

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

***SEPTEMBER 14, 2020***

## *AGENDA*

# Double Branch Community Development District

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

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September 8, 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, September 14, 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 (limited to three minutes)
- III. Approval of Consent Agenda
  - A. Approval of the Minutes of the August 10, 2020 Meeting
  - B. Financial Statements
  - C. Assessment Receipt Schedule
  - D. Check Register
- IV. Acceptance of Engagement Letter from Grau & Associates for the Fiscal Year 2020 Audit
- V. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
    - 1. Consideration of Work Authorization #1 for Onsite Management and Maintenance Contract Administration for FY21

2. Consideration of Work Authorization #2 for General Maintenance Services for FY21

D. Operations Manager - Memorandum

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

VII. Next Scheduled Meeting – October 12, 2020 @ 4:00 p.m. at the Plantation Oaks Amenity Center

VIII. Adjournment

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

Sincerely,

*James A. Perry*

James A. Perry  
District Manager

### *THIRD ORDER OF BUSINESS*

*A.*

MINUTES OF MEETING  
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, August 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:

Cindy Nelsen	Chairperson
Chad Davis	Vice Chairman
Scott Thomas	Supervisor (by phone)
Tom Horton	Supervisor
Andre Lanier	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	Operations Manager - GMS
Chalon Suchsland	VerdeGo
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**

There were no audience members in attendance.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the July 13, 2020 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated the District is 100% collected on the assessment receipts schedule. Your check register totals \$208,122.

Mr. Horton stated on page three of the financial statements, about halfway down under maintenance, common area the repairs and replacement line jumped up \$37,419 over budget.

Mr. Soriano stated I've mentioned before we can change things like that. We spent \$14,000 on treadmills and I just put that to repairs and replacements, but it actually should go to capital. All of the extra big purchases we've done this year I coded all to that line. I've actually added it up and I believe it's about \$50,000 that will end up going to capital instead of that repair and replacement line. Usually I wait until the end of the year and then we adjust the line items.

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

Mr. Davis stated just to be clear, that maintenance common area is landscape maintenance as well as gym equipment, etc.?

Mr. Soriano stated he said maintenance common area, but it's actually repairs and replacements that is a separate line under maintenance common area. I use the repair and replacement line for pretty much everything.

Mr. Davis stated that's what I'm getting at. It's a blanket line.

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

#### **Public Hearing for the Purpose of Adopting the Fiscal Year 2021 Budget**

On MOTION by Ms. Nelsen seconded by Mr. David with all in favor the public hearing was opened.

Mr. Perry stated if you'll recall, a couple of months ago you approved a budget, so this is the second part of that process. There is no change in the assessments, and you'll see that on page one. That is also the administrative section and those charges stay basically flat every year unless there are changes in the fees. The run rates that we're anticipating this year are a little less than what we saw last year. I think the largest component of that was attorney fees, so Jason hasn't been very busy with this district this year. After that is your narrative, which gives a brief description of those line items. Then we go into the recreation fund. Again, you'll see that there is no increase in the assessments. We've made a few adjustments under the carry forward surplus. It goes down this year. Those are reserves that we have available for offsetting assessments so that number is going down this year, and in fact, for the year projected, we're



not going to use anything. For the administrative side of the recreation fund you'll see insurance has gone up a little bit based off the latest estimate we have from the carrier. When you go down to maintenance there is about a \$33,000 increase. There is a slight increase in landscape maintenance, plus an increase in the repairs and maintenance line item. For the facility made some adjustments to the utilities based on actual run rates this year and that was an adjustment downward. You'll see an increase in the janitorial for additional cleaning supplies. The total expenditures stay pretty flat. In addition to that, you have the description of the line items again, then we have our debt service fund for the Series 2013 bonds, the amortization schedule, and then the capital reserve fund. This is the fund that Jay was just talking about. Some of those items that were repairs and maintenance will move over to this fund in regard to expenditures for the year. Lastly, you have your allocation of operating reserves showing total estimated reserves at the end of the year, and you also have a separate handout for page 20 to which some minor adjustments were made so that it ties out that assessments were exactly flat. The one included in your agenda package had a few cents difference, so we just cleaned it up. The one thing to note for this fiscal year is if you look at the fixed asset study that we did a few years ago, to be fully funded at the end of the year it says we need \$1,525,000. Right now, we're anticipating our balance is going to be about \$1,280,000. However, in the general fund we have \$90,000 of unreserved, which is extra, and then we have \$425,000 in the recreation fund so we talked about this before after the end of the year we are going to transfer about \$300,000 from those two accounts into capital reserves and we will be fully funded and you'll still have extra dollars available in case there is an emergency of some sort. Your sister district is pretty much in the same boat you are. They've lucked out and haven't had to increase assessments and their reserves are fully funded too.

Mr. Horton asked are we covered for hurricanes and things like that?

Mr. Perry stated I don't think you can ever be covered. Insurance will cover some of it. The wild cards on all of these districts that have extensive landscaping is you can't insure landscaping.

On MOTION by Mr. Horton seconded by Ms. Nelsen with all in favor the public hearing was closed.
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**A. Consideration of Resolution 2020-05, Relating to Annual Appropriations and Adopting a Budget for Fiscal Year 2021**

Mr. Perry stated on page two we will be inserting those numbers from what we just discussed. Jason, that resolution refers to our whole series of bonds to 2006A. We're going to change that to the 2013 bonds.

Mr. Walters stated we can hand strike that and write that in.

On MOTION by Mr. Davis seconded by Mr. Horton with all in favor Resolution 2020-05 relating to annual appropriations and adopting a budget for Fiscal Year 2021 was approved.

**B. Consideration of Resolution 2020-06, Imposing Special Assessments and Certifying an Assessment Roll**

Mr. Perry stated this is a standard form resolution. We will attach the roll and submit it to the property tax collector. I don't have the roll here because we don't know exactly if you're going to adopt the budget or not. We will provide that roll and it has to be done by September 15<sup>th</sup> so it's ready to go.

Mr. Horton asked you're talking about exhibit B? What is that?

Mr. Perry stated yes. It's the assessment roll and it lists every property within the District boundaries that we are assessing operations and maintenance and debt service costs so that will total the \$3 million for assessments and we transmit that to the Clay County Property Tax Collector and on a certain line item on your tax bill it shows Double Branch CDD 'X' amount of assessments.

Mr. Horton asked we have to submit that to the County? You'd think they would know who to tax.

Mr. Perry stated we have to certify that roll ourselves. This isn't a tax, it's an assessment.

On MOTION by Mr. Davis seconded by Ms. Nelsen with all in favor Resolution 2020-06 imposing special assessments and certifying an assessment roll was approved.

## **FIFTH ORDER OF BUSINESS**

## **Staff Reports**

### **A. District Counsel**

Mr. Walters stated as usual we're monitoring the state and local directives related to any of our operations and will continue to keep everyone in the loop.

### **B. District Engineer**

There being nothing to report, the next item followed.

### **C. District Manager – Discussion of the Fiscal Year 2021 Meeting Schedule**

Mr. Perry stated included in your agenda package is the proposed meeting schedule for next year. This is consistent with what we've done in previous years. You have two nighttime meetings, one in February to consider any changes to the rules of the District, and then our August 9<sup>th</sup> meeting will be for adoption of the budget.

Mr. Davis stated we do these night meetings in an effort for people that say they can't make it at 4:00, but they don't come anyway.

Mr. Lanier asked is there any legality to keeping them?

Mr. Perry stated not there's not.

Mr. Horton stated I think the only thing we can say about holding two meetings at 6:00 is it does give more people an opportunity to be here, but it doesn't mean they're going to be here but when they say you never hold a meeting where we can come, we can say we hold two of them at 6:00, where were you.

Mr. Davis stated we can say we've held two of them at 6:00 for 14 years and no one ever came.

Mr. Lanier stated we've had more people at the 4:00 meetings than the 6:00.

Mr. Davis stated I just wanted to throw that out there and see what everybody else's take was.

Mr. Horton stated it doesn't matter to me, but like I said, it makes a good opportunity to say we held one at 6:00.

Mr. Thomas stated it's not that big of a deal to meet two times a year at 6:00.

Ms. Nelsen stated keep it in mind for next year. I think I thought we had to.

Mr. Perry stated no several years ago this board and your sister board had some people that were complaining about the time so that was the concept to have two meetings a year, especially the one on rules because that does directly impact people. Having an increase in assessments we will do mailed notices and you'll probably get a number of people in the evening so that was the thought process, but you're under no obligation to do that at all.

Mr. Horton asked do we keep a record of who shows up?

Mr. Perry stated we do. We have that sign in sheet.

Mr. Horton asked what happens to it?

Mr. Perry stated it is part of our meetings notes. We generate internal meeting notes for Jay, the Recording Secretary and so forth. When these districts were first formed 14 or 15 years ago, we met offsite in Orange Park and we had 30, 40 to 60 people show up and now that we're right here over the last several years, which means things must be going pretty well, we've had very few.

On MOTION by Ms. Nelsen seconded by Mr. Horton with all in favor the Fiscal Year 2021 meeting schedule was approved as presented.

#### **D. Operations Manager - Memorandum**

Mr. Soriano stated I was planning on holding our operation hours steady until school starts. Normally this time of year we would cut back and go to alternating days because the kids aren't here and there's less people around. However, school has been pushed back to the 25<sup>th</sup>, so we still have a couple more weeks. Even then, we may see there is a few families out there that aren't going to brick and mortar, they're online, which means if they are using the version that allows them to log in at any time, they may be down here during the day so I would like to hold off. That last week we can gauge how many people are coming to the facilities and then we can cut that to lifeguards. We have had lifeguards for quite a while. We have had pool monitors before, so we were open, but we did save money this year because of the limited operation that we had so extending to September is not going to be a problem. I think it would be good to offer to those families that are utilizing the place that will be here until September and then we will play it by ear so at the next meeting I will be able to report to you what I think and we can close down whether it's every other day or however for the rest of

that month. Usually by the second week of October it's getting cool. I think this year it may be warmer longer, but by then if it's getting cool and there's so many other things going on. Sports are limited a little bit this year too, but they are out there so there are other things going on so this will eventually drop off so by October we will still plan on cutting down and then it will be a play by ear situation if we're able to offer the swim at your own risk programs. We've stayed away from at your own risk period so we can ensure cleanliness and safety, but by October that may be a little different. As I mentioned last month, everybody seems to appreciate what we've done.

Mr. Davis stated yes, I think it's very fair and considerate.

Mr. Soriano stated for our district events, I did mention last month I'm looking at doing our first event in October, it will be a movie on the green. A lot of times I would spend some money towards games the kids can play, but it is just going to be the movie this time. I will work with food trucks so they can have a couple choices, but they can spread out. The screen is rather large so they can spread out. By November I am planning on keeping the Thanksgiving Fun Run. That is one everybody can keep their distance. I did talk to our vendor fair lady. She was understanding. She's not going to do anything at your district this year. She is still planning the November one here the Saturday following Black Friday and we let her know she has to be careful in her planning because we may have to pull it out from underneath her the day before if we have to. She understands and she was happy to be able to get that. Unfortunately, we won't have a Santa Claus event, but hopefully by January we can get back to scheduling district events on a monthly basis.

Mr. Soriano continued we do have swim teams practicing here at your sister district. I did allow Ridgeview to come in and do a couple of practices last week in your pool. Ridgeview got booted. They normally swim at the YMCA. We do have a lot of families in Oakleaf whose kids go to Ridgeview, so they came to me needing help for space for their swim team. I put them with our swim team, and they worked out split practice times over here. Last week they were allowed to start one week before school was originally slated to open to start that practice time. They both wanted to do the morning and they couldn't really do that, so I had Ridgeview practice over there and Oakleaf practice here. Now this week both of them are sharing that pool back there, so it won't really affect your facility, but we are allowing both high schools to be there this year. We do have that in other aspects too. If you notice, we house the Oakleaf tennis

teams here, but we also allow Bishop Snyder to use our facility as overflow. We have usage agreements for all of the teams. Mostly we get volunteer hours out of these kids. We don't charge the high schools. It may be something we look at doing in the future.

Mr. Soriano continued as far as rentals, we talked about this last month and it was really the thought of whether we want to continue to hold on and not really rent out the facilities. It isn't needed, but I think we can get back to utilizing the facilities at a limited capacity. We would just have a written addendum to the contract that they're limited to 50% inside the rooms for the party. I am not looking to give a discount for that smaller room. We did talk about it for this room for your sister district because this room has a large capacity and being cut down to 50% I'm sure they would look at it and want to pay less, but your room is small and most events that go on over there are not big events. They would also be signing something saying they agree and understand that in the case of a positive case at the facility, which means we have to shut down and clean, timing wise it could happen that it's the day of their party and that facility has to be closed down. They would of course get a refund; however, they're going to be angry. There's really not much we can do. We are required to shut the facility down to clean. The indoor facilities are a little different. Outside, it's easy. You don't have to shut anything down. I have to remove staff or remove residents that we know are positive and they have to stay away, but inside it's different. We are still expected to clean and shut down. With those things that might add in a little animosity, it's really a discussion on if we want to move back to it. I haven't opened it back up yet for this month. Everything has been canceled except for the meetings for the sports organizations and Double Nickel club. Those are the ones we don't charge, and they really have no responsibility to us for payment or anything like that.

Mr. Horton stated I have a different viewpoint. I don't see why we would open it up at all.

Mr. Soriano stated I'm just offering and saying we can. I don't know that we need to. I kind of look at it the same way.

Mr. Horton asked how many reservations do you have in the club room?

Mr. Soriano stated other than those monthly meetings that I just mentioned that are free anyway for the sports organizations and Double Nickel club, the HOA I believe no longer needs it. We may have four for the month, if that.

Mr. Horton stated looking at the news, it just doesn't make sense to open it up to me. Maybe we should look at it in January.

Mr. Soriano stated even if we do it, it's not going to be a revenue generator.

Mr. Davis stated if it's not a monetary need, what's the point?

Ms. Nelsen stated and no one is beating on your door, really.

Mr. Horton stated I say we cancel everything out until January. The pools are different; they're outside, but when you get people in a room, even at 50% capacity, how many is that going to be in our club room?

Mr. Soriano stated 25 people.

Mr. Horton stated that's still 25 people in a group. All it takes is one person that affects the group.

Mr. Davis stated I know I-9 typically meets outside. Are all of the others outside, nothing in the club room? Because the concern I have is they say well you had a soccer meeting in there, how come I can't have a birthday party in there.

Mr. Soriano stated soccer has done both, but next week we're going to have 100 people in there. We have elections coming up. They've already sent me their list of things they've got to do.

Mr. Davis stated that is my only concern is the backlash on you just had 100 people in there to vote and I was one of them, how come I can't have a birthday party with 20 people.

Mr. Soriano stated it is a little tough. This year for almost everything most people have been pretty understanding, but we get a few. There are always people that just aren't happy with the way we're doing it.

Ms. Nelsen stated we can address it monthly.

Mr. Lanier stated if you want to address it monthly, keep it closed through the end of September and then at the September meeting we can discuss it.

Mr. Soriano stated I'll bring it back up. We book out almost a year ahead, so we're still canceling every month. I've canceled all of August. September is holding on because they want to know if we open back up if they can get their date. They know there's not a lot of places that are willing to take them, but they're asking, and we've told them just to wait until we've made that decision and we can make it every month.

Mr. Davis stated I think that's fair.

Mr. Horton stated you talked about voting. I voted last week over at Eagle Landing and everybody was wearing a mask.

Mr. Soriano stated they did send me a big list of everything they will do and everything they expect from people coming in.

Mr. Horton stated suppose there's 25 people in there for a birthday party. Who's going to enforce that? Nobody, really.

Mr. Soriano stated okay we will bring it back next month and go month to month. We never know. It may be beyond January by the time things really change, but I do want to have a schedule set up so I can inform staff. A lot of Wanda's job is dealing with these people and they're calling every day.

Mr. Horton stated I would say right now there's a good chance we won't be doing it for quite a while.

Mr. Soriano stated I wanted to update you guys that I received our playgrounds last week. That was almost a month ago that we approved that and that was a \$24,000 check right there and as I mentioned earlier, it's just easier for me to code it to repair and replacement, but realistically these are capital purchases so those will change off. I will go through and look at those and send a list so when we get to the end of the year where we're doing our final reports on the budget, we can swap things out if we want to. So, we did receive them, it was quick and that was why I picked out these couple units. If you've been by Nature's Hammock you've seen a lot of equipment back there, and back by my office the whole outdoor area is filled right now. The first one we replace will be Nature's Hammock and that will take us a couple of weeks and then that playground will be done.

Mr. Horton asked do you have all of the equipment in for both of them?

Mr. Soriano stated yes. That will be a big part of next month's report.

Mr. Davis asked what is going to be the October movie on the green?

Mr. Soriano stated I actually haven't picked it out yet. My concern was if anybody had any objections to doing that. The Jumbo Shrimp have been doing that all season while they didn't have games. They opened up bars too. They have these big squares out on the field and you can pay for a square for your family, but then you can go hang out at the bar so that's a little weird but a lot of places have been doing that this summer so unless there was any



objections I was going to bring that up first. It will be a Halloween themed movie. Last year we did Goosebumps so we will keep it along those lines.

Mr. Thomas stated we haven't talked about the parking lots in a while. Where are we at with the parking lots and the resurfacing of the track?

Mr. Soriano stated really, it's just development. We agreed to have Duval Asphalt and they have actually been outrageously busy so I can go out and look for somebody else. I had no problem waiting on them because there is a lot of other work going on right now. If you want to hurry up and get it done, we can threaten Duval.

Mr. Davis asked can we get an update for September, or even in the interim get some kind of response from them?

Mr. Soriano stated I had talked to them about a month ago about coming out and doing the tracks separately, but we were getting a better deal if they did all together, but I didn't mind paying more to get the track done because we were doing a couple things. We had to fix the bridge and sidewalks, I have the foundation in on the storage buildings so I would like to open up a little \_\_\_\_\_[inaudible] from the track to that foundation building so we're not just making mud there and that would be easier to do in asphalt than concrete so it will add on a tiny bit, but not much.

Ms. Nelsen stated they'll do a good job. I would prefer to wait on them.

Mr. Davis stated see if they can give us a timeline or estimated start date or some kind of response and then we can decide in September if it's too long.

Mr. Lanier asked the bridges that go over the ponds, is there any way we can put something on there that would keep the ducks off the rails because it is nasty.

Mr. Davis stated we have stuff that we've put on commercial roofs and around stadiums and stuff like that. You've probably seen them. That's the only thing that I'm familiar with.

Mr. Soriano stated that's the problem is the height because you can put things where they can't land that have sharp points and things like that, but with just a railing where people walk, we're kind of limited on what can go there.

Mr. Lanier stated I'm just wondering if we can do some research. Not a sharp point obviously.

Mr. Davis asked is it more ducks, geese or both?

Mr. Lanier responded ducks.

Mr. Davis stated the reason why I ask is we had a horrible problem at the ballfield with those Canadian Geese and their poop looks like a small dog or cat. It would literally take us about 10 parents and about 45 minutes to get it all off the field. We bought fake coyotes and those geese were gone in a matter of week or two. I don't know if that would help.

Mr. Soriano stated we have one that we put out at the pool and it looks realistic, so it's scared a couple of residents. I don't know if I can put it out by the bridges though because it will disappear, but there's got to be something we can come up with. Right now, we do our humane version of harassing them and that's helped to get them off the fields a bit more and move them from some ponds. They're not out there during the day so if you walk out there, you'll see them in the pond, but come nighttime when nobody is walking, they sit right on the rails and use the bathroom all over the bridge. They also know in the morning times they're going to get all kinds of food from people.

Mr. Davis asked that's another thing is would a sign help saying not to feed the ducks.

Mr. Horton asked aren't you pressure washing the bridges?

Mr. Soriano responded we still do once or twice a month. I'm not going to go out there every day. I can, but there's so much other stuff we have going on around the neighborhood that I can't really dedicate that much time to washing that bridge because this is something that will happen every night.

Mr. Horton stated I thought we would do it about once a week or twice a week. It seems like at first, we were doing it pretty frequently and it was staying pretty clean.

Mr. Soriano stated when we were doing it a little bit more, we'd have guys going up there with buckets of water. Now we have the pressure washer. It's not easier, but it allows us to get it cleaner and it's not pond water getting thrown onto it. We have to have a deterrent. It's not just about cleaning it.

Mr. Davis stated yes you have to keep the ducks off of it. You could probably clean it three times a day.

Ms. Nelsen stated maybe we can look at that and some kind of a structure on the top of it.

Mr. Horton stated we may have a resident that raises baby ducks and turns them loose back there.

Mr. Soriano stated we actually have one on this pond that does the same thing.

Mr. Davis asked can we not stop that?

Mr. Lanier stated Clay County is pretty liberal with wildlife.

Mr. Davis stated there has to be something against that with the homeowner's association.

Mr. Horton stated it may be the homeowner's association I'm talking about.

Ms. Suchsland stated I don't know if you guys can post signs saying do not feed. We have problems with the cats too. I've taken home a feral cat with five kittens and did the spay and neuter. I'm an animal lover, but people have to remember that when you feed, you attract. Maybe the deer urine, I use it for my flower beds because we have deer coming out of Nature's Hammock so there's deer urine, but with the rain you're going to have to do that nightly. Maybe once you do it once or twice it will deter it.

Mr. Soriano stated I actually like the idea of a structure over top. We can look at adding even a shade structure. They might sit up there, but that's where we can add something since no one will be touching up that high. We just have to find a way to deter them.

Ms. Nelsen stated when it slows down maybe you can put that on your list.

Mr. Lanier stated the second thing that I have is the pathway up to the bridge is stenciled into the bridge on the far side coming out. It's got some nice words in there.

Mr. Soriano stated we covered some up. I think we're going to have to grind down. It's going to happen when we have wet concrete. It's almost like we have to stand guard for a day so that night we got some stuff put in there. We are doing some sidewalk work this month, so while we're out there grinding the others, we can take care of those.

Mr. Lanier stated the other thing is I'd like to see about the feasibility of putting trails into our nature area where we put up the fence. One of the reasons for that is there are already trails back there that people have made from walking back there, so if we were to look at that feasibility and go ahead and build it and put some loops around and then we can connect possibly near Nature's Hammock near the playground. One, that will put people in there, shut it down at nighttime just like we do other parks to keep people from hanging out back there if it's a viable trail that people can walk. If we keep people on a trail it will keep people from damaging what else is there.

Mr. Soriano stated we talked about this last time a little bit, something that we could do in the future. We have two different areas. We have pond bank. If you've walked down there, there's already a trail there that's pretty large, and then we have a trail that's been cut by people through the conservation area to different areas. If we wanted to do that, we could work with St. Johns Water Management to get our easement adjusted to where we're allowed to have a trail back there. We have one back here and we actually built a boardwalk through, so we can get that adjusted. We're not building structures or anything like that. I think clearing it out and getting our landscapers to cut down some of the vines and push it back so it's a little cleaner. It's a trail now, but it's not huge. If we want it comfortable enough for people to walk back there it would come from the back of that park at Waverly, come up and connect to the trail that goes around the pond. That pond goes all the way up to the corner where Cannon's Point and Nature's Hammock come together right there so we could lead all the way out to that front corner. Really it would just be some land clearing. There are some areas where we would move some trees and there's some area, we could cut back vines. I don't know think that portion would be a ton of money, but there is one area I would want to look at if you want to make the trail longer there is an outfall we would have to put up. I would leave that to the engineer. I'm sure there is stuff we can get done that's already set up so we could put a bridge above that outfall. If you remember, that's the trail where we have people going back there every once and a while and we've had a fire twice back there from people smoking.

Ms. Nelsen asked that's behind Waverly Park?

Mr. Soriano stated yes going towards Nature's Hammock and behind Waverly Park. It would be helpful to have some eyes on the area if people used it as that. We might install a trash can or too. I could look at if we want to put our dog park that we're looking at in one of those playgrounds. The Nature's Hammock playground that I'm working on right now, we can go ahead and put fencing and there is a good amount of space there. I was kind of limited before and I didn't like the way it looked because that is the one that has the drainage issue. I would have to grade it and French drain it out to that large drain that already sits in the middle of the playground. If you guys have ever been over there you've seen a white picket fence that gets torn up all the time. I'd be able to close that off and we can have a dog park over there. You'd have a trail that leads to and from Waverly to Nature's Hammock and you'd have a lot more recreational area, so it is something that can be done. I can start looking into costs for it. I

don't think it's going to be anything that's going to be extremely high dollar, but it is a lot of work. I think it would be something that's beneficial. We don't really have the ability to add too many amenities right now, but you could look at that as another amenity.

Mr. Lanier stated with that a number of neighborhoods that are right around there and I think it would be welcome and easy to get to on both sides of the pond.

Ms. Nelsen stated I think it would be nice, but I'd like to play devil's advocate for a minute. You know where my house is, and I know that's where the kids gather to smoke. I've found tarps back there from huffing and paint cans and all kinds of fun stuff.

Mr. Davis stated I hate to be Debbie Downer. I think it's a fantastic idea, but you know how we get the people when they do come in saying I need lights at this park because at nighttime the kids hang out at the park and they're doing this and doing that. I've been back on those trails as well and they are very nice and would be something great, I just want to look at both sides of the coin. I have seen numerous stuff back there, alcohol cans, bottles, condoms, etc. and are you going to get a call from a resident saying I've got these kids behind my house and they're partying on the nature trail at night, because people like you and I aren't going to be back there at night. I don't think it's a horrible idea, but how do we police it or address those calls that we get right now on the parks that want lights and we can't get lights to those parks for the same reason.

Mr. Soriano stated there are going to be people that ask for lights and safety wise I think maybe we should, but we don't do any of our playgrounds and the cost to do that is going to be outrageous. However, as far as people just walking through in the middle of the night, we are fighting that now. There is trash out there, so we already know people are going out there. To me, it gives them an argument that they should be allowed to go out there. We still have to put up signs saying dawn until dusk and every once and while we have to kick people out and maybe we can get the off-duty officers to help walk through here and there at late hours to make sure people aren't going through there.

Mr. Davis asked can we do one or a portion of it and just see how it works?

Mr. Soriano stated the one that is there now is pretty well formed on the Waverly side. Not cutting into the playground access, but the one that is by the pond is already there and there's a lot of people that walk back there now. In fact if you remember, the issue the HOA got complaining about the dumping going on back there came from one of the residents that

lives there and she likes to walk her dog back there and a lot of people do because it's a big open area so we kind of have that already.

Mr. Davis asked can we designate that one then and let's just see. Would you have to stop it at some point or is that the one that comes to the big concrete viaduct thing?

Mr. Soriano stated if you go along the pond, that comes to the outfall. If you go the opposite direction it goes toward the Waverly playground so you have two directions you can go there, and then you would stop. If you want to carry on that would go to Nature's Hammock.

Mr. Lanier asked so with the trail that we walked last week it goes back through the middle sort of, so the same people that would be back there partying, we're not cutting closer to the homes. It's just now it's more of a identified area that people may go and keep people from hanging out back there.

Mr. Davis stated the one I'm familiar with just goes behind the pond and goes straight to that large concrete viaduct. I didn't know there was another one. If there's another one, then let's designate it and see how it goes in my opinion.

Mr. Lanier stated like Jay was saying there are some little trees that you can tell people have made a path.

Mr. Soriano stated it's something I can look at and I can bring to you guys. We will draw up some maps and try to figure out costs for clearing and things like that. I think it's something we will have to address one way or another. If you remember, years ago I started by pulling out our big heavy picnic tables that would get transplanted from the parks so kids could hang out. We've had couches back there and things like that so we've always had people back there, so this may be a way to help and give another amenity to the residents, but we will look at costs involved and the timing of it too.

Mr. Davis asked could you have some of this information next month?

Mr. Soriano responded yes. The first part is pretty easy, but the second part as far as going over the outfall, that's something I'd have to find out information on how we go about that application for the easement change and things like that. That may take longer because St. Johns handles that part and Peter Ma would help me out, but I can bring that back when I get that down the road.

Mr. Horton stated I brought this up a couple years back and it was shot down big time because kids go back there and now suddenly it's okay to do that, so it's sort of ironic but it's a good thing.

Mr. Soriano stated the problem is we're battling something that we wouldn't want. I don't generally like going back in those areas. I think everybody should stay out of those conservation easements and even the banks, we don't cut that there. Unless we make a nice clear path, I wouldn't want my dog back there either. There is some wildlife out here.

Mr. Davis stated yes, I figure you do put signs up saying it's at your own risk.

