

DOUBLE BRANCH
Community Development District

MARCH 9, 2020

AGENDA

Double Branch Community Development District

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

March 2, 2020

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

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, March 9, 2020 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 February 10, 2020 Meeting
 - B. Financial Statements
 - C. Assessment Receipt Schedule
 - D. Check Register
- IV. Acceptance of the Fiscal Year 2019 Audit Report
- V. Consideration of Resolution 2020-03, Adopting an Internal Controls Policy
- VI. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - D. Operations Manager - Report

VII. Audience Comments / Supervisors' Requests

VIII. Next Scheduled Meeting – April 13, 2020 @ 4:00 p.m. at the Plantation Oaks
Amenity Center

IX. Adjournment

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

Sincerely,

James A. Perry

James A. Perry
District Manager

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, February 10, 2020 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Chad Davis	Vice Chairman
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
Shane Blair	VerdeGo

FIRST ORDER OF BUSINESS

Roll Call

Mr. Perry called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Letita Merriweather, 3549 Hawthorne Way, stated I have a comment about park benches that have been placed in a green area, which is what I was told it would be when we initially built a home here. It's cleared and you guys came in and made it beautiful, and then you put park benches in. It's a very small area. All of the park benches face toward private homes. The area is shrouded with trees, which makes it nice, but also makes it terrible to have people in the area right behind your home and want to look over the fences. Even though they're six-feet tall, for some reason they don't seem very high. Whenever anyone is cutting the grass, I can see their entire face and they can see completely into my home. It's not a problem when they're cutting the grass and moving on, however it is a problem when you put park benches in and anyone can come in sit, smoke and look into people's homes and just hang out. We've had a break-in at a home that is directly across from one of those areas. I definitely do not want anyone sitting and hanging out and staring into my home. I can't have my

windows or shades open without having someone sit back there. The green area is just fine, as long as people are just walking through, but I'm asking that you remove the park benches so people can continue on, as opposed to having a seat and getting comfortable.

Mr. Thomas asked could you give me a frame of reference for where you're at?

Mr. Soriano stated she's talking about the new green space. It was always meant to be that kind of space.

Ms. Letita Merriweather stated a green space, but why would you need benches there? They can go to the park directly across the street. They are sitting here looking directly into six homes that all face that back way. The fence sits at six feet, but you can still see right over the fence.

Mr. Davis stated there are fences, and I completely understand if someone tall is cutting the grass, but if someone is sitting on this bench, they can see over the fence?

Ms. Letita Merriweather stated they can stand on the bench.

Mr. Davis stated we put them in for sitting, not for standing.

Ms. Letita Merriweather asked are you going to come and police that? If you're not policing what people are doing in our backyard, it's just not a good idea to have that there. If they want to sit, the park is directly across the street. It's not safe to have people sitting in your backyard.

Mr. Davis stated they're sitting on common property though, not in your backyard.

Ms. Letita Merriweather stated it's still my backyard. It's still an area that I look out into and they can look into. There's no lighting or anyone coming over to find out if people are hanging out when they shouldn't be. It doesn't make for a good environment as a homeowner. The lots are very small, and that's fine because we purchased that, but we were told it was going to be a green area. It would just be good to remove that and let people go on instead of hanging out and calling Clay County Sheriff's office all of the time.

Mr. Horton stated it was always meant to be a park.

Ms. Letita Merriweather stated that's not what I was told when I purchased the property.

Mr. Horton stated that's a salesman.

Ms. Letita Merriweather stated along with several other things that turned out not to be true, but in this case, I think it's a safety hazard to have that there, especially if you don't have

anybody over there policing it. I understand what you're saying when you say it's not your backyard, but you don't have anybody policing the area to make sure they're doing whatever they're supposed to be doing.

Mr. Lanier stated I get your concerns, but there are a lot of parks all throughout these neighborhoods that have park benches, that have a six-foot fence that other houses are backed right up to.

Mr. Davis stated some of them even have play structures that someone could stand on and are elevated six more feet.

Ms. Letita Merriweather stated that may be true. If you come to this area, which I encourage you to do, it's a very small area. There are a lot of homes out here. Some of the lots are larger and are further away, this is not an area like that. The fence, though it may be six-feet, I'm 5'1 and the home is built up, so when I'm standing, I can see completely over my fence and they can see completely into my house. I'm just asking you to consider that. Stop by and take a look at it. There are two park benches that can be removed and moved somewhere else.

Mr. Davis stated I've been by there, but I haven't looked at it from that perspective, but I promise you I will.

Ms. Letita Merriweather stated if you like, I will leave you my number so you can come into my home so you can see how it is just standing in my house.

Mr. Horton asked is this a nightly occurrence?

Ms. Letita Merriweather stated yes, I live there so every day, all day. I have no control over who's coming in the back and how long they're hanging out or what they're doing.

Mr. Thomas asked what about our off duty? Can we just ask him to keep an eye on it?

Mr. Soriano stated given that it's right across the street from the amenity center I don't think that's too far, but we've actually pulled our security from the playgrounds in the past to focus on the areas that are actually problematic.

Mr. Horton asked is this primarily during the day or after dark?

Ms. Letita Merriweather stated always, because if it's dark and they're right behind the fence, what can I do?

A resident asked are those benches designed that they can be flipped and face the other way?

Mr. Soriano stated there's actually one that doesn't face the houses.

Mr. Perry stated I would just suggest the Board go out there and take a look at it.

Mr. Thomas asked do we own that fence?

Mr. Soriano stated I'm always leery about talking about ownership, especially because a lot of the fences we do take care of we don't really own, but the builders put the fence up.

Mr. Thomas stated if we own the fence, I would say we can just put a taller fence in. If it's eight-foot instead of six-foot at least it would block the view better.

Mr. Soriano stated not to be dismissive, I want you to be protected, but you'll definitely get a lot of people requesting to have a bigger fence. It's not just the park spaces. There are people on the side roads where we actually do own those fences, so we have to be careful with that. I'd have to look to see if they're too much smaller than ours.

Mr. Thomas asked is it a possibility to flip the benches?

Mr. Soriano stated there's only two benches. One faces one side of the sidewalk and the other faces the other side. I don't think it's just that. People just being back there is a concern it sounds like.

Mr. Thomas stated I'll definitely take a look. You have called the Clay County Sheriff's Office if somebody is loitering around?

Ms. Letita Merriweather stated no, I work for the Jacksonville Sheriff's office, so I will go in the back, but I don't intend to be jumping out of my bed with a weapon in my hand on a nightly basis.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of the Minutes of the January 13, 2020 Meeting

B. Financial Statements

C. Assessment Receipt Schedule

D. Check Register

Mr. Perry stated you are 95% collected on your tax roll, which is even higher than your sister district. The check register totals \$105,000 for the period included.

Mr. Horton stated when you say there's 5% not collected, does that mean they've not paid their property taxes yet?

Mr. Perry stated that's correct. You have until March 31st. The discount declines each month until then.

Mr. Horton stated it seems like it would take care of itself.

Mr. Perry stated it will. We're always 100% collected and when I say that, even people that don't pay their property taxes they go for a tax certificate sale and those funds come into the District, typically in the June to August timeframe so we've really been fortunate out here. We haven't had those issues since 2007 or 2008.

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

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel – Legislative Update

Mr. Walters stated this legislative update is from January 31st. There is one interim update that I'll send you eventually because there's not a whole lot of change. You guys have the most recent published version of the Capital Conversations. You'll see a lot of these bills are things that will impact more early stage districts, but they're still included because they certainly could. As the Board may recall, we had sovereign immunity protection from tort lawsuits, which are things like slip and falls and those type of things. As we look at this bill the biggest concern we have is we still have the sovereign immunity protection, but the limits would go up and that would probably impact our insurance rates so we will keep an eye on that. Again, a lot of these other bills are more impactful to early life districts. If you look down at the bottom, the committee score I'll call it, you can kind of see which bills are moving and which ones aren't based on if they've got maybe two through. You can also see if certain bills have a House or Senate following. You need a House and Senate bill to make it all the way through. We're about halfway through the session now, so we're about to get a better picture of what we may be dealing with. As we have in the past, if you have any questions on these, feel free to reach out to me. In two or three weeks I think we will have a better idea on what's really going to make it.

Mr. Davis asked does the sovereign immunity proposal pop up every year?

Mr. Walters stated I wouldn't say every year. It's been something over the last several years we've seen different variations of. There was one five or six years back now and there was an adjustment to those caps. If you're familiar with the claims bill process, essentially, if someone were to sue the City of Orlando or the City of Jacksonville, for a million-dollar judgment, the City is capped at \$200,000 currently or whatever that cap may be on sovereign

immunity. That person can then apply to the State Legislature and file what is called a claims bill, and that's a special piece of legislation that would be filed with the Legislature of the State or sometimes a conjunction will agree to pay that. There's been a lot of those and the Legislature hates dealing with those. There are also cases where they want to help people out, but they don't want to open up the floodgates, so this is a reaction of the Legislature trying to reduce those bills and provide a better way moving forward for them.

Mr. Horton stated I understand they have to go through the House and the Senate, but are these things that came up this year, or have come up in previous years that are still in the Committees and just haven't moved out of it yet?

Mr. Walters stated if you look on page two, the last one under public records and website, number seven, local governments have pushed to allow for notification of our meeting notices and procurement notices. It would be much easier, more efficient and certainly cheaper to publish those notices on a website, but there's been a lot of push back as you can imagine from the newspapers, so that bill or some iteration of that bill has come up every single year. It gets a little bit of push and then dies so that's an example of one that comes up year after year. Each one is kind of unique. Some of them take 20 years to really get momentum.

Mr. Horton stated I guess what I'm asking is does this have to be brought up every year or does it go on to the next session next year, the same bill?

Mr. Perry stated it has to be brought up.

Mr. Walters stated if it does not make it through the session, it will die, and it has to start from ground zero.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

Mr. Perry stated we typically have two night meetings a year, this time is usually for rules and policy changes. We're not proposing any and your sister district is the same, so we feel comfortable where we're at and we went through a number of changes last year, if you recall.

D. Operations Manager - Report

Mr. Soriano stated we just had the Polar Plunge at your facility and there were about 60 people. The weather was great. The water was a little chilly, but it was a nice day. I generally schedule that for February hoping I will get one of our colder days, but this winter has been rather warm. In March we have a lot of things going on. We will have spring break the second week of March and over at your sister district we have some events going on with tennis, a St. Patrick's Day social, and a spring break tennis camp. Those camps and our junior program over here are getting huge. I didn't get a chance to mention it to your sister District's Board earlier, but they actually have built a junior league and there's not too many places around that have enough of those teenage kids that they can create their own league. They might have a team that might be able to take them some place and play, but we have enough kids here we actually do everything internally. We also start our movie season where almost every month we have something going on, whether it's in the park or we get to those warm months where we alternate back and forth with the pools, all the way up until that holiday season. The pools are still closed, but of course we will open up for spring break and then after that we move on to weekends only and then we do that step up where we open for a few weekdays and alternate back and forth between the pools, and then in May when the kids are getting out of school we open full blast. The heaters over here at your sister district are still running and those will turn off around that spring break time. You'll notice our numbers are staying up for both usage and incoming families. Of course, the number for the cards will quadruple the day before spring break starts.

Mr. Davis asked you have a bunch on hand, right?

Mr. Soriano stated we do. We order each month and get ready for that spring break time. Moving on to the maintenance side, there is one open item. I had talked about the playgrounds last month. We did have the damage, although realistically it was more due to vandalism, but some of our playgrounds are getting old. More of it is cosmetic. I have a big report but printing off all of the pictures will be a little tough for a meeting, so if you want, I can email you guys. Every few months I go through and photograph everything for a couple reasons. It's not just to get a plan on what's on that priority list. As you look through, I actually have Nature's Hammock and the slide was still attached so this was about a week or two before that happened. You can even see the shape they're in. I do that for liability purposes too. This

gives me a chance to figure out that priority list because when we do get around to replacing the whole playground and it allows you to see which ones should come first. We talked last time about if we were to replace one and how can we do it and get the most out of it, move some parts to other ones and so forth. Because of the issue that happened at Nature's Hammock that kind of moved it up the list and I would probably put that as one to replace first, but then I can use some of those parts some place else. Cannon's Point was originally the worst in the group. I went ahead and got a quote and placed an order for the platform. It was under my amount, but just that thermoplastic platform is \$1,100. They've already ordered it for me, but it does take a few weeks. If you notice, we haven't gotten our slide that was kicked in before your last meeting. Most of the time, those things are actually made when we order them. Shipping will probably be about \$300. In one of those pictures, you'll see a stairwell. There is a stairwell at the amenity center playground that I have concerns with and really only because we had to drill a new hole for a handrail. The more holes you have to drill in it, it starts opening up to rust. The stairwell alone is \$1,572 so those pieces are a lot of money. If you remember, I mentioned Burke is a really expensive company. They're great to work with, really good with their warranty, but they're top dollar for those playground items and sometimes as much as two or three times than any other commercial playground companies. It's not anything I think we really need to act on tonight. If we want to go ahead and approve money, we can. I know we have to make replacements, but to replace the unit at Nature's Hammock, because they don't make the same exact thing anymore, the comparable unit I've found is \$53,000.

Mr. Thomas asked and that's not including shipping?

Mr. Soriano stated that's not including shipping. The only good thing about that is I can replace with the same thing and I can save on labor, however my thought would be we could go with the cheaper company. The warranty is not the greatest. Some of these commercial items only have a year, but there is a cost difference. Some of these smaller units might be \$25,000-\$30,000 and that's a big difference between \$53,000.

Mr. Davis asked does the entire unit need replacing, or are we just talking the thermoplastic platform?

Mr. Soriano stated right now I just did the thermoplastic platform. A couple more pieces are looking like rust is coming through. You can see the bolts in the pictures. The

thermoplastic landing is what ripped apart. The bolts are in good shape, but what you can't see is some rust around the thermoplastic itself. It had rusted inside the thermoplastic, so when they were pushing on it or whatever they were able to pull through that rust. The next thing it's connected to is a very large ramp and I have to pull that apart. Just the unit there is \$1,100 plus \$300 so that's not a lot. If we start adding on stairs and things like that to really replace some of the things on here that are rusted like that, it's going to add up to quite a few thousand dollars, but we don't have to replace the whole unit. The only reason I looked at that is we know we we're going to have to sooner or later and the thought was I could reuse that equipment.

Mr. Davis stated forgive me for looking at things through a contractor's point of view, but I look at that and I'm thinking some composite treks decking, and some new supports and we bolt into the pipes that are there.

Mr. Soriano stated that would be a different plan. With one of the playgrounds out here we used multiple pieces and built a wooden structure with some of our Burke commercial equipment that was left and that is actually a Sports Play piece out there, if you've seen the big red one that's out there, and that one was much cheaper than Burke so we actually did all of the work, built the wood, put on the other composites, took the old one out and everything was done for about \$44,000.

Mr. Davis stated just in the platform. Obviously, we can't do a slide that way.

Mr. Soriano stated we can do a lot of things to make it cheaper, it's really about how we want to go about it. I would probably take off a lot more platforms just so it matches. If I did that, it's really just labor. The one thing Burke is going to say is everything it's connected to; its warranty is gone.

Mr. Davis asked didn't you say they only have one-year on some of these things anyways?

Mr. Soriano stated the platforms, steps and some of them have chain ladders and they only give us a year for those type of things. The slides should not break. You'd have to really try to do some damage on those. Those are lifetime, so they've already sent one out to us before. I just sent them pictures of a crack in a slide and they gave me a new one and that's a \$5,000 piece of equipment so that I do like, but as far as the rest of the stuff, it's going to be the same as any other company.

Mr. Thomas asked and we've gotten how many years out of this one?

Mr. Soriano stated almost all of them were in before most of the homes were here so we're at 16 summers.

Mr. Thomas stated to me, that's a pretty good product for the amount they get played on. In order to actually replace just that platform you have to take everything apart?

Mr. Soriano stated everything in that section. So you see those four uprights, those are set in concrete and I'm going to have to pull those back somehow without it bending everything else, so that may mean disconnecting it from the other platforms and that is going to be a little bit of labor, but I'll have that done even if we decide to order a brand new unit. The unit is going to take at least two months to get to us once we actually get the check to them.

Mr. Thomas asked if we were to consider replacing that unit, what would you need from us, a not to exceed?

Mr. Soriano stated I would probably do a not to exceed.

Mr. Thomas stated I'm just looking at the end here, because it needs to be done.

Mr. Soriano stated if we wanted to, I could look at a different company. The most time-sensitive issue was the platform so we could get that slide back up and I've already got that part taken care of. We don't ever have a lot of concerns that are actually brought to us, but the ones we heard last year were on the condition of the playgrounds. I mentioned I looked through the capital. The first one to actually be listed on here was for this last year, and it was for the Oaks and that one is actually in pretty good shape. I know it gets some graffiti, but it's pretty well intact. That's all capital funds, so it's all money that over the years we have saved. We will talk about the other items in a minute. The treadmills are the bane of my existence right now, but that's another one that's going to cost money. Me especially being conservative when it comes to spending those funds, I always try to do everything we can to fix it and get the longest life out of it, but the easiest would be to spend the money and stay on track.

Mr. Horton asked which one is the worst one?

Mr. Soriano stated right now I would probably jump to Nature's Hammock to just finish that one out, just because I can see more of that rust on those platforms. If each time I have to go out and fix \$1,500 product and \$1,000 worth of labor for my guys to dig stuff up and re-concrete it, that adds up to us spending thousands of dollars.

Mr. Davis asked what's your bottom line to get this done?

Mr. Soriano stated I've already taken care of the platform if we want to hold off. I just mentioned last month I would bring some numbers forward if we want to do work. I think it's something we're going to continually have to look at, I just don't think we need to vote on whether you guys are going to give me \$25,000 or \$50,000 to fix a unit right now, but I will need you to think about it.

Mr. Thomas asked do you want to go ahead and move forward to the treadmills?

Mr. Soriano stated it's not listed on the open items because we had tried to do what we could to fix them. These are the quotes that I brought you when we first started having problems with them. I do get some residents that will send me an angry email saying, "How dare it take this long to fix", and I explain to them that the repair company has been out here multiple times and we've spent probably close to \$2,000 now for the four treadmills. Those things are expensive to repair. They are doing their job and they've been out here quite a bit, but the treadmills are still failing. They're 10 years old and they have approximately 20,000 miles on each of them. I understand people's frustrations. I explain it to people, and they have better feelings after I explain that these are not your \$1,500 treadmills that you can get from Sears. That right there was the middle of the line, and there are three different series from this company that I trust a lot. Life Fitness and Cybex are two that I would use for just about any commercial gym.

Mr. Davis asked what is the difference between the printed numbers and the handwritten?

Mr. Soriano stated the handwritten numbers are the list prices, so if you look it up in most places that's what you're going to see. This is a company that we use for a lot of stuff. They do our repairs. The equipment that we've bought in the past, whether it's benches or the stepmills that you just bought came from this company, so they give us a pretty good rate. When I explain to people the comparison is those treadmills that we buy are about \$7,000, so I tell them \$25,000 or \$28,000 is something that has to be approved through the Board and is a concern. We're not trying to spend a ton of money every month.

Mr. Davis asked which model do we have now?

Mr. Soriano stated it would be compared to the Integrity D; the one that is \$6,949. I don't like the 21" console though. We would go with a smaller console and it would be a little bit less. That was suggested because it does more. It hooks up to your phone and has all kinds

of apps. I don't know that we'd get the most use out of it. It's got its own TV and we don't run multiple TVs to the cardio equipment, we have the TVs on the wall so it's kind of bells and whistles that would be wasted. I would go with something more like the one below it at \$5,959. Southeast was just here Friday fixing safety switches on it and I haven't been able to see if that was the problem or not, but I think we're going to get to the point that they either nickel and dime us to death, or we're going to buy new treadmills.

Mr. Davis asked how many do we need right now?

Mr. Soriano stated we need three. The stepmills are well received, however that is really only for those people that can do high intensity. I've seen some of our older crowd on it, but they enjoy walking on the treadmill more than anything. It's the runners it doesn't work for. Once we speed them up, that's when they start having problems.

Mr. Horton asked are these prices with shipping?

Mr. Soriano stated no. I don't know what shipping is going to be on these.

Mr. Thomas asked did you ask if they would give us any kind of trade in?

Mr. Soriano stated they had talked about \$1,000 for the four, which is better, because when we got rid of the equipment downstairs, we didn't get any money. Short of doing something like this, I don't think we're going to get much out of them. They have been fixed, but they're 10 years old.

Mr. Horton asked which one do you want to buy now?

Mr. Soriano stated the one labeled Integrity DX.

Mr. Lanier asked what do you think shipping would be?

Mr. Perry stated I would say the net amount you would just say not to exceed \$20,000.

Mr. Soriano stated I think the stepmills were only around \$900. I think we would be good at \$20,000.

Mr. Horton asked are these very similar to the ones we have now?

Mr. Soriano stated they are. This is a different brand. Nothing against True, we've bought plenty of Trues, but Life Fitness has been in the business of making commercial equipment much longer than True. Like I said, two of the companies have been around and are pretty well known for large commercial gyms. Not that we're a large commercial gym, but those treadmills get used pretty often. Cybex for this kind of level would be a little more expensive.

On MOTION by Mr. Davis seconded by Mr. Lanier with all in favor purchasing three treadmills at an amount not to exceed \$20,000 was approved.

Mr. Davis stated so we should be good for five or six years now, minimum hopefully.

Mr. Soriano stated Life Fitness and Cybex, one of the reasons I stay with them is a lot of their warranties are five years on this part, seven years on this part and I use warranties. I'll keep receipts and I'll talk to manufacturers and I'll get a warranty on everything we can. I do it now. When we have a printer that goes bad, I know Office Depot hates me. That will be the same thing with those treadmills. I know the residents will be happy. I know the residents are tired of hearing me say we're working on it.

Mr. Thomas asked what's the turnaround time?

Mr. Soriano stated the stepmills took seven weeks to get to us so it's probably going to be about the same thing.

Mr. Lanier asked should we send out an announcement to let everyone know they're coming?

Mr. Soriano stated I will let the couple people that have been emailing me know.

Mr. Davis stated or put something on the door.

Mr. Lanier stated maybe put it on the Facebook page or something like that, just to let people know we're upgrading the community centers.

Mr. Soriano stated I don't have a Facebook page.

Mr. Lanier asked but the stepmills were well received and are being used?

Mr. Soriano stated yes, they're enjoying those. They're really more for high intensity but I do have a couple people that are going nice and slow on it. The best part about it is if you look at that spreadsheet, I had to explain this to one lady yelling that we're getting new equipment that the cost of two of them is about the same as one treadmill. There was no way we were going to buy one treadmill, but they listened to us and understood. We will have one more spot. Before we had four pieces and now, we have five.

Other than that, that was really it. Like I said, I originally only had the playground stuff on there as open items so unless you have questions on the maintenance items listed I'm done with my report.

Mr. Lanier asked how is prep work for the offices going?

Mr. Soriano stated I took care of Wanda's office first if you want to stop by and look at hers. Lisa's will be next.

Mr. Thomas asked and the Little Library?

Mr. Soriano stated the Little Library was installed last month. I do have concerns with the solar lights on it. I'm more worried about those getting vandalized. It's bright out there so I don't think we will need those lights, but they said they will watch out for them and if they don't see a need for them, they will take them back off. They kind of stick out. Other than that, it looks good. It's not obtrusive I would say, and I thought they did a great job.

FIFTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Mr. Thomas stated I'm just wondering how VerdeGo is doing.

Mr. Blair stated we're doing good; we're doing a lot of clean up.

Mr. Thomas stated I saw that it was very proactive the morning of the storm when I was going to work you guys had already been hitting it, so I appreciate that.

Mr. Blair stated there's a lot, but we know where the stuff is, and we're working through it. We took about six loads out today and they're going to continue working through that process. Our tree surgeon is going to be out tomorrow lifting canopies. I'm going to get with him on taking care of some of these bigger piles that we've put together, and that Jay and his team have put together as far as cut up trees. Since he's going to be out here, I feel like we can get a better rate that way, so I'm going to work on him and try to get the best price I can.

Mr. Horton stated I took a ride around today to look at stuff. There's a lot of junk out there. How long do you think it's going to take to get everything moved out?

