

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

*JULY 8, 2019*

## *AGENDA*

# **Double Branch Community Development District**

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

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July 1, 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, July 8, 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. Approval of Consent Agenda
  - A. Approval of the Minutes of the June 10, 2019 Meeting
  - B. Financial Statements
  - C. Assessment Receipt Schedule
  - D. Check Register
- IV. Discussion of Additional Parking at Amenity Center
- V. Acceptance of the Fiscal Year 2018 Audit Report
- VI. Discussion on the Fiscal Year 2020 Budget
- VII. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager

D. Operations Manager - Report

VIII. Audience Comments / Supervisors' Requests

IX. Next Scheduled Meeting – August 12, 2019 @ 6:00 p.m. at the Plantation Oaks  
Amenity Center

X. Adjournment

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

Sincerely,

*James A. Perry*

James A. Perry  
District Manager

### *THIRD ORDER OF BUSINESS*

*A.*

MINUTES OF MEETING  
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, June 10, 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
Tom Horton	Supervisor
Andre Lanier	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel
Jay Soriano	GMS Community Manager
Bruno Perez	VerdeGo
Jason Rodriguez	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 audience in attendance.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Suspension of Resident Privileges**

Mr. Walters stated there was significant discussion at the last meeting. We have procedures in place that call for a public hearing and my point at the last meeting is we need to provide that notice and then take the formal action at this meeting. The letters did go out to the residents informing them that the board would make a final decision at this meeting. I think Jay has talked to a few of them and at the end of the day I don't think we need to rehash everything that has happened. I think that's been clearly stated on the record. This was merely an avenue to take the formal action. We can note for the record there are no members of the audience here, or of the aggrieved parties if you will, so it will just be up to the board to discuss amongst yourselves and come to a final decision.

Mr. Horton stated I think we stick with what we agreed to at the last meeting, a one-year suspension.

Ms. Nelsen stated yes, so do we need to make another motion on that?

Mr. Walters stated yes once the board is ready we will make a motion and then we will provide a letter stating what the board decided at this meeting.

Mr. Soriano stated I did speak to Mr. Stuart who was here and let him know of this and I also told him he could show up to every meeting as they do have that ability and ask for whatever. I haven't seen the other parents but I have talked to all of the kids and I even talked to them about whether they would want to do volunteer time with me to prove themselves and that adds a little more weight if they come down the road and say it's been months, can we get our card turned on so they understand this whole thing.

Mr. Lanier stated you said they understood it. Were they contrite and did they admit maybe things didn't go down the way they portrayed it?

Mr. Soriano stated realistically Mr. Hicks, the worst one, actually apologized for his words and actions and said it was the wrong way to act and mentioned it wasn't fair to talk to me like that. The others I believe were kind of following suit after him. He was the only one to come and apologize. After the last meeting when we voted on it I saw them and they all came and asked me what happened at that meeting and that's where the rest of them apologized so they may not be completely understanding but yes, they did apologize. I explained to them what we talked about, that it might be helpful for their case in the future. Whether they actually help out or not that's different.

On MOTION by Mr. Horton seconded by Ms. Nelsen with all in favor the one-year suspension to remain in effect for the affected homeowners was approved.

#### **FOURTH ORDER OF BUSINESS**

#### **Approval of Consent Agenda**

- A. Approval of the Minutes of the May 13, 2019 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated you are 99% collected on your assessment receipt schedule. The check register totals \$110,299.96.



Mr. Horton stated on page three, the landscape maintenance shows a \$19,981 jump. Is that stuff that was left over from the last company?

Mr. Soriano stated yes we had to pay for those extra costs to make repairs to the irrigation.

Mr. Horton asked so it's really not costing the district anything, it's just rolled over money from not paying the last company?

Mr. Soriano stated we haven't paid the last company at all. They still have had no communication. I don't think they will be able to argue much with us.

Mr. Horton stated on page three the aquatics and fitness manager / staff jumped up almost \$6,500. I know you're changing it a little bit but it seems like it should be right on schedule.

Mr. Soriano stated it should be and I have to figure that out because that is the line we are actually combining with the GMS employees, Becky and Susie, so that line will actually go away and get combined with the onsite management fee.

Mr. Horton asked so something needs to be adjusted there?

Mr. Soriano stated yes we will figure that out.

Mr. Horton stated on page seven the pool attendant we have them being paid through November, December, January and February. We don't have anybody out there during that time do we? Why would we show any costs for that time period?

Mr. Soriano stated that's not really pool attendants. If you remember Vesta had different lines for staffing so if you look down at our staffing under exercise facility all those months we have zero. That's because the district staff falls under just one line so when we absorbed those employees I just paid them out of one pot, I didn't break it up and pay the front desk and lifeguards and supervisors out of their line. That's what the district pays for their hourly staffing each month, \$7,434 and it will actually go up as we go along to our average summer months to around \$14,000. I may change "pool attendants to" "district staffing" and this line under the exercise facility is just going to fall away.

Mr. Horton stated what I'd like to see is just keep the staffing the way it is, you and Wanda and so on, and keep the pool people separate so we can see what we're paying to operate the pool.

Mr. Soriano stated we are. The pool attendants name is just going to change to District Staffing so that's lifeguards and front desk people at the fitness centers and supervisors are hourly people, they are not GMS people. The GMS people fall under the onsite.

Mr. Horton asked can we change it before the next meeting?

Mr. Soriano stated well this is the old budget on the tab you're looking at. We may have changed the names already on the new budget.

Mr. Lanier asked you want it to be athletic/pool?

Mr. Horton stated yeah so we can see what the pool costs us for staffing.

Mr. Soriano stated when I do payroll I do one big check that comes out to pay all of the employees so I have to actually go in and break it out for the four or five people every two weeks that sit at the front desk compared to the 25 to 30 that are actually at the pool. We just do all of their payroll and timesheets as one and it goes into the payroll system and one check goes out. That's why it's easier to make it one number.

Ms. Nelsen stated so for one line item you could give us the number of what the fitness center costs because that's pretty consistent and we could just subtract to see what is left over and that would be the pool.

Mr. Horton stated I don't think a lot of residents know how much it costs to run that pool year round. It's a lot of money. It's probably our third biggest expense after maybe landscaping.

Mr. Soriano stated I could tell you what the average month is for the exercise facility because they have a kind of set rate and there is one person at the desk for all hours and that's less than \$2,000 a month so when you see those increases to \$9,000, \$10,000, \$13,000 it's because during the summer we have more lifeguards.

Mr. Horton stated if it said pool attendant and said \$0 but then jumped up in the summer it would make sense to me and probably anybody looking at it.

Mr. Soriano stated yeah that's just the way it was on the old one. In fact your original budgets didn't have the exercise facility. That was something that was added in six or seven years ago so they only had the pool attendant line and then they added that.

Mr. Horton stated just make it simpler.

Mr. Soriano stated yes on here it just says amenity staff, which is everybody whether it's a front desk person, or whether it's a lifeguard or even I've paid people to be there to help

with snow cones and events. They get paid hourly so all that goes into one lump sum under amenity staff.

Mr. Horton stated there is an August 30<sup>th</sup> receipt and according to this Jason didn't attend the meeting but yet there's travel and a meal. Maybe I'm being nit picky.

Mr. Walters stated sometimes that happens because the receipts and everything go to that particular matter because that's where they're appropriate but sometimes that number won't show up yet because it has to go through accounting and has to be approved so it won't come up until the next month. I can pull the actual receipts; we have to save all of those.

Mr. Perry stated their bills are typically almost two months behind.

Mr. Walters stated yes we have to get to the end of the month then we have to submit the bill, then they have 30 days to pay it so sometimes it's 60 days after that has all occurred.

Mr. Horton stated I guess it would be right because it's an April 30 bill and it's for March.

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

## **FIFTH ORDER OF BUSINESS**

### **Discussion of Additional Parking at Amenity Center**

Mr. Soriano stated I gave you guys a colored copy of the parking lot and the thing I want to talk about first is the actual parking lot. I believe Hayward Group and Dicky Smith decided they don't have time either so for the three general contract companies that we asked this may be too small of a project for them so we still have our proposals that were given to us by the subcontractors. That just means we will be doing all of the work when it comes to submitting the permits and things like that. It's really not that hard it's just extra time but we can build in extra costs to fund other things. For instance, I want to change some of the berm and I want to take out one of the large pine trees, which would give us two more parking spots, but I want to make sure with Peter that the original idea was to do hourly billing for plan and CAD work. As long as he can do that though I think we will be fine and I will do the work with all of the subcontractors. If we want to continue to move forward we will just add money onto that \$56,000 that we got from Duval Asphalt, who was actually the best, and we will just build in some extra money. Before you guys get to that I wanted to talk about some of these other

plans we had talked about in the last couple of meetings. Those three yellow sections on here are spaces I've measured out in this foot print here for a storage building so we talked last time about the cost to use the storage facility up on Argyle would be a good amount so if we want to go ahead and purchase our own in the long run it may be worth it. If we're doing all this work here we can add this in and use part of our reserve money. We have plenty of money in there. I talked about a couple of different options so I wanted to bring you pictures. The first page is what I would refer to as pole buildings. These are steel-trussed buildings that are just sheet metal on steel frames so these come pre-engineered and it's a giant kit depending on the size that you want. I was looking at the 24'x24'x10'. The cost of this building is \$8,600 so it's rather cheap. There will be a few extra dollars added in there to pour our own pad that it would bolt to and then there is labor time, whether I contract out some laborers or I use our own onsite people, which is generally cheaper but I only have so many maintenance guys and this is a bigger project. That is a cheap solution to the storage and it gives us plenty of it. The back few pages are a little more complete. These are called pre-cast so these are concrete buildings that come in already built. They're shipped in on a truck just like those portables would be for the school, except they're concrete. It would be the same thing where we would need a small slab to sit on. It's not a foundation, they have their own foundation but we would still need extra costs for things like electric and utilities that we would run out to there. This one on the back is a very nice building and would blend in with anything we have. That's actually two parts. I do have to get pricing on them. I was given verbal quotes for what we're looking at putting on semis and they were anywhere from \$20,000 to \$30,000 so you're talking three times more with that VersaTube building. I don't mind the VersaTube but I have concerns when it comes to wind storms, however with as cheap as it is and it still being covered by insurance at the most we might lose some sheet metal. These buildings are rated for 85 mph winds and the pre-cast buildings are rated for 165 mph so they can handle anything. The VersaTube kind of seems like a temporary type thing but they look good. So those are a couple of options that would all sit in that same footprint of those three spots. The reason I had three spots laid out there is those are areas where I'd have to remove less trees. The area at the back of the tennis courts by the middle yellow spot to me would be the best because we wouldn't have to remove any trees. Since we're doing that with the work on the parking lot there I'll have equipment that can level that ground. Right now it's set up with two large drains under

that parking lot so it angles down but we wouldn't really have to move any trees or do any extra work. That also gives us a path to drive out and put carts in there. The other two spots there are a lot of trees in the area. The one on the right side of the tennis courts when you're looking at your diagram there I have a dotted green line. We had mentioned before about a golf cart. That would be a perfect spot and I could move the fencing from the basketball court. That red line is 365 linear feet of eight foot fencing. I could move that 8 foot fence to the other side of the building. It's an area that we have problems with right now where people try to sneak in. In fact I had a complaint last week from someone that went out to use the tennis courts and they were complaining that the bottom of the fence had been pulled up. We've seen it here for years where they pulled it up to sneak onto the basketball courts and they're starting to do that there now so that they can get in on the tennis court. The lady was complaining that her ball was rolling under there. That would cut out that issue of sneaking in on the backside. We would then take that fencing on the basketball court and make it a ten-foot fence. Right now our tennis courts have a ten-foot fence. We could with this one project get the dog park, storage building and a parking lot expansion all at one time. I'm hoping to keep the costs pretty low but I'd like to see the decision between the pre-cast and the engineered metal building.

Mr. Horton stated I think the concrete building is going to blend in with everything else.

Ms. Nelsen stated I agree. We've taken such a big step to keep the aesthetic so consistent and similar.

Mr. Horton stated the last building in there would look fantastic.

Ms. Nelsen stated it does. We could match paint colors and all that kind of stuff.

Mr. Soriano stated with that, the fencing for the things like the basketball court and the dog park are not a problem. We had to do a lot of fence work when we extended this out here and we removed the eight-foot on the tennis court and moved to ten-foot as part of the storm damage that we had a couple of years ago. This building would be the most and then we have a \$56,000 quote for the expansion of the parking lot so if this is pretty high we're still talking about well under \$100,000. We have plenty of reserves there.

Mr. Horton stated my first thought is I don't like having a building in the corner. It just seems like it would stand out too much.

Mr. Soriano stated well it would look different when the parking lot is there but if you guys want to meet with me individually and walk that area I can show you these three spots and the trees that we would have to remove and how it would look to try to give you some visualization that way at the next meeting you guys can give me some direction. I'll get rid of the metal building idea and we will focus on that pre-cast but now it would be where do you want to put it and then I can continue to work with Duval Asphalt on the expansion so we can get a better idea on numbers.

Mr. Horton stated I guess I'm concerned with it being that far out from everything else. I'd rather have it closer; I guess where the volleyball courts are.

Ms. Nelsen asked which spot are you looking at?

Mr. Horton stated the one down on the corner.

Mr. Lanier stated yeah I'd prefer it not be right there because for people driving by it will be the first thing you will see.

Mr. Soriano stated the one to your left would be the most hidden. There's a patch of about eight pine trees we would have to remove but there are a lot of other pine trees and oak trees there so it will be hidden, however with the pre-cast we're going to have a little more issue getting it in because they have to bring in a crane to get around those trees that are already there it would be a little more cost to set it in place but it would be well hidden.

Ms. Nelsen asked and that's the location off of the basketball courts?

Mr. Soriano stated yes, right off the side there. If you guys want to look at it so we can discuss it a little better if we're set on doing the pre-cast I can bring back the challenges that we will have with each spot that may drive the cost up.

Mr. Horton asked what is the one up at the top there?

Mr. Soriano stated the only issue there is a couple of oak trees, which I would be happy to get rid of. It takes up the golf cart area but those oak trees cause a lot of problems with the fence.

Mr. Horton stated I like that position better because it's closer and we've got more traffic in the area so it deters vandals.

Mr. Soriano stated with this pre-cast building we can trench for electricity and I'll be able to add cameras on that building too.

Mr. Lanier stated that will be the first thing you see as you drive by though.

Mr. Soriano stated that one is a little more hidden, but yes you will see it right on that road side.

Mr. Horton stated that's the one I don't like. The one up here seems better.

Mr. Soriano stated yes that's to the left of the basketball court.

Mr. Horton stated even better would be where the volleyball court is.

Mr. Soriano stated I thought about that spot but I was trying to not get rid of any amenities.

Mr. Horton stated it could be moved.

Mr. Soriano stated yes it's really only a couple thousand bucks to dig and replace with new sand, it's just the work to get rid of an amenity and put it someplace else. It didn't make sense to do that but it is an open space.

Mr. Lanier stated with this new parking it might draw more people to the courts.

Mr. Soriano stated I think it would be best if you guys wanted to meet with me in the next couple of weeks to walk that area, see the trees and try to visualize what a 24-foot building would look like in there and access into for things like driving vehicles in and out.

Mr. Horton asked what's the size of it?

Mr. Soriano stated 24'x24'x10'. Realistically it's about 11 or 12-feet tall. The sides of the buildings are 10-feet high.

Mr. Horton stated the other thing is if you can put the stuff that's in your office in there.

Mr. Soriano stated there would only be certain things that I could put in there. I did finally get all of the LED lights out of there that we were putting on the tennis courts and basketball courts. Those types of things can be stored in there as long as I felt secure with the big door on it. We're not just going to put a wood door on it; it's going to be a commercial metal door. There are things that have to stay in my office like the records. This won't be climate controlled or anything like that but it will help and it will be things that I don't have to get to everyday.

Mr. Horton stated I'll come out and take a look at the spots. The one on the corner I'm just not real crazy about at all.

Ms. Nelsen stated we can probably rule out the dog park because I don't think anybody was excited about that one.

Mr. Soriano stated that can move too. We can move that fence, especially if we're going to take that basketball court up to the ten-foot fence. We're not just going to throw that eight-foot fence away, I'd prefer to use it somewhere.

Mr. Horton asked so the building is going to cost what?

Mr. Soriano stated for the pre-cast the verbal quotes were \$30,000 for what comes on the back of a flatbed. I have to find out if that's one of the looks we like and the size. You can't see it there but with the two windows on the side there is actually a seam right there so it's actually two buildings. I don't know that we need it that long though. That's more like a 40-foot long building the VersaTube buildings I gave you were two car parking garages that are 24'x24'. As long as it's something that fits more on the back of that flat bed because we have to pay for things like the delivery and the concrete slab. Electrical will change depending on where that's at and how far of the main building where we get our power. On the left side of the basketball court we have a lot more access because now we have the field house and the fitness center we can pull from so it would be a lot easier. It would just be the issue of getting it in with the crane service because we can't get the large equipment too close where these other two will be right by the road.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Resolution 2019-04, Approving the Proposed Budget for Fiscal Year 2020 and Setting a Public Hearing Date for Approval**

Mr. Perry stated you have copies of the proposed budget and I will just give an overview. First, with the general fund assessment levels stay the same as they have been. We are not proposing any increase in assessments. Overall the administrative budget is flat, which it typically is from year to year. Jason is going to talk to you later about attorney's costs but even with that discussion we budget \$42,000 and we are typically below budget every year for the attorney's fees. After that is the recreation fund and what we're proposing this year is a use of carry forward surplus of about \$45,000 to keep the assessment levels the same and I will take more about that when we get to the capital reserve fund. What we've done with the expenditures is as we discuss earlier we've kind of grouped a lot of these back together to make it a little easier because a lot of the positions are dual function positions so we don't have it broken down now specifically for the rec facility but it's included in this and if we ever need



to we can go back and analyze those costs directly. In regards to administrative expense, those are up. They include a proposal for increase in onsite staffing hourly rates, and/or salary rates. In regards to common area expenses those are up also, with the biggest one being the landscaping increases as you all are well aware that we incurred going forward for this next year. In regards to the recreation facilities, if you look at the first line the staffing has gone down as far as the total dollar amounts and a lot of that is just working through the staffing parameters and the cost of help for the district during the summer and winter months. Also in regards to total expenditures they are up about \$50,000 and again, that's primarily going to be offset by that carry forward surplus. After that we have narratives and the debt service fund. The last page of the budget is your capital reserve funds. We're projecting this year to end at about \$1,150,000 and for next year if things stay where they are we would probably end at about \$1,250,000. In addition to that, when you look at the general fund cash available and we look at what our balances are projected to be at the end of this year and then what our requirements are, which is a minimum of three months working capital we would have excess funds in the general fund account of about \$75,000 and then in the recreation fund we would have excess funds available of about \$400,000 so once we close out the year we are going to propose to bring some of those dollars and beef up this capital reserve fund and/or use it for this project that is being talked about. If we didn't do anything at the end of next year you would have about \$1,700,000 and I believe the requirements based on the capital reserve study were about \$1,300,000 so the district is in very good financial shape and we are ahead of where a lot of districts are as far as having funds available to replenish and refurbish the assets that are out there. Your sister district is in about the same position but you are a little bit better. They are going through this same thing where they are looking at improvements that they can make and things that they are going to do. They're going to do the same thing with the storage facility over here.

Ms. Nelsen stated maybe a year ago we had a guy come in and looked at the life of everything, down to the pool chairs and umbrellas and what the cost would be and what year they should be replaced. Those are some of the things we have to watch for and budget for.

Mr. Soriano stated I didn't add some of those in the narrative and usually there are spots for things that I expect to replace. One of the things I didn't put on for this year but we went ahead and did ahead of time was starting the pool furniture rather than replacing it with

one big lump sum I asked to break it down. You'll see a lot of numbers in here for things we haven't done yet.

Ms. Nelsen stated some of the savings comes in the fact that we switched from ASG managing the pools to doing it onsite with Jay so now Jay is able to call and say it's thundering and lightning and there's only an hour left so we can send everybody home early and he can make the call to not open the pool that day and he's saved us a lot of money.

Mr. Soriano stated for this upcoming year I only took it down \$30,000 from last year if we have a dry summer but we may still very well be below this budget. This will be the first full budget year that we've had everybody. Last year we had started in the spring time and Vesta had charged us for some of it.

Mr. Horton asked how much did we spend on replacing the chairs?

Mr. Soriano stated it was a \$22,000 invoice and you guys paid for 40% of that. This side got more of the chairs so I broke it down by how many lounge chairs I put in each place so I think you were about \$10,000.

Mr. Horton stated somebody puts a picture of the chairs on Facebook the other about some of the chairs.

Mr. Soriano stated when I asked you guys to approve that bill for your section I mentioned we had got about 250 straps in the off season that we had to boil and stretch and I mentioned it's a lot of labor. Realistically it only takes care of about 20 or 30 chairs and that's with doing a couple straps on each chair. We have 200 and something chairs out there so even though we went around in March and started re-strapping them the ones that had too many we pulled out completely and that's what we replaced with the green canvas chairs. Here it is three months later and the remaining straps are starting to break. I try not to pull too many chairs during the summer because then people complain they don't have a place to sit. If there is one strap we cut the strap because it looks ugly but if there are two or three we have to pull that chair and re-strap that.

Mr. Horton stated instead of repairing the straps do you want to replace a few more?

Mr. Soriano stated if you want to. Like I said, we have plenty of money. It's usually something I look at doing in the offseason and that also saves me in labor time because I can put those maintenance guys on something else when they're not strapping. That \$10,000 took

care of two gazebos, got us the regular upright chairs and got us almost the full lap pool for the long lounge chairs so now it's just lounge chairs we have to replace.

Mr. Horton stated if some of the straps go bad maybe just pull them out of service and order some more.

Mr. Soriano stated we could do them in sections if you want. I do want to do too small of an order because we pay more in shipping.

Ms. Nelsen asked that wouldn't affect budget line items right?

Mr. Perry stated no.

Ms. Nelsen stated let's do the budget line item things. I brought that up to explain to Andre why the reserve money is in there and why that dollar amount is so big. I have friends in other districts a couple of years ago that it was ugly. They were shutting down facilities and stuff so it makes me really happy to have that three months of operating expenses in there.

Mr. Horton asked what's a rough estimate in replacing the rest of the strap chairs?

Mr. Soriano stated it would be under \$15,000. I can't imagine it would be much more than we've already done unless we want to get into the rental area. The rental areas have a few upright chairs but those are in good shape because they don't get used much.

Ms. Nelsen asked but we don't need to add a line item for that? It will come out of an existing line?

Mr. Perry stated no.

Mr. Horton stated why don't you do an inspection for the ones that have some broken straps and then next March we can replace the rest of them.

Mr. Soriano stated when we get to my report we will talk about that.

Ms. Nelsen stated are there any more questions on the budget? I guess we need to approve the resolution.

Mr. Perry stated yes, resolution 2019-04. You're going to be approving this budget before you and then on August 12<sup>th</sup> at 6:00 it will come back before you and will be updated with actual numbers through that time and we will probably have some adjustments to the budget but nothing major because we're not proposing to decrease assessments, nor are we increasing them.

Mr. Horton asked can we go through just roughly what we projected for 2019 and 2020 and what the big jumps in there were? For example, common area maintenance went from \$23,500 to \$43,500, which is almost double.

Mr. Soriano stated that's probably more being behind on billing. Our contract is for the hourly RMS people.

Ms. Nelsen stated but the adopted budget for 2019 is \$43,564 so he's actually under it.

Mr. Soriano stated a lot of times with those projections she will just take the bills we have so far and multiply it out by six months but if we're behind then she's lost some months there.

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor resolution 2019-04, approving the proposed budget and setting a public hearing date for August 12, 2019 at 6:00 p.m. at the Plantation Oaks Amenity Center was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel – Consideration of Fee Agreement**

Mr. Walters stated I put a letter in front of you. In short, it's been several years since we've adjusted any of our rates. Our fee agreements generally provide that we can do so without board approval but I always like to bring it back to the board so that there's never any surprise or questions on that. You can see in the second paragraph that is the proposed hourly rate adjustment, \$15 and if you spread that out over the four or five year period it's about 1.5% per year so we're kind of looking for a cost of living type of adjustment, not a big speculative jump. Maybe it would be smarter if I did it every year for a few dollars and then it feels different but at the end of the day it's probably better for the district because then there's no change for several years.

Mr. Horton asked what range or percentage are you looking at?

Mr. Walters stated it's a \$15 increase over four years so on an annual basis it's about 1.5% or 1.6% percent I should say.

Mr. Horton asked does that go along with the inflation rate?

Mr. Walters stated I think 1.6% is probably lower than inflation but it's what I thought was a fair adjustment after four years of a flat rate. I supposed I could build in a percentage and

then not have to do it every year and maybe we should look at that but I just felt like that was a pretty modest increase. As Jim said, we're not looking for a budget adjustment. As we always do we will try to keep our overall costs low so to the extent we can spend less time then the overall bills are smaller, it's just the hourly rate component.

Mr. Horton asked you charge for the meetings, travel time and stuff like that. The times you don't actually travel here so we still get charged for travel time?

Mr. Walters stated we have a flat meeting fee and that's somewhat of a historical fee and I'm happy to go to a completely hourly rate but it generally works out better on the flat rate because it's not just the meeting time and travel, it's the agenda calls that we do as a complete staff, it's going through all of the materials, it's going back through prior notes and minutes and so forth and all of that preparation time so when you add that all up you win some and lose some but it probably equals out or is a little bit better for the district and the thing I still think is a benefit to the district on some level is it also helps on budgeting because you know what it is. I truly think it saves money, but again, I'm willing to gamble on that and go to a flat hourly rate on anything; that's up to the board.

Ms. Nelsen stated I'm comfortable with it. This is how we've always done it and I know that Jason or anybody at the firm any time I've every called they're always available to answer the calls or call us back to answer any questions we have.

Mr. Horton asked is it still the best way to do it?

Ms. Nelsen asked you do a monthly fee for most CDDs, right?

Mr. Walters stated for several and that's the other thing I'll say is a lot of my time goes under that flat fee anyway so it's not even going to be affected by this so that won't change. The prep time, the travel time, the attendance time and all that is not going to change because that goes under a separate number. If we've got a contractor that's going to put in material and I'm going to prepare an agreement that is separate.

Mr. Horton asked so you've got a flat fee and you've got this adjustable fee?

Mr. Walters stated right. Anything related to the meetings: my travel time here, my attendance here, the calls we do, everything related to that goes under the flat fee and that's what I think works out better that way and then contract preparation, public records request, or when the county wants to deal with something in the right of way, anything outside of just the meeting preparation or attendance is the hourly fee.

On MOTION by Ms. Nelsen seconded by Mr. Lanier with all in favor Hopping, Green & Sams fee agreement was approved.

Ms. Nelsen asked do you remember the credits for the impact fees?

Mr. Walters stated it's funny you bring that up but I got a couple of questions about that a few days ago so I need to go back and review all that because if you'll remember part of that was any builder that was still building could come and ask for those credits. I don't think anyone has and to the extent we don't have that allotment we're going to need for future development, and I believe the county put a moratorium on those so my gut tells me that there may be an avenue there and my gut tells me there is a flood of them so we may get into one of those weird bidding things but I can certainly take a look at that agreement.

Ms. Nelsen stated I know the other thing we had briefly mentioned and I don't know if was really an option or not, was a credit to go ahead and get us on the road re-pavement. Can it bump us up on the priority list?

Mr. Walters stated that I think would take more than these credits but we can certainly keep that in mind as well.

Ms. Nelsen asked didn't we talk about something like that with some kind of improvements?

Mr. Perry stated I don't remember that.

Ms. Nelsen stated I know there's a boatload of those impact fees out there.

Mr. Perry stated there is. It's going to be very difficult for us to compete with some of the other entities that have them because of their relationship with the builders and so forth.

Ms. Nelsen stated it might be that we just sit on them. There's no advantage to us doing anything any time soon, right?

Mr. Perry stated right.

**B. District Engineer**

There being none, the next item followed.

**C. District Manager**

There being none, the next item followed.

**D. Operations Manager - Report**

Mr. Soriano stated we had a couple of our events. The last one on your side was the out of school party. It was extremely hot that day so there were well over 100 people taking part in the activities, not just floating in the pool. We also had that party here at your sister district at the same time. They have had two of their three home swim meets here for the swim team. There are a good amount of members of the swim team from your sister but everything is done here at this pool and they're almost finished. Our upcoming event is the dive in at your facility on the 20<sup>th</sup>. I'm trying to plan those events during the middle of the week to cut down on the issue of overcrowding that we already have at both pools. If you remember we had a camp out that was rained out last year and we had paid for the license and fee for Hotel Transylvania and we get one year to show it, so that's what we're showing for this.

We are on a full schedule now for the summer. If you see the total facility usage, that 5,003 people had checked in last month and I want to point out that is for May and if you remember we were still on a limited schedule of being open every other day so that is a high number if you look at the last two years. I'm sure a lot of that had to do with the fact that it was 100 plus degrees for a lot of those days in May. I wanted to mention the last three weekends in May we were at or near capacity. They're always busier here than you guys are but you also have about 100 spaces less than they do since you're a smaller facility, which means you get closer to capacity a lot quicker than they do. For Memorial Day weekend we had right around 350 people on that deck and about 450 here. Your capacity in the water is only 202 people so you have a lot more people on the decks than we can fit in our pool but we know most of the time the adults don't always get in the pool so we don't close down unless we really think we're going to hit that number so what I do is have the guards count who is in the water in front of them. At the highest point we had about 110 people in the water and people were getting in and out while they're counting so I usually give plus or minus 15 people but that's still not quite at capacity but because of the amount of people on the pool deck at any point during those three weekends we could have had to stop people at the gate and ask them to wait so we are having more of an issue this summer than we had last summer. I think that's going to even out now. I think it had more to do with the fact that it was 100 plus degrees. Once we get to that July 4<sup>th</sup> weekend everything from then on is downhill because everybody is doing their summer vacations before school starts in August and the swim team is done here.

Ms. Nelsen stated I'm not sure but that may stop people from complaining about the double punch.

Mr. Soriano stated that was the biggest complaint I got. I was here for Memorial Day weekend and I sat there at the front desk with them and I dealt with a couple people that were angry. All of April we enforced the double card punch, however these were people that were coming for the first time this year so they hadn't realized it yet. They don't pay attention to my emails or read policies or anything like that so they were kind of shocked. The double term kind of throws them off. Even when I explained that it's only \$1 more than what it was in the past they still didn't quite get it. It was \$5 before and now it's \$3 so it's only \$1 more when you double it. However, it was easy to turn around and point to what was at the pool and explain this is what we're trying to stop and almost everyone complaining was bringing in four or five guests or more and we had to explain you can't bring more than five anyway. It is kind of tough but that's what we're trying to deter. I think it's going to take probably after next summer for people to get used to it because this is the only policy that's really changed in the last 15 summers.

We've started clearing green space and we have a little more clearing to do out there in your corner lot and hopefully this month we will start to put down forms for the sidewalk so you'll see that drawing for the S-curve sidewalk and if we can get that in by the next meeting I will be happy to report it to you and after that we can start working on irrigation and planting before the next summer.

Mr. Horton asked you've cleared out the dirt?

Mr. Soriano stated a little bit. They've cleared out a lot of the weeds and underbrush. We still have some clearing to do so that was just the first cut through.

Mr. Perez stated the turf blocking pavers are ordered and they're four to six weeks out.

Mr. Soriano stated the sidewalk should be an easier and quicker project.

Mr. Horton asked what about the gel coat on the slides?

Mr. Soriano stated I was originally hoping to get that done before Memorial Day weekend but we had the 100-degree weather so I didn't want to shut down the slides. Then I thought maybe we will just hold off and do it at the end of the summer and then a week ago or so we had a guard going down and doing slide tests to check for any damage or anything like that and one of them had his foot sliced open so I did have to go in there and see if I could do



patching on the slide that was temporary so I could open up that weekend but then I went ahead and made plans last week to shut it down so I could start the coating so if you've been out there you'll notice the first couple coats of white were on it. The biggest thing that slowed me down was that rain that came through. I'm hoping we will finish up today and tomorrow and then we will start to sand it out so we should be open by this weekend.

Mr. Horton asked what caused him to slice his foot open?

Mr. Soriano stated the gel coat creates a hard plastic so when it separates apart it can create like a razor blade cut so if you're going down it at 25 mph in bare skin and you hit it just right. They're not real big holes but when they pop up they have a sharp edge to them. Normally the kids will come to us and tell us they felt something and they'll have scratches on their back so that's where I try to send the lifeguards down more often. I'm hoping we should be able to get everything done this week. This weekend we actually have the enclosed slide pop off a chunk too. I knew it was coming to the end of it's life and that's why I had talked to you guys about resurfacing but I was really hoping if we didn't get it done it time we could make it through the summer without a lot of shut downs for patch work.

Mr. Horton asked you did the one over here first. Is that working out pretty good?

Mr. Soriano stated yes kids are flying off the end of it so it's working out pretty well. We're not done with all three of them but we should be under that \$7,000, which is what we asked for in a not to exceed for each slide, which is still really low when compared to quotes that you get for slides that are like \$20,000 to \$30,000 so we saved a lot by doing it this way.

Ms. Nelsen let's address the chairs.

Mr. Soriano stated I can make a report. The biggest problem is I can report this chair has one strap and two weeks later another strap someplace else is going to break because we only replace a couple straps on each chairs so that they will hold. Some of those straps are 13 or 14 years old.

Ms. Nelsen asked what percentage of chairs need to be replaced?

Mr. Soriano stated it's a little bit more than half.

Mr. Horton asked how much do you think it would be to replace the rest of them?

Mr. Soriano stated if we spent about \$11,000 already it's going to be \$12,000 or \$13,000. I gave you that numbers \$15,000 earlier and with \$15,000 we would be able to handle everything.

Mr. Horton stated why don't we just replace them all and get it over with.

Mr. Soriano stated it will take a couple weeks to get them in if you guys want to give the not to exceed. It's already built into the reserves for pool furniture. What I always get is this side always gets this, etc. They have a lot more so they've only done about a quarter of their chairs so when I do all of yours in one summer that's what I'm going to get but I'm good if you want to spend the money and it's one less thing for me to worry about in the next few off seasons.

Mr. Horton stated I think let's do it. You're right, they're breaking and you can't really keep up with it.

On MOTION by Mr. Horton seconded by Ms. Nelsen with all in favor replacement chairs for the pool at an amount not to exceed \$15,000 was approved.

## **EIGHTH ORDER OF BUSINESS**

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

#### **Supervisors' Requests**

Mr. Horton stated this is for the landscape guys. On the good side you guys have been going around and picking up all the limbs and stacking them by the road but they stay out there for longer than I think they should be out there. I think you cut some trees down around the rec center on the other side and we've got kids running around and I think somebody went to throw some of them in the pond and they floated off into the corner by the signs. I just happened to notice it one day going by there so my recommendation is to pick up those branches as soon as you can. I know you have a huge truck, I've seen it out a few times.

Mr. Perez stated we will do a better job getting around to them.

Mr. Horton stated I went down the pools the day they had the school's out party and there was a very large group of juveniles around the field house and later on they became a problem and Jay had to call the Sheriff's office. I didn't see the actual confrontation and Jay went out there to try to see who they were and see if they had any passes and of course he got the language and everything else so he called the Sheriff's department but it took them a long time to get out there. I think it was an hour and 15 minutes by the time the deputy said he got the call. Ironically before that they were in Forest Hammock where they had 30 people in their pool doing the same thing and they weren't supposed to be there and didn't have a key to get

in. Kids don't understand that it's a family facility and the attitude language just doesn't quite fit in. I don't know why understand that.

Ms. Nelsen stated I think we did talk about Jay is going to in the next few community letters he is going to put out that you need to have your card if you're on district property just to remind everyone.

Mr. Soriano stated I did get a chance to talk to one of the moms of the one boy we were able to trespass so out of the 40 or 50 kids that were there I was able to catch one. For the rest of them it did take an hour and 15 minutes for the officer to get there so they were gone by then. He did stick around so I did have him trespassed and mom came up to talk to me a little bit later but she was a little more understanding and he didn't deny cussing at me. I think when she first came up she felt it may have been racially motivated and I think once she saw me that changed a little bit. I guess her godson is Hispanic so they thought I was pointing out one of them and then she saw me and realized that was not the case but she said they may have felt like that and I did talk to him about that. There are rules there and I took her out to the sign that says you must have your card on you when you are on property or you may be asked to leave. She understood when it was all done and I told her she could always come and plead her case too.

Mr. Horton stated I was there and I saw the tail end of it. One of them to me was definitely the take-charge type. With the guy that you trespassed I could tell from 30-feet away that he had an attitude. Anyway, the Sheriff's had a meeting last Thursday over at Eagle Landing and I try to go as many times as I can and I brought this up and brought up the incident in February where one of the staff members was threatened. It turned out later on that the guy that attacked the deputy with the knife was the same guy. It took them two hours to get there when she called and that's the type of guy that we're talking about so I was trying to impress upon them that if they call because there is somebody there that is causing problems it could be serious and that one could have been serious and it took them an hour and 15 minutes to show up. The chief of patrol was there and I talked to him and I told him something needs to be done and he said we're trying to get more deputies. I guess the bottom line is I'm trying to impress upon the Sheriff's department that when we call and say we have a problem somebody needs to show up. The chief also mentioned that the Sheriff's department has been working on a thing called E-Connect and it's where they tap into our cameras and they are building a

command center there and if we say we have a problem they can tap into our cameras and see it, which might give us a better response time if we can let them do that.

Mr. Soriano stated this is a newer version. Before I've actually given them personal access where I've created a user name and password but the IT department in Green Cove has to actually go into our DVRs. This is their new version where they can access everybody through the same platform.

Mr. Horton stated I got the impression it's not fully up and running but I told him we have cameras and I would look into that to see if we could do that. If we have a problem at the basketball court and there are a lot of people out there that are running amok and they can tap into that camera and see it we might get a better response time. I don't have a problem with them tapping in.

Mr. Soriano stated we've already given them access to what we have here. We can start adding more areas that are really problematic.

Mr. Horton stated I guess for us to be proactive on this maybe give the Sheriff's department a call and ask what it would take for us to allow them access to tap in when we need them to.

Ms. Nelsen stated you know I'm a huge advocate for spring break and the first week or two of summer to beef up with anybody that we can get from off-duty that will work the extra hours.

Mr. Soriano stated I actually requested last week and this week. I knew they were going to be busy everywhere so that was part of the problem.

Mr. Horton stated and I can understand that. Still, I tried to impress upon the deputies that were there that if they could beat these little things down and he mentioned if he can fix the little problems then the big problems will solve themselves so the Sheriff's department is on board they just don't have enough people right now. I wanted to mention that I brought it up and if you get a chance to go to a meeting they're having them over at Eagle Landing now.

