

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

*MAY 10, 2021*

## *AGENDA*

# Double Branch Community Development District

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

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May 3, 2021

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

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, May 10, 2021 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 April 12, 2021 Meeting
  - B. Financial Statements
  - C. Assessment Receipts Schedule
  - D. Check Register
- IV. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager – Report on the Number of Registered Voters (5,819)
  - D. Operations Manager – Memorandum
- V. Audience Comments (limited to three minutes) / Supervisors' Requests
- VI. Next Scheduled Meeting – June 14, 2021 @ 4:00 p.m. at the Plantation Oaks Amenity Center

## VII. 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, April 12, 2021 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

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

Also present were:

Jim Perry	District Manager
Mike Eckert	District Counsel
Jay Soriano	Operations Manager
Marilee Giles	GMS
Chalon Suchsland	VerdeGo

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Ms. Rose Cantwell, 1727 Canopy Oaks Drive stated I'm here for two reasons. First of all, I'd like to take my hat off to VerdeGo. They're going a great job as far as I'm concerned. The planting and trimming look great, and workers are super courteous. When I'm walking, they will stop, they will let me walk by and they will start again. My second comment is not as positive. Who in the world chose this garbage company? Advanced Disposal is the worst garbage company I have ever used, and I've used them before.

Mr. Perry stated the garbage company is not a District contractor.

Ms. Nelsen stated Clay County sadly chose them.

Ms. Rose Cantwell asked so I have to call Clay County and complain?

Ms. Nelsen responded yes ma'am.

Ms. Rose Cantwell asked will our leaves ever get picked up?

Ms. Nelsen stated I know. They did put something out on Facebook saying they were short people and behind.

Ms. Rose Cantwell stated we're paying them a lot of money.

Ms. Nelsen stated we agree. We're all in the same boat.

Mr. Horton stated about six months ago they got bought out by Waste Management.

Ms. Cantwell stated it's awful.

Mr. Horton stated I know. I put a bunch of stuff out there from cuttings and stuff and it's still there two weeks later.

Ms. Cantwell stated it's going on the third week now that they haven't picked up.

Ms. Nelsen stated I do have the phone number for you if you'd like that. Ms. Nelsen provided Ms. Cantwell with the phone numbers for Advanced Disposal and Clay County.

Mr. Soriano stated when you get through to them, there is a specific person that handles that contract.

Ms. Cantwell stated I tried for an entire day to call Advanced Disposal.

Mr. Lanier stated I would also contact Wayne Bolla. He's our County Commissioner.

Mr. Soriano stated or besides the County Commissioner you could speak to the City Manager. That's part of his job is to oversee those contracts and he reports in a County Commissioner's meeting, which you can show up to. I've heard people show up over the last couple of years and complain about Advanced Disposal in those meetings. It happened in Jacksonville a lot too. We do not have anything to do with choice of contract.

Ms. Cantwell stated I have no complaints with you then.

### **THIRD ORDER OF BUSINESS**

### **Approval of Consent Agenda**

#### **A. Approval of the Minutes of the March 8, 2021 Meeting**

#### **B. Financial Statements**

#### **C. Assessment Receipt Schedule**

#### **D. Check Register**

Mr. Perry stated you are 97% collected on the assessment roll. The check register total is incorrect. There's a check for \$27,890, which has been voided. That was the check related to the paving. It was originally cut but not given to the vendor. That vendor is not doing the work. The total is \$644,073.24. Out of that, \$600,000 was transferred to the State Board of Administration for the reserves and that's why the amount is so high.



Mr. Horton asked what about the other check that was voided for \$2,900?

Ms. Nelsen stated the Lake Doctors check.

Mr. Horton stated I've got a copy here that says do not use, for carp stocking.

Mr. Soriano responded we've received our stocking. It could have been an issue where the check goes out and it's lost and we stop or void so we can look at that one and let you know what it is, but we don't have any issues with Lake Doctors. They've done everything they're supposed to do, so they should get paid for that.

Mr. Horton stated it has it on here twice. It was probably lost or something.

Mr. Soriano stated yes but let me check if that is what it is.

Mr. Perry stated yes, I don't have the documentation of that one so we will double check but more than likely, as Jay said it was a duplicate.

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

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

#### **Review of District Policies**

Mr. Soriano presented the Board with a handout and stated, these proposed policy changes are some of the things that have been issues. Over the last two years we really didn't address much at all. Our policy meeting last year was one of the canceled ones I believe so last year we didn't have much going on. We haven't changed the policies much for the last 17 summers now. We have done things like change the wording and tighten things up so when people argue, especially when they want to argue semantics or what something means we've done that to allow us to enforce those rules a little better, however we don't typically add new rules. This year, we will be looking to add a couple. At the bottom we're talking about rate increases and there are a couple of things here that will pertain to you. The reason I want to talk about this first is anything else we do on the policies we don't have to finalize tonight. If we are going to do anything with rate increases, we do have to do it at a publicly noticed public hearing that would be two months out so we can bring this back if we want to change the wording or add anything in. I'm taking notes and I took notes from your sister district of what they would like, and I'll add that to yours and I'll bring that back next month and then we can finalize it with the rate hearing. The first rate-related item is the club room. We talked about this a couple of years ago and we didn't address it last year. It does seem a little odd. We're not

even renting it out right now and I'll get to that in my report, but we did talk about increasing that room. Last year one of the things I was able to do was install new fencing out there around the veranda that's on the front. That had always been open to the pool, so nobody used it because of the way it's raised up on a deck and it's not even an area you go into, however we didn't allow people to use it for the room because we didn't want them coming in and out of the pool and going through that tile floor and sitting on the furniture. However, I was able to section off that veranda area and now they have their own little area that is completely enclosed so it is part of that rental room now so we will put a couple of tables in there and I was looking to do some kind of shade cover there. We talked about taking that up a couple more. I believe it was five or six years ago we took it up \$50 and that's what I'm looking to do now, just for those weekend prime times, so Friday night, Saturday and Sunday. The rest of the week is mostly sports meetings, we have some of our local groups in there and sometimes we get the small family get togethers but those I'm fine with.

Ms. Nelsen stated I'm good with that. I think it's still fair.

Mr. Soriano stated that would put us at \$250 with that increase for that room. Years ago, I brought you that full study of different rooms available for rent around the area like Eagle Landing and Orange Park Country Club and the rates that were involved with those. Ours were nowhere near any of those, especially for rooms of larger sizes like this so we did that small increase back then. I will bring that back and we will have it in the notice of what those rates are going to be. The other time is the increase for buying District access from the outside. We've had three purchases already in the last couple of weeks, so this is something that we do sell here and there. Some years it's only a couple, one of our higher years was five. This year, especially with 90-degree weather in March and people wanting to get back to hanging out at the pool and having fun I do see us selling a few more of these. I don't want to look at it like this is to deter them, but I do think we need to increase this. It has been the same rate for the last 17 years. Comparatively, we are lower than many other districts and most districts only have one set of amenities. You guys have that reciprocity deal where you buy into one, you get both of them and you guys split that money coming back to you. With the added homes very close to us that could be using this I think we will get more interest in this, so I think it's a good idea to take this up. My suggestion was \$2,200. Middle Village thought that was fine. We could go down, or we could go up. There will be some things we have to do

to prepare for that rate hearing as part of our defense, but I will work with Mike on that so we can get ready.

Mr. Davis stated I'm fine with \$2,200.

Mr. Horton asked is it sort of in line with everybody else or is it a little bit less?

Mr. Soriano responded we're still probably less and I can bring some of those numbers back to you as part of that explanation of why it would be going up. To me, it's putting value on it too a bit. Our own residents pay this, and it really shouldn't be as cheap for everybody else.

Mr. Horton stated I'm okay with the increase.

Ms. Nelsen stated I am too. \$2,200 sounds good.

Mr. Horton asked when would that take effect?

Mr. Perry stated we will have the rate hearing on June 14<sup>th</sup> and then it will go into effect after that. Keep in mind too, we don't pro-rate any assessments for the non-resident fees so if they bought it June 15<sup>th</sup> it would only run through September 30<sup>th</sup> for \$2,200

Mr. Soriano stated we typically don't see that a lot and we do explain that to them so if they start coming in July or August, we explain that to them and they say we will just call you in January or February and that's what I suggest to them. If you have a family, it's still reasonable.

Mr. Soriano continued. Another quick one here, drones on District property. We've had a couple of issues with this over the last couple of years and it is getting worse. Although, this is another one I'm going to have to work with Mike on because there are certain laws we have to worry about in terms of how we can limit them when it comes to air space. I know there are abilities to do certain things like taking off landing on our property but just flying over wouldn't be an issue, but we have gotten a lot more complaints. A couple of years ago I got a complaint from your pool of one hovering over top of the pool and lately I've had a lot from the tennis group out here and I do believe they're actually coming from somebody that lives in the Preserves and they're just flying it recreationally, but I've gotten more complaints from residents so I do think it is something that we probably should address. I don't mind allowing it for pictures, but how it's done we may want to have that rule in there so it's not bothering people and we can address it if it becomes problematic. I just know we have to do it the right way because there are some legal concerns of what we can do when it comes to drones.

Mr. Horton stated I thought there was some kind of rule with drones that you can't fly over populated areas. I've read up on it a little bit, but I don't know what it says exactly.

Mr. Soriano stated I try to stay away from it because one of them is how it's worded when it comes to public and private property so that's where we fall into that.

Mr. Eckert stated I will work with Jay. I've already got somebody working on the parameters of that. I looked at that a couple of months ago for another district so we will pull that research and supplement it based on the issue we have here.

Mr. Soriano stated the next one up is the caregiver. This is actually something for your sister district. We've stayed away from adding policies like this because sometimes it can be used as an end around for things like the nanny pass. They thought about it more tonight and would rather keep it under things like the ADA and allow me to handle them individually and on a case-by-case basis, so they've decided to leave it as is and not add that in. I would think you guys probably wouldn't want to either. I will address it under the operational abilities for what's in the ADA right now.

Mr. Soriano continued. The next three are the big ones that seemed to take up a lot of the last meeting. Let's look at updating the cards for parents. This was a problem that came up a lot last year, although we've have had the problem different years but last year it became more prominent just because of some of the things that happened with us limiting who could come to the pool. We didn't allow guests last year, yet there were people making it in that weren't living here and the only reason I would know is because our high school aged lifeguards knew the families and they would tell me about it. I've seen people do this stuff before. In fact, many of us may have cards that have children on them, and those children have either gotten their own cards or even grown up and moved out of the house and now these parents were bringing other kids in with them and showing the card saying they have two kids or three kids and getting kids in. We did address these when it happened last year, but we did catch it a lot more. When I see people taking advantage of those types of things and they've found a loophole we have to try to find a way to adjust our system or our policy. My system can only handle so much. We had a discussion with your sister district about that. I don't create the software and I don't have the ability to go in and change everything about it. I wish it did everything that I needed and just looking at buying new software is a very large task, however I did tell them if they wanted me to look at it, I can look at something like that. We've had this

software now for 13 years. For you guys that were here early, we had those little laminated cards before that had our names on it and we would just flash them at the door, and this has been a lot of work and I think changing it over would be an even bigger task. Right now, it doesn't allow me to catch certain things like that. If somebody has lived here for five to eight years and they didn't have a child then, but they have a child now and they just don't want to change their card to say one child they argued with us last year because they're bringing in a toddler not listed on their card, but they have a working card and they don't want to be forced to pay for a new one or update their card. This was a way to basically get people to update their cards, so we know who is in the household. We've tried to get adults to get their kids cards whether they're eight, nine or ten years old, whatever. We've given them reasons to get their kids cards and many of them aren't doing that, but then that becomes another problem. What we would see is mom and dad come in with two kids and later I'd see one of the kids come in with their own card so now they have four or five people out there on the deck when the card says there was just two kids. There's always going to be things that people are going to try to get around when it comes to getting in the pool so with this, we've forced them to update their cards. The one thing Middle Village did ask that I will add on there is that if we do get them to update cards, so whether the kids are getting their own card or the kids have grown up and moved out, which we will address in another policy, we will give the parents that free changeover so they're not going to be required to pay for that. I don't see that being a big issue at first. That can add up because we have a lot of households here, but I don't know that it's going to take us over budget right away. If we see that in the future, we can always address that.

Mr. Horton asked if the kids come in to get their own cards can't you bounce that against that address to see what it says on the parent's card?

Mr. Soriano responded not at the desk. We actually have to go into the system and pull up the account, search for that address, pull up mom and dad's account and then see that. That's how we did it when that was occurring last year for me to get proof. This year hopefully that won't occur because we are getting back to guests, but yeah it doesn't happen that easy and that's where they started talking about the software. Each card has its own account.

Mr. Lanier asked tied into that one, would we be able to get an updated software package from the same vendor?

Mr. Soriano responded that software is updated. It's the newest version that I have. There's not really a software company designed for communities to do something like this. It's brought in from something else, so ours specifically is made for large buildings like skyscrapers that have offices on different floors and hundreds of people on each floor, so they have thousands of cards that scan to let them into certain offices or different areas. One of the software programs that I use over at South Village when I was opening that up years ago is actually used out at NAS and that is a more open-source software and it uses a different type of card, but it's still something you scan to get in. It also wasn't designed for a community though. We have changed it to meet what we need here, but that also means it may not do everything we want it to do. We have it set up almost like a warning that these people aren't allowed here so when the kids scan their card, if it's an eight-year-old kid that thing screams at the front desk because it's telling them that person is no longer allowed here. The only reason it's doing that is we have it set up that they can't be there by themselves so whether mom or dad scans their card first it still screams at them because it's their own account. It is good if mom's there and she's got her card, so we have everybody accounted for the software is set up to warn us. I believe it's been about six summers now when we started doing the pin codes. Years ago, you used to get these little plastic cards that did the guest passes. The problem with a plastic card is everybody had to come down to the fitness center, usually around spring break, to pick up the card and it had 12 punches and the lifeguards were supposed to punch. It disappeared, you came back and got a new one, so my kids lose them or somebody steals them or something and they're getting free guest passes, and we bought these new cards every year so I still have green ones that have 2010 on them or red ones that have 2012. We paid for these cards every year and they're only 50 cents or so for custom printing with Oakleaf on them, but we also pay for 7,000 of them each year so it adds up because that's one card for every household and we gave these away for free so that added into our access card budget. We got rid of that by coming up with a different plan and that software. They don't have guest passes in that software, but what they did have was a way to do a ghost account and that ghost account has a pin code attached to it and seven cards, but it comes up just like your account does. It gives me an address and we put that in as Soriano Guest and it has address and my name and it has a little picture of like three houses and that was the guest picture so when they scanned it at the front or punch the pin in at the front that pops up and we know it's a guest and it shows me

their address and who lives there so if I have a problem with that guest I know who I'm looking for. So, we can figure things out with that software and kind of make it what we need, but it doesn't do everything so it's a little hard. To me though, I can get that software to keep track of it, but without that policy in place you still get the people that argue they don't have to do something because it's not the policy. One issue I had with a mother last year that had been here for eight years I had let her go a couple times and I finally told her she has to update her card. She had new kids that were toddler age, but she didn't have anything on her card, and she wants to get in and doesn't want to use a guest pass. I was even going to offer her the free card, so she didn't yell at the front desk anymore because it's the rule. We need something and we don't know who these kids are, and we weren't allowing guests. It makes it easier to tell her, this is what you're supposed to do, if we have that policy.

Mr. Horton asked how much do we pay for the software every year?

Mr. Soriano responded it's not a license agreement for the year. It's ours once we buy it. It's the equipment, servers and things like that, that I have to update. I just did one for just the fitness center and I believe it was only like \$400 and then my time and there are times where I also need our licensed installer. They don't deal with me too much even though I've read the book four or five times and know the software pretty well, but the company will not talk to me at all. It even states in there they won't deal with the end user. They don't like to because if something happens, it's my fault. A lot of the software companies will do that stuff so they want a certified licensed installer, so I still work with Atlantic Securities on limited things and I bring them in for stuff like that.

Mr. Horton asked when people call on the weekends and say they need to update their card, isn't there somebody in the gym over there that can update their card right then?

Mr. Soriano responded there is always somebody there, the problem is we have a lot of people that do that, so we ask for appointments and that has been a complaint when people come up and haven't updated their card, they want to do it right then, but we have appointments with people because we only have one person in that gym.

Mr. Horton asked are they so booked up that they can't take anybody?

Mr. Soriano responded yes; at times they're booked up. They're also dealing with all the fitness center people and people going into play pickle ball, tennis or basketball too. We don't know when we're going to get a rush, so we don't employ multiple people to sit there at

that desk. They can call and if they say we have nobody here right now, come on over, rather than just coming in and demanding they get a card.

Mr. Horton stated I would suggest we stick with the software we've got because it's going to cost a ton of money to change.

Mr. Soriano stated like I said, I can look into it, but I agree. With that, that means I need that policy in place to get around that and let people know they should be updating their card and helping us.

Mr. Horton stated I'm okay with the change.

Mr. Soriano continued. Moving on to the next two items, let's jump over to the dog stuff first. Middle Village did address dogs on property because they have the same rules right now and they have had problems with dogs on their property also. If you look at the back page, this was given to me by one of their supervisors and that one is just a more detailed way to say dogs aren't allowed here and I do kind of like that. It cuts down those arguments of where the dogs can and can't be, so we are going to use that. I would use this as a model for yours because the dog park will be spelled out and we will get into the dog park rules. We're going to make a custom sign to go out front. I think we need to address dogs being on property as far as the multi-use fields and the track. We did have spelled out that they cannot be on the playground and I think that needs to be in there about the mulched area of the playground. I can't stand watching people go out there with their dogs. Even if they're good enough to pick up their poop, that's where my kid is going to be rolling around in a minute, so I prefer they not even be there. We do even have to pay extra for that specialized type of mulch. That is certified playground mulch. Things like the track or the grass, there are a lot of areas out there that we will include as a specified area that they can be. We will get to the dog park next. I had a couple of concerns with this. The first one was addressing whether we keep them off the sports field. I say yes, I think that is very hard but at the same time I think it's something we should put in there in case it becomes problematic. Not that I have to go out there and address everybody during soccer games, because realistically I could do that with soccer or I-9 if they start having problems with people bringing dogs to their games and they're fighting or causing a commotion, they need to be in control of those fields. I don't like the idea because if people are not picking up after their dogs that is extra poop we have and we already have the issue of the geese and duck poop already there. We spend a lot of money trying to keep that grass nice,



but I do understand it's going to be a hard rule to enforce especially with the little lap dogs. I don't mind being lenient. I look at it like if it's not causing a problem and the dogs are in their lap, they're not pooping in their lap. It's more of a problem in the grass. If they're taking care of their dog and it's not a problematic dog, I wouldn't approach them anyway and I don't do that now. It's the problematic issues and that's what I think we need to address. I didn't include the sports field because of that, and I think that's an argument for you guys to have whether we want to keep them off those.

Mr. Lanier stated it's a great place for somebody to bring their dog and exercise with them. It's off the track away from people, especially bigger dogs.

Mr. Davis stated I agree with the kids and the sports aspect of it.

Mr. Soriano stated it's a hard one because if we do it, it puts that rule back in there, which there will be a lot of people that follow that rule but then you have a lot of people that don't and it's going to be extremely hard to enforce. I could leave it to the sports associations.

Mr. Lanier stated that dog has to get off that field somehow and they're probably not going to carry the dog off the field.

Ms. Nelsen stated it really hasn't been a huge issue up until now, right?

Mr. Soriano responded not those type of issues. Well, the poop issue, yes. If I see somebody out there not cleaning up after their dog those are the people we're going to talk to now. The dogs off leash are the people that we're going to talk to now. It really hasn't been an issue with the good dog owners. The problem really became, especially on Facebook, when we had to address one over here and then we also had to talk to a good dog owner because this guy claimed we didn't talk to anybody else, and we singled him out and we were just going around and talking to everybody. We did that with the ID cards also. So, when we went to talk to her, her return was a bit attitude filled and then she got on Facebook. Then she realized when she went to read the policies that it does actually say no dogs. She's lived here for years and she didn't know that. That is not our fault and that was explained to her. That argument did snowball on Facebook. That's really the only reason we're addressing that.

Mr. Lanier stated with that, we're looking at changing the policy to give owners access to bring the dogs.

Mr. Soriano stated yes because of that and that argument that it was us picking and choosing and we have this policy that says they're not allowed out here anyway other than

specified areas and we didn't have any specified areas. Now, we're giving them specified areas.

Mr. Lanier stated so maybe it's we're already looking at enhancing that policy so we can maybe address this later if there is somehow a good enough argument to have dogs on the multiuse fields. We're already opening up the allowance for having the dogs out there, which is probably a good step for most people.

Ms. Nelsen asked can we do fenced in or designated areas of sport courts? Because the soccer fields are lined.

Mr. Soriano responded yes; they are painted. The painted lines aren't always really visible.

Ms. Nelsen stated it gives you some leeway if you need to address it.

Mr. Soriano stated there is that case of, let's say they have a lap dog and they're in the lap the whole time and yes, they walk them across, but they're getting off pretty quickly and like I said, those are not the people I'm worried about. It's the people that lay down and have a picnic and their dog is out there the whole time with the kids and then they're pooping or tearing up the field. There are some areas that are not even lined in, so I would address it that way.

Ms. Nelsen stated we could say dogs are allowed on the track and outside of the track.

Mr. Soriano stated between the sidewalks, all those other grass areas and the track itself, there is a huge amount of area that dogs can be up there. We will bring it back with the changes that we've talked about tonight. Middle Village had a couple and then we have to spell out yours specifically for your facilities compared to theirs. They don't have a big track like yours. The next section down is the dog park rules. I gave you guys samples that I took from other municipalities. Some of them are in park and recreation association recommendations to make sure you have this worded on your signage. I think we will take these dog park rules and stick them into the policies also, however they're going to go on a sign. Some of these are basic rules; the park hours dawn until dusk, which is what the playground is anyway, dogs must be on a leash when entering and exiting, those type of things would be expected and normal on the sign. My concern with some of the other items where I have question marks are big for liability. The first one that we come to is the age of the handlers. This is your child bringing the dog out by themselves. This was different in lots of different cities and it does

create a bit of a liability concern when you talk about my 12-year-old taking my great dane to the dog park and then the great dane gets into a fight with a rottweiler and the 12-year-old gets hurt to. Those are the things we have to be concerned with so many of them were anywhere from 12 to 16 and a lot more of them were at the 16-year-old age.

Mr. Lanier asked is it safer to go with parks and recreation, a government entity and their requirements?

Mr. Eckert responded there's no State statute that says that it shall be a particular age and I would be consistent if you can with the local governments that are around the area. That's the best guideline you can use. The only other thing is if your insurance company said we want you to use a particular age and you didn't object to that, that would be the other place I would look for guidance.

Mr. Lanier stated I'm looking at Sherman Dog Park rules with their age restriction and that is a parks and recreation entity.

Mr. Soriano stated there are a couple in our PA like National Associations for Parks and Recreations or public works in a lot of cities will deal with this because they handle the dog parks, but they're all recommendations. I did not see if there was a minimum age. I doubt there will be. I'm sure it's going to be a recommendation from EGIS, our insurance carrier just to be safe so now that Mike has brought that up, I will probably reach out and make sure that there is not a minimum age. They're generally going to recommend higher but like I said, I have found as low as 12 for the handler. They're not to be in the park, and that's going to be separate rule and that's going to bring up questions too. There are reasons for that also in terms of liability. Then, that's where we get to the next one. There are some that do want little kids in the park at all for safety concerns if something happens with an aggressive dog. Some restricted eight and under and some restricted as much as 12 and under. A lot of them really started around eight or ten. I put down eight and my only reason for that is the concern of the rules that we already have for our playground. They can be at our playground by themselves at eight years old. I don't really want to address other policies we've had in place for years so that's really the only concern I have with that. If EGIS said eight is too young, then I'll come back and tell you guys. Even if they're with mom and dad, they shouldn't be in the fenced area. They may be at the park and then what we have to worry about is somebody saying I'm stuck here with my dog and my seven-year-old is over here. If I have to, we will extend that fence to

the other side and the only thing will be fenced in, not just the animal portion. It's a little more time and money but that way they can feel safer that their kid is stuck in the park too. The next one was different everywhere I looked, but a lot of them have limits on how many dogs for a couple of reasons. It's hard to control too many dogs, but the other reason is when you see six seven or eight dogs with one person, it's usually a dog trainer and many of them have rules against those things just like we have rules against that on our multiuse fields and all of our property. There's no commercial activity and training and it's actually worded on one of those signs there doing the same thing, no obedience training or commercial activity for residents or patrons, which is a little hard. It's going to happen, but if we have the rules in place to limit how it's happening, I think it's better. I saw a dog walking group on the track a couple weekends ago and I could spot out the trainer. I didn't say anything to them because they were all well behaved and were all on a leash. I'm not going to worry about it unless they're causing problems. There's also going to be the normal rules; clean up dog waste immediately, no digging and no aggressive dogs. I may add a section for barking. There was one that had good wording for being courteous to our neighbors. We do have a couple of houses right there so if the dogs are loud the whole time, I don't want to hear a dog barking for an hour right before I'm trying to get the kids to bed or anything. Dogs must be current on vaccines. It's simply a liability issue. Owners that are asked may be required to show proof of vaccines. That would only come up if there is an accident or issue and animal control gets involved because they're going to come to us. I have had a child bit by a dog out on the boardwalk and we had to get somewhat involved. There is the same issue with puppies. Some will go four months, and some will go six months. I just put four months. These are things we can adjust down the road if we see problems. The sign will look similar to what a lot of our signs look like around the property. I will change the wording to match that, and it will probably end up being on two signs because I can only put so much on one sign. I can go ahead and order the signs as long as we're good with all of these rules, but as far as policies, those will come back to you next month.

Ms. Nelsen stated that was a lot of work, so thank you.

Mr. Soriano stated hopefully that will be open this month. We've been dealing with a lot of dog owners down there and they've been asking us about this for the last month. The last one is the tough one and this has come up with other issues in the past, mostly disciplinary

issues that we've had but I can tell you we go through an audit every year and it does take a lot of time because there are over 30,000 cards in the system now. We go through and figure out old cards and stuff that people didn't update us on. Sometimes they move away and sometimes they move into another house and sometimes they just add people, so we get these long lists of people in a household. Some households have a lot of people and that is not unheard of, so we are trying to figure out what we can do to control some of the issues that we see. It's not just from us having to deal with all these people and the paperwork, but when it becomes a disciplinary issue and it's connected to certain things, then I think we should address it and one of those is the adult children in the household. We do have rules right now that deal with those adult children, so we've always had that. The way we looked at it before is as long as they go through those same steps that you and I go through right now to prove residency, then they get a card. Our problem is if they don't update us. If they're owners, we don't have any end dates on those cards so unless we're going through those audits and we specifically look at each household and say hey, they've got three 20-year-olds in their house, do they still live here, then we don't address it. I have caught some in the past usually due to disciplinary issues and when we catch them, we address it but I'm not investigating every one of those units right now. What I would like to do is address it, so we have that ability. What we will look to start doing is that age group, that is the high school, college age group, we will start basically updating them every year. Starting at age 19 the card will turn off and they have to come back and show us their ID. We may do something like an affidavit from mom and dad saying yes, they do still live with us here. It really doesn't do anything unless we have a problem later but it's just to say yes, they do live here even if they go to school during the school year and they still have a current driver's license, so they fall into our rules. What I put there was 24, and that was basically just pulled form dependency age from IRS. There is healthcare you can claim higher, I've heard a couple say 27, but Middle Village thought it was 26. I wanted to grab an age that showed that dependent age. They looked at it and said why don't we just settle at 26 so that's really up to you guys what we want to put out there, but I think there should be a cutoff date. After that, to me we're looking at a whole other family when we have those 30-year-old kids or 40-year-old kids in the house and we have the families, so grandkids are in the house too and we do actually have a lot of these. The way we've looked at it up until this point is they're

doing all the paperwork proving that they live here so we're giving them cards, but I do think we need to address this because we are adding to our population.

Mr. Lanier stated Mike, I know you've been working with the Villages. Do they have something on the far end as far as an age restriction?

Mr. Eckert stated based on my research for the Village District I represent, basically if you live in the house and you can produce your driver's license or prove that you're married to a person that owns the house, then you can get a card. A District that I work with, a lot of the homes are villas so they're really small, so they don't have some of the same issues that you have here with the larger housing but at least when I looked at it, there wasn't anything that they regulated. I think just because they didn't have a need to. The other thing to understand down there is there is 14 or 16 different CDDs. Some of them, the amenities are tied to CDDs and some are not. The one that I work with the amenities are completely available by virtue of your deed and the CDD has nothing to do with amenities at all so what I'm describing is what the developer has in place in terms of getting an access card.

Mr. Lanier asked do we have the legal grounds to cap an age?

Mr. Eckert responded I'm going to be working with Jay over the next 30 days to look at that issue before you adopt this. You also have the issue of a grandparent living in the home.

Mr. Lanier stated right. I just wondered if the Villages had something on the other end of the age spectrum such as nobody under 55, or a child in a sense.

Mr. Eckert stated I'm aware of the issue and I will work with Jay on it before the next meeting.

Mr. Soriano stated so it's really two different things even though it's one policy here and the wording is that first group, those younger adult children come back to us and update us every year and their card stays on if they're doing that. Then we get to that cap off age after that point so that may be addressed depending on what we come up with. Unless there are any thoughts from you guys on any policy adjustments or changes we needed, these were the things that have come up in the last two years.

Mr. Horton stated one minor thing. On the first page right at the top it says there will be no pets except for service animals, etc. and it says no bicycles, skateboards, roller blades, scooters.

Mr. Soriano stated that will be adjusted when I send this back out to you guys because we will split that out as two separate rules. The bicycles, skateboards, scooters or any of that stuff is not going to be with the dogs. The dogs will have their own section. There was discussion on what we do inside that because the bicycles are looked at a little different from some of these motorized vehicles because they're a little more problematic and we're having issues with that. I look at it like the motorized vehicles are definitely a little more unsafe. We could also lump in motorized skateboards, motorized bikes or the golf carts. Those are things we address right away. We don't address the bicycles unless they're problematic. The way it stands right now, there's actually no bikes allowed out there so if we want to separate that out even farther, Middle Village looked at that and pulled out the bicycles as their own. Motorized vehicles are not going to be allowed.

Mr. Horton asked Middle Village is going to allow bicycles?

Mr. Soriano responded yes.

Ms. Nelsen stated they don't really have a track like we do.

Mr. Soriano stated I do see kids ride through this hallway downstairs so I'm going to have wording from that, and we do have signage, but let's say they're out there riding around on that sidewalk or the promenade, the bicycles weren't the issue, it was the motorized vehicles and that's why they're going to separate it out. If you guys want to do it different and say no bikes on the track, that is actually the way it is right now, we've allowed bikes. I look at it like motorized vehicles are the bigger problem. There would still be wording in there that it's a danger, but it's different. If you're zooming through and knocking people off, we're going to come say something to you.

Mr. Horton stated I don't think that's a problem. I'd like to see the bikes broke out and say they're okay.

Ms. Nelsen stated we will just stay consistent with Middle Village. I'm fine with that.

Mr. Horton stated city rules will govern that anyway.

Mr. Soriano stated I will rewrite those policies and bring those back and as far as the rate hearing, we will notice that and that will happen two meetings out and if we want to after looking at these again you guys can approve it with the next meeting or just wait until the rate hearing because we have to do that anyway.

The discussion on District policies ended and Mr. Horton asked to speak to a separate issue.

Mr. Horton stated, Detective Fryer came in a little bit late. If we could just squeeze him in now.

Mr. Fryer stated I was asked to come in to see if you had any specific questions about what we're requesting.

Mr. Horton stated my question is, have you found a building yet?

Mr. Fryer responded I have not. I have put a request in to the school board to see if they could either donate some type of small portable or build us a portable. I'm waiting on a response from that. I haven't found any other interest just yet. I don't want to put something over there that is going to be an eyesore either, so I'm trying to make sure it's the right fit.

Mr. Horton stated I don't know how the Board feels about this. I think we talked about it earlier and I think everybody is in agreement to do that.

Ms. Nelsen asked did you have a suggestion about going to Village Center instead of actually on the property?

Mr. Soriano responded that space is unused, and we have plenty of space there. It is nice if they're up front. I have easier access to electricity and plumbing that way, but we already have issues with parking so that was my concern when we first started this. There's a huge parking lot over there that we don't even use so that was the suggestion. Especially when I was looking at the ugly trailer, but then they told us it's not even theirs so that's not a problem now.

Mr. Lanier asked you're talking about in the back of the Village Center? Along the fence line where those houses are?

Mr. Soriano responded yes. Either along the fence line, or there is an island in front of that and they could be right there. Like I said, depending on what they have I'd have to get to some kind of electric or plumbing. At least over in our area there is not a need for plumbing. It's a little tiny building just to have paperwork or a desk. They don't need a bathroom in it because they can use our bathroom. I will be getting them cards and keys in case they need to get into certain areas. A couple of the beat guys that are out here at night have called and asked if it's okay that they're checking on buildings and that's great as long as they lock up when they leave. It really depends on the building and what's needed, but I had originally thought of



that because then I don't have to take away from the parking lot. We will talk about the parking lot expansion later too, but we already have issues with our parking.

Mr. Lanier stated I'm thinking too with that one, I'm pretty sure there are cars that park there at night that probably shouldn't be there towards the back of that parking lot.

Mr. Soriano stated yes, so either way I could take care of a problem one way or the other. We have space if they have the ability to get something.

Mr. Horton asked would that work for you?

Mr. Fryer responded yes, our original request was mainly because we have that stop station for our nighttime shift, but it was condemned, and they took it away. He's been gracious enough to help us out with access cards so they can at least use the restroom on night shift, which adds additional security to your facilities, but we also are looking for a location or some type of office area and that's the next step.

Mr. Lanier stated thank you for what you do. I think that would be a great idea. We just need to keep it in the confines of the community of how it looks and all that sort of stuff, but I think everybody is on board with it.

Mr. Horton asked have you talked to them about moving it over to the Village Center?

Mr. Fryer responded we're good wherever you all can put us. The dome that they're in goes from Brannan Field all the way over to Chestwick, so they go through this area all night long so wherever you put them would be good for us.

Mr. Horton stated I just thought the closer to our building would be nice. We would only lose five or six parking spots maybe.