Mr. Soriano stated if you look at my wording on the policies, I even use St. Johns policies. People shouldn't fish out there, although we now allow it at all of our ponds. People want to go out in their backyard and fish, but these ponds are not supposed to be used for recreational purposes according to St. Johns, but if I'm fighting a problem and we can add something nice to the neighborhood and get rid of that problem then it may be the only way to do it. I've said it before, I think unfortunately years down the road we're going to hear it enough we are probably going to add some lights to the playground sooner or later, but I don't think it's the greatest idea and it's costly. I don't think I said it was a bad idea though.

Mr. Horton stated you said we couldn't do it.

Mr. Soriano stated it is going to take some work and we will have to do an application. It will be between the board and there's another board. The St. Johns Water Management District has their own board so it would be an agreement between the two boards to change an easement and whenever you do anything like build things such as a boardwalk, they may ask for something to mitigate that loss so they may say we have to give up some other land somewhere. I don't think we will have to do that because we're not building anything, we're just clearing a path in what is already back there.

Mr. Horton stated I walk back there every other day and it's pretty open back there. It's got some pretty heavy weeds just before you get to the outflow there, but I think once you weed whack it down a couple of times it should be manageable.

Mr. Soriano stated I don't think that board is going to have a big concern and say no you can't do this. If we're building something like this extensive boardwalk that goes from the back of our property and that next neighborhood, that may be a little harder, but for what we're

talking about doing now I think we can do it. I'll push them a little bit and I'll see where we can go. Like I said, cost shouldn't be a big concern on this one.

Mr. Horton stated I've got a couple of things for you, Jay. You've got a lot of projects going. What about the waterfall?

Mr. Soriano stated I ordered a \_\_\_\_\_ [inaudible] and I'm at \$4,000 right now, so I'm under our not to exceed amount. I have a couple of gaskets that I'll need to pick up once the \_\_\_\_\_ and \_\_\_\_\_ [inaudible] come in. I have two motors that work well, they're not sucking in air. Hopefully we can finish that up this month. It's all open and ready. You can see the motor is laying there ready to go, it's just not on.

Mr. Horton stated the new storage building, I know the foundation is there. Any timeframe on trying to put it up? To me, you have to be careful with these hurricanes if you can get a window where you can make sure you can get it up and secured before the wind comes.

Mr. Soriano stated I don't know that we will have a problem with wind. The way we set it up to do the work on that was with the hourly guys, so we do have a lot of those projects. If we wanted to, we could do a not to exceed and I could bring in other people to help out with it to make it quicker. If not, I can do it the way I'm doing it where we do five or ten hours this week, have them working on the playground, work on adding the frame and then next week we add more. That is with the three maintenance guys that I have to go back and forth between the two districts so if I want to bring in more people, we just secure some extra money. The estimation on that is 150 hours and I'm looking at around \$3,500 to \$4,000 for building and that's actually cheaper than the foundation was so however we want to do it.

Mr. Horton stated I think bringing in some more people might be a good idea because once you get started you can bang it out.

Ms. Nelsen asked do you have people to pull?

Mr. Soriano stated I'd have to talk to RMS. It allows me to get to work if they have it. If they don't have it, I can come back to you and explain why, but if he has an extra one or two guys it allows me to get to work and you're talking about two and a half weeks with two guys.

Mr. Davis asked is it a necessity? Do we need something right this second?

Mr. Soriano stated I don't. If I can work with these guys on their regular schedule and I can get as much done with it, it ends up saving us money on our installation. It's really up to



you guys on if you want it done quicker. I have the two playgrounds that still have to go up so we are getting to the end of the year where we usually do some work on the pools to close up for the year, which I will report to you next month.

Ms. Nelsen stated you could offer your guys overtime.

Mr. Davis stated it would probably still be cheaper than paying somebody else.

Mr. Soriano stated there's only so many people I'm going to ask for. We're not getting a lot of cheap work at \$25 an hour. I can get some general laborers, but even then, the district doesn't hire like that. We require insurance and things like that. There's not a cheap way out of it either way.

Mr. Horton asked what about the one over here?

Mr. Soriano stated they're not really concerned. They have a meeting next week so they may ask me for an updated timeline but they're not too concerned. They have two storage bins and they're pretty well hidden. We were worried about the way they look, but you can't really see them back there. We have some other large projects over here also.

Mr. Horton stated whatever you think is best.

Mr. Soriano stated we have plenty of money if you want to set aside money and it helps me get it done quicker, I'll do what I can. I try to get everything done as quick as I possibly can. If you want to wait until next month and see where we're at I can always ask how many extra guys they have to devote to this neighborhood and if he gives me a good idea, then I can bring it back to you then too.

Mr. Perry stated I would ask because at a lot of other districts with COVID there has been a lot of maintenance and small projects so a lot of these are stretched pretty thin with manpower unfortunately.

Mr. Thomas stated I just want to say thank you Jay for removing that graffiti and my question to you is, is this an ongoing thing? I've never seen it on that grand of a scale.

Mr. Soriano stated I was actually surprised we haven't had a problem this summer like I thought we would. This has been a long summer since it started in March, so I really thought we were going to have a lot more problems with vandalism. We really have not, so it's been good. I think this was a one-off with somebody who was bored but the nice part was I had lots of people report that to me pretty quick so we were able to get out and spray it down to at least make it to where you can't see what it was. I have a pressure washer set up to come out and do

that playground and the sidewalks again this month anyway, so it'll look nice and new after this.

**SIXTH ORDER OF BUSINESS**

**Audience Comments / Supervisors'  
Requests**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is September 14, 2020 at 4:00 p.m. at this location.

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

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Chairman/Vice Chairman

*B.*

# Double Branch

## Community Development District

Unaudited Financial Reporting  
July 31, 2020



**DOUBLE BRANCH**  
**Community Development District**  
**Combined Balance Sheet**  
July 31, 2020

	<u>Governmental Fund Types</u>					<b>Totals</b> <b>(Memorandum Only)</b>
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
<b>ASSETS:</b>						
Cash	\$40,916	\$88,990	\$165,823	---	---	\$295,729
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$566,932	---	\$566,932
Reserve A1	---	---	---	\$868,407	---	\$868,407
Acquisition and Construction	---	---	---	---	\$18,593	\$18,593
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$96,303	---	\$96,303
<u>Operations</u>						
Custody Account-General Fund Excess	\$53,643	---	---	---	---	\$53,643
Custody Account-Recreation Fund Excess	---	\$500,767	---	---	---	\$500,767
Custody Account-Recreation Fund Reserve	---	---	\$74	---	---	\$74
<u>State Board</u>						
General Fund	\$77,508	---	---	---	---	\$77,508
Recreation	---	\$482,442	---	---	---	\$482,442
Capital Reserve	---	---	\$1,086,150	---	---	\$1,086,150
Due From General Fund	---	\$8,963	---	---	---	\$8,963
Due From Capital Reserve Fund	---	\$40,383	---	---	---	\$40,383
Due from Other	---	\$26	---	---	---	\$26
Electric Deposits	---	\$4,583	---	---	---	\$4,583
Prepaid Expenses	\$3,409	---	---	---	---	\$3,409
<b>TOTAL ASSETS</b>	<u>\$175,476</u>	<u>\$1,126,826</u>	<u>\$1,252,047</u>	<u>\$1,531,642</u>	<u>\$18,593</u>	<u>\$4,104,585</u>
<b>LIABILITIES:</b>						
Accounts Payable	\$2,919	\$55,173	---	---	---	\$58,092
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	---	\$3,321	---	---	---	\$3,321
Due to Rec Fund	\$8,963	---	\$40,383	---	---	\$49,346
Due to Middle Village	---	\$15,185	---	---	---	\$15,185
<b>FUND BALANCES:</b>						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$1,531,642	---	\$1,531,642
Restricted for Capital Projects	---	---	---	---	\$18,593	\$18,593
Assigned	---	\$45,921	\$1,211,663	---	---	\$1,257,585
Unassigned	\$163,441	\$1,002,642	---	---	---	\$1,166,083
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u>\$175,476</u>	<u>\$1,126,826</u>	<u>\$1,252,047</u>	<u>\$1,531,642</u>	<u>\$18,593</u>	<u>\$4,104,585</u>

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

	ADOPTED BUDGET	PRORATED BUDGET THRU 7/31/20	ACTUAL THRU 7/31/20	VARIANCE
Assessment - Tax Roll	\$177,985	\$177,985	\$178,484	\$499
Interest Income	\$200	\$167	\$843	\$676
Miscellaneous Income	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$178,185</b>	<b>\$178,152</b>	<b>\$179,327</b>	<b>\$1,176</b>

**EXPENDITURES:**

**Administrative**

Supervisors Fees	\$12,000	\$10,000	\$8,400	\$1,600
FICA Expense	\$918	\$765	\$581	\$184
Engineering	\$5,000	\$4,167	\$1,028	\$3,139
Arbitrage	\$700	\$583	\$700	(\$117)
Dissemination	\$1,333	\$1,111	\$1,311	(\$200)
Assessment Roll	\$7,821	\$7,821	\$7,821	\$0
Attorney	\$42,000	\$35,000	\$21,674	\$13,326
Annual Audit	\$5,900	\$5,900	\$4,700	\$1,200
Trustee fees	\$8,815	\$7,346	\$5,406	\$1,939
Management Fees	\$59,963	\$49,969	\$49,969	(\$0)
Information Technology	\$1,942	\$1,618	\$1,785	(\$166)
Telephone	\$290	\$242	\$272	(\$30)
Postage	\$1,900	\$1,583	\$868	\$715
Printing & Binding	\$3,400	\$2,833	\$1,915	\$918
Records Storage	\$300	\$250	\$0	\$250
Insurance	\$8,130	\$8,130	\$7,936	\$194
Legal Advertising	\$2,000	\$1,667	\$1,194	\$473
Office Supplies	\$350	\$292	\$195	\$96
Website Compliance	\$2,250	\$1,875	\$1,875	\$0
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$12,998	\$12,998	\$12,998	\$0
Transfer Out	\$0	\$0	\$61	(\$61)

<b>TOTAL EXPENDITURES</b>	<b>\$178,185</b>	<b>\$154,325</b>	<b>\$130,864</b>	<b>\$23,460</b>
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<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$0)</b>	<b>\$48,463</b>
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<b>FUND BALANCE - Beginning</b>	<b>\$0</b>	<b>\$114,979</b>
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<b>FUND BALANCE - Ending</b>	<b>(\$0)</b>	<b>\$163,441</b>
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**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2020

	ADOPTED BUDGET	PRORATED BUDGET THRU 7/31/20	ACTUAL THRU 7/31/20	VARIANCE
<b>REVENUES:</b>				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,462,648	\$1,466,749	\$4,101
Interest Income	\$1,000	\$833	\$4,054	\$3,221
Amenities Revenue	\$33,690	\$28,075	\$19,874	(\$8,201)
Sports Revenue	\$11,000	\$9,167	\$10,118	\$951
<b>TOTAL REVENUES</b>	<b>\$1,508,338</b>	<b>\$1,500,723</b>	<b>\$1,500,796</b>	<b>\$73</b>

**EXPENDITURES:**

**Administrative:**

Management Fees - Onsite	\$178,487	\$148,740	\$148,740	\$0
Insurance	\$62,789	\$62,789	\$65,937	(\$3,148)
Other Current Charges	\$3,818	\$3,182	\$4,722	(\$1,540)
Permit Fees	\$1,635	\$1,363	\$1,505	(\$143)
<b>Total Administrative</b>	<b>\$246,729</b>	<b>\$216,073</b>	<b>\$220,904</b>	<b>(\$4,831)</b>

**Maintenance:**

**Common Area**

Security	\$50,920	\$42,433	\$42,358	\$75
Security - Clay County Off-Duty Sheriff	\$43,050	\$35,875	\$36,990	(\$1,115)
Water - Irrigation	\$9,000	\$7,500	\$6,885	\$615
Irrigation Maintenance	\$4,250	\$3,542	\$4,892	(\$1,351)
Streetlighting	\$33,066	\$27,555	\$23,243	\$4,312
Electric	\$42,000	\$35,000	\$23,810	\$11,190
Landscape Maintenance	\$371,004	\$309,170	\$309,170	(\$0)
Common Area Maintenance	\$43,564	\$36,303	\$25,366	\$10,937
Lake Maintenance	\$28,116	\$23,430	\$24,909	(\$1,479)
Landscape Reserve	\$30,000	\$30,000	\$30,000	\$0
Capital Reserve	\$15,565	\$15,565	\$15,565	\$0
Repairs and Replacement	\$88,996	\$74,163	\$121,163	(\$47,000)
General Reserve	\$26,759	\$26,759	\$26,759	\$0
<b>Total Common Area</b>	<b>\$786,290</b>	<b>\$667,296</b>	<b>\$691,111</b>	<b>(\$23,815)</b>

**Recreation Facility**

Amenity Staff	\$110,000	\$91,667	\$84,891	\$6,775
Refuse Services	\$6,120	\$5,100	\$7,888	(\$2,788)
Telephone	\$5,592	\$4,660	\$4,045	\$615
Electric	\$59,300	\$49,417	\$28,862	\$20,555
Cable	\$12,319	\$10,266	\$5,814	\$4,452
Pool Maintenance	\$56,616	\$47,180	\$29,738	\$17,442
Water / Sewer/Reclaim	\$65,000	\$54,167	\$37,633	\$16,534
Facility Maintenance-General	\$43,500	\$36,250	\$29,456	\$6,794
Facility Maintenance-Preventative	\$13,117	\$10,931	\$2,938	\$7,993
Facility Maintenance - Contingency	\$34,750	\$28,958	\$26,793	\$2,165
Lighting Repairs	\$8,500	\$7,083	\$6,725	\$358
Special Events	\$10,500	\$8,750	\$2,133	\$6,617
Office Supplies & Equipment	\$6,664	\$5,553	\$988	\$4,565
Janitorial	\$51,012	\$42,510	\$43,800	(\$1,290)
Recreation Passes	\$5,500	\$4,583	\$3,297	\$1,286

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

	ADOPTED BUDGET	PRORATED BUDGET THRU 7/31/20	ACTUAL THRU 7/31/20	VARIANCE
<b><u>Recreation Facility-Continued</u></b>				
Pool Pump Reserve	\$6,500	\$6,500	\$6,500	\$0
Pool Leak Repairs	\$5,000	\$4,167	\$0	\$4,167
Multiuse Field	\$21,250	\$17,708	\$0	\$17,708
<b>Total Recreation Facility</b>	<b>\$521,240</b>	<b>\$435,450</b>	<b>\$321,502</b>	<b>\$113,948</b>
<b>Total Maintenance</b>	<b>\$1,307,530</b>	<b>\$1,102,746</b>	<b>\$1,012,613</b>	<b>\$90,132</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,554,259</b>	<b>\$1,318,818</b>	<b>\$1,233,517</b>	<b>\$85,301</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$45,921)</b>		<b>\$267,278</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$45,921</b>		<b>\$739,947</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$1,007,225</b>	



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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessment - Tax Roll	\$0	\$26,996	\$140,168	\$1,979	\$2,141	\$1,500	\$1,940	\$1,574	\$2,105	\$81	\$0	\$0	\$178,484
Interest Income	\$12	\$10	\$97	\$132	\$123	\$99	\$65	\$51	\$226	\$29	\$0	\$0	\$843
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$12</b>	<b>\$27,007</b>	<b>\$140,265</b>	<b>\$2,111</b>	<b>\$2,264</b>	<b>\$1,599</b>	<b>\$2,005</b>	<b>\$1,625</b>	<b>\$2,331</b>	<b>\$110</b>	<b>\$0</b>	<b>\$0</b>	<b>\$179,327</b>

**Expenditures:**

**Administrative**

Supervisors Fees	\$1,000	\$800	\$1,000	\$1,000	\$800	\$800	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0	\$8,400
FICA Expense	\$77	\$61	\$77	\$77	\$61	\$0	\$0	\$77	\$77	\$77	\$0	\$0	\$581
Engineering	\$0	\$833	\$195	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,028
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$0	\$0	\$0	\$0	\$700
Dissemination	\$211	\$111	\$111	\$111	\$111	\$211	\$111	\$111	\$111	\$111	\$0	\$0	\$1,311
Assessment Roll	\$7,821	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,821
Attorney	\$2,252	\$2,480	\$2,981	\$0	\$2,733	\$3,267	\$2,433	\$2,611	\$2,919	\$0	\$0	\$0	\$21,674
Annual Audit	\$0	\$0	\$0	\$1,500	\$3,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,700
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$5,406	\$0	\$0	\$0	\$0	\$0	\$0	\$5,406
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$0	\$49,969
Computer Time	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$0	\$0	\$1,785
Telephone	\$49	\$35	\$36	\$0	\$17	\$10	\$40	\$45	\$32	\$7	\$0	\$0	\$272
Postage	\$16	\$143	\$130	\$123	\$147	\$138	\$15	\$14	\$0	\$142	\$0	\$0	\$868
Printing & Binding	\$222	\$451	\$23	\$259	\$259	\$197	\$178	\$27	\$197	\$103	\$0	\$0	\$1,915
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$7,936	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,936
Legal Advertising	\$62	\$62	\$212	\$124	\$62	\$0	\$136	\$122	\$0	\$414	\$0	\$0	\$1,194
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$21	\$41	\$1	\$21	\$21	\$21	\$21	\$1	\$26	\$21	\$0	\$0	\$195
Website Compliance	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$0	\$0	\$1,875
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,998	\$0	\$0	\$0	\$0	\$12,998
Transfer Out	\$0	\$0	\$0	\$0	\$0	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$61

<b>Total Administrative</b>	<b>\$25,204</b>	<b>\$10,380</b>	<b>\$10,128</b>	<b>\$8,577</b>	<b>\$12,774</b>	<b>\$15,476</b>	<b>\$8,296</b>	<b>\$23,068</b>	<b>\$9,724</b>	<b>\$7,237</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,864</b>
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<b>Excess Revenues (Expenditures)</b>	<b>(\$25,192)</b>	<b>\$16,627</b>	<b>\$130,137</b>	<b>(\$6,466)</b>	<b>(\$10,510)</b>	<b>(\$13,877)</b>	<b>(\$6,291)</b>	<b>(\$21,443)</b>	<b>(\$7,393)</b>	<b>(\$7,128)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$48,463</b>
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**Double Branch**  
**Community Development District**  
Month by Month Income Statement  
Recreation Fund

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Maintenance Assessments-Tax Roll	\$0	\$221,851	\$1,151,875	\$16,266	\$17,598	\$12,323	\$15,942	\$12,931	\$17,300	\$665	\$0	\$0	\$1,466,749
Interest Income	\$113	\$68	\$602	\$838	\$807	\$659	\$423	\$322	\$42	\$181	\$0	\$0	\$4,054
Amenities Revenue	\$3,801	\$2,499	\$2,703	\$2,142	\$1,749	\$6,303	(\$1,238)	\$39	\$725	\$1,151	\$0	\$0	\$19,874
Sports Revenue	\$7,130	\$285	\$0	\$1,245	\$195	\$240	\$323	\$0	\$120	\$580	\$0	\$0	\$10,118
<b>Total Revenues</b>	<b>\$11,044</b>	<b>\$224,703</b>	<b>\$1,155,180</b>	<b>\$20,491</b>	<b>\$20,348</b>	<b>\$19,525</b>	<b>\$15,450</b>	<b>\$13,293</b>	<b>\$18,187</b>	<b>\$2,577</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,500,796</b>
<b>Expenditures:</b>													
<b><u>Administrative</u></b>													
Management Fees - Onsite	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$0	\$0	\$148,740
Insurance	\$65,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$417	\$0	\$0	\$65,937
Other Current Charges	\$311	\$391	\$492	\$452	\$621	(\$956)	\$188	\$179	\$200	\$2,842	\$0	\$0	\$4,722
Permit Fees	\$266	\$27	\$411	\$0	\$27	\$27	\$27	\$27	\$667	\$27	\$0	\$0	\$1,505
<b>Total Administrative</b>	<b>\$80,970</b>	<b>\$15,292</b>	<b>\$15,777</b>	<b>\$15,326</b>	<b>\$15,522</b>	<b>\$13,945</b>	<b>\$15,089</b>	<b>\$15,080</b>	<b>\$15,741</b>	<b>\$18,160</b>	<b>\$0</b>	<b>\$0</b>	<b>\$220,904</b>
<b><u>MAINTENANCE- Common Area</u></b>													
Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$42,358
Security - Clay County Off-Duty Sheriff	\$2,849	\$4,161	\$4,003	\$3,758	\$3,773	\$3,638	\$3,758	\$4,353	\$2,700	\$4,000	\$0	\$0	\$36,990
Water - Irrigation	\$1,263	\$1,358	\$449	\$352	\$287	\$274	\$178	\$603	\$1,097	\$1,026	\$0	\$0	\$6,885
Irrigation Maintenance	\$0	\$0	\$411	\$2,567	\$1,211	\$0	\$453	\$0	\$0	\$250	\$0	\$0	\$4,892
Streetlighting	\$2,353	\$2,353	\$2,338	\$2,338	\$2,338	\$2,338	\$2,171	\$2,338	\$2,338	\$2,338	\$0	\$0	\$23,243
Electric	\$2,546	\$2,528	\$3,018	\$2,197	\$2,338	\$2,690	\$1,231	\$2,699	\$2,316	\$2,247	\$0	\$0	\$23,810
Landscape Maintenance	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$30,917	\$0	\$0	\$309,170
Common Area Maintenance	\$1,188	\$2,212	\$1,678	\$2,118	\$1,678	\$2,421	\$6,793	\$5,532	\$666	\$1,080	\$0	\$0	\$25,366
Lake Maintenance	\$4,266	\$2,237	\$2,234	\$2,070	\$2,538	\$2,512	\$2,467	\$2,445	\$2,070	\$2,070	\$0	\$0	\$24,909
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,565	\$0	\$0	\$0	\$0	\$15,565
Repairs and Replacement	\$10,765	\$13,587	\$5,238	\$14,370	\$24,427	\$15,979	\$6,383	\$4,487	\$12,658	\$13,270	\$0	\$0	\$121,163
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,759	\$0	\$0	\$0	\$0	\$26,759
<b>Total Common Area</b>	<b>\$60,382</b>	<b>\$63,589</b>	<b>\$54,521</b>	<b>\$64,922</b>	<b>\$73,742</b>	<b>\$65,005</b>	<b>\$58,586</b>	<b>\$129,933</b>	<b>\$58,998</b>	<b>\$61,433</b>	<b>\$0</b>	<b>\$0</b>	<b>\$691,111</b>

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b><u>Recreation Facility</u></b>													
Amenity Staff	\$11,322	\$5,392	\$4,963	\$8,075	\$5,258	\$6,231	\$1,346	\$3,532	\$13,285	\$25,487	\$0	\$0	\$84,891
Refuse Service	\$765	\$769	\$769	\$769	\$816	\$814	\$996	\$612	\$791	\$788	\$0	\$0	\$7,888
Telephone	\$402	\$424	\$509	\$314	\$260	\$433	\$433	\$423	\$423	\$424	\$0	\$0	\$4,045
Electric	\$3,664	\$2,984	\$2,976	\$2,848	\$2,380	\$2,337	\$1,786	\$2,697	\$2,939	\$4,251	\$0	\$0	\$28,862
Cable	\$573	\$573	\$573	\$587	\$585	\$585	\$585	\$584	\$585	\$585	\$0	\$0	\$5,814
Pool Maintenance/Chemicals	\$4,003	\$2,605	\$2,685	\$2,207	\$4,044	\$4,083	\$3,091	\$2,107	\$2,801	\$2,107	\$0	\$0	\$29,738
Water/Sewer/Reclaim	\$4,884	\$3,944	\$3,494	\$2,848	\$2,626	\$2,951	\$3,541	\$4,312	\$4,500	\$4,531	\$0	\$0	\$37,633
Facility Maintenance - General	\$2,958	\$3,625	\$2,869	\$3,609	\$2,869	\$2,710	\$2,700	\$2,629	\$1,862	\$3,625	\$0	\$0	\$29,456
Facility Maintenance - Preventative Contracts	\$640	(\$49)	\$378	\$155	\$288	\$0	\$1,083	\$0	\$288	\$155	\$0	\$0	\$2,938
Facility Maintenance - Contingency	\$2,895	\$2,895	\$2,896	\$2,876	\$2,866	\$2,597	\$2,536	\$2,467	\$1,532	\$3,233	\$0	\$0	\$26,793
Lighting Repairs	\$708	\$708	\$701	\$709	\$701	\$686	\$680	\$680	\$449	\$703	\$0	\$0	\$6,725
Special Events	\$466	\$645	\$698	\$190	\$0	\$0	\$134	\$0	\$0	\$0	\$0	\$0	\$2,133
Office Supplies and Equipment	\$130	\$174	\$83	\$44	\$92	\$208	\$50	\$138	\$33	\$37	\$0	\$0	\$988
Janitorial	\$5,415	\$5,285	\$4,514	\$5,577	\$4,593	\$5,663	\$4,251	\$0	\$4,251	\$4,251	\$0	\$0	\$43,800
Recreation Passes	\$0	\$817	\$0	\$1,097	\$0	\$0	\$199	\$0	\$0	\$1,184	\$0	\$0	\$3,297
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,500	\$0	\$0	\$0	\$0	\$6,500
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Multiuse Field	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$38,827	\$30,791	\$28,108	\$31,905	\$27,379	\$29,299	\$23,412	\$26,681	\$33,739	\$51,363	\$0	\$0	\$321,502
<b>Total Expenses</b>	\$180,179	\$109,672	\$98,406	\$112,153	\$116,643	\$108,248	\$97,087	\$171,695	\$108,477	\$130,956	\$0	\$0	\$1,233,517
<b>Excess Revenues (Expenditures)</b>	(\$169,136)	\$115,031	\$1,056,774	(\$91,662)	(\$96,295)	(\$88,724)	(\$81,638)	(\$158,402)	(\$90,290)	(\$128,379)	\$0	\$0	\$267,278

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

	ADOPTED BUDGET	PRORATED THRU 7/31/20	ACTUAL THRU 7/31/20	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$1,000	\$833	\$8,437	\$7,603
Landscape Reserve - Transfer In	\$30,000	\$30,000	\$30,000	\$0
Capital Reserve - Transfer In	\$15,565	\$15,565	\$15,565	\$0
Pool Pump Reserve - Transfer in	\$6,500	\$6,500	\$6,500	\$0
General Reserve - Transfer in	\$26,759	\$26,759	\$26,759	\$0
General Fund Reserve- Transfer in	\$12,998	\$12,998	\$12,998	\$0
<b>TOTAL REVENUES</b>	<b>\$92,822</b>	<b>\$92,655</b>	<b>\$100,259</b>	<b>\$7,603</b>
<b><u>EXPENDITURES:</u></b>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserve	\$0	\$0	\$0	\$0
Capital Projects	\$0	\$0	\$36,601	(\$36,601)
Pool Pump Reserve	\$0	\$0	\$0	\$0
General Reserve	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,601</b>	<b>(\$36,601)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$92,822</b>		<b>\$63,658</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$1,147,970</b>		<b>\$1,148,005</b>	
<b>FUND BALANCE - Ending</b>	<b>\$1,240,792</b>		<b>\$1,211,663</b>	

**DOUBLE BRANCH**  
**COMMUNITY DEVELOPMENT DISTRICT**  
**DEBT SERVICE FUND**  
Series 2013 A-1, & 2013 A-2 Special Assessment Bonds  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2020

ADOPTED BUDGET	PRORATED THRU 7/31/20	ACTUAL THRU 7/31/20	VARIANCE
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**Revenues:**

Special Assessments - Tax Roll	\$1,962,561	\$1,962,561	\$1,968,432	\$5,871
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$10,000	\$8,333	\$18,993	\$10,659
<b>TOTAL REVENUES</b>	<b>\$1,972,561</b>	<b>\$1,970,894</b>	<b>\$1,987,425</b>	<b>\$16,530</b>

**Expenditures:**

**Series 2013 A-1**

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

**Series 2013 A-2**

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

<b>TOTAL EXPENDITURES</b>	<b>\$1,943,329</b>	<b>\$1,943,329</b>	<b>\$1,953,041</b>	<b>(\$9,713)</b>
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EXCESS REVENUES (EXPENDITURES)	<b>\$29,232</b>	<b>\$34,383</b>
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**Other Sources/(Uses)**

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

<b>TOTAL OTHER</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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<b>Net change in Fund Balance</b>	<b>\$29,232</b>	<b>\$34,383</b>
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<b>FUND BALANCE - Beginning</b>	<b>\$516,591</b>	<b>\$1,497,259</b>
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<b>FUND BALANCE - Ending</b>	<b>\$545,823</b>	<b>\$1,531,642</b>
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**DOUBLE BRANCH**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2020