#### **NINTH ORDER OF BUSINESS**

#### **Next Scheduled Meeting**

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

#### **TENTH ORDER OF BUSINESS**

#### **Adjournment**

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*B.*

# Double Branch

## Community Development District

Unaudited Financial Reporting  
May 31, 2019



**DOUBLE BRANCH**  
**Community Development District**  
**Combined Balance Sheet**  
May 31, 2019

	<u>Governmental Fund Types</u>					<b>Totals</b> <b>(Memorandum Only)</b>
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
<b>ASSETS:</b>						
Cash	\$19,289	\$122,043	\$326,571	---	---	\$467,903
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$483,245	---	\$483,245
Reserve A1	---	---	---	\$868,932	---	\$868,932
Interest A1	---	---	---	---	---	\$0
Acquisition and Construction	---	---	---	---	\$50,334	\$50,334
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$96,478	---	\$96,478
Interest A2	---	---	---	---	---	\$0
Excess Revenue	---	---	---	---	---	\$0
Prepayment	---	---	---	\$463	---	\$463
<u>Operations</u>						
Custody Account-General Fund Excess	\$129,145	---	---	---	---	\$129,145
Custody Account-Recreation Fund Excess	---	\$1,200,191	---	---	---	\$1,200,191
Custody Account-Recreation Fund Reserve	---	---	\$850,164	---	---	\$850,164
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	---	\$7,361	---	---	---	\$7,361
Electric Deposits	---	\$4,583	---	---	---	\$4,583
<b>TOTAL ASSETS</b>	<u>\$165,389</u>	<u>\$1,372,075</u>	<u>\$1,176,735</u>	<u>\$1,449,118</u>	<u>\$50,334</u>	<u>\$4,213,651</u>
<b>LIABILITIES:</b>						
Accounts Payable	\$2,783	\$82,504	---	---	---	\$85,287
Accrued Expenses	---	\$30,311	---	---	---	\$30,311
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	---	\$12,682	---	---	---	\$12,682
Deferred Rental Revenue	---	\$7,485	---	---	---	\$7,485
<b>FUND BALANCES:</b>						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$1,449,118	---	\$1,449,118
Restricted for Capital Projects	---	---	---	---	\$50,334	\$50,334
Assigned	\$2,000	---	\$1,147,254	---	---	\$1,149,254
Unassigned	\$152,863	\$1,217,555	---	---	---	\$1,370,418
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u>\$165,389</u>	<u>\$1,372,075</u>	<u>\$1,176,735</u>	<u>\$1,449,118</u>	<u>\$50,334</u>	<u>\$4,213,651</u>



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

	ADOPTED BUDGET	PRORATED BUDGET THRU 5/31/19	ACTUAL THRU 5/31/19	VARIANCE
Assessment - Tax Roll	\$177,985	\$177,985	\$175,883	(\$2,102)
Interest Income	\$200	\$133	\$184	\$51
Miscellaneous Income	\$0	\$0	\$622	\$622
<b>TOTAL REVENUES</b>	<b>\$178,185</b>	<b>\$178,118</b>	<b>\$176,689</b>	<b>(\$1,429)</b>

**EXPENDITURES:**

**Administrative**

Supervisors Fees	\$12,000	\$8,000	\$7,400	\$600
FICA Expense	\$918	\$612	\$566	\$46
Engineering	\$5,000	\$3,333	\$0	\$3,333
Arbitrage	\$700	\$700	\$0	\$700
Dissemination	\$1,333	\$889	\$1,489	(\$600)
Assessment Roll	\$7,821	\$7,821	\$7,520	\$301
Attorney	\$42,000	\$28,000	\$18,103	\$9,897
Annual Audit	\$5,900	\$3,933	\$2,500	\$1,433
Trustee fees	\$8,014	\$8,014	\$8,815	(\$801)
Management Fees	\$59,963	\$39,975	\$39,975	(\$0)
Information Technology	\$1,942	\$1,294	\$1,311	(\$17)
Telephone	\$290	\$193	\$306	(\$113)
Postage	\$1,900	\$1,267	\$1,042	\$224
Printing & Binding	\$3,400	\$2,267	\$1,700	\$566
Records Storage	\$300	\$200	\$0	\$200
Insurance	\$8,350	\$8,350	\$7,743	\$607
Legal Advertising	\$2,000	\$1,333	\$477	\$857
Property Taxes	\$0	\$0	\$0	\$0
Office Supplies	\$350	\$233	\$154	\$79
Website Compliance	\$0	\$0	\$2,250	(\$2,250)
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$15,829	\$15,829	\$15,829	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$178,185</b>	<b>\$132,420</b>	<b>\$117,356</b>	<b>\$15,064</b>
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<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>	<b>\$59,333</b>
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<b>FUND BALANCE - Beginning</b>	<b>\$0</b>	<b>\$95,530</b>
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<b>FUND BALANCE - Ending</b>	<b>\$0</b>	<b>\$154,863</b>
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**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending May 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 5/31/19	ACTUAL THRU 5/31/19	VARIANCE
<b>REVENUES:</b>				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,462,648	\$1,445,376	(\$17,272)
Interest Income	\$1,000	\$667	\$2,254	\$1,587
Amenities Revenue	\$33,690	\$22,460	\$32,512	\$10,052
Soccer Revenue	\$11,000	\$7,333	\$1,260	(\$6,073)
<b>TOTAL REVENUES</b>	<b>\$1,508,338</b>	<b>\$1,493,108</b>	<b>\$1,481,402</b>	<b>(\$11,706)</b>
<b>EXPENDITURES:</b>				
<b><u>Administrative:</u></b>				
Management Fees - Onsite	\$110,470	\$73,647	\$73,647	\$0
Insurance	\$62,789	\$62,789	\$60,884	\$1,905
Other Current Charges	\$3,818	\$2,545	\$1,290	\$1,255
Permit Fees	\$1,635	\$1,090	\$639	\$451
<b>Total Administrative</b>	<b>\$178,712</b>	<b>\$140,071</b>	<b>\$136,459</b>	<b>\$3,612</b>
<b><u>Maintenance:</u></b>				
<b><u>Common Area</u></b>				
Security	\$50,920	\$33,947	\$33,886	\$60
Security - Clay County Off Duty Sheriff	\$43,050	\$28,700	\$28,301	\$399
Water - Irrigation	\$9,000	\$6,000	\$1,469	\$4,531
Irrigation Maintenance	\$4,250	\$2,833	\$2,640	\$193
Streetlighting	\$33,066	\$22,044	\$18,884	\$3,160
Electric	\$42,000	\$28,000	\$22,202	\$5,798
Landscape Maintenance	\$315,774	\$210,516	\$234,494	(\$23,978)
Common Area Maintenance	\$43,564	\$29,043	\$30,528	(\$1,485)
Lake Maintenance	\$28,116	\$18,744	\$16,765	\$1,979
Landscape Reserve	\$35,000	\$35,000	\$35,000	\$0
Contingency	\$1,985	\$1,323	\$0	\$1,323
Capital Reserve (1)	\$15,565	\$15,565	\$15,656	(\$91)
Misc. Maintenance	\$2,986	\$1,991	\$680	\$1,310
General Reserve	\$26,759	\$26,759	\$26,759	\$0
<b>Total Common Area</b>	<b>\$652,035</b>	<b>\$460,465</b>	<b>\$467,264</b>	<b>(\$6,799)</b>
<b><u>Recreation Facility</u></b>				
Aquatics & Fitness Manager/Staff	\$48,495	\$32,330	\$32,330	\$0
Pool Attendants	\$87,055	\$58,036	\$58,028	\$8
Payroll Taxes	\$7,211	\$4,808	\$5,357	(\$549)
Refuse Service	\$6,120	\$4,080	\$4,345	(\$265)
Telephone	\$4,500	\$3,000	\$2,754	\$246
Electric	\$47,000	\$31,333	\$20,397	\$10,936
Cable	\$8,150	\$5,433	\$4,522	\$911
Pool Maintenance/Chemicals	\$56,616	\$37,744	\$30,635	\$7,109
Water/Sewer/Reclaim	\$65,000	\$43,333	\$25,684	\$17,649
Facility Maintenance - General	\$27,500	\$18,333	\$13,728	\$4,605
Facility Maintenance - Preventative Contracts	\$5,617	\$3,745	\$1,609	\$2,136
Facility Maintenance - Contingency	\$29,750	\$19,833	\$17,499	\$2,334
Lighting Repairs	\$8,500	\$5,667	\$4,840	\$826
Special Events	\$10,500	\$7,000	\$1,910	\$5,090
Office Supplies and Equipment	\$4,000	\$2,667	\$197	\$2,469
Janitorial	\$31,512	\$21,008	\$20,056	\$952
Recreation Passes	\$7,565	\$5,043	\$2,057	\$2,987

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

	ADOPTED BUDGET	PRORATED BUDGET THRU 5/31/19	ACTUAL THRU 5/31/19	VARIANCE
<b><u>Recreation Facility-Continued</u></b>				
Repairs & Replacement	\$79,025	\$52,683	\$86,599	(\$33,915)
Pool Pump Reserve	\$6,500	\$6,500	\$6,500	\$0
Pool Leak Repairs	\$5,000	\$3,333	\$0	\$3,333
Soccer Field	\$21,250	\$14,167	\$0	\$14,167
<b>Total Recreation Facility</b>	<b>\$566,866</b>	<b>\$380,077</b>	<b>\$339,047</b>	<b>\$41,030</b>
<b><u>Fitness Center</u></b>				
Staffing	\$47,500	\$31,667	\$0	\$31,667
Telephone	\$1,092	\$728	\$0	\$728
Electric	\$12,300	\$8,200	\$7,712	\$488
Cable	\$4,169	\$2,779	\$0	\$2,779
Facility Maintenance - General	\$8,000	\$5,333	\$7,210	(\$1,877)
Facility Maintenance - Preventative	\$7,500	\$5,000	\$2,258	\$2,742
Facility Maintenance - Contingency	\$5,000	\$3,333	\$4,817	(\$1,484)
Office Supplies and Equipment	\$2,664	\$1,776	\$201	\$1,575
Janitorial	\$17,500	\$11,667	\$12,157	(\$491)
Repair and Replacements	\$5,000	\$3,333	\$192	\$3,141
<b>Total Exercise Facility</b>	<b>\$110,725</b>	<b>\$73,817</b>	<b>\$34,547</b>	<b>\$39,270</b>
<b>Total Maintenance</b>	<b>\$1,329,626</b>	<b>\$914,359</b>	<b>\$840,858</b>	<b>\$73,501</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,508,338</b>	<b>\$1,054,430</b>	<b>\$977,317</b>	<b>\$77,112</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$504,084</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$718,054</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$1,222,138</b>	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessment - Tax Roll	\$0	\$35,181	\$133,526	\$1,419	\$1,983	\$934	\$2,288	\$551	\$0	\$0	\$0	\$0	\$175,883
Interest Income	\$1	\$1	\$1	\$31	\$44	\$40	\$35	\$31	\$0	\$0	\$0	\$0	\$184
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$622	\$0	\$0	\$0	\$0	\$0	\$0	\$622
<b>Total Revenues</b>	<b>\$1</b>	<b>\$35,182</b>	<b>\$133,528</b>	<b>\$1,450</b>	<b>\$2,027</b>	<b>\$1,596</b>	<b>\$2,323</b>	<b>\$582</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$176,689</b>
<b>Expenditures:</b>													
<b><u>Administrative</u></b>													
Supervisors Fees	\$1,000	\$800	\$800	\$1,000	\$1,000	\$800	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$7,400
FICA Expense	\$77	\$61	\$61	\$77	\$77	\$61	\$77	\$77	\$0	\$0	\$0	\$0	\$566
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	\$211	\$111	\$0	\$0	\$0	\$0	\$1,489
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	\$2,207	\$2,712	\$0	\$0	\$0	\$0	\$0	\$18,103
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500	\$0	\$0	\$0	\$0	\$2,500
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	\$4,997	\$4,997	\$0	\$0	\$0	\$0	\$39,975
Computer Time	\$162	\$162	\$162	\$162	\$162	\$162	\$178	\$162	\$0	\$0	\$0	\$0	\$1,311
Telephone	\$72	\$29	\$54	\$7	\$38	\$47	\$46	\$12	\$0	\$0	\$0	\$0	\$306
Postage	\$316	\$46	\$138	\$126	\$190	\$42	\$51	\$134	\$0	\$0	\$0	\$0	\$1,042
Printing & Binding	\$556	\$295	\$14	\$135	\$365	\$19	\$173	\$144	\$0	\$0	\$0	\$0	\$1,700
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	\$70	\$72	\$0	\$0	\$0	\$0	\$477
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$1	\$41	\$1	\$23	\$44	\$1	\$22	\$21	\$0	\$0	\$0	\$0	\$154
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
<b>Total Administrative</b>	<b>\$25,494</b>	<b>\$9,485</b>	<b>\$8,854</b>	<b>\$9,388</b>	<b>\$12,207</b>	<b>\$33,163</b>	<b>\$9,536</b>	<b>\$9,229</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$117,356</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$25,493)</b>	<b>\$25,698</b>	<b>\$124,674</b>	<b>(\$7,938)</b>	<b>(\$10,180)</b>	<b>(\$31,567)</b>	<b>(\$7,213)</b>	<b>(\$8,647)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$59,333</b>

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Maintenance Assessments-Tax Roll	\$0	\$289,114	\$1,097,296	\$11,663	\$16,298	\$7,677	\$18,801	\$4,528	\$0	\$0	\$0	\$0	\$1,445,376
Interest Income	\$177	\$158	\$115	\$351	\$422	\$363	\$348	\$320	\$0	\$0	\$0	\$0	\$2,254
Amenities Revenue	\$3,192	\$1,371	\$3,524	\$1,914	\$2,194	\$2,595	\$3,486	\$14,236	\$0	\$0	\$0	\$0	\$32,512
Soccer Revenue	\$0	\$0	\$0	\$1,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,260
<b>Total Revenues</b>	<b>\$3,368</b>	<b>\$290,643</b>	<b>\$1,100,935</b>	<b>\$15,189</b>	<b>\$18,914</b>	<b>\$10,634</b>	<b>\$22,635</b>	<b>\$19,084</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,481,402</b>
<b>Expenditures:</b>													
<b><u>Administrative</u></b>													
Management Fees - Onsite	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$0	\$0	\$0	\$0	\$73,647
Insurance	\$59,799	\$0	\$81	\$0	\$961	\$286	\$83	(\$327)	\$0	\$0	\$0	\$0	\$60,884
Other Current Charges	\$184	\$104	\$200	\$145	\$128	\$151	\$123	\$254	\$0	\$0	\$0	\$0	\$1,290
Permit Fees	\$0	\$27	\$27	\$0	\$558	\$0	\$27	\$0	\$0	\$0	\$0	\$0	\$639
<b>Total Administrative</b>	<b>\$69,189</b>	<b>\$9,337</b>	<b>\$9,514</b>	<b>\$9,351</b>	<b>\$10,853</b>	<b>\$9,643</b>	<b>\$9,439</b>	<b>\$9,134</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$136,459</b>
<b><u>MAINTENANCE- Common Area</u></b>													
Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$0	\$0	\$33,886
Security - Clay County Off Duty Sheriff	\$3,543	\$3,432	\$3,332	\$3,940	\$3,574	\$4,380	\$2,548	\$3,554	\$0	\$0	\$0	\$0	\$28,301
Water - Irrigation	\$185	\$178	\$182	\$189	\$182	\$395	(\$24)	\$182	\$0	\$0	\$0	\$0	\$1,469
Irrigation Maintenance	\$0	\$1,835	\$0	\$0	\$0	\$805	\$0	\$0	\$0	\$0	\$0	\$0	\$2,640
Streetlighting	\$2,373	\$2,373	\$2,373	\$2,353	\$2,353	\$2,353	\$2,353	\$2,353	\$0	\$0	\$0	\$0	\$18,884
Electric	\$3,220	\$2,898	\$3,082	\$3,294	\$2,145	\$2,302	\$2,618	\$2,643	\$0	\$0	\$0	\$0	\$22,202
Landscape Maintenance	\$26,315	\$26,315	\$30,311	\$30,311	\$30,311	\$30,311	\$30,311	\$30,311	\$0	\$0	\$0	\$0	\$234,494
Common Area Maintenance	\$3,630	\$1,596	\$2,980	\$1,574	\$1,876	\$2,969	\$6,729	\$9,174	\$0	\$0	\$0	\$0	\$30,528
Lake Maintenance	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$2,562	\$0	\$0	\$0	\$0	\$16,765
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
<b>Total Common Area</b>	<b>\$45,531</b>	<b>\$44,891</b>	<b>\$48,524</b>	<b>\$48,606</b>	<b>\$46,705</b>	<b>\$127,194</b>	<b>\$50,799</b>	<b>\$55,014</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$467,264</b>

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b><u>Recreation Facility</u></b>													
Aquatics & Fitness Manager/Staff	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$0	\$0	\$0	\$0	\$32,330
Pool Attendants	\$7,434	\$5,086	\$4,164	\$6,686	\$4,563	\$8,520	\$9,390	\$12,185	\$0	\$0	\$0	\$0	\$58,028
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	\$423	\$388	\$0	\$0	\$0	\$0	\$2,754
Electric	\$3,940	\$2,950	\$2,405	\$2,600	\$2,421	\$2,229	\$1,876	\$1,976	\$0	\$0	\$0	\$0	\$20,397
Cable	\$556	\$557	\$558	\$570	\$570	\$570	\$570	\$570	\$0	\$0	\$0	\$0	\$4,522
Pool Maintenance/Chemicals	\$4,152	\$4,152	\$4,191	\$4,191	\$2,567	\$3,604	\$4,682	\$3,094	\$0	\$0	\$0	\$0	\$30,635
Water/Sewer/Reclaim	\$1,872	\$5,732	\$3,499	\$3,179	\$3,469	\$1,501	\$4,334	\$2,098	\$0	\$0	\$0	\$0	\$25,684
Facility Maintenance - General	\$2,291	\$2,281	\$0	\$2,295	\$0	\$2,278	\$2,291	\$2,292	\$0	\$0	\$0	\$0	\$13,728
Facility Maintenance - Preventative Contracts	\$1,299	\$0	\$0	\$155	\$0	\$0	\$155	\$0	\$0	\$0	\$0	\$0	\$1,609
Facility Maintenance - Contingency	\$2,479	\$2,470	\$0	\$2,480	\$709	\$2,481	\$4,400	\$2,480	\$0	\$0	\$0	\$0	\$17,499
Lighting Repairs	\$708	\$697	\$698	\$711	\$0	\$687	\$711	\$628	\$0	\$0	\$0	\$0	\$4,840
Special Events	\$0	\$1,034	\$720	\$0	\$0	\$0	\$157	\$0	\$0	\$0	\$0	\$0	\$1,910
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	\$2,079	\$2,668	\$0	\$0	\$0	\$0	\$20,056
Recreation Passes	\$0	\$681	\$232	\$0	\$0	\$913	\$230	\$0	\$0	\$0	\$0	\$0	\$2,057
Repairs & Replacement	\$7,517	\$2,316	\$9,022	\$19,453	\$7,176	\$28,626	\$8,620	\$3,869	\$0	\$0	\$0	\$0	\$86,599
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
	\$40,313	\$35,861	\$32,797	\$54,785	\$29,460	\$65,582	\$43,960	\$36,289	\$0	\$0	\$0	\$0	\$339,047
<b><u>Exercise Facility</u></b>													
Staffing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric	\$2,073	\$1,816	\$973	\$610	\$517	\$461	\$614	\$648	\$0	\$0	\$0	\$0	\$7,712
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	\$568	\$0	\$288	\$0	\$0	\$0	\$0	\$2,258
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	\$70	\$0	\$0	\$0	\$0	\$0	\$201
Janitorial	\$1,286	\$1,228	\$1,284	\$1,802	\$2,110	\$1,186	\$1,370	\$1,891	\$0	\$0	\$0	\$0	\$12,157
Repair and Replacements	\$0	\$0	\$192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$192
<b>Total Exercise Facility</b>	\$4,064	\$4,473	\$7,773	\$2,969	\$7,905	\$2,482	\$2,053	\$2,827	\$0	\$0	\$0	\$0	\$34,547
<b>Total Expenses</b>	\$159,097	\$94,562	\$98,608	\$115,710	\$94,924	\$204,901	\$106,252	\$103,264	\$0	\$0	\$0	\$0	\$977,317
<b>Excess Revenues (Expenditures)</b>	(\$155,729)	\$196,081	\$1,002,327	(\$100,521)	(\$76,010)	(\$194,267)	(\$83,617)	(\$84,180)	\$0	\$0	\$0	\$0	\$504,084

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

	ADOPTED BUDGET	PRORATED THRU 5/31/19	ACTUAL THRU 5/31/19	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$1,000	\$667	\$1,689	\$1,022
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
<b>TOTAL REVENUES</b>	<b>\$100,653</b>	<b>\$100,320</b>	<b>\$101,433</b>	<b>\$1,113</b>
<b><u>EXPENDITURES:</u></b>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$0	\$0
Pool Pump Reserve	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$100,653</b>		<b>\$101,433</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$938,919</b>		<b>\$1,045,821</b>	
<b>FUND BALANCE - Ending</b>	<b>\$1,039,572</b>		<b>\$1,147,254</b>	

**DOUBLE BRANCH**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
Series 2013 A-1, & 2013 A-2 Special Assessment Bonds  
Statement of Revenues & Expenditures  
For The Period Ending May 31, 2019

ADOPTED BUDGET	PRORATED THRU 5/31/19	ACTUAL THRU 5/31/19	VARIANCE
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**Revenues:**

Special Assessments - Tax Roll	\$1,962,561	\$1,962,561	\$1,940,564	(\$21,997)
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$6,000	\$4,000	\$32,896	\$28,896

**TOTAL REVENUES**

\$1,968,561	\$1,966,561	\$1,973,461	\$6,900
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**Expenditures:**

**Series 2013 A-1**

Interest Expense - 11/1	\$397,144	\$397,144	\$397,144	\$0
Interest Expense - 5/1	\$397,144	\$397,144	\$397,144	\$0
Principal Expense 5/1	\$955,000	\$955,000	\$955,000	\$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	\$60,663	\$57,500	\$3,163
Principal Expense 5/1	\$85,000	\$85,000	\$80,000	\$5,000
Principal Expense 5/1 (Prepayment)	\$0	\$0	\$10,000	(\$10,000)

**TOTAL EXPENDITURES**

\$1,980,614	\$1,980,614	\$2,062,308	(\$81,694)
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**EXCESS REVENUES (EXPENDITURES)**

(\$12,053)	(\$88,847)
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**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
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***Net change in Fund Balance***

(\$12,053)	(\$88,847)
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**FUND BALANCE - Beginning**

\$589,465	\$1,537,965
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**FUND BALANCE - Ending**

\$577,412	\$1,449,118
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**DOUBLE BRANCH**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For The Period Ending May 31, 2019

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<b><u>REVENUES:</u></b>		
Interest Income		\$715
<b>TOTAL REVENUES</b>		<div style="border: 1px solid black; padding: 2px;">\$715</div>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay - Series 2013 A1 and A2		\$0
Cost of Issuance		\$0
<b>TOTAL EXPENDITURES</b>		<div style="border: 1px solid black; padding: 2px;">\$0</div>
<b>EXCESS REVENUES (EXPENDITURES)</b>		<div style="border: 1px solid black; padding: 2px;">\$715</div>
<b>FUND BALANCE - Beginning</b>		<div style="border: 1px solid black; padding: 2px;">\$49,619</div>
<b>FUND BALANCE - Ending</b>		<div style="border: 1px solid black; padding: 2px;">\$50,334</div>

# Double Branch

## Community Development District

### Long Term Debt Report

<b>Series 2013 A-1 Special Assessment Refunding Bonds</b>	
Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,932
Bonds outstanding - 9/30/2013	\$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Less: May 1, 2019 (Mandatory)	(\$955,000)
Current Bonds Outstanding	\$19,430,000

<b>Series 2013 A-2 Special Assessment Refunding Bonds</b>	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$96,478
Reserve Fund Balance:	\$96,478
Bonds outstanding - 9/30/2013	\$2,900,000
Less: November 1, 2013 (Prepayment)	(\$145,000)
Less: May 1, 2014 (Mandatory)	(\$75,000)
Less: November 1, 2014 (Prepayment)	(\$75,000)
Less: May 1, 2015 (Mandatory)	(\$75,000)
Less: May 1, 2015 (Prepayment)	(\$45,000)
Less: November 1, 2015 (Prepayment)	(\$50,000)
Less: May 2, 2016 (Mandatory)	(\$75,000)
Less: May 2, 2016 (Prepayment)	(\$35,000)
Less: November 1, 2016 (Prepayment)	(\$55,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
Less: May 2, 2017 (Prepayment)	(\$5,000)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Less: November 1, 2018 (Prepayment)	(\$105,000)
Less: May 1, 2019 (Mandatory)	(\$80,000)
Less: May 2, 2019 (Prepayment)	(\$10,000)
Current Bonds Outstanding	\$1,910,000

*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
<b>TOTAL ASSESSED</b>	<b>45,481</b>	<b>1,962,703.38</b>	<b>177,889.82</b>	<b>1,461,865.84</b>	<b>3,602,459.05</b>

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/14/18	71,071.28	38,721.28	3,509.51	28,840.49
2	11/30/18	641,388.80	349,443.52	31,671.85	260,273.43
3	12/10/18	2,216,371.84	1,207,530.87	109,444.68	899,396.29
4	12/19/18	487,681.85	265,700.40	24,081.78	197,899.67
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
8	04/12/19	46,330.83	25,242.11	2,287.82	18,800.90
9	05/13/19	11,158.63	6,079.48	551.01	4,528.14
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>3,561,823.65</b>	<b>1,940,564.27</b>	<b>175,883.23</b>	<b>1,445,376.15</b>

PERCENT COLLECTED	TOTAL	DEBT	O&M
<b>TOTAL PERCENT COLLECTED</b>	<b>98.87%</b>	<b>98.87%</b>	<b>98.87%</b>

*D.*

# Double Branch

## Community Development District

### Check Run Summary

June 30, 2019

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Payroll	6/21/19	50775-50777	\$ 554.10
		Sub-Total	\$ 554.10
Accounts Payable	6/6/19	1527-1528	\$ 2,711.53
	6/12/19	1529	\$ 5,640.63
	6/20/19	1530	\$ 71.55
		Sub-Total	\$ 8,423.71
<b>Recreation Fund</b>			
Accounts Payable	6/6/19	5962-5967	\$ 3,987.99
	6/12/19	5968-5993	\$ 31,351.74
	6/20/19	5994-6005	\$ 22,229.35
	6/26/19	6006-6008	\$ 12,291.22
		Sub-Total	\$ 69,860.30
<b>Capital Reserve Fund</b>			
Accounts Payable			
		Sub-Total	\$ -
<b>Total</b>			<b>\$ 78,838.11</b>

# Attendance Sheet

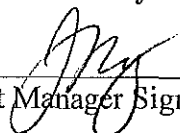
District Name: Double Branch, CDD

Board Meeting Date: June 10, 2019

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

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

Approved for Payment:

  
District Manager Signature

6/10/19  
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 #
6/06/19	00015	5/31/19 107725	201904 310-51300-31500	APR GENERAL COUNSEL	*	909.00	
				HOPPING GREEN & SAMS			909.00 001527
6/06/19	00015	5/31/19 107726	201904 310-51300-31500	APR MONTHLY MEETING	*	1,802.53	
				HOPPING GREEN & SAMS			1,802.53 001528
6/12/19	00035	6/01/19 2067	201906 310-51300-34000	JUN MANAGEMENT FEES	*	4,996.92	
		6/01/19 2067	201906 310-51300-35100	JUN INFORM TECHNOLOGY	*	161.83	
		6/01/19 2067	201906 310-51300-31300	JUN DISSEMINATION SERICE	*	111.08	
		6/01/19 2067	201906 310-51300-51000	OFFICE SUPPLIES	*	21.14	
		6/01/19 2067	201906 310-51300-42000	POSTAGE	*	137.39	
		6/01/19 2067	201906 310-51300-42500	COPIES	*	199.95	
		6/01/19 2067	201906 310-51300-41000	TELEPHONE	*	12.32	
				GOVERNMENTAL MANAGEMENT SERVICES			5,640.63 001529
6/20/19	00104	5/22/19 299690	201905 310-51300-48000	NOTICE OF MEETING 6/10/19	*	71.55	
				CLAY TODAY			71.55 001530
TOTAL FOR BANK A						8,423.71	
TOTAL FOR REGISTER						8,423.71	

DBBR DOUBLE BRANCH HSMITH



# Hopping Green & Sams

Attorneys and Counselors

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

V-15  
(A)

1,310,513.315

## STATEMENT

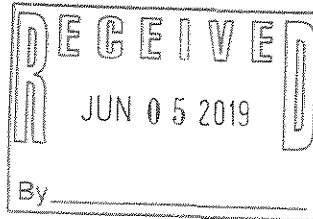
May 31, 2019

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

Bill Number 107725  
Billed through 04/30/2019

General Counsel (O&M)

DBRNCH 00001 JMW



### FOR PROFESSIONAL SERVICES RENDERED

04/01/19	SRS	Continue research regarding ADA website accessibility.	0.10 hrs
04/03/19	JMW	Review incident report from Soriano; confer with Perry and Soriano regarding same.	0.80 hrs
04/10/19	JMW	Review assessment receipt progress; review true-up agreement for village center parcels; confer with Fulks; review budget status.	1.40 hrs
04/22/19	JMW	Review draft notice.	0.20 hrs
04/30/19	JMW	Confer with Metcalf regarding property conveyance clean-up issues; review plats and property appraiser information; review acquisition agreement.	0.90 hrs
04/30/19	JLK	Review and negotiate standard form of agreement for professional technological services.	0.10 hrs
04/30/19	CGS	Monitor proposed legislation which may impact district.	0.30 hrs
Total fees for this matter			\$909.00

### 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.	3.30 hrs	235 /hr	\$775.50
Sandy, Sarah R.	0.10 hrs	180 /hr	\$18.00

TOTAL FEES \$909.00

### TOTAL CHARGES FOR THIS MATTER

**\$909.00**

### 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.	3.30 hrs	235 /hr	\$775.50
Sandy, Sarah R.	0.10 hrs	180 /hr	\$18.00
TOTAL FEES			\$909.00
TOTAL CHARGES FOR THIS BILL			<b>\$909.00</b>

**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

V -15  
(A)

1,310,573.815

## STATEMENT

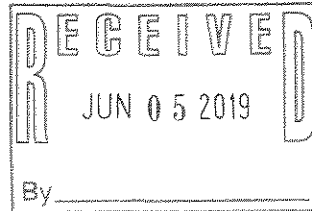
May 31, 2019

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

Bill Number 107726  
Billed through 04/30/2019

Monthly Meeting (O&M)

DBRNCH 00101 JMW



### FOR PROFESSIONAL SERVICES RENDERED

04/05/19	JMW	Meeting preparation; review agenda package materials; conference with staff.
04/08/19	JMW	Meeting preparation; travel to and attend regular board meeting; return travel.
04/09/19	JMW	Meeting follow-up.
04/29/19	JMW	Review draft agenda; confer with staff.

Total fees for this matter \$1,700.00

### DISBURSEMENTS

Travel	94.25
Travel - Meals	8.28

Total disbursements for this matter \$102.53

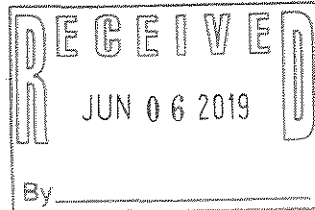
### MATTER SUMMARY

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$102.53
<b>TOTAL CHARGES FOR THIS MATTER</b>	<b>\$1,802.53</b>

### BILLING SUMMARY

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$102.53
<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$1,802.53</b>

Please include the bill number on your check.

**Governmental Management Services, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice****Bill To:**Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Invoice #: 2067

Invoice Date: 6/1/19

Due Date: 6/1/19

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Management Fees - June 2019 1,310, 573, 340		4,996.92	4,996.92
Information Technology - June 2019 -11- 357		161.83	161.83
Dissemination Agent Services - June 2019 -11- 313		111.08	111.08
Office Supplies -11- 570		21.14	21.14
Postage -11- 420		137.39	137.39
Copies -11- 425		199.95	199.95
Telephone -11- 410		12.32	12.32
V- 35 (A)			

**Total** \$5,640.63**Payments/Credits** \$0.00**Balance Due** \$5,640.63

**CLAY  
TODAY**3513 U.S. Hwy. 17 • Fleming Island, FL 32003  
Phone: (904) 264-3200**Recorder**  
Not your average newspaper, not your average reader.1102 A1A North, Unit 108 • Ponte Vedra Beach, FL 32082  
Phone: (904) 285-8831

## Advertising Invoice

**DOUBLE BRANCH CDD**  
**C/O GMS 475 WEST TOWN PLACE**  
**SUITE 114**  
**ST AUGUSTINE, FL 32092****Cust#:986814**  
**Ad#:299690**  
**Phone#:904-940-5850**  
**Date:05/22/2019**1.31 · 513.48  
104**Salesperson: Clay Legals****Classification: Legal Notice****Ad Size: 1.0 x 5.30****Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	05/30/2019	05/30/2019	1	71.55	71.55

**Payment Information:**

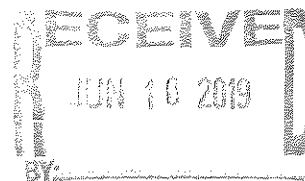
<b>Date:</b>	<b>Order#</b>	<b>Type</b>
05/22/2019	299690	BILLED ACCOUNT

**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, June 10, 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



**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

**JUNE MEETING**

**LEGAL: 44141 ORDER: 299690**

was published in said newspaper in the issues:

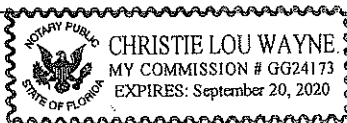
**05/30/2019**

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.



Sworn to me and subscribed before me 05/30/2019.

