

DOUBLE BRANCH
Community Development District

OCTOBER 14, 2019

AGENDA

Double Branch Community Development District

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

October 7, 2019

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

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, October 14, 2019 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments
- III. Approval of Consent Agenda
 - A. Approval of the Minutes of the September 9, 2019 Meeting
 - B. Financial Statements
 - C. Assessment Receipt Schedule
 - D. Check Register
- IV. Ratification of the Engagement Letter with Grau & Associates for the Fiscal Year 2019 Audit
- V. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - 1. Consideration of Work Authorization #1 for Onsite Management and Maintenance Contract Administration for FY20

2. Consideration of Work Authorization #2 for General Maintenance Services for FY20

D. Operations Manager - Report

VI. Audience Comments / Supervisors' Requests

VII. Next Scheduled Meeting – November 4, 2019 @ 4:00 p.m. at the Plantation Oaks Amenity Center

VIII. Adjournment

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

Sincerely,

James A. Perry

James A. Perry
District Manager

THIRD ORDER OF BUSINESS

A.

MINUTES OF MEETING
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, September 9, 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
Chad Davis	Vice Chair
Scott Thomas	Supervisor
Tom Horton	Supervisor
Andre Lanier	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	Operations Manager - GMS
Bruno Perez	VerdeGo

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the August 12, 2019 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated you are over 100% collected on your assessment receipts schedule.

Mr. Horton stated I checked the budget for next year and I think we put all of the swimming stuff in one pot.

Mr. Soriano asked the staff?

Mr. Horton stated the lifeguards.

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

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer

Mr. Perry stated there is a copy of the engineer's report in here. This is a requirement of the trust indenture in regards to the bonds. He just reviews some of the assets out here to ensure they are being properly maintained and we have to submit this to the trustee on an annual basis.

On MOTION by Ms. Nelsen seconded by Mr. Davis with all in favor the 2019 annual engineer's report was accepted.

C. District Manager

- 1. Consideration of Work Authorization #1 for Onsite Management and Maintenance Contract Administration for FY20**
- 2. Consideration of Work Authorization #2 for General Maintenance Services for FY20**
- 3. Consideration of Work Authorization #3 for Aquatic and Athletic Manager Staff for FY20**

Mr. Perry stated unfortunately I couldn't get to the work authorizations last week for a number of reasons so I want to defer those until the next meeting. They are in the same format that you have had in years past. I believe there are just a couple small dollar changes.

Mr. Horton stated I don't remember what it was last year but does it break it down with how many people and what their jobs will be?

Mr. Perry stated yes it does and it specifies full-time, part-time and things of that nature.

D. Operations Manager - Report

Mr. Soriano stated with the timing of the storm I couldn't get the report to Courtney for binding in the packets. We had our final dive in of the summer this past month and there were almost 150 people at your sister district's pool. Now we will be moving back to the Movies on the Green. Our next movie will be during the Camp Out, which is scheduled for this month.

Mr. Lanier asked what's the movie?

Mr. Soriano stated this next one for the Camp Out is Spider-Verse. Because of the storm we changed the date of the garage sale. It had been on the marquees and the website but we really didn't do a lot of advertising and a week before we were dealing with prep for the storm. We did get a few email questions of whether we were going to keep it to that weekend so we changed and let everybody know that instead of doing it this past Saturday we will do it this upcoming Saturday and we will have the maintenance guys go out Thursday and Friday planting the signs everywhere to direct people into Oakleaf and then you guys can do your own directing to your driveway.

Our pools are on that limited schedule and the next step down is October where we're just open for the weekends. We are still seeing good usage but I think that's because we have a lot more people in the neighborhood and it's still outrageously hot.

The only open item I have on the maintenance side is more to update everybody. We did start work on the green space but then we had to stop. Forms were down for the sidewalk and we have the turf block in so landscapers can be ready to go and we have to add some sleeves for irrigation and then we can start work with the maintenance side and stuff like that. Our mason got pushed off because he's working on another project and we had to stop because we were worried about the storm. I was hoping we would see some concrete by now but it looks like it's pushed off for another week or so but you can see the form and where it goes and how we have everything planned out. Once we get the turf block in you will see the other sidewalk area that will come off to the side. We did have a good busy month but last week was just storm prep. I sent out an email to forewarn everybody with the path that it might take. Mathew had a good amount of damage. Nothing major, but it was so many little things. We lost a lot of trees and if you remember we had a couple of packs that flooded out because of all the extra rain. A lot of our pool equipment is under ground. The motors for our waterfall are all underground so when those things start to pull in water it will fry the motors so there's a lot of prep and that's also part of the reason why I closed down. Usually I don't close the pools until the last minute but with shutting off all the motors and turning off all of the filters I have to have those things running for a while so even though we knew it was going to be nice weather and that storm didn't really come near us we couldn't open right away. That was a little different than what we've done during past storms but really that was more because of the

concern of things like Mathew in the past. Luckily we did pretty well and we didn't have many issues. I did have one tree on this side in the preserve area that fell on a vinyl fence.

Mr. Horton asked what's an Evax panel?

Mr. Soriano stated that is that fire panel I had mentioned was damaged due to lightning. When you go into the clubroom when you first enter you will see our fire panel in the wall and there's also a big box. By commercial code it has to be there. I think it is kind of waste. It has a microphone in it so that you can announce to everybody that is right there in front of you to get out of the building but because we have a commercial set-up we have to have that in the building.

Mr. Horton stated I saw on the receipts that there was a lot of damage to the irrigation system from a lightning strike.

Mr. Soriano stated we did have a couple of controllers that have been taken out this summer. The last one was just this past month. That one has actually been taken out probably three times since I've been here. I don't know if it's Cannon's Point park and whether it's just grounding in that area but as you go around that circle you'll see the breaker box and the controller just sits out in the open there. It's got protection to it.

Mr. Perez stated surge protection and a huge grounding rod.

Ms. Nelsen stated we spend a fortune on lightning.

Mr. Soriano stated this one was quite as bad as the last one. We took pictures because you could see it. It was charred inside and the plastic was melted. That's why I don't like people out here when there's lightning. They always tell you lightning won't strike twice in the same spot but this building has been hit so many times. That tree out next to tennis courts has been hit three times and you can see each mark.

Mr. Davis asked if it continues to take a beating is it something worth looking into relocating?

Mr. Soriano stated it might be. That controller is kind of costly but I think moving it may cost us more with trenching and electrical but we can always look at that down the road.

Mr. Horton asked what about mulch in the Village Center?

Mr. Soriano stated actually I do apologize. One of my plans for this month, and like I said the storm threw it off, was to measure that out so we can get prices if you guys want to do that as something extra. There are still some areas that need to be mulched but that was what

we do on a normal basis so that wouldn't be extra if you guys want to say we spend \$800 or \$1,000 to do a top-off so we have to measure that out and I'll bring that to you.

Ms. Nelsen asked is that something that needs to be done for sure?

Mr. Horton stated they have food trucks there so people go there and teams go there and practice and things like that.

Ms. Nelsen asked can you give us a ballpark or not to exceed so you can just go ahead with it?

Mr. Soriano stated if everybody is in agreement that we want to spend extra. Say it's \$1,000 or \$1,500 that's still under my amount. Normally extra mulch is not something I would do; I would bring it to you guys.

Ms. Nelsen stated I can't picture the area.

Mr. Horton stated right there at the stop light where the food trucks are.

Mr. Davis asked what are we mulching?

Mr. Soriano stated unless you want to knock off certain areas it would be all of those little islands on the parking lot and entry. The entry isn't bad and it's kind of our included area but once you get in there a lot of the stuff in there hasn't been done in years.

Mr. Davis asked have you had any phone calls or issues?

Mr. Soriano stated usually it's brought up along the lines of food trucks and people see it when they're out there on the food truck Fridays but that's about it. Other than that only the people living in the Village Center would see that all the time and they have their HOA.

Ms. Nelsen asked and that is ours and not the HOAs?

Mr. Soriano stated yes. The difference was on the outside, the areas you would be mulching other than the parking lot we would have probably gotten a little help. There were supposed to be businesses in there too but now it's private owned so they even use that as their guest parking. There are vehicles out there all night long. It is an odd area that's left out.

Mr. Davis stated I'm not that concerned with it.

Mr. Lanier asked will the food trucks continue for the rest of the year or do they taper off?

Mr. Soriano stated they did a couple times cancel I think it was January when they were doing it once a month because it was pretty cold and attendance was pretty low but I think they plan to continue it. They do an every other Friday type thing with the food truck Friday here.

Ms. Nelsen stated it sounds like we might like to see what the price is.

Mr. Soriano stated either that or I could take direction if you guys really want me to do it and it's a small enough amount.

Mr. Horton stated I don't think it's that much mulch that's needed in there. I don't think the library is going to happen now so somebody has to maintain that area and it belongs to us.

Mr. Soriano stated I have a good amount of money left if you want to put a cap on it and say we don't mind spending extra we just don't want to spend more than say \$800 or \$1,000. You guys can give me direction or we can wait until next month. I'm not in any hurry.

Mr. Davis stated how about we all take a minute to evaluate it ourselves and then we will have a better idea next month to talk about making a decision on it.

Mr. Soriano stated once I measure it too we will have an actual quote.

Mr. Thomas stated it's just being trampled on anyway because when you go out to the food trucks people are just walking all over stuff anyway so I don't want to spend money on something that's just going to be trampled all over and then we will have to maintain it after that if we do it once. I'd rather just revisit it next month like Chad said, that way we have a solid number.

Mr. Soriano stated if you guys want to you can go out and take a look at those areas. You'll see where the old pine bark is.

Mr. Davis stated we just went through there but nothing stood out to me like oh wow we have to take care of that. That being said I do want to revisit it.

FIFTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Audience Comments

Ms. Janie Long, 3854 Cardinal Oaks Circle, stated it's about the ponds. I don't know who maintains those or who oversees those. The one behind our house seems to be really low. The water used to be at the grass line and we have beachfront now. The pond behind us also seems low so we just went ahead and drove around and none of the other ones seem to be that low, except for the one near Stonebriar. I think it's called Wakemont.

Mr. Soriano stated all together there are 45 that we actually maintain and they're all kind of put together. They're just retention ponds so they're there to catch the runoff and things like that. We don't use that water. People think it's part of our reuse but it's not water that goes

to irrigation or anything. We can't really control the level. It's based on our water for the year and there was about two or three weeks that we caught up and it seemed like the ponds were coming up. This has been a drier year than in the past so I'd suspect most of them are going to stay pretty low, even throughout the winter. It's not anything that's going to damage the pond or anything like that. Usually the problem I have to deal with is dealing with the company that maintains them when it gets that low concentration of the chemicals and we will see things like algae but they've done a pretty good job this year. I haven't seen too many ponds that were too bad. I've seen a couple pop up here and there and they've done a pretty good job of maintaining but as far as the level it's really based on rain.

A resident stated I knew they hooked together and I know one time the neighbor said there was an outlet.

Mr. Soriano stated there is an outfall where one goes into the next one and so forth.

A resident stated right and he had put some kind of ridge there where it controls the levels so if it gets above that it spills over. I guess the county came in and took it down.

Mr. Soriano stated I can make sure that nobody did anything. We go out and check the outfalls so most of those ponds were checked the week before the storm and the county actually comes out too and helps out. They don't own the ponds but they own the culverts from the roads that drop into a lot of those so they will go out and help clear for us too, especially if I make a request and I've done that before for the one right by the school. It's the only spot we really see flooding right there on Plantation Oaks. Nobody should be putting anything in them. When we see it we will pull it out and even the guys that maintain will pull stuff out because there are also rules for St. Johns Water Management to make sure nobody is trying to attract fish or anything like that so we can always check on the ponds.

Mr. Horton stated I don't know if there's rhyme or reason but the one coming in on the left is nice and full. You look at some of the others like the one in front of me and the one in Wakemont there it's down pretty low but when it rains real good it fills right up.

Mr. Soriano stated that one down the road there's a large pipe that runs under Oakleaf Village Parkway so that goes to the one by the amenity center.

Mr. Thomas stated the one behind my house is pretty high right now but when it does go low I can literally step down into it. Mine doesn't seem to drain as fast as some of the other ones and maybe it's just because of the sheer size of it.

Ms. Janie Long stated we have the big step down too and then you have lots of beach.

Mr. Soriano stated there's not really a concern. Nothing bad is going to happen. In fact, when they are dry for a long time like that what you may see is a little bit of grass start to grow out there and then it will disappear as soon as that water comes back in. Throughout the years they constantly go up and down.

A resident stated I didn't know how deep those things were.

Mr. Soriano stated yes some of them are real deep. There was an accident a couple years ago we lost a car in this one over here so they're deep.

Mr. Horton stated speaking of water. The waterfall out there, are we missing a pump or something?

Mr. Soriano stated one is leaking so I've got it turned off. The leak is inside that tank so we will go in there and check it out and make sure the sump pump is going and filling up that underground tank. I have placeholders for parts. It's just a small leak but it's something that's going to cause bigger problems if I were to let it go.

Mr. Horton stated two-thirds is working and one-third is not.

Mr. Soriano stated I don't understand that part. Your waterfall has three sections and I think it's just the way this side has worn down over the years. They should be level and when the water is on it should all work exactly the same but I think the right hand side just hasn't worn down as much over the years. The other two have water coming out and this one just has one or two little trickles. When the other pump is on you won't notice that.

Ms. Rose Cantwell, 1727 Canopy Oaks Drive, stated I have a question about the pools. The four areas where there is mulch on the corners of the pools, has anyone considered changing that over to a rubberized material? I know your guys are really careful but those wood chips I've been pelted and then they're in the pool.

Mr. Soriano stated I've talked about it before. It's a high cost to do pouring mulch.

Ms. Rose Cantwell stated I think it would be so much safer for both cleaning and also for the kids. When a kid takes a face plant into that mulch they're going to get hurt. If a kid takes a face plant into the rubberized stuff it's not going to be as bad.

Mr. Soriano stated it's been that way for 15 years and I haven't had too many kids taking face plants into the mulch but it's the cleanliness of it. When we have storms that's usually the lifeguards are doing is helping to sweep that stuff back to the little areas. Yes, it's

nice decorations and manicured landscape but we it is a high dollar cost to rip all that stuff up. There's epoxy that helps keep the rubberized stuff together and it kind of looks like mulch. The nice part about it is when it rains or the wind blows it doesn't go anywhere but it's just a cost.

Mr. Davis stated we have it in our little playground out at the ballpark and one thing about it is it ends up all the way up by the concession stand because it's nice and soft and the kids like to put in their pockets and throw it at each other.

Mr. Soriano stated you have it loose though. I'm talking about a bonded product. It's the same stuff but you put it in a tumbler or even a wheelbarrow if you want to do it by hand and you pour epoxy in it so it would stick together. When you see some of the spray grounds they take those small chips and pour it in and flatten it out with concrete. You don't have to do the small ones; we could do the larger chunks and just pour the epoxy in. We've done it in some other neighborhoods. We could get costs. I've talked about doing it for years because I hate having to take the lifeguards while they're trying to set up and reopen they will sweep and go around with the blower. We want mulch because it looks good but it's one of those things that you get the good and bad with it. We have big pool decks so to do that area it's not just going to be a few hundred.

Mr. Lanier asked would it all have to be done at once?

Mr. Soriano stated no we could break it up and do some of the closest trees first. Right now I have a couple trees I have to look at that are dying off so we might be giving them some work in the offseason anyway.

Mr. Lanier asked could you get some quotes?

Mr. Soriano stated yes we could break it up.

Ms. Rose Cantwell stated I'm just talking about the four corners. One of them doesn't even have a tree anymore. I have to say when these guys come in they try and keep all of that stuff away but those four corners are ridiculous.

Mr. Soriano stated that would be the start that you're talking about and it wouldn't be much. If that costs \$1,000 I would be surprised. One of them I was thinking about repaving because there's no tree in there unless you want to put the tree back. It's been gone for about eight years. It was one of the big pineapple tops palms and to bring a full one in we have to bring a crane in.

Mr. Davis stated if it's been gone for years nobody is missing it.

Ms. Rose Cantwell stated that's what I'm talking about. When they try and blow that stuff from those corners it flies everywhere.

Mr. Soriano stated I can start there and I can wait until you guys see what it looks like and we can add on over time. It would be something that makes it easier on everybody.

Supervisors' Requests

Mr. Horton stated just a question on the website. How are changes made to that? Is it a convoluted affair? Do you guys have access to it?

Mr. Soriano stated just to clarify, which website are you talking about?

Mr. Horton stated the official one.

Mr. Perry stated GMS monitors it and they make the changes so if there are updates to the meeting schedule or documents they are uploaded into it.

Mr. Horton asked who does that?

Mr. Perry stated typically the recording secretary and/or the system administrator.

Mr. Horton asked at GMS?

Mr. Perry stated yes so if there's anything you have a question on you can contact me.

Mr. Horton stated I'm still a little bit conflicted on having two websites. It seems like we should have an official website and we should have everything on there and if it's easy enough to make changes to it instead of worrying about trying to link it. I guess you're the one that maintains that one?

Mr. Soriano stated on that one yes so if you saw the links on there for the policies now when they go to where the policies used to be, they just click and it goes to the official website that has the policies so they can download it there. If we want to start going through all of that and directing it that way the residents really like that special user interface if they want to find the hours for the gym or something and that official website is for the official documents that have to be there that have to be ADA compliant.

Mr. Horton asked why couldn't we put that stuff on there?

Mr. Soriano asked the gym hours?

