

DOUBLE BRANCH
Community Development District

OCTOBER 11, 2021

AGENDA

Double Branch Community Development District

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

October 4, 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, October 11, 2021 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the 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 September 7, 2021 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Register
- IV. Consideration of Resident Member Suspension
- V. Acceptance of Engagement Letter with Grau & Associates for the Fiscal Year 2021 Audit
- VI. Consideration of Amendment to Landscape and Irrigation Maintenance Agreement with VerdeGo
- VII. Staff Reports
 - A. District Counsel
 - B. District Engineer

C. District Manager

D. Operations Manager – Memorandum

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

IX. Next Scheduled Meeting – November 8, 2021 at 4:00 p.m. the Plantation Oaks
Amenity Center

X. Adjournment

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

Sincerely,

Marílee Giles

Marilee Giles
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 Tuesday, September 7, 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
Scott Thomas	Supervisor
Tom Horton	Supervisor
Andre Lanier	Supervisor

Also present were:

Jim Perry	District Manager
Mike Eckert	District Counsel
Jay Soriano	Operations Manager
Chalon Suchsland	VerdeGo
Marilee Giles	GMS
Crys Grizzle	S3 Security

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. Kimberly Farrell, 1016 Drake Feather Drive, stated I'm here representing Oakleaf pickleball again. I want to thank all of you for considering what we've been asking. We're still growing, and it sounds like we may have a possibility in the works, but in case that doesn't go through I'm still asking you to keep the pickleball courts in mind.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the August 9, 2021 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated included in your agenda package are the minutes of the last meeting, the financial statements as of July 31st, your assessment receipts schedule showing you are over 100% collected and the check register totaling \$89,788.26.

Mr. Horton stated I have a question regarding tab D, pages three and four. I hadn't noticed this before, but for example on page three it has \$150 going to ERC Wiping Products and then it has \$150 negative, so it charged and then took it off. Then right below that there's two more on there for Riverside Management. I'm just curious why it's charged and then taken off.

Mr. Davis stated we must have paid a shipping fee and then got a credit.

Mr. Soriano stated it looks like we may have done a double check because if you look down you can see pressure washing bills from RMS for \$3,267 and one for \$1,950 and then we take it off so it might have been two checks printed and then they had to take one off. The ERC I can see that happening because they did send us a bill without the shipping fee, but they sent it separate so I had to request another check. I don't know why the RMS one is like that, but it looks like it was paid twice and then credited. We can find out for sure.

Ms. Nelsen stated they added a specific check number and then took it off so it's like a voided check.

Mr. Perry stated I think they mis-posted charges for you that should have been on your sister district, so they basically credited it out and voided it because there are a number of checks that are like that.

Mr. Soriano stated I can find out. It's not double charges.

Mr. Davis asked can you guys let us know next month what the reasoning is?

Mr. Soriano responded yes.

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

FOURTH ORDER OF BUSINESS

Consideration of Amendment to Fee Agreement with Hopping Green & Sams

Mr. Eckert stated I think I mentioned at the last meeting I'm proposing this because I've relocated to St. Johns County so I'm a lot closer to you now and our prior flat fee covered meeting attendance, meeting preparation, travel time and things of that nature. I think you can

save probably \$300-\$500 a month by switching from a flat fee to my regular hourly fee that I charge for everything else, so I'm bringing this to your attention as an opportunity for you all to save a little money and what I said I would do with the other district, which I will do here too, is I'll track my time separately just like I would've before for a monthly meeting and then in January I'll come back to you and say whether or not you actually save money and how much you save, but I can tell you right now it's not going to cost you more unless you start having lengthy meetings, which has not been characteristic of this district.

On MOTION by Ms. Nelsen seconded by Mr. Davis with all in favor the amendment to the fee agreement with Hopping Green and Sams was approved.

FIFTH ORDER OF BUSINESS

Acceptance of the Annual Engineer's Report for Fiscal Year 2021

Mr. Perry stated you'll notice this report is a little different from prior years in that there are seven actions items there, which have been taken care of. They've really spent a lot of time physically reviewing things here at the district versus prior years where they have basically done drive-throughs. Also, in this there is the issue regarding insurance. Just so the Board understands, once we get the policy each year, there is a listing of the assets and the values assigned to them and the District Manager along with Jay looks at those to make sure they are reflective of what we need to ensure, but that has already been taken care of. Other than that, we just look for a motion to accept.

Mr. Horton asked what is number three, the mail kiosk?

Mr. Soriano responded let me double check but that shouldn't be on there anymore. We do own a plat of property that has a mail kiosk on it, but we do not own the kiosk itself and that is in your sub association, the Village Center.

Ms. Nelsen asked and we did landscape that?

Mr. Soriano responded we paid for landscaping, and we irrigate the area. They are supposed to maintain it and it is their mailbox.

Mr. Davis stated this is just a recommendation that we review the insurance coverage.

Mr. Thomas stated these are things we need to fix right? I'm talking about on the first page where it says somebody built a homemade boat launch.

Mr. Davis stated our HOA should be on that.

Mr. Horton stated the water belongs to the CDD.

Mr. Eckert stated the lake bank may too. Some places the lots own all the way up to the center of the lake and sometimes they stop at the bank.

Ms. Nelsen stated I believe there's an easement.

Mr. Soriano stated the first page are all things that we address on a normal basis. None of these are large items that you're going to have to worry about being a part of capital or anything.

Mr. Thomas stated I don't understand what turbid water is.

Mr. Davis stated stirred up dirty water. Then it references a wastewater treatment plant.

Mr. Soriano stated we do pay a pond treatment company. We are limited as far as requirements for controls. St. Johns Water Management gives us the main requirements. We can do more like add more fish or fountains to make the ponds look pretty but they are not requirements. That's not something we have to be too concerned with.

Mr. Horton stated number seven says the pond at Stonebrier has a broken fence. That rail has been missing for quite some time now. For some reason that one rail must be locked in there good or something.

Mr. Soriano stated we do have some extra sections of rails right now, so I can take it out if it needs to be a little longer so that it stays in better. That one there the kids like the play with for some reason.

Mr. Horton stated I'm just curious what the mitered end section of the pipe appears to be blocked by soils.

Mr. Soriano stated that would be on the culvert side I've got a call to the County to help. They look at those culverts at theirs. Even though it sits in our pond it is connected to the culvert that is on the road. We don't go diving in that water to clean out those pipes.

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

**Consideration of Resident Member
Suspension**

Mr. Eckert stated I talked to Jay about this before the meeting. I don't think we've gotten confirmation that the resident has been served with notice of the meeting today, so I ask that this be deferred for one month and the suspension will stay in place for that one month.

Mr. Lanier asked what can we do to verify they get notification?

Mr. Soriano responded I did certified mail and I asked if it was signed for and delivered by Friday because I didn't want her to get a letter today or tomorrow to show up to this meeting, so we will do another certified mailing. If somebody doesn't want to sign for it, we have to move along, but we have to give notice.

Mr. Eckert stated he did give her information that it would be brought before our future board meeting and she would have the ability to talk to the Board, but it's important that we do it in writing and have that out there and we should wait one more month if we can, so we don't have a person that says they didn't get adequate notice to come in.

Mr. Horton stated so you sent it, but you don't have any verification that she actually signed it?

Mr. Soriano responded right.

SEVENTH ORDER OF BUSINESS

Public Hearing for the Purpose of Adopting the Fiscal Year 2022 Budget

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

Mr. Perry stated the first resolution 2021-08 is relating to annual appropriations and adopting the budget for Fiscal Year 2022 and the second resolution 2021-09 imposes special assessments and certifies the roll that we will submit to the County by September 15th. Several months ago, the Board approved a budget for this next fiscal year and what you have before you is an updated budget with year-to-date actuals through July 31st. We have projections for the next two months of the year. The budget we're looking to adopt today is very consistent overall with what you had previously. There are a couple of line items where there have been dollar changes, but none of it has been material. This District has not had an increase in assessments since 2012, just like your sister district. In addition to that, in regard to the 2016 fixed asset study that was done, for Fiscal Year 2021 they projected \$1.6 million to be fully

funded for capital reserves and right now you are at \$1.4 million, but you do have \$300,000 dollars in excess of the working capital needs so if you add that in you are fully funded. Since the fixed asset study is about five years old, as Jay discussed at the last meeting, we will probably look for the board to approve updating that study. We expect you will still be fully funded or very close to it. For this next fiscal year there is no change in assessments again. Under your administration expenses you will see the budget has gone down from \$268,000 to \$178,000. \$90,000 of that was related to the transfer out of dollars into that capital reserve fund so basically it is the same as you had last year. On pages two through four is a short description of each of the line items in the general fund budget. In regard to the recreation fund budget, you will also see no change in assessments. Our total revenues you'll notice that we're not using any carry forward surplus. Administrative expenses are up a little bit in regard to the allocation of salaries between Double Branch and Middle Village. If you look at common area expenses, that has gone down a little bit from the prior year. One of the line items that did increase in the security and that is consistent with your sister district but overall, for your recreation expenses, they've gone down by about \$30,000 when you consider there is not a transfer out of \$200,000 to that reserve fund. After that you have the narratives that go from pages seven to sixteen and then you have the debt service fund budgets for the 2013 A-1 and A-2 bonds. You'll see allocations of assessments and then your capital reserve fund. The last page is just a recap of the funds that you do have available for the district. Overall, there are very little changes from last year.

There were no comments from the members of the public.

On MOTION by Mr. Davis seconded by Ms. Nelsen with all in favor the public hearing was closed.
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A. Consideration of Resolution 2021-08, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2022

On MOTION by Mr. Davis seconded by Ms. Nelsen with all in favor Resolution 2021-08, relating to annual appropriations and adopting the budget for Fiscal Year 2022 was approved.
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B. Consideration of Resolution 2021-09, Imposing Special Assessments and Certifying an Assessment Roll

On MOTION by Ms. Nelsen seconded by Mr. Davis with all in favor Resolution 2021-09, imposing special assessments and certifying an assessment roll was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Scott asked there's nothing new rolling out of Tallahassee?

Mr. Eckert responded not yet; we have to wait until January.

Mr. Scott asked isn't now the time they start negotiating?

Mr. Eckert responded yes, the committee meetings will be this fall and we will have to monitor that as well. The big thing is whether they're going to do anything with the Amendment 12 lobbying piece so we're watching that, and the other thing is the sovereign immunity limits. It didn't get as warm of a reception to that last year as we thought we would. Those are the big things that can affect your budget and your ability to do business.

B. District Engineer

Mr. Davis asked when is the last time we saw Peter or heard from him?

Mr. Perry responded I talked with him a month ago.

Mr. Davis stated I haven't seen him in years.

Mr. Perry stated he charges by the hour, so if you want him to come, he will come. He and staff put together that annual report.

C. District Manager

1. Consideration of Work Authorization for Onsite Management and Maintenance Contract Administration for FY22

Mr. Perry stated these work authorizations are consistent with prior years. There are no changes to item number two and number one there was a slight increase.

Mr. Horton stated looking at that and looking at the website, there are all kinds of names for people with different jobs and I'm just curious if there's any possibility of matching it up a little bit. For example, on the work authorization there are five employees, an onsite community manager, a rental coordinator, staff administrator, amenity director and amenity

supervisor. On the website it says community operations manager, community amenity coordinator, resident's assistant, aquatics director and aquatics administrative assistant.

Mr. Soriano asked so you just want the names to match the website?

Mr. Horton responded I would suggest we name them what they really do, like your job should be onsite community operations manager, which I think is a good description of it. And then there's a rental coordinator, which matches up pretty good too. Then staff administrator and resident's assistant and that's sort of confusing because it's named several things and then you have aquatics director and aquatics administrative assistant. I don't see aquatics administrative assistant standing out to me in your board request.

Mr. Perry stated we can make them consistent.

Mr. Horton stated it seems like what is on the website is more descriptive. It's a minor change, but if somebody is looking at that they would say what does this person do or who is this? Are we able to change that?

Mr. Perry responded yes. You can approve this in substantial form and we will make it consistent with the website.

On MOTION by Mr. Davis seconded by Mr. Horton with all in favor purchasing GMS work authorization #1 for onsite management and maintenance contract administration for FY22 was approved in substantial form.

2. Consideration of Work Authorization for General Maintenance Services

Mr. Horton stated we have two people we pay at Riverside to come out here and work full time, is that correct?

Mr. Soriano responded no, there is only one full-time guy. All the rest are part-timers. I did just pick up a second one and as part of this budget we did an increase for money to use those guys, so I have two full-time guys and a couple part-time guys.

Mr. Horton stated I mentioned the longer we're here, the more maintenance that is going to be required.

Mr. Soriano stated that was the idea so I have more hours now that I can put towards them, so that work authorization is still done hourly. It's not a contract for a set amount. This is the first time I've added that full-time person. We have had part time people out here and then

you break that down even more because part time they work here at Oakleaf three days a week, but they may go one of those days to this side over here and do a project for Middle Village, so those hours go away even more. We definitely need to get more of those little projects done too.

On MOTION by Mr. Davis seconded by Mr. Horton with all in favor GMS work authorization #2 for general maintenance services was approved.

D. Operations Manager - Memorandum

Mr. Soriano stated we have a dive-in movie this Friday at the pools, and this will be our last dive-in of the summer. After this we start moving to the movies on the green where we go out on the field just about every month until we start the dive-ins next summer. I haven't finalized which trucks are going to be here, but there is a regular food truck Friday night. If you were here at our last dive-in, people were lining up around that field for a couple of those trucks, so I expect it to be pretty busy Friday night. We do have a resident run event that will be coming up. That is here at your sister district. This is the girl that likes to run the vendor fair. It will be here. Normally she does it Thanksgiving weekend and she moved it from that to do a Halloween event this year so October 30th they will be here at this parking lot. I'm sure she's going to come to you guys for spring, because that was one of the requests before last year when we shut everything down. October I will be bringing back the Pumpkin Plunge. We are not trying to do some of our big parties and nothing indoors because we still have a little bit of a concern with that, but the Pumpkin Plunge is outside and that's one that everybody enjoys. Our Turkey Trot will be virtual again, not because I'm concerned with gathering in one place, but we had a lot of people take part in it last year because of the virtual factor and they had a couple of weeks to complete the courses and they were able to do multiple courses, which they enjoyed so we're going to keep that format for this year. I did have a discussion with your sister district for our Christmas event and that's just because it's hard to get Santa to come here. That's not going to happen again, so we probably will not have the Cocoa with Claus event here. Last year we tried to do a movie on your side for that month. There's just so much going on for families that we had two families show up so we may not do a movie. Usually, last weekend of January or the first weekend of February we do our Polar Plunge.

The swim teams are in full blast. They use your pool every once in a while when there is an event going on over here. There is a swim meet tonight so there will be seven teams back here for the relay meet. There are times where Oakleaf has a meet and Ridgeview will practice at night at your pool. That has happened a couple times. Their swim meet season and schedule is posted online.

We were kind of busy this month. Typically, we slow down a lot, especially with kids going back to school but this past month has been extremely hot so there were a lot of people at the pools and then we saw your normal check-ins at the fitness centers and basketball courts. You'll see our rentals on the memorandum. They are slowly ticking up, but not back to full swing even though our facilities are open.

Moving on to the operations side, there are some items I want to talk to you about. We did have to shut one of your pools down for just over a week. This is the first time in a long time we've had to do that. Years ago, you guys set up for me to start doing things like stock piling motors, propellers and parts for all of those pools and their equipment packs so when we have these issues, we can fix them pretty quick. Most of the time we might have a pool down for a day, however this was a large pipe and valve. About 17 years ago we had a valve go bad. These are not valves that I can replace because they don't make them anymore. I had to find a way to find an old valve and make the guts fit inside one of our valves. We repaired it much cheaper than some of the quotes to replace everything. So, we have new valves back there and new flanges so when that problem comes along next time, I can actually take apart the whole manifold and replace the valve pretty easy. It is one of our return lines in the pump, so we had to drain the pool down and you were out of commission for just over a week and I know people were chomping at the bit to get back to that pool because it was your slide pool. That put us off because our bridge is painted and put together and we have a wooden platform ready to go, we just couldn't get back there to put it in. I'm hoping that's something we can get to this next week or two. They had an issue here that was pretty severe also; a very large motor that had to be replaced. Luckily, we made it through most of the summer. My concern was Labor Day weekend and getting back to that. The other concern was right as we were fixing yours, we started getting pop-in visits from the health department so I had to rush to get everything built and put back together and up and running and clean and proper for them to do their inspection, which we did get and everything was good. I'm still waiting on our track sealer. I've called and

left messages. He's kind of hiding from me, but I'm not sure why. He has accepted the check which went out months ago, so I am pushing him. If you remember, a couple of months ago once he finished that parking lot his plan was to come on the weekend to do the track and do the lines on your parking lot, which I agreed to. I liked getting it all done and out of the way. However, we have soccer starting now so we can't do anything so I have sent him a message saying you need to get a hold of me so we can set up a schedule, but I have not heard from him. Soccer registrations really aren't that high so we haven't had a packed parking lot yet, so that's kind of a good thing, but I would like to be able to use that parking lot and have that track sealed.

Mr. Davis asked how long as he been dodging you?

Mr. Soriano responded it's been about two or three weeks. He did that last time when he lost a grader. I just need the lines painted first so I'm going to keep bugging him, but that's why we're stuck on that project. They did create one problem because they haven't come to pick up their leftover asphalt so we still have a lot of granules there and they're piled up and it's right in the way of some landscaping work we want to do there so we've already set up for landscaping along the field side so we can match some landscape items, and then we also have trees on the tennis court side. All of that right now is getting covered under my amounts or we've worked it into contractual amounts that are leftover so those are not costing us anything extra right now. I do have one item for you, and this will be roadside for that parking lot.

Mr. Davis asked is the asphalt guy paid in full or was it a deposit?

Mr. Soriano responded he was paid in full because it was only \$6,000. Normally I do deposits and we did that with the parking lot, but he didn't even cash it and gave it back to us when he lost the grader so I'm not concerned with him trying to keep our money. This quote in front of you is for the roadside and there are some things he needs to clean up there that we need out of the way so we can start digging, but this includes the parking lot expansion area, but also if you look along that whole road there are big chunks of section where the holly bushes just didn't grow well and we tried to plant little ones and people just trampled them or backed their cars onto them so I would like meatier bushes. I've talked to Chalon about this and we are going to dig that well enough so we can prep the soil a little better to make sure they have a better chance to grow well along that roadside. This just isn't that parking lot area;

it actually extends down that road where the holly bushes are. This amount is more than I can handle so if it is something you'd like to do, I need approval.

Mr. Davis asked these are larger?

Mr. Soriano responded they're larger than what we've installed in the past. They might not be as big as some that we have. We have some that grew great and then we have a 20-foot section where they don't seem to grow at all. That's also why I want to prep the soil so they're going to bring in a mini-excavator and dig everything up. They're not just going to dig a little hole for the one plant.

Mr. Davis stated I'm sure they've checked irrigation in that area.

Mr. Soriano stated right.

On MOTION by Mr. Lanier seconded by Mr. Horton with all in favor landscape enhancements for the parking lot area totaling \$3,965.72 was approved.

Mr. Thomas stated you mentioned a pile. Is this the one you're talking about over by the volleyball court?

Mr. Soriano responded yes. That tree we're going to cut up. That's the one I had the grader help us remove. I can't get to it too well because of all the debris they have there so I'd like them to clean up that big pile. If not, it's going to end up being us that cleans it.

Mr. Horton stated while we're talking about landscaping, I was down there the other day, and I went out to the tennis courts. That area between the building and the tennis courts is really crappy looking. I think I've mentioned it before. You can see there's a landscape piping in there, but it's nothing but dirt. Is there something we can do about that?

Mr. Soriano responded he's talking about where the drip irrigation is, which was just pine straw at one point. We can put the large pine bark back there to hide it a little better. I would say we can get rid of the little grasses and things like that and just sod it.

Mr. Horton stated that's what I was thinking too.

Mr. Soriano stated we can look at that.

Mr. Thomas stated there was a sod truck two days ago or so along the side of the road. Was that just replacing?

Ms. Suchsland responded that was just replacing. We had an irrigation issue, so he was here and did Bermuda on this side of the clock tower and then we've done some rework of the trees back here.

Mr. Thomas asked on the other side by the elementary school where the two lanes become one? Because he was parked in that area.

Ms. Suchsland responded yes. He replaced that for me because of the irrigation issues.

Mr. Soriano stated these are items that are part of our contractual amounts, so these are not something we pay for extra.

Mr. Thomas stated I just wanted to make sure something wasn't going on with the irrigation over there.

Ms. Suchsland stated no, we got it fixed but there was an issue, so we got that replaced.

Mr. Soriano stated I did get our shredder in, so we have a very large new toy to play with. It's really good timing because last week with the big storm we had a couple of trees on each side that we have to take care of now so you will see us out using that.

It's not written in the memorandum, but I do want to go over an item in the operations that we've kind of talked about the last couple of months, but I have a new plan, our pickle ball group. They've been joining us every month and I've been going back and forth with different items that we can do and different costs. How we can do something for them and still not take on an immense amount of costs, especially with doing something like building a brand-new facility. I was thinking of actually moving the idea of the pickle ball courts to this side. Middle Village has a very problematic facility that they've dealt with for years, their basketball courts. I know we've mentioned our basketball courts, but our basketball courts are better controlled. We've put in new fencing, we have cameras, we have staff that requires you to check in to use those courts. We don't have that here. Not only do they pay for constant maintenance, even right now we have a fence that is hanging out there, and we get broken backboards all the time. We have issues with fighting and things like that to where we've paid over here for an extra security guard that does nothing but sit down there and watch the basketball courts. You guys saw your budget and that security increase. They pay even more. They have \$60,000 or \$70,000 in their budget line and on average it's about \$5,000 to \$6,000 a month to have an extra person out there. Unless our pickle ballers get really rowdy, I don't know that I would need that security amount in there anymore. We're talking about \$60,000 a year. I could take

that money and apply that towards doing things like painting and fence repairs for the pickle ball group. I would deal with a good amount of complaints because there are definitely a lot more basketball court users over here than there are tennis players on your side, but like I said, it is a problematic issue and some of the basketball players don't live here and that's one of the reasons we have such a problem. The Board is aware I'm still going to deal with complaints but they did also agree that when it comes to the amount of money that may be a good option, so I wanted to discuss it with you guys too.

Mr. Thomas asked are you looking at turning just one of the courts or are they going to get the entire section?

Mr. Soriano responded they would get rid of their courts completely and that would do the same thing we were looking at which was taking the two tennis courts from you guys, and it would allow them to get six pickleball courts. It is a tiny bit larger than two tennis courts, but I don't think I could get eight. I think if we could get it, we would squeeze the courts too close together and they may not like that. It would be a dedicated facility for pickleball, and it is here at what is considered our nicer tennis facility.

Mr. Horton asked is the basketball court here fenced in?

Mr. Soriano responded it is an eight-foot fence. We spent a good amount of money to put that ten-foot fencing up at your facility instead.

Mr. Davis stated it sounds like you're trying to kill two birds with one stone and solve two problems. What are your thoughts on this now flooding our side and creating an additional security issue with all of the people that can't play here any longer?

Mr. Soriano responded it could. It's hard to make a prediction like that, but like I said, yours is better controlled.

Mr. Davis asked could you do their pickleball and save one court over here?

Mr. Soriano responded you can't squeeze four in there.

Mr. Davis stated I feel like you're going to overwhelm security. I don't think it's a horrible idea, I'm just thinking.

Mr. Thomas asked if that does happen and they start feeling overwhelmed, can we put a cap on how many people can be on the court at one time?

Mr. Soriano responded there actually is a cap right now of 30 to a court because they're not always playing games. Sometimes they're just shooting half courts or hanging out and

playing, but it's in our policies so we have those things already. You don't ever really hit that at yours and they don't really hit that here either. I don't think you'd get 100% of the people here trying to go over there so you will increase a little bit, but even then, you're better controlled over there so those people that don't belong here that make it in would be cut out there.

Mr. Horton stated the only affect for Double Branch is that it might increase the basketball people but that's really it. We don't really have a say so in what they do over here.

Mr. Soriano stated no, but they would look at this as something you guys would discuss and want to do together.

Mr. Horton stated it sounds like a good idea to me. You've got the space.

Mr. Soriano stated they might ask for you guys to help out as far as payment to start it off. They will in the long run save money.

Mr. Davis stated that pickle ball court offset that extra security so there's give and take there.

Mr. Horton stated run that money thing by me again.

Mr. Soriano stated we would just be giving them a problem they have to pay for. They still have to initially pay for the \$30,000 or \$40,000 to paint courts and repairs to make it a standalone pickleball court.

Mr. Horton stated that's not on us.

Mr. Soriano stated it's not on you, but you could offer to offset those costs since you're not having to do it. You don't have to do anything.

Mr. Davis stated but they're saving how much?

Mr. Soriano stated \$50,000 to \$60,000 a year.

Mr. Davis stated so it would be a savings to them.

Mr. Soriano stated eventually, yes. I look at it like we do have a few different facilities in different places. Right now, we have a pool over here we paid \$25,000 a year to heat and that is available to your residents and their residents. They've never asked you to pay for it. I don't think it's an unreasonable request. It doesn't mean you have to throw anything out there right away. It's really on you guys, but it is part of the discussion.

Mr. Davis asked where did we leave off with the pickleball participants being like soccer I-9, having some skin in this game and paying?

Mr. Soriano stated I've talked to them a little bit about that because they keep asking me about things like getting rid of guest fees and that would be one way they could do that. If they have teams and competitions that's one thing. Soccer and I-9 pay per season, but realistically that gets them their practice team three days a week and competition time on the weekend. Those non-residents are not supposed at any time same way that realistically soccer players from Eagle Landing aren't supposed to just come out and practice with their siblings any day. Do we have an easy way to control it? No, but it's still expected they do that. We've even talked about I-9 using beyond the time that their usage agreement allows for. So, they could do something like that and that will help pay for it. You're not going to get a lot of money out of that though. At least it creates a commitment, but even with sports like I-9 we start it off at I think \$1,100 a season and they're not quite there yet.

Mr. Horton stated to me a good example is you pay \$60,000 over three years to resod the soccer fields for everybody and I don't remember Middle Village kicking in any money for that.

Mr. Soriano stated I mentioned to them that they gave \$1.5 million to the County to build those baseball fields on your side so I try not to go back and forth and say they paid for this and that. You're still overseeing two boards that your residents are able to use each other's facilities. I don't think it's an unreasonable request, but it doesn't mean you guys have to do it. You can say you don't want to do it, but you were going to look at doing \$30,000 to \$40,000 of your own money if we did it over there.

Mr. Perry stated you need to look at it even though they're two separate districts, this is an enhancement of the amenities. You don't have it currently. Like Jay was saying, it's not unreasonable for both boards to participate in the initial cost.

Mr. Lanier stated and the good will that it does. Just the ease of use for all of the amenities it just really makes sense in my opinion to share that with this side over here because they will in turn help us at some point when we have an event or new project going on as well.

Mr. Davis stated I'm looking at both sides of the coin. I think it's going to have some issues. If there's enough people over here that it actually causes problems, and you tell them they can't play anymore and there's courts over here but they can't get on that one either.

Mr. Lanier stated one of the thoughts was the high school They've got four to six courts.

Mr. Davis stated they keep those locked up.

Mr. Lanier stated they're wide open and you can walk on there at any time.

Mr. Davis stated we had a practice agreement when we had a basketball league.

Mr. Soriano stated the junior high is locked up.

Mr. Lanier stated that was definitely something the other board did discuss, and they aren't wanting to push any problems our way, but this does have a tennis side with a racket side that does make sense and it does give us more control over there and it may be something we can discuss to see what happens. You're going to keep out some of the bad just by having a check point entry where they have to go through the amenity center.

Mr. Horton stated another thought is we were talking about maybe painting the courts over there and I don't remember Middle Village chipping in to help with that which would have brought the cost down a lot.