Mr. Soriano stated it would depend on the building, but yeah. Then we have those little cutouts that have just the three or four parking spots that are next to the dumpster right now. We're not losing a lot, but it is still losing just it's really just dependent on what's needed.

Mr. Horton stated it seems like it would be really convenient for the public to go and talk to a deputy there.

Mr. Fryer stated I can tell you I just got done working the Clay County fair and they had a storage box, which was set up like an office and it was 8' x 20' so it didn't take up a lot of room and I found that worked perfect so I'm trying to look for something like that.

Mr. Soriano stated your sister district has a couple that we're getting rid of. They're not ready for what you need though.

Ms. Suchsland stated they don't have windows or anything like that.

Mr. Fryer stated we don't need windows. If they're something we can put air in somehow, but we just need a place to stop. It doesn't have to have a restroom since you're giving us restroom access now.

Mr. Soriano stated that would also be dependent too because you guys say it doesn't need all the extras, but if it's going to be front and center it needs to look okay but if we could repurpose something that is out here, that would be great. They would be a little bit of work, but you can do a lot of things with those boxes.

Mr. Lanier stated I love the school board aspect if you could get them to donate something, or even local businesses. Home Depot has some nice sheds out there.

Mr. Soriano stated I did offer them to be able to use some of the rooms and some of the desks. My concern really is we looked at the club room, which is a great space and it's open and right now we're not renting that room out so it's not an issue, but we will get back to that. If they need it and somebody is at a party until 1:00 a.m. it's not available but I have no problem with them being in those spaces if they take care of it and lock up.

Mr. Fryer stated I'll still follow up with the school board. I'm sure they will get back to me. I'll let you know at your next meeting.

Mr. Horton stated I'll make the point again that I think putting it up there where we originally talked about it at the recreation center would be good because again, you get a lot of public interaction. Losing a couple of spaces, I don't think is the end of the world.

Mr. Soriano stated if there's a way, we can get somebody else to help out and there are expenses into building and refurbishing so it looks good, there can also be an expense on putting it on our grass. It doesn't have to take up a parking spot. Those boxes can fit very easily in some of our other areas and then they still have parking spots available for their cars and they can still get to the building.

Mr. Fryer stated if it is something that you're talking about potentially refurbishing, that may be something I can get the school involved in because they have the carpentry program there.

Mr. Soriano stated we can continue to look at that, but if there are expenses that are going to be involved then I don't think we're limited to just the parking spaces either. So we

could put it under the magnolias next to the storage area that's right up by the front of the parking lot. You could put a big sign up that the CCSO guys are there.

Mr. Horton stated I just think it would be a good thing to have them there for the public on occasions that people have questions and things like that. To me it's a win-win and the closer we can get you all in there I think the better off we would be. If you come up with something, you know when we're going to be here, or you can email me and I'll let you know when our next meeting is.

## **FIFTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

Mr. Eckert stated the Governor did sign the COVID immunity bill, so in the event the District were sued for some sort of alleged COVID exposure that happened on District property, there is a one-year statute of limitations. The bill also has retroactive provisions in it as well, which provides further protection. In addition, the burden of proof in such case is extremely high. We're monitoring that, but it's already been approved so if you see it in the news, we expect that will help mitigate some of the risk that the District has, but I'm not aware of any claims that have been lodged, even informally against the District but it's something to keep in mind. The ethics training is still out there and hasn't been approved yet so we will have to wait and see how that shakes out between now and the end of session, which is the end of this month.

Ms. Nelsen stated I did read the ethics training when it was continuing education and not necessarily the hourly course.

Mr. Eckert stated four hours is what they were looking at per year, which is a lot and so originally way back when we provided input, it was four years per term and then it didn't make it into the final bill for CDD board members. It is mandatory for City and County officials. We will have to wait and see. There wasn't a companion yet, but that doesn't mean that it doesn't get tacked on to some other bill before the legislative session ends.

#### **B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager**

Mr. Perry stated the budget will be presented to you at the June 14<sup>th</sup> meeting so we will see where we fall at that time.

**D. Operations Manager - Memorandum**

Mr. Soriano stated I would like to go over a couple of the items we have been through this last month. Spring Break went well and there are no issues to report there. More of our issues came after Spring Break with 90-degree weather in March. People were coming out and they weren't happy pools were closed. That has happened in years past. We get one good day on a Saturday, whether it's March or April, even February at times and people come out and say how come you don't have lifeguards or why aren't you open, things like that. But we are back to open schedules now, so they are weekends, and we opened this last weekend but the weather wasn't as great so we didn't have as many visitors out. We are onto that schedule until May and then we do the alternating schedule while kids are still in school, that way there is always a facility open each day of the week. You guys are open one day and the next day Middle Village opens, and it goes back and forth. On Friday, Saturday and Sunday both are open. Memorial Day we open full blast for the summer. We did have our virtual fun run, the Easter egg hunt so if any of you guys got to see the Easter eggs up in the trees around the neighborhood, that was part of the run. We did have quite a few families take part in that. If you saw the email, those were some of our winners. That ended on Easter Sunday but they had until Monday to get me pictures and then we posted that with the email blast to remind everybody we had a movie out at the fields with the food trucks, which was packed for the food trucks and then we had about 20 families out on blankets for the movies so it worked out really well. The food trucks ended up leaving probably about halfway through the movie. The last few movies they've waited pretty much all night, but they were sold out. It was good weather, soccer had games going on that Friday and we had the movie after so there were a lot of people there. We also had our vendor fair. I wasn't here for that; that is a resident that runs that, and she didn't report any issues other than having to get a couple of cars there that were there overnight, but we've addressed that before even back when the expo was here. She will be going back to your sister district here. She uses this parking lot for the Thanksgiving event.

Moving on, I want to talk about whether we open the room or not. Every month I say we will bring it back and we are getting more and more questions for rental of that room. The weather is nicer, and people are getting back to what they think is normal, especially with vaccines building up and things like that. The baseball stadium opened up here.

Mr. Horton stated looking at the charts, Florida is one of the worst states right now, so we're not normal yet.

Mr. Soriano stated I agree, but it still gets asked.

Ms. Nelsen stated they're also looking at numbers and not percentage of population so of course their numbers are going to be higher because our population is higher.

Mr. Soriano stated I am planning on low numbers, whether we open it or not for even this next year. We put in the budget a little off setting revenue for rentals, whether it's this side for your sister district for this big room where they actually make some good money or your side where you only make a little bit. It's still not a lot, but I do plan on that offsetting revenue. In the meantime, we are getting a lot of questions. We've talked about rentals for the patio and we started renting that out and we did have some this last weekend, but we're getting specific questions about that room.

Ms. Nelsen asked are they renting over here?

Mr. Soriano responded they are. This one has been open for the last three months. The only thing they do have here is 50% capacity and they pay the same rate.

Mr. Lanier stated school is getting out and there is probably going to be some higher interest with some graduation parties tied into the birthday parties. How big has the interest been?

Mr. Soriano responded we've actually gotten a lot for things like that. We have directed them to this side, however there is that first reaction of them not wanting anything to pay for anything that big, they're wanting a small get together with their family and they live on that side. Even when I explain it to them some of them are understanding, but they still want the room. We are getting a lot more questions. I don't think we need the revenue, but I do come back to you every month on it.

Mr. Lanier stated the residents are starting to expect it more. They understand it and they understand the policy. The Florida government seems to understand what's going on with it as well.

Mr. Soriano stated I think that protection is what a lot of businesses have been waiting on.

Mr. Lanier motioned to open the clubroom for rentals in May.  
Ms. Nelsen seconded the motion.

Mr. Perry asked for clarification, do you want to open it on May 1<sup>st</sup>?

Mr. Lanier responded yes and that's with a caveat of 50% capacity.

Mr. Soriano stated we can do the same thing there. That would probably limit a few, but same as over here we've explained the reason why that this is the only way we can open it and feel comfortable and those that want it will agree to it. There are many other businesses that are open and renting and many of them still have those capacity issues, even though we are allowed to go 100%. I'm good with limiting it.

Mr. Thomas stated I'm okay with the patio rentals right now, but I don't see why we can't move back to the room rentals until June if we are talking about graduation parties. School is not even out until June.

Ms. Nelsen stated he has done that and just for clarification, Clay's seniors graduate May 28<sup>th</sup>, even though school is not out until the 3<sup>rd</sup>.

Mr. Soriano stated yes, we've already started talking about staffing because that night is always tough.

Mr. Thomas asked what is the 50% capacity?

Ms. Nelsen responded we think it's 50, so that would mean 25 people now.

Mr. Thomas stated as long as it's capped at 50%, my vote would be yes.

On voice vote with all but Mr. Horton in favor, allowing rentals of the club room beginning May 1<sup>st</sup> with a 50% capacity limit was approved 4-1.

Mr. Soriano stated then also with that, I have looked at purchasing more of the battery-operated fogging guns. They are very easy for our staff that are using them in the fitness center. They get filled with virucide and is hospital cleaning caliber. You see all these companies doing the certified SARS-COV-2 cleaning and that's what this virucide is made for. There are a lot of them on the CDC list, but we have one that we bought boxes of and then they go in

these little battery-operated guns and they take them around and spray them everywhere and this stuff is electrically charged to coat everything. The fitness center has been using them since this started. These were really expensive when we first bought them and now a lot of companies make them. The ones I bought originally were almost \$1,000 a gun, to a couple hundred bucks and you can get them at any Home Depot, and they are the same style. I figured I would buy one for the staff that does this room before and after parties and the same thing would go on over there for that room and they wouldn't have to carry it back and forth to the fitness center.

Mr. Soriano continued. I wanted to update you guys on some of the work we've already been doing. Our nature walk bridge did come in shortly after our last meeting. We have not started putting it up because we want to get the area sprayed so we're not getting attacked by bees out there. We have already started figuring out how we're going to put it up. We're going to put scaffolding up in there. We can't do anything to attach to the concrete but the water is not very deep so we will be able to get down there and suspend that bridge while we work on it. We will hopefully start that over this next month. We've had problems out there and I've had to kick out lots of cars and trucks. Now, if you go down there for a walk you'll see we have graffiti on that outfall now. When we open things up, that is what is going to happen. We're going to try to limit that. We talked about putting bollards at the bridge. I may actually put some farther down now and we may extend the one split rail fence that is already up on the corner by the little pond farther down so people can't get into that area. I may even stick some out onto the trail areas that are coming off of that walkway because more and more people are going into that nice pine tree wooded area. We have some kids back there that figured out that is the perfect spot to play paint ball and they were setting up obstacle courses. I know they're still going to get back there, but my concern is that they clean up.

The dog park will hopefully be done soon as I said. One of the last things I was waiting on was not just the signs with our rules, but the gates and fences. They were fabricated by someone else so I'm waiting for that at the gazebo to go up and that will be it for making it operational. There is a lot of nice trim work and a flat rail on top that I would like to put out there, but we can actually open the dog park the way it is now, and I can always shut off one side on the days we do the trim work. I would like to open up that park as soon as we get our signage in and those gates up.

The parking lot expansion is part of that check that was referenced earlier. A couple of weeks ago we did get a check from the asphalt guy returned to us with a short note saying he could not complete the job, so I had a conversation with him. He lost his grader, and this is not a job that is easy to fill, it's more specialized and his concern is he's not doing any larger installs because he can't guarantee drainage and he doesn't want to flood off anywhere. He is also very busy with smaller jobs and things like seal coating, which he makes a lot more money off of, kind of like what we did with the track, so he wasn't in a big hurry to fill that spot anyway. I've had to start back over with a couple of our contractors. The biggest issue is going back in line and waiting those months. The money is there from where he returned it to us. Whether we have to take a little increase from the original quotes they did for us this last year, but I've already talked to Duval and they weren't too concerned with raising the price. The general contractor that I was dealing with before hasn't returned my call yet so I don't know if he's looking at increasing or if he can even do it. I do have another route that I am trying. There is a subcontractor that I've been connected with that does work with other companies like Duval and they just do the grading so I've reached out to TDK and said if I can coordinate a grader for you, can you still do the asphalt work and he agreed to it, so if that happens then we would still be able to get everything done. I never know, it may work out for the best because now I'm handling it and I'll know exact cost of the rock and the grading work that is being done to prep the sight before he even comes in and does the asphalt. It's just adding time to it though. Last month's meeting, Middle Village did ask me about getting quotes for them to expand this parking lot so they're looking for back there at the softball field area and taking out a small strip of gas that is in front of the fields to add a row of cars so if that entices these guys to get on board, then Middle Village may need to help out with their expenses to get your work done.

The other item is the security work. I have narrowed down our proposals to two companies that I consider responsive. I've reached out to 11 companies all together. There were some that didn't respond at all and there were some that just gave generic pricing but didn't show up to do walk throughs or anything. There was one that even didn't show up at all after I scheduled a walk through and didn't call to tell me what happened so these were the two that I consider responsive. One company was called S3, and the other company is called Viewpoint and they are a smaller group, but they do have some local contracts. Middle Village



uses them, and Grey Hawk has a contract with them also now. This is a different job all together for them, but they are local so even though they're smaller than S3 I did look at them for that reason. The two of them are a little different in pricing. Viewpoint did give us a decent rate at \$22.60 an hour for their services. It's still much higher than our average \$13 that we pay now. S3 was \$23 an hour for you. It was a little odd. They were \$27.50 for Middle Village. It is a bigger property and that was part of their justification. Just because it's a larger property, I don't know if they thought I was looking for so many times around in an hour and their guys are just walking more and doing more because they did ask about using a golf cart. Which, I told them I don't have anything expect the trash golf carts right now and I don't think they want to be riding in that. We could always look at getting our own golf cart. They did give pricing if they provide the golf cart, which was much higher. Basically, they would use that contract to purchase an asset. Lots of companies do that stuff so that was in there, but I don't think they understand I just want them here for so many hours a night, not how many times they make it through, so I don't really understand the difference in pricing but I'm looking at the average of \$23. Still, that takes us up a good amount. What I did was had them look at the hours we do now and the services as far as them walking the track, checking on the fitness center, working with our off-duty guys and checking in with them and comparing that so I can get that cost breakdown to compare to what we do now. But then, I also asked them to look at that service and tell me what they think is truly needed and then we can adjust from there so if they're much more professional and do a better job of communicating with the residents and handling some of these issues, I don't think we need them as many hours. It's not that I want to cut them out right away, but if there is lots of waste that they see and they agree to it, I think it should be cut back a little bit and that may help offset the fact that they're much more expensive than what we do right now. With that being said, I would like to take those two and go a little farther with them whether we bring them in for a quick presentation and you guys could ask questions, or it's just breaking down the two of them and kind of negotiating who gives us a better service for those rates and then I bring it back to you, but I also want to ask for direction or permission here to go ahead and give notice to our current provider that we will no longer be using them. I will give them until the end of the month.

Mr. Horton asked what's our yearly cost with the current company?

Mr. Soriano responded with that average \$13 an hour we pay I believe approximately \$4,200 every month to them. We do have a budget line for our security, but added in to that is our off-duty officer's cost. I would actually look at times of cutting back on our security and almost during the summer maybe asking for extra shifts with the off-duty guys. Security can only do so much and they still have to call our off-duty guys. Our off-duty guys come in later in the day but we know there are lots of days in the middle of the summer where there are problematic times and I can always call them to get a shift added. As long as there is somebody there set up in our system ready that is ready to work for us and they have that free time I will look to give them more time for those hours that are needed. It doesn't make it easy to work with the budget because the budget contains both of them.

Mr. Perry stated the total for this district is about \$95,000 a year between Clay County and the contract and your sister district is about \$120,000 I believe.

Mr. Horton stated it looks like we would be paying roughly \$50,000 more a year with this different company.

Mr. Perry stated probably not that much.

Mr. Horton stated to me, if you get a real guard that goes up there and does his thing and communicates properly the rules and we enforce that, it would be worth it. You're right, we may be able to pull the hours back.

Mr. Soriano stated it would probably be just under \$40,000 by your estimation because we go from that \$4,200 a month to \$7,430 on the high end.

Ms. Nelsen stated I agree with Tom, if we have effective people.

Mr. Soriano stated I know it sounds like a lot when we add that almost \$4,000 extra every month, but right now I end up dealing with a lot of the resident issues because we're not getting that from our security company, and I get staff concerns about whether they actually feel safe during certain situations.

Mr. Thomas stated I'm going to urge the Board to have us change our security company from what I've witnessed over the past three weeks taking my daughter to tennis and seeing the current security company sitting in their cars when I drop my daughter off and pick her up an hour and a half later. They are not patrolling the property and I don't care how cheap it is, you get what you pay for. We knew we were going to have to spend a little bit more money. We have to get a better-quality product for our residents.

Mr. Soriano stated and really quick, just to point out I did mention this to your sister district, I'm going to be battling with them a little bit paying for this last month because I have constant issues with not just something like that, but there's been times where we've had a situation and I can't find a guard at all. We do pay a flat rate but that is still an expectation that the guard is here and I'll find out guards are late showing up, or they've left early or some nights were not even here so I'm going to be going through everything with them for the last month's work with a fine tooth comb to say unless you can prove to me that this guy was here, I didn't see anybody and staff didn't see anybody so we're not paying for that. Both districts are the same way. I've seen less of an issue at your district, but this side we've heard that quite a bit and we've gone back and forth with their management company and they promised me people would be out here and it just doesn't happen.

Ms. Nelsen stated we agree with you, Scott.

Mr. Thomas asked do we need to vote to go ahead and tell our current company we will be terminating the contract?

Ms. Nelsen responded no, Jay has already asked for directive to go ahead and give them notice so I think we just need Board directive and then he's going to fine tune the other two bidders to see what he can come up with.

Mr. Lanier stated my only concern is timing-wise when can this realistically be narrowed down to one company?

Mr. Soriano responded it depends. If you want to bring them in here, it would be after the next meeting, so I have a concern that I'm going to be relying for a couple weeks strongly on our off-duty officers and not our security. They will be able to start pretty quickly and are ready. In fact, S3 were one of the first to go through this walk-through and asked if they can talk to you guys and I asked them to hold off until we got to this point. If we don't want to bring them in, we can say I can deal with it.

Mr. Lanier stated that's what I'm asking about. If we give the current company notice now, is it too soon if we don't have another entity picked?

Mr. Soriano responded last month I would've felt that way but like I said, I've had so many days where they're not even onsite that I don't think it makes a difference. I would almost rather not pay for them and rely heavier on our off-duty officers and staff continue to do

what they're doing right now so we can cut short the other one and then I can get these guys in. It also forces us to go ahead and make that decision.

Mr. Lanier stated by direction I'd like to give it to Jay.

Ms. Nelsen stated I whole heartedly trust you. That's who you're going to be dealing with.

Mr. Horton stated I feel the same way. I think we need to stress to them, what we're really looking for here is somebody to enforce the rules and no playing around.

Mr. Soriano stated that was part of the conversation too, because it is going to invite complaints at the beginning because you see these guys that are out here now and even though I've defended them at times because they are those low paid guys, a lot of times they're not going out and dealing with the conflict. They're not trained well enough a lot of times. However, these guys will. They're more professional in dealing with that. That also means some of these residents are going to be upset because they're going to say they've never been told to follow the rules. The security companies said they understood it was going to happen and they would work with me more and would be there for those questions.

Mr. Horton what I would suggest is if you're worried about when they start and when they quit, if we've got somebody in the gym at 5:00 in the morning and 10:00 at night, that part is definitely covered. Whoever is in the gym can text you.

Mr. Soriano stated that's what I get mostly is that staff person there will tell me they don't see them, but they're also not going out looking because they can't leave that building when it's busy, but if you haven't seen them once in the night and those people are supposed to be walking.

MS. Nelsen stated I think he's saying to have them sign in at the gym.

Mr. Soriano stated we are. They will do that and also under this new direction with the Sheriff's office, a lot of our off-duty officers are brand new, and a lot of our guys have been changed or promoted so they don't have enough time to do some of these extra hours that they've been doing here. With that, they've asked us to give them a detailed log of what they're supposed to be doing. I don't like telling an officer what to do.

Mr. Horton stated we're paying for them and we need to tell them what we expect of them. We're not telling them what to do, just what we expect from them and if they have a problem with that they can mention it.

Mr. Soriano stated we've always looked at it like we don't get them involved in policy, but they can do things like go around and check IDs for us as an agent of ours. I've never really asked them to do that so there are some things that I will start to ask them specifically to do but I try not to get that detailed.

Mr. Horton stated things like walk around the track at night after it gets dark and make sure there's nobody lingering around when they shouldn't be. They probably don't know that even now.

Mr. Soriano stated some of ours that have been here for years were awesome. I didn't have to tell them anything, but then we did have to start changing over guys, especially with the last Sheriff, but this is a little new, but it's really just from people moving up, which is a good thing. I have these new young guys and that makes it easier for me. They will actually be logging in and doing a timesheet for us. This was never done before because they already have their stuff, they do with the Sheriff's office, but they will be doing it with us the same way. There are lots of times that person at the fitness center doesn't see the security guard and then they look for the off-duty officer and they don't find them either and that makes it a little hard and has caused more issues with the Sheriff's office because they want to make sure they know where they're at so they've asked for these things. That should be something that will help. That security guards should be looking to check in with that off-duty officer and the off-duty officer should be looking to check in with the security guard every night that they're here.

Mr. Perry asked can we just take a break and go to where we want to go with this, which I think is a motion to allow Jay to negotiate with those two providers and we will bring back the contract at the next meeting, have them here and then we can just move forward.

Ms. Nelsen motioned to authorize Mr. Soriano to select the security services contractor and negotiate the contract terms.

Mr. Lanier asked when is the next meeting?

Mr. Perry responded May 10<sup>th</sup>.

Mr. Lanier stated my only concern is that 10 days.

Mr. Perry stated I think our contract may have a 30-day clause.

Mr. Eckert stated I was going to say in an abundance of caution, the other motion I'd be asking you to do is to terminate the contract in accordance with its provisions, but then again if

you're not having much service now with what you have and there's a couple days in there, I would defer to Jay to deal with that.

Mr. Soriano stated I say the end of the month, but I think I've said before it's a 30-day out. We're not under any written contract at the moment, but it's always been in place we've just never updated it so I'm not too concerned with that, but I would still give them the 30-days.

Mr. Horton asked are you talking about bringing both companies in?

Ms. Nelsen responded no; we're just going to let Jay select. That is the motion.

Mr. Lanier seconded the motion.
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Mr. Horton asked you're going to go ahead and draw up a contract?

Mr. Soriano responded yes, if you want me to go ahead and make a decision we wouldn't need both of them to come in.

Mr. Eckert stated I thought the motion was for him to select the contractor he thought was appropriate, negotiate a contract, bring it back to the Board and you will have the final say so. If you don't like what he has done or the company, you can tell him to go back to the drawing board.

Mr. Horton asked so the Board will select the company?

Mr. Eckert responded no; Jay is going to select the one he thinks is best suited for the District's needs. He is going to bring the contract back to the Board and if you're not comfortable with it, then you're going to tell him to either get with the other company or get both of them to come in here for a presentation.

Ms. Nelsen stated but that's going to delay it a lot. The quickest way to get a new security company is to trust Jay to make the right decision for the Board. Is that what you thought you were seconding?

Mr. Lanier responded I thought Jay was going to make the selection and we were going to bring it to bear.

Mr. Eckert stated given the amount of the contract, I think it should be the Board's decision ultimately.

Mr. Soriano stated I've already talked to them and they would be ready to start. If there's concerns with whether they have enough people hired to handle enough hours I can work with them on that but they're both chomping at the bit to get here so I will work with them and we can have them in place, but you guys finalize everything.

Ms. Nelsen stated so you'll bring your recommendation and be ready to go with the contract on the 10<sup>th</sup>.

On voice vote with all in favor authorizing Mr. Soriano to identify the best qualified security company and negotiate contract terms was approved.

On MOTION by Ms. Nelsen seconded by Mr. Lanier with all in favor terminating the existing security services contract in accordance with the terms was approved.

## **SIXTH ORDER OF BUSINESS**

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

There were no audience comments.

Mr. Horton stated the track sealing machine, have you got that yet?

Mr. Soriano responded I have gotten it and I haven't been updated with a date either. This was something that I thought about with Tommy, the asphalt guy. If I can coordinate him with the grader and he's giving us a better price to do all this work and make sure it works out quickly I will go ahead and get him in to do that while he's doing that expansion. The barrels of asphalt emulsion that I've already ordered are going to be used. We have that big Village Center that have two big parking lots that are getting cracks everywhere, so it's not like it's going to go to waste. If I can get it in within the next month and I can use it someplace else I will, but if he gives me a better deal to get it all done while working with someone else then I'll go ahead and get him to do that but that would be under your direction too.

Mr. Horton asked what about the pool?

Ms. Soriano responded I have been given some more written numbers, but they have not set up walk throughs and this last month I've actually disregarded them because they haven't set that up and I had to get those pools open. I did let them know my big concern with getting that salt cell setup was that I save more money if I can do this in the off-season. We're

going to save money either way, but if I had gotten this done a couple months ago we would have saved on those chemical deliveries. At this point now it's not a hurry to get it done but I'm still looking at. They have given me everything I need to look at pricing so now it would be coordinating if we want to spend that \$20,000. I'm looking at going ahead and purchasing the controllers that are under my amount because we've already had problems with Poolsure's controls. The day before the health department inspection we had one controller go out completely, so we had to do all manual work that night and the next morning. If we hadn't of known that we would have been closed right before Spring Break. I would like to get rid of some of that smaller equipment. We do get that as part of that contract so it kind of comes free, but it's junk. I would rather go ahead and buy our own so it's working right and it will work with the salt cell system if we decide to change it.

Mr. Horton asked you're still going to pursue getting it done?

Mr. Soriano responded yes; it just wasn't a concern this last month because I had to open the pools.

Mr. Horton asked if he comes in while the pool is open will you have to close the pool for a while?

Mr. Soriano responded no; it still operates. At the most it would be a few hours to cut out piping and install the salt cells themselves. If the controllers are already in place that makes it much quicker because I don't have to mount or add any of those so some of those smaller items that will be used with that system, we can actually use with what we have right now. I'll go ahead and buy that, but those are smaller amounts.

Mr. Horton asked what about the woodchipper?

Mr. Soriano responded I just put the order in last month so I haven't gotten a date for that yet.

#### **SEVENTH ORDER OF BUSINESS**

#### **Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is May 10, 2021 at 4:00 p.m. at this location.

#### **EIGHTH ORDER OF BUSINESS**

#### **Adjournment**



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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

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# Double Branch

## Community Development District

Unaudited Financial Reporting  
March 31, 2021



**DOUBLE BRANCH**  
**Community Development District**  
**Combined Balance Sheet**  
March 31, 2021

	<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	\$48,141	\$152,936	\$322,531	---	---	\$523,608
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$2,058,109	---	\$2,058,109
Reserve A1	---	---	---	\$868,932	---	\$868,932
Prepayment	---	---	---	\$144	---	\$144
Acquisition and Construction	---	---	---	---	\$18,598	\$18,598
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$95,634	---	\$95,634
<u>Operations</u>						
Custody Account-General Fund Excess	\$22,055	---	---	---	---	\$22,055
Custody Account-Recreation Fund Excess	---	\$225,846	---	---	---	\$225,846
Custody Account-Recreation Fund Reserve	---	---	\$73	---	---	\$73
<u>State Board</u>						
General Fund	\$77,435	---	---	---	---	\$77,435
Recreation	---	\$1,083,395	---	---	---	\$1,083,395
Capital Reserve	---	---	\$1,087,772	---	---	\$1,087,772
Due From Capital Reserve Fund	---	\$300	---	---	---	\$300
Due from Other	\$25	\$92	---	---	---	\$117
Due From Middle Village	---	\$25	---	---	---	\$25
Electric Deposits	---	\$4,583	---	---	---	\$4,583
Prepaid Expenses	---	\$174	---	---	---	\$174
<b>TOTAL ASSETS</b>	<u>\$147,656</u>	<u>\$1,468,023</u>	<u>\$1,410,376</u>	<u>\$3,022,819</u>	<u>\$18,598</u>	<u>\$6,067,472</u>
<b>LIABILITIES:</b>						
Accounts Payable	\$6,005	\$70,029	\$15,580	---	---	\$91,614
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	---	\$8,811	---	---	---	\$8,811
Due to Rec Fund	\$0	---	\$300	---	---	\$300
Due to Middle Village	---	\$483	---	---	---	\$483
<b>FUND BALANCES:</b>						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$3,022,819	---	\$3,022,819
Restricted for Capital Projects	---	---	---	---	\$18,598	\$18,598
Assigned	---	\$34,717	\$1,394,496	---	---	\$1,429,214
Unassigned	\$141,498	\$1,349,398	---	---	---	\$1,490,896
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u>\$147,656</u>	<u>\$1,468,023</u>	<u>\$1,410,376</u>	<u>\$3,022,819</u>	<u>\$18,598</u>	<u>\$6,067,472</u>

**DOUBLE BRANCH**  
**Community Development District**  
**GENERAL FUND**  
Statement of Revenues & Expenditures  
For The Period Ending March 31, 2021

	AMENDED BUDGET	PRORATED BUDGET THRU 3/31/2021	ACTUAL THRU 3/31/2021	VARIANCE
Assessment - Tax Roll	\$177,985	\$173,411	\$173,411	\$0
Interest Income	\$200	\$100	\$70	(\$30)
Miscellaneous Income	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$178,185</b>	<b>\$173,511</b>	<b>\$173,482</b>	<b>(\$30)</b>

**EXPENDITURES:**

**Administrative**

Supervisors Fees	\$12,000	\$6,000	\$5,600	\$400
FICA Expense	\$918	\$459	\$428	\$31
Engineering	\$5,000	\$2,500	\$0	\$2,500
Arbitrage	\$700	\$350	\$0	\$350
Dissemination	\$1,333	\$667	\$666	\$0
Assessment Roll	\$8,212	\$8,212	\$8,212	\$0
Attorney	\$42,000	\$21,000	\$18,245	\$2,755
Annual Audit	\$5,900	\$2,950	\$0	\$2,950
Trustee fees	\$8,815	\$3,409	\$3,409	\$0
Management Fees	\$59,963	\$29,982	\$29,982	(\$0)
Information Technology	\$2,142	\$1,071	\$1,071	\$0
Telephone	\$290	\$290	\$319	(\$29)
Postage	\$1,900	\$950	\$505	\$445
Printing & Binding	\$3,400	\$1,700	\$1,091	\$609
Records Storage	\$300	\$150	\$0	\$150
Insurance	\$8,333	\$8,333	\$8,333	\$0
Legal Advertising	\$2,000	\$1,000	\$717	\$283
Office Supplies	\$350	\$175	\$151	\$24
Website Compliance	\$2,250	\$1,125	\$1,174	(\$49)
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$12,204	\$6,102	\$0	\$6,102
Transfer Out	\$90,000	\$90,000	\$90,000	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$268,185</b>	<b>\$186,599</b>	<b>\$170,076</b>	<b>\$16,522</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$90,000)</b>		<b>\$3,405</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$90,000</b>		<b>\$138,093</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$141,498</b>	

**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending March 31, 2021

	AMENDED BUDGET	PRORATED BUDGET THRU 3/31/2021	ACTUAL THRU 3/31/2021	VARIANCE
<b>REVENUES:</b>				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,425,062	\$1,425,062	\$0
Interest Income	\$1,000	\$500	\$488	(\$12)
Amenities Revenue	\$33,690	\$16,845	\$4,914	(\$11,931)
Sports Revenue	\$11,000	\$5,500	\$4,790	(\$710)
<b>TOTAL REVENUES</b>	<b>\$1,508,338</b>	<b>\$1,447,907</b>	<b>\$1,435,254</b>	<b>(\$12,653)</b>

**EXPENDITURES:**

**Administrative:**

Management Fees - Onsite	\$178,487	\$89,244	\$89,244	\$0
Insurance	\$68,797	\$68,797	\$71,995	(\$3,198)
Other Current Charges	\$3,818	\$1,909	\$1,409	\$500
Permit Fees	\$1,635	\$818	\$694	\$124
<b>Total Administrative</b>	<b>\$252,737</b>	<b>\$160,767</b>	<b>\$163,341</b>	<b>(\$2,574)</b>

**Maintenance:**

**Common Area**

Security	\$50,920	\$25,460	\$21,179	\$4,281
Security - Clay County Off-Duty Sheriff	\$43,050	\$21,525	\$19,194	\$2,331
Water - Irrigation	\$9,000	\$4,500	\$4,068	\$432
Irrigation Maintenance	\$4,250	\$2,125	\$0	\$2,125
Streetlighting	\$33,066	\$16,533	\$13,876	\$2,657
Electric	\$42,000	\$21,000	\$12,626	\$8,374
Landscape Maintenance	\$378,424	\$189,212	\$189,216	(\$4)
Common Area Maintenance	\$43,564	\$21,782	\$13,694	\$8,088
Lake Maintenance	\$28,116	\$14,058	\$12,420	\$1,638
Landscape Reserve	\$30,000	\$0	\$0	\$0
Capital Reserve	\$15,565	\$0	\$0	\$0
Repairs and Replacement	\$95,000	\$47,500	\$49,308	(\$1,808)
General Reserve	\$26,759	\$0	\$0	\$0
<b>Total Common Area</b>	<b>\$799,714</b>	<b>\$363,695</b>	<b>\$335,581</b>	<b>\$28,114</b>

**Recreation Facility**

Amenity Staff	\$110,000	\$55,000	\$37,887	\$17,113
Refuse Services	\$10,000	\$5,000	\$4,903	\$97
Telephone	\$5,592	\$2,796	\$2,569	\$227
Electric	\$40,000	\$20,000	\$13,181	\$6,819
Cable	\$12,319	\$6,160	\$3,911	\$2,248
Pool Maintenance	\$50,000	\$25,000	\$12,645	\$12,355
Water / Sewer/Reclaim	\$48,000	\$24,000	\$18,617	\$5,383
Facility Maintenance-General	\$43,500	\$21,750	\$19,483	\$2,267
Facility Maintenance-Preventative	\$13,117	\$6,559	\$3,257	\$3,302
Facility Maintenance - Contingency	\$34,750	\$17,375	\$15,454	\$1,921
Lighting Repairs	\$8,500	\$4,250	\$3,652	\$598
Special Events	\$10,500	\$5,250	\$1,076	\$4,174
Office Supplies & Equipment	\$6,664	\$3,332	\$667	\$2,665
Janitorial	\$59,412	\$29,706	\$27,723	\$1,983
Recreation Passes	\$5,500	\$2,750	\$1,287	\$1,463