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<b><u>REVENUES:</u></b>		
Interest Income		\$417
<b>TOTAL REVENUES</b>		<div style="border: 1px solid black; padding: 2px;">\$417</div>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay - Series 2013 A1 and A2		\$32,532
Cost of Issuance		\$0
<b>TOTAL EXPENDITURES</b>		<div style="border: 1px solid black; padding: 2px;">\$32,532</div>
<b>EXCESS REVENUES (EXPENDITURES)</b>		<div style="border: 1px solid black; padding: 2px;">(\$32,114)</div>
<b>FUND BALANCE - Beginning</b>		<div style="border: 1px solid black; padding: 2px;">\$50,708</div>
<b>FUND BALANCE - Ending</b>		<div style="border: 1px solid black; padding: 2px;">\$18,593</div>

# Double Branch

## Community Development District

### Long Term Debt Report

<b>Series 2013 A-1 Special Assessment Refunding Bonds</b>	
Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,407
Bonds outstanding - 9/30/2013	\$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Less: May 1, 2019 (Mandatory)	(\$955,000)
Less: May 1, 2020 (Mandatory)	(\$980,000)
<b>Current Bonds Outstanding</b>	<b>\$18,450,000</b>

<b>Series 2013 A-2 Special Assessment Refunding Bonds</b>	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$95,778
Reserve Fund Balance:	\$96,303
Bonds outstanding - 9/30/2013	\$2,900,000
Less: November 1, 2013 (Prepayment)	(\$145,000)
Less: May 1, 2014 (Mandatory)	(\$75,000)
Less: November 1, 2014 (Prepayment)	(\$75,000)
Less: May 1, 2015 (Mandatory)	(\$75,000)
Less: May 1, 2015 (Prepayment)	(\$45,000)
Less: November 1, 2015 (Prepayment)	(\$50,000)
Less: May 2, 2016 (Mandatory)	(\$75,000)
Less: May 2, 2016 (Prepayment)	(\$35,000)
Less: November 1, 2016 (Prepayment)	(\$55,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
Less: May 2, 2017 (Prepayment)	(\$5,000)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Less: November 1, 2018 (Prepayment)	(\$105,000)
Less: May 1, 2019 (Mandatory)	(\$80,000)
Less: May 2, 2019 (Prepayment)	(\$10,000)
Less: November 1, 2019 (Prepayment)	(\$10,000)
Less: May 1, 2020 (Mandatory)	(\$80,000)
Less: May 2, 2020 (Prepayment)	(\$5,000)
<b>Current Bonds Outstanding</b>	<b>\$1,815,000</b>

*C.*



# DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

## Fiscal Year 2020 Assessments Receipts Summary

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

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/13/19	62,976.86	34,304.69	3,110.52	25,561.65
2	11/21/19	483,603.48	263,427.97	23,885.86	196,289.65
3	12/11/19	2,668,633.22	1,453,655.05	131,807.59	1,083,170.58
4	12/18/19	169,269.46	92,204.28	8,360.46	68,704.72
5	01/22/20	40,073.70	21,828.90	1,979.30	16,265.50
6	02/21/20	43,355.75	23,616.70	2,141.40	17,597.65
7	03/17/20	30,359.80	16,537.56	1,499.51	12,322.73
8	04/17/20	39,275.51	21,394.11	1,939.87	15,941.53
9	05/14/20	31,858.59	17,353.98	1,573.54	12,931.07
10	06/12/20	18,933.74	10,313.57	935.16	7,685.01
TAX CERTIFICATES	06/25/20	23,688.17	12,903.39	1,169.99	9,614.79
11	07/30/20	1,637.31	891.87	80.87	664.57
		-	-	-	-
		-	-	-	-
		-	-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>3,613,665.59</b>	<b>1,968,432.07</b>	<b>178,484.07</b>	<b>1,466,749.45</b>

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

*D.*

# Double Branch

## Community Development District

### Check Run Summary

August 31, 2020

Fund	Date	Check No.	Amount
<b>General Fund</b>			
	8/17/20	50834-50838	\$ 923.50
		Sub-Total	\$ 923.50
Accounts Payable	8/14/20	1602-1604	\$ 8,845.30
	8/20/20	1605-1606	\$ 258.50
		Sub-Total	\$ 9,103.80
<b>Recreation Fund</b>			
Accounts Payable	8/3/20	6481-6488	\$ 18,348.95
	8/7/20	6489-6498	\$ 40,623.47
	8/14/20	6499-6507	\$ 39,724.03
	8/20/20	6508-6510	\$ 12,331.38
	8/28/20	6511	\$ 810.00
		Sub-Total	\$ 111,837.83
<b>Capital Reserve Fund</b>			
		Sub-Total	\$ -
<b>Total</b>			<b>\$ 121,865.13</b>

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50834	16	ANDRE LANIER	184.70	8/13/2020
50835	12	CHAD E DAVIS	184.70	8/13/2020
50836	15	CHARLES T HORTON	184.70	8/13/2020
50837	8	CYNTHIA Y. NELSEN	184.70	8/13/2020
50838	14	SCOTT THOMAS	184.70	8/13/2020
TOTAL FOR REGISTER			923.50	

DBBR DOUBLE BRANCH    DLAUGHLIN

# Attendance Sheet


District Name: Double Branch, CDD

Board Meeting Date: August 10, 2020

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

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

Approved for Payment:

  
District Manager Signature

8/10/20  
Date

**PLEASE RETURN COMPLETED FORM TO HANNAH SMITH**

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
8/14/20	00035	8/01/20 2154	202008 310-51300-34000	AUG MANAGEMENT FEES	*	4,996.92	
		8/01/20 2154	202008 310-51300-52000	AUG WEBSITE ADMIN	*	187.50	
		8/01/20 2154	202008 310-51300-35100	AUG INFORM TECHNOLOGY	*	161.83	
		8/01/20 2154	202008 310-51300-31300	AUG DISSEMINATION SERVICE	*	111.08	
		8/01/20 2154	202008 310-51300-35100	IQ NECT EMAIL SERVICE	*	16.65	
		8/01/20 2154	202008 310-51300-51000	OFFICE SUPPLIES	*	20.72	
		8/01/20 2154	202008 310-51300-42000	POSTAGE	*	126.04	
		8/01/20 2154	202008 310-51300-42500	COPIES	*	256.05	
		8/01/20 2154	202008 310-51300-41000	TELEPHONE	*	49.51	
GOVERNMENTAL MANAGEMENT SERVICES						5,926.30	001602
8/14/20	00015	7/30/20 116074	202006 310-51300-31500	JUN GENERAL COUNSEL	*	1,219.00	
HOPPING GREEN & SAMS						1,219.00	001603
8/14/20	00015	7/30/20 116075	202006 310-51300-31500	JUN MONTHLY MEETING	*	1,700.00	
HOPPING GREEN & SAMS						1,700.00	001604
8/20/20	00015	6/21/17 94408	202008 310-51300-31500	2002A PROJECT CONSTRUCTIO	*	141.00	
HOPPING GREEN & SAMS						141.00	001605
8/20/20	00015	10/01/17 96805	202008 310-51300-31500	2002A PROJECT CONSTRUCTIO	*	117.50	
HOPPING GREEN & SAMS						117.50	001606
TOTAL FOR BANK A						9,103.80	
TOTAL FOR REGISTER						9,103.80	

DBBR DOUBLE BRANCH HSMITH

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

Invoice #: 2154

Invoice Date: 8/1/20

Due Date: 8/1/20

Case:

P.O. Number:

**RECEIVED**

AUG 06 2020

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

Description	Hours/Qty	Rate	Amount
General Fund - Management Fees - August 2020 1,310, 573.540		4,996.92	4,996.92
Website Administration - August 2020 520		187.50	187.50
Information Technology - August 2020 357		161.83	161.83
Dissemination Agent Services - August 2020 313		111.08	111.08
IQ Nect Email Services 351		16.65	16.65
Office Supplies 570		20.72	20.72
Postage 420		126.04	126.04
Copies 425		256.05	256.05
Telephone 410		49.51	49.51
35 (B)			
<b>Total</b>			<b>\$5,926.30</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,926.30</b>

# Hopping Green & Sams

Attorneys and Counselors

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

15  
1,810,573.315  
(A)

## STATEMENT

July 30, 2020

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

Bill Number 116074  
Billed through 06/30/2020

RECEIVED

AUG 12 2020

### General Counsel (O&M)

DBRNCH 00001 JMW

### FOR PROFESSIONAL SERVICES RENDERED

06/04/20	JMW	Review executive order language; review procedures.	0.20 hrs
06/04/20	LMG	Research and analyze implications of Phase 2 reopening plan for amenities operation; develop best practices related to same.	0.30 hrs
06/05/20	JMW	Review correspondence from Soriano; review usage agreements; confer with staff regarding same.	0.40 hrs
06/05/20	SSW	Research physical quorum and public comment requirements and guidance pursuant to Governor's Executive Order and Task Force Report for Phase 2 Re-opening.	0.10 hrs
06/11/20	JMW	Confer with Moss regarding County lease.	0.30 hrs
06/15/20	JMW	Review correspondence; confer with Soriano and Perry regarding sports activities; research conflict issues.	0.80 hrs
06/16/20	JMW	Review correspondence; confer with Soriano regarding field usage.	0.30 hrs
06/19/20	JMW	Review water management district correspondence and real property issues; confer with staff.	0.50 hrs
06/22/20	JMW	Review correspondence regarding field usage; confer with staff regarding same.	0.40 hrs
06/25/20	JMW	Research amenity revenue and CARES Act provisions; confer with working group.	0.70 hrs
06/26/20	JLK	Review Phase 2 EO; prepare and review categories of reopening expansions; confer with in house lawyers on various nuances for same; multiple calls with district managers and amenity managers; multiple calls with FIA on same; review, edit and transmit COVID waivers and license agreements for use of same; review, edit and transmit reservation language and screening questionnaires; review PPE requirements promulgated by local jurisdictions; confer regarding COVID notification process.	0.30 hrs
06/26/20	SSW	Review Executive Order 20-150 regarding extension of waiver of physical quorum requirement for local government public meetings; prepare and circulate correspondence to District Managers regarding same.	0.10 hrs
06/29/20	JMW	Review executive order; confer with staff regarding meeting.	0.30 hrs
06/30/20	AHJ	Confer with Hogge regarding executed agenda items; prepare budget	0.80 hrs



=====

resolutions and transmit same.

Total fees for this matter

\$1,219.00

**MATTER SUMMARY**

Jaskolski, Amy H. - Paralegal	0.80 hrs	125 /hr	\$100.00
Kilinski, Jennifer L.	0.30 hrs	180 /hr	\$54.00
Walters, Jason M.	3.90 hrs	250 /hr	\$975.00
Gentry, Lauren M.	0.30 hrs	180 /hr	\$54.00
Warren, Sarah S.	0.20 hrs	180 /hr	\$36.00

TOTAL FEES

\$1,219.00

**TOTAL CHARGES FOR THIS MATTER**

**\$1,219.00**

**BILLING SUMMARY**

Jaskolski, Amy H. - Paralegal	0.80 hrs	125 /hr	\$100.00
Kilinski, Jennifer L.	0.30 hrs	180 /hr	\$54.00
Walters, Jason M.	3.90 hrs	250 /hr	\$975.00
Gentry, Lauren M.	0.30 hrs	180 /hr	\$54.00
Warren, Sarah S.	0.20 hrs	180 /hr	\$36.00

TOTAL FEES

\$1,219.00

**TOTAL CHARGES FOR THIS BILL**

**\$1,219.00**

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

# Hopping Green & Sams

Attorneys and Counselors

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

15  
1.810.813.815  
②

## STATEMENT

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

July 30, 2020

RECEIVED

AUG 12 2020

Bill Number 116075  
Billed through 06/30/2020

### Monthly Meeting (O&M)

DBRNCH 00101 JMW

### FOR PROFESSIONAL SERVICES RENDERED

06/05/20	JMW	Meeting preparation; review agenda package materials; conference with staff.
06/08/20	JMW	Meeting preparation; attend regular board meeting by telephone.
06/09/20	JMW	Meeting follow-up.
06/12/20	JMW	Review draft meeting minutes; confer with staff.
06/22/20	JMW	Review notices; confer with staff.
06/30/20	JMW	Review draft agenda; confer with staff regarding same.

Total fees for this matter

\$1,700.00

### MATTER SUMMARY

TOTAL FEES

\$1,700.00

**TOTAL CHARGES FOR THIS MATTER**

**\$1,700.00**

### BILLING SUMMARY

TOTAL FEES

\$1,700.00

**TOTAL CHARGES FOR THIS BILL**

**\$1,700.00**

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

# Hopping Green & Sams

Attorneys and Counselors

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

15 1,810.573,815  
(A)

===== STATEMENT =====

June 21, 2017

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

Bill Number 94408  
Billed through 05/31/2017

RECEIVED

AUG 13 2020

## 2002A Project Construction (2002A Bonds)

DBRNCH 00103 JMW

### FOR PROFESSIONAL SERVICES RENDERED

05/09/17 JMW Confer with staff regarding Village Center project.

0.60 hrs

Total fees for this matter

\$141.00

### MATTER SUMMARY

Walters, Jason M.

0.60 hrs

235 /hr

\$141.00

TOTAL FEES

\$141.00

**TOTAL CHARGES FOR THIS MATTER**

**\$141.00**

### BILLING SUMMARY

Walters, Jason M.

0.60 hrs

235 /hr

\$141.00

TOTAL FEES

\$141.00

**TOTAL CHARGES FOR THIS BILL**

**\$141.00**

**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

(15) 1,810.575.815  
(A)

===== STATEMENT =====

October 1, 2017

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

Bill Number 96805  
Billed through 09/30/2017

RECEIVED

AUG 13 2020

## 2002A Project Construction (2002A Bonds)

DBRNCH 00103 JMW

### FOR PROFESSIONAL SERVICES RENDERED

09/21/17 JMW Review park concept budget; confer with Towers regarding contribution; review plat. 0.50 hrs

Total fees for this matter \$117.50

### MATTER SUMMARY

Walters, Jason M. 0.50 hrs 235 /hr \$117.50

TOTAL FEES \$117.50

**TOTAL CHARGES FOR THIS MATTER \$117.50**

### BILLING SUMMARY

Walters, Jason M. 0.50 hrs 235 /hr \$117.50

TOTAL FEES \$117.50

**TOTAL CHARGES FOR THIS BILL \$117.50**

**Please include the bill number on your check.**

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
8/03/20	00478	7/01/20 12671	202007 320-57200-62000	ACCESS CARDS	*	1,184.39	
			CARDS AND KEYFOBS				1,184.39 006481
8/03/20	00262	7/24/20 11212	202007 310-51300-45000	WORKERS COMP PREM AUDIT	*	417.00	
			EGIS INSURANCE ADVISORS LLC				417.00 006482
8/03/20	00092	7/17/20 278	202005 320-57200-46400	MAY PRESSURE WASHING	*	3,737.13	
			GOVERNMENTAL MANAGEMENT SERVICES				3,737.13 006483
8/03/20	00092	7/17/20 2153	202006 320-57200-46600	JUN FACILITY MAINT- GEN	*	1,862.00	
		7/17/20 2153	202006 320-57200-46620	JUN FACILITY MAINT-CONTIN	*	1,532.00	
		7/17/20 2153	202006 320-57200-46630	JUN LIGHTING REPAIRS	*	449.00	
		7/17/20 2153	202006 320-57200-63100	JUN REPAIRS/REPLACE	*	1,876.72	
		7/17/20 2153	202006 320-57200-46400	JUN COMMON AREA MAINT	*	664.00	
			GOVERNMENTAL MANAGEMENT SERVICES				6,383.72 006484
8/03/20	00825	7/28/20 HF106266	202007 320-57200-63100	FENCE REPAIR ITEMS	*	4,138.25	
			HOOVER FENCE CO				4,138.25 006485
8/03/20	00208	7/27/20 07272020	202007 320-57200-34510	7/20/20-7/26/20 SECURITY	*	360.00	
			MIDDLE VILLAGE CDD				360.00 006486
8/03/20	00186	8/01/20 13129559	202008 320-57200-46300	AUG POOL CHEMICALS	*	2,107.49	
			POOLSURE				2,107.49 006487
8/03/20	00399	7/03/20 10787570	202007 330-57200-50000	EXCESS PRINT CHARGES	*	20.97	
			XEROX CORPORATION				20.97 006488
8/07/20	00092	6/18/20 2156	202006 320-57200-41000	JUNE RING CENTRAL	*	87.00	
		6/18/20 2156	202006 320-57200-49300	JUN PERMITS/LICENSES	*	667.14	
		6/18/20 2156	202006 320-57200-63100	JUN REPAIR/REPLACEMENT	*	574.65	

DBBR DOUBLE BRANCH HSMITH

\*\*\* CHECK DATES 08/01/2020 - 08/31/2020 \*\*\*  
 DOUBLE BRANCH - REC FUND  
 BANK B RECREATION FUND

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		6/18/20 2156	202006 320-57200-34600		*	170.00	
		JUN AQUA STAFF/ATTENDANTS					
				GOVERNMENTAL MANAGEMENT SERVICES			1,498.79 006489
8/07/20 00092		7/15/20 2157	202007 320-57200-41000		*	88.31	
		JUL RING CENTRAL					
		7/15/20 2157	202007 320-57200-49300		*	26.95	
		JUL PERMITS/LICENSE					
		7/15/20 2157	202007 320-57200-63100		*	1,282.91	
		JUL REPAIR/REPLACEMENTS					
		7/15/20 2157	202007 320-57200-51000		*	37.44	
		JUL OFFICE SUPPLIES					
		7/15/20 2157	202007 320-57200-34600		*	513.00	
		JUL AQUA STAFF/ATTENDANTS					
				GOVERNMENTAL MANAGEMENT SERVICES			1,948.61 006490
8/07/20 00422		6/08/20 55487114	202006 320-57200-63100		*	491.38	
		JANITORIAL SUPPLIES					
				THE HOME DEPOT PRO			491.38 006491
8/07/20 00024		8/01/20 518456	202008 320-57200-46800		*	2,070.00	
		AUG LAKE MAINTENANCE					
				THE LAKE DOCTORS, INC.			2,070.00 006492
8/07/20 00208		8/03/20 08032020	202007 320-57200-34510		*	697.50	
		7/22/20-8/2/20 SECURITY					
				MIDDLE VILLAGE CDD			697.50 006493
8/07/20 00382		6/29/20 91715864	202006 330-57200-61100		*	70.05	
		6/29/20 MAT CLEANING					
		7/06/20 91715884	202007 330-57200-61100		*	70.05	
		7/6/20 MAT CLEANING					
		7/13/20 91715905	202007 330-57200-61100		*	70.05	
		7/13/20 MAT CLEANING					
		7/20/20 91715926	202007 330-57200-61100		*	70.05	
		7/20/20 MAT CLEANING					
				UNIFIRST CORPORATION			280.20 006494
8/07/20 00672		7/30/20 3298	202007 320-57200-63100		*	1,250.00	
		WOODLINE DEBRIS CLEANUP					
				VERDEGO, LLC			1,250.00 006495
8/07/20 00672		7/30/20 3299	202007 320-57200-63100		*	1,220.00	
		DEAN PINE TREE REMOVALS					
				VERDEGO, LLC			1,220.00 006496

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
8/07/20	00672	7/30/20 3300	202007 320-57200-35100	IRRIGATION REPAIRS	*	250.00	
				VERDEGO, LLC			250.00 006497
8/07/20	00672	8/01/20 3374	202008 320-57200-46200	AUG LANDSCAPE MAINTENANCE	*	30,916.99	
				VERDEGO, LLC			30,916.99 006498
8/14/20	00506	8/09/20 10343377	202007 320-57200-34500	7/1/20-7/31/20 SECURITY	*	4,235.79	
				ALLIED UNIVERSAL			4,235.79 006499
8/14/20	00172	8/05/20 08052020	202007 320-57200-43500	3713-1 THOUSAND OAKS DR	*	103.43	
		8/05/20 08052020	202007 320-57200-43500	3701-1 THOUSAND OAKS DR	*	25.77	
		8/05/20 08052020	202007 320-57200-43500	3659-1 THOUSAND OAKS DR	*	28.14	
		8/05/20 08052020	202007 320-57200-43500	1940-1 WOODWORTH DR	*	26.56	
		8/05/20 08052020	202007 320-57200-43500	603-1 WATERFORD OAKS DR	*	24.19	
		8/05/20 08052020	202007 320-57200-43500	1505-1 CANOPY OAKS DR	*	40.25	
		8/05/20 08052020	202007 320-57200-43500	3178-1 WANDERING OAKS DR	*	32.88	
		8/05/20 08052020	202007 320-57200-43500	1206-1 BEDROCK DR	*	29.72	
		8/05/20 08052020	202007 320-57200-43500	1591-1 CANOPY OAKS DR	*	420.40	
		8/05/20 08052020	202007 320-57200-43500	566-1 OAKLEAF VILLAGE PRK	*	1,167.99	
		8/05/20 08052020	202007 320-57200-43500	716-1 WAKEMONT DR	*	139.87	
				CLAY COUNTY UTILITY AUTHORITY			2,039.20 006500
8/14/20	00285	8/11/20 SSI09715	202007 320-57200-34510	JUL EMPLOYMENT FEE	*	382.50	
		8/11/20 SSI09715	202007 320-57200-34510	JUL SCHEDULING FEE	*	187.50	
				CLAY COUNTY SHERIFF'S OFFICE			570.00 006501
8/14/20	00002	7/30/20 07302020	202007 300-20200-10200	JUL ELECTRIC RECREATION	*	3,638.00	
		7/30/20 07302020	202007 300-20200-10200	JUL ELECTRIC COMMON AREA	*	2,247.00	

DBBR DOUBLE BRANCH HSMITH

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
		7/30/20	07302020 202007 300-20200-10200		*	613.00	
			JUL ELECTRIC FITNESS CNTR				
		7/30/20	07302020 202007 300-20200-10200		*	2,338.00	
			JUL ELECTRIC STREETLIGHT				
				CLAY ELECTRIC COOPERATIVE, INC			8,836.00 006502
8/14/20	00092	8/01/20	2155 202008 310-51300-34000		*	14,873.95	
			AUG FACIL MGMT-RECREATION				
				GOVERNMENTAL MANAGEMENT SERVICES			14,873.95 006503
8/14/20	00208	8/10/20	08102020 202008 320-57200-34510		*	630.00	
			7/27/20-8/9/20 SECURITY				
				MIDDLE VILLAGE CDD			630.00 006504
8/14/20	00297	6/01/20	274 202006 320-57200-61000		*	4,251.00	
			JUN JANITORIAL SERVICES				
				RIVERSIDE MANAGEMENT SERVICES, INC			4,251.00 006505
8/14/20	00297	8/01/20	279 202008 320-57200-61000		*	4,251.00	
			AUG JANITORIAL SERVICES				
				RIVERSIDE MANAGEMENT SERVICES, INC			4,251.00 006506
8/14/20	00399	8/01/20	10942433 202008 330-57200-50000		*	37.09	
			AUG BASE CHARGE				
				XEROX CORPORATION			37.09 006507
8/20/20	00092	8/11/20	2158 202007 320-57200-46600		*	3,625.00	
			JUL FACIL MAINT-GENERAL				
		8/11/20	2158 202007 320-57200-46620		*	2,895.00	
			JUL FACIL MAINT-CONTING				
		8/11/20	2158 202007 320-57200-46630		*	703.00	
			JUL LIGHTING REPAIR				
		8/11/20	2158 202007 320-57200-63100		*	1,618.38	
			JUL RPAI/REPALCEMENT				
		8/11/20	2158 202007 320-57200-46400		*	1,080.00	
			JUL COMMON AREA MAINT				
				GOVERNMENTAL MANAGEMENT SERVICES			9,921.38 006508
8/20/20	00615	8/18/20	28181 202008 320-57200-63100		*	1,600.00	
			GRIND AMENITY SIDEWALKS				
				K&B CONCRETE SERVICES LLC			1,600.00 006509
8/20/20	00208	8/16/20	08162020 202008 320-57200-34510		*	810.00	
			8/7/20-8/16/20 SECURITY				
				MIDDLE VILLAGE CDD			810.00 006510

DBBR DOUBLE BRANCH HSMITH



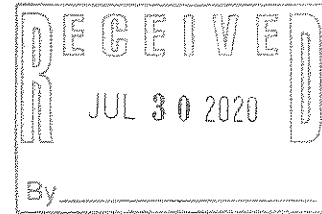
CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/28/20	00208	8/24/20 08242020	202008 320-57200-34510		*	810.00	
		8/17/20-8/23/20	SECURITY	MIDDLE VILLAGE CDD			810.00 006511
-----							
						TOTAL FOR BANK B	111,837.83
						TOTAL FOR REGISTER	111,837.83



Serving Security Professionals since 2011.