Mr. Blair stated we're hoping to have it 90% or better by the end of the week. I can't say we're going to have every single stick picked up because I don't think that's realistic without additional costs, but I feel like we can get it done with the team that we have here. If that's not acceptable, we can always bring extra teams in to expedite the process, however there's costs associated.

Mr. Soriano stated we have it in the contract when I want to do clean up, usually what I try to do is change off. We're not going to be able to get through some of those areas without cleaning up, so cutting comes off this week and things like that.

Mr. Davis stated I saw a gentleman on the mower this morning and he wasn't mowing, because he couldn't, so he was just loading the mower up with debris.

Mr. Soriano stated we can always add time and people if we need to.

Mr. Blair stated it's definitely not a resource issue. I could have 50 guys up here tomorrow, but it's cost prohibitive at the same time.

Mr. Soriano stated it is time consuming. We didn't have any major damage, but it is a lot of labor-intensive cleanup.

Mr. Blair stated as we sit today, I don't think we have anything that's impeding walkways or structure or anything like that. It's just visually, there are piles of sticks and some debris. That's what the tree guy will be working on. He will be here the whole week.

Mr. Horton stated you said six loads. Was that from phase one or both of them?

Mr. Blair stated from both sides. They were working mostly on Village Parkway today so that was just out of that area. That's the worst end of it.

Mr. Horton stated I took a bike ride the other day going around and looking at things and I went by to take a picture of the tree over at Waverly Park and I said well it's still there, and I came back by there and they were cutting it down, so that was good. At the Silver Leaf entrance there was a car part from a front end. It's gone now. It had been there for a couple of weeks.

Mr. Soriano stated there was a black one out there two weeks ago.

Mr. Davis stated that was a different one. This one was just there a few days.

Mr. Soriano stated that was the entry where they went through the sign if you remember.

Mr. Horton stated just out of curiosity, the access cards, there's two types. What's the difference between the two of them?

Mr. Soriano stated we have two different types of access cards. There is the printable that is the more expensive one that we actually get our pictures on. The other one is the big white clamshell that goes to your house for the weekly guest pass. That doesn't get a picture. They're much cheaper.

Mr. Horton stated I saw a lot of money spent on repairs. One of them I think was on Waverly on the root problem.

Mr. Blair stated yes, I think that's the one where the root had actually completely encompassed the line. We were in there for three days just digging the hole to try to get that out. It was a main line break because the root had actually crushed the line, so it had to be repaired. It was very labor intensive to even get to the repair.

Mr. Horton asked how does our irrigation system look right now?

Mr. Blair stated I would think it's better than 90%. You have a full-time tech out here, but with a system this size, there's always something wrong and it's an aging system as well so while we're making repairs, we're also fighting things like root encroachment and just heads that get kicked off or run over. There's a lot to it.

SIXTH ORDER OF BUSINESS**Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is March 9, 2020 at 4:00 p.m.

SEVENTH ORDER OF BUSINESS**Adjournment**

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting
January 31, 2020



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

	<u>Governmental Fund Types</u>					Totals (Memorandum Only)
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
ASSETS:						
Cash	\$70,962	\$268,031	\$100,000	---	---	\$438,992
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$1,957,351	---	\$1,957,351
Reserve A1	---	---	---	\$868,932	---	\$868,932
Acquisition and Construction	---	---	---	---	\$50,995	\$50,995
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$96,303	---	\$96,303
<u>Operations</u>						
Custody Account-General Fund Excess	\$94,271	---	---	---	---	\$94,271
Custody Account-Recreation Fund Excess	---	\$973,709	---	---	---	\$973,709
Custody Account-Recreation Fund Reserve	---	---	\$73	---	---	\$73
<u>State Board</u>						
General Fund	\$76,947	---	---	---	---	\$76,947
Recreation	---	\$480,308	---	---	---	\$480,308
Capital Reserve	---	---	\$1,080,923	---	---	\$1,080,923
Due From General Fund	---	\$7,936	---	---	---	\$7,936
Due From Capital Reserve Fund	---	\$40,383	---	---	---	\$40,383
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,583	---	---	---	\$4,583
TOTAL ASSETS	<u>\$242,180</u>	<u>\$1,775,648</u>	<u>\$1,180,996</u>	<u>\$2,922,586</u>	<u>\$50,995</u>	<u>\$6,172,405</u>
LIABILITIES:						
Accounts Payable	\$2,981	\$30,439	---	---	---	\$33,419
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	---	\$2,220	---	---	---	\$2,220
Due to Rec Fund	\$7,936	---	\$40,383	---	---	\$48,319
Due to Middle Village	---	\$12,615	---	---	---	\$12,615
Deferred Rental Revenue	---	\$600	---	---	---	\$600
FUND BALANCES:						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$2,922,586	---	\$2,922,586
Restricted for Capital Projects	---	---	---	---	\$50,995	\$50,995
Assigned	---	\$45,921	\$1,140,613	---	---	\$1,186,534
Unassigned	\$231,110	\$1,679,269	---	---	---	\$1,910,379
TOTAL LIABILITIES & FUND EQUITY	<u>\$242,180</u>	<u>\$1,775,648</u>	<u>\$1,180,996</u>	<u>\$2,922,586</u>	<u>\$50,995</u>	<u>\$6,172,405</u>

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

	ADOPTED BUDGET	PRORATED BUDGET THRU 1/31/20	ACTUAL THRU 1/31/20	VARIANCE
Assessment - Tax Roll	\$177,985	\$169,144	\$169,144	\$0
Interest Income	\$200	\$67	\$251	\$184
Miscellaneous Income	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$178,185	\$169,210	\$169,395	\$184

EXPENDITURES:

Administrative

Supervisors Fees	\$12,000	\$4,000	\$3,800	\$200
FICA Expense	\$918	\$306	\$291	\$15
Engineering	\$5,000	\$1,667	\$1,028	\$639
Arbitrage	\$700	\$233	\$0	\$233
Dissemination	\$1,333	\$444	\$544	(\$100)
Assessment Roll	\$7,821	\$7,821	\$7,821	\$0
Attorney	\$42,000	\$14,000	\$7,712	\$6,288
Annual Audit	\$5,900	\$1,967	\$1,500	\$467
Trustee fees	\$8,815	\$2,938	\$0	\$2,938
Management Fees	\$59,963	\$19,988	\$19,988	(\$0)
Information Technology	\$1,942	\$647	\$714	(\$67)
Telephone	\$290	\$97	\$120	(\$24)
Postage	\$1,900	\$633	\$412	\$221
Printing & Binding	\$3,400	\$1,133	\$955	\$179
Records Storage	\$300	\$100	\$0	\$100
Insurance	\$8,130	\$8,130	\$7,936	\$194
Legal Advertising	\$2,000	\$667	\$460	\$207
Office Supplies	\$350	\$117	\$84	\$33
Website Compliance	\$2,250	\$750	\$750	\$0
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$12,998	\$0	\$0	\$0
Transfer Out	\$0	\$0	\$0	\$0

TOTAL EXPENDITURES	\$178,185	\$65,813	\$54,289	\$11,524
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EXCESS REVENUES (EXPENDITURES)	(\$0)	\$115,105
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FUND BALANCE - Beginning	\$0	\$116,005
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FUND BALANCE - Ending	(\$0)	\$231,110
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DOUBLE BRANCH
Community Development District
RECREATION AND FACILITIES MAINTENANCE
Statement of Revenues & Expenditures
For The Period Ending January 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 1/31/20	ACTUAL THRU 1/31/20	VARIANCE
REVENUES:				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,389,992	\$1,389,992	\$0
Interest Income	\$1,000	\$333	\$1,620	\$1,287
Amenities Revenue	\$33,690	\$11,230	\$11,145	(\$85)
Sports Revenue	\$11,000	\$3,667	\$8,660	\$4,993
TOTAL REVENUES	\$1,508,338	\$1,405,222	\$1,411,417	\$6,195

EXPENDITURES:

Administrative:

Management Fees - Onsite	\$178,487	\$59,496	\$49,991	\$9,505
Insurance	\$62,789	\$62,789	\$65,520	(\$2,731)
Other Current Charges	\$3,818	\$1,273	\$1,647	(\$374)
Permit Fees	\$1,635	\$545	\$677	(\$132)
Total Administrative	\$246,729	\$124,102	\$117,834	\$6,269

Maintenance:

Common Area

Security	\$50,920	\$16,973	\$16,943	\$30
Security - Clay County Off-Duty Sheriff	\$43,050	\$14,350	\$14,770	(\$420)
Water - Irrigation	\$9,000	\$3,000	\$3,422	(\$422)
Irrigation Maintenance	\$4,250	\$1,417	\$2,978	(\$1,561)
Streetlighting	\$33,066	\$11,022	\$9,382	\$1,640
Electric	\$42,000	\$14,000	\$10,289	\$3,711
Landscape Maintenance	\$371,004	\$123,668	\$123,668	(\$0)
Common Area Maintenance	\$43,564	\$14,521	\$3,400	\$11,121
Lake Maintenance	\$28,116	\$9,372	\$10,643	(\$1,271)
Landscape Reserve	\$30,000	\$0	\$0	\$0
Capital Reserve	\$15,565	\$0	\$0	\$0
Repairs and Replacement	\$88,996	\$29,665	\$38,102	(\$8,437)
General Reserve	\$26,759	\$0	\$0	\$0
Total Common Area	\$786,290	\$237,989	\$233,597	\$4,392

Recreation Facility

Amenity Staff	\$110,000	\$36,667	\$29,752	\$6,915
Refuse Services	\$6,120	\$2,040	\$3,071	(\$1,031)
Telephone	\$5,592	\$1,864	\$1,552	\$312
Electric	\$59,300	\$19,767	\$12,472	\$7,295
Cable	\$12,319	\$4,106	\$2,305	\$1,801
Pool Maintenance	\$56,616	\$18,872	\$10,824	\$8,048
Water / Sewer/Reclaim	\$65,000	\$21,667	\$15,171	\$6,495
Facility Maintenance-General	\$43,500	\$14,500	\$6,583	\$7,917
Facility Maintenance-Preventative	\$13,117	\$4,372	\$1,124	\$3,249
Facility Maintenance - Contingency	\$34,750	\$11,583	\$5,790	\$5,793
Lighting Repairs	\$8,500	\$2,833	\$1,416	\$1,417
Special Events	\$10,500	\$3,500	\$1,809	\$1,691
Office Supplies & Equipment	\$6,664	\$2,221	\$381	\$1,841
Janitorial	\$51,012	\$17,004	\$20,791	(\$3,787)
Recreation Passes	\$5,500	\$1,833	\$1,914	(\$80)

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

	ADOPTED BUDGET	PRORATED BUDGET THRU 1/31/20	ACTUAL THRU 1/31/20	VARIANCE
<u>Recreation Facility-Continued</u>				
Pool Pump Reserve	\$6,500	\$0	\$0	\$0
Pool Leak Repairs	\$5,000	\$1,667	\$0	\$1,667
Multiuse Field	\$21,250	\$7,083	\$0	\$7,083
Total Recreation Facility	\$521,240	\$171,580	\$114,955	\$56,625
Total Maintenance	\$1,307,530	\$409,569	\$348,552	\$61,017
TOTAL EXPENDITURES	\$1,554,259	\$533,671	\$466,385	\$67,286
EXCESS REVENUES (EXPENDITURES)	(\$45,921)		\$945,032	
FUND BALANCE - Beginning	\$45,921		\$738,820	
FUND BALANCE - Ending	\$0		\$1,683,852	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Assessment - Tax Roll	\$0	\$26,996	\$140,168	\$1,979	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$169,144
Interest Income	\$12	\$10	\$97	\$132	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$251
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$12	\$27,007	\$140,265	\$2,111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$169,395
Expenditures:													
<u>Administrative</u>													
Supervisors Fees	\$1,000	\$800	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,800
FICA Expense	\$77	\$61	\$77	\$77	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$291
Engineering	\$0	\$833	\$195	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,028
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$211	\$111	\$111	\$111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$544
Assessment Roll	\$7,821	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,821
Attorney	\$2,252	\$2,480	\$2,981	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,712
Annual Audit	\$0	\$0	\$0	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,988
Computer Time	\$178	\$178	\$178	\$178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$714
Telephone	\$49	\$35	\$36	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$120
Postage	\$16	\$143	\$130	\$123	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$412
Printing & Binding	\$222	\$451	\$23	\$259	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$955
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$7,936	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,936
Legal Advertising	\$62	\$62	\$212	\$124	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$460
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$21	\$41	\$1	\$21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$84
Website Compliance	\$188	\$188	\$188	\$188	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$750
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Administrative	\$25,204	\$10,380	\$10,128	\$8,577	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$54,289
Excess Revenues (Expenditures)	(\$25,192)	\$16,627	\$130,137	(\$6,466)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,105

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Maintenance Assessments-Tax Roll	\$0	\$221,851	\$1,151,875	\$16,266	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,389,992
Interest Income	\$113	\$68	\$602	\$838	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,620
Amenities Revenue	\$3,801	\$2,499	\$2,703	\$2,142	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,145
Sports Revenue	\$7,130	\$285	\$0	\$1,245	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,660
Total Revenues	\$11,044	\$224,703	\$1,155,180	\$20,491	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,411,417
Expenditures:													
<u>Administrative</u>													
Management Fees - Onsite	\$12,498	\$12,498	\$12,498	\$12,498	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$49,991
Insurance	\$65,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,520
Other Current Charges	\$311	\$391	\$492	\$452	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,647
Permit Fees	\$266	\$27	\$384	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$677
Total Administrative	\$78,594	\$12,916	\$13,374	\$12,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$117,834
<u>MAINTENANCE- Common Area</u>													
Security	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,943
Security - Clay County Off-Duty Sheriff	\$2,849	\$4,161	\$4,003	\$3,758	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,770
Water - Irrigation	\$1,263	\$1,358	\$449	\$352	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,422
Irrigation Maintenance	\$0	\$0	\$411	\$2,567	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,978
Streetlighting	\$2,353	\$2,353	\$2,338	\$2,338	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,382
Electric	\$2,546	\$2,528	\$3,018	\$2,197	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,289
Landscape Maintenance	\$30,917	\$30,917	\$30,917	\$30,917	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$123,668
Common Area Maintenance	\$1,188	\$2,212	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,400
Lake Maintenance	\$4,266	\$2,237	\$2,070	\$2,070	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,643
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs and Replacement	\$10,923	\$13,587	\$1,726	\$11,866	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$38,102
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Common Area	\$60,540	\$63,589	\$49,167	\$60,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$233,597

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<u>Recreation Facility</u>													
Amenity Staff	\$11,322	\$5,392	\$4,963	\$8,075	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,752
Refuse Service	\$765	\$769	\$769	\$769	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,071
Telephone	\$402	\$424	\$412	\$314	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,552
Electric	\$3,664	\$2,984	\$2,976	\$2,848	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,472
Cable	\$573	\$573	\$573	\$587	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,305
Pool Maintenance/Chemicals	\$4,003	\$2,605	\$2,107	\$2,107	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,824
Water/Sewer/Reclaim	\$4,884	\$3,944	\$3,494	\$2,848	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,171
Facility Maintenance - General	\$2,958	\$3,625	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,583
Facility Maintenance - Preventative Contracts	\$640	(\$49)	\$378	\$155	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,124
Facility Maintenance - Contingency	\$2,895	\$2,895	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,790
Lighting Repairs	\$708	\$708	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,416
Special Events	\$466	\$645	\$698	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,809
Office Supplies and Equipment	\$130	\$174	\$33	\$44	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$381
Janitorial	\$5,415	\$5,285	\$4,514	\$5,577	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,791
Recreation Passes	\$0	\$817	\$0	\$1,097	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,914
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Multiuse Field	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$38,827	\$30,791	\$20,917	\$24,420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$114,955
Total Expenses	\$177,961	\$107,296	\$83,458	\$97,670	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$466,385
Excess Revenues (Expenditures)	(\$166,917)	\$117,407	\$1,071,722	(\$77,179)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$945,032

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

	ADOPTED BUDGET	PRORATED THRU 1/31/20	ACTUAL THRU 1/31/20	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$1,000	\$333.33	\$3,210	\$2,876
Landscape Reserve - Transfer In	\$30,000	\$0	\$0	\$0
Capital Reserve - Transfer In	\$15,565	\$0	\$0	\$0
Pool Pump Reserve - Transfer in	\$6,500	\$0	\$0	\$0
General Reserve - Transfer in	\$26,759	\$0	\$0	\$0
General Fund Reserve- Transfer in	\$12,998	\$0	\$0	\$0
TOTAL REVENUES	\$92,822	\$333	\$3,210	\$2,876
<u>EXPENDITURES:</u>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$10,602	(\$10,602)
Pool Pump Reserve	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$10,602	(\$10,602)
EXCESS REVENUES (EXPENDITURES)	\$92,822		(\$7,392)	
FUND BALANCE - Beginning	\$1,147,970		\$1,148,005	
FUND BALANCE - Ending	\$1,240,792		\$1,140,613	

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 January 31, 2020

	ADOPTED BUDGET	PRORATED THRU 1/31/20	ACTUAL THRU 1/31/20	VARIANCE
<u>Revenues:</u>				
Special Assessments - Tax Roll	\$1,962,561	\$1,865,421	\$1,865,421	\$0
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$10,000	\$3,333	\$9,071	\$5,737
TOTAL REVENUES	\$1,972,561	\$1,868,754	\$1,874,491	\$5,737
<u>Expenditures:</u>				
<u>Series 2013 A-1</u>				
Interest Expense - 11/1	\$384,252	\$384,252	\$384,252	\$0
Interest Expense - 5/1	\$384,252	\$0	\$0	\$0
Principal Expense 5/1	\$980,000	\$0	\$0	\$0
<u>Series 2013 A-2</u>				
Interest Expense - 11/1	\$54,913	\$54,913	\$54,913	\$0
Prepayment Call 11/1	\$0	\$0	\$0	\$0
Interest Expense - 5/1	\$54,913	\$0	\$0	\$0
Principal Expense 5/1	\$85,000	\$0	\$0	\$0
Principal Expense 5/1 (Prepayment)	\$0	\$0	\$10,000	(\$10,000)
TOTAL EXPENDITURES	\$1,943,329	\$439,164	\$449,164	(\$10,000)
EXCESS REVENUES (EXPENDITURES)	\$29,232		\$1,425,327	
<u>Other Sources/(Uses)</u>				
Interfund Transfer In and (Out)	\$0	\$0	\$0	\$0
Other Debt Service Cost	\$0	\$0	\$0	\$0
TOTAL OTHER	\$0	\$0	\$0	\$0
Net change in Fund Balance	\$29,232		\$1,425,327	
FUND BALANCE - Beginning	\$516,591		\$1,497,259	
FUND BALANCE - Ending	\$545,823		\$2,922,586	

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

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<u>REVENUES:</u>		
Interest Income		\$287
TOTAL REVENUES		<div style="border: 1px solid black; padding: 2px;">\$287</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;">\$287</div>
FUND BALANCE - Beginning		<div style="border: 1px solid black; padding: 2px;">\$50,708</div>
FUND BALANCE - Ending		<div style="border: 1px solid black; padding: 2px;">\$50,995</div>

Double Branch

Community Development District

Long Term Debt Report

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

Series 2013 A-2 Special Assessment Refunding Bonds	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$95,778
Reserve Fund Balance:	\$96,303
Bonds outstanding - 9/30/2013	\$2,900,000
Less: November 1, 2013 (Prepayment)	(\$145,000)
Less: May 1, 2014 (Mandatory)	(\$75,000)
Less: November 1, 2014 (Prepayment)	(\$75,000)
Less: May 1, 2015 (Mandatory)	(\$75,000)
Less: May 1, 2015 (Prepayment)	(\$45,000)
Less: November 1, 2015 (Prepayment)	(\$50,000)
Less: May 2, 2016 (Mandatory)	(\$75,000)
Less: May 2, 2016 (Prepayment)	(\$35,000)
Less: November 1, 2016 (Prepayment)	(\$55,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
Less: May 2, 2017 (Prepayment)	(\$5,000)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Less: November 1, 2018 (Prepayment)	(\$105,000)
Less: May 1, 2019 (Mandatory)	(\$80,000)
Less: May 2, 2019 (Prepayment)	(\$10,000)
Less: November 1, 2019 (Prepayment)	(\$10,000)
Current Bonds Outstanding	\$1,900,000

C.

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT**Fiscal Year 2020 Assessments Receipts Summary**

ASSESSED	# UNITS ASSESSED	SERIES 2013A DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED NET	45,481	1,961,878.15	177,889.82	1,461,865.84	3,601,633.81
TOTAL ASSESSED	45,481	1,961,878.15	177,889.82	1,461,865.84	3,601,633.81

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/13/19	62,976.86	34,304.69	3,110.52	25,561.65
2	11/21/19	483,603.48	263,427.97	23,885.86	196,289.65
3	12/11/19	2,668,633.22	1,453,655.05	131,807.59	1,083,170.58
4	12/18/19	169,269.46	92,204.28	8,360.46	68,704.72
5	01/22/20	40,073.70	21,828.90	1,979.30	16,265.50
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
TOTAL TAX ROLL RECEIPTS		3,424,556.72	1,865,420.89	169,143.73	1,389,992.10

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	95.08%	95.08%	95.08%

D.

