63
	4/22/19	1520	\$ 8,815.30
	4/25/19	1521	\$ 19.73
		Sub-Total	\$ 17,497.89
Recreation Fund			
Accounts Payable	4/2/19	5873-5880	\$ 5,049.08
	4/4/19	5881-5893	\$ 43,376.34
	4/11/19	5894-5906	\$ 27,848.20
	4/22/19	5607-5913	\$ 7,660.79
	4/25/19	5914-5818	\$ 12,244.65
		Sub-Total	\$ 96,179.06
Capital Reserve Fund			
Accounts Payable			
		Sub-Total	\$ -
Total			\$ 114,600.45

*Fedex invoices available upon request

Attendance Sheet

District Name: Double Branch, CDD

Board Meeting Date: April 8, 2019

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

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

Approved for Payment:



District Manager Signature

4/8/19

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	CHECK #
4/04/19	00104	3/18/19	297188	201903	310	51300	48000		NOTICE OF MEETING 4/8/19	*	71.55		
									CLAY TODAY			71.55	001514
4/04/19	00107	4/02/19	3	201904	310	51300	31300		2013A2 5/1/19 PRPAY AMORT	*	100.00		
									DISCLOSURE SERVICES LLC			100.00	001515
4/04/19	00013	3/26/19	65021025	201903	310	51300	42000		MAR FEDEX POSTAGE	*	30.18		
									FEDEX			30.18	001516
4/04/19	00015	3/29/19	106504	201902	310	51300	31500		FEB GENERAL COUNSEL	*	1,203.50		
									HOPPING GREEN & SAMS			1,203.50	001517
4/04/19	00015	3/29/19	106505	201902	310	51300	31500		FEB MONTHLY MEETING	*	1,700.00		
									HOPPING GREEN & SAMS			1,700.00	001518
4/11/19	00035	4/01/19	2055	201904	310	51300	34000		APR MANAGEMENT FEES	*	4,996.92		
		4/01/19	2055	201904	310	51300	35100		APR INFORMATION TECH	*	161.83		
		4/01/19	2055	201904	310	51300	31300		APR DISSEMINATION SERVICE	*	111.08		
		4/01/19	2055	201904	310	51300	51000		OFFICE SUPPLIES	*	21.53		
		4/01/19	2055	201904	310	51300	42000		POSTAGE	*	31.02		
		4/01/19	2055	201904	310	51300	42500		COPIES	*	172.50		
		4/01/19	2055	201904	310	51300	41000		TELEPHONE	*	46.10		
		4/01/19	2055	201904	310	51300	35100		IQNECT BILLING	*	16.65		
									GOVERNMENTAL MANAGEMENT SERVICES			5,557.63	001519
4/22/19	00042	3/25/19	5311738	201903	310	51300	32300		FY19 2013A1/2 TRUSTEE FEE	*	4,772.40		
		3/25/19	5311738	201903	310	51300	32300		INCIDENTAL EXPENSES	*	634.05		
		3/25/19	5311738	201903	300	15500	10000		FY20 2013A1/2 TRUSTEE FEE	*	3,408.85		
									U.S. BANK			8,815.30	001520

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/25/19	00013	4/16/19 65233729	201904 310-51300-42000		APR FEDEX POSTAGE	*	19.73	
								19.73 001521

							TOTAL FOR BANK A	17,497.89
							TOTAL FOR REGISTER	17,497.89

DBBR DOUBLE BRANCH HSMITH

43717
adreceipt

CLAY TODAY

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

Ponte Vedra Recorder

Not your average newspaper, not your average rates.

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

Advertising Invoice

1-31-513-48
104

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

Cust#:986814
Ad#:297188
Phone#:904-940-5850
Date:03/18/2019

Salesperson: Clay Legals Classification: Legal Notice Ad Size: 1.0 x 5.30

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	03/28/2019	03/28/2019	1	71.55	71.55

Payment Information:

Date:	Order#	Type
03/18/2019	297188	BILLED ACCOUNT

Total Amount: 71.55
Tax: 0.00
Amount Due: 71.55

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

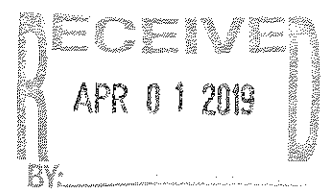
Ad Copy

NOTICE OF MEETING DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District will be held on Monday, April 8, 2019, at 4:00 pm, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at (904) 940-5850 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 com



PUBLISHER AFFIDAVIT
CLAY TODAY
Published Weekly
Orange Park, Florida

STATE OF FLORIDA
COUNTY OF CLAY:

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

NOTICE OF MEETING

in the matter of

APRIL MEETING

LEGAL: 43717 ORDER: 297188

was published in said newspaper in the issues:

03/28/2019

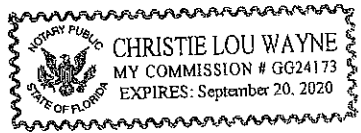
Affiant further says that said "Clay Today" is a newspaper published at Orange Park, in said Clay County, Florida, and that the said newspaper has heretofore been continuously published in said Clay County, Florida, weekly, and has been entered as Periodical material matter at the post office in Orange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



**NOTICE OF MEETING
DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT**
The regular meeting of the Board of Supervisors of the Double Branch Community Development District will be held on Monday, April 8, 2019, at 4:00 pm, at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065. The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. A copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office, at (904) 940-5850 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 such appeal is to be based.
James A. Perry
District Manager
Legal 43717 published March 28, 2019 in Clay County's Clay Today newspaper

Sworn to me and subscribed before me 03/28/2019.

Christie Lou Wayne
NOTARY PUBLIC, STATE OF FLORIDA



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

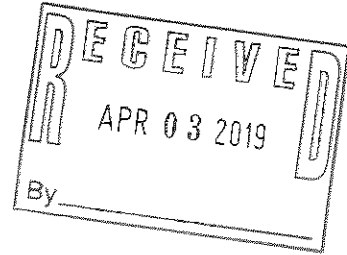
Disclosure Services LLC

1005 Bradford Way
Kingston, TN 37763

Invoice

Date	Invoice #
4/2/2019	3

Bill To
Double Branch CDD C/O GMS



1-31-513-313
107

Terms	Due Date
Net 30	5/2/2019

Description	Amount
Amortization Schedule Series 2013A-2 5-1-19 Prepay \$10,000	100.00
Total	\$100.00
Payments/Credits	\$0.00
Balance Due	\$100.00

Hopping Green & Sams

Attorneys and Counselors

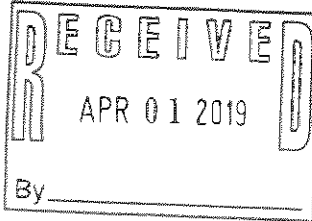
119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

March 29, 2019

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

Bill Number 106504
Billed through 02/28/2019



1-31-513-315
15

General Counsel (O&M)
DBRNCH 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

02/05/19	JMW	Confer with Crowson regarding easement rights and HOA provisions; confer with Soriano regarding same; review property information.	0.80 hrs
02/08/19	JMW	Review rental policies and rate issues; confer with Soriano.	0.70 hrs
02/12/19	JMW	Confer with Soriano regarding policy changes.	0.40 hrs
02/13/19	JMW	Confer with Crowson regarding easement issues.	0.60 hrs
02/18/19	JMW	Review draft notice.	0.20 hrs
02/20/19	JMW	Review contract documents and prompt payment issues; confer with Soriano regarding transition issues for landscape maintenance.	0.80 hrs
02/26/19	JMW	Confer with staff regarding rental issues.	0.30 hrs
02/28/19	JMW	Prepare resolution authorizing trespass enforcement and letter of authorization.	0.70 hrs
02/28/19	JLK	Continue ADA related research and case law updates; continue refining and negotiating ADA website agreement; review websites for commencement of compliance responsibilities; confer with DM regarding various posting and ADA related issues.	0.10 hrs
02/28/19	SRS	Continue research regarding ADA website accessibility.	0.10 hrs
02/28/19	CGS	Monitor proposed legislation which may impact district.	0.30 hrs
02/28/19	LMF	Review website for regulatory compliance status; review website for ADA compliance.	0.10 hrs

Total fees for this matter \$1,203.50

MATTER SUMMARY

Stuart, Cheryl G. 0.30 hrs 325 /hr \$97.50

Kilinski, Jennifer L.	0.10 hrs	180 /hr	\$18.00
Walters, Jason M.	4.50 hrs	235 /hr	\$1,057.50
Fiore, Lydia M. - Paralegal	0.10 hrs	125 /hr	\$12.50
Sandy, Sarah R.	0.10 hrs	180 /hr	\$18.00

TOTAL FEES \$1,203.50

TOTAL CHARGES FOR THIS MATTER \$1,203.50

BILLING SUMMARY

Stuart, Cheryl G.	0.30 hrs	325 /hr	\$97.50
Kilinski, Jennifer L.	0.10 hrs	180 /hr	\$18.00
Walters, Jason M.	4.50 hrs	235 /hr	\$1,057.50
Fiore, Lydia M. - Paralegal	0.10 hrs	125 /hr	\$12.50
Sandy, Sarah R.	0.10 hrs	180 /hr	\$18.00

TOTAL FEES \$1,203.50

TOTAL CHARGES FOR THIS BILL \$1,203.50

Please include the bill number on your check.

Hopping Green & Sams

Attorneys and Counselors

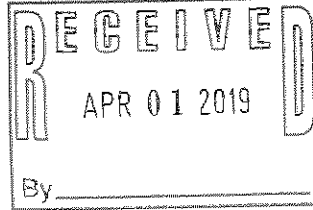
119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

March 29, 2019

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

Bill Number 106505
Billed through 02/28/2019



1-31-513-315
15

Monthly Meeting (O&M)
DBRNCH 00101 JMW

FOR PROFESSIONAL SERVICES RENDERED

02/08/19	JMW	Meeting preparation; review agenda package materials; conference with staff.	
02/11/19	JMW	Meeting preparation; attend regular board meeting by telephone.	
02/12/19	JMW	Meeting follow-up.	
02/19/19	JMW	Review draft meeting minutes.	
Total fees for this matter			\$1,700.00

MATTER SUMMARY

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

BILLING SUMMARY

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

Please include the bill number on your check.

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2055

Invoice Date: 4/1/19

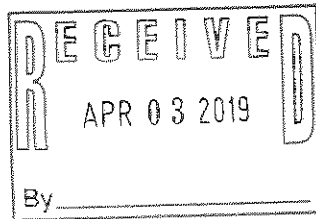
Due Date: 4/1/19

Case:

P.O. Number:

Bill To:

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



Description	Hours/Qty	Rate	Amount
Management Fees - April 2019 1-31-513-34		4,996.92	4,996.92
Information Technology - April 2019 1-31-513-351		161.83	161.83
Dissemination Agent Services - April 2019 1-31-513-313		111.08	111.08
Office Supplies 1-31-513-51		21.53	21.53
Postage 1-31-513-42		31.02	31.02
Copies 1-31-513-425 35		172.50	172.50
Telephone 1-31-513-41		46.10	46.10
IQNect Billing 1-31-513-351		16.65	16.65

Total \$5,557.63

Payments/Credits \$0.00

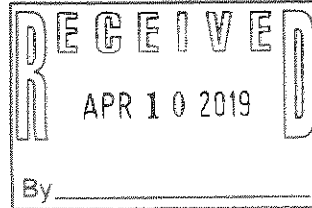
Balance Due \$5,557.63



Corporate Trust Services
EP-MN-WN3L
60 Livingston Ave.
St. Paul, MN 55107

Invoice Number: 5311738
Account Number: 202941000
Invoice Date: 03/25/2019
Direct Inquiries To: STACEY JOHNSON
Phone: 407-835-3805

GOVERNMENTAL MANAGEMENT SERVICES
CENTRAL FLORIDA
475 WEST TOWN PLACE SUITE 114
WORLD GOLF VILLAGE
ST AUGUSTINE FL 32092



DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
(CLAY COUNTY, FLORIDA) SPECIAL ASSESSMENT REFUNDING
BONDS SERIES 2013A-1 & 2013A-2

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$8,815.30

All invoices are due upon receipt.

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

DOUBLE BRANCH COMMUNITY DEVELOPMENT
DISTRICT
(CLAY COUNTY, FLORIDA) SPECIAL ASSESSMENT
REFUNDING
BONDS SERIES 2013A-1 & 2013A-2

Invoice Number: 5311738
Account Number: 202941000
Current Due: \$8,815.30

Direct Inquiries To: STACEY JOHNSON
Phone: 407-835-3805

Wire Instructions:

U.S. Bank
ABA # 091000022
Acct # 1-801-5013-5135
Trust Acct # 202941000
Invoice # 5311738
Attn: Fee Dept St. Paul

Please mail payments to:

U.S. Bank
CM-9690
PO BOX 70870
St. Paul, MN 55170-9690





Corporate Trust Services
 EP-MN-WN3L
 60 Livingston Ave.
 St. Paul, MN 55107

Invoice Number: 5311738
 Invoice Date: 03/25/2019
 Account Number: 202941000
 Direct Inquiries To: STACEY JOHNSON
 Phone: 407-835-3805

**DOUBLE BRANCH COMMUNITY DEVELOPMENT
 DISTRICT
 (CLAY COUNTY, FLORIDA) SPECIAL ASSESSMENT
 REFUNDING
 BONDS SERIES 2013A-1 & 2013A-2**

Accounts Included	202941000	202941001	202941002	202941003	202941004	202941005
In This Relationship:	202941006	202941007	202941008	202941009	202941010	202941011

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	7,631.25	100.00%	\$7,631.25
04120 Paying Agent	1.00	550.00	100.00%	\$550.00
Subtotal Administration Fees - In Advance 03/01/2019 - 02/29/2020				\$8,181.25
Incidental Expenses	8,181.25	0.0775		\$634.05
Subtotal Incidental Expenses				\$634.05
TOTAL AMOUNT DUE				\$8,815.30



CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/02/19	00705	3/23/19 03232019	201903 300-36900-10300		RENTAL DEPOSIT REFUND	*	50.00	
					AMALITA SANTIAGO			50.00 005873
4/02/19	00092	3/26/19 2053	201901 320-57200-41000		JAN RING CENTRAL	*	99.00	
		3/26/19 2053	201901 320-57200-49300		JAN PERMITS & LICENSES	*	557.92	
		3/26/19 2053	201901 320-57200-61000		JAN REPAIRS/REPLACEMENTS	*	493.19	
		3/26/19 2053	201901 320-57200-61000		JAN JANITORIAL SUPPLIES	*	77.05	
					GOVERNMENTAL MANAGEMENT SERVICES			1,227.16 005874
4/02/19	00708	3/23/19 03232019	201903 300-36900-10300		RENTAL DEPOSIT REFUND	*	100.00	
					JOANNA GRANT			100.00 005875
4/02/19	00706	3/23/19 03232019	201903 300-36900-10300		RENTAL DEPOSIT REFUND	*	100.00	
					MELYNDA JOHNSON			100.00 005876
4/02/19	00208	3/25/19 03252019	201903 300-20700-10100		3/15/19-3/21/19 SECURITY	*	825.00	
					MIDDLE VILLAGE CDD			825.00 005877
4/02/19	00186	4/01/19 13129558	201904 320-57200-46300		APR POOL MAINTENANCE	*	1,999.31	
		4/01/19 13129558	201904 320-57200-46300		FUEL	*	108.18	
					POOLSURE			2,107.49 005878
4/02/19	00707	3/23/19 03232019	201903 300-36900-10300		RENTAL DEPOSIT REFUND	*	100.00	
					REGINA CHANNELLE			100.00 005879
4/02/19	00382	1/21/19 91714343	201901 330-57200-61100		1/21/19 MAT CLEANING	*	55.75	
		1/28/19 91714362	201901 330-57200-61100		1/28/19 MAT CLEANING	*	61.93	
		2/04/19 91714382	201902 330-57200-61100		2/4/19 MAT CLEANING	*	60.25	
		2/11/19 91714402	201902 330-57200-61100		2/11/19 MAT CLEANING	*	60.25	
		2/18/19 91714422	201902 330-57200-61100		2/18/19 MAT CLEANING	*	60.25	

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		2/25/19	91714441	201902	330	57200	61100			*	60.25		
		2/25/19	MAT CLEANING										
		3/04/19	91714461	201903	330	57200	61100			*	60.25		
		3/4/19	MAT CLEANING										
		3/11/19	91714481	201903	330	57200	61100			*	60.25		
		3/11/19	MAT CLEANING										
		3/18/19	91714501	201903	330	57200	61100			*	60.25		
		3/18/19	MAT CLEANING										
			UNIFIRST CORPORATION									539.43	005880
4/04/19	00709	4/01/19	04012019	201904	300	36900	10300			*	100.00		
			RENTAL DEPOSIT REFUND										
			ASHAWN CRANDALL									100.00	005881
4/04/19	00478	3/30/19	10545	201903	320	57200	62000			*	913.19		
			IO PROX ACCESS CARDS										
			CARDS AND KEYFOBS									913.19	005882
4/04/19	00484	3/25/19	110201	201903	320	57200	63100			*	650.00		
			INSTALL POOL LIGHT FIXTUR										
			CROWN POOLS, INC.									650.00	005883
4/04/19	00024	4/01/19	421351	201904	320	57200	46800			*	2,029.00		
			APR LAKE MAINTENANCE										
			THE LAKE DOCTORS, INC.									2,029.00	005884
4/04/19	00208	4/01/19	04012019	201903	300	20700	10100			*	720.00		
			3/22/19-3/28/19 SECURITY										
			MIDDLE VILLAGE CDD									720.00	005885
4/04/19	00711	4/01/19	04012019	201904	300	36900	10300			*	100.00		
			RENTAL DEPOSIT REFUND										
			RACHEL MATEO									100.00	005886
4/04/19	00422	3/26/19	48425171	201903	320	57200	61000			*	563.56		
			BATH TISSUE/PAPER TOWELS										
			SUPPLYWORKS									563.56	005887
4/04/19	00616	4/03/19	640929	201904	320	57200	63100			*	185.65		
			LIFEGUARD SUPPLIES										
			THE LIFEGUARD STORE INC.									185.65	005888
4/04/19	00712	3/27/19	TLRQ2904	201903	320	57200	63100			*	926.78		
			PLAYGROUND REPAIR										
			TOP LINE RECREATION INC									926.78	005889