Mr. Horton stated sure. It's Double Branch and if you want to know something about Double Branch you go to this website and you can get everything you ever wanted to know

about Double Branch is right there. Now they go to this one and they say I don't see anything I'm looking for.

Mr. Soriano stated the oakleafresidents.com one has been around for quite a few years and that's the bigger problem is it's going to be the Double Branch CDD website.

Mr. Horton stated just keep it like a big link to everything else. If you really want to know something it won't be there, it will be on the official website so if anything is happening and anything they would want to know would be on the official website. We paid a lot of money to get that thing done.

Mr. Perry stated you use yours for a lot of things that are next day and changes and the official one is probably updated every two weeks or every week unless there's some issue.

Mr. Soriano stated if you want to go through the website a lot of things can just be linked to that if that's what we want to do is go through each page and decide what should be on the resident one. They like that oakleafresidents.com, especially since you have two different communities that go to the one website. They don't go to the Middle Village CDD or Double Branch CDD a lot of times, especially if they're just looking for the gym.

Mr. Horton stated I think a lot of people don't even know what phase they're in.

Mr. Soriano stated yes and that's when that Oakleaf residents one comes in handy but as far as the official things, a lot of that I've already linked to those official sites so if we want to start going through that and pulling some of that stuff off we can. It makes our website much easier and quicker to change so I'm good with that if you want to start helping me look. There are only three pages to that anyway. There's a whole page that's a Q&A and those types of things can be answered from the official website. If you want to find budgets or things like that, that's where that's at.

Mr. Horton stated to me if people ask questions on there that don't know because they're new here where do you direct them? If you direct them to the website that you maintain it doesn't have all of the answers. It doesn't have meetings times and things like that. What about the pool hours? It should go to one place and everything should be right there. Everything you need to know about Double Branch ought to be right there. There might be a few things you want to keep there but that's just my thinking to make it as easy as possible for residents. Not everybody is as knowledgeable as we are on where things are at.

Ms. Nelsen stated I think the Oakleaf residents website is very user friendly.

Mr. Horton stated but it doesn't have everything and that's the catch.

Mr. Soriano stated but everything can be there if there's a link that says when the meeting times are. The only thing they're not getting is when somebody says where can I find the meeting you're not telling them doublebranchcdd.com, you're still telling them oakleafresidents.com.

Ms. Nelsen stated of all of the things that the people in this community could complain about that has never been a complaint so if you start changing stuff it could open up a whole can of worms.

Mr. Horton stated the complaint is when is the CDD meeting, questions like that. They just don't know.

Mr. Soriano stated my concern is for 14 years or so it's always been oakleafresidents.com and it's on the bottom of our marquees everywhere. Then we're starting to take stuff away from that and put it on another website it's still going to be there so we're still either going to have to have information on both or you're actually getting rid of one. Doublebranchcdd.com has to be there for compliance reasons.

Mr. Horton stated so we're only doing the official one because we have to?

Ms. Nelsen stated yes that's the only reason we're doing that.

Mr. Soriano stated yeah but how they're getting the information is different and that's why I've tried to put all those links on there. A few years ago I did try to lean some of it and make sure they knew where they were going and that's also when we started trying to direct people to the HOA's information but we don't always have updated HOA information. We have the masters but we also have nine or ten subs that will change companies every year. If we want to start going through to pick it apart go page by page and tell me what you do and don't want on there.

Mr. Horton stated I could do that.

Ms. Nelsen stated before we start making changes I would like the Board to know what they are. Can we get a consensus at least? If I'm on the site and I click amenities and there's all the pool hours and gym hours. I don't know how much simpler it can get.

Mr. Horton stated for that yeah, that's good. Before we also had problems with the policies being updated on one and not updated on the other one. I'll take a look.

SIXTH ORDER OF BUSINESS

Next Scheduled Meeting

Mr. Perry stated the next scheduled meeting is October 14, 2019 at 4:00 p.m.

SEVENTH ORDER OF BUSINESS

Adjournment

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

Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting
August 31, 2019



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

	<u>Governmental Fund Types</u>					Totals (Memorandum Only)
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
ASSETS:						
Cash	\$48,473	\$41,893	\$326,871	---	---	\$417,237
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$520,127	---	\$520,127
Reserve A1	---	---	---	\$868,932	---	\$868,932
Interest A1	---	---	---	---	---	\$0
Acquisition and Construction	---	---	---	---	\$50,621	\$50,621
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$96,478	---	\$96,478
Interest A2	---	---	---	---	---	\$0
Excess Revenue	---	---	---	---	---	\$0
Prepayment	---	---	---	\$9,161	---	\$9,161
<u>Operations</u>						
Custody Account-General Fund Excess	\$80,909	---	---	---	---	\$80,909
Custody Account-Recreation Fund Excess	---	\$872,254	---	---	---	\$872,254
Custody Account-Recreation Fund Reserve	---	---	\$850,771	---	---	\$850,771
Due From General Fund	---	---	---	---	---	\$0
Due From Capital Reserve Fund	---	\$29,782	---	---	---	\$29,782
Due from Rec Fund	---	---	---	---	---	\$0
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,583	---	---	---	\$4,583
Prepaid Expenses	---	\$239	---	---	---	\$239
TOTAL ASSETS	<u>\$129,382</u>	<u>\$949,448</u>	<u>\$1,177,642</u>	<u>\$1,494,699</u>	<u>\$50,621</u>	<u>\$3,801,792</u>
LIABILITIES:						
Accounts Payable	\$2,114	\$21,724	---	---	---	\$23,838
Accrued Expenses	\$1,706	\$4,007	---	---	---	\$5,713
Due to Rec Fund	---	---	\$29,782	---	---	\$29,782
Due to Debt Service	---	---	---	---	---	\$0
Due to General Fund	---	---	---	---	---	\$0
Due to Middle Village	---	\$12,307	---	---	---	\$12,307
Deferred Rental Revenue	---	\$1,200	---	---	---	\$1,200
FUND BALANCES:						
Nonspendable	---	\$4,822	---	---	---	\$4,822
Restricted for Debt Service	---	---	---	\$1,494,699	---	\$1,494,699
Restricted for Capital Projects	---	---	---	---	\$50,621	\$50,621
Assigned	\$2,000	---	\$1,147,861	---	---	\$1,149,861
Unassigned	\$123,562	\$905,388	---	---	---	\$1,028,950
TOTAL LIABILITIES & FUND EQUITY	<u>\$129,382</u>	<u>\$949,448</u>	<u>\$1,177,642</u>	<u>\$1,494,699</u>	<u>\$50,621</u>	<u>\$3,801,792</u>

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

	ADOPTED BUDGET	PRORATED BUDGET THRU 8/31/19	ACTUAL THRU 8/31/19	VARIANCE
Assessment - Tax Roll	\$177,985	\$177,985	\$178,470	\$485
Interest Income	\$200	\$183	\$262	\$79
Miscellaneous Income	\$0	\$0	\$1,027	\$1,027
TOTAL REVENUES	\$178,185	\$178,168	\$179,760	\$1,591

EXPENDITURES:

Administrative

Supervisors Fees	\$12,000	\$11,000	\$9,800	\$1,200
FICA Expense	\$918	\$842	\$750	\$92
Engineering	\$5,000	\$4,583	\$0	\$4,583
Arbitrage	\$700	\$700	\$700	\$0
Dissemination	\$1,333	\$1,222	\$1,822	(\$600)
Assessment Roll	\$7,821	\$7,821	\$7,520	\$301
Attorney	\$42,000	\$38,500	\$26,581	\$11,919
Annual Audit	\$5,900	\$5,900	\$4,600	\$1,300
Trustee fees	\$8,014	\$8,014	\$8,815	(\$801)
Management Fees	\$59,963	\$54,966	\$54,966	(\$0)
Information Technology	\$1,942	\$1,780	\$1,813	(\$34)
Telephone	\$290	\$266	\$370	(\$104)
Postage	\$1,900	\$1,742	\$1,601	\$141
Printing & Binding	\$3,400	\$3,117	\$2,484	\$633
Records Storage	\$300	\$275	\$0	\$275
Insurance	\$8,350	\$8,350	\$7,743	\$607
Legal Advertising	\$2,000	\$1,833	\$804	\$1,029
Office Supplies	\$350	\$321	\$204	\$117
Website Compliance	\$0	\$0	\$2,250	(\$2,250)
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$15,829	\$15,829	\$15,829	\$0
Transfer Out	\$0	\$0	\$900	(\$900)

TOTAL EXPENDITURES	\$178,185	\$167,235	\$149,727	\$17,508
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EXCESS REVENUES (EXPENDITURES)	\$0	\$30,033
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FUND BALANCE - Beginning	\$0	\$95,529
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FUND BALANCE - Ending	\$0	\$125,562
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DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending August 31, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 8/31/19	ACTUAL THRU 8/31/19	VARIANCE
REVENUES:				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,462,648	\$1,466,635	\$3,987
Interest Income	\$1,000	\$917	\$3,057	\$2,140
Amenities Revenue	\$33,690	\$30,883	\$45,760	\$14,878
Sports Revenue	\$11,000	\$10,083	\$3,120	(\$6,963)
TOTAL REVENUES	\$1,508,338	\$1,504,531	\$1,518,572	\$14,041

EXPENDITURES:

Administrative:

Management Fees - Onsite	\$110,470	\$101,264	\$101,264	\$0
Insurance	\$62,789	\$62,789	\$60,884	\$1,905
Other Current Charges	\$3,818	\$3,500	\$2,427	\$1,073
Permit Fees	\$1,635	\$1,499	\$1,518	(\$19)
Total Administrative	\$178,712	\$169,052	\$166,093	\$2,959

Maintenance:

Common Area

Security	\$50,920	\$46,677	\$46,594	\$83
Security - Clay County Off Duty Sheriff	\$43,050	\$39,463	\$39,807	(\$345)
Water - Irrigation	\$9,000	\$8,250	\$13,344	(\$5,094)
Irrigation Maintenance	\$4,250	\$3,896	\$9,839	(\$5,943)
Streetlighting	\$33,066	\$30,311	\$25,923	\$4,388
Electric	\$42,000	\$38,500	\$31,056	\$7,444
Landscape Maintenance	\$315,774	\$289,460	\$295,115	(\$5,656)
Common Area Maintenance	\$43,564	\$39,934	\$37,047	\$2,886
Lake Maintenance	\$28,116	\$25,773	\$24,047	\$1,726
Landscape Reserve	\$35,000	\$35,000	\$35,000	\$0
Contingency	\$1,985	\$1,820	\$0	\$1,820
Capital Reserve (1)	\$15,565	\$15,565	\$15,656	(\$91)
Misc. Maintenance	\$2,986	\$2,737	\$1,503	\$1,234
General Reserve	\$26,759	\$26,759	\$26,759	\$0
Total Common Area	\$652,035	\$604,142	\$601,690	\$2,452

Recreation Facility

Aquatics & Fitness Manager/Staff	\$48,495	\$44,454	\$44,454	\$0
Pool Attendants	\$94,266	\$86,411	\$138,665	(\$52,255)
Refuse Service	\$6,120	\$5,610	\$8,832	(\$3,222)
Telephone	\$4,500	\$4,125	\$4,122	\$3
Electric	\$47,000	\$43,083	\$30,901	\$12,182
Cable	\$8,150	\$7,471	\$6,234	\$1,237
Pool Maintenance/Chemicals	\$56,616	\$51,898	\$40,932	\$10,966
Water/Sewer/Reclaim	\$65,000	\$59,583	\$45,596	\$13,988
Facility Maintenance - General	\$27,500	\$25,208	\$18,322	\$6,886
Facility Maintenance - Preventative Contracts	\$5,617	\$5,149	\$2,064	\$3,085
Facility Maintenance - Contingency	\$29,750	\$27,271	\$22,482	\$4,789
Lighting Repairs	\$8,500	\$7,792	\$6,262	\$1,529
Special Events	\$10,500	\$9,625	\$2,926	\$6,699
Office Supplies and Equipment	\$4,000	\$3,667	\$830	\$2,837
Janitorial	\$31,512	\$28,886	\$27,605	\$1,281
Recreation Passes	\$7,565	\$6,935	\$4,185	\$2,749

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

	ADOPTED BUDGET	PRORATED BUDGET THRU 8/31/19	ACTUAL THRU 8/31/19	VARIANCE
<u>Recreation Facility-Continued</u>				
Repairs & Replacement	\$79,025	\$72,440	\$120,705	(\$48,265)
Pool Pump Reserve	\$6,500	\$6,500	\$6,500	\$0
Pool Leak Repairs	\$5,000	\$4,583	\$0	\$4,583
Soccer Field	\$21,250	\$19,479	\$0	\$19,479
Total Recreation Facility	\$566,866	\$520,169	\$531,616	(\$11,448)
<u>Fitness Center</u>				
Staffing	\$47,500	\$43,542	\$0	\$43,542
Telephone	\$1,092	\$1,001	\$0	\$1,001
Electric	\$12,300	\$11,275	\$12,764	(\$1,489)
Cable	\$4,169	\$3,821	\$0	\$3,821
Facility Maintenance - General	\$8,000	\$7,333	\$7,210	\$123
Facility Maintenance - Preventative	\$7,500	\$6,875	\$2,546	\$4,329
Facility Maintenance - Contingency	\$5,000	\$4,583	\$4,817	(\$234)
Office Supplies and Equipment	\$2,664	\$2,442	\$394	\$2,048
Janitorial	\$17,500	\$16,042	\$17,039	(\$998)
Repair and Replacements	\$5,000	\$4,583	\$192	\$4,391
Total Exercise Facility	\$110,725	\$101,498	\$44,962	\$56,535
Total Maintenance	\$1,329,626	\$1,225,809	\$1,178,269	\$47,540
TOTAL EXPENDITURES	\$1,508,338	\$1,394,861	\$1,344,362	\$50,499
EXCESS REVENUES (EXPENDITURES)	\$0		\$174,210	
FUND BALANCE - Beginning	\$0		\$736,000	
FUND BALANCE - Ending	\$0		\$910,210	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Assessment - Tax Roll	\$0	\$35,181	\$133,526	\$1,419	\$1,983	\$934	\$2,288	\$551	\$2,587	\$0	\$0	\$0	\$178,470
Interest Income	\$1	\$1	\$1	\$31	\$44	\$40	\$35	\$31	\$33	\$28	\$17	\$0	\$262
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$622	\$0	\$0	\$405	\$0	\$0	\$0	\$1,027
Total Revenues	\$1	\$35,182	\$133,528	\$1,450	\$2,027	\$1,596	\$2,323	\$582	\$3,025	\$28	\$17	\$0	\$179,760

Expenditures:

Administrative

Supervisors Fees	\$1,000	\$800	\$800	\$1,000	\$1,000	\$800	\$1,000	\$1,000	\$600	\$800	\$1,000	\$0	\$9,800
FICA Expense	\$77	\$61	\$61	\$77	\$77	\$61	\$77	\$77	\$46	\$61	\$77	\$0	\$750
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	\$700	\$0	\$700
Dissemination	\$611	\$111	\$111	\$111	\$111	\$111	\$211	\$111	\$111	\$111	\$111	\$0	\$1,822
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	\$2,470	\$2,400	\$1,901	\$1,706	\$0	\$26,581
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,100	\$0	\$0	\$0	\$4,600
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	\$4,997	\$4,997	\$4,997	\$0	\$54,966
Computer Time	\$162	\$162	\$162	\$162	\$162	\$162	\$178	\$162	\$162	\$178	\$162	\$0	\$1,813
Telephone	\$72	\$29	\$54	\$7	\$38	\$47	\$46	\$12	\$12	\$37	\$14	\$0	\$370
Postage	\$316	\$46	\$138	\$126	\$190	\$42	\$51	\$134	\$137	\$284	\$138	\$0	\$1,601
Printing & Binding	\$556	\$295	\$14	\$135	\$365	\$19	\$173	\$144	\$200	\$306	\$277	\$0	\$2,484
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	\$72	\$185	\$72	\$0	\$804
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	\$21	\$21	\$7	\$0	\$204
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
Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450	\$450	\$0	\$900

Total Administrative	\$25,494	\$9,485	\$8,854	\$9,388	\$12,207	\$33,163	\$9,536	\$11,699	\$10,858	\$9,332	\$9,711	\$0	\$149,727
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Excess Revenues (Expenditures)	(\$25,493)	\$25,698	\$124,674	(\$7,938)	(\$10,180)	(\$31,567)	(\$7,213)	(\$11,117)	(\$7,833)	(\$9,304)	(\$9,693)	\$0	\$30,033
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Double Branch
Community Development District
Month by Month Income Statement
Recreation Fund

Revenues:

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Maintenance Assessments-Tax Roll	\$0	\$289,114	\$1,097,296	\$11,663	\$16,298	\$7,677	\$18,801	\$4,528	\$21,259	\$0	\$0	\$0	\$1,466,635
Interest Income	\$177	\$158	\$115	\$351	\$422	\$363	\$348	\$320	\$305	\$281	\$217	\$0	\$3,057
Amenities Revenue	\$2,772	\$1,371	\$3,524	\$1,914	\$3,478	\$1,311	\$3,486	\$14,236	\$7,466	\$5,472	\$731	\$0	\$45,760
Sports Revenue	\$0	\$0	\$0	\$1,260	\$0	\$0	\$0	\$0	\$600	\$1,260	\$0	\$0	\$3,120
Total Revenues	\$2,948	\$290,643	\$1,100,935	\$15,189	\$20,197	\$9,351	\$22,635	\$19,084	\$29,630	\$7,012	\$948	\$0	\$1,518,572

Expenditures:

Administrative

Management Fees - Onsite	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$9,206	\$0	\$101,264
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	\$578	\$265	\$294	\$0	\$2,427
Permit Fees	\$0	\$27	\$27	\$27	\$558	\$0	\$27	\$54	\$744	\$27	\$27	\$0	\$1,518
Total Administrative	\$69,189	\$9,337	\$9,514	\$9,378	\$10,853	\$9,643	\$9,439	\$9,187	\$10,528	\$9,497	\$9,527	\$0	\$166,093

MAINTENANCE- Common Area

Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$46,594
Security - Clay County Off Duty Sheriff	\$3,543	\$3,432	\$3,332	\$3,940	\$3,574	\$4,380	\$2,548	\$3,554	\$4,618	\$3,531	\$3,358	\$0	\$39,807
Water - Irrigation	\$178	\$182	\$189	\$182	\$395	(\$24)	\$182	\$182	\$1,818	\$7,893	\$2,168	\$0	\$13,344
Irrigation Maintenance	\$0	\$1,835	\$0	\$0	\$0	\$805	\$4,900	\$0	\$1,574	\$605	\$120	\$0	\$9,839
Streetlighting	\$2,373	\$2,373	\$2,353	\$2,353	\$2,353	\$2,353	\$2,353	\$2,353	\$2,353	\$2,353	\$2,353	\$0	\$25,923
Electric	\$2,898	\$3,082	\$3,294	\$2,145	\$2,302	\$2,618	\$2,643	\$2,381	\$4,251	\$2,936	\$2,506	\$0	\$31,056
Landscape Maintenance	\$26,315	\$26,315	\$0	\$30,311	\$30,311	\$30,311	\$30,311	\$30,311	\$30,311	\$30,311	\$30,311	\$0	\$295,115
Common Area Maintenance	\$3,630	\$1,596	\$2,980	\$1,574	\$1,876	\$2,969	\$6,729	\$9,174	\$3,597	\$2,270	\$653	\$0	\$37,047
Lake Maintenance	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$2,029	\$2,562	\$2,615	\$2,638	\$2,029	\$0	\$24,047
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	\$295	\$528	\$0	\$0	\$1,503
General Reserve	\$0	\$0	\$0	\$0	\$0	\$26,759	\$0	\$0	\$0	\$0	\$0	\$0	\$26,759
Total Common Area	\$45,202	\$45,079	\$18,413	\$47,449	\$47,075	\$127,092	\$55,929	\$54,752	\$55,667	\$57,300	\$47,733	\$0	\$601,690

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Recreation Facility</u>													
Aquatics & Fitness Manager/Staff	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$4,041	\$0	\$44,454
Pool Attendants	\$7,434	\$5,086	\$4,164	\$12,043	\$4,775	\$8,520	\$9,390	\$12,185	\$22,116	\$23,836	\$29,116	\$0	\$138,665
Refuse Service	\$720	\$720	\$716	\$711	\$769	\$709	\$720	\$722	\$0	\$1,892	\$1,153	\$0	\$8,832
Telephone	\$409	\$373	\$372	\$375	\$235	\$278	\$522	\$289	\$342	\$536	\$391	\$0	\$4,122
Electric	\$2,950	\$2,405	\$2,600	\$2,421	\$2,229	\$1,876	\$1,976	\$2,516	\$4,889	\$3,601	\$3,438	\$0	\$30,901
Cable	\$556	\$557	\$558	\$570	\$570	\$570	\$570	\$570	\$570	\$570	\$573	\$0	\$6,234
Pool Maintenance/Chemicals	\$4,152	\$4,152	\$4,191	\$4,191	\$2,567	\$3,604	\$4,682	\$3,094	\$4,295	\$3,893	\$2,107	\$0	\$40,932
Water/Sewer/Reclaim	\$3,672	\$5,455	\$3,315	\$3,302	\$3,300	\$1,810	\$4,593	\$2,361	\$5,537	\$5,503	\$6,747	\$0	\$45,596
Facility Maintenance - General	\$2,291	\$2,281	\$0	\$2,295	\$0	\$2,278	\$2,291	\$2,292	\$2,301	\$2,293	\$0	\$0	\$18,322
Facility Maintenance - Preventative Contracts	\$1,299	\$0	\$0	\$155	\$0	\$0	\$155	\$0	\$0	\$155	\$300	\$0	\$2,064
Facility Maintenance - Contingency	\$2,479	\$2,470	\$0	\$2,480	\$709	\$2,481	\$4,400	\$2,480	\$2,498	\$2,485	\$0	\$0	\$22,482
Lighting Repairs	\$708	\$697	\$698	\$711	\$0	\$687	\$711	\$628	\$710	\$712	\$0	\$0	\$6,262
Special Events	\$0	\$1,034	\$720	\$0	\$205	\$0	\$157	\$0	\$285	\$130	\$395	\$0	\$2,926
Office Supplies and Equipment	\$0	\$98	\$99	\$0	\$50	\$0	\$0	\$0	\$407	\$0	\$176	\$0	\$830
Janitorial	\$2,894	\$2,674	\$2,079	\$2,079	\$2,940	\$2,643	\$2,079	\$2,668	\$3,010	\$2,079	\$2,460	\$0	\$27,605
Recreation Passes	\$0	\$681	\$232	\$0	\$0	\$913	\$230	\$0	\$1,990	\$139	\$0	\$0	\$4,185
Repairs & Replacement	\$7,517	\$2,316	\$9,022	\$19,453	\$8,464	\$28,626	\$8,620	\$3,869	\$22,729	\$4,762	\$5,328	\$0	\$120,705
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$6,500	\$0	\$0	\$0	\$0	\$0	\$0	\$6,500
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Soccer Fields	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$41,123	\$35,040	\$32,808	\$54,827	\$30,855	\$65,537	\$45,138	\$37,716	\$75,721	\$56,627	\$56,225	\$0	\$531,616
<u>Exercise Facility</u>													
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	\$1,816	\$973	\$610	\$517	\$461	\$614	\$648	\$961	\$1,509	\$1,781	\$2,874	\$0	\$12,764
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	\$288	\$0	\$0	\$2,546
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	\$70	\$91	\$33	\$0	\$394
Janitorial	\$1,286	\$1,228	\$1,284	\$1,802	\$2,110	\$1,186	\$1,370	\$1,951	\$1,246	\$1,307	\$2,269	\$0	\$17,039
Repair and Replacements	\$0	\$0	\$192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$192
Total Exercise Facility	\$3,807	\$3,630	\$7,410	\$2,876	\$7,849	\$2,635	\$2,087	\$3,200	\$2,826	\$3,466	\$5,175	\$0	\$44,962
Total Expenses	\$159,321	\$93,086	\$68,144	\$114,530	\$96,632	\$204,907	\$112,594	\$104,856	\$144,742	\$126,891	\$118,659	\$0	\$1,344,362
Excess Revenues (Expenditures)	(\$156,372)	\$197,557	\$1,032,790	(\$99,341)	(\$76,434)	(\$195,556)	(\$89,959)	(\$85,772)	(\$115,112)	(\$119,879)	(\$117,711)	\$0	\$174,210

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

	ADOPTED BUDGET	PRORATED THRU 8/31/19	ACTUAL THRU 8/31/19	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$1,000	\$917	\$2,296	\$1,379
Landscape Reserve - Transfer In	\$35,000	\$35,000	\$35,000	\$0
Capital Reserve - Transfer In	\$15,565	\$15,565	\$15,656	\$91
Pool Pump Reserve - Transfer in	\$6,500	\$6,500	\$6,500	\$0
General Reserve - Transfer in	\$26,759	\$26,759	\$26,759	\$0
General Fund Reserve- Transfer in	\$15,829	\$15,829	\$15,829	\$0
TOTAL REVENUES	\$100,653	\$100,570	\$102,040	\$1,470
<u>EXPENDITURES:</u>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$0	\$0
Pool Pump Reserve	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$100,653		\$102,040	
FUND BALANCE - Beginning	\$938,919		\$1,045,821	
FUND BALANCE - Ending	\$1,039,572		\$1,147,861	

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 August 31, 2019

ADOPTED BUDGET	PRORATED THRU 8/31/19	ACTUAL THRU 8/31/19	VARIANCE
-------------------	--------------------------	------------------------	----------

Revenues:

Special Assessments - Tax Roll	\$1,962,561	\$1,962,561	\$1,969,107	\$6,546
Assessments- Prepayment	\$0	\$0	\$8,699	\$8,699
Interest Income	\$6,000	\$5,500	\$41,236	\$35,736
TOTAL REVENUES	\$1,968,561	\$1,968,061	\$2,019,041	\$50,980

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)
---------------------------	--------------------	--------------------	--------------------	-------------------

EXCESS REVENUES (EXPENDITURES)	(\$12,053)	(\$43,266)
--------------------------------	-------------------	-------------------

Other Sources/(Uses)

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

Net change in Fund Balance	(\$12,053)	(\$43,266)
-----------------------------------	-------------------	-------------------

FUND BALANCE - Beginning	\$589,465	\$1,537,965
---------------------------------	------------------	--------------------

FUND BALANCE - Ending	\$577,412	\$1,494,699
------------------------------	------------------	--------------------

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

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<u>REVENUES:</u>		
Interest Income		\$1,002
TOTAL REVENUES		<div style="border: 1px solid black; padding: 2px;">\$1,002</div>
<u>EXPENDITURES:</u>		
Capital Outlay - Series 2013 A1 and A2		\$0
Cost of Issuance		\$0
TOTAL EXPENDITURES		<div style="border: 1px solid black; padding: 2px;">\$0</div>
EXCESS REVENUES (EXPENDITURES)		<div style="border: 1px solid black; padding: 2px;">\$1,002</div>
FUND BALANCE - Beginning		<div style="border: 1px solid black; padding: 2px;">\$49,619</div>
FUND BALANCE - Ending		<div style="border: 1px solid black; padding: 2px;">\$50,621</div>

Double Branch

Community Development District

Long Term Debt Report

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

Series 2013 A-2 Special Assessment Refunding Bonds	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$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
TOTAL ASSESSED	45,481	1,962,703.38	177,889.82	1,461,865.84	3,602,459.05

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/14/18	71,071.28	38,721.28	3,509.51	28,840.49
2	11/30/18	641,388.80	349,443.52	31,671.85	260,273.43
3	12/10/18	2,216,371.84	1,207,530.87	109,444.68	899,396.29
4	12/19/18	487,681.85	265,700.40	24,081.78	197,899.67
5	01/17/19	28,741.30	15,658.93	1,419.25	11,663.12
6	02/20/19	40,161.99	21,881.19	1,983.20	16,297.60
7	03/21/19	18,917.13	10,306.49	934.13	7,676.51
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
10	06/11/19	13,234.82	7,210.64	653.54	5,370.64
TAX CERTIFICATES	06/26/19	39,153.54	21,331.76	1,933.41	15,888.37
			-	-	-
			-	-	-
			-	-	-
			-	-	-
TOTAL TAX ROLL RECEIPTS		3,614,212.01	1,969,106.67	178,470.18	1,466,635.16

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	100.33%	100.33%	100.33%

D.

Double Branch

Community Development District

Check Run Summary September 30, 2019

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	9/13/19	1541-1545	\$ 7,951.05
	9/27/19	1546	\$ 31.08
Sub-Total			\$ 7,982.13
Recreation Fund			
Accounts Payable	9/13/19	6110-6130	\$ 56,417.31
	9/27/19	6131-6149	\$ 94,630.07
Sub-Total			\$ 151,047.38
Capital Reserve Fund			
Accounts Payable			
Sub-Total			\$ -
Total			\$ 159,029.51

*Fedex invoices provided upon request

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/13/19	00104	8/29/19 302944	201908 310-51300-48000	NOTICE OF MEETING 9/9/19	*	71.55	
			CLAY TODAY				71.55 001541
9/13/19	00013	3/12/19 64877191	201903 310-51300-42000	MAR FEDEX SHIPPING	*	141.62	
			FEDEX				141.62 001542
9/13/19	00035	9/01/19 2091	201909 310-51300-34000	SEP MANAGEMENT FEES	*	4,996.92	
		9/01/19 2091	201909 310-51300-35100	SEP INFORMATION TECH	*	161.83	
		9/01/19 2091	201909 310-51300-31300	SEP DISSEMINATION SERVICE	*	111.08	
		9/01/19 2091	201909 310-51300-51000	OFFICE SUPPLIES	*	40.78	
		9/01/19 2091	201909 310-51300-42000	POSTAGE	*	145.72	
		9/01/19 2091	201909 310-51300-42500	COPIES	*	342.00	
		9/01/19 2091	201909 310-51300-41000	TELEPHONE	*	38.55	
			GOVERNMENTAL MANAGEMENT SERVICES				5,836.88 001543
9/13/19	00015	8/30/19 109601	201907 310-51300-31500	JUL GENERAL COUNSEL	*	201.00	
			HOPPING GREEN & SAMS				201.00 001544
9/13/19	00015	8/30/19 109602	201907 310-51300-31500	JUL MONTHLY MEETING	*	1,700.00	
			HOPPING GREEN & SAMS				1,700.00 001545
9/27/19	00013	9/17/19 67399672	201909 310-51300-42000	SEP FEDEX POSTAGE	*	31.08	
			FEDEX				31.08 001546
TOTAL FOR BANK A						7,982.13	
TOTAL FOR REGISTER						7,982.13	

**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#:302944
Phone#:904-940-5850
Date:08/20/2019****Salesperson: Clay Legals****Classification: Legal Notice****Ad Size: 1.0 x 5.30****Advertisement Information:**

Description	Start	Stop	Ins.	Cost/Day	Total
Clay Today	08/29/2019	08/29/2019	1	71.55	71.55

Payment Information:

Date:	Order#	Type
08/20/2019	302944	BILLED ACCOUNT

1-31-513-48
104**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, September 9, 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



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

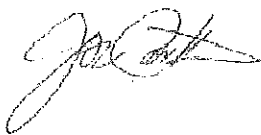
SEPTEMBER MEETING

LEGAL: 44726 ORDER: 302944

was published in said newspaper in the issues:

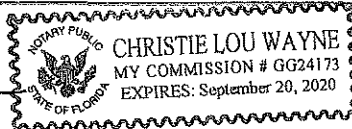
08/29/2019

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 08/29/2019.

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

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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 44726 published Aug 29, 2019
 in Clay County's Clay Today newspaper

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

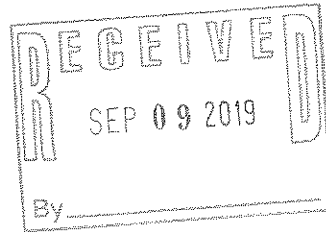
Invoice #: 2091

Invoice Date: 9/1/19

Due Date: 9/1/19

Case:

P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - September 2019 1-31-513-34		4,996.922	4,996.92
Information Technology - September 2019 1-31-513-351		161.83	161.83
Dissemination Agent Services - September 2019 1-31-513-313		111.08	111.08
Office Supplies 1-31-513-51		40.78	40.78
Postage 1-31-513-42 35		145.72	145.72
Copies 1-31-513-425		342.00	342.00
Telephone 1-31-513-41		38.55	38.55
Total			\$5,836.88
Payments/Credits			\$0.00
Balance Due			\$5,836.88

Hopping Green & Sams

Attorneys and Counselors

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

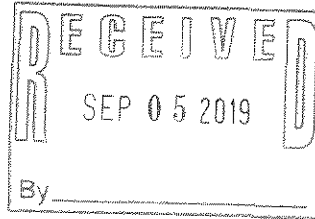
V-15 (A)
1,310,573.215

STATEMENT

August 30, 2019

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

Bill Number 109601
Billed through 07/31/2019



General Counsel (O&M)

DBRNCH 00001 JMW

FOR PROFESSIONAL SERVICES RENDERED

07/29/19	JMW	Review correspondence regarding resident issues; research regarding trespass issues.	0.40 hrs
07/31/19	MCE	Research new law regarding new definition of "home address" and property appraiser objections to confidential information in assessment rolls; prepare memorandum to district manager regarding same.	0.10 hrs
07/31/19	JMW	Research regarding public records request issues.	0.30 hrs
Total fees for this matter			\$201.00

MATTER SUMMARY

Walters, Jason M.	0.70 hrs	250 /hr	\$175.00
Eckert, Michael C.	0.10 hrs	260 /hr	\$26.00

TOTAL FEES \$201.00

TOTAL CHARGES FOR THIS MATTER \$201.00

BILLING SUMMARY

Walters, Jason M.	0.70 hrs	250 /hr	\$175.00
Eckert, Michael C.	0.10 hrs	260 /hr	\$26.00

TOTAL FEES \$201.00

TOTAL CHARGES FOR THIS BILL \$201.00

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

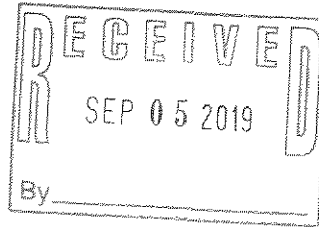
V-15 (A)
1,310,513.315

===== STATEMENT =====

August 30, 2019

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

Bill Number 109602
Billed through 07/31/2019



Monthly Meeting (O&M)

DBRNCH 00101 JMW

FOR PROFESSIONAL SERVICES RENDERED

07/08/19	KSB	Prepare for and attend board meeting.
07/09/19	JMW	Confer with Perry and Buchanan; meeting follow-up.
07/19/19	JMW	Review draft meeting minutes; confer with staff.
07/30/19	JMW	Review draft agenda; confer with staff.
07/31/19	JMW	Prepare for and attend agenda conference call.

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

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

TOTAL FEES	\$1,700.00
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TOTAL CHARGES FOR THIS BILL	\$1,700.00
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Please include the bill number on your check.