Double Branch

Community Development District

Check Run Summary

February 28, 2020

Fund	Date	Check No.	Amount
General Fund			
Payroll	2/14/20	50811-50814	\$ 738.80
Sub-Total			\$ 738.80
Accounts Payable	2/7/20	1575	\$ 5,918.41
	2/13/20	1576-1577	\$ 2,980.55
	2/21/20	1578	\$ 3,200.00
Sub-Total			\$ 12,098.96
Recreation Fund			
Accounts Payable	2/7/20	6302-6304	\$ 3,637.49
	2/13/20	6305-6318	\$ 58,430.68
	2/21/20	6319-6327	\$ 37,508.11
	2/27/20	6328-6335	\$ 4,691.58
Sub-Total			\$ 104,267.86
Capital Reserve Fund			
Sub-Total			\$ -
Total			\$ 117,105.62

PR300R

PAYROLL CHECK REGISTER

RUN 2/14/20 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50811	16	ANDRE LANIER	184.70	2/14/2020
50812	12	CHAD E DAVIS	184.70	2/14/2020
50813	15	CHARLES T HORTON	184.70	2/14/2020
50814	14	SCOTT THOMAS	184.70	2/14/2020
TOTAL FOR REGISTER			738.80	

DBBR DOUBLE BRANCH DLAUGHLIN

Attendance Sheet


District Name: Double Branch, CDD

Board Meeting Date: February 10, 2020

	Name	In Attendance	Fee
1	Cindy Nelsen <i>Chairperson</i>	<i>No</i>	YES-\$200
2	Charles Horton <i>Assistant Secretary</i>		YES - \$200
3	Andre Lanier <i>Assistant Secretary</i>		YES - \$200
4	Chad Davis <i>Assistant Secretary</i>		YES - \$200
5	Scott Thomas <i>Assistant Secretary</i>		YES - \$200

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

Approved for Payment:


District Manager Signature

2/10/20
Date

PLEASE RETURN COMPLETED FORM TO HANNAH SMITH

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
2/07/20	00035	2/01/20 2124	202002 310-51300-34000	FEB MANAGEMENT FEES	*	4,996.92	
		2/01/20 2124	202002 310-51300-52000	FEB WEBSITE ADMIN	*	187.50	
		2/01/20 2124	202002 310-51300-35100	FEB INFORM TECHNOLOGY	*	161.83	
		2/01/20 2124	202002 310-51300-31300	FEB DISSEMINATION SERVICE	*	111.08	
		2/01/20 2124	202002 310-51300-35100	FEB IQ NECT EMAIL SERVICE	*	16.65	
		2/01/20 2124	202002 310-51300-51000	OFFICE SUPPLIES	*	21.38	
		2/01/20 2124	202002 310-51300-42000	POSTAGE	*	146.73	
		2/01/20 2124	202002 310-51300-42500	COPIES	*	259.05	
		2/01/20 2124	202002 310-51300-41000	TELEPHONE	*	17.27	
GOVERNMENTAL MANAGEMENT SERVICES						5,918.41	001575
2/13/20	00015	1/31/20 112522	201912 310-51300-31500	DEC GENERAL COUNSEL	*	1,275.00	
HOPPING GREEN & SAMS						1,275.00	001576
2/13/20	00015	1/31/20 112523	201912 310-51300-31500	DEC MONTHLY MEETING	*	1,705.55	
HOPPING GREEN & SAMS						1,705.55	001577
2/21/20	00027	2/04/20 19048	202002 310-51300-32200	AUDIT FYE 9/30/2019	*	3,200.00	
GRAU & ASSOCIATES						3,200.00	001578
TOTAL FOR BANK A						12,098.96	
TOTAL FOR REGISTER						12,098.96	

DBBR DOUBLE BRANCH HSMITH

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2124

Invoice Date: 2/1/20

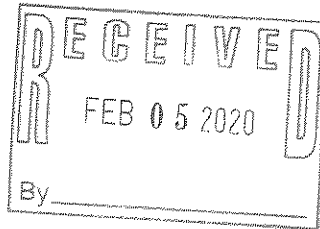
Due Date: 2/1/20

Case:

P.O. Number:

Bill To:

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



Description	Hours/Qty	Rate	Amount
Management Fees - February 2020 1,310.573, 340		4,996.92	4,996.92
Website Administration - February 2020 520		187.50	187.50
Information Technology - February 2020 357		161.83	161.83
Dissemination Agent Services - February 2020 313		111.08	111.08
IQ Nect Email Service - February 2020 357		16.65	16.65
Office Supplies 570		21.38	21.38
Postage 420		146.73	146.73
Copies 425		259.05	259.05
Telephone 410		17.27	17.27
385 (A)			
Total			\$5,918.41
Payments/Credits			\$0.00
Balance Due			\$5,918.41

Hopping Green & Sams

Attorneys and Counselors

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

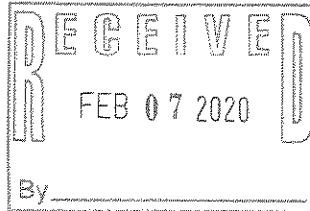
===== STATEMENT =====

January 31, 2020

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

Bill Number 112522
Billed through 12/31/2019

General Counsel (O&M)
DBRNCH 00001 JMW



1-31-513-315
15

FOR PROFESSIONAL SERVICES RENDERED

12/02/19	JMW	Research village center assessment status; review financing documents for assessment structure.	0.70 hrs
12/05/19	JMW	Review correspondence regarding website and FHS issues; research regarding same, confer with Soriano and Perry.	1.40 hrs
12/06/19	JMW	Review interlocal agreement and revenue sharing provisions; research regarding same; review correspondence from insurance representative regarding website; confer with staff.	1.20 hrs
12/13/19	JMW	Review revised legislative update; confer with staff.	0.20 hrs
12/20/19	JMW	Research regarding website and FHA requirements; confer with staff; prepare response to Harrell regarding letter and demand.	1.60 hrs
Total fees for this matter			\$1,275.00

MATTER SUMMARY

Walters, Jason M.	5.10 hrs	250 /hr	\$1,275.00
TOTAL FEES			\$1,275.00
TOTAL CHARGES FOR THIS MATTER			\$1,275.00

BILLING SUMMARY

Walters, Jason M.	5.10 hrs	250 /hr	\$1,275.00
TOTAL FEES			\$1,275.00
TOTAL CHARGES FOR THIS BILL			\$1,275.00

Please include the bill number on your check.

Hopping Green & Sams

Attorneys and Counselors

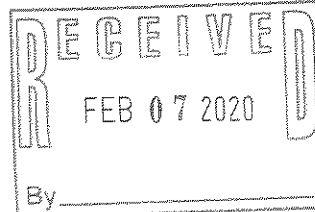
119 S. Monroe Street, Ste. 300
P.O. Box 6526
Tallahassee, FL 32314
850.222.7500

===== STATEMENT =====

January 31, 2020

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

Bill Number 112523
Billed through 12/31/2019



Monthly Meeting (O&M)

DBRNCH 00101 JMW

FOR PROFESSIONAL SERVICES RENDERED

12/06/19	JMW	Meeting preparation; review agenda package materials; conference with staff.
12/09/19	JMW	Meeting preparation; attend regular board meeting by telephone.
12/10/19	JMW	Meeting follow-up.
12/19/19	JMW	Review draft minutes; confer with staff.

1,315.13 + 315.15

Total fees for this matter \$1,700.00

DISBURSEMENTS

Travel 5.55

Total disbursements for this matter \$5.55

MATTER SUMMARY

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$5.55
TOTAL CHARGES FOR THIS MATTER	\$1,705.55

BILLING SUMMARY

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$5.55
TOTAL CHARGES FOR THIS BILL	\$1,705.55

Please include the bill number on your check.

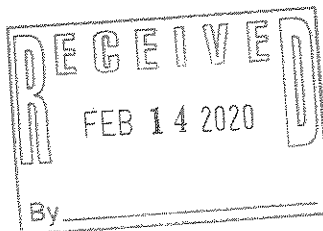
Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Double Branch Community Development District
1001 Bradford Way
Kingston, TN 37763



Invoice No. 19048
Date 02/04/2020

SERVICE

AMOUNT

Audit FYE 09/30/2019

\$ 3,200.00

Current Amount Due

\$ 3,200.00

27 (A)
1,310.573. POSTED

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
3,200.00	0.00	0.00	0.00	0.00	3,200.00

Payment due upon receipt.

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
2/13/20	00092	2/01/20 2125	202002 310-51300-34000		*	12,497.67	
			FEB FACILITY MAINT REC				
				GOVERNMENTAL MANAGEMENT SERVICES			12,497.67 006307
2/13/20	00092	2/04/20 2126	202002 300-36900-10300		*	338.25	
			EVENT STAFF THRU 1/30/20				
				GOVERNMENTAL MANAGEMENT SERVICES			338.25 006308
2/13/20	00800	2/09/20 02092020	202002 300-36900-10300		*	100.00	
			RENTAL DEPOSIT REFUND				
				JEVETTA STANFORD			100.00 006309
2/13/20	00799	2/09/20 02092020	202002 300-36900-10300		*	100.00	
			RENTAL DEPOSIT REFUND				
				LADONNA GRAFTON			100.00 006310
2/13/20	00651	2/09/20 02092020	202002 300-36900-10300		*	100.00	
			RENTAL DEPOSIT REFUND				
				MARVA MCKINNEY			100.00 006311
2/13/20	00208	2/10/20 02102020	202002 320-57200-34510		*	780.00	
			2/1/20-2/7/20 SECURITY				
				MIDDLE VILLAGE CDD			780.00 006312
2/13/20	00297	2/01/20 267	202002 320-57200-61000		*	4,251.00	
			FEB JANITORIAL AMENITY				
				RIVERSIDE MANAGEMENT SERVICES, INC			4,251.00 006313
2/13/20	00780	1/22/20 AAAQ3201	202001 320-57200-63100		*	553.68	
			DUMBBELL BENCH/INSTALL				
				SOFITCO FITNESS OUTFITTERS			553.68 006314
2/13/20	00305	1/28/20 12953A	202001 320-57200-63100		*	180.00	
			SERVICE/REPAIR GYM EQUIP				
				SOUTHEAST FITNESS REPAIR			180.00 006315
2/13/20	00382	12/30/19 91715333	201912 330-57200-61100		*	65.85	
			12/30/19 MAT CLEANING				
		1/06/20 91715354	202001 330-57200-61100		*	68.82	
			1/6/20 MAT CLEANING				
		1/13/20 91715374	202001 330-57200-61100		*	65.85	
			1/13/20 MAT CLEANING				
		1/20/20 91715395	202001 330-57200-61100		*	65.85	
			1/20/20 MAT CLEANING				
				UNIFIRST CORPORATION			266.37 006316

DBBR DOUBLE BRANCH HSMITH

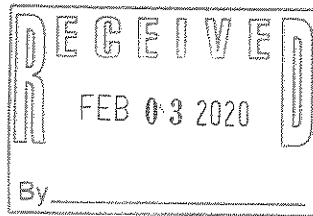
AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN	2/28/20	PAGE	3
*** CHECK DATES 02/01/2020 - 02/28/2020 ***														
DOUBLE BRANCH - REC FUND														
BANK B RECREATION FUND														

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
2/13/20	00672	2/01/20 2233	202002 320-57200-46200	FEB LANDSCAPE MAINTENANCE	*	30,916.99	
				VERDEGO, LLC			30,916.99 006317
2/13/20	00399	2/01/20 99328934	202002 330-57200-50000	FEB BASE CHARGE	*	32.54	
				XEROX CORPORATION			32.54 006318
2/21/20	00506	2/09/20 9737612	202001 320-57200-34500	1/1/20-1/31/20 SECURITY	*	4,235.79	
				ALLIED UNIVERSAL			4,235.79 006319
2/21/20	00285	2/12/20 SSI09470	202001 320-57200-34510	JAN EMPLOYMENT FEE	*	525.00	
		2/12/20 SSI09470	202001 320-57200-34510	JAN SCHEDULING FEE	*	187.50	
				CLAY COUNTY SHERIFF'S OFFICE			712.50 006320
2/21/20	00422	1/28/20 53292481	202001 320-57200-61000	JANITORIAL SUPPLIES	*	43.23	
				THE HOME DEPOT PRO			43.23 006321
2/21/20	00024	9/01/19 452235	201910 320-57200-46800	SEP LAKE MAINTENANCE	*	2,029.00	
				THE LAKE DOCTORS, INC.			2,029.00 006322
2/21/20	00208	2/17/20 02172020	202002 320-57200-34510	2/8/20-2/13/20 SECURITY	*	705.00	
				MIDDLE VILLAGE CDD			705.00 006323
2/21/20	00780	2/13/20 AAAQ3241	202002 320-57200-63100	TREADMILLS/ASSEMBLY/INSTL	*	17,734.96	
		2/13/20 AAAQ3241	202002 320-57200-63100	FREIGHT	*	497.63	
				SOFITCO FITNESS OUTFITTERS			18,232.59 006324
2/21/20	00305	2/07/20 12983D	202002 320-57200-63100	FITNESS EQUIPMENT REPAIR	*	130.00	
				SOUTHEAST FITNESS REPAIR			130.00 006325
2/21/20	00305	2/07/20 13001A	202002 330-57200-47200	BI-MONTHLY PM	*	288.00	
				SOUTHEAST FITNESS REPAIR			288.00 006326
2/21/20	00801	1/06/20 431302	202001 320-57200-63100	STORAGE BUILDING SUPPLIES	*	11,132.00	
				VERSA TUBE SYSTEMS			11,132.00 006327

DBBR DOUBLE BRANCH HSMITH

Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: FEB, 03 2020
WEEK OF JAN 10-16 20

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
01-10-20	BRIAN SMITH	1700-2300	6	30.00	180.00
01-11-20	BRIAN SMITH	1700-2300	6	30.00	180.00
01-10-20	BEN SIMMONS	2100-0300	6	30.00	180.00
01-11-20	MIKE BURNS	1600-2200	6	30.00	180.00
01-12-20	MIKE BURNS	1600-2200	6	30.00	180.00
01-13-20	EVA SOLIS	1700-2300	6	30.00	180.00
01-14-20	DAVID VOLLER	1600-2200	6	30.00	180.00
01-15-20	BRIAN SMITH	1700-2300	6	30.00	180.00
01-16-20	JOHN DRURY	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	1620.00/2
					\$810.00

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

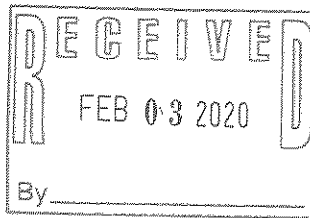
THANK YOU FOR YOUR BUSINESS!

208 (B)
2, 320, 572, 84570

Clay County Sheriff's Office

P.O. Box 548

Green Cove Springs, FL 32043

**INVOICE**INVOICE DATE: FEB,3,2020
WEEK OF 01-24-31**A****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
01-24-20	ANDRE MACK	1800-0000	6	30.00	180.00
01-25-20	ANDRE MACK	1730-2330	6	30.00	180.00
01-26-20	BRYAN SMITH	1600-2200	6	30.00	180.00
01-27-20	MATT WILLIAMS	1620-2220	6	30.00	180.00
01-28-20	MIKE BURNS	1600-2200	6	30.00	180.00
01-29-20	J. COOPER	1700-2300	6	30.00	180.00
01-30-20	MATT WILLIAMS	1620-2200	6	30.00	180.00
01-31-20	BEN SIMMONS	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:					TOTAL
					1,440.00/2
					\$ 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!

208 (B)
2,320,572,34570



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

Invoice

Date

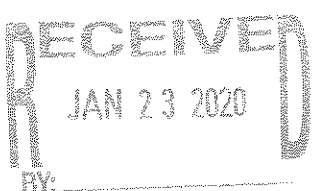
2/1/2020

Invoice #

131295590834

Terms	Net 20
Due Date	2/21/2020
PO #	
Customer #	13OAK102

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	1,999.31
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<div style="text-align: center;"> <div style="display: flex; align-items: center;"><div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin-right: 10px;">B</div><div>186 2,320,572.463</div></div></div>				

A prepayment discount of 5% is available if the entire amount for 2020 is paid by December 31st, 2019. Please contact us at ar@poolsure.com or 1-800-858-POOL(7665) if you have any questions.

Total 2,107.49
Amount Due \$2,107.49

Remittance Slip

Customer
13OAK102
Invoice #
131295590834

Amount Due \$2,107.49

Amount Paid _____

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295590834



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: 02/05/2020

Customer #: 00206379

Service Address: 3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521144

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

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	02/03/20	28	13867	13920	53
Base Charges (Prepaid)						\$80.52
Consumption Charges	Tier 1	53.0	x	0.79	\$41.87	
Proration Factor: 0.9333	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$122.39
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$122.39

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

Outdoors, lawn & landscape irrigation accounts for more than half of all residential water use. If everyone skipped 1 week of irrigation this season, it could save nearly 1 billion gallons of water.

APPLY NOW! Clay county needs you! Clay County Census Takers are paid \$17.50/hr and receive \$.575/mile on official business. APPLY ONLINE at www.2020census.gov/jobs or for more information call 1-855-JOB-2020

Please pay \$122.39 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$127.13 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$122.39
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$122.39

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6161 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00206376

Route #: MC05521142

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00		\$0.00
Proration Factor: 0.0000	Tier 2	0.0	x	0.00		\$0.00
	Tier 3	0.0	x	0.00		\$0.00
	Tier 4	0.0	x	0.00		\$0.00

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
69062536	.75	02/03/20	28	753	760	7
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	7.0	x	0.79		\$5.53
Proration Factor: 0.9333	Tier 2	0.0	x	1.56		\$0.00
	Tier 3	0.0	x	2.35		\$0.00

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$29.72
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$29.72

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

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APPLY NOW! Clay county needs you! Clay County Census Takers are paid \$17.50/hr and receive \$.575/mile on official business. APPLY ONLINE at www.2020census.gov/jobs or for more information call 1-855-JOB-2020

Please pay \$29.72 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$31.30 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$29.72
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$29.72

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6160 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00206381

Route #: MC05521233

Service Address: 3659-1 Thousand Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

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	02/03/20	28	1370	1373	3

Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	3.0	x	0.79	\$2.37	
Proration Factor: 0.9333	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

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

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

Outdoors, lawn & landscape irrigation accounts for more than half of all residential water use. If everyone skipped 1 week of irrigation this season, it could save nearly 1 billion gallons of water.

APPLY NOW! Clay county needs you! Clay County Census Takers are paid \$17.50/hr and receive \$.575/mile on official business. **APPLY ONLINE** at www.2020census.gov/jobs or for more information call 1-855-JOB-2020

Please pay \$26.56 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$28.14 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$26.56
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$26.56

DOUBLE BRANCH CDD

Customer #:00206381

3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521233

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6159 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00206380

Route #: MC05521159

Service Address: 1940-1 Woodworth Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00		\$0.00
Proration Factor: 0.0000	Tier 2	0.0	x	0.00		\$0.00
	Tier 3	0.0	x	0.00		\$0.00
	Tier 4	0.0	x	0.00		\$0.00

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	02/03/20	28	2074	2078	4
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	4.0	x	0.79		\$3.16
Proration Factor: 0.9333	Tier 2	0.0	x	1.56		\$0.00
	Tier 3	0.0	x	2.35		\$0.00

Other Charges

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

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

Outdoors, lawn & landscape irrigation accounts for more than half of all residential water use. If everyone skipped 1 week of irrigation this season, it could save nearly 1 billion gallons of water.

APPLY NOW! Clay county needs you! Clay County Census Takers are paid \$17.50/hr and receive \$.575/mile on official business. APPLY ONLINE at www.2020census.gov/jobs or for more information call 1-855-JOB-2020

Please pay \$27.35 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$28.14 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$27.35
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$27.35

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6158 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00207243
Route #: MC05522459

Service Address: 603-1 Waterford Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00		\$0.00
Proration Factor: 0.0000	Tier 2	0.0	x	0.00		\$0.00
	Tier 3	0.0	x	0.00		\$0.00
	Tier 4	0.0	x	0.00		\$0.00

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	02/03/20	28	268	268	0
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	0.0	x	0.79		\$0.00
Proration Factor: 0.9333	Tier 2	0.0	x	1.56		\$0.00
	Tier 3	0.0	x	2.35		\$0.00

Other Charges

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

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

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Please pay \$24.19 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$24.19 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$24.19
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$24.19

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6157 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00206125

Route #: MC05522414

Service Address: 1505-1 Canopy Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

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	02/03/20	28	172	173	1
Base Charges (Prepaid)						\$40.25
Consumption Charges	Tier 1	1.0	x	0.79	\$0.79	
Proration Factor: 0.9333	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$41.04
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$41.04

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

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APPLY NOW! Clay county needs you! Clay County Census Takers are paid \$17.50/hr and receive \$.575/mile on official business. APPLY ONLINE at www.2020census.gov/jobs or for more information call 1-855-JOB-2020

Please pay \$41.04 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$40.25 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$41.04
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$41.04

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

ADDRESSEE:

6156 1 AB 0.416 18-16

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

MAIL PAYMENT TO:



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: 02/05/2020

Customer #: 00206121

Route #: MC05522029

Service Address: 3178-1 Wandering Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

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	02/03/20	28	218	227	9

Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	9.0	x	0.79	\$7.11	
Proration Factor: 0.9333	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$31.30
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$31.30

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

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Please pay \$31.30 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$36.04 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$31.30
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$31.30

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6155 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00238254
Route #: MC05521847

Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00		\$0.00
Proration Factor: 0.0000	Tier 2	0.0	x	0.00		\$0.00
	Tier 3	0.0	x	0.00		\$0.00
	Tier 4	0.0	x	0.00		\$0.00

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	02/03/20	28	493	501	8

Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	8.0	x	0.79		\$6.32
Proration Factor: 0.9333	Tier 2	0.0	x	1.56		\$0.00
	Tier 3	0.0	x	2.35		\$0.00

Other Charges

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

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

Outdoors, lawn & landscape irrigation accounts for more than half of all residential water use. If everyone skipped 1 week of irrigation this season, it could save nearly 1 billion gallons of water.

APPLY NOW! Clay county needs you! Clay County Census Takers are paid \$17.50/hr and receive \$.575/mile on official business. APPLY ONLINE at www.2020census.gov/jobs or for more information call 1-855-JOB-2020

Please pay \$30.51 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$30.51 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$30.51
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$30.51

DOUBLE BRANCH CDD

Customer #:00238254

1206-1 Bedrock Drive Reclaimed Irrigation

Route #:MC05521847

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6154 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00206136
Route #: MC05521521

Service Address: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

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	02/03/20	28	27832	27941	109

Base Charges (Prepaid)						\$80.52
Consumption Charges	Tier 1	70.0	x	0.79	\$55.30	
Proration Factor: 0.9333	Tier 2	23.3	x	1.56	\$36.35	
	Tier 3	15.7	x	2.35	\$36.90	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$209.07
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$209.07

Your lawn needs water only every other week at most during winter months, so skip a week! Learn more at www.sjrwmd.com/skip-a-week.

Outdoors, lawn & landscape irrigation accounts for more than half of all residential water use. If everyone skipped 1 week of irrigation this season, it could save nearly 1 billion gallons of water.

APPLY NOW! Clay county needs you! Clay County Census Takers are paid \$17.50/hr and receive \$.575/mile on official business. APPLY ONLINE at www.2020census.gov/jobs or for more information call 1-855-JOB-2020

Please pay \$209.07 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$296.70 was posted to your account on 01/21/2020.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206136

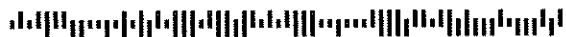
1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05521521

Route Group:27

ADDRESSEE:

6153 1 AB 0.416 18-16



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



Bill Summary

Bill Date	02/05/20
Current Charges	\$209.07
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$209.07

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: 02/05/2020

Customer #: 00201224

Route #: MC05521392

Service Address: 566-1 Oakleaf Village Parkway Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

Sewer

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

Reuse

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
74650877	2	02/03/20	28	7580	7717	137

Base Charges (Prepaid)						\$128.81
Consumption Charges	Tier 1	112.0	x	0.79	\$88.48	
Proration Factor: 0.9333	Tier 2	25.0	x	1.56	\$39.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$256.29
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$256.29

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Please pay \$256.29 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$795.23 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

Bill Date	02/05/20
Current Charges	\$256.29
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$256.29

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

ADDRESSEE:

MAIL PAYMENT TO:

6152 1 AB 0.416 18-16



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: 02/05/2020

Customer #: 00191992
Route #: MC05520506

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

Water

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

Base Charges (Prepaid)	02/05/20 to 03/05/20					\$0.00
Consumption Charges	Tier 1	0.0	x	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	x	0.00	\$0.00	
	Tier 3	0.0	x	0.00	\$0.00	
	Tier 4	0.0	x	0.00	\$0.00	

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	02/03/20	28	626	631	5

Base Charges (Prepaid)						\$128.81
Consumption Charges	Tier 1	5.0	x	0.79	\$3.95	
Proration Factor: 0.9333	Tier 2	0.0	x	1.56	\$0.00	
	Tier 3	0.0	x	2.35	\$0.00	

Other Charges

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$132.76
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
TOTAL AMOUNT DUE	\$132.76

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Please pay \$132.76 by 2/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$135.13 was posted to your account on 01/21/2020.