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/04/19	00712	3/26/19	TLRQ2904	201903	320	57200	63100		CARGO NET TOP LINE RECREATION INC	*	832.39	832.39	005890
4/04/19	00672	3/29/19	14340	201903	320	57200	63100		IRRIGATION REPAIRS VERDEGO, LLC	*	4,945.00	4,945.00	005891
4/04/19	00672	4/01/19	285	201904	320	57200	46200		APR LANDSCAPE MAINTENANCE VERDEGO, LLC	*	30,310.77	30,310.77	005892
4/04/19	00710	4/01/19	04012019	201904	300	36900	10300		RENTAL DEPOSIT REFUND WALESKA GONZALEZ	*	100.00	100.00	005893
4/11/19	00285	4/05/19	SSI08850	201903	320	57200	34510		MAR EMPLOYMENT FEE 4/05/19 SSI08850 201903 320-57200-34510 MAR SCHEDULING FEE CLAY COUNTY SHERIFF'S OFFICE	*	547.50	735.00	005894
4/11/19	00002	4/01/19	04012019	201904	320	57200	43100		APR REC ELECTRIC 4/01/19 04012019 201904 320-57200-43000 APR COMMON ELECTRIC 4/01/19 04012019 201904 330-57200-43110 APR FITNESS CENTER 4/01/19 04012019 201904 320-57200-42900 APR STREETLIGHTING CLAY ELECTRIC COOPERATIVE, INC	*	1,876.00	7,460.78	005895
4/11/19	00092	3/19/19	2052	201903	300	36900	10300		EVENT STAFF THRU 3/14/19 GOVERNMENTAL MANAGEMENT SERVICES	*	752.50	752.50	005896
4/11/19	00092	4/01/19	2056	201904	310	51300	34000		APR FACILITY MANAGE -REC GOVERNMENTAL MANAGEMENT SERVICES	*	9,205.83	9,205.83	005897
4/11/19	00092	4/01/19	2057	201904	310	51300	34000		APR FACILITY MANAGE-STAFF GOVERNMENTAL MANAGEMENT SERVICES	*	4,963.17	4,963.17	005898
4/11/19	00713	4/09/19	04092019	201904	300	36900	10300		RENTAL DEPOSIT REFUND JOSE ROLDAN	*	100.00	100.00	005899

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/11/19	00208	4/08/19	04082019	201903	300-20700	-10100		MIDDLE VILLAGE CDD	*	810.00	810.00	005900
4/11/19	00714	4/09/19	04092019	201904	300-22300	-10000		PATRICIA FRANCIS	*	250.00	250.00	005901
4/11/19	00711	4/04/19	04042019	201904	300-22300	-10000		RACHEL MATEO	*	250.00	250.00	005902
4/11/19	00668	4/02/19	10940741	201904	310-51300	-45000		RETAILFIRST INSURANCE COMPANY	*	83.35	166.70	005903
4/11/19	00297	4/01/19	242	201904	320-57200	-61000		RIVERSIDE MANAGEMENT SERVICES, INC	*	2,079.00	2,079.00	005904
4/11/19	00297	4/01/19	243	201904	330-57200	-61100		RIVERSIDE MANAGEMENT SERVICES, INC	*	1,005.42	1,005.42	005905
4/11/19	00399	4/01/19	96437102	201904	330-57200	-50000		XEROX CORPORATION	*	29.06	69.80	005906
4/22/19	00506	4/07/19	8721287	201903	320-57200	-34500		ALLIED UNIVERSAL	*	4,235.79	4,235.79	005907
4/22/19	00716	4/15/19	04152019	201904	300-36900	-10300		CHARLETTE CRAWFORD	*	100.00	100.00	005908
4/22/19	00715	4/15/19	04152019	201904	300-36900	-10300		KAREN BOUCHARD	*	100.00	100.00	005909
4/22/19	00208	4/15/19	04152019	201904	300-20700	-10100		MIDDLE VILLAGE CDD	*	795.00	795.00	005910

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
4/22/19	00324	4/10/19 42446	201904 320-57200-46610	APR PEST CONTROL PAULA'S PEST CONTROL, INC	*	155.00	155.00 005911
4/22/19	00297	4/09/19 244	201903 320-57200-63100	MAR PRESSURE WASHING RIVERSIDE MANAGEMENT SERVICES, INC	*	2,175.00	2,175.00 005912
4/22/19	00717	4/15/19 04152019	201904 300-36900-10300	RENTAL DEPOSIT REFUND SORAYA OTERO	*	100.00	100.00 005913
4/25/19	00092	4/15/19 2058	201903 320-57200-46600	MAR FACILITY MAINT - GEN	*	2,278.00	
		4/15/19 2058	201903 320-57200-46620	MAR FACILITY MAINT-CONTIN	*	2,481.00	
		4/15/19 2058	201903 320-57200-46630	MAR LIGHTING REPAIRS	*	686.90	
		4/15/19 2058	201903 330-57200-47100	MAR FACILITY MAINT-FITNESS	*	267.00	
		4/15/19 2058	201903 320-57200-46400	MAR COMMON AREA MAINT	*	2,969.00	
		4/15/19 2058	201903 320-57200-63100	MAR REPAIRS & REPLACEMENT	*	1,586.00	
		4/15/19 2058	201903 320-57200-46300	MAR POOL MAINTENANCE	*	1,497.00	
				GOVERNMENTAL MANAGEMENT SERVICES			11,764.90 005914
4/25/19	00092	4/16/19 2060	201903 300-36900-10300	EVENT STAFF THRU 3/28/19 GOVERNMENTAL MANAGEMENT SERVICES	*	589.25	589.25 005915
4/25/19	00092	4/16/19 2059	201904 300-36900-10300	EVENT STAFF THRU 4/11/19 GOVERNMENTAL MANAGEMENT SERVICES	*	250.50	250.50 005916
4/25/19	00208	4/22/19 04222019	201904 300-20700-10100	4/13/19-4/18/19 SECURITY MIDDLE VILLAGE CDD	*	540.00	540.00 005917
4/25/19	00710	4/01/19 04012019	201904 300-36900-10300	DEPOSIT REFUND REISSUE WALESKA GONZALEZ	*	100.00	100.00 005918

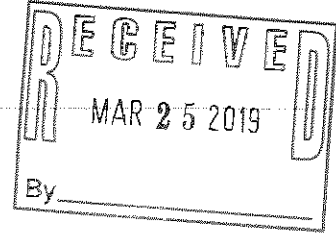
TOTAL FOR BANK B 96,179.06

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
TOTAL FOR REGISTER							96,179.06	

DBBR DOUBLE BRANCH HSMITH

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AMALITA SANTIAGO
Date: March 23, 2019 at 5:34 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SUNDAY) 1:30 p.m. to 5:30 p.m.
- DATE OF VENUE – MARCH 17, 2019
- RESIDENT – AMALITA SANTIAGO
- ADDRESS – 3179 STONEBRIER RIDGE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - ~~\$100.00~~ **# 50.00**
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on NAVY FEDERAL:
 - DATED: 2/8/19
 - CHECK#: 1034
 - DEPOSITED: 2/11/19
 - AMOUNT: \$100.00

2.300.369.103
705

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/08/19	02/11/19	03/17/19	Amalita Santiago - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

I will be out of the office MONDAY, March 25, 2019 and TUESDAY, March 26, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name

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

Governmental Management Services

www.OakLeafResidents.com

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

Governmental Management Services, LLC

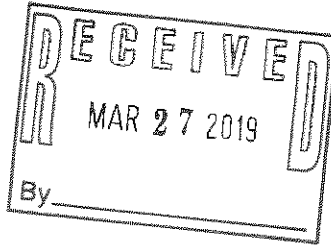
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2053
Invoice Date: 3/26/19
Due Date: 3/26/19
Case:
P.O. Number:

Bill To:

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



Description	Hours/Qty	Rate	Amount
January 2019 - Phones (002.320.57200.41000)		99.00	99.00
January 2019 - Permits & Licenses (002.320.57200.49300)		557.92	557.92
January 2019 - Repairs & Replacements (002.320.57200.61000)		493.19	493.19
January 2019 - Janitorial Supplies (002.320.57200.61000)		77.05	77.05
92			
Total			\$1,227.16
Payments/Credits			\$0.00
Balance Due			\$1,227.16

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – Jan 15, 2019

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	GMS	Total
12/28/2018	Head/Penn Raquet	117.76	Tennis Maintenance	2.330.572.34400	117.76				117.76
1/2/2019	ASCAP	356.63	Permits/Licenses	2.310.513.49300	356.63				356.63
1/2/2019	ASCAP	356.47	Permits/Licenses			2.320.572.49300	356.47		356.47
1/2/2019	Ring Central	198	Phones	2.330.572.4100	99	2.320.572.4100	99		198
1/3/2019	BMI	349	Permits/Licenses	2.310.513.49300	174.5	2.320.572.49300	174.5		349
1/7/2019	Walmart	154.11	Janitorial Supplies	2.330.572.34200	77.06	2.320.572.61000	77.05		154.11
1/7/2019	OSI Batteries	56.75	Repair and Replacement	34.600.538.64000		2.320.572.63100	56.75		56.75
1/9/2019	US Pumps Parts	436.44	Repair and Replacement	34.600.538.64000		2.320.572.63100	436.44		436.44
1/15/2019	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95				26.95
1/15/2019	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95		26.95
Totals		\$2,079.06			\$851.90		\$1,227.16	\$0.00	\$2,079.06

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – Jan 15, 2019

Totals by GL

	Double Branch:	\$1,227.16
2.320.572.4100	DB Phones	\$99.00
2.320.572.49300	DB Permits/Licenses	\$557.92
2.320.572.63100	DB Repair & Repl.	\$493.19
2.320.572.61000	DB Janitorial Supplies	\$77.05

	Middle Village:	\$851.90
2.330.572.4100	MV Phones	\$99.00
2.310.513.49300	MV Permits/Licenses	\$558.08
2.330.572.34400	MV Tennis Maintenance	\$117.76
2.330.572.34200	MV Janitorial Supplies	\$77.06

JAY SORIANO
Card Ending 6-45058

				Amount
12/28/18	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$117.76 +
01/02/19	ASCAP LICENSING - GLS LICENSE FEE	(800)505-4052	NY	\$356.63 +
01/02/19	ASCAP LICENSING - GLS LICENSE FEE	(800)505-4052	NY	\$356.47 +
01/02/19	MES*RINGCENTRAL, INC 9805348008 94002	BELMONT	CA	\$198.00 +
01/03/19	BMI-BROADCAST MUSIC 800-925-8451	NASHVILLE	TN	\$349.00 +
01/07/19	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$154.11 +
01/07/19	OSIBATTERIES 8006264173	8006264173	MN	\$56.75
01/09/19	US PUMP PARTS 7707288844	CLEVELAND	TN	\$436.44 +
01/15/19	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
01/15/19	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95

BMI Payment Receipt

Date: 01/02/2019
Account Number: 2528483
Account Name: Oakleaf Plantation
Address: 370 Oakleaf Village Pkwy
Orange Park, FL 32065

Total Payment Amount: \$349.00

Payment Information

Date of Payment: 01/02/2019 12:21:55 PM
Transaction ID: 87671221555019
Payment Method: Credit Card

Thank you for your payment.
Please keep this receipt for your records.



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ASCAP Account No: 500730199
Legal Entity: Double Branch Community Development Dist
Premise: Double Branch Community Development Dist
Class: IMLA

Payment Submitted Successfully

Transaction #: 375002

Annual Charge: \$356.63
Amount Charged: \$356.63
Balance: \$0.00
Autopay: Enrolled
Card: XXXX-XXXX-XXXX-5058

Thank you for your payment.

Please don't forget that you are currently enrolled in Autopay, which gives you the convenience of knowing that your license fee payment will be paid automatically. You can always disable Autopay at any time through your online account at enterprise.ascap.com/myLicense.

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ASCAP Account No: 500729512
Legal Entity: Middle Village Community Development Dis
Promise: Middle Village Community Development Dis
Class: IMLA

Payment Submitted Successfully

Transaction #: 375010

Annual Charge: \$356.47
Amount Charged: \$356.47
Balance: \$0.00
Autopay: Enrolled
Card: XXXX-XXXX-XXXX-5058

Thank you for your payment.

Please don't forget that you are currently enrolled in Autopay, which gives you the convenience of knowing that your license fee payment will be paid automatically. You can always disable Autopay at any time through your online account at enterprise.ascap.com/myLicense.

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MOOD: pandora®

Order # 1000613676

Order Date: January 15, 2019

Items Ordered

Items Ordered

Product Name	SKU	Price		Qty	Subtotal	
Pandora Music Subscription	PMS	\$26.95		• Ordered1 ▪ Shipped1	\$26.95	
					Subtotal	\$26.95
					Grand Total (Incl.Tax)	\$26.95

Order Information

Shipping Address
Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida, 32065

Billing Address
Jay Soriano
GMS LLC
475 W Town Pl
orange park, Florida, 32065

Payment Method

Credit Card

Credit Card

Credit Card Type American Express

Credit Card Number XXXX-2055

MOOD: pandora®

Order # 1000613671

Order Date: January 15, 2019

Items Ordered

Items Ordered

Product Name	SKU	Price		Qty	Subtotal	
Pandora Music Subscription	PMS	\$26.95		• Ordered1 • Shipped1	\$26.95	
					Subtotal	\$26.95
					Grand Total (Incl.Tax)	\$26.95

Order Information

Shipping Address
Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida, 32065

Billing Address
Jay Soriano
GMS LLC
475 W Town Pl
orange park, Florida, 32065

Payment Method

Credit Card

Credit Card

Credit Card Type American Express

Credit Card Number XXXX-2055



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

Sold-to address

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

Customer No. 715220

Invoice		5192885477	
Billing Date	12/27/2018	Ship Date	12/27/2018
Order Date	12/26/2018	Requested Date	12/26/2018
Terms Credit Card preauth.			Due Date
Order No.	5102511324	P.O. Number Rep Replacement	Order Entered By: AGREEN
Salesrep: HOUSE, SUMMER Order Placed By:			

Ship-to address
 JEFF ELLIS (SAMPLE ACCT.)
 2432 PINERIDGE RD
 JACKSONVILLE FL 32207-4046

Authorization no.:

124209 00000025 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
236118	Graphene 360 Extreme MP	U 30	1 PC	123.00	0.000	110.70	110.70
Total Number of Units			1				

Shipping Information

Packing Slip, BOL: 5182816385
 Shipping Terms: FOB Origin
 Shipment Origin: BALTIMORE MD
 Shipped Via: FED EX GROUND (PPA)
 Gross Weight: 1.800 LB 0.816 KG

Box Tracking Number

289180174782478

Total Number of Cartons 1

Items total	110.70	USD
Freight Charge	7.06	USD
Final amount	117.76	USD
Charged to your American Express *****053	117.76	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).
 This site allows you to see current stock of goods, place orders,
 track orders, and check invoices 24 hours a day!
 To receive your login information please email: askus@us.head.com



Receipt

OSI Batteries Ohlin Sales Inc.
6024 Culligan Way
Minnetonka, MN 55345
Customer Service 800-327-0814
www.osibatteries.com

Order Number: 174352
Customer ID: 1153345
Order Date: 1/7/2019 5:17:29 AM

Product	Price
2 - BB Battery SHR3.6-12 VRLA Rechargeable Battery 12v 13WPC SKU:SHR3.6-12	\$24.80 Ext. Price: \$49.60

SubTotal:	\$49.60
Shipping:	
Ground	\$7.15
Tax:	\$0.00
Total:	\$56.75

Bill To:
GMS LLC
475 W Town Pl
Jay Soriano
St. Augustine FL
32092
(904) 342-1441
manager@oakleafresidents.com

Ship To:
GMS LLC
370 Oakleaf Village Pkwy
Jay Soriano
Orange Park FL
32065
(904) 342-1441

Order Date:1/7/2019 5:17:29 AM
Locale/Currency:en-US / USD
Payment Method:CREDITCARD
Name On Card:Jay Soriano
Card Type:AMEX
Card Number:****5058

Thank You for Your Order



Service Statement

Account Information

Account Number: (904) 770-4650
Statement Date: 01/02/2019
Service Plan: RingCentral Office
Reference #: 9805348008

Bill To:
Jay Soriano
Oakleaf Plantation
475 west town place
St Augustine, FL 32092, United States

Statement Summary

Total Current Charges **\$198.00**

Your credit card ending in [3053] was charged \$198.00.