Mr. Lanier stated I don't know if that was brought to their attention.

Mr. Horton stated I think some thought needs to be put into this.

Mr. Davis asked can we revisit this next month?

Mr. Soriano responded I'm not trying to do anything today. This was an idea that has been brought up before in a joking manner, but it does work well.

Mr. Davis stated I don't think it's a bad idea at all, I just want to make sure we put thought into this.

Mr. Soriano stated there are going to be problems either way. We already discussed doing it the way we were doing it on your side before. I have to take away from tennis. There's not a lot of users but there are some and you're still taking away from somebody.

Mr. Davis stated but you're not taking it totally away.

Mr. Soriano stated it's going to be pickleball, they're not going to be playing tennis there anymore. You're taking away two tennis courts and I'm going to change the fencing in there and we have to remove that gazebo thing that is in the middle so it's not just a paint job. You're going to have two tennis courts on one side, your pickleball courts in the middle and your basketball courts on the other side so you're still going to have to pay the \$30,000 to \$40,000 to do that and you still have to take away from somebody. Here we have to take away from somebody, a lot more people so I will hear those complaints, but we also save thousands of dollars so in the long run once I get past all of those complaints and figuring out if it brings

along any other issues. They did have a concern with vandalism. Those kids might not be here anymore, but they still have to have something to do.

Mr. Lanier stated I like to look at it as amenities versus the grounds. We use both sides; we've got equal access for the amenities so that makes it easy. What they do with their signs, or the middle of their fairway out here is on them, but it's something we share together.

Mr. Thomas stated I understand it's two districts, but it is in one community and this past year we've been talking about the shenanigans that have been going on in the neighborhood: the vandalism and the fights. I see this as a way of maybe knocking some of that down, but I think we need to look at our policies over there. I think 60 to a court is way to much. I'd like to revisit that number and bring it down. Maybe in the beginning until we set a precedence that whatever you did over there, you're not bringing it over to the other side kind of like the first couple of months of school. This is what is going to happen and we're not going to bend on it. I think it's ridiculous we have to hire a security guard just to sit at a basketball court. As far as helping out financially, I don't have a problem. I don't know how much we can help out. It is our community, and we are focusing on trying to knock down some of the shenanigans that is going on around here and especially since we have other communities about to pop up, we need to set a precedence. Since you're not looking for anything today, we can continue to have this conversation.

Mr. Soriano stated it was really to have a discussion and to help me with moving forward because every month we're going to be asked about it. We did ask them to hold on but they're going to be here.

Mr. Thomas asked are you still looking at \$30,000 to \$40,000 to convert that?

Mr. Soriano responded no, there will be different issues. The big cost on your side is changing around that fencing. I have to actually dig that out of the asphalt and get that out and then we have to repair the asphalt there and move the large four-inch posts back, reconnect all that fencing so we are going to have replace the fencing and there is going to be some good labor on repairing the asphalt before we paint. We do have new surfacing, so we won't have to do a lot of sand work or resurfacing work on those courts. Here, we would. We have no resurfaced here and that's what I mentioned to them. We're going to have maintenance costs either way, whether we do this for pickleball or we do it for just basketball so I will actually kill more birds with one stone because there are things I have to do for this.

Ms. Nelsen stated maybe they can pay for the resurfacing, and we can pay for some painting, something like that.

Mr. Lanier stated or we split the painting.

Mr. Soriano stated I don't want to speak for them. I don't think any of them would ever object and say we're not going to move forward with this plan if it saves them money in the long run if you guys decide you don't want to pay, I just don't think it's a bad thing to discuss.

Ms. Nelsen stated I'm not opposed to putting in some money either.

Mr. Davis asked do you have numbers on basketball participation?

Mr. Soriano responded I can pull numbers. Most of them are residents that are supposed to be here and are younger kids. There are some nights we're packed out here and some nights it's a few residents and the rest are all guests.

Ms. Nelsen asked what are the rules? They're allowed one guest each?

Mr. Soriano responded you can bring in five per day, just like you can for the pool.

Mr. Thomas stated on the weekend you can charge double.

Mr. Davis stated we have to change that.

Mr. Soriano stated our basketball courts are not a popular one on the weekends, it's our pool. Basketball is popular after school, so we see that later in the evening. We can do things like say at the basketball court you're only allowed two, then you get that argument from basketball players that they're only allowed two when there are five allowed at the pool.

Mr. Davis stated 20 residents end up being 100 people at the pool and only 20 are actually residents.

Mr. Soriano stated pickleball was the last item I had for you unless there are any questions on the maintenance items completed last month.

Mr. Davis stated we had three ATV/golf carts go down this month?

Mr. Soriano responded not really, I just sent them all in this month to get repaired. One just needed a solenoid. The other cart is actually still sitting at the golf cart repair.

Mr. Thomas asked what about the floor plans for the fitness center?

Mr. Soriano responded I changed up the floor plan because the electrician came in and is going to be working this week and we have to have dedicated outlets for the treadmills versus the stepmills so to save money he suggested moving my plan a little bit so I will bring that back to you. I do have to forewarn you, the supplier for the Hammer Strength equipment

does not have everything in stock right now and they're concerned with when they're going to get it in stock. My main concern with that is those were the ones we were looking at that were lower cost because they were refurbished so if we want to hurry, we have to look at brand new equipment and the cost on that is just higher. When it comes to Hammer Strength or free weights, as long as I get a one-year warranty it's the same equipment. It's not like cardio where the motors start to go bad from years of usage, so I don't understand paying twice as much. I can bring it back to you if they tell me we might be a couple months out, but I was just going to wait to see if we can still get the items we looked at.

Ms. Kimberly Farrell stated on the basketball courts, another thing they talked about if they end up doing the pickleball courts is saving those basketball hoops and stands for Phase 1 for when they need to be replaced.

Mr. Soriano stated yes, they would give that equipment to you guys because they wouldn't need the backboards anymore.

Mr. Davis asked where would you store it at?

Mr. Soriano responded we have a couple of storage units, and they can sit over here in this shop. You guys haven't really had problems with yours, they have had problems where I've had to replace multiple backboards in a period of a year or two.

Mr. Horton asked is there a cardio place downstairs at this district?

Mr. Soriano responded yes; they have ellipticals. They don't have a stepmill. I thought about trying to get them one, but the problem down there is it's a suspended ceiling and there's not enough space to climb up that big thing, but they have ellipticals and treadmills.

Mr. Horton asked how does it compare to ours?

Mr. Soriano responded it's much smaller. It's comparative to what you would get when you have the hotel fitness center or something like that.

Mr. Horton stated is Middle Village going to help over there because it's so much larger and we're expanding and all that?

Mr. Soriano stated if we look at that, we can look at that for every single thing we do. When I buy toilet paper, I buy the cartons and I split it 50/50 with you guys, where it could be one month you guys use more toilet paper than they do so I just split it. I can't break everything down. I understand what you're saying, but I don't believe it's unreasonable. You don't have to do anything.

Mr. Thomas stated let's just get those numbers and whatever we vote is the law.

Mr. Soriano stated the wording on the rules is 30 at any one time for the basketball courts. It doesn't say together so we could limit to it 30 period. There have been times when I've seen more than 5 on 5 on each court and 10 kids sitting out to the side waiting to go for the next game.

NINTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Audience Comments

A resident asked what is being paid on a yearly basis for the CDD fee?

Mr. Perry responded for operations and maintenance I believe it's about \$730.

Mr. Soriano stated for a single-family home. We do have multiple rates for condos, townhouses and single-family homes. The highest is single family home and it's about \$1,600 a year. It might be \$1,650. About \$900 of that goes toward paying off our bonds from years ago and the rest is what goes towards operations and maintenance.

The resident asked how long does the CDD fee run for?

Mr. Perry responded the debt service portion of it is a 30-year bond and these were refinanced in 2013, but I think they started in 2005.

Mr. Soriano responded I think your side is 2004 and this side is 2005.

Mr. Perry stated so they have about 14 years left on the bonds, but the operations and maintenance is in perpetuity just like a city.

The resident stated I'm in phase one.

Mr. Soriano stated that's what this meeting is for.

Supervisor's Requests

Mr. Horton asked have you heard anything from the Sheriff's Department about that building?

Mr. Soriano responded no. I was just told that trailer is not condemned and somebody else wants to use it so they're going to take it since the Sheriff's Department didn't want it. I don't know if they're in any hurry to put any funds towards doing anything else either because that was part of the arrangement was we did have a facility or something and a spot to put it.

Mr. Horton asked what about the pool leak?

Mr. Soriano responded they told me it was going to be a couple of months out before they even put us on the schedule if you're asking about the big leak that we're dealing with.

Mr. Horton stated I've been down to the rec center several times and I never see the security and in fact last time I went looking for the guy and none of the staff could see where he was at. How do we know if they're making their rounds or not to make it worthwhile?

Ms. Grizzle responded we receive a report every morning that shows what time they check in. They take photos of where they're at. If there's an incident, they have to write a report and it's mandatory to write so many reports during their shift and those reports get sent to Jay and anyone else that is interested in knowing how many rounds those officers are making I can pull those numbers and get that together for you guys.

Mr. Eckert stated and that's just to be provided to board members in their capacity as board members, and board members should not share the information with anyone.

Mr. Soriano stated I do get those reports, sometimes multiple times a night, especially if they have anything they're concerned with so I can see by email that they're making multiple rounds that night.

Ms. Nelsen asked isn't there a number up on the bulletin boards that we could call and it goes to the office?

Mr. Soriano responded there's dispatch, but I didn't put it up on the bulletin boards.

Mr. Horton asked do they check in with anybody when they come on?

Mr. Soriano responded yes. I see them, Wanda sees them, and the fitness center sees them. They usually check in with the fitness center and our off-duty officers have mentioned they see them a lot more now. I don't think they realized it was a new company.

Ms. Suchsland stated we see them.

Mr. Soriano stated they're definitely in comparison doing more. Can I see that every one of them is going to be great and doing nine to ten rounds a night? Not without me out here watching them the whole time but they are definitely doing more than our old one.

Mr. Lanier stated we've talked about a one-time retention payment for a long-term employee and as mentioned earlier we haven't had assessments increased since 2012 and I think a big portion of that is the money that has been saved through diligent work and also the time. A normal rotation for a property manager is four to five years before they move on, so I think somebody that has been working with us for 10 years up this point is pretty impressive. I

hesitate to talk about this with the individual in the room, but it's an open meeting. The board from this side has agreed that it is a good idea, and they were willing to pony up with a not to exceed amount for it assuming that we would match. There are no promises, but I think we are pretty reasonable with this. They said up to a not to exceed of \$5,000 on their end and if we pony up and match it that would be \$10,000 so I would like to make the motion that we match that with an amount not to exceed \$5,000 on our end for a one-time retention payment for Jay Soriano.

Mr. Eckert stated it would take the form of an addendum to the GMS contract.

On MOTION by Mr. Lanier seconded by Mr. Davis with all in favor a one-time retention payment to Jay Soriano in an amount not to exceed \$5,000 was approved.

TENTH ORDER OF BUSINESS**Next Scheduled Meeting**

Mr. Perry stated the next scheduled meeting is October 11th at 4:00 p.m. Marilee will be conducting the meetings from now on.

Mr. Lanier stated I would like to say thank you Jim for everything you have done for this community. You've opened my eyes, you've always given great counsel, and I want to say thank you for all of the help you've given me personally.

Mr. Perry stated I thank the Board for supporting staff and GMS over the years, especially staff. It's really appreciated.

ELEVENTH ORDER OF BUSINESS**Adjournment**

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting
August 31, 2021



DOUBLE BRANCH
Community Development District
Combined Balance Sheet
August 31, 2021

	<u>Governmental Fund Types</u>					Totals (Memorandum Only)
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
ASSETS:						
Cash	\$9,817	\$147,493	\$343,730	---	---	\$501,040
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<u>Series 2013A-1</u>						
Revenue	---	---	---	\$591,078	---	\$591,078
Reserve A1	---	---	---	\$868,932	---	\$868,932
Prepayment	---	---	---	\$144	---	\$144
Acquisition and Construction	---	---	---	---	\$18,600	\$18,600
<u>Series 2013A-2</u>						
Reserve A2	---	---	---	\$95,634	---	\$95,634
<u>Operations</u>						
Custody Account-General Fund Excess	\$1,995	---	---	---	---	\$1,995
Custody Account-Recreation Fund Excess	---	\$16,437	---	---	---	\$16,437
Custody Account-Recreation Fund Reserve	---	---	\$73	---	---	\$73
<u>State Board</u>						
General Fund	\$57,474	---	---	---	---	\$57,474
Recreation	---	\$683,863	---	---	---	\$683,863
Capital Reserve	---	---	\$1,088,343	---	---	\$1,088,343
Due From Capital Reserve Fund	---	\$300	---	---	---	\$300
Due from Other	\$25	\$92	---	---	---	\$117
Due From Middle Village	---	\$5,957	---	---	---	\$5,957
Electric Deposits	---	\$4,583	---	---	---	\$4,583
TOTAL ASSETS	\$69,311	\$859,398	\$1,432,147	\$1,555,788	\$18,600	\$3,935,244
LIABILITIES:						
Accounts Payable	\$850	\$18,572	---	---	---	\$19,423
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	---	\$9,604	---	---	---	\$9,604
Due to Rec Fund	---	---	\$300	---	---	\$300
FUND BALANCES:						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$1,555,788	---	\$1,555,788
Restricted for Capital Projects	---	---	---	---	\$18,600	\$18,600
Assigned	---	\$34,717	\$1,431,847	---	---	\$1,466,564
Unassigned	\$68,308	\$791,921	---	---	---	\$860,228
TOTAL LIABILITIES & FUND EQUITY	\$69,311	\$859,398	\$1,432,147	\$1,555,788	\$18,600	\$3,935,244

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

	AMENDED BUDGET	PRORATED BUDGET THRU 8/31/2021	ACTUAL THRU 8/31/2021	VARIANCE
Assessment - Tax Roll	\$177,985	\$177,985	\$178,350	\$365
Interest Income	\$200	\$183	\$110	(\$73)
Miscellaneous Income	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$178,185	\$178,168	\$178,460	\$292

EXPENDITURES:

Administrative

Supervisors Fees	\$12,000	\$11,000	\$10,400	\$600
FICA Expense	\$918	\$842	\$796	\$46
Engineering	\$5,000	\$4,583	\$0	\$4,583
Arbitrage	\$700	\$700	\$700	\$0
Dissemination	\$1,333	\$1,222	\$1,222	\$0
Assessment Roll	\$8,212	\$8,212	\$8,212	\$0
Attorney	\$42,000	\$38,500	\$34,887	\$3,613
Annual Audit	\$5,900	\$5,900	\$4,800	\$1,100
Trustee fees	\$8,815	\$8,815	\$8,815	\$0
Management Fees	\$59,963	\$54,966	\$54,966	(\$0)
Information Technology	\$2,142	\$1,964	\$1,963	\$0
Telephone	\$290	\$290	\$584	(\$294)
Postage	\$1,900	\$1,742	\$1,102	\$640
Printing & Binding	\$3,400	\$3,117	\$1,928	\$1,189
Records Storage	\$300	\$275	\$0	\$275
Insurance	\$8,333	\$8,333	\$8,333	\$0
Legal Advertising	\$2,000	\$1,833	\$1,399	\$435
Office Supplies	\$350	\$321	\$240	\$81
Website Compliance	\$2,250	\$2,063	\$2,111	(\$49)
Dues, Licenses, Subscriptions	\$175	\$175	\$175	\$0
Reserve	\$12,204	\$12,204	\$12,204	\$0
Transfer Out	\$90,000	\$90,000	\$90,000	\$0

TOTAL EXPENDITURES	\$268,185	\$257,055	\$244,837	\$12,219
EXCESS REVENUES (EXPENDITURES)	(\$90,000)		(\$66,376)	
FUND BALANCE - Beginning	\$90,000		\$134,684	
FUND BALANCE - Ending	\$0		\$68,308	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Assessment - Tax Roll	\$0	\$8,129	\$160,306	\$2,064	\$1,906	\$1,006	\$2,561	\$510	\$1,869	\$0	\$0	\$0	\$178,350
Interest Income	\$14	\$14	\$12	\$12	\$9	\$9	\$8	\$7	\$6	\$13	\$5	\$0	\$110
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$14	\$8,143	\$160,318	\$2,076	\$1,916	\$1,015	\$2,568	\$517	\$1,875	\$13	\$5	\$0	\$178,460
Expenditures:													
<u>Administrative</u>													
Supervisors Fees	\$1,000	\$1,000	\$1,000	\$800	\$1,000	\$800	\$1,000	\$1,000	\$1,000	\$800	\$1,000	\$0	\$10,400
FICA Expense	\$77	\$77	\$77	\$61	\$77	\$61	\$77	\$77	\$77	\$61	\$77	\$0	\$796
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$0	\$700
Dissemination	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$111	\$0	\$1,222
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	\$2,388	\$2,316	\$3,462	\$5,003	\$3,475	\$0	\$0	\$34,887
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,800	\$0	\$0	\$0	\$4,800
Trustee fees	\$3,409	\$0	\$0	\$0	\$0	\$5,406	\$0	\$0	\$0	\$0	\$0	\$0	\$8,815
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$54,966
Computer Time	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$178	\$0	\$1,963
Telephone	\$54	\$67	\$38	\$10	\$30	\$120	\$63	\$63	\$71	\$53	\$14	\$0	\$584
Postage	\$15	\$121	\$129	\$22	\$180	\$38	\$18	\$264	\$12	\$144	\$160	\$0	\$1,102
Printing & Binding	\$168	\$122	\$183	\$92	\$199	\$326	\$30	\$114	\$221	\$295	\$177	\$0	\$1,928
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	\$209	\$157	\$0	\$139	\$177	\$0	\$1,399
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$21	\$21	\$21	\$21	\$21	\$47	\$1	\$21	\$21	\$27	\$20	\$0	\$240
Website Compliance	\$188	\$188	\$236	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$0	\$2,111
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$12,204	\$0	\$0	\$0	\$0	\$0	\$12,204
Transfer Out	\$90,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,000
Total Administrative	\$119,068	\$9,430	\$10,750	\$10,748	\$13,215	\$14,660	\$21,391	\$10,632	\$16,677	\$10,468	\$7,798	\$0	\$244,837
Excess Revenues (Expenditures)	(\$119,053)	(\$1,286)	\$149,568	(\$8,672)	(\$11,300)	(\$13,645)	(\$18,823)	(\$10,114)	(\$14,802)	(\$10,455)	(\$7,793)	\$0	(\$66,376)

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

	AMENDED BUDGET	PRORATED BUDGET THRU 8/31/2021	ACTUAL THRU 8/31/2021	VARIANCE
REVENUES:				
Maintenance Assessments-Tax Roll	\$1,462,648	\$1,462,648	\$1,465,649	\$3,001
Interest Income	\$1,000	\$917	\$960	\$43
Amenities Revenue	\$33,690	\$30,883	\$29,091	(\$1,791)
Sports Revenue	\$11,000	\$11,000	\$28,370	\$17,370
TOTAL REVENUES	\$1,508,338	\$1,505,447	\$1,524,071	\$18,623

EXPENDITURES:

Administrative:

Management Fees - Onsite	\$178,487	\$163,613	\$163,613	\$0
Insurance	\$68,797	\$68,797	\$71,995	(\$3,198)
Other Current Charges	\$3,818	\$3,500	\$3,672	(\$172)
Permit Fees	\$1,635	\$1,499	\$747	\$751
Total Administrative	\$252,737	\$237,409	\$240,027	(\$2,618)

Maintenance:

Common Area

Security	\$50,920	\$46,677	\$50,401	(\$3,724)
Security - Clay County Off-Duty Sheriff	\$43,050	\$39,463	\$34,784	\$4,678
Water - Irrigation	\$9,000	\$8,250	\$7,567	\$683
Irrigation Maintenance	\$4,250	\$3,896	\$1,270	\$2,626
Streetlighting	\$33,066	\$30,311	\$25,466	\$4,845
Electric	\$42,000	\$38,500	\$23,590	\$14,910
Landscape Maintenance	\$378,424	\$346,889	\$346,897	(\$8)
Common Area Maintenance	\$43,564	\$39,934	\$30,491	\$9,443
Lake Maintenance	\$28,116	\$25,773	\$22,770	\$3,003
Landscape Reserve	\$30,000	\$30,000	\$30,000	\$0
Capital Reserve	\$15,565	\$15,565	\$15,565	\$0
Repairs and Replacement	\$95,000	\$87,083	\$89,189	(\$2,105)
General Reserve	\$26,759	\$26,759	\$26,759	\$0
Total Common Area	\$799,714	\$739,098	\$704,749	\$34,349

Recreation Facility

Amenity Staff	\$110,000	\$110,000	\$130,675	(\$20,675)
Refuse Services	\$10,000	\$9,167	\$9,239	(\$73)
Telephone	\$5,592	\$5,126	\$4,849	\$277
Electric	\$40,000	\$36,667	\$28,284	\$8,383
Cable	\$12,319	\$11,292	\$7,269	\$4,023
Pool Maintenance	\$50,000	\$45,833	\$23,182	\$22,651
Water / Sewer/Reclaim	\$48,000	\$44,000	\$40,251	\$3,749
Facility Maintenance-General	\$43,500	\$39,875	\$28,318	\$11,557
Facility Maintenance-Preventative	\$13,117	\$12,024	\$4,495	\$7,529
Facility Maintenance - Contingency	\$34,750	\$31,854	\$21,629	\$10,225
Lighting Repairs	\$8,500	\$7,792	\$5,335	\$2,457
Special Events	\$10,500	\$9,625	\$1,617	\$8,008
Office Supplies & Equipment	\$6,664	\$6,109	\$967	\$5,142
Janitorial	\$59,412	\$54,461	\$49,683	\$4,778
Recreation Passes	\$5,500	\$5,042	\$3,662	\$1,380

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

	AMENDED BUDGET	PRORATED BUDGET THRU 8/31/2021	ACTUAL THRU 8/31/2021	VARIANCE
<u>Recreation Facility-Continued</u>				
Pool Pump Reserve	\$6,500	\$6,500	\$6,500	\$0
Pool Leak Repairs	\$5,000	\$4,583	\$795	\$3,788
Multiuse Field	\$21,250	\$19,479	\$0	\$19,479
Transfer Out	\$200,000	\$200,000	\$200,000	\$0
Total Recreation Facility	\$690,604	\$659,429	\$566,752	\$92,677
Total Maintenance	\$1,490,318	\$1,398,527	\$1,271,500	\$127,027
TOTAL EXPENDITURES	\$1,743,055	\$1,635,936	\$1,511,528	\$124,408
EXCESS REVENUES (EXPENDITURES)	(\$234,717)		\$12,543	
FUND BALANCE - Beginning	\$234,717		\$783,961	
FUND BALANCE - Ending	\$0		\$796,504	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Maintenance Assessments-Tax Roll	\$0	\$66,802	\$1,317,364	\$16,960	\$15,667	\$8,271	\$21,042	\$4,189	\$15,356	\$0	\$0	\$0	\$1,465,649
Interest Income	\$89	\$89	\$73	\$75	\$60	\$102	\$97	\$84	\$71	\$147	\$73	\$0	\$960
Amenities Revenue	(\$6)	\$209	\$336	\$245	\$425	\$3,705	\$7,966	\$9,667	\$925	\$3,055	\$2,565	\$0	\$29,091
Sports Revenue	\$0	\$0	\$0	\$1,325	\$2,210	\$1,255	\$0	\$5,460	\$13,532	\$4,188	\$400	\$0	\$28,370
Total Revenues	\$83	\$67,100	\$1,317,773	\$18,604	\$18,361	\$13,332	\$29,105	\$19,401	\$29,884	\$7,389	\$3,038	\$0	\$1,524,071

Expenditures:

Administrative

Management Fees - Onsite	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$14,874	\$0	\$163,613
Insurance	\$72,252	\$0	\$0	\$0	\$0	(\$257)	\$0	\$0	\$0	\$0	\$0	\$0	\$71,995
Other Current Charges	\$220	\$203	\$319	\$267	\$172	\$185	\$402	\$428	\$461	\$604	\$410	\$0	\$3,672
Permit Fees	\$54	\$27	\$390	\$0	\$223	\$27	\$27	\$0	\$0	\$0	\$0	\$0	\$747
Total Administrative	\$87,400	\$15,104	\$15,582	\$15,141	\$15,269	\$14,829	\$15,303	\$15,302	\$15,335	\$15,478	\$15,284	\$0	\$240,027

MAINTENANCE- Common Area

Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$4,095	\$7,110	\$6,705	\$7,076	\$0	\$50,401
Security - Clay County Off-Duty Sheriff	\$3,648	\$3,678	\$3,873	\$2,015	\$2,831	\$3,150	\$1,740	\$3,124	\$3,114	\$4,830	\$2,783	\$0	\$34,784
Water - Irrigation	\$915	\$438	\$577	\$772	\$711	\$655	\$694	\$516	\$616	\$599	\$1,075	\$0	\$7,567
Irrigation Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,270	\$0	\$0	\$0	\$0	\$1,270
Streetlighting	\$2,302	\$2,302	\$2,318	\$2,318	\$2,318	\$2,318	\$2,318	\$2,318	\$2,318	\$2,318	\$2,318	\$0	\$25,466
Electric	\$2,194	\$2,245	\$1,869	\$2,162	\$1,641	\$2,515	\$2,462	\$2,406	\$2,475	\$1,598	\$2,023	\$0	\$23,590
Landscape Maintenance	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$31,536	\$0	\$346,897
Common Area Maintenance	\$4,647	\$767	\$2,428	\$1,809	\$516	\$3,527	\$3,487	\$2,261	\$5,832	\$5,217	\$0	\$0	\$30,491
Lake Maintenance	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$0	\$22,770
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$15,565	\$0	\$0	\$0	\$0	\$0	\$15,565
Repairs and Replacement	\$13,232	\$7,494	\$8,226	\$8,403	\$7,848	\$9,340	\$4,605	\$3,541	\$13,650	\$4,490	\$8,359	\$0	\$89,189
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$26,759	\$0	\$0	\$0	\$0	\$0	\$26,759
Total Common Area	\$64,779	\$54,766	\$57,132	\$55,321	\$53,707	\$59,347	\$121,236	\$53,138	\$68,720	\$59,363	\$57,239	\$0	\$704,749

Recreation Facility

Amenity Staff	\$11,297	\$4,557	\$7,466	\$3,763	\$3,999	\$6,985	\$4,780	\$9,296	\$16,441	\$42,763	\$19,328	\$0	\$130,675
Refuse Service	\$790	\$788	\$788	\$794	\$867	\$876	\$867	\$867	\$867	\$867	\$867	\$0	\$9,239
Telephone	\$702	\$444	\$442	\$181	\$445	\$444	\$444	\$335	\$634	\$390	\$389	\$0	\$4,849
Electric	\$3,437	\$2,538	\$1,433	\$1,959	\$1,758	\$2,056	\$2,303	\$2,608	\$3,458	\$3,393	\$3,341	\$0	\$28,284
Cable	\$631	\$640	\$640	\$657	\$671	\$671	\$671	\$674	\$666	\$674	\$672	\$0	\$7,269
Pool Maintenance/Chemicals	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$2,107	\$0	\$23,182
Water/Sewer/Reclaim	\$3,463	\$3,327	\$2,749	\$2,756	\$2,639	\$3,684	\$4,057	\$4,423	\$4,146	\$4,438	\$4,569	\$0	\$40,251
Facility Maintenance - General	\$3,625	\$3,377	\$3,297	\$3,389	\$2,374	\$3,421	\$3,391	\$1,883	\$3,561	\$0	\$0	\$0	\$28,318