*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

**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, June 10, 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.

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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 44141 published May 30, 2019  
 in Clay County's Clay Today  
 newspaper

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/06/19	00412	6/03/19 10-BID-4 201906 310-51300-49300 10-60-00112 POOL PERMIT		FLORIDA DEPARTMENT OF HEALTH	*	250.00	250.00 005962
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/06/19	00412	6/03/19 10-BID-4 201906 310-51300-49300 10-60-00113 POOL PERMIT		FLORIDA DEPARTMENT OF HEALTH	*	250.00	250.00 005963
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/06/19	00412	6/03/19 10-BID-4 201906 310-51300-49300 10-60-00114 POOL PERMIT		FLORIDA DEPARTMENT OF HEALTH	*	125.00	125.00 005964
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/06/19	00092	5/29/19 2070 201905 300-36900-10300 FACILITY EVENT 5/23/19		GOVERNMENTAL MANAGEMENT SERVICES	*	580.50	580.50 005965
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/06/19	00208	6/03/19 06032019 201905 300-20700-10100 5/24/19-5/30/19 SECURITY		MIDDLE VILLAGE CDD	*	675.00	675.00 005966
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/06/19	00186	6/01/19 13129558 201906 320-57200-46300 JUN POOL MAINTENANCE			*	1,999.31	
		6/01/19 13129558 201906 320-57200-46300 FUEL		POOLSURE	*	108.18	2,107.49 005967
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/12/19	00731	6/10/19 06102019 201906 300-36900-10300 RENTAL DEPOSIT REFUND		BRENDA JAMES	*	100.00	100.00 005968
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/12/19	00661	6/10/19 06102019 201906 300-36900-10300 RENTAL DEPOSIT REFUND		CHRISTINA RISCO	*	100.00	100.00 005969
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/12/19	00738	6/10/19 06102019 201906 300-36900-10300 RENTAL DEPOSIT REFUND		CICI CARTER	*	100.00	100.00 005970
- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
6/12/19	00172	6/06/19 06062019 201906 320-57200-43500 3713-1 THOUSAND OAKS DR			*	107.82	
		6/06/19 06062019 201906 320-57200-43500 1422-1 BITTERBERRY DR			*	.76	
		6/06/19 06062019 201906 320-57200-43500 3701-1 THOUSAND OAKS DR			*	28.58	
		6/06/19 06062019 201906 320-57200-43500 3659-1 THOUSAND OAKS DR			*	27.06	

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		6/06/19	06062019 201906 320-57200-43500 1940-1 WOODWORTH DR		*	26.30	
		6/06/19	06062019 201906 320-57200-43500 603-1 WATERFORD OAKS DR		*	30.10	
		6/06/19	06062019 201906 320-57200-43500 1505-1 CANOPY OAKS DR		*	39.46	
		6/06/19	06062019 201906 320-57200-43500 3178-1 WANDERING OAKS DR		*	30.10	
		6/06/19	06062019 201906 320-57200-43500 1206-1 BEDLOCK DR		*	28.58	
		6/06/19	06062019 201906 320-57200-43500 1591-1 CANOPY OAKS DR		*	908.52	
		6/06/19	06062019 201906 320-57200-43500 566-1 OAKLEAF VILLAGE PRK		*	1,296.79	
		6/06/19	06062019 201906 320-57200-43500 716-1 WAKEMONT DR		*	134.50	
				CLAY COUNTY UTILITY AUTHORITY			2,658.57 005971
6/12/19	00285	6/07/19	SSI08986 201905 320-57200-34510 MAY EMPLOYMENT FEE		*	546.25	
		6/07/19	SSI08986 201905 320-57200-34510 MAY SCHEDULING FEE		*	187.50	
				CLAY COUNTY SHERIFF'S OFFICE			733.75 005972
6/12/19	00002	5/31/19	05312019 201906 320-57200-43100 JUN RECREATION ELECTRIC		*	2,516.00	
		5/31/19	05312019 201906 320-57200-43000 JUN COMMON ELECTRIC		*	2,381.00	
		5/31/19	05312019 201906 330-57200-43110 JUN FITNESS ELECTRIC		*	961.00	
		5/31/19	05312019 201906 320-57200-42900 JUN STREETLIGHTING		*	2,353.00	
				CLAY ELECTRIC COOPERATIVE, INC			8,211.00 005973
6/12/19	00733	6/10/19	06102019 201906 300-36900-10300 RENTAL DEPOSIT REFUND		*	100.00	
				DIONISIO LOPEZ			100.00 005974
6/12/19	00732	6/10/19	06102019 201906 300-36900-10300 RENTAL DEPOSIT REFUND		*	100.00	
				FATIMA PATTERSON			100.00 005975
6/12/19	00092	6/01/19	2068 201906 310-51300-34000 JUN FACILITY MNG-REC		*	9,205.83	
				GOVERNMENTAL MANAGEMENT SERVICES			9,205.83 005976
				DBBR DOUBLE BRANCH HSMITH			



AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	6/27/19	PAGE	3
*** CHECK DATES 06/01/2019 - 06/27/2019 ***														
DOUBLE BRANCH - REC FUND														
BANK B RECREATION FUND														

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/12/19	00092	6/01/19 2069	201906 310-51300-34000	JUN FACILITY MNG-STAFF	*	4,963.17	
							4,963.17 005977
GOVERNMENTAL MANAGEMENT SERVICES							
6/12/19	00736	6/10/19 06102019	201906 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 005978
JENNIFER HELVEY							
6/12/19	00625	6/10/19 06102019	201906 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 005979
LINDA REID							
6/12/19	00734	6/10/19 06102019	201906 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 005980
MARIBEL TORRES							
6/12/19	00651	6/10/19 06102019	201906 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 005981
MARVA MCKINNEY							
6/12/19	00208	6/06/19 06062019	201905 300-20700-10100	5/24/19 SECURITY	*	90.00	
							90.00 005982
MIDDLE VILLAGE CDD							
6/12/19	00208	6/10/19 06102019	201906 300-20700-10100	5/30/19-6/6/19 SECURITY	*	705.00	
							705.00 005983
MIDDLE VILLAGE CDD							
6/12/19	00735	6/10/19 06102019	201906 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 005984
NICOHA FORD							
6/12/19	00730	6/10/19 06102019	201906 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 005985
NICOLE MASLINE							
6/12/19	00714	6/07/19 06072019	201906 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 005986
PATRICIA FRANCIS							
6/12/19	00297	6/01/19 249	201906 320-57200-61000	JUN JANITORIAL AMENITY	*	2,079.00	
							2,079.00 005987
RIVERSIDE MANAGEMENT SERVICES, INC							
6/12/19	00297	6/01/19 250	201906 330-57200-61100	JUN JANITORIAL FITNESS	*	1,005.42	
							1,005.42 005988
RIVERSIDE MANAGEMENT SERVICES, INC							

DBBR DOUBLE BRANCH HSMITH



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
6/20/19	00092	6/11/19 2073	201905 300-36900-10300		*	973.00	
			EVENT STAFF THRU 5/9/19				
				GOVERNMENTAL MANAGEMENT SERVICES			973.00 005998
6/20/19	00024	6/01/19 433858	201906 320-57200-46800		*	2,029.00	
			JUN LAKE MAINTENANCE				
				THE LAKE DOCTORS, INC.			2,029.00 005999
6/20/19	00208	6/17/19 06172019	201906 300-20700-10100		*	810.00	
			6/7/19-6/13/19 SECURITY				
				MIDDLE VILLAGE CDD			810.00 006000
6/20/19	00297	6/11/19 251	201905 320-57200-46400		*	6,581.10	
			MAY PRESSURE WASHING				
				RIVERSIDE MANAGEMENT SERVICES, INC			6,581.10 006001
6/20/19	00264	5/19/19 05192019	201905 320-57200-63100		*	1,452.00	
			REPAIR/REPLACE FENCE				
				T FENCEMAN INC			1,452.00 006002
6/20/19	00264	6/04/19 06042019	201906 320-57200-63100		*	85.00	
			INSTALL FENCE POST				
				T FENCEMAN INC			85.00 006003
6/20/19	00382	4/22/19 91714600	201904 330-57200-61100		*	60.25	
			4/22/19 MAT CLEANING				
		4/29/19 91714620	201904 330-57200-61100		*	60.25	
			4/29/19 MAT CLEANING				
		5/06/19 91714640	201905 330-57200-61100		*	60.25	
			5/6/19 MAT CLEANING				
		5/13/19 91714660	201905 330-57200-61100		*	60.25	
			5/13/19 MAT CLEANING				
		5/20/19 91714680	201905 330-57200-61100		*	60.25	
			5/20/19 MAT CLEANING				
				UNIFIRST CORPORATION			301.25 006004
6/20/19	00672	6/11/19 754	201906 320-57200-35100		*	787.04	
			IRRIGATION REPAIRS				
				VERDEGO, LLC			787.04 006005
6/26/19	00092	6/18/19 2074	201905 320-57200-46600		*	2,292.00	
			MAY FACILITY MAINT - GEN				
		6/18/19 2074	201905 320-57200-46620		*	2,480.00	
			MAY FACILITY MAINT-CONTIN				
		6/18/19 2074	201905 320-57200-46630		*	628.00	
			MAY LIGHTING REPAIRS				

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		6/18/19 2074	201905 320-57200-63100		*	1,898.22	
			MAY REPAIR & REPLACEMENTS				
		6/18/19 2074	201905 320-57200-46400		*	2,593.00	
			MAY COMMON AREA MAINT				
		6/18/19 2074	201905 320-57200-46300		*	987.00	
			MAY POOL MAINTENANCE				
		6/18/19 2074	201905 320-57200-46800		*	533.00	
			MAY LAKE MAINTENANCE				
				GOVERNMENTAL MANAGEMENT SERVICES			11,411.22 006006
6/26/19 00208		6/25/19 06252019	201906 300-20700-10100		*	780.00	
			6/14/19-6/20/19 SECURITY				
				MIDDLE VILLAGE CDD			780.00 006007
6/26/19 00741		6/23/19 06232019	201906 300-36900-10300		*	100.00	
			RENTAL DEPOSIT REFUND				
				ROY CRESS			100.00 006008
				TOTAL FOR BANK B		69,860.30	
				TOTAL FOR REGISTER		69,860.30	

DBBR DOUBLE BRANCH HSMITH



Florida Department of Health  
in Clay County  
Notification of Fees Due

\*1/4196520\*  
10-BID-4196520

Permit Number

**10-60-00112**

**For: Swimming Pools - Public Pool > 25000 Gallons**

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2019).

Fee Amount: \$250.00

Previous Balance: \$0.00

**Total Amount Due: \$250.00**

Payment Due Date: 06/30/2019 or Upon Receipt

Mail To: Double Branch Community Development District  
475 W Town Place, Suite 114  
Saint Augustine, FL 32092

Please verify all information below at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com) and make changes as necessary.

**Account Information:**

Name: Oakleaf Plantation - LAP POOL  
Location: 370 Oakleaf Village Parkway  
Orange Park, FL 32065

Pool Volume: 156,047 gallons  
Bathing Load: 86  
Flow Rate: 434

**Owner Information:**

Name: Double Branch Community Development District  
Address: 475 W Town Place, Suite 114  
(Mailing) Saint Augustine, FL 32092  
Home Phone: (904) 940-5850 Work Phone: (904) 406-2211

Circle One: MC

Name on Card: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp Date: \_\_\_\_/\_\_\_\_ Security Code (CVV): \_\_\_\_

Card's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

I Authorize Florida Department of Health in Clay County to charge my credit card account for the following:

Payment Amount: \$ \_\_\_\_\_ For: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please go online to pay fee at:**  
**[www.MyFloridaEHPermit.com](http://www.MyFloridaEHPermit.com)**

Permit Number: 10-60-00112 Bill ID: 10-BID-4196520

Billing Questions call DOH-Clay at: (904) 278-3784

If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

[Please RETURN invoice with your payment]

Batch Billing ID:18616

**PERMIT HOLDERS CAN NOW**

**pay invoices online!**

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- No sign-up cost.
- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information





Florida Department of Health  
in Clay County  
Notification of Fees Due

\*1/4196521\*  
10-BID-4196521

Permit Number

**10-60-00113**

**For: Swimming Pools - Public Pool > 25000 Gallons**

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2019).

Fee Amount: \$250.00

Previous Balance: \$0.00

**Total Amount Due: \$250.00**

Payment Due Date: 06/30/2019 or Upon Receipt

Mail To: Double Branch Community Development District  
475 W Town Place, Suite 114  
Saint Augustine, FL 32092

(B) 2, 3/10, 573, 493  
V- 4/2

Please verify all information below at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com) and make changes as necessary.

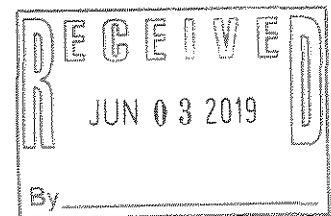
**Account Information:**

Name: Oakleaf Plantation - Play Pool  
Location: 370 Oakleaf Village Parkway  
Orange Park, FL 32065

Pool Volume: 69,721 gallons  
Bathing Load: 77  
Flow Rate: 388

**Owner Information:**

Name: Double Branch Community Development District  
Address: 475 W Town Place, Suite 114  
(Mailing) Saint Augustine, FL 32092  
Home Phone: (904) 940-5850 Work Phone: (904) 406-2211



Circle One: MC

Name on Card: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp Date: \_\_\_\_/\_\_\_\_ Security Code (CVV): \_\_\_\_\_

Card's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

I Authorize Florida Department of Health in Clay County to charge my credit card account for the following:

Payment Amount: \$\_\_\_\_\_ For: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please go online to pay fee at:**  
**[www.MyFloridaEHPermit.com](http://www.MyFloridaEHPermit.com)**

Permit Number: 10-60-00113 Bill ID: 10-BID-4196521

Billing Questions call DOH-Clay at: (904) 278-3784

If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

[Please RETURN invoice with your payment]

Batch Billing ID:18616

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- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information





**Florida Department of Health  
in Clay County  
Notification of Fees Due**

**\*1/4196616\***  
10-BID-4196616

Permit Number

**10-60-00114**

**For: Swimming Pools - Water Activity**

Fee Amount: \$125.00

Previous Balance: \$0.00

**Total Amount Due: \$125.00**

Payment Due Date: 06/30/2019 or Upon Receipt

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2019).

Mail To: Double Branch Community Development District  
475 W Town Place, Suite 114  
Saint Augustine, FL 32092

V-412  
2,310.573.493  
(B)

Please verify all information below at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com) and make changes as necessary.

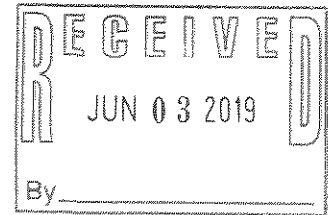
**Account Information:**

Name: Oakleaf Plantation - Spray Pool  
Location: 370 Oakleaf Village Parkway  
Orange Park, FL 32065

Pool Volume: 11,931 gallons  
Bathing Load: 86  
Flow Rate: 67

**Owner Information:**

Name: Double Branch Community Development District  
Address: 475 W Town Place, Suite 114  
(Mailing) Saint Augustine, FL 32092  
Home Phone: (904) 940-5850 Work Phone: (904) 406-2211



Circle One: MC

Name on Card: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp Date: \_\_\_\_/\_\_\_\_ Security Code (CVV): \_\_\_\_

Card's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

I Authorize Florida Department of Health in Clay County to charge my credit card account for the following:

Payment Amount: \$\_\_\_\_\_ For: \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Please go online to pay fee at:  
[www.MyFloridaEHPermit.com](http://www.MyFloridaEHPermit.com)**

Permit Number: 10-60-00114 Bill ID: 10-BID-4196616

Billing Questions call DOH-Clay at: (904) 278-3784

If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

[Please RETURN invoice with your payment]

Batch Billing ID:18616

**PERMIT HOLDERS CAN NOW**

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- No sign-up cost.
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- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

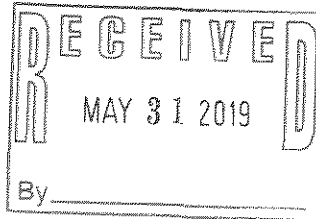
NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information

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

# Invoice

Invoice #: 2070  
Invoice Date: 5/29/19  
Due Date: 5/29/19  
Case:  
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Event Staff through May 23, 2019	23.22	25.00	580.50
<div>Amenities Revenue 2,369,103</div> <div>(B) ✓-92</div> <div><u>2,380,369.103</u></div>			
Total			\$580.50
Payments/Credits			\$0.00
Balance Due			\$580.50

RMW  
5,31.19



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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

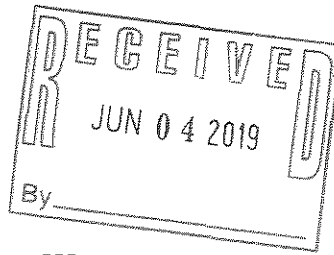
<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
23.22	Facility Event Staff	\$ 25.00	\$ 580.50

Covers Period End: May 23, 2019

Amenities Revenue # 2-369-103

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JUNE 3, 2019  
WEEK OF: 5/24/19-5/30/19

**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
5/24/19	ANDRE MACK	2000-0000	4	30.00	120.00
5/25/19	BRYAN SMITH	1700-2300	6	30.00	180.00
5/26/19	BRYAN SMITH	1700-2300	6	30.00	180.00
5/27/19	ANDRE MACK	1900-0000	5	30.00	150.00
5/28/19	JONATHAN BROWN	1700-2300	6	30.00	180.00
5/29/19	MATTHEW WILLIAMS	1620-2220	6	30.00	180.00
5/30/19	JOHN DRURY	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1350.00/2
					\$675.00

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

THANK YOU FOR YOUR BUSINESS!

V-208

(B) 2,300.207.101



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

# Invoice

Date 6/1/2019

Invoice # 131295585863

Terms	Net 20
Due Date	6/21/2019
PO #	
Customer #	13OAK102

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate <i>June</i>	1	ea	1,999.31
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<div>RECEIVED MAY 22 2019 BY: _____</div>				

⑥ V-186 2,320,572.463

Total 2,107.49  
Amount Due \$2,107.49

## Remittance Slip

Customer  
13OAK102  
Invoice #  
131295585863

Amount Due \$2,107.49

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

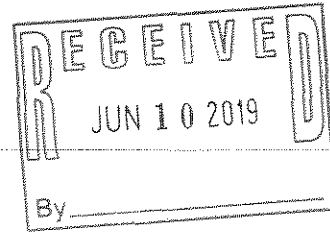
Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295585863

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - BRENDA JAMES  
**Date:** June 10, 2019 at 1:08 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SUNDAY) 11:00 a.m. to 3:00 p.m.
- DATE OF VENUE – JUNE 2, 2019
- RESIDENT – BRENDA JAMES
- ADDRESS – 785 OAKLEAF PLANTATION PARKWAY #1632, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (2448)
  - DATED: 5/11/19
  - SEQ#: 2
  - BATCH#: 138
  - INVOICE#: 2
  - APPROVAL CODE: 011140
  - AMOUNT: \$100.00

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

Thank you.

*I will be out of the office WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

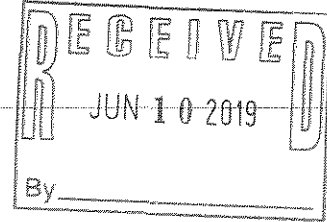
Governmental Management Services

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

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① 2,300.369.103  
V- 731

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - CHRISTINA RISCO  
**Date:** June 10, 2019 at 1:32 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SATURDAY) 3:00 p.m. to 7:00 p.m.
- DATE OF VENUE – JUNE 1, 2019
- RESIDENT – CHRISTINA RISCO
- ADDRESS – 3845 CARDINAL OAKS, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via MASTERCARD (3078)
  - DATED: 5/3/19
  - SEQ#: 3
  - BATCH#: 135
  - INVOICE#: 3
  - APPROVAL CODE: 07081Z
  - AMOUNT: \$100.00

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

Thank you.

*I will be out of the office WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

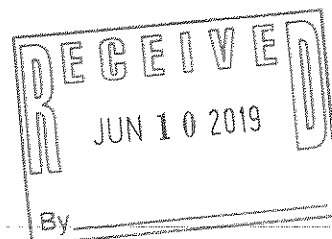
Governmental Management Services

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

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Ⓟ 2,300, 369,103  
V-661

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - CICI CARTER  
**Date:** June 10, 2019 at 5:05 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 7:00 p.m. to 11:00 p.m.
- DATE OF VENUE – JUNE 8, 2019
- RESIDENT – CICI CARTER
- ADDRESS – 830 MOSSWOOD CHASE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND – \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (0275)
  - DATED: 5/16/19
  - SEQ#: 3
  - BATCH#: 140
  - INVOICE#: 3
  - APPROVAL CODE: 06015A
  - AMOUNT: \$100.00

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

Thank you.

*I will be out of the office WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

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

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic 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.

V-838  
(16) 2,300,369.103



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00206379

Route #: MC05521144

Service Address: 3713-1 Thousand Oaks Drive Reclaimed Irrigation

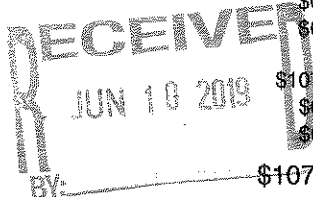
Water						
Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00		\$0.00
Proration Factor: 0.0000	Tier 2	0.0	x	0.00		\$0.00
	Tier 3	0.0	x	0.00		\$0.00
	Tier 4	0.0	x	0.00		\$0.00

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

Reuse						
Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54004672	1.5	06/04/19	29	13411	13451	40
Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	40.0	x	0.76		\$30.40
Proration Factor: 0.9667	Tier 2	0.0	x	1.50		\$0.00
	Tier 3	0.0	x	2.26		\$0.00

Other Charges						
Administrative Fees (Prepaid)						\$0.00
Capacity Fees (Prepaid)						\$0.00
Deposit Interest Refund						\$0.00
Current Charges						\$107.82
Previous Balance						\$0.00
Late Charge (If Applicable)						\$0.00
<b>TOTAL AMOUNT DUE</b>						<b>\$107.82</b>



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

**Rainy days means fewer days needed for watering your lawn.** Proper maintenance of your irrigation system's rain sensor will prevent over watering which promotes weeds, insects and weaker grass roots.

Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://fl.ifas.ufl.edu>

**Please pay \$107.82 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$114.66 was posted to your account on 05/31/2019.

2,320,572,135

V-172



Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

ADDRESSEE:

6107 1 AB 0.409 17-17



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



Bill Summary

Bill Date	06/06/19
Current Charges	\$107.82
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	✓ \$107.82

MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00238253

Route #: MC05521740

Service Address: 1422-1 Bitterberry Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54789478	.75	06/04/19	29	1584	1592	8

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

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$29.34
Previous Balance	\$-28.58
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$0.76</b>

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

**Rainy days means fewer days needed for watering your lawn. Proper maintenance of your irrigation system's rain sensor will prevent over watering which promotes weeds, insects and weaker grass roots.**

**Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://ffl.ifas.ufl.edu>**

**\*\*\* WE WILL DEBIT YOUR ACCOUNT ON 6/27/2019 FOR \$0.76.**

**Your last payment of \$28.58 was posted to your account on 05/31/2019.**

V-172 2,800,572.485

(B)

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$29.34
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$-28.58</b>
<b>Total Amount Due</b>	<b>\$0.76</b>

ACH DEBIT



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

DOUBLE BRANCH CDD

Customer #:00238253

1422-1 Bitterberry Drive Reclaimed Irrigation

Route #:MC05521740

Route Group:27

### ADDRESSEE:

6110 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:

**DO NOT RETURN  
PAYMENT WILL BE DEBITED ON  
AGREED DATE**





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00206376

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521142

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
69062536	.75	06/04/19	29	694	701	7

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	7.0	x	0.76	\$5.32	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$28.58
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$28.58</b>

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**Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://ffl.ifas.ufl.edu>**

**Please pay \$28.58 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

**Your last payment of \$30.10 was posted to your account on 05/31/2019.**

*Please return this portion with payment*

### Bill Summary



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

Bill Date	06/06/19
Current Charges	\$28.58
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$28.58</b>

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

### ADDRESSEE:

6106 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00206381

Service Address: 3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521233

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
71191253	.75	06/04/19	29	1332	1337	5
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	5.0	x	0.76	\$3.80	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$27.06
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$27.06</b>

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Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://ffl.ifas.ufl.edu>

**Please pay \$27.06 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$26.30 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$27.06
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$27.06</b>



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

DOUBLE BRANCH CDD

Customer #:00206381

3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521233

Route Group:27

### ADDRESSEE:

6105 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00206380

Service Address: 1940-1 Woodworth Drive Reclaimed Irrigation

Route #: MC05521159

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

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

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	4.0	x	0.76	\$3.04	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$26.30
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$26.30</b>

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Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://fl.ifas.ufl.edu>

**Please pay \$26.30 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$26.30 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$26.30
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$26.30</b>



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

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

### ADDRESSEE:

6104 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00207243

Route #: MC05522459

Service Address: 603-1 Waterford Oaks Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70067264	.75	06/04/19	29	217	226	9
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	9.0	x	0.76	\$6.84	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$30.10
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$30.10</b>

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**Please pay \$30.10 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$33.14 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$30.10
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$30.10</b>



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

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

### ADDRESSEE:

6103 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00206125

Service Address: 1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #: MC05522414

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
71385119	1	06/04/19	29	165	166	1
Base Charges (Prepaid)						\$38.70
Consumption Charges	Tier 1	1.0	x	0.76	\$0.76	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

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

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**Please pay \$39.46 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

**Your last payment of \$38.70 was posted to your account on 05/31/2019.**

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$39.46
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$39.46</b>



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

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

### ADDRESSEE:

6102 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00206121

Service Address: 3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #: MC05522029

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70945868	.75	06/04/19	29	121	130	9

Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	9.0	x	0.76	\$6.84	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$30.10
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$30.10</b>

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

**Rainy days means fewer days needed for watering your lawn. Proper maintenance of your irrigation system's rain sensor will prevent over watering which promotes weeds, insects and weaker grass roots.**

Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://ffl.ifas.ufl.edu>

**Please pay \$30.10 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$30.86 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$30.10
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$30.10</b>



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

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

### ADDRESSEE:

6101 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD  
Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

Bill Date: 06/06/2019

Customer #: 00238254  
Route #: MC05521847

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70003479	.75	06/04/19	29	433	440	7
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	7.0	x	0.76	\$5.32	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$28.58
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$28.58</b>

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

**Rainy days means fewer days needed for watering your lawn.** Proper maintenance of your irrigation system's rain sensor will prevent over watering which promotes weeds, insects and weaker grass roots.

Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://fl.ifas.ufl.edu>

**Please pay \$28.58 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$29.34 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$28.58
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$28.58</b>



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

DOUBLE BRANCH CDD

Customer #:00238254

1206-1 Bedrock Drive Reclaimed Irrigation

Route #:MC05521847

Route Group:27

### ADDRESSEE:

### MAIL PAYMENT TO:

6100 1 AB 0.409 17-17



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



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00206136

Service Address: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #: MC05521521

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

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

Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	72.5	x	0.76	\$55.10	
Proration Factor: 0.9667	Tier 2	24.2	x	1.50	\$36.30	
	Tier 3	327.3	x	2.26	\$739.70	

### Other Charges

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

Current Charges	\$908.52
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$908.52</b>

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Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://fl.ifas.ufl.edu>

**Please pay \$908.52 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$459.35 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$908.52
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$908.52</b>



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

DOUBLE BRANCH CDD

Customer #:00206136

1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

### ADDRESSEE:

6099 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:



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





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00201224

Service Address: 566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #: MC05521392

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

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

Base Charges (Prepaid)						\$123.86
Consumption Charges	Tier 1	116.0	x	0.76	\$88.16	
Proration Factor: 0.9667	Tier 2	38.7	x	1.50	\$58.05	
	Tier 3	454.3	x	2.26	\$1,026.72	

### Other Charges

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

Current Charges	\$1,296.79
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$1,296.79</b>

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Choose plants well-suited for their site. They will need less irrigation and are more resistant to pest infestation. Learn more at <https://fl.ifas.ufl.edu>

**Please pay \$1296.79 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$737.66 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$1,296.79
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$1,296.79</b>



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

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

### ADDRESSEE:

6098 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 06/06/2019

Customer #: 00191992  
Route #: MC05520506

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

### Water

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

Base Charges (Prepaid)	06/06/19 to 07/03/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

### Sewer

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

### Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
58743864	2	06/04/19	29	495	509	14

Base Charges (Prepaid)						\$123.86
Consumption Charges	Tier 1	14.0	x	0.76	\$10.64	
Proration Factor: 0.9667	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

### Other Charges

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

Current Charges	\$134.50
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$134.50</b>

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**Please pay \$134.50 by 6/27/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$131.46 was posted to your account on 05/31/2019.

*Please return this portion with payment*

### Bill Summary

Bill Date	06/06/19
Current Charges	\$134.50
<b>Current Charges Past Due After</b>	<b>06/27/19</b>
Lend A Helping Hand (If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
<b>Total Amount Due</b>	<b>\$134.50</b>



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

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

### ADDRESSEE:

6097 1 AB 0.409 17-17



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



### MAIL PAYMENT TO:

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



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

Invoice Number: SSI08986  
Invoice Date: 6/7/2019  
  
Page: 1

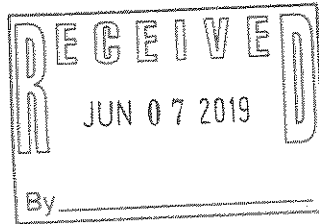
**Attn: Fiscal - Accounts Receivable**

Bill

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

Ship

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



Due Date 6/22/2019  
Terms Net 15 Days

Customer ID C0000168  
P.O. Number  
P.O. Date 6/7/2019  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qtv	Quantitv	Unit Price	Total Price
Fees-2nd Employment Admin Fee-MAY 2019		218.5	218.5	5.00	1,092.50/2=\$546.25
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2=\$187.50

V-285 (B) 2,320, 572, 34570

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 1,467.50

**Subtotal:** 1,467.50  
Invoice Discount: 0.00  
Tax: 0.00

**Total USD:** 1,467.50 / 2  
\$ 733.75

OAKLEAF PLANTATION CDD	5/1/2019	7137	BROWN, JONATHAN	6.00
OAKLEAF PLANTATION CDD	5/2/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/3/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/3/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/4/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/4/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/5/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/6/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/7/2019	7137	BROWN, JONATHAN	6.00
OAKLEAF PLANTATION CDD	5/8/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/9/2019	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	5/10/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/10/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	5/12/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/13/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	5/14/2019	7137	BROWN, JONATHAN	6.00
OAKLEAF PLANTATION CDD	5/15/2019	6534	SIMMONS, BENJAMIN A	5.50
OAKLEAF PLANTATION CDD	5/16/2019	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	5/17/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/17/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	5/18/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	5/18/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/19/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/20/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	5/21/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	5/22/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	5/23/2019	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	5/24/2019	7036	MACK, ANDRE D.	4.00
OAKLEAF PLANTATION CDD	5/24/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	5/25/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/26/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	5/27/2019	7036	MACK, ANDRE D.	5.00
OAKLEAF PLANTATION CDD	5/28/2019	7137	BROWN, JONATHAN	6.00
OAKLEAF PLANTATION CDD	5/29/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	5/30/2019	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	5/31/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	5/31/2019	6584	BURNS, MIACHEL	6.00

			TOTAL	218.50
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**Clay Electric Cooperative, Inc.**  
 Orange Park District  
 734 Blanding Blvd  
 Orange Park FL 32065-5798  
 904-272-2456

**Statement Date: 05/31/2019**

GROUP BILLING

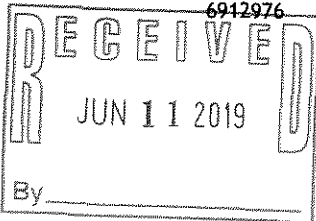
Page 2



Web Address  
 clayelectric.com

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

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995700	03/31/2019	05/09/2019	942.00	-942.00	.00	751.00	751.00
	4995718	03/31/2019	05/09/2019	483.00	-483.00	.00	562.00	562.00
	5217088	04/07/2019	05/09/2019	1,976.00	-1,976.00	.00	2,516.00	2,516.00
	5347943	04/07/2019	05/09/2019	64.00	-64.00	.00	71.00	71.00
	5379615	05/01/2019	05/31/2019	2,141.00	-2,141.00	.00	2,141.00	2,141.00
	5715289	05/01/2019	05/31/2019	98.00	-98.00	.00	98.00	98.00
	5774021	04/10/2019	05/08/2019	25.00	-25.00	.00	25.00	25.00
	6875140	04/27/2019	05/08/2019	48.00	-48.00	.00	13.00	13.00
	6912612	04/12/2019	05/10/2019	25.00	-25.00	.00	25.00	25.00
	6912620	04/11/2019	05/09/2019	26.00	-26.00	.00	26.00	26.00
	6912653	04/12/2019	05/10/2019	26.00	-26.00	.00	26.00	26.00
	6912661	04/12/2019	05/10/2019	25.00	-25.00	.00	25.00	25.00
	6912687	04/12/2019	05/10/2019	25.00	-25.00	.00	25.00	25.00
	6912695	04/12/2019	05/10/2019	26.00	-26.00	.00	26.00	26.00
	6912703	04/12/2019	05/10/2019	28.00	-28.00	.00	27.00	27.00
	6912729	04/12/2019	05/10/2019	26.00	-26.00	.00	26.00	26.00
	6912737	04/12/2019	05/10/2019	26.00	-26.00	.00	26.00	26.00
	6912752	04/11/2019	05/09/2019	26.00	-26.00	.00	26.00	26.00
	6912760	04/26/2019	05/08/2019	40.00	-40.00	.00	12.00	12.00
	6912778	04/25/2019	05/08/2019	38.00	-38.00	.00	13.00	13.00
	6912786	04/26/2019	05/08/2019	39.00	-39.00	.00	12.00	12.00
	6912810	04/26/2019	05/08/2019	37.00	-37.00	.00	11.00	11.00
	6912828	04/11/2019	05/09/2019	25.00	-25.00	.00	25.00	25.00
	6912836	04/11/2019	05/09/2019	25.00	-25.00	.00	25.00	25.00
	6912869	04/10/2019	05/08/2019	25.00	-25.00	.00	25.00	25.00
	6912877	04/10/2019	05/08/2019	27.00	-27.00	.00	27.00	27.00
	6912893	04/10/2019	05/08/2019	25.00	-25.00	.00	25.00	25.00
	6912901	04/10/2019	05/08/2019	25.00	-25.00	.00	25.00	25.00
	6912919	04/10/2019	05/08/2019	25.00	-25.00	.00	25.00	25.00
	6912927	04/10/2019	05/08/2019	25.00	-25.00	.00	25.00	25.00
	6912943	04/11/2019	05/09/2019	28.00	-28.00	.00	28.00	28.00
	6912950	04/11/2019	05/09/2019	25.00	-25.00	.00	25.00	25.00
	6912968	04/11/2019	05/09/2019	26.00	-26.00	.00	26.00	26.00
	6912976	04/11/2019	05/09/2019	26.00	-26.00	.00	25.00	25.00



\* 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.

(B)  
 V-2

**Group Invoice 8850**  
**Clay Electric Cooperative, Inc.**  
 P.O. Box 308  
 Keystone Heights, Florida 32656-0308

10

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

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

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

Previous Balance Due .00

Current Charges Due 8,211.00

Due Date 06/14/2019

Total Amount Due 8,211.00

76315-1A  
 DOUBLE BRANCH COMM DEV DIST  
 475 W TOWN PL STE 114  
 SAINT AUGUSTINE FL 32092-3649

00000124



Clay Electric Cooperative, Inc.  
Orange Park District  
734 Blanding Blvd  
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GROUP BILLING

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

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
	7131527	04/11/2019	05/09/2019	27.00	-27.00	.00	26.00	26.00
	7332257	04/10/2019	05/08/2019	210.00	-210.00	.00	197.00	197.00
	7332265	05/01/2019	05/31/2019	212.00	-212.00	.00	212.00	212.00
	8684243	04/12/2019	05/10/2019	26.00	-26.00	.00	26.00	26.00
	8763369	04/12/2019	05/10/2019	648.00	-648.00	.00	961.00	961.00
							Subtotal	8,211.00

(B)

V-2

June Electric Recreation 2,320,572.431 2,516.00  
Common Electric 2,320,572.430 2,381.00  
Fitness electric 2,320,572.43110 961.00  
Street lighting 2,320,572.429 2,353.00  

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8,211.00



Clay Electric Cooperative, Inc.  
Orange Park District  
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Web Address  
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Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST	Loc 370 OAKLEAF VILLAGE PKWY				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	05/09/2019	226	575	20	6980	29	499570	151851973
Previous Bill Amount					942.00			
Invoice Payment					-942.00			
Previous Balance					.00			
Dem Read	1.599	Energy			567.47			
Dem Use	31.980	Access Charge			23.00			
Power Cost Adjustment X 6980 KWH					121.45			
FLA Gross Receipts Tax					18.25			
Clay Co Public Ser Utility Tax					20.36			
Operation Round Up					0.47			
CURRENT CHARGES					751.00			
TOTAL DUE					751.00	✓		

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	05/09/2019	58	187	40	5160	29	499571	152192893
Previous Bill Amount					483.00			
Invoice Payment					-483.00			
Previous Balance					.00			
Dem Read	0.255	Energy			419.51			
Dem Use	10.200	Access Charge			23.00			
Power Cost Adjustment X 5160 KWH					89.78			
FLA Gross Receipts Tax					13.64			
Clay Co Public Ser Utility Tax					15.29			
Operation Round Up					0.78			
CURRENT CHARGES					562.00			
TOTAL DUE					562.00	✓		

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	05/09/2019	121	447	80	26080	29	499532	151851971
Previous Bill Amount					1,976.00			
Invoice Payment					-1,976.00			
Previous Balance					.00			
Dem Read	0.836	Energy			1,564.80			
Dem Use	66.880	Access Charge			80.00			
Demand					290.93			
Power Cost Adjustment X 26080 KWH					453.79			
FLA Gross Receipts Tax					61.23			
Clay Co Public Ser Utility Tax					65.24			
Operation Round Up					0.01			
CURRENT CHARGES					2,516.00			
TOTAL DUE					2,516.00	✓		

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	05/09/2019	72	516	1	444	29	534794	151850976
Previous Bill Amount					64.00			
Invoice Payment					-64.00			
CURRENT CHARGES					71.00			
TOTAL DUE					71.00	→		

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Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3926 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read		6.338	Previous Balance						.00
Dem Use		6.338	Energy						36.10
			Access Charge						23.00
			Power Cost Adjustment X 444 KWH						7.73
			FLA Gross Receipts Tax						1.71
			Clay Co Public Ser Utility Tax						2.16
			Operation Round Up						0.30
						CURRENT CHARGES			71.00
						TOTAL DUE			71.00 ✓
Sub ID 1	Acct # 5379615	Name	DOUBLE BRANCH COMM DEV DIST	Loc	EAST SIDE OF BRANNANFIELD				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
			Previous Bill Amount						2,141.00
			Invoice Payment						-2,141.00
Dem Read			Previous Balance						.00
Dem Use			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
						CURRENT CHARGES			2,141.00
						TOTAL DUE			2,141.00 ✓
Sub ID 1	Acct # 5715289	Name	DOUBLE BRANCH COMM DEV DIST	Loc	1591 CANOPY OAKS DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
			Previous Bill Amount						98.00
			Invoice Payment						-98.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						91.67
			FLA Gross Receipts Tax						2.35
			Clay Co Public Ser Utility Tax						3.67
			Operation Round Up						0.31
						CURRENT CHARGES			98.00
						TOTAL DUE			98.00 ✓
Sub ID 1	Acct # 5774021	Name	DOUBLE BRANCH COMM DEV DIST	Loc	2971 THORNCREST DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/08/2019	352	354	1	2	29	577402	40591048
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.16
			Access Charge						23.00
			Power Cost Adjustment X 2 KWH						0.03
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.29
						CURRENT CHARGES			25.00 ✓
						TOTAL DUE			25.00

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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	05/08/2019	0	27	1	27	12	687514	152024620

Dem Read Dem Use	Previous Bill Amount	48.00
	Invoice Payment	-48.00
	Previous Balance	.00
	Energy	2.20
	Access Charge	9.20
	Power Cost Adjustment X 27 KWH	0.47
	FLA Gross Receipts Tax	0.31
	Clay Co Public Ser Utility Tax	0.44
	Operation Round Up	0.38
	CURRENT CHARGES	13.00
TOTAL DUE		13.00 ✓

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	05/10/2019	7	7	1	0	29	691261	11007694

Dem Read Dem Use	Previous Bill Amount	25.00	
	Invoice Payment	-25.00	
	Previous Balance	.00	
	Access Charge	23.00	
	FLA Gross Receipts Tax	0.59	
	Clay Co Public Ser Utility Tax	0.92	
	Operation Round Up	0.49	
	CURRENT CHARGES	25.00	
	TOTAL DUE		25.00 ✓

Sub ID 1	Acct # 6912620	Name	DOUBLE BRANCH COMM DEV DIST	Loc	304 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	05/09/2019	12	19	1	7	29	691262	151835286

Dem Read Dem Use	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	Previous Balance	.00
	Energy	0.57
	Access Charge	23.00
	Power Cost Adjustment X 7 KWH	0.12
	FLA Gross Receipts Tax	0.60
	Clay Co Public Ser Utility Tax	0.94
	Operation Round Up	0.77
	CURRENT CHARGES	26.00 ✓
TOTAL DUE		26.00

Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc	603 OAKLEAF VILLAGE PKWY # 2			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	05/10/2019	11536	11543	1	7	29	691265	50801500

	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	CURRENT CHARGES	26.00
	TOTAL DUE	



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Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc 603 OAKLEAF VILLAGE PKWY # 2					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						23.00
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.77
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00 ✓
Sub ID 1	Acct # 6912661	Name	DOUBLE BRANCH COMM DEV DIST	Loc 602 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/10/2019	17790	17790	1	0	29	691266	26220998
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00 ✓
Sub ID 1	Acct # 6912687	Name	DOUBLE BRANCH COMM DEV DIST	Loc 537 OAKLEAF VILLAGE P PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/10/2019	10105	10106	1	1	29	691268	26220997
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.08
			Access Charge						23.00
			Power Cost Adjustment X 1 KWH						0.02
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.39
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00 ✓
Sub ID 1	Acct # 6912695	Name	DOUBLE BRANCH COMM DEV DIST	Loc 529 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/10/2019	16116	16127	1	11	29	691269	26220996
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00 ✓

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Sub ID 1	Acct # 6912703		Name DOUBLE BRANCH COMM DEV DIST			Loc 3925 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/10/2019	54680	54702	1	22	29	691270	25203257
Dem Read Dem Use			Previous Bill Amount						28.00
			Invoice Payment						-28.00
			Previous Balance						.00
			Energy						1.79
			Access Charge						23.00
			Power Cost Adjustment X 22 KWH						0.38
			FLA Gross Receipts Tax						0.65
			Clay Co Public Ser Utility Tax						0.98
			Operation Round Up						0.20
			CURRENT CHARGES						27.00
			TOTAL DUE						27.00 ✓

Sub ID 1	Acct # 6912729		Name DOUBLE BRANCH COMM DEV DIST			Loc 3860 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/10/2019	13959	13970	1	11	29	691272	24808397
Dem Read Dem Use			Previous Bill Amount						26.00
			Invoice Payment						-26.00
			Previous Balance						.00
			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
			CURRENT CHARGES						26.00
			TOTAL DUE						26.00 ✓