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

Statement Details

Period	Service	Amount
01/02/2019 - 02/01/2019	Subscription Fee - Monthly (RingCentral Office)	\$49.99
	44.01% off / month discount	(\$22.00)
01/02/2019 - 02/01/2019	DigitalLine Unlimited - (904) 770-4667	\$49.99
	44.01% off / month discount	(\$22.00)
01/02/2019 - 02/01/2019	DigitalLine Unlimited - (904) 770-4649	\$49.99
	44.01% off / month discount	(\$22.00)
01/02/2019 - 02/01/2019	DigitalLine Unlimited - (904) 770-4661	\$49.99
	44.01% off / month discount	(\$22.00)
01/02/2019 - 02/01/2019	DigitalLine Unlimited - (904) 342-1441	\$0.00
01/02/2019 - 02/01/2019	DigitalLine Unlimited - (904) 770-4648	\$49.99
	44.01% off / month discount	(\$22.00)
	Charges:	\$139.95
	Current Service Fees	\$139.95
	Current Taxes, Charges and Fees*	\$58.05
	Total Current Charges	\$198.00



Order received

- ORDER NUMBER: 42141
- DATE: January 9, 2019
- PAYMENT METHOD: Debit/Credit Card

Order details

Product	Total
Berkeley Part #S32014, Mechanical Seal Assy. x 2	\$198.00
Berkeley Part #S15405, SPACER,IMPELLER HUB 7/8ID 1-1/8OD 304SS x 2	\$20.92
Berkeley Part #S06314, WASHER,LOCK IMP 25/64 ID X 1-3/16 416SS x 2	\$54.60
Berkeley Part #S23036, WASHER,LOCK EXTERNAL TOOTH 3/8 ID 410SS x 2	\$8.88
Berkeley Part #S19310L, SLEEVE,SHAFT 1 ID X 1-1/4 OD X 2-1/4 SS x 2	\$97.20
Berkeley Part #S05126, Volute Gasket x 2	\$29.80
Berkeley Part #S04757, Gasket x 2	\$27.04
Subtotal:	\$436.44
Shipping:	Free Shipping
Tax:	\$0.00
Payment method:	Debit/Credit Card
Total:	\$436.44

See back of receipt for your chance
to win \$1000 ID #:7H4KRU14TKR3



904-214-9411 Mgr: COREY HOLDER
1580 BRANAM FIELD RD
MIDDLEBURG FL 32068

STH 03308 OP# 003666 TEN 18 TRN 05063	
DR ABSORBER 007591900018	4.28 0
DR ABSORBER 007591900018	4.28 0
DR ABSORBER 007591900018	4.20 0
LYSL HPSPHGE 007179857564	2.97 0
BRASSO 80Z 002660009334	2.98 0
ANIMAL REPEL 085237400105	14.04 0
COFFEE PODS 004300006863 F	18.68 0
CAR VAN C 40 061124735007 F	22.90 0
AIRWASH/SHOO 007874205800	4.97 0
GV SPRY PET 007874223355	4.97 0
SCENTED GEL 004898824000	3.42 0
SCENTED GEL 004898824000	3.42 0
AIRFRY COT TU 007874213590	13.48 0
GV SUGAR CAN 007874243403 F	1.70 0
GV SUGAR CAN 007874243403 F	1.70 0
ORIG CNFR 007874223604 F	1.53 0
ORIG CNFR 007874223604 F	1.53 0
SBUX KCUP 076211125168 F	19.98 0
FBS HZ KC 002550020627 F	10.98 0
FBS HZ KC 002550020627 F	10.90 0
SUBTOTAL	154.11
TOTAL	154.11
AMEX TXND	154.11

AMERICAN EXPRESS-5 058 I 0 APPRNO20353
REF # 000100625066
TRANS ID - 001159000530485
AID A000000025010801
TC C065D517AD586E3E
TERMINAL # SC010976
*NO SIGNATURE REQUIRED

01/07/19 12:11:03
CHANGE DUE 0.00

ITEMS SOLD 20

TCN 4091 3456 6634 7846 4701 0



**WATCH OVER 6,000
FOR FREE MOVIES & TV**

Only at Vudu.com/WatchFree



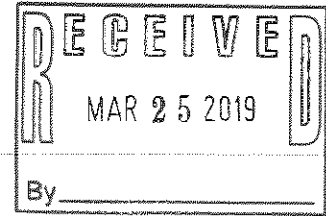
01/07/19 12:11:11

CUSTOMER COPY

Scan with Walmart app to save receipts



From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JOANNA GRANT
Date: March 23, 2019 at 7:18 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SUNDAY) 1:00 p.m. to 5:00 p.m.
- o DATE OF VENUE – MARCH 3, 2019
- o RESIDENT – JOANNA GRANT
- o ADDRESS – 534 RYKER WAY, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (5777)
 - DATED: 1/4/19
 - BATCH#: 103
 - SEQ#: 3
 - INVOICE#: 3
 - APPROVAL CODE: 09123C
 - AMOUNT: \$100.00

2.360.369.103
708

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
01/04/19	01/04/19	03/03/19	Joanna Grant - OVCR DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

I will be out of the office MONDAY, March 25, 2019 and TUESDAY, March 26, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name.

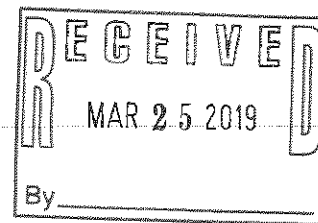
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the intended recipient, please notify sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential and privileged or protected from disclosure.

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MELYNDA JOHNSON
Date: March 23, 2019 at 5:18 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 7:00 p.m. to 11:00 p.m.
- DATE OF VENUE – MARCH 16, 2019
- RESIDENT – MELYNDA JOHNSON
- ADDRESS – 1949 WOODWORTH DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR:
 - DATED: 2/25/19
 - CHECK#: 532
 - DEPOSITED: 2/27/19
 - AMOUNT: \$100.00

2.300.369.103
 706

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/25/19	02/27/19	03/16/19	Melynda Johnson - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

I will be out of the office MONDAY, March 25, 2019 and TUESDAY, March 26, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name

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

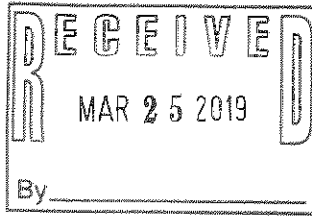
Governmental Management Services

www.OakLeafResidents.com

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Clay County Sheriff's Office

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



INVOICE

INVOICE DATE: MARCH 25, 2019
WEEK OF: 3/15/19-3/21/19

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	
3/15/19	WAYNE SIMANDL	1700-2300	6	30.00	180.00	
3/15/19	BEN SIMMONS	1730-2330	6	30.00	180.00	
3/16/19	BRYAN SMITH	1600-2200	6	30.00	180.00	
3/16/19	EVA SOLIS	1200-1700	5	30.00	150.00	
3/17/19	BRYAN SMITH	1200-2300	11	30.00	330.00	
3/18/19	WAYNE SIMANDL	1700-2300	6	30.00	180.00	
3/19/19	BRYAN SMITH	2000-0000	4	30.00	120.00	
3/20/19	MATTHEW WILLIAMS	1730-2230	5	30.00	150.00	
3/21/19	JOHN DRURY	1700-2300	6	30.00	180.00	
DEPUTY SIGNATURE:					TOTAL	\$1650.00/2
						\$ 825.00

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

THANK YOU FOR YOUR BUSINESS!



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

Invoice

Date 4/1/2019

Invoice # 131295584720

Terms	Net 20
Due Date	4/21/2019
PO #	
Customer #	13OAK102

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,999.31
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<p>2-32-572-463 186</p> <p>RECEIVED MAR 22 2019 BY: _____</p>				

Total 2,107.49
Amount Due \$2,107.49

Remittance Slip

Customer
13OAK102
Invoice #
131295584720

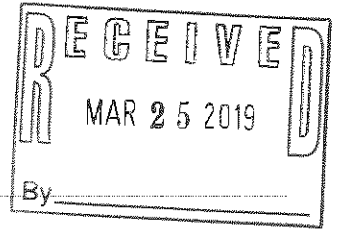
Amount Due \$2,107.49
Amount Paid _____

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



131295584720

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - REGINA CHANNELLE
Date: March 23, 2019 at 5:08 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO aka Oakleaf Village Patio (SATURDAY) 2:00 p.m. to 6:00 p.m.
- o DATE OF VENUE – MARCH 16, 2019
- o RESIDENT – REGINA CHANNELLE
- o ADDRESS – 3447 BILTMORE WAY, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - Verbally CANCELLED on MARCH 14, 2019 - NO SHOW
- o DEPOSIT was via CHECK drawn on VYSTAR:
 - DATED: 2/9/19
 - CHECK#: 3404
 - DEPOSITED: 2/11/19
 - AMOUNT: \$100.00

2-300-369-103
707

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/09/19	02/09/19	03/16/19	Regina Channelle - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

*

I will be out of the office MONDAY, March 25, 2019 and TUESDAY, March 26, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name

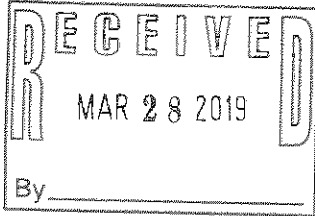
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
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www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
1/21/19	9171434322	55.75	
1/28/19	9171436289	61.93	
2/04/19	9171438253	60.25	
2/11/19	9171440242	60.25	
2/18/19	9171442200	60.25	
2/25/19	9171444160	60.25	
3/04/19	9171446136	60.25	
3/11/19	9171448105	60.25	
3/18/19	9171450120	60.25	
Code to: 2.330.57200.61100 Double Branch Fitness Janitorial <i>382</i>			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
3/25/19	999548	539.43	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
241.00	242.68	55.75	

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

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

Please return This Stub With Your Payment

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

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

Statement Date:
3/25/19
Invoices Paid
Amount Paid
Customer Number
999548

INVOICE NUMBER 917 1434322 HEMI TO: UniFirst Corporation
 INVOICE DATE 1/21/19 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

9171434322

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE 917 1434322 DATE 1/21/19 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 66B911

S H I P T O
 999548
 DOUBLE BRANCH CDD
 370 DAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

B I L L T O
 999548
 DOUBLE BRANCH CDD
 370 DAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL: 904/353-4121 RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6 DAKLEAF		3	22.95			3/12	3	
		MAT-4X6 GREAT IMP 2.		2	15.30			12/18	2	
		DEFE CHARGE			17.50					
		INVOICE SUB-TOTAL			55.75					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

Lisa Carter

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

Please be advised that due to sustained cost increases in many of our most basic operational areas, most notably those related to wage- and labor-related expenses associated with the processing and delivery of our products and services, beginning with your next invoice you'll see a modest increase to your UniFirst pricing. If you have any questions, please speak with your Route Sales Representative or call the number at the top of this invoice.

INVOICE NUMBER 917 1436289 REMIT TO: UniFirst Corporation
 INVOICE DATE 1/28/19 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

91714362897

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE 917 1436289 DATE 1/28/19 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

S H I P T O 999548
 DOUBLE BRANCH CDD
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065

B I L L T O 999548
 DOUBLE BRANCH CDD
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL: 904/353-4121 RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	24.45			3/12	3	
		MAT-4X6 HD GREAT IMP		2	16.30			1/19	2	
		FINANCE CHARGE			1.68					
		DEFE CHARGE			19.50					
		INVOICE SUB-TOTAL			61.93					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

Lisa Carter

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

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

INVOICE NUMBER 917 1438253
 INVOICE DATE 2/04/19
 CUSTOMER# (BILL TO) 999548
 A/R NUMBER
 CUSTOMER DOUBLE BRANCH CDD

REMIT TO: UniFirst Corporation
 1446 HAINES STREET
 JACKSONVILLE FL 32206

RTE# 02610



PAYMENT AMOUNT \$ _____

91714382530

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE 917 1438253 DATE 2/04/19 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

S H I P T O 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

B I L L T O 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL: 904/353-4121 RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	24.45			3/12	3	
		MAT-4X6 HD GREAT IMP		2	16.30			1/19	2	
		DEFE CHARGE			19.50					
		INVOICE SUB-TOTAL			60.25					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

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

INVOICE NUMBER 917 1440242 REMIT TO: UniFirst Corporation
 INVOICE DATE 2/11/19 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



9171440242Y

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE 917 1440242 DATE 2/11/19 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL: 904/353-4121 RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	24.45			3/12	3	
		MAT-4X6 HD GREAT IMP		2	16.30			1/19	2	
		DEFE CHARGE			19.50					
		INVOICE SUB-TOTAL			60.25					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

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

Lisa Carter

INVOICE NUMBER 717 1444160
 INVOICE DATE 2/25/19
 CUSTOMER# (BILL TO) 999548
 A/R NUMBER
 CUSTOMER

REMIT TO: UniFirst Corporation
 1446 HAINES STREET
 JACKSONVILLE FL 32206

RTE# 02610
 DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

9171444160

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE
 917 1444160

DATE
 2/25/19

PAYMENT TERMS
 CHARGE

PURCHASE ORDER

CONTRACT
 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4131

RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	24.45			3/12	3	
		MAT-4X6 HD GREAT IMP		2	16.30			1/19	2	
		DEFE CHARGE			19.50					
		INVOICE SUB-TOTAL			60.25					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

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

INVOICE NUMBER 917 1446136
 INVOICE DATE 3/04/19
 CUSTOMER# (BILL TO) 999548
 A/R NUMBER
 CUSTOMER DOUBLE BRANCH CDD

REMIT TO: UniFirst Corporation
 1446 HAINES STREET
 JACKSONVILLE

FL 32206

RTE# 02610



91714461367

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE
 917 1446136

DATE
 3/04/19

PAYMENT TERMS
 CHARGE

PURCHASE ORDER

CONTRACT
 668911

S H I P T O
 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

B I L L T O
 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

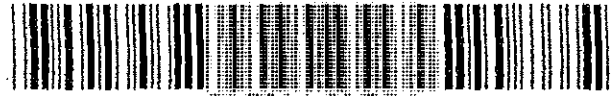
LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	24.45			3/12	3	
		MAT-4X6 HD GREAT IMP		2	16.30			1/19	2	
		DEFE CHARGE			19.50					
		INVOICE SUB-TOTAL			60.25					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

[Signature]

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

INVOICE NUMBER 917 1448105 REMIT TO: UniFirst Corporation
 INVOICE DATE 3/11/19 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE 917 1448105 DATE 3/11/19 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

S H I P T O
 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

B I L L T O
 999548
 DOUBLE BRANCH CDD
 370 OAKLEAG VILLAGE PKWY
 ORANGE PARK FL 32065

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL: 704/350-4121 RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	24.45			3/12	3	
		MAT-4X6 HD GREAT IMP		2	16.30			1/19	2	
		DEFE CHARGE			19.50					
		INVOICE SUB-TOTAL			60.25					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

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

INVOICE NUMBER 917 1450120 REMIT TO: UniFirst Corporation
 INVOICE DATE 3/18/19 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

91714501200

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE - PAGE 001
 FL 32206

INVOICE 917 1450120 DATE 3/18/19 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL: 904/353-4121 RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	24.45			3/12	3	
		MAT-4X6 HD GREAT IMP		2	16.30			1/19	2	
		DEFE CHARGE			19.50					
		INVOICE SUB-TOTAL			60.25					

TOTAL SERVICE CHANGES _____

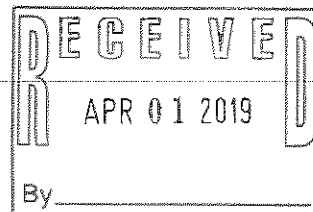
AMOUNT DUE _____

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

Luigi Carter

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

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - ASHAWN CRANDALL
Date: April 1, 2019 at 8:00 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o DATE OF VENUE – MARCH 23, 2019
- o RESIDENT – ASHAWN CRANDALL
- o ADDRESS – 3103 CHESTNUT RIDGE WAY, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (9581)
 - DATED: 2/22/19
 - BATCH#: 114
 - SEQ#: 4
 - INVOICE#: 4
 - APPROVAL CODE: 143002
 - AMOUNT: \$100.00

2-300-369-103
709

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/22/19	02/22/19	03/23/19	Ashawn Crandall - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

I will be out of the office TUESDAY, April 2, 2019 and WEDNESDAY, April 3, 2019, therefore, if you require immediate attention please email me or leave a message at 904- at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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

Order Information

Thank you for ordering at CardsAndKeyfobs.com

Order Detail

Order ID: #10545
Date Added: 03/30/2019

Payment Method: Purchase Order (#JSO03302019)
Shipping Method: USPS Priority (Weight: 16.00lb)

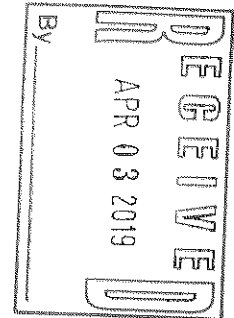
Payment Address

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

Shipping Address

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

Product Name	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	600	\$2.69	\$1,614.00
Clamshell Proximity Card - Kantech® ioProx® XSF/26bit P10SHL Compatible	CshPrx-Kan26	100	\$1.89	\$189.00
Code to: Split 50/50 2-330-572-493				
Middle Village Rec. Passes 2-330-572-6200 11/13/19				
Double Branch Rec. Passes 478				
			USPS Priority (Weight: 16.00lb):	\$23.39
			Total:	\$1,826.39



Order Comments

PO Number: JSO03302019

Invoice

CROWN POOLS, INC.
3002 PHILLIPS HIGHWAY
JACKSONVILLE, FL 32207-4306

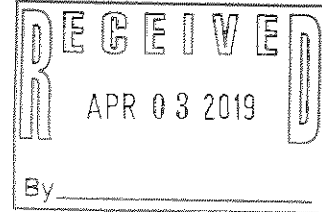
Invoice # : 110201

Invoice Date : 3/25/19

Amount Remitted : _____

Questions? Contact us:
(904) 858-4300

**DBL BRANCH OAKLEAF PLANTATION, CDD
OPERATIONS OFFICE / AQUATICS FACILITY
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065**



System ID: 8419

Invoice Description:

Ticket #: 27936

LABOR ONLY TO INSTALL (5) NEW LIGHTS

<u>Qty</u>	<u>Unit Description</u>	<u>Price</u>	<u>Sub Total</u>	<u>Tax</u>	<u>Total</u>
1.00	SERVICE LABOR / REMOVAL OF OLD AND INSTALLATION OF NEW POOL LIGHT FIXTURES // POOL SHOULD BE DRAINED DOWN PAST LIGHT NICHES TO FACILITATE A QUICKER INSTALL	\$650.00	650.00		\$650.00

Invoice Amount Due :	\$650.00	\$650.00
-----------------------------	-----------------	-----------------

Code to:

**Double Branch Repair and Replacements
2.320.57200.63100**

484

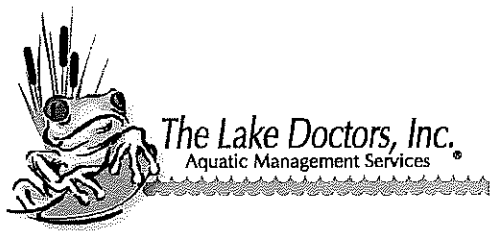
LATE FEE ASSESSMENT: PAST DUE BALANCES { 30+ DAYS } ARE CHARGED A FEE OF { \$10 } or { 1.5% } WHICHEVER IS GREATER. THIS FEE BECOMES A PART OF YOUR FINANCIAL OBLIGATION FOR SERVICES RENDERED

CROWN POOLS, INC.
3002 PHILLIPS HIGHWAY
JACKSONVILLE, FL 32207-4306

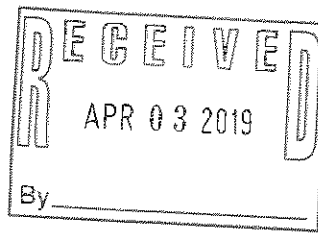
Questions? Call:
(904) 858-4300

System ID: 8419

Page 1 of 1



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



INVOICE

Invoice #	421351
Account #	708477
Invoice Date	4/1/2019
Due Date	4/11/2019
Rep	ERW

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

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

P.O. No.	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
Code to: 2-320-572-4680 Double Branch Lake Maintenance	Monthly Water Management Service (R) 24	2,029.00
Customer Total Balance		\$2,029.00
Total Invoice		\$2,029.00

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

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

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	421351
Account #	708477
Date	4/1/2019

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

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

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



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

Signature _____

Clay County Sheriff's Office

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



INVOICE

INVOICE DATE: APRIL 1, 2019
WEEK OF: 3/22/19-3/28/19

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

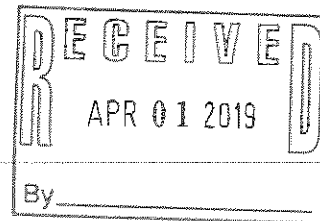
FOR:
Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT	
3/22/19	MIACHEL BURNS	1730-2330	6	30.00	180.00	
3/23/19	MIACHEL BURNS	1700-2300	6	30.00	180.00	
3/23/19	WAYNE SIMANDL	1700-2300	6	30.00	180.00	
3/24/19	BRYAN SMITH	1600-2200	6	30.00	180.00	
3/25/19	DAVID VOLLER	1700-2300	6	30.00	180.00	
3/26/19	BEN WASE	1800-0000	6	30.00	180.00	
3/27/19	BRYAN SMITH	1700-2300	6	30.00	180.00	
3/28/19	DAVID VOLLER	1700-2300	6	30.00	180.00	
DEPUTY SIGNATURE:					TOTAL	\$1440.00/2
						\$ 720.00

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

THANK YOU FOR YOUR BUSINESS!

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - RACHEL MATEO
Date: April 1, 2019 at 7:50 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SUNDAY) 6:00 p.m. to 10:00 p.m.
- o DATE OF VENUE – JUNE 2, 2019
- o RESIDENT – RACHEL MATEO
- o ADDRESS – 748 TIMBERMILL LANE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via MASTERCARD (8037)
 - DATED: 2/17/19
 - BATCH#: 115
 - SEQ#: 6
 - INVOICE#: 6
 - APPROVAL CODE: 84014B
 - AMOUNT: \$100.00

2.300.369.103
711

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/27/19	02/27/19	06/02/19	Rachel Mateo - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

I will be out of the office TUESDAY, April 2, 2019 and WEDNESDAY, April 3, 2019. therefore, if you require immediate attention please email me or leave a message at 904- at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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

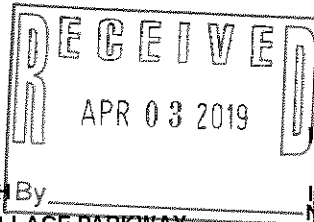
Supplyworks

A Home Depot Company

PO BOX 2317
Jacksonville, FL 32203-2317

INVOICE

Page 1 of 1



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

INVOICE DATE 03/26/19
INVOICE NUMBER 484251715
ACCOUNT NUMBER 645245
ORDER NUMBER 23134582

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

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

www.supplyworks.com

ORDER DATE	ORDER NO.	CUSTOMER P.O.	SHIPPED VIA	TERMS	SALESPERSON
03/25/19	23134582		JAX1 - DR22	NET 30 DAYS	WILLIAM WOODR

LN ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT	AMT T
1	REN06125-WB	8 RENOWN SINGLE ROLL BATH TISSUE 2PLY	10	10	0	CA	64.22	642.20	
2	REN06189-WB	8 RENOWN PREM TWL 7.5"x600FT WHT - IM	8	8	0	CA	59.62	476.96	

\$7.95 Handling Charge
Delivery information for this invoice may be
found at: <http://www.supplyworks.com>

Code to: Split
Double Branch - Janitorial 422
2-330-572-6100 \$ 563.56
Middle Village - Janitorial
2-330-572-342

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
1,119.16	0.00	7.95	0.00	1,127.11

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE

Supplyworks

A Home Depot Company

ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT DUE
645245	03/26/19	484251715	1,127.11

BILL TO:

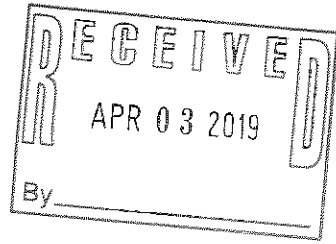
DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

NET
AMOUNT
PAID

REMIT TO:

SupplyWorks
PO Box 404468
Atlanta, GA 30384-4468

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



Order # 000640929

Processing

Order Date: April 3, 2019

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
<u>RISE Guard Tee</u> Color Red Size Adult XLarge	LGSGTSRXL	\$5.95	Ordered: 3	\$17.85
<u>RISE Guard Tee</u> Color Red Size Adult XXLarge	LGSGTSRXXL	\$5.95	Ordered: 3	\$17.85
<u>Waterpark Guard Hip Pack</u> Color Red	710AWLR	\$5.36	Ordered: 40	\$214.40

Subtotal \$770.90

Shipping & Handling \$0.00

Tax \$46.26

Grand Total \$817.16

Product Name	SKU	Price	Qty	Subtotal
<u>100 ft.</u> <u>Polyethylene</u> <u>Flags</u> Color Black/White	65200BKW	\$15.15	Ordered: 4	\$60.60
<u>100 ft.</u> <u>Polyethylene</u> <u>Flags</u> Color Red/White/Blue	65200RWB	\$15.15	Ordered: 4	\$60.60
<u>Kiefer Starting</u> <u>Block Safety</u> <u>Cover</u>	500610	\$49.95	Ordered: 8	\$399.60

Code to: Split
Double Branch Repair and Replacements
2.320.57200.63100 (\$185.65)
Middle Village Repair and Replacements
34-600-538-64000 (\$585.25)
614

Subtotal \$770.90
Shipping & Handling \$0.00
Tax \$46.26
Grand Total \$817.16

Order Information

Shipping Address

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, Florida, 32065
United States
T: 9043421441

Shipping Method

Ground

Billing Address

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, Florida, 32065
United States
T: 9043421441

Payment Method

Purchase Order

Purchase Order Number: JSO04032019

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QUOTE



Top Line Recreation Inc.
2922 Howland Blvd, Suite 3, Deltona, FL 32725

QUOTE #	TLRQ2904-02
PROJECT NAME	Repair

Bill to:
Jay Soriano
Oak Leaf
370 OakLeaf Village Pkwy
Orange Park, FL 32065
904-342-1441
jsoriano@gmsnf.com

Ship to:
Jay Soriano
Oak Leaf
370 OakLeaf Village Pkwy
Orange Park, FL 32065
904-342-1441
jsoriano@gmsnf.com

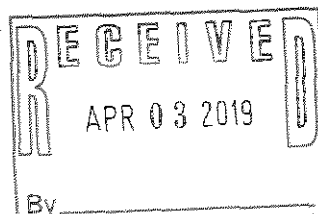
SALESPERSON	PAYMENT TERMS	QUOTE CREATED	QUOTE EXPIRES
Will Johnson	Due at Time of Order	Mar 27, 2019	Apr 19, 2019

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
Oak Leaf Playground Repair				
ABC Wall				
1	018-0305	ABC 123 Panel	\$738.00	\$738.00
2	030-1066	Flat Panel Mounting Bracket	\$25.66	\$51.32
2	036-0258	Hardware Package	\$3.56	\$7.12
1	036-0877	Hardware Package	\$6.46	\$6.46
1	036-1237	Hardware Package	\$4.74	\$4.74
1	036-1427	Hardware Package	\$5.71	\$5.71
1	036-2009	Hardware Package	\$2.23	\$2.23
1	FREIGHT	Shipping/Handling - Orange Park, FL 32065	\$111.20	\$111.20
NOTE: Installation/Offloading - by others.				

Code to:
Double Branch Repair and Replacements
2.320.57200.63100
712

SUBTOTAL	\$926.78
TAX RATE	0.0700
SALES TAX	\$57.09
TOTAL	\$983.87

Please contact me if I can be of further assistance.





2922 Howland Blvd, Suite 3
 Deltona, FL 32725
 386-789-4508 / 888-909-0549 Fax
 800-921-4509 Toll Free
info@toplinerec.com

Client:

General Terms:

Please note that this order is non-cancelable once placed, and deposit is non-refundable. If shipment is refused when delivery is attempted, carrier will return the shipment to the manufacturer and all resulting charges will be applied to your account.

Acceptance by either a signature or a purchase order based on this proposal indicates that you are in full agreement with all terms and conditions of this proposal including the following:

Prices are valid for 30 days. After 30 days, prices are subject to change without notice. Sales tax will be charged unless a copy of a valid Sales tax exemption certificate is presented with order. Specify all color selections in writing. Any discrepancies that arise due to oral color selections will be the responsibility of the customer. If customer is installing equipment, all equipment is to be installed per manufacturer's instructions and appropriate guidelines such as ASTM and CPSC.

Installation, site work, building permits, engineered drawings, etc. are not included unless noted.

Installation Terms:

Standard Services Include:

- Shipping Notification/Receiving Instructions
- Pre-Installation On-Site Meeting
- Underground Utility Check (Sunshine State One Call)
- Accept Delivery and Unload Equipment (if site is ready)
- Moving New Equipment to Job Site
- Layout of Equipment
- Installation of Equipment and Materials Per Manufacturer's Instructions
- Trash Clean Up (Dumpsters and Off-Site Trash Disposal not Standard)
- Post-Installation Walk Through
- Maintenance Explanation

Customer Responsibilities (Applicable if Top Line Recreation, Inc. is NOT installing):

- Trash Disposal - Dumpsters or Off Site Disposal
- Accept Delivery and Unload Equipment (if site is not ready.) \$500.00 Charge will Apply if Customer Wants Installers to Unload.
- Provide Area for Storage and Staging.
- Secure Site and Equipment.
- Provide Access as Outlined below.

Some Optional Responsibilities (Must be clearly outlined in the applicable quotation/contract):

- Removal of Existing Equipment.
- Site Preparation and Grading, Drainage Systems, etc.
- Engineered Drawings for Purchased Equipment.
- Other Permits or Engineered Drawings (i.e. zoning permits, environmental permits, site surveys, etc.)

*Any other responsibilities must be clearly outlined in the applicable quotation/contract.

Building permits:

Building permits are the responsibility of the owner. If a building permit is required for your project, there will be an administrative, expeditor, and application fee included on project quote. This fee does not include the cost of the actual permit. Customer will be charged "actual permit" cost on final invoice.

NOTE - All zoning, planning, environmental, etc. permits and approvals are the responsibility of others.

Other Notes:

Access/Utilities. Access must be provided to the installation area for heavy trucks and equipment. Access of equipment and personnel is the obligation of the customer to provide until the project is fully completed. We will take every precaution to avoid damage, however any damage caused by the normal installation of our product, such as sod, concrete sidewalks, private underground utilities, etc., will be the responsibility of the customer, as will any additional costs associated with limiting damage such as providing plywood over sod for access. If access is not reasonably close to the jobsite, any additional costs incurred due to having to transport materials and/or supplies will be the responsibility of the customer.

Rock/Foreign Object Clause. Most installations require digging of holes and footing equipment in concrete below finished grade. Removal of existing ground covers such as asphalt, concrete, tan bark, sand, pea gravel, wood fiber, rubber matting, poured-in-place rubber surfacing, or any other material that interferes or delays the digging of holes, is the responsibility of others, unless otherwise noted. If excessive underground obstructions such as rock, coral, asphalt, concrete, pipes, drainage systems, root systems, water, or any other unknown obstructions are discovered, charges will be added to the original proposal.

Playground Surfacing. All playground equipment is to be installed over safety surfacing per CPSC guidelines and ASTM standards. If the customer contracts for something contrary to the guidelines, they are accepting all responsibility for any liability and future litigation that may arise.

If a special inspection is required, an additional fee of \$700.00 will be added to the final invoice.

Acceptance Signature _____ Date 3/28/19 P.O. # _____
 Tax Exempt No. _____

QUOTE



Top Line Recreation Inc.
2922 Howland Blvd, Suite 3, Deltona, FL 32725

QUOTE #	TLRQ2904-01
PROJECT NAME	Repair

Bill to:

Jay Soriano
Oak Leaf
370 OakLeaf Village Pkwy
Orange Park, FL 32065
904-342-1441
jsoriano@gmsnf.com

Ship to:

Jay Soriano
Oak Leaf
370 OakLeaf Village Pkwy
Orange Park, FL 32065
904-342-1441
jsoriano@gmsnf.com

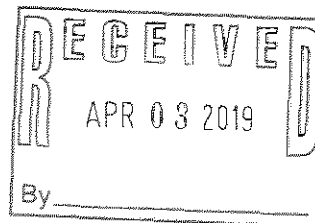
SALESPERSON	PAYMENT TERMS	QUOTE CREATED	QUOTE EXPIRES
Will Johnson	Due at Time of Order	Mar 26, 2019	Apr 19, 2019

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
Oak Leaf Playground Repair				
Cargo Net				
1	049-0052	Cargo Net 48" - 56"	\$718.00	\$718.00
2	036-0406	Hardware Package	\$9.83	\$19.66
1	FREIGHT	Shipping/Handling - Orange Park, FL 32065	\$94.73	\$94.73
NOTE: Installation/Offloading - by others.				

Code to:
Double Branch Repair and Replacements
2.320.57200.63100
712

SUBTOTAL	\$832.39
TAX RATE	0.0700
SALES TAX	\$51.64
TOTAL	\$884.03

Please contact me if I can be of further assistance.



Tax
exempt
Form



2922 Howland Blvd, Suite 3
 Deltona, FL 32725
 386-789-4508 / 888-909-0549 Fax
 800-921-4509 Toll Free
info@toplinerec.com

Client:

General Terms:

Please note that this order is non-cancelable once placed, and deposit is non-refundable. If shipment is refused when delivery is attempted, carrier will return the shipment to the manufacturer and all resulting charges will be applied to your account.

Acceptance by either a signature or a purchase order based on this proposal indicates that you are in full agreement with all terms and conditions of this proposal including the following:

Prices are valid for 30 days. After 30 days, prices are subject to change without notice. Sales tax will be charged unless a copy of a valid Sales tax exemption certificate is presented with order. Specify all color selections in writing. Any discrepancies that arise due to oral color selections will be the responsibility of the customer. If customer is installing equipment, all equipment is to be installed per manufacturer's instructions and appropriate guidelines such as ASTM and CPSC.

Installation, site work, building permits, engineered drawings, etc. are not included unless noted.

Installation Terms:

Standard Services Include:

- Shipping Notification/Receiving Instructions
- Pre-Installation On-Site Meeting
- Underground Utility Check (Sunshine State One Call)
- Accept Delivery and Unload Equipment (If site is ready)
- Moving New Equipment to Job Site
- Layout of Equipment
- Installation of Equipment and Materials Per Manufacturer's Instructions
- Trash Clean Up (Dumpsters and Off-Site Trash Disposal not Standard)
- Post-Installation Walk Through
- Maintenance Explanation

Customer Responsibilities (Applicable to Top Line Equipment, not to other equipment):

- Trash Disposal - Dumpsters or Off Site Disposal.
- Accept Delivery and Unload Equipment (If site is not ready.) \$500.00 Charge will Apply if Customer Wants Installers to Unload.
- Provide Area for Storage and Staging.
- Secure Site and Equipment.
- Provide Access as Outlined below.

Some Optional Responsibilities (Must be clearly outlined in the applicable quotation/contract):

- Removal of Existing Equipment.
- Site Preparation and Grading, Drainage Systems, etc.
- Engineered Drawings for Purchased Equipment.
- Other Permits or Engineered Drawings (i.e. zoning permits, environmental permits, site surveys, etc.)

*Any other responsibilities must be clearly outlined in the applicable quotation/contract.

Building permits

Building permits are the responsibility of the owner. If a building permit is required for your project, there will be an administrative, expeditor, and application fee included on project quote. This fee does not include the cost of the actual permit. Customer will be charged "actual permit" cost on final invoice.

NOTE - All zoning, planning, environmental, etc. permits and approvals are the responsibility of others.

Other Notes:

Access/Utilities. Access must be provided to the installation area for heavy trucks and equipment. Access of equipment and personnel is the obligation of the customer to provide until the project is fully completed. We will take every precaution to avoid damage, however any damage caused by the normal installation of our product, such as sod, concrete sidewalks, private underground utilities, etc., will be the responsibility of the customer, as will any additional costs associated with limiting damage such as providing plywood over sod for access. If access is not reasonably close to the jobsite, any additional costs incurred due to having to transport materials and/or supplies will be the responsibility of the customer.

Rock/Foreign Object Clause. Most installations require digging of holes and footing equipment in concrete below finished grade. Removal of existing ground covers such as asphalt, concrete, tan bark, sand, pea gravel, wood fiber, rubber matting, poured-in-place rubber surfacing, or any other material that interferes or delays the digging of holes, is the responsibility of others, unless otherwise noted. If excessive underground obstructions such as rock, coral, asphalt, concrete, pipes, drainage systems, root systems, water, or any other unknown obstructions are discovered, charges will be added to the original proposal.