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	\$288	\$795	\$0	\$0	\$155	\$0	\$0	\$4,495
Facility Maintenance - Contingency	\$2,895	\$2,563	\$2,667	\$2,656	\$1,878	\$2,795	\$1,997	\$1,285	\$2,893	\$0	\$0	\$0	\$21,629
Lighting Repairs	\$708	\$702	\$705	\$679	\$152	\$705	\$655	\$325	\$703	\$0	\$0	\$0	\$5,335
Special Events	\$0	\$183	\$738	\$0	\$154	\$225	\$316	\$0	\$0	\$0	\$0	\$0	\$1,617
Office Supplies and Equipment	\$352	\$37	\$37	\$58	\$146	\$103	\$56	\$37	\$37	\$61	\$42	\$0	\$967
Janitorial	\$4,601	\$4,631	\$5,269	\$4,487	\$4,484	\$4,251	\$4,956	\$4,251	\$4,251	\$4,251	\$4,251	\$0	\$49,683
Recreation Passes	\$200	\$0	\$0	\$0	\$1,088	\$0	\$200	\$1,088	\$1,088	\$0	\$0	\$0	\$3,662
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$6,500	\$0	\$0	\$0	\$0	\$0	\$6,500
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$795	\$0	\$0	\$0	\$0	\$795
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
	\$235,670	\$26,667	\$29,518	\$23,930	\$22,763	\$28,612	\$34,096	\$29,975	\$40,853	\$59,100	\$35,568	\$0	\$566,752
Total Expenses	\$387,849	\$96,537	\$102,232	\$94,392	\$91,739	\$102,788	\$170,634	\$98,415	\$124,908	\$133,941	\$108,092	\$0	\$1,511,528
Excess Revenues (Expenditures)	(\$387,766)	(\$29,438)	\$1,215,541	(\$75,788)	(\$73,378)	(\$89,456)	(\$141,530)	(\$79,014)	(\$95,025)	(\$126,552)	(\$105,054)	\$0	\$12,543

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

	AMENDED BUDGET	PRORATED THRU 8/31/2021	ACTUAL THRU 8/31/2021	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$1,000	\$1,000	\$1,541	\$541
Landscape Reserve - Transfer In	\$30,000	\$30,000	\$30,000	\$0
Capital Reserve - Transfer In	\$15,565	\$15,565	\$15,565	\$0
Pool Pump Reserve - Transfer in	\$6,500	\$6,500	\$6,500	\$0
General Reserve - Transfer in	\$26,759	\$26,759	\$26,759	\$0
General Fund Reserve- Transfer in	\$12,204	\$12,204	\$12,204	\$0
Interfund Transfer In	\$290,000	\$290,000	\$290,000	\$0
TOTAL REVENUES	\$382,028	\$382,028	\$382,569	\$541
<u>EXPENDITURES:</u>				
Other Current Charges	\$0	\$0	\$0	\$0
Landscape Reserves	\$0	\$0	\$2,800	(\$2,800)
Capital Projects	\$0	\$0	\$157,434	(\$157,434)
TOTAL EXPENDITURES	\$0	\$0	\$160,234	(\$160,234)
EXCESS REVENUES (EXPENDITURES)	\$382,028		\$222,335	
FUND BALANCE - Beginning	\$1,238,762		\$1,209,512	
FUND BALANCE - Ending	\$1,620,790		\$1,431,847	

DOUBLE BRANCH
COMMUNITY DEVELOPMENT DISTRICT
DEBT SERVICE FUND
Series 2013 A-1, & 2013 A-2 Special Assessment Bonds
Statement of Revenues & Expenditures
For The Period Ending August 31, 2021

	ADOPTED BUDGET	PRORATED THRU 8/31/2021	ACTUAL THRU 8/31/2021	VARIANCE
<u>Revenues:</u>				
Special Assessments - Tax Roll	\$1,961,878	\$1,961,878	\$1,966,956	\$5,078
Assessments- Prepayment	\$0	\$0	\$0	\$0
Interest Income	\$10,000	\$9,167	\$507	(\$8,659)
TOTAL REVENUES	\$1,971,878	\$1,971,045	\$1,967,463	(\$3,582)
<u>Expenditures:</u>				
<u>Series 2013 A-1</u>				
Interest Expense - 11/1	\$369,552	\$369,552	\$369,552	\$0
Interest Expense - 5/1	\$369,552	\$369,552	\$369,552	\$0
Principal Expense 5/1	\$1,015,000	\$1,015,000	\$1,015,000	\$0
<u>Series 2013 A-2</u>				
Interest Expense - 11/1	\$52,181	\$52,181	\$52,181	\$0
Interest Expense - 5/1	\$52,181	\$52,181	\$52,181	\$0
Principal Expense 5/1	\$85,000	\$85,000	\$85,000	\$0
TOTAL EXPENDITURES	\$1,943,466	\$1,943,466	\$1,943,466	\$0
EXCESS REVENUES (EXPENDITURES)	\$28,412		\$23,997	
<i>Net change in Fund Balance</i>	\$28,412		\$23,997	
FUND BALANCE - Beginning	\$687,628		\$1,531,791	
FUND BALANCE - Ending	\$716,040		\$1,555,788	

Revenue	\$591,078
Reserve 2013-1	\$868,932
Reserve 2013-2	\$95,634
Prepayment	\$144
Total	\$1,555,788

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

		<div style="border: 1px solid black; padding: 5px;"> SERIES 2013 A-1 AND A-2 </div>
<u>REVENUES:</u>		
Interest Income		\$5
TOTAL REVENUES		<div style="border: 1px solid black; padding: 2px;">\$5</div>
<u>EXPENDITURES:</u>		
Capital Outlay - Series 2013 A1 and A2		\$0
Cost of Issuance		\$0
TOTAL EXPENDITURES		<div style="border: 1px solid black; padding: 2px;">\$0</div>
EXCESS REVENUES (EXPENDITURES)		<div style="border: 1px solid black; padding: 2px;">\$5</div>
FUND BALANCE - Beginning		<div style="border: 1px solid black; padding: 2px;">\$18,595</div>
FUND BALANCE - Ending		<div style="border: 1px solid black; padding: 2px;">\$18,600</div>

Double Branch

Community Development District

Long Term Debt Report

Series 2013 A-1 Special Assessment Refunding Bonds	
Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,932
 Bonds outstanding - 9/30/2013	 \$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Less: May 1, 2019 (Mandatory)	(\$955,000)
Less: May 1, 2020 (Mandatory)	(\$980,000)
Less: May 1, 2021 (Mandatory)	(\$1,015,000)
 Current Bonds Outstanding	 \$17,435,000

Series 2013 A-2 Special Assessment Refunding Bonds	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$95,634
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)
Less: May 1, 2021 (Mandatory)	(\$85,000)
 Current Bonds Outstanding	 \$1,730,000

C.

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
TOTAL ASSESSED	45,481	1,961,878.15	177,889.82	1,461,865.84	3,601,633.81

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/18/20	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
8	04/12/21	51,841.25	28,238.91	2,560.51	21,041.83
9	05/11/21	10,321.07	5,622.08	509.77	4,189.22
10	06/05/21	14,431.44	7,861.08	712.79	5,857.57
TAX CERTIFICATES	06/11/21	23,401.81	12,747.41	1,155.85	9,498.55
			-	-	-
			-	-	-
			-	-	-
			-	-	-
TOTAL TAX ROLL RECEIPTS		3,610,955.27	1,966,955.72	178,350.22	1,465,649.33

PERCENT COLLECTED	TOTAL	DEBT	O&M
TOTAL PERCENT COLLECTED	100.26%	100.26%	100.26%

D.

Double Branch

Community Development District

Check Run Summary September 30, 2021

Fund	Date	Check No.	Amount
General Fund			
Payroll	9/10/21	50895-50899	\$ 923.50
Sub-Total			\$ 923.50
Accounts Payable	9/23/21	1667-1669	\$ 16,601.49
Sub-Total			\$ 16,601.49
Recreation Fund			
Accounts Payable	9/7/21	6840-6842	\$ 9,302.49
	9/22/21	6843-6857	\$ 111,121.29
	9/24/21	6858-6859	\$ 1,745.85
	9/30/21	6860-6866	\$ 36,343.09
Sub-Total			\$ 158,512.72
Capital Reserve Fund			
Accounts Payable	9/24/21	55-57	\$ 5,105.00
Sub-Total			\$ 5,105.00
Total			\$ 181,142.71

Attendance Sheet


District Name: Double Branch, CDD

Board Meeting Date: September 7, 2021

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

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

Approved for Payment:


District Manager Signature

9/7/21
Date

PLEASE RETURN COMPLETED FORM TO DANIEL

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/23/21	00052	9/09/21 14146	202109 300-15500-10100		*	8,625.00	
		FY22 INSURANCE RENEWAL		EGIS INSURANCE ADVISORS LLC			8,625.00 001667
9/23/21	00023	8/06/21 0199073	202107 310-51300-31100		*	1,902.50	
		JUL PROFESSIONAL SERVICES		ENGLAND-THIMS & MILLER, INC.			1,902.50 001668
9/23/21	00035	9/01/21 2213	202109 310-51300-34000		*	4,996.92	
		SEPT MANAGEMENT FEES			*	187.50	
		9/01/21 2213	202109 310-51300-52000		*	161.83	
		SEPT WEBSITE ADMIN			*	111.08	
		9/01/21 2213	202109 310-51300-35100		*	41.80	
		SEPT INFORMATION TECH			*	155.51	
		9/01/21 2213	202109 310-51300-31300		*	365.85	
		SEPT DISSEM AGENT SERVICE			*	53.50	
		9/01/21 2213	202109 310-51300-51000		*		
		OFFICE SUPPLIES			*		
		9/01/21 2213	202109 310-51300-42000		*		
		POSTAGE			*		
		9/01/21 2213	202109 310-51300-42500		*		
		COPIES			*		
		9/01/21 2213	202109 310-51300-41000		*		
		TELEPHONE					
				GOVERNMENTAL MANAGEMENT SERVICES			6,073.99 001669
TOTAL FOR BANK A						16,601.49	
TOTAL FOR REGISTER						16,601.49	

DBBR DOUBLE BRANCH OKUZMUK



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

INVOICE

Customer	Double Branch Community Development District
Acct #	282
Date	09/09/2021
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 81,868.00
Payment Amount	
Payment for:	Invoice#14146
100121544	

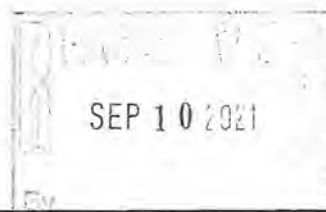
Thank You

Please detach and return with payment



Customer: Double Branch Community Development District

Invoice	Effective	Transaction	Description	Amount
14146	10/01/2021	Renew policy	Policy #100121544 10/01/2021-10/01/2022 Florida Insurance Alliance — FV2022 Package - Renew policy Due Date: 9/9/2021	81,868.00



52A

Total
\$ 81,868.00

Thank You

300.1580.10000

GF \$8,625.
Rec \$73,243.00

= \$81,868.00

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

Remit Payment To: Egis Insurance Advisors, LLC	(321)233-9939	Date
Lockbox 234021 PO Box 84021	sclimer@egisadvisors.com	09/09/2021
Chicago, IL 60689-4002		

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

GF

August 6, 2021
Project No: 01149.32000
Invoice No: 0199073

Project 01149.32000 Double Branch CDD - 2014/2015 General Consulting Engineering Services (WA#18A)

Work Description: Inspection for Annual Report

Professional Services rendered through July 31, 2021

Professional Personnel

	Hours	Rate	Amount
Sr. Inspector	.50	130.00	65.00
Inspector	17.50	105.00	1,837.50
Totals	18.00		1,902.50
Total Labor			1,902.50

Invoice Total this Period \$1,902.50

23A
1.310.57300.31100



England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • Tel 904-642-8990 • Fax 904-646-9485
CA-00002584 LC-0000016

Billing Backup

ENGLAND-THIMS AND MILLER, INC.

Invoice 0199073 Dated 8/6/2021

Friday, August 6, 2021

7:40:12 AM

Project 01149.32000 Double Branch CDD - 2014/2015 General Consulting Engineering Services (WA#18A)

Professional Personnel

			Hours	Rate	Amount
Sr. Inspector					
14250	Donchez, James	7/24/2021	.50	130.00	65.00
Inspector					
22100	Lanh, Pong	7/17/2021	1.00	105.00	105.00
22100	Lanh, Pong	7/17/2021	15.00	105.00	1,575.00
22100	Lanh, Pong	7/24/2021	1.50	105.00	157.50
Totals			18.00		1,902.50
Total Labor					1,902.50

Total this Project \$1,902.50

Total this Report \$1,902.50

England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8500 • fax 904-646-9485
CA-00002584 LC-0000316

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

Invoice #: 2213

Invoice Date: 9/1/21

Due Date: 9/1/21

Case:

P.O. Number:

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

35A

Description	Hours/Qty	Rate	Amount
General Fund - Management Fees - September 2021 1.310.513.340		4,996.92	4,996.92
Website Administration - September 2021 1.310.513.520		187.50	187.50
Information Technology - September 2021 1.310.513.357		161.83	161.83
Dissemination Agent Services - September 2021 1.310.513.313		111.08	111.08
Office Supplies 1.310.513.510		41.80	41.80
Postage 1.310.513.420		155.51	155.51
Copies 1.310.513.425		365.85	365.85
Telephone 1.310.513.410		53.50	53.50

**Total** \$6,073.99**Payments/Credits** \$0.00**Balance Due** \$6,073.99

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT	#
9/07/21	00092	9/01/21 2217	202108 300-36900-10300	AUG FAC EVNT STAFF AMENIT	GOVERNMENTAL MANAGEMENT SERVICES	*	118.75	118.75	006840
9/07/21	00186	9/01/21 13129560	202109 320-57200-46300	SEPT POOL CHEMICALS	POOLSURE	*	2,107.49	2,107.49	006841
9/07/21	00839	8/01/21 7034	202108 320-57200-34500	AUG SECURITY OFFICER	SECURITY DEVELOPMENT GROUP LLC	*	7,076.25	7,076.25	006842
9/22/21	00028	8/17/21 213448	202109 320-57200-46610	SECURITY MONITORING	ATLANTIC SECURITY	*	300.00	300.00	006843
9/22/21	00478	9/07/21 CAK-1477	202109 320-57200-62000	REC. PASSES	CARDS AND KEYFOBS	*	1,125.99	1,125.99	006844
9/22/21	00154	8/18/21 33943	202108 320-57200-63100	RPRS ON PUMP MOTOR	COM-PAC FILTRATION, INC.	*	74.48	74.48	006845
9/22/21	00262	9/09/21 14146	202109 300-15500-10000	FY22 INSURANCE RENEWAL	EGIS INSURANCE ADVISORS LLC	*	73,243.00	73,243.00	006846
9/22/21	00262	9/13/21 WC100121	202109 300-15500-10100	FY22 WORKERS COMPENSATION	EGIS INSURANCE ADVISORS LLC	*	1,502.00	1,502.00	006847
9/22/21	00092	9/01/21 2214	202109 310-51300-34000	SEPT REC FAC MANAGEMENT	GOVERNMENTAL MANAGEMENT SERVICES	*	14,873.95	14,873.95	006848
9/22/21	00092	9/13/21 2218	202109 300-36900-10300	SEPT FAC EVENT STAFF	GOVERNMENTAL MANAGEMENT SERVICES	*	100.00	100.00	006849
9/22/21	00647	9/08/21 117414	202109 300-15500-10100	FY22 FIRE ALARM SERVICE	JSC SYSTEMS	*	706.00	706.00	006850
9/22/21	00024	9/01/21 599989	202109 320-57200-46800	SEPT LAKE MAINTENANCE	THE LAKE DOCTORS, INC.	*	2,070.00	2,070.00	006851

*** CHECK DATES 09/01/2021 - 09/30/2021 ***

DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/22/21	00863	9/11/21 09112021	202109 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				MARGARET SAUNDERS			100.00 006852
9/22/21	00297	9/01/21 297	202109 320-57200-61000	SEPT JANITORIAL SERVICES	*	4,251.00	
				RIVERSIDE MANAGEMENT SERVICES, INC			4,251.00 006853
9/22/21	00839	9/01/21 7127	202109 320-57200-34500	SEPT SECURITY OFFICERS	*	7,110.00	
				SECURITY DEVELOPMENT GROUP LLC			7,110.00 006854
9/22/21	00264	8/05/21 411A	202108 320-57200-63100	INSTL RANCH STYLE FENCE	*	2,460.00	
		8/05/21 412	202108 320-57200-63100	INSTL2RAIL RANCH STYL FNC	*	2,460.00	
				T FENCEMAN INC			4,920.00 006855
9/22/21	00382	6/28/21 91716952	202106 320-57200-63100	6/28/21 MAT CLEANING	*	77.55	
		7/05/21 91716973	202107 320-57200-63100	7/5/21 MAT CLEANING	*	81.03	
		7/12/21 91716994	202107 320-57200-63100	7/12/21 MAT CLEANING	*	77.55	
		7/19/21 91717015	202107 320-57200-63100	7/19/21 MAT CLEANING	*	77.55	
		7/26/21 91717037	202107 320-57200-63100	7/26/21 MAT CLEANING	*	77.55	
		8/02/21 91717058	202108 320-57200-63100	8/2/21 MAT CLEANING	*	78.71	
		8/09/21 91717079	202108 320-57200-63100	8/9/21 MAT CLEANING	*	77.55	
		8/16/21 91717100	202108 320-57200-63100	8/16/21 MAT CLEANING	*	77.55	
		8/23/21 91717122	202108 320-57200-63100	8/23/21 MAT CLEANING	*	77.55	
				UNIFIRST CORPORATION			702.59 006856
9/22/21	00399	9/01/21 01420499	202109 330-57200-50000	SEPT BASE CHARGE	*	42.28	
				XEROX CORPORATION			42.28 006857
9/24/21	00422	9/20/21 64187450	202109 320-57200-63100	RPLC JANITORIAL SUPPLIES	*	797.61	
				THE HOME DEPOT PRO			797.61 006858

DBBR DOUBLE BRANCH OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		8/27/21	2215 202106 320-57200-49400	JUNE SPECIAL EVENTS	*	701.20	
		8/27/21	2215 202106 320-57200-51000	JUNE OFFICE SUPPLIES	*	297.96	
		8/27/21	2215 202106 320-57200-34600	JUNE AQUA STAFF	*	297.96	
		8/27/21	2215 202106 320-57200-62000	JUNE REC PASSES	*	214.64	
GOVERNMENTAL MANAGEMENT SERVICES						2,965.83	006861
9/30/21	00092	7/16/21	2209 202107 300-36900-10300	JUL FAC EVENT STAFF	*	300.00	
		8/12/21	2211 202107 320-57200-46600	JUL FAC MAINT GENERAL	*	3,299.00	
		8/12/21	2211 202107 320-57200-46620	JUL FAC MAINT CONT	*	2,697.00	
		8/12/21	2211 202107 320-57200-46630	JUL LIGHTING REPAIRS	*	659.00	
		8/12/21	2211 202107 320-57200-46400	JUL COMMON AREA MAINT	*	2,861.00	
		8/12/21	2211 202107 320-57200-63100	MAINTENANCE SUPPLIES	*	2,592.89	
GOVERNMENTAL MANAGEMENT SERVICES						12,408.89	006862
9/30/21	00092	9/21/21	2221 202108 320-57200-46600	AUG FAC MAINT GENERAL	*	2,971.00	
		9/21/21	2221 202108 320-57200-46620	AUG FAC MAINT CONT.	*	2,456.00	
		9/21/21	2221 202108 320-57200-46630	AUG LIGHTING REPAIRS	*	315.00	
		9/21/21	2221 202108 320-57200-46400	AUG COMMON AREA MAINT	*	1,617.00	
		9/21/21	2221 202108 320-57200-63100	REPAIRS/REPLACEMENT	*	1,889.98	
GOVERNMENTAL MANAGEMENT SERVICES						9,248.98	006863
9/30/21	00092	9/16/21	2219 202109 320-57200-46600	REC FAC MANAGEMENT	*	5,597.50	
GOVERNMENTAL MANAGEMENT SERVICES						5,597.50	006864
9/30/21	00864	9/22/21	09222021 202109 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
NEKIA JACKSON						100.00	006865
9/30/21	00297	9/21/21	300 202109 320-57200-46400	SEPT PRESSURE WASHING	*	3,003.00	

DBBR DOUBLE BRANCH OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		9/21/21 301	202109 320-57200-46400		*	650.00	
		SEPT ADDTL PRESS WASHING		RIVERSIDE MANAGEMENT SERVICES, INC			3,653.00 006866

TOTAL FOR BANK B						158,512.72	
TOTAL FOR REGISTER						158,512.72	

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2217

Invoice Date: 9/1/21


Due Date: 9/1/21

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Event Staff through August 26, 2021	4.75	25.00	118.75
Amenities Revenue 2-369-103 2-300-369-10300 92B			
			
Total			\$118.75
Payments/Credits			\$0.00
Balance Due			\$118.75

9/1/21
CA

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
4.75	Facility Event Staff	\$ 25.00	\$ 118.75

Covers Period End: August 26, 2021

Amenities Revenue # 2-369-103



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


Invoice

Date 9/1/2021

Invoice # 131295601755

Terms	Net 20
Due Date	9/21/2021
PO #	
For Invoice Grouping	No

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>Sept Pool Chemicals</i> <i>2- 320-57200-46300</i> <i>186B</i>	1	ea	108.18
				

Total 2,107.49
Amount Due \$2,107.49

Remittance Slip

Customer
130AK102
Invoice #
131295601755

Amount Due \$2,107.49

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295601755



Security Development Group, LLC
8130 Baymeadows Way W., Suite 302
Jacksonville, FL 32256
htillman@sthreesecurity.com
www.sthreesecurity.com

INVOICE

BILL TO

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

INVOICE # 7034

DATE 08/01/2021

DUE DATE 08/31/2021

TERMS End of the month

SERVICE MONTH

August *Security Officer*

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I 10 hours (3p-1a) dedicated foot patrol Mon-Fri; 12 hours (1p-1a) dedicated foot patrol Sat-Sun	328	22.50	7,380.00

PAYMENT 303.75
BALANCE DUE **\$7,076.25**

APPROVED
Code to:
Double Branch Security
2-320-572-345

839B





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
09/07/2021	\$300.00	08/17/2021

INVOICE NO. 213448

Site: 370 Oakleaf Village Parkway
Orange Park
Site Address: 370 Oakleaf Village Parkway
Orange Park FL 32065
Period: 09/01/2021 to 08/31/2022
Recurring No.: 5809
Job Name:
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	\$25.00	\$300.00
Sub-Total ex Tax			\$300.00
Tax			\$0.00
Total			\$300.00

"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

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

Sub-Total ex Tax	\$300.00
Tax	\$0.00
Total inc Tax	\$300.00
Amount Applied	\$0.00
Balance Due	\$300.00

2819

Code to:

02-380-572-4661

Double Branch Facility Maintenance- Preventative Contracts



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

PLEASE PAY BY	AMOUNT	INVOICE DATE
09/07/2021	\$300.00	08/17/2021

INVOICE NO. 213448

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. 213448

NAME:	Oakleaf Plantation	DUE DATE:	09/07/2021	AMOUNT DUE:	\$300.00
--------------	---------------------------	------------------	-------------------	--------------------	-----------------

Please Reference: 213448

Invoice / Order Detail

Thank you for ordering at CardsAndKeyfobs.com

Order Detail

Order ID: #14779
Invoice: #CAK-14779
Date Added: 09/07/2021

Payment Method: Purchase Order
(#JSO09072021)
Shipping Method: USPS Express (Weight: 16.00lb)

Payment Address

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

Shipping Address

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

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

**Code to: 50/50 split
2-330-572-49300**

Middle Village Rec Passes

2-330-572-6200

Double Branch Rec. Passes

Sub-
Total: \$2,152.00

USPS
Express
(Weight:
16.00lb): \$99.99

4780

Total: \$2,251.99

/2

For NET30 and check orders:
Mail payment to:
CardsAndKeyfobs.com
PO BOX 205
SAINT ANTHONY, ID 83445

\$ 1,125.995

Order Comments

PO Number: JSO09072021





2020 West Beaver Street
Jacksonville, FL 32209
Phone: 904-356-4003

Invoice

Date	Invoice Number
8/18/2021	33943

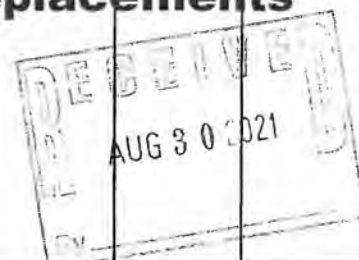
Bill To
Middle Village 845 Oakleaf Plantation Pkwy Orange Park, FL 32065

Ship To
Middle Village 845 Oakleaf Plantation Pkwy Orange Park, FL 32065

SO Number
081621-10

Terms	PO Number	Project Name	WO Number	Quote Number	Due Date	Ship Via	Ship Date
Net 10 after completion				081621-3DT	8/18/2021	cust. pick...	8/18/2021
Qty	Item	Description	Rate	Amount			
1	Item Compac	CV45 3/8"x8" ss threaded rod	74.48	74.48			
1	Item Compac	Complete seal kit for C-Series pump 254,256,284,286JM motor -Motor Seal -Paper Gaskets -Shaft Sleeve	434.02	434.02			
	Discount	Preferred Customer Discount	-251.71	-251.71			

Code to: Split
Double Branch Repair and Replacements
2.320.57200.63100 (\$74.48)
Middle Village Repair and Replacements
34-600-538-64000(\$182.31)



Insufficient funds due to returned checks, wire transfers and/or credit cards will be subject to loss of customer discount and will incur a 1.5% finance charge compounded monthly until paid in full.
Customer discount will be revoked and charged back to the Final Invoice if not paid within the specified terms.
Please Note: 30 Days On Returns
No Returns On Custom Made Items.

Subtotal	USD 256.79
Sales Tax (0.0%)	USD 0.00
Additional Payments/Credits	USD 0.00
Balance Due	USD 256.79



INVOICE

Customer	Double Branch Community Development District
Acct #	282
Date	09/09/2021
Customer Service	Kristina Rudez
Page	1 of 1

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

Payment Information	
Invoice Summary	\$ 81,868.00
Payment Amount	
Payment for:	Invoice#14146
100121544	

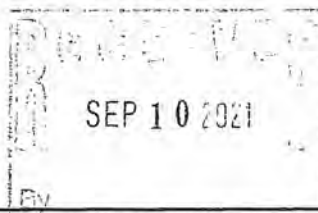
Thank You

Please detach and return with payment



Customer: Double Branch Community Development District

Invoice	Effective	Transaction	Description	Amount
14146	10/01/2021	Renew policy	Policy #100121544 10/01/2021-10/01/2022 Florida Insurance Alliance — FY2022 Package - Renew policy Due Date: 9/9/2021	81,868.00



262B

Total
\$ 81,868.00

Thank You

GF \$8,625
Rec \$73,243.00

= \$81,868.00

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

Remit Payment To: Egis Insurance Advisors, LLC	(321)233-9939	Date
Lockbox 234021 PO Box 84021	sclimer@egisadvisors.com	09/09/2021
Chicago, IL 60689-4002		



Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

Workers Compensation

Double Branch Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

Quotation being provided for:

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

Term: October 1, 2021 to October 1, 2022

Coverage Provided by: Florida Insurance Alliance

Quote Number: WC100121544

TYPE OF INSURANCE

Part A	Workers Compensation <ul style="list-style-type: none">• Benefits: FL Statutory (Medical, Disability, Death)
Part B	<u>Employers Liability:</u> <ul style="list-style-type: none">• \$1,000,000- Each Accident• \$1,000,000- Disease- Policy Limit• \$1,000,000- Disease- Each Employee

Class Code	Description	Payroll	Rate	Premium
9063	YMCA	\$130,000	0.93	\$1,209.00
Total Manual Premium				\$1,209.00
Increased ELL 1M/1M/1M				\$120.00
				<hr/> \$1,329.00
Workplace Safety Credit – 2%				\$0.00
Drug Free Workplace Credit – 5%				\$0.00
Experience Modification				1.000000
Standard Premium				<hr/> \$1,329.00
Expense Constant				\$160.00
Terrorism				\$13.00
Policy Total				<hr/> \$1,502.00

Additional terms and conditions, including but not limited to:

1. Please review the quote carefully, as coverage terms and conditions may not encompass all requested coverages.
2. The Coverage Agreement premium shall be pro-rated as of the first day of coverage from the minimum policy premium.
3. Down payment is due at inception.
4. The Trust requires that the Member maintains valid and current certificates of workers' compensation insurance on all work performed by persons other than its employees.
5. If NCCI re-promulgates a mod, we will honor the mod as promulgated. If the mod changes during the fund year, we reserve the right to apply a correct mod back to the inception date of the Coverage Agreement.
6. Safety and Drug Free program credits (if applicable) are subject to program requirements.
7. Payrolls are subject to final audit.
8. Deletion of any coverage presented, Package and/or Workers' Compensation, will result in re-pricing of account.