*** CHECK DATES 09/01/2019 - 09/30/2019 ***

DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
9/13/19	00454	9/03/19 126949	201909 320-57200-62000	REC PASSES	*	397.00	
		9/03/19 126949	201909 320-57200-63100	DOOR CONTROLLER/CAMERA	*	839.57	
				DWG DISTRIBUTION			1,236.57 006115
9/13/19	00262	9/10/19 9448	201909 310-51300-45000	UPDATED PROP SOV	*	558.00	
				EGIS INSURANCE ADVISORS LLC			558.00 006116
9/13/19	00575	9/07/19 09072019	201909 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				FELICITAS CARTER			100.00 006117
9/13/19	00647	9/09/19 104395	201909 320-57200-46610	ANNUAL FIRE ALARM INSPECT	*	706.00	
				JSC SYSTEMS			706.00 006118
9/13/19	00765	9/07/19 09072019	201909 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				LAURA GARCIA			100.00 006119
9/13/19	00764	9/07/19 09072019	201909 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				LILLEIRA MCKENZIE			100.00 006120
9/13/19	00208	9/05/19 09052019	201908 320-57200-34510	SECURITY 8/23/19-8/29/19	*	720.00	
				MIDDLE VILLAGE CDD			720.00 006121
9/13/19	00208	9/09/19 09092019	201909 320-57200-34510	8/30/19-9/5/19 SECURITY	*	600.00	
				MIDDLE VILLAGE CDD			600.00 006122
9/13/19	00763	9/07/19 09072019	201909 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				MIRIAM SIMMONS			100.00 006123
9/13/19	00186	9/01/19 13129558	201909 320-57200-46300	SEP POOL MAINTENANCE	*	2,107.49	
				POOLSURE			2,107.49 006124
9/13/19	00766	9/07/19 09072019	201909 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				THOMAS BRADLEY			100.00 006125

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/27/19	00672	9/19/19 1339	201909 320-57200-35100	IRRIGATION REPAIRS	*	419.00	
				VERDEGO, LLC			419.00 006148
9/27/19	00399	3/20/19 96343196	201902 330-57200-50000	FEB BASE CHARGE	*	29.06	
		3/20/19 96343196	201903 330-57200-50000	MAR BASE CHARGE	*	29.06	
				XEROX CORPORATION			58.12 006149
TOTAL FOR BANK B						151,047.38	
TOTAL FOR REGISTER						151,047.38	

DBBR DOUBLE BRANCH HSMITH

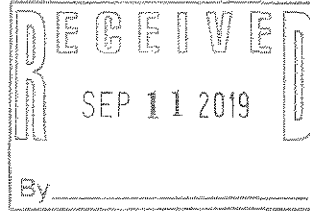


Eight Tower Bridge
161 Washington Street, Suite 600
Conshohocken, PA 19428
(866) 703-7666

Invoice Date
09/08/2019

Invoice Number
9226627

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



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

PLEASE REMIT PAYMENT TO:

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

Total Amount Due:
(USD) **\$4,235.79**

Terms:
Due Upon Receipt

Service Location: AB364297 Customer: AB364297 Billing Period: 08/01/2019 - 08/31/2019

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

Description	Quantity	UOM	Price	Amount
Regular Guard - Davis, Anthony	120.00	Hours		0.00
Regular Guard - MELSON, LISA	190.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	310.00			0.00
Subtotal				4,235.79
Sales Tax Subtotal				0.00
Total for - DOUBLE BRANCH				4,235.79

APPROVED

Code to:

Double Branch Security

2-320-572-345

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



Invoice Date
09/08/2019

Invoice Number
9226627

Invoice NO. 9226627 Customer: AB364297 Double Branch Community Development Page 1 of 1

Description						Quantity	Bill Rate	Extension
Work Date	Post Description	Employee Name	In Time	Out Time	Lunch	Hours	Hours Type	
Regular Guard - Davis, Anthony						120.00	\$0.00	\$0.00
08/04/19	Roover 900	Anthony Davis	13:00	0:00		11.00	Hourly-Regular	
08/05/19	Roover 900	Anthony Davis	0:00	1:00		1.00	Hourly-Regular	
08/05/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
08/06/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
08/11/19	Roover 900	Anthony Davis	13:00	0:00		11.00	Hourly-Regular	
08/12/19	Roover 900	Anthony Davis	0:00	1:00		1.00	Hourly-Regular	
08/12/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
08/13/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
08/18/19	Roover 900	Anthony Davis	13:00	0:00		11.00	Hourly-Regular	
08/19/19	Roover 900	Anthony Davis	0:00	1:00		1.00	Hourly-Regular	
08/19/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
08/20/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
08/25/19	Roover 900	Anthony Davis	13:00	0:00		11.00	Hourly-Regular	
08/26/19	Roover 900	Anthony Davis	0:00	1:00		1.00	Hourly-Regular	
08/26/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
08/27/19	Roover 900	Anthony Davis	15:00	0:00		9.00	Hourly-Regular	
Regular Guard - MELSON, LISA						190.00	\$0.00	\$0.00
08/01/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/02/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/03/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/03/19	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
08/04/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/07/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/08/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/09/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/10/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/10/19	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
08/11/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/14/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/15/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/16/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/17/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/17/19	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
08/18/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/21/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/22/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/23/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/24/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/24/19	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
08/25/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/28/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/29/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/30/19	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
08/31/19	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
08/31/19	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79
Total Hours						310.00		\$0.00

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

Order Information/Invoice



Serving Security Professionals since 2011.

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

1-208-591-4430



Thank you for ordering at CardsAndKeyfobs.com

Order Detail

Order ID: #11385
Date Added: 09/02/2019

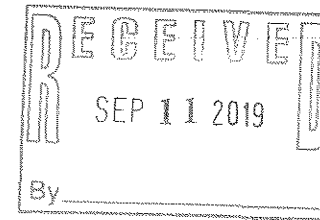
Payment Method: Purchase Order (#JSO090219)
Shipping Method: USPS Priority (Weight: 12.00lb)

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



<input type="checkbox"/> Product Name	Model	Quantity	Price	Total
<input type="checkbox"/> Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	600	\$2.69	\$1,614.00

Code to: Split 50/50

Sub-Total: \$1,614.00

2-330-572-493

USPS Priority (Weight: 12.00lb): \$18.99

Middle Village Rec. Passes

Total: \$1,632.99

2-330-572-6200 \$ 816.49

Order Comments

PO Number: JSO090219

Double Branch Rec. Passes



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

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)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
54004672	1.5	09/01/19	27	13576	13644	68
Base Charges (Prepaid)						\$77.42
Consumption Charges	Tier 1	67.5	x	0.76	\$51.30	
Proration Factor: 0.9000	Tier 2	0.5	x	1.50	\$0.75	
	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	\$129.47
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$129.47

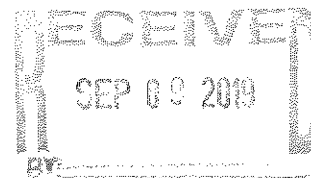
Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$129.47 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$88.06 was posted to your account on 08/19/2019.



Please return this portion with payment

Bill Summary



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

Bill Date	09/05/19
Current Charges	\$129.47
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$129.47

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6110 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
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

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)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

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

70945868	.75	09/01/19	27	153	164	11
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	11.0	x	0.76	\$8.36	
Proration Factor: 0.9000	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

Other Charges

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

Current Charges	\$31.62
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$31.62

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$31.62 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$32.38 was posted to your account on 08/19/2019.

Please return this portion with payment

Bill Summary



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

Bill Date	09/05/19
Current Charges	\$31.62
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$31.62

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6104 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
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

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

Bill Date: 09/05/2019

Customer #: 00238254
Route #: MC05521847

Water

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid) 09/05/19 to 10/04/19 \$0.00						
Consumption Charges Tier 1 0.0 x 0.00 \$0.00						
Proration Factor: 0.0000 Tier 2 0.0 x 0.00 \$0.00						
Tier 3 0.0 x 0.00 \$0.00						
Tier 4 0.0 x 0.00 \$0.00						

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70003479	.75	09/01/19	27	454	460	6
Base Charges (Prepaid) \$23.26						
Consumption Charges Tier 1 6.0 x 0.76 \$4.56						
Proration Factor: 0.9000 Tier 2 0.0 x 1.50 \$0.00						
Tier 3 0.0 x 2.26 \$0.00						

Other Charges

Administrative Fees (Prepaid) \$0.00						
Capacity Fees (Prepaid) \$0.00						
Deposit Interest Refund \$0.00						
Current Charges \$27.82						
Previous Balance \$0.00						
Late Charge (If Applicable) \$0.00						
TOTAL AMOUNT DUE \$27.82						

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$27.82 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.82 was posted to your account on 08/19/2019.

Please return this portion with payment

Bill Summary



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

Bill Date	09/05/19
Current Charges	\$27.82
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.82

DOUBLE BRANCH CDD

Customer #:00238254

1206-1 Bedrock Drive Reclaimed Irrigation

Route #:MC05521847

Route Group:27

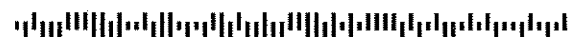
ADDRESSEE:

MAIL PAYMENT TO:

6103 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
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

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) 09/05/19 to 10/04/19 \$0.00						
Consumption Charges Tier 1 0.0 x 0.00 \$0.00						
Proration Factor: 0.0000 Tier 2 0.0 x 0.00 \$0.00						
Tier 3 0.0 x 0.00 \$0.00						
Tier 4 0.0 x 0.00 \$0.00						

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70065889	1.5	09/01/19	27	26613	26833	220
Base Charges (Prepaid) \$77.42						
Consumption Charges Tier 1 67.5 x 0.76 \$51.30						
Proration Factor: 0.9000 Tier 2 22.5 x 1.50 \$33.75						
Tier 3 130.0 x 2.26 \$293.80						

Other Charges

Administrative Fees (Prepaid) \$0.00						
Capacity Fees (Prepaid) \$0.00						
Deposit Interest Refund \$0.00						
Current Charges \$456.27						
Previous Balance \$0.00						
Late Charge (If Applicable) \$0.00						
TOTAL AMOUNT DUE \$456.27						

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$456.27 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$1101.44 was posted to your account on 08/19/2019.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206136

1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

ADDRESSEE:

6102 1 AB 0.409 17-17



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



Bill Summary

Bill Date	09/05/19
Current Charges	\$456.27
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$456.27

MAIL PAYMENT TO:

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

Customer #: 00201224

Route #: MC05521392

Service Address: 566-1 Oakleaf Village Parkway Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

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

Base Charges (Prepaid)					\$123.86
Consumption Charges	Tier 1	108.0	x	0.76	\$82.08
Proration Factor: 0.9000	Tier 2	36.0	x	1.50	\$54.00
	Tier 3	288.0	x	2.26	\$650.88

Other Charges

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

Current Charges	\$910.82
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$910.82

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$910.82 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$1469.41 was posted to your account on 08/19/2019.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

ADDRESSEE:

6100 1 AB 0.409 17-17



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



Bill Summary

Bill Date	09/05/19
Current Charges	\$910.82
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$910.82

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
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

Customer #: 00191992

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

Route #: MC05520506

Water

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

Base Charges (Prepaid)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
58743864	2	09/01/19	27	576	583	7
Base Charges (Prepaid)						\$123.86
Consumption Charges	Tier 1	7.0	x	0.76	\$5.32	
Proration Factor: 0.9000	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	\$129.18
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$129.18

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Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$129.18 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$144.38 was posted to your account on 08/19/2019.

Please return this portion with payment

Bill Summary



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

Bill Date	09/05/19
Current Charges	\$129.18
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$129.18

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6099 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
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

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)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

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

Base Charges (Prepaid)					\$23.26
Consumption Charges	Tier 1	6.0	x	0.76	\$4.56
Proration Factor: 0.9000	Tier 2	0.0	x	1.50	\$0.00
	Tier 3	0.0	x	2.26	\$0.00

Other Charges

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

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

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$27.82 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$28.58 was posted to your account on 08/19/2019.

Please return this portion with payment

Bill Summary



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

Bill Date	09/05/19
Current Charges	\$27.82
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.82

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6109 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
Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

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) 09/05/19 to 10/04/19 \$0.00						
Consumption Charges Tier 1 0.0 x 0.00 \$0.00						
Proration Factor: 0.0000 Tier 2 0.0 x 0.00 \$0.00						
Tier 3 0.0 x 0.00 \$0.00						
Tier 4 0.0 x 0.00 \$0.00						

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
71191253	.75	09/01/19	27	1348	1351	3
Base Charges (Prepaid) \$23.26						
Consumption Charges Tier 1 3.0 x 0.76 \$2.28						
Proration Factor: 0.9000 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 \$25.54						
Previous Balance \$0.00						
Late Charge (If Applicable) \$0.00						
TOTAL AMOUNT DUE \$25.54						

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$25.54 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.82 was posted to your account on 08/19/2019.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206381

3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521233

Route Group:27

ADDRESSEE:

6108 1 AB 0.409 17-17



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



Bill Summary

Bill Date	09/05/19
Current Charges	\$25.54
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$25.54

MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

Customer #: 00206380

Route #: MC05521159

Service Address: 1940-1 Woodworth Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
67643704	.75	09/01/19	27	2054	2058	4
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	4.0	x	0.76	\$3.04	
Proration Factor: 0.9000	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
TOTAL AMOUNT DUE	\$26.30

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$26.30 by 9/26/2019 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 08/19/2019.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

ADDRESSEE:

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	09/05/19
Current Charges	\$26.30
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$26.30

MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

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)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70067264	.75	09/01/19	27	245	256	11
Base Charges (Prepaid)						\$23.26
Consumption Charges	Tier 1	11.0	x	0.76	\$8.36	
Proration Factor: 0.9000	Tier 2	0.0	x	1.50	\$0.00	
	Tier 3	0.0	x	2.26	\$0.00	

Other Charges

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

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$31.62 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$32.38 was posted to your account on 08/19/2019.

Please return this portion with payment



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:

6106 1 AB 0.409 17-17



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



Bill Summary

Bill Date	09/05/19
Current Charges	\$31.62
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$31.62

MAIL PAYMENT TO:



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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 09/05/2019

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)	09/05/19 to 10/04/19					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
71385119	1	09/01/19	27	171	171	0
Base Charges (Prepaid)						\$38.70
Consumption Charges	Tier 1	0.0	x	0.76	\$0.00	
Proration Factor: 0.9000	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	\$38.70
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$38.70

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 10, 2019, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

The Board will discuss the proposed Water, Sewer and Reclaimed Water Consumption and Base increase of 4%.

Conserving Clay Tip: Irrigate efficiently. Only irrigate when rain has been inadequate and use the proper sprinkler heads for each area.

Please pay \$38.70 by 9/26/2019 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$41.74 was posted to your account on 08/19/2019.

Please return this portion with payment



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:

6105 1 AB 0.409 17-17



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



Bill Summary

Bill Date	09/05/19
Current Charges	\$38.70
Current Charges Past Due After	09/26/19
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$38.70

MAIL PAYMENT TO:



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



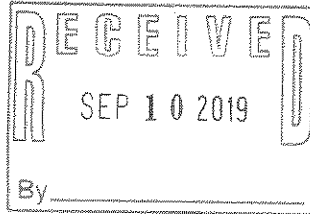
Remit To: Clay County Sheriff's Office
PO Box 548/901 N. Orange Ave
Green Cove Springs, FL 32043
(904) 284-7575

Invoice Number: SSI09160
Invoice Date: 9/10/2019
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 9/25/2019
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 9/10/2019
Our Order No
SalesPerson

2.32.572.34510
285

Item/Description	Unit	Order Qtv	Quantitv	Unit Price	Total Price
Fees-2nd Employment Admin Fee-AUGUST 2019		212	212	5.00	1,060.00/2=\$530.00
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2=\$187.50

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 1,435.00

Subtotal: 1,435.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,435.00/2

\$ 717.50

OAKLEAF PLANTATION CDD	8/1/2019	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	8/2/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	8/2/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	8/3/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	8/3/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	8/4/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	8/6/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	8/7/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	8/8/2019	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	8/9/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	8/10/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	8/11/2019	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	8/12/2019	7223	SOLIS, EVA	6.00
OAKLEAF PLANTATION CDD	8/13/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	8/14/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	8/15/2019	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	8/16/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	8/16/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	8/17/2019	7223	SOLIS, EVA	6.00
OAKLEAF PLANTATION CDD	8/17/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	8/18/2019	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	8/19/2019	7223	SOLIS, EVA	2.00
OAKLEAF PLANTATION CDD	8/20/2019	6534	SIMMONS, BENJAMIN A	6.00
OAKLEAF PLANTATION CDD	8/21/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	8/23/2019	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	8/23/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	8/24/2019	7223	SOLIS, EVA	6.00
OAKLEAF PLANTATION CDD	8/24/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	8/25/2019	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	8/26/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	8/28/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	8/29/2019	7321	DRURY, JOHN R.	6.00
OAKLEAF PLANTATION CDD	8/30/2019	7223	SOLIS, EVA	6.00
OAKLEAF PLANTATION CDD	8/30/2019	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	8/31/2019	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	8/31/2019	7036	MACK, ANDRE D.	6.00
			TOTAL	212.00



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

Statement Date: 08/29/2019

GROUP BILLING

Page 2



Web Address
 clayelectric.com

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

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
1121032-1	4995700	07/29/2019	08/26/2019	1,125.00	-1,125.00	.00	861.00	861.00
	4995718	07/29/2019	08/26/2019	370.00	-370.00	.00	216.00	216.00
	5217088	07/29/2019	08/26/2019	3,601.00	-3,601.00	.00	3,438.00	3,438.00
	5347943	07/29/2019	08/26/2019	147.00	-147.00	.00	89.00	89.00
	5379615	08/01/2019	08/29/2019	2,141.00	-2,141.00	.00	2,141.00	2,141.00
	5715289	08/01/2019	08/29/2019	98.00	-98.00	.00	98.00	98.00
	5774021	07/10/2019	08/26/2019	25.00	-25.00	.00	40.00	40.00
	6875140	07/29/2019	08/26/2019	99.00	-99.00	.00	30.00	30.00
	6912612	07/30/2019	08/26/2019	40.00	-40.00	.00	26.00	26.00
	6912620	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912653	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912661	07/30/2019	08/26/2019	40.00	-40.00	.00	25.00	25.00
	6912687	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912695	07/24/2019	08/26/2019	35.00	-35.00	.00	26.00	26.00
	6912703	07/26/2019	08/26/2019	40.00	-40.00	.00	28.00	28.00
	6912729	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912737	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912752	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912760	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912778	07/29/2019	08/26/2019	27.00	-27.00	.00	27.00	27.00
	6912786	07/29/2019	08/26/2019	26.00	-26.00	.00	34.00	34.00
	6912810	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912828	07/24/2019	08/26/2019	36.00	-36.00	.00	25.00	25.00
	6912836	07/23/2019	08/26/2019	35.00	-35.00	.00	26.00	26.00
	6912869	07/19/2019	08/26/2019	34.00	-34.00	.00	26.00	26.00
	6912877	07/17/2019	08/26/2019	28.00	-28.00	.00	37.00	37.00
	6912893	07/10/2019	08/26/2019	25.00	-25.00	.00	41.00	41.00
	6912901	07/10/2019	08/26/2019	25.00	-25.00	.00	42.00	42.00
	6912919	07/10/2019	08/26/2019	25.00	-25.00	.00	41.00	41.00
	6912927	07/10/2019	08/26/2019	25.00	-25.00	.00	43.00	43.00
	6912943	07/29/2019	08/26/2019	28.00	-28.00	.00	27.00	27.00
	6912950	07/24/2019	08/26/2019	36.00	-36.00	.00	26.00	26.00
	6912968	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00
	6912976	07/29/2019	08/26/2019	26.00	-26.00	.00	26.00	26.00

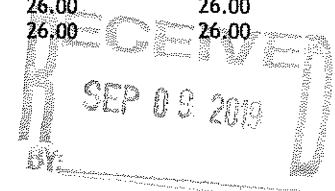
* Credits only affect the account they are associated with.