Limited Lifetime Warranty\*  
Typical Turnaround 24hrs!  
Next Day Delivery Available.  
How can we help you today?  
1-208-591-4430



# Invoice / Order Detail

Thank you for ordering at CardsAndKeyfobs.com

## Order Detail

Order ID: #12671  
Date Added: 07/01/2020

Payment Method: Purchase Order (#JSO07012020)  
Shipping Method: USPS Priority (Weight: 20.00lb)

## Payment Address

GMS LLC  
370 Oakleaf Village Pkwy  
orange park, Florida 32065

## Shipping Address

GMS LLC  
370 Oakleaf Village Pkwy  
orange park, Florida 32065

Product Name	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	800	\$2.69	\$2,152.00
Clamshell Proximity Card - Kantech® ioProx® XSF/26bit P10SHL Compatible	CshPrx-Kan26	100	\$1.89	\$189.00

Sub-Total: \$2,341.00

USPS Priority  
(Weight: 20.00lb): \$27.79

Total: \$2,368.79

**Code to: Split 50/50**

**2-330-572-493**

**Middle Village Rec. Passes**

**2-330-572-6200**

Order Comments

\$1,184.40

**Double Branch Rec. Passes**

PO Number: JSO07012020

478



# INVOICE

<b>Customer</b>	Double Branch Community Development District
<b>Acct #</b>	282
<b>Date</b>	07/24/2020
<b>Customer Service</b>	Kristina Rudez
<b>Page</b>	1 of 1

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

Payment Information	
<b>Invoice Summary</b>	\$ 417.00
<b>Payment Amount</b>	
<b>Payment for:</b>	Invoice#11212
WC100118544	

Thank You

Please detach and return with payment



Customer: Double Branch Community Development District

Invoice	Effective	Transaction	Description	Amount
11212	10/01/2019	Policy change	Policy #WC100118544 03/23/2019-10/01/2019 Florida Insurance Alliance Workers Compensation - Premium Audit Due Date: 7/24/2020  <div style="text-align: right;">2.31.513.45 262</div> <div style="text-align: center;">               By _____           </div>	417.00

## Total

\$ 417.00

Thank You

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

Remit Payment To: Egis Insurance Advisors, LLC  
Lockbox 234021 PO Box 84021  
Chicago, IL 60689-4002

(321)233-9939

sclimer@egisadvisors.com

## Date

07/24/2020

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

# Invoice

RECEIVED

JUL 24 2020

**Bill To:**

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

Invoice #: 278  
Invoice Date: 7/17/2020  
Due Date: 7/17/2020  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - May 2020		3,737.13	3,737.13
common Area Maint. 32 2,572,4640 92			
Total			\$3,737.13
Payments/Credits			\$0.00
Balance Due			\$3,737.13

RNW  
7,21,20

Riverside Management Services, Inc.  
9656 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

Service Detail

Bill To: Double Branch CDD

Invoice Date: 5/31/20

Due Date: Upon Receipt

Amount Due: \$ 3,737.13

<u>Date:</u>	<u>Description</u>	<u>Amount</u>
5/2/20	Lattice Top Fence - Pebble Creek/Piedmont 1076 W	\$ 484.20
5/5/20	Lattice Top Fence - Cannons Pt./P.O.B. - 1121 W	\$ 504.46
5/7/20	Lattice Top Fence - Timberfield/Oaks Dr. - 997 W	\$ 448.65
	Split Rail Fence - Timberfield - 120 W	\$ 30.00
5/12/20	Lattice Top Fence - Litchfield/Hearthstone - 1082 W	\$ 486.90
5/14/20	Lattice Top Fence - Hearthstone - 1138 W	\$ 512.10
5/19/20	Lattice Top Fence - Cannons Pt./Highland Mill - 1274 W	\$ 573.33
5/26/20	Fall Creek Park	\$ 260.00
5/29/20	Split Rail Fence - Elementary School - 1750 W	\$ 437.50

TOTAL AMOUNT DUE: \$ 3,737.13

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

\*\* Pressure Washing according to contract and within budget

Contract Amount	\$	17,636.00
<u>Invoice:</u>		
Oct. 2019	\$	-
Nov. 2019	\$	-
Dec. 2019	\$	-
Jan. 2020	\$	-
Feb. 2020	\$	-
Mar. 2020	\$	885.00
Apr. 2020	\$	6,665.35
May 2020	\$	3,737.13
June 2020	\$	-
July 2020		
Aug. 2020		
Sept. 2020		
Balance:	\$	<u>6,447.52</u>

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

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

# Invoice

RECEIVED

JUL 24 2020

Bill To:

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

Invoice #: 2153  
Invoice Date: 7/17/20  
Due Date: 7/17/20  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2020		5,013.12	5,013.12
Maintenance Supplies		1,370.60	1,370.60
Facility Maint. - Gen. 32 2,572,4660		\$ 1862,00	
Facility Maint. - Conting. 32 2,572,4662		\$ 1532,00	
Lighting Repairs 32 2,320,572,4663		\$ 449,00	
Repairs / Replace 32 2,572,6310		\$ 1876,72	
Common Area Maint. 32 2,572,4640 92		\$ 664,00	
Total			\$6,383.72
Payments/Credits			\$0.00
Balance Due			\$6,383.72

RMW  
7,21,20

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/1/20	3	G.S.	Removed debris in all common areas and ponds
6/2/20	4	T.C.	Worked on pavers on pool deck
6/2/20	2.5	G.S.	Removed debris in all common areas, treated fire ant mounds in parks
6/3/20	2	T.C.	Worked on pavers on pool deck
6/3/20	1.5	G.S.	Removed debris in all common areas, picked up supplies
6/3/20	4	L.N.	Installed pavers into pool decking area
6/4/20	4	T.C.	Running wires in attic for ceiling fans in field house bathrooms
6/4/20	6	G.S.	Removed debris in all common areas, treated fire ant mounds in parks
6/4/20	8	L.N.	Installed pavers in pool deck area, wire fans in field house restroom
6/5/20	4	T.C.	Busted up concrete and removed from park
6/5/20	4	L.N.	Get concrete from park and playground equipment
6/8/20	7	G.S.	Removed debris in all common areas and ponds
6/10/20	1.5	G.S.	Removed debris in all common areas
6/11/20	4	T.C.	Cleaned out motor on pond fountain, install perma sand between pavers
6/11/20	4.5	G.S.	Removed debris in all common areas
6/11/20	4	L.N.	Cleaned Double Branch lake, worked on pavers around pool deck
6/15/20	8	T.C.	Ground stumps with stumpgrinder at amenity center new storage project site
6/15/20	7	G.S.	Removed debris in all common areas, cut down 5 large tree stumps, cleaned up deceased animal
6/16/20	2.5	G.S.	Removed debris in all common areas and ponds, treated fire ants in parks
6/17/20	4.5	G.S.	Picked up supplies, chainsaw maintenance, removed debris in all common areas
6/18/20	2	T.C.	Repaired picnic table around track
6/18/20	6	G.S.	Removed debris in all common areas and ponds
6/19/20	2	T.C.	Cleaned and filled fountain by office
6/19/20	5	L.N.	Removed debris at amenity center, track, natures hammock, Piedmont, Waverly, The Oaks and Cannons Point
6/22/20	6	G.S.	Removed debris in all common areas
6/23/20	2	G.S.	Removed debris in all common areas
6/24/20	8	T.C.	Lake inspection, infalls and out falls and removed debris around lakes
6/24/20	5	L.N.	Removed debris at track, amenity center, Worthington Oak, Heathstone, Highland Mill, Piedmont, Waverly and natures hammock
6/25/20	6	G.S.	Removed debris in all common areas and ponds, cleaned up deceased animal at park
6/26/20	5	L.N.	Removed debris at amenity center, track, natures hammock, Piedmont, Waverly, The Oaks and Cannons Point
6/29/20	8	T.C.	Pulled pool pump motor, worked on exhaust fan for field house bathroom, repaired windscreen on tennis courts
6/30/20	2	E.T.	Installed motor on pool slide
6/30/20	6	T.C.	Installed new pool pump motor, put mulch out on pool deck
6/30/20	2	B.A.	Replaced pool pump motor
<b>TOTAL</b>	<u>151</u>		
<b>MILES</b>	<u>407</u>		'Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 07/05/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	6/4/20	2" PVC Union	13.01	J.S.
	6/8/20	Max Blue Pool Tabs (3)	12.01	T.C.
	6/8/20	50 pk Terry Towels	16.07	T.C.
	6/8/20	5pk Pencil with Versa Sharpener	2.29	T.C.
	6/9/20	All Purpose Cleaner with Bleach Spray	2.84	T.C.
	6/9/20	Nutramax Concentrated Disinfectant	14.81	T.C.
	6/9/20	Lemon Pine Sol	8.58	T.C.
	6/9/20	1/3 hp Sump Pump	159.85	J.S.
	6/9/20	Socket Set	2.90	J.S.
	6/10/20	36" Nifty Nabber	11.49	T.C.
	6/10/20	Sakrete Permasand 40lb	25.28	T.C.
	6/12/20	PVC Glue Set	5.74	J.S.
	6/15/20	Stumpgrinder with Damage Protection	214.66	T.C.
	6/18/20	Nitrile Gloves 50ct	5.72	T.C.
	6/18/20	4x3/8" Shedless Knit 6pk	11.47	T.C.
	6/18/20	Pelican Liners 3pk	4.91	T.C.
	6/19/20	40pk Terry Towels	16.07	T.C.
	6/19/20	Pine Sol Org 144oz	11.48	T.C.
	6/22/20	Lavender All Purpose Cleaner	11.48	T.C.
	6/22/20	HDX Low Splash Bleach	4.82	T.C.
	6/23/20	Fire Ant Bait 1lb (4)	50.46	G.S.
	6/23/20	Fire Ant Bait 2lbs (2)	45.93	G.S.
	6/23/20	Cutting Pliers	19.52	G.S.
	6/24/20	Smart Thermostat	206.35	J.S.
	6/24/20	Transfer Pump	42.55	J.S.
	6/25/20	Pelican Liner	2.46	T.C.
	6/25/20	Nitrile Gloves 80ct	17.22	T.C.
	6/25/20	Painters Towels 25pk	16.07	T.C.
	6/25/20	Terry Towels 10pk	5.74	T.C.
	6/25/20	Angle Short Cut Brush (2)	11.36	T.C.
	6/29/20	14 Gauge Strut Channel	22.60	J.S.
	6/29/20	2 Hole Brackets (4)	12.60	J.S.
	6/29/20	5pk 1/2x15/16 Hex Bolt	5.68	J.S.
	6/29/20	Spring Nut 5pk	5.57	J.S.
	6/30/20	3/4" Check Valve	6.69	J.S.
	6/30/20	1" Check Valve	4.50	J.S.
	6/30/20	15a GFCI	18.12	J.S.
	6/30/20	1/2" Offset Nipple	1.30	J.S.
	6/30/20	Mechanical Timer Tripper	2.29	J.S.
	6/30/20	1/2"x6" Nipple	1.04	J.S.
	6/30/20	In Use GFCI Cover Kit	16.25	J.S.
	6/30/20	Automatic Submersible Pump	79.93	J.S.
	7/1/20	5" Diablo Sanding Disc 25pk	10.34	T.C.
	7/1/20	Pine Sol Org	17.22	T.C.
	7/1/20	Dewalt 5" Orbit Palmsander Pad	10.34	T.C.
	7/1/20	10'x12' Heavy Duty Tarp	27.58	T.C.
	7/1/20	10'x12' Heavy Duty Tarp	27.58	T.C.
	7/1/20	1/4"x50' Nylon/Poly Rope	14.35	T.C.
	7/2/20	2" Ratcheting PVC Cutter	14.36	J.S.
	7/2/20	3/4" PVC Female Adapter (2)	1.40	J.S.
	7/2/20	3/4" to 1" PVC Female Adapter (2)	2.62	J.S.
	7/2/20	3/4" PVC Elbow (4)	2.94	J.S.
	7/2/20	1"x3/4" PVC Bushings (2)	2.21	J.S.
	7/2/20	3/4" PVC Tee (2)	1.40	J.S.
	7/2/20	1" PVC Coupling (2)	1.43	J.S.
	7/2/20	1" PVC Pipe	4.27	J.S.
	7/2/20	3/4" PVC Pipe	2.92	J.S.
			0.00	

TOTAL \$1,370.60



**Hoover Fence Co.**  
4521 Warren Ravenna Rd  
Newton Falls, OH 44444  
www.HooverFence.com  
Phone: 330-358-2335  
E-Mail:  
sales@hooverfence.com

**Invoice**

Order Number: **HF106266**  
Customer ID: **manager@oakleafresidents.com**  
Order Date: **July 28, 2020**  
Date: **July 28, 2020**  
Payment Method: **Payment Purchase Order**  
PO#: **JSO07282020**  
Authorized Purchaser:

**UNPAID**

**Shipping Address:**

Jay Soriano  
N/a  
Orange Park, Florida  
32065  
United States  
Residential Address: Yes

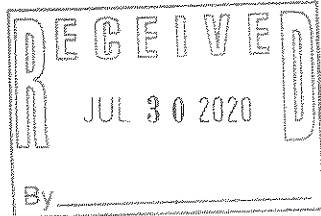
**Shipping Method:**

Standard Delivery: \$687.94  
**Rush Shipping:**  
\$0.00

PO #: JSO07282020

**Billing Address:**

Double Branch Community Development District  
GMS LLC  
475 W Town Pl  
suite 114  
St Augustine, Florida 32092  
United States  
manager@oakleafresidents.com  
9043421441



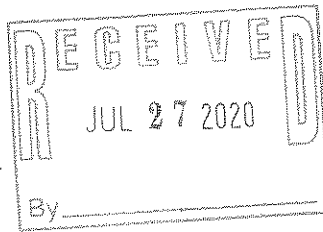
Item Code	Description	Quantity	In Package	Unit Price	Total Price
CL-BBB-25BP	2-1/2" Round Brace Band - Black (H-5934) (CL-BBB-25BP)	50	-	\$1.40	\$70.00
CL-1524-71B	1-5/8" x 24' x .065 Plain End Pipe - Black (CL-1524-71B)	8	-	\$52.36	\$418.88
CL-TW-VB	Tension Wire - 6 Gauge Coated - Black - 500' Roll (CL-TW-VB)	1	-	\$231.55	\$231.55
CL-TBM-120B	120" x 3/4" Tension Bar - Black (CL-TBM-120B)	12	-	\$15.99	\$191.83
CL-PE-238-2	HFC 2-1/2" x 2' Post Extension (CL-PE-238-2)	15	-	\$30.96	\$464.40
CL-TBB-25BP	2-1/2" Beveled Tension Band - Black (H-5914) (CL-TBB-25BP)	30	-	\$1.56	\$46.80
CL-REP-15CBP	1-5/8" Combo Rail End Cup - Black (H-5822) (CL-REP-15CBP)	50	-	\$1.93	\$96.50
CL-120-BLACK-EB	10' high x 8ga. black extruded and bonded vinyl (2x8x120), KT, 50' roll (CL-120-BLACK-EB)	5	-	\$351.05	\$1,755.25
<b>Subtotal:</b>					\$3,275.21
<b>Shipping:</b> (Standard Ground)					\$863.04
<b>Tax:</b>					\$0.00
<b>TOTAL:</b>					\$4,138.25

Customer notes: N/A **2.320.57200.63100**

825

**Clay County Sheriff's Office**

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

**INVOICE**

INVOICE DATE: JULY 27 2020  
WEEK OF JULY 20-26 2020

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

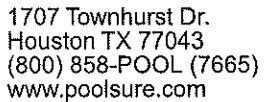
**FOR:**  
Oakleaf Amenities Manager  
and  
Brian Sanchez

2.32.572.34510

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
7/20/20	DAVID VOLLER	1645-2245	6	30.00	180.00
7/23/20	JEFFERY HOLMES	1600-2200	6	30.00	180.00
07/24/20	JENNIFER COOPER	1645-2245	6	30.00	180.00
7/26/20	BRYAN SMITH	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE: TOTAL					
					720.00/2
					\$360.00

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

THANK YOU FOR YOUR BUSINESS!



## Date 8/1/2020

**Invoice #** 131295594078

<b>Terms</b>	Net 20
<b>Due Date</b>	8/21/2020
<b>PO #</b>	
<b>Customer #</b>	13OAK102

<b>Bill To</b>	<b>Ship To</b>
Oakleaf Village/Double Branch c/o Double Branch Comm Dev 475 West Town Place Ste 114 St Augustine FL 32092	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

Total	2,107.49
Amount Due	\$2,107.49

$$\begin{array}{r} 2.320.572.463 \\ 186 \end{array}$$

**Customer**  
13OAK102

**Invoice #**  
131295594078

**Amount Due** \$2,107.49  
**Amount Paid** \_\_\_\_\_  
**Make Checks Payable To**  
 Poolsure  
 PO Box 55372  
 Houston, TX 77255-5372



131295591078

Customer Information

XEROX CORPORATION  
PO BOX 660502  
DALLAS TX  
75266-0502

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



Purchase Order Number

Special Reference

Contract Number

NET 30 DAYS

Terms Of Payment

Telephone 888-435-6333

Please Direct Inquiries To:

Ship To/Installed At:

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

Bill To:

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

07-03-20

Invoice Date

010787570

Invoice Number

720343326

Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN  
AMOUNT

METER USAGE  
METER 1

03-21-20 TO 06-30-20  
179078 179651 573

PRINT CHARGES  
METER 1 PRINTS

573

2.33.572.50

NET BILLABLE PRINTS

573 .036600

20.97

399

TOTAL EXCESS PRINT CHARGES

20.97

SUB TOTAL

20.97

TOTAL

20.97

JUL 16 2020

\*\* ALLOWANCE PRORATED FOR 098 DAYS

2.33.572.50

399

FINAL INVOICE FOR SPLY-MAINT - COST PER COPY PLAN  
THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE  
AND SUPPLY CHARGES

TOTAL OF INVOICE MAY VARY ACCORDING TO METER USAGE BILLED

XEROX FEDERAL IDENTIFICATION #16-0468020

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

Ship To/Installed At  
DOUBLE BRANCH  
COMM DEV DIST  
PKWY

370 OAKLEAF VILLAGE  
ORANGE PARK FL  
32065

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

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



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

Invoice Amount

PLEASE PAY  
01-569-8562 4 720343326 010787570 07-03-20 THIS AMOUNT  
RR001557 M 070119  
03 6GSW 6GSW W A7315 5933 1 U65CA

\$20.97

VFL40

202100008070060 0107875705 0300020977 272034332680

Invoice

Payment

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2156

Invoice Date: 6/18/20

Due Date: 6/18/20

Case:

P.O. Number:

**Bill To:**

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

**RECEIVED**

JUL 30 2020

Description	Hours/Qty	Rate	Amount
June 2020 - Phones (2.320.572.4100)		87.00	87.00
June 2020 - Permits / License (2.320.572.49300)		667.14	667.14
June 2020 - Repair and Replacements (2.320.572.63100)		574.65	574.65
June 2020 - Aqua Staff / Attendants (2.320.572.34600)		170.00	170.00
92			
Total			\$1,498.79
Payments/Credits			\$0.00
Balance Due			\$1,498.79

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – June 18, 2020

NP

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
5/21/2020	Leslie's	221.67	Repair and Replacement	34.600.538.64000	110.84		110.83	221.67
5/21/2020	Online Permit- Fla	640.19	Permits/Licenses	2.310.513.49300	640.19			640.19
5/21/2020	PPG	94.16	Repair and Replacement	34.600.538.64000	94.16	2.320.572.63100		94.16
5/21/2020	Online Permit- Fla	640.19	Permits/Licenses			2.320.572.49300	640.19	640.19
5/25/2020	DBPR	75	Permits/Licenses	2.310.513.49300	75			75
5/28/2020	Wolf Automation	38.88	Repair and Replacement	34.600.538.64000	38.88			38.88
5/28/2020	Wolf Automation	362.06	Repair and Replacement	34.600.538.64000	362.06			362.06
6/1/2020	wava	46.82	Repair and Replacement	34.600.538.64000	23.41	2.320.572.63100	23.41	46.82
6/2/2020	ring central	174	Phones	2.330.572.4100	87	2.320.572.4100	87	174
6/3/2020	head/penn	1728.02	Tennis Maintenance	2.330.572.34400	1728.02			1728.02
6/4/2020	head/penn	625.08	Tennis Maintenance	2.330.572.34400	625.08			625.08
6/4/2020	head/penn	77.42	Tennis Maintenance	2.330.572.34400	77.42			77.42
6/4/2020	head/penn	5.37	Tennis Maintenance	2.330.572.34400	5.37			5.37
6/10/2020	Darsco plumbing	26.88	Repair and Replacement	34.600.538.64000	26.88			26.88
6/10/2020	Leslie's	476.15	Repair and Replacement	34.600.538.64000	238.08	2.320.572.63100	238.07	476.15
6/10/2020	pinch a penny	139.59	Repair and Replacement	34.600.538.64000	69.8	2.320.572.63100	69.79	139.59
6/10/2020	PPG	94.16	Repair and Replacement	34.600.538.64000	47.08	2.320.572.63100	47.08	94.16
6/11/2020	NSPF	340	Aquatic Staff / Attendants	2.330.572.34300	170	2.320.572.34600	170	340
6/13/2020	pinch a penny	89.82	Repair and Replacement	34.600.538.64000	44.91	2.320.572.63100	44.91	89.82
6/15/2020	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300		2.320.572.49300	26.95	26.95
6/15/2020	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
6/18/2020	head/penn	77.42	Tennis Maintenance	2.330.572.34200	77.42			77.42
6/18/2020	batteries plus	81.12	Repair and Replacement	34.600.538.64000	40.56	2.320.572.63100	40.56	81.12
Totals		\$6,107.90			\$4,609.11		\$1,498.79	\$6,107.90

Rich

cc  
me

Oakleaf Amex

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – June 18, 2020

Totals by GL

\* Double Branch: \$1498.79

2.320.572.4100 (DB Phones) – \$87.00

2.320.572.49300 (DB permits/ licenses) – \$667.14

2.320.572.63100 (DB Repair and Replacements) - \$574.65

2.320.572.34600 (DB Aqua Staff/ Attendants) - \$170.00

\* Middle Village: \$4609.11

2.330.572.4100 (MV Phones) – \$87.00

2.310.513.49300 (MV permits/ licenses) – \$742.14

34.600.538.64000 (MV repair & replacements) – \$1096.66

2.330.572.34400 (MV Tennis Maintenance) - \$2513.31

2.330.572.34600 (MV Aqua Staff/ Attendants) - \$170.00



JAY SORIANO  
Card Ending 6-66056

				Amount
05/21/20	LESLIES POOLMART SWIMMING POOLS	JACKSONVILLE	FL	\$221.67 +
05/21/20	ONLINE PERMITTING 0426 850-245-4770	TALLAHASSEE	FL	\$640.19 +
05/21/20	PPG PAINTS 8180 8180 00742244 32204 PAINT AND SUNDRIES	JACKSONVILLE	FL	\$94.16
05/21/20	ONLINE PERMITTING 0426 850-245-4770	TALLAHASSEE	FL	\$640.19 +
05/25/20	DEPT OF BUS AND PROF R 0000 850-717-1051	TALLAHASSEE	FL	\$75.00
05/28/20	MARSHALL WOLF AUTOMATION 0000 847-658-8130	ALGONQUIN	IL	\$38.88
05/28/20	MARSHALL WOLF AUTOMATION 0000 847-658-8130	ALGONQUIN	IL	\$362.06 +

Continued on next page



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

Closing Date 06/19/20

REWARDS

p. 5/9

Account Ending 6-64002

**Detail Continued**

\* - denotes Pay Over Time activity

				Amount
01/20	WAWA 5266 000000000479168 6103588000	JACKSONVILLE	FL	\$46.82
02/20	RINGCENTRAL, INC 1415668002 94002	BELMONT	CA	\$174.00 *
03/20	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$1,728.02 *
04/20	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$625.08 *
04/20	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$77.42
04/20	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$5.37
10/20	DARSCO PLUMBING SUPPLY 000000001 9043535111	JACKSONVILLE	FL	\$26.88
10/20	LESLIES POOLMART SWIMMING POOLS	JACKSONVILLE	FL	\$476.15 *
10/20	PINCH A PENNY 9042689561	JACKSONVILLE	FL	\$139.59 *
10/20	PPG PAINTS B180 B180 00746053 32204 PAINT AND SUNDRIES	JACKSONVILLE	FL	\$94.16
11/20	NTH SWIM POOL FOUNDATION 1087 80132 TUITION/FEES	COLORADO SPRING	CO	\$340.00 *
11/20	PINCH A PENNY 242 000000001 9046999629	JACKSONVILLE	FL	\$89.82
11/20	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
11/20	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
11/20	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$77.42
11/20	BATTERIES PLUS 904-375-0495	ORANGE PARK	FL	\$81.12

**Fees**

	Amount
Total Fees for this Period	\$0.00

# Batteries + Bulbs.

Batteries Plus Bulbs #485  
36 A Blanding Blvd  
Orange Park, FL 32073  
(904) 375-0485

## Receipt

Customer Doublebranch CJD  
Customer # 5820249  
Original Order P27945892  
PO# 06/18/2020

## Sale Items

DURHR12-8.5FR 2 @ 24.95 49.90  
12V HR 8.5AH LEAD 260 F2  
DURHR12 8.5FR

SLA6-6F 2 @ 12.95 25.90  
6V LEAD

Grand Subtotal 75.80

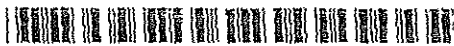
TAX 5.32

Total 81.12

AMEX XXXXXXXXXXXX8056 81.12  
SORIANO/JAY  
Chip 671492

Sale Amount Received 81.12

Items Sold 4



P27945892

485-01 6/18/2020 5:27:27 PM  
mwarren

Thank you for your purchase!

\*\*\* BATTERIES PLUS BULBS \*\*\*

We'd love your feedback!

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

Enter Code **ALBNKCUZAS** to take a short  
survey about this Batteries Plus Bulbs visit

Customer Copy - Please retain for your records.

10/10/10 10:00 AM  
10/10/10 10:00 AM  
10/10/10 10:00 AM  
10/10/10 10:00 AM

, Inc. • •  
Repair Parts  
Jacksonville, FL 32204  
(904) 634-1715  
100.com



12:41:57

DATE	INVOICE
06/10/20	958314

\*\* INVOICE \*\*

Sale

12:41:57  
Total: \$ 26.88

12:41:57  
Inv #: 000027  
Batch#: 161002  
Approved: Online  
Ref: 161002

S  
H  
I  
P  
T  
O

TAX JURISDICTION NO./DESCRIPTION				TAX EXEMPT			
0001 FLORIDA/DUVAL							
VIA	JOB NO.	CUST. ORDER NO.	SALESPERSON	CLK	TERMS	COPY	PAGE
CK-LP				12	124	0101	
ORDERED	SHIPPED	DESCRIPTION			UNIT PRICE	AMOUNT	
2.00	2.00	4 SXS SCH 40 90 ELL			12.56	25.12	
					16.75	Rt1	
25.12	1.76			26.88	3	.00	
SALES AMOUNT	SALES TAX	SHIPPING CHG.	CODE	DEPOSIT	CASH	CODE	

NO RETURNS WITHOUT WRITTEN AUTHORIZATION. A MINIMUM 15% RESTOCKING CHARGE WILL BE MADE ON ALL RETURNS ACCEPTED. Existing taxes or any additional taxes levied by any governmental authority on products herein named, shall be for the account of buyer. A service charge of 1.5% per month will be made on all past due accounts. Purchaser is liable for all legal costs if this account is placed for collection. A minimum billing of \$25.00 is in effect on all charges.

↑  
PLEASE PAY  
THIS AMOUNT

RECEIVED BY \_\_\_\_\_



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You have successfully made this payment

Before you can print your permit, please return to the [Permits](#) page and click the "Submit" button to complete your application.

## Payment Submittal Confirmation

Thank you for using the online permitting system. Your payment is currently being processed. A copy of this confirmation will be emailed to you and you may also print this page for your records.

Your confirmation number is: HNCQSA3D

Payment Type: Credit Or Debit Card

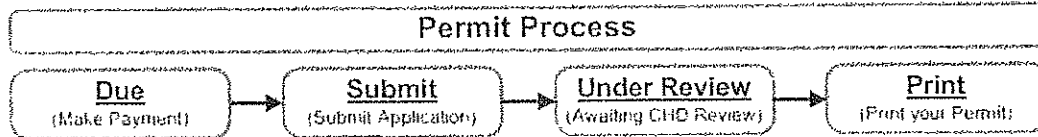
Payment Date: 5/21/2020 3:37:00 PM

Permit Number	Facility Name	Payment Amount
10-60-00112	Oakleaf Plantation - LAP POOL	250.00
10-60-00113	Oakleaf Plantation - Play Pool	250.00
10-60-00114	Oakleaf Plantation - Spray Pool	125.00

Convenience Fee: 15.19

Total Paid: 640.19

## Permit Process



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POWERED BY MOOD:

# Order # 1001724469

Order Date: June 15, 2020

## Items Invoiced

Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95



REMIT TO: LESLIE'S POOLMART, INC.  
PO BOX 501162  
Saint Louis, MO 63150-1162  
(602) 366-3789

RECEIPT	
Receipt Date	05/21/2020
Receipt Number	00529-01-034961



T1131110E11313YNM4AT6XH

SOLD TO:
Customer Number S00529000004398
YMCA OF FLORIDA'S FIRST COAST BLV 2075 TOWN CENTER BLVD FLEMING ISLAND, FL 32003-6323
ATTENTION: ACCOUNTS PAYABLE

SHIP TO:
Customer Number S00529000004398
YMCA OF FLORIDA'S FIRST COAST BLV 2075 TOWN CENTER BLVD FLEMING ISLAND, FL 32003-6323
ATTENTION: ACCOUNTS PAYABLE

TRANS#	REG#	CUSTOMER PO#	SALESPERSON	STORE#
34961	1		Staci W	529 ORANGE PARK, FL

Line	Trans Type	Item	Description	QTY	Price	Sales Tax	Ext.Amt
001	SALE	81356	TLR PH IND SOL #4 2 OZ	1	\$10.68	\$0.75	\$11.43
002	SALE	81346	TLR DPD RGT #2 2OZ	1	\$11.18	\$0.78	\$11.96
003	SALE	81340	TLR DPD RGT #1 3/4 OZ	1	\$7.12	\$0.50	\$7.62
004	SALE	14208	50LB POWER POWDER GRANULAR 70	1	\$178.19	\$12.47	\$190.66

SUB TOTAL:	\$207.17
SALES TAX:	\$14.50
TOTAL:	\$221.67

REGISTER PAID AMOUNT:	\$221.67
A/R CHARGE AMOUNT:	\$0.00
AMOUNT DUE:	\$0.00

\*\*\*\*\*INVOICE PAID IN FULL\*\*\*\*\*

PICKED UP BY: jay

SIGNATURE:

00529-01-034961

View our return policy at <http://www.lesliespool.com/ourreturnpolicy.htm>

# PINCH-A-PENNY POOL-PATIO-SPA®

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch A Penny 070  
11112-1 San Jose Blvd.  
Jacksonville, FL 32223  
Phone: 904-268-9551



ORANGE PARK, FL #529  
6001 ARGYLE FOREST BLVD STE 35  
JACKSONVILLE, FL 32244-6127  
904-573-6515

## SALES RECEIPT

Transaction #: 577180  
Account #: VCPAP00001  
Date: 6/10/2020 Time: 1:44:25 PM  
Customer: Sam Register #: 1

21101 Handed customer

Card: 00000000000000000000

Description	Amount
1 1/2" 1/2" TAYLOR CHLOR-B	\$95.00
1 1/2" 1/2" TAYLOR DPD #1	\$12.99
1 1/2" 1/2" TAYLOR DPD #2	\$12.99
1 1/2" 1/2" TAYLOR PMP #4	\$10.49

Sub Total: \$130.46  
Sales Tax: \$9.13  
Total: \$139.59

CASH TENDERS Tendered: \$139.59  
Change Due: \$0.00

Store: 529 Register: 1  
Date: 6/10/20 Time: 2:10 PM  
Ticket: 35801  
Salesperson: 42098 (Samantha R)  
Customer ID: S05730000546171

Item	Qty	Price	Amount
1 HP SUPER PUMP 700	1	445.00	445.00

Subtotal: 445.00  
Tax: 31.15

Total: \$ 476.15

Amex Purchase: 476.15  
Jun 10 2020 02:10 pm Trans# 35801

## TRANSACTION RECORD

Card Number : \*\*\*\*\*6056  
Card Type : AMERICAN EXPRESS  
Card Entry : CHIP  
Trans Type : PURCHASE  
Amount : \$476.15

Auth # : 880927  
Sequence # : 000019  
Reference # : 00000019  
Term ID : 101  
Date : 20/06/10  
Time : 14:10:34

APPROVED

Application Label: AMERICAN EXPRESS  
AID: A000000025010801  
TVR: 0000008000  
TC : EE58C6EA1E9D8DC3  
TSI: F800

852791

Signature

## **DBPR On-Line Services**

If you need to mail additional information to DBPR please include this coversheet.