Please return this portion with payment

Bill Summary



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

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

Bill Date	02/05/20
Current Charges	\$132.76
Current Charges Past Due After	02/26/20
Lend A Helping Hand (If Applicable)	\$0.00
Previous Balance	\$0.00
Total Amount Due	\$132.76

ADDRESSEE:

MAIL PAYMENT TO:

6151 1 AB 0.416 18-16



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



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

Statement Date: 02/03/2020

GROUP BILLING

Page 2

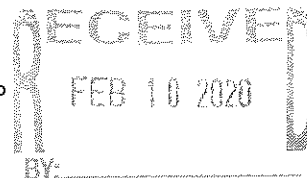
Web Address
 clayelectric.com



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

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995700	01/01/2020	01/30/2020	1,123.00	-1,123.00	.00	417.00	417.00
	4995718	01/01/2020	01/30/2020	578.00	-578.00	.00	575.00	575.00
	5217088	01/01/2020	01/30/2020	2,550.00	-2,550.00	.00	2,420.00	2,420.00
	5347943	01/01/2020	01/30/2020	88.00	-88.00	.00	47.00	47.00
	5379615	01/04/2020	02/03/2020	2,128.00	-2,128.00	.00	2,128.00	2,128.00
	5715289	01/01/2020	01/30/2020	123.00	-123.00	.00	122.00	122.00
	5774021	01/01/2020	01/30/2020	25.00	-25.00	.00	25.00	25.00
	6875140	01/01/2020	01/30/2020	63.00	-63.00	.00	57.00	57.00
	6912612	01/01/2020	01/30/2020	28.00	-28.00	.00	26.00	26.00
	6912620	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912653	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912661	01/01/2020	01/30/2020	25.00	-25.00	.00	25.00	25.00
	6912687	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912695	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912703	01/01/2020	01/30/2020	32.00	-32.00	.00	29.00	29.00
	6912729	01/01/2020	01/30/2020	27.00	-27.00	.00	27.00	27.00
	6912737	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912752	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912760	01/01/2020	01/30/2020	27.00	-27.00	.00	27.00	27.00
	6912778	01/01/2020	01/30/2020	28.00	-28.00	.00	27.00	27.00
	6912786	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912810	01/01/2020	01/30/2020	26.00	-26.00	.00	26.00	26.00
	6912828	01/01/2020	01/30/2020	26.00	-26.00	.00	26.00	26.00
	6912836	01/01/2020	01/30/2020	26.00	-26.00	.00	26.00	26.00
	6912869	01/01/2020	01/30/2020	27.00	-27.00	.00	27.00	27.00
	6912877	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912893	01/01/2020	01/30/2020	26.00	-26.00	.00	26.00	26.00
	6912901	01/01/2020	01/30/2020	26.00	-26.00	.00	26.00	26.00
	6912919	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912927	01/01/2020	01/30/2020	28.00	-28.00	.00	26.00	26.00
	6912943	01/01/2020	01/30/2020	31.00	-31.00	.00	29.00	29.00
	6912950	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	6912968	01/01/2020	01/30/2020	27.00	-27.00	.00	26.00	26.00
	7131527	01/01/2020	01/30/2020	27.00	-27.00	.00	27.00	27.00

* 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 9754
Clay Electric Cooperative, Inc.
 P.O. Box 308
 Keystone Heights, Florida 32656-0308

11

Mailing Address Correction: _____
 911 Emergency Address: _____

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

Previous Balance Due .00

Current Charges Due 7,357.00

Due Date 02/24/2020

Total Amount Due 7,357.00

79330-3A
 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: 02/03/2020

GROUP BILLING

Page 3



Web Address
clayelectric.com

Customer Name	Primary Person No.
---------------	--------------------

DOUBLE BRANCH COMM DEV DIST

1121032

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
	7332257	01/01/2020	01/30/2020	257.00	-257.00	.00	216.00	216.00
	7332265	01/04/2020	02/03/2020	210.00	-210.00	.00	210.00	210.00
	8684243	01/01/2020	01/30/2020	26.00	-26.00	.00	26.00	26.00
	8763369	01/01/2020	01/30/2020	426.00	-426.00	.00	428.00	428.00
							Subtotal	7,357.00

00000128



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

Statement Date: 02/03/2020

GROUP BILLING DETAIL

Page 4



Web Address
clayelectric.com

Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST	Loc	370 OAKLEAF VILLAGE PKWY				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	01/30/2020	4054	4242	20	3760	30	499570	151851973	
		Previous Bill Amount						1,123.00	
		Invoice Payment						-1,123.00	
		Previous Balance						.00	
Dem Read	1.337	Energy						305.69	
Dem Use	26.740	Access Charge						23.00	
		Power Cost Adjustment X 3760 KWH						65.42	
		FLA Gross Receipts Tax						10.10	
		Clay Co Public Ser Utility Tax						12.10	
		Operation Round Up						0.69	
		CURRENT CHARGES						417.00	
		TOTAL DUE						417.00	
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	01/30/2020	733	865	40	5280	30	499571	152192893	
		Previous Bill Amount						578.00	
		Invoice Payment						-578.00	
		Previous Balance						.00	
Dem Read	0.187	Energy						429.26	
Dem Use	7.480	Access Charge						23.00	
		Power Cost Adjustment X 5280 KWH						91.87	
		FLA Gross Receipts Tax						13.94	
		Clay Co Public Ser Utility Tax						16.62	
		Operation Round Up						0.31	
		CURRENT CHARGES						575.00	
		TOTAL DUE						575.00	
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	01/30/2020	3585	3899	80	25120	30	499532	151851971	
		Previous Bill Amount						2,550.00	
		Invoice Payment						-2,550.00	
		Previous Balance						.00	
Dem Read	0.773	Energy						1,507.20	
Dem Use	61.840	Access Charge						80.00	
		Demand						269.00	
		Power Cost Adjustment X 25120 KWH						437.09	
		FLA Gross Receipts Tax						58.76	
		Clay Co Public Ser Utility Tax						67.23	
		Operation Round Up						0.72	
		CURRENT CHARGES						2,420.00	
		TOTAL DUE						2,420.00	
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	01/30/2020	6796	7010	1	214	30	534794	151850976	
		Previous Bill Amount						88.00	
		Invoice Payment						-88.00	
		CURRENT CHARGES						47.00	
		TOTAL DUE						47.00	

00000129



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

Statement Date: 02/03/2020

GROUP BILLING DETAIL

Page 5



Web Address
clayelectric.com

Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3926 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read	6.251		Previous Balance					.00	
Dem Use	6.251		Energy					17.40	
			Access Charge					23.00	
			Power Cost Adjustment X 214 KWH					3.72	
			FLA Gross Receipts Tax					1.13	
			Clay Co Public Ser Utility Tax					1.56	
			Operation Round Up					0.19	
						CURRENT CHARGES		47.00	
						TOTAL DUE		47.00	
Sub ID 1	Acct # 5379615	Name	DOUBLE BRANCH COMM DEV DIST	Loc	EAST SIDE OF BRANNANFIELD				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
			Previous Bill Amount					2,128.00	
			Invoice Payment					-2,128.00	
Dem Read			Previous Balance					.00	
Dem Use			Small Outdoor Light					1,362.56	
			Pole					633.50	
			FLA Gross Receipts Tax					51.15	
			Clay Co Public Ser Utility Tax					79.84	
			Operation Round Up					0.95	
						CURRENT CHARGES		2,128.00	
						TOTAL DUE		2,128.00	
Sub ID 1	Acct # 5715289	Name	DOUBLE BRANCH COMM DEV DIST	Loc	1591 CANOPY OAKS DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	8	10	1	2	30	571528	152055399
			Previous Bill Amount					123.00	
			Invoice Payment					-123.00	
Dem Read			Previous Balance					.00	
Dem Use			Energy					0.16	
			Access Charge					23.00	
			Power Cost Adjustment X 2 KWH					0.03	
			Small Outdoor Light					90.84	
			FLA Gross Receipts Tax					2.92	
			Clay Co Public Ser Utility Tax					4.56	
			Operation Round Up					0.49	
						CURRENT CHARGES		122.00	
						TOTAL DUE		122.00	
Sub ID 1	Acct # 5774021	Name	DOUBLE BRANCH COMM DEV DIST	Loc	2971 THORNCREST DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	23	26	1	3	30	577402	154521993
			Previous Bill Amount					25.00	
			Invoice Payment					-25.00	
						CURRENT CHARGES		25.00	
						TOTAL DUE		25.00	

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Sub ID 1	Acct # 5774021	Name	DOUBLE BRANCH COMM DEV DIST	Loc	2971 THORNCREST DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.24
			Access Charge						23.00
			Power Cost Adjustment X 3 KWH						0.05
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.93
			Operation Round Up						0.19
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6875140	Name	DOUBLE BRANCH COMM DEV DIST	Loc	373 OAKLEAF VILLAGE CTR 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	3501	3811	1	310	30	687514	152024620
			Previous Bill Amount						63.00
			Invoice Payment						-63.00
Dem Read			Previous Balance						.00
Dem Use			Energy						25.20
			Access Charge						23.00
			Power Cost Adjustment X 310 KWH						5.39
			FLA Gross Receipts Tax						1.37
			Clay Co Public Ser Utility Tax						1.84
			Operation Round Up						0.20
						CURRENT CHARGES			57.00
						TOTAL DUE			57.00
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	01/30/2020	70	83	1	13	30	691261	154533579
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
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 # 6912620	Name	DOUBLE BRANCH COMM DEV DIST	Loc	304 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	105	116	1	11	30	691262	151835286
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00



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Sub ID 1	Acct # 6912620	Name	DOUBLE BRANCH COMM DEV DIST	Loc 304 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST	Loc 603 OAKLEAF VILLAGE PKWY # 2					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	64	77	1	13	30	691265	154517934
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
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 # 6912661	Name	DOUBLE BRANCH COMM DEV DIST	Loc 602 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	0	0	1	0	30	691266	154533626
			Previous Bill Amount						25.00
			Invoice Payment						-25.00
Dem Read			Previous Balance						.00
Dem Use			Access Charge						23.00
			FLA Gross Receipts Tax						0.59
			Clay Co Public Ser Utility Tax						0.92
			Operation Round Up						0.49
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00
Sub ID 1	Acct # 6912687	Name	DOUBLE BRANCH COMM DEV DIST	Loc 537 OAKLEAF VILLAGE P PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	59	70	1	11	30	691268	152058372
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

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Sub ID 1		Acct # 6912695		Name DOUBLE BRANCH COMM DEV DIST		Loc 529 OAKLEAF VILLAGE PKWY # 1				
		Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
		GS	01/30/2020	50	61	1	11	30	691269	154529665
Dem Read Dem Use			Previous Bill Amount						27.00	
			Invoice Payment						-27.00	
			Previous Balance						.00	
			Energy						0.89	
			Access Charge						23.00	
			Power Cost Adjustment X 11 KWH						0.19	
			FLA Gross Receipts Tax						0.62	
			Clay Co Public Ser Utility Tax						0.95	
			Operation Round Up						0.35	
			CURRENT CHARGES						26.00	
		TOTAL DUE						26.00		

Sub ID 1		Acct # 6912703		Name DOUBLE BRANCH COMM DEV DIST		Loc 3925 PLANTATION OAKS BLVD # 1				
		Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
		GS	01/30/2020	175	211	1	36	30	691270	154534637
Dem Read Dem Use			Previous Bill Amount						32.00	
			Invoice Payment						-32.00	
			Previous Balance						.00	
			Energy						2.93	
			Access Charge						23.00	
			Power Cost Adjustment X 36 KWH						0.63	
			FLA Gross Receipts Tax						0.68	
			Clay Co Public Ser Utility Tax						1.03	
			Operation Round Up						0.73	
			CURRENT CHARGES						29.00	
		TOTAL DUE						29.00		

Sub ID 1		Acct # 6912729		Name DOUBLE BRANCH COMM DEV DIST		Loc 3860 PLANTATION OAKS BLVD # 1				
		Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
		GS	01/30/2020	93	110	1	17	30	691272	154517617
Dem Read Dem Use			Previous Bill Amount						27.00	
			Invoice Payment						-27.00	
			Previous Balance						.00	
			Energy						1.38	
			Access Charge						23.00	
			Power Cost Adjustment X 17 KWH						0.30	
			FLA Gross Receipts Tax						0.64	
			Clay Co Public Ser Utility Tax						0.97	
			Operation Round Up						0.71	
			CURRENT CHARGES						27.00	
		TOTAL DUE						27.00		

Sub ID 1		Acct # 6912737		Name DOUBLE BRANCH COMM DEV DIST		Loc 3859 PLANTATION OAKS BLVD # 1				
		Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
		GS	01/30/2020	52	60	1	8	30	691273	154517616
				Previous Bill Amount						27.00
				Invoice Payment						-27.00
				CURRENT CHARGES						26.00
				TOTAL DUE						26.00

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Sub ID 1	Acct # 6912737	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3859 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.65
			Access Charge						23.00
			Power Cost Adjustment X 8 KWH						0.14
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.67
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	98	109	1	11	30	691275	151839081
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912760	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3800 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	120	137	1	17	30	691276	152021602
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.38
			Access Charge						23.00
			Power Cost Adjustment X 17 KWH						0.30
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.97
			Operation Round Up						0.71
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	167	186	1	19	30	691277	152033170
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00



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Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						1.54
			Access Charge						23.00
			Power Cost Adjustment X 19 KWH						0.33
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.98
			Operation Round Up						0.51
						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	01/30/2020	165	174	1	9	30	691278	152030424
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
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 # 6912810	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3801 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	75	86	1	11	30	691281	152030422
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912828	Name	DOUBLE BRANCH COMM DEV DIST	Loc	728 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	33	41	1	8	30	691282	152054493
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

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Sub ID 1	Acct # 6912828	Name	DOUBLE BRANCH COMM DEV DIST	Loc 728 BELLSHIRE DR # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
Dem Read		Previous Balance							.00
Dem Use		Energy							0.65
		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 # 6912836	Name	DOUBLE BRANCH COMM DEV DIST	Loc 721 BELLSHIRE DR # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	01/30/2020	38	47	1	9	30	691283	154532169	
		Previous Bill Amount							26.00
		Invoice Payment							-26.00
Dem Read		Previous Balance							.00
Dem Use		Energy							0.73
		Access Charge							23.00
		Power Cost Adjustment X 9 KWH							0.16
		FLA Gross Receipts Tax							0.62
		Clay Co Public Ser Utility Tax							0.95
		Operation Round Up							0.54
CURRENT CHARGES									26.00
TOTAL DUE									26.00

Sub ID 1	Acct # 6912869	Name	DOUBLE BRANCH COMM DEV DIST	Loc 715-1 WAKEMOUNT DR					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	01/30/2020	75	90	1	15	30	691286	154529951	
		Previous Bill Amount							27.00
		Invoice Payment							-27.00
Dem Read		Previous Balance							.00
Dem Use		Energy							1.22
		Access Charge							23.00
		Power Cost Adjustment X 15 KWH							0.26
		FLA Gross Receipts Tax							0.63
		Clay Co Public Ser Utility Tax							0.96
		Operation Round Up							0.93
CURRENT CHARGES									27.00
TOTAL DUE									27.00

Sub ID 1	Acct # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3219 STONEBRIER RIDGE DR # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	01/30/2020	95	107	1	12	30	691287	154528294	
		Previous Bill Amount							27.00
		Invoice Payment							-27.00
CURRENT CHARGES									26.00
TOTAL DUE									26.00

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Sub ID 1	Acct # 6912877	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3219 STONEBRIER RIDGE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.98
			Access Charge						23.00
			Power Cost Adjustment X 12 KWH						0.21
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.23
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST	Loc	576-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	63	72	1	9	30	691289	154521991
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912901	Name	DOUBLE BRANCH COMM DEV DIST	Loc	507 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	63	73	1	10	30	691290	154521987
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.81
			Access Charge						23.00
			Power Cost Adjustment X 10 KWH						0.17
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.45
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST	Loc	498 MILLSTONE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	56	67	1	11	30	691291	154521988
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00



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Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST	Loc 498 MILLSTONE DR # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3442-1 WORTHINGTON OAKS DR					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	118	129	1	11	30	691292	154517592
			Previous Bill Amount						28.00
			Invoice Payment						-28.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.89
			Access Charge						23.00
			Power Cost Adjustment X 11 KWH						0.19
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.35
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST	Loc 309 OAKLEAF VILLAGE PKWY # 1					
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	283	317	1	34	30	691294	151839080
			Previous Bill Amount						31.00
			Invoice Payment						-31.00
Dem Read			Previous Balance						.00
Dem Use			Energy						2.76
			Access Charge						23.00
			Power Cost Adjustment X 34 KWH						0.59
			FLA Gross Receipts Tax						0.68
			Clay Co Public Ser Utility Tax						1.02
			Operation Round Up						0.95
						CURRENT CHARGES			29.00
						TOTAL DUE			29.00
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	01/30/2020	58	70	1	12	30	691295	154532124
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00



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Sub ID 1	Acct # 6912950	Name	DOUBLE BRANCH COMM DEV DIST		Loc 373 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.98
			Access Charge						23.00
			Power Cost Adjustment X 12 KWH						0.21
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.23
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST		Loc 308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	98	111	1	13	30	691296	151835285
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
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 # 7131527	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	138	155	1	17	30	713152	151837342
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.38
			Access Charge						23.00
			Power Cost Adjustment X 17 KWH						0.30
			FLA Gross Receipts Tax						0.64
			Clay Co Public Ser Utility Tax						0.97
			Operation Round Up						0.71
						CURRENT CHARGES			27.00
						TOTAL DUE			27.00
Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3168 STONEBRIER RIDGE DR NEXTT				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	8276	10112	1	1836	30	489354	154356830
			Previous Bill Amount						257.00
			Invoice Payment						-257.00
						CURRENT CHARGES			216.00
						TOTAL DUE			216.00

00000139



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

Statement Date: 02/03/2020

GROUP BILLING DETAIL

Page 15



Web Address
clayelectric.com

Sub ID 1	Acct # 7332257	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3168 STONEBRIER RIDGE DR	NEXTT			
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read		19.474	Previous Balance						.00
Dem Use		19.474	Energy						149.27
			Access Charge						23.00
			Power Cost Adjustment X 1836 KWH						31.95
			FLA Gross Receipts Tax						5.24
			Clay Co Public Ser Utility Tax						6.38
			Operation Round Up						0.16
						CURRENT CHARGES			216.00
						TOTAL DUE			216.00
Sub ID 1	Acct # 7332265	Name	DOUBLE BRANCH COMM DEV DIST	Loc	OAKLEAF VILLAGE CENTER				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
			Previous Bill Amount						210.00
			Invoice Payment						-210.00
Dem Read			Previous Balance						.00
Dem Use			Small Outdoor Light						196.81
			FLA Gross Receipts Tax						5.04
			Clay Co Public Ser Utility Tax						7.87
			Operation Round Up						0.28
						CURRENT CHARGES			210.00
						TOTAL DUE			210.00
Sub ID 1	Acct # 8684243	Name	DOUBLE BRANCH COMM DEV DIST	Loc	571 OAKLEAF VILLAGE PKWY				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	27	33	1	6	30	868424	154533629
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.49
			Access Charge						23.00
			Power Cost Adjustment X 6 KWH						0.10
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.87
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 8763369	Name	DOUBLE BRANCH COMM DEV DIST	Loc	382 OAKLEAF VILLAGE PKWY				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	01/30/2020	35900	39768	1	3868	30	8763369	13794545
			Previous Bill Amount						426.00
			Invoice Payment						-426.00
Dem Read		23.120	Previous Balance						.00
Dem Use		23.120	Energy						314.47
			Access Charge						23.00
			Power Cost Adjustment X 3868 KWH						67.30
			FLA Gross Receipts Tax						10.37
			Clay Co Public Ser Utility Tax						12.42
			Operation Round Up						0.44
						CURRENT CHARGES			428.00
						TOTAL DUE			428.00

00000140



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

Statement Date: 02/03/2020

GROUP BILLING DETAIL

Page 16



Web Address
clayelectric.com

Sub-Group # 1 Current Charges

7,357.00



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

Statement Date: 02/04/2020

GROUP BILLING

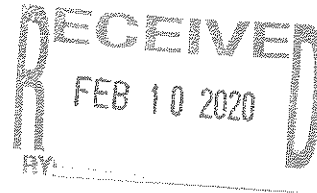
Page 1



Web Address
 clayelectric.com

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

Sub ID	Account	Reading From	To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	6912976	01/01/2020	01/29/2020	28.00	-28.00	.00	26.00	26.00
							Subtotal	26.00



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

Group Invoice 9817
Clay Electric Cooperative, Inc.
 P.O. Box 308
 Keystone Heights, Florida 32656-0308

2

Mailing Address Correction: _____

911 Emergency Address: _____

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

Previous Balance Due .00

Current Charges Due 26.00

Due Date 02/25/2020

Total Amount Due 26.00



79330-4A
 DOUBLE BRANCH COMM DEV DIST
 475 W TOWN PL STE 114
 SAINT AUGUSTINE FL 32092-3649

00000003



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

Statement Date: 02/04/2020

GROUP BILLING DETAIL

Page 2



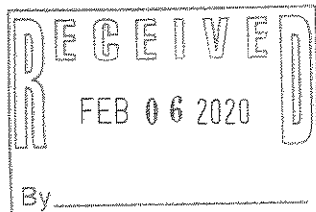
Web Address
clayelectric.com

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	01/29/2020	106	113	1	7	29	691297	151839078
	GS	01/29/2020	0	0	1	0	0	691297	154767644
Dem Read Dem Use			Previous Bill Amount					28.00	
			Invoice Payment					<u>-28.00</u>	
			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					<u>0.77</u>	
			CURRENT CHARGES					<u>26.00</u>	
		TOTAL DUE					26.00		
Sub-Group # 1 Current Charges									26.00

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 #: 2125
Invoice Date: 2/1/20
Due Date: 2/1/20
Case:
P.O. Number:

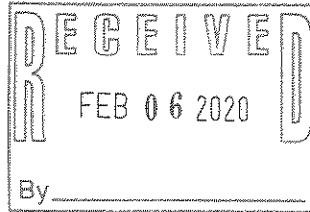
Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation/ Recreation - February 2020		12,497.67	12,497.67
2,316,513,3400 92			
Total			\$12,497.67
Payments/Credits			\$0.00
Balance Due			\$12,497.67

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 #: 2126

Invoice Date: 2/4/20

Due Date: 2/4/20

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Event Staff through January 30, 2020	13.53	25.00	338.25
<i>Amenity Revenue</i> <i>2,369.103</i> <i>92</i>			
Total			\$338.25
Payments/Credits			\$0.00
Balance Due			\$338.25

RMW
2.6.20

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

DOUBLE BRANCH CDD

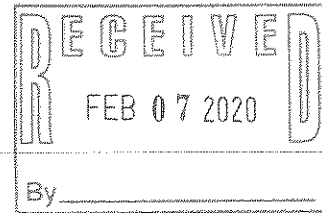
Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
13.53	Facility Event Staff	\$ 25.00	\$ 338.25

Covers Period End: January 30, 2020

Amenities Revenue # 2-369-103

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JEVETTA STANFORD
Date: February 9, 2020 at 7:26 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com



Good evening Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M.
- DATE OF VENUE – JANUARY 25, 2020
- RESIDENT – JEVETTA STANFORD
- ADDRESS – 1934 WOODWORTH DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR Credit Union:
 - CHECK#: 5102
 - DATED: 1/11/20
 - DEPOSITED: 1/13/20
 - AMOUNT: \$100.00

2-300-369-103
800

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

Thank you.

I will be out of the office TUESDAY, February 11, 2020 and THURSDAY, February 13, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

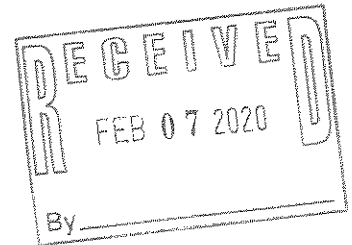
Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this email and/or attachment(s)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

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - LADONNA GRAFTON
Date: February 9, 2020 at 7:35 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@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 – JANUARY 31, 2020
- RESIDENT – LADONNA GRAFTON
- ADDRESS – 3750 SILVER BLUFF BLVD #2805, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via VISA (6634)
 - DATED: 12/23/19
 - SEQ#: 2
 - BATCH#: 178
 - INVOICE: 035089
 - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
12/23/19	12/23/19	01/31/20	LaDonna Petrice Mixon/Grafton - OVCR DEPOSIT	DEPOSIT	\$ 100.

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

Thank you.

I will be out of the office TUESDAY, February 11, 2020 and THURSDAY, February 13, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your opportunity.

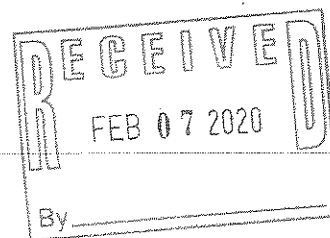
Wanda McReynolds – Venue Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MARVA MCKINNEY
Date: February 9, 2020 at 7:22 PM
To: Hannah Smith hsmith@gmsnf.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@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 – JANUARY 25, 2020
- RESIDENT – MARVA MCKINNEY
- ADDRESS – 3005 TOWER OAKS DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on WELLS FARGO:
 - CHECK#: 2030
 - DATED: 1/4/20
 - DEPOSITED: 1/6/20
 - AMOUNT: \$100.00

2,300.369.103
651

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

Thank you.

I will be out of the office TUESDAY, February 11, 2020 and THURSDAY, February 13, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with your name, contact number and email address. I will respond at my earliest opportunity.

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

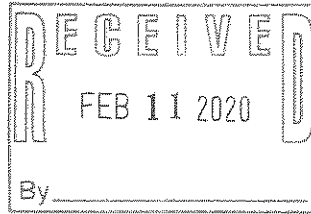
Governmental Management Services

www.OakLeafResidents.com

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Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: FEB 10, 2020
WEEK OF 2/1/20

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02-01-20	J. HOLMES	1700-2300	6	30.00	180.00
02/02/20	BRYAN SMITH	1600-2200	6	30.00	180.00
02/03/20	ANDRE MACK	100-0100	6	30.00	180.00
02/04/20	MIKE BURNS	1600-2200	6	30.00	180.00
02/04/20	ANDRE MACK	1900-0100	6	30.00	180.00
02/05/20	BRYAN SMITH	1700-2300	6	30.00	180.00
02/06/20	JOHN DRURY	1600-2000	4	30.00	120.00
02/07/20	BRYAN SMITH	1600-2200	6	30.00	180.00
02/07/20	ANDRE MACK	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE:				TOTAL	1560.00/2
					\$ 780.00

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

THANK YOU FOR YOUR BUSINESS!