**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending March 31, 2021

	AMENDED BUDGET	PRORATED BUDGET THRU 3/31/2021	ACTUAL THRU 3/31/2021	VARIANCE
<b><u>Recreation Facility-Continued</u></b>				
Pool Pump Reserve	\$6,500	\$3,250	\$0	\$3,250
Pool Leak Repairs	\$5,000	\$2,500	\$0	\$2,500
Multiuse Field	\$21,250	\$10,625	\$0	\$10,625
Transfer Out	\$200,000	\$200,000	\$200,000	\$0
<b>Total Recreation Facility</b>	<b>\$690,604</b>	<b>\$445,302</b>	<b>\$366,312</b>	<b>\$78,990</b>
<b>Total Maintenance</b>	<b>\$1,490,318</b>	<b>\$808,997</b>	<b>\$701,893</b>	<b>\$107,104</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,743,055</b>	<b>\$969,764</b>	<b>\$865,234</b>	<b>\$104,530</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$234,717)</b>		<b>\$570,020</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$234,717</b>		<b>\$783,961</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$1,353,981</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	\$8,129	\$160,306	\$2,064	\$1,906	\$1,006	\$0	\$0	\$0	\$0	\$0	\$0	\$173,411
Interest Income	\$14	\$14	\$12	\$12	\$9	\$9	\$0	\$0	\$0	\$0	\$0	\$0	\$70
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$14</b>	<b>\$8,143</b>	<b>\$160,318</b>	<b>\$2,076</b>	<b>\$1,916</b>	<b>\$1,015</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$173,482</b>
<b>Expenditures:</b>													
<b><u>Administrative</u></b>													
Supervisors Fees	\$1,000	\$1,000	\$1,000	\$800	\$1,000	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$5,600
FICA Expense	\$77	\$77	\$77	\$61	\$77	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$428
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Dissemination	\$111	\$111	\$111	\$111	\$111	\$111	\$0	\$0	\$0	\$0	\$0	\$0	\$666
Assessment Roll	\$8,212	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,212
Attorney	\$1,887	\$2,548	\$3,541	\$4,150	\$6,118	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,245
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee fees	\$3,409	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,409
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$0	\$0	\$0	\$0	\$0	\$29,982
Computer Time	\$178	\$178	\$178	\$178	\$178	\$178	\$0	\$0	\$0	\$0	\$0	\$0	\$1,071
Telephone	\$54	\$67	\$38	\$10	\$30	\$120	\$0	\$0	\$0	\$0	\$0	\$0	\$319
Postage	\$15	\$121	\$129	\$22	\$180	\$38	\$0	\$0	\$0	\$0	\$0	\$0	\$505
Printing & Binding	\$168	\$122	\$183	\$92	\$199	\$326	\$0	\$0	\$0	\$0	\$0	\$0	\$1,091
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$8,333	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,333
Legal Advertising	\$244	\$0	\$239	\$117	\$117	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$717
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$21	\$21	\$21	\$21	\$21	\$47	\$0	\$0	\$0	\$0	\$0	\$0	\$151
Website Compliance	\$188	\$188	\$236	\$188	\$188	\$188	\$0	\$0	\$0	\$0	\$0	\$0	\$1,174
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer Out	\$90,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,000
<b>Total Administrative</b>	<b>\$119,068</b>	<b>\$9,430</b>	<b>\$10,750</b>	<b>\$10,748</b>	<b>\$13,215</b>	<b>\$6,866</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$170,076</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$119,053)</b>	<b>(\$1,286)</b>	<b>\$149,568</b>	<b>(\$8,672)</b>	<b>(\$11,300)</b>	<b>(\$5,851)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,405</b>



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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Maintenance Assessments-Tax Roll	\$0	\$66,802	\$1,317,364	\$16,960	\$15,667	\$8,271	\$0	\$0	\$0	\$0	\$0	\$0	\$1,425,062
Interest Income	\$89	\$89	\$73	\$75	\$60	\$102	\$0	\$0	\$0	\$0	\$0	\$0	\$488
Amenities Revenue	(\$6)	\$209	\$336	\$245	\$425	\$3,705	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914
Sports Revenue	\$0	\$0	\$0	\$1,325	\$2,210	\$1,255	\$0	\$0	\$0	\$0	\$0	\$0	\$4,790
<b>Total Revenues</b>	<b>\$83</b>	<b>\$67,100</b>	<b>\$1,317,773</b>	<b>\$18,604</b>	<b>\$18,361</b>	<b>\$13,332</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,435,254</b>

**Expenditures:**

**Administrative**

Management Fees - Onsite	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$0	\$0	\$0	\$0	\$0	\$0	\$89,244
Insurance	\$72,252	\$0	\$0	\$0	\$0	(\$257)	\$0	\$0	\$0	\$0	\$0	\$0	\$71,995
Other Current Charges	\$220	\$203	\$319	\$267	\$193	\$207	\$0	\$0	\$0	\$0	\$0	\$0	\$1,409
Permit Fees	\$54	\$27	\$390	\$0	\$223	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$694
<b>Total Administrative</b>	<b>\$87,400</b>	<b>\$15,104</b>	<b>\$15,582</b>	<b>\$15,141</b>	<b>\$15,290</b>	<b>\$14,823</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$163,341</b>

**MAINTENANCE- Common Area**

Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,179
Security - Clay County Off-Duty Sheriff	\$3,648	\$3,678	\$3,873	\$2,015	\$2,831	\$3,150	\$0	\$0	\$0	\$0	\$0	\$0	\$19,194
Water - Irrigation	\$915	\$438	\$577	\$772	\$711	\$655	\$0	\$0	\$0	\$0	\$0	\$0	\$4,068
Irrigation Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Streetlighting	\$2,302	\$2,302	\$2,318	\$2,318	\$2,318	\$2,318	\$0	\$0	\$0	\$0	\$0	\$0	\$13,876
Electric	\$2,194	\$2,245	\$1,869	\$2,162	\$1,641	\$2,515	\$0	\$0	\$0	\$0	\$0	\$0	\$12,626
Landscape Maintenance	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$0	\$0	\$0	\$0	\$0	\$0	\$189,216
Common Area Maintenance	\$4,647	\$767	\$2,428	\$1,809	\$516	\$3,527	\$0	\$0	\$0	\$0	\$0	\$0	\$13,694
Lake Maintenance	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$0	\$0	\$0	\$0	\$0	\$0	\$12,420
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs and Replacement	\$13,232	\$5,570	\$8,226	\$7,236	\$7,848	\$7,196	\$0	\$0	\$0	\$0	\$0	\$0	\$49,308
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Common Area</b>	<b>\$64,779</b>	<b>\$52,842</b>	<b>\$57,132</b>	<b>\$54,154</b>	<b>\$53,707</b>	<b>\$52,967</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$335,581</b>

**Recreation Facility**

Amenity Staff	\$11,297	\$4,497	\$7,466	\$3,763	\$3,807	\$7,056	\$0	\$0	\$0	\$0	\$0	\$0	\$37,887
Refuse Service	\$790	\$788	\$788	\$794	\$867	\$876	\$0	\$0	\$0	\$0	\$0	\$0	\$4,903
Telephone	\$702	\$444	\$442	\$181	\$445	\$355	\$0	\$0	\$0	\$0	\$0	\$0	\$2,569
Electric	\$3,437	\$2,538	\$1,433	\$1,959	\$1,758	\$2,056	\$0	\$0	\$0	\$0	\$0	\$0	\$13,181
Cable	\$631	\$640	\$640	\$657	\$671	\$671	\$0	\$0	\$0	\$0	\$0	\$0	\$3,911
Pool Maintenance/Chemicals	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$0	\$0	\$0	\$0	\$0	\$0	\$12,645
Water/Sewer/Reclaim	\$3,463	\$3,327	\$2,749	\$2,756	\$2,639	\$3,684	\$0	\$0	\$0	\$0	\$0	\$0	\$18,617
Facility Maintenance - General	\$3,625	\$3,377	\$3,297	\$3,389	\$2,374	\$3,421	\$0	\$0	\$0	\$0	\$0	\$0	\$19,483

**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
Facility Maintenance - Preventative Contracts	\$861	\$773	\$1,180	\$443	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,257
Facility Maintenance - Contingency	\$2,895	\$2,563	\$2,667	\$2,656	\$1,878	\$2,795	\$0	\$0	\$0	\$0	\$0	\$0	\$15,454
Lighting Repairs	\$708	\$702	\$705	\$679	\$152	\$705	\$0	\$0	\$0	\$0	\$0	\$0	\$3,652
Special Events	\$0	\$183	\$738	\$0	\$154	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,076
Office Supplies and Equipment	\$352	\$37	\$37	\$58	\$146	\$37	\$0	\$0	\$0	\$0	\$0	\$0	\$667
Janitorial	\$4,601	\$4,631	\$5,269	\$4,487	\$4,484	\$4,251	\$0	\$0	\$0	\$0	\$0	\$0	\$27,723
Recreation Passes	\$200	\$0	\$0	\$0	\$1,088	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,287
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
Interfund Transfer Out	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
	<b>\$235,670</b>	<b>\$26,607</b>	<b>\$29,518</b>	<b>\$23,930</b>	<b>\$22,571</b>	<b>\$28,016</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$366,312</b>
<b>Total Expenses</b>	<b>\$387,849</b>	<b>\$94,553</b>	<b>\$102,232</b>	<b>\$93,225</b>	<b>\$91,568</b>	<b>\$95,806</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$865,234</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$387,766)</b>	<b>(\$27,454)</b>	<b>\$1,215,541</b>	<b>(\$74,621)</b>	<b>(\$73,207)</b>	<b>(\$82,474)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$570,020</b>

**DOUBLE BRANCH**  
**Community Development District**  
**Capital Reserve Fund**  
Statement of Revenues & Expenditures  
For The Period Ending March 31, 2021

	AMENDED BUDGET	PRORATED THRU 3/31/2021	ACTUAL THRU 3/31/2021	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$1,000	\$250	\$969	\$719
Landscape Reserve - Transfer In	\$30,000	\$0	\$0	\$0
Capital Reserve - Transfer In	\$15,565	\$0	\$0	\$0
Pool Pump Reserve - Transfer in	\$6,500	\$0	\$0	\$0
General Reserve - Transfer in	\$26,759	\$0	\$0	\$0
General Fund Reserve- Transfer in	\$12,204	\$0	\$0	\$0
Interfund Transfer In	\$290,000	\$0	\$290,000	\$290,000
<b>TOTAL REVENUES</b>	<b>\$382,028</b>	<b>\$250</b>	<b>\$290,969</b>	<b>\$290,719</b>
<b><u>EXPENDITURES:</u></b>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserves	\$0	\$0	\$2,800	(\$2,800)
Capital Projects	\$0	\$0	\$103,185	(\$103,185)
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$105,985</b>	<b>(\$105,985)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$382,028</b>		<b>\$184,985</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$1,238,762</b>		<b>\$1,209,512</b>	
<b>FUND BALANCE - Ending</b>	<b>\$1,620,790</b>		<b>\$1,394,496</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 March 31, 2021

ADOPTED BUDGET	PRORATED THRU 3/31/2021	ACTUAL THRU 3/31/2021	VARIANCE
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**Revenues:**

Special Assessments - Tax Roll	\$1,961,878	\$1,912,486	\$1,912,486	\$0
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$10,000	\$2,500	\$275	(\$2,225)
<b>TOTAL REVENUES</b>	<b>\$1,971,878</b>	<b>\$1,914,986</b>	<b>\$1,912,761</b>	<b>(\$2,225)</b>

**Expenditures:**

**Series 2013 A-1**

Interest Expense - 11/1	\$369,552	\$369,552	\$369,552	\$0
Interest Expense - 5/1	\$369,552	\$0	\$0	\$0
Principal Expense 5/1	\$1,015,000	\$0	\$0	\$0

**Series 2013 A-2**

Interest Expense - 11/1	\$52,181	\$52,181	\$52,181	\$0
Interest Expense - 5/1	\$52,181	\$0	\$0	\$0
Principal Expense 5/1	\$85,000	\$0	\$0	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$1,943,466</b>	<b>\$421,733</b>	<b>\$421,733</b>	<b>\$0</b>
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EXCESS REVENUES (EXPENDITURES)	<b>\$28,412</b>	<b>\$1,491,028</b>
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<b>Net change in Fund Balance</b>	<b>\$28,412</b>	<b>\$1,491,028</b>
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<b>FUND BALANCE - Beginning</b>	<b>\$687,628</b>	<b>\$1,531,791</b>
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<b>FUND BALANCE - Ending</b>	<b>\$716,040</b>	<b>\$3,022,819</b>
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Revenue	\$2,058,109
Reserve 2013-1	\$868,932
Reserve 2013-2	\$95,634
Prepayment	\$144
<b>Total</b>	<b>\$3,022,819</b>

**DOUBLE BRANCH**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For The Period Ending March 31, 2021

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<b><u>REVENUES:</u></b>		
Interest Income		\$3
<b>TOTAL REVENUES</b>		<div style="border: 1px solid black; padding: 2px;">\$3</div>
<b><u>EXPENDITURES:</u></b>		
Capital Outlay - Series 2013 A1 and A2		\$0
Cost of Issuance		\$0
<b>TOTAL EXPENDITURES</b>		<div style="border: 1px solid black; padding: 2px;">\$0</div>
<b>EXCESS REVENUES (EXPENDITURES)</b>		<div style="border: 1px solid black; padding: 2px;">\$3</div>
<b>FUND BALANCE - Beginning</b>		<div style="border: 1px solid black; padding: 2px;">\$18,595</div>
<b>FUND BALANCE - Ending</b>		<div style="border: 1px solid black; padding: 2px;">\$18,598</div>

# Double Branch

## Community Development District

### Long Term Debt Report

<b>Series 2013 A-1 Special Assessment Refunding Bonds</b>	
Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,932
Bonds outstanding - 9/30/2013	\$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Less: May 1, 2019 (Mandatory)	(\$955,000)
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:	\$95,634
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>

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# DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

## Fiscal Year 2021 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	11/18/20	164,580.48	89,650.10	8,128.86	66,801.52
2	12/01/20	408,734.29	222,645.31	20,187.97	165,901.01
3	12/04/20	2,386,098.61	1,299,753.10	117,852.81	968,492.70
4	12/17/20	450,787.63	245,552.56	22,265.04	182,970.03
5	01/14/21	41,783.52	22,760.27	2,063.75	16,959.50
6	02/19/21	38,598.12	21,025.13	1,906.42	15,666.57
7	03/19/21	20,377.05	11,099.77	1,006.45	8,270.83
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>3,510,959.70</b>	<b>1,912,486.24</b>	<b>173,411.30</b>	<b>1,425,062.16</b>

PERCENT COLLECTED	TOTAL	DEBT	O&M
<b>TOTAL PERCENT COLLECTED</b>	<b>97.48%</b>	<b>97.48%</b>	<b>97.48%</b>



*D.*

# Double Branch

## Community Development District

### Check Run Summary

April 30, 2021

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Payroll	4/16/21	50871-50875	\$ 923.50
		Sub-Total	\$ 923.50
Accounts Payable	3/31/21	1634-1639	\$ 12,085.40
	4/8/21	1640-1641	\$ 11,591.00
	4/19/21	1642	\$ 12,203.87
		Sub-Total	\$ 35,880.27
<b>Recreation Fund</b>			
Accounts Payable	3/30/21	6671-6689	\$ 22,031.00
	4/8/21	6690-6698	\$ 43,868.99
	4/19/21	6699-6706	\$ 81,134.00
	4/28/21	6707-6712	\$ 58,790.25
		Sub-Total	\$ 205,824.24
<b>Capital Reserve Fund</b>			
Accounts Payable	3/31/21	39-40	\$ 7,580.00
	4/8/21	41	\$ 1,100.00
	4/19/21	42-44	\$ 17,274.14
	4/19/21	42-VOID	\$ (2,975.00)
	4/19/21	45	\$ 1,280.39
		Sub-Total	\$ 24,259.53
<b>Total</b>			<b>\$ 266,887.54</b>

PR300R

## PAYROLL CHECK REGISTER

RUN 4/16/21 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50871	16	ANDRE LANIER	184.70	4/16/2021
50872	12	CHAD E DAVIS	184.70	4/16/2021
50873	15	CHARLES T HORTON	184.70	4/16/2021
50874	8	CYNTHIA Y. NELSEN	184.70	4/16/2021
50875	14	SCOTT THOMAS	184.70	4/16/2021
TOTAL FOR REGISTER			923.50	

DBBR DOUBLE BRANCH DLAUGHLIN

# Attendance Sheet

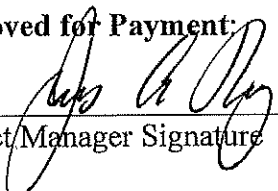
District Name: Double Branch, CDD

Board Meeting Date: April 12, 2021

	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>	Phone	YES - \$200
5	Scott Thomas <i>Assistant Secretary</i>	Phone	YES - \$200

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

Approved for Payment:

  
District Manager Signature

4/12/21  
Date

PLEASE RETURN COMPLETED FORM TO DANIEL

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
3/31/21	00015	10/31/20 118634	202010 310-51300-31500	MONTHLY MEETING	*	1,700.00	
				HOPPING GREEN & SAMS			1,700.00 001634
3/31/21	00015	1/31/21 120470	202101 310-51300-31500	GENERAL COUNSEL	*	2,450.00	
				HOPPING GREEN & SAMS			2,450.00 001635
3/31/21	00015	1/31/21 120471	202101 310-51300-31500	MONTHLY MEETING	*	1,700.00	
				HOPPING GREEN & SAMS			1,700.00 001636
3/31/21	00015	2/28/21 121003	202102 310-51300-31500	GENERAL COUNSEL	*	4,345.59	
				HOPPING GREEN & SAMS			4,345.59 001637
3/31/21	00015	2/28/21 121004	202102 310-51300-31500	MONTHLY MEETING	*	1,772.81	
				HOPPING GREEN & SAMS			1,772.81 001638
3/31/21	00111	2/25/21 21-00045	202102 310-51300-48000	NOTICE OF MEETING 2/25/21	*	117.00	
				JACKSONVILLE DAILY RECORD			117.00 001639
4/08/21	00035	3/01/21 2184	202103 310-51300-34000	MAR MANAGEMENT FEES	*	4,996.92	
		3/01/21 2184	202103 310-51300-52000	MAR WEBSITE ADIMIN	*	187.50	
		3/01/21 2184	202103 310-51300-35100	MAR INFORMATION TECH	*	161.83	
		3/01/21 2184	202103 310-51300-31300	MAR DISSEMINATION SERVICE	*	111.08	
		3/01/21 2184	202103 310-51300-35100	MAR IQ NECT EMAIL SERVICE	*	16.65	
		3/01/21 2184	202103 310-51300-51000	OFFICE SUPPLIES	*	46.70	
		3/01/21 2184	202103 310-51300-42000	POSTAGE	*	38.30	
		3/01/21 2184	202103 310-51300-42500	COPIES	*	326.40	
		3/01/21 2184	202103 310-51300-41000	TELEPHONE	*	119.69	
				GOVERNMENTAL MANAGEMENT SERVICES			6,005.07 001640
4/08/21	00035	4/01/21 2188	202104 310-51300-34000	APR MANAGEMENT FEES	*	4,996.92	

DBBR DOUBLE BRANCH OKUZMUK

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/01/21	2188	202104	310-51300-52000		*	187.50	
4/01/21	2188	202104	310-51300-35100	APR WEBSITE ADIM	*	161.83	
4/01/21	2188	202104	310-51300-31300	APR INFORMATION TECH	*	111.08	
4/01/21	2188	202104	310-51300-35100	APR DISSEMINATION SERVICE	*	16.65	
4/01/21	2188	202104	310-51300-51000	APR IQ NECT EMAIL SERVICE	*	.72	
4/01/21	2188	202104	310-51300-42000	OFFICE SUPPLIES	*	17.72	
4/01/21	2188	202104	310-51300-42500	POSTAGE	*	30.15	
4/01/21	2188	202104	310-51300-41000	COPIES	*	63.36	
				TELEPHONE			
GOVERNMENTAL MANAGEMENT SERVICES						5,585.93	001641
4/19/21	00108	4/01/21	04012021	202104 310-51300-55000	*	12,203.87	
				FY21 CAPITAL RESERVE FUND			
DOUBLE BRANCH CDD CAPITAL RESERVE						12,203.87	001642
TOTAL FOR BANK A						35,880.27	
TOTAL FOR REGISTER						35,880.27	

DBBR DOUBLE BRANCH OKUZMUK

# Hopping Green & Sams

Attorneys and Counselors

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

===== STATEMENT =====

November 25, 2020

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

Bill Number 118634  
Billed through 10/31/2020

**Monthly Meeting (O&M)**

**DBRNCH 00101 MCE**

**FOR PROFESSIONAL SERVICES RENDERED**

10/12/20 JMW Prepare for and attend board meeting.

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.**

1-310-513-315

ISA

# Hopping Green & Sams

Attorneys and Counselors

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

## STATEMENT

February 23, 2021

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

Bill Number 120470  
Billed through 01/31/2021

RECEIVED

FEB 23 2021

1-310-513-315

15 A

General Counsel (O&M)  
DBRNCH 00001 MCE

### FOR PROFESSIONAL SERVICES RENDERED

01/03/21	MCE	Perform real property due diligence.	1.00 hrs
01/04/21	MCE	Prepare prompt payment resolution and policies.	0.40 hrs
01/04/21	ALS	Prepare prompt payment resolution.	0.20 hrs
01/05/21	MCE	Confer with Perry; distribute prompt payment resolution.	0.10 hrs
01/05/21	KEM	Research plats within district boundaries.	0.30 hrs
01/05/21	ALS	Research establishment petition regarding map and final plats.	0.20 hrs
01/05/21	ALS	Finalize prompt payment resolution.	0.10 hrs
01/06/21	KEM	Research plats within district boundaries.	0.10 hrs
01/06/21	ALS	Research establishment petition regarding map and final plats.	3.70 hrs
01/07/21	MCE	Research real property ownership and easement issues; research project completion.	0.30 hrs
01/07/21	KEM	Research plats within district boundaries.	0.20 hrs
01/12/21	MCE	Follow up with Ma regarding sidewalk connection to new development on land owned by Towers.	0.10 hrs
01/15/21	EGRE	Research trespass penalties. [Salem]	1.10 hrs
01/18/21	MCE	Review voice mails of resident subject to trespass. [Salem]	0.40 hrs
01/18/21	MCE	Confer with Soriano regarding trespass; review related e-mails. [Salem]	0.40 hrs
01/19/21	MCE	Confer with Perry and Soriano. [Salem]	0.30 hrs
01/22/21	ALS	Review disclosure of public financing; research homeowner association managers and developers regarding same.	0.50 hrs
01/25/21	ALS	Follow up regarding disclosure of public financing before recording.	0.10 hrs



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01/27/21	MCE	Confer with Salem; follow up. [Salem]	0.70 hrs
01/28/21	MCE	Confer with Salem. [Salem]	0.20 hrs
01/29/21	MCE	Review public records request; review Salem information. [Salem]	0.30 hrs
01/29/21	JLK	Review proposed legislation; monitor committee activity and agendas; monitor Amendment 12 implementation.	0.30 hrs
Total fees for this matter			\$2,450.00

**MATTER SUMMARY**

Sousa, Adriana L. - Paralegal	4.80 hrs	130 /hr	\$624.00
Gregory, Emma C.	1.10 hrs	235 /hr	\$258.50
Kilinski, Jennifer L.	0.30 hrs	275 /hr	\$82.50
Ibarra, Katherine E. - Paralegal	0.60 hrs	130 /hr	\$78.00
Eckert, Michael C.	4.20 hrs	335 /hr	\$1,407.00

TOTAL FEES \$2,450.00

**TOTAL CHARGES FOR THIS MATTER \$2,450.00**

**BILLING SUMMARY**

Sousa, Adriana L. - Paralegal	4.80 hrs	130 /hr	\$624.00
Gregory, Emma C.	1.10 hrs	235 /hr	\$258.50
Kilinski, Jennifer L.	0.30 hrs	275 /hr	\$82.50
Ibarra, Katherine E. - Paralegal	0.60 hrs	130 /hr	\$78.00
Eckert, Michael C.	4.20 hrs	335 /hr	\$1,407.00

TOTAL FEES \$2,450.00

**TOTAL CHARGES FOR THIS BILL \$2,450.00**

**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

===== STATEMENT =====

February 23, 2021

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

Bill Number 120471  
Billed through 01/31/2021

RECEIVED

FEB 23 2021

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**Monthly Meeting (O&M)**

**DBRNCH 00101 MCE**

**FOR PROFESSIONAL SERVICES RENDERED**

01/11/21	MCE	Prepare for, travel to and attend board meeting; return travel; meeting follow-up.
01/20/21	MCE	Review draft meeting minutes.
01/22/21	MCE	Review draft meeting minutes and provide comments.
01/28/21	MCE	Attend agenda conference call.

Total fees for this matter

\$1,700.00

1-310-513-315

**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

1,810.513.315

## STATEMENT

March 18, 2021

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

Bill Number 121003  
Billed through 02/28/2021

**General Counsel (O&M)**  
**DBRNCH 00001 MCE**

RECEIVED

15A

1-310-513-315 MAR 19 2021

### FOR PROFESSIONAL SERVICES RENDERED

02/01/21	MCE	Research response to Salem public records request.	0.10 hrs
02/02/21	MCE	Prepare response to public records request.	0.50 hrs
02/04/21	MCE	Address public records request; confer with Perry and Soriano regarding Salem accusations and district policy; confer with Perry.	1.60 hrs
02/05/21	MCE	Confer with board members individually; prepare for hearing.	2.10 hrs
02/06/21	MCE	Review e-mails from Salem; prepare for hearing; confer with Salem.	0.30 hrs
02/09/21	MCE	Confer with Oliver; review Salem e-mails; confer with Salem.	0.90 hrs
02/10/21	MCE	Research and review Salem issues; confer with Salem.	0.50 hrs
02/11/21	MCE	Confer with Perry; review Salem e-mails.	0.40 hrs
02/14/21	MCE	Prepare Salem suspension letter.	0.50 hrs
02/15/21	MCE	Review outstanding Salem requests; provide response to same; prepare suspension letter.	3.30 hrs
02/15/21	EGRE	Research penalty for disrupting public meeting.	0.40 hrs
02/16/21	MCE	Confer with Horton.	0.10 hrs
02/16/21	MCE	Research public records exemptions; confer with Perry.	0.90 hrs
02/16/21	EGRE	Research penalty for disrupting public meeting.	0.30 hrs
02/17/21	MCE	Review police report and e-mails; confer with Grimm.	0.30 hrs
02/17/21	ALS	Record disclosure of public financing.	0.60 hrs
02/26/21	JLK	Review proposed legislation; monitor committee activity and agendas; monitor Amendment 12 implementation.	0.30 hrs

Total fees for this matter

\$4,192.50

**DISBURSEMENTS**

Bill Tracking Service	0.27
Conference Calls	6.11
Lexis Nexis	10.21
Recording Fees	136.50
Total disbursements for this matter	\$153.09

**MATTER SUMMARY**

Sousa, Adriana L. - Paralegal	0.60 hrs	130 /hr	\$78.00
Gregory, Emma C.	0.70 hrs	235 /hr	\$164.50
Kilinski, Jennifer L.	0.30 hrs	325 /hr	\$97.50
Eckert, Michael C.	11.50 hrs	335 /hr	\$3,852.50

TOTAL FEES	\$4,192.50
TOTAL DISBURSEMENTS	\$153.09

<b>TOTAL CHARGES FOR THIS MATTER</b>	<b>\$4,345.59</b>
--------------------------------------	-------------------

**BILLING SUMMARY**

Sousa, Adriana L. - Paralegal	0.60 hrs	130 /hr	\$78.00
Gregory, Emma C.	0.70 hrs	235 /hr	\$164.50
Kilinski, Jennifer L.	0.30 hrs	325 /hr	\$97.50
Eckert, Michael C.	11.50 hrs	335 /hr	\$3,852.50

TOTAL FEES	\$4,192.50
TOTAL DISBURSEMENTS	\$153.09

<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$4,345.59</b>
------------------------------------	-------------------

**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

1810.573.815

===== STATEMENT =====

March 18, 2021

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

Bill Number 121004  
Billed through 02/28/2021

RECEIVED

MAR 19 2021

## Monthly Meeting (O&M)

DBRNCH 00101 MCE

15A

### FOR PROFESSIONAL SERVICES RENDERED

02/08/21 MCE Prepare for, travel to and attend board meeting; return travel; meeting follow up.  
02/15/21 MCE Review draft meeting minutes and provide comments.  
02/24/21 MCE Attend agenda conference call.

Total fees for this matter \$1,700.00

### DISBURSEMENTS

Travel 60.06  
Travel - Meals 12.75  
Total disbursements for this matter \$72.81

### MATTER SUMMARY

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$72.81
<b>TOTAL CHARGES FOR THIS MATTER</b>	<b>\$1,772.81</b>

### BILLING SUMMARY

TOTAL FEES	\$1,700.00
TOTAL DISBURSEMENTS	\$72.81
<b>TOTAL CHARGES FOR THIS BILL</b>	<b>\$1,772.81</b>

Please include the bill number with your payment.

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

February 25, 2021

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092

Payment Due Upon Receipt

Serial #	21-00045C	PO/File #		\$117.00
				Amount Due
Notice of Meeting of the Board of Supervisors				
				Amount Paid
Double Branch Community Development District				\$117.00
				Payment Due
Case Number				
Publication Dates	2/25			
County	Clay			

*Payment is due before the  
Proof of Publication is released.*

*For your convenience, you  
may remit payment at  
[jaxdailyrecord.com/send-payment](http://jaxdailyrecord.com/send-payment).*

1,310,513.480  
111A

Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**Preliminary Proof Of Legal Notice**  
*(This is not a proof of publication.)*

*Please read copy of this advertisement and advise us of any necessary corrections before further publications.*

**DOUBLE BRANCH  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF MEETING OF  
THE BOARD OF  
SUPERVISORS**

Notice is hereby given that the Board of Supervisors of the Double Branch Community Development District is scheduled to be meet on **Monday, March 8, 2021, at 4:00 p.m.** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

In light of the COVID-19 public health emergency, the meeting may be conducted remotely, pursuant to Zoom communications media technology and/or by telephone pursuant to Executive Orders 20-52 and 20-69 issued by Governor DeSantis, including any extensions or supplements thereof ("Executive Orders"), and pursuant to Section 120.54(5)(b)2., Florida Statutes if such Executive Orders are still in effect. Anyone wishing to participate in the meeting and obtain information about how the meeting will occur should refer to the District's website, [www.DoubleBranchCDD.com](http://www.DoubleBranchCDD.com) or contact the office of the District Manager, c/o Governmental Management Services, LLC at (904) 940-5850 or [jerry@gmsnf.com](mailto:jerry@gmsnf.com) to obtain access information.

The District fully encourages public participation in a safe and efficient manner. Toward that end, participants are strongly encouraged to submit questions and comments to the District Manager by calling (904) 940-5850 or emailing [jerry@gmsnf.com](mailto:jerry@gmsnf.com) at least 24 hours in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

The meeting is open to the

public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. An electronic copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850) and is expected to also be available on the District's website at [www.DoubleBranchCDD.com](http://www.DoubleBranchCDD.com). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

If you are unable to participate by telephone or by Zoom, please contact the District Manager's office at (904) 940-5850 or [jerry@gmsnf.com](mailto:jerry@gmsnf.com) for further accommodations.