License Type: **Elevator**

Application Type: **Renew**

File Number: **159078**

Application Number: **967081**

License Number: **86778**

Application Date: **05/25/2020 (mm/dd/yyyy)**

Organization Name: **PLANTATION OAKS**

Mail To:  
Department of Business and Professional Regulation  
Central Intake Unit  
2601 Blair Stone Road  
Tallahassee, FL 32399-0783

If you have any questions please call our Customer Contact Center at 850-487-1395.



State of Florida  
Department of Business and Professional Regulation  
2601 Blair Stone Road  
Tallahassee, FL 32399

## Application Summary

Thank you for submitting an online renewal. The license will be renewed once all fees have been submitted.

### Profession

License Type:

**Elevator**

Application Number:

**967081**

Application Type:

**Renew**

Application Date:

**05/25/2020 (mm/dd/yyyy)**

License Number:

**86778**

File Number:

**159078**

### Organization Detail

Organization Name:

**PLANTATION OAKS**

### Addresses

Main Address:

**370 Oakleaf OAKLEAF VILLAGE PKWY**

**ORANGE PARK, FL**

**32065**

**US**

Phone Number:

**9043421441**

E-mail Address:

**manager@oakleafresidents.com**

### License Related Addresses

License Location:

**845 OAKLEAF PLANTATION PKWY**

**ORANGE PARK, FL**

**32073**

**US**

---

## Attachments

### Fees

License Fee

**\$75.00**

Total Amount Due:

**\$75.00**



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You have successfully made this payment

Before you can print your permit, please return to the [Permits](#) page and click the 'Submit' button to complete your application.

## Payment Submittal Confirmation

Thank you for using the online permitting system. Your payment is currently being processed. A copy of this confirmation will be emailed to you and you may also print this page for your records.

Your confirmation number is: ZDXRN420

Payment Type: Credit Or Debit Card

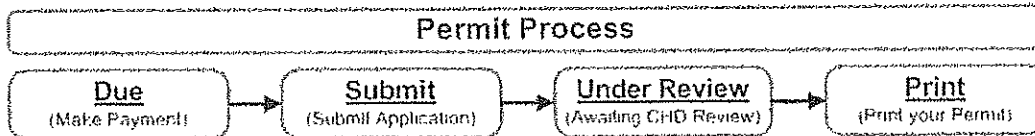
Payment Date: 5/21/2020 3:42:00 PM

Permit Number	Facility Name	Payment Amount
10-60-00123	Plantation Oaks - Pool	250.00
10-60-00124	Plantation Oaks - Spray Pool	125.00
10-60-1306225	Plantation Oaks - competition pool	250.00

Convenience Fee: 15.19

Total Paid: 640.19

### Permit Process



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

Sold-to address

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

Customer No. 715220

<b>Invoice</b>				<b>5193109322</b>			
Billing Date 06/17/2020		Ship Date 06/17/2020		Order Date 06/16/2020		Requested Date 06/16/2020	
Terms Credit Card preauth.						Due Date	
Order No. 5102708354		P.O. Number Gravity S Demo				Order Entered By: OMS3_CPIC	
Salesrep: ELLIS, JEFF Order Placed By: R118							

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

Authorization no.:

144646 00000049 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
234249	Graphene 360+ Gravity S - DE U	30	1 PC	154.00	0.000	70.00	70.00
	Item 10						
281404	Velocity MLT (set)-NO CHARGE	16 BK	1 PC		0.000		
	Item 11						

Total Number of Units 2

Shipping Information

Packing Slip, BOL: 5183021303  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 1.750 LB 0.794 KG

Box Tracking Number

289180170055514

Total Number of Cartons 1

Items total	70.00	USD
Freight Charge	7.42	USD
Final amount	77.42	USD
Charged to your American Express *****053	77.42	USD
Balance Due	0.00	USD

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

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

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



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

Sold-to address

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

Customer No. 715220

Invoice		5193103940	
Billing Date 06/02/2020	Ship Date 06/02/2020	Order Date 05/14/2020	Requested Date 05/28/2020
Terms 5% 30 2% 60 NET 61 days			Due Date
Order No. 5102697622	P.O. Number FRC # HP		Order Entered By: JDIAMANTINI
Salesrep: ELLIS, JEFF Order Placed By: Jeff Ellis			

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

Authorization no.:

127147 00000034 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
521930	Penn Control Plus 12B Polyb		12 BAG	10.44	0.000	10.44	125.28
	HS Tarrif No.: .. Country of Origin: Thailand						
521920	PENN QST 60 - 12B POLYBAG		12 BAG	10.10	0.000	10.10	121.20
	HS Tarrif No.: .. Country of Origin: Thailand						
522102	PRO PENN MARATHON REGULAR-DU		576 CA	2.73	0.000	2.73	1,572.48
	HS Tarrif No.: .. Country of Origin: China						
Total Number of Units		600					

Shipping Information

Packing Slip, BOL: 5183016010  
Shipping Terms: FOB Origin  
Shipment Origin: PHOENIX AZ  
Shipped Via: FEDEX Ground PPD  
Gross Weight: 354.636 LB 160.863 KG

Box Tracking Number  
336473670053935

Total Number of Cartons 11

Items total		1,818.96 USD
CC Discount	5.000 %	90.94- USD
Final amount		1,728.02 USD
Charged to your American Express ***** 053		1,728.02 USD
Balance Due		0.00 USD

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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

Please include stub with your payment

REMIT TO HEAD/Penn Racquet Sports P.O. Box 53232 Phoenix, AZ 85072-3232	Middle Village CDD	Customer No. 715220 Invoice 5193103940	For payment by EFT or credit card, please contact the office directly. Thank you.
	Amount Enclosed \$		
For questions regarding your order please contact Customer Service (800)289-7366 Option 2			



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

Sold-to address

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

Customer No. 715220

<b>Invoice</b>				<b>5193104234</b>			
Billing Date 06/03/2020		Ship Date 06/03/2020		Order Date 05/14/2020		Requested Date 05/28/2020	
Terms Credit Card preauth.						Due Date	
Order No. 5102697623		P.O. Number FRC # HP				Order Entered By: JDIAMANTINI	
Salesrep: ELLIS, JEFF Order Placed By: Jeff Ellis							

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

Authorization no.:

129583 00000002 002

145810 00000035 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
588952	PENN TENNIS TUBE W / CARRY S		10 EA	22.00	0.000	16.50	165.00
285425	Xtreme Soft 60 pcs Box	MX	2 BOX	60.00	0.000	40.00	80.00
588972	72 PRO BASKET		6 EA	35.00	0.000	26.25	157.50
588990	TEACHING CART		1 EA	195.00	15.000	165.75	165.75

Total Number of Units 19

Shipping Information

Packing Slip, BOL: 5183016070  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 113.850 LB 51.642 KG

Box Tracking Number

289180170034564

Total Number of Cartons 6

Items total	568.25	USD
Freight Charge	62.20	USD
Final amount	630.45	USD
Charged to your American Express *****053	5.37	USD
Charged to your American Express *****053	625.08	USD
Balance Due	0.00	USD

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

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

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



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

Sold-to address

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

Customer No. 715220

<b>Invoice 5193104233</b>			
Billing Date 06/03/2020	Ship Date 06/03/2020	Order Date 06/02/2020	Requested Date 06/02/2020
Terms Credit Card preauth.			Due Date
Order No. 5102703076	P.O. Number Gravity S Demo		Order Entered By: LEDMONSON
Salesrep: Order Placed By: ELLIS, JEFF Ellis LE			

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

Authorization no.:

120920 00000036 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
234249	Graphene 360+ Gravity S - DE U	30	1 PC	154.00	0.000	70.00	70.00
281404	Velocity MLT (set)-NO CHARGE	17 BK	1 PC		0.000		
Total Number of Units		2					

Shipping Information

Packing Slip, BOL: 5183016009  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 1.700 LB 0.771 KG

Box Tracking Number  
289180170034441

Total Number of Cartons 1

Items total	70.00	USD
Freight Charge	7.42	USD
Final amount	77.42	USD
Charged to your American Express ***** 053	77.42	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



POWERED BY MOOD:

# Order # 1001724464

Order Date: June 15, 2020

## Items Invoiced

Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95



# MARSHALL WOLF AUTOMATION

Hello Jay Soriano,

Your order confirmation is below. Thank you again for your business!

Your Order #1000045505

Placed on May 26, 2020 at 2:03:17 PM CDT

## Billing Info

Jay Soriano  
GMS LLC  
475 W Town Pl Ste 114  
Saint Augustine, Florida. 32092-3649

## Shipping Info

Jay Soriano  
GMS LLC  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065-4259

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

## Payment Method

Credit Card

Credit Card Type American Express  
Credit Card Number xxxx-6056

## Shipping Method

United Parcel Service - UPS Second Day Air

Items	Qty	Price
SKU: CFW500B16P0T2DB20 AC Drive, 5hp, 3 Phase 200-240VAC, 16A, B, Total UPS Weight: 3.94	1	\$362.06
Subtotal		\$362.06
Shipping & Handling		\$38.88
Grand Total		\$400.94

Marshall Wolf Automation, Inc.

923 South Main Street | Algonquin, IL 60102 | 847-658-8130 | [sales@wolfautomation.com](mailto:sales@wolfautomation.com)



# PINCH-A-PENNY POOL·PATIO·SPA®

The Perfect People For A Perfect Pool



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For Our Special Offers!

Pinch A Penny 242  
9715 Crosshill Blvd  
Suite #105  
Jacksonville, FL 32222  
Phone: 904-619-0939

## Sales Receipt

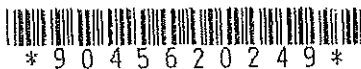
Transaction #: 21170  
Account #: 9045620249  
Date: 6/13/2020 Time: 4:14:10 PM  
Cashier: Keaton Register: [blank]

Bill To: Jay Soriano

Item	Description	Amount
00910208	TILE & LINER CLEANER QT	\$13.99
00910208	TILE & LINER CLEANER QT	\$13.99
00910208	TILE & LINER CLEANER QT	\$13.99
00910208	TILE & LINER CLEANER QT	\$13.99
00910208	TILE & LINER CLEANER QT	\$13.99
00910208	TILE & LINER CLEANER QT	\$13.99

Sub Total \$83.94  
Sales Tax \$5.86  
Total \$89.80

CASH TENDERS TENDERED \$89.82  
Change Due \$0.00



Thank you for shopping  
Pinch A Penny 242  
We hope you'll come back soon!



# PAINTS

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

CUST PO#:

CUST JOB:

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

#818002074224



818002052120074224

DATE: 05/21/2020 TIME: 12:24 PM  
STORE REP: DANIEL L  
SALES REP: OPB-SALES J  
PAGE 1 OF 1

QTY	ITEM#	DESCRIPTION	PRICE	AMOUNT
1	95-3302/01	DURETHANE DTM Yellow Base Comp A _818004000003285_SAFETY YELLOW	\$70.00	\$70.00
1	95-339/04	DURETHANE DTM Comp B	\$18.00	\$18.00

### TERMS:

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

I agree to pay \$94.16 in accordance with my cardholder agreement.

BCard: \*\*\*\*\*6056 AMERICAN\_E AUTH#: 597290Tran Amt: \$94.16  
XPRESS

SUBTOTAL:	\$88.00
LABOR:	\$0.00
FREIGHT:	\$0.00
ECO FEE:	\$0.00
SALES TAX:	\$6.16
INVOICE TOTAL:	\$94.16
AMERICAN EXPRESS:	\$94.16
TOTAL TENDERED:	\$94.16
PENDING AMT:	\$0.00
DUE TO CUSTOMER:	\$0.00

THANK YOU FOR SHOPPING AT  
PPG!



# 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

#818002074605



818002061020074605

DATE: 06/10/2020 TIME: 1:03 PM  
STORE REP: DANIEL L  
SALES REP: OPB-SALES J  
PAGE 1 OF 1

QTY	ITEM#	DESCRIPTION	PRICE	AMOUNT
1	95-3302/01	DURETHANE DTM Yellow Base Comp A	\$70.00	\$70.00
	_safety yellow			
1	95-339/04	DURETHANE DTM Comp B	\$18.00	\$18.00

### TERMS:

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

I agree to pay \$94.16 in accordance with my cardholder agreement.

BCard: \*\*\*\*\*6056 AMERICAN\_E AUTH#: 542453 Tran Amt: \$94.16  
XPRESS

SUBTOTAL:	\$88.00
LABOR:	\$0.00
FREIGHT:	\$0.00
ECO FEE:	\$0.00
SALES TAX:	\$6.16
INVOICE TOTAL:	\$94.16
AMERICAN EXPRESS:	\$94.16
TOTAL TENDERED:	\$94.16
PENDING AMT:	\$0.00
DUE TO CUSTOMER:	\$0.00

THANK YOU FOR SHOPPING AT  
PPG!

# Recurring Statement

## Account Information

**Account Number:** (904) 770-4650  
**Statement Date:** 06/02/2020  
**Subscription Name:** RingCentral Office Standard

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

## Statement Summary

**Total Current Charges**

**\$174.00**

*Your credit card ending in [3053] was charged \$174.00.*

## Charges and credits

Period	Description	Unit Price	Quantity	Amount
06/02/2020 - 07/01/2020	Office Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
06/02/2020 - 07/01/2020	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
06/02/2020 - 07/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2020 - 07/01/2020	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
06/02/2020 - 07/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2020 - 07/01/2020	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
06/02/2020 - 07/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2020 - 07/01/2020	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
06/02/2020 - 07/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2020 - 07/01/2020	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
06/02/2020 - 07/01/2020	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*:				\$39.10
Total Charged to Credit Card:				\$174.00

Welcome to Wawa #5266

Phone: 904-329-7007

8251 Old Middleburg Rd S

Jacksonville, FL 32210

6/1/2020 2:39:23 PM Trx # 1851878

Register #100 Cashier: ICR

Customer Copy / Duplicated Receipt

Total: \$46.82

Qty

Term: XXXXXXXXX8001

Appr: 855781

Seq#: 009589

Pay at Pump Sale

Pump #: 6 Unleaded

25.187 Gallons @ \$1.859/Gal \$46.82

Sub-Total: \$46.82

Tax: \$0.00

Total: \$46.82

American Express: \$46.82

Change: \$0.00

Capture

American Express

XXXXXXXXXX6056

Chip Read

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2157

Invoice Date: 7/15/20

Due Date: 7/15/20

Case:

P.O. Number:

**Bill To:**

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

**RECEIVED**

JUL 30 2020

Description	Hours/Qty	Rate	Amount
July 2020 - Phones (2.320.572.4100)		88.31	88.31
July 2020 - Permits / License (2.320.572.49300)		26.95	26.95
July 2020 - Repair and Replacements (2.320.572.63100)		1,282.91	1,282.91
July 2020 - Office Supplies (2.320.572.5100)		37.44	37.44
July 2020 - Aqua Staff / Attendants (2.320.572.34600)		513.00	513.00
92			
Total			\$1,948.61
Payments/Credits			\$0.00
Balance Due			\$1,948.61

NF

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – July 15, 2020

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
6/22/2020	lowes	167.82	Repair and Replacement	34.600.538.64000	167.82			167.82
6/23/2020	lowes	352.03	Repair and Replacement	34.600.538.64000	352.03			352.03
6/25/2020	lowes	97.85	Repair and Replacement	34.600.538.64000	97.85			97.85
6/25/2020	Clay County	38.7	Repair and Replacement	34.600.538.64000	19.35	2.320.572.63100	19.35	38.7
6/29/2020	Pinch-a-penny	73.8	Repair and Replacement	34.600.538.64000	36.9	2.320.572.63100	36.9	73.8
6/29/2020	Walgreens	74.88	Office Supplies	2.330.572.51000	37.44	2.320.572.5100	37.44	74.88
6/30/2020	OfficeMAX	316.95	Repair and Replacement	34.600.538.64000	158.48	2.320.572.63100	158.47	316.95
7/1/2020	ARC	1026	Aquatic Staff / Attendants	2.330.572.34600	513	2.320.572.34600	513	1026
7/2/2020	RingCentral	176.62	Phones	2.330.572.4100	88.31	2.320.572.4100	88.31	176.62
7/6/2020	LifeguardStore	403.69	Repair and Replacement	34.600.538.64000	201.85	2.320.572.63100	201.84	403.69
7/6/2020	LifeguardStore	114	Repair and Replacement	34.600.538.64000	57	2.320.572.63100	57	114
7/6/2020	LifeguardStore	311.64	Repair and Replacement	34.600.538.64000	155.82	2.320.572.63100	155.82	311.64
7/7/2020	ExxonMobile	63.02	Repair and Replacement	34.600.538.64000	31.51	2.320.572.63100	31.51	63.02
7/8/2020	OldTimePottery	267.45	Repair and Replacement	34.600.538.64000	133.73	2.320.572.63100	133.72	267.45
7/10/2020	FreshAirManufacturing	68.68	Repair and Replacement			2.320.572.63100	68.68	68.68
7/11/2020	Grainger	419.62	Repair and Replacement			2.320.572.63100	419.62	419.62
7/15/2020	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
7/15/2020	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
Totals		\$4,026.65			\$2,078.04		\$1,948.61	\$4,026.65

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – July15, 2020

Totals by GL

**Double Branch: \$1948.61**

2.320.572.4100 (DB Phones) – \$88.31  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.63100 (DB Repair and Replacements) - \$1282.91  
2.320.572.5100 (DB Office Supplies) – \$37.44  
2.320.572.34600 (DB Aqua Staff / Attendants) - \$513.00

**Middle Village: \$2078.04**

2.330.572.4100 (MV Phones) – \$88.31  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$1412.34  
2.330.572.51000 (MV Office Supplies) – \$37.44  
2.330.572.34600 (MV Aqua Staff / Attendants) – \$513.00



**Business Green Rewards Card**

GMS LLC

JAMES PERRY

Closing Date 07/21/20

123456789012

p. 5/8

Account Ending 6-64002

**Detail Continued**

♦ - denotes Pay Over Time activity

Amount



JAY SORIANO

Card Ending 6-66056

Amount

06/22/20	LOWE'S 904-589-3022	MIDDLEBURG	FL	\$167.82 ♦
06/23/20	LOWE'S 904-589-3022	MIDDLEBURG	FL	\$352.03 ♦
06/25/20	LOWE'S 904-589-3022	MIDDLEBURG	FL	\$97.85
06/25/20	CLAY COUNTY GOV CLAY 8888916064	GREEN COVE SPRINGS	FL	\$38.70
06/29/20	PINCH A PENNY - 242 000000001 9046999629	JACKSONVILLE	FL	\$73.80
06/29/20	WALGREENS NONE 32222 PHARMACIES	JACKSONVILLE	FL	\$74.88
06/30/20	OFFICEMAX/DEPOT 6826 000006826 8004633768 INK REPL HP 952XL BLK DRUM, BROTHER DR820 BLACK PAPERX-9.8.5"X11"20LB, 10CA	JACKSONVILLE	FL	\$316.95 ♦
07/01/20	AMERICAN RED CROSS American Red Cr 515-246-6305	DES MOINES	IA	\$1,026.00 ♦
07/02/20	RINGCENTRAL, INC 1613551002 94002	BELMONT	CA	\$176.62 ♦
07/06/20	LIFEGUARD STORE - ONLINE 0936 309-451-5858	NORMAL	IL	\$403.69 ♦
07/06/20	LIFEGUARD STORE - ONLINE 0936 309-451-5858	NORMAL	IL	\$114.00 ♦
07/06/20	LIFEGUARD STORE - ONLINE 0936 309-451-5858	NORMAL	IL	\$311.64 ♦
07/07/20	EXXONMOBIL CAT OUTSIDE 904-778-0360	(800) 243-9966	TX	\$63.02
07/08/20	OLD TIME POTTERY 6158906060	ORANGE PARK	FL	\$267.45 ♦
07/10/20	FRESH AIR MANUFACTURING C 000000002 8002341903	MERIDIAN	ID	\$68.68
07/11/20	GRAINGER.COM E01 123 877-202-2594	MINOOKA	IL	\$419.62 ♦
07/15/20	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
07/15/20	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95

**Fees**

Amount

Total Fees for this Period

\$0.00

Continued on reverse



**American Red Cross**  
Training Services

Payment  
7/1/2020 11:41 AM

American Red Cross

Your payment has been received and processed as requested.

Name: Jay Soriano  
Address: GMS, LLC-MIDDLE VILLAGE CDD  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065

Card Type: Amex  
Auth Code: 292058  
Account Number: A-XXXX6056  
Amount: \$1,026.00  
Transaction Number: 173316981

**Send Payment To:**  
American Red Cross  
Training Services  
25688 Network Place  
Chicago IL 60673-1256

INVOICE	
Invoice No:	22274682
Invoice Date:	05-13-2020
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$38.00
Payment Terms:	NET 30
Due Date:	06-12-2020

GMS, LLC-MIDDLE VILLAGE CDD  
ATTN:JAY SORIANO  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK FL 32065-4259



320  
190  
418

**NOTICE OF IMPORTANT CHANGE:** Credit Memos may not be applied automatically. Please review balance and contact [billing@redcross.org](mailto:billing@redcross.org) to apply or reference the credit memo on your future payment.

ORDER	CRS OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR STUDENT NAME	TOTAL
O-0000528566	CLS-00267321	05-06-20	Lifeguarding-BL	1	Susan Raab	\$38.00
					Subtotal	\$38.00
					Payment	\$0.00
					Invoice Total:	\$38.00

Thank you for supporting the American Red Cross! Visit us at [www.redcross.org/TSBilling](http://www.redcross.org/TSBilling) to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to [billing@redcross.org](mailto:billing@redcross.org).

Please detach this stub and include it with your payment.



## REMITTANCE STUB

☐ Check enclosed \$ \_\_\_\_\_

Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice No:	22274682
Invoice Date:	05-13-2020
Amount Due:	\$38.00

American Red Cross  
Training Services  
25688 Network Place  
Chicago IL 60673-1256

0022274682 00000000000000000000000000000000000000P0041375 000003800 7



**Send Payment To:**  
American Red Cross  
Training Services  
25688 Network Place  
Chicago, IL 60673-1256

INVOICE	
Invoice No:	22268551
Invoice Date:	03-18-2020
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$418.00
Payment Terms:	NET 30
Due Date:	04-17-2020

GMS, LLC-MIDDLE VILLAGE CDD  
ATTN:JAY SORIANO  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065

**NOTICE OF IMPORTANT CHANGE:** Credit Memos will NOT be applied automatically. Please contact [billing@redcross.org](mailto:billing@redcross.org) to apply credit balances to open invoices or reference the Credit Memo number on your future payment.

ORDER	CRS OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR STUDENT NAME	TOTAL
O-0000330880	CLS-00204861	03-15-20	Lifeguarding-BL	11	Miranda Ragland	418.00
					Subtotal	\$418.00
					Payments	\$0.00
					Invoice Total:	\$418.00

Thank you for supporting the American Red Cross! Visit us at [www.redcross.org/TSBilling](http://www.redcross.org/TSBilling) to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to [billing@redcross.org](mailto:billing@redcross.org).

Please detach this stub and include it with your payment



## REMITTANCE STUB

☐ Check enclosed \$ \_\_\_\_\_

Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice No:	22268551
Invoice Date:	03-18-2020
Amount Due:	\$418.00

American Red Cross  
Training Services  
25688 Network Place  
Chicago, IL 60673-1256

0022268551 00P0041375 000041800 5



**Send Payment To:**  
American Red Cross  
Training Services  
25688 Network Place  
Chicago, IL 60673-1256

INVOICE	
Invoice No:	22275876
Invoice Date:	05-28-2020
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$380.00
Payment Terms:	NET 30
Due Date:	06-27-2020

GMS, LLC-MIDDLE VILLAGE CDD  
ATTN:JAY SORIANO  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065

**NOTICE OF IMPORTANT CHANGE:** Credit Memos may not be applied automatically. Please review balance and contact [billing@redcross.org](mailto:billing@redcross.org) to apply or reference the credit memo on your future payment.

ORDER	CRS OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR STUDENT NAME	TOTAL
O-0000646123	CLS-00295046	05-22-20	Lifeguarding	10	Susan Raab	380.00
					Subtotal	\$380.00
					Payments	\$0.00
					Invoice Total:	\$380.00

Thank you for supporting the American Red Cross! Visit us at [www.redcross.org/TSBilling](http://www.redcross.org/TSBilling) to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to [billing@redcross.org](mailto:billing@redcross.org).

Please detach this stub and include it with your payment



REMITTANCE STUB

Check enclosed \$ \_\_\_\_\_

Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice No:	22275876
Invoice Date:	05-28-2020
Amount Due:	\$380.00

American Red Cross  
Training Services  
25688 Network Place  
Chicago, IL 60673-1256

0022275876 00P0041375 000038000 7



INVOICE	
Invoice No:	22277948
Invoice Date:	06-10-2020
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$190.00
Payment Terms:	NET 30
Due Date:	07-10-2020

GMS, LLC-MIDDLE VILLAGE CDD  
ATTN:JAY SORIANO  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065

**NOTICE OF IMPORTANT CHANGE:** Credit Memos may not be applied automatically. Please review balance and contact [billing@redcross.org](mailto:billing@redcross.org) to apply or reference the credit memo on your future payment.

ORDER	CRS OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR STUDENT NAME	TOTAL
O-0000744750	CLS-00321939	06-05-20	Lifeguarding	5	Miranda Ragland	190.00
					Subtotal	\$190.00
					Payments	\$0.00
					Invoice Total:	\$190.00

Thank you for supporting the American Red Cross! Visit us at [www.redcross.org/TSBilling](http://www.redcross.org/TSBilling) to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to [billing@redcross.org](mailto:billing@redcross.org).

Please detach this stub and include it with your payment.



## REMITTANCE STUB

☐ Check enclosed \$ \_\_\_\_\_

Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice No:	22277948
Invoice Date:	06-10-2020
Amount Due:	\$190.00

American Red Cross  
Training Services  
25688 Network Place  
Chicago, IL 60673-1256

0022277948 00P0041375 000019000 4



POWERED BY MOOD:

# Order # 1001761801

Order Date: July 15, 2020

## Items Invoiced

Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

CIRCLE K ARGYLE # 1  
XXXXXXXXXX2001  
116 OAKLEAF VILLAGE  
JACKSONVILLE, FL  
32222  
07/07/2020 214228730  
10:50:14 AM

XXXXXXXXXXXX6056  
Am Express  
INVOICE 045807  
AUTH 501614

PUMP# 7  
Regular 30.0236  
PRICE/GAL \$2.099

FUEL TOTAL \$ 63.02

CREDIT \$ 63.02

=====

Customer-Activated Purchase Signature  
Site #: 000000019004000  
Shift Number 1  
Sequence Number 43766  
Skipped  
APPROVED 501614

=====



## Order Received! **Order # 54735**

We have received your order #54735 and are currently in the process of manufacturing it. With the exception of in-stock plastic items, **orders require 3-5 business days for manufacturing**, after which they will ship from our Meridian, Idaho factory. **Shipping times are typically 1-5 business days**. Tracking information will be sent via E-mail once the order has shipped.