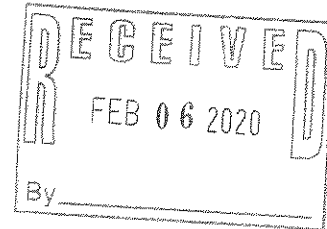
Riverside Management Services, Inc

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

Invoice

Date	Invoice #
2/1/2020	267

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/ Amenity - February 2020	4,251.00	4,251.00
	2,320,572.6100 297		
		Total	\$4,251.00

RMW
2.6.20



2166 West County Highway 30A
Suite D
Santa Rosa Beach, FL 32459

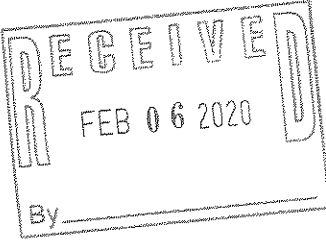
Invoice

Date	Invoice #
1/22/2020	AAAQ3201F

Bill To
Double Branch CDD Jay Soriano 370 OakLeaf Village Parkway Orange Park, FL 32065

Ship To
Double Branch CDD Jay Soriano 370 OakLeaf Village Parkway Orange Park, FL 32065

Rep	S.O. No.	P.O. No.	Terms	Project
MS	AAAQ3201		Due on receipt	

Item	Description	Invoiced	Rate	Amount
BNCH-FID-S	TAG Flat/Incline/Decline Dumbbell Bench	1	399.99	399.99
SOFITCO	SOFITCO Delivery, Assembly & Installation	1	75.00	75.00
QWSHIPPING	Shipping	1	78.69	78.69
	Total sales tax calculated by AvaTax		0.00	0.00
Code to: Double Branch Repair and Replacements 2.320.57200.63100 780 				

Thank you for your business.

Total \$553.68

Phone #	Fax #	E-mail
850-660-1447		melody@so-fitco.com

Payments/Credits \$0.00

Balance Due \$553.68

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

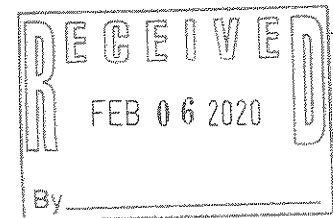
www.southeastfitnessrepair.com

Invoice # 12953A

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:	Rosemary, I called last week to try and schedule a visit for service. We are still having issues with those treadmills at DB. one is slipping still, and the other two have begun shutting off again. I believe the two others really need their decks changed out - the guys thought that they looked in good enough shape and changed just the belts but that might not be the case. We have the new decks sitting here in boxes still - might as well put them on. Can you please have them scheduled soon as we only have 3 treadmills in that facility now and all 3 are down. JAY 904-406-2200

Date: 28-Jan-2020

Payment is due within 30 days of invoice date.



Description	Part #	Part Cost	QTY	Total
LABOR PER HOUR 1 TECH: LABOR PER HOUR 1 TECH		60.00	3.00	180.00
Comments:			Parts Total	180.00
			Tax	0.00
			Balance	180.00

Technician: ROBERT PETERKIN

Thank you for your business.

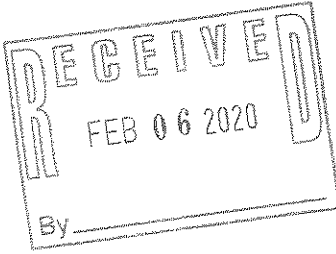
Code to:

Double Branch Repair and Replacements

2.320.57200.63100

305



INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
12/30/19	9171533351	65.85	
1/06/20	9171535402	68.82	
1/13/20	9171537487	65.85	
1/20/20	9171539516	65.85	
Code to: 2.330.57200.61100 Double Branch Fitness Janitorial <i>382</i>			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
1/27/20	999548	266.37	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
266.37			

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

REMIT TO:

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

Please return This Stub With Your Payment

REMIT TO:

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

DOUBLE BRANCH CDD
370 OAKLEAG VILLAGE PKWY O

ORANGE PARK FL 32065

Statement Date:
1/27/20
Invoices Paid
Amount Paid
Customer Number
999548

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

917 1533351 REMIT TO:
12/30/19
999548
RTE# D2610
DOUBLE BRANCH CDD

UniFirst Corporation
P. O. BOX 650481
Dallas TX 75265



PAYMENT AMOUNT \$

9171533351

Please Detach and Return With Payment



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE
917 1533351

DATE
12/30/19

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66891

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# D2610

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

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

SOIL PICK UP COUNT

SH

PT

QT

NO

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

917 1535402
1/06/20
999548

REMIT TO:

UniFirst Corporation
P. O. BOX 650481
Dallas

TX 75265

RTE# 02610

DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

- Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE

DATE

PAYMENT TERMS

PURCHASE ORDER

CONTRACT

917 1535402

1/06/20

CHARGE

66891

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	26.91			3/12	3	
		MAT-4X6 HD GREAT IMP		2	17.94			1/19	2	
		FINANCE CHARGE			2.97					
		DEFE CHARGE			21.00					
		INVOICE SUB-TOTAL			68.82					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE			68.82					

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

SOIL PICK UP COUNT

SH

PT

QT

NO

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

917 1537487
1/13/20
999548
RTE# 02610
DOUBLE BRANCH CDD

REMIT TO:

UniFirst Corporation
P.O. BOX 650481
Dallas

TX 75265



91715374877

PAYMENT AMOUNT \$

Please Detach and Return With Payment



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE
917 1537487

DATE
1/13/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
64891

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 INVOICE- NET 30 DAYS. PLEASE SIGN

SQID PICK UP COUNT SH PT OT NO

Lisa [Signature]

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

917 1539516
1/20/20
999548
RTE# 02610
DOUBLE BRANCH CDD

REMIT TO: UniFirst Corporation
P.O. BOX 650481
Dallas TX 75265



PAYMENT AMOUNT \$

91715395164

Please Detach and Return With Payment -



UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001

FL 32219

INVOICE
917 1539516

DATE
1/20/20

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
66899

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H DAKLEAF		3	26.91			3/12	3	
		MAT-4X6 HD GREAT IMP		2	17.98			1/18	2	
		DEFE CHARGE			21.00					
		INVOICE SUB-TOTAL			65.89					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT

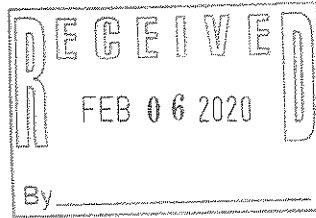
SH

PT

OT

NO

Lisa Carter



Invoice

Invoice #: 2233

Date: 02/01/20

Customer PO:

DUE DATE: 03/02/2020

BILL TO

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

FROM

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

DESCRIPTION

#2029 - Standard Maintenance Contract February 2020

AMOUNT

\$30,916.99

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$30,916.99

Code to:

2-320-572-4620

Double Branch Landscape Maintenance

672

Customer Information



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

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

Purchase Order Number

Special Reference

Contract Number
NET 30 DAYS
Terms Of Payment

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

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

Bill To:

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

02-01-20
Invoice Date
099328934
Invoice Number
720343326
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN
AMOUNT

BASE CHARGE

FEBRUARY

32.54

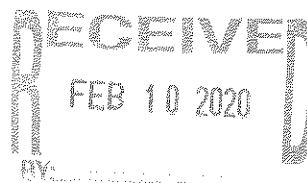
SUB TOTAL

32.54

TOTAL

32.54

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



2.33.572.50
399

XEROX FEDERAL IDENTIFICATION #16-0468020

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

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

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

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



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

Invoice Amount

01-569-8562 4 720343326 099328934 02-01-20 THIS AMOUNT
RR004471 M 070119
03 6M1D 2X06 W 00000 5933 1 B15

\$32.54
VFL40

202100008070060 0993289345 0300032541 272034332688

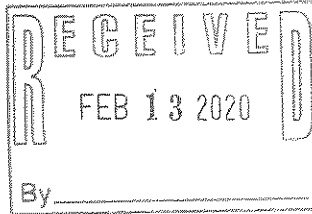
Invoice

Payment



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

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



Invoice Date
02/09/2020

Invoice Number
9737612

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

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

Description	Quantity	UOM	Price	Amount
Regular Guard - Dimuna, Abanus	120.00	Hours		0.00
Regular Guard - MELSON, LISA	178.00	Hours		0.00
Overtime Guard - DIMUNAH, UZOMA	9.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	307.00			0.00
Subtotal				4,235.79
Sales Tax Subtotal				0.00
Total for - DOUBLE BRANCH				4,235.79

APPROVED

Code to:

Double Branch Security

2-320-572-345

506 (B)

POSTED

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



Invoice Date
02/09/2020

Invoice Number
9737612

Invoice NO. 9737612 Customer: AB364297 Double Branch Community Development Page 1 of 1

Description						Quantity	Bill Rate	Extension
Work Date	Post Description	Employee Name	In Time	Out Time	Lunch	Hours	Hours Type	
Regular Guard - Dimuna, Abanus						120.00	\$0.00	\$0.00
01/05/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/06/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/06/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/07/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/12/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/13/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/13/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/14/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/19/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/20/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/20/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/21/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/26/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/27/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/27/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/28/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
Regular Guard - MELSON, LISA						178.00	\$0.00	\$0.00
01/01/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Hol Worked 1.5	
01/02/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/03/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/04/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/04/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/05/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/09/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/10/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/11/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/11/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/12/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/15/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/16/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/17/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/18/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/18/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/19/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/22/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/23/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/24/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/25/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/25/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/26/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/29/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/30/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/31/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
Overtime Guard - DIMUNAH, UZOMA						9.00	\$0.00	\$0.00
01/08/20	Roover 900	UZOMA DIMUNAH	15:00	0:00		9.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79
Total Hours						307.00		\$0.00

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



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

Invoice Number: SSI09470
Invoice Date: 2/12/2020

Page: 1

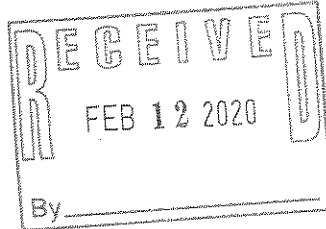
Attn: Fiscal - Accounts Receivable

Bill

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

Ship

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



Due Date 2/27/2020
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 2/12/2020
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JANUARY 2020		210	210	5.00	1,050.00 / 2 = \$525
Fees-2nd Employment Scheduling		15	15	25.00	375.00 / 2 = \$187.50

(B)

285
2,320.572,34570



POSTED

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 1,425.00

Subtotal: 1,425.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,425.00 / 2

\$712.50

168	OAKLEAF PLANTATION CDD	1/3/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/3/2020	6534	SIMMONS, BENJAMIN A	6.00
168	OAKLEAF PLANTATION CDD	1/4/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/5/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/6/2020	6273	COOPER, JENNIFER	6.00
168	OAKLEAF PLANTATION CDD	1/7/2020	7695	VOLLER, DAVID	6.00
168	OAKLEAF PLANTATION CDD	1/8/2020	7223	SOLIS, EVA	6.00
168	OAKLEAF PLANTATION CDD	1/9/2020	7321	DRURY, JOHN R.	6.00
168	OAKLEAF PLANTATION CDD	1/10/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/10/2020	6534	SIMMONS, BENJAMIN A	6.00
168	OAKLEAF PLANTATION CDD	1/11/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/11/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/12/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/13/2020	7223	SOLIS, EVA	6.00
168	OAKLEAF PLANTATION CDD	1/14/2020	7695	VOLLER, DAVID	6.00
168	OAKLEAF PLANTATION CDD	1/15/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/16/2020	7321	DRURY, JOHN R.	6.00
168	OAKLEAF PLANTATION CDD	1/17/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/17/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/18/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/18/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/19/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/20/2020	6273	COOPER, JENNIFER	6.00
168	OAKLEAF PLANTATION CDD	1/21/2020	6534	SIMMONS, BENJAMIN A	6.00
168	OAKLEAF PLANTATION CDD	1/22/2020	6028	WILLIAMS, MATTHEW L	6.00
168	OAKLEAF PLANTATION CDD	1/23/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/24/2020	7036	MACK, ANDRE D.	6.00
168	OAKLEAF PLANTATION CDD	1/25/2020	7036	MACK, ANDRE D.	6.00
168	OAKLEAF PLANTATION CDD	1/26/2020	6839	SMITH, BRYAN	6.00
168	OAKLEAF PLANTATION CDD	1/27/2020	6028	WILLIAMS, MATTHEW L	6.00
168	OAKLEAF PLANTATION CDD	1/28/2020	6584	BURNS, MIACHEL	6.00
168	OAKLEAF PLANTATION CDD	1/29/2020	6273	COOPER, JENNIFER	6.00
168	OAKLEAF PLANTATION CDD	1/30/2020	6028	WILLIAMS, MATTHEW L	6.00
168	OAKLEAF PLANTATION CDD	1/31/2020	7036	MACK, ANDRE D.	6.00
168	OAKLEAF PLANTATION CDD	1/31/2020	6534	SIMMONS, BENJAMIN A	6.00
	#N/A			#N/A	210.00



formerly SupplyWorks®

PO BOX 2317
Jacksonville FL 32203-2317

INVOICE

Page 1 of 1

INVOICE DATE	01/28/2020
INVOICE NUMBER	532924818
ACCOUNT NUMBER	647283
ORDER NO.	28337273

FOR INQUIRIES CALL: (866) 412-6726

FAX: (877) 712-6726

www.HomeDepotPro.com/Institutional
customer@supplyworks.com

Please mail payments to the remit address at the bottom of this bill

SOLD TO:

6332 1 SP 0.560 E0066X I0101 D5787839515 S2 P7102191 0001:0001



MIDDLE VILLAGE CDD
DBA OAKLEAF PLANTATION
370 OAKLEAF PLANTATION PKWY
ORANGE PARK FL 32065

SHIPPED TO:

MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

ORDER NO.		CONTROL NO.	CUSTOMER P.O.		SHIPPED VIA			TERMS		CASH DISCOUNT AMT			
28337273			JSO01202020		JAX1 - DR22			NET 30 DAYS		0.00			
LN	ITEM NO.	CAT	DESCRIPTION		ORDER	SHIP	B/O	UOM	LIST PRICE	PRICE	EXT. AMT.	TAX	CODE
	REN06132-WB	8	CONTROLLED HARD ROLL TOWEL NATURAL		2	2	0	CA		43.23		86.46	

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

Code to: Split

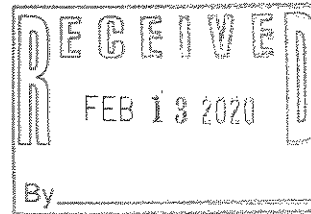
Double Branch - Janitorial

2-330-572-6100 \$ 43.23

422 (B)

Middle Village - Janitorial

2-330-572-342



POSTED

NET MERCHANDISE TOTAL	TAX TOTAL	SPECIAL CHARGES	INVOICE TOTAL
86.46	0.00	0.00	86.46

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

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE TO THE REMIT ADDRESS BELOW



formerly SupplyWorks®

Reb 2/18/20

ACCOUNT NUMBER	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT DUE
647283	532924818	01/28/2020	86.46
			NET DUE DATE 02/27/20
			NET AMOUNT PAID

SOLD TO:

MIDDLE VILLAGE CDD
DBA OAKLEAF PLANTATION
370 OAKLEAF PLANTATION PKWY
ORANGE PARK FL 32065

REMIT TO:

THE HOME DEPOT PRO
PO Box 404468
Atlanta GA 30384-4468

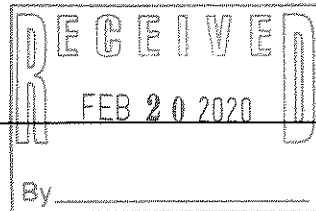


3543 State Road 419, Winter Springs, FL 32708
PH: 800-666-5253

Invoice

Invoice #	452235
Account #	708477
Date	9/1/2019
Rep	ERW

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



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

Purchase Order Number	Terms
	NET 10 DAYS
Rate	Amount
2,029.00	2,029.00

Description
Monthly Water Management Service (R)

2,320,572.468
POSTED exp. Oct. 19
2/1 (B)

Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!

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

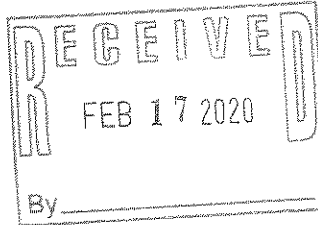
Please visit www.lakedoctors.com for your local office contact information

Subtotal	\$2,029.00
Sales Tax (7.0%)	\$0.00
Total	\$2,029.00
Payments/Credits	\$0.00
Balance Due	\$2,029.00



Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: FEB, 17, 2020
WEEK OF 02-8-20

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02/08/20	MIKE BURNS	1600-2200	6	30.00	180.00
02/08/20	BRYAN SMITH	1600-2200	6	30.00	180.00
02/09/20	D. TENBUSCH	1700-2200	7	30.00	210.00
02/09/20	MIKE BURNS	1530-2130	6	30.00	180.00
02/10/20	MIKE BURNS	1600-2200	6	30.00	180.00
02/11/20	BEN SIMMONS	1630-2230	6	30.00	180.00
02/12/20	ANDRE MACK	1830-0300	6	30.00	180.00
02/13/20	JOHN DRURY	1600-2000	4	30.00	120.00
DEPUTY SIGNATURE:					TOTAL
					1.410.00/2
					\$ 705.00

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

THANK YOU FOR YOUR BUSINESS!

208 (B)
2.320, 572, 34670

 POSTED



2166 W CO. HWY 30A , Suite D, Santa Rosa Beach FL 32459

QUOTE

Number: AAAQ3241
Date: Feb 13, 2020

For questions, please call your Sales Rep: Mark Smilek 904-521-8775

Sold To

Double Branch CDD
Jay Soriano
370 OakLeaf Village Parkway
Orange Park, FL 32065

Phone 904-342-1441
Fax

Ship To

Double Branch CDD
Jay Soriano
370 OakLeaf Village Parkway
Orange Park, FL 32065

Phone 904-342-1441
Fax

Salesperson		P.O. Number	Installer	Terms	
Mark Smilek			SEFR	50% down / net Install	
Line	Qty	Manufacturer	Description	Unit Price	Ext. Price
1	3	LIFE FITNESS	INTEGRITY DX TREADMILL - D Tread Base Low VT/Arctic Silver D Tread Base/INTY X 7In TR WLAN/Line Cord Tread Domestic Low Voltage	\$6,273.67	\$18,821.01
2			5.0% Discount		-\$941.05
3			SubTotal		\$17,879.96
4	1	SOFITCO	SOFITCO Delivery, Assembly & Installation	\$555.00	\$555.00
5	1	SOFITCO	SOFITCO TRADE IN CREDIT- 4 - True CS 500 Treadmills (\$175 each)*	-\$700.00	-\$700.00

*TRADE IN - Treadmills must be in working condition

PRICES ON THIS QUOTE ARE VALID FOR 30 DAYS BUT TAX RATE MAY VARY ON FINAL INVOICE DEPENDING ON INSTALL LOCATION. CANCELLATIONS SUBJECT TO A 20% RESTOCKING FEE AND FORFEITURE OF DEPOSIT. ALL EQUIPMENT COVERED BY MANUFACTURER'S WARRANTY. DELIVERIES PROVIDED BY SOFITCO AUTHORIZED INSTALLERS. PROPERTY REMAINS PROPERTY OF SOFITCO UNTIL PAID IN FULL. LEAD TIMES: CARDIO: 4-6 WEEKS. STRENGTH: 6-8 WEEKS FROM THE DATE DEPOSIT AND SIGNED INVOICE HAVE BOTH BEEN RECEIVED. CUSTOMER IS RESPONSIBLE FOR PROPER ELECTRICAL & NETWORKING REQUIREMENTS.

I accept the terms and conditions of this order:

Signed: Jay Soriano Date: 2/13/2020
Name: Jay Soriano Title: Ops Dir

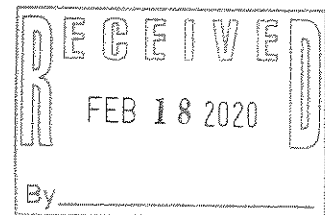
SubTotal	\$17,734.96
Freight	\$497.63
Sales Tax	\$0.00
Total	\$18,232.59
Deposit Paid	0.00
Amount Due	\$18,232.59

Code to:

Double Branch Repair and Replacements

2.320.57200.63100

780 (B) POSTED



Equipment Lease Option:

Lease this equipment for an estimated low monthly rate of **\$1,276.28** for 36 months through our leasing partners.

**Additional terms are available. Minimum Lease Option purchase required - \$5,000. Payments based on credit and may vary (or change) accordingly.

SoutheastFitness

REPAIR

Equipment Repair & Maintenance

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

Office: 904.683.1439 • Fax: 904.683.1624

southeastfitnessrepair@comcast.net

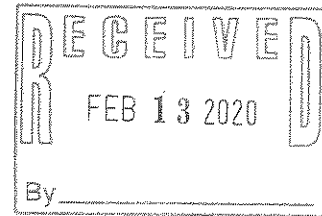
www.southeastfitnessrepair.com

Invoice # 12983D

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:	DO NOT WAIT FOR THE PM TO DO THIS JOB. PER JS. TRUE TM S/N 12-TCS500156A - ACTIVITY ZONE & SAFETY MAGNET (SAFETY MAGNET BACK SIDE IS INCLUDED WITH THE ACTIVITY ZONE - RA). JAY 904-406-2200

Date: 07-Feb-2020

Payment is due within 30 days of invoice date.



Description	Part #	Part Cost	QTY	Total
TRAVEL 1 - 60 MILES: TRAVEL 1 - 60 MILES		0.00	1.00	0.00
MINIMUM SHIPPING: MINIMUM SHIPPING	MINIMUM SHIPPING	25.00	1.00	25.00
LABOR PER HOUR 1 TECH: LABOR PER HOUR 1 TECH		10.00	1.00	10.00
TRUE - TCS800 TM - CENTER POD ASSY/OVERLAY: TRUE - TCS800 TM - CENTER POD ASSY/OVERLAY	9CT0014A	95.00	1.00	95.00
Comments:			Parts Total	130.00
			Tax	0.00
			Balance	130.00

Technician: FRANK HARDY

Thank you for your business.

(B) 305
2,320.572.631

POSTED

Code to:

Double Branch Repair and Replacements

2.320.57200.63100

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

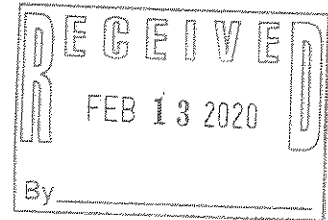
www.southeastfitnessrepair.com

Invoice # 13001A

Date: 07-Feb-2020

Payment is due within 30 days of invoice date.

Facility Name:	Double Branch
Facility Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Billing Address:	Oakleaf Village Attn: Lynne 370 Oakleaf Village Parkway Orange Park, Florida 32065
Contact & Phone:	
Reason for call:	BI-MONTHLY PM 4 TREADMILLS 3 ELLIPTICALS 2 BIKES 1 ROWER 1 MULTI STATION 10 SINGLE STATIONS \$288.00 TAX EXEMPT JAY 904-406-2200



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: AVERY HAMMONDS

Thank you for your business.