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

Invoice

Invoice #: 2214
Invoice Date: 9/1/21
Due Date: 9/1/21
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
Recreation - Facility Management - Oakleaf Plantation - September 2021 2.310.513.3400		14,873.95	14,873.95
			

Total	\$14,873.95
Payments/Credits	\$0.00
Balance Due	\$14,873.95

9/9/21
CDD

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

Invoice

Invoice #: 2218
Invoice Date: 9/13/21
Due Date: 9/13/21
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
Facility Event Staff through September 9, 2021 Amenities Revenue 2-369-103	4	25.00	100.00



Total	\$100.00
Payments/Credits	\$0.00
Balance Due	\$100.00

9/14/21
CAR

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

DOUBLE BRANCH CODE

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
4.00	Facility Event Staff	\$ 25.00	\$ 100.00

Covers Period End: September 9, 2021

Amenities Revenue # 2-369-103



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

INVOICE

Invoice Date	Invoice #
9/8/2021	117414
Customer PO #	

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

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

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

64713
2,300.15500,10100

JSC Job #	Terms	Date Shipped	Ship Via
JSVF-036	Due Upon Receipt	09/08/2021	

Quantity	Item / Description	Unit Price	Amount
1.00	Annual Full Service Fire Alarm Maintenance and Inspection for the period of 10/01/2021 - 09/30/2022. <i>Fy22 Fire Alarm service</i>	706.00	706.00

Code to:
2-330-572-4661
Double Branch Preventative contracts

RECEIVED
SEP 13 2021
By _____

Sub-Total	706.00
Tax	0.00
Total Invoice Amount	706.00

Conditions of Sale

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

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 #	599989
Account #	708477
Invoice Date	9/1/2021
Due Date	9/11/2021
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)	2,070.00
Code to: 2-320-572-4680 Double Branch Lake Maintenance		
Customer Total Balance \$4,140.00		
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 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 #	599989
Account #	708477
Date	9/1/2021

Go Green! Contact us at Payments@lakedoctors.com to have your invoices emailed.

For address and contact updates, please email us at
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 _____

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MARGARET SAUNDERS

Date: September 13, 2021 at 3:11 PM

To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Cc: Daniel Laughlin dlaughlin@gmsnf.com, Marilee Giles mgiles@gmsnf.com

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka Oakleaf Village CLUBROOM (SATURDAY) 10:00 A.M. to 2:00 P.M.
- DATE OF VENUE – SEPTEMBER 11, 2021
- RESIDENT – MARGARET SAUNDERS
- ADDRESS – 3750 SILVER BLUFF BLVD #2705, ORANGE PARK, FL 32065
- AMOUNT OF REFUND – \$100.00
 - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA (2805):
 - DATED: 7/19/21
 - SEQ#: 2
 - BATCH#: 197
 - INVOICE#: 2
 - APPROVAL CODE: 06009C
 - AMOUNT: \$100.00

863 B

Rental
Deposit
Refund

2-300-36900-10300

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/19/21	07/19/21	09/11/21	Margaret Saunders - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-06009C

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

Thank you.

I will be out of the office THURSDAY, SEPTEMBER 16, 2021 and SUNDAY, SEPTEMBER 19, 2021, therefore, if you require immediate attention please email me, or you may leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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



Invoice

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

297B

RECEIVED
SEP 08 2021
BY _____

Total	\$4,251.00
Payments/Credits	\$0.00
Balance Due	\$4,251.00

9/9/21



Security Development Group, LLC
8130 Baymeadows Way W., Suite 302
Jacksonville, FL 32256
htillman@sthreesecurity.com
www.sthreesecurity.com

INVOICE

BILL TO

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

INVOICE # 7127**DATE** 09/01/2021**DUE DATE** 09/30/2021**TERMS** End of the month**SERVICE MONTH**

September

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I 10 hours (3p-1a) dedicated foot patrol Mon-Fri; 12 hours (1p-1a) dedicated foot patrol Sat-Sun	316	22.50	7,110.00

BALANCE DUE**\$7,110.00**

839B

APPROVED
Code to:
Double Branch Security
2-320-572-345

Sept security officers



" Built With Pride and Quality "

DATE: 8/5/2021
INVOICE # 411A
FOR: Parking lot tree side

Double Branch
370 Oakleaf Village parkway
Orange park, Fl. 32065
Jay S. 904 562-0249

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!

T Fenceman Inc.

" Built With Pride and Quality "

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

DATE: 8/5/2021
INVOICE # 412
FOR: Parking lot back side

Bill To:
Double Branch
370 Oakleaf Village parkway
Orange park, Fl. 32065
Jay S. 904 562-0249

DESCRIPTION	AMOUNT
1. Install 156' of white 2 rail ranch style vinyl fence 2. All post will be set in concrete	2,460.00
2-320-57200-63100 264B	
TOTAL	\$ 2,460.00

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!

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

09-01-21
Invoice Date
014204491
Invoice Number
720343326
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN
AMOUNT

BASE CHARGE

SEPTEMBER

42.28

SUB TOTAL

42.28

TOTAL

42.28

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



2-330-57200-5000
399B

XEROX FEDERAL IDENTIFICATION #16-0468020

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

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

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

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



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

Invoice Amount

PLEASE PAY
01-569-8562 4 720343326 014204491 09-01-21 THIS AMOUNT
RR004157 M 070121
03 6GSW 6GSW W 00000 5933 1 B15

\$42.28
VFL40

202100008070060 0142044913 0300042287 272034332680

Invoice

Payment

PO BOX 2317
Jacksonville, FL 32203-2317

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

INVOICE DATE 09/20/21
INVOICE NUMBER 641874508
ACCOUNT NUMBER 647283
ORDER NUMBER MULTIPLE

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

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

www.HomeDepotPro.com/Institutional

ORDER DATE	ORDER NO.	CUSTOMER P.O.	SHIPPED VIA	TERMS	SALESPERSON				
09/17/21	MULTIPLE			NET 30 DAYS	VERONICA WOOD				
LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT AMT T
1	REN06132-WB	8	CONTROLLED HARD ROLL TOWEL NATURAL	6	6	0	CA	62.18	373.08
2	REN14512-CA	8	RENOWN LNR 40X48 12MIC NAT - NATURA	6	6	0	CA	44.50*	267.00
3	REN06125-WB	8	RENOWN SINGLE ROLL BATH TISSUE 2PLY	8	8	0	CA	63.09	504.72
4	APP17104	8	APPEAL HAND SOAP DISP BLK 1000ML -	8	8	0	EA	9.53	76.24
5	APP17100-04	8	APPEAL GEN PURP FOAM HAND SOAP - 10	6	6	0	CA	38.72	232.32
6	309330283	8	RENOWN 1/2 FLD TLT ST CVR	2	0	2	CA	78.90	0.00
\$7.95 Handling Charge									
Delivery information for this invoice may be found at: www.HomeDepotPro.com/Institutional									
7	FRS3WDS60-LAV	1	WAVE 3D URINAL SCREEN FABULOUS - LA	1	1	0	CA	133.92	133.92

Code to: Split 50/50
Double Branch Repair and Replacements
2.320.57200.63100

Middle Village Repair and Replacements
34-600-538-64000

422B

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
	0.00	7.95	0.00	1,595.23

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS
RETURN THIS PORTION WITH YOUR REMITTANCE

Pro Institutional
formerly SupplyWorks

ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT DUE
647283	09/20/21	641874508	1,595.23

BILL TO:


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

REMIT TO:

The Home Depot Pro
PO Box 40468
Atlanta, GA 30384-4468

NET
AMOUNT
PAID



INVOICE DATE	INVOICE #	AMOUNT	CUSTOMER COMMENTS
4/12/21	9171672240	77.55	 <p>Code to: Double Branch Repair and Replacements 2.320.57200.63100</p>
6/28/21	9171695295	77.55	
7/05/21	9171697387	81.03	
7/12/21	9171699490	77.55	
7/19/21	9171701585	77.55	
7/26/21	9171703718	77.55	
8/02/21	9171705819	78.71	
8/09/21	9171707933	77.55	
8/16/21	9171710079	77.55	
8/23/21	9171712203	77.55	
STATEMENT DATE	ACCOUNT #	AMOUNT DUE	
8/30/21	999548	780.14 \$948.24	

CURRENT	30 DAYS	60 DAYS	90 DAYS and OVER
311.36	313.68	77.55	77.55

382B

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:
8/30/21
Invoices Paid
Amount Paid
\$948.24
Customer Number
999548

INVOICE NUMBER 917 1695295
INVOICE DATE 6/28/21
CUSTOMER# (BILL TO) 999548
A/R NUMBER
CUSTOMER

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

RTE# 02610

DOUBLE BRANCH CDD



91716952958

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE
917 1695295

DATE
6/28/21

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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		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

COVID-19 UPDATE: The safety and well-being of our staff, customers, and the communities in which we operate will always be our number one priority. That's why we continue to enforce comprehensive safety protocols at all of our locations and for all of our Team Partners. For UniFirst's latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

392B

INVOICE NUMBER 917 1697387 REMIT TO: UniFirst Corporation
 INVOICE DATE 7/05/21 P. O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

9171697387F

- 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 1697387 7/05/21 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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		FINANCE CHARGE			3.48					
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			81.03					
		TOTAL SERVICE CHARGES								
		AMOUNT DUE								

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

SOIL PICK UP COUNT SH PT OT NO

COVID-19 UPDATE: The safety and well-being of our staff, customers, and the communities in which we operate will always be our number one priority. That's why we continue to enforce comprehensive safety protocols at all of our locations and for all of our Team Partners. For UniFirst's latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

382b

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

917 1697387
7/05/21
999548

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

TX 75265

RTE# 02610

DOUBLE BRANCH CDD



9171697387F

PAYMENT AMOUNT \$

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 002
FL 32219

INVOICE
917 1697387

DATE
7/05/21

PAYMENT TERMS
CHARGE

PURCHASE ORDER

CONTRACT
668911

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

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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					

SERVICE HEREIN RENDERED IS PURSUANT TO A WRITTEN CONTRACT
WITH UNIFIRST CORPORATION OR UNIFIRST HOLDINGS, INC.

CUSTOMER SERVICE

INVOICE NUMBER 917 1701585 REMIT TO: UniFirst Corporation
INVOICE DATE 7/19/21 P.O. BOX 650481
CUSTOMER# (BILL TO) 999548 Dallas TX 75265
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ 91717015851

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE 917 1701585 DATE 7/19/21 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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		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 *Deliver*

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

COVID-19 UPDATE: The safety and well-being of our staff, customers, and the communities in which we operate will always be our number one priority. That's why we continue to enforce comprehensive safety protocols at all of our locations and for all of our Team Partners. For UniFirst's latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

38213

INVOICE NUMBER 917 1703718 REMIT TO: UniFirst Corporation
INVOICE DATE 7/26/21 P. O. BOX 650481
CUSTOMER# (BILL TO) 999548 Dallas TX 75265
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$ 91717037181

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE
917 1703718

DATE
7/26/21

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					
		MAT-4X6 HD GREAT IMP		5	52.30			7/19	5	
		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 _____

COVID-19 UPDATE: The safety and well-being of our staff, customers, and the communities in which we operate will always be our number one priority. That's why we continue to enforce comprehensive safety protocols at all of our locations and for all of our Team Partners. For UniFirst's latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

38213

INVOICE NUMBER 917 1705819 REMIT TO: UniFirst Corporation
 INVOICE DATE 8/02/21 P.O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

91717058195

- 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 1705819 8/02/21 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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		FINANCE CHARGE			1.16					
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			78.71					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

[Signature]

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

COVID-19 UPDATE: The safety and well-being of our staff, customers, and the communities in which we operate will always be our number one priority. That's why we continue to enforce comprehensive safety protocols at all of our locations and for all of our Team Partners. For UniFirst's latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

382B

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

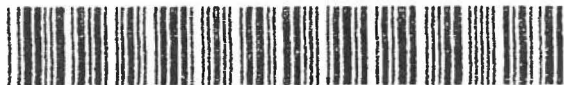
917 1707933
8/09/21
999548

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

TX 75265

RTE# 02610

DOUBLE BRANCH CDD



91717079334

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 1707933

8/09/21

CHARGE

668911

SHIP TO

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

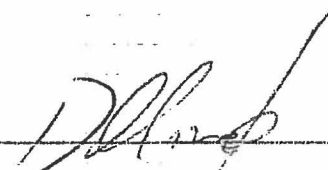
BILL TO

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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		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	

COVID-19 UPDATE: The safety and well-being of our staff, customers, and the communities in which we operate will always be our number one priority. That's why we continue to enforce comprehensive safety protocols at all of our locations and for all of our Team Partners. For UniFirst's latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

3823

INVOICE NUMBER 917 1710079 REMIT TO: UniFirst Corporation
INVOICE DATE 8/16/21 P.O. BOX 650481
CUSTOMER# (BILL TO) 999548 Dallas TX 75265
A/R NUMBER RTE# 02610
CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

9171710079%

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
FL 32219

INVOICE 917 1710079
DATE 8/16/21

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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		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

COVID-19 UPDATE: The safety and well-being of our staff, customers, and the communities in which we operate will always be our number one priority. That's why we continue to enforce comprehensive safety protocols at all of our locations and for all of our Team Partners. For UniFirst's latest COVID-19 information, please visit UniFirst.com/CV or UniFirst.ca/CV.

INVOICE NUMBER 917 1712203
INVOICE DATE 8/23/21
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 \$



9171712203X

- 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 1712203

8/23/21

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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		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 _____ DT _____ NO _____

INVOICE NUMBER 917 1714329 REMIT TO: UniFirst Corporation
 INVOICE DATE 8/30/21 P.O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

91717143291

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
 4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
 FL 32219

INVOICE 917 1714329 DATE 8/30/21 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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		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



INVOICE NUMBER 917 1716464 REMIT TO: UniFirst Corporation
 INVOICE DATE 9/06/21 P. O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER
 CUSTOMER DOUBLE BRANCH CDD RTE# 02610

PAYMENT AMOUNT \$



91717164643

- 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 1716464 9/06/21 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					
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		FINANCE CHARGE			4.70					
		DEFE CHARGE			24.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			82.25					
		TOTAL SERVICE CHANGES								
		AMOUNT DUE								

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

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

[Signature]



SERVICE HEREIN RENDERED IS PURSUANT TO A WRITTEN CONTRACT WITH UNIFIRST CORPORATION OR UNIFIRST HOLDINGS, INC.

CUSTOMER SERVICE

INVOICE NUMBER 917 1718574 REMIT TO: UniFirst Corporation
 INVOICE DATE 9/13/21 P. O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER
 CUSTOMER RTE# 02610
 DOUBLE BRANCH CDD

PAYMENT AMOUNT \$



91717185747

- 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 1718574 9/13/21 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 QTY.	AMOUNT	TAX AMOUNT	ADJ. AMOUNT	ADD DATE	DEL. QTY.	PICK UP
		MAT-4X6 HD GREAT IMP		5	52.30			1/19	5	
		DEFE CHARGE			24.00					
		MAT PROTECTION		540	1.25					
		INVOICE SUB-TOTAL			77.55					

TOTAL SERVICE CHANGES

AMOUNT DUE

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

[Signature]

SOIL PICK UP COUNT SH PT OT NO

As we believe that transparency and proactive communications are essential to maintaining long-term relationships, we're sending you this advance notification that, beginning with your next invoice, you'll see an increase to your UniFirst pricing due to rises in labor, energy, and other operational expenses as a result of a range of market conditions. If you have any questions, please speak with your Route Service Representative (RSR) or call the number at the top of this invoice.



INVOICE NUMBER 917 1718574
INVOICE DATE 9/13/21
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 \$

91717185747

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
4251 PERIMETER IND PKWY E JACKSONVILLE FL 32219

PAGE 002
FL 32219

INVOICE 917 1718574 DATE 9/13/21 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					



INVOICE NUMBER 917 1720681 REMIT TO: UniFirst Corporation
 INVOICE DATE 9/20/21 P.O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

9171720681%

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
 4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 001
 FL 32219

INVOICE 917 1720681 DATE 9/20/21 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					
		MAT-4X6 HD GREAT IMP		5	58.60			1/19	5	
		DEFE CHARGE			26.00					
		MAT PROTECTION		5	1.25					
		INVOICE SUB-TOTAL			85.85					

TOTAL SERVICE CHANGES

AMOUNT DUE

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

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

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



INVOICE NUMBER 917 1720681 REMIT TO: UniFirst Corporation
 INVOICE DATE 9/20/21 P. O. BOX 650481
 CUSTOMER# (BILL TO) 999548 Dallas TX 75265
 A/R NUMBER RTE# 02610
 CUSTOMER DOUBLE BRANCH CDD



PAYMENT AMOUNT \$

9171720681%

- Please Detach and Return With Payment -

UniFirst

UniFirst Corporation
 4251 PERIMETER IND PKWY E JACKSONVILLE

PAGE 002
 FL 32219

INVOICE 917 1720681 DATE 9/20/21 PAYMENT TERMS CHARGE PURCHASE ORDER CONTRACT # 668711

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

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

IF YOU HAVE A QUESTION REGARDING THIS INVOICE, CALL:

704/353-4121

RTE# 02610

LKR/DEPT.	PER NUM	DESCRIPTION OF SERVICE	SVC RED.	BILLED QTY.	AMOUNT	TAX AMOUNT	ADD AMOUNT	ADD DATE	DEL. QTY.	PICK UP
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SERVICE HEREIN RENDERED IS PURSUANT TO A WRITTEN CONTRACT WITH UNIFIRST CORPORATION OR UNIFIRST HOLDINGS, INC.

CUSTOMER SERVICE


6510028098 ©2020 RR Donnelley, All rights reserved. 0867

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2216**Invoice Date:** 8/27/21**Due Date:** 8/27/21**Case:****P.O. Number:****Bill To:**

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

Description	92B	Hours/Qty	Rate	Amount
2.320.572.4100 - Phones - May 2021			88.47	88.47
2.320.572.49300 - Permits / Licenses - May 2021			26.95	26.95
2.320.572.63100 - Repair and Repalcements - May 2021			1,829.11	1,829.11
2.320.572.49400 - Special Events - May 2021			138.75	138.75
2.320.572.5100 - Office Supplies - May 2021			160.74	160.74
2.320.572.34600 - Aqua Staff - May 2021			124.87	124.87
				
Total				\$2,368.89
Payments/Credits				\$0.00
Balance Due				\$2,368.89

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – May 21, 2021

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
4/20/2021	Pats' Nuresery	197.8	Repair and Replacement			2.320.572.63100	197.8	197.8
4/20/2021	Pats' Nuresery	175.95	Repair and Replacement	34.600.538.64000	175.95			175.95
4/21/2021	Wawa	68.58	Repair and Replacement	34.600.538.64000	34.29	2.320.572.63100	34.29	68.58
4/21/2021	SafetySign	227.79	Repair and Replacement	34.600.538.64000	113.9	2.320.572.63100	113.89	227.79
4/22/2021	OfficeMAX	321.48	Office Supplies	2.330.572.51000	160.74	2.320.572.5100	160.74	321.48
4/22/2021	HarborFreight	54.78	Repair and Replacement	34.600.538.64000	27.39	2.320.572.63100	27.39	54.78
4/23/2021	SmartSign.com	200.54	Repair and Replacement	34.600.538.64000	100.27	2.320.572.63100	100.27	200.54
4/27/2021	FiltersFast	128.97	Repair and Replacement	34.600.538.64000	64.49	2.320.572.63100	64.48	128.97
4/29/2021	SeallT.com	51.17	Repair and Replacement			2.320.572.63100	51.17	51.17
4/30/2021	Leslies Pool Supply	31.91	Repair and Replacement	34.600.538.64000	15.96	2.320.572.63100	15.95	31.91
4/30/2021	InWater Tech	619	Repair and Replacement			2.320.572.63100	619	619
5/2/2021	RingCentral	176.94	Phones	2.330.572.4100	88.47	2.320.572.4100	88.47	176.94
5/7/2021	Pinch-a-Penny Pool Suply	36.53	Repair and Replacement	34.600.538.64000	18.27	2.320.572.63100	18.26	36.53
5/9/2021	1&1 Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
5/11/2021	Seals Unlntd	165.67	Repair and Replacement			2.320.572.63100	165.67	165.67
5/15/2021	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
5/15/2021	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
5/16/2021	Pats' Nuresery	197.6	Repair and Replacement	34.600.538.64000	98.8	2.320.572.63100	98.8	197.6
5/18/2021	Lifeguard Store	249.74	Aquatic Staff / Attendants	2.330.572.34600	124.87	2.320.572.34600	124.87	249.74
5/19/2021	Swank	250	Special Event	2.330.572.49400	125	2.320.572.49400	125	250
5/19/2021	Pinch-a-Penny Pool Suply	130.44	Repair and Replacement			2.320.572.63100	130.44	130.44
5/20/2021	Tractor Supply	171.96	Repair and Replacement	34.600.538.64000	85.98	2.320.572.63100	85.98	171.96
5/20/2021	Academy	193.44	Repair and Replacement	34.600.538.64000	96.72	2.320.572.63100	96.72	193.44
5/21/2021	Target	27.5	Special Event	2.330.572.49400	13.75	2.320.572.49400	13.75	27.5
Totals		\$3,749.69			\$1,380.80		\$2,368.89	\$3,749.69

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – May 21, 2021

Totals by GL

Double Branch: \$2368.89

2.320.572.4100 (DB Phones) – \$88.47
2.320.572.49300 (DB permits/ licenses) – \$26.95
2.320.572.63100 (DB Repair and Replacements) - \$1829.11
2.320.572.49400 (DB Special Events) – \$138.75
2.320.572.5100 (DB Office Supplies) – \$160.74
2.320.572.34600 (DB Aqua Staff) – \$124.87

Middle Village: \$1380.80

2.330.572.4100 (MV Phones) – \$88.47
2.310.513.49300 (MV permits/ licenses) – \$26.95
34.600.538.64000 (MV repair & replacements) – \$841.02
2.330.572.49400 (MV Special Events) – \$138.75
2.330.572.51000 (MV Office Supplies) – \$160.74
2.330.572.34600 (MV Aqua Staff) – \$124.87



JAY SORIANO
Card Ending 6-68052

				Amount
04/20/21	PAT'S NURSERY 0000 904-284-2011	FLEMING ISLAN	FL	\$175.95 ♦
04/20/21	PAT'S NURSERY 0000 904-284-2011	FLEMING ISLAN	FL	\$197.08 ♦
04/21/21	SAFETYSIGN.COM 8002746271	GARFIELD	NJ	\$227.79 ♦
04/21/21	WAWA 5266 000000000479168 6103588000	JACKSONVILLE	FL	\$68.58
04/22/21	OFFICE DEPOT #258 000000258 8004633768 DRUM,BROTHER,DR820,BLACK TONER,BROTHER,TN880,BLACK	JACKSONVILLE	FL	\$321.48 ♦
04/22/21	HARBOR FREIGHT TOOLS 800-444-3353	JACKSONVILLE	FL	\$54.78
04/23/21	SMARTSIGN SMT-387769 112012 MISCELLANEOUS GENERAL M	BROOKLYN	NY	\$200.54 ♦
04/27/21	FILTERS FAST 7048215157	CHARLOTTE	NC	\$128.97 ♦
04/29/21	BT*SEAL IT 123 13057969853	NORTH MIAMI	FL	\$51.17
04/30/21	IN *WATER TECH 2019279989	EAST BRUNSWICK	NJ	\$619.00 ♦
04/30/21	LESLIES POOLMART SWIMMING POOLS	JACKSONVILLE	FL	\$31.91
05/02/21	RINGCENTRAL, INC 2533961001 94002	BELMONT	CA	\$176.94 ♦
05/07/21	PINCH A PENNY - 242 000000001 9046999629	JACKSONVILLE	FL	\$36.53
05/09/21	1&1 IONOS 610-560-1589	https://www.ionos.com	PA	\$18.00
05/11/21	SEALS UNLIMITED INC -ECOM 000000001 8003461604	GOLDEN	CO	\$165.67 ♦
05/15/21	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
05/15/21	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
05/16/21	PAT'S NURSERY 0000 904-284-2011	FLEMING ISLAN	FL	\$197.60 ♦
05/18/21	LIFEGUARD STORE - ONLINE 0936 309-451-5858	NORMAL	IL	\$249.74 ♦

Continued on reverse

Detail Continued

♦ - denotes Pay Over Time activity

				Amount
05/19/21	PINCH A PENNY - 242 000000001 9046999629	JACKSONVILLE	FL	\$130.44 ♦
05/19/21	SWANK MOTION PICTURES IN 01806258 631271 BUSINESS SERVICES	SAINT LOUIS	MO	\$250.00 ♦
05/20/21	TRACTOR SUPPLY CO 8668724850 Retail Store	ORANGE PARK	FL	\$171.96 ♦
05/20/21	ACADEMY SPORTS 111-111-1111	ORANGE PARK	FL	\$193.44 ♦
05/21/21	TARGET JACKSONVILLE MANDARIN 1300 GROCERY STORE	JACKSONVILLE	FL	\$27.50

Fees

	Amount
Total Fees for this Period	\$0.00

Interest Charged

	Amount
Total Interest Charged for this Period	\$0.00

About Trailing Interest

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

2021 Fees and Interest Totals Year-to-Date

	Amount
Total Fees in 2021	\$95.00
Total Interest in 2021	\$0.00

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge
Pay Over Time option	29.24% (v)	\$0.00	\$0.00
Total			\$0.00
(v) Variable Rate			

Information on Pay Over Time**There is a no pre-set spending limit on your Card**

No Preset Spending Limit means your spending limit is flexible. Unlike a traditional card with a set limit, the amount you can spend adjusts based on factors such as your purchase, payment, and credit history.

Continued on next page



ACADEMY @ ORANGE PARK, FL 904-213-2080


05/20/21 16:56
406618 SALE 9337 0101 208

9' Market Umbrella / 117423904
6 @ \$29.99 EA 179.94
SUBTOTAL 179.94
7.50 % SALES TAX 13.50
TOTAL USD\$ 193.44

MID: XXXXXXXX5997
TID: XXXX8960
RRN: 084357
AMERICAN EXPRESS 193 44
XXXXXXXXXXXX8052
Chip Read
JAY SORIANO AUTH 808298
Mode: Issuer
AID: A000000025010801

FOR ALL. FOR LESS.™

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Share feedback about your experience within 72 hours at

www.academyfeedback.com

After completing the survey, enter for a chance to win a

\$1,000 Academy gift card!

NO PURCHASE NECESSARY. Odds depend on entries received. Enter by month-end. For complete details and official rules, see www.academy.com/officialrules.

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20210520165700010102089337

5/20/21 16:57

community. And no matter where we
do, we come back with

Order # 1002137604



POWERED BY MOOD:

Order Date: May 15, 2021

Items Ordered

Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none">• Ordered1• Shipped1	\$26.95

\$26.95

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

Order Information

Shipping Address

Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida, 32065

Billing Address

Oakleaf Plantation
475 W Town Pl

Payment Method

Credit Card

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056

Please use your browser's [Print](#) function to print this page.