Credits in the Total Due column will be applied to that account's next billing.

A late charge of \$5.00 or 5 percent of the delinquent amount (which ever is greater) will be added to your account, if payment is not received within 24 days of billing.

When Paying in Person: Bring entire bill with you.

When Paying By Mail: Return this portion with your payment.



Group Invoice 9181

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 11,171.00

Due Date 09/12/2019

Total Amount Due 11,171.00

77042-30A
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649

00000127



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

Statement Date: 08/29/2019

GROUP BILLING

Page 3



Web Address
clayelectric.com

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

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
	7131527	07/29/2019	08/26/2019	27.00	-27.00	.00	26.00	26.00
	7332257	07/10/2019	08/26/2019	239.00	-239.00	.00	360.00	360.00
	7332265	08/01/2019	08/29/2019	212.00	-212.00	.00	212.00	212.00
	8684243	07/30/2019	08/26/2019	41.00	-41.00	.00	26.00	26.00
	8763369	07/12/2019	08/27/2019	1,781.00	-1,781.00	.00	2,874.00	2,874.00
							Subtotal	11,171.00

00000129



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 4



Web Address
clayelectric.com

Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST	Loc	370 OAKLEAF VILLAGE PKWY				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	08/26/2019	2045	2447	20	8040	29	499570	151851973	
		Previous Bill Amount						1,125.00	
		Invoice Payment						-1,125.00	
Dem Read	1.473	Previous Balance						.00	
Dem Use	29.460	Energy						653.65	
		Access Charge						23.00	
		Power Cost Adjustment X 8040 KWH						139.90	
		FLA Gross Receipts Tax						20.92	
		Clay Co Public Ser Utility Tax						23.31	
		Operation Round Up						0.22	
		CURRENT CHARGES						861.00	
		TOTAL DUE						861.00	
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	08/26/2019	396	442	40	1840	29	499571	152192893	
		Previous Bill Amount						370.00	
		Invoice Payment						-370.00	
Dem Read	0.128	Previous Balance						.00	
Dem Use	5.120	Energy						149.59	
		Access Charge						23.00	
		Power Cost Adjustment X 1840 KWH						32.02	
		FLA Gross Receipts Tax						5.25	
		Clay Co Public Ser Utility Tax						6.04	
		Operation Round Up						0.10	
		CURRENT CHARGES						216.00	
		TOTAL DUE						216.00	
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	08/26/2019	1612	2076	80	37120	29	499532	151851971	
		Previous Bill Amount						3,601.00	
		Invoice Payment						-3,601.00	
Dem Read	0.901	Previous Balance						.00	
Dem Use	72.080	Energy						2,227.20	
		Access Charge						80.00	
		Demand						313.55	
		Power Cost Adjustment X 37120 KWH						645.89	
		FLA Gross Receipts Tax						83.71	
		Clay Co Public Ser Utility Tax						87.49	
		Operation Round Up						0.16	
		CURRENT CHARGES						3,438.00	
		TOTAL DUE						3,438.00	
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	08/26/2019	3635	4250	1	615	29	534794	151850976	
		Previous Bill Amount						147.00	
		Invoice Payment						-147.00	
		CURRENT CHARGES						89.00	
		TOTAL DUE						89.00	

00000129



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 5



Web Address
clayelectric.com

Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3926 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read	6.404		Previous Balance						.00
Dem Use	6.404		Energy						50.00
			Access Charge						23.00
			Power Cost Adjustment X 615 KWH						10.70
			FLA Gross Receipts Tax						2.14
			Clay Co Public Ser Utility Tax						2.63
			Operation Round Up						0.53
						CURRENT CHARGES			89.00
						TOTAL DUE			89.00
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	08/26/2019	1	8	1	7	48	577402	154521993
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						36.80
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.96
			Clay Co Public Ser Utility Tax						1.49
			Operation Round Up						0.06
						CURRENT CHARGES			40.00
						TOTAL DUE			40.00

00000130



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 6



Web Address
clayelectric.com

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	08/26/2019	2068	2115	1	47	29	687514	152024620
Dem Read Dem Use			Previous Bill Amount		99.00				
			Invoice Payment		-99.00				
			Previous Balance		.00				
			Energy		3.82				
			Access Charge		23.00				
			Power Cost Adjustment X 47 KWH		0.82				
			FLA Gross Receipts Tax		0.71				
			Clay Co Public Ser Utility Tax		1.05				
			Operation Round Up		0.60				
			CURRENT CHARGES		30.00				
						TOTAL DUE		30.00	

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	08/26/2019	0	8	1	8	28	691261	154533579
Dem Read Dem Use			Previous Bill Amount		40.00				
			Invoice Payment		-40.00				
			Previous Balance		.00				
			Energy		0.65				
			Access Charge		23.00				
			Power Cost Adjustment X 8 KWH		0.14				
			FLA Gross Receipts Tax		0.60				
			Clay Co Public Ser Utility Tax		0.94				
			Operation Round Up		0.67				
			CURRENT CHARGES		26.00				
						TOTAL DUE		26.00	

Sub ID 1	Acct # 6912620	Name	DOUBLE BRANCH COMM DEV DIST		Loc 304 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	45	54	1	9	29	691262	151835286
Dem Read Dem Use			Previous Bill Amount		26.00				
			Invoice Payment		-26.00				
			Previous Balance		.00				
			Energy		0.73				
			Access Charge		23.00				
			Power Cost Adjustment X 9 KWH		0.16				
			FLA Gross Receipts Tax		0.62				
			Clay Co Public Ser Utility Tax		0.95				
			Operation Round Up		0.54				
			CURRENT CHARGES		26.00				
						TOTAL DUE		26.00	

Sub ID 1	Acct # 6912653		Name DOUBLE BRANCH COMM DEV DIST			Loc 603 OAKLEAF VILLAGE PKWY # 2			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	08/26/2019	9	16	1	7	29	691265	154517934	
		Previous Bill Amount					26.00		
		Invoice Payment					<u>-26.00</u>		
		CURRENT CHARGES					<u>26.00</u>		
		TOTAL DUE					26.00		

00000131



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 7



Web Address
clayelectric.com

Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc 603 OAKLEAF VILLAGE PKWY # 2					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						23.00
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.77
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912661	Name	DOUBLE BRANCH COMM DEV DIST	Loc 602 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	0	0	1	0	28	691266	154533626
			Previous Bill Amount						40.00
			Invoice Payment						-40.00
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	08/26/2019	8	16	1	8	29	691268	152058372
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.65
			Access Charge						23.00
			Power Cost Adjustment X 8 KWH						0.14
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.67
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912695	Name	DOUBLE BRANCH COMM DEV DIST	Loc 529 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	0	8	1	8	34	691269	154529665
			Previous Bill Amount						35.00
			Invoice Payment						-35.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.65
			Access Charge						23.00
			Power Cost Adjustment X 8 KWH						0.14
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.67
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

00000132



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 8



Web Address
clayelectric.com

Sub ID 1	Acct # 6912703		Name		DOUBLE BRANCH COMM DEV DIST		Loc 3925 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
	GS	08/26/2019	0	24	1	24	32	691270	154534637	
Dem Read Dem Use	Previous Bill Amount								40.00	
	Invoice Payment								-40.00	
	Previous Balance								.00	
	Energy								1.95	
	Access Charge								23.00	
	Power Cost Adjustment X 24 KWH								0.42	
	FLA Gross Receipts Tax								0.65	
	Clay Co Public Ser Utility Tax								0.99	
	Operation Round Up								0.99	
	CURRENT CHARGES								28.00	
TOTAL DUE								28.00		
<hr/>										
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	08/26/2019	14	26	1	12	29	691272	154517617	
Dem Read Dem Use	Previous Bill Amount								26.00	
	Invoice Payment								-26.00	
	Previous Balance								.00	
	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		
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Sub ID 1	Acct # 6912737		Name		DOUBLE BRANCH COMM DEV DIST		Loc 3859 PLANTATION OAKS BLVD # 1			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
	GS	08/26/2019	7	14	1	7	29	691273	154517616	
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		
<hr/>										
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	08/26/2019	47	56	1	9	29	691275	151839081	
	Previous Bill Amount								26.00	
	Invoice Payment								-26.00	
	CURRENT CHARGES								26.00	
	TOTAL DUE								26.00	

00000133



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 9



Web Address
clayelectric.com

Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912760	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3800 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	40	53	1	13	29	691276	152021602
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.06
			Access Charge						23.00
			Power Cost Adjustment X 13 KWH						0.23
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.12
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	63	83	1	20	29	691277	152033170
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.63
			Access Charge						23.00
			Power Cost Adjustment X 20 KWH						0.35
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.98
			Operation Round Up						0.40
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST	Loc	465 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	39	122	1	83	29	691278	152030424
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			34.00
						TOTAL DUE			34.00



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 10



Web Address
clayelectric.com

Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST		Loc 465 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						6.75
			Access Charge						23.00
			Power Cost Adjustment X 83 KWH						1.44
			FLA Gross Receipts Tax						0.80
			Clay Co Public Ser Utility Tax						1.15
			Operation Round Up						0.86
						CURRENT CHARGES			34.00
						TOTAL DUE			34.00
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	08/26/2019	25	33	1	8	29	691281	152030422
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.65
			Access Charge						23.00
			Power Cost Adjustment X 8 KWH						0.14
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.67
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912828	Name	DOUBLE BRANCH COMM DEV DIST		Loc 728 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	0	2	1	2	12	691282	152054493
	GS	08/14/2019	0	0	1	0	22	691282	154534382
			Previous Bill Amount						36.00
			Invoice Payment						-36.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.16
			Access Charge						23.00
			Power Cost Adjustment X 2 KWH						0.03
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.29
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST		Loc 721 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	0	7	1	7	35	691283	154532169
			Previous Bill Amount						35.00
			Invoice Payment						-35.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

00000135



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 11



Web Address
clayelectric.com

Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST	Loc 721 BELLSHIRE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						23.00
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.77
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912869	Name	DOUBLE BRANCH COMM DEV DIST	Loc 715-1 WAKEMOUNT DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	0	13	1	13	39	691286	154529951
			Previous Bill Amount						34.00
			Invoice Payment						-34.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.06
			Access Charge						23.00
			Power Cost Adjustment X 13 KWH						0.23
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.12
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3219 STONEBRIER RIDGE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	0	26	1	26	41	691287	154528294
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
Dem Read			Previous Balance						.00
Dem Use			Energy						2.11
			Access Charge						31.43
			Power Cost Adjustment X 26 KWH						0.45
			FLA Gross Receipts Tax						0.87
			Clay Co Public Ser Utility Tax						1.33
			Operation Round Up						0.81
						CURRENT CHARGES			37.00
						TOTAL DUE			37.00
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	08/26/2019	2	17	1	15	48	691289	154521991
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
						CURRENT CHARGES			41.00
						TOTAL DUE			41.00



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 12



Web Address
clayelectric.com

Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST	Loc	576-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.22
			Access Charge						36.80
			Power Cost Adjustment X 15 KWH						0.26
			FLA Gross Receipts Tax						0.98
			Clay Co Public Ser Utility Tax						1.51
			Operation Round Up						0.23
						CURRENT CHARGES			41.00
						TOTAL DUE			41.00
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	08/26/2019	3	23	1	20	48	691290	154521987
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.63
			Access Charge						36.80
			Power Cost Adjustment X 20 KWH						0.35
			FLA Gross Receipts Tax						0.99
			Clay Co Public Ser Utility Tax						1.53
			Operation Round Up						0.70
						CURRENT CHARGES			42.00
						TOTAL DUE			42.00
Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST	Loc	498 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	2	14	1	12	48	691291	154521988
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.98
			Access Charge						36.80
			Power Cost Adjustment X 12 KWH						0.21
			FLA Gross Receipts Tax						0.97
			Clay Co Public Ser Utility Tax						1.51
			Operation Round Up						0.53
						CURRENT CHARGES			41.00
						TOTAL DUE			41.00
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	08/26/2019	4	32	1	28	48	691292	154517592
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
						CURRENT CHARGES			43.00
						TOTAL DUE			43.00

00000137



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 13



Web Address
clayelectric.com

Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3442-1 WORTHINGTON OAKS DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						2.28
			Access Charge						36.80
			Power Cost Adjustment X 28 KWH						0.49
			FLA Gross Receipts Tax						1.01
			Clay Co Public Ser Utility Tax						1.55
			Operation Round Up						0.87
						CURRENT CHARGES			43.00
						TOTAL DUE			43.00
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	08/26/2019	133	153	1	20	29	691294	151839080
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.63
			Access Charge						23.00
			Power Cost Adjustment X 20 KWH						0.35
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.98
			Operation Round Up						0.40
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912950	Name	DOUBLE BRANCH COMM DEV DIST	Loc	373 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	0	9	1	9	34	691295	154532124
			Previous Bill Amount						36.00
			Invoice Payment						-36.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST	Loc	308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	49	57	1	8	29	691296	151835285
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 14



Web Address
clayelectric.com

Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST	Loc	308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.65
			Access Charge						23.00
			Power Cost Adjustment X 8 KWH						0.14
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.67
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912976	Name	DOUBLE BRANCH COMM DEV DIST	Loc	358 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	33	40	1	7	29	691297	151839078
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						23.00
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.77
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/26/2019	66	78	1	12	29	713152	151837342
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.98
			Access Charge						23.00
			Power Cost Adjustment X 12 KWH						0.21
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.24
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3168 STONEBRIER RIDGE DR NEXTT				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	08/20/2019	3375	6021	1	2646	42	489354	07557514
	GS	08/26/2019	0	432	1	432	6	489354	154356830
			Previous Bill Amount						239.00
			Invoice Payment						-239.00
						CURRENT CHARGES			360.00
						TOTAL DUE			360.00

00000139



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 15



Web Address
clayelectric.com

Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3168 STONEBRIER RIDGE DR	NEXTT			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read	7.960		Previous Balance						.00
Dem Use	7.960		Energy						250.24
			Access Charge						36.80
			Power Cost Adjustment X 2646 KWH						53.56
			FLA Gross Receipts Tax						8.73
			Clay Co Public Ser Utility Tax						10.04
			Operation Round Up						0.63
						CURRENT CHARGES			360.00
						TOTAL DUE			360.00
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	08/26/2019	0	5	1	5	28	868424	154533629
			Previous Bill Amount						41.00
			Invoice Payment						-41.00
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
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	08/27/2019	78845	6101	1	27256	47	8763369	13794545
			Previous Bill Amount						1,781.00
			Invoice Payment						-1,781.00
Dem Read	31.120		Previous Balance						.00
Dem Use	31.120		Energy						2,215.91
			Access Charge						36.03
			Power Cost Adjustment X 27256 KWH						474.25
			FLA Gross Receipts Tax						69.85
			Clay Co Public Ser Utility Tax						77.34
			Operation Round Up						0.62
						CURRENT CHARGES			2,874.00
						TOTAL DUE			2,874.00

00000140



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

Statement Date: 08/29/2019

GROUP BILLING DETAIL

Page 16



Web Address
clayelectric.com

Sub-Group # 1 Current Charges

11,171.00



Ph: 516-933-4900
Fx: 516-933-4910

Invoice

Invoice #	126949
Invoice Date	9/3/2019
Payment Due	10/3/2019

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

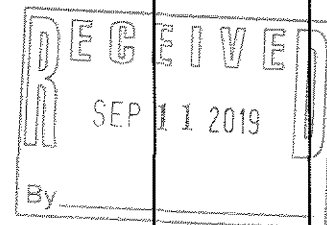
Ship To
Jay Soriano GMS LLC 370 Oakleaf Village Pkwy Orange Park, FL 32065

P.O. Number / Job Name	Terms	Rep	Account #	Ship/Ready	F.O.B.	Web Order#
PO JS082719	Net 30	CP	23908	8/27/2019	FCA NY	236156
Qty	Item Code	Description			Price Each	Amount
2	NC-5M-B3	Nuvico 3.6mm 10PPS @ 5MP Outdoor IR Day/Night WDR Bullet IP Security Camera 12VDC/PoE			75.00	150.00
4	KEZ-C2DR28V12N	KT&C 1080p 2.8~12mm Day/Night Outdoor Dome HD-TVI Security Camera 12VDC/24VAC			91.00	364.00
1	KT-300PCB512	Kantech Door controller with 512K memory (PCB only) and accessory kit (KT-300-ACC)			794.00	794.00
2	TCT-2M-E2	Nuvico 2.8mm Fixed Lens 1080p HD-TVI Outdoor IR Day/Night DWDR Eyeball Camera 12VDC			65.00	130.00
2	TCT-2M-OV2	Nuvico 2.8mm Fixed Lens 1080p HD-TVI Outdoor IR Day/Night DWDR Mini Dome Camera 12VDC			75.00	150.00
1	DCM21-6-10	DC Power Pigtail Male Plug - 6 Inch Lead - 10 Pack			6.00	6.00
1	UPS Ground Commercial	UPS Ground Shipping - Commercial 1ZE065094278340982			79.15	79.15

Code to:

2-330-572-49300 (\$436.58)

Middle Village Rec Passes



2-330-572-6200 (\$397.00)

Subtotal \$1,673.15

Double Branch Rec. Passes

Sales Tax (0.0%) \$0.00

Please make all checks payable to "DWG"
2-320-572-63100 (\$839.57)

Total \$1,673.15

This invoice is subject to the terms and conditions posted at www.dwgdistribution.com.