Playground Surfacing. All playground equipment is to be installed over safety surfacing per CPSC guidelines and ASTM standards. If the customer contracts for something contrary to the guidelines, they are accepting all responsibility for any liability and future litigation that may arise.

If a special inspection is required, an additional fee of \$700.00 will be added to the final invoice.

Acceptance Signature _____ Date 3/22/19 P.O. # _____
 Tax Exempt No. _____

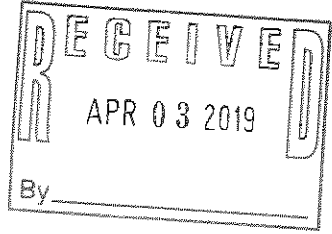


VerdeGo, LLC
 PO BOX 789
 BUNNELL, FL 32110

Invoice

Date	Invoice #
3/29/2019	14340

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

Ship To
 By _____

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30 days		3/29/2019	UPS		Double Branch Repairs

Quantity	Item Code	Description	Price Each	Amount
		First Installment of Double Branch Irrigation Repairs Completed 3/29/19		
10	ENH-IRRIGATION	Labor to repair broken or cut wires	55.00	550.00
1	ENH-IRRIGATION	Decoders	175.00	175.00
1	ENH-IRRIGATION	Solenoids	45.00	45.00
62	ENH-IRRIGATION	Replace Nozzles	5.00	310.00
12	ENH-IRRIGATION	Replace Rotors	45.00	540.00
10	ENH-IRRIGATION	Replace 6" Sprays	30.00	300.00
5	ENH-IRRIGATION	Rain/Freeze Sensor	125.00	625.00
1	ENH-IRRIGATION	2" Valve	255.00	255.00
33	ENH-IRRIGATION	Labor hours for wire testing	65.00	2,145.00
		Second Installment will be billed upon competition		
		Sales Tax - Flagler County	7.00%	0.00
	Code to:			
	Double Branch Repair and Replacements			
	2.320.57200.63100			
		672		

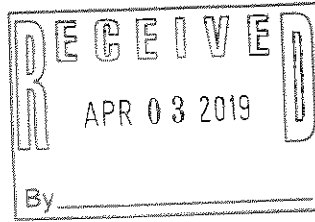
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Total This Invoice	\$4,945.00
---------------------------	------------

Payments/Credits	\$0.00
-------------------------	--------

Balance Due	\$4,945.00
--------------------	------------

Phone #	Fax #	Web Site
3864373122	386-437-6883	www.verdego.com



Invoice

Invoice #: 285

Date: 04/01/19

Customer PO:

DUE DATE: 05/01/2019

BILL TO

Oakleaf - Double Branch CDD
 Oakleaf Plantation
 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

#86 - Standard Maintenance Contract April 2019

AMOUNT

\$30,310.77

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$30,310.77

BALANCE DUE

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due

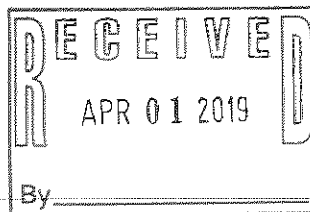
Code to:

2-320-572-4620

Double Branch Landscape Maintenance

672

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - WALESKA GONZALEZ
Date: April 1, 2019 at 7:56 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 10:00 a.m. to 2:00 p.m.
- o DATE OF VENUE – MARCH 30, 2019
- o RESIDENT – WALESKA GONZALEZ
- o ADDRESS – 3945-F BUCKTHORNE DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (1166)
 - DATED: 3/1/19
 - BATCH#: 116
 - SEQ#: 5
 - INVOICE#: 8
 - APPROVAL CODE: 052314
 - AMOUNT: \$100.00

2-300-369-103
710

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

Thank you.

I will be out of the office TUESDAY, April 2, 2019 and WEDNESDAY, April 3, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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



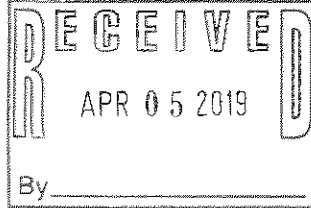
Remit To: Clay County Sheriff's Office
 PO Box 548/901 N. Orange Ave
 Green Cove Springs, FL 32043
 (904) 284-7575

Invoice Number: SSI08850
 Invoice Date: 4/5/2019
 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 & D8CDD
 370 OAKLEAF VILLAGE PARKWAY
 ORANGE PARK, FL 32065
 JAVIER SORIANO



Due Date 4/20/2019
 Terms Net 15 Days

Customer ID C0000168
 P.O. Number
 P.O. Date 4/5/2019
 Our Order No
 SalesPerson

2.32 · 572.34510
 285

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-MARCH 2019		219	219	5.00	1,095.00/2 = \$ 547.50
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2 = \$ 187.50

Amount Subject to Sales Tax US0
 Amount Exempt from Sales Tax 1,470.00

Subtotal: 1,470.00
 Invoice Discount: 0.00
 Tax: 0.00

Total USD: 1,470.00/2

\$ 735.00

OAKLEAF PLANTATION CDD	3/1/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/2/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/2/2019	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	3/3/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/4/2019	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/5/2019	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	3/6/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	3/7/2019	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/8/2019	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	3/9/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	3/10/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/11/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/12/2019	7321	DRURY, JOHN R.	4.00
OAKLEAF PLANTATION CDD	3/13/2019	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	3/14/2019	7321	DRURY, JOHN R.	4.00
OAKLEAF PLANTATION CDD	3/15/2019	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	3/15/2019	6531	EDMONSON, MATTHEW W	6.00
OAKLEAF PLANTATION CDD	3/16/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/16/2019	7223	SOLIS, EVA	5.00
OAKLEAF PLANTATION CDD	3/17/2019	6839	SMITH, BRYAN	11.00
OAKLEAF PLANTATION CDD	3/18/2019	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	3/19/2019	6839	SMITH, BRYAN	4.00
OAKLEAF PLANTATION CDD	3/20/2019	6028	WILLIAMS, MATTHEW L	5.00
OAKLEAF PLANTATION CDD	3/21/2019	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	3/22/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/23/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/23/2019	6799	SIMANDL, WAYNE A.	6.00
OAKLEAF PLANTATION CDD	3/24/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/25/2019	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/26/2019	6905	WASE, BEN	6.00
OAKLEAF PLANTATION CDD	3/27/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	3/28/2019	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	3/29/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/29/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	3/30/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	3/30/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	3/31/2019	6839	SMITH, BRYAN	6.00



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

Statement Date: 04/01/2019

GROUP BILLING

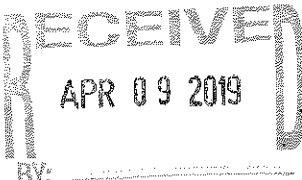
Page 2



Web Address
 clayelectric.com

Customer Name DOUBLE BRANCH COMM DEV DIST	Primary Person No. 1121032
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Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
1121032-1	4995700	02/13/2019	03/13/2019	697.00	-697.00	.00	926.00	926.00
	4995718	02/13/2019	03/13/2019	445.00	-445.00	.00	504.00	504.00
	5217088	02/13/2019	03/13/2019	2,229.00	-2,229.00	.00	1,876.00	1,876.00
	5347943	02/13/2019	03/13/2019	62.00	-62.00	.00	97.00	97.00
	5379615	03/02/2019	04/01/2019	2,141.00	-2,141.00	.00	2,141.00	2,141.00
	5715289	03/02/2019	04/01/2019	98.00	-98.00	.00	98.00	98.00
	5774021	02/09/2019	03/11/2019	25.00	-25.00	.00	25.00	25.00
	6875140	02/09/2019	03/11/2019	38.00	-38.00	.00	27.00	27.00
	6912612	02/13/2019	03/13/2019	25.00	-25.22	-.22	25.00	24.78
	6912620	02/13/2019	03/13/2019	25.00	-25.00	.00	25.00	25.00
	6912653	02/13/2019	03/13/2019	26.00	-26.00	.00	26.00	26.00
	6912661	02/13/2019	03/13/2019	25.00	-25.00	.00	25.00	25.00
	6912687	02/13/2019	03/13/2019	25.00	-25.00	.00	25.00	25.00
	6912695	02/13/2019	03/13/2019	26.00	-26.00	.00	26.00	26.00
	6912703	02/13/2019	03/13/2019	30.00	-30.00	.00	26.00	26.00
	6912729	02/13/2019	03/13/2019	25.00	-25.00	.00	26.00	26.00
	6912737	02/13/2019	03/13/2019	26.00	-26.00	.00	26.00	26.00
	6912752	02/13/2019	03/13/2019	27.00	-27.00	.00	25.00	25.00
	6912760	02/09/2019	03/11/2019	30.00	-30.00	.00	27.00	27.00
	6912778	02/09/2019	03/11/2019	26.00	-26.00	.00	26.00	26.00
	6912786	02/09/2019	03/11/2019	25.00	-25.00	.00	27.00	27.00
	6912810	02/09/2019	03/11/2019	25.00	-25.00	.00	25.00	25.00
	6912828	02/12/2019	03/12/2019	25.00	-25.00	.00	25.00	25.00
	6912836	02/12/2019	03/12/2019	25.00	-25.00	.00	25.00	25.00
	6912869	02/09/2019	03/11/2019	25.00	-25.00	.00	25.00	25.00
	6912877	02/09/2019	03/11/2019	27.00	-27.00	.00	27.00	27.00
	6912893	02/09/2019	03/11/2019	25.00	-25.00	.00	25.00	25.00
	6912901	02/09/2019	03/11/2019	25.00	-25.00	.00	25.00	25.00
	6912919	02/09/2019	03/11/2019	25.00	-25.00	.00	25.00	25.00
	6912927	02/09/2019	03/11/2019	25.00	-25.00	.00	25.00	25.00
	6912943	02/13/2019	03/13/2019	29.00	-29.00	.00	28.00	28.00
	6912950	02/12/2019	03/12/2019	26.00	-26.00	.00	25.00	25.00
	6912968	02/13/2019	03/13/2019	26.00	-26.00	.00	26.00	26.00
	6912976	02/13/2019	03/13/2019	27.00	-27.00	.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 8629
Clay Electric Cooperative, Inc.
 P.O. Box 308
 Keystone Heights, Florida 32656-0308

11

Mailing Address Correction: _____
 911 Emergency Address: _____

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

Previous Balance Due -.22

Current Charges Due 7,461.00

Due Date 04/15/2019

Total Amount Due 7,460.78

75744-2A
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649

00000120



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

Statement Date: 04/01/2019

GROUP BILLING

Page 3



Web Address
 clayelectric.com

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

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
	7131527	02/13/2019	03/13/2019	26.00	-26.00	.00	26.00	26.00
	7332257	02/09/2019	03/11/2019	209.00	-209.00	.00	223.00	223.00
	7332265	03/02/2019	04/01/2019	212.00	-212.00	.00	212.00	212.00
	8684243	02/13/2019	03/13/2019	26.00	-26.00	.00	25.00	25.00
	8763369	02/13/2019	03/13/2019	461.00	-461.00	.00	614.00	614.00
							Subtotal	7,460.78

00000121



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

Statement Date: 04/01/2019

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	03/13/2019	72456	72889	20	8660	29	499570	81671894	
		Previous Bill Amount						697.00	
		Invoice Payment						-697.00	
Dem Read	1.610	Previous Balance						.00	
Dem Use	32.200	Energy						704.06	
		Access Charge						23.00	
		Power Cost Adjustment X 8660 KWH						150.68	
		FLA Gross Receipts Tax						22.49	
		Clay Co Public Ser Utility Tax						25.22	
		Operation Round Up						0.55	
								<u>926.00</u>	
								CURRENT CHARGES	
								926.00	
								<u>TOTAL DUE</u>	
								926.00	

Sub ID 1	Acct # 4995718	Name	DOUBLE BRANCH COMM DEV DIST		Loc 370 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	78	193	40	4600	29	499571	22275934	
		Previous Bill Amount						445.00	
		Invoice Payment						-445.00	
Dem Read	0.160	Previous Balance						.00	
Dem Use	6.400	Energy						373.98	
		Access Charge						23.00	
		Power Cost Adjustment X 4600 KWH						80.04	
		FLA Gross Receipts Tax						12.23	
		Clay Co Public Ser Utility Tax						13.83	
		Operation Round Up						0.92	
								<u>504.00</u>	
								CURRENT CHARGES	
								504.00	
								<u>TOTAL DUE</u>	
								504.00	

Sub ID 1	Acct # 5217088	Name	DOUBLE BRANCH COMM DEV DIST		Loc 370 OAKLEAF VILLAGE PKWY				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GSD	03/13/2019	95007	95244	80	18960	29	499532	81671876	
		Previous Bill Amount						2,229.00	
		Invoice Payment						-2,229.00	
Dem Read	0.670	Previous Balance						.00	
Dem Use	53.600	Energy						1,137.60	
		Access Charge						80.00	
		Demand						233.16	
		Power Cost Adjustment X 18960 KWH						329.90	
		FLA Gross Receipts Tax						45.63	
		Clay Co Public Ser Utility Tax						49.57	
		Operation Round Up						0.14	
								<u>1,876.00</u>	
								CURRENT CHARGES	
								1,876.00	
								<u>TOTAL DUE</u>	
								1,876.00	

Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3926 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	68236	68926	1	690	29	534794	11582907	
		Previous Bill Amount						62.00	
		Invoice Payment						-62.00	
								<u>97.00</u>	
								CURRENT CHARGES	
								97.00	
								<u>TOTAL DUE</u>	
								97.00	

00000122



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

Statement Date: 04/01/2019

GROUP BILLING DETAIL Page 5



Web Address
 clayelectric.com

Sub ID 1	Acct #	Name					Loc			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
							3926 PLANTATION OAKS BLVD # 1			
Dem Read	6.340	Previous Balance							.00	
Dem Use	6.340	Energy							56.10	
		Access Charge							23.00	
		Power Cost Adjustment X 690 KWH							12.01	
		FLA Gross Receipts Tax							2.34	
		Clay Co Public Ser Utility Tax							2.86	
		Operation Round Up							0.69	
									<u>97.00</u>	
									CURRENT CHARGES	
									<u>97.00</u>	
									TOTAL DUE	
									<u>97.00</u>	
							EAST SIDE OF BRANNANFIELD			
Dem Read		Previous Bill Amount							2,141.00	
Dem Use		Invoice Payment							<u>-2,141.00</u>	
		Previous Balance							.00	
		Small Outdoor Light							1,375.09	
		Pole							633.50	
		FLA Gross Receipts Tax							51.47	
		Clay Co Public Ser Utility Tax							80.34	
		Operation Round Up							0.60	
									<u>2,141.00</u>	
									CURRENT CHARGES	
									<u>2,141.00</u>	
									TOTAL DUE	
									<u>2,141.00</u>	
							CANOPY OAKS DR			
Dem Read		Previous Bill Amount							98.00	
Dem Use		Invoice Payment							<u>-98.00</u>	
		Previous Balance							.00	
		Small Outdoor Light							91.67	
		FLA Gross Receipts Tax							2.35	
		Clay Co Public Ser Utility Tax							3.67	
		Operation Round Up							0.31	
									<u>98.00</u>	
									CURRENT CHARGES	
									<u>98.00</u>	
									TOTAL DUE	
									<u>98.00</u>	
							THORNCREST DR			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	348	350	1	2	31	577402	40591048		
Dem Read		Previous Bill Amount							25.00	
Dem Use		Invoice Payment							<u>-25.00</u>	
		Previous Balance							.00	
		Energy							0.16	
		Access Charge							23.00	
		Power Cost Adjustment X 2 KWH							0.03	
		FLA Gross Receipts Tax							0.59	
		Clay Co Public Ser Utility Tax							0.93	
		Operation Round Up							0.29	
									<u>25.00</u>	
									CURRENT CHARGES	
									<u>25.00</u>	
									TOTAL DUE	
									<u>25.00</u>	

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Sub ID 1	Acct # 6875140	Name	DOUBLE BRANCH COMM DEV DIST			Loc 373 OAKLEAF VILLAGE CTR 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/11/2019	6292	6315	1	23	31	687514	26220782	
Dem Read		Previous Bill Amount						38.00	
Dem Use		Invoice Payment						-38.00	
		Previous Balance						.00	
		Energy						1.87	
		Access Charge						23.00	
		Power Cost Adjustment X 23 KWH						0.40	
		FLA Gross Receipts Tax						0.65	
		Clay Co Public Ser Utility Tax						0.98	
		Operation Round Up						0.10	
								CURRENT CHARGES	27.00
								TOTAL DUE	27.00

Sub ID 1	Acct # 6912612	Name	DOUBLE BRANCH COMM DEV DIST			Loc 608 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	9	7	1	0	29	691261	11007694	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						-25.00	
		Usage General Service						-0.16	
		Power Cost Adjustment General Service						-0.04	
		Clay County Sales Tax						-0.02	
		Previous Balance						-.22	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
								CURRENT CHARGES	25.00
								TOTAL DUE	24.78

Sub ID 1	Acct # 6912620	Name	DOUBLE BRANCH COMM DEV DIST			Loc 304 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/28/2019	18458	18458	1	0	16	691262	26220995	
GS	03/13/2019	0	2	1	2	7	691262	151835286	
GS	03/06/2019	0	1	1	1	6	691262	151839076	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						-25.00	
		Previous Balance						.00	
		Energy						0.24	
		Access Charge						23.00	
		Power Cost Adjustment X 0 KWH						0.05	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.93	
		Operation Round Up						0.19	
								CURRENT CHARGES	25.00
								TOTAL DUE	25.00