James A. Perry  
District Manager  
Feb. 25 00 (21-00045C)

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2184**Invoice Date:** 3/1/21**Due Date:** 3/1/21**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
General - Management Fees - March 2021 1-31-513-34		4,996.92	4,996.92
Website Administration - March 2021 1-31-513-52		187.50	187.50
Information Technology - March 2021 1-31-513-351		161.83	161.83
Dissemination Agent Services - March 2021 1-31-513-313		111.08	111.08
IQ Nect Email Service 1-31-513-351		16.65	16.65
Office Supplies 1-31-513-51		46.70	46.70
Postage 1-31-513-42		38.30	38.30
Copies 1-31-513-425		326.40	326.40
Telephone 1-31-513-41 35		119.69	119.69
<b>Total</b>			<b>\$6,005.07</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$6,005.07</b>



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2188

Invoice Date: 4/1/21

Due Date: 4/1/21

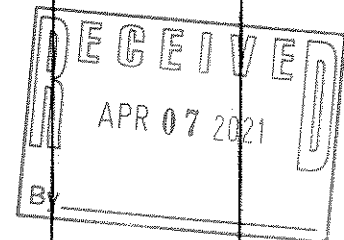
Case:

P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
General - Management Fees - April 2021 1-31-513-34		4,996.92	4,996.92
Website Administration - April 2021 1-31-513-52		187.50	187.50
Information Technology - April 2021 1-31-513-351		161.83	161.83
Dissemination Agent Services - April 2021 1-31-513-313		111.08	111.08
IQ Next Email Service - April 2021 1-31-513-351		16.65	16.65
Office Supplies 1-31-513-51		0.72	0.72
Postage 1-31-513-42		17.72	17.72
Copies 1-31-513-425		30.15	30.15
Telephone 1-31-513-41 35		63.36	63.36

**Total** \$5,585.93**Payments/Credits** \$0.00**Balance Due** \$5,585.93

**Double Branch  
COMMUNITY DEVELOPMENT DISTRICT**

RECEIVED

APR 01 2021

**General Fund**

**Check Request**

Date	Amount	Authorized By
April 1, 2021	\$12,203.87	Oksana Kuzmuk

Payable to:

Double Branch CDD Capital Reserve (#108)
--

**Date Check Needed:**

**Budget Category:**

ASAP	001-310-51300-55000
------	---------------------

Intended Use of Funds Requested:

FY 21 Capital Reserve Fund

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/30/21	00478	2/24/21 13685	202102 320-57200-62000	PROXIMITY CARDS	*	1,087.69	
				CARDS AND KEYFOBS			1,087.69 006671
3/30/21	00285	3/05/21 SS109977	202102 320-57200-34510	FEB EMPLOYMENT FEE	*	302.50	
		3/05/21 SS109977	202102 320-57200-34510	FEB SCHEDULING FEE	*	125.00	
				CLAY COUNTY SHERIFF'S OFFICE			427.50 006672
3/30/21	00002	3/02/21 03022021	202102 300-20200-10200	5217088	*	1,341.00	
		3/02/21 03022021	202102 300-20200-10200	4995700	*	1,360.00	
		3/02/21 03022021	202102 300-20200-10200	8763369	*	417.00	
		3/02/21 03022021	202102 300-20200-10200	7332265\5379615	*	2,318.00	
		3/02/21 03022021	202102 300-20200-10200	4995700	*	281.00	
				CLAY ELECTRIC COOPERATIVE, INC			5,717.00 006673
3/30/21	00831	1/20/21 39069	202101 320-57200-63100	DEVICE REPAIR/REPLACE	*	150.00	
				COX FIRE PROTECTION, INC			150.00 006674
3/30/21	00831	1/22/21 39068	202101 320-57200-63100	DEVICE REPAIR/REPLACEMENT	*	75.00	
				COX FIRE PROTECTION, INC			75.00 006675
3/30/21	00831	12/31/20 38960	202012 320-57200-63100	FIRE EXTINGUISHERS	*	335.00	
				COX FIRE PROTECTION, INC			335.00 006676
3/30/21	00831	2/19/21 39428	202102 320-57200-63100	FIRE EXTINGUISHER MISC	*	335.00	
				COX FIRE PROTECTION, INC			335.00 006677
3/30/21	00454	2/19/21 132065	202102 320-57200-63100	ELETRONIC SUPPLIES	*	204.78	
		2/19/21 132065	202102 320-57200-63100	ELECRONIC SUPPLIES	*	349.00	
				DWG DISTRIBUTION			553.78 006678
3/30/21	00092	2/23/21 2186	202102 320-57200-41000	PHONES- JANUARY 2021	*	88.72	

DBBR DOUBLE BRANCH OKUZMUK

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
		2/23/21 2186	202102 320-57200-49300		*	222.70	
			PERMITS/LICENSES JAN 2021				
		2/23/21 2186	202102 320-57200-63100		*	1,847.14	
			REPAIRS&REPLACEMENTS JAN				
		2/23/21 2186	202102 320-57200-49400		*	154.36	
			SPECIAL EVENTS JAN 2021				
		2/23/21 2186	202102 320-57200-51000		*	108.98	
			OFFICE SUPPLIES JAN 2021				
		2/23/21 2186	202102 320-57200-34600		*	252.50	
			AQUA STAFF JAN 2021				
				GOVERNMENTAL MANAGEMENT SERVICES			2,674.40 006679
3/30/21 00508		3/01/21 8203-1	202103 320-57200-63100		*	1,445.93	
			COUPLED PUMP MOTOR				
				KG POWER SYSTEMS			1,445.93 006680
3/30/21 00024		2/01/21 554861	202102 320-57200-46800		*	2,070.00	
			FEB LAKE MAINTENANCE				
				THE LAKE DOCTORS, INC.			2,070.00 006681
3/30/21 00024		3/01/21 560683	202103 320-57200-46800		*	2,070.00	
			MAR LAKE MAINTENANCE				
				THE LAKE DOCTORS, INC.			2,070.00 006682
3/30/21 00208		3/22/21 03222021	202103 320-57200-34510		*	360.00	
			3/16/21-3/22/21 SECURITY				
				MIDDLE VILLAGE CDD			360.00 006683
3/30/21 00208		3/22/21 3222021	202102 320-57200-34510		*	105.00	
			2/10/21-2/12/21 SECURITY				
				MIDDLE VILLAGE CDD			105.00 006684
3/30/21 00186		3/01/21 13129559	202103 320-57200-46300		*	2,107.49	
			MAR POOL CHEMICALS				
				POOLSURE			2,107.49 006685
3/30/21 00264		3/19/21 35	202103 320-57200-63100		*	1,690.00	
			INSTALL DOUBLE SWING GATE				
				T FENCEMAN INC			1,690.00 006686
3/30/21 00815		3/01/21 T7097	202103 320-57200-63100		*	100.00	
			BELT REPLACEMENT				
		3/01/21 T7097	202103 320-57200-63100		*	300.00	
			3 HOURS@ 100.00 PER HOUR				
				TOOLE TECHNOLOGIES, INC.			400.00 006687
				DBBR DOUBLE BRANCH OKUZMUK			

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
3/30/21	00382	1/25/21 1649230	202101 320-57200-63100	REPAIR/ REPLACEMENT	*	77.55	
		2/01/21 1651315	202102 320-57200-63100	REPAIR/REPLACEMENT	*	79.92	
		2/08/21 1653401	202102 330-57200-61100	REPAIR/REPLACEMENT	*	77.55	
		2/15/21 1655474	202102 330-57200-61100	REPAIR/REPLACEMENT	*	77.55	
		2/22/21 1657547	202102 330-57200-61100	REPAIR/REPLACEMENT	*	77.55	
UNIFIRST CORPORATION							390.12 006688
3/30/21	00399	3/01/21 12726849	202103 330-57200-50000	MAINTENANCE & SUPPLY CHRG	*	37.09	
XEROX CORPORATION							37.09 006689
4/08/21	00506	3/07/21 11072335	202102 320-57200-34500	2/1/21-2/28/21 SECURITY	*	4,235.79	
ALLIED UNIVERSAL							4,235.79 006690
4/08/21	00028	3/15/21 195057	202104 320-57200-46610	4/1/21-3/31/22 MONITORING	*	639.96	
ATLANTIC SECURITY							639.96 006691
4/08/21	00024	4/01/21 566991	202104 320-57200-46800	APR LAKE MAINTENANCE	*	2,070.00	
THE LAKE DOCTORS, INC.							2,070.00 006692
4/08/21	00208	3/30/21 03302021	202103 320-57200-34510	3/24/21-3/27/21 SECURITY	*	780.00	
MIDDLE VILLAGE CDD							780.00 006693
4/08/21	00208	4/01/21 04012021	202104 300-20700-10100	50% FDGL LEASE	*	440.47	
MIDDLE VILLAGE CDD							440.47 006694
4/08/21	00186	4/01/21 13129559	202104 320-57200-46300	APR POOL CHEMICALS	*	2,107.49	
POOLSURE							2,107.49 006695
4/08/21	00815	1/18/21 T0007098	202101 320-57200-63100	ACCUMULATOR/MISC MATERIAL	*	1,749.00	
TOOLE TECHNOLOGIES, INC.							1,749.00 006696
4/08/21	00382	3/01/21 91716596	202103 320-57200-63100	3/1/21 MAT CLEANING	*	77.55	

DBBR DOUBLE BRANCH OKUZMUK



CHECK DATE	VEND#	.....INVOICE..... DATE	....EXPENSED TO.... INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT	#
4/28/21	00092	2/08/21	2182 DEC PHONES	202012	320	57200	41000			*	88.43		
		2/08/21	2182 DEC PERMIT & LICENCES	202012	320	57200	49300			*	389.95		
		2/08/21	2182 DEC REPAIR & REPLACE	202012	320	57200	63100			*	1,176.33		
		2/08/21	2182 DEC SPECIAL EVENTS	202012	320	57200	49400			*	738.32		
									GOVERNMENTAL MANAGEMENT SERVICES			2,393.03	006708
4/28/21	00092	3/11/21	2187 FEB FACIL MAINT-GENERAL	202102	320	57200	46600			*	2,374.00		
		3/11/21	2187 FEB FACIL MAINT-CONTINGEN	202102	320	57200	46620			*	1,878.00		
		3/11/21	2187 FEB LIGHTING REPAIRS	202102	320	57200	46630			*	152.38		
		3/11/21	2187 FEB COMMON AREA MAINT	202102	320	57200	46400			*	516.00		
		3/11/21	2187 FEB REPAIRS/REPLACEMENT	202102	320	57200	63100			*	2,132.00		
									GOVERNMENTAL MANAGEMENT SERVICES			7,052.38	006709
4/28/21	00092	4/16/21	2192 MAR FACIL MAINT-GENERAL	202103	320	57200	46600			*	3,421.00		
		4/16/21	2192 MAR FACIL MAINT-CONTING	202103	320	57200	46620			*	2,795.00		
		4/16/21	2192 MAR LIGHTING REPAIR	202103	320	57200	46630			*	705.00		
		4/16/21	2192 MAR COMMON AREA MAINT	202103	320	57200	46400			*	3,527.00		
		4/16/21	2192 MAR REPAIR/REPLACE	202103	320	57200	63100			*	2,919.97		
									GOVERNMENTAL MANAGEMENT SERVICES			13,367.97	006710
4/28/21	00297	3/05/21	289 JAN PRESSURE WASHING SRVC	202101	320	57200	46400			*	205.00		
									RIVERSIDE MANAGEMENT SERVICES, INC			205.00	006711
4/28/21	00672	3/01/21	4839 MAR LANDSCAPE MAINTENANCE	202103	320	57200	46200			*	31,536.08		
									VERDEGO, LLC			31,536.08	006712
									TOTAL FOR BANK B		205,824.24		
									TOTAL FOR REGISTER		205,824.24		
									DBBR DOUBLE BRANCH OKUZMUK				



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



## Order Details

Order ID: 13685  
Date Added: 02/24/2021  
Payment Method: Purchase Order (#JSO02242021)  
Shipping Method: USPS Priority (Weight: 16.00lb)

Email: [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)  
Telephone: 9045620249  
IP Address: 75.144.114.154

## Instructions

PO Number: JSO02242021

## Payment Address

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

## Shipping Address

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

Product	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	800	\$2.69	\$2,152.00

Sub-Total: \$2,152.00

Code to: 50/50 split

2-330-572-49300  $\frac{1}{2} = \$1087.70$  USPS Priority (Weight: 16.00lb): \$23.39

Middle Village Rec Passes

2-330-572-6200  $\frac{1}{2} = 1087.69$   
2-320-572-6200

Double Branch Rec. Passes

Total: \$2,175.39

RECEIVED

478B





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

Invoice Number: SSI09977  
Invoice Date: 3/5/2021  
Page: 1

Attn: Fiscal - Accounts Receivable

Bill

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

Ship

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

RECEIVED

MAR 05 2021

Due Date 3/20/2021  
Terms Net 15 Days

Customer ID C0000168  
P.O. Number  
P.O. Date 3/5/2021  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee FEBRUARY 2021		121	121	5.00	302.50 605.00/2=
Fees-2nd Employment Scheduling fee feb		10	10	25.00	125. 250.00/2=

2-320-572-34510

28513

2-320-572-34510

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 855.00

Subtotal: 855.00  
Invoice Discount: 0.00  
Tax: 0.00

Total USD: 855.00/2=

427.50



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

Statement Date: 03/01/2021

GROUP BILLING

Page 2

Web Address  
clayelectric.com



2B

Customer Name	Primary Person No.
DOUBLE BRANCH COMM DEV DIST	1121032 2-300-20200-10200

Sub ID	Account	Reading From	To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995718	01/30/2021	02/26/2021	252.00 ✓	.00	252.00	215.00 ✓	467.00
	5217088	01/30/2021	02/26/2021	1,457.00 ✓	.00	1,457.00	1,341.00 ✓	2,798.00
	5347943	01/30/2021	02/26/2021	54.00 ✓	.00	54.00	32.00 ✓	86.00
	5379615	02/02/2021	03/01/2021	2,110.00 ✓	.00	2,110.00	2,110.00 ✓	4,220.00
	5715289	01/30/2021	02/26/2021	121.00 ✓	.00	121.00	121.00 ✓	242.00
	5774021	01/30/2021	02/26/2021	25.00 ✓	.00	25.00	25.00 ✓	50.00
	6875140	01/30/2021	02/26/2021	39.00 ✓	.00	39.00	30.00 ✓	69.00
	6912612	01/30/2021	02/26/2021	27.00 ✓	.00	27.00	26.00 ✓	53.00
	6912653	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912661	01/30/2021	02/26/2021	25.00 ✓	.00	25.00	25.00 ✓	50.00
	6912687	01/29/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912695	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912703	01/30/2021	02/26/2021	28.00 ✓	.00	28.00	28.00 ✓	56.00
	6912729	01/30/2021	02/26/2021	27.00 ✓	.00	27.00	27.00 ✓	54.00
	6912737	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912752	01/29/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912760	01/30/2021	02/26/2021	29.00 ✓	.00	29.00	27.00 ✓	56.00
	6912778	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912786	01/30/2021	02/26/2021	27.00 ✓	.00	27.00	26.00 ✓	53.00
	6912810	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912828	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912836	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912869	01/30/2021	02/26/2021	27.00 ✓	.00	27.00	26.00 ✓	53.00
	6912877	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912893	01/30/2021	02/26/2021	28.00 ✓	.00	28.00	26.00 ✓	54.00
	6912901	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912919	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912927	01/30/2021	02/26/2021	25.00 ✓	.00	25.00	25.00 ✓	50.00
	6912943	01/30/2021	02/26/2021	28.00 ✓	.00	28.00	27.00 ✓	55.00
	6912950	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912968	01/29/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	6912976	01/30/2021	02/26/2021	26.00 ✓	.00	26.00	26.00 ✓	52.00
	7131527	01/30/2021	02/26/2021	27.00 ✓	.00	27.00	27.00 ✓	54.00
	7332257	01/30/2021	02/26/2021	239.00 ✓	.00	239.00	231.00 ✓	470.00

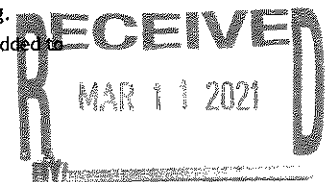
\* Credits only affect the account they are associated with.

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

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

When Paying in Person: Bring entire bill with you.

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



**Group Invoice 11286**  
**Clay Electric Cooperative, Inc.**  
P.O. Box 308  
Keystone Heights, Florida 32656-0308

17

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

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

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

Previous Balance Due 5,721.00

Current Charges Due 5,436.00

Due Date 03/22/2021

Total Amount Due 11,157.00

103416-02A  
DOUBLE BRANCH COMM DEV DIST  
475 W TOWN PL STE 114  
SAINT AUGUSTINE FL 32092-3649

00000199



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

**Statement Date: 03/01/2021**

GROUP BILLING

Page 3



Web Address  
clayelectric.com

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

DOUBLE BRANCH COMM DEV DIST

1121032

Sub ID	Account	Reading		Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
		From	To					
	7332265	02/02/2021	03/01/2021	208.00	.00	208.00	208.00	416.00
	8684243	01/30/2021	02/26/2021	26.00	.00	26.00	26.00	52.00
	8763369	01/30/2021	02/26/2021	502.00	.00	502.00	417.00	919.00
							Subtotal	11,157.00

00000200



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

Statement Date: 03/01/2021

GROUP BILLING DETAIL

Page 4



Web Address  
clayelectric.com

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	02/26/2021	1410	1456	40	1840	28	499571	152192893	
Previous Bill Amount								252.00	
Dem Read	0.082	Previous Balance							252.00
Dem Use	3.280	Energy							149.59
Access Charge								23.00	
Power Cost Adjustment X 1840 KWH								30.18	
FLA Gross Receipts Tax								5.20	
Clay Co Public Ser Utility Tax								6.37	
Operation Round Up								0.66	
CURRENT CHARGES								215.00	
TOTAL DUE								467.00	

2B 2-300-202-102

CURRENT CHARGES

TOTAL DUE

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	02/26/2021	7724	7889	80	13200	28	499532	151851971	
Previous Bill Amount								1,457.00	
Dem Read	0.521	Previous Balance							1457.00
Dem Use	41.680	Energy							792.00
Access Charge								80.00	
Demand								181.31	
Power Cost Adjustment X 13200 KWH								216.48	
FLA Gross Receipts Tax								32.53	
Clay Co Public Ser Utility Tax								38.28	
Operation Round Up								0.40	
CURRENT CHARGES								1,341.00	
TOTAL DUE								2,798.00	

2B 2-300-202-102

CURRENT CHARGES

TOTAL DUE

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	02/26/2021	13132	13200	1	68	28	534794	151850976	
Previous Bill Amount								54.00	
Dem Read	6.322	Previous Balance							54.00
Dem Use	6.322	Energy							5.53
Access Charge								23.00	
Power Cost Adjustment X 68 KWH								1.12	
FLA Gross Receipts Tax								0.76	
Clay Co Public Ser Utility Tax								1.12	
Operation Round Up								0.47	
CURRENT CHARGES								32.00	
TOTAL DUE								86.00	

2B 2-300-202-102

CURRENT CHARGES

TOTAL DUE

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								2,110.00	
CURRENT CHARGES								2,110.00	
TOTAL DUE								4,220.00	

2B 2-300-202-102

TOTAL DUE

00000201

00000202



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

Statement Date: 03/01/2021

GROUP BILLING DETAIL

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Sub ID 1	Acct # 6875140	Name	DOUBLE BRANCH COMM DEV DIST		Loc 373 OAKLEAF VILLAGE CTR 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance					39.00	
Dem Use			Energy					3.66	
			Access Charge					23.00	
			Power Cost Adjustment X 45 KWH					0.74	
			FLA Gross Receipts Tax					0.71	
			Clay Co Public Ser Utility Tax					1.05	
			Operation Round Up					0.84	
						CURRENT CHARGES		30.00	
						TOTAL DUE		69.00	
Sub ID 1	Acct # 6912612	Name	DOUBLE BRANCH COMM DEV DIST		Loc 608 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	245	259	1	14	28	691261	154533579
			Previous Bill Amount					27.00	
Dem Read			Previous Balance					27.00	
Dem Use			Energy					1.14	
			Access Charge					23.00	
			Power Cost Adjustment X 14 KWH					0.23	
			FLA Gross Receipts Tax					0.63	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.04	
						CURRENT CHARGES		26.00	
						TOTAL DUE		53.00	
2B 2-300-202-102									
Sub ID 1	Acct # 6912653	Name	DOUBLE BRANCH COMM DEV DIST		Loc 603 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	147	157	1	10	28	691265	154517934
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.81	
			Access Charge					23.00	
			Power Cost Adjustment X 10 KWH					0.16	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.95	
			Operation Round Up					0.46	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
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	02/26/2021	0	0	1	0	28	691266	154533626
			Previous Bill Amount					25.00	
Dem Read			Previous Balance					25.00	
Dem Use			Access Charge					23.00	
			FLA Gross Receipts Tax					0.59	
			Clay Co Public Ser Utility Tax					0.92	
			Operation Round Up					0.49	
						CURRENT CHARGES		25.00	
						TOTAL DUE		50.00	
2B 2-300-202-102									



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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	02/26/2021	183	193	1	10	29	691268	152058372	
		Previous Bill Amount						26.00	
Dem Read		Previous Balance						26.00	
Dem Use		Energy						0.81	
		Access Charge						23.00	
		Power Cost Adjustment X 10 KWH						0.16	
		FLA Gross Receipts Tax						0.62	
		Clay Co Public Ser Utility Tax						0.95	
		Operation Round Up						0.46	
		CURRENT CHARGES						26.00	
2B		2-300-202-102						TOTAL DUE	52.00

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	02/26/2021	158	166	1	8	28	691269	154529665	
		Previous Bill Amount						26.00	
Dem Read		Previous Balance						26.00	
Dem Use		Energy						0.65	
		Access Charge						23.00	
		Power Cost Adjustment X 8 KWH						0.13	
		FLA Gross Receipts Tax						0.60	
		Clay Co Public Ser Utility Tax						0.94	
		Operation Round Up						0.68	
		CURRENT CHARGES						26.00	
2B		2-300-202-102						TOTAL DUE	52.00

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	02/26/2021	548	577	1	29	28	691270	154534637	
		Previous Bill Amount						28.00	
Dem Read		Previous Balance						28.00	
Dem Use		Energy						2.36	
		Access Charge						23.00	
		Power Cost Adjustment X 29 KWH						0.48	
		FLA Gross Receipts Tax						0.67	
		Clay Co Public Ser Utility Tax						1.01	
		Operation Round Up						0.48	
		CURRENT CHARGES						28.00	
2B		2-300-202-102						TOTAL DUE	56.00

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	02/26/2021	281	296	1	15	28	691272	154517617	
		Previous Bill Amount						27.00	
		CURRENT CHARGES						27.00	
2B		2-300-202-102						TOTAL DUE	54.00



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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
Dem Read			Previous Balance					27.00	
Dem Use			Energy					1.22	
			Access Charge					23.00	
			Power Cost Adjustment X 15 KWH					0.25	
			FLA Gross Receipts Tax					0.63	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.94	
						CURRENT CHARGES		27.00	
						TOTAL DUE		54.00	
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	02/26/2021	162	171	1	9	28	691273	154517616
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.73	
			Access Charge					23.00	
			Power Cost Adjustment X 9 KWH					0.15	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.95	
			Operation Round Up					0.55	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
Sub ID 1	Acct # 6912752	Name	DOUBLE BRANCH COMM DEV DIST	Loc	3805 PLANTATION OAKS BLVD # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	237	249	1	12	29	691275	151839081
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.98	
			Access Charge					23.00	
			Power Cost Adjustment X 12 KWH					0.20	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.24	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
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	02/26/2021	377	400	1	23	28	691276	152021602
			Previous Bill Amount					29.00	
						CURRENT CHARGES		27.00	
						TOTAL DUE		56.00	
2B 2-300-202-102									





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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
Dem Read			Previous Balance					29.00	
Dem Use			Energy					1.87	
			Access Charge					23.00	
			Power Cost Adjustment X 23 KWH					0.38	
			FLA Gross Receipts Tax					0.65	
			Clay Co Public Ser Utility Tax					0.99	
			Operation Round Up					0.11	
						CURRENT CHARGES		27.00	
						TOTAL DUE		56.00	
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	02/26/2021	396	406	1	10	28	691277	152033170
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.81	
			Access Charge					23.00	
			Power Cost Adjustment X 10 KWH					0.16	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.95	
			Operation Round Up					0.46	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
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	02/26/2021	285	294	1	9	28	691278	152030424
			Previous Bill Amount					27.00	
Dem Read			Previous Balance					27.00	
Dem Use			Energy					0.73	
			Access Charge					23.00	
			Power Cost Adjustment X 9 KWH					0.15	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.95	
			Operation Round Up					0.55	
						CURRENT CHARGES		26.00	
						TOTAL DUE		53.00	
2B 2-300-202-102									
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	02/26/2021	216	227	1	11	28	691281	152030422
			Previous Bill Amount					26.00	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B - 2-300-202-102									



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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
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.89	
			Access Charge					23.00	
			Power Cost Adjustment X 11 KWH					0.18	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.95	
			Operation Round Up					0.36	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
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	02/26/2021	121	128	1	7	28	691282	152054493
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.57	
			Access Charge					23.00	
			Power Cost Adjustment X 7 KWH					0.11	✓
			FLA Gross Receipts Tax					0.60	
			Clay Co Public Ser Utility Tax					0.94	
			Operation Round Up					0.78	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
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	02/26/2021	126	133	1	7	28	691283	154532169
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.57	✓
			Access Charge					23.00	
			Power Cost Adjustment X 7 KWH					0.11	
			FLA Gross Receipts Tax					0.60	
			Clay Co Public Ser Utility Tax					0.94	
			Operation Round Up					0.78	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
Sub ID 1	Acct # 6912869	Name	DOUBLE BRANCH COMM DEV DIST		Loc 715-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	299	311	1	12	28	691286	154529951
			Previous Bill Amount					27.00	
						CURRENT CHARGES		26.00	✓
						TOTAL DUE		53.00	
2B 2-300-202-102									



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Sub ID 1	Acct # 6912869	Name	DOUBLE BRANCH COMM DEV DIST		Loc 715-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance					27.00	
Dem Use			Energy					0.98	
			Access Charge					23.00	
			Power Cost Adjustment X 12 KWH					0.20	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.24	
						CURRENT CHARGES		26.00	
						TOTAL DUE		53.00	
Sub ID 1	Acct # 6912877	Name	DOUBLE BRANCH COMM DEV DIST		Loc 3219 STONEBRIER RIDGE DR # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	174	179	1	5	28	691287	154528294
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.41	
			Access Charge					23.00	
			Power Cost Adjustment X 5 KWH					0.08	
			FLA Gross Receipts Tax					0.60	
			Clay Co Public Ser Utility Tax					0.93	
			Operation Round Up					0.98	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
Sub ID 1	Acct # 6912893	Name	DOUBLE BRANCH COMM DEV DIST		Loc 576-1 WAKEMOUNT DR				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	400	413	1	13	28	691289	154521991
			Previous Bill Amount					28.00	
Dem Read			Previous Balance					28.00	
Dem Use			Energy					1.06	
			Access Charge					23.00	
			Power Cost Adjustment X 13 KWH					0.21	
			FLA Gross Receipts Tax					0.63	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.14	
						CURRENT CHARGES		26.00	
						TOTAL DUE		54.00	
2B 2-300-202-102									
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	02/26/2021	222	228	1	6	28	691290	154521987
			Previous Bill Amount					26.00	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									



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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
Dem Read		Previous Balance					26.00	
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		52.00	

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Sub ID 1	Acct # 6912919	Name	DOUBLE BRANCH COMM DEV DIST	Loc 498 MILLSTONE DR # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/26/2021	178	186	1	8	28	691291	154521988
		Previous Bill Amount					26.00	
Dem Read		Previous Balance					26.00	
Dem Use		Energy					0.65	
		Access Charge					23.00	
		Power Cost Adjustment X 8 KWH					0.13	✓
		FLA Gross Receipts Tax					0.60	
		Clay Co Public Ser Utility Tax					0.94	
		Operation Round Up					0.68	
					CURRENT CHARGES		26.00	
					TOTAL DUE		52.00	

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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	02/26/2021	157	160	1	3	28	691292	154517592
		Previous Bill Amount					25.00	
Dem Read		Previous Balance					25.00	
Dem Use		Energy					0.24	
		Access Charge					23.00	✓
		Power Cost Adjustment X 3 KWH					0.05	
		FLA Gross Receipts Tax					0.59	
		Clay Co Public Ser Utility Tax					0.93	
		Operation Round Up					0.19	
					CURRENT CHARGES		25.00	
					TOTAL DUE		50.00	

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Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST	Loc 309 OAKLEAF VILLAGE PKWY # 1				
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
GS	02/26/2021	590	609	1	19	28	691294	151839080
		Previous Bill Amount					28.00	
					CURRENT CHARGES		27.00	✓
					TOTAL DUE		55.00	

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Sub ID 1	Acct # 6912943	Name	DOUBLE BRANCH COMM DEV DIST		Loc 309 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
Dem Read			Previous Balance					28.00	
Dem Use			Energy					1.54	
			Access Charge					23.00	
			Power Cost Adjustment X 19 KWH					0.31	
			FLA Gross Receipts Tax					0.64	
			Clay Co Public Ser Utility Tax					0.98	
			Operation Round Up					0.53	
						CURRENT CHARGES		27.00	
						TOTAL DUE		55.00	
Sub ID 1	Acct # 6912950	Name	DOUBLE BRANCH COMM DEV DIST		Loc 373 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	186	196	1	10	28	691295	154532124
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.81	
			Access Charge					23.00	
			Power Cost Adjustment X 10 KWH					0.16	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.95	
			Operation Round Up					0.46	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
Sub ID 1	Acct # 6912968	Name	DOUBLE BRANCH COMM DEV DIST		Loc 308 OAKLEAF VILLAGE PKWY # 1				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	39	51	1	12	29	691296	152191197
			Previous Bill Amount					26.00	
Dem Read			Previous Balance					26.00	
Dem Use			Energy					0.98	
			Access Charge					23.00	
			Power Cost Adjustment X 12 KWH					0.20	
			FLA Gross Receipts Tax					0.62	
			Clay Co Public Ser Utility Tax					0.96	
			Operation Round Up					0.24	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									
Sub ID 1	Acct # 6912976	Name	DOUBLE BRANCH COMM DEV DIST		Loc 358 OAKLEAF VILLAGE PKWY # 2				
	Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter
	GS	02/26/2021	88	95	1	7	28	691297	154767644
			Previous Bill Amount					26.00	
						CURRENT CHARGES		26.00	
						TOTAL DUE		52.00	
2B 2-300-202-102									



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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					26.00		
Dem Use		Energy					0.57		
		Access Charge					23.00		
		Power Cost Adjustment X 7 KWH					0.11		
		FLA Gross Receipts Tax					0.60		
		Clay Co Public Ser Utility Tax					0.94		
		Operation Round Up					0.78		
					CURRENT CHARGES		26.00		
					TOTAL DUE		52.00		

Sub ID 1	Acct # 7131527	Name	DOUBLE BRANCH COMM DEV DIST	Loc 3206 SILVER BLUFF BLVD # 1					
Sch	Read Dt	Prev	Curr	Mult	Usage	Days	Location	Meter	
GS	02/26/2021	352	368	1	16	28	713152	151837342	
		Previous Bill Amount					27.00		
Dem Read		Previous Balance					27.00		
Dem Use		Energy					1.30		
		Access Charge					23.00		
		Power Cost Adjustment X 16 KWH					0.26		
		FLA Gross Receipts Tax					0.63		
		Clay Co Public Ser Utility Tax					0.97		
		Operation Round Up					0.84		
					CURRENT CHARGES		27.00		
					TOTAL DUE		54.00		

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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	02/26/2021	35484	37481	1	1997	28	489354	154356830	
		Previous Bill Amount					239.00		
Dem Read	33.929	Previous Balance					239.00		
Dem Use	33.929	Energy					162.36		
		Access Charge					23.00		
		Power Cost Adjustment X 1997 KWH					32.75		
		FLA Gross Receipts Tax					5.59		
		Clay Co Public Ser Utility Tax					6.83		
		Operation Round Up					0.47		
					CURRENT CHARGES		231.00		
					TOTAL DUE		470.00		

2B 2-300-202-102

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					208.00		
Dem Read		Previous Balance					208.00		
Dem Use		Small Outdoor Light					194.41		
		FLA Gross Receipts Tax					4.98		
		Clay Co Public Ser Utility Tax					7.78		
		Operation Round Up					0.83		
					CURRENT CHARGES		208.00		
					TOTAL DUE		416.00		

2B 2-300-202-102



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

Statement Date: 03/01/2021

GROUP BILLING DETAIL

Page 15



Web Address  
clayelectric.com

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	02/26/2021	99	105	1	6	28	868424	154533629

Previous Bill Amount 26.00

Dem Read  
Dem Use

Previous Balance	26.00
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 52.00

2B 2-300-202-102

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	02/26/2021	2141	5939	1	3798	28	8763369	13794545

Previous Bill Amount 502.00

Dem Read  
Dem Use

18.370  
18.370

Previous Balance	502.00
Energy	308.78
Access Charge	23.00
Power Cost Adjustment X 3798 KWH	62.29
FLA Gross Receipts Tax	10.10
Clay Co Public Ser Utility Tax	12.16
Operation Round Up	0.67

CURRENT CHARGES 417.00

TOTAL DUE 919.00

2B 2-300-202-102

Sub-Group # 1 Current Charges

5,436.00

[illegible]





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

Statement Date: 03/02/2021

GROUP BILLING

Page 1



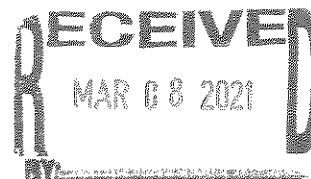
Web Address  
 clayelectric.com

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

Sub ID	Account	Reading From	Reading To	Previous Statement Balance	Payments & Credits	Balance Forward	Current Charges	Total Due
1121032-1	4995700	01/30/2021	02/26/2021	718.00 ✓	.00	718.00	281.00 ✓	999.00
							Subtotal	999.00

2 B

2-300-20200-10200



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

**Group Invoice 11329**  
**Clay Electric Cooperative, Inc.**  
 P.O. Box 308  
 Keystone Heights, Florida 32656-0308

1

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

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

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

Previous Balance Due 718.00

Current Charges Due 281.00

Due Date 03/23/2021

Total Amount Due 999.00



103416-03A  
 DOUBLE BRANCH COMM DEV DIST  
 475 W TOWN PL STE 114  
 SAINT AUGUSTINE FL 32092-3649

00000001



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

Statement Date: 03/02/2021

GROUP BILLING DETAIL

Page 2



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	02/26/2021	8993	9117	20	2480	28	499570	151851973
			Previous Bill Amount					718.00	
								<hr/>	
								718.00	
Dem Read	0.597		Previous Balance					201.62	
Dem Use	11.940		Energy					23.00	
			Access Charge					40.67	
			Power Cost Adjustment X 2480 KWH					6.80	
			FLA Gross Receipts Tax					8.26	
			Clay Co Public Ser Utility Tax					0.65	
			Operation Round Up					<hr/>	
								CURRENT CHARGES	
								<hr/>	
								281.00	
								<hr/>	
								TOTAL DUE	
								<hr/>	
								999.00	
<hr/>									
								Sub-Group # 1 Current Charges	
								<hr/>	
								281.00	

Budget	Version	Location	Account #	January	March	April	May	June	July	August	September	Total	Pw. Month
Electric-Residential	City Electric												
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
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002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											
002-200-202-102		370 Oakleaf Village Pkwy	0217068	\$ 1,341.00								\$ 1,341.00	\$ 1,341.00
		Costs Budget											

[illegible][illegible][illegible]

Employee Information and Performance Data											
Employee Details			Contact Information			Performance Metrics			Attendance & Punctuality		
ID	Name	Department	Phone	Email	Address	Score	Rating	Comments	Days	Hours	Status
1001	John Doe	Engineering	555-123-4567	john.doe@company.com	2222 Elmwood Ln Apt 1 Springfield, IL 62704 3456 Washington Circle Drive Apt 1 Chicago, IL 60604 2010 State Building Street Apt 1 New York, NY 10001 Other address	92.5	A	Excellent	22	8.5	On
						88.0	B	Good	20	8.0	On
						85.0	C	Fair	18	7.5	On
						80.0	D	Fair	15	7.0	On
						75.0	E	Poor	12	6.5	On
1002	Jane Smith	Marketing	555-987-6543	jane.smith@company.com	3333 Maplewood Dr Apt 2 Springfield, IL 62704 4567 Oakwood Circle Apt 3 Chicago, IL 60604 5678 Pine Street Apt 4 New York, NY 10001 Other address	89.0	B	Good	21	8.2	On
						86.0	C	Fair	19	7.8	On
						83.0	D	Fair	17	7.3	On
						80.0	E	Poor	16	7.0	On
						77.0	F	Poor	14	6.8	On
1003	Mike Johnson	Sales	555-456-7890	mike.johnson@company.com	4444 Birchwood Lane Apt 1 Springfield, IL 62704 5555 Cedarwood Circle Apt 2 Chicago, IL 60604 6666 Elmwood Street Apt 3 New York, NY 10001 Other address	87.0	B	Good	20	8.0	On
						84.0	C	Fair	18	7.5	On
						81.0	D	Fair	16	7.2	On
						78.0	E	Poor	14	6.9	On
						75.0	F	Poor	12	6.5	On
1004	Emily Davis	HR	555-321-0987	emily.davis@company.com	5555 Sprucewood Dr Apt 1 Springfield, IL 62704 6666 Ashwood Circle Apt 2 Chicago, IL 60604 7777 Willow Street Apt 3 New York, NY 10001 Other address	86.0	B	Good	21	8.1	On
						83.0	C	Fair	19	7.6	On
						80.0	D	Fair	17	7.1	On
						77.0	E	Poor	15	6.8	On
						74.0	F	Poor	13	6.4	On
1005	David Wilson	IT	555-210-8765	david.wilson@company.com	6666 Redwood Lane Apt 1 Springfield, IL 62704 7777 Yellowwood Circle Apt 2 Chicago, IL 60604 8888 Greenwood Street Apt 3 New York, NY 10001 Other address	85.0	B	Good	20	7.9	On
						82.0	C	Fair	18	7.4	On
						79.0	D	Fair	16	7.0	On
						76.0	E	Poor	14	6.7	On
						73.0	F	Poor	12	6.3	On
1006	Sarah Brown	Finance	555-098-7654	sarah.brown@company.com	9999 Blackwood Dr Apt 1 Springfield, IL 62704 1111 Whitewood Circle Apt 2 Chicago, IL 60604 2222 Greywood Street Apt 3 New York, NY 10001 Other address	84.0	B	Good	21	8.0	On
						81.0	C	Fair	19	7.5	On
						78.0	D	Fair	17	7.1	On
						75.0	E	Poor	15	6.8	On
						72.0	F	Poor	13	6.4	On
1007	Chris Taylor	Operations	555-876-5432	chris.taylor@company.com	1010 Bluewood Lane Apt 1 Springfield, IL 62704 1122 Greenwood Circle Apt 2 Chicago, IL 60604 2233 Yellowwood Street Apt 3 New York, NY 10001 Other address	83.0	B	Good	20	7.8	On
1008	Alexis White	Legal	555-654-3210	alexis.white@company.com	1122 Greenwood Circle Apt 2 Chicago, IL 60604 2233 Yellowwood Street Apt 3 New York, NY 10001 Other address	81.0	C	Fair	19	7.6	On
1009	Benjamin Green	Product	555-432-1098	benjamin.green@company.com	2233 Yellowwood Street Apt 3 New York, NY 10001 Other address	79.0	D	Fair	18	7.4	On
1010	Mia Adams	Quality	555-210-9876	mia.adams@company.com	Other address	77.0	E	Poor	17	7.2	On
1011	Noah Baker	Support	555-098-7654	noah.baker@company.com	Other address	75.0	F	Poor	16	7.0	On



6555 Grace Lane, Jacksonville FL 32205

**Cox Fire Protection, Inc JAX WORK ORDER**

INVOICE DATE

1/22/2021

INVOICE NO

39069

DUE DATE

2/21/2021

PAY THIS AMOUNT

150.00

**Bill to:** Double Branch CDD  
475 W Town Place  
St Augustine, FL 32092

**SERVICE AT:** Oakleaf Plantation-Double Branch Amenity Ctr  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

**CUSTOMER ID:** DOU-04

**REFERENCE:** Work Order 58085

**DESCRIPTION:** Work Order 58085 Device Repair/Rplc

**PO NUMBER:**

**TERMS:** Net 30 Days

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
MISCELLANEOUS				
	Final Billing	1.00	150.00	150.00

2-320-572-63100  
831B

RECEIVED

FEB 24 2021

PLEASE REMIT PAYMENT TO: 7910 PROFESSIONAL PLACE TAMPA, FL 33637

For your convenience, we accept ALL MAJOR credit cards.  
Please call 813-980-3282, ext. 109 to provide credit card information.