Double Branch rep. and replace

Payments/Credits \$0.00

Balance Due \$1,673.15

INVOICE



Customer	Double Branch Community Development District
Acct #	282
Date	09/10/2019
Customer Service	Kristina Rudez
Page	1 of 1

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

Payment Information	
Invoice Summary	\$ 558.00
Payment Amount	
Payment for:	Invoice#9448
100118544	

Thank You

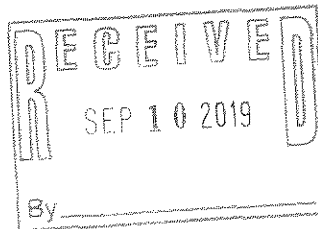
Please detach and return with payment



Customer: Double Branch Community Development District

2 · 31,513.45
262

Invoice	Effective	Transaction	Description	Amount
9448	07/18/2019	Policy change	Policy #100118544 10/01/2018-10/01/2019 Florida Insurance Alliance Package - Updated Prop SOV Due Date: 9/10/2019	558.00



Total

\$ 558.00

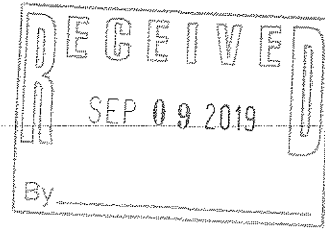
Thank You

FOR PAYMENTS SENT OVERNIGHT:

Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC	(321)233-9939	Date
Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	sclimer@egisadvisors.com	09/10/2019

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - FELICITAS CARTER
Date: September 7, 2019 at 10:26 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – JULY 27, 2019
- RESIDENT – FELICITAS 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#: 5
 - BATCH#: 140
 - INVOICE#: 5
 - APPROVAL CODE: 00379A
 - AMOUNT: \$100.00

2-300-369-103
575

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
05/16/19	05/16/19	07/27/19	Felicitas "Cici" Carter - 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, September 10, 2019 and WEDNESDAY, September 11, 2019, therefore, if you require immediate attention please email me or leave a message at 904-77 earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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



5021 Stepp Avenue
Jacksonville, FL 32216
Phone (904) 737-3511

INVOICE

Invoice Date	Invoice #
9/9/2019	104395
Customer PO #	

Remit Payments To:
P.O. Box 551629
Jacksonville, FL 32255

Bill To: OA003
Double Branch Systems
Middle Village
370 Oak Leaf
Orange Park, FL 32065

Site of Service/Delivery:
Oakleaf Plantation
Full Service Fire Alarm
370 Oakleaf Village Parkway
Orange Park FL 32065

Conditions of Sale

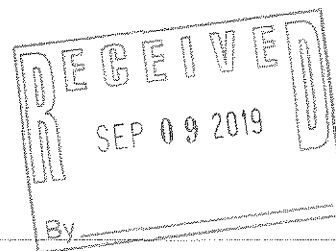
JSC Systems, Inc. (JSC) shall have the title to and the right to possession of the equipment until the receipt of total payment. All accounts are payable in Duval County, Florida. Failure to pay the amount due shall constitute a default and JSC may repossess the equipment without notice. Purchaser agrees to pay JSC's cost and expense of collection and/or repossession, including the maximum attorney's fees permitted by law.

JSC Job #	Terms	Date Shipped	Ship Via
JSVF-036	Due Upon Receipt	09/09/2019	

Quantity	Item / Description	Unit Price	Amount
1.00	Annual Full Service Fire Alarm Maintenance and Inspection for the period of 10/01/2019 - 09/30/2020.	706.00	706.00
Code to: 2-330-572-4661 Double Branch Preventative contracts			
<div>RECEIVED SEP 11 2019 By _____</div>			

Sub-Total	Sales Tax	Total Due
706.00	0.00	706.00

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - LAURA GARCIA
Date: September 7, 2019 at 9:24 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SUNDAY) 11:00 A.M.. to 3:00 P.M.
- DATE OF VENUE – JULY 28, 2019
- RESIDENT – LAURA GARCIA
- ADDRESS – 849 STALLION WAY, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via VISA (5559)
 - DATED: 7/12/19
 - SEQ#: 4
 - BATCH#: 156
 - INVOICE: 4
 - APPROVAL CODE: 024815
 - AMOUNT: \$100.00

2.300.369.103
765

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
07/12/19	07/12/19	07/28/19	Laura Garcia - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

I will be out of the office TUESDAY, September 10, 2019 and WEDNESDAY, September 11, 2019, therefore, if you require immediate attention please email me or leave a message at 904-77 earliest opportunity.

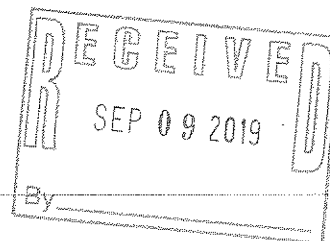
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - LILLEIRA McKENZIE
Date: September 7, 2019 at 9:29 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (SATURDAY) 10:00 A.M., to 2:00 P.M.
- DATE OF VENUE – AUGUST 3, 2019
- RESIDENT – LILLEIRA McKENZIE
- ADDRESS – 3794 PONDVIEW STREET, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via VISA (3272)
 - DATED: 7/15/19
 - SEQ#: 2
 - BATCH#: 157
 - INVOICE: 24
 - APPROVAL CODE: 078258
 - AMOUNT: \$100.00

2-300-369-103
764

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
07/15/19	07/15/19	08/03/19	Lilleira McKenzie - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

I will be out of the office TUESDAY, September 10, 2019 and WEDNESDAY, September 11, 2019, therefore, if you require immediate attention please email me or leave a message at 904-77 earliest opportunity.

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

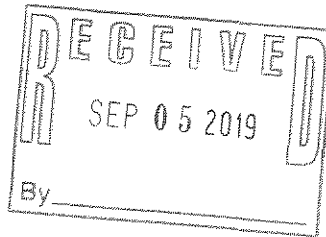
Governmental Management Services

www.OakLeafResidents.com

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Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: SEPTEMBER 5, 2019
WEEK OF: 8/23/19-8/29/19

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
8/23/19	MIACHEL BURNS	1500-2100	6	30.00	180.00
8/23/19	ANDRE MACK	1730-2330	6	30.00	180.00
8/24/19	EVA SOLIS	1715-2315	6	30.00	180.00
8/24/19	ANDRE MACK	1730-2330	6	30.00	180.00
8/25/19	JENNIFER COOPER	1700-2300	6	30.00	180.00
8/26/19	ANDRE MACK	1730-2330	6	30.00	180.00
8/28/19	MATTHEW WILLIAMS	1700-2300	6	30.00	180.00
8/29/19	JOHN DRURY	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1440.00/2
					\$ 720.00

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

THANK YOU FOR YOUR BUSINESS!

V-208

(B)

002, 320, 372, 34570

Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: SEPTEMBER 9, 2019
WEEK OF: 8/30/19-9/5/19

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

2-32-572-34510

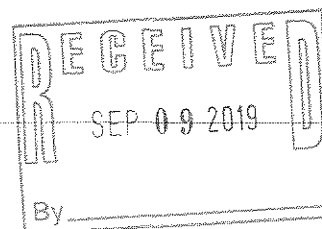
208

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
8/30/19	EVA SOLIS	1700-2300	6	30.00	180.00
8/30/19	ANDRE MACK	1800-0000	6	30.00	180.00
8/31/19	MATTHEW WILLIAMS	1600-2200	6	30.00	180.00
8/31/19	ANDRE MACK	1830-0030	6	30.00	180.00
9/1/19	BRYAN SMITH	1700-2300	6	30.00	180.00
9/4/19	MATTHEW WILLIAMS	1800-2230	4.5	30.00	135.00
9/5/19	DAVID VOLLER	1630-2200	5.5	30.00	165.00
DEPUTY SIGNATURE:				TOTAL	\$1200.00/z
					\$600.00

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

THANK YOU FOR YOUR BUSINESS!

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MIRIAM SIMMONS
Date: September 7, 2019 at 9:41 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – SEPTEMBER 21, 2019
- RESIDENT – MIRIAM SIMMONS
- ADDRESS – 1094 MAPLE LANE ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - CANCELLED via email dated Aug 22, 2019, 7:25 PM (DEPOSIT ONLY IS REFUNDABLE)
- DEPOSIT was via VISA (credit card machine is inoperable):
 - DATED: 6/22/19
 - SEQ#: 2
 - BATCH# 151
 - INVOICE#: 2
 - APPROVAL CODE: 355147
 - AMOUNT: \$100.00

2-300-369-103
763

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
06/22/19	06/22/19	09/21/19	Miriam Simmons - 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, September 10, 2019 and WEDNESDAY, September 11, 2019, therefore, if you require immediate attention please email me or leave a message at 904-77 earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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



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

Invoice

Date 9/1/2019

Invoice # 131295588018

Terms	Net 20
Due Date	9/21/2019
PO #	
Customer #	13OAK102

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,999.31
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18

V-186 (B)
2,320.572,463

Total 2,107.49
Amount Due \$2,107.49

Remittance Slip

Customer
13OAK102
Invoice #
131295588018

Amount Due \$2,107.49

Amount Paid

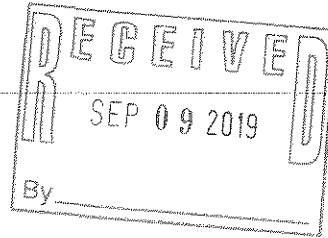
Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295588018

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - THOMAS BRADLEY
Date: September 7, 2019 at 9:16 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO aka Oakleaf Village PATIO (FRIDAY) 3:30 P.M.. to 7:30 P.M.
- DATE OF VENUE – AUGUST 30, 2019
- RESIDENT – THOMAS BRADLEY
- ADDRESS – 625 OAKLEAF PLANTATION PARKWAY UNIT# 915, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on COMMUNITY FIRST CU:
 - DATED: 8/3/19
 - CHECK#: 628
 - DEPOSITED: 8/3/19
 - AMOUNT: \$100.00

2.300.369.103
766

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

Thank you.

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

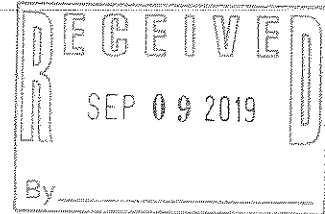
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - VALNARD STUBBS
Date: September 7, 2019 at 10:21 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – AUGUST 17, 2019
- RESIDENT – VALNARD STUBBS
- ADDRESS – 876 THOROUGHbred DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via VISA (5591):
 - DATED: 8/1/19
 - SEQ#: 2
 - BATCH#: 163
 - INVOICE#: 2
 - APPROVAL CODE: 537206
 - AMOUNT: \$100.00

2.300.369.103
762

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

Thank you.

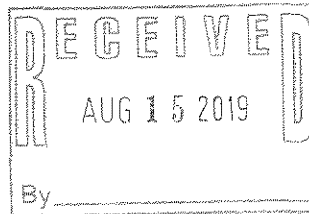
I will be out of the office TUESDAY, September 10, 2019 and WEDNESDAY, September 11, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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PROPOSAL

Mailing Address

Oakleaf Plantation
370 Oakleaf Village Parkway
Orange Park, FL 32065

Job Address

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

Date: August 12, 2019

Phone: Orange Park

Opportunity#: 1024

Job Summary:

Tree removal near Laurel Wood Dr. on the loop road.

Landscape Enhancement

Quantity	Description	Unit	Unit Price	Ext Price
1.00	Tree Removal	Ea	\$650.00	\$650.00
Landscape Enhancement Total				\$650.00

Proposal Total: \$650.00

Note: This proposal includes all labor and material necessary to complete the job.

Payment due 30 days after receipt of invoice.

All material is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

Verdego employees are fully covered by workman's compensation insurance.

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

2.320.57200.63100 672



PROPOSAL

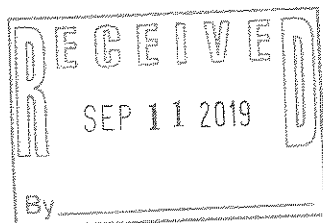
ACCEPTANCE OF PROPOSAL

I/WE have reviewed your proposal and hereby indicate our acceptance of the same, as per the scope, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

By _____
Bruno Perez
Date 8/12/2019

VerdeGo

By _____
Date _____
Oakleaf Plantation



Invoice

Invoice #: 1205

Date: 08/28/19

Customer PO:

DUE DATE: 09/27/2019

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

DESCRIPTION

#1115 - Irrigation Repair in Cannons Point
Irrigation

AMOUNT

\$120.00

Invoice Notes:

Thank you for your business!

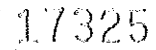
AMOUNT DUE THIS INVOICE

\$120.00

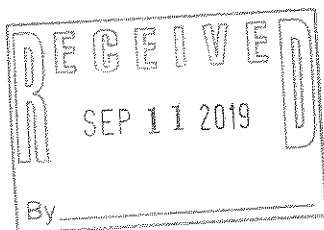
Code to:

Double Branch - Irrigation Repairs

2-320-572-35100

[illegible]

YELLOW - REQUISITIONER



Invoice

Invoice #: 1256

Date: 09/01/19

Customer PO:

DUE DATE: 10/01/2019

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

DESCRIPTION

#86 - Standard Maintenance Contract September 2019

AMOUNT

\$30,310.77

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$30,310.77

Code to:

2-320-572-4620

Double Branch Landscape Maintenance

Customer Information



XEROX CORPORATION
PO BOX 660502
DALLAS TX
75266

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

Purchase Order Number

Special Reference

Contract Number
NET 30 DAYS
Terms Of Payment

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

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

Bill To:

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

09-01-19
Invoice Date
097910646
Invoice Number
720343326
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN
AMOUNT

BASE CHARGE

SEPTEMBER

32.54

SUB TOTAL

32.54

TOTAL

32.54

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

Invoice

2.33.572.50
399

XEROX FEDERAL IDENTIFICATION #16-0468020

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

Ship To/Installed At
DOUBLE BRANCH
COMM DEV DIST
PKWY

370 OAKLEAF VILLAGE
ORANGE PARK FL
32065

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

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



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

Invoice Amount

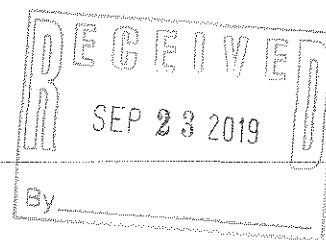
01-569-8562 4 720343326 097910646 09-01-19 THIS AMOUNT
RT004330 M 070119
03 6M7P J779 W 00000 5933 1 B15

\$32.54
VFL40

202100008070060 0979106464 0300032541 272034332688

Payment

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - ANNAZETTE FUERTE
Date: September 23, 2019 at 11:48 AM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good morning 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 – SEPTEMBER 14, 2019
- RESIDENT – ANNAZETTE FUERTE
- ADDRESS – 687 CHESTWOOD CHASE DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - (credit card machine is inoperable)
- DEPOSIT was via VISA AC# 1017:
 - DATED: 8/19/19
 - SEQ#: 2
 - BATCH# 167
 - INVOICE#: 2
 - APPROVAL CODE: 863255
 - AMOUNT: \$100.00

V-767 (B)
2,800.369.103

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

Thank you.

