

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

*JUNE 12, 2023*

## *AGENDA*

# Double Branch Community Development District

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

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June 5, 2023

Board of Supervisors  
Double Branch Community Development District

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, June 12, 2023 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. Minutes of the May 8, 2023 Board of Supervisors Meeting
  - B. Financial Statements
  - C. Assessment Receipts Schedule
  - D. Check Register
- IV. Acceptance of the Draft Fiscal Year 2022 Audit Report
- V. Consideration of Resolution 2023-06, Approving the Proposed Budget for Fiscal Year 2024 and Setting a Public Hearing Date for Adoption
- VI. Consideration of Resolution 2023-07, Setting Monetary Thresholds and Authorizing Disbursement of Funds Without Prior Approval of the Board
- VII. Consideration of Resolution 2023-08, Approving the Florida Statewide Mutual Aid Agreement
- VIII. Staff Reports
  - A. District Counsel

- B. District Engineer
- C. District Manager
- D. Operations Manager - Memorandum

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

X. Next Scheduled Meeting – July 10, 2023 at 4:00 p.m. the Plantation Oaks  
Amenity Center

XI. Adjournment

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

Sincerely,

*Marilee 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 Monday, May 8, 2023 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
Andre Lanier	Supervisor
Tom Horton	Supervisor
Scott Thomas	Supervisor

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 4:00 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the April 10, 2023 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Ms. Giles stated included in your agenda package are the minutes of the April 10<sup>th</sup> meeting, followed by the financial statements, the assessment receipts schedule and the check register totaling \$114,547.44.

Mr. Horton stated there is a statement in here for Kutak Rock that mentions hours for corresponding with folks regarding the Trinity assessments.

Mr. Eckert stated yes, the church requested we look at the assessments to make sure they were done in a valid way, so we looked at that.

Mr. Soriano stated that should be for Middle Village.

Mr. Eckert stated I will make sure you get credited for that.

On MOTION by Vice Chairman Davis seconded by Mr. Lanier with all in favor the consent agenda was approved.

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

#### **Evaluation and Ranking of Landscape Proposals**

Mr. Soriano stated we had five companies turn in proposals and I dropped books off for everybody to review. I also took the time to do a cheat sheet for pricing. I know we changed our score, but pricing is still an important one and those cheat sheets make it easy to compare instead of flipping from one book to another. As I emailed those out, I wanted to mention there were a few mistakes in some of their books and I can do everything I can to try to figure out what was omitted and why, or what was the mistake and why, but we can still only grade them on what was there, so as I go in the spreadsheet I can only put what they actually included in their books and spell it out. That's where you can see some of the things like their yearly totals don't match up and there were some that left out entire sections. There's just no way to guess what they were planning there. They gave us their totals for the year, but they didn't break everything down that we asked them to. I tried to do my best to pull out that information so you could compare apples to apples when they cut a roadway, or we ask them to put in a tree, or if we lose a controller how much it will cost to replace it. So, not just our day-to-day operations, but our bigger projects can be in there also. Besides me going through and pulling all of that stuff out for you guys to look at a little quicker, Mike's office looks at all of the other paperwork and some of the legalities, so I know he has a couple of items he wants to go over with you.

Mr. Eckert stated I'm going to start with the chart that was passed out to the Board. That's what we're going to be working off today. For the record, we had predetermined what the points would be, so we're not changing those now in terms of the number of points that are possible for any category. Personnel was 25, experience was 30, understanding scope of work was 20, and price is 15. That is a mathematical calculation, it is not subject to your discretion,