**TOTAL DUE:**

**150.00**



**Job # 20158269**

**Due By: 11/30/2020**

**Oakleaf Plantation - Double Branch**

**Amenity Center** 2023

370 Oakleaf Village Parkway Orange Park, FL 32065

**Location Phone:**

**Primary Contact:** Jay Soriano

**Primary Contact Type:** Management

**Primary Contact Phone:** 904-342-1441

**Customer:** Double Branch CDD

Backflow Inspection Repair

**Scheduled For:** 11/23/2020 01:00pm EST

**Technicians:** Michael Williams, Kelly Odum

**Backflow**

Replace test cocks and retest main fire backflow - test cocks 3 & 4 are cracked (3/4" ball valves) \$150



6555 Grace Lane, Jacksonville FL 32205

## Cox Fire Protection, Inc JAX WORK ORDER

INVOICE DATE

1/22/2021

INVOICE NO

39068

DUE DATE

2/21/2021

PAY THIS AMOUNT

75.00

**Bill to:** Double Branch CDD  
475 W Town Place  
St Augustine, FL 32092

**SERVICE AT:** Oakleaf Plantation-Double Branch Amenity Ctr  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

**CUSTOMER ID:** DOU-04

**REFERENCE:** Work Order 58084

**DESCRIPTION:** Work Order 58084 Device Repair/Rplc

**PO NUMBER:**

**TERMS:** Net 30 Days

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
MISCELLANEOUS				
	Final Billing	1.00	75.00	75.00

2-320-572-631

831B

RECEIVED

FEB 24 2021

PLEASE REMIT PAYMENT TO : 7910 PROFESSIONAL PLACE TAMPA, FL 33637

For your convenience, we accept ALL MAJOR credit cards.  
Please call 813-980-3282, ext. 109 to provide credit card information.

**TOTAL DUE:**

**75.00**



**Job # 20158332**

**Due By: 11/30/2020**

**Oakleaf Plantation - Double Branch  
Amenity Center**

370 Oakleaf Village Parkway Orange Park, FL 32065

**Location Phone:**

**Primary Contact:** Jay Soriano

**Primary Contact Type:** Management

**Primary Contact Phone:** 904-342-1441

**Customer:** Double Branch CDD

Backflow Deficiency Repair

**Scheduled For:** 11/23/2020 01:00pm EST

**Technicians:** Michael Williams, Kelly Odum

**Backflow**

Replace 1/8" ball valve on fire backflow bypass and retest

11/23



6555 Grace Lane, Jacksonville FL 32205

## Cox Fire Protection, Inc JAX WORK ORDER

INVOICE DATE

12/31/2020

INVOICE NO

38960

DUE DATE

1/30/2021

PAY THIS AMOUNT

335.00

**Bill to:** Double Branch CDD  
475 W Town Place  
St Augustine, FL 32092

**SERVICE AT:** Oakleaf Plantation-Double Branch Amenity Ctr  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

**CUSTOMER ID:** DOU-04

**DESCRIPTION:** Work Order 57710 Extinguishers

**REFERENCE:** Work Order 57710

**PO NUMBER:**

**TERMS:** Net 30 Days

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
MISCELLANEOUS				
	Final Billing	1.00	335.00	335.00

2-320-572-631

831B

RECEIVED

FEB 24 2021

PLEASE REMIT PAYMENT TO: 7910 PROFESSIONAL PLACE TAMPA, FL 33637

For your convenience, we accept ALL MAJOR credit cards.  
Please call 813-980-3282, ext. 109 to provide credit card information.

**TOTAL DUE:**

**335.00**





**Job # 20158375**

**Due By: 11/30/2020**

**Oakleaf Plantation - Double Branch  
Amenity Center**

370 Oakleaf Village Parkway Orange Park, FL 32065

Location Phone:

2033

Primary Contact: Jay Soriano

Primary Contact Type: Management

Primary Contact Phone: 904-342-1441

Customer: Double Branch CDD

**Fire Extinguisher Deficiencies**

**Scheduled For: 11/23/2020 12:30pm EST**

**Technicians: Michael Williams, Kelly Odum**

**Portable Extinguishers**

- 2 - 5lb ABC 6 yr maintenance
- 1 - 10lb ABC 6 yr maintenance
- 1 - new 2.5lb ABC Fire Extinguisher
- 1 - new 10LB ABC Fire Extinguisher
- 2 - new 5lb ABC Fire Extinguishers for water park and soccer storage

\$ 335



6555 Grace Lane, Jacksonville FL 32205

## Cox Fire Protection, Inc JAX WORK ORDER

INVOICE DATE	INVOICE NO	DUE DATE	PAY THIS AMOUNT
2/19/2021	39428	3/21/2021	335.00

**Bill to:** Double Branch CDD  
475 W Town Place  
St Augustine, FL 32092

**SERVICE AT:** Oakleaf Plantation-Double Branch Amenity Ctr  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

**CUSTOMER ID:** DOU-04

**REFERENCE:** Work Order 58647

**DESCRIPTION:** Work Order 58647 Extinguishers

**PO NUMBER:**

**TERMS:** Net 30 Days

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
<b>MISCELLANEOUS</b>				
	Final Billing	1.00	335.00	335.00
	Fire Extinguisher Deficiencies			

**Code to:**

**2-320-572-63100**

**Double Branch rep. and replace**

831B

RECEIVED  
FEB 24 2021

**PLEASE REMIT PAYMENT TO: 7910 PROFESSIONAL PLACE TAMPA, FL 33637**

For your convenience, we accept ALL MAJOR credit cards.  
Please call 813-980-3282, ext. 109 to provide credit card information.

**TOTAL DUE:**

**335.00**



**Job # 20170610      Due By: 08/31/2020**

**Oakleaf Plantation - Double Branch  
Amenity Center    2033**

370 Oakleaf Village Parkway Orange Park, FL 32065

**Location Phone:**

**Customer:** Jacksonville Sound & Communications

Fire Extinguisher Deficiency Proposal

**Scheduled For:** 02/15/2021 11:00am EST

**Technician:** Michael Williams

**Portable Extinguishers**

Fire Extinguisher Deficiencies

\$ 385



800 Shames Drive  
Westbury, NY 11590  
Phone: 516-933-4900

## ORDER NO. 251365

INVOICE NO: 132065  
ORDER DATE: 2/19/2021  
CUSTOMER ID: 23908  
ORDER NAME: PO #: JS002192021  
TARGET DELIVER DATE: 3/5/2021  
SHIPPED VIA: UPS Ground  
PAYMENT METHOD: Net 30 days

### BILL TO

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

Tel: 904-342-1441  
E-mail: manager@oakleafresidents.com

### SHIP TO

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

Tel: 904-342-1441  
E-mail: manager@oakleafresidents.com

QTY	SKU	DESCRIPTION	UNIT PRICE	TOTAL
1	E-COR-KTK-3	E-COR-KTK-3 Kantech Three Tokens for EntraPass Corporate Edition - Email Delivery	\$630.00	\$630.00
2	SMP3	SMP3 Altronix Power Supply/Charger - 6VDC/12VDC or 24VDC @ 2.5amp	\$34.00	\$68.00
2	179300	179300 Manhattan USB Line Extender Extends the Distance to Any USB Device Up to 196 Feet	\$19.00	\$38.00
2	160605	160605 Manhattan Hi-Speed USB Micro Hub 4 Ports Bus Power	\$7.99	\$15.98
2	EBRIDGE100RM	EBRIDGE100RM Altronix EoC Single Port Receiver 100Mbps Passes PoE/PoE+	\$134.00	\$268.00
2	EBRIDGE100TM	EBRIDGE100TM Altronix Ethernet over Coax/Cat5e Transceiver for Extended Distances	\$134.00	\$268.00
1	VDV501-853	VDV501-853 Klein Tools Scout Pro 3 Voice/Data/Video and PoE Tester with Test and Map Remote Kit	\$257.00	\$257.00

### Code to:

2-330-572-49300 (\$349.00)

Middle Village Rec Passes

34-600-538-64000 (\$686.79)

Middle Village Rep. and Repl

2-330-572-6200 (\$349.00)

Double Branch Rec. Passes

2-320-572-63100(\$204.78)

Double Branch rep. and replace for your business. - ORDER NO.: 251365

SHIPPING: \$44.59

TAXES: \$0.00

ORDER TOTAL \$1,589.57

PAYMENT STATUS: Unpaid

Address change  
use non-window  
envelope

RECEIVED

FEB 24 2021

454B



800 Shames Drive  
Westbury, NY 11590  
Phone: 516-933-4900

## ORDER NO. 251365

INVOICE NO: 132065  
ORDER DATE: 2/19/2021  
CUSTOMER ID: 23908  
ORDER NAME: PO #: JS002192021  
TARGET DELIVER DATE: 3/5/2021  
SHIPPED VIA: UPS Ground  
PAYMENT METHOD: Net 30 days

### BILL TO

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

Tel: 904-342-1441  
E-mail: manager@oakleafresidents.com

### SHIP TO

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

Tel: 904-342-1441  
E-mail: manager@oakleafresidents.com

QTY	SKU	DESCRIPTION	UNIT PRICE	TOTAL
1	E-COR-KTK-3	E-COR-KTK-3 Kantech Three Tokens for EntraPass Corporate Edition - Email Delivery	\$630.00	\$630.00
2	SMP3	SMP3 Altronix Power Supply/Charger - 6VDC/12VDC or 24VDC @ 2.5amp	\$34.00	\$68.00
2	179300	179300 Manhattan USB Line Extender Extends the Distance to Any USB Device Up to 196 Feet	\$19.00	\$38.00
2	160605	160605 Manhattan Hi-Speed USB Micro Hub 4 Ports Bus Power	\$7.99	\$15.98
2	EBRIDGE100RM	EBRIDGE100RM Altronix EoC Single Port Receiver 100Mbps Passes PoE/PoE+	\$134.00	\$268.00
2	EBRIDGE100TM	EBRIDGE100TM Altronix Ethernet over Coax/Cat5e Transceiver for Extended Distances	\$134.00	\$268.00
1	VDV501-853	VDV501-853 Klein Tools Scout Pro 3 Voice/Data/Video and PoE Tester with Test and Map Remote Kit	\$257.00	\$257.00

### Code to:

**2-330-572-49300 (\$349.00)**

**Middle Village Rec Passes**

**34-600-538-64000 (\$686.79)**

**Middle Village Rep. and Replace**

**2-330-572-6200 (\$349.00)**

**Double Branch Rec. Passes**

**2-320-572-63100 (\$204.78)**

**Double Branch rep. and replace** for your business. - ORDER NO.: 251365

SHIPPING: \$44.59

TAXES: \$0.00

ORDER TOTAL \$1,589.57

PAYMENT STATUS: Unpaid

454B

RECEIVED

FEB 24 2021

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2186**Invoice Date:** 2/23/21**Due Date:** 2/23/21**Case:****P.O. Number:****Bill To:**

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

92B

Description	Hours/Qty	Rate	Amount
2.320.572.4100 - Phones - January 2021		88.72	88.72
2.320.572.49300 - Permits / Licenses - January 2021		222.70	222.70
2.320.572.63100 - Repair and Replacements - January 2021		1,847.14	1,847.14
2.320.572.49400 - Special Events - January 2021		154.36	154.36
2.320.572.51000 - Office Supplies - January 2021		108.98	108.98
2.320.572-34600 - Aqua Staff - January 2021		252.50	252.50
<div>RECEIVED</div> <div>FEB 23 2021</div>			

**Total** \$2,674.40**Payments/Credits** \$0.00**Balance Due** \$2,674.40

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – January 20, 2021

Totals by GL

**Double Branch: \$2,674.40**

2.320.572.4100 (DB Phones) – \$88.72  
2.320.572.49300 (DB permits/ licenses) – \$222.70  
2.320.572.63100 (DB Repair and Replacements) - \$1,847.14  
2.320.572.49400 (DB Special Events) – \$154.36  
2.320.572.51000 (DB Office Supplies) – \$108.98  
2.320.572.34600 (DB Aqua Staff) – \$252.50

**Middle Village: \$1,322.68**

2.330.572.4100 (MV Phones) – \$88.73  
2.310.513.49300 (MV permits/ licenses) – \$222.70  
34.600.538.64000 (MV repair & replacements) – \$400.83  
2.330.572.49400 (MV Special Events) – \$154.37  
2.330.572.34400 (MV Tennis Maintenance) – \$94.57  
2.330.572.51000 (MV Office Supplies) – \$108.98  
2.330.572.34600 (MV Aqua Staff) – \$252.50

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – January 20, 2021

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
12/22/2020	Lowes	187.9	Repair and Replacement	34.600.538.64000	125.26	2.320.572.63100	62.64	187.9
12/22/2020	Publix	58.72	Special Event	2.330.572.49400	29.36	2.320.572.49400	29.36	58.72
12/22/2020	GatorsDockside	250.01	Special Event	2.330.572.49400	125.01	2.320.572.49400	125	250.01
12/23/2020	Wolf Automation	277.78	Repair and Replacement			2.320.572.63100	277.78	277.78
12/23/2020	AmericanRed Cross	380	Aquatic Staff / Attendants	2.330.572.34600	190	2.320.572.34600	190	380
1/2/2021	Ring Central	177.45	Phones	2.330.572.4100	88.73	2.320.572.4100	88.72	177.45
1/4/2021	Office Depot	199.96	Office Supplies	2.330.572.51000	99.98	2.320.572.5100	99.98	199.96
1/4/2021	wawa	60.95	Repair and Replacement	34.600.538.64000	30.48	2.320.572.63100	30.47	60.95
1/5/2021	APSP	125	Aquatic Staff / Attendants	2.330.572.34600	62.5	2.320.572.34600	62.5	125
1/7/2021	Lowes	402.05	Repair and Replacement	34.600.538.64000	201.03	2.320.572.63100	201.02	402.05
1/8/2021	Fencescreen	368.1	Repair and Replacement			2.320.572.63100	368.1	368.1
1/9/2021	Fencescreen	303.08	Repair and Replacement			2.320.572.63100	303.08	303.08
1/9/2021	landl	18	Office Supplies	2.330.572.51000	9	2.320.572.5100	9	18
1/15/2021	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
1/15/2021	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
1/18/2021	BandM Land	280	Repair and Replacement			2.320.572.63100	280	280
1/18/2021	BandM Land	280	Repair and Replacement			2.320.572.63100	280	280
1/18/2021	head/penn	94.57	Tennis Maintenance	2.330.572.34200	94.57			94.57
1/19/2021	BMI	364	Permits/Licenses	2.310.513.49300	182	2.320.572.49300	182	364
1/19/2021	ASCAP	13.75	Permits/Licenses			2.320.572.49300	13.75	13.75
1/19/2021	ASCAP	13.75	Permits/Licenses	2.310.513.49300	13.75			13.75
1/20/2021	Leslies	88.11	Repair and Replacement	2.330.572.62100	44.06	2.320.572.63100	44.05	88.11
<b>Totals</b>		<b>\$3,997.08</b>			<b>\$1,322.68</b>		<b>\$2,674.40</b>	<b>\$3,997.08</b>





**JAY SORIANO**  
Card Ending 6-68052

				Amount
12/22/20	LOWE'S 904-589-3022	MIDDLEBURG	FL	\$187.90 ♦
12/22/20	PUBLIX #128 000000128 8636881188	JACKSONVILLE	FL	\$58.72
12/22/20	GATORS DOCKSIDE OAKLEAF 65000000980365 9044256466	JACKSONVILLE	FL	\$250.01 ♦
12/23/20	BT*MARSHALL WOLF AUTOMATION, INC. 8476508130	ALGONQUIN	IL	\$277.78 ♦
12/23/20	AMERICAN RED CROSS American Red Cr 515-246-6305	DES MOINES	IA	\$380.00 ♦
01/02/21	RINGCENTRAL, INC 1837413001 94002	BELMONT	CA	\$177.45 ♦



**Business Green Rewards Card**  
GMS LLC  
JAMES PERRY  
Closing Date 01/21/21

p. 5/8

Account Ending 6-64002

**Detail Continued**

♦ - denotes Pay Over Time activity

				Amount
01/04/21	OFFICEMAX/DEPOT 6826 000006826 8004633768 HEWLETT PACKARD, 952, CMY, 3 PACK INK, REPLACE HP 950XL/951, MP SD ULTRA PLUS, SANDISK, 32GB	JACKSONVILLE	FL	\$199.96 ♦
01/04/21	WAWA 5266 00000000479168 6103588000	JACKSONVILLE	FL	\$60.95
01/05/21	APSP 084870051364931 LEONAT@APSP.ORG	ALEXANDRIA	VA	\$125.00 ♦
01/07/21	LOWES.COM 800-445-6937	1-800-445-6937	NC	\$402.05 ♦
01/08/21	FENCESCREEN INC. 0571 949-215-6313	RANCHO SANTA	CA	\$368.10 ♦
01/09/21	FENCESCREEN INC. 0571 949-215-6313	RANCHO SANTA	CA	\$303.08 ♦
01/09/21	1&1 IONOS 610-560-1589	https://www.ionos.com	PA	\$18.00
01/15/21	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
01/15/21	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
01/18/21	B&M LAND CONSTRUCTION squareup.com/receipts	BALDWIN	FL	\$280.00 ♦
01/18/21	B&M LAND CONSTRUCTION squareup.com/receipts	Middleburg	FL	\$280.00 ♦
01/18/21	HEAD/PENN RACQUET SPTS 000000353104002 6024472340	PHOENIX	AZ	\$94.57
01/19/21	BMI-BROADCAST MUSIC 742857 37203 MUSIC LICENSE FEE	NASHVILLE	TN	\$354.00 ♦
01/19/21	ASCAP LICENSING - GLS LICENSE FEE	(800)505-4052	NY	\$13.75
01/19/21	ASCAP LICENSING - GLS LICENSE FEE	(800)505-4052	NY	\$13.75
01/20/21	LESLIES POOLMART SWIMMING POOLS	JACKSONVILLE	FL	\$88.11









**American  
Red Cross**

Payment  
12/23/2020 1:50 PM

American Red Cross

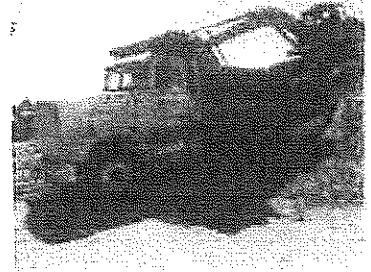
Your payment has been received and processed as requested.

Name: Jay Soriano  
Address: 475 West Town Place  
St. Augustine, FL 32092

Card Type: Amex  
Auth Code: 117040  
Account Number: A-XXXX8052  
Amount: \$380.00  
Transaction Number: 189787943

**B & M Land Construction**  
 2141 Louie Carter Road  
 Maxville, FL 32234  
 (904) 219-3423  
 bandmconstruction@att.net  
 http://bandmlandconstruction.com

# Invoice



**BILL TO**  
 Double Branch CDD

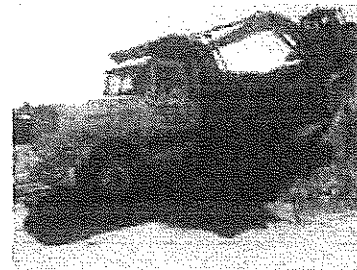
INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSURE
1253	01/18/2021	\$0.00	01/18/2021	Due on receipt	

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<b>FIR DIRT</b>	2	140.00	280.00
				280.00
				<b>\$0.00</b>

**PAID**  
 PAYMENT  
 BALANCE DUE

**B & M Land Construction**  
 2141 Louie Carter Road  
 Maxville, FL 32234  
 (904) 219-3423  
 bandmconstruction@att.net  
 http://bandmlandconstruction.com

# Invoice



<b>BILL TO</b>
Double Branch CDD

<b>INVOICE #</b>	<b>DATE</b>	<b>TOTAL DUE</b>	<b>DUE DATE</b>	<b>TERMS</b>	<b>ENCLOSURE</b>
1254	01/18/2021	\$0.00	01/18/2021	Due on receipt	

DATE	ACTIVITY	QTY	RATE	AMOUNT
	FILL Dirt	2	140.00	280.00
PAYMENT BALANCE DUE				280.00
				<b>\$0.00</b>

PAID

# BMI Payment Receipt

Total Payment Amount: \$364.00

## Payment Information

Date of Payment: 01/19/2021 08:39:34 AM

Transaction ID: 95150839347931

Payment Method: Credit Card

**Thank you for your payment.**

Please keep this receipt for your records.



**Confirm Electronic Payment Information**

Account Name	<u>Double Branch Community Development Dist</u>	Name Exactly as Appears	Jay Soriano
Amount	\$13.75	Credit Card Number	*****8052
Expiration Date	11/2025	Check Account Number	
ABA #		Billing Address	475 West Townplace
Billing City	St Augustine	Billing State	FL
Billing Zip Code	32092		

Approved, Your Authentication Code is: 111813

Sincerely,

Account Services



PO Box 331608-7515, Nashville, TN 37203-9998



POWERED BY MOOD:

Order # 1001985798

		Items Ordered	
Product Name	SKU		Price
Pandora Music Subscription	PMS		\$26.95

Order Information

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

**Shipping Method**

**Payment Method**  
Credit Card

Free Shipping - Free

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

Credit Card

**Credit Card Type**

American Express

**Credit Card Number**

XXXX-6056



Order #: 91750

Thank you for your order!

**Your Order**

Quantity	Product Name	Item Price	Price
1	200 Series - Privacy Plus Fence Screen - 9'-8" - Jet Black	\$336.76	\$303.08
	• Section 1: 6'11" x 10' (9'-8")		
	• Section 2: 9'11" x 10' (9'-8")		
	• Section 3: 46'11" x 10' (9'-8")		
	• (3) Custom Sizing Fees		
	Subtotal:	\$336.76	
	Discount:	\$33.68-	
	Tax:	\$0.00	
	Shipping: FREE		
	FedEx Ground	FREE	
	Shipping (1-4 days)		
	Total:	\$303.08	

**Bill To**

**Ship To**

GMS llc  
Jay Soriano  
475 west town place  
St. Augustine, FL 32092  
[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)

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

Any damaged or incorrect orders must be reported within 5 days of delivery.

**\*\*Custom sized panels are non-returnable\*\***

Authorize returns must be made within 30 days of delivery and are charged at a 20% restocking fee.

**Thank you for your business!**

If you need help with your order please call us toll-free at 888.313.6313 or contact us by email at [customercare@fencescreen.com](mailto:customercare@fencescreen.com).



Order #: 91684

Thank you for your order!

## Your Order

Quantity	Product Name	Item Price	Price
1	200 Series - Privacy Plus Fence Screen - 9'-8" - Jet Black	\$409.00	\$368.10
	• 2 Rolls 50'x10' (9'-8") - 100' Total		
		Subtotal:	\$409.00
		Discount:	\$40.90-
		Tax:	\$0.00
		Shipping: FREE FedEx Ground Shipping (1-4 days)	FREE
		Total:	\$368.10

### Bill To

GMS LLC  
Jay Soriano  
475 W. Town Pl.  
St Augustine, FL 32068  
[manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### Ship To

GMS LLC  
Jay Soriano  
370 OAKLEAF VILLAGE PKWY STE 114  
ORANGE PARK FL, 32065-4259

Any damaged or incorrect orders must be reported within 5 days of delivery.

**\*\*Custom sized panels are non-returnable\*\***

Authorize returns must be made within 30 days of delivery and are charged at a 20% restocking fee.

**Thank you for your business!**

If you need help with your order please call us toll-free at [888.313.6313](tel:888.313.6313) or contact us by email at [customercare@fencescreen.com](mailto:customercare@fencescreen.com).



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

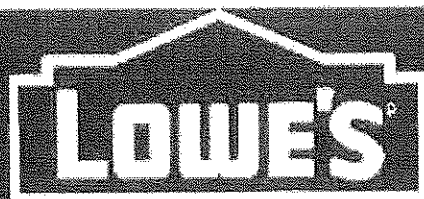
Store: 529 Register: 1  
Date: 1/20/21 Time: 11:22 AM  
Ticket: 43135  
Salesperson: 42098 (Samantha R)  
Customer ID: S00529010000930

Item	Qty	Price	Amount
GUARDIAN GASKET PENTAIR POOL			
64501	1	27.99	27.99
GUARDIAN GASKET PENTAIR POOL			
64501	1	27.99	27.99
<del>DK GSKT AP LIGHT LENS 0170</del>			
64500	1	12.99	12.99
DK GSKT AP LIGHT LENS 0170			
64500	1	12.99	12.99

Subtotal 81.96  
Tax 6.15

Total\$ 88.11

Amex Purchase 88.11  
Jan 20 2021 11:22 am Trans# 43135



**Order # 715468175**

**Invoice # 75337**

## Store Pickup

### Pickup Location

LOWE'S OF MIDDLEBURG, FL  
2970

### Pickup Item(s)

**32-in x 80-In Steel Right-Hand Inswing Primed Prehung Single  
Front Door**

**QTY**

**2**

Item #: 782787 | Model #: JW233200018

Unit Price \$187.00 | Subtotal \$374.00

### Sold To

Jay Soriano  
(904) 342-1441  
[soriano@umsnf.com](mailto:soriano@umsnf.com)

**Order #** 715468175

**Invoice #** 75337

**Order Date** 01/07/2021

**Total Savings** \$0.00

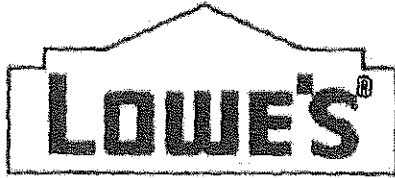
**Subtotal** \$374.00

**Shipping/Delivery** \$0.00

**Total Tax** \$28.05

**Order Total** \$402.05

**Payment** AMEX ending in 8052 \$402.05



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

- SALE -

SALES#: S2970S02 3067165 TRANS#: 16646189 12-22-20

1076401 2018324 7.98

SHARPIE PRO FINE 4CD ASSO

150384 707018 11.92

HW 1-CT ALL WEATHR 40 ST

4 @ 2.98

INVOICE 16853 SUBTOTAL: 19.90



- SALE -

SALES#: S2970S02 3067165 TRANS#: 16646189 12-22-20

SOS RESALE 1451308 422970048842

108873 155.70

CARBON BLOCK WATE

3 @ 51.90

INVOICE 73073 SUBTOTAL: 155.70



INVOICE 16853 SUBTOTAL: 19.90

INVOICE 73073 SUBTOTAL: 155.70

SUBTOTAL: 175.60

TAX: 12.30

BALANCE DUE: 187.90

AMEX: 187.90

AMEX:XXXXXXXXXX0052 AMOUNT:187.90 AUTHCD:857323

CHIP REFID:297016043078 12/22/20 09:09:20

APL: AMERICAN EXPRESS TVR: 0000008000

AID: A000000025010801 TSI: E800

STORE: 2970 TERMINAL: 16 12/22/20 09:10:11

**Confirm Billing Information**

Account Name	Middle Village Community Development Dis	Name Exactly as Appears	Jay Soriano
Amount	\$13.75	Credit Card Number	*****8052
Expiration Date	11/2025	Check Account Number	
ABA #		Billing Address	475 West Townplace
Billing City	St Augustine	Billing State	FL
Billing Zip Code	32092		

Approved, Your Authentication Code is: 170716

Sincerely,

Account Services



PO Box 331608-7515, Nashville, TN 37203-9998





POWERED BY **MOOD:**

Order # 1001985799

Items Ordered		
Product Name	SKU	Price
Pandora Music Subscription	PMS	\$26.95

**Order Information**

**Shipping Address**

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

**Billing Address**

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

**Shipping Method**

Free Shipping - Free

**Payment Method**

Credit Card

Credit Card

**Credit Card Type**

American Express

**Credit Card Number**

XXXX-6056



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

1-1-2021

Shipping information:  
Jay Soriano  
475 W Town Pl  
St Augustine, FL 32092  
United States

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

Invoice No.: 2021-12659

Title	Unit price	Quantity	Total
PHTA Instructor Membership (Membership)	\$125.00	1.00	\$125.00
	<b>Subtotal</b>		<b>\$125.00</b>
	<b>Shipping</b>		<b>\$0.00</b>
	<b>Order total</b>		<b>\$125.00</b>

Thank you for your order. This order has been **Paid In Full**.  
PHTF is a 501(c)(3) non-profit organization. Tax  
ID#: 52-608124

# Office DEPOT OfficeMax

JACKSONVILLE - (904) 573-8221

01/04/2021 11:43 AM



VPVT5YPP33QXEBCM

SALE	6826-3-7838-971799-20.12.2	
472576	HEWLETT PACKAR	75.99 SS
902231	INK,REPLACE HP	91.99 SS
8962631	SD,ULTRA,PLUS,	
2 @ 16.99		33.98
Instant Savings		-2.00
<b>You Pay</b>		<b>31.98SS</b>
Subtotal:		199.96
Sales Tax:		0.00
<b>Total:</b>		<b>199.96</b>
Amex 8052:		199.96

AUTH CODE 876978

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

Tax Exemption Number 000600486993

This is a legacy Office Max account  
and will expire at the end of the year

Please submit a new Tax Exempt

Application and Tax Exemption

Certificate to receive a new number.

Total Savings:

**\$2.00**

\*\*\*\*\*

**WE WANT TO HEAR FROM YOU!**

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

and enter the survey code below:

**1521 5877 6JEZ**

\*\*\*\*\*

# Publix

Oakleaf Plantation Center  
9518 Argyle Forest Blvd  
Jacksonville, FL 32222  
Store Manager: Dave Lawson  
904-317-5755

GLAD WRAP	3.19 T
PUB ED PLATES 10"	2.89 T
PUB ED PLATES 10"	2.89 T
PUB ED PLATES 10"	2.89 T
PEANUT BTTR CK 24	3.99 F
CHOC CHIP COOKIES	3.99 F
CHRISTMAS CK 18 CT	5.99 F
DELI LEMONADE GAL	
1 @ 2 FOR 4.00	2.00 T F
You Saved 0.99	
DELI LEMONADE GAL	
1 @ 2 FOR 4.00	2.00 T F
You Saved 0.99	
PBX DELI TEA SWT G	
1 @ 2 FOR 4.00	2.00 T F
You Saved 0.99	
CHERRY COKE 12-12	6.19 T F
DIET COCA-COLA	6.19 T F
COCA-COLA CLASSIC	6.19 T F
Promotion	-6.19 T F
COCA-COLA CLASSIC	6.19 T F
7 UP	5.79 T F
A&W RUDY BEER	5.79 T F
Voided Item	
COCA-COLA CLASSIC	-6.19 T F
VERMORS GINGER ALE	5.79 T F
SUNKIST STWB LEMAD	5.79 T F
Promotion	-5.79 T F
Promotion	-5.79 T F
Order Total	55.79
Sales Tax	2.93
Grand Total	58.72
Credit Payment	58.72
Change	0.00

## Savings Summary

Special Price Savings	20.74
*****	
* Your Savings at Publix *	*
* 20.74 *	*
*****	

PRESTO!