ORDER PLACED
April 27, 2021

TOTAL
\$128.97

**ORDER # CP-
12958215**

Order Status: Paid

Billing Address:

Jay Soriano
GMS LLC
475 W Town Pl
Saint Augustine
FL, 32092-3648

Shipping Address:

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
Orange Park
FL32065-4259

Order Summary

Items Subtotal: \$119.97
Shipping: \$0.00
Tax: \$9.00
Grand Total: \$128.97

Payment Method: Credit Card



APC APCC7231 Replacement for Unicef C-5371
sku: C-5371
Unit Price: \$39.99
Quantity: 3
Product Total: \$119.97

HARBOR FREIGHT TOOLS

Quality Tools at Ridiculously Low Prices

JACKSONVILLE WEST FL #00213
8102 BLANDING BLVD. 27A
JACKSONVILLE, FL 32244
Telephone: (904) 573-9825

SALE

Customer Name: Jay soriano
Customer Number: 888002359461

44810 WELDING RODS 8PK ALUMINUM	\$16.99
44810 WELDING RODS 8PK ALUMINUM	\$16.99
44810 WELDING RODS 8PK ALUMINUM	\$16.99

Subtotal	\$50.97
Sales Tax %	\$3.81
Total	\$54.78

American Express \$54.78
Card No. XXXXXXXXXXXX8052
Expiration Date XX/XX
Auth. No. 872614

AMERICAN EXPRESS
Chip Read
Signature Verified
Mode: Issuer
AID: A000000025010801
TVR: 0000008000
IAD: 0656010360A006
TSI: F800
ARC: 00

Please Retain for Your Records

Store: 00213 Reg: 01 Tran: 855501
Date: 4/22/2021 3:49:53 PM Assoc: XXXXXX
Ticket: 01855501

Item(s) Sold: 3
Item(s) Returned: 0

WATER TECH CORP

10 Alvin Court - Ste 111
 East Brunswick NJ 08816
 P: 800-298-8800
 F: 800-488-0700

Invoice

Date	Invoice #
5/3/2021	316343

Bill To	Ship To
Double Branch CDD Jay Soriano 475 W. Town Pl. St. Augustine, FL 32092 904-342-1441	Double Branch CDD Jay Soriano 370 Oakleaf Village Pkwy Orange Park, FL 32065 904-342-1441

S.O. No.	P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	FOB
M014239	PL043021-1	Credit Card	5/3/2021	PL	5/3/2021	Prepaid	Orange P FL
Item	Description	Qty	Rate	Amount			
50000PL	Precision 2.0Li	1	599.00	599.00			
Shipping & Handl...		1	20.00	20.00			
					Subtotal		
					\$619.00		
					Sales Tax (6.625%)		
					\$0.00		
					Total		
					\$619.00		
					Payments/Credits		
					-\$619.00		
					Balance Due		
					\$0.00		



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: 05/07/2021
Invoice: 202032927877
Contract: 85644648
Customer ID: 270980442
Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices
Phone support: 1-877-300-8316
E-mail support: 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.

Invoice Summary (MyWebsite Creator+)

Billing period starting: 05/06/2021

Item	Service	Charges	Usage	Total
1	Basic Fee 05/06/2021-06/06/2021	\$18.00 a month	1 mo.	\$18.00

Total amount due Please DO NOT send cash, check or money order	\$18.00
--	----------------

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 for further information.



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

Store: 529 Register: 1
Date: 4/30/21 Time: 6:28 PM
Ticket: 46441
Salesperson: 50654 (Brandi B)
Customer ID: S00529000004398

Item	Qty	Price	Amount
TLR SULFIC ACID #9 3/4 OZ			
81380	1	7.42	7.42
TLR SULFIC ACID #9 3/4 OZ			
81380	1	7.42	7.42
TLR SULFIC ACID #9 3/4 OZ			
81380	1	7.42	7.42
TLR SULFIC ACID #9 3/4 OZ			
81380	1	7.42	7.42
Subtotal			29.68
Tax			2.23
Total\$			31.91

Amex Purchase 31.91
Apr 30 2021 06:29 pm Trans# 46441

TRANSACTION RECORD

Card Number : *****8052
Card Type : AMERICAN EXPRESS
Card Entry : CHIP
Trans Type : PURCHASE
Amount : \$31.91

Auth # : 888283
Sequence # : 000024
Reference # : 00000024
Term ID : 101
Date : 21/04/30
Time : 18:29:18

We are currently experiencing high order volume. Current lead time to ship orders is 5-7 business days.

We are working as fast as possible to ship your order! Thank you for your patience.



Order # 000702807

PROCESSING

May 18, 2021

Items Ordered

Product Name	SKU	Price	Qty	Subtotal
77' Precut Racing Lane Cable	210277	\$39.95	Ordered: 5	\$199.75
				Subtotal \$199.75
				Shipping & Handling \$35.00
				Tax \$14.99
				Grand Total \$249.74

Order Information

Shipping Address

Jay Soriano
GMS LLC
370 OAKLEAF VILLAGE
PKWY
ORANGE PARK, Florida,
32065-4259
United States
T: 9043421441

Shipping Method

Fedex - 2nd Day - Est.
Delivery Date:
5/26/2021

Billing Address

Jay Soriano
Jay Soriano
475 W TOWN PL STE
114
SAINT AUGUSTINE,
Florida, 32092-3649
United States
T: 9045620249

Payment Method

Credit Card

Credit American
Card Express
Type

Credit XXXX-
Card 8052
Number

Order # 1002137605



POWERED BY MOOD:

Order Date: May 15, 2021

Items Ordered

Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none">Ordered1Shipped1	\$26.95

\$26.95

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

Order Information

Shipping Address
Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida, 32065

Billing Address
Oakleaf Plantation
475 W Town Pl

Payment Method
Credit Card

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056

Office DEPOT OfficeMax

JACKSONVILLE - (904) 778-4882

04/22/2021 3:57 PM



V2VTGPQP5X54Y866M

SALE	258-4-1141-971800-21.4.2	
567887	DRM,HGH,YLD	165.99 SS
485141	TNR,SPR,HGH,YL	155.49 SS
	Subtotal:	321.48
	Sales Tax:	0.00
	Total:	321.48
	Amex 8052:	321.48

AUTH CODE 807626

TDS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0080008000

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.

Shop online at www.officedepot.com

WE WANT TO HEAR FROM YOU!

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and enter the survey code below:

1600 D1ZR H9NR

PAT'S NURSERY
7060 HWY 17
FLEMING ISLAND, FL 32003
904-284-2011

Cashier: Ava
20-Apr-2021 3:14:26P

Transaction **604947**
1 Plant \$119.00
1 ea @ \$119.00/ea
1 Plant \$6.95
1 ea @ \$6.95/ea
1 Delivery Fee \$50.00
Total \$175.95

CREDIT CARD SALE
AMEX 8052 \$175.95

20-Apr-2021 3:15:20P
\$175.95 | Method: EMV
AMERICAN EXPRESS XXXXXXXXXXXX8052
JAY SORIANO
Reference ID: 111000635106 | Auth ID:
855792
MID: *****3887
AID: A000000025010801
AthNtwkNm: AMEX

Thank you for supporting the little man.



Order C1YKRXGBS8M08
Payment ZBDYMQ4X7HX1E

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<https://clover.com/privacy>

PAT'S NURSERY

7060 HWY 17
FLEMING ISLAND, FL 32003
904-284-2011

Cashier: Ava
20-Apr-2021 3:15:44P

Transaction **604948**
1 Plant \$47.68
32 ea @ \$1.49/ea
1 Plant \$149.40
60 ea @ \$2.49/ea

Total \$197.08

CREDIT CARD SALE
AMEX 8052 \$197.08

20-Apr-2021 3:16:30P
\$197.08 | Method: EMV
AMERICAN EXPRESS XXXXXXXXXXXX8052
JAY SORIANO
Reference ID: 111000635116 | Auth ID:
821160
MID: *****3887
AID: A000000025010801
AthNtwkNm: AMEX

Thank you for supporting the little man.



MS5NCTHWQ9QP8

Order QB3YX73WSH59C
Payment MS5NCTHWQ9QP8

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PAT'S NURSERY

7060 HWY 17
FLEMING ISLAND, FL 32003
9042842011

Middle Village Community Development Dist

Cashier: Trish

16-May-2021 10:23:33A

Transaction 606889

2	Plant	\$119.90
	1 ea @ \$59.95/ea	
6	Plant	\$77.70
	1 ea @ \$12.95/ea	

Total **\$197.60**

CREDIT CARD SALE **\$197.60**
AMEX 8052

16-May-2021 10:24:00A

\$197.60 | Method: EMV

AMERICAN EXPRESS XXXXXXXXXXXXX8052

JAY SORIANO

Reference ID: 113600704096 | Auth ID:
808710

MID: *****3887

AID: A000000025010801

AthNtwkNm: AMEX

Thank you for supporting the little man.



ZGZN3YBKFRVA8

Order KSWTEBZBKE210

Payment ZGZN3YBKFRVA8

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PINCH-A-PENNY POOL-PATIO-SPA

The Perfect People For A Perfect Pool



Like Us on Facebook
For Our Special Offers!

Pinch A Penny 242
9715 Crosshill Blvd
Suite-8105
Jacksonville, FL 32222
Phone: 904-619-0939

Sales Receipt

Transaction #: 32823
Account #: 9045620249
Date: 5/19/2021 Time: 12:15:35 PM
Cashier: Ceija Register #: 1

BILL TO: Jay Sorianor

Item	Description	Amount
24321101	LUBETUBE 40Z LUBRICANT/	\$11.49
00000018	GAL SODIUM HYPOCHLORITE	\$36.93
	7 JUG @ \$5.28	
00520072	2.5 GAL P.A.P STACKABLE	\$55.93
	7 @ \$7.99	
00910206	TILE & LINER CLEANER QT	\$16.99

Sub Total	\$121.34
Sales Tax	\$9.10
Total	\$130.44

SIDE TERMINAL Tendered	\$130.44
Change Due	\$0.00

10 TO 80 - FREE 2.5 GAL COUPON!

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

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

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For Our Special Offers!

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

Sales Receipt

Transaction #: 32207
Account #: 9045620249
Date: 5/7/2021 Time: 12:24:13 PM
Cashier: CBJB Register #:

Billed To: Jay Suriano

Item	Description	Amount
00910208	TILE & LINER CLEANER QT	\$16.99
00910208	TILE & LINER CLEANER QT	\$16.99

Sub Total \$33.98
Sales Tax \$2.55
Total \$36.53

SIDE TERMINAL tendered \$36.53
Change Due \$0.00



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

Account Number:	(904) 770-4650	Billed To	Pay To
Service Plan:	RingCentral Office Standard		
Statement Date:	05/02/2021	Oakleaf Plantation Jay Soriano	RingCentral, Inc. 20 Davis Dr
Paid By:	AmericanExpress[3053]	475 west town place ste 114 St auguistine, FL 32092	Belmont, CA 94002
Reference#:	2533961001	USA	USA

Period	Charges and credits	Amount
05/02/2021 - 06/01/2021	Office Standard - Monthly Subscription Fee	\$0.00
05/02/2021 - 06/01/2021	DigitalLine Unlimited - (904) 342-1441	\$34.99
05/02/2021 - 06/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
05/02/2021 - 06/01/2021	DigitalLine Unlimited - (904) 770-4648	\$34.99
05/02/2021 - 06/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
05/02/2021 - 06/01/2021	DigitalLine Unlimited - (904) 770-4649	\$34.99
05/02/2021 - 06/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
05/02/2021 - 06/01/2021	DigitalLine Unlimited - (904) 770-4661	\$34.99
05/02/2021 - 06/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
05/02/2021 - 06/01/2021	DigitalLine Unlimited - (904) 770-4667	\$34.99
05/02/2021 - 06/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
Charges after Discounts and Prorates:		\$134.90

Taxes	Amount
> State and local taxes and fees	\$9.57
 Compliance and Administrative Cost Recovery Fee	\$20.00

Taxes	Amount
e911 Service Fee	\$5.00
FUSF (VoIP)	\$7.47
Taxes after Discounts and Prorates:	\$42.04
 Total charges after discounts and prorates:	 \$134.90
Total Taxes and Fees:	\$42.04
Sub-total:	\$176.94
Total Charged to Credit Card:	\$176.94




Thank you for your order. We appreciate your business!



Order Invoice: SS943873679

Phone: 800.274.6271 | Fax: 800.279.6897 | 64 Outwater Ln / Garfield, NJ 07026

Email Address	Order Date	Shipping Method	Status
manager@oakleafresidents.com	April 17, 2021	FedEx Ground	Processing
Shipping Address	Billing Address	Payment Method	
Jay Soriano GMS LLC 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States 9043421441 manager@oakleafresidents.com	Jay Soriano GMS LLC 475 W. Town Pl. Suite 114 St Augustine, FL 32092 United States 9043421441 manager@oakleafresidents.com	Payment Terms: Credit Card Card Type: Amex Card Number: ***** 8052 Card Expiration: 11/25 Transaction: Approved Amount Charged*: \$244.87	

Item Image	Description & Size	Qty	Price	Total
	Item #: F8106-SEG Size: 10" Square Material: .060" Engineering Grade Reflective Polystyrene Plastic Mounting Holes: Two 7/32" holes (one at top, one at bottom) Packaging: Sold Individually	12	\$8.75	\$105.00



Item #: C0076-R6C

Size: 18 x 12"

Material: .063" White
Rust-Free Aluminum

Laminate: None

Mounting
Holes: Four 1/4" holes
(one in each corner)

Packaging: Sold
Individually

Backgrounds: Brown
732C Background

Sign Layout: Text 5 \$22.30 \$111.50
Only

Anti-Graffiti
Overlamine: None

Mounting: Four 1/4"
holes (one in each
corner)

Header Text: No
Access

Text 1: Authorized
Personnel Only

Design
Adjustment: We will
adjust your design for
best appearance.

Your total after deducting sales tax will be **\$227.79**. We'll apply this adjustment after verifying your tax exemption certificate.

You must provide your tax exemption certificate via email (salestax@safetysign.com) or fax (800-279-6897) by April 20, 2021. Please include your order number (SS943873679) in the subject line of your email or the cover letter of your fax. Failing to provide your tax exemption certificate will cause sales tax to be charged to your credit card.

Note: Because orders are processed immediately, we are unable to accommodate order changes or cancellations. Erroneously ordered items must be returned after delivery.

Subtotal: \$216.50

FedEx Ground: \$11.29

Sales Tax:

SEALS UNLIMITED INC
600 CORPORATE CIRCLE
SUITE M
GOLDEN, CO 80401-5604
UNITED STATES
(800)-348-1804

<< ORDER ACKNOWLEDGEMENT >>

PAGE 1



S BC3347
O GMS llc
L Jay Soriano
D 475 west town place
St.Augustine, FL 32092
T
O

S GMS llc
H Jay Soriano
I 370 Oakleaf Village Pkwy
P Orange Park, FL 32065-425
T
O

DATE 5/11/2021
ORDER NO 00063993

TERMS DESCRIPTION	CUSTOMER PO NO	SLS1	SLS2	ORDER DATE
CREDIT CARD	2685	4	OAH	5/11/2021
ITEM ID	TX CL UNIT	ORDERED	UNIT PRICE	EXTENSION
S-BERKELEY-SL-S18869L	0 EA	2.00	70.55	141.10
1.375X1.75X2.375 416SS STRT SLV				
SHIPPING TODAY FROM GOLDEN, CO				
REQ SHIP DATE 5/11/2021				

We appreciate your business.

TAXABLE	NONTAXABLE	FREIGHT	SALES TAX	MISC	TOTAL
141.10	0.00	13.00	11.57	0.00	165.67
PREPAYMENT		165.67		NET DUE	0.00



300 Cadman Plaza West, Suite 1303, Brooklyn, NY 11201

Invoice

Questions? Call (800) 952 1457

Bill To	Ship To
Jay Soriano 475 w. Town Pl. suite 114 St. Augustine, FL 32092 Email: manager@oakleafresidents.com	Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065 4259

Order No.: SMT-387769 Date: April 17, 2021 Ship by: Two-Day

CC: AmExCard Name: Jay Soriano Card # *****8052 Expiry: 11/25

Item Description	Unit Price	Qty.	Amount
1. Dogs Must Be Leashed At All Times. Clean Up After Your Pet (with Graphic) Size: 14" x 10" Part #: AL-14 • HTC Code: 8310.00.0000	\$17.88/Sign Package: 1 Sign	8 Signs	\$143.04
2. Aluminum Sign Size: 12" x 18" Part #: K-3413-ALL • HTC Code: 8310.00.0000	\$28.75/Sign Package: 1 Sign	2 Signs	\$57.50
Adders: + Sign set-up charge	\$ 0.00/Order	1	\$ 0.00
Item Total :			\$57.50
Product Subtotal :			\$200.54
Shipping Charges :			Free
Order Total :			\$200.54

Please make checks payable to SmartSign.



MOTION PICTURES, INC.

10795 Watson Road • St Louis, MO 63127
Phone: 800-876-5445 • Fax: 314-966-3472

Routing: COKMORGA

ORIGINAL INVOICE

Order Number: BO 1806258

Order Date: 05/19/21

Bill-To Customer: 0322280-001

Ship-To Customer: 0322280-001

Jay Soriano
Operations Manager
Double Branch CDD
370 Oakleaf Village Pkwy
Orange Park, FL 32065

Jay Soriano
Operations Manager
Double Branch CDD
370 Oakleaf Village Pkwy
Orange Park, FL 32065

Order:1806258

Terms: THIS IS YOUR RECEIPT

--Line--	#	Typ	Qty	Bill Date	Product Description	Unit Price	Total Price
	1	RT	1	05/19/21	JUMANJI Widescreen DVD Show Dates: 05/21/21 to 05/21/21	250.00	250.00

For further information, please contact
Kaithlyn Pollock
at 1-800-876-5577

PAID

Item Subtotal: 250.00
Prepayment Amount: 250.00
BALANCE DUE: \$0.00

Please remit payment to: 2844 Paysphere Circle, Chicago, Illinois 60674



JACKSONVILLE MANDARIN - 904-268-4334
05/21/2021 02:33 PM



ENTERTAINMENT-ELECTRONICS

058105228	DVD	T	\$5.00
	RETURN BY 06/20/21		
058172664	DVD/DIGITAL	T	\$7.59
	RETURN BY 06/20/21		
058175741	DVD+Digital	T	\$12.99
	RETURN BY 06/20/21		

	SUBTOTAL	\$25.58
T = FL TAX 7.5000% on	\$25.58	\$1.92

	TOTAL	\$27.50
AMEX CHARGE		\$27.50
AID:A000000025010801		
AMERICAN EXPRESS		

REC#2-1141-1300-0113-9977-5 VCD#751-254-644

Help make your Target Run better.
Take a 2 minute survey about today's trip:

informtarget.com
User ID: 7885 8870 0988
Password: 600 225

CUÉNTENOS EN ESPAÑOL

Please take this survey within 7 days.



1455 BLANDING BLVD
ORANGE PARK, FL 32065
904-272-1970

Ticket: 396059
Date: 5/20/21 Time: 4:25 PM
Store: 542 Register: 1
Cashier: Diana

Item	Qty	Price	Amount
BULLDOG 2000LB BOLT ON 1161655	1	59.99	59.99
SPARE TIRE MOUNT 628 1091290	1	54.99	54.99
SAND FOOT FOR TRAILER JACK 1075082	1	14.99	14.99
BULLDOG CASTER WHEEL 50024533 1840039	1	29.99	29.99

Subtotal	159.96
Tax	12.00
Total	171.96

American Express - SALE 171.96
*****8052 - EMV Chip
Authorization #: 815099
Terminal ID : 001790542000100
Cryptogram : 0092C25AA2B0BAD9
AID : A000000025010801
APP : AMERICAN EXPRESS
CVM : NONE / 5E0300
TVR : 0000008000 / TSI : E800

Welcome to Wawa #5266

Phone: 904-329-7007

8251 Old Middleburg Rd S

Jacksonville, FL 32210

4/21/2021 10:06:29 AM Trx # 3028170

Register #100 Cashier: ICR

Customer Copy / Duplicated Receipt

Total: \$68.58

Qty

Term: XXXXXXXX8004

Appr: 808116

Seq#: 033975

Pay at Pump Sale

Pump #: 14 Unleaded

25.410 Gallons @ \$2.699/Gal \$68.58

Sub-Total: \$68.58

Tax: \$0.00

Total: \$68.58

American Express: \$68.58

Change: \$0.00

Capture

American Express

XXXXXXXXXX8052

Chip Read

USD\$ 68.58

AMERICAN EXPRESS

Mode: Issuer

AID:

A000000025010801

TVR: 0800008000

IAD: XXXXXXXXXXXXX

TSI: E800

ARC: 00

ARQC:

1CF2D4A51003098F

04/21/2021 10:05:48

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice****Invoice #:** 2215**Invoice Date:** 8/27/21**Due Date:** 8/27/21**Case:****P.O. Number:****Bill To:**Double Branch CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description		Hours/Qty	Rate	Amount
2.320.572.4100 - Phones - June 2021			88.47	88.47
2.320.572.49300 - Permits / License - June 2021			26.95	26.95
2.320.572.36100 - Repair and Replacements - June 2021			1,338.65	1,338.65
2.320.572.49400 - Special Events - June 2021			701.20	701.20
2.320.572.5100 - Office Supplies - June 2021			297.96	297.96
2.320.572.34600 - Aqua Staff - June 2021			297.96	297.96
2.320.572.62000 - Rec Passes - June 2021			214.64	214.64
Total				\$2,965.83
Payments/Credits				\$0.00
Balance Due				\$2,965.83

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

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
5/20/2021	Old Time Pottery	320.94	Repair and Replacement	2.320.572.49400	160.47	2.320.572.63100	160.47	320.94
5/21/2021	Leslies Pool Supply	41.89	Repair and Replacement	34.600.538.64000	20.95	2.320.572.63100	20.94	41.89
5/28/2021	At Home Store	343.89	Repair and Replacement	34.600.538.64000	171.95	2.320.572.63100	171.94	343.89
5/28/2021	Leslies Pool Supply	55.3	Repair and Replacement	34.600.538.64000	27.65	2.320.572.63100	27.65	55.3
6/1/2021	Progressive Ent.	395	Special Event	2.330.572.49400	395	2.320.572.49400		395
6/1/2021	Progressive Ent.	395	Special Event	2.330.572.49400		2.320.572.49400	395	395
6/1/2021	Pinch-a-Penny Pool Suply	41.89	Repair and Replacement	34.600.538.64000	20.95	2.320.572.63100	20.94	41.89
6/1/2021	Batteries Plus	514.35	Repair and Replacement	34.600.538.64000	514.35	2.320.572.63100		514.35
6/1/2021	Wawa	68.79	Repair and Replacement	34.600.538.64000	34.4	2.320.572.63100	34.39	68.79
6/2/2021	Progressive Ent.	59	Special Event	2.330.572.49400	59	2.320.572.49400		59
6/2/2021	RingCentral	176.94	Phones	2.330.572.4100	88.47	2.320.572.4100	88.47	176.94
6/2/2021	Batteries Plus	514.35	Repair and Replacement	34.600.538.64000	514.35	2.320.572.63100		514.35
6/2/2021	Walmart	190.83	Repair and Replacement	34.600.538.64000	95.42	2.320.572.63100	95.41	190.83
6/3/2021	USA Vinyl	130.79	Repair and Replacement	34.600.538.64000	130.79	2.320.572.63100		130.79
6/3/2021	Darsco	108.2	Repair and Replacement	34.600.538.64000	108.2	2.320.572.63100		108.2
6/3/2021	Pizza Hut	84.72	Special Event	2.330.572.49400	84.72	2.320.572.49400		84.72
6/3/2021	Papa Johns	67.85	Special Event	2.330.572.49400		2.320.572.49400	67.85	67.85
6/3/2021	Papa Johns	102.28	Special Event	2.330.572.49400		2.320.572.49400	102.28	102.28
6/3/2021	Publix	237.93	Special Event	2.330.572.49400	118.97	2.320.572.49400	118.96	237.93
6/4/2021	Northern Tool	290.24	Repair and Replacement	34.600.538.64000	145.12	2.320.572.63100	145.12	290.24
6/7/2021	Walmart	74.17	Repair and Replacement	34.600.538.64000	37.09	2.320.572.63100	37.08	74.17
6/8/2021	St. Augustine Motorworks	207	Repair and Replacement	34.600.538.64000	103.5	2.320.572.63100	103.5	207

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

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
6/8/2021	Old Time Pottery	128.36	Repair and Replacement	34.600.538.64000	64.18	2.320.572.63100	64.18	128.36
6/9/2021	Walmart	14.1	Repair and Replacement	34.600.538.64000	7.05	2.320.572.63100	7.05	14.1
6/9/2021	1&1 Ionos	18	Office Supplies	2.330.572.51000	9	2.320.572.5100	9	18
6/10/2021	Office Max	99.98	Office Supplies	2.330.572.51000	49.99	2.320.572.5100	49.99	99.98
6/10/2021	Guitar Center	899.97	Repair and Replacement	34.600.538.64000	449.99	2.320.572.63100	449.98	899.97
6/10/2021	American Lifeguard	395.93	Aquatic Staff / Attendants	2.330.572.34600	197.97	2.320.572.34600	197.96	395.93
6/11/2021	Guitar Center	83.74	Office Supplies	2.330.572.51000	41.87	2.320.572.5100	41.87	83.74
6/11/2021	Papa Johns	34.23	Special Event	2.330.572.49400	17.12	2.320.572.49400	17.11	34.23
6/11/2021	American Lifeguard	200	Aquatic Staff / Attendants	2.330.572.34600	100	2.320.572.34600	100	200
6/15/2021	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95	2.320.572.49300		26.95
6/15/2021	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300		2.320.572.49300	26.95	26.95
6/15/2021	IDZone	429.29	Rec. Passes	2.330.572.49300	214.65	2.320.572.62000	214.64	429.29
Totals		\$6,778.85			\$4,010.12		\$2,768.73	\$6,778.85

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

Totals by GL

Double Branch: \$2768.73

2.320.572.4100 (DB Phones) – \$88.47
2.320.572.49300 (DB permits/ licenses) – \$26.95
2.320.572.63100 (DB Repair and Replacements) - \$1338.65
2.320.572.49400 (DB Special Events) – \$701.20
2.320.572.5100 (DB Office Supplies) – \$100.86
2.320.572.34600 (DB Aqua Staff) – \$297.96
2.320.572.62000 (DB Rec Passes) – \$214.64

Middle Village: \$4010.12

2.330.572.4100 (MV Phones) – \$88.47
2.310.513.49300 (MV permits/ licenses) – \$26.95
34.600.538.64000 (MV repair & replacements) – \$2606.41
2.330.572.49400 (MV Special Events) – \$674.81
2.330.572.51000 (MV Office Supplies) – \$100.86
2.330.572.34600 (MV Aqua Staff) – \$297.97
2.330.572.49300 (MV Rec Passes) – \$214.64



Invoice

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 5/14/2021

Invoice # 1220061

Terms: Net 7 days

PO#

Customer name:

Double Branch CDD-Oakleaf Plantation

Type of Event: Community Event

Billing address:

370 Oakleaf Village Parkway, Orange Park, FL 32065 .

Original contact person:

Lisa Carter **Wk:** 904-375-9285 ext. 7

E-mail/ fax: residentassistant@oakleafresidents.com

At event contacts with cell:

Jay Soriano Cell-904-342-1441 manager@oakleafresidents.com

Event date: Thursday June 3, 2021

Hours of event: 1:00 - 4:00 pm

Hours of service: Same

Approximate set up time: between: 11:30 am- 12 pm

Location name and address: Phase 1 370 Oakleaf Village Parkway, Orange Park, FL 32065.

Where to set up at location: Pool Area

Power within 75': Yes

Set up-grass or pavement: PV

Water within 75': n/a

Covered area for entertainer: Yes

Notes:

SERVICES NEEDED:

* Mobile DJ Service .