so Jay has filled in the amounts there. The 10 points for price are for the reasonableness of unit prices and quantities and the discount off the total price if both districts are awarded. From a process standpoint, as Jay mentioned, we look at the proposals and try to determine if they have all the information that we ask them to provide. Some information is disqualifying if they don't provide it, and some information can be disqualifying at the discretion of the board, and then some information if they don't provide it could be very minor such as leaving out commas and things like that. We have two vendors who did not submit all the information we requested. I sent the Board a memo dated May 3<sup>rd</sup> that provided two options and essentially, we're talking about Duval Landscape and Trimac. They had different issues, or at least Duval had more issues. Trimac didn't submit their insurance certificate that we asked for. They did submit information on their insurance limits, they just didn't submit the certificate. The Board's option is to either waive the defect and score the proposal, or you can find it non-responsive and reject the proposal for failing to provide the certificate. We will take these one at a time. Duval didn't include four pieces of information you asked for. They did not identify the addenda received. They signed the document but didn't identify they received addenda one and two. They didn't provide insurance certificate but did provide insurance limits. They failed to fill out the public entity's crime statement. They signed it but didn't fill it out. The fourth thing, which is probably the most material thing was failing to provide a narrative approach to providing the services because one of the things you guys asked for was the contractors to provide a narrative approach, so how are you going to provide these services to us. Help us understand that you understand what we need. All they did was fill out the paperwork that the District provided in the RFP. Your options here today are to waive the defects and score them or find them non-responsive. You can treat them differently. It will be two separate motions, but you could also find all of them sufficient and waive the defects, or you could find that you're going to waive the defects related to insurance certificates on both, but then find that Duval's failure to provide the other three documents could disqualify them. You may be in a situation where Trimac's defect could be waived and you could score them, but Duval's would not be. All of these are things I feel comfortable telling you that you have the discretion to waive, because on the insurance certificate, we will make sure they have the insurance limits or we're not signing a contract with them, so it's not an advantage or disadvantage. Before we get

into talking about scoring, analysis, or anything like that, we need to deal with these threshold issues.

Mr. Lanier stated these guys are used to putting these types of bids in, right?

Mr. Eckert responded I think that's a fair thing to assume because I've seen these names before.

Mr. Lanier asked how much time were they given to do this? Was it a rushed process at all, or was it a very normal timeframe?

Mr. Eckert responded in my opinion it was very normal. It was at least 30 days.

Mr. Soriano stated six weeks altogether.

Mr. Eckert stated the law requires you give people seven days. On a contract like this, I would never recommend seven days because I don't think you're going to get good product, but anything 30 days and above is very reasonable.

Mr. Lanier stated with the experience they have; how come they didn't complete it?

Mr. Davis stated I didn't get an insurance certificate the other day. I didn't have 30 days, but it did take me a week to get it and I kept having to remind my carrier that I needed a certificate, because they have to send it to you. My thing about this would be that we have a large contract here and we only have five people that are interested. My opinion would be to waive the paperwork errors and just score them because I don't want to be in the situation that we only have two people to deal with next time around because somebody didn't want to come back because they didn't dot an I or cross a T.

Mr. Lanier stated dotting an I and crossing a T I agree with you there, but somebody not completing what is requesting of them in a timely manner, does that speak to the company? I don't have an answer for that.

Mr. Davis stated I would say no because the people in the office aren't the guys on the lawn mowers and planting the flowers.

Mr. Lanier stated it's the culture too that might be a part of it and that's what concerns me.

Mr. Eckert stated right now you're deciding whether they're going to be scored at all. If you decide to waive the defects and score them, certainly the failure to provide information can be taken into account on the scoring. For example, understanding scope of work, if there's no

explanation of how you're going to approach the scope of work, they may not get a very high score in that.

Mr. Horton stated I agree with Chad on that. We can take that into consideration if we have to. Like he said, there's only five of them that bid. I'm for overlooking that. If we need this information if these companies were to win, I'm sure they would provide it in a heartbeat. It might be just an oversight, but I don't know.

Mr. Eckert stated let's go one at a time. We will start with Trimac because it's the easier one. Does somebody want to make a motion based on what I'm hearing?