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Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST		Loc 603 OAKLEAF VILLAGE PKWY # 2				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	11521	11529	1	8	29	691265	50801500	
Dem Read		Previous Bill Amount						26.00	
Dem Use		Invoice Payment						-26.00	
		Previous Balance						.00	
		Energy						0.65	
		Access Charge						23.00	
		Power Cost Adjustment X 8 KWH						0.14	
		FLA Gross Receipts Tax						0.60	
		Clay Co Public Ser Utility Tax						0.94	
		Operation Round Up						0.67	
CURRENT CHARGES								26.00	
TOTAL DUE								26.00	

Sub ID 1	Acct # 6912661	Name	DOUBLE BRANCH COMM DEV DIST		Loc 602 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	17789	17789	1	0	29	691266	26220998	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						-25.00	
		Previous Balance						.00	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
CURRENT CHARGES								25.00	
TOTAL DUE								25.00	

Sub ID 1	Acct # 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	03/13/2019	10105	10105	1	0	29	691268	26220997	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						-25.00	
		Previous Balance						.00	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
CURRENT CHARGES								25.00	
TOTAL DUE								25.00	

Sub ID 1	Acct # 6912695	Name	DOUBLE BRANCH COMM DEV DIST		Loc 529 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	16096	16106	1	10	29	691269	26220996	
Dem Read		Previous Bill Amount						26.00	
Dem Use		Invoice Payment						-26.00	
CURRENT CHARGES								26.00	
TOTAL DUE								26.00	



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Sub ID 1	Acct # 6912695	Name	DOUBLE BRANCH COMM DEV DIST		Loc 529 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
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	
								<u>26.00</u>	
								CURRENT CHARGES 26.00	
								<u>TOTAL DUE 26.00</u>	

Sub ID 1	Acct # 6912703	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3925 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	54639	54653	1	14	29	691270	25203257	
Dem Read		Previous Bill Amount						30.00	
Dem Use		Invoice Payment						<u>-30.00</u>	
		Previous Balance						.00	
		Energy						1.14	
		Access Charge						23.00	
		Power Cost Adjustment X 14 KWH						0.24	
		FLA Gross Receipts Tax						0.63	
		Clay Co Public Ser Utility Tax						0.96	
		Operation Round Up						0.03	
								<u>26.00</u>	
								CURRENT CHARGES 26.00	
								<u>TOTAL DUE 26.00</u>	

Sub ID 1	Acct # 6912729	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3860 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	13933	13946	1	13	29	691272	24808397	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						<u>-25.00</u>	
		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	
								<u>26.00</u>	
								CURRENT CHARGES 26.00	
								<u>TOTAL DUE 26.00</u>	

Sub ID 1	Acct # 6912737	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3859 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	16522	16530	1	8	29	691273	26220993	
		Previous Bill Amount						26.00	
		Invoice Payment						<u>-26.00</u>	
								CURRENT CHARGES 26.00	
								<u>TOTAL DUE 26.00</u>	

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Sub ID 1	Acct # 6912737	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3859 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
Dem Read		Previous Balance						.00	
Dem Use		Energy						0.65	
		Access Charge						23.00	
		Power Cost Adjustment X 8 KWH						0.14	
		FLA Gross Receipts Tax						0.60	
		Clay Co Public Ser Utility Tax						0.94	
		Operation Round Up						0.67	
								CURRENT CHARGES	26.00
								TOTAL DUE	26.00

Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3805 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/28/2019	20629	20629	1	0	16	691275	24808306	
GS	03/13/2019	0	4	1	4	13	691275	151839081	
Dem Read		Previous Bill Amount						27.00	
Dem Use		Invoice Payment						-27.00	
		Previous Balance						.00	
		Energy						0.33	
		Access Charge						23.00	
		Power Cost Adjustment X 0 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 # 6912760	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3800 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/11/2019	40235	40252	1	17	31	691276	24808305	
Dem Read		Previous Bill Amount						30.00	
Dem Use		Invoice Payment						-30.00	
		Previous Balance						.00	
		Energy						1.38	
		Access Charge						23.00	
		Power Cost Adjustment X 17 KWH						0.30	
		FLA Gross Receipts Tax						0.64	
		Clay Co Public Ser Utility Tax						0.97	
		Operation Round Up						0.71	
								CURRENT CHARGES	27.00
								TOTAL DUE	27.00

Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3306 VILLAGE OAKS LN # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/11/2019	9142	9156	1	14	31	691277	26251620	
		Previous Bill Amount						26.00	
		Invoice Payment						-26.00	
								CURRENT CHARGES	26.00
								TOTAL DUE	26.00

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Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST				Loc 3306 VILLAGE OAKS LN # 1		
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
Dem Read		Previous Balance						.00	
Dem Use		Energy						1.14	
		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	
								<u>26.00</u>	
								CURRENT CHARGES 26.00	
								<u>TOTAL DUE 26.00</u>	

Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST				Loc 465 OAKLEAF VILLAGE PKWY # 1		
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/11/2019	16642	16657	1	15	31	691278	24808352	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						<u>-25.00</u>	
		Previous Balance						.00	
		Energy						1.22	
		Access Charge						23.00	
		Power Cost Adjustment X 15 KWH						0.26	
		FLA Gross Receipts Tax						0.63	
		Clay Co Public Ser Utility Tax						0.96	
		Operation Round Up						0.93	
								<u>27.00</u>	
								CURRENT CHARGES 27.00	
								<u>TOTAL DUE 27.00</u>	

Sub ID 1	Acct # 6912810	Name	DOUBLE BRANCH COMM DEV DIST				Loc 3801 PLANTATION OAKS BLVD # 1		
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/11/2019	22535	22535	1	0	31	691281	24808307	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						<u>-25.00</u>	
		Previous Balance						.00	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
								<u>25.00</u>	
								CURRENT CHARGES 25.00	
								<u>TOTAL DUE 25.00</u>	

Sub ID 1	Acct # 6912828	Name	DOUBLE BRANCH COMM DEV DIST				Loc 728 BELLSHIRE DR # 1		
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/12/2019	8571	8571	1	0	29	691282	27670047	
Dem Read		Previous Bill Amount						25.00	
Dem Use		Invoice Payment						<u>-25.00</u>	
		Previous Balance						.00	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
								<u>25.00</u>	
								CURRENT CHARGES 25.00	
								<u>TOTAL DUE 25.00</u>	

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Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST				Loc 721 BELLSHIRE DR # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/12/2019	9192	9193	1	1	29	691283	27670045		
		Previous Bill Amount							25.00	
		Invoice Payment							-25.00	
Dem Read		Previous Balance							.00	
Dem Use		Energy							0.08	
		Access Charge							23.00	
		Power Cost Adjustment X 1 KWH							0.02	
		FLA Gross Receipts Tax							0.59	
		Clay Co Public Ser Utility Tax							0.92	
		Operation Round Up							0.39	
									<u>25.00</u>	
									CURRENT CHARGES 25.00	
									<u>TOTAL DUE 25.00</u>	

Sub ID 1	Acct # 6912869	Name	DOUBLE BRANCH COMM DEV DIST				Loc 715-1 WAKEMOUNT DR			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	27534	27534	1	0	31	691286	26003425		
		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	
									<u>25.00</u>	
									CURRENT CHARGES 25.00	
									<u>TOTAL DUE 25.00</u>	

Sub ID 1	Acct # 6912877	Name	DOUBLE BRANCH COMM DEV DIST				Loc 3219 STONEBRIER RIDGE DR # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	17571	17592	1	21	31	691287	26251622		
		Previous Bill Amount							27.00	
		Invoice Payment							-27.00	
Dem Read		Previous Balance							.00	
Dem Use		Energy							1.71	
		Access Charge							23.00	
		Power Cost Adjustment X 21 KWH							0.37	
		FLA Gross Receipts Tax							0.65	
		Clay Co Public Ser Utility Tax							0.98	
		Operation Round Up							0.29	
									<u>27.00</u>	
									CURRENT CHARGES 27.00	
									<u>TOTAL DUE 27.00</u>	

Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST				Loc 576-1 WAKEMOUNT DR			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	11830	11830	1	0	31	691289	26251619		
		Previous Bill Amount							25.00	
		Invoice Payment							-25.00	
									<u>25.00</u>	
									CURRENT CHARGES 25.00	
									<u>TOTAL DUE 25.00</u>	



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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		Access Charge						23.00		
		FLA Gross Receipts Tax						0.59		
		Clay Co Public Ser Utility Tax						0.92		
		Operation Round Up						0.49		
		CURRENT CHARGES							25.00	
		TOTAL DUE							25.00	

Sub ID 1	Acct # 6912901	Name	DOUBLE BRANCH COMM DEV DIST				Loc 507 MILLSTONE DR # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	10036	10036	1	0	31	691290	25007136		
Dem Read		Previous Bill Amount						25.00		
Dem Use		Invoice Payment						-25.00		
		Previous Balance						.00		
		Access Charge						23.00		
		FLA Gross Receipts Tax						0.59		
		Clay Co Public Ser Utility Tax						0.92		
		Operation Round Up						0.49		
		CURRENT CHARGES							25.00	
		TOTAL DUE							25.00	

Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST				Loc 498 MILLSTONE DR # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	15104	15104	1	0	31	691291	26251621		
Dem Read		Previous Bill Amount						25.00		
Dem Use		Invoice Payment						-25.00		
		Previous Balance						.00		
		Access Charge						23.00		
		FLA Gross Receipts Tax						0.59		
		Clay Co Public Ser Utility Tax						0.92		
		Operation Round Up						0.49		
		CURRENT CHARGES							25.00	
		TOTAL DUE							25.00	

Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST				Loc 3442-1 WORTHINGTON OAKS DR			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	9016	9016	1	0	31	691292	25007134		
Dem Read		Previous Bill Amount						25.00		
Dem Use		Invoice Payment						-25.00		
		Previous Balance						.00		
		Access Charge						23.00		
		FLA Gross Receipts Tax						0.59		
		Clay Co Public Ser Utility Tax						0.92		
		Operation Round Up						0.49		
		CURRENT CHARGES							25.00	
		TOTAL DUE							25.00	

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Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST			Loc 309 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/28/2019	30543	30560	1	17	16	691294	24808308	
GS	03/13/2019	0	11	1	11	13	691294	151839080	
Dem Read		Previous Bill Amount						29.00	
Dem Use		Invoice Payment						-29.00	
		Previous Balance						.00	
		Energy						2.28	
		Access Charge						23.00	
		Power Cost Adjustment X 17 KWH						0.49	
		FLA Gross Receipts Tax						0.66	
		Clay Co Public Ser Utility Tax						1.00	
		Operation Round Up						0.57	
CURRENT CHARGES								28.00	
TOTAL DUE								28.00	

Sub ID 1	Acct # 6912950	Name	DOUBLE BRANCH COMM DEV DIST			Loc 373 OAKLEAF VILLAGE PKWY # 2			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/12/2019	19750	19750	1	0	29	691295	26251625	
Dem Read		Previous Bill Amount						26.00	
Dem Use		Invoice Payment						-26.00	
		Previous Balance						.00	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
CURRENT CHARGES								25.00	
TOTAL DUE								25.00	

Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST			Loc 308 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/28/2019	3312	3317	1	5	16	691296	43357093	
GS	03/13/2019	0	2	1	2	7	691296	151835285	
GS	03/06/2019	0	2	1	2	6	691296	151839077	
Dem Read		Previous Bill Amount						26.00	
Dem Use		Invoice Payment						-26.00	
		Previous Balance						.00	
		Energy						0.73	
		Access Charge						23.00	
		Power Cost Adjustment X 5 KWH						0.16	
		FLA Gross Receipts Tax						0.62	
		Clay Co Public Ser Utility Tax						0.95	
		Operation Round Up						0.54	
CURRENT CHARGES								26.00	
TOTAL DUE								26.00	



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Sub ID 1	Acct # 6912976	Name	DOUBLE BRANCH COMM DEV DIST				Loc 358 OAKLEAF VILLAGE PKWY # 2			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	02/28/2019	15357	15361	1	4	16	691297	40591147		
GS	03/13/2019	0	3	1	3	13	691297	151839078		
Dem Read		Previous Bill Amount							27.00	
Dem Use		Invoice Payment							-27.00	
		Previous Balance							.00	
		Energy							0.57	
		Access Charge							23.00	
		Power Cost Adjustment X 4 KWH							0.12	
		FLA Gross Receipts Tax							0.60	
		Clay Co Public Ser Utility Tax							0.94	
		Operation Round Up							0.77	
								CURRENT CHARGES	26.00	
								TOTAL DUE	26.00	

Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST				Loc 3206 SILVER BLUFF BLVD # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	02/26/2019	9528	9535	1	7	14	713152	28837107		
GS	03/13/2019	0	0	1	0	15	713152	151837342		
Dem Read		Previous Bill Amount							26.00	
Dem Use		Invoice Payment							-26.00	
		Previous Balance							.00	
		Energy							0.57	
		Access Charge							23.00	
		Power Cost Adjustment X 7 KWH							0.12	
		FLA Gross Receipts Tax							0.60	
		Clay Co Public Ser Utility Tax							0.94	
		Operation Round Up							0.77	
								CURRENT CHARGES	26.00	
								TOTAL DUE	26.00	

Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST				Loc 3168 STONEBRIER RIDGE DR NEXTT			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter		
GS	03/11/2019	94214	96114	1	1900	31	489354	07557514		
Dem Read		Previous Bill Amount							209.00	
Dem Use		Invoice Payment							-209.00	
		Previous Balance							.00	
		Energy							154.47	
		Access Charge							23.00	
		Power Cost Adjustment X 1900 KWH							33.06	
		FLA Gross Receipts Tax							5.39	
		Clay Co Public Ser Utility Tax							6.21	
		Operation Round Up							0.87	
								CURRENT CHARGES	223.00	
								TOTAL DUE	223.00	

00000132



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

Statement Date: 04/01/2019

GROUP BILLING DETAIL Page 15



Web Address
 clayelectric.com

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	
Dem Read		Previous Bill Amount						212.00	
Dem Use		Invoice Payment						-212.00	
		Previous Balance						.00	
		Small Outdoor Light						198.62	
		FLA Gross Receipts Tax						5.09	
		Clay Co Public Ser Utility Tax						7.94	
		Operation Round Up						0.35	
								<u>212.00</u>	
								CURRENT CHARGES	
								<u>212.00</u>	
								TOTAL DUE	
								212.00	

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	03/13/2019	348	352	1	4	29	868424	40935673	
Dem Read		Previous Bill Amount						26.00	
Dem Use		Invoice Payment						-26.00	
		Previous Balance						.00	
		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	
								<u>25.00</u>	
								CURRENT CHARGES	
								<u>25.00</u>	
								TOTAL DUE	
								25.00	

Sub ID 1	Acct # 8763369	Name	DOUBLE BRANCH COMM DEV DIST				Loc 382 OAKLEAF VILLAGE PKWY		
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	03/13/2019	27037	32701	1	5664	29	8763369	13794545	
Dem Read		Previous Bill Amount						461.00	
Dem Use		Invoice Payment						-461.00	
		Previous Balance						.00	
		Energy						460.48	
		Access Charge						23.00	
		Power Cost Adjustment X 5664 KWH						98.55	
		FLA Gross Receipts Tax						14.91	
		Clay Co Public Ser Utility Tax						16.81	
		Operation Round Up						0.25	
								<u>614.00</u>	
								CURRENT CHARGES	
								<u>614.00</u>	
								TOTAL DUE	
								614.00	

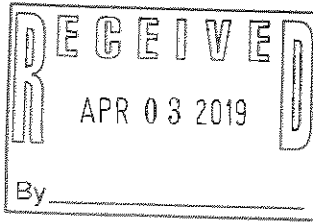
Sub-Group # 1 Current Charges 7,461.00

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

Invoice

Invoice #: 2052
 Invoice Date: 3/19/19
 Due Date: 3/19/19
 Case:
 P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Event Staff through March 14, 2019	30.1	25.00	752.50
<i>Amenities Revenue</i> <i>2,369,103</i> <i>92</i>			
Total			\$752.50
Payments/Credits			\$0.00
Balance Due			\$752.50

RMW
3-21-19

Governmental Management Services, LLC
9855 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
30.10	Facility Event Staff	\$ 25.00	\$ 752.50

Covers Period End: March 14, 2019

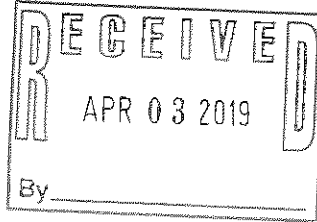
Amenities Revenue # 2-369-103

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

Invoice

Invoice #: 2056
Invoice Date: 4/1/19
Due Date: 4/1/19
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - April 2019/ Rec. 2,310,513.3400 92		9,205.83	9,205.83
Total			\$9,205.83
Payments/Credits			\$0.00
Balance Due			\$9,205.83

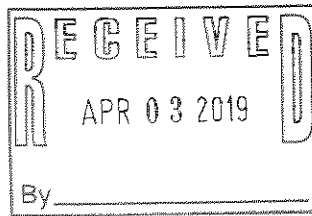
RHW
4.3.19

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

Invoice

Invoice #: 2057
 Invoice Date: 4/1/19
 Due Date: 4/1/19
 Case:
 P.O. Number:

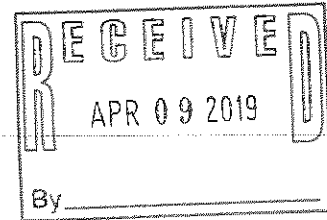
Bill To:
 Double Branch CDD
 475 West Town Place
 Suite 114
 St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - April 2019/ Amenity Staff		4,963.17	4,963.17
2,310,513.340 92			
		Total	\$4,963.17
		Payments/Credits	\$0.00
		Balance Due	\$4,963.17

RHW
 4.3.19

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JOSE ROLDAN
Date: April 9, 2019 at 9:03 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o DATE OF VENUE – APRIL 6, 2019
- o RESIDENT – JOSE ROLDAN
- o ADDRESS – 4014 PEBBLE BROOKE CIRCLE NORTH, ORANGE PARK, FL 32065
 - DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on VYTAR
 - DATED: 1/20/19
 - CHECK#: 1113
 - DEPOSITED: 1/23/19
 - AMOUNT: \$100.00

2-300-369-103
713

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
01/20/19	01/23/19	04/06/19	Jose Roldan, Jr. - OVCR DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

I will be out of the office WEDNESDAY, April 10, 2019 and THURSDAY, April 11, 2019, therefore, if you require immediate attention please email me or leave a message at my earliest opportunity.