Reg. Rate \$	595.00	Your Cost \$	395.00
Your Savings	\$ 200.00		

Contact person at Pool:

Jenna 904-240-7654

Sub Total: \$ 395.00

Sales Tax: \$ -

Invoice Total: \$ 395.00

50 % Deposit required \$ Waived

Balance due at set up \$ -

Payments received \$ 395.00 Credit Card 6/2/2021

Current Balance \$ -

CANCELLATION, RE-SCHEDULING, INCLAMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x _____ Date: _____



ORANGE PARK
6000 Lake Gray Blvd. #45
Jacksonville, FL 32244
904-777-4420

Sales Date : 06-10-21 12:40pm
Sales No. : 7870260324
Sales Type : (01) REGULAR SALE
Customer No.: 7870003926 DOUBLE BRANCH COMMUNI
TY



QTY	DESCRIPTION	EXT. AMT
1	HARDINGER V2312 WART 12IN 2WAY PHRD LOUDSPAR W/ EL SER# V231221011551282 SKU # 7697452787	299.99
1	HARDINGER V2312 WART 12IN 2WAY PHRD LOUDSPAR W/ EL SER# V231221011552666 SKU # 7062751787	299.99
1	HARDINGER V2312 WART 12IN 2WAY PHRD LOUDSPAR W/ EL SER# V231221011551306 SKU # 2200646787	299.99

PAY TYPE	PAY AMT	Subtotal:	899.97
05 AMERICAN EXPRESS	899.97	7.5 %Tax:	0.00
		Total USD\$	899.97



ORANGE PARK
6000 Lake Gray Blvd. #45
Jacksonville, FL 32244
904-777-4420

Sales Date : 06-11-21 12:53pm
Sales No. : 7870260415
Sales Type : (01) REGULAR SALE
Customer No.: 7870003926 DOUBLE BRANCH COMMUNI
TY



QTY	DESCRIPTION	EXT. AMT
3	MUSICIANS GEAR MK20 20FT MIC CABLE SKU # 4267929000	40.77
1	LIVENTRE ESS SHOGGER GUN 1/4IN(F)-ROCKO) DUAL Y AD SKU # 3384621000	8.99
1	LIVENTRE ESS SSSENF 5FT PLR(F)-3.5MM MONO PATCH CA SKU # 2019194000	16.99
1	LIVENTRE ESS SSSTNF 5FT TRS-PLR(F) PATCH CABLE SKU # 3030612000	16.99

PAY TYPE	PAY AMT	Subtotal:	83.74
05 AMERICAN EXPRESS	83.74	7.5 tax:	0.00
		Total USD\$	83.74

**Sales Office:**

ID Zone North
7003 West Lake St.,
Ste. 400
St. Louis Park, MN
55426
(855) 445-6289

Remit To Address:

ID Zone South
5830 NW 163rd Street
Miami Lakes, FL
33014
(855) 445-6289

Thank you for ordering with ID Zone.

For orders using UPS Next Day Air delivery, our goal is to ship most in-stock items the same day when the order is placed by 12:00 p.m. Central Standard Time (holidays and weekends excluded), pending credit card verification. For orders using UPS ground, 2 Day Air or 3 Day Select, we ship most in-stock items within 48 hours, pending credit card verification (holidays and weekends excluded). Orders consisting of two or more types of items may be shipped from multiple locations.

Order Information**Order #** 8129781**Payment type:**

American Express

Date: 06/10/2021 14:07:50**Bill To Address**

GMS LLC

Jay Soriano

475 W Town Pl

St Augustine, FL 32092, US

Ship To Address

GMS LLC

Jay Soriano

370 Oakleaf Village Pkwy

orange park, FL 32065, US

manager@oakleafresidents.com



Print this Receipt

Item #	Description	Quantity	Price/each	Total
M9005-751	Magocard M9005-751 LC1 Color Ribbon - YMCKO - 350 prints	3	\$133.00	\$399.00
			Shipping: FedEx 2Day®:	\$30.29
			Sales Tax:	\$0.00
			TOTAL:	\$429.29

Thank you for shopping with ID Zone.

Please contact ID Zone Customer Support with any questions at (855) 445-6289.

Note: Tracking numbers are generally available within 24 hours of shipment. Please login to your account at www.IDZone.com to view your order status.



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: 06/07/2021
Invoice: 202033372478
Contract: 85644648
Customer ID: 270980442
Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices
Phone support: 1-877-300-8316
E-mail support: 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.

Invoice Summary (MyWebsite Creator+)

Billing period starting: 06/06/2021

Item	Service	Charges	Usage	Total
1	Basic Fee 06/06/2021-07/06/2021	\$18.00 a month	1 mo	\$18.00
Total amount due <small>Please DO NOT send cash, check or money order</small>				\$18.00

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 for further information.



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

Store: 529 Register: 1
Date: 5/28/21 Time: 4:47 PM
Ticket: 47844
Salesperson: 50925 (Staci W)
Customer ID: S0052900004398

Item	Qty	Price	Amount
TLR DPD RGT #1 20Z			
81341	1	12.86	12.86
TLR DPD RGT #1 20Z			
81341	1	12.86	12.86
TLR DPD RGT #1 20Z			
81341	1	12.86	12.86
TLR DPD RGT #1 20Z			
81341	1	12.86	12.86

Subtotal 51.44
Tax 3.86

Total\$ 55.30

Amex Purchase 55.30
May 28 2021 04:48 pm Trans# 47844

TRANSACTION RECORD

Card Number : *****8052
Card Type : AMERICAN EXPRESS
Card Entry : CHIP
Trans Type : PURCHASE
Amount : \$55.30

Auth # : 865604
Sequence # : 000028
Reference # : 00000028
Term ID : 101
Date : 21/05/28
Time : 16:48:15

APPROVED

Application Label: AMERICAN EXPRESS
AID: A000000025010801
TVR: 0000008000
TC : C29933B4B2F9E2F2
TSI: F800

*** CUSTOMER COPY ***



MANDARIN SOUTH, FL #538
10131 SAN JOSE BLVD STE 11
JACKSONVILLE, FL 32257-5857
904-268-5298

Store: 538 Register: 1
Date: 5/21/21 Time: 2:48 PM
Ticket: 48114
Salesperson: 51345 (Ruth G)
Customer ID: S00529010000930

Item	Qty	Price	Amount
TLR DPD RGT #2 20Z			
81346	1	12.99	12.99
TLR DPD RGT #2 20Z			
81346	1	12.99	12.99
TLR DPD RGT #1 20Z			
81341	1	12.99	12.99

Subtotal 38.97
Tax 2.92

Total\$ 41.89

Amex Purchase 41.89
May 21 2021 02:48 pm Trans# 48114

TRANSACTION RECORD

Card Number : *****8052
Card Type : AMERICAN EXPRESS
Card Entry : CHIP
Trans Type : PURCHASE
Amount : \$41.89

Auth # : 834375
Sequence # : 000014
Reference # : 00000014
Term ID : 101
Date : 21/05/21
Time : 14:48:35

APPROVED

Application Label: AMERICAN EXPRESS
AID: A000000025010801
TVR: 0000008000
TC : A66FDB5479E0BC58
TSI: F800



Invoice

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 5/14/2021

Invoice: #1220062

Terms: Net 7 days

PO#

Customer name:

Middle Village CDD -Oakleaf Plantation

Type of Event: Community Event

Billing address:

845 Oakleaf Plantation Parkway, Orange Park, FL 32065

Original contact person:

Lisa Carter

Wk: 904-375-9285 ext. 7

E-mail/ fax:

residentassistant@oakleafresidents.com

At event contacts with cell:

Jay Soriano Cell-904-342-1441 manager@oakleafresidents.com

Event date: Thursday June 3, 2021

Hours of event: 1:00-4:00 pm

Hours of service:

Same

Approximate set up time:

between: 11:30 am-12:30 pm

Location name and address:

Phase 2

370 Oakleaf Village Parkway, Orange Park, FL 32065.

Where to set up at location:

Pool Area

Power within 75':

Yes

Set up-grass or pavement:

PV

Water within 75': n/a

Covered area for entertainer:

Yes

Notes:

SERVICES NEEDED:

* Mobile DJ Service .

Reg. Rate \$ 595.00

Your Cost \$ 395.00

Your Savings \$ 200.00

Contact Person at Pool:

Shannon 863-409-7981

Sub Total: \$ 395.00

Sales Tax: \$

Invoice Total: \$ 395.00

50 % Deposit required \$ Waived

Balance due at set up \$

Payments received \$ 395.00 Pd. 6/2/2021

Current Balance \$

CANCELLATION, RE-SCHEDULING, INCLEMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x _____ **Date:** _____



Invoice

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904)645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 5/14/2021

Invoice: #1220067

Terms: Net 7 days

PO#

Customer name:

Middle Village CDD -Oakleaf Plantation

Type of Event: Community Event

Billing address:

845 Oakleaf Plantation Parkway, Orange Park, FL 32065

Original contact person:

Lisa Carter

Wk: 904-375-9285 ext. 7

E-mail/ fax:

residentassistant@oakleafresidents.com

At event contacts with cell:

Jay Soriano Cell-904-342-1441 manager@oakleafresidents.com

Event date: Thursday June 3, 2021

Hours of event: 1:00-4:00 pm

Hours of service:

Same

Approximate set up time:

between: 11:30 am-12:30 pm

Location name and address: Phase 2

370 Oakleaf Village Parkway, Orange Park, FL 32065.

Where to set up at location:

Pool Area

Power within 75':

Yes

Set up-grass or pavement:

PV

Water within 75': n/a

Covered area for entertainer:

Yes

Notes:

SERVICES NEEDED:

* Sno Cone Machine

No Supplies Needed

Reg. Rate \$ 79.00

Your Cost \$ 59.00

Your Savings \$ 20.00

Contact Person at Pool:

Shannon 863-409-7981

Sub Total: \$ 59.00

Sales Tax: \$ -

Invoice Total: \$ 59.00

50 % Deposit required \$ Waived

Balance due at set up \$ -

Payments received \$ 59.00 Pd. 6/3/2021

Current Balance \$ -

CANCELLATION, RE-SCHEDULING, INCLEMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x _____ Date: _____

Order # 1002137654



POWERED BY MOOD:

Order Date: June 15, 2021

Items Ordered

Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none">• Ordered1• Shipped1	\$26.95
				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

Order Information

Shipping Address

Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida, 32065

Billing Address

Oakleaf Plantation
475 W Town Pl

Payment Method

Credit Card

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056



NORTHERN
TOOL + EQUIPMENT

JACKSONVILLE, FL
10000 ATLANTIC BLVD
JACKSONVILLE, FL 322258241
904-222-8124

Transaction: 162843 Date: 6/4/21
Store: 630 Time: 2:02 PM
Register: 3

Associate:
302810
Cashier: 303089
Customer: Jay Soriano

Thank you for shopping with Northern Tool!
We appreciate your business!

Item	Qty	Price	Amount
1020 COMMERCIAL GRADE CA			
47509	1	269.99	269.99

Subtotal 269.99

Tax 20.25

Total 290.24

American Express Credit Card 290.24

[Faint, illegible text, possibly a stamp or signature]

Office DEPOT OfficeMax

JACKSONVILLE - (904) 778-4882

06/10/2021 12:55 PM



V2V15P5PQX3YM8XBH

SALE 258-2-4825-999631-21.5.2

617206 PPR, IMAGEPRNT,

2 @ 72.89 145.78

Instant Savings -45.80

You Pay 99.98SS

Subtotal: 99.98

Sales Tax: - 0.00

Total: 99.98

Amex 8052: 99.98

AUTH CODE 857396

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:

\$45.80

WE WANT TO HEAR FROM YOU!

Visit survey.officedepot.com

and enter the survey code below:

160E ND45 ABSX

OLD TIME Pottery

Orange Park #52
380 Blanding Blvd.

UPC	QTY	PRICE	EXTENDED
000000902920000392	9FT MARKET UMBRELLA SESAME		
1	@	\$49.99	\$49.99 T
000000902920000392	9FT MARKET UMBRELLA SESAME		
1	@	\$49.99	\$49.99 T
000000902920000392	9FT MARKET UMBRELLA SESAME		
1	@	\$49.99	\$49.99 T
000000902920000392	9FT MARKET UMBRELLA SESAME		
1	@	\$49.99	\$49.99 T
000000902920000361	9FT MARKET UMBRELLA DANDELION		
1	@	\$49.99	\$49.99 T
000000902920000361	9FT MARKET UMBRELLA DANDELION		
1	@	\$49.99	\$49.99 T

Sub Total \$299.94
Tax \$21.00
Total \$320.94
AMEX \$320.94
Acct# *****8052
Auth# 847240
Method Swiped

Items: 6
Cashier: Mikaili US.4-E

Str 052 Trxn 04933 Reg 02 Date 05/26/21 17:13

Refunds/Exchanges honored within 30 days of
original receipt date.
Refunds will be made to the original method of payment.

All Clearance, tax exempt & Gift Cards sales
are final and non-refundable.

www.oldtimepottery.com

Thank you for shopping at
OLD TIME POTTERY



SALE
TERMINAL ID 0025
RESP CD
INVOICE 1400249331
FUTUR UPTEAR

OLD TIME Pottery

Orange Park #52
380 Blanding Blvd.

UPC	QTY	PRICE	EXTENDED
000000902920000170	6.5FT MARKET UMBRELLA NAVY		
1	0	\$29.99	\$29.99 T
000000902920000170	6.5FT MARKET UMBRELLA NAVY		
1	0	\$29.99	\$29.99 T
000000902920000170	6.5FT MARKET UMBRELLA NAVY		
1	0	\$29.99	\$29.99 T
000000902920000170	6.5FT MARKET UMBRELLA NAVY		
1	0	\$29.99	\$29.99 T

Sub Total \$119.96
Tax \$8.40

Total \$128.36

AMEX \$128.36

Auth# 811946

Method Swiped

Items: 4

Cashier: Mikaili

U6.4-E

Str 052 Trxn 07542 Reg 02 Date 06/08/21 15:56

Refunds/Exchanges honored within 30 days of
original receipt date.
Refunds will be made to the original method of payment.

All Clearance, tax exempt & Gift Cards sales
are final and non-refundable.

www.oldtimepottery.com

Thank you for shopping at
OLD TIME POTTERY



SALE

TERMINAL ID 0025
RESP CD
INVOICE 1598275421
ENTRY METHOD CHIP
APPROVED 811946
DATE/TIME 06/08/2021 12:57:07

Thank You For Choosing
Papa Johns
Restaurant #3148
9542 Argyle Forest Blvd #C11
Jacksonville, FL 32222
(904)573-2696

Name: Jay Soriano
Address: 370 Oakleaf Village Parkway
Orange Park FL 32065

SALE

Order #: 0033 Web / Delivery

06/03/2021 02:30 PM
Out Time: 02:55 PM

Lane: 99
Card Type: American Express
Account #: xxxx8052
Authorization #: 209732
Reference #: 790985
Batch ID: 131

Subtotal: 59.00
Tax: 3.85
Total: 62.85
American Express: 62.85

Tip: 5.00
Total: 67.85

Additional Tender Amt: 0.00

Any delivery fee charged is not a tip for the driver. Please reward your Driver with a tip for outstanding service.

APPROVED

JOIN PAPA REWARDS

You can still earn points
for this order!

Use this code:
177329330372

Sign up now at papajohns.com or
download our App to get
your points.

This code expires in three days.

Customer Copy

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS
Better Ingredients
Better Pizza

Thank You For Choosing
Papa Johns
Restaurant #3148
9542 Argyle Forest Blvd #C11
Jacksonville, FL 32222
(904)573-2696

Name: Jay Soriano
Address: 370 Oakleaf Village Parkway
Orange Park FL 32065

SALE

Order #: 0003 Web / Delivery

06/03/2021 12:45 PM
Out Time: 01:01 PM

Lane: 99
Card Type: American Express
Account #: xxxx8052
Authorization #: 215534
Reference #: 790961
Batch ID: 131

Subtotal: 86.50
Tax: 5.78
Total: 92.28
American Express: 92.28

Tip: 10.50
Total: 102.78

Additional Tender Amt: 0.00

Any delivery fee charged is not a tip for the driver. Please reward your Driver with a tip for outstanding service.

APPROVED

JOIN PAPA REWARDS

You can still earn points
for this order!

Use this code:
177329306832

Sign up now at papajohns.com or
download our App to get
your points.

This code expires in three days.

Customer Copy

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS
Better Ingredients
Better Pizza

Thank You For Choosing

Restaurant #3148

Jacksoville, Fl. 3222r

(904) 573-2696

Jay Soriano

Copyright Clearance Center, Inc.

• 1 k a n l ;

44-1, 1.015, 1.015, 1.015

0.5–1.0 mm

Card type: American Express

Authorization #: 230731

Batch ID: 139

33.9%

224

14.25

American Express:

Tip: _____

Total:

9794

APPROVED

PINCH-A-PENNY POOL-PATIO-SP

The Perfect People For A Perfect Pool



Like Us on Facebook
For Our Special Offers!

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

Sales Receipt

Transaction #: 33540
Account #: 9045620249
Date: 6/1/2021 Time: 3:42:26 PM
Cashier: Dominick Ruiz Register #: 1

BILL TO: Jay Soriano

Item	Description	Amount
00907022	ALGAE EATER PLUS 1 GAL.	\$12.99
00907022	ALGAE EATER PLUS 1 GAL.	\$12.99
00907022	ALGAE EATER PLUS 1 GAL.	\$12.99

Sub Total	\$38.97
Sales Tax	\$2.92
Total	\$41.89

SIDE TERMINAL Tendered	\$41.89
Change Due	\$0.00



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

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

Thank You
For Eating at Pizza Hut

Have a Nice Day

Ticket: 1 /1 Register: 1
Server:
Unit # 004255 06/03/2021
(904)771-6480 08:48

(904)708-1134 Zone:
Jay Soriano
845 OAKLEAF PLANTATION PKWY
ORANGE PARK, FL 32065
Residence

Time due: 13:30

CSC# 0 Reorders: 0

FUTURE DUE: 06/03/2021 13:30

Deliver to pool area

1 Lrg Htt	11.79
Cheese Only	0.00
{S} Classic	0.00
1 Lrg Htt	11.79
Cheese Only	0.00
{S} Classic	0.00
1 Lrg Htt	11.79
Cheese Only	0.00
{S} Classic	0.00
1 Lrg Htt	11.79
Pepperoni	1.60
{S} Classic	0.00
1 Lrg Htt	11.79
Pepperoni	1.60
{S} Classic	0.00
1 Lrg Htt	11.79
Pepperoni	1.60
{S} Classic	0.00
1 Convenience Fee	3.50

NEED TO PLACE A LARGE ORDER?
CALL FOR A QUOTE: 1-877-667-1332

Sub Total	79.04
Tax/Other	5.68
DELIVERY Total	84.72

AMERICAN EXPRESS 84.72
Account: XXXXXXXXXXXX8052
Auth Code: 209132
Driver gratuity not included

WE OVER

PARTY ON THE BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

Publix

Oak Leaf Commons
1075 Oakleaf Plantation Parkway
Orange Park, FL 32065
Store Manager: Ryan McQuade
904-291-5108

PUB ED PLATES 10"

10 @ 3.19 31.90 T

ICE 20 LB

6 @ 3.99 23.94 T F

\$25 25.00

XXXXXXXXXXXX5269

Account #XXXXXXXXXX0924

DAIRY QUEEN VAR 15.00

Account #XXXXXXXXXX5881

DAIRY QUEEN VAR 15.00

Account #XXXXXXXXXX4319

DAIRY QUEEN VAR 15.00

Account #XXXXXXXXXX8000

DAIRY QUEEN VAR 15.00

Account #XXXXXXXXXX2817

DAIRY QUEEN VAR 15.00

Account #XXXXXXXXXX8601

DAIRY QUEEN VAR 15.00

Account #XXXXXXXXXX9808

DAIRY QUEEN VAR 15.00

Order Total

Sales Tax

Grand Total

237.93

Credit

Payment

237.93

Change

0

PRESTO!

Trace #: 068889

Reference #: 0313795703

Acct #: XXXXXXXXXXXX8052

Purchase American Express

Amount: \$237.93

Auth #: 895996

Account Number:	(904) 770-4650	Billed To	Pay To
Service Plan:	RingCentral Office Standard		
Statement Date:	06/02/2021	Oakleaf Plantation	RingCentral, Inc.
Paid By:	AmericanExpress[3053]	Jay Soriano	20 Davis Dr
Reference#:	2817009001	475 west town place ste 114	Belmont, CA 94002
		St augustine, FL 32092	USA
		USA	

Period	Charges and credits	Amount
06/02/2021 - 07/01/2021	Office Standard - Monthly Subscription Fee	\$0.00
06/02/2021 - 07/01/2021	DigitalLine Unlimited - (904) 342-1441	\$34.99
06/02/2021 - 07/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
06/02/2021 - 07/01/2021	DigitalLine Unlimited - (904) 770-4648	\$34.99
06/02/2021 - 07/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
06/02/2021 - 07/01/2021	DigitalLine Unlimited - (904) 770-4649	\$34.99
06/02/2021 - 07/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
06/02/2021 - 07/01/2021	DigitalLine Unlimited - (904) 770-4661	\$34.99
06/02/2021 - 07/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
06/02/2021 - 07/01/2021	DigitalLine Unlimited - (904) 770-4667	\$34.99
06/02/2021 - 07/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)
Charges after Discounts and Prorates:		\$134.90

Taxes	Amount
> State and local taxes and fees	\$9.57
 Compliance and Administrative Cost Recovery Fee	\$20.00

Taxes	Amount
e911 Service Fee	\$5.00
FUSF (VoIP)	\$7.47
Taxes after Discounts and Prorates:	\$42.04
Total charges after discounts and prorates:	\$134.90
Total Taxes and Fees:	\$42.04
Sub-total:	\$176.94
Total Charged to Credit Card:	\$176.94



St. Augustine Electric Motor Works, Inc.

14 Center St.
St. Augustine, FL. 32084
904-829-8211
904-829-8030 Fax Line

Invoice- Sales Receipt #75061

6/8/2021

Cashier: MCK

Cash Sale
, 32084

P.O. # SORIANO J

Qty	Part #	Description	Price	Ext Price
3	EST	ESTIMATE (MINIMUM CHG.)	\$69.00	\$207.00

Tax Exempt Customer	Subtotal:	\$207.00
	0 % Tax	+ \$0.00
	RECEIPT TOTAL:	\$207.00

JAY SORIANO
DOUBLE BRANCH
TAX EXEMPT#
85-8012511046C-7

Credit Card: \$207.00 American Express

All WARRANTY ITEMS MUST BE ACCOMPANIED BY RECEIPT and will be REPAIRED or REPLACED per manufacturer.
Electrical components are not returnable - No REFUNDS or EXCHANGES

ST AUGUSTINE ELECTRIC
14 CENTER ST
ST AUGUSTINE, FL 32084
06/08/2021 13:56:02
CREDIT CARD
AMEX SALE
Card # XXXXXXXXXXXX052
Chip Card: AMERICAN EXPRESS
AID: A000000025010801
SEQ #: 8
Batch #: 1530
INVOICE 10
Approval Code: 834140
Entry Method: Chip Read
Mode: Issuer
SALE AMOUNT \$207.00

CUSTOMER COPY



5795 Green Pointe Drive S
Groveport, OH 43125 US
888-743-3673
www.weatherables.com

Bill To
Jay Soriano
475 W TOWN PL
ST AUGUSTINE FL 32092-3648

Ship To
GMS Ilc
Jay Soriano
370 Oakleaf Village Pkwy
Orange Park FL 32065-4259

Sales Order # 293723

Order Date 6/2/2021
PO #
Terms PREPAID
Order Contact
Customer Phone Number (904) 342-1441
Sales Rep Ashley R Stone
Sales Rep Phone Number (614) 345-0434
Sales Type Small Order
Shipping Method FedEx Ground
Estimated Ship Date Vinyl fencing orders are currently delayed and will ship in 6-8 weeks. All other orders will ship in 3-5 business days.
Ship Together
Shipping Request Can Ship Early
Flatbed Request No
Delivery Instructions
Customer Request
Customer Notes

Qty	Item	Description	Notes	Options	Rate	Amount
2	ZBGA-DROPROD-24NW	BLACK - 24" Drop Rod, key locking, stainless steel rod, nylon handle and brackets, stainless steel screws included, works with vinyl and metal fences.			\$58.89	\$117.78

Subtotal \$117.78
Shipping Cost (FedEx Ground) \$13.01
Sales Tax \$0.00
Total \$130.79

By purchasing products from Weatherables® - The customer agrees to the following terms: Weatherables® is not the installer of said project and is not a licensed contractor. Weatherables® is the seller only, of vinyl products. Purchaser has the sole responsibility to determine whether Weatherables®'s products comply with applicable codes and is appropriate for the intended use - codes vary from city to city and state to state - The Purchaser and installer should review the intended use of the products with a licensed professional engineer to determine code compliance and the intended use. Building code compliance, permits, set back requirements, and property line issues are property owner's responsibility to handle with county, city, state, and contractor as necessary. Weatherables® is held harmless from any disputes, litigation, disagreements, payments, or any problems that may arise, regarding faulty installation, property line disagreements, permits, set back requirements, swimming pool accidents or injuries, railing accidents or injuries, or any other problems regarding fence, deck or railing installation. This transaction shall be governed by and construed under the laws of the State of Ohio. The parties to this transaction hereby designate the state or federal courts of Franklin County, Ohio as the courts of proper jurisdiction and exclusive venue for any actions or proceedings relating to this transaction or any dispute in connection herewith; hereby irrevocably consent to such designation, jurisdiction, and venue; and hereby waive any objections or defenses relating to jurisdiction or venue with respect to any action or proceeding initiated in such courts. After Delivery, you are allowed 48 hours to inspect your materials in their completion for concealed damage or missing items. Customer responsible for use tax ***Customer Responsible for unloading materials from truck and vinyl fence panels are unassembled*** (Weatherables® is a federally registered trademark of USAVinyl, LLC. ©2016 USAVinyl, LLC)



Order date: Wed, Jun 2, 2021

Thanks for your order!

Hi Jay,

Order 8424218-064323 has been received, and everything looks good! We'll get to work on it pronto.