Vice Chairman Davis motioned to waive the defect in the Trimac proposal for failing to provide an insurance certificate and find that the failure to submit the information did not create a competitive advantage or disadvantage. Mr. Horton seconded the motion.

Chairperson Nelsen asked is there any legal issues if we reject scoring them?

Mr. Eckert responded no. It was something you asked for that they did not provide. It's in that area where you have discretion to reject it if you want to, but you also have discretion to not reject it and go ahead and rank the proposal, because they did provide insurance information like what their limits were, but they didn't provide the actual certificate.

On VOICE VOTE with all in favor waiving the defect in the Trimac proposal for failing to provide an insurance certificate and finding that the failure to submit the information did not create a competitive advantage or disadvantage was approved.

Mr. Eckert stated if the Board is inclined to waive the defects for Duval, that would be option one. If you did not want to waive the defects and you wanted to reject, the only thing I'd ask is that you not reject on the basis of the insurance certificate, because that would not be treating those two entities equally.

On MOTION by Mr. Horton seconded by Vice Chairman Davis with Mr. Horton, Mr. David, Mr. Thomas and Mr. Lanier in favor and Ms. Nelsen opposed, waiving the defects in the Duval Landscape proposal including 1) failing to identify the addenda

received, 2) failing to provide an insurance certificate, 3) failing to fill out the public entity crimes statement and 4) failing to provide a narrative approach to providing services and finding that the failure to submit the information did not create a competitive advantage or disadvantage was approved 4-1.

Mr. Eckert stated the next step is from a process standpoint. I'm sure many of the board members have looked at these proposals and made individual notes in terms of how they felt they were qualified. Our goal is to come up with a collective score sheet and there are a couple of different ways we can do that. We can have a general discussion, or what we did at the last meeting is if there is a board member who feels they spent a lot of time on this and wants to propose their scoring to the rest of the board members, we can do that and then we can talk to the other board members about if there are any differences in the opinions. What you usually find is there is some consensus on these, and our goal is to come up with one score sheet if we can.

Mr. Horton stated I did not take notes this time, but I've gone through all of them and I think I came up with what is the best choice.

Mr. Eckert stated from a process standpoint, we have to go cell by cell and fill in the scores and then we see how it shakes out. If there is a board member that has scores they want to propose, we can do that.

Mr. Lanier stated I'm ready to propose. The only thing I didn't do was price.

Mr. Eckert stated the percentage of the price we have, it's that ten points that is discretionary. Is that something you filled in?

Mr. Lanier responded the 15 tied into that one with the 11.49 and 12.68?

Mr. Eckert responded that is the 15 based on the lump sum. Why don't we start with Arazoza and go across the criteria and when we get to that price category, we can talk about that. Another board member may have a recommendation.

Mr. Lanier stated for Arazoza across the board I have 4, 4 and 4. The columns are supposed to add up to 25, correct?

Mr. Eckert responded no, it's 25 points per proposer.

Mr. Lanier stated I'll need to do some quick math.

Mr. Thomas stated I have a question about the price. Is any of this negotiable?

Mr. Eckert responded no.

Mr. Thomas stated I just want to make sure I'm reading this right. One company says for 2024 it's going to be this price, and then the next year. They already know that is what the price increase is going to be?

Mr. Soriano responded that is the idea. They can always come back to us and say the economy is worse than we planned three years ago, so for this third year even though we put \$588,000, we would like to see \$590,000. That's not really a negotiation, that's what they're asking for. You can reject that. If they say we will only work for \$590,000, you can let them go out of that contract, but as far as what we do here, we wouldn't be able to negotiate. It's guided by what they turn in.

Mr. Thomas stated some of these are jumping, \$36,000 and then within a two year span it's going to \$74,000. Are they going to stick by this or are they going to come back and say the economy is really bad and we need more money, or can we say are you sure you want to jump up \$36,000?