Trace #: 085984  
Reference #: 0102750926  
Acct #: XXXXXXXXXX8052  
Purchase American Express  
Amount: \$58.72  
Auth #: 888925

CREDIT CARD	PURCHASE
AU00000025010801	AMERICAN EXPRESS
Entry Method:	Chip Read
Mode:	Issuer

Gator's Dockside - Oakleaf  
8316 Merchants Way  
Jacksonville, FL 32222

REF: 117078

AMEX Auth.Code: 169886

12/22/2020 9:05 AM

Trans#: 115371 (Table# 104)

Emp: BJ MGR

Amount \$230.01

Gratuity: 20.00

TOTAL: 250.01

X

MERCHANT ID: \*\*1131

TERMINAL ID: \*\*\*6217

AMEX

\*\*\*\*\*8052

ENTRY METHOD: CHIP/MANUAL

REFERENCE: 035712172187

\*\*\*Customer Copy\*\*\*



# Recurring Statement

## Account Information

Account Number: (904) 770-4650  
Statement Date: 01/02/2021  
Subscription Name: RingCentral Office Standard  
Reference #: 1837413001

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

## Statement Summary

Total Current Charges

**\$177.45**

Your credit card ending in [3053] was charged \$177.45.  
This charge will appear as "RingCentral, Inc" on your credit card statement.

## Statement Details

Period	Description	Unit Price	Quantity	Amount
01/02/2021 - 02/01/2021	Office Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
01/02/2021 - 02/01/2021	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
01/02/2021 - 02/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2021 - 02/01/2021	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
01/02/2021 - 02/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2021 - 02/01/2021	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
01/02/2021 - 02/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2021 - 02/01/2021	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
01/02/2021 - 02/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2021 - 02/01/2021	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
01/02/2021 - 02/01/2021	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*:				\$42.55
Total Charged to Credit Card:				<b>\$177.45</b>

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Virus-free. [www.avq.com](http://www.avq.com)



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

Sold-to address

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

Customer No. 715220

<b>Invoice</b>		<b>5193204695</b>	
Billing Date 01/15/2021	Ship Date 01/15/2021	Order Date 01/14/2021	Requested Date 01/15/2021
Terms Credit Card preauth.			Due Date
Order No. 5102801682	P.O. Number Andy Fletcher		Order Entered By: OMS3_CPIC
Salesrep: Order Placed By: R118			

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

Authorization no.:

191819 00000005 002

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
226330	Gravity Lite (Blue/Grey) Item 10		1 PC	87.00	0.000	87.00	87.00
Total Number of Units		1					

Shipping Information

Packing Slip, BOL: 5183109687  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 1.150 LB 0.522 KG

Box Tracking Number

289180170577849

Total Number of Cartons 1

Items total	87.00	USD
Freight Charge	7.57	USD
Final amount	94.57	USD
Charged to your American Express *****053	94.57	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](mailto:askus@us.head.com)

Wawa #5266  
8251 Old Middleburg  
Jacksonville FL 3221  
\*\*\*\*\*  
1/4/2021 11:58:23 A  
Term: XXXXXXXXXX8884  
Appr: 849217  
Seq#: 032991  
Product: Unleaded  
Pump Gallons Price  
09 28.362 \$2.149  
Total Sale \$68.95  
Capture

American Express  
XXXXXXXXXXXX052  
Chip Read

USD\$ 68.95

AMERICAN EXPRESS  
Mode: Issuer  
AID:  
A000000025010801  
TUR: 0800008000  
IAD: XXXXXXXXXXXXXXX  
TSI: E800  
ARC: 88  
ARQC:  
8F33A477172473E9

01/04/2021 11:52:54

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

\*\*\*\*\*

YOUR OPINION MATTERS

Tell us about your  
experience at

\* MyWawaVisit.com \*

Take our survey for  
a chance to win

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

Disponible  
en Espanol

\*\*\*\*\*

Survey Code: 1260682

Store Number: 05266

\*\*\*\*\*

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

10/26/2020

Order # 1000053255



**MARSHALL WOLF  
AUTOMATION**

Order # 1000053255

PROCESSING

Created: October 26, 2020 (Jay Sorlano)

## Items Ordered

Product Name	SKU	Price	Qty	Subtotal
VFD, 1.5hp, 1/3 Phase, 200-240VAC, 4.3A, A Frame,	CFW500A04P3B2NB20Y2	<b>\$277.78</b>	Ordered: 1	<b>\$277.7</b>

Subtotal \$277.78

Shipping & Handling \$0.00

**Grand Total \$277.78**

## Order Information

### Shipping Address

Jay Sorlano  
GMS LLC  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065-4259  
United States  
T: 9043421441

### Shipping Method

Free UPS Ground Shipping - Free UPS Ground Shipping

### Billing Address

Jay Sorlano  
GMS LLC  
475 W Town Pl Ste 114  
Saint Augustine, Florida, 32092-3649  
United States  
T: 9043421441

### Payment Method

Credit Card

Credit Card Type

American Express

Credit Card Number

xxxx-6056





1&1 IONOS Inc.  
701 Lee Road  
Suite 300  
Chesterbrook, PA 19087  
USA

Jay Soriano  
370 Oakleaf Village Pkwy

Orange Park, FL 32065-4259  
UNITED STATES

Invoice Date: 01/07/2021  
Invoice: 202031203520  
Contract: 85644648  
Customer ID: 270980442  
Help Center: [ionos.com/help](https://ionos.com/help)  
My IONOS: [my.ionos.com/invoices](https://my.ionos.com/invoices)  
Phone support: 1-877-300-8316  
E-mail support: [billing@ionos.com](mailto:billing@ionos.com)  
Service hours: 24/7

Please have your personal phone PIN available for quick and secure authentication when speaking with our agents. You can set and manage this by logging in to [my.ionos.com](https://my.ionos.com).

## Invoice Summary (MyWebsite Creator+)

Billing period starting: 01/06/2021

Item	Service	Charges	Usage	Total
1	Basic Fee 01/06/2021-02/06/2021	\$18.00 a month	1 mo.	\$18.00
<b>Total amount due</b> <small>Please DO NOT send cash, check or money order</small>				<b>\$18.00</b>

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice? Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.



REMIT TO: www.kgpowersystems.com  
150 Laser Ct.  
Hauppauge, NY 11788  
p. 631-342-1171  
f. 631-342-1172

Invoice	
Invoice Date	Number
3/1/2021	Invoice 8203-1
Customer Number	Due Date
DOUBLEB	3/31/2021

**SOLD TO:**

Double Branch Community Devel  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

**SHIP TO:**

Double Branch Community Devel  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

NONTAXABLE

PO Number	Order Date	Salesperson	Job Number
	3/1/2021	Doris Gabrielsen	OLS1542782

**Terms**

Net 30 Days

**Non - Specified Equipment**

Description	Quantity	Unit Price	Subtotal	Tax	Total
UJ15P2DM US Motors Close Coupled Pump (	1.00	\$1,283.93	\$1,283.93	\$0.00	\$1,283.93
Freight	1.00	\$162.00	\$162.00	\$0.00	\$162.00

<b>Totals</b>	\$1,445.93	\$0.00	\$1,445.93
<b>Total Due</b>	\$1,445.93		

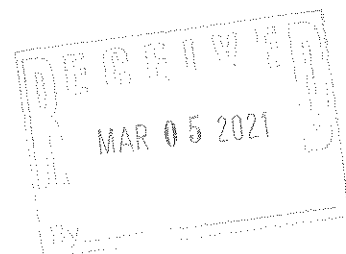
508B

**Code to:**

Coupled Pump Motor

**Double Branch Repair and Replacements**

**2.320.57200.63100**



# INVOICE

RECEIVED

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

FEB 04 2021

Invoice #	554861
Account #	708477
Invoice Date	2/1/2021
Due Date	2/11/2021
Rep	MAS

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

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

24B

Purchase Order Number		Terms	Invoice Date Reflects Month of Service Provided
		NET 10 DAYS	
Item	Description	Amount	
	Monthly Water Management Service (R) For Service Date: 10/09/2020 <i>Feb Lake maintenance</i>	2,070.00	
<b>Code to:</b>  <b>2-320-572-4680</b>  <b>Double Branch Lake Maintenance</b>			
<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</b>	<b>\$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 #	554861
Account #	708477
Date	2/1/2021

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	_____

# INVOICE



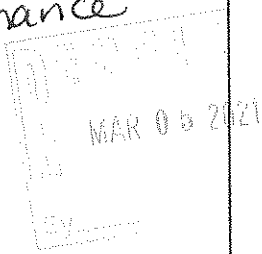
3543 State Road 419, Winter Springs, FL 32708  
PH: 800-666-5253

**Bill To**

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

Invoice #	560683
Account #	708477
Invoice Date	3/1/2021
Due Date	3/11/2021
Rep	MAS

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

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 10 DAYS	
Item	Description	Amount
	Monthly Water Management Service (R) For Service Date: 10/09/2020 <i>March Lake Maintenance</i> <i>248</i> <b>Code to:</b> <b>2-320-572-4680</b> 	2,070.00
<b>Customer Total Balance</b> \$7,040.00		
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!		<b>Total Invoice</b> <b>\$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

**Bill To**

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

Amount Enclosed

Invoice #	560683
Account #	708477
Date	3/1/2021

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 \_\_\_\_\_

# Double Branch CDD

## INVOICE

CLIENT NAME  
OAKLEAF AMENITIES  
CLIENT NUMBER  
CLIENT ADDRESS

INVOICE NUMBER  
INVOICE DATE  
3/22/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
03/20/21 0000 - 03/20/21 0000	OAKLEAF AMENITIES	Jennifer Cooper 03/20/21 1700 - 03/20/21 2000	3	\$30.00	\$90.00	\$90.00
03/18/21 0000 - 03/18/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 03/18/21 1600 - 03/18/21 2200	6	\$30.00	\$180.00	\$180.00
03/21/21 0000 - 03/21/21 0000	OAKLEAF AMENITIES	Bryan Smith 03/21/21 1600 - 03/21/21 2100	5	\$30.00	\$150.00	\$150.00
03/16/21 0000 - 03/16/21 0000	OAKLEAF AMENITIES	David Voller 03/16/21 1600 - 03/16/21 2000	4	\$30.00	\$120.00	\$120.00
03/17/21 0000 - 03/17/21 0000	OAKLEAF AMENITIES	Matthew Williams 03/17/21 1615 - 03/17/21 2215	6	\$30.00	\$180.00	\$180.00
PERSONNEL TOTAL:			(hrs) 24			\$720.00
INVOICE TOTAL:			(hrs) 24			\$720.00

Middle Village - Vendor

/2 =  
= \$360.00

2-320-572-34510  
208B

RECEIVED

MAR 22 2021

**Clay County Sheriff's Office**

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

**INVOICE****RECEIVED**

INVOICE DATE: MARCH 22 2021

MAR 22 2021

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

FOR:  
Oakleaf Amenities Manager  
and  
Brian Sanchez

*Middle Village*

DATE WORKED	DESCRIPTION	TIME IN/OUT	HOURS	RATE	AMOUNT
02/10/21	JENNIFER COOPER( wasn't invoiced )	1700-2300	6	30.00	180.00
02/12/21	MATT WILLIAMS ( Billed for 4.5 hours he worked 5.5 hours )		1	30.00	30.00

DEPUTY SIGNATURE:

TOTAL

120.00

~~120.00~~

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

THANK YOU FOR YOUR BUSINESS!

208B

2-320-572-34510

210/2 = 105



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

## Invoice

Date 3/1/2021

Invoice # 131295598075

Terms	Net 20
Due Date	3/21/2021
PO #	

Bill To	Ship To
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 <i>Mar pool chemicals</i> <i>2-320-572-463</i> <i>186 B</i>	1	ea	108.18
<div>RECEIVED MAR 03 2021</div>				

Total 2,107.49  
Amount Due \$2,107.49

### Remittance Slip

Customer  
130AK102  
Invoice #  
131295598075

Amount Due \$2,107.49

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

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295598075

# T Fenceman Inc.

*" Built With Pride and Quality "*

1506 Summit Oaks Drive West  
Jacksonville Fl. 32221  
904.759.5875 Fax: 904.683.1432

DATE: 9/3/2021  
INVOICE # 35  
FOR: New Storage Yard

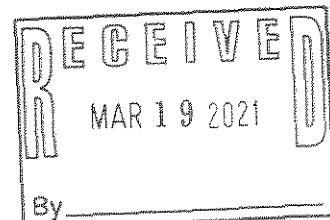
**Bill To:**  
Double Branch  
370 Oakleaf Village Parkway  
Orange Park, Fl. 32065  
jay 904-562-0249

DESCRIPTION	AMOUNT
New Storage Yard	
1. Cut down 10' black vinyl chain link wire to 9' and install.	165.00
2. box of 1 5/8" twist ties	199.00
3. Cut opening into existing fence for one 10' wide double gate.	76.00
Needed: 2- post extensions, 24- tension bands, 8-brace bandsand 4 rail ends.	
4. Install 1- 10' high x 10' wide double swing gate.	1,250.00
<b>Double Branch Repair and Replacement</b>	
<b>2.320.57200.63100</b>	
264 B	
<b>TOTAL</b>	<b>\$ 1,690.00</b>

Please make check payable to **T fenceman Inc.**

If you have any questions concerning this invoice, contact N: Terry at 904-683-1432 cell 904.759.5875

**THANK YOU FOR YOUR BUSINESS!**





Toole Technologies, Inc.

Ph: 904-278-5938

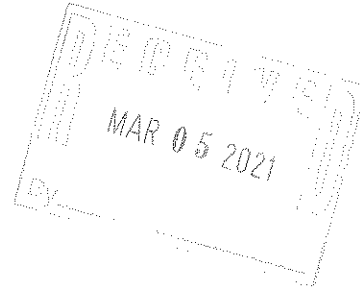
4134 Carriage Crossing Ln

Orange Park, FL 32065.

# Invoice

Date	Invoice #
3/1/2021	T0007097

Bill To
Double Branch CDC - Jay Soriano 370 Oakleaf Plantation Pkwy. Orange Park, FL 32065



P.O. No.	Terms	Project
		WO4616 - Belt Replacement

Quantity	Description	Rate	Amount
2	Belt Replacement Replaced the belt on the air handling unit. Bought and left a spare belt on the air handler. Started and checked the unit. The outside unit has a bad high pressure switch which kept the condenser fans from running. Bypassed the switch so the system can run until the switch can be replaced.	50.00	100.00
3	Keith Toole 3 Hours @ \$100.00 per hour	100.00	300.00
<b>Code to:</b> <b>Double Branch Repair and Replacements</b> <b>2.320.57200.63100</b>			
		<b>Total</b>	\$400.00

815B

INVOICE NUMBER 717 1649230 REMIT TO: UniFirst Corporation  
 INVOICE DATE 1/25/21 P.O. BOX 450461  
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265  
 A/R NUMBER RTE# 02610  
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

7171649230Z

- Please Detach and Return With Payment -

**UniFirst**

UniFirst Corporation  
 4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
 FL 32219

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT  
 717 1649230 1/25/21 CHARGE 66891

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PIC UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.98			3/12	3	
		MAT-4X6 HD GREAT IMP.		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT

SH

PT

OT

NO

382-B

2.320.572.631

Repair / Replacement

INVOICE NUMBER 917 1651315 REMIT TO: UniFirst Corporation  
INVOICE DATE 2/01/21 P.O. BOX 650481  
CUSTOMER# (BILL TO) 999548 Dallas TX 75265  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



9171651315#

PAYMENT AMOUNT \$ \_\_\_\_\_

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
FL 32219

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT  
917 1651315 2/01/21 CHARGE 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		FINANCE CHARGE			2.37					
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			79.92					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH \_\_\_\_\_ PT \_\_\_\_\_ DT \_\_\_\_\_ NO \_\_\_\_\_

382B

2.320-572.631

INVOICE NUMBER 917 1653401 REMIT TO: UniFirst Corporation  
INVOICE DATE 2/08/21 P.O. BOX 650481  
CUSTOMER# (BILL TO) 999548 Dallas TX 75265  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ 9171653401.

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
FL 32219

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT  
917 1653401 2/08/21 CHARGE 668911

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

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

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

LKR/DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH PT DT NO

The safety and well-being of our staff, customers, and the communities in which we operate will always be UniFirst's number one priority. That's why we've enacted and enforce comprehensive safety protocols for all of our locations and Team Partners, including daily cleaning and disinfecting of all company facilities; the mandated use of proper PPE for all applicable staff, including face masks, gloves, and hand sanitizer for delivery staff, and more. For our latest COVID-19 information, please visit [UniFirst.com/CV](http://UniFirst.com/CV) or [UniFirst.ca/CV](http://UniFirst.ca/CV).

352-B

or 2-330-572-611

INVOICE NUMBER 917 1655474  
INVOICE DATE 2/15/21  
CUSTOMER# (BILL TO) 999548  
A/R NUMBER  
CUSTOMER

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

RTE# 02610

DOUBLE BRANCH CDD

PAYMENT AMOUNT \$



9171655474

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
FL 32219

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT  
917 1655474 2/15/21 CHARGE 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PIC UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT

SH

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OT

NO

The safety and well-being of our staff, customers, and the communities in which we operate will always be UniFirst's number one priority. That's why we've enacted and enforce comprehensive safety protocols for all of our locations and Team Partners, including daily cleaning and disinfecting of all company facilities; the mandated use of proper PPE for all applicable staff, including face masks, gloves, and hand sanitizer for delivery staff; and more. For our latest COVID-19 information, please visit [UniFirst.com/CV](http://UniFirst.com/CV) or [UniFirst.ca/CV](http://UniFirst.ca/CV).

382B

2-330-572-611

INVOICE NUMBER 917 1657547 REMIT TO: UniFirst Corporation  
INVOICE DATE 2/22/21 P.O. BOX 650481  
CUSTOMER# (BILL TO) 999548 Dallas TX 75265  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



91716575479

PAYMENT AMOUNT \$ \_\_\_\_\_

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
FL 32219

INVOICE 917 1657547 DATE 2/22/21 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

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


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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH \_\_\_\_\_ PT \_\_\_\_\_ OT \_\_\_\_\_ NO \_\_\_\_\_

The safety and well-being of our staff, customers, and the communities in which we operate will always be UniFirst's number one priority. That's why we've enacted and enforce comprehensive safety protocols for all of our locations and Team Partners, including daily cleaning and disinfecting of all company facilities; the mandated use of proper PPE for all applicable staff, including face masks, gloves, and hand sanitizer for delivery staff; and more. For our latest COVID-19 information, please visit [UniFirst.com/CV](http://UniFirst.com/CV) or [UniFirst.ca/CV](http://UniFirst.ca/CV).

382B  
2-330-572-611

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

03-01-21  
Invoice Date  
012726849  
Invoice Number  
720343326  
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN  
AMOUNT

BASE CHARGE

MARCH

37.09

SUB TOTAL

37.09

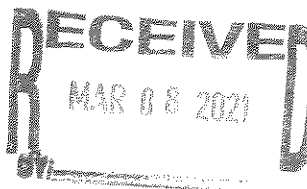
TOTAL

37.09

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

399 B

2-330-572-50000



XEROX FEDERAL IDENTIFICATION #16-0468020

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

Ship To/Installed At  
DOUBLE BRANCH  
COMM DEV DIST  
PKWY

370 OAKLEAF VILLAGE  
ORANGE PARK FL  
32065

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

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



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

Invoice Amount

01-569-8562 4 720343326 012726849 03-01-21 THIS AMOUNT  
RR004424 M 070120  
03 6GSW 6GSW W 00000 5933 1 B15

\$37.09  
VFL40

202100008070060 0127268499 0300037096 272034332688

Invoice

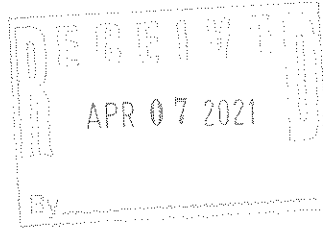
Payment



There for you.

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

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



Invoice Date  
03/07/2021

Invoice Number  
11072335

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: 02/01/2021 - 02/28/2021

**DOUBLE BRANCH**

370 OAKLEAF VILLAGE PKWY  
Orange Park, FL 32065-4259

Description	Quantity	UOM	Price	Amount
Overtime Guard - Dimuna, Abanus	120.00	Hours		0.00
Overtime Guard - MELSON, LISA	160.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	280.00			0.00
Subtotal				4,235.79
Sales Tax Subtotal				0.00
Total for - DOUBLE BRANCH				4,235.79

# APPROVED

Code to:

**Double Branch Security**

**2-320-572-345**

506

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





Invoice Date  
03/07/2021

Invoice Number  
11072335

Invoice NO. 11072335 Customer: AB364297 Double Branch Community Development Page 1 of 1

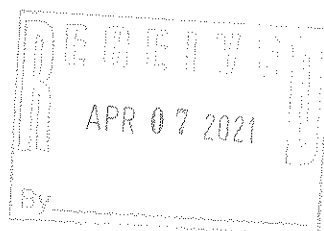
Description						Quantity	Bill Rate	Extension
Work Date	Post Description	Employee Name	In Time	Out Time	Lunch	Hours	Hours Type	
Overtime Guard - Dimuna, Abanus						120.00	\$0.00	\$0.00
02/01/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/01/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/02/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/07/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
02/08/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/08/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/09/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/14/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
02/15/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/15/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/16/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/21/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
02/22/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
02/22/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/23/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
02/28/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
Overtime Guard - MELSON, LISA						160.00	\$0.00	\$0.00
02/03/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/04/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/05/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/06/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/06/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/07/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/10/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/11/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/12/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/13/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/13/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/14/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/17/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/18/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/19/21	Roover 900	LISA MELSON	0:00	0:09		0.25	Hourly-Regular	
02/19/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/20/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/20/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/21/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/24/21	Roover 900	LISA MELSON	15:10	0:00		8.75	Hourly-Regular	
02/25/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/26/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
02/27/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
02/27/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
02/28/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79
Total Hours						280.00		\$0.00

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



Tel. 904-743-8444  
 www.smarthome.biz  
 sales@smarthome.biz

Oakleaf Plantation  
 370 Oakleaf Village Parkway  
 Orange Park FL 32065



PLEASE PAY BY	AMOUNT	INVOICE DATE
04/05/2021	\$639.96	03/15/2021

## INVOICE NO. 195057

**Site:** 370 Oakleaf Village Parkway  
 Orange Park  
**Site Address:** 370 Oakleaf Village Parkway  
 Orange Park FL 32065  
**Period:** 04/01/2021 to 03/31/2022  
**Recurring No.:** 5810  
**Job Name:** Fitness Center  
**Order No.:**

### Description

Please find attached invoice for your Annual monitoring services.

### Security Monitoring

Item	Quantity	Unit Price	Total
Security Phone Line Monitoring	12.00	\$23.33	\$279.96
Cellular Fire Monitoring	12.00	\$30.00	\$360.00
<b>Sub-Total ex Tax</b>			\$639.96
<b>Tax</b>			\$0.00
<b>Total</b>			\$639.96

"Thank you—we really appreciate your business! Please send payment within 21 days of receiving this invoice.

**IMPORTANT:** Please remember to test your system monthly.

Need automation for your home? Visit us online at [www.smarthome.biz](http://www.smarthome.biz)

There will be a 1.5% interest charge per month on late invoices.

<b>Sub-Total ex Tax</b>	\$639.96
<b>Tax</b>	\$0.00
<b>Total inc Tax</b>	\$639.96
<b>Amount Applied</b>	\$0.00
<b>Balance Due</b>	\$639.96

Code to:

02-330-572-4661

Double Branch Facility Maintenance- Preventative Contracts



Tel. 904-743-8444  
www.smarthome.biz  
sales@smarthome.biz

PLEASE PAY BY	AMOUNT	INVOICE DATE
04/05/2021	\$639.96	03/15/2021

**INVOICE NO. 195057**

## How To Pay



**Credit Card (MasterCard, Visa, Amex )**

Credit Card No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card Holder's Name: \_\_\_\_\_ CCV: \_\_\_\_\_

Expiry Date:  /  Signature: \_\_\_\_\_



**Mail**

*Detach this section and mail check to:*

**Atlantic Security**  
1714 Cesery Blvd  
Jacksonville, FL 32211

**INVOICE NO. 195057**

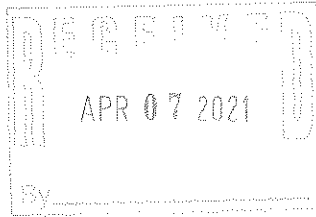
**NAME:** ~~XXXXXXXXXXXXXXXXXXXX~~ **Oakleaf Plantation** **DUE DATE:** ~~04/05/2021~~ **04/05/2021** **AMOUNT DUE:** ~~\$639.96~~ **\$639.96**

**Please Reference: 195057**

# INVOICE



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



Invoice #	566991
Account #	708477
Invoice Date	4/1/2021
Due Date	4/11/2021
Rep	MAS

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

Invoice Questions: <a href="mailto:Lakes@lakedoctors.com">Lakes@lakedoctors.com</a> Payment Questions: <a href="mailto:Payments@lakedoctors.com">Payments@lakedoctors.com</a>
--

Purchase Order Number		Terms	Invoice Date Reflects Month of Service Provided
		NET 10 DAYS	
Item	Description		Amount
Code to:  2-320-572-4680  Double Branch Lake Maintenance  24	Monthly Water Management Service (R)		2,070.00
	For Service Date: 10/09/2020		
Customer Total Balance		\$6,210.00	
Please confirm your bank bill payer amount matches your invoice amount if you use a bank bill payer service. Thank you!			Total Invoice
			\$2,070.00

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

Please visit [www.lakedoctors.com](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 #	566991
Account #	708477
Date	4/1/2021

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 _____
---

## INVOICE

CLIENT NAME

OAKLEAF AMENITIES

CLIENT NUMBER

CLIENT ADDRESS

INVOICE NUMBER

INVOICE DATE

3/30/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
03/24/21 0000 - 03/24/21 0000	OAKLEAF AMENITIES	Jennifer Cooper 03/24/21 1645 - 03/24/21 2245	6	\$30.00	\$180.00	\$180.00
03/26/21 0000 - 03/26/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 03/26/21 1630 - 03/26/21 2230	6	\$30.00	\$180.00	
03/27/21 0000 - 03/27/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 03/27/21 1615 - 03/27/21 2215	6	\$30.00	\$180.00	
03/28/21 0000 - 03/28/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 03/28/21 1600 - 03/28/21 2200	6	\$30.00	\$180.00	\$540.00
03/22/21 0000 - 03/22/21 0000	OAKLEAF AMENITIES	Bryan Smith 03/22/21 1600 - 03/22/21 2200	6	\$30.00	\$180.00	\$180.00
03/23/21 0000 - 03/23/21 0000	OAKLEAF AMENITIES	David Voller 03/23/21 1600 - 03/23/21 2100	5	\$30.00	\$150.00	\$150.00
03/26/21 0000 - 03/26/21 0000	OAKLEAF AMENITIES	Benjamin Wase 03/26/21 1730 - 03/26/21 2330	6	\$30.00	\$180.00	\$180.00
03/25/21 0000 - 03/25/21 0000	OAKLEAF AMENITIES	Benjamin Wase 03/25/21 1745 - 03/25/21 2345	6	\$30.00	\$180.00	\$180.00
03/27/21 0000 - 03/27/21 0000	OAKLEAF AMENITIES	Matthew Williams 03/27/21 1630 - 03/27/21 2130	5	\$30.00	\$150.00	\$150.00
PERSONNEL TOTAL:			(hrs) 52			\$1,560.00
INVOICE TOTAL:			(hrs) 52			\$1,560.00

2-32-572-34510

2  
\$ 780  
Middle Village  
CDD

**Double Branch**  
**COMMUNITY DEVELOPMENT DISTRICT**

*Rec Fund*

RECEIVED

APR 01 2021

**Check Request**

Date	Amount	Authorized By
April 1, 2021	\$440.47	Oksana Kuzmuk

Payable to:

Middle Village CDD #208
-------------------------

**Date Check Needed:**

**Budget Category:**

ASAP	002-300-20700-10100 Due to Middle Village CDD	\$440.47
------	---	----------

Intended Use of Funds Requested:

50% FDGL Lease



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

# Invoice

Date 4/1/2021

Invoice # 131295598358

Terms	Net 20
Due Date	4/21/2021
PO #	

Bill To	Ship To
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
<div>RECEIVED MAR 29 2021 By 2-32-572-463 186</div>				

Total 2,107.49  
Amount Due \$2,107.49

## Remittance Slip

Customer  
13OAK102  
Invoice #  
131295598358

Amount Due \$2,107.49

Amount Paid

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295598358

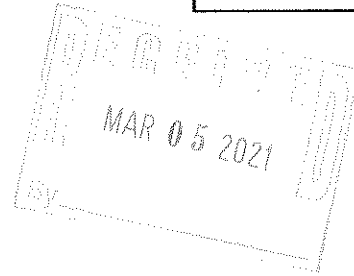
Toole Technologies, Inc.

Ph: 904-278-5938  
4134 Carriage Crossing Ln  
Orange Park, FL 32065.

# Invoice

Date	Invoice #
1/18/2021	T0007098

Bill To <b>Double Branch</b>
<del>Middle Village</del> CDD (Jay Soriano) 845 Oakleaf Plantation Parkway Orange Park, FL 32065



P.O. No.	Terms	Project
		WO4537- Fitness Center Ph...

Quantity	Description	Rate	Amount
1	Accumulator, Oil Separator and Miscellaneous Materials	669.00	669.00
8	R410A Refrigerant Added refrigerant to the system using electronic gauges. The system was charged as per the manufacturers recommendation.	60.00	480.00
6	Keith Toole - Labor	100.00	600.00
<b>Code to:</b> <b>Double Branch Repair and Replacements</b> <b>2.320.57200.63100</b> <i>3x 808</i>			
		<b>Total</b>	\$1,749.00





INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
<del>1/25/21</del>	<del>9171649230</del>	<del>77.55</del>	<div><div><div></div><div>PAID</div><div>917165</div></div><div>APR 07 2021</div><div>By _____</div></div> <div><div>} Paid</div><div>3/30/21</div></div>
<del>2/01/21</del>	<del>9171651315</del>	<del>79.92</del>	
<del>2/08/21</del>	<del>9171653401</del>	<del>77.55</del>	
<del>2/15/21</del>	<del>9171655474</del>	<del>77.55</del>	
<del>2/22/21</del>	<del>9171657547</del>	<del>77.55</del>	
3/01/21	9171659606	77.55	
3/08/21	9171661724	77.55	
3/15/21	9171663866	77.55	
3/22/21	9171665978	77.55	
Code to:			
Double Branch Repair and Replacements			
2.320.57200.63100			
382			
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
3/29/21	999548	700.32	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
310.20	312.57	77.55	

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:
3/29/21
Invoices Paid
Amount Paid
Customer Number
999548

INVOICE NUMBER 917 1659606 REMIT TO: UniFirst Corporation  
 INVOICE DATE 3/01/21 P. O. BOX 650481  
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265  
 A/R NUMBER RTE# 02610  
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ \_\_\_\_\_

91716596067

- Please Detach and Return With Payment -

**UniFirst**

UniFirst Corporation  
 4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
 FL 32219

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT  
 917 1659606 3/01/21 CHARGE 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PIC UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					

TOTAL SERVICE CHANGES \_\_\_\_\_

AMOUNT DUE \_\_\_\_\_

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

SOIL PICK UP COUNT SH \_\_\_\_\_ PT \_\_\_\_\_ OT \_\_\_\_\_ NO \_\_\_\_\_

The safety and well-being of our staff, customers, and the communities in which we operate will always be UniFirst's number one priority. That's why we've enacted and enforce comprehensive safety protocols for all of our locations and Team Partners, including daily cleaning and disinfecting of all company facilities; the mandated use of proper PPE for all applicable staff, including face masks, gloves, and hand sanitizer for delivery staff; and more. For our latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

INVOICE NUMBER 917 1661724 REMIT TO: UniFirst Corporation  
 INVOICE DATE 3/08/21 P.O. BOX 650481  
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265  
 A/R NUMBER RTE# 02610  
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ \_\_\_\_\_

91716617241

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
 4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
 FL 32219

INVOICE 917 1661724 DATE 3/08/21 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT 668911

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

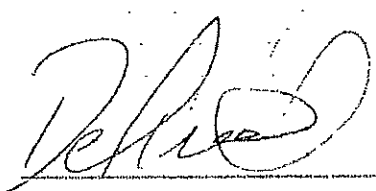
**BILL TO**  
 999548  
 DOUBLE BRANCH CDD  
 370 OAKLEAG VILLAGE PKWY  
 ORANGE PARK FL 32065

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

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					

TOTAL SERVICE CHANGES \_\_\_\_\_

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 917 1663866 REMIT TO: UniFirst Corporation  
INVOICE DATE 3/15/21 P.O. BOX 650481  
CUSTOMER# (BILL TO) 999548 Dallas TX 75265  
A/R NUMBER RTE# 02610  
CUSTOMER DOUBLE BRANCH CDD



9171663866A

PAYMENT AMOUNT \$ \_\_\_\_\_

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
FL 32219

INVOICE DATE PAYMENT TERMS PURCHASE ORDER CONTRACT  
917 1663866 3/15/21 CHARGE 668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED:	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH \_\_\_\_\_ PT \_\_\_\_\_ OT \_\_\_\_\_ NO \_\_\_\_\_

The safety and well-being of our staff, customers, and the communities in which we operate will always be UniFirst's number one priority. That's why we've enacted and enforce comprehensive safety protocols for all of our locations and Team Partners, including daily cleaning and disinfecting of all company facilities; the mandated use of proper PPE for all applicable staff, including face masks, gloves, and hand sanitizer for delivery staff; and more. For our latest COVID-19 information, please visit [UniFirst.com/CV](http://UniFirst.com/CV) or [UniFirst.ca/CV](http://UniFirst.ca/CV).