I will be out of the office TUESDAY, September 24, 2019 and WEDNESDAY, September 25, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

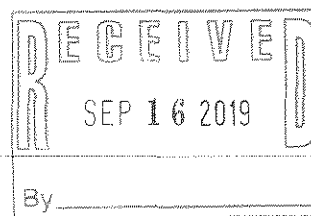
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - DAVID RUNKLES
Date: September 15, 2019 at 7:36 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (FRIDAY) 6:00 p.m. to 10:00 p.m.
- DATE OF VENUE – SEPTEMBER 6, 2019
- RESIDENT – DAVID RUNKLES
- ADDRESS – 3758 CARDINAL OAKS CIRCLE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on BANK OF AMERICA
 - DATED: 8/12/19
 - CHECK#: 280
 - DEPOSITED: 8/12/19
 - AMOUNT: \$100.00

✓-771 (B)
2,300,362.103

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

Thank you.

I will be out of the office WEDNESDAY, September 18, 2019 and THURSDAY, September 19, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

Governmental Management Services

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INVOICE

Customer	Double Branch Community Development District
Acct #	282
Date	09/13/2019
Customer Service	Kristina Rudez
Page	1 of 1

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

Payment Information	
Invoice Summary	\$ 71,629.00
Payment Amount	
Payment for:	Invoice#9653
100119544	

Thank You

Please detach and return with payment

Customer: Double Branch Community Development District

Invoice	Effective	Transaction	Description	Amount
9653	10/01/2019	Renew policy	Policy #100119544 10/01/2019-10/01/2020 Florida Insurance Alliance Package - Renew policy Due Date: 9/13/2019 <div data-bbox="803 1035 1120 1255" data-label="Image"> </div> <div data-bbox="685 1299 1247 1442" data-label="Text"> <p>V-262 (B)' Prepaid 2,300.153,101</p> </div>	71,629.00

Total

\$ 71,629.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:

Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC

(321)233-9939

Date

Lockbox 234021 PO Box 84021
 Chicago, IL 60689-4002

scilmer@egisadvisors.com

09/13/2019



INVOICE

Customer	Double Branch Community Development District
Acct #	282
Date	09/17/2019
Customer Service	Kristina Rudez
Page	1 of 1

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

Payment Information	
Invoice Summary	\$ 1,827.00
Payment Amount	
Payment for:	Invoice#9717
WC100119544	

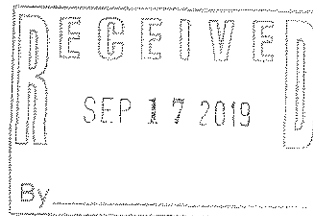
Thank You

Please detach and return with payment



Customer: Double Branch Community Development District

Invoice	Effective	Transaction	Description	Amount
9717	10/01/2019	Renew policy	Policy #WC100119544 10/01/2019-10/01/2020 Florida Insurance Alliance Expense Constant - Renew policy TRIA - Renew policy Workers Compensation - Renew policy Due Date: 9/17/2019	160.00 13.00 1,654.00



V-262 (B) Prepaid
Prepay 2,350.155.151

				Total
				\$ 1,827.00

Thank You

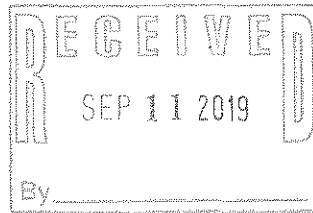
FOR PAYMENTS SENT OVERNIGHT:
Egis Insurance Advisors LLC, Fifth Third Wholesale Lockbox, Lockbox #234021, 4900 W. 95th St Oaklawn, IL 60453

Remit Payment To: Egis Insurance Advisors, LLC	(321)233-9939	Date
Lockbox 234021 PO Box 84021 Chicago, IL 60689-4002	sclimer@egisadvisors.com	09/17/2019

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



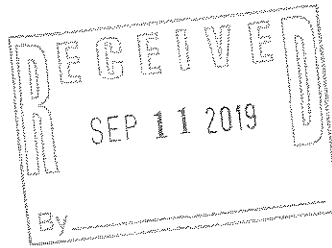
Invoice #: 2092
Invoice Date: 9/1/19
Due Date: 9/1/19
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - September 2019/Recreation		9,205.83	9,205.83
<div>2,310,513.3400</div> <div>V-92' (B)</div>			
Total			\$9,205.83
Payments/Credits			\$0.00
Balance Due			\$9,205.83

2000
9,919

Governmental Management Services, LLC
1001 Bradford Way
Kingston TN 37763

Invoice



Invoice #: 2093
Invoice Date: 9/1/19
Due Date: 9/1/19
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 - September 2019/Amenity Staff		4,041.25	4,041.25
2,310,513,340 ✓-92 (B)			
Total			\$4,041.25
Payments/Credits			\$0.00
Balance Due			\$4,041.25

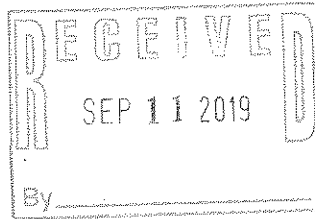
RMW
9,9,19

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

Invoice

Invoice #: 2094
Invoice Date: 9/4/19
Due Date: 9/4/19
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Event Staff through August 29, 2019	18.26	25.00	456.50
<i>Amenities Revenue</i> <i>2,369.103</i> <i>d. 300.369.103</i> ✓ <i>92</i> (B)			
Total			\$456.50
Payments/Credits			\$0.00
Balance Due			\$456.50

Rnw
9.5.19

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

Quantity	Description	Rate	Amount
----------	-------------	------	--------

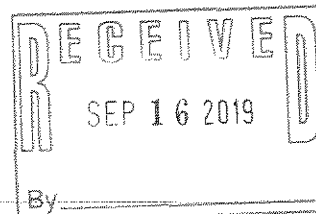
18.26	Facility Event Staff	\$ 25.00	\$
-------	----------------------	----------	----

Covers Period End: August 29, 2019

Amenities Revenue # 2-369-103

456.50

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - KAREN TRIGG
Date: September 15, 2019 at 7:29 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – SEPTEMBER 7, 2019
- RESIDENT – KAREN TRIGG
- ADDRESS – 3735-I CRESWICK CIRCLE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on BBVA:
 - DATED: 8/5/19
 - CHECK#: 1266
 - DEPOSITED: 8/5/19
 - AMOUNT: \$100.00

✓-770

(13)

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, September 18, 2019 and THURSDAY, September 19, 2019, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

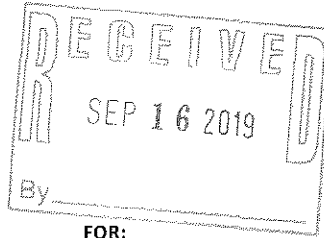
Governmental Management Services

www.OakLeafResidents.com

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

Clay County Sheriff's Office

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

INVOICE

INVOICE DATE: SEPTEMBER 16, 2019
WEEK OF: 9/6/19-9/12/19

TO:

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

FOR:

Oakleaf Amenities Manager
and
Oksana Kuzmuk

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
9/6/19	JOHN DRURY	1700-2300	6	30.00	180.00
9/6/19	BEN SIMMONS	1700-2300	6	30.00	180.00
9/7/19	ANDRE MACK	2100-0300	6	30.00	180.00
9/7/19	JENNIFER COOPER	1700-2300	6	30.00	180.00
9/8/19	BRYAN SMITH	1600-2200	6	30.00	180.00
9/9/19	EVA SOLIS	1700-2300	6	30.00	180.00
9/10/19	JONATHAN BROWN	1700-2300	6	30.00	180.00
9/11/19	JONATHAN BROWN	1700-2300	6	30.00	180.00
9/12/19	MATTHEW WILLIAMS	1615-2215	6	30.00	180.00
DEPUTY SIGNATURE:					TOTAL
					\$1620.00/2
					\$810.00

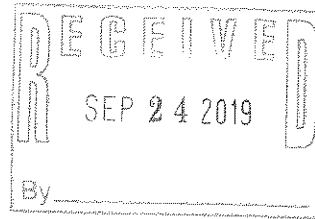
Make all checks payable to Deputy name and mail to the Sheriff's Office C/O Alyssa Rosenbaum.

THANK YOU FOR YOUR BUSINESS!

V-208 (B)
2,320.572, 34510

Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: SEPTEMBER 23, 2019
WEEK OF: 9/13/19-9/19/19

TO:

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

FOR:

Oakleaf Amenities Manager
and
Oksana Kuzmuk

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
9/13/19	DAVID VOLLER	1800-2300	6	30.00	180.00
9/13/19	ANDRE MACK	1800-0000	6	30.00	180.00
9/14/19	ANDRE MACK	1830-0030	6	30.00	180.00
9/15/19	BRYAN SMITH	1600-2200	6	30.00	180.00
9/16/19	BEN SIMMONS	1700-2300	6	30.00	180.00
9/17/19	JONATHAN BROWN	1715-2315	6	30.00	180.00
9/18/19	MATTHEW WILLIAMS	1635-2235	6	30.00	180.00
9/19/19	JOHN DRURY	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	\$1440.00/2
					= \$ 720.00

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

THANK YOU FOR YOUR BUSINESS!

V-208 (B)
2,320.572, 34510

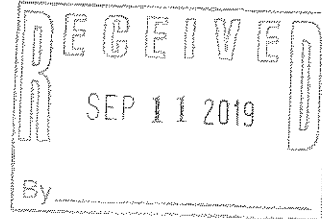
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
9/1/2019	258

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 - September 2019 2,320,572.6100 V-297 (B)	2,079.00	2,079.00
		Total	\$2,079.00

RHW

9, 3, 19

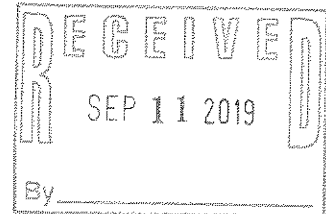
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
9/1/2019	259

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 - September 2019- Fitness 2, 33, 572, 6110 V-297 (B)	1,005.42	1,005.42
		Total	\$1,005.42

Row
9, 3, 19

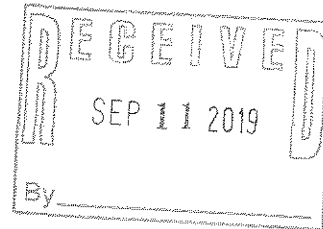
Riverside Management Services, Inc

9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Date	Invoice #
9/4/2019	260

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 - August 2019	1,272.90	1,272.90
	<i>Common Area Maint.</i> <i>2,320,572.4640</i> <i>V-237 (B)</i>		
		Total	\$1,272.90

Rmw
9,5,19

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

Service Detail

Bill To: Double Branch CDD

Invoice Date: 8/30/19

Due Date: Upon Receipt

Amount Due: \$ 1,272.90

<u>Date:</u>	<u>Description</u>	<u>Amount</u>
8/27/19	Silverleaf Split Roll Fence - 876 W	\$ 219.00
	Silverleaf Lattice Top Fence - 959 W	\$ 431.65
8/28/19	Laurelwood Lattice Top Fence - 1383 W	\$ 622.36

TOTAL AMOUNT DUE: \$ 1,272.90

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

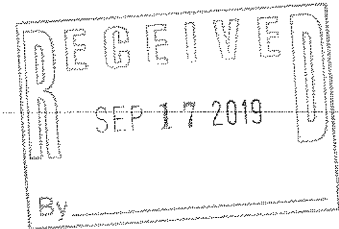
** Pressure Washing according to contract and within budget

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	\$ 1,465.65
July 2019	\$ -
Aug. 2019	\$ 1,272.90
Sept. 2019	\$ -
Balance:	<u>\$ 6,242.70</u>

Should you have any questions, please contact Rich Whetsel @ (904) 759-8923
or rwhetsel@gmsnf.com

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - SHARONDA SCOTT
Date: September 17, 2019 at 4:38 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 2:30 p.m. to 6:30 p.m.
- DATE OF VENUE – NOVEMBER 9, 2019
- RESIDENT – SHARONDA SCOTT
- ADDRESS – 510 MELDRUM LANE ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - RENTAL FEE & DEPOSIT REFUND - CANCELLED via email dated **Mon, Sep 2, 2019 at 2:15 PM**
- DEPOSIT was via VISA (credit card machine is inoperable):
 - **RENTAL FEE:**
 - DATED: 6/23/19
 - SEQ#: 1
 - BATCH#: 151
 - INVOICE#: 1
 - APPROVAL CODE: 04563C
 - AMOUNT \$200.00
 - **DEPOSIT FEE:**
 - DATED: 6/23/19
 - SEQ#: 2
 - BATCH# 152
 - INVOICE#: 2
 - APPROVAL CODE: 09395C
 - AMOUNT: \$100.00

V-768 (B)
2,800,369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
06/23/19	06/23/19	11/09/19	Sharonda Scott - OVCR DEPOSIT	DEPOSIT	\$ 100.00
06/23/19	06/23/19	11/09/19	Sharonda Scott - OVCR	4	\$ 200.00

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

Thank you.

I will be out of the office WEDNESDAY, September 18, 2019 and THURSDAY, September 19, 2019, therefore, if you require immediate attention please email me or leave a message at 904-earliest opportunity.

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

Governmental Management Services

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SoutheastFitness

REPAIR

Equipment Repair & Maintenance

14476 Duval Place West, Suite 208 • Jacksonville, FL 32218

Office: 904.683.1439 • Fax: 904.683.1624

southeastfitnessrepair@comcast.net

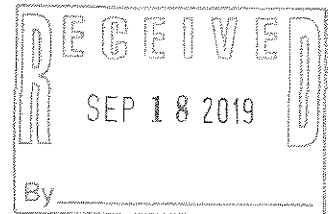
www.southeastfitnessrepair.com

Invoice # 11871A

Facility Name:	Double Branch
Facility Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Billing Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Contact & Phone:	
Reason for call:	BIMONTHLY PM VISIT 4 TREADMILLS (1 TREAD CURRENTLY OUT OF ORDER, WILL NOT INCLINE AND SHUTTING OFF) 3 ELLIPTICALS 2 BIKES 1 ROWING MACHINE 1 MULTI STATION 10 SINGLE STATIONS \$288 ROBERT & MARK

Date: 11-Sep-2019

Payment is due within 30 days of invoice date.



Description	Part #	Part Cost	QTY	Total
PM - FLAT RATE: TRAVEL + FIRST HOUR LABOR		288.00	1.00	288.00
Comments:			Parts Total	288.00
			Tax	0.00
			Balance	288.00

Technician: ROBERT PETERKIN

V-308 (13)

Thank you for your business.

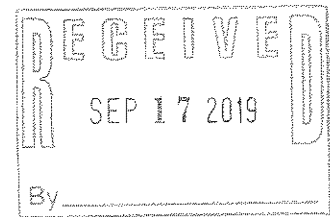
Code to:

Double Branch Fitness Center

Facility Maintenance - Preventative

2-330-572-4720

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - TRINISHA CLARK
Date: September 17, 2019 at 11:15 AM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com



Good morning Hannah,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka Oakleaf Village Clubroom (SATURDAY) 7:00 p.m. to 11:00 p.m.
- o DATE OF VENUE – SEPTEMBER 7, 2019
- o RESIDENT – TRINISHA CLARK
- o ADDRESS – 663 REESE AVENUE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00 - credit card machine is inoperable
 - DEPOSIT REFUND
- o DEPOSIT was via VISA (3162):
 - DATED: 7/18/19
 - SEQ#: 3
 - BATCH# 158
 - INVOICE#: 3
 - APPROVAL CODE: 060487
 - AMOUNT: \$100.00

V-469 (B)
2,800,369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
07/18/19	07/18/19	09/07/19	Trinisha Clark - 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, September 18, 2019 and THURSDAY, September 19, 2019, therefore, if you require immediate attention please email me or leave a message at 904- earliest opportunity.