Mr. Soriano responded another reason I did that cheat sheet is so you see those things. You saw a couple of those companies first and second year kept them the same. I'm always concerned with that, but then they do that big jump the third year. It's hard to keep things the same, so I'd almost prefer them do that gradual increase. We know what inflation is and we know people are going to ask for the three to six percent. I would have liked to see that in there, but sometimes they try to do that to entice you. It's how you feel about that.

Mr. Thomas stated I don't know what's normal. Is it normal to jump up \$30,000 from one year to the next? One of the companies is only jumping up \$7,000.

Mr. Soriano stated we do get offers and a lot of times boards will approve contracts where the vendors come in and say we're not going to change the price for three years. I'm always leery of that, but they've done it, and if the board chooses them, and then you just have to keep to that plan. If they come back a year later, that's up to you guys.

Mr. Thomas stated that's why I'm wondering if this is what we're going to be charged, or if this is the starting point.

Mr. Soriano stated that's what the expectation is. These next three years, depending on what we go with here, I would already know what to put in the budget for this year, next year and the year after. The fourth and fifth are those add-on years. We ask the vendors where they

are and what they need and we come to the board saying they're asking for 5% more, things like that.

Mr. Eckert stated you can have a change in scope and if there is a change in scope we would negotiate with whoever the vendor is for a reduction or increase. I think the way I want to approach this, if we can, is hear what is first proposed and then see if anybody on the board feels differently about it and if so, we can get individual scores from people if we need to. If everybody has a general consensus, there is no point to do that.

Mr. Lanier stated I'll roll across with the exception to the price. I gave 16, 13, 16, and 7 for Arazoza.

Mr. Eckert asked is there somebody who disagrees with personnel at 16?

Vice Chairman Davis responded no. In my opinion, personnel is just what they say it is. They can tell us they have 100 guys. I can't count them, so I gave everybody the same on personnel.

Mr. Lanier stated I took part of personnel as experience with their front office and how long they were with companies.

Mr. Eckert asked does anybody want to propose an alternate score on experience?

There being none, Mr. Eckert asked does any board member want to propose an alternate score on understanding scope of work?

There being none, Mr. Eckert stated on price, again the 15 is already calculated, but of the 10 points, does anybody have a different score they want to propose than 7?

There being none, Mr. Lanier continued.

Mr. Lanier stated for Duval I have 20, 23, 12, and 6 for price.

Mr. Eckert asked does anybody want to propose an alternate score than 20 for personnel?

There being none, Mr. Eckert asked does anybody want to propose an alternate score to experience at 23?

There being none, Mr. Eckert asked does anybody want to propose an alternate score for understanding scope of work of 12?

There being none, Mr. Eckert asked does anybody have an alternate score to propose for price in the 10-point category of 6? The price we're talking about here is the reasonableness

of unit prices, not the lump sum because that is already calculated in the 15 points. Also, the 10 points includes the discount if any was provided for receiving both contracts.

There being none, Mr. Eckert stated we will go to Trimac.

Mr. Lanier stated I have 20, 20, 12 and 8.

Mr. Eckert asked does anybody have any alternate cell scores they want to propose for Trimac?

There being none, Mr. Eckert stated now for United Land Services.

Mr. Lanier stated 20, 17, 20 and 6.

Mr. Eckert asked does anybody have any alternate cell scores they'd like to use for United Land Services?

There being none, Mr. Eckert stated the last one would be VerdeGo.

Mr. Lanier stated 24, 26, 20 and 8.

Mr. Eckert asked does any member of the board wish to propose alternate scoring for VerdeGo?

Mr. Horton stated on the experience I scored them higher.

Chairperson Nelsen stated me too. They know the property.

Mr. Eckert asked what score are you proposing the board consider?

Mr. Horton responded 30.

Chairperson Nelsen stated I put 30 as well.

Vice Chairman Davis stated I have a 30.

Mr. Thomas stated I have a 26.

Mr. Eckert stated we can either do a motion, or you can land somewhere in the middle.

Chairperson Nelsen stated I propose 28.