INVOICE NUMBER 917 1663866  
INVOICE DATE 3/15/21  
CUSTOMER# (BILL TO) 999548  
A/R NUMBER  
CUSTOMER

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

TX 75265

RTE# 02610

DOUBLE BRANCH CDD



9171663866A

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -

# UniFirst

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 002  
FL 32219

INVOICE	DATE	PAYMENT TERMS	PURCHASE ORDER	CONTRACT
917 1663866	3/15/21	CHARGE		668911

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					

INVOICE NUMBER 917 1665978  
INVOICE DATE 3/22/21  
CUSTOMER# (BILL TO) 999548  
A/R NUMBER  
CUSTOMER

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

RTE# 02610

DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

91716659786

- Please Detach and Return With Payment -

**UniFirst**

UniFirst Corporation  
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001  
FL 32219

INVOICE  
917 1665978

DATE  
3/22/21

PAYMENT TERMS  
CHARGE

PURCHASE ORDER

CONTRACT  
668911

SHIP TO

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

BILL TO

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

904/353-4121

RTE# 02610

LKR/ DEPT.	PER NUM.	DESCRIPTION OF SERVICE	SVC RED.	BILLED		TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
				QTY.	AMOUNT					
		4X6H OAKLEAF		3	31.38			3/12	3	
		MAT-4X6 HD GREAT IMP		2	20.92			1/19	2	
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			77.55					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK-UP COUNT SH PT OT NO

The safety and well-being of our staff, customers, and the communities in which we operate will always be UniFirst's number one priority. That's why we've enacted and enforce comprehensive safety protocols for all of our locations and Team Partners, including daily cleaning and disinfecting of all company facilities; the mandated use of proper PPE for all applicable staff, including face masks, gloves, and hand sanitizer for delivery staff; and more. For our latest COVID-19 information, please visit [UniFirst.com/CV](http://UniFirst.com/CV) or [UniFirst.ca/CV](http://UniFirst.ca/CV).



# Invoice

Invoice #: 5040

Date: 04/01/21

Customer PO:

DUE DATE: 05/01/2021

## 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

#4211 - Standard Maintenance Contract 2021-2022 April 2021

## AMOUNT

\$31,536.08

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

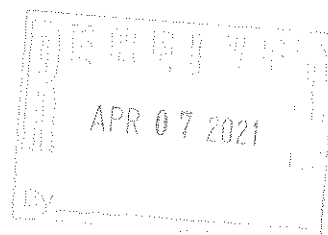
**\$31,536.08**

Code to:

2-320-572-4620

Double Branch Landscape Maintenance

672





6555 Grace Lane, Jacksonville FL 32205

## Cox Fire Protection, Inc JAX WORK ORDER

INVOICE DATE	INVOICE NO	DUE DATE	PAY THIS AMOUNT
3/26/2021	39824	4/25/2021	430.00

**Bill to:** Double Branch CDD  
475 W Town Place  
St Augustine, FL 32092

**SERVICE AT:** Oakleaf Plantation-Double Branch Amenity Ctr  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

**CUSTOMER ID:** DOU-04

**REFERENCE:** Work Order 59266

**DESCRIPTION:** Work Order 59266 Device Repair/Rplc

**PO NUMBER:**

**TERMS:** Net 30 Days

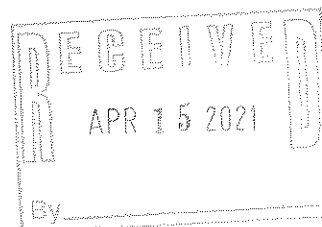
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
<b>MISCELLANEOUS</b>				
	Final Billing	1.00	430.00	430.00
	Repair main fire backflow, rebuild kit & repack Backflow			

**Code to:**

**Double Branch Repair and Replacements**

**2.320.57200.63100**

831



**PLEASE REMIT PAYMENT TO : 7910 PROFESSIONAL PLACE TAMPA, FL 33637**

For your convenience, we accept ALL MAJOR credit cards.  
Please call 813-980-3282, ext. 109 to provide credit card information.

**TOTAL DUE:**

**430.00**





**Oakleaf Plantation - Double Branch  
Amenity Center 2033**

370 Oakleaf Village Parkway Orange Park, FL 32065

**Job # 20966724      Due By: 02/28/2021**

**Location Phone:**

**Customer:** Jacksonville Sound & Communications

This Quote is to Repair Main Fire Backflow. One (1) OS&Y Rebuild kit, One (1) Repacking including nuts, bolts and rubbers.

Retesting of backflow will be performed after repairs are completed.

Material, service and labor included in this quote.

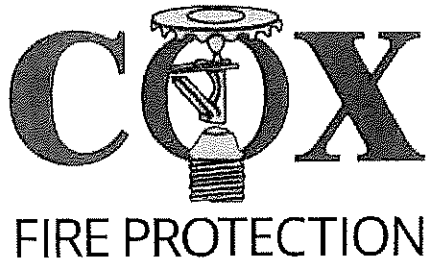
**Scheduled For:** 03/22/2021 08:00am EDT

**Technician:** Kelly Odum

**Backflow**

Fire main backflow in need of repack and new packing bolts on both inlet and outlet valve  
Packing and bolt kit needed  
including retest

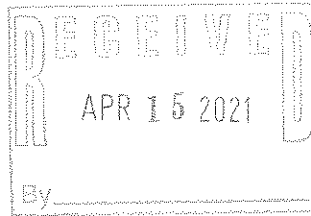
**\$430.00**



**From Cox Fire Protection**  
 6555 Grace Lane  
 Jacksonville FL 32205  
 (904) 781-8227

**Quote No. 1571578**  
 Type Inspection Repair  
 Prepared By Christina Ungstad  
 Created On 02/26/2021  
 Valid Until 03/26/2021

**Quote For Jacksonville Sound & Communications**  
 Oakleaf Plantation - Double  
 Branch Amenity Center  
 370 Oakleaf Village  
 Parkway  
 Orange Park FL 32065



## Description of Work

This Quote is to Repair Main Fire Backflow. One (1) OS&Y Rebuild kit, One (1) Repacking including nuts, bolts and rubbers. Retesting of backflow will be performed after repairs are completed.  
 Material, service and labor included in this quote.

## Services to be completed

### [Backflow] Location - Building

Fire main backflow in need of repack and new packing bolts on both inlet and outlet valve  
 Packing and bolt kit needed  
 including retest  
*Estimated Completion: 02/01/2021 to 02/28/2021*

**GRAND TOTAL \$430.00**

## Terms and Conditions

### GENERAL PROVISIONS

The CUSTOMER has selected the service level it desires after considering and balancing various levels of protection afforded, and their related costs. The terms and conditions of this Agreement and any attached pages are an important part of this Agreement and are hereby incorporated by reference and accepted by the CUSTOMER. The Agreement page, and these General Terms and Conditions (collectively the Agreement), are intended by Cox Fire Protection, Inc. and the CUSTOMER as a final expression of their Agreement and as a complete and exclusive statement of the terms and conditions thereof. This Agreement supersedes all prior representations, understandings or agreements between Cox Fire Protection, Inc. and the CUSTOMER, written or oral, and shall constitute the sole terms and conditions of sale for all equipment and services. Cox Fire Protection, Inc. is not bound by any provisions, printed or otherwise, at variance with the Agreement that may appear on any acknowledgement, purchase order or other form used by the CUSTOMER, such provisions being expressly rejected. No waiver, change, or modification of any terms or conditions of this Agreement shall be binding on Cox Fire Protection, Inc. unless made in writing and signed by an officer of Cox Fire Protection, Inc.. All work to be performed by Cox Fire Protection, Inc. will be performed during normal working hours of normal working days (8:00 a.m. 5:00 p.m., Monday through Friday, excluding Cox Fire Protection, Inc. holidays), as defined by Cox Fire Protection, Inc., unless additional times are specifically described in a special provision to this Agreement. Cox Fire Protection, Inc. will perform the services described in the Scope of Work section (Services) for one or more system(s) or equipment as described in the Scope of Work section or the listed attachments (Covered System(s)). The CUSTOMER shall promptly notify Cox Fire Protection, Inc. of any malfunction in the Covered System(s) which comes to the

CUSTOMERs attention. This Agreement assumes the Covered System(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection,

Cox Fire Protection, Inc. determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined, Cox Fire Protection, Inc. shall be relieved from any and all liability arising therefrom. Unless otherwise specified in this Agreement, any inspection (and, if specified, testing) provided under this Agreement does not include any maintenance, repairs, alterations, replacement of parts, or any field adjustments whatsoever, nor does it include the correction of any deficiencies identified by Cox Fire Protection, Inc. to the CUSTOMER. Cox Fire Protection, Inc. shall not be responsible for equipment failure occurring while Cox Fire Protection, Inc. is in the process of following its inspection techniques, where the failure also results from the age or obsolescence of the item or due to normal wear and tear. This Agreement does not cover systems, equipment, components or parts which are below grade, behind walls or other obstructions or exterior to the building, electrical wiring, and piping.

#### **REPAIR SERVICES (If Selected by Customer)**

Where the Customer expressly includes repair, replacement, and emergency response services in the Scope of Work section on the Agreement page, such services apply only to the components or equipment of the Covered System(s). The Agreement price does not include repairs to the Covered System(s) recommended by Cox Fire Protection, Inc. during the initial inspection, for which Cox Fire Protection, Inc. will submit independent pricing to customer and as to which Cox Fire Protection, Inc. will not proceed until the Customer authorizes such work and approves the pricing. Repair or replacement of non-maintainable parts of the Covered System(s) including, but not limited to, unit cabinets, insulating material, electrical wiring, structural supports, and all other non-moving parts, is not included under this Agreement. This Agreement expressly excludes, without limitation, reloading of, upgrading, and maintaining computer software, making repairs or replacements necessitated by reason of negligence or misuse of components or equipment by others, or repairs or replacements necessitated by corrosion (including but not limited to microbacterially induced corrosion (MIC), lightning, electrical storm, or other violent weather, fire, acts of God, or by any other cause beyond Cox Fire Protection, Inc.s control. This Agreement does not cover system upgrades or the replacement of obsolete systems, equipment, components or parts.

#### **INSPECTIONS**

If work performed by Cox Fire Protection, Inc. is for Inspection and Testing of the Covered System(s), the components which will be inspected include: sprinkler heads\*, gauges, control valves, water flow alarm devices, fire department connections, valves (all types), hangers\* and piping\*. Testing will include: water flow alarm device, main drain, tamper switches, and fire pump if indicated. Cox Fire Protections inspection will not include every sprinkler head, pipe or other parts of the fire protection system that currently exist and is limited to a visual inspection of external readily visible parts of the system. Therefore by conducting its inspection under this agreement, the Company does not guarantee or warrant the condition or operation of every pipe, sprinkler head or other part of the fire protection system on the property. Only items which are readily visible from the floor it is the Customers responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and Customer accepts all liability associated therewith. Cox Fire Protection, Inc. has no knowledge to determine whether the existing fire protection system(s) was (were) originally designed and installed in such a way that the system(s) will perform as originally intended or is/are suitable for its/their intended purpose(s) given the way in which the property has been or will be used. By way of example and not by limitation, Cox Fire Protection, Inc. does not, and cannot warrant that the property has been or may be used in ways such that the configuration of partition walls, the location of any type of materials (including the presence of hazardous materials) and other conditions of the property's use are such that the fire protection system is inadequate, insufficient, or unsuitable for the property.

#### **EMERGENCY SERVICE EXCLUSIONS**

If Emergency Services are expressly included in the scope of work section, the Agreement price does not include travel expenses, parts and labor charges required as a result of accident, fire, storm, water, negligence, misuse, vandalism, power failure, current fluctuations, lightning strikes, failure due to non-Cox Fire Protection, Inc. installation, parts, service, attachments, or devices, or any other cause external to the Covered System(s).

#### **SYSTEM EQUIPMENT**

The purchase of equipment or peripheral devices, (e.g., smoke detectors, passive infrared detectors, card readers, sprinkler system components, extinguishers, hoses, etc.) from Cox Fire Protection, Inc. shall be subject to the terms and conditions of this Agreement, notwithstanding any different terms and conditions in the CUSTOMERs purchase order. If, in Cox Fire Protection, Inc.s sole judgment, any peripheral device or other system equipment, which is attached to the Covered System(s), whether manufactured by Cox Fire Protection, Inc. or a third party, interferes with the proper operation of the Covered System(s), the CUSTOMER shall remove or replace such device or equipment upon notice from Cox Fire Protection, Inc.. Failure of the CUSTOMER to remove the device shall constitute a material breach of this Agreement. If the CUSTOMER adds any third party device or equipment to the Covered System(s), Cox Fire Protection, Inc. shall not be responsible for any damage to or failure of the Covered System(s) caused in whole or in part by such device or equipment.

#### **CUSTOMERS RESPONSIBILITIES**

The CUSTOMER further agrees to:

- Provide Cox Fire Protection, Inc. access to the Covered System(s) to be serviced, supply suitable electrical service, heat, heat tracing, and adequate water supply.
- Provide a safe work environment.
- In the event of an emergency or Covered System(s) failure, take reasonable safety precautions to protect against personal injury, death, and property damage. Such measures shall continue until the Covered System(s) are operational. Owner shall notify Cox Fire Protection, Inc. as soon as practical under the circumstances.
- To make payments as provided in this Agreement.

#### **HAZARDOUS MATERIALS**

The CUSTOMER represents that, except to the extent that Cox Fire Protection, Inc. has been given written notice of the following hazards prior to the execution of this Agreement, to the best of the CUSTOMERs knowledge there is no:

- Permit confined space, as defined by OSHA,
- Risk of infectious disease,
- Need for air monitoring, respiratory protection, or other medical risk, asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building where work is required to be performed under this Agreement. All of the above are hereinafter referred to as hazardous conditions. Cox Fire Protection, Inc. shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Cox Fire Protection, Inc. during the course of Cox Fire Protection, Inc.s work, the discovery of such materials shall constitute an event beyond Cox Fire Protection, Inc.s control and Cox Fire Protection, Inc. shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by the CUSTOMER as certified in writing by an independent testing agency, and the CUSTOMER shall pay disruption expenses and re-mobilization expenses as determined by Cox Fire Protection, Inc. The CUSTOMER shall indemnify and hold Cox Fire Protection, Inc. harmless for any damages resulting from the exposure of workers to hazardous conditions, including damages for bodily injury and/or property damage, any consequential or indirect damages, and any attorneys fees and expert costs incurred in connection with any such event, whether or not the CUSTOMER pre-notifies Cox Fire Protection, Inc. of the existence of said hazardous conditions. This Agreement does not provide for the cost of capture, containment or disposal of any hazardous waste materials, or hazardous materials, encountered in any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of the CUSTOMER. Cox Fire Protection, Inc. shall not be responsible for the testing, removal or disposal of such hazardous materials.

#### **PAYMENT FAILURE**

If the Customer fails to make any payment when due, Cox Fire Protection, Inc. shall have the right, at Cox Fire Protection, Inc.s sole discretion, to stop performing any Services until the account is current. The Customers failure to make payment when due is a material breach of this Agreement.

#### **LIMITED WARRANTY**

COX FIRE PROTECTION, INC. WARRANTS THAT ITS WORKMANSHIP AND MATERIAL FURNISHED UNDER THIS AGREEMENT WILL BE FREE FROM DEFECTS FOR A PERIOD OF NINETY (90) DAYS FROM THE DATE OF FURNISHING.

Where Cox Fire Protection, Inc. provides product or equipment of others, following completion of the work and conditioned upon final payment by CUSTOMER, Cox Fire Protection, Inc. hereby assigns all manufacturer warranties of products or equipment to the CUSTOMER.

#### **WARRANTY DISCLAIMER**

EXCEPT AS EXPRESSLY SET FORTH HEREIN, COX FIRE PROTECTION, INC. DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE

SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER TO THE FULLEST EXTENT PERMISSIBLE UNDER STATE AND FEDERAL LAW.

#### **LIMITATION OF LIABILITY**

It is understood and agreed by the CUSTOMER that Cox Fire Protection, Inc. is not an insurer and that insurance covering personal injury and property damage on the CUSTOMERs premises shall be obtained by the CUSTOMER; that the

Customer agrees to look exclusively to the Customers insurer to recover for injuries or damage in the event of any loss or injury; that the amounts payable to Cox Fire Protection, Inc. hereunder are based upon the value of the services and the scope of liability set forth herein; and that Cox Fire Protection, Inc. is not guaranteeing that no loss will occur.

#### **LIQUIDATED DAMAGES; LIMITATIONS OF REMEDY**

Cox Fire Protection, Inc. and the CUSTOMER agree that it is impractical and extremely difficult to fix actual damages which may arise due to the faulty operation of the Covered System(s) or failure of any Cox Fire Protection, Inc. device or failure to perform, or negligent performance of Services; if, notwithstanding the above provisions, should there arise any liability on the part of Cox Fire Protection, Inc., such liability shall be limited to an amount equal to the Agreement price (as increased by the price for any additional work) or where the time and material payment term is selected, Customers time and material payments to Cox Fire Protection, Inc.. Where this Agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. If the Customer desires Cox Fire Protection, Inc. to assume greater liability, the parties shall amend this agreement by attaching a rider setting forth the amount of additional liability and the additional amount payable

by the Customer for the assumption by Cox Fire Protection, Inc. of such greater liability, provided however that such rider shall in no way be interpreted to hold Cox Fire Protection, Inc. as an insurer. IN NO EVENT SHALL COX FIRE PROTECTION, INC. BE LIABLE FOR ANY DAMAGE, LOSS, INJURY, OR ANY OTHER CLAIM ARISING FROM ANY SERVICING, ALTERATIONS, MODIFICATIONS, CHANGES, OR MOVEMENTS OF THE COVERED SYSTEM(S) OR ANY OF ITS COMPONENT PARTS BY THE CUSTOMER OR ANY THIRD PARTY. COX FIRE PROTECTION, INC. SHALL NOT BE LIABLE FOR INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO DAMAGES ARISING FROM THE USE, LOSS OF THE USE, PERFORMANCE, OR FAILURE OF THE COVERED SYSTEM(S) TO PERFORM.

#### **INSURANCE**

By execution of this Agreement, CUSTOMER waives all rights against Cox Fire Protection, Inc. and any of its employees or subcontractors, together with all their agents and employees, for damages to the extent covered by insurance, excepting such rights as they may have to any insurance proceeds.

#### **INDEMNITY**

The CUSTOMER agrees to indemnify, hold harmless and defend Cox Fire Protection, Inc. against any and all losses, damages, costs and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, arising in any way from any act or omission of the Customer or Cox Fire Protection, Inc. relating in any way to this Agreement, including but not limited to the Services under this Agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. Cox Fire Protection, Inc. reserves the right to select counsel to represent it in any such action.

#### **FORCE MAJEURE**

Cox Fire Protection, Inc. shall not be responsible for failure to render Services due to causes beyond its control, including but not limited to work stoppages, fires, civil disobedience, riots, rebellions, acts of God, or any other cause beyond the control of Cox Fire Protection, Inc.

#### **WAIVER OF SUBROGATION**

The CUSTOMER does hereby, for itself and all others claiming for it under this Agreement, release and discharge Cox Fire Protection, Inc. from and against all hazards covered by the CUSTOMERs insurance, it being expressly agreed and understood that no insurance company or insurer will have any right of subrogation against Cox Fire Protection, Inc.

#### **ONE-YEAR LIMITATION ON ACTIONS; CHOICE OF LAW**

It is agreed that no suit, or cause of action or other proceeding shall be brought against either party more than one (1) year after the accrual of the cause of action or one (1) year after the claim arises, whichever is shorter, whether known or unknown when the claim arises or whether based on tort, contract, or any other legal theory.

#### **ASSIGNMENT**

The CUSTOMER may not assign this Agreement without Cox Fire Protection, Inc.s prior written consent. Cox Fire Protection, Inc. may assign this Agreement to an affiliate without obtaining the CUSTOMERS consent.

#### **REPORTS**

Where inspection and/or test services are selected, such inspection and/or test shall be completed on Cox Fire Protection, Inc.s then current Report form, which shall be given to the CUSTOMER, and, where applicable, Cox Fire Protection, Inc. may submit a copy thereof to the local authority having jurisdiction. The Report and recommendations by Cox Fire Protection, Inc. are only advisory in nature and are intended to assist the CUSTOMER in reducing the risk of loss to property by indicating obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at the time of inspection. Final responsibility for the condition and operation of the Covered System(s) and equipment and components lies with the CUSTOMER.

#### **SEVERABILITY**

If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or in part, this Agreement will continue to be valid as to the other provisions and the remainder of the affected provision.

#### **LEGAL FEES**

Cox Fire Protection, Inc. shall be entitled to recover from the Customer all reasonable legal fees incurred in connection with Cox Fire Protection, Inc. enforcing the terms and conditions of this agreement.

#### **Governing Law**

This Agreement shall be interpreted under and its performance governed by the laws of the State of Florida. Any suit or action relating to or arising out of this Agreement shall be brought in the appropriate Florida State Court in and for Hillsborough County, Florida, or the county in which the work is performed. The parties expressly agree that venue for any such arbitration or action shall exclusively lie in Hillsborough County, Florida or the county in which the work was performed.

Approved by Jay Soriano on 2/26/2021 04:48pm from IP address 75.144.114.154

RECEIVED

APR 9 2021

Payable to:
Double Branch Cap Res CDD #398

**Budget Category:**

Intended Use of Funds Requested:
FY21 Cap Res Fund Pool Pump Reserve

**Double Branch**  
**COMMUNITY DEVELOPMENT DISTRICT**

RECEIVED

APR 01 2021

**Rec Fund**

**Check Request**

Date	Amount	Authorized By
April 1, 2021	\$26,759.00	Oksana Kuzmuk

Payable to:

Double Branch Cap Res CDD #398
--------------------------------

**Date Check Needed:**

**Budget Category:**

ASAP	002-320-57200-60100
------	---------------------

Intended Use of Funds Requested:

FY21 Capital Reserve Fund



**Double Branch**  
**COMMUNITY DEVELOPMENT DISTRICT**

*Rec Fund*

RECEIVED

APR 01 2021

**Check Request**

Date	Amount	Authorized By
April 1, 2021	\$15,565.00	Oksana Kuzmuk

Payable to:

Double Branch Cap Res CDD #398
--------------------------------

**Date Check Needed:**

**Budget Category:**

ASAP	002-320-57200-60000
------	---------------------

Intended Use of Funds Requested:

FY21 Capital Reserve Fund

**Double Branch**  
**COMMUNITY DEVELOPMENT DISTRICT**

**RECEIVED**

**Rec Fund**

APR 07 2021

**Check Request**

Date	Amount	Authorized By
April 1, 2021	\$30,000.00	Oksana Kuzmuk

Payable to:

Double Branch Cap Res CDD #398
--------------------------------

**Date Check Needed:**

**Budget Category:**

ASAP	002-320-57200-46210
------	---------------------

Intended Use of Funds Requested:

FY21 Cap Res Fund Lanscape Reserve



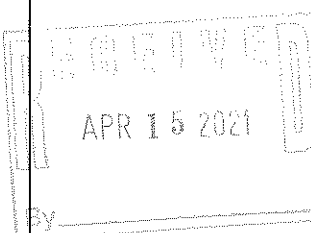
19 Bennett Street • Lynn, MA 01905  
 1-800-225-9473 (WIPE)  
 781-593-4000 • Fax 781-593-4020  
 email: erc@ercwipe.com • www.ercwipe.com

Invoice Number	Page
811665	1
4/14/2021	

**Bill-To #:** 29121  
 OAKLEAF PLANTATION  
 370 OAKLEAF VILLAGE PARKWAY  
 ORANGE PARK, FL 32065

**Ship-To #:**  
 OAKLEAF PLANTATION  
 370 OAKLEAF VILLAGE PARKWAY  
 ORANGE PARK, FL 32065

Order No.	Customer P/O	Ship Via	Terms	Sales Rep
753261	MIDDLE BRANCH	UPS LTL-FRT- EXC	NET 30	SHOPPING CART

Item	Description	U/M	Order	Ship	B/O	Net Price	Extended
EWDISP	EQUIPMENT WIPES DISPENSER	EA	2	2			.00
EW3000MAX	MAX ROLL	CSE	10	10		57.5000	575.00
Tracking/Pro #:297011665							
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">  </div> <div style="width: 65%;"> <p>*****            * **PLEASE PAY WITHIN TERMS**            * WE ACCEPT ALL MAJOR CREDIT CARDS            * VISA - MASTERCARD - DISCOVER            * AMERICAN EXPRESS            * PLEASE CALL 781-593-4000 TO PAY            **PLEASE NOTE**            Due to high demand of sanitizing and disinfecting products, all hand sanitizer and disinfecting wipes sales are final.            All refused shipments are subject to a 15% restocking fee.</p> </div> </div>							
<p>Code to:</p> <p>Double Branch Fitness Center Janitorial</p> <p>2-330-572-611000</p> <p>261</p>							
<p><b>RAGS • TOWELS • PAPER WIPERS</b></p> <p><i>Thank You For Your Business</i></p>							

FINANCES CHARGES OF 1.5% PER MONTH (18% PER ANNUM)  
 WILL BE CHARGED ON INVOICES OVER 30 DAYS

ALL FEES AND EXPENSES INVOLVED IN THE COLLECTION OF PAST DUE ACCOUNTS OR  
 BAD CHECKS WILL BE PAID BY THE CUSTOMER

AT	Sub Total:	575.00
	Sales Tax:	.00
DUE DATE:	Shipping:	130.00
5/14/2021	Deposits:	.00
Please Remit To:	Balance:	705.00
19 Bennett St		
Lynn MA 01905		



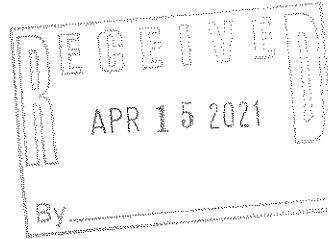
## INVOICE

CLIENT NAME

OAKLEAF AMENITIES

CLIENT NUMBER

CLIENT ADDRESS



INVOICE NUMBER

INVOICE DATE

4/12/21

DATE	DESCRIPTION	PERSONNEL START and STOP TIMES	HOURS or QUANTITY	RATE	TOTAL	GROUPED TOTAL
04/08/21 0000 - 04/08/21 0000	OAKLEAF AMENITIES	Diana Coxen 04/08/21 1830 - 04/09/21 0030	6	\$30.00	\$180.00	\$180.00
04/07/21 0000 - 04/07/21 0000	OAKLEAF AMENITIES	Timothy Geoghagan 04/07/21 1700 - 04/07/21 2300	6	\$30.00	\$180.00	\$180.00
04/02/21 0000 - 04/02/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 04/02/21 1800 - 04/02/21 2300	5	\$30.00	\$150.00	
04/03/21 0000 - 04/03/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 04/03/21 1900 - 04/03/21 2300	4	\$30.00	\$120.00	
04/09/21 0000 - 04/09/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 04/09/21 1600 - 04/09/21 2200	6	\$30.00	\$180.00	
04/10/21 0000 - 04/10/21 0000	OAKLEAF AMENITIES	Jeffrey Holmes 04/10/21 1615 - 04/10/21 2215	6	\$30.00	\$180.00	\$630.00
04/09/21 0000 - 04/09/21 0000	OAKLEAF AMENITIES	Anthony Pena 04/09/21 1630 - 04/09/21 2230	6	\$30.00	\$180.00	\$180.00
04/01/21 0000 - 04/01/21 0000	OAKLEAF AMENITIES	Bryan Smith 04/01/21 1200 - 04/01/21 1700	5	\$30.00	\$150.00	
04/06/21 0000 - 04/06/21 0000	OAKLEAF AMENITIES	Bryan Smith 04/06/21 1700 - 04/06/21 2300	6	\$30.00	\$180.00	
04/11/21 0000 - 04/11/21 0000	OAKLEAF AMENITIES	Bryan Smith 04/11/21 1600 - 04/11/21 2200	6	\$30.00	\$180.00	\$510.00
03/31/21 0000 - 03/31/21 0000	OAKLEAF AMENITIES	Matthew Williams 03/31/21 1615 - 03/31/21 2215	6	\$30.00	\$180.00	
04/05/21 0000 - 04/05/21 0000	OAKLEAF AMENITIES	Matthew Williams 04/05/21 1615 - 04/05/21 2215	6	\$30.00	\$180.00	\$360.00
PERSONNEL TOTAL:			(hrs) 68		\$2,040.00	
INVOICE TOTAL:			(hrs) 68		\$2,040.00/2	

\$1,020

 208  
 2,040.00 - 34510

# I N V O I C E

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

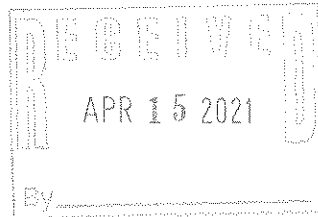
INVOICE: 44564 QT  
DATE: 04/14/21 12:30p  
ACCOUNT: 1031 Westside  
ROUTE: 0  
LAST: 1/13/21 Paula  
Paula Douglas

BILL TO  
DoubleBranch CDD  
c/o GMS, LLC  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

SERVICE TO  
Oakleaf Plantation  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

759-8574 wanda 904-894-8980

DESCRIPTION	QTY	PRICE	AMOUNT
General Pest Control PEST		155.00	155.00
		SUBTOTAL	155.00
		PREVIOUS BALANCE	0.00
		TOTAL DUE	155.00



Code to:

Double Branch Facility Maintenance - Preventative

2-320-572-4661 329

## Products

___ Advion RG	___ EC	<u>  /  </u> Suspend Polyzone
___ Demand CS	___ Niban GB	___ Suspend SC
___ Demon Max	___ Precor 2000	

Other: \_\_\_\_\_

Comments: \_\_\_\_\_

EFFECTIVE June 1, 2013  
MAKE Checks Payable to:

Paula's Pest Control Inc.  
1548 Glendale St.  
Jacksonville, Fl.32205

Note: All returned Checks will be assessed a \$50.00 FEE

THANK YOU FOR YOUR BUSINESS!  
HAVE A WONDERFUL DAY!