Shipping

Address

Jay Soriano
370 Oakleaf Village Pkwy
orange park, FL 32065

Delivery date

Between Fri, Jun 4 and Wed, Jun 9

6 items

Sold and shipped by Walmart



PoolTec 15' Telescopic Adjustable Length
Swimming Pool and Spa Pole

\$34.84/EA

Qty: 2

\$69.68
\$34.84 ea



Zathura: A Space Adventure (DVD)

\$3.96

\$3.96/EA

Qty: 1

Sold by TCP Global Corp



Pro Seller

Fulfilled by Walmart



U.S. Pool Supply Professional 18" Stainless Steel
Pool Algae Brush with Heavy Duty Aluminum
Handle

\$39.92

\$19.96 ea

\$19.96/EA

Qty: 2

Sold by eForCity



Pro Seller

Fulfilled by Walmart



200-Pack Disposable Paper Snow Cone Cups for
Parties and Shaved Ice (6 Ounce each) White

\$63.96

\$15.99 ea

\$15.99/EA

Qty: 4

[See all 14 items](#)

Order summary

Subtotal	\$223.02
Below order minimum fee	\$37.60
Delivery from store	\$0.00
Taxes	\$18.49
Total	\$279.11

Payment method



AMEX ending in 6056

\$279.11

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Wawa 05266
8251 Old Middleburg
Jacksonville FL 3221

6/1/2021 5:29:42 PM
Term: XXXXXXXX0004
Appr: 815930
Seq#: 043973
Product: Unleaded
Pump Gallons Price
16 24.578 \$2.799
Total Sale \$68.79
Capture

American Express
XXXXXXXXXX0052
Chip Read

USD\$ 68.79

AMERICAN EXPRESS
Mode: Issuer
AID:
A000000025010001
TUR: 0000000000
IAD: XXXXXXXXXXXXX
TSI: E800
ARC: 00
ARQC:
3758254E3E71141E

06/01/2021 17:25:27

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: 1321421

Store Number: 05266

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

				Amount
05/20/21	OLD TIME POTTERY 6158906060	ORANGE PARK	FL	\$320.94 ♦
05/21/21	LESLIES POOL SPLY SWIMMING POOLS	PLANTATION	FL	\$41.89
05/28/21	AT HOME STORE 098 098 972-285-6227	ORANGE PARK	FL	\$343.89 ♦
05/28/21	LESLIES POOLMART SWIMMING POOLS	JACKSONVILLE	FL	\$55.30
06/01/21	IN *PROGRESSIVE ENTERTAINM 9046459068	JACKSONVILLE	FL	\$395.00 ♦
06/01/21	IN *PROGRESSIVE ENTERTAINM 9046459068	JACKSONVILLE	FL	\$395.00 ♦
06/01/21	PING A PENNY - 242 00000001 9046999629	JACKSONVILLE	FL	\$41.89
06/01/21	BATTERIES PLUS 904-375-0495	ORANGE PARK	FL	\$514.35 ♦
06/01/21	WAWA 5266 000000000479168 6103588000	JACKSONVILLE	FL	\$68.79
06/02/21	IN *PROGRESSIVE ENTERTAINM 9046459068	JACKSONVILLE	FL	\$59.00
06/02/21	RINGCENTRAL INC 2817009001 94002	BELMONT	CA	\$176.94 ♦
06/02/21	BATTERIES PLUS 904-375-0495	ORANGE PARK	FL	\$514.35 ♦
06/02/21	WALMART.COM AA 09920 8009666546		AR	\$190.83 ♦
06/03/21	USA VINYL FENCE CO 041399801087021 TMAZAK@USAVINYL.COM	GROVEPORT	OH	\$130.79 ♦
06/03/21	DARSCO PLUMBING SUPPLY 000000001 9043535111	JACKSONVILLE	FL	\$108.20 ♦
06/03/21	PIZZA HUT 004255 4255 904-771-6480	JACKSONVILLE	FL	\$84.72
06/03/21	PAPA JOHN'S 9046417210	JACKSONVILLE	FL	\$67.85
06/03/21	PAPA JOHN'S 9046417210	JACKSONVILLE	FL	\$102.28 ♦
06/03/21	PUBLIX 8636881188	ORANGE PARK	FL	\$237.93 ♦
06/04/21	NORTHERN TOOL EQUIP 000000000000000032225	JACKSONVILLE	FL	\$290.24 ♦
06/07/21	WALMART.COM AA 09920 8009666546		AR	\$74.17

Continued on reverse

Detail Continued

♦ - denotes Pay Over Time activity

				Amount
06/08/21	ST AUGUSTINE ELECTRIC MO 0776 904-829-8211	ST AUGUSTINE	FL	\$207.00 ♦
06/08/21	OLD TIME POTTERY 6158906060	ORANGE PARK	FL	\$128.36 ♦
06/09/21	WALMART.COM AA 09920 8009666546	8009666546	AR	\$14.10
06/09/21	1&1 IONOS 610-560-1589	https://www.ionos.com	PA	\$18.00
06/10/21	OFFICE DEPOT #258 00000258 8004633768 PAPER,IMAGPRNT,10RM,8.5X11,WHT	JACKSONVILLE	FL	\$99.98
06/10/21	GUITAR CENTER #787 787 866-498-7882	JACKSONVILLE	FL	\$899.97 ♦
06/10/21	AMERICAN LIFEGUARD PROD 00-09513724154 800-4458721	INCLINE VLG	NV	\$395.93 ♦
06/11/21	GUITAR CENTER #787 787 866-498-7882	JACKSONVILLE	FL	\$83.74
06/11/21	PAPA JOHN'S 9046417210	JACKSONVILLE	FL	\$34.23
06/11/21	AMERICAN LIFEGUARD PROD 00-09513724154 800-4458721	INCLINE VLG	NV	\$200.00 ♦
06/15/21	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
06/15/21	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
06/15/21	ID ZONE IDZONE MIAMI	MIAMI LAKES	FL	\$429.29 ♦

Fees

	Amount
Total Fees for this Period	\$0.00

Interest Charged

	Amount
Total Interest Charged for this Period	\$0.00

About Trailing Interest

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

2021 Fees and Interest Totals Year-to-Date

	Amount
Total Fees in 2021	\$95.00
Total Interest in 2021	\$0.00



Thank you for your order.
Your web confirmation number is 7997098.

Billing Address	Shipping Address
Jay Soriano GMS llc 475 west town place St. Augustine, FL 32092 United States jsoriano@gmsnf.com	Jay Soriano GMS llc 370 Oakleaf Village Pkwy Orange Park, FL 32065 United States jsoriano@gmsnf.com

Qty	Description	Total
6	Kemp (40) Inch Lifeguard Rescue Tube - Pool Guard Equipment SALE!! RED Item: 11-001 RED Price: \$36.50	\$219.00
2	Rash Guard Long Sleeve Lifeguard Unisex CLOSE OUT SALE! Royal - Small Item: US-112 RYL-S Price: \$12.99 Logo: F INSTRUCTOR	\$25.98
3	Rash Guard Long Sleeve Lifeguard Unisex CLOSE OUT SALE! Royal - Medium Item: US-112 RYL-M Price: \$12.99 Logo: F INSTRUCTOR	\$38.97
3	Rash Guard Long Sleeve Lifeguard Unisex CLOSE OUT SALE! Royal - Large Item: US-112 RYL-L Price: \$12.99 Logo: F INSTRUCTOR	\$38.97

Subtotal:	\$322.92
(National, State and Local taxes) Tax:	\$0.00
(STANDARD UPS OR USPS SHIPPING) Shipping:	\$73.01
TOTAL:	\$395.93

Order Information

Description: JT ,Web Order

Invoice Number 231867

PO Number 231867

Tax Exempt Yes

Customer ID 232030

Billing Information

Jay Soriano
Gms Llc
475 West Town Place
St. Augustine, FL 32092
USA
jsoriano@gmsnf.com

Shipping Information

Jay Soriano
Gms Llc
370 Oakleaf Village Pkwy
Orange Park, FL 32065
USA

Shipping: \$73.01 (USD)

Tax: \$0.00 (USD)

Total: \$200.00 (USD)**Payment Information**

Date/Time: 11-Jun-2021 15:06:09 PDT

Transaction ID: 63088151422

Payment Method: American Express

Transaction Type: Purchase

Auth Code: 159773

Merchant Contact Information

American Lifeguard Products, LLC
Ft Lauderdale, FL 33316
US
sales@americanlifeguard.net

Store 98
1919 Wells Rd
Orange Park, FL 32073

Store 98
1919 Wells Rd
Orange Park, FL 32073

	2 1/2 FT CRANK T1NP	31.99 T
Regular	Price 39.99 Sales Price 31.99	
	789112793382	
	7 1/2 FT CRANK T1NP	31.99 T
Regular	Price 39.99 Sales Price 31.99	
	789112793382	
	7 1/2 FT CRANK T1NP	31.99 T
Regular	Price 39.99 Sales Price 31.99	
	789112793382	
	7 1/2 FT CRANK T1NP	31.99 T
Regular	Price 39.99 Sales Price 31.99	
	789112793382	
	7 1/2 FT CRANK T1NP	31.99 T
Regular	Price 39.99 Sales Price 31.99	
	789112793337	
	7 1/2 FT CRANK T1NP	31.99 T
Regular	Price 39.99 Sales Price 31.99	
	789112793337	
	7 1/2 FT CRANK T1NP	31.99 T
Regular	Price 39.99 Sales Price 31.99	
	789112793337	
	TAX	23.99
	TOTAL	343.89

TRX TYPE Purchase
CARD AMERICAN EXPRESS
ACCT# 875476
ENTRY METHOD CHIP
ACCT# *****8052
PID A000000025010801
AUTHORIZATION MODE ISSUER

AREX	343.89
CHANGE	0.00
Tax	23.99
TOTAL NUMBER OF ITEMS SOLD = 70	
05/28/21 16:05:58 21 126 717641	



99009802101262105281635

Single-Tree Descriptions for $\mathcal{C}(\mathcal{R})$

We Are Hiring!

בשדה ופחל: 4 נתיבות

Scan for more info



Join our Insider Parks program to get 10% off your next visit. A bonus offer on your birthday and countless returns!

Sign up at AHome.com/JoinPerks

Batteries + Bulbs

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

Receipt

Customer Doublebranch CDD
Customer #: 5620249
Original Order P40313261
PO# 6/6/2021

Sale Items

SLIGC8D08165 3 @ 142.95 428.85

8V GC8 CROWN FLOODED 12
D08165

Tax Exempt # - 85-8012511046C-7

Full Warranty Until 6/2/2022

SLICORE3 3 @ 27.00 81.00

30/31/GCA CORE

Tax Exempt # - 85-8012511046C-7

ENV150 3 @ 1.50 4.50

ENVIRONMENTAL FEE

ENV150

Tax Exempt # - 85-8012511046C-7

Item Subtotal 514.35

Tax 0.00

Tax Exempt # 85-8012511046C-7

Tax Override Local Government

Tax Exempt Expire Date 9/1/2022

Total 514.35

AMEX XXXXXXXXXXXX8052 514.35

SORIANO/JAY

Chip 888037

Sale Amount Received 514.35

Items Sold 9



P40313261

485-02 6/2/2021 2:13:02 PM
marionw

Thank you for your purchase!

We are proud to be your destination for
batteries, light bulbs, repair services & more.
Shop in store or online at batteriesplus.com.

Tell us about your visit today.

Visit batteriesplus.com/feedback

Enter 43LGGHWWIG to answer a few questions
about your store experience today.

Let us stay in touch!

To receive text alerts about exclusive promos,
new products & more, text POWER to 33233.

Messaging rates may apply.

Customer Copy - Please retain for your records.

Batteries + Bulbs

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

Receipt

Customer Doublebranch CDD
Customer #: 5620249
Original Order: P40276092
PO#: 6/6/2021

Sale Items

SLIGC8D08165 3 @ 142.95 428.85

8V GC8 CROWN FLOODED 12
D08165

Tax Exempt # - 85-8012511046C-7

Full Warranty Until 6/1/2022

ENV150 3 @ 1.50 4.50

ENVIRONMENTAL FEE

ENV150

Tax Exempt # - 85-8012511046C-7

SLICORE3 3 @ 27.00 81.00

30/31/GCA CORE

Tax Exempt # - 85-8012511046C-7

Item Subtotal 514.35

Tax 0.00

Tax Exempt # 85-8012511046C-7

Tax Override Local Government

Tax Exempt Expire Date 9/1/2022

Total 514.35

AMEX XXXXXXXXXXXX8052 514.35

SORIANO/JAY

Chip 839180

Sale Amount Received 514.35

Items Sold 9



P40276092

485-01 6/1/2021 2:25:33 PM
mwarren

Thank you for your purchase!

We are proud to be your destination for
batteries, light bulbs, repair services & more.
Shop in store or online at batteriesplus.com.

Tell us about your visit today.

Visit batteriesplus.com/feedback

Enter 8F87V7W1Q to answer a few questions
about your store experience today.

Let us stay in touch!

To receive text alerts about exclusive promos,
new products & more, text POWER to 33233.

Messaging rates may apply.

Customer Copy - Please retain for your records.

Batteries + Bulbs

Invoice# P40525878

Thank you for your purchase!
Customer Copy - Please Retain for Your Records

Batteries Plus Bulbs #485
36 A Blanding Blvd
Orange Park, FL 32073
Phone: (904) 375-0495
Fax: (904) 375-2370

Sale Information:

Order #: P40525878
Purchase Order #: 06/01/2021
Original Order #: P40276092
Sales Rep: Michael Warren

Customer Information:

Doublebranch CDD
Phone: (904) 582-0249
Cust #: 5820249

Sale Items	Qty	Unit	Price	Ext Price
SLICORE3-R 30/31/GCA CORE Tax Exempt # - 85-8012511046C-7	3	Each	-27.00	-81.00

Items Sold: 3

Subtotal: -81.00
Tax: 0.00
Total: \$-81.00

Payment

AMEX XXXXXXXXXXXX8052 \$-81.00
SORIANO/JAY
Chip

Customer Signature

6/8/2021 6:17:58 PM
485-01
mwarren



P40525878

We'd Love Your Feedback - batteriesplus.com/feedback
Enter Code: XJ9CXWNV-Z

Franchise Opportunities
batteriesplus.com/franchise

We want you to be completely satisfied with your purchase. The following information will help facilitate your return of an unused product, or a warranty claim for a defective product, either of which may be processed at a Batteries Plus Bulbs® retail store, or by calling 1-800-877-8278.

Return Policy

- A return request must occur within 14 days of purchase, or delivery if we shipped the product directly to you.
- Product returns require a proof of purchase or original receipt.
- If you are shipping the product back to us, it must be received by our warehouse within 45 days from the date your product was delivered. For specific labeling instructions call 1-800-877-8278 or email customer@batteriesplus.com. Freight expense is not refundable.
- Products must be in an unused and saleable condition.
- Refunds for purchases made by credit card will be credited back to the card used to make the purchase.
- Cash refunds for purchases under \$20 may be received at a Batteries Plus Bulbs® retail store only, and for return requests in amounts over \$20 may be in the form of a check mailed to customer's home address.
- Refunds for purchases made by check require a ten (10) day waiting period from date of purchase.
- Returns are not applicable to Tech Center Rebuilds.

Warranty Policy

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Warranty coverage is not transferable (it applies to the original purchaser only), and requires a proof of purchase or original receipt.

A warranty claim may require product analysis prior to issuance of a credit or replacement, which may take up to two (2) business days to process.

Specific terms and conditions of warranty policies will vary by product type, and may be modified over time. For specific terms and conditions, please see a store representative, or call 1-800-877-8278.

The warranties for the specific products are the exclusive and only warranties that we provide with respect to the products we sell.

BATTERIES PLUS BULBS® MAKES NO OTHER WARRANTIES, EXPRESS OR IMPLIED. WE DISCLAIM ALL OTHER WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Thank you for your purchase!
Customer Copy - Please Retain for Your Records


Batteries Plus Bulbs #485
36 A Blanding Blvd
Orange Park, FL 32073
Phone: (904) 375-0495
Fax: (904) 375-2370

Sale Information:

Order #: P40276092
Purchase Order #: 06/01/2021
Original Order #: P40276092
Sales Rep: Michael Warren

Customer Information:

Doublebranch CDD
Phone: (904) 562-0249
Cust #: 5620249

Sale Items	Qty	Unit	Price	Ext Price
 SLIGC8D08165 8V GC8 CROWN FLOODED 12 D08165 Tax Exempt # - 85-8012511046C-7 Full Warranty Until 6/1/2022	3	Each	142.95	428.85
ENV150 ENVIRONMENTAL FEE ENV150 Tax Exempt # - 85-8012511046C-7	3	Each	1.50	4.50
SLICORE3 30/31/GCA CORE Tax Exempt # - 85-8012511046C-7	3	Each	27.00	81.00

Items Sold: 9
Tax Exempt #: 85-8012511046C-7
Tax Override: Local Government
Tax Exempt Expiration Date: 9/1/2022
Sale Amount Received: \$514.35

Subtotal: 514.35
Tax: 0.00
Total: \$514.35

Payment

AMEX XXXXXXXXXXXX8052 \$514.35
SORIANO/JAY
Chip 839180

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mwarren



P40276092

We'd Love Your Feedback - batteriesplus.com/feedback
Enter Code: 8F87IV7W1Q

Franchise Opportunities
batteriesplus.com/franchise

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Batteries + Bulbs.

Invoice# P40525806

Thank you for your purchase!
Customer Copy - Please Retain for Your Records

Batteries Plus Bulbs #485
36 A Blanding Blvd
Orange Park, FL 32073
Phone: (904) 375-0495
Fax: (904) 375-2370

Sale Information:

Order #: P40525806
Purchase Order #: 06/02/2021
Original Order #: P40313261
Sales Rep: Michael Warren

Customer Information:

Doublebranch CDD
Phone: (904) 562-0249
Cust #: 5620249

Sale Items	Qty	Unit	Price	Ext Price
SLICORE3-R 30/31/GCA CORE Tax Exempt # - 85-8012511046c-7	3	Each	-27.00	-81.00
Items Sold: 3				
		Subtotal:		-81.00
		Tax:		0.00
		Total:		\$-81.00

Payment

AMEX XXXXXXXXXXXX8052 \$-81.00
SORIANO/JAY
Chip

Customer Signature

6/8/2021 6:16:30 PM

485-01

mwarren



P40525806

We'd Love Your Feedback - batteriesplus.com/feedback
Enter Code: 8F8ADUFN5Q

Franchise Opportunities
batteriesplus.com/franchise

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Thank you for your purchase!
Customer Copy - Please Retain for Your Records


Batteries Plus Bulbs #485
36 A Blanding Blvd
Orange Park, FL 32073
Phone: (904) 375-0495
Fax: (904) 375-2370

Sale Information:

Order #: P40313261
Purchase Order #: 06/02/2021
Original Order #: P40313261
Sales Rep: Marion Watkins

Customer Information:

Doublebranch CDD
Phone: (904) 562-0249
Cust #: 5620249

Sale Items	Qty	Unit	Price	Ext Price
 SLIGC8D08165 8V GC8 CROWN FLOODED 12 D08165 Tax Exempt # - 85-8012511046c-7 Full Warranty Until 6/2/2022	3	Each	142.95	428.85
SLICORE3 30/31/GCA CORE Tax Exempt # - 85-8012511046c-7	3	Each	27.00	81.00
ENV150 ENVIRONMENTAL FEE ENV150 Tax Exempt # - 85-8012511046c-7	3	Each	1.50	4.50

Items Sold: 9
Tax Exempt #: 85-8012511046c-7
Tax Override: Local Government
Tax Exempt Expiration Date: 9/1/2022
Sale Amount Received: \$514.35

Subtotal: 514.35
Tax: 0.00
Total: \$514.35

Payment

AMEX XXXXXXXXXXXX8052 \$514.35
SORIANO/JAY
Chip 888037

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marionw



P40313261

We'd Love Your Feedback - batteriesplus.com/feedback
Enter Code: 43LGGHWWIG

Franchise Opportunities
batteriesplus.com/franchise

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**** Darsco, Inc. ****
Plumbing Repair Parts
 120 Stockton Street - Jacksonville, FL 32204
 (904) 353-5111 - Fax (904) 434-1715
 darsco4@yahoo.com



09:10:14

DATE	INVOICE
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** INVOICE **

TAX JURISDICTION/NO/DESCRIPTION						TAX EXEMPT			
0001 FLORIDA/DUVAL									
LOC	DATE ORDERED	DATE SHIPPED	SHIP VIA	JOB NUMBER	CUSTOMER ORDER NUMBER	SALES PERSON	CLK	TERMS	PAGE
01	06/03/21	06/03/21	PICK-UP			0	04		0101
ITEM	HM	QUANTITY	SHIPPED	DESCRIPTION	UNIT PRICE	AMOUNT			
P837-338		2.00	2.00	3X2 SPGXS RED BUSHING	24.24	48.48			
EA					32.32	Rtl			
P897-030		1.00	1.00	3" UNION O-RING-	52.17	52.17			
EA					69.56	Rtl			
<div style="text-align: center;"> <p>Webster Plumbing Supply 120 STOCKTON STREET JACKSONVILLE FL 32204 (904) 353-5111</p> <p>Bank ID: 6011 Refund ID: 6110 Term ID: 601</p> <p>Sale</p> <p>XXXXXXXXXXXX852 AMEX Entry Method: Chip</p> <p>Total: \$ 108.20</p> <p>06/03/21 08:15:03 Inv #: 000011 Appr Code: 827927 Apprvd: Online Batch#: 153001 Retrieval key: 0 00000000</p> <p>AMERICAN EXPRESS ALL: 000000025010001 ISI: F800 ITR: 0000000000</p> <p>Cardholder name 11698-7001</p> </div>									
SALES AMOUNT		SALES TAX		FREIGHT		CODE		DEPOSIT	
100.65		7.55				CASH		108.20	
						CODE		3	
								.00	

NO RETURNS WITHOUT WRITTEN AUTHORIZATION. A MINIMUM 15% RESTOCKING CHARGE WILL BE MADE ON ALL RETURNS ACCEPTED.
 Existing taxes or any additional taxes levied by any governmental authority on products herein named, shall be for the account of buyer.
 A service charge of 1.50% per month will be made on all past due accounts.
 Purchaser is liable for all legal costs if this account is placed for collection.
 A minimum billing of \$25.00 is in effect on all charges.

PLEASE PAY
THIS AMOUNT

Order # 1002137653



Order Date: June 15, 2021

Items Ordered

Items Ordered				
Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none">• Ordered1• Shipped1	\$26.95
				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

Order Information

Shipping Address
Oakleaf Plantation
370 Oakleaf Village Pkwy
Orange Park, Florida, 32065

Billing Address
Oakleaf Plantation
475 W Town Pl

Payment Method
Credit Card

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056

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

Invoice

Invoice #: 2209
Invoice Date: 7/16/21
Due Date: 7/16/21
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 Event Staff through July 15, 2021	12	25.00	300.00
Amenities Revenue 2-369-103 2.300.36900.10300			



Total	\$300.00
Payments/Credits	\$0.00
Balance Due	\$300.00

7-19-21
AK

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
12.00	Facility Event Staff	\$ 25.00	\$ 300.00

Covers Period End: July 15, 2021

Amenities Revenue # 2-369-103

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

Invoice #: 2211

Invoice Date: 8/12/21

Due Date: 8/12/21

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 July 1 - July 31, 2021		10,120.52	10,120.52
Maintenance Supplies		1,988.37	1,988.37
Facility Main. General \$3299 ⁰⁰ 2.572.4660 2.320.57200.46600			
Facility Main. Cont. \$2697 ⁰⁰ 2.572.4662 2.320.57200.46620			
Lighting Repairs \$659 ⁰⁰ 2.320.572.46630			
Common Area Main. \$2861 ⁰⁰ 2.572.4640 2.320.57200.46400			
Repairs/ Replace \$2592. ⁸⁹ 2.572.6310 2.320.57200.63100			
Total			\$12,108.89
Payments/Credits			\$0.00
Balance Due			\$12,108.89

8/16/21

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JULY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/21	6	E.T.	Assembled playground at Silverleaf Community Park
7/1/21	8	T.C.	Worked on playground project
7/1/21	4	G.S.	Removed debris from all common areas and ponds
7/2/21	8	T.C.	Worked on playground project
7/2/21	4	L.N.	Removed debris from all common areas
7/6/21	6	E.T.	Installed bottom boards on dog park fencing
7/6/21	8	T.C.	Worked on dog park project
7/6/21	5	G.S.	Removed debris from all common areas
7/7/21	8	T.C.	Worked on playground project
7/7/21	1.5	G.S.	Removed debris from all common areas
7/7/21	8	L.N.	Removed and replace Fieldhouse water fountain
7/8/21	6	E.T.	Build playground at community park and add new feature on it, clean up fallen tree debris around park
7/8/21	8	T.C.	Worked on playground project
7/8/21	5.5	G.S.	Removed debris from all common areas
7/9/21	8	T.C.	Pressure washed fence along Loop Road
7/9/21	4	L.N.	Removed debris from all common areas
7/12/21	4	T.C.	Worked on playground project
7/12/21	7	G.S.	Maintenance work on picnic table, removed debris from all common areas and ponds
7/13/21	2	E.T.	Replace lights in fitness center, bathroom and office area, install hand grips on playground
7/13/21	2	G.S.	Removed debris from all common areas
7/14/21	4	T.C.	Repair toilet in fitness center, cleaned and filled fountain by office
7/14/21	4.5	G.S.	Removed debris from all common areas, maintenance work on soccer fields
7/15/21	8	E.T.	Painted playground at Silverleaf Community Park
7/15/21	4	G.S.	Removed debris from all common areas, treated fire ant mounds
7/19/21	8	T.C.	Worked on playground project, picked up supplies
7/19/21	7	G.S.	Removed debris from all common areas
7/20/21	6	E.T.	Build playground at Silverleaf playground and paint
7/20/21	8	T.C.	Worked on playground project, picked up supplies
7/20/21	1.5	G.S.	Removed debris from all common areas and ponds
7/21/21	8	T.C.	Worked on playground project
7/21/21	4	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds in parks
7/21/21	8	L.N.	Installed new playground
7/22/21	8	E.T.	Build playground at Pebble creek playground and add features and paint
7/22/21	8	T.C.	Worked on playground project, picked up supplies
7/22/21	4	G.S.	Removed debris from all common areas and ponds
7/23/21	6	T.C.	Replaced swings at amenity center playground, worked on playground project, picked up supplies
7/23/21	4	L.N.	Removed debris from all common areas
7/26/21	4	T.C.	Worked on playground project
7/26/21	7	G.S.	Removed debris from all common areas and ponds
7/27/21	8	E.T.	Add new feature to playground at Silverleaf Community Park and paint, prim up water fall at main entrance to community
7/27/21	8	T.C.	Worked on playground project, picked up supplies
7/27/21	2.5	G.S.	Removed debris from all common areas
7/28/21	4	T.C.	Worked on playground project, picked up supplies
7/28/21	4.5	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds in parks
7/29/21	8	E.T.	Painted playground at Silverleaf Community Park, paint bridge at soccer park, paint dog park fence
7/29/21	8	T.C.	Pressure washed entrance columns of community and neighborhoods
7/29/21	5	G.S.	Removed debris from all common areas and ponds
7/30/21	8	T.C.	Pressure washed entrance signs
7/30/21	4	L.N.	Removed debris from all common areas