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

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Statement Date:
9/03/19
Invoices Paid
Amount Paid
Customer Number
999548

INVOICE NUMBER 917 1488230 REMIT TO: UniFirst Corporation
 INVOICE DATE 7/29/19 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



91714882300

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE
 917 1488230

DATE
 7/29/19

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:

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 CHANGES								
		AMOUNT DUE								

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

[Signature]

SOIL PICK UP COUNT

SH _____ PT _____ OT _____ NO _____

INVOICE NUMBER 917 1488230 REMIT TO: UniFirst Corporation
INVOICE DATE 7/29/19 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



91714882300

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1488230

DATE
7/29/19

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:

904/353-4121

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 1490251 REMIT TO: UniFirst Corporation
 INVOICE DATE 8/05/19 1446 HAINES STREET
 CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



9171490251

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
 1446 HAINES STREET

JACKSONVILLE

PAGE 001
 FL 32206

INVOICE
 917 1490251

DATE
 8/05/19

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 CHANGES _____

AMOUNT DUE _____

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

X Lisa Carter

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

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

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

917 1492291
8/12/19
999548

REMIT TO:

UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE

FL 32206

RTE# 02610

DOUBLE BRANCH CDD



91714922912

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1492291

DATE
8/12/19

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	26.91			3/12	3	
		MAT-4X6 HD GREAT IMP		2	17.94			1/19	2	
		DEFE CHARGE			21.00					
		INVOICE SUB-TOTAL			65.85					

TOTAL SERVICE CHARGES _____

AMOUNT DUE _____

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

SOIL PICK UP COUNT

SH _____

PT _____

OT _____

NO _____

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

INVOICE NUMBER 917 1494320 REMIT TO: UniFirst Corporation
INVOICE DATE 8/19/19 1446 HAINES STREET
CUSTOMER# (BILL TO) 999548 JACKSONVILLE FL 32206
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ _____

9171494320/

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1494320

DATE
8/19/19

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

26.91

3/12

3

MAT-4X6 HD GREAT IMP

2

17.94

1/19

2

DEFE CHARGE

21.00

INVOICE SUB-TOTAL

65.85

TOTAL SERVICE CHANGES

AMOUNT DUE

65.85

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

SOIL PICK UP COUNT

SH

PT

OT

NO

Not

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

917 1496351
8/26/19
999548
RTE# 02610
DOUBLE BRANCH CDD

REMIT TO: UniFirst Corporation
1446 HAINES STREET
JACKSONVILLE

FL 32206



91714963513

PAYMENT AMOUNT \$ _____

- Please Detach and Return With Payment -



UniFirst Corporation
1446 HAINES STREET

JACKSONVILLE

PAGE 001
FL 32206

INVOICE
917 1496351

DATE
8/26/19

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

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				QTY.	AMOUNT					
		4X6H OAKLEAF		3	26.91			3/12	3	
		MAT-4X6 HD GREAT IMP		2	17.94			1/19	2	
		DEFE CHARGE			21.00					
		INVOICE SUB-TOTAL			65.85					

TOTAL SERVICE CHARGES _____

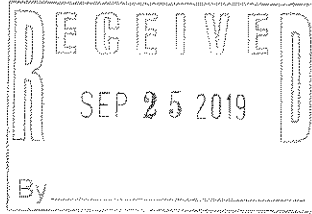
AMOUNT DUE _____

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

Lina Carter

SOIL PICK UP COUNT

SH _____ PT _____ OT _____ NO _____



Invoice

Invoice #: 1339

Date: 09/19/19

Customer PO:

DUE DATE: 10/19/2019

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

DESCRIPTION

#1299 - Irrigation Repairs at Island on Main Parkway Front Island
Irrigation

AMOUNT

\$419.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

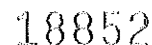
\$419.00

V-672 (B)

Code to:

Double Branch - Irrigation Repairs

2-320-572-35100



Work Order	Purchase Order	Change Order	Warranty Request	Return to Stock	Stock Removal	Return to Vendor	Requisition	Billable No Charge
Vendor Name & Address				Customer Name & Billing Address Oakleaf Plantation Double Branch 9/16				
Phone #		Contact	Job Address			Job #		
Terms:	On Account	C.O.D.	Under Contract			Purchase Order No.		
QTY.	COMMON NAME	SIZE	UNIT COST \$	TOTAL COST \$	JOB #	JOB #	JOB #	STOCK QTY.
3	4in fitting		18.00	54.00				
1	4in slip fix		145.00	145.00				
4	Labor		53.00	220.00				
Broken T on 4in Leased system along main Parkway In front Island, leak was causing flooding and Turf Damage					Cost \$			
					Less % Discount			
					Total Cost \$			
					% Sales Tax			
SHIPPING INSTRUCTIONS					Grand Total \$	419.00		
We Pick Up		We Deliver	Vendor Deliver					
Location:								
Date:			Receiving Notified:					
Time:			Scheduling Notified:					
AUTHORIZED SIGNATURE:						DATE:		

YELLOW - REQUISITIONER

AP020D
OKUZMUK

002 A/P TRANSACTIONS LISTING
DOUBLE BRANCH - REC FUND

9/26/19 14:38:32 PAGE 4

Inv	-----GENERAL LEDGER #-----		PREPAID CHECK	CSB	DUE	ACCTG	GROSS	DISC	NET		
Vend# A#	Date	FND-DPT-ACCT-SUBACT-SUBCLAS	PO#	INVOICE CHECK#	MODAYR	RTC	DATE	YEAR-MO	AMOUNT	AMOUNT	AMOUNT
00399	032019	002-330-57200-50000		96343196	000000	B	032019	2019-02	29.06	.00	29.06
		FEB BASE CHARGE									96343196
00399	032019	002-330-57200-50000		96343196	000000	B	032019	2019-03	29.06	.00	29.06
		MAR BASE CHARGE									96343196A
CLAIM #		** TOTAL **		XEROX CORPORATION					58.12	.00	58.12

0024 RECORDS	0024 INVOICES	TOTAL INVOICES	94,630.07	94,630.07
		PREPAID CHECKS	.00	.00
		VOID CHECKS	.00	.00

DBBR DOUBLE BRANCH OKUZMUK



Customer Information

Direct Inquiries and Correspondence To:

XEROX CORPORATION
P.O. BOX 660502
DALLAS, TX 75266-0502

Telephone: 888-435-6333

www.xerox.com/eSupportCentre

Ship To/Installed At
DOUBLE BRANCH
COMM DEV DIST
PKWY
370 OAKLEAF VILLAGE
ORANGE PARK FL
32065-4259

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

Purchase Order Number

Special Reference

Contract number

PAYABLE ON RECEIPT

Terms and Condition of Payment

03/20/19

Invoice Date

096343196

Invoice Number

720343326

Customer Number

Bill To:

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

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN

BASE CHARGE

02-01-19 TO 03-30-19

58.12

SUB TOTAL

58.12

TOTAL

58.12

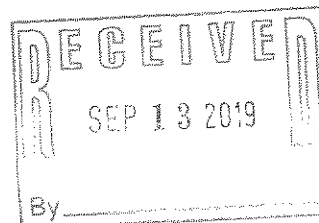
BASE BILLING FOR 02 MONTHS

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

Invoice

V-399 (B)

2,330,572.500



DUPLICATE INVOICE

XEROX FEDERAL IDENTIFICATION # 16-046-8020

Please detach the payment portion and return with your remittance

Ship To/Installed At

DOUBLE BRANCH
COMM DEV DIST
PKWY
370 OAKLEAF VILLAGE
ORANGE PARK FL
32065-4259

Bill To:

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

Send Payment To:

XEROX CORPORATION
P.O. BOX 827598
PHILADELPHIA, PA
19182-7598

For Xerox Use Only

PLEASE PAY THIS AMOUNT ->

\$58.12

015698562 720343326 096343196 03/20/19

RR002691 M 070118

VFL40

03 6M7P J779

W 00000 5933 1 B15

202100008070060

096343196

5812

720343326

Payment

FOURTH ORDER OF BUSINESS



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

September 20, 2019

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

We are pleased to confirm our understanding of the services we are to provide Double Branch Community Development District, Clay County, Florida ("the District") for the fiscal year ended September 30, 2019, with the option of two (2) additional one-year renewal. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Double Branch Community Development District as of and for the fiscal year ended September 30, 2019, with the option of two (2) additional one-year renewal. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's 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. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding 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 will 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.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards

and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Examination Objective

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

Management Responsibilities

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. Further, management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. As part of the audit, we will assist with preparation of your financial statements and related notes in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management is reliable and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. As part of our engagement, we may propose standard adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of the proposed entries and the impact they have on the financial statements.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and

recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. 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 will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may

provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Auditor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Grau & Associate's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Grau & Associates, Grau & Associates shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN.

This agreement provides for a contract period of one (1) year with the option of two (2) additional, one-year renewal upon the written consent of both parties. Our fee for these services will not exceed \$4,700 for the September 30, 2019. The fees for the fiscal years 2020 and 2021 audits will not exceed \$4,800 and \$4,900, respectively, unless there is a change in activity by the District which results in additional audit work or if Bonds are issued.

We will complete the audit within prescribed statutory deadlines, which requires the District to submit its annual audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

The District may terminate this agreement, with or without consent, upon thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the date of the notice of termination subject to any offsets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2016 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Double Branch Community Development District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates



Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Double Branch Community Development District.

By:  _____

Title: District Manager

Date: 9/23/19



PEER REVIEW PROGRAM

is proud to present this

Certificate of Recognition

to

Grau & Associates

For having a system of quality control for its accounting and auditing practice in effect for the year ended June 30, 2016 which has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and which was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

A handwritten signature in cursive script, reading "Anita Ford", written over a horizontal line.

Anita Ford, Chair
AICPA Peer Review Board
2016

FIFTH ORDER OF BUSINESS

C.

1.

Double Branch & Middle Village Work Authorization #1 FY 2020

Onsite Management and Maintenance Contract Administration

The following are the onsite services provided by Governmental Management Services, LLC:

- Onsite Community Manager is the liaison for the Community Development District Board. Attend all Community Development District meetings and provide monthly report on District operations.
- Community Manager is the on-site representative for the District Manager. Answer resident questions concerning the District / complaints/ customer service and refer to appropriate party if required.
- Community Manager provides maintenance contract administration for District recreational amenities including swimming pools, recreational fields, basketball courts, clubhouse and area parks to ensure contractors are providing services in accordance with contracts approved by the Board of Supervisors. During the annual budget process recommendations will be made to the Board as well as during contract renewals.
- Community Manager provides maintenance contract administration for landscape, security, refuse and lake maintenance contracts to ensure contractors are providing services in accordance with contracts approved by the Board of Supervisors.
- Community Manager supervises the GMS employees which manage the Aquatics and Athletic functions of the Districts.
- Community Manager interfaces with vendors for repairs, billings/payments and approval of certain invoices.
- Community Manager inspects and coordinates Amenity Center and Common Area maintenance including pest control, lighting, cleaning, trash, pressure washing, irrigation, signage, fencing and pump maintenance.
- Community Manager assists in coordinating special events during the planning stages and working with the vendors in the processing of charges. Additionally, during some special events the Community Manager will be present to supplement other staff.
- Community Manager enforces and evaluates Policies and Procedures of the Amenity Center and Athletic Facilities. Coordinates District policies and procedures with staff and brings to the Board recommendations for changes to the policies and procedures.
- Rental coordinator provides services for reservation of District facilities.

- Community Manager provides other services as required by the Board of Supervisors to ensure satisfactory operation of the District

Such services shall be staffed by full time employees consisting of an onsite Community Manager, a rental coordinator, staff administrator, Amenity Director and an Amenity Supervisor. The services are split between the Districts based upon the development unit's proration and reflects the basis of the level of service required for the Districts assets.

Total fees for FY 2020 are \$149,972 for Double Branch CDD and \$164,897 for Middle Village CDD. Although the fees are based upon five full time employees of GMS, LLC they will from time to time be supplemented by additional operational management resources of GMS, LLC at no additional charge. Such fees may be adjusted annually based upon the District's adopted budget and will be billed accordingly.

Double Branch CDD Chairperson and Date

Middle Village CDD Chairperson and Date

GMS, LLC Managing Director and Date

2.

Double Branch Work Authorization #2 FY 2020

General Maintenance Services

The following are the general maintenance services provided by Governmental Management Services, LLC as directed by the onsite Community Manager:

- General maintenance to include but not limited to: painting, patching, special cleaning, maintenance and repairs at a rate of \$32 per hour plus mileage if necessary at .45/mile.
- Special trash pickup utilizing ATV at a rate of \$40 per hour.

Double Branch CDD Chairperson and Date

GMS, LLC Managing Director and Date

D.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Date: October 2019

To: Board of Supervisors

From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Report - Camp Out , Movie on the green
- October events – Pumpkin Plunge
- November events – Turkey Trot

Aquatics

- Pools – closed for season
- Adult only pool heated

AMENITY USAGE

- *Total Facilities usage –8004*
- *Average daily usage – 267*

Card Counts:

DB Owners	59
DB Renters	51
DB Replacements	13
DB Updated	22

Total cards printed: 330 (both districts)

Rentals

- 16 of 30 days rented in September , 4 of 4 weekends had rentals
- 18 clubroom rentals, 4 patio rentals
- 32 tours (approx.40 hours) /65 staff hours used for scheduling, administrative, etc.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Operations:

Open Items:

- Discussion of Cardio Equipment/ Treadmills at Fitness Center
- Updates on current projects and upcoming capitol planning

MAINTENANCE

- Replace Evax panel at Clubhouse, reprogramming of alarm panel
- Replace Pool furniture
- Repair main drain plungers at Lap Pool
- Replace, reposition Thermostat Fitness Center
- Repair HVAC unit 2 – (cooling stage 2 off)
- Run cabling for (2) new cameras at rear Fitness Center/Tennis walkways
- Install cameras at rear fitness Center
- NVR/Camera programming for (2) new cameras
- Repair damaged shade coverings over pool pack equipment
- Replace multiple 4pin can lights with LED lighting at Fitness Center front desk
- Replace multiple trophers at Fitness Center weight room area with LEDs (100% complete)
- Replace LED tube lights at Men's bathroom at Amenity Center
- Replace motor #1 on outdoor HVAC unit at Amenity Center (handling bathrooms, storage, concession stand area)
- Replace Filters on HVAC unit – Amenity Center, Club room
- Replace Filters on HVAC unit – Fitness Center unit 1, unit 2
- Cut clear branches from basketball court cameras
- Replace padding on roman chair at Fitness Center
- Preventative Maintenance performed on all Fitness Equipment
- Replace complete upper computer console on Treadmill at Fitness Center
- Diagnose and coordinate repairs on treadmills (4 new belts, 2 new decks)
- Program lights at basketball courts for lighting changes
- Program lights at walking track and fieldhouse building for lighting
- Program lights at Amenity Center, Fitness Center for lighting changes
- Replace belt and adjust motor/pulley on HVAC system at Amenity Center (
- Inspect dying palms at Pool Deck
- Install cabling and new camera at "Pool Check in Station"
- Remove damaged swing chains from playground at Natures Hammock
- Begin adding outlets at entries (prepping for Christmas lighting)
- Data collection for Florida Department of Labor
- *Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.*
- *Continual Park inspections and cleaning – all lakes inspected monthly – reports kept on file.*
- *Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 9/5. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 9/15.*

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

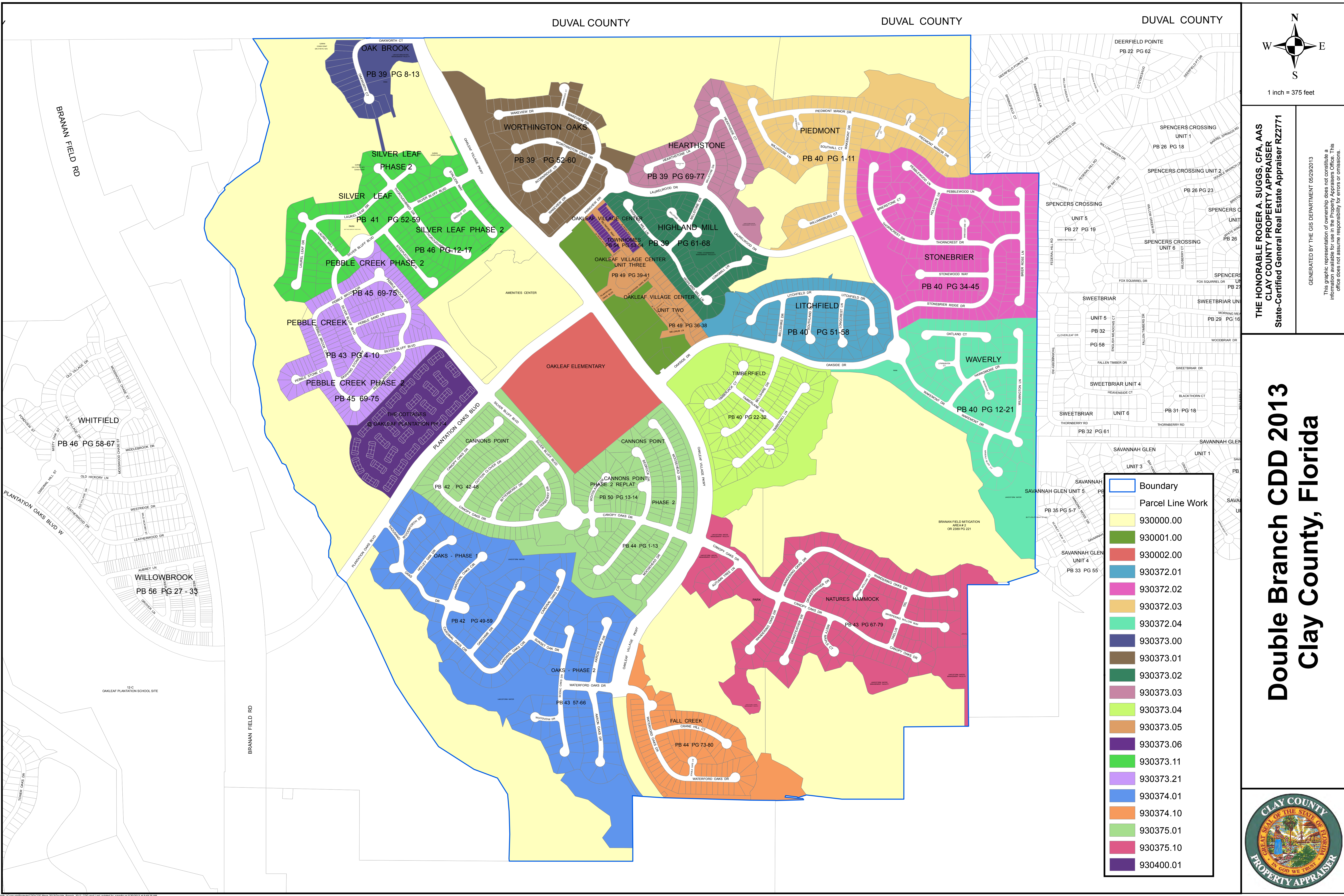
Memorandum

Landscaping

- *Measure/Map sod replacements, contracted plant installs*
- *Monthly report for September submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

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



	Boundary
	Parcel Line Work
	930000.00
	930001.00
	930002.00
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	930372.03
	930372.04
	930373.00
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	930373.03
	930373.04
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	930373.06
	930373.11
	930373.21
	930374.01
	930374.10
	930375.01
	930375.10
	930400.01