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

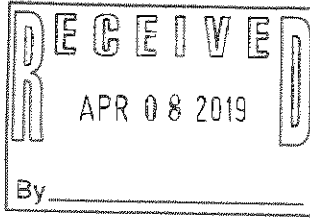
Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the intended recipient, please notify sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential and privileged or protected from disclosure.

Clay County Sheriff's Office

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



INVOICE

INVOICE DATE: APRIL 8, 2019
WEEK OF: 3/29/19-4/4/19

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	
3/29/19	BEN SIMMONS	1700-2300	6	30.00	180.00	
3/29/19	MIACHEL BURNS	1700-2300	6	30.00	180.00	
3/30/19	BEN SIMMONS	1700-2300	6	30.00	180.00	
3/30/19	ANDRE MACK	2130-0330	6	30.00	180.00	
3/31/19	BRYAN SMITH	1700-2300	6	30.00	180.00	
4/1/19	BEN SIMMONS	1700-2300	6	30.00	180.00	
4/2/19	BEN WASE	1700-2300	6	30.00	180.00	
4/3/19	BEN WASE	1730-2330	6	30.00	180.00	
4/4/19	BRYAN SMITH	1700-2300	6	30.00	180.00	
DEPUTY SIGNATURE:					TOTAL	\$1620.00/2
						\$ 810.00

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

THANK YOU FOR YOUR BUSINESS!

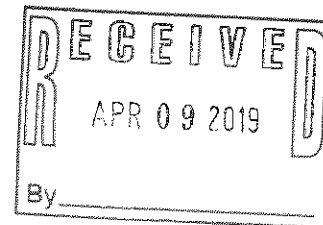
From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - PATRICIA FRANCIS
Date: April 9, 2019 at 8:53 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oakleaf Venues venuerentals@oakleafresidents.com

Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o DATE OF VENUE – MAY 18, 2019
- o RESIDENT – PATRICIA FRANCIS
- o ADDRESS – 3070 WANDERING OAKS DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$250.00 - CANCELLED 4/8/19 via email - FULL REFUND of Rental & Deposit fee
 - RENTAL & DEPOSIT REFUND
- o DEPOSIT was via VISA (4206)
 - DATED: 3/21/19
 - RENTAL FEE:
 - BATCH#: 122
 - SEQ#: 1
 - INVOICE#: 1
 - APPROVAL CODE: 095710
 - AMOUNT: \$150.00
 - DEPOSIT FEE:
 - BATCH#: 122
 - SEQ#: 2
 - INVOICE#: 2
 - APPROVAL CODE: 095810
 - AMOUNT: \$100.00

2300.223.1
714



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

Thank you.

I will be out of the office WEDNESDAY, April 10, 2019 and THURSDAY, April 11, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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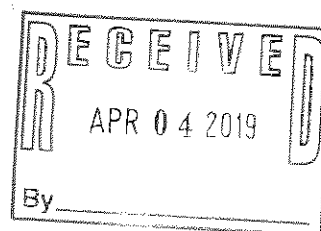
From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - RACHEL MATEO - REVISED 4/4/19
Date: April 4, 2019 at 1:41 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com

Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SUNDAY) 6:00 p.m. to 10:00 p.m.
- o DATE OF VENUE – JUNE 2, 2019
- o RESIDENT – RACHEL MATEO
- o ADDRESS – 748 TIMBERMILL LANE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$250.00 - cancelled within time frame to receive full refund
 - DEPOSIT REFUND
- o DEPOSIT was via MASTERCARD (8037)
 - **RENTAL FEE:**
 - DATED: 2/27/19
 - BATCH#: 115
 - SEQ#: 5
 - INVOICE#: 5
 - APPROVAL CODE: 58146B
 - AMOUNT: \$150.00
 - **DEPOSIT FEE:**
 - DATED: 2/27/19
 - BATCH#: 115
 - SEQ#: 6
 - INVOICE#: 6
 - APPROVAL CODE: 84014B
 - AMOUNT: \$100.00

2.300-223.1
711



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/27/19	02/27/19	06/02/19	Rachel Mateo - OVCR	4	\$ 150.00	
02/27/19	02/27/19	06/02/19	Rachel Mateo - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

I will be out of the office MONDAY, April 8, 2019 and TUESDAY, April 9, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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Workers' Comp Invoice



Amount Due \$166.70
 Policy Number 0520-57489
 Invoice Level Policy
 Invoice Date 04/02/2019
 Invoice ID 10940741

Contact Us

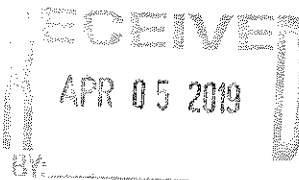
Double Branch Comm Development District
 475 W Town Pl
 St Augustine, FL 32092-3648

Customer Service: 800-282-7648
 Review Policy/Make a Payment: www.summitholdings.com

Agency: Egis Insurance and Risk Advisors

Agency Phone: 407-401-7171

Unit	State	Policy Term	Description	Due Date	EFT Draft Date	Amount Due
FL		03/23/2019-03/23/2020	Current Invoice Workers' Comp Policy	04/23/2019		\$166.70



\$166.70

If payment has been made to satisfy the total due, please disregard this notice.

▼ Please fold, detach at perforation and return bottom portion with your payment in the enclosed envelope.

Invoice Date: 04/02/2019

Invoice ID: 10940741

Electronic Funds Transfer Authorization or Changes (See Reverse). EFT not available for WebCap Customers.

For Specific Due Date Reference Above		
Policy Number 0520-57489		
EFT Amount to Be Drafted (See Reverse)	Current Charges Due via Check/Online Payment	Past Due - Pay Immediately
\$0.00	\$166.70	\$0.00
Total		\$166.70

Amount Paid:

RetailFirst Insurance Company
 P.O. Box 32034
 Lakeland, FL 33802-2034

Double Branch Comm Development District
 475 W Town Pl
 St Augustine, FL 32092-3648

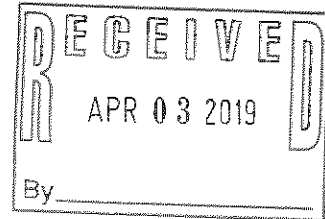
Riverside Management Services, Inc

9655 Florida Mining Blvd West
Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
4/1/2019	242

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



P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - April 2019/ Amenty 2,320,572,6100 297	2,079.00	2,079.00
		Total	\$2,079.00

RHW
4.1.19

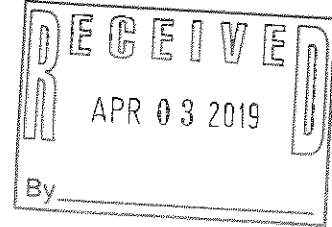
Riverside Management Services, Inc

9655 Florida Mining Blvd West
Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
4/1/2019	243

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



P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - April 2019/ Fitness 2,33,572,610 297	1,005.42	1,005.42
		Total	\$1,005.42

RMW
4.1.19



Customer Information

XEROX CORPORATION
PO BOX 660502
DALLAS TX
75266

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

04-01-19
Invoice Date
096437102
Invoice Number
720343326
Customer Number

48
8 - 17209

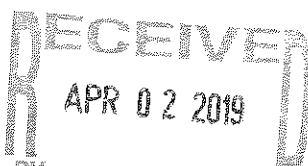
MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN
AMOUNT

BASE CHARGE	APRIL		29.06
METER USAGE	12-21-18 TO 03-21-19		
METER 1	176174 177420	1246	
PRINT CHARGES			2-33-572.50
METER 1 PRINTS	1246		399
NET BILLABLE PRINTS	1246 .032700	40.74	
TOTAL EXCESS PRINT CHARGES			40.74
	SUB TOTAL		69.80
	TOTAL		69.80

Invoice



THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE
AND SUPPLY CHARGES
THIS COST PER COPY AGREEMENT RENEWS ON 06-30-19
TOTAL OF INVOICE MAY VARY ACCORDING TO METER USAGE BILLED

XEROX FEDERAL IDENTIFICATION #16-0468020

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

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

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

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

Payment



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
01-569-8562 4 720343326 096437102 04-01-19
RR004712 M 070118
03 6M7P J779 W A7310 5933 1 115

\$69.80
VFL40

202100008070060 0964371026 0300069800 272034332688



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

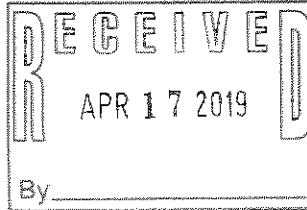
Invoice Date
04/07/2019

Invoice Number
8721287

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

Double Branch Community Development
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259



Total Amount Due:

\$ 4,235.79

Terms:

Due Upon Receipt

Service Location: **AB364297** Customer: **AB364297** Billing Period: **03/01/2019 - 03/31/2019**

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

Description	Quantity	UOM	Price	Amount
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours				0.00
Subtotal				4,235.79

APPROVED

Code to:

Double Branch Security

2-320-572-345

504

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

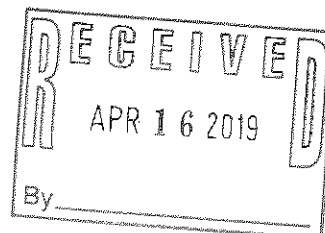
Subtotal	\$ 4,235.79
Sales Tax	\$ 0.00
Total Amount Due	\$ 4,235.79

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CARLETTE CRAWFORD
Date: April 15, 2019 at 7:01 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com

Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 7:00 P.M. to 11:00 P.M.
- o DATE OF VENUE – APRIL 13, 2019
- o RESIDENT – CARLETTE CRAWFORD
- o ADDRESS – 4190 PLANTATION OAKS BLVD #1731, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (5054)
 - DATED: 3/15/19
 - SEQ#: 2
 - BATCH#: 120
 - INVOICE#: 2
 - APPROVAL CODE: 390439
 - AMOUNT: \$100.00



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

Thank you.

I will be out of the office TUESDAY, April 16, 2019 through SUNDAY, April 21, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

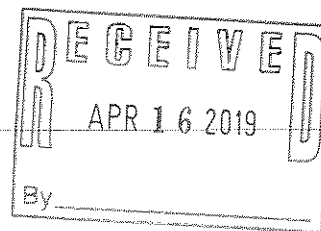
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716

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - KAREN BOUCHARD
Date: April 15, 2019 at 7:05 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- o DATE OF VENUE – APRIL 13, 2019
- o RESIDENT – KAREN BOUCHARD
- o ADDRESS – 696 CHESTWOOD CHASE DRIVE, ORANGE PARK, FL 32065
 - DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on WELLS FARGO
 - DATED: 2/8/19
 - CHECK#: 1069
 - DEPOSITED: 2/11/19
 - AMOUNT: \$100.00

2-300-369-103
715

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/08/19	02/11/19	04/13/19	Karen Bouchard - OVCR DEPOSIT	DEPOSIT	\$ 100.00	

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

Thank you.

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Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: APRIL 15, 2019
WEEK OF: 4/5/19-4/11/19

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
4/5/19	MIACHEL BURNS	1700-2300	6	30.00	180.00
4/5/19	WAYNE SIMANDL	1700-2300	6	30.00	180.00
4/6/19	MIACHEL BURNS	1700-2300	6	30.00	180.00
4/6/19	BRYAN SMITH	1700-2300	6	30.00	180.00
4/7/19	BRYAN SMITH	1600-2200	6	30.00	180.00
4/8/19	BRYAN SMITH	1700-2200	5	30.00	150.00
4/9/19	JONATHAN BROWN	1700-2300	6	30.00	180.00
4/10/19	MATTHEW WILLIAMS	1700-2300	6	30.00	180.00
4/11/19	JONATHAN BROWN	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1590.00/z
					\$ 795.00

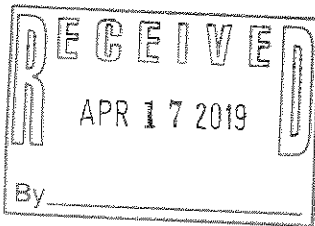
Make all checks payable to Deputy name and mail to the Sheriff's Office C/O Alyssa Rosenbaum.

THANK YOU FOR YOUR BUSINESS!

I N V O I C E

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

INVOICE: 42446 QT
DATE: 04/10/19 12:30p
ACCOUNT: 1031 Westside
ROUTE: 0
LAST: 1/9/19 Paula
Paula Douglas



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
Code to:		SUBTOTAL	155.00
Double Branch Facility Maintenance - Preventative			
2-320-572-4661 324		PREVIOUS BALANCE	0.00
		TOTAL DUE	155.00

Products

<input type="checkbox"/> Advion RG	<input type="checkbox"/> EC	<input type="checkbox"/> Suspend Polyzone
<input checked="" type="checkbox"/> Demand CS	<input type="checkbox"/> Niban GB	<input type="checkbox"/> Suspend SC
<input type="checkbox"/> Demon Max	<input type="checkbox"/> 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!

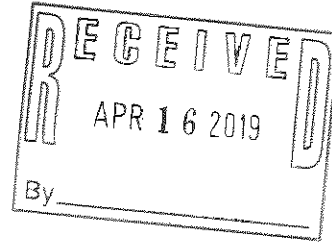
Riverside Management Services, Inc

9655 Florida Mining Blvd West
Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
4/9/2019	244

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



P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Pressure Washing Services - March 2019	2,175.00	2,175.00
	Repairs/Maint 2,572,6310 297		
		Total	\$2,175.00

ZMW
4,10,19

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

Service Detail

Bill To: Double Branch CDD

Invoice Date: 3/31/19

Due Date: Upon Receipt

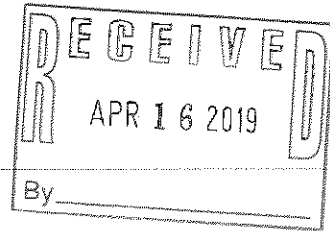
Amount Due:

ADDITIONAL PRESSURE WASHING SERVICES:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
3/5/19	Began Cleaning of the tennis courts	\$ 195.00
3/25/19	Apply Cleaning solution and Soft Wash tennis courts	\$ 540.00
3/27/19	Apply Cleaning solution and Soft Wash tennis courts	\$ 480.00
3/29/19	Apply Cleaning solution and Soft Wash tennis courts	\$ 480.00
4/1/19	Apply Cleaning solution and Soft Wash tennis courts	\$ 480.00

TOTAL AMOUNT DUE: \$ 2,175.00

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - SORAYA OTERO
Date: April 15, 2019 at 6:58 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SUNDAY) 1:30 p.m. to 5:30 p.m.
- DATE OF VENUE – APRIL 14, 2019
- RESIDENT – SORAYA OTERO
- ADDRESS – 788 WAKEMONT DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via MASTERCARD (7537)
 - DATED: 3/10/19
 - SEQ#: 2
 - BATCH#: 118
 - INVOICE#: 2
 - APPROVAL CODE: 01870Z
 - AMOUNT: \$100.00

2-300-369-103
717

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

Thank you.