Code to:

Double Branch Fitness Center

Facility Maintenance - Preventative

2-330-572-4720

(B) 805
2,330.572.472

POSTED



VersaTube Building Systems
50 Eastley Street
Collierville, TN 38017

Questions?
Contact Kirk Attebery
(901) 401-4159

Custom Structure Technical ☐ Specification

Monday, January 6th 2020, 08:16 AM

Design ID: 431302

PRICE

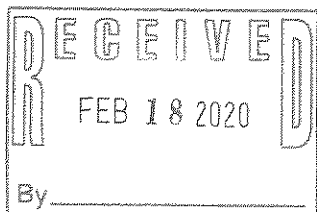
\$11,132

STRUCTURE TYPE

Frontier - Fully Enlosed

2.320.572.631 801

(B)



Storage
building
materials

POSTED



With Roof Hat
☐ Channel (Purlins)

Description:

24'x24'x10' Frontier Fully Enlosed, 4' on center, (1) 8'x7' garage door opening, (1) walk door opening, (1) 2'x3' window opening

FRAME SPECS

WIDTH
24'


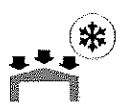
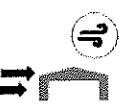
LENGTH
24'

HEIGHT
(SIDEWALL)
10'

Right Lean-to

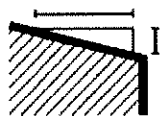
TYPE / WIDTH
Continuous / 8'

This structure is engineered to meet or exceed your local building code requirements of:

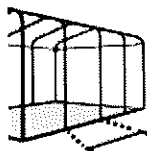
 0lbs GROUND SNOW LOAD	 20lbs ROOF SNOW (LIVE) LOAD	 120MPH WIND LOAD
---	---	---

Structure will be anchored to:

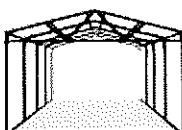
Concrete



ROOF
PITCH
3:12



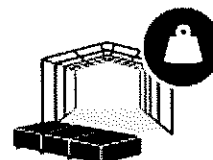
ON CENTER
SPACING
4'



TRUSS BRACE
TYPE
Type 2R

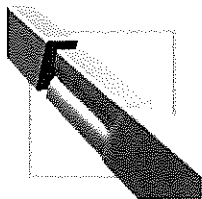


GROUND-TO-
TRUSS CLEARANCE
9' 11 1/4"

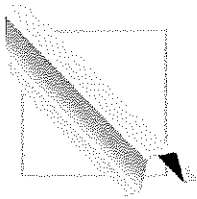


FRAME
WEIGHT
2351 lbs

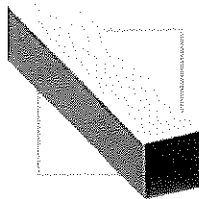
Steel Specifications



FRAME
2" x 3"
 14 Gauge Galvanized
 Tube
 Domestic Steel - 67%
 Recycled



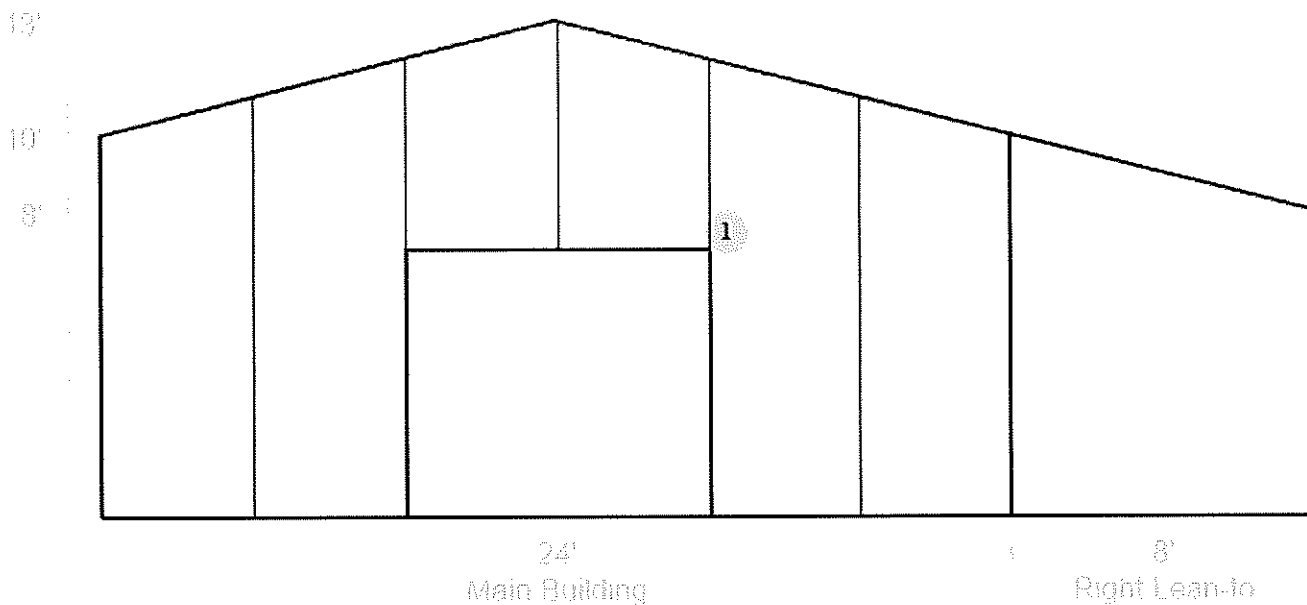
**ROOF
 PURLINS**
 18 Gauge Galvanized
 Roof Purlins
 3' 11 3/16" On Center
 Spacing



**FRONT/BACK
 WALL VERTICALS**
 2" Square 15 Gauge
 Galvanized Front /
 Back Wall Verticals

BUILDING OPENINGS

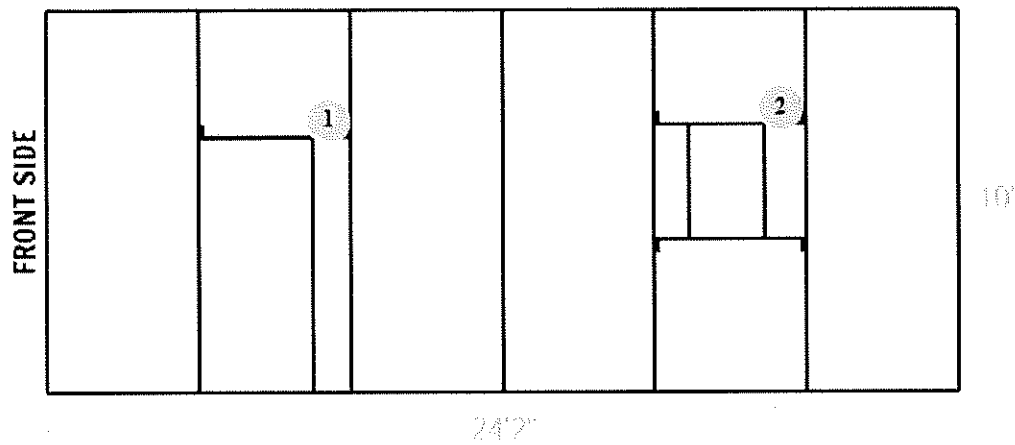
Front



① Garage Door Frame

8' x 7'	8'1"	7'11"
DIMS	FROM LEFT	FROM RIGHT

Right



① Walk Door Frame

3' x 6'8"

4'1"
FROM
LEFT17'1"
FROM
RIGHT

② Window Frame

2' x 3'

17'
FROM
LEFT5'2"
FROM
RIGHT4'
FROM
GROUND

SHEET METAL SPECS

29 Gauge Sheet Metal

RIB
SPACING
9"with 5 major ribs
& minor ribsRIB
HEIGHT
3/4"with 36"
coverageAnti-siphon
featureDurable,
baked-on
paint finish

Selected Sheet Metal & Trim



Roof Sheet Metal

GREEN



Eave Trim

GREEN



Gable Trim

GREEN



Ridge Cap

GREEN



Side Sheet Metal

TAN



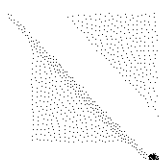
Door Trim

GREEN



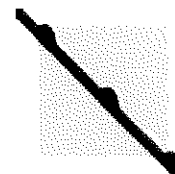
Corner Trim

GREEN

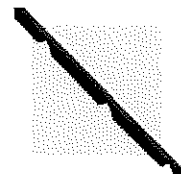


J-Channel Trim

GREEN



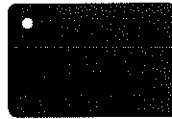
Inside Closure Strip



Outside Closure Strip

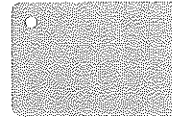
SHEET METAL COLORS

① ROOF COLOR



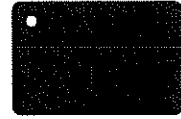
Green

② WALL COLOR



Tan

③ TRIM COLOR



Green

WARRANTY DETAILS

The VersaTube Product Pledge

Pledge is our way of showing that we're proud of our products and the level of quality that they represent. Your structure will go through an extensive inspection process prior to leaving our plant, but if any component should not meet your expectations, we'll be glad to replace the part at no charge within 30 days of purchase.

The only criteria that must be met is that you bought the structure from VersaTube, the damage wasn't caused by customer modifications or mishandling, and that the structure was erected within 30 days of purchase.

The second part of the VersaTube Product Pledge provides a 20 year structural warranty on all framing components of our structures from the date of purchase. Of course, the defect can't be caused by customer modifications or negligence, an unanticipated Act of God or nature, an accident, or any type of internal or external impact. Improper assembly or installation may also void the warranty.

The customer is responsible for performing standard structure maintenance and inspections on a regular basis. We reserve the right to repair or replace any part that might not meet expectations.

VersaTube is proud to put our name on the structures we manufacture for our customers and stand behind their quality with our industry leading Product Pledge.

DELIVERY OPTIONS

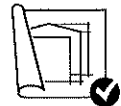
Standard Delivery
(Customer Unloads)

\$0
(Included in total price)

DELIVERY ESTIMATE

Engineered plans will be ready for ☐ your review in 21 days.

You selected engineering plans. Once you review and approve the plans then your structure will be assigned a shipment date.

Custom Structure Technical ☐ Specification

Monday, January 6th 2020, 08:16 AM

Design ID: 431302

PRICE

\$11,132

VersaTube Building Systems
50 Eastley Street
Collierville, TN 38017

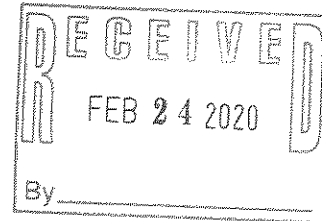
© 2016 VersaTube Building Systems. All Rights Reserved.

From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - ERICA BARTLEY
Date: February 24, 2020 at 5:10 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Good afternoon Hannah,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 2:30 P.M.. to 6:30 P.M.
- DATE OF VENUE – FEBRUARY 8, 2020
- RESIDENT – ERICA BARTLEY
- ADDRESS – 1410 CANOPY OAKS DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - DEPOSIT REFUND - credit card machine inoperable
- DEPOSIT was via MC (6353)
 - DATED: 12/17/19
 - SEQ#: 2
 - BATCH#: 175
 - INVOICE#: 2
 - APPROVAL CODE: 01761P
 - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
12/17/19	12/17/19	02/08/20	Erica Bartley - OVCR DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

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

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

Governmental Management Services

www.OakLeafResidents.com

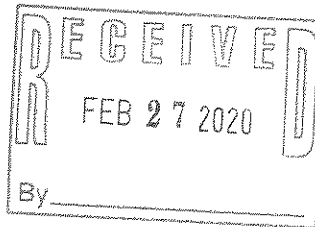
Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the individual responsible for delivering to the intended recipient, please notify sender immediately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

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 #:** 2121**Invoice Date:** 1/14/20**Due Date:** 1/14/20**Case:****P.O. Number:**

Description	Hours/Qty	Rate	Amount
Facility Event Staff through January 2, 2020	13.88	25.00	347.00
<i>92</i> <i>2,300.369.103</i> <i>(B)</i>			

Total	\$347.00
--------------	-----------------

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

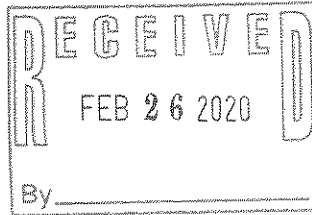
Balance Due	\$347.00
--------------------	-----------------

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2129**Invoice Date:** 2/26/20**Due Date:** 2/26/20**Case:****P.O. Number:****Bill To:**

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



Description	Hours/Qty	Rate	Amount
December 2019 - Phones (002.320.57200.41000)		96.97	96.97
December 2019 - Permits/ Licenses (002-320-57200-49300)		26.95	26.95
December 2019 - Special Events (002-320-57200-49400)		190.35	190.35
December 2019 - Office Supplies (002.320.57200.51000)		49.99	49.99
December 2019 - Repair & Replacements (002.320.57200.63100)		419.92	419.92
December 2019 - Aqua Staff/ Attendants (002.320.57200.34600)		137.50	137.50
<div>92 (B)</div>			
Total			\$921.68
Payments/Credits			\$0.00
Balance Due			\$921.68

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – Jan 20, 2020

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
12/20/2019	ACE	161.89	Repair and Replacement	34.600.538.64000	80.95	2.320.572.63100	80.94	161.89
12/21/2019	Longhorn	100	Special Event	2.330.572.49400	50	2.320.572.49400	50	100
12/21/2019	Outback	75	Special Event	2.330.572.49400	37.5	2.320.572.49400	37.5	75
12/21/2019	Ruby Tuesday	100	Special Event	2.330.572.49400	50	2.320.572.49400	50	100
12/26/2019	Wawa	60.09	Repair and Replacement	34.600.538.64000	30.05	2.320.572.63100	30.04	60.09
12/31/2019	Ntnl Swimming Pool Foundation	275	Aquatic Staff / Attendants	2.330.572.34600	137.5	2.320.572.34600	137.5	275
1/2/2020	Ring Central	193.95	Phones	2.330.572.4100	96.98	2.320.572.4100	96.97	193.95
1/6/2020	VistaPrint	74.19	Repair and Replacement	34.600.538.64000	37.1	2.320.572.63100	37.09	74.19
1/7/2020	Buggies unlim	185.2	Repair and Replacement	34.600.538.64000	92.6	2.320.572.63100	92.6	185.2
1/7/2020	Buggies unlim	12.97	Repair and Replacement	34.600.538.64000	6.49	2.320.572.63100	6.48	12.97
1/10/2020	HeadPenn	249.81	Tennis Maintenance	2.330.572.34400	249.81			249.81
1/15/2020	Mood media	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
1/15/2020	Mood media	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
1/15/2020	PPG paints	186.18	Repair and Replacement	34.600.538.64000	186.18			186.18
1/17/2020	Buggies unlim	322.95	Repair and Replacement	34.600.538.64000	161.48	2.320.572.63100	161.47	322.95
1/17/2020	Buggies unlim	22.61	Repair and Replacement	34.600.538.64000	11.31	2.320.572.63100	11.3	22.61
1/17/2020	Crown Trophy	105.7	Special Event	2.330.572.49400	52.85	2.320.572.49400	52.85	105.7
1/20/2020	Office Max	99.99	Office Supplies	2.330.572.51000	50	2.320.572.5100	49.99	99.99
Totals		\$2,279.43			\$1,357.75		\$921.68	\$2,279.43

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – Jan 20, 2020

Totals by GL

Double Branch: \$921.68

2.320.572.4100 (DB Phones) – \$96.97
2.320.572.49300 (DB permits/ licenses) – \$26.95
2.320.572.49400 (DB Special Events) - \$190.35
2.320.572.5100 (DB Office Supplies) - \$ 49.99
2.320.572.63100 (DB Repair and Replacements) - \$419.92
2.320.572.34600 (DB Aqua Staff/ Attendants) - \$137.5

Middle Village: \$1357.75

2.330.572.4100 (MV Phones) – \$96.98
2.310.513.49300 (MV permits/ licenses) – \$26.95
34.600.538.64000 (MV repair & replacements) – \$606.16
2.330.572.51000 (MV Office Supplies) - \$50.00
2.330.572.49400 (Special Events) – \$190.35
2.330.572.34600 (MV Aqua Staff/ Attendants) - \$137.50
2.330.572.34400 (MV Tennis Maint.) - \$249.81



JAY SORIANO
Card Ending 6-66056

				Amount
12/20/19	HAGAN ACE HDWE 0000 904-268-9597	JACKSONVILLE	FL	\$161.89 ↓
12/21/19	LONGHORN STEAKS 904-777-4377	JACKSONVILLE	FL	\$100.00 ↓
12/21/19	OUTBACK STEAKHOUSE RESTAURANT	ORANGE PARK	FL	\$75.00
12/21/19	RUBY TUESDAY #4458 000004458 8003250755	ORANGE PARK	FL	\$100.00 ↓
12/26/19	WAWA 5266 00000000479168 6103588000	JACKSONVILLE	FL	\$60.09
12/31/19	NTL SWIM POOL FOUNDATION 1087 80132 TUITION/FEES	COLORADO SPRI	CO	\$275.00 ↓
01/02/20	RINGCENTRAL, INC 845954002 94002	BELMONT	CA	\$193.95 ↓

Continued on next page

**Business Green Rewards Card**GMS LLC
JAMES PERRY

Closing Date 01/21/20

12/31/2019

p. 5/9

Account Ending 6-64002

Detail Continued

* - denotes Pay Over Time activity

				Amount
6/20	VISTAPRINT.COM PRINTING	866-8936743	MA	\$74.19
7/20	BUGGIES UNLIMITED 0655 904-421-3003	JACKSONVILLE	FL	\$185.20 *
7/20	BUGGIES UNLIMITED 0655 904-421-3003	JACKSONVILLE	FL	\$12.97
0/20	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$249.81 *
5/20	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
15/20	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
15/20	PPG PAINTS 8180 8180 00714814 32204 PAINT AND SUNDRIES	JACKSONVILLE	FL	\$186.18 *
17/20	BUGGIES UNLIMITED 0655 904-421-3003	JACKSONVILLE	FL	\$322.95 *
17/20	BUGGIES UNLIMITED 0655 904-421-3003	JACKSONVILLE	FL	\$22.61
17/20	CROWN TROPHY 650000008548565 9042604871	JACKSONVILLE	FL	\$105.70 *
20/20	OFFICEMAX/DEPOT 6826 000006826 8004633768 INK, REPL, HP, 952XL BK/952 CMY RECYCLING PROGRAM	JACKSONVILLE	FL	\$99.99

Fees

		Amount
1/21/20	JAMES PERRY ANNUAL MEMBERSHIP FEE	\$95.00
Total Fees for this Period		\$95.00

Interest Charged

	Amount
Total Interest Charged for this Period	\$0.00

About Trailing Interest

You may see interest on your next statement even if you pay the new balance in full and on time and make no new charges. This is called "trailing interest." Trailing interest is the interest charged when, for example, you didn't pay your previous balance in full. When that happens we charge interest from the first day of the billing period until we receive your payment in full. You can avoid paying interest on purchases by paying your balance in full and on time each month. Please see the "When we charge interest" sub-section in your Cardmember Agreement for details.

2020 Fees and Interest Totals Year-to-Date

	Amount
Total Fees in 2020	\$95.00
Total Interest in 2020	\$0.00

Batteries + Bulbs.

Batteries Plus Bulbs #485
36 A Blanding Blvd
Orange Park, FL 32073
(904) 375-0495

Receipt

Customer: Middle Village Community
Customer #: 8182
Original Order: P13487560
PO#: 041219

Sale Items

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

Return Items

SLAA12-80C/FR -1 @ 179.95 -179.95
12V LEAD
DURA12-80C/FR
Tax Override - Exempt sale - Other

Item Subtotal 0.00
Tax 0.00
Total 0.00

Sale Amount Received

Items Returned 1
Items Sold 1



P23233918

485-02 1/15/2020 9:54:42 AM
ryans

Thank you for your purchase!

We'd love your feedback!
Visit batteriesplus.com/feedback
Enter Code Q9705H53NR to take a short
survey about this Batteries Plus Bulbs visit

Customer Copy - Please retain for your records.

Invoice

BUGGIES UNLIMITED
6358 Paysphere Circle
CHICAGO, IL 60674

Invoice No.	74043878
Customer No.	W000185749

To:

JAY SORIANO
475 W TOWN PL
SUITE 114
ST AUGUSTINE, FL 32092
US

Ship To:

JAY SORIANO
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065
US

SO#	F.O.B	Shipping Terms	Payment Terms	Due Date	Salesperson		
17250334	SHIPPING POINT	PPD	Credit Card	Jan/20/2020	Texie Durham		
Ship Date	Order Date	Ordered By	PO #	Resale #			
Jan/16/2020	Jan/16/2020						
Order Quantity	Shipped Quantity	Tax	Item Number Description	Warehouse	Unit Price	Tariff Surchg	Extended Price
1.00	1.00		50465 Weight 10.00 Clutch (driven) EZ G 10-up TXT/RXV Old Item # 618685 TRACKING NUMBER 1Z81WE290300089432 Thank you very much for your order! Please inspect the items in your order upon arrival. If there are any issues, please let us know within 30 days.	Jacksonville	\$322.95	\$0.00	\$322.95
				CARRIER UPS	SERVICE Ground		

Print Date	Jan/16/2020
Print Time	8:08:22 PM
Page #	1 of 1

--	--

Product Subtotal \$	322.95
Total Tariff Surchg \$	0.00
Freight / Handling \$	0.00
Sales Tax \$	22.61
Invoice Total \$	345.56

1.5% Interest charged on all accounts not paid by invoice due date

Total Weight 10.00

All amounts in US dollars

DO NOT PAY THIS IS NOT A BILL

Sales order

BUGGIES UNLIMITED

3510 Port Jacksonville Pkwy
JACKSONVILLE, FL 32226
US

Order No.	17238313
Customer No.	W000185749
Telephone	9045620249
FAX	

To:

JAY SORIANO
475 W TOWN PL
SUITE 114
ST AUGUSTINE, FL 32092
US

Ship To:

JAY SORIANO
475 W TOWN PL
SUITE 114
ST AUGUSTINE, FL 32092
US

Ship Via		F.O.B	Shipping Terms	Order Date	Salesperson		
Econo-Grou		SHIPPING POINT	PPD	Jan/3/2020	David De Joie		
Payment			Ordered By	PO #			
Credit Card							
Order Quantity	Back Ord Quantity	Item Number		Ware House	Unit Price	Tariff Surchg	Extended Price
		Description					
1.00		6259 CLUTCH DRVN 4CYC 28DEG EZ		Jacksonville	\$194.95	\$0.00	\$194.95

Print Date	Jan/3/2020
Print Time	6:07:38 PM
Page #	1 of 1

Subtotal \$	194.95
Tariff surcharge \$	0.00
Freight / Handling \$	0.00
Sales Tax \$	12.97
Discount Credit \$	9.75
Order Total \$	198.17

All amounts in US dollars

CROWN TROPHY

www.crowntrophy.com

11792 San Jose Blvd
Jacksonville, FL 32223

PAID
01/17/2020

Invoice 42436

Order Date: 1/24/2020

Phone #: (904) 260-4871

email:
crownjacksonville@gmail.com

Bill To

Oakleaf Plantation- cc on file
Double Branch Community Dev.
Jay Soriano
562-0249

Ship To

Oakleaf Plantation
Double Branch Community Dev.
Jay Soriano
562-0249

S.O. No.

P.O. No.

Terms

Order Due Date

Delivery/Comments

16552

2/1/2020

pu

Quantity	Order #	Crown #	Description	Rate	Amount
50	Engraved Plate	EP	Engraved Plate for Previously Purchased Hi-Relief torch medals - gold flexibrass ENGR: Oakleaf Polar Plunge 2020	0.50	25.00
28	HR800G		** customer brought in 22 medals to be replated, along with the 30 purchased today 2" Hi Relief Medal - Torch with Blue/white ribbons	2.69	75.32

*A \$25 fee will be charged on all returned checks.
All Sales are FINAL - No Returns or Refunds
10% Late Fee Charged on Accounts >30 Days Past Due*

THANK YOU FOR SELECTING CROWN TROPHY!
Visit Our Websites:
www.CrownTrophy.com ~ www.SignsByCrown.com

Subtotal	\$100.32
Sales Tax (7.0%)	\$0.00
Total	\$100.32
Payments/Credits	-\$100.32
Balance Due	\$0.00



POWERED BY MOOD:

Order # 1001516380

Complete

Order Date: January 15, 2020

[Why Pandora For Business](#)

[Get Pandora](#)

[Activate Player](#)

[Get Support](#)

[My Account](#)

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95
Subtotal				\$26.95
Shipping & Handling				\$0.00
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

Order Information

Shipping Address

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

Shipping Method

Free Shipping - Free

Billing Address

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

Payment Method

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056

LongHorn 5021
6015 Argyle Forest Blvd
Jacksonville, FL 32244

Check # :45132

Table 110

LEIGH
12:21 PM 12/20/2019
Transaction #:1227544691

AID: A000000025010801
TC: 506055BE471A9C95
App Name/Label: AMERICAN EXPRESS
Card Verification: Signature
Tran DataSource: Chip

Card Number Auth Code
xxxxxxxxxx6055 800136
Amex

Check Amount 100.00

Tip Not Included. Tip guide is
provided for your convenience.