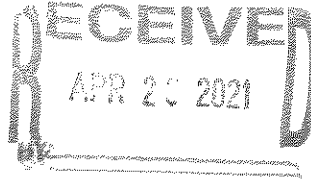


Eight Tower Bridge  
161 Washington Street, Suite 600  
Conshohocken, PA 19428  
(866) 703-7666

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

Invoice Date  
02/07/2021

Invoice Number  
10970993



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

**PLEASE REMIT PAYMENT TO:**

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

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

Terms:  
Due Upon Receipt

Service Location: AB364297      Customer: AB364297      Billing Period: 01/01/2021 - 01/31/2021

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

Description	Quantity	UOM	Price	Amount
Overtime Guard - Dimuna, Abanus	131.00	Hours		0.00
Overtime Guard - MELSON, LISA	182.00	Hours		0.00
Guard Services	1.00	EA	4,235.79	4,235.79
Total Hours	313.00			0.00
Subtotal				4,235.79
Sales Tax Subtotal				0.00
Total for - DOUBLE BRANCH				4,235.79

**APPROVED**  
Code to:  
**Double Branch Security**  
**2-320-572-345**

506 (B)

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



Invoice Date  
02/07/2021

Invoice Number  
10970993

Invoice NO. 10970993 Customer: AB364297 Double Branch Community Development Page 1 of 2

Description						Quantity	Bill Rate	Extension
Work Date	Post Description	Employee Name	In Time	Out Time	Lunch	Hours	Hours Type	
Overtime Guard - Dimuna, Abanus						131.00	\$0.00	\$0.00
01/03/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/04/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/04/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/05/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/10/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/11/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/11/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/12/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/17/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/18/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/18/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/19/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/24/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
01/25/21	Roover 900	Abanus Dimuna	0:00	1:00		1.00	Hourly-Regular	
01/25/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/26/21	Roover 900	Abanus Dimuna	15:00	0:00		9.00	Hourly-Regular	
01/31/21	Roover 900	Abanus Dimuna	13:00	0:00		11.00	Hourly-Regular	
Overtime Guard - MELSON, LISA						182.00	\$0.00	\$0.00
01/01/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Hol Worked 1.5	
01/02/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/02/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/03/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/06/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/07/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/08/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/09/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/09/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/10/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/13/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/14/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/15/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/16/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/16/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/17/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/20/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/21/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/22/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/23/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/23/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/24/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/27/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/28/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/29/21	Roover 900	LISA MELSON	15:00	0:00		9.00	Hourly-Regular	
01/30/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
01/30/21	Roover 900	LISA MELSON	13:00	0:00		11.00	Hourly-Regular	
01/31/21	Roover 900	LISA MELSON	0:00	1:00		1.00	Hourly-Regular	
Guard Services						1.00	\$4,235.79	\$4,235.79
Total Hours						313.00		\$0.00



Invoice Date  
02/07/2021

Invoice Number  
10970993

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



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2182**Invoice Date:** 2/8/21**Due Date:** 2/8/21**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
December 2020 - 2.320.572.4100 - Phones		88.43	88.43
December 2020 - 2.320.572.49300 - Permits & Licenses		389.95	389.95
December 2020 - 2.320.57263100 - Repair and Replacements		1,176.33	1,176.33
December 2020 - 2.320.572.49400 - Special Events		738.32	738.32
<p>(B) 92</p> <p>sent to Rich 2/8</p> <p>RECEIVED APR 21 2021</p>			

**Total** \$2,393.03**Payments/Credits** \$0.00**Balance Due** \$2,393.03

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

# Invoice

RECEIVED

APR 27 2021

**Bill To:**

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

Invoice #: 2187

Invoice Date: 3/11/21

Due Date: 3/11/21

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance February 1 - February 28, 2021		6,284.17	6,284.17
Maintenance Supplies		768.21	768.21
Facility Main.-General \$2374 <sup>00</sup>			
2.572.4660			
2.320.572.466			
Facility Main.-Cont. \$1878 <sup>00</sup>			
2.572.4662			
2.320.572.4662			
Lighting Repairs \$152.38			
2.320.572.4663			
Common Area Maint. \$516 <sup>00</sup>			
2.572.4640			
Repairs/Replace \$2132 <sup>00</sup>			
2.572.6310			
2.320.572.6310			
92 (B)			

Total \$7,052.38

Payments/Credits \$0.00

Balance Due \$7,052.38

3-17-21  
Dr

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/21	2	T.C.	Cleaned fountain by office
2/1/21	6.5	G.S.	Removed debris from all common areas, treated fire ant mounds on parks
2/2/21	5	E.T.	Packed up and put all Christmas lights in storage in pool house, clean up excess debris around new building at basketball court
2/2/21	2.5	G.S.	Removed debris from all common areas
2/3/21	8	E.T.	Replace roof vent on Silverleaf community park gazebo, replace roof vent on Fair Field community park gazebo, paint 4x4 logs for dog park fence
2/3/21	4	T.C.	Repair windscreen
2/3/21	6.5	G.S.	Removed debris from all common areas
2/3/21	8	L.N.	Remove damage vents from rooftop Pebblecreek playground, remove damaged vents from rooftop of Nature's Hammock playground
2/4/21	5.5	G.S.	Removed debris from all common areas, maintenance work on chain saw
2/6/21	5	E.T.	Remove and replace windscreen on basketball court, replace light and photosensor at Timber Field entrance
2/6/21	8	L.N.	Change windscreen on tennis and basketball courts
2/8/21	6	G.S.	Removed debris from all common areas, treated fire ant mounds on parks
2/9/21	2.5	G.S.	Removed debris from all common areas
2/10/21	4.5	G.S.	Removed debris from all common areas, maintenance work on playgrounds
2/11/21	3.5	G.S.	Removed debris from all common areas, trimmed trees at lake outflow, picked up supplies
2/12/21	6	E.T.	Clean up remaining broken concrete on sidewalk and soccer field, removed debris from lakes along Loop Road
2/12/21	4	T.C.	Removed concrete and took to shop
2/12/21	5	L.N.	Picked up concrete around track, picked up concrete from Pebblecreek Park
2/15/21	6.5	G.S.	Removed debris from all common areas and ponds
2/16/21	5	E.T.	Replace gazebo roof vents at Worthington Park community park, replace light at entrance to Timberfield community, replace light fixtures at town center entrance, replace light fixtures at Silverleaf
2/16/21	5	T.C.	Repaired entrance lights at village green, replaced vents at park
2/16/21	4	G.S.	Removed debris from all common areas and parks
2/17/21	6	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds, cleaned up deceased animal at high school
2/18/21	6	G.S.	Removed debris from all common areas and ponds
2/19/21	4	E.T.	Installed baby changing station in bathroom, replace lights in women's bathroom, replace lights at fitness center bathroom
2/19/21	5	T.C.	Moved changing table in ladies bathroom, light inspection in bathrooms, changed lights, light inspection at fitness center
2/22/21	5	T.C.	Checked security lights, changed batteries and installed new lights
2/22/21	6.5	G.S.	Removed debris from all common areas and ponds
2/23/21	4	E.T.	Repaired windscreen on tennis courts, prim up water fall pumps, replace roof vents on gazebo at Piedmont Park
2/23/21	2.5	G.S.	Removed debris from all common areas, treated fire ant mounds, maintenance work on picnic table
2/24/21	3	E.T.	Repair holes in roadway at town center exit/entrance, repair fence at Piedmont Park
2/24/21	3	T.C.	Filled in potholes in Village Green
2/24/21	4.5	G.S.	Removed debris from all common areas and ponds
2/24/21	6	L.N.	Pour asphalt at Silverleaf, Pebblecreek and Worthington Oaks
2/25/21	2	T.C.	Cleaned and filled fountain
2/25/21	4	G.S.	Removed debris from all common areas, maintenance work on trash enclosure

TOTAL 174.5

MILES 397

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.446

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 03/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	2/1/21	Utility Knife	8.61	T.C.
	2/2/21	Entry Lock - Light Commercial	67.70	J.S.
	2/3/21	Blk Nitrile Gloves 40pk	11.47	T.C.
	2/3/21	Diablo 5" Disc 60G 25pk	11.49	T.C.
	2/3/21	Germicidal Bleach	3.78	T.C.
	2/3/21	27 Gallon Tote	12.63	T.C.
	2/4/21	Aluminum Toolbox for Trailer	184.83	T.C.
	2/5/21	Behr Premium Stain	43.68	T.C.
	2/5/21	Blend Mop Refill 2pk	17.22	T.C.
	2/5/21	12x12 White Plastic Louver (6)	46.95	T.C.
	2/10/21	Echo 2 Cycle Oil 50:1	5.16	T.C.
	2/10/21	Behr Oil Base Paint - Marsh Marigold	34.48	T.C.
	2/10/21	White Primer/Sealer	13.21	T.C.
	2/18/21	Husky 6 In 1 Screwdriver	4.26	T.C.
	2/19/21	4' LED Universal CW 2pk (4)	80.96	T.C.
	2/22/21	Set Your Own Combo Padlock 1-1/2"	19.27	T.C.
	2/22/21	Nitrile Gloves 40pk	11.47	T.C.
	2/22/21	26W Vertical LED	12.49	T.C.
	2/22/21	32oz Spray Bottle (2)	7.54	T.C.
	2/22/21	18' Garage Door Bottom Seal	7.88	J.S.
	2/22/21	LED Emergency Lights (2)	57.43	J.S.
	2/22/21	7-1/4" Framing Blade	5.68	J.S.
	2/23/21	26W Vertical LED	12.49	T.C.
	2/23/21	Lemon Pinesol	9.86	T.C.
	2/23/21	Germicidal Bleach	3.78	T.C.
	2/23/21	60lb Blacktop Patch (3)	49.92	T.C.
	2/24/21	26W Vertical LED (2)	24.98	T.C.
		<b>TOTAL</b>	<b>\$768.21</b>	

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

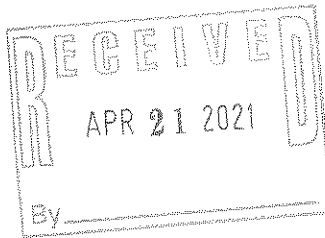
Invoice #: 2192

Invoice Date: 4/16/21

Due Date: 4/16/21

Case:

P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance March 1 - March 31, 2021		9,965.40	9,965.40
Maintenance Supplies		3,402.57	3,402.57
Facility Main. General \$3,421 <sup>00</sup> 2.572.4660			
Facility Main. Cont. \$2,795 <sup>00</sup> 2.572.4662 2.320.572.4662			
Lighting Repairs \$705 <sup>00</sup> 2.320.572.4663			
Common Area Maint. \$3,527 <sup>00</sup> 2.572.4640 2.320.572.4664			
Repairs/Replace \$2,919 <sup>97</sup> 2.572.6310 2.320.572.6310 92 (B)			
<b>Total</b>			<b>\$13,367.97</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$13,367.97</b>

4/22/21  
CDD

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MARCH 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/1/21	6.5	G.S.	Removed debris from all common areas and ponds
3/2/21	2.5	G.S.	Removed debris from all common areas and ponds
3/3/21	4	G.S.	Removed debris from all common areas, treated fire ant mounds on parks
3/4/21	5	G.S.	Removed debris from all common areas, treated fire ant mounds
3/5/21	3	E.T.	Replace fence caps at community park, repair trash receptacles, replaced gazebo vent at Piedmont
3/5/21	2	T.C.	Worked on dog fence
3/5/21	6	L.N.	Install fence around dog park at Natures Hammock, removed debris from around field house, tennis courts and basketball courts
3/8/21	7	G.S.	Removed debris from all common areas and ponds
3/9/21	3	E.T.	Replace roof vents at gazebo at community park, repair fence on Loop Road, park inspection at Piedmont Park repair as needed
3/9/21	2.5	G.S.	Removed debris from all common areas, maintenance work around tracks
3/10/21	3	E.T.	Work on spray ground feature motor for replacement
3/10/21	2	T.C.	Prep splash ground to paint
3/10/21	4.5	G.S.	Removed debris from all common areas and ponds
3/10/21	4	L.N.	Work on prepping kids pool area, clean tank area
3/11/21	2	T.C.	Prep splash ground to paint
3/11/21	6	G.S.	Removed debris from all common areas, removed deceased animal from road
3/12/21	8	E.T.	Empty and clean spray ground pool to open for spring break
3/12/21	5	T.C.	Cleaned up spray ground and acid washed floor, set up for movie night
3/12/21	8	L.N.	Take motor out of tank, clean pool playground, clean field house restroom
3/15/21	7	G.S.	Removed debris from all common areas
3/16/21	5	E.T.	Install boards on dog park (upper rail)
3/16/21	1.5	G.S.	Removed debris from all common areas and ponds
3/17/21	8	T.C.	Worked on fence for dog park
3/17/21	5	G.S.	Removed debris from all common areas, maintenance work in pool area
3/17/21	8	L.N.	Install fence around dog park at Natures Hammock
3/18/21	2	T.C.	Repaired split rail fence
3/18/21	5	G.S.	Removed debris from all common areas, treated fire ant mounds on parks
3/19/21	4	E.T.	Installed fence at dog park
3/19/21	5	T.C.	Cleaned and filled fountain, hide Easter Eggs (securing to trees)
3/19/21	2	L.N.	Removed debris around field house and amenity center
3/22/21	8	T.C.	Worked on fence for dog park
3/22/21	7	G.S.	Removed debris from all common areas, treated fire ant mounds in play area
3/23/21	8	E.T.	Paint fence at dog park, install boards on dog park fence
3/23/21	8	T.C.	Worked on fence for dog park
3/24/21	8	E.T.	Build fence for dog park
3/24/21	8	T.C.	Worked on fence at dog park, unloaded bridge material from truck
3/24/21	5.5	G.S.	Removed debris from all common areas and ponds
3/24/21	8	L.N.	Install fence around dog park at Natures Hammock, unload playground equipment
3/25/21	8	T.C.	Worked on fence for dog park
3/25/21	4	G.S.	Removed debris from all common areas, treated fire ant mounds on parks
3/26/21	8	L.N.	Install fence around dog park at Natures Hammock
3/26/21	8	E.T.	Install boards on dog park fencing and paint, backwash lap pool and add chlorine to family pool, blow leaves and debris off boardwalk and light inspection
3/26/21	8	T.C.	Work on fence at dog park
3/29/21	7	G.S.	Removed debris from all common areas
3/29/21	4	L.N.	Removed debris from around lakes
3/30/21	4	E.T.	Replace swing on Fall Creek playground, remove snake from dog park, released at 23 entrance at Oakleaf
3/30/21	4	T.C.	Changed out swing on swing set, cleared and filled fountain
3/30/21	1.5	G.S.	Removed debris from all common areas and ponds
3/31/21	5	E.T.	Clean and prepped spray ground pool features
3/31/21	8	T.C.	Prepped and painted splash ground at pool
3/31/21	5	G.S.	Removed debris from all common areas and ponds
3/31/21	8	L.N.	Paint pool playground

**TOTAL**      279.5

**MILES**        411

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 04/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	2/26/21	4 1/2" Mason Blade	14.36	J.S.
	2/27/21	Ryobi Trim Router	39.68	J.S.
	2/27/21	Ryobi 18v Battery and Charger	45.43	J.S.
	2/27/21	Mortising Bit	11.49	J.S.
	3/1/21	1"x12' Ratchet Straps	5.74	J.S.
	3/1/21	2x6 16' Lumber (16)	446.57	J.S.
	3/1/21	2x6 16' Lumber (12)	334.93	J.S.
	3/1/21	Drill Set 4" Hammer Bits 5pk	12.64	T.C.
	3/2/21	Rotatin Vise 5" Pipe/Bench Vise	48.86	T.C.
	3/2/21	Steel Wire Brush	1.43	T.C.
	3/2/21	6.5" Linking Pliers	6.74	T.C.
	3/3/21	32 Key Toyota/Nova	3.71	T.C.
	3/3/21	Headlock Screwbox 4 1/2" Screw 50pk	48.01	T.C.
	3/3/21	Antibacterial Soap	8.60	G.S.
	3/3/21	Ant Polsen (10)	78.66	G.S.
	3/5/21	Liquitite 2/3" Connector	2.77	J.S.
	3/5/21	Ring Terminals (2)	10.60	J.S.
	3/5/21	Shrink Tubing	3.80	J.S.
	3/5/21	Bul/Splice Connectors	12.40	J.S.
	3/5/21	Round Up Concentrate	11.20	J.S.
	3/5/21	Fire Ant Granuals	6.85	J.S.
	3/9/21	Headlock Screwbox 4 1/2" Screw 50pk (2)	96.03	T.C.
	3/9/21	Lemon Pinesol	14.79	T.C.
	3/9/21	Germicidal Bleach	7.57	T.C.
	3/9/21	Black Nitrile Gloves 40pk (2)	22.93	T.C.
	3/9/21	Ant Polsen (7)	92.33	G.S.
	3/10/21	80lb Sakrete (7)	42.42	J.S.
	3/10/21	Plant Fertilizer	6.49	J.S.
	3/10/21	1.5" Paint Brush (3)	9.59	S.A.
	3/10/21	2" Paint Brush (2)	7.52	S.A.
	3/10/21	2" Paint Brush (2)	7.52	S.A.
	3/10/21	Sharpie 10+2 Black	11.47	S.A.
	3/10/21	Yellow Paint Marker	5.72	S.A.
	3/10/21	Inkzall Gold & Silver (3)	13.70	S.A.
	3/10/21	Headlock 4.5' Screw 50pk (2)	96.03	S.A.
	3/11/21	3/8" Drill Bit	3.44	J.S.
	3/11/21	1 1/8" Holesaw	7.46	J.S.
	3/11/21	3/4" Male Terminal End	2.68	J.S.
	3/11/21	3/4" Conduit Coupling	2.05	J.S.
	3/11/21	Braided Rope	8.71	J.S.
	3/11/21	Borax 4lb box (4)	21.48	J.S.
	3/11/21	1" Foam Brush (2)	1.56	J.S.
	3/11/21	Satin White	2.29	J.S.
	3/11/21	Gloss White	2.29	J.S.
	3/11/21	Clear Clear	2.39	J.S.
	3/15/21	3/16 c2 1/4" Tapcon 8pk (2)	10.05	J.S.
	3/15/21	Construction Adhesive - Masonry	10.06	J.S.
	3/15/21	Pressure Washer Hose	17.24	J.S.
	3/17/21	Triple Thick Clear Gloss	2.40	T.C.
	3/18/21	2x6 16' Lumber (10)	279.11	J.S.
	3/18/21	2x10 16' Lumber (10)	413.77	J.S.
	3/19/21	2x10 16' Lumber (10)	413.77	J.S.
	3/23/21	Lemon Pinesol	9.86	T.C.
	3/23/21	Fire Ant Killer (8)	105.52	G.S.

3/23/21	Utility Work Knife	8.02	G.S.
3/24/21	Headlok 4 1/2" Screws (2)	96.03	S.A.
3/24/21	Beur Stain (2)	87.35	S.A.
3/29/21	Office Garbage Bags	6.87	T.C.
3/29/21	Siphon Pump	8.61	J.S.
3/31/21	Drill Strip Disc	7.44	T.C.
3/31/21	Pelican Liner 3 Pack (2)	9.82	T.C.
3/31/21	11x4 Mini Roller Frame (2)	7.52	T.C.
3/31/21	Roller Pall	11.47	T.C.
3/31/21	Acetone Quart	9.17	T.C.
3/31/21	Shedless Knit 6pk (2)	22.93	T.C.
3/31/21	2.0 Short Cut Brush (4)	27.00	T.C.
3/31/21	9x3/8 Shedless Knit 3pk	11.79	T.C.
3/31/21	5lb Quikrete Repair Mortar	4.88	J.S.
3/31/21	Linerless Splice Tape	6.31	J.S.
3/31/21	Tapcons 1/4 x4" 8pk	8.36	J.S.
3/31/21	1 Gang In Use Outdoor Outlet Cover (2)	19.83	J.S.
3/31/21	14" Coco Liners	6.87	J.S.
3/31/21	14" Lined Coco Liners	41.30	J.S.
4/2/21	Sikaflex Mortar Fix	7.44	T.C.
4/2/21	Sika Anchoring Adhesive	28.14	T.C.
4/2/21	Nitril Gloves 40pk	11.47	T.C.
4/2/21	Traller Jack	21.26	T.C.
4/2/21	1-1/2 Set Your Own Combo Padlock	19.27	T.C.
4/2/21	5pc Punch and Chisel Set	9.76	T.C.

**TOTAL** \$3,402.57



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

# Invoice

RECEIVED

APR 27 2021

**Bill To:**

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

Invoice #: 289

Invoice Date: 3/5/2021

Due Date: 3/5/2021

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - January 2021		205.00	205.00
Common Area Maint.			
2.572.4640			
B 297			

**Total** \$205.00

**Payments/Credits** \$0.00

**Balance Due** \$205.00

3-17-21  
Q

**Riverside Management Services, Inc.**

9555 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

**Service Detail**

Bill To: Double Branch CDD

Invoice Date: 2/2/21

Due Date: Upon Receipt

Amount Due: \$ 205.00

<u>Date:</u>	<u>Description</u>	<u>Amount</u>
1/28/21	Pressure washed park in Silverleaf 454 linear feet of lattice top	\$ 205.00

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

**TOTAL AMOUNT DUE:** \$ 205.00

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

**Remit Payment**



RECEIVED

APR 27 2021

## Invoice

Invoice #: 4839

Date: 03/01/21

Customer PO:

DUE DATE: 03/31/2021

### 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

#4211 - Standard Maintenance Contract 2021-2022 March 2021

### AMOUNT

\$31,536.08

### Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$31,536.08

### Code to:

2-320-572-4620

B 642

Double Branch Landscape Maintenance

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
3/30/21	00016	1/31/21 4638	202101 600-53800-61000		*	2,800.00	
		#4384 TREE WORK LANDSCAPE		VERDEGO, LLC			2,800.00 000039
3/30/21	00016	2/28/21 4757	202102 600-53800-62000		*	4,780.00	
		#4434-6" IRRIGATION		VERDEGO, LLC			4,780.00 000040
4/08/21	00013	4/01/21 1202141	202104 600-53800-62000		*	1,100.00	
		CONCRETE WORK/DEBRIS RMVL		K&B CONCRETE SERVICE LLC			1,100.00 000041
4/19/21	00017	12/18/20 59083913	202012 600-53800-62000		*	2,975.00	
		ADA BOTTLE FILLING STATN					
		12/18/20 59083913	202012 600-53800-62000		V	2,975.00-	
		ADA BOTTLE FILLING STATN		THE HOME DEPOT PRO			.00 000042
4/19/21	00016	3/31/21 5089	202103 600-53800-62000		*	10,300.00	
		COLUMN ENHANCEMENT		VERDEGO, LLC			10,300.00 000043
4/19/21	00016	3/31/21 5106	202103 600-53800-62000		*	3,999.14	
		MAINTENANCE LIVE WALL		VERDEGO, LLC			3,999.14 000044
4/19/21	00017	12/18/20 59083913	202012 600-53800-62000		*	1,280.39	
		ADA BOTTLE FILLING STATN		THE HOME DEPOT PRO			1,280.39 000045
TOTAL FOR BANK C						24,259.53	
TOTAL FOR REGISTER						24,259.53	

DBBR DOUBLE BRANCH OKUZMUK



RECEIVED

FEB 04 2021

# Invoice

Invoice #: 4638

Date: 01/31/21

Customer PO:

DUE DATE: 03/02/2021

## 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

#4384 - Tree work 1-13-2021

To provide Labor and equipment to remove 1 large Oak on Oakleaf Village Blvd. that's in center median leaning towards road - Hazard to vehicles.

Removal of Dead Pine, on Canopy Oaks Dr.

Removal of 3 dead trees leaning into residence property in Oakbrook

Clean up of Oaks by new maintenance building and Basketball court for better Clearance.

Chip and haul away debris.

*Landscape Enhancement*

*\$2,800.00*

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

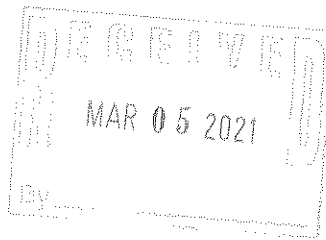
**\$2,800.00**

## Code to:

**Double Branch Landscape Reserve**

**34.600.53800.61000**

16C



## Invoice

Invoice #: 4757

Date: 02/28/21

Customer PO:

DUE DATE: 03/30/2021

### 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

#4434 - 6 inch mainline relocation

Requested to assess the 6 inch main along the parking lot by the soccer field. There are plans to extend the existing parking lot and the irrigation main line travels through the area in question. We are to dig up and lower the pipe to reduce risk of damage while heavy machinery work in the target area.

*Irrigation*

### AMOUNT

\$4,780.00

### Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$4,780.00**

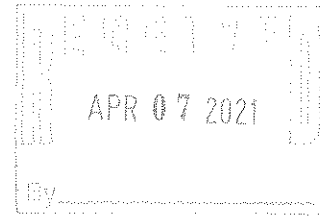
### Code to:

**Double Branch Capitol Projects**

**34.600.53800.62000**

16C

K&B Concrete Service LLC  
 217 Pamela Street, Interlachen, Florida  
 Lic#17000236386 Ins#172322-78495894-17  
 Phone# (850)370-0560  
 Email-ksuggs1970@gmail.com



## Invoice

Date	Invoice#
4/1/2021	1202141

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

		P.O. No.	Terms	Project
			Due on receipt	
Description	Qty	Rate		Amount
Labor for concrete work and debris removal  <b>Code to:</b> <b>Double Branch Capitol Projects</b> <b>34.600.53800.62000</b> <i>13</i>	Approx. 35 hrs			\$1100.00
		<b>Total</b>		
		\$1100.00		
		<b>Payments/Credits</b>		
		\$0.00		



formerly SupplyWorks™

P.O. BOX 2317  
JACKSONVILLE, FL 32203-2317

SHIPPED TO:  
MIDDLE VILLAGE CDD  
370 OAKLEAF VILLAGE PARKWAY

ORANGE PARK, FL 32065

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

# INVOICE

PAGE: 1

INVOICE DATE	12/18/20
INVOICE NUMBER	590839130
A/R LEVEL	A587847
ORDER NUMBER	32357654
ACCOUNT NUMBER	647283

FOR INQUIRIES CALL: 8664126726 FAX: 8777126726

ORDER DATE	ORDER NO.	CUSTOMER P.O.	WHSE.	TERMS	CASH DISCOUNT
8/27/20	32357654			NET 30 DAYS	\$0.00

ITEM NO.	DESCRIPTION	ORDERED	SHIPPED	B/O	LIST PRICE	NET PRICE	EXT AMT CODE
310667976	ADA BOTTLE FILLING STATION	2	2.00	0	1487.5000	1487.5	2975

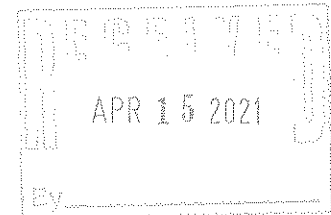
**Code to: Split**

**Double Branch Capitol Projects**

**34.600.53800.62000 (\$1280.39)**

**Middle Village Repair and Replacements**

**34-600-538-64000 (\$1280.39)**



NET MERCHANDISE TOTAL	TAX TOTAL	FREIGHT	OTHER	INVOICE TOTAL
2,975.00				\$2,975.00

TERMS AND CONDITIONS FROM CURRENT CATALOG 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. \* NO DISCOUNT ALLOWED FOR PAYMENTS MADE BY CREDIT CARD.

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE



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ACCOUNT NUMBER	INVOICE DATE	INVOICE NO.	INVOICE AMOUNT DUE
0000647283	12/18/20	590839130	\$2,975.00
		INVOICE BALANCE	\$2,975.00

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

REMIT TO:  
The Home Depot Pro  
PO Box 404468  
Atlanta, GA 30384-4468





# Invoice

Invoice #: 5089

Date: 03/31/21

Customer PO:

DUE DATE: 04/30/2021

## 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

#4469 - 2021 Double Branch Columns Enhancement, revised

*Landscape*

*Landscape Enhancement*

## AMOUNT

\$10,300.00

*\$10,300.00*

*\$0.00*

## Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

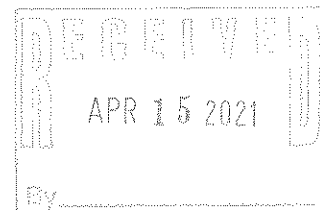
\$10,300.00

Code to:

Double Branch Capitol Projects

34.600.53800.62000

14





# Invoice

Invoice #: 5106

Date: 03/31/21

Customer PO:

DUE DATE: 04/30/2021

## 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

#4005 - Maintenance shop Live Wall  
Provide Labor to Remove existing turf 4-5' from south side fence line 200' in length and  
plant 7 gallon Firebush for a live wall, this includes mulch and irrigation upgrades.  
*Landscape Enhancement*

## AMOUNT

\$3,999.14

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

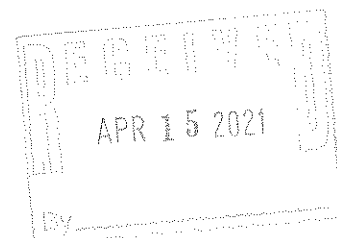
**\$3,999.14**

Code to:

Double Branch Capitol Projects

34.600.53800.62000

16





formerly SupplyWorks™

P.O. BOX 2317  
JACKSONVILLE, FL 32203-2317

SHIPPED TO:  
MIDDLE VILLAGE CDD  
370 OAKLEAF VILLAGE PARKWAY

ORANGE PARK, FL 32065

**INVOICE**

PAGE: 1

INVOICE DATE	12/18/20
INVOICE NUMBER	590839130
A/R LEVEL	A587847
ORDER NUMBER	32357654
ACCOUNT NUMBER	647283

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

FOR INQUIRIES CALL: 8664126726 FAX: 8777126726

ORDER DATE	ORDER NO.	CUSTOMER P.O.	WHSE.	TERMS	CASH DISCOUNT
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ITEM NO.	DESCRIPTION	ORDERED	SHIPPED	B/O	LIST PRICE	NET PRICE	EXT AMT CODE
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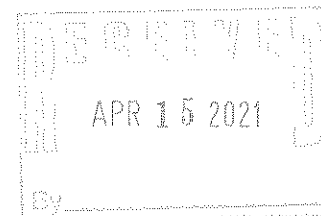
**Code to: Split**

**Double Branch Capitol Projects**

**34.600.53800.62000 (\$1280.39)**

**Middle Village Repair and Replacements**

**34-600-538-64000 (\$1280.39)**



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formerly SupplyWorks™

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		INVOICE BALANCE	\$2,975.00

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

REMIT TO:  
The Home Depot Pro  
PO Box 404468  
Atlanta, GA 30384-4468

## *FOURTH ORDER OF BUSINESS*

*C.*



Chris H. Chambliss

Supervisor of Elections  
Clay County, Florida

---

April 15, 2021

Double Branch Community Development District  
Attention: Michael Eckert  
119 South Monroe Street, Suite 300  
Tallahassee, FL 32301

Dear Mr. Eckert:

I have queried the number of eligible voters residing within the Double Branch Community Development District as of April 15, 2021. At this time, there are 5,819 registered voters residing within the district.

Please provide the contact information and term expiration dates for the current CDD Board Members. I can be reached via the contact information at the bottom of this page or via email at [Lynn.Gaver@ClayElections.gov](mailto:Lynn.Gaver@ClayElections.gov).

In an effort to keep our records updated please notify us of any changes to the Board due to resignations or appointments.

*Thank you,*

*Lynn Gaver, MFCEP*

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

*D.*

## Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

### Memorandum

**Date:** May 2021

**To:** Board of Supervisors

**From:** GMS – OakLeaf Operations Manager

### Community:

#### Special Events

- Community yard sale, opening of pools (limited schedule)
- Dive in Movie, Schools out pool party

#### Aquatics

- Limited/alternating schedule in May

#### Amenity Usage

- *Total Facilities Usage – 3975*
- *Average daily usage – 133*

#### *Card counts:*

DB Owners	135
DB Renters	66
DB Replacements	28
DB Updated	41

*Total cards printed: 507 (both districts)*

#### Rentals

- *3 of 30 days rented in April , 3 of 4 weekends rented*
- *1 Clubroom rentals, 3 patio rentals*



## **Double Branch Community Development District (CDD)**

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### **Memorandum**

#### **Operations:**

- Discussion on policy changes/ implementations
- Updates on projects: nature walk bridge, parking expansion, seal coating

#### **MAINTENANCE**

- Remove damaged diggers at Amenity Center playground
- Coordinate repair of spray-ground motor (bearing, seal, shaft sleeve replacement)
- Replace spray-ground netting
- Repair faux iron fencing at Oaks entry
- Coordinate storage yard usage with I9 and Elite Soccer
- Begin audit of access cards – finalization will be determined by policies
- Repair magnet on Men's bathroom at field-house (vandalism)
- Health Department walkthroughs and first seasonal inspections completed for spray pool
- Paint columns at field-house (vandalism)
- Replace swing on Playground at Amenity center
- Wood work for upper and lower outer rails completed at Dog Park
- Replace Sump pump on spray-ground motor tank
- Install of new plants at pots on Pool Decks
- Coordinate purchase and delivery of supplies for wooden play structure install
- Coordinate install of proper mulch levels at Silver Leaf playground
- Install new borders at Silver Leaf play area
- Repair playground borders at Fall Creek Park (vandalism)
- Cut backing for new and 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 4/5. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 4/22.

#### **Landscaping**

- *Tree Trimming throughout – on going*
- *Monthly report for April submitted and filed at Operations office*

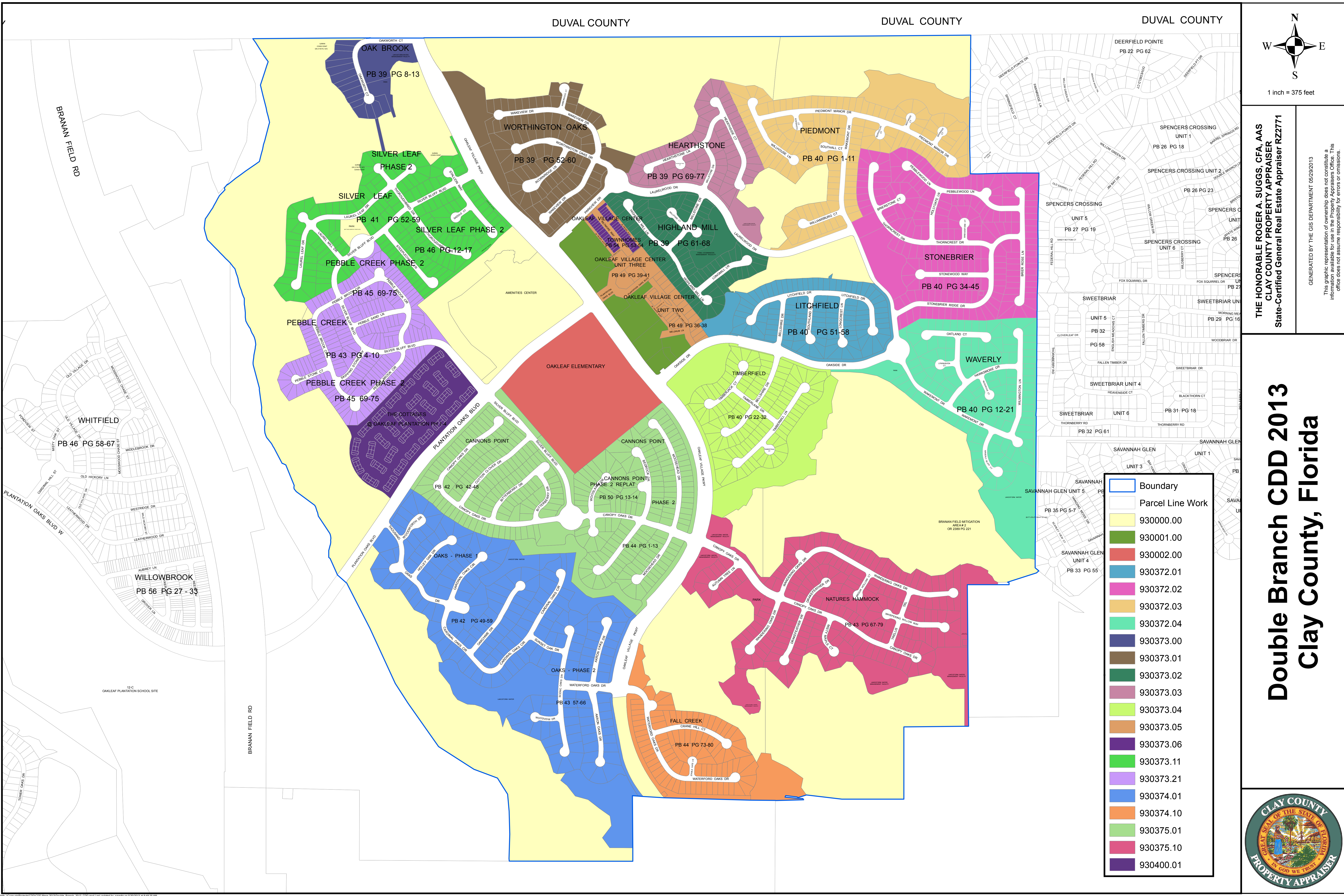
For questions, comments, or clarification, please contact:

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

[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)

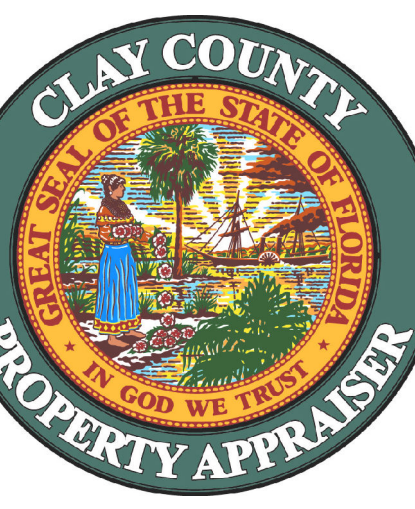






THE HONORABLE ROGER A. SUGGS, CFA, AAS  
CLAY COUNTY PROPERTY APPRAISER  
State-Certified General Real Estate Appraiser RZ2771

# Double Branch CDD 2013 Clay County, Florida



GENERATED BY THE GIS DEPARTMENT 05/29/2013  
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office does not assume responsibility for errors or omissions.