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Governmental Management Services

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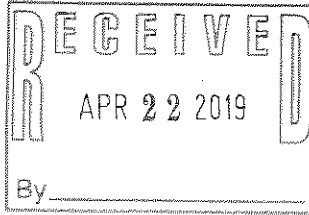
Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2058
Invoice Date: 4/15/19
Due Date: 4/15/19
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Maintenance March 1 - March 31, 2019		10,745.16	10,745.16
Maintenance Supplies		1,019.74	1,019.74
Facility Maint, - Gen, 2,32,572,4660		\$ 2,278. ⁰⁰	
Facility Maint, - Conting, 2,32,572,4662		\$ 2,481. ⁰⁰	
Lighting Repairs 2,320,572,4663		\$ 686. ⁹⁰	
Facility Maint, - Gen, (fitness) 330,572,4710		\$ 267. ⁰⁰	
Common Area Maint, 2,32,572,4640		\$ 2,969. ⁰⁰	
Repairs / Replace 2,32,572,6310		\$ 1,586. ⁰⁰	
Pool Maint, 2,320,572,4630 92		\$ 1,497. ⁰⁰	
Total			\$11,764.90
Payments/Credits			\$0.00
Balance Due			\$11,764.90

RHW
4, 18, 19

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/1/19	8	T.C.	Finished gate and hung, cleaned duck bridge and pool decks of debris, watered plants around pool
3/1/19	4	B.M.	Finished gate and hung gate with Tim
3/4/19	3	C.C.	Brush, skim and vacuum family and lap pool
3/4/19	6	G.S.	Treated for fire ants in the parks, removed trash and debris in all common areas, replaced can liners
3/4/19	4	B.M.	Removed graffiti from The Oakes, pulled bike out of lake, repaired swings at The Oakes
3/5/19	4	B.M.	Performed routine playground inspection and maintenance, repaired play structure
3/5/19	3	K.H.	Assist with cleaning courts
3/5/19	3	C.P.	Assist with cleaning courts
3/6/19	6	G.S.	Removed trash and debris from all common areas, replaced trash can liners as needed
3/6/19	8	T.C.	Stained table and fixed chair for OVCR, unwrapped new pool chairs and set out, cleaned duck bridge and pool decks and removed all feces and debris
3/7/19	4	C.C.	Backwash Filters, brush, skim and scrub life on family and lap pool
3/7/19	2	T.C.	Cleaned duck bridge and pool decks and removed debris and feces
3/8/19	3.5	C.C.	Brush, skim and vacuum family and lap pool
3/8/19	8	T.C.	Repaired white vinyl fence, repaired wind screen, watered plants around pool deck, cleaned duck and pool decks
3/8/19	6	G.S.	Performed maintenance work on tennis court, removed debris from all roadways and common areas
3/11/19	6	G.S.	Removed debris from Amenity Center, roadways, medians and all common areas
3/11/19	4	T.C.	Unwrapped new pool chairs, cleaned duck bridge and pool deck of debris and feces
3/12/19	8	T.C.	Cleaned pool chairs, watered plants around pool deck, removed feces and debris from duck bridge pool decks
3/13/19	4	C.C.	Brush, skim and vacuum family and lap pool, brush and skim sprayground perk
3/13/19	8	T.C.	Cleaned pool chairs, cleaned duck bridge and pool decks
3/13/19	4	E.T.	Repaired fence around playground at Piedmont
3/13/19	4	B.M.	Repaired fence at Piedmont with Ed
3/13/19	5	G.S.	Removed trash and debris from all roadways, medians & common areas, replaced can liners as
3/14/19	2	B.M.	Pulled slide motor with Tim
3/14/19	8	T.C.	Pulled slide motor, cleaned pool furniture, cleaned duck feces from duck bridge and cleaned pool
3/14/19	5	C.C.	Removed bad sprayground pump and diagnosed vacuum pump, pumped water out of holding tank to backwash, backwashed filters
3/15/19	8	E.T.	Install motor on pool slide; cleaned family pool filter; cleaned camp pool filter; cleaned sprayground removed broken playground equipment from park, taped off area
3/15/19	6	B.M.	Install new motor for slide; cleaned all pool filters; prepped pool deck for spring break
3/15/19	6	T.C.	Cleaned duck bridge and pool decks; watered plants around pool deck; installed slide pump motor
3/15/19	6	G.S.	Removed trash and debris from all roadways, medians & common areas, replaced can liners as
3/15/19	4	C.C.	Brush, skim and vacuum family and lap pool; backwash filters
3/18/19	4	T.C.	Cleaned duck bridge and pool decks; tightened table and chair legs in clubroom
3/18/19	6	G.S.	Removed trash and debris in all common areas; purchased supplies
3/18/19	3.5	C.C.	Patched fiberglass tank; diagnosed pool vacuum pump, not primary; cleaned duck feces off deck; brushed, skim and scrub family and lap pool
3/19/19	4	T.C.	Cleaned duck bridge and pool decks; watered plants around pool deck
3/19/19	5	G.S.	Removed debris from common areas
3/19/19	5.5	C.C.	Brush, skim and vacuum family and lap pool; vacuumed out holding tanks; sand holding tanks
3/20/19	8	E.T.	Repair fencing around playground at Piedmont; repair playground equipment at Waverly park; cut tree at playground at Fairfield park
3/20/19	8	T.C.	Cleaned duck bridge and pool decks; repaired and replaced road signs; look down old TV and new TV in fitness center; recovered drain park; cut down and removed dead tree at park
3/20/19	4	C.C.	Brush, skim and vacuum family and lap pool; backwash filters
3/21/19	8	B.M.	Repaired vandalized playground equipment at Waverly; put cover on outfall; cut and painted slats for repair of vandalized fence around nature hammock; cut down dead tree; picked up debris spill on Road
3/21/19	8	T.C.	Cleaned duck bridge and pool decks; repaired broken swing at park; repaired white vinyl fence at repaired playground equipment at amenity center
3/21/19	6	G.S.	Removed debris from common areas; treated fire ant mounds; pulled debris from ponds
3/21/19	6	C.C.	Brush, skim and vacuum family and lap pool; vacuumed inside of tanks; paint holding tanks; clean holding tanks
3/22/19	4	E.T.	Reinstalled drain cover and repair fence around draining area on playground; replace missing rail panel on Piedmont Park
3/22/19	4	B.M.	Removed broken swing; reinstalled drain cover and repaired damage from drain in playground area; replaced missing railing on fencing at nature hammock; removed debris in park area
3/22/19	4	T.C.	Cleaned duck bridge and pool decks; watered plants around pool deck
3/22/19	2	G.S.	Performed maintenance work on drinking fountain
3/22/19	4.5	C.C.	Brush, skim and vacuum family and lap pool; vacuumed, skim sprayground; treat/brush pool deck of feces
3/25/19	6	G.S.	Removed debris from common areas

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/25/19	4	C.C.	Brush, skim and vacuum family and lap pool; backwash fillers; sand holding tanks; remove excess shrubs, etc. and debris
3/26/19	4	E.T.	Cleaned out field house, rain gutters; cleaned out fitness center rain gutters
3/26/19	4	B.M.	Cleaned gutters on buildings; installed new signs; picked up trees around amenity center
3/26/19	4	C.C.	Brush, skim and vacuum family and lap pool; paint holding tanks
3/27/19	2	E.T.	Cleaned up pool deck and watered plants; clean ceiling fans on pool patio; community park
3/27/19	4	T.C.	Cleaned duck bridge and pool decks; watered plants around pool deck
3/27/19	6	G.S.	Removed debris from common areas; performed maintenance work on EZ-GO
3/27/19	6	C.C.	Brush, skim and vacuum family and lap pool; sand holding tanks; pressure wash, clean holding tanks; paint holding tanks
3/28/19	6	T.C.	Cleaned duck bridge and pool decks; removed graffiti from park; cleaned and filled fountain
3/28/19	6.6	C.C.	Repair holding tanks; sanding holding tanks; pressure washing holding tanks; painting holding tanks
3/29/19	2	G.S.	Removed debris from all common areas, replaced trash can liners as needed
3/29/19	4	T.C.	Removed debris from duck bridge and pool decks, watered plants around pool deck
3/29/19	4	E.T.	Performed maintenance on playground swing and cleaned lakes at park, cleaned off gazebo roof removed trash and debris around community parks
3/29/19	4.5	C.C.	Sand and paint holding tanks, patch holding tanks, backwashed fillers
3/29/19	8	L.F.	Assist with cleaning courts

TOTAL 320

MILES 488

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 04/05/19

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB DOUBLE BRANCH				
	3/1/19	Lemon Pine Sol	9.86	T.C.
	3/4/19	Graffiti Remover	9.17	B.M.
	3/4/19	Rags	9.18	B.M.
	3/4/19	Bleach (2)	8.46	B.M.
	3/5/19	Stop Rust Satin	4.91	B.M.
	3/5/19	Green Paint	6.88	B.M.
	3/5/19	20 pk Carbolit	7.64	B.M.
	3/5/19	Motor Oil	5.72	B.M.
	3/5/19	Knifes	11.36	B.M.
	3/5/19	Prestone	3.04	B.M.
	3/5/19	Tension Bands	6.69	B.M.
	3/6/19	10ft sched 40 conduit (3)	14.32	J.S.
	3/6/19	6 guage stranded wire (62)	69.90	J.S.
	3/6/19	hex bolt (3)	3.17	J.S.
	3/6/19	1/4 20 "X5" Hexbolt (2)	1.01	T.C.
	3/6/19	1/4 Hex nuts (2)	0.16	T.C.
	3/6/19	Fender washer (2)	0.30	T.C.
	3/6/19	Cut Washer (2)	0.28	T.C.
	3/6/19	Lock washer (2)	0.39	T.C.
	3/6/19	Bumbers Pad Vinyl	2.85	T.C.
	3/6/19	Felt Pads	4.00	T.C.
	3/7/19	Groundclear	21.82	B.M.
	3/7/19	Concrete	4.03	B.M.
	3/7/19	Screw Driver Set	11.47	B.M.
	3/7/19	Wrench Set	17.22	B.M.
	3/7/19	Tape Measure	11.47	B.M.
	3/7/19	3/4 x 2/4 PVC Sheet	51.19	B.M.
	3/7/19	Wrench locknut	11.47	T.C.
	3/7/19	Short angle brush (2)	13.50	T.C.
	3/7/19	Mach screw (4)	5.75	T.C.
	3/7/19	2 in 1 Towel	9.18	T.C.
	3/8/19	1" pvc coupling(3)	1.59	J.S.
	3/8/19	1/2" pvc fem adapter (2)	0.71	J.S.
	3/8/19	rustoleum gloss clear (2)	9.82	J.S.
	3/8/19	urethane spray (2)	23.64	J.S.
	3/8/19	1" pvc fem adapter	0.68	J.S.
	3/8/19	3/4" pvc adapter	0.44	J.S.
	3/8/19	1" sched 40 elbow	1.41	J.S.
	3/8/19	1" strap clamps (2)	3.70	J.S.
	3/11/19	9x1/2 " shedless knit (2)	22.86	T.C.
	3/11/19	Disposable gloves	6.87	T.C.
	3/11/19	Acetone (2)	17.20	T.C.
	3/11/19	2 in 1 Towel	9.18	T.C.
	3/11/19	Bleach (4)	20.61	T.C.
	3/11/19	5 Gallon Bucket	3.74	T.C.
	3/12/19	thread taper	1.90	J.S.
	3/12/19	mason line	2.54	J.S.
	3/12/19	50ft. Fish tape	18.21	J.S.
	3/13/19	6 guage stranded wire (36)	35.60	J.S.
	3/13/19	6 guage stranded wire (36)	35.60	J.S.
	3/14/19	Bleach (3)	15.46	T.C.
	3/14/19	2x4x92" (6)	21.74	J.S.
	3/14/19	2x2x8' (5)	60.20	J.S.

3/15/19	Keys (10)	12.59	J.S.
3/18/19	Pleated Paper Filter	21.82	T.C.
3/18/19	Outdoor Bleach	5.15	T.C.
3/18/19	Lemon Pine Sol	19.71	T.C.
3/19/19	75 w LED Lamp	11.65	J.S.
3/19/19	PVC Pipe (2)	6.23	T.C.
3/19/19	Black Spray Paint (2.5)	17.19	T.C.
3/19/19	Zinc Washer (50)	5.68	T.C.
3/19/19	Hex Nuts (50)	3.43	T.C.
3/19/19	Lockwasher (50)	7.38	T.C.
3/19/19	Carriage Bolt (10)	4.60	T.C.
3/20/19	2x8 Lumber	6.88	B.M.
3/20/19	2x2 Lumber	16.88	B.M.
3/20/19	(6) Carriage Bolts	7.73	B.M.
3/20/19	3/8 Washers	1.68	B.M.
3/20/19	Nuts (6)	1.66	B.M.
3/20/19	3" Screws	9.86	B.M.
3/20/19	1x3 Lumber	8.51	B.M.
3/20/19	Homer Bucket	3.74	B.M.
3/20/19	Wood Hammer	6.88	B.M.
3/20/19	Armor All	4.45	B.M.
3/20/19	Empire Square	5.61	B.M.
3/20/19	Castrol GTX	5.72	B.M.
3/20/19	2x2 8ft weathershield	4.22	B.M.
3/22/19	1x4 8"	5.20	B.M.
3/22/19	Pliers	10.38	B.M.
3/25/19	25' dock line	18.37	J.S.
3/25/19	50' hollow braid (4)	14.95	J.S.
3/25/19	Door wedge (2)	1.73	J.S.
3/25/19	Padlock	17.79	B.M.
3/25/19	1 Qt. HDX Mixing Container	20.63	B.M.
3/28/19	Powecare 25ft Hose	34.47	B.M.
3/28/19	Rollers (6pk)	11.47	B.M.
3/28/19	Liquid Hardner	6.64	B.M.
3/28/19	1.5" Brush	16.03	B.M.
3/28/19	3" Screws	9.86	B.M.

TOTAL \$1,019.74

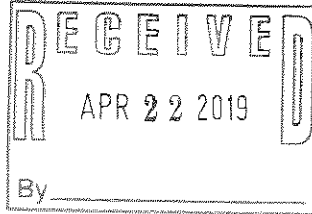
Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2060
Invoice Date: 4/16/19
Due Date: 4/16/19
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Event Staff through March 28, 2019	23.57	25.00	589.25
<i>Amenities Revenue</i> <i>2,369,103</i> <i>92</i>			
Total			\$589.25
Payments/Credits			\$0.00
Balance Due			\$589.25

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
23.57	Facility Event Staff	\$ 25.00	\$ 589.25

Covers Period End: March 28, 2019

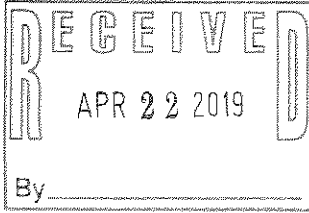
Amenities Revenue # 2-369-103

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

Invoice

Invoice #: 2059
 Invoice Date: 4/16/19
 Due Date: 4/16/19
 Case:
 P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Event Staff through April 11, 2019	10.02	25.00	250.50
<i>Amenities Revenue</i> <i>2,369,103</i> <i>92</i>			
Total			\$250.50
Payments/Credits			\$0.00
Balance Due			\$250.50

RMW
4,18,19

Governmental Management Services, LLC
9685 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
10.02	Facility Event Staff	\$ 25.00	\$ 250.50
	Covers Period End: April 11, 2019		
	Amenities Revenue # 2-369-103		

Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: APRIL 22, 2019
WEEK OF: 4/12/19-4/18/19

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	
4/13/19	BEN SIMMONS	1700-2300	6	30.00	180.00	
4/14/19	BRYAN SMITH	1800-0000	6	30.00	180.00	
4/15/19	WAYNE SIMANDL	1700-2300	6	30.00	180.00	
4/16/19	BEN WASE	1800-0000	6	30.00	180.00	
4/17/19	JONATHAN BROWN	1700-2300	6	30.00	180.00	
4/18/19	BRYAN SMITH	1700-2300	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 Alyssa Rosenbaum.

THANK YOU FOR YOUR BUSINESS!

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - WALESKA GONZALEZ
Date: April 1, 2019 at 7:56 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com

Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 10:00 a.m. to 2:00 p.m.
- DATE OF VENUE – MARCH 30, 2019
- RESIDENT – WALESKA GONZALEZ
- ADDRESS – 3945-F BUCKTHORNE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via VISA (1166)
 - DATED: 3/1/19
 - BATCH#: 116
 - SEQ#: 5
 - INVOICE#: 8
 - APPROVAL CODE: 052314
 - AMOUNT: \$100.00

2.300.369.103
710

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

Thank you.

I will be out of the office TUESDAY, April 2, 2019 and WEDNESDAY, April 3, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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

SIXTH ORDER OF BUSINESS

C.



Chris H. Chambless

Supervisor of Elections
Clay County, Florida

April 15, 2019

Double Branch Community Development District
Attn.: Courtney Hogge
475 West Town Place, Suite 114
St. Augustine, FL 32092

Dear Ms. Hogge:

I have queried the number of eligible voters residing within the Double Branch Community Development District as of April 15, 2019. At this time, there are 5,434 registered voters residing within the district.

Please provide the contact information and term expiration dates for the current CDD Board Members. I can be reached via the contact information at the bottom of this page or via email at LGaver@ClayElections.com.

Thank you,

Lynn Gaver, MFCEP
Clay County Supervisor of Elections Office
P.O. Box 337 | 500 North Orange Ave.
Green Cove Springs, FL 32043
(904) 269-6350 Fax (904) 284-0935

D.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Date: May 2019
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Recent events – Spring Yard Sale, Dive in at MV
- Upcoming events – Dive in at DB, Schools out party at pools

Aquatics

- On limited (alternating days) schedule until Memorial Day weekend
- Operational Hours for 2019 Season Posted on website and at Facilities
- Swim Team begins in May, meet schedule will be posted at pools and on website
- Swim Lesson begin end of May
- Water aerobics/Zumba to continue this season

AMENITY USAGE

- *Total Facilities usage – 4228*
- *Average daily usage – 141*

Card Counts:

DB Owners	63
DB Renters	48
DB Replacements	24
DB Updated	16

Total cards printed: 296 (both districts)

Rentals

- 13 of 30 days rented in April, 4 of 4 weekends had rentals
- 14 clubroom rentals, 2 patio rentals
- 26 tours (approx. 39 hours) / 58 staff hours used for scheduling, administrative, etc.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Operations:

Open Items:

- Parking Lot Expansion

MAINTENANCE

- Remove damaged pool equipment coverings (windstorm)
- Replace DE Filter Grids at Lap Pool tanks
- Replace DE Filter Grids at Slide Pool tanks
- Coordinate repair/replacement of fiberglass platform on Spray-ground
- Build of custom “check in station” at Amenity Center Pools
- Install of new plantings (hanging baskets) at Amenity Center
- Coordinate HVAC “tune up” / spring maintenance checks for Clubhouse units (2)
- Coordinate HVAC “tune up” / spring maintenance checks for Fitness Center units (2)
- Re-prime Waterfall pump at entry – power outage
- Coordination of repair/repointing cameras at Basketball courts
- Removal of multiple cut limbs at Tennis courts
- Palm trees trimmed at Amenity Center
- Install new/ replacement playground items (damage due to vandalism)
- Install of 2 new youth swing seats and chains at playgrounds
- Install of 1 new infant seat at playgrounds
- Replace multiple flow meters at Slide Pool
- Replace multiple flow meters at Lap Pool
- Renovate lifeguard break area- install of drywall, will add new lighting and fan outlets
- Coordinate purchase and install of proper door on lifeguard break area
- Replaced 4” ball valve at lap pool, coordinating repair of handle/stem on last original 4” valve
- Coordinate repair/replacement of multiple ADA lift parts at pools
- Replaced chemical controller on lap pool
- Coordination of Replacement of last 3 LED lighting pools
- Painting / gel coating and fiberglass repair of tank lids at Pool pack areas
- Access card Audit – Ongoing
- Repair of power supply on Television at Fitness Center
- Dispose of multiple small electronics equipment (hazardous waste refuse)
- *Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.*
- *Continual Park inspections and cleaning – all lakes inspected monthly – reports kept on file.*
- *Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 4/7. Nature’s Hammock, Fall Creek, The Oaks, Cannon’s Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 4/23.*

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Landscaping

- *Mulch Install at Amenity Center, ongoing for install in outer areas*
- *Mulch install at Playgrounds and exercise stations (ongoing)*
- *Monthly report for April submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

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

jsoriano@gmsnf.com