Tip is calculated 20% - \$0.00
after tax and 18% - \$0.00
before discounts 15% - \$0.00

Tip.....

Total....

X
Cardmember agrees to pay total in
accordance with agreement governing
use of such card.

Guest Copy

0577

Server: PEYTON 1 (#579) Rec:370
12/21/19 19:59, Chip T: 99 Term: 2

Outback Steakhouse #1033
1775 Wells Road
Orange Park, FL 32073
(904)269-9091

PURCHASE USD\$75.00
*****6056 AmEx
AUTH: 836960 APPROVED 991221190137
ENTRY: CHIP READ
AMERICAN EXPRESS - A000000025010801
TC - 7F3A6988DE7060C2
Mode: Issuer
TYP: 8000 IAD: 064A0103602002
TSE: E800 ARC: 00

CHECK: 75.00

TIP: _____

TOTAL: _____

VIEW YOUR REWARD BALANCE OR SIGN UP AT
DINE-REWARDS.COM

Customer Copy

FRIDAY TUESDAY
4:53
Orange Park, FL 32003
Credit Card Merchant

Date Rec'd: 12/19 07:33PM
Card Type: Amex
Acct #: XXXX-XXXX-XXXX-6055
Card Entry: SWIPE
Trans Type: PURCHASE
Trans Ref: 62310748355270
Auth Code: 557144
Check: 0801
Table: T02-1
Server: 103: Heather
BY SURFAC

Subtotal 100.00

Gratuity

Total

Signature

QUEST (new)
Please retain for your records.
Text 8135000 to 80563 to join
our club & receive a free app



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

Sold-to address

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

Customer No. 715220

Invoice		5193055117	
Billing Date 01/09/2020	Ship Date 01/09/2020	Order Date 01/07/2020	Requested Date 01/07/2020
Terms Credit Card preauth.			Due Date
Order No. 5102659986	P.O. Number Andy 1/7/20		Order Entered By: AGREEN
Salesrep: ELLIS, JEFF Order Placed By: JE			

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

Authorization no.:

104356 00000097 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
234209	Graphene 360+ Gravity P - DE U	30	1 PC	177.00	0.000	70.00	70.00
230879	Graphene 360 Instinct P - DE UC	30	1 PC	139.00	0.000	70.00	70.00
281404	Velocity MLT (set)	17 BK	2 PC		0.000		
285303	HydroSorb Pro	BK	12 PC	5.00	15.000	4.25	51.00
285425	Xtreme Soft 60 pcs Box	MX	1 BOX	60.00	15.000	51.00	51.00

Total Number of Units 17

Shipping Information

Packing Slip, BOL: 5182970958
Shipping Terms: FOB Origin
Shipment Origin: BALTIMORE MD
Shipped Via: FED EX GROUND (PPA)
Gross Weight: 5.800 LB 2.631 KG

Box Tracking Number

289180175797976

Total Number of Cartons 1

Items total	242.00	USD
Freight Charge	7.81	USD
Final amount	249.81	USD
Charged to your American Express *****053	249.81	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).

This site allows you to see current stock of goods, place orders,
track orders, and check invoices 24 hours a day!

To receive your login information please email: askus@us.head.com

THANK YOU FOR SHOPPING AT
HAGAN ACE MANDARIN #9782
(904) 268-9597

SERVING NORTH FLORIDA SINCE 1962

THANK YOU FOR YOUR PATRONAGE

12/20/19 11:11AM JLS 605 SALE

2489540 1 EA \$169.99 EA \$
GRILL/IMPACT KIT 20V UN \$169.99
Return Value : 149.99
Instant Savings
IS186033 -1 \$20.00 SNR
\$20 INSTANT SAVINGS-2489540 \$-20.00

SUB-TOTAL:\$ 149.99 TAX:\$ 11.90
TOTAL:\$ 161.89
BC AMT:\$ 161.89

BK CARD#: XXXXXXXXXXXX6056
MID:***+7881 TID:***2448
AUTH: 888360 AMT:\$ 161.89
Host reference #:093878 Bat#

Authorizing Network: AMEX

Chip Read
CARD TYPE:AM EXPRESS EXPR: XXXX
AID : A000000025010801
TVR : 0000008000
IAD : 064A0103602002
TSI : F800
ARC : 00
MODE : Issuer
CVM :
Name : AMERICAN EXPRESS
ATC :004C
AC : 6882214CAFDD4F14
TxnID/ValCode: 947434



Order # 1001516375

Complete

Order Date: January 15, 2020

[Why Pandora For Business](#)

[Get Pandora](#)

[Activate Player](#)

[Get Support](#)

[My Account](#)

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Subscription	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95
Subtotal				\$26.95
Shipping & Handling				\$0.00
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

Order Information

Shipping Address

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

Shipping Method

Free Shipping - Free

Billing Address

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

Payment Method

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056



PAINTS

SOLD TO: 316807860000
GMS
370 OAKLEAF VILLAGE PKWY
Orange Park, FL 32065
(904)562-0249

CUST JOB:

SHIP TO:
JAY, SORIANO
370 OAKLEAF VILLAGE PKWY
Orange Park, FL 32065
(904)562-0249

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

PAF8180@PPG.COM

INVOICE

#818002071481



818002011520071481

DATE: 01/15/2020 TIME: 9:20 AM
STORE REP: DANIEL L
SALES REP: OPB-SALES J
PAGE 1 OF 1

QTY	ITEM#	DESCRIPTION	PRICE	AMOUNT
1	95-3300/01	DURETHANE DTM Neutral Base Comp A	\$60.00	\$60.00
	_BLACK HB12Y			
1	95-339/04	DURETHANE DTM Comp B	\$15.00	\$15.00
1	PXONETS/01	PSX ONE YELLOW TINT	\$99.00	\$99.00
	_N/T			

TERMS:

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

I agree to pay \$186.18 in accordance with my cardholder agreement.

BCard: *****6056 AMERICAN_E AUTH#: 506436Tran Amt: \$186.18
XPRESS

SUBTOTAL:	\$174.00
LABOR:	\$0.00
FREIGHT:	\$0.00
ECO FEE:	\$0.00
SALES TAX:	\$12.18
INVOICE TOTAL:	\$186.18
AMERICAN EXPRESS:	\$186.18
TOTAL TENDERED:	\$186.18
PENDING AMT:	\$0.00
DUE TO CUSTOMER:	\$0.00

THANK YOU FOR SHOPPING AT
PPG!



Pool & Hot Tub Foundation
4775 Granby Circle
Colorado Springs, Colorado 80919 USA
Phone: (719) 540-9119, Fax: (719) 540-2787
Email: Service@nspf.org

12-30-2019

Shipping information:
Jay Soriano
370 Oakleaf Vill.Pkw.
OrangePark,FL 32065

Billing information:
Jay Soriano
475 W Town Pl
St Augustine, FL 32092

Title	Unit price	Quantity	Total
CPO® Certification Instructor Reauthorization 2020 (REAUTH17)	\$275.00	1.00	\$275.00
Subtotal			\$275.00
Shipping			\$0.00
Order total			\$275.00

Thank you for your order. This order has been **Paid In Full.**

PHTF is a 501(c)(3) non-profit organization. Tax ID#: 52-608124

Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

01/20/2020 11:38 AM



VPVT5YPPH35YXB6

SALE 6826-2-4892-478458-19.12 2
2797574 INK,HP,952XL/9 99.99 SS
224744 RECYCLING PROG

7 @ 0.01 0.07
Promotion -0.07

You Pay 0.00SS
Subtotal: 99.99
Total: 99.99
Amex 0056: 99.99

AUTH CODE 897438

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

JAY SORIANO 603740602

Congratulations! You've reached VIP
Rewards status. You'll now get 5% back
in rewards on ink, toner, paper, and
print/copy/ship services, plus a
special birthday offer. Visit
officedepot.com/rewards.

Tax Exemption Number 000600486993

Total Savings:

\$0.07

WE WANT TO HEAR FROM YOU!

Visit survey.officedepot.com

and enter the survey code below:

K5P2 S4BY BXW1



Recurring Statement

Account Information

Account Number: (904) 770-4650
Statement Date: 01/02/2020
Subscription Name: RingCentral Office Standard

Bill To:
Jay Soriano
Oakleaf Plantation
475 west town place ste 114
St Augustine, FL 32092 ,

Statement Summary

Total Current Charges

\$193.95

Your credit card ending in [3053] was charged \$193.95.

Statement Details

Charges and credits

Period	Description	Unit Price	Quantity	Amount
01/02/2020 - 02/01/2020	Office Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
01/02/2020 - 02/01/2020	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
01/02/2020 - 02/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2020 - 02/01/2020	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
01/02/2020 - 02/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2020 - 02/01/2020	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
01/02/2020 - 02/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2020 - 02/01/2020	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
01/02/2020 - 02/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2020 - 02/01/2020	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
01/02/2020 - 02/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates:				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees*:				\$59.05
Total Charged to Credit Card:				\$193.95



**THANK YOU FOR YOUR
ORDER**

Your Order Number: **MCHRP-N5A01-3M7**
• [Track It](#)

Hi Jay,

Here are your order details:

Order Date: 1/6/2020

Delivery Option (*): Economy

Payment Type : American Express

Order Summary

Spot UV Business cards - premium matte

Signature Business Card

Qty: 1000

Base Price

~~\$81.50~~ \$65.20

Item Total

\$65.20

Merchandise: \$65.20

Shipping Charges: \$8.99

Total: \$74.19

Sold By

Vistaprint Netherlands BV

Hudsonweg 8

Venlo, The Netherlands 5928LW

Shipping To:

Jay Soriano

370 Oakleaf Village Pkwy

orange park FL 32065

Billed To:

Jay Soriano

475 W Town Pl

St Augustine FL 32092

Wawa #5266
8251 Old Middleburg
Jacksonville FL 3221

12/26/2019 12:16:22 P
Term: JD12479168001
Appr: 565936
Seq#: 000003
Product: Unleaded
Pump Gallons Price
08 25.048 \$2.399
Total Sale \$60.09
Capture

American Express
XXXXXXXXXXXX6056
Swiped

12/26/2019 12:11:46

I agree to pay the
above Total Amount
according to Card
Issuer Agreement.

YOUR OPINION MATTERS

Tell us about your
experience at

* MyWawaVisit.com *

Take our survey for
a chance to win

Wawa swag
gift baskets and
gift cards valued
at up to \$500!

Disponible
en Espanol

Survey Code: 1126902

Store Number: 05266

Please respond
within 5 days
NO PURCHASE
NECESSARY
See rules at website

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JACQUELINE ABRAMS
Date: February 20, 2020 at 3:33 PM
To: Hannah Smith hsmith@gmstnn.com
Cc: Daniel Laughlin dlaughlin@gmsnf.com, Oksana Kuzmuk okuzmuk@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 – FEBRUARY 15, 2020
- RESIDENT – JACQUELINE ABRAMS
- ADDRESS – 3766 CARDINAL OAKS CIRCLE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND – \$100.00
 - DEPOSIT REFUND
- DEPOSIT was via CHECK drawn on VYSTAR Credit Union:
 - CHECK#: 3995
 - DATED: 12/21/19
 - DEPOSITED: 12/21/20
 - AMOUNT: \$100.00

321 (B)
2,300.869.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
12/21/19	12/21/19	02/15/20	Jacqueline Abrams - OVCR DEPOSIT	DEPOSIT	\$ 100.00

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

Thank you.

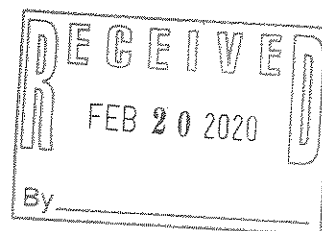
I will be out of the office TUESDAY, February 25, 2020 and WEDNESDAY, February 26, 2020, therefore, if you require immediate attention please email me or leave a message at 904-770-4661 with opportunity.

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

Governmental Management Services

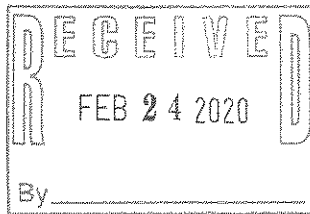
www.OakLeafResidents.com

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



Clay County Sheriff's Office

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

**INVOICE**

INVOICE DATE: FEB 24 2020
WEEK OF 2-15-2020

TO:

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

FOR:

Oakleaf Amenities Manager
and
Brian Sanchez

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02/14/20	BYRAN SMITH	1700-2300	6	30.00	180.00
02/14/20	MIKE BURNS	1600-2200	6	30.00	180.00
02/16/20	BYARN SMITH	1600-2200	6	30.00	180.00
02/17/20	DAVID VOLLER	1600-2200	6	30.00	180.00
02/18/20	BRYAN SMITH	1700-2300	6	30.00	180.00
02/19/20	BEN SIMMONS	1700-2300	6	30.00	180.00
02/20/20	JDAVID VOLLER	1615-2200	6	30.00	180.00
02/21/20	ANDRE MACK	1800-2400	6	30.00	180.00
02/21/20	J. COOPER	1700-2300	6	30.00	180.00
02/22/20	ANDRE MACK	1800-2400	6	30.00	180.00
02/22/20	J COOPER	1700-2300	6	30.00	180.00
DEPUTY SIGNATURE:					1,980.00/2
					TOTAL
					= \$ 990.00

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

THANK YOU FOR YOUR BUSINESS!

208 (B)
2,322,572,84570

SoutheastFITNESS

R E P A I R

Equipment Repair & Maintenance

Invoice # 2-17-2020

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

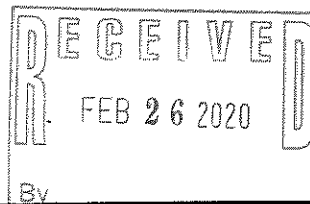
Office: 904.683.1439 • Fax: 904.683.1624

southeastfitnessrepair@comcast.net

Facility Name:	Double Branch
Facility Address:	370 Oakleaf Village Pkwy
Billing Address:	Orange Park, FL 32065
Contact & Phone:	Jay 904-406-2200
Reason for Call:	Upholstery

Date: 2-17-2020

Payment is due within 30 days of invoice date.



	Description	Part #	Part Cost	Qty	Total
1	Large Pad			1	75.00
2	Large Roller		50.00	2	100.00
3	Slip			1	25.00
4					
5	Code to:				
6	Double Branch Repair and Replacements				
7					
8	2.320.57200.63100				
9	305. (B)				
10					

Comments:

We appreciate your business!
"Black"

Parts Total	200.00
Labor	
Travel	85.00
Shipping	25.00
Misc.	
Tax	
Balance	310.00

Technician:

Customer signature upon completion of work:

Kathy
[Signature]

2-15-20

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1000Bulbs.com

1-800-624-4488

[HOME](#)[CUSTOMER SERVICE](#)[RETURN POLICY](#)

Thank you for your order! - You will receive an email with tracking information shortly.

Please contact our customer service department if you have additional questions. We appreciate your business!

Invoice # W01947365 **Invoice Date:** 12/09/2019 **PO #:** JSO120919
Order #: 6954291 **Order Date:** 12/09/2019 **Customer #:** 1705529 **Terms:** Net 30

Shipping Information

Ground

Bill To

Jay Soriano
Jay Soriano
370 Oakleaf Village Pkwy
Orange Park, FL 32065
9045620249

Ship To

Jay Soriano
Jay Soriano
370 Oakleaf Village Pkwy
Orange Park, FL 32065
9045620249

Product	Ordered	Shipped	Price	Cost
PLT-11564 Grandview - Slipfitter Mount - 2 3/8 In. - For use with PLT Grandview LED Area Light Fixtures	8	8	\$16.80	\$134.40
PLT-11554 LED Parking Lot Fixture - 300 Watt - 750 Watt MH Replacement - 4000 Kelvin - 39,000 Lumens - Grandview Series Mounting Hardware Sold Separately - 120-277V - PLT-11554	8	8	\$247.70	\$1,981.60
SOCK-L13180U Leviton 13180-U - T8 or T12 - U-Bend Lampholder - Medium Bi-Pin Socket - Non-Shunted - For Programmed Start Ballasts	36	36	\$2.00	\$72.00

Code to: Split

Net Invoice: \$2,188.00

Double Branch Repair and Replacements

Freight: \$199.21

2.320.57200.63100 (\$1229.61)

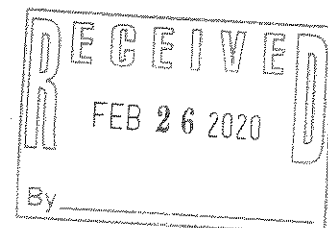
Sales Tax: \$0.00

Invoice Total: \$2,387.21

Middle Village Repair and Replacements

1000Bulbs.com 2140 Merritt Dr., Garland, TX 75041

34-600-538-64000 (\$1157.60)



Notice: This automated email is not monitored for replies.

1000Bulbs.com

1-800-624-4488

HOME

CUSTOMER SERVICE

RETURN POLICY

Thank you for your order! - You will receive an email with tracking information shortly.

Please contact our customer service department if you have additional questions. We appreciate your business!

Invoice # **W02025588** Invoice Date: 01/30/2020

Order #: 7057591 Order Date: 01/28/2020 Customer #: 1705529 Terms: Net 30

Shipping Information

Ground

Bill To

Jay Soriano
Jay Soriano
370 Oakleaf Village Pkwy
Orange Park, FL 32065
9045620249

Ship To

Jay Soriano
Jay Soriano
370 Oakleaf Village Pkwy
Orange Park, FL 32065
9045620249

Product	Ordered	Shipped	Price	Cost
PLT-11554 LED Parking Lot Fixture - 300 Watt - 750 Watt MH Replacement - 4000 Kelvin - 39,000 Lumens - Grandview Series Mounting Hardware Sold Separately - 120-277V - PLT-11554	6	6	\$254.05	\$1,524.30
PLT-11564 Grandview - Slipfitter Mount - 2 3/8 In. - For use with PLT Grandview LED Area Light Fixtures	6	6	\$17.23	\$103.38
GREENCREATIVE-98390 LED G24 PL Lamp - 2-Pin or 4-Pin - 8.5 Watt - Replaces 26W CFL - 1020 Lumens - 4000 Kelvin - Vertical Mount Only - Plug and Play with Magnetic Ballast or Ballast Bypass	8	8	\$13.77	\$110.16

Code to: Split

Net Invoice: \$1,737.84

Double Branch Repair and Replacements

Freight: \$191.31

2.320.57200.63100 (\$693.29)

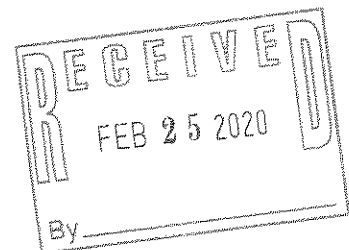
Sales Tax: \$0.00

Invoice Total: \$1,929.15

Middle Village Repair and Replacements

1000Bulbs.com 2140 Merritt Dr., Garland, TX 75041

34-600-538-64000 (\$1235.86)



FOURTH ORDER OF BUSINESS

**DOUBLE BRANCH
COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2019**

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Double Branch Community Development District
Clay County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2019, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 12, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

February 12, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Double Branch Community Development District, Clay County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2019. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The assets plus deferred outflows of resources of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$8,727,464.
- The change in the District's total net position in comparison with the prior fiscal year was (\$32,601), a decrease. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2019, the District's governmental funds reported combined ending fund balances of \$3,596,820, an increase of \$131,886 in comparison with the prior fiscal year. The total fund balance is restricted for debt service and capital projects, non-spendable for prepaid items and deposits, assigned to recreation and subsequent years expenditures, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The governmental activities of the District include the general government (management), recreation and maintenance functions.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

OVERVIEW OF FINANCIAL STATEMENTS (Continued)

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains four individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general, recreation, debt service and capital projects funds. All of the funds are considered to be major funds.

The District adopts an annual appropriated budget for its general and recreation fund. A budgetary comparison schedule has been provided for the general fund and recreation fund to demonstrate compliance with the budgets.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets plus deferred outflows of resources exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION SEPTEMBER 30,		
	2019	2018
Current and other assets	\$ 3,678,909	\$ 3,532,217
Capital assets, net of depreciation	25,792,275	27,049,800
Total assets	29,471,184	30,582,017
Deferred outflows of resources	838,226	896,350
Current liabilities	448,060	448,669
Long-term liabilities	21,133,886	22,269,633
Total liabilities	21,581,946	22,718,302
Net position		
Net investment in capital assets	5,547,323	5,726,136
Restricted	1,131,288	1,156,579
Unrestricted	2,048,853	1,877,350
Total net position	\$ 8,727,464	\$ 8,760,065

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position decreased during the most recent fiscal year. The majority of the decrease represents the extent to which the cost of operations and depreciation expense exceeded ongoing program revenues.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,			
	2019		2018
Revenues:			
Program revenues:			
Charges for services	\$ 3,622,911	\$	3,636,053
Operating grants and contributions	95,683		101,719
Capital grants and contributions	1,089		654
General revenues	5,924		4,663
Total revenues	3,725,607		3,743,089
Expenses:			
General government	318,273		323,635
Maintenance and operations	1,458,101		1,524,059
Recreation	1,012,564		828,101
Interest	969,270		1,003,574
Total expenses	3,758,208		3,679,369
Change in net position	(32,601)		63,720
Net position - beginning	8,760,065		8,696,345
Net position - ending	\$ 8,727,464	\$	8,760,065

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2019 was \$3,758,208. As in the prior fiscal year, program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes interest revenue, and miscellaneous income. In total, expenses increased over the prior fiscal year primarily as a result of an increase in repairs and maintenance expenses in relation to the recreational facilities.

GENERAL FUND BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general and recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At September 30, 2019, the District had \$44,672,301 invested in capital assets for its governmental activities. In the government-wide financial statements, depreciation of \$18,880,026 has been taken, which resulted in a net book value of \$25,792,275. More detailed information about the District's capital assets is presented in the notes of the financial statements.

Capital Debt

At September 30, 2019, the District had \$21,340,000 in Bonds outstanding. More detailed information about the District's capital debt is presented in the notes of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

For the subsequent fiscal year, the District anticipates that the cost of general operations will remain fairly constant. In connection with the District's future infrastructure maintenance and replacement plan, the District Board has included in the budget an estimate of those anticipated future costs and has assigned a portion of current available resources for that purpose.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Double Branch Community Development District Finance Department at 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2019**

	Governmental Activities
ASSETS	
Cash	\$ 447,493
Investments	1,605,145
Accounts receivable	26
Prepaid items and deposits	78,278
Restricted assets:	
Investments	1,547,967
Capital assets:	
Nondepreciable	7,146,352
Depreciable, net	18,645,923
Total assets	<u>29,471,184</u>
 DEFERRED OUTFLOWS OF RESOURCES	
Deferred charge on refunding (debit)	838,226
Total deferred outflows of resources	<u>838,226</u>
 LIABILITIES	
Accounts payable	78,189
Deposits payable	3,900
Accrued interest payable	365,971
Non-current liabilities:	
Due within one year	1,065,000
Due in more than one year	20,068,886
Total liabilities	<u>21,581,946</u>
 NET POSITION	
Net investment in capital assets	5,547,323
Restricted for debt service	1,131,288
Unrestricted	2,048,853
Total net position	<u><u>\$ 8,727,464</u></u>

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities:				Governmental Activities
General government	\$ 318,273	\$ 318,273	\$ -	\$ -
Maintenance and operations	1,458,101	314,268	-	1,089
Recreation	1,012,564	1,012,564	51,887	-
Interest on long-term debt	969,270	1,977,806	43,796	-
Total governmental activities	3,758,208	3,622,911	95,683	1,089
General revenues:				
Unrestricted investment earnings				5,924
Total general revenues				5,924
Change in net position				(32,601)
Net position - beginning				8,760,065
Net position - ending				\$ 8,727,464

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2019**

	Major Funds				Total Governmental Funds
	General	Recreation	Debt Service	Capital Projects	
ASSETS					
Cash	\$ 39,568	\$ 407,925	\$ -	\$ -	\$ 447,493
Investments	81,824	1,523,321	1,497,259	50,708	3,153,112
Due from other funds	-	1,027	-	-	1,027
Accounts receivable	-	26	-	-	26
Prepaid items and deposits	-	78,278	-	-	78,278
Total assets	\$ 121,392	\$ 2,010,577	\$ 1,497,259	\$ 50,708	\$ 3,679,936
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 5,386	\$ 72,803	\$ -	\$ -	\$ 78,189
Deposits payable	-	3,900	-	-	3,900
Due to other funds	1,027	-	-	-	1,027
Total liabilities	6,413	76,703	-	-	83,116
Fund balances:					
Nonspendable:					
Prepaid items and deposits	-	78,278	-	-	78,278
Restricted for:					
Debt service	-	-	1,497,259	-	1,497,259
Capital projects	-	-	-	50,708	50,708
Assigned to:					
Recreation	-	1,809,675	-	-	1,809,675
Subsequent year's expenditures	-	45,921	-	-	45,921
Unassigned	114,979	-	-	-	114,979
Total fund balances	114,979	1,933,874	1,497,259	50,708	3,596,820
Total liabilities and fund balances	\$ 121,392	\$ 2,010,577	\$ 1,497,259	\$ 50,708	\$ 3,679,936

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2019**

Fund balance - governmental funds	\$	3,596,820
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	44,672,301	
Accumulated depreciation	<u>(18,880,026)</u>	25,792,275

Deferred charges on refunding of long-term debt are shown as deferred outflows of resources in the government-wide financial statements; however, this amount is expensed in the governmental fund financial statements.