### Print this receipt

ORDER NUMBER 54735	DATE: July 10, 2020	EMAIL: manager@oakleafresidents.com	TOTAL: \$68.68	PAYMENT METHOD: Credit / Debit Card
-----------------------	------------------------	--	-------------------	--

### Order details

Product	Total
Square to Round Transition Box - 8 inch, 12x12 inch x 4	\$68.68
<b>Subtotal:</b>	\$68.68
<b>Shipping:</b>	Free Standard Shipping (1-5 Business Days)
<b>Payment method:</b>	Credit / Debit Card
<b>Total:</b>	\$68.68

### Billing address

Jay Soriano  
GMS LLC  
475 W Town Pl  
suite 114  
St Augustine, FL 32092  
☎ 9043421441  
✉ manager@oakleafresidents.com

### Shipping address

Jay Soriano  
GMS LLC  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065-4259

# Order #WEB1702439871

---

## Shipping Information

### SHIPPING ADDRESS:

Jay USSoriano  
GMS LLC  
370 Oakleaf Village Pkwy  
Orange Park, FL  
32065-4259  
USA  
9043421441

### SHIPPING METHOD:

Standard \$23.72

### CARRIER BILLING:

Use Best Carrier

---

## Payment Information

### PAYMENT METHOD:

American Express \*\*\*6056  
Exp 05/2024  
Jay Soriano

### BILLING ADDRESS:

GMS LLC  
475 W Town Pl, suite 114  
St Augustine, FL32092  
USA

---

## Order Summary

Subtotal	\$370.00
Estimated Tax	\$25.90
Estimated Standard Shipping	\$23.72
Estimated Total	\$419.62

Availability, shipping, tax, and other information is not final until you complete your order. Eligibility for promotions is subject to review. Certain items may not qualify for an offer.

Item	Quantity	Item Availability	Total Price
DAYTON Steel Inline Centrifugal Duct Fan, Fits Duct Dia. 8", Voltage 120  Item: #450Z18 Your Price: \$185.00	2	Expected to arrive Wed. Jul 15.	\$370.00



Thank you for your order from Kiefer.

## Your Order #1000044524

Placed on Jul 6, 2020, 11:49:12 AM

### Billing Info

GMS LLC  
475 W Town Pl  
St Augustine, Florida, 32092  
T: 9043421441

### Shipping Info

GMS LLC  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065  
T: 9043421441

### Payment Method

Credit / Debit Card  
Credit Card Type AmericanExpress

### Shipping Method

Fedex - Ground

Items	Qty	Price
<b>Kiefer Guard Fastback</b> SKU: 909222-Red-40 <i>Color</i> Red	2	\$40.00
<b>Kiefer Guard Fastback</b> SKU: 909222-Red-38 <i>Color</i> Red	2	\$40.00
<b>Kiefer Guard Comfort Fit</b> SKU: 909835-36	3	\$60.00
<b>Kiefer Guard Essentials Powerback Splice</b> SKU: 919145-Red+Nvy-34	3	\$72.00

*Color*

Red+Navy

**Kiefer Guard Essentials Life Guard Tee**

8

\$46.08

SKU: 909025-Red-S

*Color*

Red

**Kiefer Guard Essentials Life Guard Tee**

8

\$46.08

SKU: 909025-Red-M

*Color*

Red

**Kiefer Guard Essentials Life Guard Tee**

8

\$46.08

SKU: 909025-Red-L

*Color*

Red

**Original Guard Infinity Whistle**

10

\$22.50

SKU: 176R

*Color*

Red

**Nylon Neck Lanyard**

15

\$8.10

SKU: 180B

*Color*

Black

Subtotal

\$380.84

Shipping & Handling

\$0.00

Tax

\$22.85

**Grand Total**

**\$403.69**

Thank you, Kiefer!

LOVE'S HOME CENTERS, LLC  
1700 BLANDING BOULEVARD  
MINNAPOLIS, MN 55408 (904) 589-3022

~ SALE ~

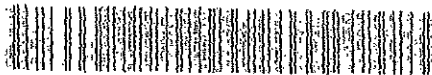
SALES#: 52970001 2643521 TRANS#: 11053376 06-22-20

364065 PLY PAPER 1823 14IN X 231 114.12  
9 3 12.68  
364038 PLY PAPER 1423 14IN X 231 42.72  
4 3 10.68

SUBTOTAL: 156.84  
TAX: 10.98  
INVOICE TOTAL: 167.82  
AMEX: 167.82

MY LOVE'S CARD NUMBER: 46300117048/274

AMEX:XXXXXXXXXXXX6036 AMOUNT:167.82 AUTHID:086654  
CHIP REFID:297011142308 06/22/20 15:15:53  
APL: AMERICAN EXPRESS TOR: 0000000000  
RID: A000000025010001 ISI: E000  
STORE: 2970 TERMINAL: 11 06/22/20 15:16:30  
# OF ITEMS PURCHASED: 13  
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOVE'S.  
SEE REVERSE SIDE FOR RETURN POLICY.  
STORE MANAGER: CLINT NELSON

LOVE'S PRICE MATCH GUARANTEE  
FOR MORE DETAILS, VISIT [LOVES.COM/PRICEMATCH](http://LOVES.COM/PRICEMATCH)

\*\*\*\*\*  
\* SHARE YOUR FEEDBACK! \*  
\* ENTER FOR A CHANCE TO BE \*  
\* ONE OF FIVE \$500 WINNERS DRAWN MONTHLY! \*  
\* ENTRE EN EL SORTEO MENSUAL \*  
\* PARA SER UNO DE LOS CINCO GANADORES DE \$500! \*  
\* \*  
\* ENTER BY COMPLETING A SHORT SURVEY \*  
\* WITHIN ONE WEEK AT: [www.loves.com/survey](http://www.loves.com/survey) \*  
\* YOUR ID # 119109 297041 746249 \*  
\* \*  
\* NO PURCHASE NECESSARY TO ENTER OR WIN. \*  
\* VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER \*  
\* OFFICIAL RULES & WINNERS AT: [www.loves.com/survey](http://www.loves.com/survey) \*  
\*\*\*\*\*  
STORE: 2970 TERMINAL: 11 06/22/20 15:16:30

NY 611 2006, 71 37066 (904) 588 3022

• **SALE** •

SHFSE, 829/01 12 3200937 100450 09530,00 06 23 20

\*THESE PRICES APPLIED TO THIS DATE

INDEX: 352.03

NYC OFF S CRIM NUMBER: 1050011/636/274

[illegible]

Call in 10.297005046784 06/23/20 10:55:38

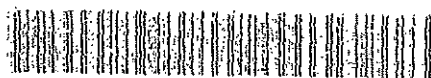
APL, INTERNATIONAL EXPRESS 100% DISCOUNTS

Ref: 0000000250:0001 CS: 1996

SIUHL: 29/0    IERKHLHL: 09    06/23/20 10.51.34

# OF ITEMS PURCHASED:

†Xርተ በቤትና ተረጎሞ, ስለጸሐፊው ስሙ ማረጋገጫ ማግኘት ስለሚቻል,



STARK HANDBOOK, CUBAN REVOLUTION

For more details, visit [www.pearsoned.com](http://www.pearsoned.com)

[illegible]

58000 40000 20000 0

2. ~~Each of the~~

\* ONE OF THE FIRST THINGS I REMEMBER!

LEADERS IN THE SOUTH IN 1950

PROB SEB 006 DE LOS FIRM O GEDERBEN A DE 2004

4. Write the name of the following in Hindi

WITHIN ONE WEEK AT: www.loves.com/survey

Y U U R I D E 091774 237941 1-1201

4. NO FURTHER REFERENCE TO ENRICHMENT

AND THERE PROHIBITED, MUST BE TO BE AGAIN TO (RE) ...

7. OFFICIAL RULES & ORDINANCES RE. OUR LOCAL GOVERNMENTS

... ..

FORM : 2910 FORMNO : 94 06/23/20 10:51:14

LOVE'S HOME CENTERS, LLC  
1700 BLANKING BOULEVARD  
MIDDLEBURG, FL 32068 (904) 589-3022

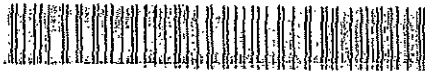
- SALE -

DATE: 5/29/2024 3253688 TRANS#: 3115568 06-25-20

3/4" OAK PLY PANEL 1823 18IN X 231	38.04
3 @	12.68
3/4" OAK PLY PANEL 1423 14IN X 231	53.40
5 @	10.68

SUBTOTAL:	91.44
TAX:	6.41
INVOICE 09618 TOTAL:	97.85
AMEX:	97.85

AMEX:XXXXXXXXX6056 AMOUNT:97.85 AUTHID:802224  
TRIP REFID:297009049370 06/25/20 16:05:30  
APL: AMERICAN EXPRESS TR: 0000000000  
AID: A000000025010801 ISI: E000  
STORE: 2970 TERMINAL: 09 06/25/20 16:06:29  
# OF ITEMS PURCHASED: 8  
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOVE'S.  
SEE REVERSE SIDE FOR RETURN POLICY.  
STORE MANAGER: CLINT NELSON

LOVE'S PRICE MATCH GUARANTEE  
FOR MORE DETAILS, VISIT [LOVES.COM/PRICEMATCH](https://www.loves.com/pricematch)

\*\*\*\*\*

\* SHARE YOUR FEEDBACK! \*

\* ENTER FOR A CHANCE TO BE \*

\* ONE OF FIVE \$500 WINNERS DRAWN MONTHLY! \*

\* ENTRE EN EL SORTEO MENSUAL \*

\* PARA SER UNO DE LOS CINCO GANADORES DE \$500! \*

\* ENTER BY COMPLETING A SHORT SURVEY \*

\* WITHIN ONE WEEK AT: [www.loves.com/survey](https://www.loves.com/survey) \*

\* YOUR ID # 096184 297091 772909 \*

\* \*\*\*\*\*

\* NO PURCHASE NECESSARY TO ENTER OR WIN. \*

\* VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER. \*

\* OFFICIAL RULES & WINNERS AT: [www.loves.com/survey](https://www.loves.com/survey) \*

\* \*\*\*\*\*

STORE: 2970 TERMINAL: 09 06/25/20 16:06:29



POWERED BY MOOD:

# Order # 1001761800

Order Date: July 15, 2020

Items Invoiced

Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95



# Office DEPOT OfficeMax

JACKSONVILLE ~ (904) 573-8221

06/30/2020 2:58 PM



VPVTAY5P63YXBBX86

SALE	6826-3-6487-963875-20.6.2
4794572 INK,HP,952XL,B	39.99 SS
567887, DRN,HGH,YLD	165.99 SS
196517 PPR,X9.8.5X11,	
3 @ 64.99	194.97
Instant Savings	-84.00
You Pay	110.97SS
Subtotal:	316.95
Sales Tax:	0.00
Total:	316.95
Amex 6056:	316.95

AUTH CODE 813267

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

Tax Exemption Number 000600486993

Total Savings:

\$84.00

XX

WE WANT TO HEAR FROM YOU!

Visit [survey.officedepot.com](http://survey.officedepot.com)

and enter the survey code below:

15QH XW4B 9873

XX

# OLD TIME Pottery

Grange Park #52  
380 Blanding Blvd.

UPC	QTY	PRICE	EXTENDED
000000902920000330	9FT MARKET UMBRELLA FIRED RED		
1	2	\$49.99	\$49.99 T
000000902920000361	9FT MARKET UMBRELLA DANDELION		
1	2	\$49.99	\$49.99 T
000000902920000361	9FT MARKET UMBRELLA DANDELION		
1	2	\$49.99	\$49.99 T
000000902920000361	9FT MARKET UMBRELLA DANDELION		
1	2	\$49.99	\$49.99 T
000000902920000361	9FT MARKET UMBRELLA DANDELION		
1	2	\$49.99	\$49.99 T

Sub Total \$249.95

Tax \$17.50

Total \$267.45

AMEX \$267.45

Acct# \*\*\*\*\*6056

Auth# 054900

Method Swiped

Items: 5

Cashier: TARSIS V6.4-E

St: 052 Trn 06625 Reg 30 Date 07/08/20 16:35

Refunds/Exchanges honored within 30 days of  
original receipt date.

Refunds will be made to the original method of payment.

All Clearance, tax exempt & gift cards sales  
are final and non-refundable.

http://oldtimepottery.com

Thank you for shopping at  
OLD TIME POTTERY



\* E O P > B E C K A A C A \*

4001

REFUND ID

0004

RESP ID

INVOICET

1903060251

FORM 001006

1115

# PINCH-A-PENNY POOL-PATIO-SPA

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch A Penny 242  
9715 Crosshill Blvd  
Suite #105  
Jacksonville, FL 32222  
Phone: 904-619-0939

## Sales Receipt

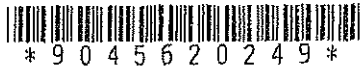
Transaction #: 22026  
Account #: 9045620249  
Date: 6/29/2020 Time: 10:33:37 AM  
Cashier: Keith Register #: 1

BILL TO: Jay Soriano

Item	Description	Amount
74520016	EPoxyBOND POOL PUTTY WH	\$22.99
02941714:HFO	POOL RULES SIGN FLA APP	\$22.99
02941714:HFO	POOL RULES SIGN FLA APP	\$22.99

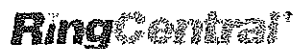
Sub Total \$68.97  
Sales Tax \$4.83  
Total \$73.80

CASH TENDERS TENDERED \$73.80  
Change Due \$0.00



\* 9 0 4 5 6 2 0 2 4 9 \*

Thank you for shopping  
Pinch A Penny 242  
We hope you'll come back soon!



# Recurring Statement

## Account Information

Account Number: (904) 770-4650  
Statement Date: 07/02/2020  
Subscription Name: RingCentral Office Standard

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

## Statement Summary

**Total Current Charges**

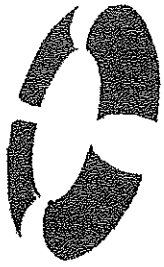
**\$176.62**

*Your credit card ending in [3053] was charged \$176.62.*

## Statement Details

### Charges and credits

Period	Description	Unit Price	Quantity	Amount
07/02/2020 - 08/01/2020	Office Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
07/02/2020 - 08/01/2020	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
07/02/2020 - 08/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
07/02/2020 - 08/01/2020	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
07/02/2020 - 08/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
07/02/2020 - 08/01/2020	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
07/02/2020 - 08/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
07/02/2020 - 08/01/2020	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
07/02/2020 - 08/01/2020	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
07/02/2020 - 08/01/2020	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
07/02/2020 - 08/01/2020	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*				\$41.72
Total Charged to Credit Card:				\$176.62



# THE LIFEGUARD STORE

Thank you for your order from The Lifeguard Store.

**Your Order #000683737**

Placed on Jul 6, 2020, 11:57:31 AM

## Billing Info

475 W Town Pl  
St Augustine, Florida, 32092

## Shipping Info

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

## Payment Method

Credit Card

**Credit Card Type** American Express

## Shipping Method

Ground

Items	Qty	Price
RISE Classic Guard Trunk SKU: LGS35GURDS	4	\$84.00
<i>Color</i> Red		
<i>Size</i> Adult Small		
RISE Classic Guard Trunk SKU: LGS35GURDM	4	\$84.00
<i>Color</i> Red		
<i>Size</i> Adult Medium		
RISE Classic Guard Trunk SKU: LGS35GURDL	4	\$84.00
<i>Color</i> Red		
<i>Size</i> Adult Large		

RISE Classic Guard Trunk	2	\$42.00
SKU: LGS35GURDXL		

*Color*

Red

*Size*

Adult XLarge

Subtotal	\$294.00
Shipping & Handling	\$0.00
Tax	\$17.64
<b>Grand Total</b>	<b>\$311.64</b>

Thank you, The Lifeguard Store!

**Order Information**

Description: Goods or Services

Invoice Number 796143

Number

Customer ID 265527

**Billing Information**

Jay Soriano

[manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)**Shipping Information****Total: \$114.00 (USD)****Payment Information**

Date/Time: 6-Jul-2020 15:36:38 MDT

Transaction ID: 42100692363

Payment Method: American Express xxxx6056

Transaction Type: Purchase

Auth Code: 274799

**Merchant Contact Information**

The Lifeguard Store, Inc.

Bloomington, IL 61701

US

[ar@thelifeguardstore.com](mailto:ar@thelifeguardstore.com)



Your payment has been successfully authorized

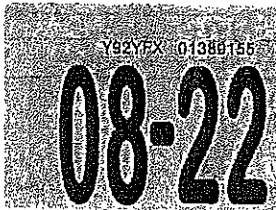
## Payment Receipt

Print This Page

Confirmation Number	77055657
Transaction Date	06/25/2020 03:30 PM
Payer Name	jay soriano
Payment Type	American Express
Payment Amount	\$36.70
Convenience Fee	\$2.00
Total Amount Paid	\$38.70

### INSTRUCTIONS FOR ATTACHING DECAL

1. Clean area where new annual decal is to be affixed.
2. Peel decal from this document.
3. Affix decal in the upper right corner of license plate



Mail To:

JAVIER JESUS SORIANO  
3535 SPINDLESTONE CT  
MIDDLEBURG, FL 32068

### IMPORTANT INFORMATION

Section 316.613, Florida Statutes, requires every operator of a motor vehicle transporting a child in a passenger car, van, autocycle or pickup truck registered in this state and operated on the highways of this state, shall, if the child is 5 years of age or younger, provide the protection of the child by properly using a crash-tested, federally approved child restraint device. For children aged through 3 years, such restraint device must be a separate carrier or a vehicle manufacturer's integrated child seat. For children aged 4 through 5 years, a separate carrier, an integrated child seat, or a child booster seat may be used. For limited exceptions, see s. 316.613, F.S.

S. 320.0605, F.S., requires the registration certificate, or true copy of a rental or lease agreement, issued for any motor vehicle to be in the possession of the operator or carried in the vehicle while the vehicle is being used or operated on roads of this state.

S. 320.02 and 627.733, F.S., requires personal injury protection and property damage liability to be continuously maintained throughout the registration period. Failure to maintain the mandatory coverage may result in the suspension of your driver license and registration.

Important note: If you cancel the insurance for this vehicle, immediately return the license plate from this registration to a Florida driver license or tax collector office or mail it to: DHSMV, Return Tags, 2900 Apalachee Parkway, Tallahassee, FL 32399. Surrendering the plate will prevent your driving privilege from being suspended.

## FLORIDA TRAILER REGISTRATION

CO/AGY 48 / 2 T# 1156307788  
B# 1246539

PLATE Y92YFX DECAL 01388155 Expires Midnight Mon 8/15/2022

YR/MK 2012/CHAG BODY TL  
VIN LN2UT1113CZ144652  
Plate Type RGR NET WT 262

TITLE

Reg. Tax	31.70	Class Code	52
Init. Reg.		Tax Months	24
County Fee	5.00	Back Tax Mos	
Mail Fee		Credit Class	
Sales Tax		Credit Months	
Voluntary Fees			
Grand Total	36.70		

DL/FEID S650430772950

Date Issued 6/25/2020 Plate Issued 10/25/2017

JAVIER JESUS SORIANO  
3535 SPINDLESTONE CT  
MIDDLEBURG, FL 32068

### BILL OF SALE

I do hereby sell this trailer/moped to: \_\_\_\_\_, and declare it to be free of all liens and encumbrances. Date of Sale: \_\_\_\_\_ Selling Price: \_\_\_\_\_

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

Seller's Signature: \_\_\_\_\_



# Walgreens

#07979 9700 ARGYLE FOREST BLVD  
JACKSONVILLE FL 32222  
904-778-0871

872 9505 0041 06/29/2023 6:10 PM

BOR: BASIC BOX FACIAL MASKS EOS  
84003821467 OTC A 69.98  
2 @ 34.99  
RETURN VALUE 34.99 ea.

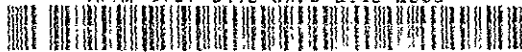
SUBTOTAL	69.98
SALES TAX A=7.0%	4.90
<hr/>	
TAX	4.90
TOTAL DUE	74.88
CASH	74.88
CHANGE	.00

AID A000000025010801  
AMERICAN EXPRESS  
Integrated chip card

THANK YOU FOR SHOPPING AT WALGREENS

REDEEM 1,000 POINTS FOR A REWARD OF \$1  
OFF YOUR NEXT PURCHASE. POINTS CANNOT  
BE REDEEMED ON SOME ITEMS. FOR FULL  
DETAILS SEE WALGREENS.COM/BALANCE

REF# 0797-9419-5058-2006-2003



\*\*\*\*\*



formerly SupplyWorks

# INVOICE

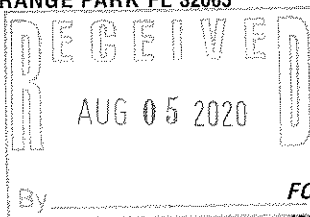
Page 1 of 1

PO BOX 2317  
Jacksonville, FL 32203-2317

SHIPPED TO:  
MIDDLE VILLAGE CDD  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK FL 32065

INVOICE DATE 06/08/20  
INVOICE NUMBER 554871145  
ACCOUNT NUMBER 647283  
ORDER NUMBER 30335322

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



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

[www.HomeDepotPro.com/Institutional](http://www.HomeDepotPro.com/Institutional)

ORDER DATE	ORDER NO.	CUSTOMER P.O.	SHIPPED VIA	TERMS	SALESPERSON				
05/07/20	30335322		JAX85	NET 30 DAYS	VERONICA WOOD				
LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT AMT T
1	REN06125-WB	8	RENOWN SINGLE ROLL BATH TISSUE 2PLY	4	4	0	CA	49.17	196.68
2	REN14512-CA	8	RENOWN LNR 40X48 12MIC NAT - NATURA	4	4	0	CA	30.35*	121.40
3	REN06002-WB	8	RENOWN TWL M/F WHT 9-1/8 X 9-1/2 -	2	2	0	CA	25.61	51.22
4	REN24512-CA	8	RENOWN LNR 40X46 .74MIL WHT - 25/RO	4	4	0	CA	18.65*	74.60
5	BWP12503	1	OPTISOURCE HAND SOAP LOTION 1250ML	4	4	0	CA	57.40	229.60
6	REN06132-WB	8	CONTROLLED HARD ROLL TOWEL NATURAL	4	4	0	CA	43.23	172.92
7	SPA4806	8	HALT HOSPITAL DISINFEC 2LT COG - HO	2	2	0	CA	64.20	128.40
8	REC77182	8	LYSOL 80CT DISINFECTING WIPES CITRU	1	0	1	CA	63.90	0.00

\$7.95 Handling Charge

Code to: Split 50/50  
Every information for this invoice may be found at: [www.HomeDepotPro.com/Institutional](http://www.HomeDepotPro.com/Institutional)

## Double Branch Repair and Replacements

#491.38

2.320.57200.63100

NET MERCH	DISC TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
974.82	422	0.00	7.95	0.00	982.77

## Middle Village Repair and Replacements

RETURN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE



34-600-538-64000

ACCOUNT NUMBER 647283  
INVOICE DATE 06/08/20  
INVOICE NUMBER 554871145  
INVOICE AMOUNT DUE 982.77

BILL 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

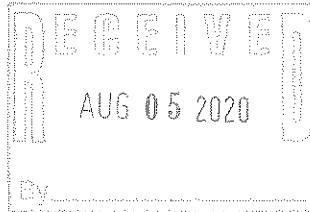
NET  
AMOUNT  
PAID

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

# INVOICE



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



Invoice #	518456
Account #	708477
Invoice Date	8/1/2020
Due Date	8/11/2020
Rep	MAS

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

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

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R)	2,070.00
<b>Code to:</b>  <b>2-320-572-4680</b>  <b>Double Branch Lake Maintenance</b>  24		
<b>Customer Total Balance \$2,070.00</b>		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		<b>Total Invoice \$2,070.00</b>

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

Please visit [www.lakedoctors.com](http://www.lakedoctors.com) for your local office contact information.

PLEASE DETACH & RETURN THIS PORTION WITH PAYMENT

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

Amount Enclosed

Invoice #	518456
Account #	708477
Date	8/1/2020

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

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

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



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

**Clay County Sheriff's Office**

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

**RECEIVED**

AUG 04 2020

**INVOICE**

INVOICE DATE: AUGUST 3 2020  
WEEK OF JULY 27-AUG 2 2020

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

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

2-32-572-3451  
208

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
7/22/20	MICHEAL BURNS	1600-2200	6	30.00	180.00
7/28/20	BEN SIMMONS	1800-2300	6	30.00	180.00
07/29/20	BRYAN SMITH	1600-2200	6	30.00	180.00
7/30/20	MATT WILLAMS	1830-2300	4.5	30.00	135.00
7/31/20	JEFFERY HOLMES	1645-2245	6	30.00	180.00
7/31/20	BEN SIMMONS	1645-2245	6	30.00	180.00
8/1/20	JEFFERY HOLMES	1700-2300	6	30.00	180.00
8/2/20	BRYAN SMITH	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE: TOTAL					
					1,395.00/2
					\$697.50

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

THANK YOU FOR YOUR BUSINESS!

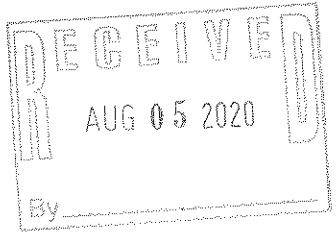


Servicing Plant JACKSONVILLE

FL

Location 917

Any questions regarding this statement, please call 904/353-4121 Page 001

INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
6/29/20	9171586419	70.05	
7/06/20	9171588481	70.05	
7/13/20	9171590561	70.05	
7/20/20	9171592641	70.05	
<b>Code to:</b>  <b>2.330.57200.61100</b>  <b>Double Branch Fitness Janitorial</b> <b>382</b>			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
7/27/20	999548	280.20	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
280.20			

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:
7/27/20
Invoices Paid
Amount Paid
Customer Number
999548

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

917 1586419 REMIT TO:  
6/29/20  
999548  
RTE# 02610  
DOUBLE BRANCH CDD

UniFirst Corporation  
P.O. BOX 650481  
Dallas

TX 75265



91715864198

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -

**UniFirst**

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 00  
FL 3221

INVOICE  
917 1586419

DATE  
6/29/20

PAYMENT TERMS  
CHARGE

PURCHASE ORDER

CONTRACT  
6689

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	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	17.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					

TOTAL SERVICE CHANGES

AMOUNT DUE

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

SOIL PICK UP COUNT

SH. \_\_\_\_\_ PT \_\_\_\_\_ OT \_\_\_\_\_ NO \_\_\_\_\_

UniFirst's primary concern is the health and safety of our employee Team Partners and our valued customers. Please visit UniFirst.com/CV or UniFirst.CA/CV for a letter from our CEO and President about our response to COVID-19. We have put numerous procedures in place to keep our employee Team Partners and our customers as healthy and safe as possible. We are also very focused on limiting the risk of exposure for our employees - as such, we ask that you work with us to minimize direct contact between our drivers and your staff. Additionally, please contact your local UniFirst location if you become aware of any of your employees testing positive for COVID-19. UniFirst appreciates your business and we strive to earn you as a customer for life.

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

917 1588481 REMIT TO:  
7/06/20  
999548  
RTE# 02610  
DOUBLE BRANCH CDD

UniFirst Corporation  
P.O. BOX 650481  
Dallas

TX 75265



91715884819

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 1  
FL 321

INVOICE  
917 1588481

DATE  
7/06/20

PAYMENT TERMS  
CHARGE

PURCHASE ORDER

CONTRACT  
661

**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.	PI U
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	26.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	12.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

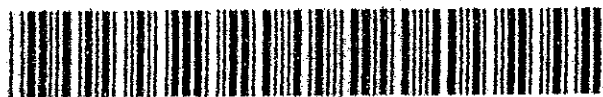
SOIL PICK UP COUNT SH PT OT NO

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

917 1590561 REMIT TO:  
7/13/20  
999548  
RTE# 02610  
DOUBLE BRANCH CDD

UniFirst Corporation  
P.O. BOX 650481  
Dallas TX 75265



91715905611

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -

**UniFirst**

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE FL 3221

PAGE 00  
FL 3221

INVOICE  
917 1590561

DATE  
7/13/20

PAYMENT TERMS  
CHARGE

PURCHASE ORDER

CONTRACT  
6689

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.	PIC UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/19	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					

TOTAL SERVICE CHARGES

AMOUNT DUE

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

SOIL PICK UP COUNT

SH

PT

OT

NO

UniFirst's primary concern is the health and safety of our employee Team Partners and our valued customers. Please visit [UniFirst.com/CV](http://UniFirst.com/CV) or [UniFirst.CA/CV](http://UniFirst.CA/CV) for a letter from our CEO and President about our response to COVID-19. We have put numerous procedures in place to keep our employee Team Partners and our customers as healthy and safe as possible. We are also very focused on limiting the risk of exposure for our employees - as such, we ask that you work with us to minimize direct contact between our drivers and your staff. Additionally, please contact your local UniFirst location if you become aware of any of your employees testing positive for COVID-19. UniFirst appreciates your business and we strive to earn you as a customer for life.