Sub ID 1	Acct # 6912737		Name DOUBLE BRANCH COMM DEV DIST			Loc 3859 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/10/2019	16538	16543	1	5	29	691273	26220993
Dem Read Dem Use			Previous Bill Amount						26.00
			Invoice Payment						-26.00
			Previous Balance						.00
			Energy						0.41
			Access Charge						23.00
			Power Cost Adjustment X 5 KWH						0.09
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.97
			CURRENT CHARGES						26.00
			TOTAL DUE						26.00 ✓

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	05/09/2019	14	23	1	9	29	691275	151839081
		Previous Bill Amount						26.00	
		Invoice Payment						-26.00	
		CURRENT CHARGES						26.00	
		TOTAL DUE						26.00 ✓	

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Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST	Loc 465 OAKLEAF VILLAGE PKWY # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
Dem Read		Previous Balance							.00
Dem Use		Energy							0.73
		Access Charge							9.97
		Power Cost Adjustment X 9 KWH							0.16
		FLA Gross Receipts Tax							0.28
		Clay Co Public Ser Utility Tax							0.42
		Operation Round Up							0.44
CURRENT CHARGES									12.00
TOTAL DUE									12.00 ✓

Sub ID 1	Acct # 6912810	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3801 PLANTATION OAKS BLVD # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	05/08/2019	0	3	1	3	13	691281	152030422	
		Previous Bill Amount							37.00
		Invoice Payment							-37.00
Dem Read		Previous Balance							.00
Dem Use		Energy							0.24
		Access Charge							9.97
		Power Cost Adjustment X 3 KWH							0.05
		FLA Gross Receipts Tax							0.27
		Clay Co Public Ser Utility Tax							0.41
		Operation Round Up							0.06
CURRENT CHARGES									11.00
TOTAL DUE									11.00 ✓

Sub ID 1	Acct # 6912828	Name	DOUBLE BRANCH COMM DEV DIST	Loc 728 BELLSHIRE DR # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	05/09/2019	8571	8571	1	0	29	691282	27670047	
		Previous Bill Amount							25.00
		Invoice Payment							-25.00
Dem Read		Previous Balance							.00
Dem Use		Access Charge							23.00
		FLA Gross Receipts Tax							0.59
		Clay Co Public Ser Utility Tax							0.92
		Operation Round Up							0.49
CURRENT CHARGES									25.00
TOTAL DUE									25.00 ✓

Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST	Loc 721 BELLSHIRE DR # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	05/09/2019	9194	9194	1	0	29	691283	27670045	
		Previous Bill Amount							25.00
		Invoice Payment							-25.00
Dem Read		Previous Balance							.00
Dem Use		Access Charge							23.00
		FLA Gross Receipts Tax							0.59
		Clay Co Public Ser Utility Tax							0.92
		Operation Round Up							0.49
CURRENT CHARGES									25.00
TOTAL DUE									25.00 ✓



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Sub ID 1	Acct # 6912869	Name	DOUBLE BRANCH COMM DEV DIST	Loc 715-1 WAKEMOUNT DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/08/2019	27534	27534	1	0	29	691286	26003425
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 # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3219 STONEBRIER RIDGE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/08/2019	17610	17626	1	16	29	691287	26251622
Dem Read			Previous Bill Amount						27.00
Dem Use			Invoice Payment						-27.00
			Previous Balance						.00
			Energy						1.30
			Access Charge						23.00
			Power Cost Adjustment X 16 KWH						0.28
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.83
			CURRENT CHARGES						27.00
			TOTAL DUE						27.00
Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST	Loc 576-1 WAKEMOUNT DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/08/2019	11830	11830	1	0	29	691289	26251619
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 # 6912901	Name	DOUBLE BRANCH COMM DEV DIST	Loc 507 MILLSTONE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/08/2019	10036	10036	1	0	29	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

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Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST			Loc 498 MILLSTONE DR # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	05/08/2019	15104	15104	1	0	29	691291	26251621	
		Previous Bill Amount						25.00	
		Invoice Payment						-25.00	
		Previous Balance						.00	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
		CURRENT CHARGES						25.00	
		TOTAL DUE						25.00	

Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST			Loc 3442-1 WORTHINGTON OAKS DR			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	05/08/2019	9016	9016	1	0	29	691292	25007134	
		Previous Bill Amount						25.00	
		Invoice Payment						-25.00	
		Previous Balance						.00	
		Access Charge						23.00	
		FLA Gross Receipts Tax						0.59	
		Clay Co Public Ser Utility Tax						0.92	
		Operation Round Up						0.49	
		CURRENT CHARGES						25.00	
		TOTAL DUE						25.00	

Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST			Loc 309 OAKLEAF VILLAGE PKWY # 1			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	05/09/2019	40	66	1	26	29	691294	151839080	
		Previous Bill Amount						28.00	
		Invoice Payment						-28.00	
		Previous Balance						.00	
		Energy						2.11	
		Access Charge						23.00	
		Power Cost Adjustment X 26 KWH						0.45	
		FLA Gross Receipts Tax						0.66	
		Clay Co Public Ser Utility Tax						0.99	
		Operation Round Up						0.79	
		CURRENT CHARGES						28.00	
		TOTAL DUE						28.00	

Sub ID 1	Acct # 6912950	Name	DOUBLE BRANCH COMM DEV DIST			Loc 373 OAKLEAF VILLAGE PKWY # 2			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	05/09/2019	19750	19752	1	2	29	691295	26251625	
		Previous Bill Amount						25.00	
		Invoice Payment						-25.00	
		CURRENT CHARGES						25.00	
		TOTAL DUE						25.00	

00000134





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

Statement Date: 05/31/2019

GROUP BILLING DETAIL

Page 13



Web Address  
clayelectric.com

Sub ID 1	Acct # 6912950	Name	DOUBLE BRANCH COMM DEV DIST	Loc	373 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.16
			Access Charge						23.00
			Power Cost Adjustment X 2 KWH						0.03
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.29
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00 ✓
Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST	Loc	308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/09/2019	13	20	1	7	29	691296	151835285
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						23.00
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.77
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00 ✓
Sub ID 1	Acct # 6912976	Name	DOUBLE BRANCH COMM DEV DIST	Loc	358 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/09/2019	10	14	1	4	29	691297	151839078
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.33
			Access Charge						23.00
			Power Cost Adjustment X 4 KWH						0.07
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.07
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00 ✓
Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/09/2019	19	31	1	12	29	713152	151837342
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00 →



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

Statement Date: 05/31/2019

GROUP BILLING DETAIL

Page 14



Web Address  
clayelectric.com

Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.98
			Access Charge						23.00
			Power Cost Adjustment X 12 KWH						0.21
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.24
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3168 STONEBRIER RIDGE DR NEXTT				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	05/08/2019	97888	99546	1	1658	29	489354	07557514
			Previous Bill Amount						210.00
			Invoice Payment						-210.00
Dem Read	37.720		Previous Balance						.00
Dem Use	37.720		Energy						134.80
			Access Charge						23.00
			Power Cost Adjustment X 1658 KWH						28.85
			FLA Gross Receipts Tax						4.79
			Clay Co Public Ser Utility Tax						5.54
			Operation Round Up						0.02
						CURRENT CHARGES			197.00
						TOTAL DUE			197.00
Sub ID 1	Acct # 7332265	Name	DOUBLE BRANCH COMM DEV DIST		Loc OAKLEAF VILLAGE CENTER				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
			Previous Bill Amount						212.00
			Invoice Payment						-212.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						198.62
			FLA Gross Receipts Tax						5.09
			Clay Co Public Ser Utility Tax						7.94
			Operation Round Up						0.35
						CURRENT CHARGES			212.00
						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	05/10/2019	357	362	1	5	29	868424	40935673
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.41
			Access Charge						23.00
			Power Cost Adjustment X 5 KWH						0.09
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.97
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

00000136



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

**Statement Date: 05/31/2019**

GROUP BILLING DETAIL

Page 15

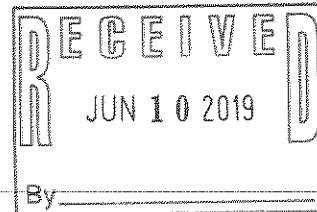


Web Address  
clayelectric.com

Sub ID 1	Acct # 8763369	Name	DOUBLE BRANCH COMM DEV DIST	Loc 382 OAKLEAF VILLAGE PKWY				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	05/10/2019	38689	47688	1	8999	29	8763369	13794545
Dem Read Dem Use	Previous Bill Amount						648.00	
	Invoice Payment						-648.00	
	Previous Balance						.00	
	Energy						731.62	
	Access Charge						23.00	
	Power Cost Adjustment X 8999 KWH						156.58	
	FLA Gross Receipts Tax						23.35	
	Clay Co Public Ser Utility Tax						25.98	
	Operation Round Up						0.47	
	CURRENT CHARGES						961.00	
TOTAL DUE						961.00		
Sub-Group # 1 Current Charges							8,211.00	

00000137

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - DIONISIO LOPEZ  
**Date:** June 10, 2019 at 2:32 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SUNDAY) 1:30 p.m. to 5:30 p.m.
- o DATE OF VENUE – JUNE 2, 2019
- o RESIDENT – DIONISIO LOPEZ
- o ADDRESS – 672 SOUTHLAND LANE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- o DEPOSIT was via VISA (0502)
  - DATED: 2/22/19
  - SEQ#: 6
  - BATCH#: 114
  - INVOICE#: 6
  - APPROVAL CODE: 03982D
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/22/19	02/22/19	06/02/19	Dionisio Lopez - 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, June 12, 2019 and THURSDAY, June 13, 2019, therefore, if you require immediate attention please email me or leave a message at 9 respond at my earliest opportunity.*

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

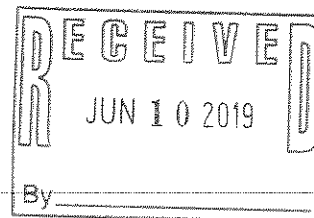
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③ 2,300, 369.103  
V-733

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - FATIMA PATTERSON  
**Date:** June 10, 2019 at 12:45 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SATURDAY) 11:00 a.m. to 3:00 p.m.
- DATE OF VENUE – JUNE 1, 2019
- RESIDENT – FATIMA PATTERSON
- ADDRESS – 3416 BILTMORE WAY, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (9826)
  - DATED: 5/4/19
  - SEQ#: 6
  - BATCH#: 136
  - INVOICE#: 6
  - APPROVAL CODE: 114066
  - AMOUNT: \$100.00

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

Thank you.

*I will be out of the office WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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V- 732

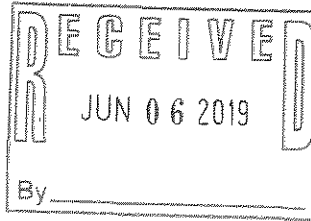
Ⓟ 2,300.369.103

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

# Invoice

Invoice #: 2069  
Invoice Date: 6/1/19  
Due Date: 6/1/19  
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 - June 2019/ Amenity Staff		4,963.17	4,963.17
2,310,513,340 (B)			
V- 92			
Total			\$4,963.17
Payments/Credits			\$0.00
Balance Due			\$4,963.17

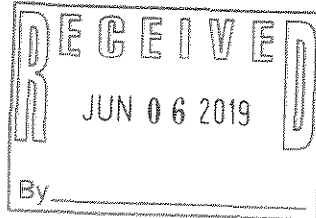
RHW  
6,5,19

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

# Invoice

Invoice #: 2068  
Invoice Date: 6/1/19  
Due Date: 6/1/19  
Case:  
P.O. Number:

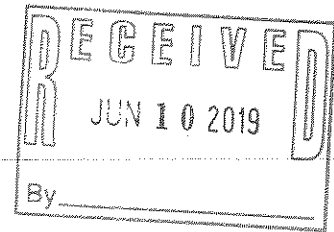
Bill To:  
Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - June 2019/ Recreation		9,205.83	9,205.83
<div>2,310,513,3400</div> <div>(B) 1-92</div>			
Total			\$9,205.83
Payments/Credits			\$0.00
Balance Due			\$9,205.83

RWJ  
6,5,19

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - JENNIFER HELVEY  
**Date:** June 10, 2019 at 5:11 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SUNDAY) 3:00 p.m. to 7:00 p.m.
- DATE OF VENUE – JUNE 9, 2019
- RESIDENT – JENNIFER HELVEY
- ADDRESS – 3197 LITCHFIELD DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (5484)
  - DATED: 5/9/19
  - SEQ#: 2
  - BATCH#: 137
  - INVOICE#: 2
  - APPROVAL CODE: 078381
  - AMOUNT: \$100.00

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

Thank you.

*I will be out of the office WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

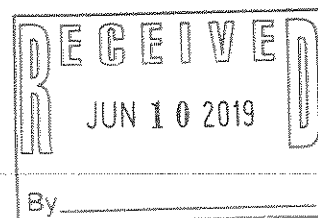
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V-736  
(B) 2,300,369.105



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - LINDA REID  
**Date:** June 10, 2019 at 10:36 AM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good morning Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SUNDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – MAY 26, 2019
- RESIDENT – LINDA REID
- ADDRESS – 516 MILLSTONE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (5193)
  - DATED: 5/4/19
  - SEQ#: 2
  - BATCH#: 136
  - INVOICE#: 2
  - APPROVAL CODE: 090844
  - 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, June 11, 2019 and WEDNESDAY, June 12, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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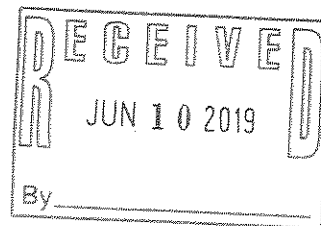
V-625  
① 2,300,369.103

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - MARIBEL TORRES  
**Date:** June 10, 2019 at 4:07 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com), Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (FRIDAY) 5:00 p.m. to 9:00 p.m.
- o DATE OF VENUE – MAY 31, 2019
- o RESIDENT – MARIBEL TORRES
- o ADDRESS – 1550 COTTON CLOVER DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND – \$100.00
  - DEPOSIT REFUND
- o DEPOSIT was via VISA (4785)
  - DATED: 3/16/19
  - SEQ#: 2
  - BATCH#: 121
  - INVOICE#: 2
  - APPROVAL CODE: 035756
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
03/16/19	03/16/19	05/31/19	Maribel Torres - 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, June 12, 2019 and THURSDAY, June 13, 2019, therefore, if you require immediate attention please email me or leave a message at 9 respond at my earliest opportunity.*

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

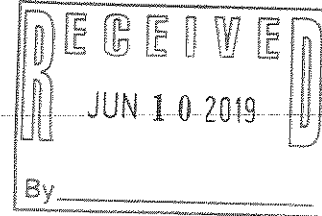
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(B) 2,800.369.103  
V-734

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - MARVA McKINNEY  
**Date:** June 10, 2019 at 10:31 AM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good morning 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 25, 2019
- o RESIDENT – MARVA McKINNEY
- o ADDRESS – 3005 TOWER OAKS DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on WELLS FARGO
  - DATED: 1/7/19
  - CHECK#: 1993
  - DEPOSITED: 1/8/19
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
01/07/19	01/08/19	05/25/19	Marva McKinney - 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, June 11, 2019 and WEDNESDAY, June 12, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 at your earliest opportunity.*

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

Governmental Management Services

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

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V-651  
(B) 2,800.369,103

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JUNE 6, 2019  
WEEK OF: 5/24/19-5/30/19

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

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

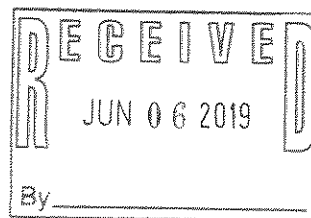
DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
5/24/19	MIACHEL BURNS	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:					TOTAL
					\$180.00/2
					\$90.00

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

THANK YOU FOR YOUR BUSINESS!

*Security*

*2,300, 207, 101*



*(B)*

*V- 208*

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JUNE 10, 2019  
WEEK OF: 5/30/19-6/6/19

**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
5/31/19	BEN SIMMONS	1700-2300	6	30.00	180.00
5/31/19	MIACHEL BURNS	1700-2300	6	30.00	180.00
6/1/19	MIACHEL BURNS	1700-2300	6	30.00	180.00
6/1/19	ANDRE MACK	2200-0300	5	30.00	150.00
6/2/19	BRYAN SMITH	1600-2200	6	30.00	180.00
6/3/19	MATTHEW WILLIAMS	1620-2220	6	30.00	180.00
6/4/19	JOHN DRURY	1700-2300	6	30.00	180.00
6/5/19	BRYAN SMITH	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1410.00/2
					\$705.00

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

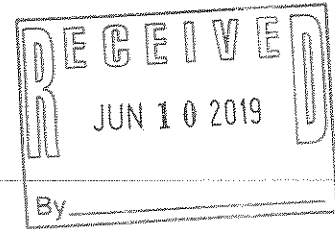
THANK YOU FOR YOUR BUSINESS!



V-208

2,300,207.101

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - NICOHA FORD  
**Date:** June 10, 2019 at 4:01 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – JUNE 1, 2019
- RESIDENT – NICOHA FORD
- ADDRESS – 868 TIMBERJACK COURT, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via MASTERCARD (2530)
  - DATED: 7/31/19
  - SEQ#: 7
  - BATCH#: 57
  - INVOICE#: 7
  - APPROVAL CODE: 006378
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
07/31/18	07/31/18	06/01/18	Nicocha Ford - 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, June 12, 2019 and THURSDAY, June 13, 2019, therefore, if you require immediate attention please email me or leave a message at 90 earliest opportunity.*

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

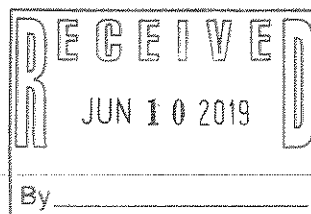
Governmental Management Services

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

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(B) 2,300.369.103  
V-428

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - NICOLE MASLINE  
**Date:** June 10, 2019 at 1:25 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SUNDAY) 3:30 p.m. to 7:30 p.m.
- DATE OF VENUE – JUNE 2, 2019
- RESIDENT – NICOLE MASLINE
- ADDRESS – 1097 MAPLE LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (0993
  - DATED: 5/16/19
  - SEQ#: 7
  - BATCH#: 140
  - INVOICE#: 7
  - APPROVAL CODE: H93190
  - AMOUNT: \$100.00

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

Thank you.

*I will be out of the office WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

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

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V-730

(B)

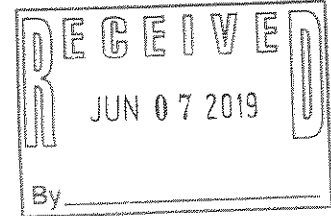
2,500.369.103

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - PATRICIA FRANCIS (for date of 5/25/19)  
**Date:** June 7, 2019 at 4:22 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto: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 – MAY 25, 2019
- RESIDENT – PATRICIA FRANCIS
- ADDRESS – 3070 WANDERING OAKS DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND – \$100.00 (Deposit Refund)
- DEPOSIT was via VISA (4206)
  - DATED: 2/27/18
  - SEQ#: 4
  - BATCH#: 115
  - INVOICE#: 4
  - APPROVAL CODE: 025915
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/27/19	02/27/19	05/25/19	Patricia Francis - 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, June 11, 2019 and WEDNESDAY, June 12, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

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

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V-714 2,300,369.103

(B)



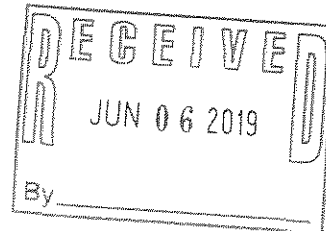
Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
6/1/2019	249

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 - June 2019/ Amenity  2,320,572,6100  V-297 (B)	2,079.00	2,079.00
		Total	\$2,079.00

249  
6.3.19

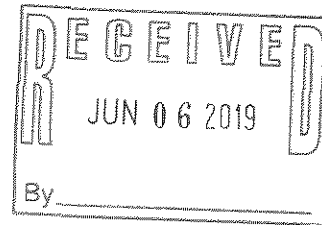
Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
6/1/2019	250

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

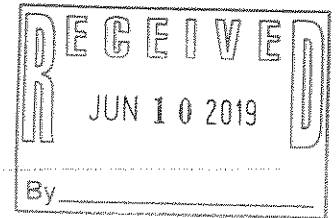


P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Janitorial Services - June 2019/ Fitness  2,33,572,6110  V-297 (B)	1,005.42	1,005.42
Total			\$1,005.42

2mw  
6,3,19

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - ROGER WRIGHT  
**Date:** June 10, 2019 at 10:42 AM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com), Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)



Good morning 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 – MAY 26, 2019
- RESIDENT – ROGER WRIGHT
- ADDRESS – 512 MILLSTONE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via MASTERCARD (1070)
  - DATED: 5/4/19
  - SEQ#: 4
  - BATCH#: 136
  - INVOICE#: 4
  - APPROVAL CODE: 02985Z
  - 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, June 11, 2019 and WEDNESDAY, June 12, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

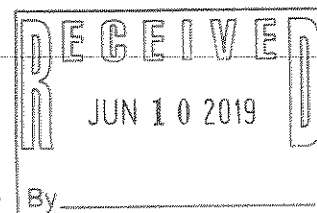
[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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V- 729

Ⓟ 2,300,369.103

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - SONYA JOHNSON  
**Date:** June 10, 2019 at 4:49 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – JUNE 8, 2019
- RESIDENT – SONYA BLADES-JOHNSON
- ADDRESS – 3191 TOWER OAKS DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (5179)
  - DATED: 2/14/19
  - SEQ#: 2
  - BATCH#: 111
  - INVOICE#: 2
  - APPROVAL CODE: 161997
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
02/14/19	02/14/19	06/08/19	Sonya Blades-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 WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 2019. therefore, if you require immediate attention please email me or leave a message at 9 respond at my earliest opportunity.*

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

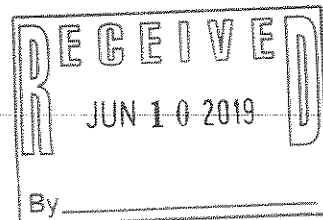
Governmental Management Services

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

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V-440  
(B) - 2,300,353.103

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - STACEY EDMOND GREEN  
**Date:** June 10, 2019 at 10:24 AM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good morning 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 – JUNE 1, 2019
- RESIDENT – STACEY EDMOND GREEN
- ADDRESS – 3157 STONEBRIER RIDGE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (5618)
  - DATED: 11/15/18
  - SEQ#: 2
  - BATCH#: 89
  - INVOICE#: 2
  - APPROVAL CODE: 091987
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
11/15/18	11/15/18	06/01/18	Stacey Green - 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, June 11, 2019 and WEDNESDAY, June 12, 2019, therefore, if you require immediate attention please email me or leave a message at 904- opportunity.*

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

Governmental Management Services

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

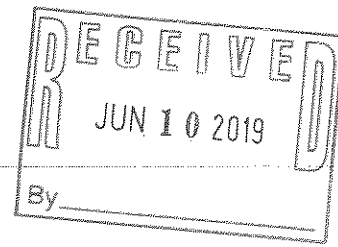
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(B)

2.300.369.103

V-728

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - TAMMY BEAUFORT  
**Date:** June 10, 2019 at 5:08 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SATURDAY) 3:00 p.m. to 7:00 p.m.
- DATE OF VENUE – JUNE 8, 2019
- RESIDENT – TAMMY BEAUFORT
- ADDRESS – 3748 CHASING FALLS ROAD, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (5976)
  - DATED: 5/9/19
  - SEQ#: 4
  - BATCH#: 137
  - INVOICE#: 4
  - APPROVAL CODE: 050317
  - AMOUNT: \$100.00

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

Thank you.

*I will be out of the office WEDNESDAY, June 12, 2019 and THURSDAY, June 13, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

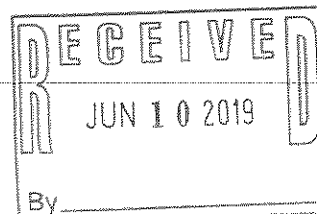
Governmental Management Services

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

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(B) V-497  
2,300,369,103

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - YADIRA SALEM  
**Date:** June 10, 2019 at 4:54 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SUNDAY) 1:30 p.m. to 5:30 p.m.
- DATE OF VENUE – JUNE 9, 2019
- RESIDENT – YADIRA SALEM
- ADDRESS – 3753 AUBREY LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via VISA (8608)
  - DATED: 3/16/19
  - SEQ#: 4
  - BATCH#: 121
  - INVOICE#: 4
  - APPROVAL CODE: 181411
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	E
03/16/19	03/16/19	06/09/19	Yadira Salem - 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, June 12, 2019 and THURSDAY, June 13, 2019, therefore, if you require immediate attention please email me or leave a message at 9 respond at my earliest opportunity.*

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

Governmental Management Services

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

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic 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

V-739  
(B)  
2,390.569.103



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

Invoice Date  
**06/09/2019**

Invoice Number  
**8924039**

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

**PLEASE REMIT PAYMENT TO:**  
Allied Universal Security Services  
P.O. Box 828854  
Philadelphia, PA 19182-8854

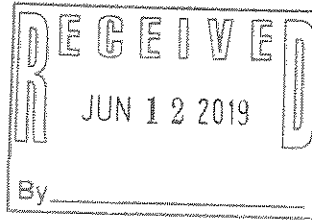
Total Amount Due:

**\$ 4,235.79**

Terms:

**Due Upon Receipt**

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



Service Location: **AB364297** Customer: **AB364297** Billing Period: **05/01/2019 - 05/31/2019**

**DOUBLE BRANCH**

370 OAKLEAF VILLAGE PKWY  
Orange Park, FL 32065-4259

Description	Quantity	UOM	Price	Amount
Regular Guard - Harrison, Joseph	9.00	Hours	0.00	0.00
Regular Guard - MELSON, LISA	89.00	Hours	0.00	0.00
Regular Guard - Trahan, Nancy	51.00	Hours	0.00	0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	149.00			0.00
<b>Subtotal</b>				<b>4,235.79</b>

**APPROVED**

**Code to:**

**Double Branch Security**

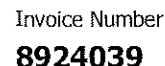
**2-320-572-345**

506

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

<b>Subtotal</b>	\$ 4,235.79
<b>Sales Tax</b>	\$ 0.00
<b>Total Amount Due</b>	<b>\$ 4,235.79</b>





EXTENSION  
\$0.00  
\$0.00

	\$0.00
	\$0.00

\$0.00

\$4,235.79  
\$0.00

**\$4,235.79**

## Order Details



**Limited Lifetime Warranty\***  
**Typical Turnaround 24hrs!**  
**Next Day Delivery Available.**  
**How can we help you today?**

**1-208-591-4430**



**Order ID:** 10858

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

**Date Added:** 06/01/2019

**Payment Method:** Purchase Order (#JSO06012019)

**IP Address:** 73.224.184.153

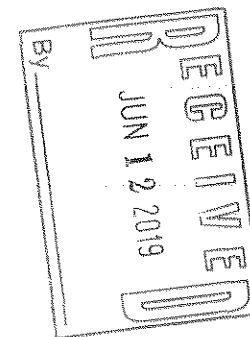
**Shipping Method:** USPS Priority (Weight: 10.00lb)

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

**Sub-Total:** \$1,345.00

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

**Total:** **Code to: Split 50/50** \$1,361.79

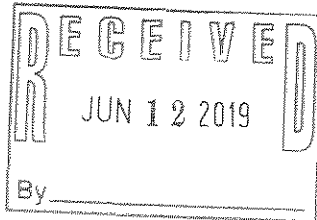
**2-330-572-493**

**Middle Village Rec. Passes**

**2-330-572-6200 \$680.89**

**Double Branch Rec. Passes**

*478*

**DWG**DISTRIBUTION  
1 Enterprise Place  
Hicksville NY 11801Ph: 516-933-4900  
Fx: 516-933-4910

# Invoice

Invoice #	126091
Invoice Date	6/7/2019
Payment Due	7/7/2019

Bill To
Jay Soriano GMS LLC 370 Oakleaf Village Pkwy Orange Park, FL 32065

Ship To
Jay Soriano GMS LLC 370 Oakleaf Village Pkwy Double Branch CDD Orange Park, FL 32065

P.O. Number / Job Name		Terms	Rep	Account #	Ship/Ready	F.O.B.	Web Order#
JSO53119		Net 30	CP	23908	5/31/2019	FCA NY	231253
Qty	Item Code	Description			Price Each	Amount	
4	UDVR5L16/2TB	Rainvision 16 Channel HD-TVI/CVI/AHD/Analog + 2 Ch 6MP IP DVR 96FPS @ 5MP - 2TB			625.00	2,500.00	
1	HNVR16P16/2TB	Rainvision 16 Channel at 4K (2160p) NVR 160Mbps Max Throughput - 2TB			540.00	540.00	
1	P325KPXSF	Kantech ioProx Reader XSF Format Single Gang Size w/ Integrated Keypad			274.00	274.00	
1	P325XSF	Kantech ioProx Reader XSF Format Single Gang Size			118.00	118.00	
1	UPS Ground Commercial	UPS Ground Shipping - Commercial 1ZE065094277846205			101.91	101.91	
<b>Code to:</b> <b>34-600-538-6400 (\$1815.48)</b> <b>Middle Village rep. and replace</b> <b>2-330-572-49300 (\$221.48)</b> <b>Middle Village Rec. Passes</b> <b>2-330-572-6200 (\$221.48)</b> <b>Double Branch Rec. Passes</b> <b>2-320-572-63100(\$1275.47)</b> <b>Double Branch rep. and replace</b>							
					<b>Subtotal</b>	\$3,533.91	
					<b>Sales Tax (0.0%)</b>	\$0.00	
Please make all checks payable to "DWG"					<b>Total</b>	\$3,533.91	
This invoice is subject to the terms and conditions posted at <a href="http://www.dwgdistribution.com">www.dwgdistribution.com</a> .					<b>Payments/Credits</b>	\$0.00	
					<b>Balance Due</b>	\$3,533.91	

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2071

Invoice Date: 6/11/19

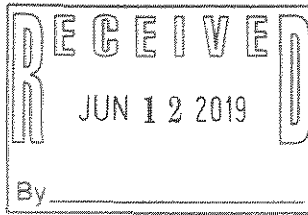
Due Date: 6/11/19

Case:

P.O. Number:

**Bill To:**

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



Description	Hours/Qty	Rate	Amount
April 2019 - Phones (002.320.57200.41000)		98.63	98.63
April 2019 - Permits & Licenses (002.320.49300)		26.95	26.95
April 2019 - Special Events (002.320.57200.49400)		156.94	156.94
April 2019 - Aqua Staff/ Attendants (002.320.57200.34600)		285.00	285.00
April 2019 - Repair & Replacements (002.320.57200.63100)		1,999.84	1,999.84
April 2019 - Rec. Passes (002.320.57200.62000)		229.97	229.97
92			
Total			\$2,797.33
Payments/Credits			\$0.00
Balance Due			\$2,797.33

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – April 18, 2019

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	GMS	Total
3/21/2019	red cros	342	Aquatic Staff / Attendants		171		171		342
3/21/2019	harbor freight	55.6	Repair and Replacement	2.330.572.49400	27.8	2.320.572.49400	27.8		55.6
3/23/2019	just golf carts	239.96	Repair and Replacement	2.330.572.49400	119.98	2.320.572.49400	119.98		239.96
3/23/2019	MVCDD	1	Office Supplies	2.310.513.49300	1				1
3/25/2019	US Plastics	399.58	Repair and Replacement			2.320.572.49400	399.58		399.58
3/27/2019	Pat's Nursery	326.85	Repair and Replacement	2.330.572.49400	163.43	2.320.572.49400	163.42		326.85
3/30/2019	SwingSet Mall	434.65	Repair and Replacement	2.330.572.49400	217.33	2.320.572.49400	217.32		434.65
3/30/2019	Winning Concepts	288.76	Repair and Replacement	2.330.572.49400	288.76				288.76
4/1/2019	24hr wristbands	185.89	Repair and Replacement	2.330.572.49400	92.95	2.320.572.49400	92.94		185.89
4/2/2019	ring central	197.26	Phones	2.330.572.34400	98.63		98.63		197.26
4/2/2019	id zone	459.95	Rec. Passes	2.330.572.34600	229.98	2.320.572.34600	229.97		459.95
4/4/2019	publix	34.58	Special Event	2.330.572.49300	17.29	2.320.572.62000	17.29		34.58
4/5/2019	walmart	196.51	Special Event	2.330.572.49300	98.26	2.320.572.62000	98.25		196.51
4/5/2019	publix	20.82	Special Event	2.330.572.49300	10.41	2.320.572.62000	10.41		20.82
4/5/2019	bed bath beyond	25.63	Special Event	2.330.572.49300	12.82	2.320.572.62000	12.81		25.63
4/5/2019	partycity	36.36	Special Event	2.330.572.49300	18.18	2.320.572.62000	18.18		36.36
4/9/2019	Academy Sports	128.36	Repair and Replacement	2.330.572.49400	64.18	2.320.572.49400	64.18		128.36
4/10/2019	Boathouse Discount	482.25	Repair and Replacement	2.330.572.49400	318.29	2.320.572.49400	163.96		482.25
4/10/2019	Head / Penn	149.13	Repair and Replacement	2.330.572.49400	149.13				149.13
4/10/2019	Harbor Freight	36.34	Repair and Replacement	2.330.572.49400	18.17	2.320.572.49400	18.17		36.34
4/11/2019	Batteries Plus	173.29	Repair and Replacement	2.330.572.49400	86.65	2.320.572.49400	86.64		173.29
4/12/2019	Boathouse Discount	409.01	Repair and Replacement	2.330.572.49400	269.95	2.320.572.49400	139.06		409.01
4/12/2019	Head / Penn	610.93	Tennis Maintenance	2.330.572.34300	610.93				610.93
4/12/2019	Batteries Plus	179.95	Repair and Replacement	2.330.572.49400	89.98	2.320.572.49400	89.97		179.95
4/15/2019	old time potteru	149.76	Repair and Replacement	2.330.572.49400	74.88	2.320.572.49400	74.88		149.76
4/15/2019	mood media	26.95	Permits/Licenses	2.330.572.34200	26.95				26.95
4/15/2019	mood media	26.95	Permits/Licenses			2.320.572.61000	26.95		26.95
4/16/2019	red cros	152	Aquatic Staff / Attendants		76		76		152
4/16/2019	red cros	76	Aquatic Staff / Attendants		38		38		76
4/16/2019	PPG paints	171.2	Repair and Replacement	2.330.572.49400	85.6	2.320.572.49400	85.6		171.2
4/17/2019	Stone Plus	155	Repair and Replacement	2.330.572.49400	155				155
4/17/2019	walmart	307.53	Repair and Replacement	2.330.572.49400	153.77	2.320.572.49400	153.76		307.53
4/18/2019	Boathouse Discount	244.33	Repair and Replacement	2.330.572.49400	161.26	2.320.572.49400	83.07		244.33
4/18/2019	Wawa	39.02	Repair and Replacement	2.330.572.49400	19.51	2.320.572.49400	19.51		39.02
Totals		\$6,763.40			\$3,966.07		\$2,797.33	\$0.00	\$6,763.40

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – April 18, 2019

Totals by GL

**Double Branch: \$2797.33**

2.320.572.4100 (DB Phones) – \$98.63  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.49400 (DB Special Events) - \$156.94  
2.320.572.34600 (DB Aqua Staff / Attendants) - \$ 285.00  
2.320.572.63100 (DB Repair and Replacements) - \$1,999.84  
2.320.572.62000 (DB Rec passes) - \$229.97

**Middle Village: \$3966.07**

2.330.572.4100 (MV Phones) – \$98.63  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$2556.62  
2.330.572.51000 (MV Office Supplies) - \$1.00  
2.330.572.49400 (Special Events) – \$156.96  
2.330.572.49300 (MV Rec Passes) - \$229.98  
2.330.572.34400 (MV Tennis Maintenance) – \$610.93  
2.330.572.34600 (MV Aqua Staff/ Attendants) - \$285.00



JAY SORIANO  
Card Ending 6-65058

				Amount
03/21/19	ARC SERVICES/TRAINING ARC Services/Tr <a href="http://www.redcross.org">http://www.redcross.org</a>	COLUMBUS	GA	\$342.00
03/21/19	HARBOR FREIGHT TOOLS 800-444-3353	JACKSONVILLE	FL	\$55.60
03/23/19	JUST GOLF CARTS GOODS/SERVICES	Lutherville Timonium	MD	\$239.96
03/23/19	MIDDLE VILLAGE CDD 0327 904-342-1441	ORANGE PARK	FL	\$1.00
03/25/19	USPLASTICNEATLYSMART Jay Soriano 45801 ORD 5699020;REQ Jay Soriano IT1 006429 BRUT;UPI 0.0000;QTY1 IT2 020237 4 PV;UPI 0.0000;QTY1 FRT 54.88;HDL 0.00;ITM2	LIMA	OH	\$399.58
03/27/19	PAT'S NURSERY 0974 904-284-2011	FLEMING ISLAND	FL	\$326.85
03/30/19	SWINGSET MALL 00-08033644869 800-9857659	BREMERTON	WA	\$434.65
03/30/19	WINNING CONCEPTS USA INC 6280880044921 904-272-9784	ORANGE PARK	FL	\$288.76
04/01/19	24HOURWRISTBANDS.COM-IMPRINT.COM IM994D46A623 77083 APPAREL HSWR5/ACC	+1 (877) 508-4569	TX	\$185.89

Continued on next page

Account Ending 6-64002

**Detail Continued**

♦ - denotes Pay Over Time activity

				Amount
4/02/19	RINGCENTRAL AM 9882382008 94002	BELMONT	CA	\$197.26 ♦
4/02/19	IDZONE IDZONE IDZONE MIAMI	MIAMI	FL	\$459.95 ♦
4/04/19	PUBLIX #128 000000128 8636881188	JACKSONVILLE	FL	\$34.58
4/05/19	WAL-MART SUPERCENTER 6978 6978 DISCOUNT STORE	JACKSONVILLE	FL	\$196.51 ♦
4/05/19	PUBLIX #128 000000128 8636881188	JACKSONVILLE	FL	\$20.82
4/05/19	BED BATH & BEYOND MISC HOME FURNISHINGS	JACKSONVILLE	FL	\$25.63
4/05/19	PARTY CITY 0274 000000274 9047771318 MISC RETAIL	JACKSONVILLE	FL	\$36.36
4/09/19	ACADEMY SPORTS 111-111-1111	ORANGE PARK	FL	\$128.36 ♦
4/10/19	BOATHOUSE DISCOUNT 0000 904-778-7775	JACKSONVILLE	FL	\$482.25 ♦
4/10/19	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$149.13 ♦
4/10/19	HARBOR FREIGHT TOOLS 800-444-3353	JACKSONVILLE	FL	\$36.34
4/11/19	BATTERIES PLUS 904-886-2800	JACKSONVILLE	FL	\$173.29 ♦
4/12/19	BOATHOUSE DISCOUNT 0000 904-778-7775	JACKSONVILLE	FL	\$409.01 ♦
4/12/19	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$610.93 ♦
4/12/19	BATTERIES PLUS 904-886-2800	JACKSONVILLE	FL	\$179.95 ♦
4/15/19	OLD TIME POTTERY 6158906060	ORANGE PARK	FL	\$149.76 ♦
4/15/19	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
4/15/19	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
4/16/19	ARC SERVICES/TRAINING ARC Services/Tr <a href="http://www.redcross.org">http://www.redcross.org</a>	COLUMBUS	GA	\$152.00 ♦
4/16/19	ARC SERVICES/TRAINING ARC Services/Tr <a href="http://www.redcross.org">http://www.redcross.org</a>	COLUMBUS	GA	\$76.00
4/16/19	PPG PAINTS 8180 8180 00655983 32204 PAINT AND SUNDRIES	JACKSONVILLE	FL	\$171.20 ♦
4/17/19	STONE PLUS INC 000000001 9042828433	JACKSONVILLE	FL	\$155.00 ♦
4/17/19	WALMART.COM RETAIL	800-966-6546	AR	\$307.53 ♦
4/18/19	BOATHOUSE DISCOUNT 0000 904-778-7775	JACKSONVILLE	FL	\$244.33 ♦
4/18/19	WAWA 5266 00000000479168 6103588000	JACKSONVILLE	FL	\$39.02

7/82





Hi Jay Soriano,

Thank you for placing your order with 24HourWristbands.Com!