TOTAL 285

MILES 327

*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 08/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	7/2/21	4x3/8" Shedless Knit Spk	5.74	T.C.
	7/2/21	Pelican Liners	2.48	T.C.
	7/2/21	Ext Stain 120oz (2)	91.95	T.C.
	7/2/21	2x10x16 Lumber (8)	358.62	J.S.
	7/2/21	Plant Spikes	10.33	J.S.
	7/2/21	Liquid Fertilizer	6.49	J.S.
	7/2/21	Leaf Rake (2)	48.25	J.S.
	7/2/21	5" Sitrmer Basket	4.58	J.S.
	7/2/21	D Cell Batteries	4.88	J.S.
	7/2/21	3/8" Water Connection (2)	16.05	SA
	7/2/21	Tapcon 3/16"x1-3/4 75pk	17.83	SA
	7/2/21	3/16" Fender Washer (8)	1.17	SA
	7/9/21	60lb Sakrete (30)	145.25	J.S.
	7/9/21	Ryobi Random Orbit Sander	31.61	J.S.
	7/9/21	Ryobi Sander Backing Pad	8.60	J.S.
	7/9/21	Metal Storage Shelving	263.35	J.S.
	7/12/21	4-5/8" Suction Cup	9.18	T.C.
	7/12/21	DeWalt Pocket Knife	5.74	T.C.
	7/13/21	26W LED 1pk (3)	27.50	T.C.
	7/13/21	Rod Iron Handle (2)	29.14	T.C.
	7/13/21	#10x1-1/2 Wood Screw (2)	2.94	T.C.
	7/13/21	2.5" Angle Sash Al Paint	13.19	T.C.
	7/13/21	Bucket	2.17	T.C.
	7/13/21	3/8x3 Lag Screw (3)	5.73	T.C.
	7/13/21	3/8x2-1/2 Lag Screw (3)	6.04	T.C.
	7/13/21	3/8" Hex Nut (2)	0.62	T.C.
	7/14/21	Permatex Gasket Maker	2.88	J.S.
	7/14/21	12 Outlet Network Surge Protector	58.32	J.S.
	7/17/21	Husky 16lb Sledge Hammer	28.74	J.S.
	7/17/21	5lb Wedge	8.81	J.S.
	7/17/21	Proxima 2.5lb Pick Axe	15.61	J.S.
	7/19/21	3/8" Stainless Nuts 25pc	13.71	SA
	7/19/21	3/8" Stainless Washer 25pc	8.02	SA
	7/19/21	3/8"x2 Carriage Bolts 5pc (4)	34.98	SA
	7/19/21	3/8" Stainless Lockwasher (8)	8.83	SA
	7/19/21	1/4 MNPT x 1/4 Auto Plug	1.37	T.C.
	7/19/21	1/4 MNPT x 1/4 UA Plug	1.37	T.C.
	7/19/21	1/4 FNPT Pistol Grip Blow Gun	4.18	T.C.
	7/19/21	Microfiber Towels 12pk	5.74	T.C.
	7/19/21	Lemon Multicleaner	10.83	T.C.
	7/19/21	30 Seconds O/DR 128oz	11.47	T.C.
	7/19/21	2x8-8 #2 PT GC (8)	26.81	T.C.
	7/19/21	2x4-8 #2 PT GC (10)	44.62	T.C.
	7/19/21	Wiping Cloths	6.60	J.S.
	7/19/21	Terry Towels 12cl	7.18	J.S.
	7/19/21	Lean Strip Acetone 1 Galon	22.97	J.S.
	7/20/21	1x8-8 PT GC	8.82	T.C.
	7/20/21	Disinfectant Aero Linen	5.68	T.C.
	7/20/21	Spray Bottle	1.31	T.C.
	7/21/21	Stainless Lag Screws 5pc (7)	41.30	SA
	7/21/21	Flat Washers 25pc (2)	12.83	SA
	7/21/21	1 3/8" Paddle Bit	7.56	SA
	7/21/21	3/8x2 Lag Screw (4)	10.12	SA
	7/21/21	3/8" Flat Washers (4)	1.49	SA
	7/22/21	Husky Bit Sckt 3/8" DRV T45 TP Torx	3.20	T.C.
	7/22/21	Husky Tamper PRF Torx 8pc Bit Socket Set	11.48	T.C.
	7/22/21	35" Compact Mag Tape Measure	17.23	T.C.
	7/22/21	30 Second Cleaner Sprayer 32oz	7.76	J.S.
	7/22/21	30 Second Cleaner Half Galon	12.68	J.S.
	7/22/21	Borax	13.42	J.S.
	7/22/21	Wasp Spray	9.44	J.S.
	7/22/21	Chlorinating Tabs	20.11	J.S.
	7/22/21	Muriatic Acid 1 Galon	7.46	J.S.
	7/23/21	DeWalt Pocket Knife	5.74	T.C.
	7/23/21	5/8"x16" Speedemon Spade Bit	5.73	T.C.
	7/27/21	Disposable Gloves Medium	7.46	T.C.
	7/27/21	Pop-N-Go 8lb Nitrile Gloves 20pk	8.33	T.C.
	7/27/21	Gorilla Wood Glue	3.43	T.C.
	7/28/21	Caution Tape	5.73	T.C.
	7/28/21	2x4-8 #2 PT GC (3)	13.39	T.C.
	7/28/21	Behr Epoxy Paint 5 gallon	185.16	SA
	7/28/21	Wooster 4-5' Extension Pole	28.73	SA
	7/28/21	AniStop Additive (5)	43.01	SA
	7/28/21	9" Paint Rollers (2)	16.05	SA
	7/28/21	5 Galon Pouring Spout	2.27	SA
	7/28/21	Paint Pal Opener	3.20	SA
	7/28/21	Roller Cover (2)	4.19	SA
	7/28/21	8x3/4 Roller Cover (2)	16.72	SA
	7/28/21	9" Plastic Tray (2)	8.00	SA

TOTAL \$1,989.37

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2221

Invoice Date: 9/21/21

Due Date: 9/21/21

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
Facility Maintenance August 1 - August 31, 2021		7,267.13	7,267.13
Maintenance Supplies		1,981.85	1,981.85
Facility Main. General #2,971 ⁰⁰ 2.572.4660			
Facility Main. Cont. #2,456 ⁰⁰ 2.572.4662			
Lighting Repairs #315 ⁰⁰ 2.320.572.4663			
Common Area Main. #1,617 ⁰⁰ 2.572.4640			
Repairs / Replace #1,889 ⁹⁸ 2.572.6310			

Total \$9,248.98**Payments/Credits** \$0.00**Balance Due** \$9,248.989/23/21
OK

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/2/21	8	T.C.	Worked on bridge project
8/2/21	7	G.S.	Removed debris from all common areas, maintenance work on EZ-Go
8/2/21	8	L.N.	Worked on bridge project
8/3/21	5	E.T.	Prim up pump on water filter at main entrance to community, paint bridge at soccer field
8/3/21	8	T.C.	Worked on bridge project
8/3/21	1.5	G.S.	Removed debris from all common areas, maintenance work on soccer field
8/4/21	8	T.C.	Worked on bridge project
8/4/21	3.5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
8/4/21	8	L.N.	Worked on bridge project
8/5/21	8	E.T.	Assemble new bridge for walkway to dog park
8/5/21	8	T.C.	Worked on bridge project
8/5/21	3.5	G.S.	Removed debris from all common areas, cut down large tree and landscaping
8/8/21	6	T.C.	Worked on bridge project
8/8/21	4	L.N.	Removed debris from all common areas
8/9/21	7	G.S.	Removed debris from all common areas, maintenance work on soccer field
8/10/21	2.5	G.S.	Removed debris from all common areas
8/11/21	6	T.C.	Worked on dog park project
8/11/21	5	G.S.	Removed debris from all common areas
8/12/21	4	G.S.	Removed debris from all common areas
8/13/21	8	T.C.	Worked on dog park project
8/13/21	4	L.N.	Removed debris from all common areas
8/16/21	7	G.S.	Removed debris from all common areas and ponds, removed deceased animal from road
8/17/21	2.5	G.S.	Removed debris from all common areas
8/18/21	8	T.C.	Worked on dog park project
8/19/21	4	G.S.	Removed debris from all common areas
8/20/21	4	L.N.	Removed debris from all common areas
8/23/21	3.5	G.S.	Removed debris from all common areas and ponds
8/24/21	4.5	G.S.	Removed debris from all common areas
8/25/21	5	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds in park, picked up supplies
8/26/21	5	G.S.	Removed debris from all common areas, removed deceased animal from road
8/27/21	4	L.N.	Removed debris from all common areas
8/27/21	2	A.B.	Cleaned pools
8/30/21	7	G.S.	Removed debris from all common areas, cut down fallen tree
8/30/21	8	L.N.	Painted bridge
8/30/21	6	A.B.	Painted bridge
8/31/21	2	G.S.	Removed debris from all common areas, chainsaw maintenance
8/31/21	8	A.B.	Painted bridge
TOTAL	<u><u>203.5</u></u>		
MILES	<u><u>325</u></u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 06/05/21

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
DB				
DOUBLE BRANCH				
8/3/21	1032	Rap and Dia	3.60	J.S.
8/3/21	8732	Tap and Dia	3.60	J.S.
8/3/21	1032	Machine Screws	1.47	J.S.
8/3/21	8732	Machine Screws	1.47	J.S.
8/3/21	2x8-8	#2 Lumber (4)	33.74	T.C.
8/3/21	2x8-8	#2 PT Lumber (8)	111.47	T.C.
8/3/21	Duckmate Tan 3"	Screw 10lb	64.38	T.C.
8/3/21	Tape Measure		9.76	T.C.
8/3/21	1/2"x2x4"	PVC Sheet White	41.35	T.C.
8/3/21	Lemon Pine Sol		9.88	T.C.
8/3/21	Clorox Bleach		7.67	T.C.
8/3/21	1/4"x1/4"	Brass Plug	1.64	T.C.
8/3/21	1/4"x1/4"	Brass Coupler	4.81	T.C.
8/3/21	1/4 FNPT	Dual Foot Air Chuck	4.47	T.C.
8/3/21	3/8x50	PVC Air Hose	12.64	T.C.
8/4/21	10W-30	Oil (3)	17.24	G.S.
8/4/21	Philips	Screwdriver	9.92	G.S.
8/4/21	Flat	Screwdriver	7.44	G.S.
8/4/21	Roach Spray	(2)	0.13	G.S.
8/4/21	Terry Towels	50pk	26.43	G.S.
8/4/21	Fire Ant Killer	(8)	105.62	G.S.
8/4/21	Husky 1/2"	Drive 1-1/4" 12PT Deep	8.03	T.C.
8/4/21	Female Conn.	1/4x1/4 Plug	1.31	T.C.
8/4/21	Pushroom		13.77	T.C.
8/4/21	Husky Combo Wrench	1-1/4" 12PT	9.18	T.C.
8/10/21	Water Resistant	Leather Work Glove	8.18	T.C.
8/13/21	Metal Pistol Grip	Water Nozzle	10.29	T.C.
8/13/21	2x4x8'		4.82	S.A.
8/13/21	1/2"	Flat Washer 50pk	20.70	S.A.
8/13/21	1/2"x4"	Lag Screw 25pk	71.83	S.A.
8/13/21	1/2"x5"	Lag Screw (2)	6.60	S.A.
8/13/21	1/2"	Flat Washer (2)	0.92	S.A.
8/13/21	Carpenter Pencils	10pk	6.50	S.A.
8/13/21	PVC Cleaner		6.16	J.S.
8/13/21	PVC Glue		6.24	J.S.
8/13/21	5xMetal Saw	Blade	1.50	J.S.
8/13/21	PVC 4"x2"	Pipe	13.27	J.S.
8/13/21	PVC Coupling	Fitting (2)	7.34	J.S.
8/16/21	Plumbers Puffy		1.00	J.S.
8/16/21	Thread Sealant		6.49	J.S.
8/16/21	8" Strap Wrench		6.30	J.S.
8/16/21	6 3/4"	Strap Wrench	12.95	J.S.
8/17/21	General Purpose 3"	Cut Wheel	5.73	J.S.
8/17/21	Drum Cut Off	Tool	68.43	J.S.
8/18/21	12ah Tool	Battery	125.93	J.S.
8/18/21	4" PVC Repair	Coupling (2)	28.29	J.S.
8/18/21	2"	PVC Cap	2.84	J.S.
8/18/21	1/2"	Hosabbb Stainless	22.88	J.S.
8/18/21	1/2 4x8 Birch	Plywood	64.84	T.C.
8/18/21	Lemon Pine Sol		4.92	T.C.
8/18/21	Disposable	Gloves	7.46	T.C.
8/18/21	8.5 AMP	Router	51.18	T.C.
8/20/21	PVC Cleaner		6.15	J.S.
8/20/21	PVC Glue		3.70	J.S.
8/20/21	4" PVC Coupling		13.14	J.S.
8/20/21	1/4"	Flare Coupling	2.82	J.S.
8/20/21	1/2"	Flare Coupling	4.97	J.S.
8/20/21	3/8"	Flare Coupling	3.88	J.S.
8/20/21	Borax (3)		18.11	J.S.
8/20/21	Red Hot PVC	Glue Pack	6.23	J.S.
8/20/21	4"	PVC Fitting	7.34	J.S.
8/25/21	1/2" Deep 1-1/8"	Socket 12 PT	5.73	T.C.
8/25/21	Husky Breaker Bar	1/2" 15"	13.20	T.C.
8/25/21	Cutting Tool		45.97	G.S.
8/25/21	Nitty Nibber		22.97	G.S.
8/25/21	Bug Killer		4.57	G.S.
8/25/21	Ant & Roach Killer		3.42	G.S.
8/25/21	Fire Ant Killer (7)		100.50	G.S.
8/28/21	SS Fender Washers	(2)	2.94	J.S.
8/28/21	SS Machine Screw	(2)	2.94	J.S.
8/28/21	Flip Towels	50pk	13.78	J.S.
8/30/21	Terry Towels	20pk	12.63	T.C.
8/30/21	4x1/4 Woven Mesh	5pk	11.88	T.C.
8/30/21	15 in 1	Painter Tool	4.29	T.C.
8/30/21	Pelican Liners		2.45	T.C.
8/30/21	Angle Sash Short Cut	Brush (2)	11.48	T.C.
8/31/21	101 Moving	Container (4)	0.11	T.C.
8/31/21	8 Gallon Med	Trash Bags 25ct	4.29	T.C.
8/31/21	Router Table		74.18	T.C.
8/31/21	Purple Degreaser		21.25	T.C.
8/31/21	3/4"	Electric Tape	5.12	J.S.
8/31/21	Super 33 Vinyl	Tape	0.31	J.S.
8/31/21	Blue Electric	Tape	2.52	J.S.
8/31/21	Red Electric	Tape	2.52	J.S.
8/31/21	White Electric	Tape	2.52	J.S.
8/31/21	Nut Driver		11.43	J.S.
9/1/21	3"x18"	Sanding Belt	5.74	T.C.
9/1/21	Blue Nylon	Gloves 50pk	14.93	T.C.
9/1/21	5/8"-1 1/8"	Rotary Rasp	2.45	T.C.
9/1/21	5/8"x11/8"	36G Sanding Belt	4.01	T.C.
9/1/21	Pine Sol		17.22	T.C.
9/1/21	Marble Chips	.6CUFT (50)	242.08	J.S.
9/3/21	Marble Chips	.6CUFT (30)	145.31	T.C.

TOTAL \$1,981.81

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2219**Invoice Date:** 9/16/21**Due Date:** 9/16/21**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
One time payment for supplemental services 2.310.51300.34000		5,597.50	5,597.50
			
Total			\$5,597.50
Payments/Credits			\$0.00
Balance Due			\$5,597.50

From: Oakleaf Venues venuerentals@oakleafresidents.com

Subject: DBCDD refund of deposit request - NEKIA JACKSON

Date: September 22, 2021 at 3:44 PM

To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

Cc: Daniel Laughlin dlaughlin@gmsnf.com, Marilee Giles mgiles@gmsnf.com

OV

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- LOCATION - OV PATIO (SATURDAY) 2:00 P.M. to 5:00 P.M.
- DATE OF VENUE - SEPTEMBER 18, 2021
- RESIDENT - NEKIA JACKSON
- ADDRESS - 3132 HEARTHSTONE LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
 - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA (0200):
 - DATED: 8/10/21
 - SEQ#: 2
 - BATCH#: 198
 - INVOICE#: 2
 - APPROVAL CODE: 091784
 - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
08/10/21	08/10/21	09/18/21	Nekia Jackson - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-091784

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

Thank you.

I will be out of the office THURSDAY, SEPTEMBER 23, 2021 and SUNDAY, SEPTEMBER 26, 2021, therefore, if you require immediate attention please email me, or you may leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

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

Governmental Management Services

www.OakLeafResidents.com

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



864 B
2-300-36500-10300
Rental Deposit
Refund

Riverside Management Services, Inc

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

Invoice**Invoice #:** 300**Invoice Date:** 9/21/2021**Due Date:** 9/21/2021**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - September 2021		3,003.00	3,003.00
Common Area Maint.			
2.572.46400			
297B			
2.320.57200.46400			

**Total** \$3,003.00**Payments/Credits** \$0.00**Balance Due** \$3,003.00

9/23/21
aa

Service Detail

Bill To: Double Branch CDD

Invoice Date: 9/20/21

Due Date: Upon Receipt

Amount Due: \$ 3,003.00

<u>Date:</u>	<u>Description</u>	<u>Amount</u>
8/3/21	Pressure wash 1,000' of split rail	\$ 250.00
8/19/21	Pressure wash 1,100' of lattice top	\$ 495.00
8/24/21	Pressure wash 1,083' of lattice top	\$ 488.00
8/26/21	Pressure wash 1,138' of lattice top	\$ 512.00
8/31/21	Pressure wash 947' of lattice top	\$ 426.00
9/7/21	Pressure wash 893' of lattice top	\$ 402.00
9/14/21	Pressure wash 500' of lattice top, pressure wash 820' of split rail	\$ 430.00

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

TOTAL AMOUNT DUE: \$ 3,003.00

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

Remit Payment

** Pressure Washing according to contract and within budget

Contract Amount	\$	17,635.00
<u>Invoice:</u>		
Oct. 2020	\$	-
Nov. 2020	\$	-
Dec. 2020	\$	-
Jan. 2021	\$	-
Feb. 2021	\$	-
Mar. 2021	\$	-
Apr. 2021	\$	-
May 2021	\$	300.00
June 2021	\$	600.00
July 2021	\$	3,267.00
Aug. 2021	\$	2,171.00
Sept. 2021	\$	832.00
Balance:	\$	<u>10,465.00</u>

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

Riverside Management Services, Inc

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

Invoice

Invoice #: 301

Invoice Date: 9/21/2021

Due Date: 9/21/2021

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Additional Pressure Washing Services - September 2021 Common Area Maint. 2.572.4640 2.320.57200.46400 297B		650.00	650.00
<div>RECEIVED SEP 27 2021 By _____</div>			

Total \$650.00**Payments/Credits** \$0.00**Balance Due** \$650.00

9/23/21
OK

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

Service Detail

Bill To: Double Branch CDD

Invoice Date: 9/20/21

Due Date: Upon Receipt

Amount Due: \$ 650.00

ADDITIONAL PRESSURE WASHING SERVICES:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
8/10/21	Clean basin and pressure wash fountain	\$ 650.00

TOTAL AMOUNT DUE: \$ 650.00

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

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/24/21	00023	9/22/21 1153	202109 600-53800-62000 RECONFIG CIRC RECEPTACLES	ADELCO	*	1,625.00	1,625.00 000055
9/24/21	00022	9/22/21 QT#90024	202109 600-53800-62000 55GAL DRUM,BULK COAL TAR	GEMSEAL PAVEMENT PRODUCTS	*	1,430.00	1,430.00 000056
9/24/21	00016	9/16/21 OPP#6100	202109 600-53800-62000 IRRIGATION LABOR/PARTS	VERDEGO, LLC	*	2,050.00	2,050.00 000057
TOTAL FOR BANK C						5,105.00	
TOTAL FOR REGISTER						5,105.00	

DBBR DOUBLE BRANCH OKUZMUK

Invoice

ADELCO
ELECTRIC INC
PO Box 309
Middleburg FL 32050
904 759-6408

Date	Invoice #
9/22/2021	1153

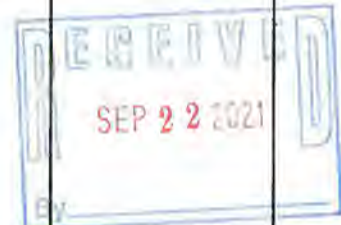
Adelcoelectric@comcast.net

Bill To

Double Branch CDD
370 Oakleaf Village Pkwy
Orange Park, FL 32065

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Reconfigure circuitry and add four 20 amp circuits feeding seven receptacles at fitness center.		0.00
	Material	525.00	525.00
	Labor	1,100.00	1,100.00
	Code to: Double Branch Capitol Projects 34.600.53800.62000		
		Total	\$1,625.00



23C



Quote

#9002439
9/22/2021

PMG SM Holdings LLC
5050 Denver St.
Tampa FL 33619
United States

Bill To
Double Branch CDD
370 Oak Leaf Village Parkway
Orange Park FL 32065
United States
904-562-0249

TOTAL

\$1,430.00

Expires: 10/22/2021

Expires	Exp. Close	Sales Rep	Partner	Shipping Method
10/22/2021	9/30/2021	Dawn Lawrence		

Quantity	Item	Rate	Amount
8	Empty 55 gal drum Empty 55 gal drum	\$50.00	\$400.00
440	SM CTS-U0 - Bulk, Coal Tar Ultra Zero (S1000B-U0 / S1001B-0) SealMaster Coal Tar Sealer Ultra No Sand - Bulk (S1000B-U0)	\$1.75	\$770.00
1	Freight 3rd Party Freight 3rd Party (02-00-001) \$130.00 per pallet (2 pallets)	\$260.00	\$260.00

Subtotal \$1,430.00

PLEASE NOTE THE TAX IS AN ESTIMATE THAT CAN CHANGE BASED ON DELIVERY LOCATION.

Tax Total (%) \$0.00

Total \$1,430.00

Code to:
Double Branch Capitol Projects
34.600.53800.62000

22C



9002439



PROPOSAL

Mailing Address

Oakleaf Plantation
370 Oakleaf Village Parkway
Orange Park, FL 32065

Job Address

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

Date: September 16, 2021

Phone: Orange Park

Opportunity#: 6100

Job Summary:

Reran the lateral line around the new parking area to cover new plant material. Installed drip for new shrub material and Mpr heads around the exterior to cover sod areas. Installed new bubblers on all new crape myrtles

Irrigation

Quantity	Description	Unit	Unit Price	Ext Price
30.00	Irrigation Labor	Hr	\$55.00	\$1,650.00
1.00	Irrigation Parts	Dollars	\$400.00	\$400.00
			Irrigation Total	\$2,050.00

Proposal Total: \$2,050.00

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

Payment due 30 days after receipt of invoice.

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

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

Code to:
Double Branch Capitol Projects
34.600.53800.62000

116C





PROPOSAL

ACCEPTANCE OF PROPOSAL

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

By _____
David Harris
Date 9/16/2021

VerdeGo

By _____

Date _____
Oakleaf Plantation

FIFTH ORDER OF BUSINESS



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

September 22, 2021

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

We are pleased to confirm our understanding of the services we are to provide Double Branch Community Development District, Clay County, Florida ("the District") for the fiscal year ended September 30, 2021. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Double Branch Community Development District as of and for the fiscal year ended September 30, 2021. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes. This letter serves to renew our agreement and establish the terms and fee for the 2021 audit.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

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

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

Audit Objectives

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

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

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

Examination Objective

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

Management Responsibilities

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

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

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

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

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

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

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

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

Audit Procedures—General

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

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

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

Audit Procedures—Internal Control

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

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

Audit Procedures—Compliance

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

Engagement Administration, Fees, and Other

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

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

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

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

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

**GMS-NF, LLC
475 WEST TOWN PLACE, SUITE 114
ST. AUGUSTINE, FL 32092
TELEPHONE: 904-940-5850**

Our fee for these services will not exceed \$4,900 for the September 30, 2021 audit unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

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

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

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

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

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report accompanies this letter.

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

Very truly yours,

Grau & Associates



Antonio J. Grau

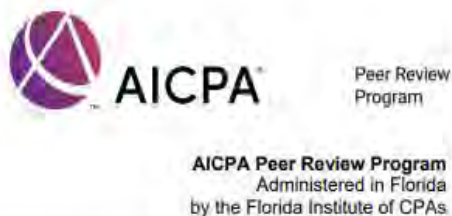
RESPONSE:

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

By: _____

Title: _____

Date: _____



February 20, 2020

Antonio Grau
Grau & Associates
951 Yamato Rd Ste 280
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,
FICPA Peer Review Committee

Peer Review Team
FICPA Peer Review Committee
paul@ficpa.org
800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 571202

SIXTH ORDER OF BUSINESS

**AMENDMENT TO AGREEMENT FOR LANDSCAPE AND IRRIGATION
MAINTENANCE SERVICES BETWEEN DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT AND VERDEGO LANDSCAPE MAINTENANCE, LLC
(CREDIT FOR WORK NOT PERFORMED)**

This **Amendment** (the “Amendment”) is made and entered into effective the ____ day of _____, 2021, by and between:

Double Branch Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, being situated in Clay County, Florida, and having offices at c/o Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “District”); and

VerdeGo Landscape Maintenance, LLC, a Florida limited liability company, whose address is 3335 N. State Street, P.O. Box 789, Bunnell, Florida 32110 (the “Contractor,” and collectively with the District, the “Parties”).

RECITALS

WHEREAS, the District owns, operates, and maintains certain public infrastructure improvements, including landscaping and irrigation; and

WHEREAS, the District and the Contractor previously entered into that certain *Landscape And Irrigation Maintenance Agreement By And Between Double Branch Community Development District and Verdego, LLC*, dated January 1, 2019, (the “Agreement”), as amended from time to time; and

WHEREAS, Section 20 of the Agreement provides that the parties may amend the Agreement when such amendment is in writing and authorized by both parties; and

WHEREAS, the parties now desire to provide for a credit for the benefit of the District when the Contractor does not perform services required by the Agreement due to a labor shortage or other reasons.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and are incorporated as a material part of this Amendment.

SECTION 2. AMENDMENT OF AGREEMENT.

A new **Section 5.E.** is added to the Agreement to read as follows: In the event that the Contractor does not perform services required by the Agreement due to a labor shortage

or other reasons, the Contractor shall issue a credit to the District equal in value to the services which were not performed (“Credit”). The District can then use the Credit toward payment for additional work or services, such as the additional work and services set forth in Section 5.B. of the Agreement. Each monthly invoice submitted to the District shall include the total amount of Credit the District has accrued up to the last date of service for which the invoice is issued, as well as the amount of the Credit due for the immediately preceding month of service.

SECTION 3. AFFIRMATION OF THE AGREEMENT. The Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the parties under the Agreement. All of the remaining provisions, including, but not limited to, the engagement of services, fees, costs, indemnification, and sovereign immunity provisions, remain in full effect and fully enforceable.

SECTION 4. AUTHORIZATION. The execution of this Amendment has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this Amendment.

SECTION 5. EXECUTION IN COUNTERPARTS. This Amendment may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]

IN WITNESS WHEREOF, the parties hereto have signed this Amendment on the day and year first written above.

ATTEST:

**DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

ATTEST:

**VERDEGO LANDSCAPE
MAINTENANCE, LLC**

Print Name

By: _____
Print: _____
Its: _____

SEVENTH ORDER OF BUSINESS

D.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Date: October 2021

To: Board of Supervisors

From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Recent event: Dive in at DB pools, Movie on the Green, Dog Park opening
- Upcoming: Pumpkin Plunge, Resident run event at MV, Virtual Turkey Trot
- Christmas lights

Aquatics

- Pools open weekends only for limited time, Swim at your own risk for adults available at both pools
- Test heaters for MV in the first week of November

Amenity Usage

- *Total Facilities Usage – 7941*
- *Average daily usage – 265*

Card counts:

DB Owners	51
DB Renters	41
DB Replacements	16
DB Updated	7

Total cards printed: 243 (both districts)

Rentals

- *of days rented in Sept , of weekends rented*
- *Clubroom rentals, patio rentals*
- *tours (approx. hours)/ hours used for scheduling, administrative, etc*

Double Branch Community Development District (CDD)

370 Oakleaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Operations:

- Updates on projects: nature walk bridge, seal coating
- floor plans and quotes for Fitness Center change over

MAINTENANCE

- Diagnose issue with vacuum pump at Slide pool, Replace vacuum pump at slide pool (2hp)
- Coordinate purchase and delivery of new Ice Machine to replace original at Clubroom
- Coordinate cabinetry work to remove and replace ice machine
- Final pool inspections for all pools at DB- all passed
- Rekey locks at Fieldhouse to allow for sports associations to utilize keys
- Finalize electrical additions for new fitness area
- Coordinate purchase and delivery of new equipment (Concept 2 delivered and assembled)
- Coordinate purchase and delivery of new equipment (awaiting Hammerstrength equip)
- Preventative maintenance performed on Fitness Center equipment
- Install of UV lighting at HVAC units at Fitness Center
- Coordinate Striping work at new parking lot expansion (to be done in early morning hours- 2am)
- Removal of trees at fence line along Oakleaf village Pkwy
- Test and utilize new equipment – chipper for mulching trail
- Coordinate equipment delivery to place pedestrian bridge
- Finalize frame build and install of pedestrian bridge
- Cut and place deck framing for bridge
- Audit of access cards – Begin new year audit (to include audit of adult family members in household)
- Install shelving at Storage Shed, remove multiple shelving sets at storage office
- Finalize landscape install for new parking areas
- 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 – reports kept on file.
- Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 9/6. Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 9/23.

Landscaping

- *Tree trimming throughout for canopy heights*
- *Multiple Sod replacements through out*
- *Monthly report for Sep submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

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

jsoriano@gmsnf.com