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

917 1592641 REMIT TO:  
7/20/20  
997548  
RTE# 02610  
DOUBLE BRANCH CDD

UniFirst Corporation  
P.O. BOX 650481  
Dallas TX 75265



91715926412

PAYMENT AMOUNT \$

Please Detach and Return With Payment

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
FL 32219

INVOICE  
917 1592641

DATE  
7/20/20

PAYMENT TERMS  
CHARGE

PURCHASE ORDER

CONTRACT  
66897

SHIP TO

997548  
DOUBLE BRANCH CDD  
370 OAKLEAG VILLAGE PKWY  
ORANGE PARK FL 32065

BILL TO

997548  
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	28.53			3/12	3	
		MAT-4X6 HD GREAT IMP		2	19.02			1/17	2	
		DEFE CHARGE			22.50					
		INVOICE SUB-TOTAL			70.05					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH PT OT NO

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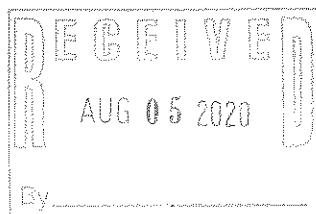
# Invoice

Invoice #: 3298

Date: 07/30/20

Customer PO:

DUE DATE: 08/29/2020



## 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

## AMOUNT

#3224 - Clean up of debris in woodline  
Provide Labor to clean up and remove debris from the wooded area next to Waverly Park.  
*Landscape Enhancement*

*\$1,250.00*

## Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

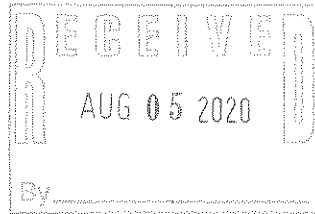
**\$1,250.00**

## Code to:

**Double Branch Repair and Replacements**

**2.320.57200.63100**

672



# Invoice

Invoice #: 3299

Date: 07/30/20

Customer PO:

DUE DATE: 08/29/2020

## 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

## AMOUNT

#3225 - Dead Pine tree removals

To provide Labor to flush cut 4 large dead Pine trees along Silver Bluff Blvd. Removal of 1 down pine tree same area.

On Oakside Dr. Remove 2 down pine trees and debris left from resident

*Landscape Enhancement*

*\$1,220.00*

## Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

**\$1,220.00**

## Code to:

**Double Branch Repair and Replacements**

**2.320.57200.63100**

672



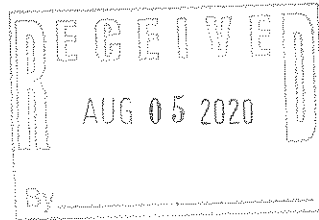
# Invoice

Invoice #: 3300

Date: 07/30/20

Customer PO:

DUE DATE: 08/29/2020



## BILL TO

Oakleaf - Middle Village 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

#3014 - Irrigation Repairs - Worthington Oaks Doubler  
Install doubler on zone 25 ad 26 next to Worthington Oaks Park  
*Irrigation*

## AMOUNT

\$250.00

## Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

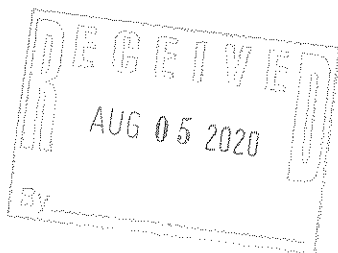
\$250.00

## Code to:

**Double Branch - Irrigation Repairs**

**2-320-572-35100**

672



## Invoice

Invoice #: 3374

Date: 08/01/20

Customer PO:

DUE DATE: 08/31/2020

### BILL TO

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

### FROM

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

### DESCRIPTION

#2029 - Standard Maintenance Contract August 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



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

Invoice Date  
08/09/2020

Invoice Number  
10343377

RECEIVED

AUG 12 2020

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

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

**PLEASE REMIT PAYMENT TO:**

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

Total Amount Due:

(USD) **\$4,235.79**

Terms:

**Due Upon Receipt**

Service Location: AB364297 Customer: AB364297 Billing Period: 07/01/2020 - 07/31/2020

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 - MELSON, LISA	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**

5060A

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



Invoice Date  
08/09/2020

Invoice Number  
10343377

Invoice NO. 10343377 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
07/05/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
07/06/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
07/06/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
07/07/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
07/12/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
07/13/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
07/13/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
07/14/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
07/19/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
07/20/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
07/20/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
07/21/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
07/26/20	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
07/27/20	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
07/27/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
07/28/20	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
Regular Guard - MELSON, LISA						178.00	\$0.00	\$0.00
07/01/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/02/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/03/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/04/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Hol Worked 1.5	
07/04/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Hol Worked 1.5	
07/05/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
07/08/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/09/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/10/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/11/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
07/11/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
07/12/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
07/15/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/16/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/17/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/18/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
07/18/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
07/19/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
07/22/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/23/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/24/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/25/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
07/25/20	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
07/26/20	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
07/29/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
07/30/20	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
Overtime Guard - MELSON, LISA						9.00	\$0.00	\$0.00
07/31/20	Roover 900	LISA MELSON	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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

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)	08/05/20 to 09/04/20					\$0.00
Consumption Charges	Tier 1	0.0	X	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	X	0.00	\$0.00	
	Tier 3	0.0	X	0.00	\$0.00	
	Tier 4	0.0	X	0.00	\$0.00	

Alternative Water Supply Surcharge	\$0.00
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**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	08/02/20	27	14009	14038	29
Base Charges (Prepaid)						\$80.52
Consumption Charges	Tier 1	29.0	X	0.79	\$22.91	
Proration Factor: 0.9000	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	\$103.43
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$103.43</b>

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 8, 2020, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

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**Please pay \$103.43 by 8/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$90.79 was posted to your account on 07/30/2020.

AUG 11 2020

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206379

3713-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521144

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000582 19/13

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$103.43
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$103.43

**MAIL PAYMENT TO:**

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





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00206376

Service Address: 3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521142

**Water**

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

Base Charges (Prepaid)	08/05/20 to 09/04/20					\$0.00
Consumption Charges	Tier 1	0.0	X	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	X	0.00	\$0.00	
	Tier 3	0.0	X	0.00	\$0.00	
	Tier 4	0.0	X	0.00	\$0.00	

Alternative Water Supply Surcharge	\$0.00
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**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	08/02/20	27	770	772	2
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	2.0	X	0.79	\$1.58	
Proration Factor: 0.9000	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	\$25.77
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$25.77</b>

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 8, 2020, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

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**Please pay \$25.77 by 8/26/2020 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 07/30/2020.

*Please return this portion with payment*



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

DOUBLE BRANCH CDD

Customer #:00206376

3701-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521142

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000581 19/12

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$25.77
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$25.77

**MAIL PAYMENT TO:**

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00206381

Service Address: 3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #: MC05521233

**Water**

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

Base Charges (Prepaid)	08/05/20 to 09/04/20					\$0.00
Consumption Charges	Tier 1	0.0	X	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	X	0.00	\$0.00	
	Tier 3	0.0	X	0.00	\$0.00	
	Tier 4	0.0	X	0.00	\$0.00	

Alternative Water Supply Surcharge	\$0.00
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**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	08/02/20	27	1401	1406	5
Base Charges (Prepaid)						\$24.19
Consumption Charges	Tier 1	5.0	X	0.79	\$3.95	
Proration Factor: 0.9000	Tier 2	0.0	X	1.56	\$0.00	
	Tier 3	0.0	X	2.35	\$0.00	

**Other Charges**

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$28.14
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$28.14</b>

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 8, 2020, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

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**Please pay \$28.14 by 8/26/2020 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 07/30/2020.

*Please return this portion with payment*



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

DOUBLE BRANCH CDD

Customer #:00206381

3659-1 Thousand Oaks Drive Reclaimed Irrigation

Route #:MC05521233

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000580 19/11

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$28.14
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$28.14

**MAIL PAYMENT TO:**

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00206380

Service Address: 1940-1 Woodworth Drive Reclaimed Irrigation

Route #: MC05521159

**Water**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid) 08/05/20 to 09/04/20						
Consumption Charges				0.0	X	0.00
Proration Factor: 0.0000				Tier 2	0.0	X
				Tier 3	0.0	X
				Tier 4	0.0	X
Alternative Water Supply Surcharge						\$0.00

**Sewer**

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

**Reuse**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
67643704	.75	08/02/20	27	2096	2099	3
Base Charges (Prepaid)						\$24.19
Consumption Charges			Tier 1	3.0	X	0.79
Proration Factor: 0.9000			Tier 2	0.0	X	1.56
			Tier 3	0.0	X	2.35

**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
<b>TOTAL AMOUNT DUE</b>	<b>\$26.56</b>

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Please pay \$26.56 by 8/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$27.35 was posted to your account on 07/30/2020.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206380

1940-1 Woodworth Drive Reclaimed Irrigation

Route #:MC05521159

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000579 19/10

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$26.56
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$26.56

**MAIL PAYMENT TO:**

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00207243

Service Address: 603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #: MC05522459

**Water**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid)		08/05/20 to 09/04/20				\$0.00
Consumption Charges		Tier 1	0.0	X	0.00	\$0.00
Proration Factor: 0.0000		Tier 2	0.0	X	0.00	\$0.00
		Tier 3	0.0	X	0.00	\$0.00
		Tier 4	0.0	X	0.00	\$0.00
Alternative Water Supply Surcharge						\$0.00

**Sewer**

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

**Reuse**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70067264	.75	08/02/20	27	268	268	0
Base Charges (Prepaid)						\$24.19
Consumption Charges		Tier 1	0.0	X	0.79	\$0.00
Proration Factor: 0.9000		Tier 2	0.0	X	1.56	\$0.00
		Tier 3	0.0	X	2.35	\$0.00

**Other Charges**

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

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Please pay \$24.19 by 8/26/2020 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 07/30/2020.

**Please return this portion with payment**



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

DOUBLE BRANCH CDD

Customer #:00207243

603-1 Waterford Oaks Drive Reclaimed Irrigation

Route #:MC05522459

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000578 19/9

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$24.19
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$24.19

**MAIL PAYMENT TO:**

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



3176 Old Jennings Road, Middleburg, Florida 32068  
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Hours: Monday - Friday, 8am-5pm Phone: 904-272-5999

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00206125

Service Address: 1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #: MC05522414

**Water**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid) 08/05/20 to 09/04/20						
Consumption Charges				0.0 X	0.00	\$0.00
Proration Factor: 0.0000				Tier 2 0.0 X	0.00	\$0.00
				Tier 3 0.0 X	0.00	\$0.00
				Tier 4 0.0 X	0.00	\$0.00
Alternative Water Supply Surcharge						\$0.00

**Sewer**

Base Charges (Prepaid)						
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	08/02/20	27	174	174	0
Base Charges (Prepaid)						\$40.25
Consumption Charges				Tier 1 0.0 X	0.79	\$0.00
Proration Factor: 0.9000				Tier 2 0.0 X	1.56	\$0.00
				Tier 3 0.0 X	2.35	\$0.00

**Other Charges**

Administrative Fees (Prepaid)						\$0.00
Capacity Fees (Prepaid)						\$0.00
Deposit Interest Refund						\$0.00
Current Charges						\$40.25
Previous Balance						\$0.00
Late Charge (If Applicable)						\$0.00
<b>TOTAL AMOUNT DUE</b>						<b>\$40.25</b>

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Please pay \$40.25 by 8/26/2020 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 07/30/2020.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00206125

1505-1 Canopy Oaks Drive Reclaimed Irrigation

Route #:MC05522414

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000577 19/8

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$40.25
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$40.25

**MAIL PAYMENT TO:**

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00206121

Service Address: 3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #: MC05522029

**Water**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid)		08/05/20 to 09/04/20				\$0.00
Consumption Charges		Tier 1	0.0	X	0.00	\$0.00
Proration Factor: 0.0000		Tier 2	0.0	X	0.00	\$0.00
		Tier 3	0.0	X	0.00	\$0.00
		Tier 4	0.0	X	0.00	\$0.00
Alternative Water Supply Surcharge						\$0.00

**Sewer**

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

**Reuse**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70945868	.75	08/02/20	27	277	288	11
Base Charges (Prepaid)						\$24.19
Consumption Charges		Tier 1	11.0	X	0.79	\$8.69
Proration Factor: 0.9000		Tier 2	0.0	X	1.56	\$0.00
		Tier 3	0.0	X	2.35	\$0.00

**Other Charges**

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$32.88
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$32.88</b>

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 8, 2020, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

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**Please pay \$32.88 by 8/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$33.67 was posted to your account on 07/30/2020.

*Please return this portion with payment*



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

DOUBLE BRANCH CDD

Customer #:00206121

3178-1 Wandering Oaks Drive Reclaimed Irrigation

Route #:MC05522029

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000576 19/7

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$32.88
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$32.88

**MAIL PAYMENT TO:**

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00238254

Service Address: 1206-1 Bedrock Drive Reclaimed Irrigation

Route #: MC05521847

**Water**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid) 08/05/20 to 09/04/20						
Consumption Charges				0.0	X	0.00
Proration Factor: 0.0000				Tier 2	0.0	X
				Tier 3	0.0	X
				Tier 4	0.0	X
Alternative Water Supply Surcharge						\$0.00

**Sewer**

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

**Reuse**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70003479	.75	08/02/20	27	545	552	7
Base Charges (Prepaid)						\$24.19
Consumption Charges				Tier 1	7.0	X
Proration Factor: 0.9000				Tier 2	0.0	X
				Tier 3	0.0	X

**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
<b>TOTAL AMOUNT DUE</b>						<b>\$29.72</b>

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 8, 2020, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

**IMPORTANT NOTICE:** Service disruptions are scheduled for Tuesday, August 25, 2020. Delinquent balances must be paid or have active extensions to avoid service disruption.

Please contact our customer service department to arrange payments before Friday, August 21, 2020 to avoid a scheduled disruption and additional fees. Call us at 904-272-5999.

Please pay \$29.72 by 8/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$32.09 was posted to your account on 07/30/2020.

Please return this portion with payment



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

DOUBLE BRANCH CDD

Customer #:00238254

1206-1 Bedrock Drive Reclaimed Irrigation

Route #:MC05521847

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000575 19/6

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$29.72
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$29.72

**MAIL PAYMENT TO:**

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00206136

Service Address: 1591-1 Canopy Oaks Drive Reclaimed Irrigation

Route #: MC05521521

**Water**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
Base Charges (Prepaid)		08/05/20 to 09/04/20				\$0.00
Consumption Charges		Tier 1	0.0	X	0.00	\$0.00
Proration Factor: 0.0000		Tier 2	0.0	X	0.00	\$0.00
		Tier 3	0.0	X	0.00	\$0.00
		Tier 4	0.0	X	0.00	\$0.00
Alternative Water Supply Surcharge						\$0.00

**Sewer**

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

**Reuse**

Meter Number	Meter Size	Read Date	Days Billed	Previous Reading	Current Reading	Current Usage
70065889	1.5	08/02/20	27	29110	29307	197
Base Charges (Prepaid)						\$80.52
Consumption Charges		Tier 1	67.5	X	0.79	\$53.33
Proration Factor: 0.9000		Tier 2	22.5	X	1.56	\$35.10
		Tier 3	107.0	X	2.35	\$251.45

**Other Charges**

Administrative Fees (Prepaid)		\$0.00
Capacity Fees (Prepaid)		\$0.00
Deposit Interest Refund		\$0.00
Current Charges		\$420.40
Previous Balance		\$0.00
Late Charge (If Applicable)		\$0.00
<b>TOTAL AMOUNT DUE</b>		<b>\$420.40</b>

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 8, 2020, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

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Please pay \$420.40 by 8/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.

Your last payment of \$1201.62 was posted to your account on 07/30/2020.

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:**

AYC0804B  
2000000573 19/4

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$420.40
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$420.40

**MAIL PAYMENT TO:**

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





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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00201224

Service Address: 566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #: MC05521392

**Water**

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

Base Charges (Prepaid)	08/05/20 to 09/04/20					\$0.00
Consumption Charges	Tier 1	0.0	X	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	X	0.00	\$0.00	
	Tier 3	0.0	X	0.00	\$0.00	
	Tier 4	0.0	X	0.00	\$0.00	

Alternative Water Supply Surcharge	\$0.00
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**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	08/02/20	27	9156	9682	526
Base Charges (Prepaid)						\$128.81
Consumption Charges	Tier 1	108.0	X	0.79	\$85.32	
Proration Factor: 0.9000	Tier 2	36.0	X	1.56	\$56.16	
	Tier 3	382.0	X	2.35	\$897.70	

**Other Charges**

Administrative Fees (Prepaid)	\$0.00
Capacity Fees (Prepaid)	\$0.00
Deposit Interest Refund	\$0.00
Current Charges	\$1,167.99
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$1,167.99</b>

Clay County Utility Authority will hold a public rate hearing on Tuesday, September 8, 2020, at 7:00 PM, in CCUA's Board Room, located at 3176 Old Jennings Road, Middleburg, Florida.

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Please contact our customer service department to arrange payments before Friday, August 21, 2020 to avoid a scheduled disruption and additional fees. Call us at 904-272-5999.

**Please pay \$1167.99 by 8/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$684.57 was posted to your account on 07/30/2020.

*Please return this portion with payment*



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

DOUBLE BRANCH CDD

Customer #:00201224

566-1 Oakleaf Village Parkway Reclaimed Irrigation

Route #:MC05521392

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000572 19/3

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$1,167.99
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$1,167.99

**MAIL PAYMENT TO:**

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



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

Customer Name: DOUBLE BRANCH CDD

Bill Date: 08/05/2020

Customer #: 00191992

Service Address: 716-1 Wakemont Drive Reclaimed Irrigation

Route #: MC05520506

**Water**

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

Base Charges (Prepaid)	08/05/20 to 09/04/20					\$0.00
Consumption Charges	Tier 1	0.0	X	0.00	\$0.00	
Proration Factor: 0.0000	Tier 2	0.0	X	0.00	\$0.00	
	Tier 3	0.0	X	0.00	\$0.00	
	Tier 4	0.0	X	0.00	\$0.00	

Alternative Water Supply Surcharge	\$0.00
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**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	08/02/20	27	711	725	14
Base Charges (Prepaid)						\$128.81
Consumption Charges	Tier 1	14.0	X	0.79	\$11.06	
Proration Factor: 0.9000	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	\$139.87
Previous Balance	\$0.00
Late Charge (If Applicable)	\$0.00
<b>TOTAL AMOUNT DUE</b>	<b>\$139.87</b>

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**Please pay \$139.87 by 8/26/2020 to avoid a \$3.00 late fee. Make checks payable to CLAY COUNTY UTILITY AUTHORITY.**

Your last payment of \$146.19 was posted to your account on 07/30/2020.

**Please return this portion with payment**



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

DOUBLE BRANCH CDD

Customer #:00191992

716-1 Wakemont Drive Reclaimed Irrigation

Route #:MC05520506

Route Group:27

**ADDRESSEE:**

AYC0804B  
2000000571 19/2

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

**Bill Summary**

Bill Date	08/05/20
Current Charges	\$139.87
<b>Current Charges Past Due After</b>	<b>08/26/20</b>
Lend A Helping Hand ( If Applicable)	\$0.00
<b>Previous Balance</b>	<b>\$0.00</b>
Total Amount Due	\$139.87

**MAIL PAYMENT TO:**

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



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

Invoice Number: SSI09715  
Invoice Date: 8/11/2020

Page: 1

Attn: Fiscal - Accounts Receivable

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

RECEIVED

AUG 11 2020

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

Due Date 8/26/2020  
Terms Net 15 Days

Customer ID C0000168  
P.O. Number  
P.O. Date 8/11/2020  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qtv	Quantitv	Unit Price	Total Price
Fees-2nd Employment Admin Fee-JULY 2020		153	153	5.00	765.00
Fees-2nd Employment Scheduling		15	15	25.00	375.00

$765.00 / 2 = \$382.5$   
 $375.00 / 2 = \$187.5$

285 B

2,320,572.34570

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 1,140.00

Subtotal: 1,140.00  
Invoice Discount: 0.00  
Tax: 0.00

Total USD: 1,140.00  $/2 = \$570.00$

OAKLEAF PLANTATION CDD	7/1/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	7/2/2020	7036	MACK, ANDRE D.	3.00
OAKLEAF PLANTATION CDD	7/3/2020	6267	HOLMES, JEFFREY R	5.00
OAKLEAF PLANTATION CDD	7/4/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	7/5/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/7/2020	7036	MACK, ANDRE D.	6.00
OAKLEAF PLANTATION CDD	7/8/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	7/9/2020	7695	VOLLER, DAVID	5.00
OAKLEAF PLANTATION CDD	7/10/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/11/2020	6028	WILLIAMS, MATTHEW L	5.00
OAKLEAF PLANTATION CDD	7/12/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/13/2020	6267	HOLMES, JEFFREY R	5.00
OAKLEAF PLANTATION CDD	7/14/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	7/15/2020	7695	VOLLER, DAVID	5.00
OAKLEAF PLANTATION CDD	7/16/2020	6028	WILLIAMS, MATTHEW L	5.00
OAKLEAF PLANTATION CDD	7/17/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	7/18/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	7/20/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	7/22/2020	6584	BURNS, MIACHEL	6.00
OAKLEAF PLANTATION CDD	7/23/2020	6267	HOLMES, JEFFREY R	6.00
OAKLEAF PLANTATION CDD	7/24/2020	6273	COOPER, JENNIFER	6.00
OAKLEAF PLANTATION CDD	7/26/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/28/2020	7695	VOLLER, DAVID	6.00
OAKLEAF PLANTATION CDD	7/29/2020	6839	SMITH, BRYAN	6.00
OAKLEAF PLANTATION CDD	7/30/2020	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/31/2020	6028	WILLIAMS, MATTHEW L	6.00
OAKLEAF PLANTATION CDD	7/31/2020	6267	HOLMES, JEFFREY R	6.00
			TOTAL	153.00



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

**Statement Date: 07/30/2020**

GROUP BILLING

Page 2



Web Address  
 clayelectric.com

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

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995700	06/26/2020	07/27/2020	932.00	-932.00	.00	857.00	857.00 ✓
	4995718	06/26/2020	07/27/2020	42.00	-42.00	.00	50.00	50.00 ✓
	5217088	06/26/2020	07/27/2020	2,463.00	-2,463.00	.00	3,638.00	3,638.00 ✓
	5347943	06/26/2020	07/27/2020	174.00	-174.00	.00	162.00	162.00 ✓
	5379615	07/01/2020	07/30/2020	2,128.00	-2,128.00	.00	2,128.00	2,128.00 ✓
	5715289	06/26/2020	07/27/2020	122.00	-122.00	.00	122.00	122.00 ✓
	5774021	06/26/2020	07/27/2020	26.00	-26.00	.00	25.00	25.00 ✓
	6875140	06/26/2020	07/27/2020	67.00	-67.00	.00	65.00	65.00 ✓
	6912612	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912653	06/26/2020	07/27/2020	26.00	-26.00	.00	25.00	25.00 ✓
	6912661	06/26/2020	07/27/2020	25.00	-25.00	.00	25.00	25.00 ✓
	6912687	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912695	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912703	06/26/2020	07/27/2020	28.00	-28.00	.00	28.00	28.00 ✓
	6912729	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912737	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912752	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912760	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912778	06/26/2020	07/27/2020	27.00	-27.00	.00	27.00	27.00 ✓
	6912786	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912810	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912828	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912836	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912869	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912877	06/26/2020	07/27/2020	25.00	-25.00	.00	25.00	25.00 ✓
	6912893	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912901	06/26/2020	07/27/2020	26.00	-26.00	.00	27.00	27.00 ✓
	6912919	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912927	06/26/2020	07/27/2020	25.00	-25.00	.00	25.00	25.00 ✓
	6912943	06/26/2020	07/27/2020	25.00	-25.00	.00	27.00	27.00 ✓
	6912950	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912968	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	6912976	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	7131527	06/26/2020	07/27/2020	26.00	-26.00	.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.

RECEIVED  
 AUG 10 2020

**Group Invoice 10488**  
**Clay Electric Cooperative, Inc.**  
 P.O. Box 308  
 Keystone Heights, Florida 32656-0308

13

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	
Return this coupon with your payment	Payment Amount
Write Primary Person No. on check and make payable to: Clay Electric Cooperative, Inc.	

Previous Balance Due .00

Current Charges Due 8,836.00

Due Date 08/20/2020

Total Amount Due 8,836.00

100373-31A  
 DOUBLE BRANCH COMM DEV DIST  
 475 W TOWN PL STE 114  
 SAINT AUGUSTINE FL 32092-3649

00000160



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

Statement Date: 07/30/2020

GROUP BILLING

Page 3



Web Address  
clayelectric.com

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

Sub ID	Account	Reading		Previous Statement	Payments &	Balance	Current	Total Due
		From	To	Balance	Credits	Forward	Charges	
	7332257	06/26/2020	07/27/2020	252.00	-252.00	.00	262.00	262.00 ✓
	7332265	07/01/2020	07/30/2020	210.00	-210.00	.00	210.00	210.00 ✓
	8684243	06/26/2020	07/27/2020	26.00	-26.00	.00	26.00	26.00 ✓
	8763369	06/27/2020	07/28/2020	502.00	-502.00	.00	613.00	613.00 ✓
							Subtotal	8,836.00

2 (B)

2,800.202,102.