**Purchasing Information:**

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

**Billing Address:**

Jay Soriano  
475 W Town Pl  
St Augustine, FL 32092

**Shipping Address**

Jay Soriano  
370 Oakleaf Village Pkwy  
orange park, FL 32065

**Order Number:** IM994D46A623

**Payment Method:** Credit Card

**Order Subtotal:** \$206.55

**Coupon Discount:** -\$20.66 (AUTO10)

**Order Total:** \$185.89

Product Description	Quantity	Total
<b>Tyvek Wristbands</b>	4500	\$206.55
Style Type: Text & Cliparts		
Proof Charge: No		
Customized In: USA [+0.01]		
Production Time: Rush Production - 1 Day [+0.00]		
Shipping Time: Economy Ground Shipping - 7 Days [+0.00]		

If you need help regarding your order, please feel free to contact our sale representative at TOLL FREE 1-855-711-4467 or [Click Here](#) to submit a ticket to us.

24HourWristbands.Com  
14550 Beechnut St.  
Houston, TX 77083  
Sale: 1-855-711-4467  
Customer Service: 281-786-3764  
<https://24hourwristbands.com>

## Course Record Summary



## Offering Information

Date Submitted	04/16/2019	Unit Code	10198
CRS no.	9517608	Status	Approved
Contact	Susan Raab (SMKISRO@YAHOO.COM)	Course	Lifeguarding (HSSAQU402)
Organization	GMS, LLC-Middle Village CDD (GMSLLCMIDDLE)	End Date	03/31/2019
Certificates		Street Address	845 Oakleaf Plantation Parkway
County	FL-Clay County	City, State Zip	ORANGE PARK, FL 32065

Instructor(s): Susan Raab (SMKISRO@YAHOO.COM), Miranda Ragland (MIRANDALEERAGLAND@GMAIL.COM).

## Comments

## Student Information

First Name	Last Name	Email	Phone	Additional Info	Lifeguarding/First Aid/CPR/AED
Elisa	Benayon	e.benayon@yahoo.com	305-804-1667	struggled will redo class	Successful
Nikolas	Hammer	pkoko001@yahoo.com	7573599886		Successful
Drew	Sullivan	drewdogbaseball@gmail.com	904-238-8222	struggled will redo class	Successful
Kayden	Harris	kayden.h1623@gmail.com	9042378970		Successful

## Payment Information

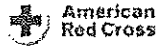
Payment Type	Credit Card	Payment Ref. #	xxxxxxxxxx5058
Amount	\$ 152	Payment Status	Complete

## Approval Information

Offering No	06367126	Order No	28960264
Approved By	AGUIRREBARBARACC	Approved Date	04/16/2019
Approval Comments			

Print Close

## Course Record Summary



## Offering Information

Date Submitted	04/16/2019	Unit Code	10198
CRS no.	9542739	Status	Approved
Contact	Susan Raab (SMKISRO@YAHOO.COM)	Course	Lifeguarding (HSSAQU402)
Organization	GMS, LLC-Middle Village CDD (GMSLLCMIDDLE)	End Date	04/12/2019
Certificates		Street Address	845 Oakleaf Plantation Parkway
County	FL-Clay County	City, State Zip	ORANGE PARK, FL 32065

Instructor(s): Susan Raab (SMKISRO@YAHOO.COM), Miranda Ragland (MIRANDALEERAGLAND@GMAIL.COM).

## Comments

## Student Information

First Name	Last Name	Email	Phone	Additional Info	Lifeguarding/First Aid/CPR/AED
Jenna	Fernandez	jenna.fernandez75@icloud.com	904-338-3884	unprepared didn't complete online will come through another class after online completed	Successful
Caroline	James	crj32065@gmail.com	904-608-2181		Successful

## Payment Information

Payment Type	Credit Card	Payment Ref. #	xxxxxxxxxx5058
Amount	\$ 76	Payment Status	Complete

## Approval Information

Offering No	06367117	Order No	28960210
Approved By	AGUIRREBARBARACC	Approved Date	04/16/2019
Approval Comments			

Print Close



Academy Sports & Outdoors Corp. 11 909 213 2080

SEP 11 2019

09/09/19 11:40  
9349 0101 209

9' Black & White 11/423904  
119.96  
119.96  
8.40  
Total 119.96  
128.36

Black & White 11/423904

119.96

8.40

Black & White 11/423904 119.96  
119.96  
8.40

Black & White

119.96

8.40

Black & White 11/423904

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11/423904 119.96

09/09/19 11:40

# Batteries + Bulbs.

Batteries Plus Bulbs #052  
10991-56 San Jose Blvd  
Jacksonville, FL 32223  
(904) 886-2800

## Receipt

Customer Mobile Village Community  
Customer # 5182  
Phone # 041219

## Sale Items

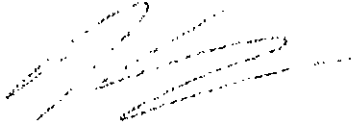
SLAA12-80C/FR 1 @ 179.95 179.95  
12V LEAD  
DURA12-80C/FR

Item Subtotal 179.95

Tax 0.00

Total 179.95

AMEX \*\*\*\*\*3555  
001487560  
Chip 634574



Customer Signature

Sale Amount Received 179.95

Items Sold



P13487560

052-01 4/12/2019 10:25:53 AM  
Rmorales

Thank you for your purchase!

\*\*\*\*\*

We'd love your feedback!

Visit [batteriesplus.com/feedback](http://batteriesplus.com/feedback)

Enter Code 2HEP3E7V1U to take a short  
survey about this Batteries Plus Bulbs visit

Customer Copy - Please retain for your records

# Batteries + Bulbs.

Batteries Plus Bulbs #052  
10991-56 San Jose Blvd  
Jacksonville, FL 32223  
(904) 886-2800

## Receipt

Customer Mobile Village Community  
Customer # 5182  
Phone # 041219

## Sale Items

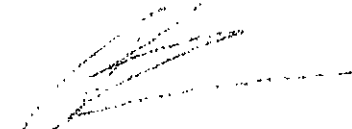
SLAA12-80C/FR 1 @ 161.95 161.95  
12V LEAD  
DURA12-80C/FR  
Reg Price 179.95

Item Subtotal 161.95

Tax 11.24

Total 173.29

AMEX \*\*\*\*\*3555  
001487560  
Chip 634574



Customer Signature

Sale Amount Received 173.29

Items Sold



P13478087

052-01 4/11/2019 5:39:53 PM  
Rmorales

Thank you for your purchase!

\*\*\*\*\*

We'd love your feedback!

Visit [batteriesplus.com/feedback](http://batteriesplus.com/feedback)

Enter Code NHT-2G3ICFY to take a short  
survey about this Batteries Plus Bulbs visit

Customer Copy - Please retain for your records

**BOATHOUSE DISCOUNT**

**MARINE (JAX)**

5615 BLANDING BLVD  
JACKSONVILLE, FL 32244  
9047787775

Cashier: Employee

Transaction 038756

**Total** \$482.25

CREDIT CARD SALE \$482.25

AMFX 5058

Retain this copy for statement  
validation

10-Apr-2019 11:10:17A

\$482.25 | Method: EMV

AMERICAN EXPRESS

XXXXXXXXXXXX5058

JAY SORIANO

Ref #: 01605540

Auth #: 880152

MID: \*\*\*\*\*7888

AID: A000000025010801

AuthNwNnn: AMEX

SIGNATURE VERIFIED

Online: <https://clover.com/p/HMA0CAT6GQECR>

**BOATHOUSE DISCOUNT**

**MARINE (JAX)**

5615 BLANDING BLVD

JACKSONVILLE, FL 32244

9047787775

Cashier: Employee

Transaction 038860

Total \$409.01

CREDIT CARD SALE \$409.01

AMEX 5058

Retain this copy for statement  
validation

12-Apr-2019 10:52:37A

\$409.01 | Method: EMV

AMERICAN EXPRESS

XXXXXXXXXXXX5058

JAY SORIANO

Ref #: 910200805111

Auth #: 866928

MID: 1234567888

AID: A000000025010801

AuthWkNm: AMEX

SIGNATURE VERIFIED

Online: <https://clover.com/p/>

CHG94ADR2W9Z8

**BOATHOUSE DISCOUNT**

**MARINE (JAX)**

5615 BLANDING BLVD  
JACKSONVILLE, FL 32244  
9047787775

Cashier: Employee

Transaction 039148

**Total** \$244.33

CREDIT CARD SALE \$244.33

AMEX 5058

Retain this copy for statement  
validation

18-Apr-2019 4:53:57P

\$244.33 | Method: EMV

AMERICAN EXPRESS

XXXXXXXXXXXX5058

JAY SORIANO

Ref #: 910800007831

Auth #: 861318

MID: \*\*\*\*\*7888

AID: A000000025010801

AuthNtwkNm: AMEX

SIGNATURE VERIFIED

Online: [https://clover.com/p/  
P35FM280KMNPJ](https://clover.com/p/P35FM280KMNPJ)





POWERED BY MOOD:

# Order # 1000760755

Complete

Order Date: April 15, 2019

[Why Pandora For Business](#)   [Get Pandora](#)   [Activate Player](#)   [Get Support](#)   [My Account](#)

## Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

Subtotal   \$26.95

Shipping & Handling   \$0.00

Grand Total (Excl.Tax)   \$26.95

Tax   \$0.00

Grand Total (Incl.Tax)   \$26.95

## Order Information

### Shipping Address

Oakleaf Plantation  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065  
United States  
T: 9045620249

**Shipping Method**

Free Shipping - Free

**Billing Address**

Jay Soriano  
GMS LLC  
475 W Town Pl  
orange park, Florida, 32065  
United States  
T: 9045620249

**Payment Method**

Credit Card

Credit Card Type	American Express
Credit Card Number	XXXX-2055

# HARBOR FREIGHT TOOLS

JACKSONVILLE WEST FL 1100213  
8102 BLANDING BLVD. 27A  
JACKSONVILLE, FL 32244  
Telephone: (904) 573-9825

## SALE

Customer Name: Jay soriano  
Customer Number: 888002359461

63058 13IN HD PNEU TIRE W/WHITE	\$12.99
63058 13IN HD PNEU TIRE W/WHITE	\$12.99
63058 13IN HD PNEU TIRE W/WHITE	\$12.99
63058 13IN HD PNEU TIRE W/WHITE	\$12.99

Subtotal	\$51.96
Sales Tax 7.000%	\$3.64
Total	\$55.60

American Express \$55.60  
Card No. XXXXXXXXXXXX5058  
Expiration Date XX/XX  
Auth. No. 886996

AMERICAN EXPRESS  
Chip Read  
Signature Verified  
Mode: Issuer  
AID: A000000025010801  
TVR: 0000008000  
PAC: 06469103AQ2002  
FST: F800  
ARC: 00

Please Retain for Your Records

Store: 00213 Reg: 02 Tran: 409342  
Date: 3/21/2019 5:59:31 PM Assoc: XXXXXX  
Ticket: 02409342

**HARBOR FREIGHT TOOLS**

JACKSONVILLE WEST FL 800213  
8102 BLANDING BLVD. 27A  
JACKSONVILLE, FL 32244  
Telephone: (904) 573-9825

**SALE**

Customer Name: JAY SORIANO  
Customer Number: 888002359461

45919 12IN DEEP THROAT C-CLAMP	\$9.99
62166 8IN INDUSTRIAL C-CLAMP	\$7.99
62166 8IN INDUSTRIAL C-CLAMP	\$7.99
62166 8IN INDUSTRIAL C-CLAMP	\$7.99

Subtotal	\$33.96
Sales Tax 7.000%	\$2.38
<b>Total</b>	<b>\$36.34</b>

American Express \$36.34  
Card No. XXXXXXXXXXXX5058  
Expiration Date XX/XX  
Auth. No. 800540

AMERICAN EXPRESS  
Chip Read  
Signature Verified  
Mode: Issuer  
AID: A000000025010801  
TVR: 0000008000  
IAD: 06460103A02002  
TSI: F800  
ARC: 00

Please Retain for Your Records

Store: 00213 Reg: 02 Tran: 413446  
Date: 4/10/2019 11:28:34 AM Assoc: XXXXXX  
Ticket: 02413446



Thank you for your order! This is your receipt.

Order Information

Order Number: 8058676

Date: 03/30/2019 11:48:06 EDT

Payment Type: American Express XXXXXXXXXXXX5058

Bill To Address

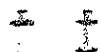
Jay Soriano  
GMS LLC  
475 W Town Pl  
St Augustine, FL 32092 US  
Phone: 9045620249

Ship To Address

Jay Soriano  
GMS LLC  
370 Oakleaf Village Pkwy  
orange park, FL 32065 US  
Phone: 9045620249

Contact Us

(800) 910-5987 x2  
[sales@IDZone.com](mailto:sales@IDZone.com)



Item #	Description	Quantity	Price/Each	Total
84052	Fargo 84052 Color Ribbon - YMCKK - 500 prints	2	\$179.00	\$358.00
84053	Fargo 84053 HD Film - 1500 prints	1	\$106.95	\$106.95

Coupon: JAN5 (\$5.00)

Shipping: Free FedEx Ground \$0.00

Sales Tax \$0.00

Total \$459.95

## Thanks for Your Order

---

Your order ID is #25498.

### Shipping Address

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

### Billing Address

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

### Your Order Contains...

Cart Items	SKU	Qty	Item Price	Item Total
Golf Cart Clutch Puller, EZGO All Models with 13hp Kawasaki Motor	CP-0035	1	\$40.99 USD	\$40.99 USD
Golf Cart Severe Duty Clutch Kit, Kawasaki Clutch, EZGO All 13hp TXT, RXV, ST400 08-11	CP-0203	1	\$124.99 USD	\$124.99 USD
Tie Rod End, Left Thread, EZGO 2001+	STR-015	1	\$36.99 USD	\$36.99 USD
Tie Rod End, Right Thread, EZGO 2001+	STR-016	1	\$36.99 USD	\$36.99 USD
Subtotal:				\$239.96 USD
Shipping:				\$0.00 USD
Grand Total:				\$239.96 USD
Payment Method:				Credit Card

Just Golf Carts  
<http://justgolfcarts.com/>

---



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

Sold-to address

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

Customer No. 715220

<b>Invoice</b>				<b>5192933678</b>			
Billing Date	04/09/2019	Ship Date	04/09/2019	Order Date	04/09/2019	Requested Date	04/09/2019
Terms						Due Date	
Credit Card preauth.							
Order No.	5102550856	P.O. Number	Andy 4/9	Order Entered By:			OMS3_CPIC
Salesrep:		ELLIS, JEFF					
Order Placed By:		RT18					

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

Authorization no.:

113136 00000004 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
285303	HydroSorb Pro Item 10	WH	6 PC	5.00	0.000	5.00	30.00
285104	XtremeSoft Grip Overwrap, do Item 20	WH	6 PC	3.50	0.000	3.50	21.00
285104	XtremeSoft Grip Overwrap, do Item 20	BK	6 PC	3.50	0.000	3.50	21.00
235208	Graphene 360 Speed PRO - DEM Item 30	U30	1 PC	177.00	0.000	70.00	70.00
281784	Lynx (set)-NO CHARGE Item 3}	GE 16	1 PC		0.000		

Total Number of Units 20

Shipping Information

Packing Slip, BOL: 5182859020  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 3.700 LB 1.678 KG

Box Tracking Number

289180175061237

Total Number of Cartons 1

Items total	142.00	USD
Freight Charge	7.13	USD
Final amount	149.13	USD
Charged to your American Express *****053	149.13	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



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

<b>Invoice</b>		<b>5192935464</b>	
Billing Date 04/11/2019	Ship Date 04/11/2019	Order Date 04/09/2019	Requested Date 04/10/2019
Terms 6% 30 3% 60 NET 61 days			Due Date
Order No. 5102550854	P.O. Number April Balls		Order Entered By: OMS3_CPIC
Salesrep: ELUS, JEFF Order Placed By: R118			

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

Authorization no.:

180434 00000008 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
524304	PENN COACH TEACHING BALLS Item 10		144 CA	1.96	0.000	1.96	282.24
	HS Tarrif No.: .. Country of Origin: China						
521920	PENN QST 60 - 12B POLYBAG Item 20		12 BAG	10.10	0.000	10.10	121.20
	HS Tarrif No.: .. Country of Origin: Thailand						
521914	PENN QST 36 - FELT - 12B POL Item 30		12 BAG	10.10	0.000	10.10	121.20
	HS Tarrif No.: .. Country of Origin: Thailand						
521930	Penn Control Plus 12B Polyb Item 40		12 BAG	10.44	0.000	10.44	125.28
	HS Tarrif No.: .. Country of Origin: Thailand						
Total Number of Units		180					

Shipping Information

Packing Slip, BOL: 5182859535  
Shipping Terms: FOB Origin  
Shipment Origin: PHOENIX AZ  
Shipped Via: FEDEX Ground PPD  
Gross Weight: 126.996 LB 57.605 KG

Box Tracking Number

336473673154073

Total Number of Cartons 4

Items total	649.92	USD
CC Discount	38.99	USD
Final amount	610.93	USD
Charged to your American Express *****053	610.93	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



# HEAD®

# *Penn*®

Page  
2 / 2

Sold-to address

Invoice / Invoice Date  
5192935464 / 04/11/2019

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

Customer No. 715220

Please include stub with your payment			
REMIT TO HEAD/Penn Racquet Sports P.O. Box 53232 Phoenix, AZ 85072-3232	Middle Village CDD	Customer No. 715220 Invoice 5192935464	For payment by EFT or credit card, please contact the office directly. Thank you.
	Amount Enclosed \$		
For questions regarding your order please contact Customer Service (800)289-7366 Option 2			



Order # 1000760750

Complete

Order Date: April 15, 2019

[Why Pandora For Business](#) [Get Pandora](#) [Activate Player](#) [Get Support](#) [My Account](#)

#### Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

Subtotal \$26.95

Shipping & Handling \$0.00

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

#### Order Information

##### Shipping Address

Oakleaf Plantation  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065  
United States  
T: 9045620249

**Shipping Method**

Free Shipping - Free

**Billing Address**

Oakleaf Plantation  
GMS LLC  
475 W Town Pl  
orange park, Florida, 32065  
United States  
T: 9045620249

**Payment Method**

Credit Card

Credit Card Type	American Express
Credit Card Number	XXXX-2055

# OLD TIME Pottery

Orange Park #52  
380 Blanding Blvd.

UPC	QTY	PRICE	EXTENDED
000000608215933030	MARKET UMBRELLA 9FT STL HNTA		
4	@	\$34.99	\$139.96 T

Sub Total \$139.96  
Tax \$9.00

Total \$149.76

AMEX \$149.76

Acct# \*\*\*\*\*5058

Auth# 880861

Method Swiped

Items: 4

Cashier: TARSIS U6.4-E

Str 052 Trxn 07302 Reg 30 Date 04/15/19 11:25

Refunds/Exchanges honored within 30 days of  
purchase with original receipt and given  
in the same payment method. Exception: 5 day  
waiting period on checks.

All sales final on all red or yellow tag  
merchandise, designer floral arrangements,  
CD's/DVD's, tax exempt & gift cards.

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

Thank you for shopping at  
OLD TIME POTTERY



SOLE  
TERMINAL ID 0044  
RESP CD  
INVOICE 1053073021  
ENTRY METHOD CHIP  
APPROVED 880861  
DATE/TIME 04/15/2019 08:26:09

# Party City

NOBODY HAS MORE PARTY FOR LESS

# BED BATH & BEYOND

6001 ARGYLE FOREST BLVD, UNIT  
JACKSONVILLE, FL 32244  
904 777-1318

Bed Bath & BEYOND #481  
6001-24 ARGYLE FOREST BLVD  
JACKSONVILLE, FL 32244  
(904) 317-4701

763615602693 18IN BOWL 11A \$33.98  
18IN BOWL HANMERED  
2 @ \$16.99

484 04/05/19-1200 605251 91 6011

RUN # 0048-4604-1091 0105 1100

SUBTOTAL \$33.98  
GEN MERCH TAX @ 7.000% \$2.38  
TOTAL \$36.36  
CR AMEX \$36.36  
ITEMS = 2

CR AMEX SALE \$36.36  
XXXXXXXXXXXX5058 CHIP  
APPR: 864671  
JOURNAL: 0274115448067655

POURER 2PK 21 (4.49)  
72/76/707235 OUR PRICE 8.98  
UTENSIL SET 4PC 11  
44444448648 OUR PRICE 2.99  
BOTTLE SQ S/3 1202 21 (5.99)  
7278/521982 OUR PRICE 11.98  
SUBTOTAL 23.99  
TAX 1.68  
25.63

AID: A00000025010801  
Application Label: AMERICAN EXPRESS  
Cryptogram Type: TC  
Cryptogram: 283F812064CC0F00

STORE 274 TRN 46 PLO 1  
04-05-2019 12:10:32 PM

\*\*\* BALANCE  
Sale - APPROVED  
AMERICAN EXPRESS  
ENTRY: Chip Read  
ACCT#: \*\*\*\*\*5058  
AID: A00000025010801  
CVMR: Signature Captured  
MODE: ISSUER  
AUTHN: 821223  
AMT: USD\$ 25.63  
MERCH ID: 4091265546

OBA 193F 001 01M

3

AMEX 25.63  
CHANGE 0.00

04/05/19 1200 484 91 6041 605251

#OBA193F00101M3\*

RUN # 0048-4604-1091 0105 1100

See back of receipt for your chance  
to win \$1000 ID #:7N5KR22FKC53

## Walmart

SUPERCENTER  
904-365-2555 Mar:BRIAN JACKSON

ST# 06978 OP# 001448 TE# 12 TR# 01251  
ROSE RX 160 003732100896 4.97 0  
ROSE RX 160 003732100896 4.97 0  
PETERRAD DVD 004339665354 9.96 0  
MARDIGRAS NP 007331045200 2.44 0  
MARDIGRAS NP 007331045200 2.44 0  
JUMBO WC PCR 067017125233 F 4.98 0  
JUMBO WC PCR 067017125233 F 4.98 0  
JUMBO WC PCR 067017125233 F 4.98 0  
POPPING OIL 067017188140 F 2.78 0  
POPPING OIL 067017188140 F 2.78 0  
POPPING OIL 067017188140 F 2.78 0  
TABLECLOTH 002833268392 10.84 0  
TABLECLOTH 002833268392 10.84 0  
TABLECLOTH 002833267331 11.84 0  
TABLECLOTH 002833267331 11.84 0  
PHOTO FRAME 003855531674 9.35 0

6 AT 1 FOR 1.87  
MS 8X10 FRAM 693735839477 7.48 0  
4 AT 1 FOR 1.87  
8X10 FRAME 003223152259 35.48 0  
4 AT 1 FOR 8.87  
POPPING CORN 002700048814 F 34.86 0  
7 AT 1 FOR 4.98  
GV .5L WATER 007874227909 F 15.92 0  
4 AT 1 FOR 3.98  
SUBTOTAL 196.51  
TOTAL 196.51  
AMEX TEND 196.51

AMERICAN EXPRESS \*\*\* \*\* \*\* 058 I 0  
APPROVAL # 886548  
REF # 000100205856  
TRANS ID - 001177985284483  
AID A000000025010801  
TC 084FBA656C1858D8  
TERMINAL # SC010031  
\*NO SIGNATURE REQUIRED

04/06/19 11:33:39  
CHANGE DUE 0.00

# ITEMS SOLD 39  
TC# 3386 0380 5133 2034 8566 0

04/06/19 11:33:49

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

Scan with Walmart app to save receipts



PAT'S NURSERY

7030 HWY 17

FLEMING ISLAND, FL 32003

03/27/2019

13:21:49

CREDIT CARD

AMEX SALE

Card #	XXXXXXXXXX5058
Chip Card	AMERICAN EXPRESS
AID:	4000300025010801
ATC:	004B
ARQC:	CE FF8891D253FBC
SEQ #:	42
Batch #:	757
INVOICE:	42
Approval Code:	847665
Entry Method:	Chip Read
Mode:	Issued

SALE AMOUNT \$326.85

CUSTOMER COPY



# PAINTS

SOLD TO: 301846080000  
(904)856-5656

CUST PO#: GMS

SHIP TO:  
SHIPPING, CONTACT  
400 S 13TH ST  
LOUISVILLE, KY 40203-1714  
(800)332-6270

STORE# 8180  
8180-JACKSONVILLE 52  
445 PARK STREET  
JACKSONVILLE, FL 32204  
PH: (904)353-4446 FX: (904)355-3268  
HOURS: MON-FRI 7:00 AM-5:00 PM  
SAT 8:00 AM-12:00 PM

PAF8180@PPG.COM

## INVOICE

#818002065598



818002061619065598

DATE: 04/16/2019 TIME: 3:06 PM  
STORE REP: DANIEL L  
SALES REP:  
PAGE 1 OF 1

QTY	ITEM#	DESCRIPTION	PRICE	AMOUNT
2	95-3301/01	DURETHANE DTM White Base Comp A	\$60.00	\$120.00
2	95-339/04	DURETHANE DTM Comp B	\$20.00	\$40.00

626-6382  
JIM HARTLEY

### TERMS:

Freight will be charged on orders, blinds, and wall covering books. Special merchandise in good condition is eligible for 75% refund w/ original invoice within 60 days. Tinted merchandise cannot be returned. Non-tinted merchandise in good condition may be returned w/ original invoice w/in 60 days. Qualifying returns will be made in the same form of payment as original purchase. PPG reserves the right to make large cash returns by check w/in 10 business days. A service fee will be charged on returned checks. See the store manager for details. PPG understands, and Buyer represents that the products sold will be used for commercial or home painting, and will not be used for Nuclear, Chemical or Biological weapons facilities or activities including painting any such items or facilities. Buyer agrees to notify PPG immediately if Buyer becomes aware of any change in the end use of the products. Browse global employment opportunities at [na.careers.ppg.com](http://na.careers.ppg.com). Let us know how we're doing - visit [ppgpaintssurvey.com](http://ppgpaintssurvey.com) to give your feedback!

I agree to pay \$171.20 in accordance with my cardholder agreement.

BCard: \*\*\*\*\*5058 AMERICAN\_E AUTH#: 500310 Tran Amt: \$171.20  
XPRESS

SUBTOTAL:	\$160.00
LABOR:	\$0.00
FREIGHT:	\$0.00
ECO FEE:	\$0.00
SALES TAX:	\$11.20
INVOICE TOTAL:	\$171.20
AMERICAN EXPRESS:	\$171.20
TOTAL TENDERED:	\$171.20
PENDING AMT:	\$0.00
DUE TO CUSTOMER:	\$0.00

THANK YOU FOR SHOPPING AT  
PPG!

JAY SORIANO

# Publix

Oakleaf Plantation Center

9516 Argyle Forest Blvd

Jacksonville, FL 32222

Store Manager: Rick Henning

904-317-5755

PUBLIX SUPERMARKET

6 @ 4.49 26.94

ADM LUNCH BAGS

6 @ 1.19 7.14

Order Total 34.08

Sales Tax 0.50

Grand Total 34.58

Credit Payment 34.58

Change 0.00

PRESTO!

Trace #: 030150

Ref #: 00000000000000000000

Auth #: XXXXXXXX0175030

Purchase American Express

Amount: \$34.58

Auth #: 884141

CREDIT CARD

A000000025010801

Entry Method:

Mode:

PURCHASE

AMERICAN EXPRESS

Chip Read

Issuer

Your cashier was Leslie

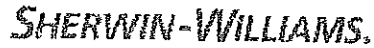
04/04/2019 16:55 30126 F103 3100 00225

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Publix Super Markets, Inc.





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

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

370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065 4259  
(904)562-0249

Comments: Substitution

Comments: Substitution

AMERICAN EXPRESS -181.90

TSI:F000

# Publix

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

ICE 20 LB  
5 @ 3.89 19.45 T F

Order Total	19.45	
Sales Tax	1.37	
Grand Total	20.82	
Credit	Payment	20.82
Change	0.00	

## FREESTO!

Trace #: 054482  
Reference #: 1277663146  
Acct #: XXXXXXXXXX5056  
Purchase American Express  
Amount: \$20.62  
Auth #: 827366

CREDIT CARD	PURCHASE
A000000C25010EG1	AMERICAN EXPRESS
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Erin

04/04/2019 15:17 30128 R105 2667 00222

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

Publix Super Markets, Inc.

## Course Record Summary



## Offering Information

Date Submitted	03/21/2019	Unit Code	10198
CRS no.	9428974	Status	Approved
Contact	Susan Raab (SMKISRO@YAHOO.COM)	Course	Lifeguarding (HSSAQU402)
Organization	GMS, LLC-Middle Village CDD (GMSLLCMIDDLE)	End Date	03/10/2019
Certificates		Street Address	845 Oakleaf Plantation Parkway
County	FL-Clay County	City, State Zip	ORANGE PARK, FL 32065

Instructor(s): Susan Raab (SMKISRO@YAHOO.COM), Miranda Ragland (MIRANDALEERAGLAND@GMAIL.COM).

## Comments

## Student Information

First Name	Last Name	Email	Phone	Additional Info	Lifeguarding/First Aid/CPR/AED
Ellee	Bronson	legbronson@gmail.com	619-995-1866		Successful
Ainsley	Bell	ainsley114233@gmail.com	904-635-3225		Successful
Emma	Motolenich	ecmoto01@gmail.com	904-629-6001		Successful
Grace	Hejmanowski	GraceHej@icloud.com	904-207-2270		Successful
Fallon	Yearty	smallfry0103@gmail.com	904-403-3325		Successful
Carli	Hutchinson	carlicakes3@gmail.com	360-682-8779		Successful
Owen	Bronson	owenbronson2001@gmail.com	619-995-1862		Successful
Zach	Olsen	zacholsen2003@gmail.com	904-203-9508		Successful
Thalia	Wallace-Vera	ttwallacevera@gmail.com	904-509-7551		Successful

## Payment Information

Payment Type	Credit Card	Payment Ref. #	xxxxxxxxxx5058
Amount	\$ 342	Payment Status	Complete

## Approval Information

Offering No	06310510	Order No	28467902
Approved By	WALLACECIERACC	Approved Date	03/21/2019
Approval Comments			



# Service Statement

## Account Information

Account Number: (904) 770-4650  
Statement Date: 04/02/2019  
Service Plan: RingCentral Office Standard 2 - 99 lines  
Reference #: 9882382008

Bill To:  
Jay Soriano  
Oakleaf Plantation  
475 west town place  
ste 114  
St augustine, FL 32092, United States

## Statement Summary

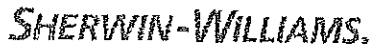
Total Current Charges \$197.26

*Your credit card ending in [3053] was charged \$197.26.*

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

## Statement Details

Period	Service	Amount
04/02/2019 - 05/01/2019	Subscription Fee - Monthly (RingCentral Office Standard 2 - 99 lines)	\$69.98
	\$16.02 off / month discount	(\$16.02)
04/02/2019 - 05/01/2019	DigitalLine Unlimited - (904) 770-4667	\$34.99
	\$8.01 off / month discount	(\$8.01)
04/02/2019 - 05/01/2019	DigitalLine Unlimited - (904) 770-4649	\$34.99
	\$8.01 off / month discount	(\$8.01)
04/02/2019 - 05/01/2019	DigitalLine Unlimited - (904) 770-4661	\$34.99
	\$8.01 off / month discount	(\$8.01)
04/02/2019 - 05/01/2019	DigitalLine Unlimited - (904) 342-1441	\$0.00
04/02/2019 - 05/01/2019	DigitalLine Unlimited - (904) 770-4648	\$0.00
	<b>Charges:</b>	<b>\$134.90</b>
	Current Service Fees	\$134.90
	Current Taxes, Charges and Fees*	\$62.36
	<b>Total Current Charges</b>	<b>\$197.26</b>



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

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

370 BAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065 4259  
(904)562-0249

Consents: Substitution

Comments: Substitution

AMERICAN EXPRESS -181.90

TSI:F800

\*\*\* Duplicate \*\*\*

1

Ticket #: T30-013878  
Ticket date: 4/17/19  
Station: 31  
Orig ord #: O30-000978

Ship to: DEL WED 4/17 10-12  
JAY 342-1441  
845 OAKLEAF PLANTATION BLVD

Ship-via code:

Quantity	Item #	Description	Ship-from location	Price	Selling unit	Ext price
1,000	PB	PAVER BASE		52.00	CYD	52.00
1,000	MS	MASON SAND		60.00	CYD	60.00
1,000	DCOPM	DELIVERY- ORANGE PARK &		43.00	EACH	43.00

1. 1998 年 12 月 18 日  
 2. 1998 年 12 月 18 日  
 3. 1998 年 12 月 18 日  
 4. 1998 年 12 月 18 日

## Phone Order

[illegible]

APPROX 13

Итого: 1087 1026 469); 1987 г.: 62,

[illegible]

User: 9755	Total line items: 3	Sale subtotal:	155.00
		Tax:	0.00
		Total:	155.00

Tender:	
Visa/MC	155.00

Net tender: 155.00

Order #	O30-000978
Order total	0.00
Order amt due	0.00



# HEAD<sup>®</sup>

# Penn<sup>®</sup>

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

Sold-to address  
Middle Village CDD  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

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

## Order acknowledgement

Order Number	Date
5102550854	04/09/2019
P.O. No.	Date
April Balls	
Requested Delivery Date	04/10/2019
Cancel Date	
Customer No.: 715220	
Order Placed By: R118	
Entered by: OMS3_CPIC	
Salesrep: ELLIS, JEFF	

We deliver according to the following conditions:  
Terms of payment Credit Card preauth.  
Terms of delivery: FOB PHOENIX, AZ  
Shipped Via: FED EX GROUND (PPA)

Line.	Material-No.	Description	Quantity	Price	Price unit	Amount	Cur
000010	524304	PENN COACH TEACHING BALLS					
	Item	10					
		144 CA		1.96		282.24	USD
	Terms of payment	6% 30 3% 60 NET 61 days					
		144 CA		Day 04/10/2019			
000020	521920	PENN QST 60 - 12B POLYBAG					
	Item	20					
		12 BAG		10.10		121.20	USD
	Terms of payment	6% 30 3% 60 NET 61 days					
		12 BAG		Day 04/10/2019			
000030	521914	PENN QST 36 - FELT - 12B POLYBAG					
	Item	30					
		12 BAG		10.10		121.20	USD
	Terms of payment	6% 30 3% 60 NET 61 days					
		12 BAG		Day 04/10/2019			
000040	521930	Penn Control Plus 12B Polybag					
	Item	40					
		12 BAG		10.44		125.28	USD
	Terms of payment	6% 30 3% 60 NET 61 days					
		12 BAG		Day 04/10/2019			
Total Number of Units			180				

Remit all Payments to: HEAD/Penn Racquet Sports, P.O. Box 53232, Phoenix, AZ 85072-3232  
For Return Authorization or Billing Inquiries: Please call (800) 289-7366

# HEAD<sup>®</sup>

# *Penn*<sup>®</sup>

Sold-to address  
Middle Village CDD  
SAINT AUGUSTINE FL 32092

Doc. No. /Date  
5102550854 / 04/09/2019

Page  
2

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Items total	649.92	USD
CC Discount	38.99-	USD
Final Amount	610.93	USD

---



# HEAD®

# Penn®

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

Sold-to address  
Middle Village CDD  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

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

We deliver according to the following conditions:  
Terms of payment Credit Card preauth.  
Terms of delivery: FOB BALTIMORE, MD  
Shipped Via: FED EX GROUND (PPA)

## Order acknowledgement

Order Number	Date
5102550856	04/09/2019
P.O. No.	Date
Andy 4/9	
Requested Delivery Date	04/09/2019
Cancel Date	
Customer No.: 715220	
Order Placed By: R118	
Entered by: OMS3_CPIC	
Salesrep: ELLIS, JEFF	

Line.	Material-No.	Description	Quantity	Price	Price unit	Amount	Cur
000010	285303	HydroSorb Pro					
	Item	10					
	WH	Del Date					
	6	04/09/2019					
		6 PC		5.00		30.00	USD
000020	285104	XtremeSoft Grip Overwrap, dozen					
	Item	20					
	BK WH	Del Date					
	6 6	04/09/2019					
		12 PC		3.50		42.00	USD
000030	235208	Graphene 360 Speed PRO					
	Item	30					
	30	Del Date					
	U 1	04/09/2019					
		1 PC		70.00		70.00	USD
000031	281784	Lynx (set)					
	Item	31					
	16	Del Date					
	GE 1	04/09/2019					
		1 PC					USD
Total Number of Units			20				

Remit all Payments to: HEAD/Penn Racquet Sports, P.O. Box 53232, Phoenix, AZ 85072-3232  
For Return Authorization or Billing Inquiries: Please call (800) 289-7366

# HEAD<sup>®</sup>

# *Penn*<sup>®</sup>

Sold-to address  
Middle Village CDD  
SAINT AUGUSTINE FL 32092

Doc. No. /Date  
5102550856 / 04/09/2019

Page  
2

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**Final Amount**

**142.00 USD**

---

## Thanks for Your Order!

---

📞 Your order ID is #73540.

### Shipping Address

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

### Billing Address

Jay Soriano  
GMS LLC  
475 W Town Pl  
suite 114  
St Augustine, Florida 32092  
United States  
9043421441  
[manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### Shipping Method

Free shipping from SwingSetMall.com

### Your Order Contains...

Cart Items	SKU	Qty	Item Price	Item Total
Basic Commercial Belt Swing Seat (Color: Black)	S-02-BK	3	\$34.95 USD	\$104.85 USD
Basic Commercial Belt Swing Seat with 8'6" Heavy Duty Chain (Swing Color: Black, Chain Color: Green)	S-026-BK-G	2	\$84.95 USD	\$169.90 USD
Commercial Rubber Full Bucket Swing Seat (Color: Black)	S-27-BK	2	\$84.95 USD	\$169.90 USD

Subtotal: \$444.65 USD

Coupon Code (RM29224P7R): -\$10.00 USD

Shipping: \$0.00 USD

Grand Total: \$434.65 USD

Payment Method: Credit Card

### Have Questions?

Have questions about your order or our shipping times? Our [Frequently Asked Questions](#) page is a great resource for many common questions about ordering with us. If there's anything else we can help you with don't hesitate to [contact us](#)!