838,226

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(365,971)	
Bonds payable	<u>(21,133,886)</u>	<u>(21,499,857)</u>
Net position of governmental activities		<u>\$ 8,727,464</u>

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

	Major Funds				Total Governmental Funds
	General	Recreation	Debt Service	Capital Projects	
REVENUES					
Assessments	\$ 178,470	\$ 1,466,635	\$ 1,977,806	\$ -	\$ 3,622,911
Interest	277	5,647	43,796	1,089	50,809
Miscellaneous	-	51,887	-	-	51,887
Total revenues	178,747	1,524,169	2,021,602	1,089	3,725,607
EXPENDITURES					
Current:					
General government	143,468	174,805	-	-	318,273
Recreation	-	720,217	-	-	720,217
Maintenance and operations	-	492,923	-	-	492,923
Debt service:					
Principal	-	-	1,150,000	-	1,150,000
Interest	-	-	912,308	-	912,308
Total expenditures	143,468	1,387,945	2,062,308	-	3,593,721
Excess (deficiency) of revenues over (under) expenditures	35,279	136,224	(40,706)	1,089	131,886
OTHER FINANCING SOURCES (USES)					
Transfers in	-	15,829	-	-	15,829
Transfers out	(15,829)	-	-	-	(15,829)
Total other financing sources (uses)	(15,829)	15,829	-	-	-
Net change in fund balances	19,450	152,053	(40,706)	1,089	131,886
Fund balances - beginning	95,529	1,781,821	1,537,965	49,619	3,464,934
Fund balances - ending	\$ 114,979	\$ 1,933,874	\$ 1,497,259	\$ 50,708	\$ 3,596,820

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

Net change in fund balances - total governmental funds	\$ 131,886
Amounts reported for governmental activities in the statement of activities are different because:	
Depreciation on capital assets is not recognized in the governmental fund statement but is reported as an expense in the statement of activities.	(1,257,525)
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	1,150,000
Governmental funds report the effect of premiums, discounts and deferred amounts on refunding when debt is first issued, whereas these amounts are deferred and amortized in the government-wide financial statements.	
Amortization of discount	(14,253)
Amortization of deferred amount on refunding	(58,124)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	15,415
Change in net position of governmental activities	<u>\$ (32,601)</u>

See notes to the financial statements

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

Double Branch Community Development District ("District") was created on July 3, 2002 by the Florida Land and Water Adjudicatory Commission by Chapter 42FF-1, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure. The District encompasses approximately 1,204 acres of land located in Clay County, Florida.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected via general election by qualified electors of the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. Operating-type special assessments for maintenance and debt service are treated as charges for services; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments

Assessments are non-ad valorem assessments on benefited property within the District. Operating and maintenance assessments are based upon the adopted budget and levied annually at a public hearing of the District. Debt service assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the uniform method of collection under Florida Statutes. Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by the County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the debt service assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Recreation Fund

The recreation fund is a special revenue fund established to account for the financial resources of the District's recreation areas which are funded by assessments.

Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund

This fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Improvements other than buildings	30
Recreational facilities	30
Equipment	10

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Refundings of Debt

For current refundings and advance refundings resulting in the defeasance of debt, the difference between the reacquisition price and the net carrying amount of the old debt is reported as a deferred outflow of resources and recognized ratably as a component of interest expense over the remaining life of the old debt or the life of the new debt, whichever is shorter. In connection with the refunding, \$58,124 was recognized as a component of interest expense in the current fiscal year.

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Fund Equity/Net Position (Continued)

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

Other Disclosures

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general and recreation fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the upcoming October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriations for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS AND INVESTMENTS

Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

Investments

The District's investments were held as follows at September 30, 2019:

Investment	Amortized cost	Credit Risk	Maturities
First American Government Obligation Class Z	\$ 1,547,967	S&P AAAM	Weighted average of 24 days
US Bank Mmkt 5 - Ct	1,605,145	N/A	N/A
Total Investments	<u>\$ 3,153,112</u>		

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk – The District places no limit on the amount the District may invest in any one issuer.

Interest rate risk – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indentures limit the type of investments held using unspent proceeds.

Fair Value Measurement – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund receivables and payables at September 30, 2019 were as follows:

Fund	Receivable	Payable
General	\$ -	\$ 1,027
Recreation	1,027	-
Total	<u>\$ 1,027</u>	<u>\$ 1,027</u>

The outstanding balances between funds result primarily from the time lag between the dates that transactions are recorded in the accounting system and payments between funds are made. In the case of the District, the balances between the general fund and the recreation fund relate to recreation fund expenditures which are to be repaid to the general fund.

NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (Continued)

Interfund transfers for the fiscal year ended September 30, 2019 were as follows:

Fund	Transfer in	Transfer out
General	\$ -	\$ 15,829
Recreation	15,829	-
Total	<u>\$ 15,829</u>	<u>\$ 15,829</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the District, the transfers from the general fund to the recreation fund were made to accumulate funds for future capital and maintenance projects.

NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2019 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities				
Capital assets, not being depreciated				
Land	\$ 7,146,352	\$ -	\$ -	\$ 7,146,352
Total capital assets, not being depreciated	<u>7,146,352</u>	<u>-</u>	<u>-</u>	<u>7,146,352</u>
Capital assets, being depreciated				
Improvements other than buildings	28,887,276	-	-	28,887,276
Recreational facilities	8,572,817	-	-	8,572,817
Equipment	65,856	-	-	65,856
Total capital assets, being depreciated	<u>37,525,949</u>	<u>-</u>	<u>-</u>	<u>37,525,949</u>
Less accumulated depreciation for:				
Improvements other than buildings	13,815,784	965,178	-	14,780,962
Recreational facilities	3,763,908	285,761	-	4,049,669
Equipment	42,809	6,586	-	49,395
Total accumulated depreciation	<u>17,622,501</u>	<u>1,257,525</u>	<u>-</u>	<u>18,880,026</u>
Total capital assets, being depreciated, net	<u>19,903,448</u>	<u>(1,257,525)</u>	<u>-</u>	<u>18,645,923</u>
Governmental activities capital assets	<u>\$ 27,049,800</u>	<u>\$ (1,257,525)</u>	<u>\$ -</u>	<u>\$ 25,792,275</u>

Depreciation expense was charged to function/programs as follows:

Maintenance and operations	\$ 965,178
Recreation	<u>292,347</u>
Total depreciation expense	<u>\$ 1,257,525</u>

NOTE 7 – LONG TERM LIABILITIES

On March 13, 2013, the District issued \$27,750,000 of Special Assessment Refunding Bonds, Series 2013, consisting of \$24,850,000 Term Bonds due on May 1, 2034 with an interest rate ranging between 1.3% and 4.25%, Series 2013A-1 and \$2,900,000 Term Bonds due in May 2034 with an interest rate of 5.75%, Series 2013A-2. The Bonds were issued as part of a current refunding of the Series 2002A and Series 2005A Special Assessment Bonds. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2014 through May 1, 2034.

NOTE 7 – LONG TERM LIABILITIES (Continued)

The Series 2013A-1 and 2013A-2 Bonds are subject to redemption at the option of the District as set forth in the Bond Indenture. The Series 2013A-1 and 2013A-2 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. This occurred during the current fiscal year as the District collected assessments from lot closings and prepaid \$115,000 of the Series 2013A-2 Bonds.

The Bond Indenture established a debt service reserve requirement and has certain other restrictions and requirements relating principally to the use of proceeds and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District is in compliance with the requirements of the Bond Indenture at September 30, 2019.

Changes in long-term liability activity for the fiscal year ended September 30, 2019 were as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2013A-1	\$ 20,385,000	\$ -	\$ (955,000)	\$ 19,430,000	\$ 980,000
Series 2013A-2	2,105,000	-	(195,000)	1,910,000	85,000
Original Issue Discount	220,367	-	(14,253)	206,114	-
Total	<u>\$ 22,269,633</u>	<u>\$ -</u>	<u>\$ (1,135,747)</u>	<u>\$ 21,133,886</u>	<u>\$ 1,065,000</u>

At September 30, 2019, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2020	\$ 1,065,000	\$ 878,329	\$ 1,943,329
2021	1,100,000	844,042	1,944,042
2022	1,135,000	806,674	1,941,674
2023	1,185,000	765,969	1,950,969
2024	1,230,000	720,888	1,950,888
2025-2029	6,980,000	2,798,925	9,778,925
2030-2034	8,645,000	1,167,844	9,812,844
Total	<u>\$ 21,340,000</u>	<u>\$ 7,982,671</u>	<u>\$ 29,322,671</u>

NOTE 8 – INTERLOCAL AGREEMENTS

The District has entered into an agreement with Middle Village for joint usage of the amenity center and recreational facilities located within and owned by each respective District.

The District has entered into an interlocal agreement with Middle Village to share the costs for on-site management services. In accordance with the agreement, the Districts share the costs of a full time rental coordinator, a full time community manager and a part time administrator.

In a prior fiscal year, the District entered into an interlocal agreement with the County for maintenance and use of the Developer's proposed library site. The County is planning to commence construction of the library at some time in the future, although a specific date has not been set. The agreement provides that the District must maintain the property and may use the site for parties and special events until construction of the library commences.

In a prior fiscal year, the District entered into an impact fee credit agreement with Clay County and Middle Village which provides the District a road impact fee credit equal to approximately \$5.1 million. As of September 30, 2019, none of the credits have been recognized.

NOTE 9 – MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

NOTE 10 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

	Budgeted Amounts		Variance with Final Budget - Positive (Negative)
	Original & Final	Actual Amounts	
REVENUES			
Assessments	\$ 177,985	\$ 178,470	\$ 485
Interest	200	277	77
Total revenues	<u>178,185</u>	<u>178,747</u>	<u>562</u>
 EXPENDITURES			
Current:			
General government	162,356	143,468	18,888
Total expenditures	<u>162,356</u>	<u>143,468</u>	<u>18,888</u>
 Excess (deficiency) of revenues over (under) expenditures	 15,829	 35,279	 19,450
 OTHER FINANCING SOURCES			
Transfer in (out)	(15,829)	(15,829)	-
Total other financing sources	<u>(15,829)</u>	<u>(15,829)</u>	<u>-</u>
 Net change in fund balances	 <u>\$ -</u>	 19,450	 <u>\$ 19,450</u>
 Fund balance - beginning		<u>95,529</u>	
 Fund balance - ending		<u>\$ 114,979</u>	

See notes to required supplementary information

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – RECREATION FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

	Budgeted Amounts		Variance with Final Budget - Positive (Negative)
	Original & Final	Actual Amounts	
REVENUES			
Assessments	\$ 1,462,648	\$ 1,466,635	\$ 3,987
Amenities and other revenue	44,690	51,887	7,197
Interest	1,000	5,647	4,647
Total revenues	<u>1,508,338</u>	<u>1,524,169</u>	<u>15,831</u>
EXPENDITURES			
Current:			
General government	178,712	174,805	3,907
Recreation	677,591	720,217	(42,626)
Maintenance and operations	652,035	492,923	159,112
Total expenditures	<u>1,508,338</u>	<u>1,387,945</u>	<u>120,393</u>
Excess (deficiency) of revenues over (under) expenditures	-	136,224	136,224
OTHER FINANCING SOURCES			
Transfer in (out)	-	15,829	15,829
Total other financing sources	<u>-</u>	<u>15,829</u>	<u>15,829</u>
Net change in fund balances	<u>\$ -</u>	152,053	<u>\$ 152,053</u>
Fund balance - beginning		<u>1,781,821</u>	
Fund balance - ending		<u>\$ 1,933,874</u>	

See notes to required supplementary information

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
CLAY COUNTY, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general and recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.



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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors
Double Branch Community Development District
Clay County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated February 12, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

February 12, 2020



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors
Double Branch Community Development District
Clay County, Florida

We have examined Double Branch Community Development District, Clay County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2019. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2019.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Double Branch Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

February 12, 2020



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MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA

To the Board of Supervisors
Double Branch Community Development District
Clay County, Florida

Report on the Financial Statements

We have audited the accompanying basic financial statements of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated February 12, 2020.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated February 12, 2020, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Double Branch Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Double Branch Community Development District, Clay County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

February 12, 2020

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

2018-01 QPD Report: Matter was resolved in the current fiscal year.

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2018, except as noted above.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2019.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2019.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.
5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.
6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2019. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

FIFTH ORDER OF BUSINESS

RESOLUTION 2020-03

**A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
ADOPTING AN INTERNAL CONTROLS POLICY CONSISTENT
WITH SECTION 218.33, FLORIDA STATUTES; PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the Double Branch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Clay County, Florida; and

WHEREAS, consistent with Section 218.33, *Florida Statutes*, the District is statutorily required to establish and maintain internal controls designed to prevent and detect fraud, waste, and abuse as defined in Section 11.45(1), *Florida Statutes*; promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices; support economical and efficient operations; ensure reliability of financial records and reports; and safeguard assets; and

WHEREAS, to demonstrate compliance with Section 218.33, *Florida Statutes*, the District desires to adopt by resolution the Internal Controls Policy attached hereto as **Exhibit A**.

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

SECTION 1. The attached Internal Controls Policy attached hereto as **Exhibit A** is hereby adopted pursuant to this Resolution.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED THIS 9TH DAY OF MARCH, 2020.

ATTEST:

**DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

EXHIBIT "A"

**DOUBLE BRANCH
COMMUNITY DEVELOPMENT DISTRICT
INTERNAL CONTROLS POLICY**

1. Purpose.

- 1.1. The purpose of this internal controls policy is to establish and maintain internal controls for the Double Branch Community Development District.
- 1.2. Consistent with Section 218.33(3), *Florida Statutes*, the internal controls adopted herein are designed to:
 - 1.2.1. Prevent and detect Fraud, Waste, and Abuse (as hereinafter defined).
 - 1.2.2. Promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices.
 - 1.2.3. Support economical and efficient operations.
 - 1.2.4. Ensure reliability of financial records and reports.
 - 1.2.5. Safeguard Assets (as hereinafter defined).

2. Definitions.

- 2.1. "Abuse" means behavior that is deficient or improper when compared with behavior that a prudent person would consider a reasonable and necessary operational practice given the facts and circumstances. The term includes the misuse of authority or position for personal gain.
- 2.2. "Assets" means District assets such as cash or other financial resources, supplies, inventories, equipment and other fixed assets, real property, intellectual property, or data.
- 2.3. "Auditor" means the independent auditor (and its employees) retained by the District to perform the annual audit required by state law.
- 2.4. "Board" means the Board of Supervisors for the District.
- 2.5. "District Management" means (i) the independent contractor (and its employees) retained by the District to provide professional district management services to the District and (ii) any other independent contractor (and its employees) separately retained by the District to provide amenity management services, provided said services include a responsibility to safeguard and protect Assets.

- 2.6. “Fraud” means obtaining something of value through willful misrepresentation, including, but not limited to, intentional misstatements or intentional omissions of amounts or disclosures in financial statements to deceive users of financial statements, theft of an entity’s assets, bribery, or the use of one’s position for personal enrichment through the deliberate misuse or misapplication of an organization’s resources.
- 2.7. “Internal Controls” means systems and procedures designed to prevent and detect fraud, waste, and abuse; promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices; support economical and efficient operations; ensure reliability of financial records and reports; and safeguard assets.
- 2.8. “Risk” means anything that could negatively impact the District’s ability to meet its goals and objectives. The term includes strategic, financial, regulatory, reputational, and operational risks.
- 2.9. “Waste” means the act of using or expending resources unreasonably, carelessly, extravagantly, or for no useful purpose.

3. Control Environment.

- 3.1. Ethical and Honest Behavior.
 - 3.1.1. District Management is responsible for maintaining a work environment that promotes ethical and honest behavior on the part of all employees, contractors, vendors and others.
 - 3.1.2. Managers at all levels must behave ethically and communicate to employees and others that they are expected to behave ethically.
 - 3.1.3. Managers must demonstrate through words and actions that unethical behavior will not be tolerated.

4. Risk Assessment.

- 4.1. Risk Assessment. District Management is responsible for assessing Risk to the District. District Management’s Risk assessments shall include, but not be limited to:
 - 4.1.1. Identifying potential hazards.
 - 4.1.2. Evaluating the likelihood and extent of harm.
 - 4.1.3. Identifying cost-justified precautions and implementing those precautions.

5. Control Activities.

5.1. Minimum Internal Controls. The District hereby establishes the following minimum Internal Controls to prevent and detect Fraud, Waste, and Abuse:

5.1.1. Preventive controls designed to forestall errors or irregularities and thereby avoid the cost of corrections. Preventive control activities shall include, but not be limited to, the following:

5.1.1.1. Identifying and segregating incompatible duties and/or implementing mitigating controls.

5.1.1.2. Performing accounting functions in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) standards.

5.1.1.3. Requiring proper authorizations to access and/or modify accounting software.

5.1.1.4. Implementing computerized accounting techniques (e.g. to help identify coding errors, avoid duplicate invoices, etc.).

5.1.1.5. Maintaining a schedule of the District's material fixed Assets.

5.1.1.6. Maintaining physical control over the District's material and vulnerable Assets (e.g. lock and key, computer passwords, network firewalls, etc.).

5.1.1.7. Retaining and restricting access to sensitive documents.

5.1.1.8. Performing regular electronic data backups.

5.1.2. Detective controls designed to measure the effectiveness of preventive controls and to detect errors or irregularities when they occur. Detective control activities shall include, but not be limited to, the following:

5.1.2.1. Preparing financial reports in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) standards.

5.1.2.2. Reviewing financial statements and investigating any material variances between budgeted expenses and actual expenses.

5.1.2.3. Establishing and implementing periodic reconciliations of bank, trust, and petty cash accounts.

5.1.2.4. Establishing an internal protocol for reporting and investigating known or suspected acts of Fraud, Waste, or Abuse.

5.1.2.5. Engaging in periodic physical inventory counts and comparisons with inventory records.

5.1.2.6. Monitoring all ACH (electronic) transactions and the sequencing of checks.

5.2. Implementation. District Management shall implement the minimum Internal Controls described herein. District Management may also implement additional Internal Controls that it deems advisable or appropriate for the District. The specific ways District Management implements these minimum Internal Controls shall be consistent with Generally Accepted Accounting Principles (GAAP) and otherwise conform to Governmental Accounting Standards Board (GASB) and American Institute of Certified Public Accountants (AICPA) standards and norms.

6. Information and Communication.

6.1. Information and Communication. District Management shall communicate to its employees (needing to know) information relevant to the Internal Controls, including but not limited to any changes to the Internal Controls and/or changes to laws, rules, contracts, grant agreements, and best practices.

6.2. Training. District Management shall regularly train its employees (needing the training) in connection with the Internal Controls described herein and promote and encourage compliance with applicable laws, rules, contracts, grant agreements, and best practices.

7. Monitoring Activities.

7.1. Internal Reviews. District Management shall internally review the District's Internal Controls at least once per year. In connection with this internal review, District Management shall:

7.1.1.1. Review its operational processes.

7.1.1.2. Consider the potential risk of Fraud, Waste, or Abuse inherent in each process.

7.1.1.3. Identify the controls included in the process, or controls that could be included, that would result in a reduction in the inherent risk.

7.1.1.4. Assess whether there are Internal Controls that need to be improved or added to the process under consideration.

7.1.1.5. Implement new controls or improve existing controls that are determined to be the most efficient and effective for decreasing the risk of Fraud, Waste or Abuse.

7.1.1.6. Train its employees on implemented new controls or improvements to existing controls.

7.2. External Audits and Other Reviews. Audits and other reviews may be performed on various components of the District's Internal Controls by the Auditor consistent with Government Auditing Standards (GAS). Audits may identify material deficiencies in the Internal Controls and make recommendations to improve them. District Management shall communicate and cooperate with the Board and the Auditor regarding the potential implementation of Auditor recommendations.

Specific Authority: §§ 190.011(5)], 218.33(3), *Florida Statutes*

Effective date: March 9, 2020

SIXTH ORDER OF BUSINESS

D.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Date: March 2020

To: Board of Supervisors

From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Upcoming March events – St. Patrick's day Tennis, Spring Break, Spring Break Tennis Camp, Movie in the park

Aquatics

- Pools –will open this month for Spring Break
- Adult only pool/ lap pool heaters running will turn off in March
- Lifeguarding classes begin in March
- Meeting w/ planning for Swim Team

AMENITY USAGE

- *Total Facilities usage –3502*
- *Average daily usage – 121*

Card Counts:

DB Owners	23
DB Renters	10
DB Replacements	5
DB Updated	10

Total cards printed: 105 (both districts)

Rentals

- 10 of 29 days rented in February ,4 of 4 weekends had rentals
- 9 clubroom rentals, 1 patio rentals
- 15 tours (approx.38 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:

- Planning for Playground repairs/replacements
- Update on multiple projects:
 - Cement slab
 - Storage building
 - Fencing install
 - Dog park
 - Walking track re-surfacing,
 - Asphalt extension on parking lot

MAINTENANCE

- Inspect Play structure and meet with rep for warranty work on playgrounds (natures hammock)
- Repair of Treadmills at fitness center
- Install benches at Greenspace
- Review placements of benches at Greenspace
- Drain and clean spray-ground, Painting of spray-ground
- Prep for Netting repairs at spray-ground
- Graffiti removal at Worthington oaks playground
- Install LED panel lights at maintenance office/storage (100% complete)
- Pressure washing of rental space furniture
- Completed work at offices: new flooring, paint, trim work
- Pressure washing of slide tower
- Ordered multiple replacement signs for parks and buildings
- Cut backing for replacement signs - ongoing
- Replace post lights at Multi-use fields (LED replacement progress)
- Cut large Gazebo rafters
- Replace multiple rafters on rear gazebo
- Replace multiple columns trim pieces at rear gazebo
- Complete rubber mulch install at lap pool quadrants
- Investigate option of "zip timers" at Tennis and Basketball courts
- Clean wax iron staining on slide finish
- Painting of gazebo and pool structures
- Prime waterfall due to power outages
- Repair multiple fence lines due to down trees
- Graffiti removal at fall creek playground
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Multiple trees cut and removed, stumps pulled at OVP

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

MAINTENANCE (continued)

- Access card Audit – Ongoing
- 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 2/12. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 2/25.*

Landscaping

- *Clean/clear storm damage debris – leaf vacuuming*
- *Continued tree limbing, grass trimming through out*
- *Planning for portion of Annual replacement*
- *Planning for column improvements*
- *Monthly report for February 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

GENERATED BY THE GIS DEPARTMENT 05/29/2013

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Double Branch CDD 2013 Clay County, Florida