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

Statement Date: 07/30/2020

GROUP BILLING DETAIL

Page 4



Web Address  
clayelectric.com

Sub ID 1	Acct # 4995700	Name	DOUBLE BRANCH COMM DEV DIST	Loc 370 OAKLEAF VILLAGE PKWY					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/27/2020	6577	6976	20	7980	32	499570	151851973	
		Previous Bill Amount						932.00	
		Invoice Payment						-932.00	
		Previous Balance						.00	
Dem Read	0.812	Energy						648.77	
Dem Use	16.240	Access Charge						23.00	
		Power Cost Adjustment X 7980 KWH						138.85	
		FLA Gross Receipts Tax						20.78	
		Clay Co Public Ser Utility Tax						25.35	
		Operation Round Up						0.25	
		CURRENT CHARGES						857.00	
		TOTAL DUE						857.00	

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	07/27/2020	1134	1140	40	240	32	499571	152192893	
		Previous Bill Amount						42.00	
		Invoice Payment						-42.00	
		Previous Balance						.00	
Dem Read	0.103	Energy						19.51	
Dem Use	4.120	Access Charge						23.00	
		Power Cost Adjustment X 240 KWH						4.18	
		FLA Gross Receipts Tax						1.20	
		Clay Co Public Ser Utility Tax						1.65	
		Operation Round Up						0.46	
		CURRENT CHARGES						50.00	
		TOTAL DUE						50.00	

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	07/27/2020	5240	5735	80	39600	32	499532	151851971	
		Previous Bill Amount						2,463.00	
		Invoice Payment						-2,463.00	
		Previous Balance						.00	
Dem Read	0.866	Energy						2,376.00	
Dem Use	69.280	Access Charge						80.00	
		Demand						301.37	
		Power Cost Adjustment X 39600 KWH						689.04	
		FLA Gross Receipts Tax						88.31	
		Clay Co Public Ser Utility Tax						102.74	
		Operation Round Up						0.54	
		CURRENT CHARGES						3,638.00	
		TOTAL DUE						3,638.00	

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	07/27/2020	10088	11401	1	1313	32	534794	151850976	
		Previous Bill Amount						174.00	
		Invoice Payment						-174.00	
		CURRENT CHARGES						162.00	
		TOTAL DUE						162.00	



Clay Electric Cooperative, Inc.  
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Sub ID 1	Acct # 5347943	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3926 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read		6.446	Previous Balance						.00
Dem Use		6.446	Energy						106.75
			Access Charge						23.00
			Power Cost Adjustment X 1313 KWH						22.85
			FLA Gross Receipts Tax						3.92
			Clay Co Public Ser Utility Tax						4.94
			Operation Round Up						0.54
						CURRENT CHARGES			162.00
						TOTAL DUE			162.00
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	07/27/2020	22	25	1	3	32	571528	152055399
			Previous Bill Amount						122.00
			Invoice Payment						-122.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.24
			Access Charge						23.00
			Power Cost Adjustment X 3 KWH						0.05
			Small Outdoor Light						90.84
			FLA Gross Receipts Tax						2.92
			Clay Co Public Ser Utility Tax						4.56
			Operation Round Up						0.39
						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	07/27/2020	46	50	1	4	32	577402	154521993
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			25.00
						TOTAL DUE			25.00







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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	07/27/2020	0	0	1	0	32	691266	154533626

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

CURRENT CHARGES 25.00

TOTAL DUE 25.00

Sub ID 1	Acct # 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	07/27/2020	113	121	1	8	32	691268	152058372

Dem Read Dem Use	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	Previous Balance	.00
	Energy	0.65
	Access Charge	23.00
	Power Cost Adjustment X 8 KWH	0.14
	FLA Gross Receipts Tax	0.60
	Clay Co Public Ser Utility Tax	0.94
Operation Round Up	0.67	

CURRENT CHARGES 26.00

TOTAL DUE 26.00

Sub ID 1	Acct # 6912695	Name	DOUBLE BRANCH COMM DEV DIST	Loc 529 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	07/27/2020	106	115	1	9	32	691269	154529665

Dem Read Dem Use	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	Previous Balance	.00
	Energy	0.73
	Access Charge	23.00
	Power Cost Adjustment X 9 KWH	0.16
	FLA Gross Receipts Tax	0.62
	Clay Co Public Ser Utility Tax	0.95
Operation Round Up	0.54	

CURRENT CHARGES 26.00

TOTAL DUE 26.00

Sub ID 1	Acct # 6912703	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3925 PLANTATION OAKS BLVD # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	07/27/2020	338	365	1	27	32	691270	154534637

Previous Bill Amount	28.00
Invoice Payment	-28.00

CURRENT CHARGES 28.00

TOTAL DUE 28.00



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Sub ID 1	Acct # 6912703	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3925 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						2.20
			Access Charge						23.00
			Power Cost Adjustment X 27 KWH						0.47
			FLA Gross Receipts Tax						0.66
			Clay Co Public Ser Utility Tax						1.00
			Operation Round Up						0.67
						CURRENT CHARGES			28.00
						TOTAL DUE			28.00
Sub ID 1	Acct # 6912729	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3860 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	178	192	1	14	32	691272	154517617
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.14
			Access Charge						23.00
			Power Cost Adjustment X 14 KWH						0.24
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.03
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912737	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3859 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	96	103	1	7	32	691273	154517616
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						23.00
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.77
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	155	164	1	9	32	691275	151839081
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00



**Clay Electric Cooperative, Inc.**  
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Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.73
			Access Charge						23.00
			Power Cost Adjustment X 9 KWH						0.16
			FLA Gross Receipts Tax						0.62
			Clay Co Public Ser Utility Tax						0.95
			Operation Round Up						0.54
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912760	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3800 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	208	222	1	14	32	691276	152021602
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.14
			Access Charge						23.00
			Power Cost Adjustment X 14 KWH						0.24
			FLA Gross Receipts Tax						0.63
			Clay Co Public Ser Utility Tax						0.96
			Operation Round Up						0.03
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912778	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3306 VILLAGE OAKS LN # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	285	306	1	21	32	691277	152033170
			Previous Bill Amount						27.00
			Invoice Payment						-27.00
Dem Read			Previous Balance						.00
Dem Use			Energy						1.71
			Access Charge						23.00
			Power Cost Adjustment X 21 KWH						0.37
			FLA Gross Receipts Tax						0.65
			Clay Co Public Ser Utility Tax						0.98
			Operation Round Up						0.29
						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	07/27/2020	215	222	1	7	32	691278	152030424
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00

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Sub ID 1	Acct # 6912786	Name	DOUBLE BRANCH COMM DEV DIST		Loc 465 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.57
			Access Charge						23.00
			Power Cost Adjustment X 7 KWH						0.12
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.77
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912810	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3801 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	133	143	1	10	32	691281	152030422
			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 # 6912828	Name	DOUBLE BRANCH COMM DEV DIST		Loc 728 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	71	76	1	5	32	691282	152054493
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
Dem Read			Previous Balance						.00
Dem Use			Energy						0.41
			Access Charge						23.00
			Power Cost Adjustment X 5 KWH						0.09
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.96
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 6912836	Name	DOUBLE BRANCH COMM DEV DIST		Loc 721 BELLSHIRE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	78	84	1	6	32	691283	154532169
			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 # 6912901	Name	DOUBLE BRANCH COMM DEV DIST	Loc	507 MILLSTONE DR # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/27/2020	145	161	1	16	32	691290	154521987	

Dem Read Dem Use	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	Previous Balance	.00
	Energy	1.30
	Access Charge	23.00
	Power Cost Adjustment X 16 KWH	0.28
	FLA Gross Receipts Tax	0.63
	Clay Co Public Ser Utility Tax	0.97
	Operation Round Up	0.82
	CURRENT CHARGES	27.00
TOTAL DUE		27.00

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	07/27/2020	112	121	1	9	32	691291	154521988	

Dem Read Dem Use	Previous Bill Amount	26.00
	Invoice Payment	-26.00
	Previous Balance	.00
	Energy	0.73
	Access Charge	23.00
	Power Cost Adjustment X 9 KWH	0.16
	FLA Gross Receipts Tax	0.62
	Clay Co Public Ser Utility Tax	0.95
	Operation Round Up	0.54
	CURRENT CHARGES	26.00
TOTAL DUE		26.00

Sub ID 1	Acct # 6912927	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3442-1 WORTHINGTON OAKS DR				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/27/2020	138	138	1	0	32	691292	154517592	

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

Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST	Loc	309 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	07/27/2020	376	396	1	20	32	691294	151839080	

	Previous Bill Amount	25.00
	Invoice Payment	-25.00
	CURRENT CHARGES	27.00
	TOTAL DUE	27.00

00000171





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Sub ID 1	Acct # 6912976	Name	DOUBLE BRANCH COMM DEV DIST	Loc	358 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance						.00
Dem Use			Energy						0.49
			Access Charge						23.00
			Power Cost Adjustment X 6 KWH						0.10
			FLA Gross Receipts Tax						0.60
			Clay Co Public Ser Utility Tax						0.94
			Operation Round Up						0.87
						CURRENT CHARGES			26.00
						TOTAL DUE			26.00
Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3206 SILVER BLUFF BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	07/27/2020	228	243	1	15	32	713152	151837342
			Previous Bill Amount						26.00
			Invoice Payment						-26.00
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						0.97
			Operation Round Up						0.92
						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	07/27/2020	20396	22664	1	2268	32	489354	154356830
			Previous Bill Amount						252.00
			Invoice Payment						-252.00
Dem Read	8.336		Previous Balance						.00
Dem Use	8.336		Energy						184.39
			Access Charge						23.00
			Power Cost Adjustment X 2268 KWH						39.46
			FLA Gross Receipts Tax						6.32
			Clay Co Public Ser Utility Tax						7.86
			Operation Round Up						0.97
						CURRENT CHARGES			262.00
						TOTAL DUE			262.00
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



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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	07/27/2020	58	65	1	7	32	868424	154533629

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

Sub ID 1	Acct # 8763369	Name	DOUBLE BRANCH COMM DEV DIST	Loc	382 OAKLEAF VILLAGE PKWY			
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	07/28/2020	62163	67803	1	5640	32	8763369	13794545

Dem Read Dem Use	23.910	Previous Bill Amount	502.00
	23.910	Invoice Payment	-502.00
		Previous Balance	.00
		Energy	458.53
		Access Charge	23.00
		Power Cost Adjustment X 5640 KWH	98.14
		FLA Gross Receipts Tax	14.85
		Clay Co Public Ser Utility Tax	18.19
		Operation Round Up	0.29
		CURRENT CHARGES	613.00
TOTAL DUE		613.00	

Sub-Group # 1 Current Charges	8,836.00
-------------------------------	----------

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

# Invoice

Invoice #: 2155  
Invoice Date: 8/1/20  
Due Date: 8/1/20  
Case:  
P.O. Number:

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

RECEIVED

AUG 07 2020

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

RHW  
8,7,20

**Clay County Sheriff's Office**

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

**RECEIVED**

AUG 10 2020

**INVOICE**

INVOICE DATE: AUGUST 10 2020  
WEEK OF AUG-3 - 9 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
8/3/20	MIKE BURNS	1600-2200	6	30.00	180.00
8/4/20	DAVID VOLLER	1530-2130	6	30.00	180.00
8/5/20	MIKE BURNS	1600-2200	6	30.00	180.00
8/6/20	BEN SIMMONS	1615-2215	6	30.00	180.00
8/8/20	MATT WILLIAMS	1600-2200	6	30.00	180.00
8/9/20	BRYAN SMITH	1600-2200	6	30.00	180.00
7/27/20	MIKE BURNS	1600-2200	6	30.00	180.00
DEPUTY SIGNATURE: TOTAL					
					1260.00/2 =
					= \$630

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

THANK YOU FOR YOUR BUSINESS!

208 (B)

2.320, 572, 34570

Riverside Management Services, Inc

RECEIVED

# Invoice

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

AUG 10 2020

Date	Invoice #
6/1/2020	274

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

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Double Branch Amenity - Janitorial Services - June 2020	4,251.00	4,251.00
<div>297 Ⓟ 2,320,592.610</div>			
		<b>Total</b>	\$4,251.00

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

# Invoice

RECEIVED

AUG 07 2020

Bill To:

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

Invoice #: 279

Invoice Date: 8/1/2020

Due Date: 8/1/2020

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Amenity - Janitorial Services - August 2020		4,251.00	4,251.00
2,320,572,6100			
297 (B)			
Total			\$4,251.00
Payments/Credits			\$0.00
Balance Due			\$4,251.00

2000

8,3,20

Customer Information

XEROX CORPORATION  
PO BOX 660502  
DALLAS TX  
75266-0502

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



Purchase Order Number

Special Reference

Contract Number  
NET 30 DAYS  
Terms Of Payment

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

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

Bill To:

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

08-01-20  
Invoice Date  
010942433  
Invoice Number  
720343326  
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN  
AMOUNT

BASE CHARGE	AUGUST	37.09
	SUB TOTAL	37.09
	TOTAL	37.09

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

398 (B)

2.330, 572.500 AUG 17 2003

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.

01-569-8562 4 720343326 010942433 08-01-20 THIS AMOUNT  
RR004791 M 070120  
03 6GSW 6GSW W 00000 5933 1 B15

Invoice Amount  
\$37.09  
VFL40

202100008070060 0109424330 0300037096 272034332680

Invoice

Payment

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

# Invoice

RECEIVED

AUG 14 2020

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

Invoice #: 2158  
Invoice Date: 8/11/20  
Due Date: 8/11/20  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1, 2020 - July 31, 2020		8,937.59	8,937.59
Maintenance Supplies		983.79	983.79
Facility Maint. - General 2,572,4660 2,320,572,466		\$3625.00	
Facility Maint. - Conting. 2,572,4662 2,320,572,4662		\$2895.00	
Lighting Repairs 2,320,572,4663		\$703.00	
Repairs/Replce 2,572,6310		\$1610.38	
Common Area Maint. 2,572,4640		\$1080.00	

92. (B)

Total	\$9,921.38
Payments/Credits	\$0.00
Balance Due	\$9,921.38

RHW

8,13,20



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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/20	4	T.C.	Worked on exhaust fans, cleaned and filled fountain by office
7/1/20	5	L.N.	Removed debris at track, amenity center, Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Waverly and Natures Hammock
7/2/20	2	E.T.	Replace tarps on pool equipment
7/2/20	2	T.C.	Put tarps up in pool pac area for shade
7/2/20	6	G.S.	Removed debris in all common areas
7/2/20	2	L.N.	Install pool cover
7/6/20	6	G.S.	Removed debris in all common areas and ponds
7/7/20	2	E.T.	Replace tarps over pool equipment pac, cleaned spray ground fillers
7/7/20	7	T.C.	Put up awning at slide tower, busted up concrete from one bridge and carried to shop, assisted tree guy with assessing tree work
7/7/20	3.5	G.S.	Maintenance work on slide tower, removed debris in all common areas, cleaned up deceased animal at the Oaks
7/8/20	2	T.C.	Light inspection around track and field house
7/8/20	2	G.S.	Cleaned up crash site at waterfall, removed debris in all common areas
7/8/20	5	B.A.	Loaded broken concrete from bridges and located in wash out at residence
7/8/20	5	L.N.	Removed debris and park inspection at Timberfield, Litchfield, Waverly, Stonebrier, Worthington Oaks, Hearthstone, Highland Mill, Piedmont and track
7/9/20	6.5	E.T.	Installed canvas on pool slide tower, built form and mixed cement for trash receptacle on track around soccer field
7/9/20	6	T.C.	Busted up concrete from second bridge and took to shop, cleaned out gutters at Fieldhouse
7/9/20	5	G.S.	Maintenance work in pool area, removed debris in all common areas
7/9/20	7	L.N.	Took all the old concrete from bridge to middle village, busted up all large pieces of bridge, cut tree on side of road
7/10/20	8	T.C.	Started and worked on building door frame for lifeguard shack
7/10/20	4	B.A.	Started on door frame installations
7/10/20	5	L.N.	Removed debris and park inspection at Timberfield, Litchfield, Waverly, Stonebrier, Worthington Oaks, Hearthstone, Highland Mill, Piedmont and track
7/13/20	6	T.C.	Cut up limbs from fallen tree branch in road, worked on lifeguard shack door
7/13/20	6	G.S.	Maintenance work in common area, removed debris in all common areas
7/13/20	6	B.A.	Installed door and door frame
7/14/20	5	E.T.	Primed pumps on waterfall, replace pump on fountain, replace lights on Fieldhouse, replace lights at front entrance to community
7/14/20	8	T.C.	Changed lights on Fieldhouse, replaced fountain pump, put up new awning over pool pac area, worked on lifeguard shack door
7/14/20	2.5	G.S.	Removed debris in all common areas and ponds
7/14/20	6	B.A.	Worked on door and wall project
7/15/20	4	T.C.	Prepped bridges for painting
7/15/20	5	G.S.	Maintenance work at soccer fields, removed debris in common areas
7/15/20	2	B.A.	Installed sweep on bottom of new door
7/15/20	5	L.N.	Clean and wash bridge, clean and wash pool deck, stock cleaning supplies
7/16/20	6	T.C.	Started painting bridges
7/16/20	4.5	G.S.	Removed debris in all common areas and ponds
7/16/20	6	B.A.	Started painting bridges
7/16/20	8	L.N.	Started painting bridges
7/17/20	8	T.C.	Painted bridges
7/17/20	6	B.A.	Painted bridges
7/17/20	5	L.N.	Removed debris at track, amenity center, Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Waverly, Stonebrier, Litchfield, Timberfield, Cannons Point and the Oaks
7/20/20	8	T.C.	Repaired lifeguard stand and umbrella base, light inspection at neighborhood entrance signs and replaced lights, cleaned and filled fountain by office
7/20/20	6	G.S.	Removed debris in all common areas, treated fire ant mounds in parks
7/21/20	2	T.C.	Cut up and disposed of mattress
7/21/20	2.5	G.S.	Removed debris in all common areas
7/22/20	4.5	G.S.	Removed debris in all common areas, cleaned up deceased animal at park
7/23/20	4	T.C.	Installed exhaust fans in pool deck bathrooms
7/23/20	5	G.S.	Removed debris in all common areas, cleaned up deceased animal at the Oaks
7/24/20	8	T.C.	Worked on installing and finish exhaust fans in pool deck bathrooms
7/24/20	5	L.N.	Removed debris at track, Timberfield, Litchfield, Waverly, Stonebrier, Worthington, Hearthstone, Highland Mill, Piedmont, Litchfield, Cannons Point and the Oaks
7/27/20	8	T.C.	Worked on installing exhaust fans in field house bathrooms
7/27/20	6.5	G.S.	Removed debris in all common areas and ponds
7/28/20	2.5	G.S.	Removed debris in all common areas
7/29/20	4	T.C.	Worked on and finished exhaust fans in field house bathrooms

GMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/29/20	5	G.S.	Removed debris in all common areas, maintenance work at soccer field
7/29/20	3	L.N.	Cleaned windows at fitness center, removed debris in parking lot, fixed A/C unit
7/30/20	6	G.S.	Removed debris in all common areas, cleaned up deceased animal at overpass

TOTAL 273

MILES 453

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 08/06/20

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH	7/9/20	Fire Ant Polsen (8)	105.52	G.S.
	7/9/20	8.5W(60W) Dim LED 2pk	5.45	T.C.
	7/9/20	9W(60W) 11K LED 2pk	3.44	T.C.
	7/10/20	Maxblue Pool 3" Tabs (3)	12.01	T.C.
	7/10/20	Pro Bulker Shlm Pk	5.73	T.C.
	7/10/20	10x12 Heavy Duty Terp (2)	55.15	T.C.
	7/10/20	3-3/16"x5/8"x36" Bump Threshold	16.08	T.C.
	7/10/20	2" Fine Drywall Screws 1lb	6.87	T.C.
	7/10/20	2" Bright Finish 1lb	6.46	T.C.
	7/10/20	3" Fine Drywall Screws 1lb	6.87	T.C.
	7/10/20	8oz Steel Plumb Bob	3.44	T.C.
	7/10/20	250' Orange Twisted with Reel Line	2.86	T.C.
	7/10/20	Lemon Pine Sol	5.72	T.C.
	7/10/20	Beckett Large Fountain Pump 400GPH	49.43	T.C.
	7/13/20	Pole Light Bulb Changer Kit	11.71	T.C.
	7/13/20	Door Seal Cinch 36" Slideon UND DR Seal	14.93	T.C.
	7/13/20	40pk Terry Towels	16.07	T.C.
	7/13/20	Disposable Latex Gloves	2.86	T.C.
	7/13/20	SCRW BRS PHL FLT #10x1-1/2 50pc	15.95	T.C.
	7/15/20	AC Drain Line Cleaner	13.72	J.S.
	7/15/20	AC Foam Coil Cleaner	6.88	J.S.
	7/16/20	Behr Paint 5 gallon	186.30	T.C.
	7/16/20	10" milre saw	154.68	J.S.
	7/16/20	1 Gang Light Switch Plate (2)	0.81	J.S.
	7/16/20	3 Way Light Switch (2)	11.43	J.S.
	7/17/20	Mop Refill	11.17	T.C.
	7/17/20	Terry Towels 20pk	8.04	T.C.
	7/17/20	Disposable Latex Gloves 50ct	5.72	T.C.
	7/17/20	In-cide Disinfectant Gallon	11.36	T.C.
	7/18/20	Murkelto Ackl (5)	61.99	J.S.
	7/19/20	14" English Hanging Basket (2)	22.95	J.S.
	7/21/20	Disposable Latex Gloves 50ct	5.72	T.C.
	7/21/20	Terry Towels 10pk	5.74	T.C.
	7/21/20	Bleach 81oz (2)	6.65	T.C.
	7/23/20	Razorback Poweredge Digging Shovel	17.24	T.C.
	7/24/20	6"x2' Round Metal Vent Pipe	5.73	T.C.
	7/24/20	8" to 6" 30GA Round Reducer (2)	21.97	T.C.
	7/24/20	32oz Zep Pro Spray Bottle (2)	7.54	T.C.
	7/29/20	Acryl Pro Tile Adhesive	6.81	T.C.
	7/29/20	Bowl Brush with Caddy	5.72	T.C.
	7/29/20	8" to 6" 30GA Round Reducer (2)	21.97	T.C.
	7/29/20	Painters Touch 2x Salin Moss Green	4.58	T.C.
	7/30/20	Pine Sol 144oz	11.48	T.C.
	7/30/20	Deckmate 3" Screws	17.24	T.C.
	7/30/20	Husky 4 Way Silcock Key Wrench	4.88	T.C.

TOTAL \$983.79

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

## Quote / Invoice

Date	Invoice#
8/18/20	28181

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

RECEIVED

AUG 19 2020

		P.O. No.	Terms	Project
			Due on receipt	
Description	Qty	Rate	Amount	
Rental of sidewalk grinder, labor to grind and 23 locations along Amenity Sidewalks (approx. 3 days)  <b>Code to:</b>  <b>Double Branch Repair and Replacements</b>  <b>2.320.57200.63100</b>  <i>615 (B)</i>	1	1600.00	\$1600.00	
		Total	\$1600.00	
		Payments/Credits	\$0.00	

**Clay County Sheriff's Office**

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

**RECEIVED****AUG 18 2020****INVOICE**

INVOICE DATE: AUGUST 16 2020  
WEEK OF AUG 10 - 16 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
8/10/20	JEFFERY HOLMES	1645-2245	6	30.00	180.00
8/11/20	MIKE BURNS	1600-2200	6	30.00	180.00
8/12/20	DAVID VOLLER	1600-2200	6	30.00	180.00
8/13/20	MATT WILLIAMS	1615-2215	6	30.00	180.00
8/14/20	BEN SIMMONS	1730-2300	6	30.00	180.00
8/14/20	JEFFERY HOLMES	1630-2230	6	30.00	180.00
8/15/20	JEFFERY HOLMES	1600-2200	6	30.00	180.00
8/16/20	BRYAN SMITH	1500-2100	6	30.00	180.00
8/7/20	BRYAN SMITH	1500-2100	6	30.00	180.00
DEPUTY SIGNATURE: TOTAL					1620.00
					$\frac{1620.00}{2} =$ $= \$810.00$

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)

2,320.572345%

**Clay County Sheriff's Office**

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

**INVOICE****RECEIVED**

AUG 24 2020

INVOICE DATE: AUGUST 24 2020  
WEEK OF AUG 17 - 23 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
8/17/20	DAVID VOLLER	1630-2230	6	30.00	180.00
8/18/20	MATT WILLIAMS	1620-2220	6	30.00	180.00
8/19/20	MIKE BURNS	1600-2200	6	30.00	180.00
8/20/20	DAVID VOLLER	1615-2215	6	30.00	180.00
8/21/20	BEN SIMMONS	1645-2245	6	30.00	180.00
8/21/20	ANTHOY PENA	1800-0000	6	30.00	180.00
8/22/20	MATT WILLIAMS	1610-2210	6	30.00	180.00
8/22/20	JENNIFER COOPER	1700-2300	6	30.00	180.00
8/23/20	BRYAN SMITH	1500-2100	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 ANGEL ALBRITTON

THANK YOU FOR YOUR BUSINESS!

② 208  
2,320,572,34570

## *FOURTH ORDER OF BUSINESS*



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

August 24, 2020

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

We are pleased to confirm our understanding of the services we are to provide Double Branch Community Development District, Clay County, Florida ("the District") for the fiscal year ended September 30, 2020. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Double Branch Community Development District as of and for the fiscal year ended September 30, 2020. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2020 audit.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

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

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

## **Audit Objectives**

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

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



**Examination Objective**

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

**Other Services**

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

**Management Responsibilities**

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

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

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

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

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

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

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

#### **Audit Procedures—General**

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

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

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

#### **Audit Procedures—Internal Control**

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

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

#### **Audit Procedures—Compliance**

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

#### **Engagement Administration, Fees, and Other**

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

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit

findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

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

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

Our fee for these services will not exceed \$4,800 for the September 30, 2020 audit, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

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

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

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

This agreement may be renewed each year thereafter subject to the mutual agreement by both parties to all terms and fees. The fee for each annual renewal will be agreed upon separately.

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

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report accompanies this letter.

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

Very truly yours,

Grau & Associates



\_\_\_\_\_  
Antonio J. Grau

**RESPONSE:**

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

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**FICPA Peer Review Program**  
Administered in Florida  
by The Florida Institute of CPAs



Peer Review  
Program

**AICPA Peer Review Program**  
Administered in Florida  
by the Florida Institute of CPAs

February 20, 2020

Antonio Grau  
Grau & Associates  
951 Yamato Rd Ste 280  
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,  
*FICPA Peer Review Committee*

Peer Review Team  
FICPA Peer Review Committee  
paul@ficpa.org  
800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 571202

## *FIFTH ORDER OF BUSINESS*

*C.*

*1.*



## *Double Branch & Middle Village Work Authorization #1 FY 2021*

### *Onsite Management and Maintenance Contract Administration*

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

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

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

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

Total fees for FY 2021 are \$178,487 for Double Branch CDD and \$192,150 for Middle Village CDD. Although the fees are based upon five full time employees of GMS, LLC they will from time to time be supplemented by additional operational management resources of GMS, LLC at no additional charge. Such fees may be adjusted annually based upon the District's adopted budget and will be billed accordingly.

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Double Branch CDD Chairperson and Date

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Middle Village CDD Chairperson and Date

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GMS, LLC Managing Director and Date

2.

*Double Branch Work Authorization #2 FY 2021*

*General Maintenance Services*

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

- General maintenance to include but not limited to: painting, patching, special cleaning, maintenance and repairs at a rate of \$35 per hour plus mileage if necessary at .45/mile.
- Special trash pickup utilizing ATV at a rate of \$43 per hour.

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Double Branch CDD Chairperson and Date

---

GMS, LLC Managing Director and Date

*D.*

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

370 OakLeaf Village Parkway, Orange Park, FL 32065

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

### **Memorandum**

**Date:** September 2020

**To:** Board of Supervisors

**From:** GMS – OakLeaf Operations Manager

### **Community:**

#### **Special Events**

- Discussion of current re-opening status and future planning –Pools and lifeguard operations, rentals, rec facilities
- October (movie), November (fun run), Vendor fair at MV in November
- Discussion on continuation of Food Truck Fridays
- Card appointments – DB total - 157 , total for Oakleaf - 350

#### **Aquatics**

- Alternating days in September at Pools, weekends in October

#### **Rentals**

- Discussions on restarting club room utilization
- Adding virtual tours and possibly online booking beginning October/November

### **Operations:**

#### **Open Items (updates/ planning)**

- Storage Building
- Asphalt work (track and parking lot)
- Playground at Natures Hammock
- Water fall at entry
- Walking trail enhancement

#### **MAINTENANCE**

- Inspect multiple breakers at Amenity Center after power outage/surge
- Delivery/begin install at playground
- Warranty work on treadmills
- Replace HVAC filters at Amenity Center (offices/bathrooms)
- Clean coils and clean/clear drain line on HVAC unit at offices / bathrooms
- Replace faucet at concession kitchen
- Repair leaking drain at concession kitchen sink

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

370 Oakleaf Village Parkway, Orange Park, FL 32065

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

### **Memorandum**

#### **MAINTENANCE (continued...)**

- Install baby changing station at Men's bathroom
- Repair one bollard at multi-use fields
- Replace camera at access card station
- Health inspection for FY20/21 completed
- Playground at natures hammock
- Sidewalk grinding at Amenity Center
- Install locks on cabinets at fitness centers for electrostatic sprayers
- Inspect and clean AC coils in outdoor unit at the Amenity center
- Reset/ reprogram all alarm panels (power surge)
- Inspect/coordinate repair to major breaker panel at Amenity center well (damage from Power surge)
- Inspect and coordinate with Clay Electric with reconnection meters at Piedmont (damage from Power Surge)
- Preventative Maintenance performed on Golf cart
- Inspect and coordinate for replacement – digger at Amenity center playground (damage due to vandalism)
- Repairs made to concrete pads at bridges to cover vandalism
- Repair/ deep cleaning of coils on outdoor unit of HVAC at Amenity center
- Cut backing for replacement signs – 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 parks inspected monthly – reports kept on file.
- Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 8/5. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 8/27.

#### **Landscaping**

- *Complete column enhancements*
- *Repairs needed for mainline damage at Plantation oaks*
- *Begin lifting canopies over sidewalks*
- *Pre-emergents applied to natural beds*
- *Monthly report for September submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

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

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

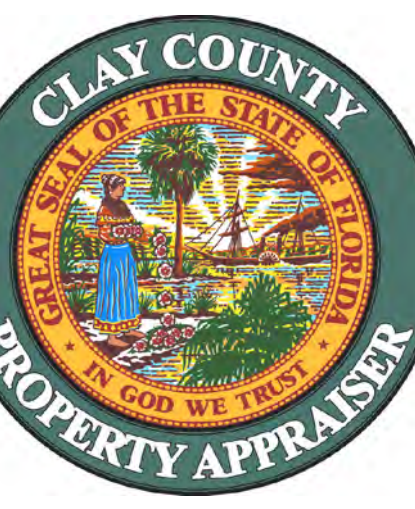






THE HONORABLE ROGER A. SUGGS, CFA, AAS  
CLAY COUNTY PROPERTY APPRAISER  
State-Certified General Real Estate Appraiser RZ2771

# Double Branch CDD 2013 Clay County, Florida



GENERATED BY THE GIS DEPARTMENT 05/29/2013  
This graphic representation of ownership does not constitute a  
information available for use in the Property Appraisers Office. This  
office does not assume responsibility for errors or omissions.

	Boundary
	Parcel Line Work
	930000.00
	930001.00
	930002.00
	930372.01
	930372.02
	930372.03
	930372.04
	930373.00
	930373.01
	930373.02
	930373.03
	930373.04
	930373.05
	930373.06
	930373.11
	930373.21
	930374.01
	930374.10
	930375.01
	930375.10
	930400.01