# United States Plastic Corporation®

1390 Neubrecht Road  
Lima OH 45801-3196, U.S.A  
Email: usp@usplastic.com

Ph: 419-228-2242 or 800-537-9724  
Fax: 419-228-5034 or 800-854-5498  
Customer Service: 800-769-1157

www.usplastic.com

## INVOICE

To : JAY SORIANO  
From: ANN LIMBERT

Invoice Number	Invoice Date
5699020	March 25, 2019
Customer Number	Your P.O. Number
753798	Jay Soriano

Bill  
To

GMS LLC  
475 W TOWN PL  
ST AUGUSTINE FL 32092-3648

Ship  
To

GMS LLC  
JAY SORIANO  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK FL 32065-4259

Our Order Number	Order Date	Agent	Your Phone Number	Your Fax Number	Terms		
5699020	3/22/19	01E/C	904-562-0249		AMERICAN EX		
Shipped Via			Miscellaneous Information				
UPS GRND PREPAY & ADD							
Item No.	Qty. Shipped	U/M	Item Description	Item Price	Disc. %	Discounted Item Price	Extended Price
6429	1	EA	BRUTE CADDY BAG FIT 32&44 GA-YL	47.67			47.67
8070	2	EA	CLOSED FLOOR SIGN MULTI-LINGUAL 2 SIDED	14.00			28.00
20237	1	EA	4" PVC BALL VALVE SOCKET EPDM	269.03			269.03
			TRACKING INFORMATION				
			1Z-468-340-03-7522-6172				

Funds are to be paid in United States dollars.

Under our terms, your account is payable within 30 days following date of invoice. In the event of any late payment a finance charge computed at the rate of 1 1/2 % per month, which corresponds to an annual percentage rate of 18%, applies on the unpaid balance

Item Total	344.70
After Discount	
Special Charge	.00
State Tax	.00
Shipping/ Handling	54.88
Please Pay This Amount	399.58
PAID BY AMERICAN EX	

To insure proper credit, please detach at perforation and send bottom portion in with your payment



United States Plastic Corporation®  
1390 Neubrecht Road  
Lima OH 45801-3196, U.S.A  
Ph: 419-228-2242 Fax: 419-228-5034

www.usplastic.com

Customer Number	Customer Purchase Order	Our Order Number
753798	Jay Soriano	5699020
Order Date	Invoice Number	Invoice Date
3/22/19	5699020	3/25/19
		Invoice Amount
		PAID BY AMERICAN EX

Thanks for shopping with us. We're processing your order now and we'll email you again when there are status updates. You can also track the status via [your account](#).

**Order #:** 3781950-929214

## Ships from Walmart

### Arrives by

Tue, Apr 23  
We'll send an email with tracking info when your order ships.

### Shipping To

Jay Soriano  
370 Oakleaf Village Pkwy  
orange park , FL 32065

Item	Qty	Total
<u>Greenworks 8-Inch 40V Cordless Pole Saw, 2.0 AH Battery Included 20672</u> \$138.43	1	\$138.43
<u>Greenworks 40V 150 MPH Variable Speed Cordless Blower, 2.0 AH Battery Included 24252</u> \$116.98	1	\$116.98

Item	Qty	Total
<u>2-Year Protection Plan for Hardware \$100-\$199.99</u> \$16.00	1	\$16.00
<u>2-Year Protection Plan for Hardware \$100-\$199.99</u> \$16.00	1	\$16.00

Order subtotal	\$287.41
Careplan & Services	\$32.00
Walmart shipping	FREE
Total tax:	\$20.12
Order total:	\$307.53

### Billing address

Jay Soriano  
475 w town pl  
st114  
st. augustine, FL 32092

### Payment method(s)

AMEX ending in 5058

Wawa #5266  
8251 Old Middleburg  
Jacksonville FL 3221  
\*\*\*\*\*  
4/18/2019 10:32:06 A  
Term: JD12479168001  
Appr: 588587  
Seq#: 012937  
Product: Unleaded  
Pump Gallons Price  
12 15.015 \$2.589  
Total Sale \$39.02  
Capture

American Express  
XXXXXXXXXXXX5058  
Swiped

04/18/2019 10:29:30

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

\*\*\*\*\*

YOUR OPINION MATTERS

Tell us about your  
experience at

\* MyWawaVisit.com \*

Take our survey for  
a chance to win

Wawa swag  
gift baskets and  
gift cards valued  
at up to \$500!

Disponible  
en Espanol

\*\*\*\*\*

Survey Code: 1212565

Store Number: 05266

\*\*\*\*\*

Please respond  
within 5 days

NO PURCHASE  
NECESSARY

See rules at website



950-19 Blanding Blvd.  
 Orange Park, FL 32065  
 (904) 272-9784  
 (904) 272-9787 FAX

# Invoice

Date	Invoice #
2/19/2019	27450

Bill To
Oakleaf Tennis

Ship To

P.O. No.	Terms	Rep

Quantity	Description	Rate	Amount
24	One Steppers Screen print left chest one color imprint black  On DM130 white frost 6 med, 6 Lg, 4 XL  On DM130L white frost 4 med, 4 Lg	10.99	263.76
1	Screen Charge	25.00	25.00

Thank you for your business! Daniel McClees 904/272-9784

**Total** \$288.76

**Payments/Credits** \$0.00

**Balance Due** \$288.76

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2072

Invoice Date: 6/11/19

Due Date: 6/11/19

Case:

P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
May 2019 - Phones (002.320.57200.41000)		98.58	98.58
May 2019 - Permits & License (002.320.57200.49300)		26.95	26.95
May 2019 - Special Events (002.320.57200.49400)		90.33	90.33
May 2019 - Office Supplies (002.320.57200.51000)		175.88	175.88
May 2019 - Repair & Replacements (002.320.57200.63100)		463.96	463.96
<b>Total</b>			<b>\$855.70</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$855.70</b>



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 1548

Invoice Date: 6/11/19

Due Date: 6/11/19

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
May 2019 - Phones (002.330.57200.41000)		98.59	98.59
May 2019 - Permits & License (002.310.51300.49300)		26.95	26.95
May 2019 - Repair & Replacements (034.600.53800.64000)		1,244.30	1,244.30
May 2019 - Office Supplies (002.330.57200.51000)		175.90	175.90
May 2019 - Special Events (002.330.57200.49400)		90.33	90.33
<b>Total</b>			<b>\$1,636.07</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$1,636.07</b>

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

[illegible]

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

Totals by GL

**Double Branch: \$855.70**

2.320.572.4100 (DB Phones) – \$98.58  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.49400 (DB Special Events) - \$90.33  
2.320.572.5100 (DB Office Supplies) - \$ 175.88  
2.320.572.63100 (DB Repair and Replacements) - \$463.96

**Middle Village: \$1636.07**

2.330.572.4100 (MV Phones) – \$98.59  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$1244.30  
2.330.572.51000 (MV Office Supplies) - \$175.90  
2.330.572.49400 (Special Events) – \$90.33

Card Ending 6-65058

				Amount
04/24/19	BOATHOUSE DISCOUNT 0000 904-778-7775	JACKSONVILLE	FL	\$502.58 +
04/29/19	ACADEMY SPORTS 111-111-1111	ORANGE PARK	FL	\$149.78 +
04/30/19	TRACTOR SUPPLY CO 8668724850 Retail Store	ORANGE PARK	FL	\$395.89 +
05/01/19	IN *BAKER'S SPORTING GOODS 9043888126	JACKSONVILLE	FL	\$455.00 +
05/01/19	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$52.13
05/02/19	RINGCENTRAL AM 9905759008,94002	BELMONT	CA	\$197.17 +
05/03/19	OFFICEMAX/OFFICEDEPT#6876 000006876 8004633768 TONER,BROTHER,TN880,BLACK 2YR ADH GEAR,100-249.99	ORLANDO	FL	\$192.58 +
05/03/19	OFFICE DEPOT #1079 000001079 8004633768 CANON,PWRSHOT,ELPH 180,SILVER	GRAND PRAIRIE	TX	\$102.71 +
05/07/19	WAWA 5266 000000000479168 6103588000	JACKSONVILLE	FL	\$40.53
05/07/19	CITY ELECTRIC SUPPLY 1 32065	ORANGE PARK	FL	\$112.35 +
05/08/19	OFFICEMAX/DEPOT 6826 000006826 8004633768 PAPER,COPY,OD,CASE,10-REAM	JACKSONVILLE	FL	\$56.49
05/10/19	WAL-MART SUPERCENTER 6978 6978 DISCOUNT STORE	JACKSONVILLE	FL	\$142.26 +
05/10/19	PUBLIX #128 000000128 8636881188	JACKSONVILLE	FL	\$38.40
05/15/19	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95

Continued on next page



Business Green Rewards Card  
GMS LLC  
JAMES PERRY  
Closing Date 05/21/19

Illustration of Card

p. 5/7

Account Ending 6-84002

Detail Continued \* denotes Pay Over Time activity

				Amount
7/5/19	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95

Fees

				Amount
Total Fees for this Period				\$0.00

Interest Charged

				Amount
7/1/19	Interest Charge on Pay Over Time Purchases			\$393.33

Total Interest Charged for this Period



ACADEMY @ ORANGE PARK, FL 904-213-2080

04/29/19 15.12

384481 SALE 3449 0101 221

MO M FREEPORT BR1H / 110316511

2 @ 1 for 79.99 MOS 159.98

SUBTOTAL 159.98

7.0% Sales Tax 9.80

TOTAL USD\$ 169.78

Store Coupons 20.00

MID: 328030035997

TID: 08138974

RRN: 217065

<<ELEC SIGNATURE CAPTURED 3449 1 >>

AMERICAN EXPRESS 149.78

XXXXXXXXXXXX5058

Chip Read

JAY SORIANO AUTH 869828

Mode: Issuer

AID: A000000025010801

**BOATHOUSE DISCOUNT  
MARINE (JAX)**

5615 BLANDING BLVD  
JACKSONVILLE, FL 32244  
9047787775

Cashier: Boathouse

Transaction 039371

<b>Total</b>	<b>\$502.58</b>
CREDIT CARD SALE	\$502.58
AMEX 5058	

Retain this copy for statement  
validation

24-Apr-2019 1:45:35P  
\$502.58 | Method: KEYED  
AMEX XXXXXXXXXXXX5058  
MANUALLY ENTERED  
Ref #: 911400909861  
Auth #: 28/707  
MID: \*\*\*\*\*7888  
AuthNtwkNme: AMEX  
SIGNATURE VERIFIED

Online: [https://clover.com/p/  
ZFBK9QWCFXJWJ](https://clover.com/p/ZFBK9QWCFXJWJ)

$$A \otimes B = \begin{pmatrix} A_{11} & A_{12} \\ A_{21} & A_{22} \end{pmatrix} \otimes \begin{pmatrix} B_{11} & B_{12} \\ B_{21} & B_{22} \end{pmatrix} = \begin{pmatrix} A_{11} \otimes B_{11} & A_{11} \otimes B_{12} \\ A_{11} \otimes B_{21} & A_{11} \otimes B_{22} \\ A_{21} \otimes B_{11} & A_{21} \otimes B_{12} \\ A_{21} \otimes B_{21} & A_{21} \otimes B_{22} \\ A_{22} \otimes B_{11} & A_{22} \otimes B_{12} \\ A_{22} \otimes B_{21} & A_{22} \otimes B_{22} \end{pmatrix}.$$

2155

[illegible]

# THE BIBLICAL ARCHAEOLOGICAL EVIDENCE

44-111-19

14:13:41

Inv. #: 059161 Appl. Code: 0055880

272

**THE UNIVERSITY OF CHICAGO**

1:11 f5n:j

Order iii

2007

Account	\$	112.95
112.95		

101	12.35
-----	-------

THE UNIVERSITY OF CHICAGO

[illegible]





Order # 1000809810

Complete

Order Date: May 15, 2019

[Why Pandora For Business](#) [Get Pandora](#) [Activate Player](#) [Get Support](#) [My Account](#)

#### Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95
Subtotal				\$26.95
Shipping & Handling				\$0.00
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

#### Order Information

##### Shipping Address

Oakleaf Plantation  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065  
United States  
T: 9045620249

**Shipping Method**

Free Shipping - Free

**Billing Address**

Jay Soriano

GMS LLC

475 W Town Pl

orange park, Florida, 32065

United States

T: 9045620249

**Payment Method**

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		5192942734	
Billing Date 04/30/2019	Ship Date 04/30/2019	Order Date 04/29/2019	Requested Date 04/29/2019
Terms Credit Card preauth.			Due Date
Order No. 5102558443	P.O. Number MONDAY MADNESS		Order Entered By: AGREEN
Salesrep: ELLIS, JEFF Order Placed By:			

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

Authorization no.:

198295 00000063 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
281065	Synthetic Gut PPS Set	17 WH	10 PC	4.50	0.000	4.50	45.00
281065	Synthetic Gut PPS Se-NO CHAR	17 WH	10 PC		0.000		

Total Number of Units 20

Shipping Information  
Packing Slip, BOL: 5182867143  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 2.300 LB 1.043 KG

Box Tracking Number  
289180175102596

Total Number of Cartons 1

Items total	45.00	USD
Freight Charge	7.13	USD
Final amount	52.13	USD
Charged to your American Express *****053	52.13	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



## Baker's Sporting Goods

3600 Beachwood Court  
Jacksonville, FL 32224

(904) 388-8126 Fax: (904) 388-8127  
www.bakerssport.com

## Invoice

Date	Invoice #
4/5/2019	273600

Bill To	Ship To
Oakleaf Plantation Swim ATTN: Kate Swartz	

P.O. No.	S.O. No.	Terms	Due Date	Rep	Ship Via
	028_114760	Due on receipt	4/5/2019	JBB	Delivery
Description		Qty	Rate	Amount	
Bettentimes Latex Swim Cap with Logo		130	3.50	455.00	
			Total	\$455.00	
Thank you for your business!			Balance Due	\$0.00	

A FINANCE CHARGE OF 1.5% PER MONTH WILL  
BE CHARGED ON BALANCES OVER 30 DAYS OLD.  
THIS IS AN ANNUAL RATE OF 18 PERCENT.



Order # 1000809805

Complete

Order Date: May 15, 2019

[Why Pandora For Business](#) [Get Pandora](#) [Activate Player](#) [Get Support](#) [My Account](#)

#### Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95
Subtotal				\$26.95
Shipping & Handling				\$0.00
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

#### Order Information

##### Shipping Address

Oakleaf Plantation  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065  
United States  
T: 9045620249

**Shipping Method**

Free Shipping - Free

**Billing Address**

Oakleaf Plantation  
GMS LLC  
475 W Town Pl  
orange park, Florida, 32065  
United States  
T: 9045620249

**Payment Method**

Credit Card

**Credit Card Type**

American Express

**Credit Card Number**

XXXX-2055

## Order Information

Thank you for choosing Office Depot for your office supply needs. We appreciate your continued business.

Shipment 1 Same Day Delivery: Monday, May 6, 2019 08:30 AM - 05:00 PM

Order Number:	309636695-001	Status:	In Process
Order Date:	04/30/2019	Tracking:	N/A
Web User Log-In:	JAYSORIANO1	Order Type:	Order
Last Modified By:	AG51	Order Category:	Phone Order
Last Modified date:	05/01/2019	Delivery Type:	Delivery
Warehouse Location:	6876-CF ORLANDO, FL	Shipping to:	GMS LLC
Account #:	79025738		370 OAKLEAF VILLAGE PKWY
Payment info:	American Express, last 4 digits: 5058		
Contact:	JAY SORIANO	Delivery Method:	ORANGE PARK FL 32065-4259
Office Depot®   OfficeMax® Rewards:	603740602		
Comments:			

## Product Summary

Description	Item Number	Qty	Qty Ship	BkOrd Qty	Unit Price	Unit	Ext-Price
Brother® TN880 Super High Yield Black Toner Cartridge (0485141)	485141	1	0	0	149.990	each	\$149.99
Accidental Damage 2-Year Protection Plan For Gear, \$100-\$249.99 (9905162)	9905162	1	0	0	29.990	each	\$29.99

## LEGEND

Item Number: Entered Item Number  
Qty: Original Quantity Ordered  
Qty Ship: Units Shipped So Far  
BkOrd Qty: Backorder Quantity  
Unit Price: Price per Individual Unit  
Unit: Unit of Measure  
Ext-Price: Ordered Quantity x Unit Price

Subtotal: 179.98  
Tax: 12.60  
Delivery Charge: 0.00  
Misc.: 0.00

**Total:\$192.58**

**Shipment 2 Same Day Delivery: Thursday, May 9, 2019 08:30 AM - 05:00 PM**

Order Number: 309637946-001  
 Order Date: 04/30/2019  
 Web User Log-In: JAYSORIANO1  
 Last Modified By: AG51  
 Last Modified date: 05/01/2019  
 Warehouse Location: 1079-DC DALLAS, TX  
 Account #: 79025738  
 Payment info: American Express, last 4 digits: 5058

Status: 3 Days Delivery Pending  
 Tracking: N/A  
 Order Type: Order  
 Order Category: Phone Order  
 Delivery Type: Delivery  
 Shipping to: GMS LLC  
 370 OAKLEAF VILLAGE PKWY  
 ORANGE PARK FL 32065-4259

Contact: JAY SORIANO  
 Office Depot® | OfficeMax® Rewards:603740602  
 Comments:

Delivery Method:

**Product Summary**

Description	Item Number	Qty	Qty Ship	BkOrd Qty	Unit Price	Unit	Ext-Price
Canon PowerShot ELPH 180 20-Megapixel Digital Camera, Silver (0826151)	626151	1	0	0	119.990	each	\$119.99
20% Off One Qualifying Item. (1J5GBPZAC4XY84)   MFG#: 1J5GBPZAC4XY84	1J5GBPZAC4XY84	1	0	0	(24.000)		\$(24.00)

**LEGEND**

Item Number: Entered Item Number  
 Qty: Original Quantity Ordered  
 Qty Ship: Units Shipped So Far  
 BkOrd Qty: Backorder Quantity  
 Unit Price: Price per Individual Unit  
 Unit: Unit of Measure  
 Ext-Price: Ordered Quantity x Unit Price

Subtotal: 119.99  
 Tax: 6.72  
 Delivery Charge: 0.00  
 Misc.: (24.00)

**Total:\$102.71**

For compliance with select California laws and for financial reporting purposes, all sales shipped to California and Texas customers are made by eDepot, LLC, a wholly-owned subsidiary of Office Depot, Inc, and are F.O.B. destination point.



# Office DEPOT OfficeMax<sup>®</sup>

JACKSONVILLE - (904) 573-8221

05/08/2019 5:43 PM



2PVTGY3PU3QYBBC6H

SALE	6826-2-1117-860230-19.4.2	
348037	PAPER, COPY, OD,	56.49 SS
	Subtotal:	56.49
	Total:	56.49
	Amex 058:	56.49

AUTH CODE 842998

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

JAY SORIANO 603740602

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

Tax Exemption Number 000600486993

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

XX

WE WANT TO HEAR FROM YOU!

Visit [survey.officedepot.com](http://survey.officedepot.com)

and enter the survey code below:

M6DZ 5QN1 C7X8

XX

# Publix

Publix Plantation Center  
9515 Argyle Forest Blvd  
Jacksonville, FL 32227  
Store Manager: Rick Williams  
404-617-5771

PBX DELI TEA SMT 6  
6.8 7.39 17.14 1.9  
DELI LEMONADE GAL  
6.8 2.98 17.14 1.9

Order #10 35.42  
Sales Tax 2.52  
Grand Total 38.46  
Credit Payable 38.46  
Change 0.00

PRICE  
Trace # 174556  
Reference # 174556  
Foot # XXXXXXXX000000  
Purchase American Express  
Amount \$38.46  
Auth # 562705

CREDIT CARD  
A000000025013801  
Entry Method: Flip Send  
Mode: 100001

Your cashier was Zach C.

05/19/2019 12:49 PM 23 407 2140 1.02%

Explore the easy ways to save at Publix.  
Visit bargains at publix.com/savestyles

Publix Super Markets, Inc.

See back of receipt for your chance  
to win \$1000 ID #7N6XPD2FKGZS

## Walmart\*

SUPERCENTER  
904-365-2555 Mgr: BRIAN JACKSON

ST# 06978 OP# 003815 TE# 03 TR# 04930  
CAPE LINE 003110051681 15.98 0  
CAPE LINE 003110051681 15.98 0  
SEAGRAMS 007131001244 10.98 0  
SEAGRAMS 007131001244 10.98 0  
BUD LIGHT 001320053218 14.98 0  
BUD LIGHT 001320053218 14.98 0  
MIKES HARD 063598526001 14.47 0  
MIKES HARD 063598526001 14.47 0  
MIKES HARD 063598526001 14.47 0  
SOCT NECKLAC 489115210577 14.97 0  
SUBTOTAL 142.26  
TOTAL 142.26  
MEX TEND 142.26

AMERICAN EXPRESS \*\*\* \*\*5 058 I 0  
APPROVAL # 806083  
REF # 000100482637  
TRANS ID - 001061145823485  
AID A000000025013801  
TC 5230F335AFDC13F2  
TERMINAL # SC010373  
-NO CASH/ATM REFUND

100% AMOUNT

Sweepstakes period ends on the date outlined in the  
official rules. Survey must be taken within ONE week  
of today. Void where prohibited.

www.entry.survey.walmart.com



# Service Statement

## Account Information

Account Number: (904) 770-4650  
Statement Date: 05/02/2019  
Service Plan: RingCentral Office Standard 2 - 99 lines  
Reference #: 9905759008

**Bill To:**

Jay Soriano  
Oakleaf Plantation  
475 west town place  
ste 114  
St Augustine, FL 32092, United States

## Statement Summary

Total Current Charges **\$197.17**

Your credit card ending in [3053] was charged \$197.17.

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

## Statement Details

Period	Service	Amount
05/02/2019 - 06/01/2019	Subscription Fee - Monthly (RingCentral Office Standard 2 - 99 lines)	\$69.98
	\$16.02 off / month discount	(\$16.02)
05/02/2019 - 06/01/2019	DigitalLine Unlimited - (904) 770-4667	\$34.99
	\$8.01 off / month discount	(\$8.01)
05/02/2019 - 06/01/2019	DigitalLine Unlimited - (904) 770-4649	\$34.99
	\$8.01 off / month discount	(\$8.01)
05/02/2019 - 06/01/2019	DigitalLine Unlimited - (904) 770-4661	\$34.99
	\$8.01 off / month discount	(\$8.01)
05/02/2019 - 06/01/2019	DigitalLine Unlimited - (904) 342-1441	\$0.00
05/02/2019 - 06/01/2019	DigitalLine Unlimited - (904) 770-4648	\$0.00
	<b>Charges:</b>	<b>\$134.90</b>
	Current Service Fees	\$134.90
	Current Taxes, Charges and Fees*	\$62.27
	<b>Total Current Charges</b>	<b>\$197.17</b>



1455 BLANDING BLVD  
ORANGE PARK, FL 32065  
904-272-1970

Ticket: 829899  
Date: 4/30/19 Time: 11:49 AM  
Store: 542 Register: 2  
Cashier: Kimberly  
Loyalty #: 7701054202021323

Item	Qty	Price	Amount
TANK 125GAL LEU 2137447	1	369.99	369.99
Subtotal			369.99
Tax			25.90
Total			395.89

American Express - SALE 395.89  
\*\*\*\*\*3058 - EMV Chip  
Authorization #: 801777  
Terminal ID : 001790542000200  
Cryptogram : 096CFC69C54B3AE0  
AID : A000000025010801  
APP : AMERICAN EXPRESS  
CVM : NONE / 5E0300  
TVR : 0000008000 / TSI : EB00

Change 0.00  
I agree to pay the above amount according  
to my card issuer agreement.

Welcome to Wawa #5266

Phone:904-329-7007

8251 Old Middleburg Rd S

Jacksonville, FL 32210

5/7/2019 10:35:33 AM Trx # 296720

Register #100 Cashier: ICR

Customer Copy / Duplicated Receipt

-----  
Total: \$40.53  
-----

Qty

Term: JD12479168001

Appr: 586025

Seq#: 046405

Pay at Pump Sale

Pump #:11Unleaded

15.015 Gallons @ \$2.699/Gal \$40.53

Sub-Total: \$40.53

Tax: \$0.00

Total: \$40.53

American Express: \$40.53

Change: \$0.00

Capture

American Express

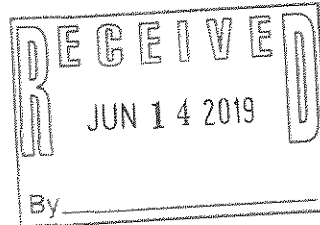
XXXXXXXXXX5058

Swiped

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

# Invoice

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



Invoice #: 2073  
Invoice Date: 6/11/19  
Due Date: 6/11/19  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Event Staff through May 9, 2019	38.92	25.00	973.00
<i>Amenities Revenue</i> <i>300</i> <i>2,369,103</i> <i>92</i>			
Total			\$973.00
Payments/Credits			\$0.00
Balance Due			\$973.00

*RHW*  
*6,13,19*

**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>
38.92	Facility Event Staff	\$ 25.00	\$ 973.00

Covers Period End: May 9, 2019

Amenities Revenue # 2-369-103



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

# INVOICE

Invoice #	433858
Account #	708477
Invoice Date	6/1/2019
Due Date	6/11/2019
Rep	ERW

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

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

P.O. No.	Terms	Invoice Date Reflects Month of Service Provided	
	NET 10 DAYS		
Item	Description	Amount	
<b>Code to:</b> <b>2-320-572-4680</b> <b>Double Branch Lake Maintenance</b> <b>24</b>	Monthly Water Management Service (R)	2,029.00	
	<div data-bbox="852 875 1162 1083" data-label="Image"> </div>		
	<b>Customer Total Balance</b>	\$2,029.00	
<b>Total Invoice</b>			<b>\$2,029.00</b>

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

Please visit [www.lakedoctors.com](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	433858
Account #	708477
Date	6/1/2019

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

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

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

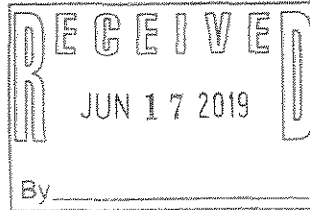


IF PAYING BY CREDIT CARD, FILL OUT BELOW	
<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa <input type="checkbox"/> American Express
Card #	_____
Card Verification #	_____
Exp. Date #	_____
Print Name	_____
Billing Address:	____ Check box if same as above
Signature	_____



**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JUNE 17, 2019  
WEEK OF: 6/7/19-6/13/19

**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
6/7/19	ANDRE MACK	2130-0330	6	30.00	180.00
6/7/19	BEN SIMMONS	1700-2300	6	30.00	180.00
6/8/19	MIACHEL BURNS	1700-2300	6	30.00	180.00
6/8/19	EVA SOLIS	1700-2300	6	30.00	180.00
6/9/19	BRYAN SMITH	1700-2300	6	30.00	180.00
6/10/19	BRYAN SMITH	1700-2300	6	30.00	180.00
6/11/19	BRYAN SMITH	1700-2300	6	30.00	180.00
6/12/19	MIACHEL BURNS	1700-2300	6	30.00	180.00
6/13/19	JOHN DRURY	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!

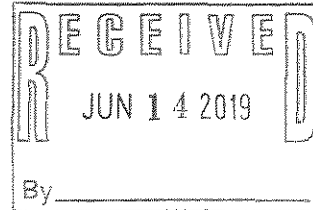
Riverside Management Services, Inc

9655 Florida Mining Blvd West  
Suite 305  
Jacksonville, FL 32257

# Invoice

Date	Invoice #
6/11/2019	251

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 - May 2019  <i>Common Area Maint.</i> <i>320,572,4640</i> <i>297</i>	6,581.10	6,581.10
Total			\$6,581.10

*RMW*  
*6.13.19*

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

**Service Detail**

Bill To: Double Branch CDD

Invoice Date: 5/31/19

Due Date: Upon Receipt

Amount Due: \$ 6,581.10

<u>Date:</u>	<u>Description</u>	<u>Amount</u>
5/8/19	OVP / Fall Creek Park Split Rail Fence line 1144 W/ (both sides)	\$ 286.00
	Lattice Top Fence - 782 W/	\$ 351.90
	Park	\$ 150.00
4/9/19	Cannons Point / Timberfield Lattice Top Fence - 1331 W/	\$ 598.95
	Park	\$ 150.00
4/13/19	Natures Hammock / Timberfield Lattice Top Fence 960 W/	\$ 432.00
	Split Rail Fence - 538 W/ both sides	\$ 134.50
	Park	\$ 150.00
5/14/19	Waverly Split Rail Fence - 1124 W/ (both sides)	\$ 281.00
	Lattice Top Fence 778 W/	\$ 350.10
	Park	\$ 150.00
5/16/19	Wakemont / Stonebriar / Lattice Top Fence - 386 W/	\$ 173.25
	Split Rail Fence - 720 W/ both sides	\$ 180.00
	Park	\$ 150.00
5/16/19	Stonebriar / Hearthstone Lattice Top Fence - 871 W/	\$ 391.95
	Split Rail Fence - 498 W/ both sides	\$ 124.60
5/17/19	Hearthstone / Cannons Point Lattice Top Fence - 893 W/	\$ 401.85
	Park	\$ 150.00
5/21/19	Cannons Point Park	\$ 150.00
	CP Split Rail Fence - 696 W/	\$ 174.00
	CP Lattice Top Fence - 207 W/	\$ 93.15
5/22/19	Cannons Point Lattice Top Fence - 1173 W/	\$ 527.85
5/23/19	Hearthstone Park	\$ 150.00
	Hearthstone/Worthington Oaks Split Rail Fence Line - 1472 W/	\$ 368.00
5/24/19	Worthington Oaks / Pebblecreek Lattice Top Fence Line - 1138 W/	\$ 512.10

TOTAL AMOUNT DUE: \$ 6,581.10

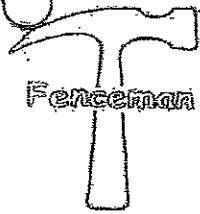
Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

\*\* Pressure Washing according to contract and within budget

Contract Amount \$ 17,635.00

<u>Invoice:</u>	
Oct. 2018	\$ -
Nov. 2018	\$ -
Dec. 2018	\$ -
Jan. 2019	\$ -
Feb. 2019	\$ -
Mar. 2019	\$ -
Apr. 2019	\$ 2,072.65
May 2019	\$ 6,581.10
June 2019	
July 2019	
Aug. 2019	
Sept. 2019	
Balance:	\$ <u>8,981.25</u>

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



# Proposal

Page # \_\_\_\_\_ of \_\_\_\_\_ pages

**T Fenceman, Inc.**  
1506 Summit Oaks Drive West  
Jacksonville, FL 32221

Cell: (904) 759-5875  
Email: TFenceman@comcast.net

"Built With Pride and Quality"

Free Estimates  
Licensed / Insured  
20 Year Experience

Aluminum • Vinyl  
Chainlink • Wood Privacy

Proposal Submitted To:	Job Name:	Job #
Address 370 Oak leaf village Pkwy Orange Park, FL 32065	Job Location 12' wide double drive gate.	Date 19 May 2019
Phone # Jay Soria 562-0249	Fax #	Architect

We hereby submit specifications and estimates for:

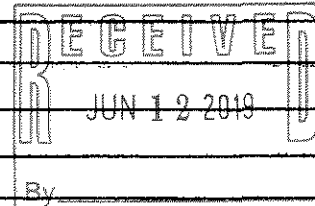
1. Take down and haul away old fence
2. Install 1-12' wide double swing white vinyl gate with aluminum frame.

Code to:

2-320-572-63100

Double Branch rep. and replace

264



By \_\_\_\_\_

We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ 1452.00 \_\_\_\_\_ Dollars

with payments to be made as follows: \$1452.00 paid upon completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted Terry Williams

Note — this proposal may be withdrawn by us if not accepted within 60 days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

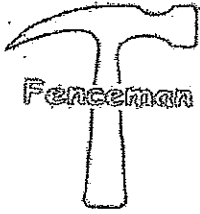
Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_

# Proposal

Page # \_\_\_\_\_ of \_\_\_\_\_ pages



**T Fenceman, Inc.**  
1506 Summit Oaks Drive West  
Jacksonville, FL 32221

Cell: (904) 759-5875  
Email: TFenceman@comcast.net

"Built With Pride and Quality"

Free Estimates  
Licensed / Insured  
20 Year Experience

Aluminum • Vinyl  
Chainlink • Wood Privacy

Proposal Submitted To:	Job Name:	Job #:
Address: 370 Oakleaf Village Rkwy	Job Location:	
Orange Park, FL 32065	Date: June 4, 2019	Date of Plans:
Phone # 562-0249	Fax #	Architect

We hereby submit specifications and estimates for:

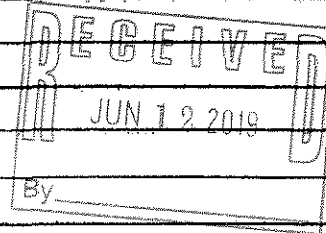
1. Install 2-4" x 6" sch 40. post
2. All post set in concrete

Code to:

2-320-572-63100

Double Branch rep. and replace

264



We propose hereby to furnish material and labor — complete in accordance with the above specifications for the sum of:

\$ 85.00

Dollars

with payments to be made as follows: \$85.00 paid upon completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully  
submitted

*Terry W. [Signature]*

Note — this proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

## Acceptance of Proposal

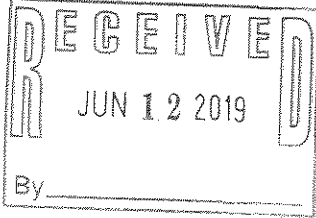
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.  
Payments will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_



INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
4/22/19	9171460088	60.25	
4/29/19	9171462075	60.25	
5/06/19	9171464078	60.25	
5/13/19	9171466075	60.25	
5/20/19	9171468075	60.25	
<b>Code to:</b> <b>2.330.57200.61100</b> <b>Double Branch Fitness Janitorial</b> <b>382</b>			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
5/28/19	999548	301.25	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
241.00	60.25		

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:
5/28/19
Invoices Paid
Amount Paid
Customer Number
999548

INVOICE NUMBER 917 1460088 REMIT TO: UniFirst Corporation  
INVOICE DATE 4/22/19 1446 HAINES STREET  
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



91714600881

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation  
1446 HAINES STREET

JACKSONVILLE

PAGE 001  
FL 32206

INVOICE  
917 1460088

DATE  
4/22/19

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:

704/353-4121

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

60.25

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

SOIL PICK UP COUNT

SH PT QT NO

INVOICE NUMBER 917 142075 REMIT TO: UniFirst Corporation  
INVOICE DATE 4/29/19 1446 HAINES STREET  
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

9171462075

- Please Detach and Return With Payment -



UniFirst Corporation  
1446 HAINES STREET

JACKSONVILLE

PAGE 001  
FL 32206

INVOICE  
917 1439075

DATE  
4/29/19

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:

904/555-4121

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 1464078 REMIT TO: UniFirst Corporation  
 INVOICE DATE 5/06/19 1446 HAINES STREET  
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
 A/R NUMBER RTE# 02610  
 CUSTOMER DOUBLE BRANCH CDD



91714640784

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

- Please Detach and Return With Payment -



UniFirst Corporation  
 1446 HAINES STREET

JACKSONVILLE

PAGE 001  
 FL 32206

INVOICE 917 1464078 DATE 5/06/19 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

*[Signature]*

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

INVOICE NUMBER 917 1466075 REMIT TO: UniFirst Corporation  
INVOICE DATE 5/13/19 1446 HAINES STREET  
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



91714660753

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

- Please Detach and Return With Payment -



UniFirst Corporation  
1446 HAINES STREET

JACKSONVILLE

PAGE 001  
FL 32206

INVOICE 917 1466075 DATE 5/13/19 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 66891:

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	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 1468075 REMIT TO: UniFirst Corporation  
INVOICE DATE 5/20/19 1446 HAINES STREET  
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



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

91714680755

- Please Detach and Return With Payment -



UniFirst Corporation  
1446 HAINES STREET

PAGE 001  
JACKSONVILLE FL 32206

INVOICE  
917 1468075

DATE  
5/20/19

PAYMENT TERMS  
CHARGE

PURCHASE ORDER

CONTRACT  
668711

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:

904/355-4121

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 INVOICE- NET 30 DAYS. PLEASE SIGN

*Living Center*

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



## Invoice

Invoice #: 754

Date: 06/11/19

Customer PO:

**DUE DATE: 07/11/2019**

### BILL TO

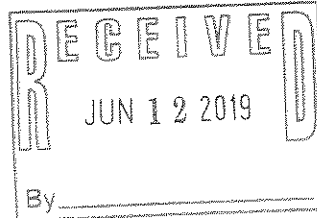
Oakleaf - Double Branch CDD  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

### FROM

VerdeGo  
PO Box 789  
3335 North State Street  
Bunnell, FL 32110  
Phone: 386-437-3122  
[www.verdego.com](http://www.verdego.com)

### DESCRIPTION

#653 - Main Line 4" repair  
*Irrigation*



### AMOUNT

*\$787.04*

### Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$787.04**

### Code to:

**Double Branch - Irrigation Repairs**

**2-320-572-35100**

672



District #:

Date:

## Work Proposal Authorization

Mailing Address: P.O. Box 709 • Burnell, Florida 32110  
Phone: 306-437-3122 • Fax: 306-437-6003 • www.verdego.com

Job #:

Customer ID:

NUMBER 1374

Submitted To:	Contact Phone #:
Company:	P/O Reference:
Email Address:	Date Promised:
Job Name: OAK 124F	
Work Name/Location: Repair IRRIGATION main line Leak next to sidewalk (4")	

Bill To:		
C/O:		
Address:		
City:	State:	Zip:
Payment Terms: (circle one)	Upon receipt	On account
	Net 30	Per contract
Work Type: (circle one)	Casual work:	Change Order
		New Contractual

Item#	Description of Services to be Performed	Specifications	Quantity	Unit Price	Extension
	4" Tee		1	21.72	21.72
	4" Slip Fix Repair coupler		1	77.34	77.34
	4" couplers		2	6.72	13.44
	4x2 Reducor		1	8.88	8.88
	2 1/2" coupler		1	2.96	2.96
	2 1/2 x 2 Reducor		1	2.70	2.70
	Tech (2) 6HR each		12	55.00	660.00

General Conditions and Exclusions
DOUBLE BRANCH
LAURELWOOD AREA

Proposal Total	\$
Deposit Due	\$
Balance Due Upon Completion	\$ 787.04

## Company Authorizations:

Prepared By:	Date: 6-4-19
Division President:	Date:

## Client Authorizations:

The above prices, specifications along with the terms and conditions on the reverse side are satisfactory and are hereby accepted. You are authorized to proceed with the work specified. Payment will be made as outlined above.

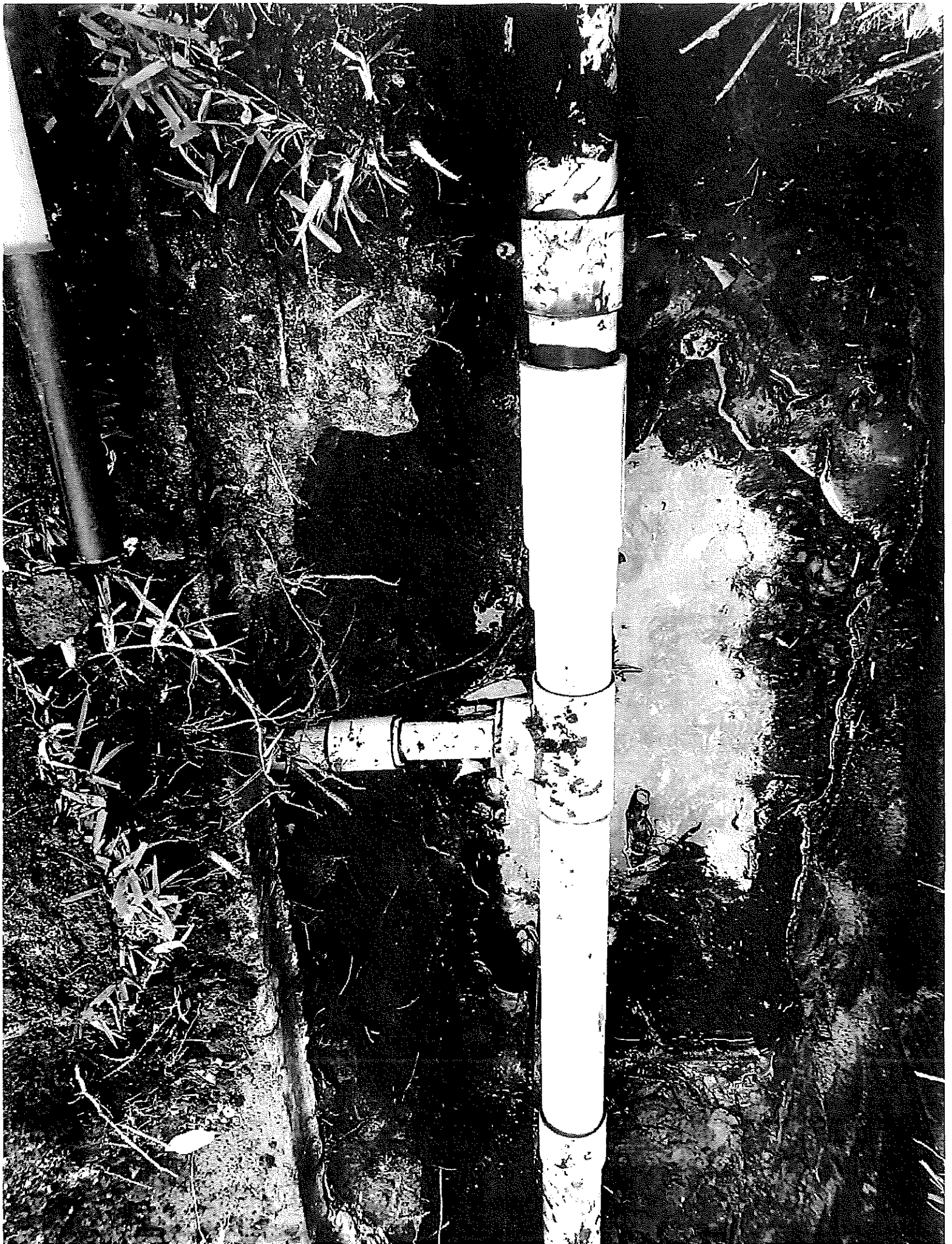
THANK YOU FOR YOUR BUSINESS!

Printed Name:	Date:
Signature:	

## Internal Use Only:

WO #	WC Job #	JDE #	Date	By:

Please see terms and conditions on reverse side.



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

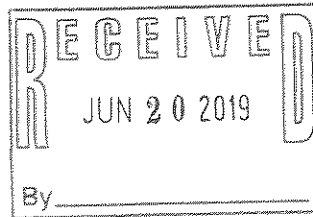
Invoice #: 2074

Invoice Date: 6/18/19

Due Date: 6/18/19

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 May 1 - May 31, 2019		9,664.71	9,664.71
Maintenance Supplies		1,746.51	1,746.51
Facility Maint. - Gen. 2, 572, 4660		\$ 2292. <sup>00</sup>	
Facility Maint. - Conting. 2, 572, 4662		\$ 2480. <sup>00</sup>	
Lighting Repairs 2, 320, 572, 4663		\$ 628. <sup>00</sup>	
Repairs/Replace 2, 572, 6310		\$ 1898. <sup>22</sup>	
Common Area Maint. 2, 572, 4640		\$ 2593. <sup>00</sup>	
Pool Maint 2, 320, 572, 4630		\$ 987. <sup>00</sup>	
Lake Maint. 320, 572, 4680		\$ 533. <sup>00</sup>	
35			

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Total \$11,411.22

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Payments/Credits \$0.00

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Balance Due \$11,411.22

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zan  
6, 19, 19

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

Date	Hours	Employee	Description
5/1/19	4	T.C.	Cleaned duck bridge and pool decks, light inspection in parking lot, repaired 2 lights
5/1/19	6	G.S.	Removed debris in common areas, cleaned up deceased animal
5/1/19	2.6	C.C.	Brush, skim and vacuum adult and family pool
5/2/19	2	B.M.	Removed graffiti off playground Piedmont, removed debris by park and out of lakes
5/2/19	2	T.C.	Cleaned duck bridge and pool decks
5/2/19	2	G.S.	Traveled to the "Oaks" park to fix broken irrigation sign, removed abandoned bike from pond
5/3/19	4	E.T.	Cleaned pool filter, cleaned pool tile
5/3/19	6	T.C.	Cleaned duck bridge and pool decks, worked on guard shack project
5/3/19	6	G.S.	Removed debris in common areas, fabricated parts for the table
5/3/19	3	C.C.	Brush, skim and vacuum family and lap pool, skim and vacuum spray ground
5/6/19	2	T.C.	Cleaned duck bridge and pool decks
5/6/19	6	G.S.	Removed debris in common areas
5/6/19	5	C.C.	Brush, skim & vacuum family & lap pool, vacuum sprayground, backwash filters, install 4 new flow gauges
5/7/19	2	E.T.	Repaired picnic table in piedmont park
5/7/19	2	T.C.	Cleaned duck bridge and pool decks
5/8/19	4	C.P.	Additional Facility Maintenance
5/8/19	4	T.C.	Cleaned duck bridge and pool decks, fixed toilet in fitness center
5/8/19	6	G.S.	Removed debris in common areas, cut down 8 pine trees and cleaned up
5/8/19	6	C.C.	Brush, skim and vacuum family and lap pool, vacuum spray ground, paint poles for Winfield playground
5/9/19	2	T.C.	Cleaned duck bridge and pool decks
5/10/19	4	T.C.	Cleaned duck bridge and pool decks, watered plants around pool deck
5/10/19	6	G.S.	Removed debris in common areas
5/10/19	3.5	C.C.	Brush, skim and vacuum adult and family pool, backwash filters, scrub tile
5/13/19	2	T.C.	Cleaned duck bridge and pool decks
5/13/19	6	G.S.	Removed debris in common areas
5/13/19	5.5	C.C.	Brush, skim and vacuum adult, family pool and spray ground, backwash filters, scrub tile
5/14/19	2	T.C.	Cleaned duck bridge and pool decks
5/15/19	4	T.C.	Cleaned duck bridge and pool decks, worked on lifeguard shack
5/15/19	6	G.S.	Removed debris in common areas, playground maintenance
5/15/19	2.5	C.C.	Brush, skim and vacuum adult and family pool, scrub tile
5/15/19	4	C.P.	Additional Facility Maintenance
5/16/19	2.5	E.T.	Replaced filter grids on spray ground pool, clean filter on family pool
5/16/19	2	T.C.	Cleaned duck bridge and pool decks
5/16/19	3	C.C.	Brush, skim and vacuum adult and family pool, backwash filters
5/17/19	2	T.C.	Cleaned duck bridge and pool decks
5/17/19	6	G.S.	Removed debris in common area, removed debris from ponds
5/17/19	3	C.C.	Brush, skim and vacuum adult and family pool, backwash filters
5/20/19	8	T.C.	Cleaned duck bridge & pool decks, clean fountain by office, water pool deck plants, deep clean popcorn machine
5/20/19	6	G.S.	Removed debris in common area, removed debris from ponds
5/20/19	4	C.C.	Brush, skim & vacuum adult and family pool, backwash filters, repair old grids, replace filter for handicap access
5/21/19	8	E.T.	Build table for lifeguard shack, install shelf in lifeguard shack, prep and paint walls in lifeguard shack
5/21/19	8	T.C.	Cleaned duck bridge and pool decks, repaired water valve in pool pack area, worked on lifeguard shack
5/21/19	4	G.S.	Inspected and cleaned lakes
5/21/19	6	C.C.	Brush, skim and vacuum adult pool, repair skimmer plunger, replace stones on Walkway
5/22/19	4	T.C.	Cleaned duck bridge and pool decks, worked on lifeguard shack
5/22/19	6	G.S.	Removed debris in common areas
5/22/19	5	C.C.	Brush, skim, vacuum adult & family pool, brush & vacuum spray ground, scrub tile, install new latch on gate, install lifter on handicap chair
5/22/19	4	C.P.	Additional Facility Maintenance
5/23/19	8	E.T.	Prep and paint bath house floor, remove grid on lake fallout, clean out pool shack room
5/23/19	8	T.C.	Clean duck bridge & pool decks, work on lifeguard shack, pull grate out of drain, remove/replace security lights on pool deck
5/23/19	3	C.C.	Brush, skim and vacuum adult pool, retrieve and replace storm drain grate
5/24/19	8	T.C.	Cleaned duck bridge and pool decks, worked on lifeguard shack project, worked on pool supervisor desk
5/24/19	6	G.S.	Remove common area debris, clean up & haul away deceased animal, clean up major trash dumpster from park
5/24/19	3	C.C.	Brush, skim and vacuum adult and family pool, backwash filters
5/26/19	1	C.C.	Backwash filters
5/27/19	2.5	C.C.	Brush, skim and vacuum adult pool, backwash filters
5/28/19	6	T.C.	Cleaned duck bridge and pool decks, worked on pool supervisor desk
5/28/19	6	G.S.	Removed debris in common areas
5/28/19	2.5	C.C.	Brush, skim and vacuum adult pool, backwash filters
5/29/19	4	T.C.	Cleaned duck bridge and pool decks, worked on pool supervisor desk
5/29/19	3	C.C.	Brush, skim and vacuum adult and family pool, brush and skim spray ground, scrub tile
5/30/19	6	T.C.	Cleaned duck bridge and pool decks, working on pool deck project
5/30/19	6	G.S.	Removed debris in common areas
5/30/19	4	C.C.	Brush, skim and vacuum family pool, sand slide, patch slide, backwash filters
5/31/19	6	T.C.	Cleaned duck bridge & pool decks, watered pool deck plants, worked on lifeguard desk at shop and installed
5/31/19	8	G.S.	Park inspection, cleaned up graffiti in parks, trimmed trees
5/31/19	4	C.C.	Brush, skim and vacuum adult and family pool, scrub tile, backwashed filters
TOTAL	285.5		

MILES

489

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

DOUBLE BRANCH



MAINTENANCE BILLABLE PURCHASES

Period Ending 06/06/19

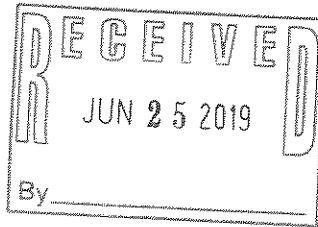
<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	3/28/19	2' Corner brace (4)	21.53	J.S.
	3/29/19	3" Corner brace (2)	11.43	J.S.
	3/29/19	#8 exterior screws	10.32	J.S.
	3/29/19	15/32" 4x4" plywood (2)	46.64	J.S.
	3/29/19	2 1/2" pocket screws	8.50	J.S.
	3/29/19	1 1/4" pocket screws	5.91	J.S.
	3/29/19	Wood Glue	2.29	J.S.
	3/29/19	1x4 10' Common Board (3)	34.91	J.S.
	4/4/19	3x5' Hardie Tile board (3)	34.40	J.S.
	4/4/19	5mm 4x4 underlayment (2)	25.83	J.S.
	4/28/19	Fan Duster	11.47	J.S.
	4/28/19	Lemon Pinesol (2)	19.71	J.S.
	4/28/19	Mop Head	13.77	J.S.
	4/28/19	Dust Mop Head	7.44	J.S.
	4/28/19	Disposable Gloves	6.87	J.S.
	5/2/19	6" Fleece Polishing Bonnet	3.73	J.S.
	5/2/19	Orbiting Buffer	17.24	J.S.
	5/2/19	In use metallic deep outlet cover	24.18	J.S.
	5/3/19	Wasp & Hornet Spray	5.72	J.S.
	5/7/19	Jig Saw Tool	114.43	J.S.
	5/7/19	T Shank Blades	5.16	J.S.
	5/7/19	Coping Saw Blades	1.73	J.S.
	5/7/19	Coping Saw	4.08	J.S.
	5/7/19	PVC 2x2 1/2" Adapter	1.85	J.S.
	5/7/19	PVC 1 1/2" elbow	2.06	J.S.
	5/7/19	PVC 1 1/2" Adapter	0.83	J.S.
	5/7/19	Clean Out Tee	1.60	J.S.
	5/7/19	3/4" Hose Bib	12.63	J.S.
	5/7/19	PVC Bushing	1.92	J.S.
	5/7/19	Glass Cooktop Cleaner	8.03	J.S.
	5/7/19	Spray Bolles (3)	11.32	J.S.
	5/7/19	27 ft Ratchet Strap	12.62	J.S.
	5/7/19	Eye Bolts (4)	3.91	J.S.
	5/8/19	Trim Casing (23)	21.85	J.S.
	5/9/19	Mortar Mix 80lb (2)	15.11	J.S.
	5/9/19	Hardie Backer Board	11.47	J.S.
	5/9/19	Infrd Thermometer	17.24	J.S.
	5/9/19	2 yr repl - thermometer	3.45	J.S.
	5/9/19	7" trowel	3.44	J.S.
	5/9/19	12" finishing trowel	6.89	J.S.
	5/9/19	Eggbeater Mixer	5.16	J.S.
	5/9/19	Acrylic Tile Adhesive (2)	83.88	J.S.
	5/9/19	PTFE Thread Seal Tape	1.76	J.S.
	5/9/19	PVC Pipe	4.09	J.S.
	5/13/19	3/8" Drill Bit	10.33	T.C.
	5/13/19	Wasp & Hornet Spray	5.72	T.C.
	5/14/19	Muriatic Acid	20.67	T.C.
	5/14/19	Hunter Green Paint (3)	20.63	T.C.
	5/14/19	Pelican Liner 3 pk	4.91	T.C.
	5/14/19	3M Multi Scotch Blue	10.32	T.C.
	5/15/19	1 1/2"x3/4" PVC Bushing	1.92	T.C.
	5/15/19	6" Wood Screws (2)	5.54	T.C.
	5/15/19	27ft x 2" Heavy Duty Ratchet Strap	12.62	T.C.
	5/15/19	9'x12' Canvas Drop Clothes	13.23	T.C.
	5/15/19	Eyebolt/Nut 3/8" x 4" (4)	15.09	T.C.
	5/15/19	3/8" Titanium Carriage Bolt	12.62	T.C.
	5/15/19	3/8"x16x2" Carriage Bolts (10)	4.72	T.C.
	5/15/19	Hexnuts (10)	1.50	T.C.
	5/15/19	Cut Washers 5/16 (10)	1.61	T.C.
	5/15/19	Cut Washers 3/8 (4)	0.74	T.C.
	5/15/19	Lock Washers (14)	3.54	T.C.
	5/16/19	Gate Latch	74.73	J.S.
	5/16/19	Rod Steel - Bar Flat Steel	20.29	T.C.
	5/16/19	Carriage Bolt (4)	2.35	T.C.
	5/16/19	Cut Washers (4)	0.64	T.C.
	5/16/19	Hex Nuts (4)	0.60	T.C.
	5/16/19	Lock washers (4)	1.01	T.C.
	5/16/19	Lysoi Spray	7.91	T.C.
	5/16/19	Pine Sol (2)	19.71	T.C.
	5/17/19	Plywood	32.17	T.C.
	5/17/19	Germicidal Bleach	5.61	T.C.

5/17/19	Simple Green	5.72	T.C.
5/17/19	10 ft Water Hose	16.08	T.C.
5/17/19	Combo Lock	0.02	T.C.
5/17/19	2" Padlock	20.09	T.C.
5/17/19	Silver Rubber Insulated Clips (3)	5.80	T.C.
5/17/19	U-Bolt	4.60	T.C.
5/20/19	Zep Cleaner	4.00	T.C.
5/20/19	Garbage Disposal Cleaner Pods	7.21	T.C.
5/20/19	Scouring Pad	3.43	T.C.
5/20/19	Scour Pad Sponge	2.97	T.C.
5/21/19	Shelf Bracket (3)	22.46	T.C.
5/21/19	30' Tape Measure	22.07	T.C.
5/21/19	5 lb Box Extension Screws	34.47	T.C.
5/21/19	1x12x4 Common Board	13.88	T.C.
5/21/19	2x4x5/8 Whiteboard (4)	19.55	T.C.
5/23/19	LED Lights (3)	40.64	T.C.
5/23/19	Motion Security Light	113.75	T.C.
5/24/19	1"x4"x8' (4)	10.40	T.C.
5/24/19	Finish Nail	12.62	T.C.
5/24/19	Wood Glue	4.57	T.C.
5/28/19	Battery Powered Siphon	17.22	J.S.
5/28/19	Split Ring	1.70	J.S.
5/28/19	Flex Tape Roll	14.93	J.S.
5/28/19	Pool Test Strips (2)	27.55	T.C.
5/29/19	Screws	1.17	T.C.
5/29/19	Chlorine Tablets (2)	8.00	T.C.
5/30/19	WD-40	4.46	T.C.
5/30/19	1 Qt. bucket (15)	23.81	T.C.
5/30/19	Paintbrush (15)	42.78	T.C.
5/30/19	Wood Glue	6.29	T.C.
5/30/19	Microfiber Towels	5.16	T.C.
5/30/19	Pine Board 2"x2"x8'	12.04	T.C.
5/30/19	Plywood	32.17	T.C.
6/3/19	Woven Roller Covers (20)	98.21	J.S.
6/3/19	2.5 qt Mixing Cups	6.78	J.S.
6/3/19	Scotch Tape Blue	9.04	J.S.
6/3/19	Scotch Tape Purple	13.73	J.S.
6/3/19	1 qt Mixing Cups	3.44	J.S.
6/3/19	Paint	16.09	T.C.
6/4/19	Pine Sol	9.86	T.C.
6/4/19	Bleach	5.15	T.C.
6/5/19	1 3/8" Cam Locks (3)	22.94	J.S.
6/5/19	2" Wooden Knobs	7.57	J.S.
6/6/19	Dewalt Phillips head bit	3.42	T.C.

TOTAL \$1,745.31

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JUNE 25, 2019  
WEEK OF: 6/14/19-6/20/19

**TO:**

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

**FOR:**

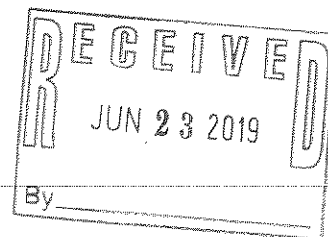
Oakleaf Amenities Manager  
and  
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
6/14/19	MIACHEL BURNS	1600-2200	6	30.00	180.00
6/14/19	ANDRE MACK	2000-0200	6	30.00	180.00
6/15/19	EVA SOLIS	1700-2300	6	30.00	180.00
6/15/19	ANDRE MACK	1700-2300	6	30.00	180.00
6/16/19	BRYAN SMITH	1700-2300	6	30.00	180.00
6/17/19	MIACHEL BURNS	1600-2200	6	30.00	180.00
6/18/19	MATTHEW WILLIAMS	1700-2300	6	30.00	180.00
6/19/19	MATTHEW WILLIAMS	1615-2215	6	30.00	180.00
6/20/19	JOHN DRURY	1800-2200	64	30.00	120.00
DEPUTY SIGNATURE:				TOTAL	\$1560.00/2
					\$ 780.00

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](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - ROY CRESS  
**Date:** June 23, 2019 at 5:13 PM  
**To:** Hannah Smith [hsmith@gmstnn.com](mailto:hsmith@gmstnn.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SATURDAY) 3:00 p.m. to 7:00 p.m.
- DATE OF VENUE – JUNE 15, 2019
- RESIDENT – ROY CRESS
- ADDRESS – 3626 OLD VILLAGE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on SunTrust:
  - DATED: 5/18/19
  - CHECK#: 2461
  - DEPOSITED: 5/18/19
  - AMOUNT: \$100.00

2.300.369.103

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

Thank you.

*I will be out of the office WEDNESDAY, June 26, 2019 and THURSDAY, June 27, 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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

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

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic 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.

## *FIFTH ORDER OF BUSINESS*

**DOUBLE BRANCH  
COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2018**

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA**

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# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
[www.graucpa.com](http://www.graucpa.com)

## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Double Branch Community Development District  
Clay County, Florida

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2018, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.



## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 26, 2019, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

### **Report on Other Legal and Regulatory Requirements**

We have also issued our report dated June 26, 2019, on our consideration of the District's compliance with the requirements of Section 218.415, Florida Statutes, as required by Rule 10.556(10) of the Auditor General of the State of Florida. The purpose of that report is to provide an opinion based on our examination conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants.

June 26, 2019

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Double Branch Community Development District, Clay County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2018. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### FINANCIAL HIGHLIGHTS

- The assets plus deferred outflows of resources of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$8,760,065.
- The change in the District's total net position in comparison with the prior fiscal year was \$63,720, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2018, the District's governmental funds reported combined ending fund balances of \$3,464,934, an increase of \$367,285 in comparison with the prior fiscal year. The total fund balance is restricted for debt service and capital projects, non-spendable for prepaid items and deposits, assigned to recreation and capital reserves, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The governmental activities of the District include the general government (management), recreation and maintenance functions.

#### Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains four individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general, recreation, debt service and capital projects funds. All of the funds are considered to be major funds.

The District adopts an annual appropriated budget for its general and recreation fund. A budgetary comparison schedule has been provided for the general fund and recreation fund to demonstrate compliance with the budgets.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets plus deferred outflows of resources exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION SEPTEMBER 30,		
	2018	2017
Current and other assets	\$ 3,532,217	\$ 3,175,828
Capital assets, net of depreciation	27,049,800	28,307,325
Total assets	30,582,017	31,483,153
Deferred outflows of resources	896,350	954,474
Current liabilities	448,669	470,902
Long-term liabilities	22,269,633	23,270,380
Total liabilities	22,718,302	23,741,282
Net position		
Net investment in capital assets	5,726,136	6,040,384
Restricted	1,156,579	1,093,176
Unrestricted	1,877,350	1,562,785
Total net position	\$ 8,760,065	\$ 8,696,345

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations and depreciation expense.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2018	2017
Revenues:		
Program revenues:		
Charges for services	\$ 3,636,053	\$ 3,618,324
Operating grants and contributions	101,719	62,827
Capital grants and contributions	654	256
General revenues	4,663	2,718
Total revenues	3,743,089	3,684,125
Expenses:		
General government	323,635	301,774
Maintenance and operations	1,524,059	1,717,728
Recreation	828,101	676,307
Interest	1,003,574	1,029,138
Total expenses	3,679,369	3,724,947
Change in net position	63,720	(40,822)
Net position - beginning	8,696,345	8,737,167
Net position - ending	\$ 8,760,065	\$ 8,696,345

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2018 was \$3,679,369. As in the prior fiscal year, program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes interest revenue, and miscellaneous income.

## GENERAL FUND BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general and recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2018.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2018, the District had \$44,672,301 invested in capital assets for its governmental activities. In the government-wide financial statements, depreciation of \$17,622,501 has been taken, which resulted in a net book value of \$27,049,800. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2018, the District had \$22,490,000 in Bonds outstanding. More detailed information about the District's capital debt is presented in the notes of the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

For the subsequent fiscal year, the District anticipates that the cost of general operations will remain fairly constant. In connection with the District's future infrastructure maintenance and replacement plan, the District Board has included in the budget an estimate of those anticipated future costs and has assigned a portion of current available resources for that purpose.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Double Branch Community Development District Finance Department at 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2018**

	Governmental Activities
<b>ASSETS</b>	
Cash	\$ 435,994
Investments	1,504,113
Accounts receivable	26
Prepaid items and deposits	4,500
Restricted assets:	
Investments	1,587,584
Capital assets:	
Nondepreciable	7,146,352
Depreciable, net	19,903,448
Total assets	<u>30,582,017</u>
 <b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred charge on refunding (debit)	896,350
Total deferred outflows of resources	<u>896,350</u>
 <b>LIABILITIES</b>	
Accounts payable	62,442
Deposits payable	4,841
Accrued interest payable	381,386
Non-current liabilities:	
Due within one year	1,040,000
Due in more than one year	21,229,633
Total liabilities	<u>22,718,302</u>
 <b>NET POSITION</b>	
Net investment in capital assets	5,726,136
Restricted for debt service	1,156,579
Unrestricted	1,877,350
Total net position	<u>\$ 8,760,065</u>

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental activities:					
General government	\$ 323,635	\$ 323,635	\$ -	\$ -	\$ -
Maintenance and operations	1,524,059	501,138	-	654	(1,022,267)
Recreation	828,101	828,101	75,298	-	75,298
Interest on long-term debt	1,003,574	1,983,179	26,421	-	1,006,026
Total governmental activities	3,679,369	3,636,053	101,719	654	59,057
General revenues:					
Unrestricted investment earnings					4,277
Miscellaneous					386
Total general revenues					4,663
Change in net position					63,720
Net position - beginning					8,696,345
Net position - ending					\$ 8,760,065

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2018**

	Major Funds				Total Governmental Funds
	General	Recreation	Debt Service	Capital Projects	
<b>ASSETS</b>					
Cash	\$ 82,295	\$ 353,699	\$ -	\$ -	\$ 435,994
Investments	3,077	1,501,036	1,537,965	49,619	3,091,697
Due from other funds	16,955	-	-	-	16,955
Accounts receivable	-	26	-	-	26
Prepaid items and deposits	-	4,500	-	-	4,500
Total assets	<u>\$ 102,327</u>	<u>\$ 1,859,261</u>	<u>\$ 1,537,965</u>	<u>\$ 49,619</u>	<u>\$ 3,549,172</u>
<b>LIABILITIES AND FUND BALANCES</b>					
Liabilities:					
Accounts payable	\$ 6,798	\$ 55,644	\$ -	\$ -	\$ 62,442
Deposits payable	-	4,841	-	-	4,841
Due to other funds	-	16,955	-	-	16,955
Total liabilities	<u>6,798</u>	<u>77,440</u>	<u>-</u>	<u>-</u>	<u>84,238</u>
Fund balances:					
Nonspendable:					
Prepaid items and deposits	-	4,500	-	-	4,500
Restricted for:					
Debt service	-	-	1,537,965	-	1,537,965
Capital projects	-	-	-	49,619	49,619
Assigned to:					
Recreation	-	960,237	-	-	960,237
Capital reserves	-	817,084	-	-	817,084
Unassigned	95,529	-	-	-	95,529
Total fund balances	<u>95,529</u>	<u>1,781,821</u>	<u>1,537,965</u>	<u>49,619</u>	<u>3,464,934</u>
Total liabilities and fund balances	<u>\$ 102,327</u>	<u>\$ 1,859,261</u>	<u>\$ 1,537,965</u>	<u>\$ 49,619</u>	<u>\$ 3,549,172</u>

See notes to the financial statements



**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2018**

Fund balance - governmental funds	\$	3,464,934
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	44,672,301	
Accumulated depreciation	<u>(17,622,501)</u>	27,049,800

Deferred charges on refunding of long-term debt are shown as deferred outflows of resources in the government-wide financial statements; however, this amount is expensed in the governmental fund financial statements.

896,350

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(381,386)	
Bonds payable	<u>(22,269,633)</u>	<u>(22,651,019)</u>
Net position of governmental activities		<u><u>\$ 8,760,065</u></u>

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018**

	Major Funds				Total Governmental Funds
	General	Recreation	Debt Service	Capital Projects	
<b>REVENUES</b>					
Assessments	\$ 180,211	\$ 1,472,663	\$ 1,983,179	\$ -	\$ 3,636,053
Interest	142	4,135	26,421	654	31,352
Miscellaneous	386	75,298	-	-	75,684
Total revenues	180,739	1,552,096	2,009,600	654	3,743,089
<b>EXPENDITURES</b>					
Current:					
General government	143,689	179,946	-	-	323,635
Recreation	-	535,754	-	-	535,754
Maintenance and operations	-	558,881	-	-	558,881
Debt service:					
Principal	-	-	1,015,000	-	1,015,000
Interest	-	-	942,534	-	942,534
Total expenditures	143,689	1,274,581	1,957,534	-	3,375,804
Excess (deficiency) of revenues over (under) expenditures	37,050	277,515	52,066	654	367,285
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	-	19,436	-	-	19,436
Transfers out	(19,436)	-	-	-	(19,436)
Total other financing sources (uses)	(19,436)	19,436	-	-	-
Net change in fund balances	17,614	296,951	52,066	654	367,285
Fund balances - beginning	77,915	1,484,870	1,485,899	48,965	3,097,649
Fund balances - ending	\$ 95,529	\$ 1,781,821	\$ 1,537,965	\$ 49,619	\$ 3,464,934

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018**

Net change in fund balances - total governmental funds	\$ 367,285
Amounts reported for governmental activities in the statement of activities are different because:	
Depreciation on capital assets is not recognized in the governmental fund statement but is reported as an expense in the statement of activities.	(1,257,525)
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	1,015,000
Governmental funds report the effect of premiums, discounts and deferred amounts on refunding when debt is first issued, whereas these amounts are deferred and amortized in the government-wide financial statements.	
Amortization of discount	(14,253)
Amortization of deferred amount on refunding	(58,124)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	11,337
Change in net position of governmental activities	<u>\$ 63,720</u>

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY**

Double Branch Community Development District ("District") was created on July 3, 2002 by the Florida Land and Water Adjudicatory Commission by Chapter 42FF-1, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure. The District encompasses approximately 1,204 acres of land located in Clay County, Florida.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected via general election by qualified electors of the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. Operating-type special assessments for maintenance and debt service are treated as charges for services; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

### **Assessments**

Assessments are non-ad valorem assessments on benefited property within the District. Operating and maintenance assessments are based upon the adopted budget and levied annually at a public hearing of the District. Debt service assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the uniform method of collection under Florida Statutes. Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by the County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the debt service assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

### **General Fund**

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

### **Recreation Fund**

The recreation fund is a special revenue fund established to account for the financial resources of the District's recreation areas which are funded by assessments.

### **Debt Service Fund**

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

### **Capital Projects Fund**

This fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Assets, Liabilities and Net Position or Equity

#### Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

#### Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Improvements other than buildings	30
Recreational facilities	30
Equipment	10

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### Refundings of Debt

For current refundings and advance refundings resulting in the defeasance of debt, the difference between the reacquisition price and the net carrying amount of the old debt is reported as a deferred outflow of resources and recognized ratably as a component of interest expense over the remaining life of the old debt or the life of the new debt, whichever is shorter. In connection with the refunding, \$58,124 was recognized as a component of interest expense in the current fiscal year.

#### Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

#### Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

#### Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Fund Equity/Net Position (Continued)**

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

### **Other Disclosures**

#### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## **NOTE 3 – BUDGETARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general and recreation fund. All annual appropriations lapse at fiscal year end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the upcoming October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriations for annually budgeted funds lapse at the end of the year.

## **NOTE 4 – DEPOSITS AND INVESTMENTS**

### **Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.



## NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

### Investments

The District's investments were held as follows at September 30, 2018:

Investment	Amortized cost	Credit Risk	Maturities
First American Government Obligation Class Z	\$ 1,587,584	S&P AAAM	Weighted average of 26 days
US Bank Mmkt 5 - Ct	1,504,113	N/A	N/A
Total Investments	<u>\$ 3,091,697</u>		

*Credit risk* – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

*Concentration risk* – The District places no limit on the amount the District may invest in any one issuer.

*Interest rate risk* – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indentures limit the type of investments held using unspent proceeds.

*Fair Value Measurement* – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

## NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund receivables and payables at September 30, 2018 were as follows:

Fund	Receivable	Payable
General	\$ 16,955	\$ -
Recreation	-	16,955
Total	<u>\$ 16,955</u>	<u>\$ 16,955</u>

The outstanding balances between funds result primarily from the time lag between the dates that transactions are recorded in the accounting system and payments between funds are made. In the case of the District, the balances between the general fund and the recreation fund relate to recreation fund expenditures which are to be repaid to the general fund.

**NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (Continued)**

Interfund transfers for the fiscal year ended September 30, 2018 were as follows:

Fund	Transfer in	Transfer out
General	\$ -	\$ 19,436
Recreation	19,436	-
Total	<u>\$ 19,436</u>	<u>\$ 19,436</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the District, the transfers from the general fund to the recreation fund were made to accumulate funds for future capital and maintenance projects.

**NOTE 6 – CAPITAL ASSETS**

Capital asset activity for the fiscal year ended September 30, 2018 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities				
Capital assets, not being depreciated				
Land	\$ 7,146,352	\$ -	\$ -	\$ 7,146,352
Total capital assets, not being depreciated	<u>7,146,352</u>	<u>-</u>	<u>-</u>	<u>7,146,352</u>
Capital assets, being depreciated				
Improvements other than buildings	28,887,276	-	-	28,887,276
Recreational facilities	8,572,817	-	-	8,572,817
Equipment	65,856	-	-	65,856
Total capital assets, being depreciated	<u>37,525,949</u>	<u>-</u>	<u>-</u>	<u>37,525,949</u>
Less accumulated depreciation for:				
Improvements other than buildings	12,850,606	965,178	-	13,815,784
Recreational facilities	3,478,147	285,761	-	3,763,908
Equipment	36,223	6,586	-	42,809
Total accumulated depreciation	<u>16,364,976</u>	<u>1,257,525</u>	<u>-</u>	<u>17,622,501</u>
Total capital assets, being depreciated, net	<u>21,160,973</u>	<u>(1,257,525)</u>	<u>-</u>	<u>19,903,448</u>
Governmental activities capital assets	<u>\$ 28,307,325</u>	<u>\$ (1,257,525)</u>	<u>\$ -</u>	<u>\$ 27,049,800</u>

Depreciation expense was charged to function/programs as follows:

Maintenance and operations	\$ 965,178
Recreation	<u>292,347</u>
Total depreciation expense	<u>\$ 1,257,525</u>

**NOTE 7 – LONG TERM LIABILITIES**

On March 13, 2013, the District issued \$27,750,000 of Special Assessment Refunding Bonds, Series 2013, consisting of \$24,850,000 Term Bonds due on May 1, 2034 with an interest rate ranging between 1.3% and 4.25%, Series 2013A-1 and \$2,900,000 Term Bonds due in May 2034 with an interest rate of 5.75%, Series 2013A-2. The Bonds were issued as part of a current refunding of the Series 2002A and Series 2005A Special Assessment Bonds. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2014 through May 1, 2034.

## NOTE 7 – LONG TERM LIABILITIES (Continued)

The Series 2013A-1 and 2013A-2 Bonds are subject to redemption at the option of the District as set forth in the Bond Indenture. The Series 2013A-1 and 2013A-2 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. See Note 11 – Subsequent Events for call amounts subsequent to fiscal year end.

The Bond Indenture established a debt service reserve requirement and has certain other restrictions and requirements relating principally to the use of proceeds and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District is in compliance with the requirements of the Bond Indenture at September 30, 2018.

Changes in long-term liability activity for the fiscal year ended September 30, 2018 were as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2013A-1	\$ 21,315,000	\$ -	\$ (930,000)	\$ 20,385,000	\$ 955,000
Series 2013A-2	2,190,000	-	(85,000)	2,105,000	85,000
Original Issue Discount	234,620	-	(14,253)	220,367	-
Total	<u>\$ 23,270,380</u>	<u>\$ -</u>	<u>\$ (1,000,747)</u>	<u>\$ 22,269,633</u>	<u>\$ 1,040,000</u>

At September 30, 2018, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2019	\$ 1,040,000	\$ 915,326	\$ 1,955,326
2020	1,070,000	884,654	1,954,654
2021	1,110,000	850,079	1,960,079
2022	1,145,000	812,136	1,957,136
2023	1,190,000	770,856	1,960,856
2024-2028	6,720,000	3,098,263	9,818,263
2029-2033	8,325,000	1,535,831	9,860,831
2034	1,890,000	83,175	1,973,175
Total	<u>\$ 22,490,000</u>	<u>\$ 8,950,320</u>	<u>\$ 31,440,320</u>

## NOTE 8 – INTERLOCAL AGREEMENTS

The District has entered into an agreement with Middle Village for joint usage of the amenity center and recreational facilities located within and owned by each respective District.

The District has entered into an interlocal agreement with Middle Village to share the costs for on-site management services. In accordance with the agreement, the Districts share the costs of a full time rental coordinator, a full time community manager and a part time administrator.

In a prior fiscal year, the District entered into an interlocal agreement with the County for maintenance and use of the Developer's proposed library site. The County is planning to commence construction of the library at some time in the future, although a specific date has not been set. The agreement provides that the District must maintain the property and may use the site for parties and special events until construction of the library commences.

In a prior fiscal year, the District entered into an impact fee credit agreement with Clay County and Middle Village which provides the District a road impact fee credit equal to approximately \$5.1 million. As of September 30, 2018, none of the credits have been recognized.

#### **NOTE 9 – MANAGEMENT COMPANY**

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

#### **NOTE 10 – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

#### **NOTE 11 – SUBSEQUENT EVENTS**

##### **Bond Payments**

Subsequent to fiscal year end, the District prepaid a total of \$195,000 of the Series 2013A-2 Bonds. The prepayments were considered extraordinary mandatory redemptions as outlined in the Bond Indenture.

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018**

	Budgeted Original & Final	Actual Amounts	Variance with Final Budget - Positive (Negative)
<b>REVENUES</b>			
Assessments	\$ 178,985	\$ 180,211	\$ 1,226
Interest	200	142	(58)
Miscellaneous	-	386	386
Total revenues	<u>179,185</u>	<u>180,739</u>	<u>1,554</u>
<b>EXPENDITURES</b>			
Current:			
General government	159,749	143,689	16,060
Total expenditures	<u>159,749</u>	<u>143,689</u>	<u>16,060</u>
Excess (deficiency) of revenues over (under) expenditures	19,436	37,050	17,614
<b>OTHER FINANCING SOURCES</b>			
Transfer in (out)	(19,436)	(19,436)	-
Total other financing sources	<u>(19,436)</u>	<u>(19,436)</u>	<u>-</u>
Net change in fund balances	<u>\$ -</u>	17,614	<u>\$ 17,614</u>
Fund balance - beginning		<u>77,915</u>	
Fund balance - ending		<u>\$ 95,529</u>	

See notes to required supplementary information

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – RECREATION FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018**

	Budgeted	Actual	Variance with Final Budget - Positive (Negative)
	Original & Final	Amounts	
<b>REVENUES</b>			
Assessments	\$ 1,462,648	\$ 1,472,663	\$ 10,015
Amenities and other revenue	41,812	75,298	33,486
Interest	1,000	4,135	3,135
Total revenues	<u>1,505,460</u>	<u>1,552,096</u>	<u>46,636</u>
<b>EXPENDITURES</b>			
Current:			
General government	163,712	179,946	(16,234)
Recreation	693,578	535,754	157,824
Maintenance and operations	648,170	558,881	89,289
Total expenditures	<u>1,505,460</u>	<u>1,274,581</u>	<u>230,879</u>
Excess (deficiency) of revenues over (under) expenditures	-	277,515	277,515
<b>OTHER FINANCING SOURCES</b>			
Transfer in (out)	-	19,436	19,436
Total other financing sources	<u>-</u>	<u>19,436</u>	<u>19,436</u>
Net change in fund balances	<u>\$ -</u>	296,951	<u>\$ 296,951</u>
Fund balance - beginning		<u>1,484,870</u>	
Fund balance - ending		<u>\$ 1,781,821</u>	

See notes to required supplementary information

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general and recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2018.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Double Branch Community Development District  
Clay County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated June 26, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We noted certain matters that we reported to management of the District in a separate letter dated June 26, 2019.

The District's responses to the findings identified in our audit are described in the accompanying Management Letter. We did not audit the District's responses and, accordingly, we express no opinion on them.



**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 26, 2019



**Grau & Associates**  
CERTIFIED PUBLIC ACCOUNTANTS

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors  
Double Branch Community Development District  
Clay County, Florida

We have examined Double Branch Community Development District, Clay County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2018. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2018.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Double Branch Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

June 26, 2019



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## **MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors  
Double Branch Community Development District  
Clay County, Florida

### **Report on the Financial Statements**

We have audited the accompanying basic financial statements of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated June 26, 2019.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 26, 2019, should be considered in conjunction with this management letter.

### **Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Double Branch Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Double Branch Community Development District, Clay County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

June 26, 2019

## REPORT TO MANAGEMENT

### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

#### **2018-01 QPD Report:**

Observation: On or before each November 30, the District is required to file an annual qualified public depository (QPD) report to the state certifying that any banks which funds are held in are qualified public depositories. The District filed this report in March 2019.

Recommendation: The District should file the QPD report by November 30 each year.

Management Response: The District had a change in personnel responsible for filing this report for Fiscal Year 2019. Future reports will be filed in accordance with the statutory requirements.

### II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

### III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2017.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2018, except as noted above.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2018, except as noted above.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

*SIXTH ORDER OF BUSINESS*

# **Double Branch Community Development District**



**Approved Budget**

**FY 2020**



**Double Branch  
Community Development District**

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# Double Branch

## Community Development District

## General Fund

Description	Adopted Budget FY 2019	Actual YTD 5/31/19	Projected Next 4 Months	Total Projected FY 2019	Approved Budget FY 2020
<b><u>Revenues</u></b>					
Maintenance Assessments	\$177,985	\$175,883	\$4,940	\$180,824	\$177,985
Interest Income	\$200	\$184	\$100	\$284	\$200
Miscellaneous Income	\$0	\$622	\$0	\$622	\$0
<b>Total Revenues</b>	<b>\$178,185</b>	<b>\$176,689</b>	<b>\$5,040</b>	<b>\$181,730</b>	<b>\$178,185</b>
<b><u>Expenditures</u></b>					
<b><u>Administrative</u></b>					
Supervisor Fees	\$12,000	\$7,400	\$4,000	\$11,400	\$12,000
FICA Expense	\$918	\$566	\$308	\$874	\$918
Engineering	\$5,000	\$0	\$2,500	\$2,500	\$5,000
Arbitrage	\$700	\$0	\$700	\$700	\$700
Dissemination	\$1,333	\$1,489	\$444	\$1,933	\$1,333
Assessment Roll	\$7,821	\$7,520	\$0	\$7,520	\$7,821
Attorney	\$42,000	\$18,103	\$12,931	\$31,034	\$42,000
Annual Audit	\$5,900	\$2,500	\$1,500	\$4,000	\$5,900
Trustee Fees	\$8,014	\$8,815	\$0	\$8,815	\$8,815
Management Fees	\$59,963	\$39,975	\$19,988	\$59,963	\$59,963
Information Technology	\$1,942	\$1,311	\$647	\$1,959	\$1,942
Telephone	\$290	\$306	\$100	\$406	\$290
Postage	\$1,900	\$1,042	\$800	\$1,842	\$1,900
Printing & Binding	\$3,400	\$1,700	\$1,000	\$2,700	\$3,400
Records Storage	\$300	\$0	\$300	\$300	\$300
Insurance	\$8,350	\$7,743	\$0	\$7,743	\$8,130
Legal Advertising	\$2,000	\$477	\$200	\$677	\$2,000
Office Supplies	\$350	\$154	\$75	\$229	\$350
Website Compliance	\$0	\$2,250	\$0	\$2,250	\$2,250
Dues, Licenses & Subscriptions	\$175	\$175	\$0	\$175	\$175
Reserve	\$15,829	\$15,829	\$0	\$15,829	\$12,998
<b>Administrative Expenses</b>	<b>\$178,185</b>	<b>\$117,356</b>	<b>\$45,493</b>	<b>\$162,849</b>	<b>\$178,185</b>
<b>Excess Revenues (Expenses)</b>	<b>\$0</b>	<b>59,333</b>	<b>(40,452)</b>	<b>18,881</b>	<b>\$0</b>



**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2020

**REVENUES:**

*Maintenance Assessments*

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

*Interest Income*

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

*Carry Forward Surplus*

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

---

**EXPENDITURES:**

**Administrative:**

*Supervisor Fees*

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

*FICA Expense*

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

*Engineering Fees*

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

*Arbitrage*

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

*Dissemination Agent*

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues. The District has contracted with GMS, LLC, the District's bond underwriter, to provide this service.

*Assessment Roll*

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

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2020

*Attorney*

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

*Annual Audit*

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

*Trustee Fees*

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

*Management Fees*

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

*Information Technology*

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

*Telephone*

Telephone and fax machine.

*Postage*

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

*Printing & Binding*

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

*Records and Storage*

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

*Insurance*

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

*Legal Advertising*

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

*Office Supplies*

Miscellaneous office supplies.

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2020

*Dues, Licenses & Subscriptions*

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

*General Reserves*

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

# Double Branch

## Community Development District

## Recreation Fund

Description	Adopted Budget FY 2019	Actual YTD 5/31/19	Projected Next 4 Months	Total Projected FY 2019	Approved Budget FY 2020
<b><u>Revenues</u></b>					
Maintenance Assessments	\$1,462,648	\$1,445,376	\$17,272	\$1,462,648	\$1,462,648
Interest Income	\$1,000	\$2,254	\$750	\$3,004	\$1,000
Amenities Revenue/Miscellaneous	\$33,690	\$32,512	\$7,500	\$40,012	\$33,690
Sports Revenue	\$11,000	\$1,260	\$4,000	\$5,260	\$11,000
Carry Forward Surplus	\$0	\$0	\$0	\$0	\$45,921
<b>Total Revenues</b>	<b>\$1,508,338</b>	<b>\$1,481,402</b>	<b>\$29,522</b>	<b>\$1,510,923</b>	<b>\$1,554,259</b>
<b><u>Expenditures</u></b>					
<b><u>Administrative</u></b>					
Management Fees - On Site Staff	\$158,965	\$105,977	\$52,988	\$158,965	\$178,487
Insurance	\$62,789	\$60,884	\$0	\$60,884	\$62,789
Other Current Charges	\$3,818	\$1,290	\$500	\$1,790	\$3,818
Permit Fees	\$1,635	\$639	\$250	\$889	\$1,635
<b>Administrative Expenses</b>	<b>\$227,207</b>	<b>\$168,789</b>	<b>\$53,738</b>	<b>\$222,528</b>	<b>\$246,729</b>
<b><u>Maintenance</u></b>					
Security	\$50,920	\$33,886	\$16,943	\$50,829	\$50,920
Security - Clay County Off-Duty Sheriff	\$43,050	\$28,301	\$14,000	\$42,301	\$43,050
Water - Irrigation	\$9,000	\$1,469	\$720	\$2,189	\$9,000
Irrigation Maintenance	\$4,250	\$2,640	\$750	\$3,390	\$4,250
Streetlighting	\$33,066	\$18,884	\$9,492	\$28,376	\$33,066
Electric	\$42,000	\$22,202	\$10,400	\$32,602	\$42,000
Landscape Maintenance	\$315,774	\$234,494	\$128,000	\$362,494	\$371,004
Common Area Maintenance	\$43,564	\$30,528	\$6,000	\$36,528	\$43,564
Lake Maintenance	\$28,116	\$16,765	\$8,116	\$24,881	\$28,116
Landscape Reserve	\$35,000	\$35,000	\$0	\$35,000	\$30,000
Capital Reserve	\$15,565	\$15,656	\$0	\$15,656	\$15,565
Repairs and Replacement	\$88,996	\$87,471	\$25,000	\$112,471	\$88,996
General Reserve	\$26,759	\$26,759	\$0	\$26,759	\$26,759
<b>Common Area Expenses</b>	<b>\$736,060</b>	<b>\$554,054</b>	<b>\$219,421</b>	<b>\$773,475</b>	<b>\$786,290</b>
<b><u>Recreation Facility</u></b>					
Amenity Staff	\$141,766	\$63,385	\$45,000	\$108,385	\$110,000
Refuse Services	\$6,120	\$4,345	\$2,840	\$7,185	\$6,120
Telephone	\$5,592	\$2,754	\$1,100	\$3,854	\$5,592
Electric	\$59,300	\$28,109	\$11,000	\$39,109	\$59,300
Cable	\$12,319	\$4,522	\$2,280	\$6,802	\$12,319
Pool Maintenance	\$56,616	\$30,635	\$16,000	\$46,635	\$56,616
Water / Sewer/Reclaim	\$65,000	\$25,684	\$15,000	\$40,684	\$65,000
Facility Maintenance-General	\$35,500	\$20,938	\$7,500	\$28,438	\$43,500
Facility Maintenance-Preventative	\$13,117	\$3,867	\$1,250	\$5,117	\$13,117
Facility Maintenance - Contingency	\$34,750	\$22,316	\$7,500	\$29,816	\$34,750
Lighting Repairs	\$8,500	\$4,840	\$1,500	\$6,340	\$8,500
Special Events	\$10,500	\$1,910	\$1,500	\$3,410	\$10,500
Office Supplies & Equipment	\$6,664	\$398	\$250	\$648	\$6,664
Janitorial	\$49,012	\$32,213	\$10,000	\$42,213	\$51,012

# Double Branch

Community Development District

Recreation Fund

	Adopted	Actual	Projected	Total	Approved
Description	Budget	YTD	Next 4	Projected	Budget
	FY 2019	5/31/19	Months	FY 2019	FY 2020
Recreation Passes	\$7,565	\$2,057	\$1,500	\$3,557	\$5,500
Pool Pump Reserve	\$6,500	\$6,500	\$0	\$6,500	\$6,500
Pool Leak Repairs	\$5,000	\$0	\$1,000	\$1,000	\$5,000
Multiuse Field	\$21,250	\$0	\$0	\$0	\$21,250
<b>Recreation Facility Expenses</b>	<b>\$545,071</b>	<b>\$254,474</b>	<b>\$125,220</b>	<b>\$379,694</b>	<b>\$521,240</b>
<b>Total Expenses</b>	<b>\$1,508,338</b>	<b>\$977,317</b>	<b>\$398,379</b>	<b>\$1,375,697</b>	<b>\$1,554,259</b>
<b>Excess Revenues(Expenses)</b>	<b>\$0</b>	<b>\$504,084</b>	<b>(368,858)</b>	<b>\$135,227</b>	<b>\$0</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2020

**REVENUES:**

**Maintenance Assessments**

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

**Interest Income**

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

**Amenities Revenue**

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

**Sports Revenue**

These are estimated fees for programmed sports activities.

---

**EXPENDITURES:**

**Administrative:**

**Management Fees – On Site Staff**

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

**Insurance**

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

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2020

*Other Current Charges*

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

*Permit Fees*

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

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

*Office Supplies*

Miscellaneous office supplies.

**Maintenance Common Area:**

*Security*

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

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

*Clay County off Duty Security*

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

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2020

Water – Irrigation

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

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

Irrigation Maintenance

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

Street Lighting

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

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



# Double Branch

## Community Development District

RECREATION BUDGET  
FISCAL YEAR 2020

### Electric

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

Account Number	Description	Monthly	Annual
4995700	370 Oakleaf Village	\$ 1,170	\$ 14,037
4995718	370-1 Oakleaf Village Pkwy	\$ 910	\$ 10,914
5347943	3926-1 Plantation Oaks Blvd	\$ 60	\$ 721
5715289	1591 Canopy Oaks Dr - Irrigation	\$ 34	\$ 410
5774021	2971 Thorncrest Dr	\$ 18	\$ 213
6875140	373-1 Oakleaf Village Center	\$ 37	\$ 438
6912612	608-1 Oakleaf Village Pkwy	\$ 35	\$ 417
6912620	304-1 Oakleaf Village Pkwy	\$ 30	\$ 362
6912653	603-2 Oakleaf Village Pkwy	\$ 42	\$ 504
6912661	602-1 Oakleaf Village Pkwy	\$ 34	\$ 410
6912687	537-1 Oakleaf Village Pkwy	\$ 18	\$ 212
6912695	529-1 Oakleaf Village Pkwy	\$ 18	\$ 220
6912703	3925-1 Plantation Oaks Blvd	\$ 81	\$ 967
6912729	3860-1 Plantation Oaks Blvd	\$ 18	\$ 210
6912737	3859-1 Plantation Oaks Blvd	\$ 29	\$ 350
6912752	3805-1 Plantation Oaks Blvd	\$ 38	\$ 459
6912760	3800-1 Plantation Oaks Blvd	\$ 48	\$ 570
6912778	3306-1 Village Oaks Lane	\$ 18	\$ 213
6912786	465-1 Oakleaf Village Pkwy	\$ 34	\$ 406
6912810	3801-1 Plantation Oaks Blvd	\$ 29	\$ 352
6912828	728-1 Bellshire Drive	\$ 17	\$ 209
6912836	721-1 Bellshire Lane	\$ 20	\$ 238
	<b>Subtotal</b>	<b>\$ 2,736</b>	<b>\$ 32,832</b>

**Double Branch**  
**Community Development District**  
 RECREATION BUDGET  
 FISCAL YEAR 2020

Account Number	Description	Monthly	Annual
6912869	715-1 Wakemont Drive	\$ 42	\$ 506
6912877	3219-1 Stonebrier Ridge Drive	\$ 26	\$ 316
6912893	576-1 Wakemont Drive	\$ 17	\$ 209
6912901	507-1 Millstone Drive	\$ 17	\$ 209
6912919	498-1 Millstone Drive	\$ 17	\$ 209
6912927	3442-1 Worthington Oaks Drive	\$ 17	\$ 209
6912943	309-1 Oakleaf Village Pkwy	\$ 25	\$ 303
6912950	373-2 Oakleaf Village Pkwy	\$ 39	\$ 472
6912968	308-1 Oakleaf Village Pkwy	\$ 20	\$ 236
6912976	358-2 Oakleaf Village Pkwy	\$ 34	\$ 405
7131527	3206-1 Silver Bluff Blvd	\$ 20	\$ 243
7332257	3168 Stonebrier Ridge	\$ 228	\$ 2,730
8684243	571 Oakleaf Village Pkwy	\$ 18	\$ 215
	Contingency	\$ 242	\$ 2,906
	<b>Subtotal</b>	<b>\$ 2,736</b>	<b>\$ 32,832</b>
<b>Total</b>		<b>\$ 3,500</b>	<b>\$ 42,000</b>

*Landscape Maintenance*

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

Description	Monthly	Annual
Contract - Common Area	\$ 30,917	\$ 371,004

*Common Area Maintenance*

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

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

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

- All common area, easements and park litter clean up
- Lake and outfall inspections and debris removal
- Storm sewer grate inspections and cleaning
- Removal of unauthorized signage and maintenance of community signage
- Trapper for wild hogs

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2020

-Traffic/car accident clean up  
-Inspection and repairs to all park equipment, playground, picnic table and benches

*Lake Maintenance*

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

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

*Landscape Reserve*

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

*Capital Reserve*

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

*Repairs & Replacement*

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

*General Reserve*

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

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2020

**Recreation Facility:**

**Amenity Staff**

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

**Refuse Service**

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

**Telephone**

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

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

**Electric**

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

Account Number	Description	Monthly	Annual
5217088	370 Oakleaf Village Pkwy	\$ 3,663	\$ 43,953
8763369	382 Oakleaf Village Pkwy	\$ 988	\$ 11,858
	Contingency	\$ 291	\$ 3,489
<b>Total</b>		<b>\$ 4,942</b>	<b>\$ 59,300</b>

**Cable/Internet**

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

# Double Branch

## Community Development District

RECREATION BUDGET  
FISCAL YEAR 2020

### Pool Maintenance

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

Description	Monthly	Annual
Pool Maintenance Contract	\$ 1,437	\$ 17,244
Fuel Surcharge	\$ 85	\$ 1,020
Pool Chemical Contract	\$ 2,146	\$ 25,752
Slide Maintenance/Waxing	\$ 375	\$ 4,500
Spray ground/Furniture Cleaning	\$ 550	\$ 6,600
Preseason Filter clean and Prep	\$ 125	\$ 1,500
<b>Total</b>	<b>\$ 4,718</b>	<b>\$ 56,616</b>

### Water /Sewer/Reclaim

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

Account Number	Description	Monthly	Annual
60603531	370 Oakleaf Village Parkway - Water	\$ 790	\$ 9,482
60603531	370 Oakleaf Village Parkway - Sewer	\$ 2,360	\$ 28,324
	<b>Total JEA</b>	<b>\$ 3,151</b>	<b>\$ 37,806</b>
201224	566-1 Oakleaf Village Parkway	\$ 850	\$ 10,196
191992	716-1 Wakemont Drive Reclaim	\$ 239	\$ 2,867
206121	3178-1 Wandering Oaks Drive	\$ 22	\$ 265
206125	1505-1 Canopy Oaks Drive R	\$ 37	\$ 440
206136	1591-1 Canopy Oaks Drive R	\$ 256	\$ 3,077
206376	3701-1 Thousand Oaks Drive	\$ 29	\$ 349
206379	3713-1 Thousand Oaks Drive	\$ 92	\$ 1,106
206380	1940-1 Woodworth Drive Reclaim	\$ 30	\$ 359
206381	3659-1 Thousand Oaks Drive	\$ 36	\$ 437
207243	603-1 Waterford Oaks Drive	\$ 22	\$ 265
238253	1422-1 Bitterberry Drive Reclaim	\$ 29	\$ 350
238254	1206-1 Bedrock Drive Reclaim	\$ 24	\$ 286
	Contingency	\$ 600	\$ 7,197
	<b>Total Clay County Utility Authority</b>	<b>\$ 2,266</b>	<b>\$ 27,194</b>
<b>Total</b>		<b>\$ 5,417</b>	<b>\$ 65,000</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2020

*Facility Maintenance – General*

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

*Facility Maintenance - Preventative*

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

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

*Facility Maintenance – Contingency*

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

*Lighting Repairs*

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

*Special Events*

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

*Office Supplies and Equipment*

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

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2020

*Janitorial Services*

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

<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
Janitorial Contract	\$ 4,000	\$ 48,000
Supplies	\$ 251	\$ 3,012
<b>Total</b>	<b>\$ 4,251</b>	<b>\$ 51,012</b>

*Recreation Passes*

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

*Repairs & Replacement*

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

*Pump Reserve*

For pump replacement as needed.

*Pool Leak Repairs*

Estimated structural repairs for leaks in pool structure.

*Multiuse Fields*

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

# Double Branch

## Community Development District

## Debt Service Fund

### Series 2013A-1 and A-2

Description	Adopted Budget FY 2019	Actual YTD 5/31/19	Projected Next 4 Months	Total Projected FY 2019	Approved Budget FY 2020
<b>Revenues</b>					
Carry Forward Surplus	\$589,465	\$569,092	\$0	\$569,092	\$509,741
Special Assessments	\$1,962,561	\$1,940,564	\$21,997	\$1,962,561	\$1,962,561
Interest Income	\$6,000	\$32,896	\$7,500	\$40,396	\$10,000
<b>Total Revenues</b>	<b>\$2,558,026</b>	<b>\$2,542,553</b>	<b>\$29,497</b>	<b>\$2,572,049</b>	<b>\$2,482,302</b>
<b>Expenditures</b>					
<b>Series 2013A-1</b>					
Interest 11/1	\$397,144	\$397,144	\$0	\$397,144	\$384,252
Interest 5/1	\$397,144	\$397,144	\$0	\$397,144	\$384,252
Principal 5/1	\$955,000	\$955,000	\$0	\$955,000	\$980,000
<b>Series 2013A-2</b>					
Interest 11/1	\$60,663	\$60,519	\$0	\$60,519	\$54,913
Prepayment Call Due 11/1	\$25,000	\$105,000	\$0	\$105,000	\$0
Interest 5/1	\$60,663	\$57,500	\$0	\$57,500	\$54,913
Principal 5/1	\$85,000	\$80,000	\$0	\$80,000	\$85,000
Prepayment Call Due 5/1	\$0	\$10,000	\$0	\$10,000	\$0
<b>Total Expenses</b>	<b>\$1,980,614</b>	<b>\$2,062,308</b>	<b>\$0</b>	<b>\$2,062,308</b>	<b>\$1,943,329</b>
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$577,412</b>	<b>\$480,245</b>	<b>29,497</b>	<b>\$509,741</b>	<b>\$538,973</b>

Interest November 1, 2020

Series 2013A-1	\$ 369,552
Series 2013A-2	\$ 52,469
<b>Total</b>	<b>\$ 422,021</b>

Unit Type	Units	Per Unit Assessment	Gross Assessment
Single Family	2,197	\$ 878	\$ 1,928,768
Multi-Family	275	\$ 605	\$ 166,510
Total Gross Assessment			\$ 2,095,278
Less: Discounts and Collections (6%)			\$ 132,717
Total Net Assessment			<b>1,962,561</b>



# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-1 Special Assessment Refunding Bonds

DATE	PRINCIPAL	COUPON	INTEREST	DEBT SERVICE	ANNUAL DEBT SERVICE	BOND BALANCE
11/1/19			384,251.88	384,251.88	1,736,396.26	19,430,000
5/1/20	980,000	3.00%	384,251.88	1,364,251.88		18,450,000
11/1/20			369,551.88	369,551.88	1,733,803.76	18,450,000
5/1/21	1,015,000	3.20%	369,551.88	1,384,551.88		17,435,000
11/1/21			353,311.88	353,311.88	1,737,863.76	17,435,000
5/1/22	1,045,000	3.40%	353,311.88	1,398,311.88		16,390,000
11/1/22			335,546.88	335,546.88	1,733,858.76	16,390,000
5/1/23	1,085,000	3.63%	335,546.88	1,420,546.88		15,305,000
11/1/23			315,881.25	315,881.25	1,736,428.13	15,305,000
5/1/24	1,125,000	3.75%	315,881.25	1,440,881.25		14,180,000
11/1/24			294,787.50	294,787.50	1,735,668.75	14,180,000
5/1/25	1,170,000	4.00%	294,787.50	1,464,787.50		13,010,000
11/1/25			271,387.50	271,387.50	1,736,175.00	13,010,000
5/1/26	1,220,000	4.13%	271,387.50	1,491,387.50		11,790,000
11/1/26			246,225.00	246,225.00	1,737,612.50	11,790,000
5/1/27	1,270,000	4.13%	246,225.00	1,516,225.00		10,520,000
11/1/27			220,031.25	220,031.25	1,736,256.25	10,520,000
5/1/28	1,320,000	4.13%	220,031.25	1,540,031.25		9,200,000
11/1/28			192,806.25	192,806.25	1,732,837.50	9,200,000
5/1/29	1,380,000	4.13%	192,806.25	1,572,806.25		7,820,000
11/1/29			164,343.75	164,343.75	1,737,150.00	7,820,000
5/1/30	1,435,000	4.13%	164,343.75	1,599,343.75		6,385,000
11/1/30			134,746.88	134,746.88	1,734,090.63	6,385,000
5/1/31	1,495,000	4.13%	134,746.88	1,629,746.88		4,890,000
11/1/31			103,912.50	103,912.50	1,733,659.38	4,890,000
5/1/32	1,560,000	4.25%	103,912.50	1,663,912.50		3,330,000
11/1/32			70,762.50	70,762.50	1,734,675.00	3,330,000
5/1/33	1,630,000	4.25%	70,762.50	1,700,762.50		1,700,000
11/1/33			36,125.00	36,125.00	1,736,887.50	1,700,000
5/1/34	1,700,000	4.25%	36,125.00	1,736,125.00		
11/1/34					1,736,125.00	
<b>TOTAL</b>	<b>\$ 19,430,000</b>		<b>\$ 6,987,344</b>	<b>\$ 26,417,344</b>	<b>\$ 27,769,488</b>	

# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-2 Special Assessment Refunding Bonds

DATE	PRINCIPAL	COUPON	INTEREST	DEBT SERVICE	ANNUAL DEBT SERVICE	BOND BALANCE
11/1/19		5.75%	54,912.50	54,912.50	54,912.50	1,910,000
5/1/20	85,000	5.75%	54,912.50	139,912.50		1,910,000
11/1/20		5.75%	52,468.75	52,468.75	192,381.25	1,825,000
5/1/21	85,000	5.75%	52,468.75	137,468.75		1,825,000
11/1/21		5.75%	50,025.00	50,025.00	187,493.75	1,740,000
5/1/22	90,000	5.75%	50,025.00	140,025.00		1,740,000
11/1/22		5.75%	47,437.50	47,437.50	187,462.50	1,650,000
5/1/23	100,000	5.75%	47,437.50	147,437.50		1,650,000
11/1/23		5.75%	44,562.50	44,562.50	192,000.00	1,550,000
5/1/24	105,000	5.75%	44,562.50	149,562.50		1,550,000
11/1/24		5.75%	41,543.75	41,543.75	191,106.25	1,445,000
5/1/25	110,000	5.75%	41,543.75	151,543.75		1,445,000
11/1/25		5.75%	38,381.25	38,381.25	189,925.00	1,335,000
5/1/26	115,000	5.75%	38,381.25	153,381.25		1,335,000
11/1/26		5.75%	35,075.00	35,075.00	188,456.25	1,220,000
5/1/27	125,000	5.75%	35,075.00	160,075.00		1,220,000
11/1/27		5.75%	31,481.25	31,481.25	191,556.25	1,095,000
5/1/28	130,000	5.75%	31,481.25	161,481.25		1,095,000
11/1/28		5.75%	27,743.75	27,743.75	189,225.00	965,000
5/1/29	140,000	5.75%	27,743.75	167,743.75		965,000
11/1/29		5.75%	23,718.75	23,718.75	191,462.50	825,000
5/1/30	145,000	5.75%	23,718.75	168,718.75		825,000
11/1/30		5.75%	19,550.00	19,550.00	188,268.75	680,000
5/1/31	155,000	5.75%	19,550.00	174,550.00		680,000
11/1/31		5.75%	15,093.75	15,093.75	189,643.75	525,000
5/1/32	165,000	5.75%	15,093.75	180,093.75		525,000
11/1/32		5.75%	10,350.00	10,350.00	190,443.75	360,000
5/1/33	175,000	5.75%	10,350.00	185,350.00		360,000
11/1/33		5.75%	5,318.75	5,318.75	190,668.75	185,000
5/1/34	185,000	5.75%	5,318.75	190,318.75		185,000
11/1/34					190,318.75	0
<b>TOTAL</b>	<b>\$ 1,910,000</b>		<b>\$ 995,325</b>	<b>\$ 2,905,325</b>	<b>\$ 2,905,325</b>	

# Double Branch

Community Development District

Capital Reserve Fund

Description	Adopted Budget FY 2019	Actual YTD 5/31/19	Projected Next 4 Months	Total Projected FY 2019	Approved Budget FY 2020
<b>REVENUES:</b>					
Carry Forward Surplus (1)	\$938,919	\$1,045,821	\$0	\$1,045,821	\$1,148,004
Interest Income	\$1,000	\$1,689	\$750	\$2,439	\$1,000
Transfer In - Landscape Reserve	\$35,000	\$35,000	\$0	\$35,000	\$30,000
Transfer In - Capital Reserve	\$15,565	\$15,656	\$0	\$15,656	\$15,565
Transfer In - Pool Pump Reserve	\$6,500	\$6,500	\$0	\$6,500	\$6,500
Transfer In - General Reserve	\$26,759	\$26,759	\$0	\$26,759	\$26,759
Transfer In - General Fund Reserve	\$15,829	\$15,829	\$0	\$15,829	\$12,998
<b>TOTAL REVENUES</b>	<b>\$1,039,572</b>	<b>\$1,147,254</b>	<b>\$750</b>	<b>\$1,148,004</b>	<b>\$1,240,826</b>
<b>EXPENDITURES:</b>					
Other Current Charges	\$0	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$0	\$0	\$0
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$1,039,572</b>	<b>\$1,147,254</b>	<b>\$750</b>	<b>\$1,148,004</b>	<b>\$1,240,826</b>

(1) Prior year balance transferred into Capital Reserve Fund

# Double Branch Community Development District

## Exhibit "A"

### Allocation of Operating Reserves

#### Estimated Funds Available

General Fund - Beginning Fund Balance - 10/1/18	\$ 95,530
Recreation Fund - Beginning Fund Balance - 10/1/18	\$ 718,054
Estimated General Excess Revenues - Fiscal Year 2019	\$ 18,881
Estimated Recreation Excess Revenues- Fiscal Year 2019	\$ 124,204
Total Estimated Operating Funds Available - 9/30/2019	<u>\$ 956,668</u>

#### Allocation of Funds Available

General Fund Operating Reserve - First Quarter Operating Capital	\$ 44,546
Recreation Fund Operating Reserve - First Quarter Operating Capital	<u>\$ 388,565</u>
Total Reserve	<u>\$ 433,111</u>
Total Working Capital Surplus	<u>\$ 523,557</u>

Capital Reserve- Beginning Fund Balance - 10/1/18	\$ 1,045,821
Projected Capital Excess Revenues - Fiscal Year 2019	<u>\$ 102,183</u>
Total Estimated Reserve Funds Available - 9/30/19	<u>\$ 1,148,004</u>

Landscape Reserve	\$ 35,000
Capital Projects Reserve	\$ 15,565
Pool Pump Reserve at	\$ 6,500
General Reserve	\$ 26,759
General Fund Reserve	<u>\$ 15,829</u>
Total Funding FY 2020	<u>\$ 99,653</u>

Total Estimate Reserve Fund Balances - 9/30/20	<u>\$ 1,247,657</u>
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## *SEVENTH ORDER OF BUSINESS*

*D.*

# Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

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

## Memorandum

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

### Community:

#### Special Events

- Recent events – Dive in at DB
- Upcoming events – No July Events, Multiple events in August

#### Aquatics

- Swim Team at MV has had final swim meet (6/29/19)
- High School Swim Team will begin in August (practice / meets held at MV)

### AMENITY USAGE

- *Total Facilities usage – 9707*
- *Average daily usage – 347 (based on 28 days)*

*Card Counts:*

DB Owners	108
DB Renters	70
DB Replacements	38
DB Updated	48

*Total cards printed: 575 (both districts)*

### Rentals

- 17 of 30 days rented in June , 5 of 5 weekends had rentals
- 23 clubroom rentals, 11 patio rentals
- 28 tours (approx.49 hours) / 68 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](mailto:manager@oakleafresidents.com)

### **Memorandum**

#### **Operations:**

##### **Open Items:**

- Update - Parking Lot Expansion update, other Amenity area improvements
- Discussion on Policies – purchased guest passes/ expiration date

#### **MAINTENANCE**

- Finalize gel coating for Slide
- Rekey deadbolt for slide access
- Build of custom “check in station” at Amenity Center Pools – install electrical, and low voltage cabling and wire protection
- Install UPS for check in station
- Replace lap swimming signage
- Clean/re-paint multiple spots on playgrounds and bridges at Amenity Center (vandalism/ graffiti)
- Pressure wash new entry sign and masonry work
- Fence split rail repair along loop rd.
- Repair/ re-prime waterfall due to multiple power outages/shortages
- Replace tires on large utility trailer
- Install new cover for pool equipment at pool pack area
- Install new signage at pools – slide height, slide operations
- Install of new server for basketball court camera system
- Program new camera servers for future mounting of WiFi cameras at Parking lot
- Install of new server for Amenity Center/ pool/ field house camera system
- Coordinate repair to phone system (damage to single line on PBX system)
- Replace damaged handle at Amenity Center office
- Repair of AT&T line coming into Fitness Center
- Re-inspect and reset Alarm panels at Fitness Center following phone line repairs
- Replace computer tower at Fitness center (email / web system computer)
- Coordinate insurance work for damage to grass/tree on Oakleaf village Pkwy
- Install/ mounting of monitors for offices for new security servers
- Repair , tighten self-closing hinges at handicap ramp at pool
- Replace multiple park Dawn/Dusk signage at parks/playgrounds
- Replace LED lamp post at Fitness Center entry of parking lot
- Small vandalism (graffiti ) at multiple locations around amenity center / track
- Install replacement signage at pools for adult only area
- Coordinate install of locks at Dumpster area
- Thaw and clean ice maker at Amenity Center Clubroom
- Access card Audit – Ongoing
- 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 6/9. Nature’s Hammock, Fall Creek, The Oaks, Cannon’s Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 5/27.*



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### **Memorandum**

#### **Landscaping**

- Mulch install at Playgrounds
- Inspection and repair of valve at Village Center irrigation
- *Monthly report for May submitted and filed at Operations office*

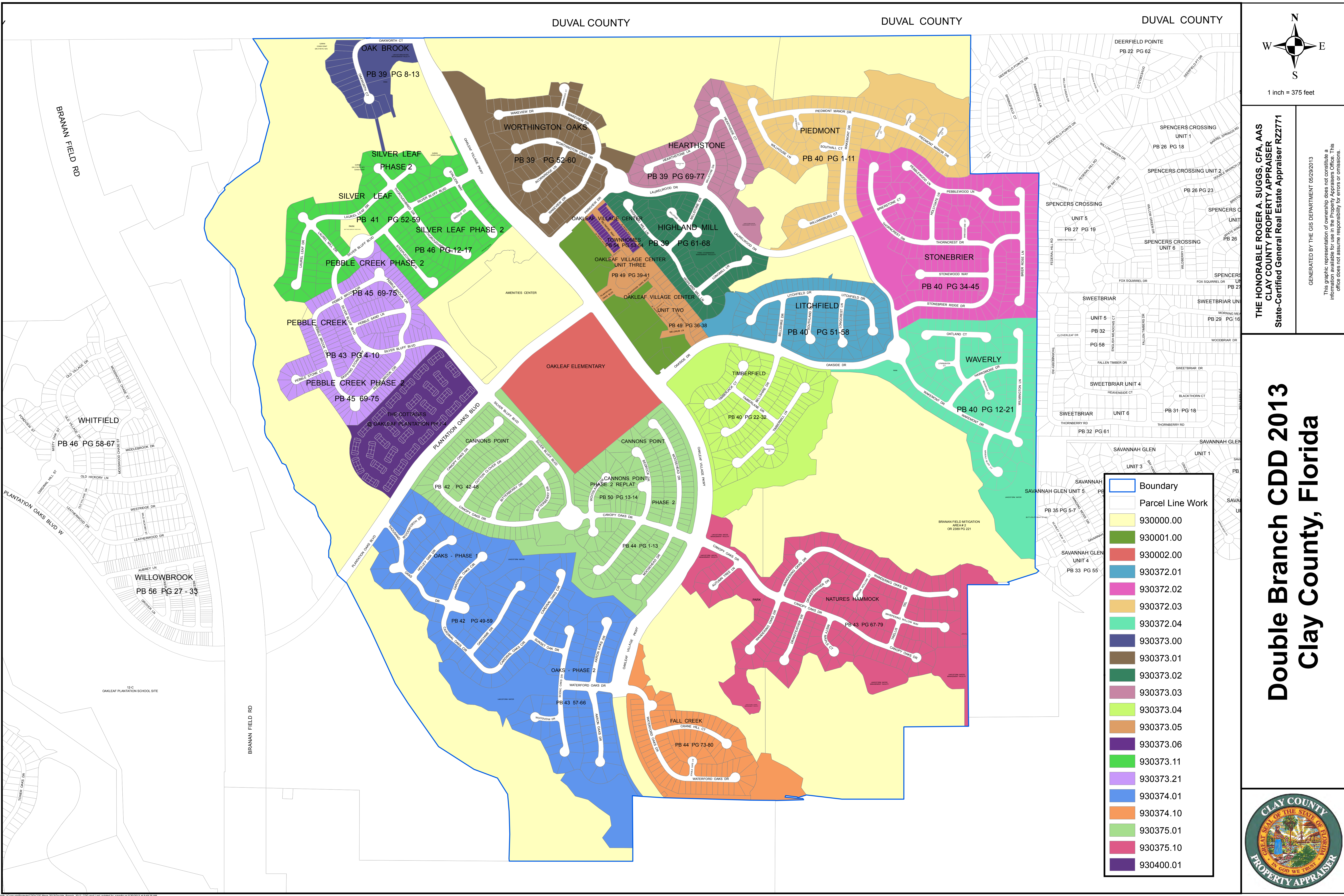
**For questions, comments, or clarification, please contact:**

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

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







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

# Double Branch CDD 2013 Clay County, Florida



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