Vice Chairman Davis stated it's three to two.

Mr. Eckert stated we would have to have a motion and a vote if we're going to do that, which is fine. Or you can meet in the middle.

<p>On MOTION by Vice Chairman Davis seconded by Chairperson Nelsen with Mr. Davis, Ms. Nelsen, Mr. Horton and Mr. Lanier in favor and Mr. Thomas opposed scoring VerdeGo 30 points on experience was approved 4-1.</p>
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Mr. Eckert stated I'll read the final tallies and the ranking. First is VerdeGo with 97, second is United Land Services with 75, third is Trimac at 74.06, fourth is Duval at 73.68, and fifth is Arazoza at 63.49. Unless the Board has any further discussion on that, I'd ask for a motion to approve those rankings and authorize District staff to start working on a contract with your number one ranked proposer.

Mr. Horton motioned to approve ranking VerdeGo #1 with 97 points, United Land Services #2 with 75 points, Trimac #3 with 74.06 points, Duval #4 with 73.68 points and Arazoza #5 with 63.49 points and to authorize staff to negotiate a contract with VerdeGo. Chairperson Nelsen seconded the motion.

Mr. Lanier asked how did our sister district do? Are we competing against each other?

Mr. Eckert responded again, we have to get contracts through, but they selected VerdeGo as the number one ranked proposer. They did disqualify Duval and did not rank them.

On VOICE VOTE with all in favor ranking VerdeGo #1 with 97 points, United Land Services #2 with 75 points, Trimac #3 with 74.06 points, Duval #4 with 73.68 points and Arazoza #5 with 63.49 points and authorizing staff to negotiate a contract with VerdeGo was approved.

## **FIFTH ORDER OF BUSINESS**

### **Discussion of the Fiscal Year 2024 Budget**

Ms. Giles stated we will approve the budget at your next meeting, which is June 12<sup>th</sup> and we will adopt the budget at your August 14<sup>th</sup> meeting. That is a night meeting at 6:00 p.m. Jay and I have started looking at the agreements in place. Each month we've asked for guidance. Without guidance on any particular line-item Jay and I will work with the accountant on looking at historical invoices and we will make adjustment to the budget lines as the accountant recommends. The accountant's suspense is May 22<sup>nd</sup> if you have any recommendations or anything you want us to look at.

## **SIXTH ORDER OF BUSINESS**

### **Staff Reports**

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



Mr. Eckert stated we approved at your sister district earlier some policy language changes and essentially putting them on your website and making it very clear for people who need to request special accommodations due to a disability how they go about doing that and asking them to try to do that if they can at least 48 hours in advance. We can bring that back to you next meeting for incorporation into your policies. The other item is the ethics bill did pass in terms of four hours of ethics training that you'll be required to get starting January 1<sup>st</sup> of 2024. We are currently researching what is going to be the easiest or most effective way for you all to get this training. A lot of the city and county commissioners are just doing it through an online program, which is inexpensive from what I've been told, but we're looking at whether there is a different way we can do that, that might be more meaningful and won't be terribly more expensive. We're also waiting to find out if the state is going to require special districts to have different training than city and counties, or if it will all the same. You don't have to have it done January 1<sup>st</sup>, that's when the law goes into effect.

**B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager – Report on the Number of Registered Voters (5,598)**

Ms. Giles stated Florida Statute 190 requires us to provide the number of registered voters in the community. As of April 15<sup>th</sup>, there are 5,598. Last year you had 5,532, so a slight increase there.

Chairperson Nelsen asked do you have Middle Village's numbers by chance?

Ms. Giles responded yes ma'am. Can I email them to you?

Chairperson Nelsen responded of course.

**D. Operations Manager**

**1. Memorandum**

Mr. Soriano stated we've had one community event since I saw you last, that was the yard sale. We had the movie right before that and it turned out really well. We do have the first dive-in of the year coming up at your district. Next month there will be a dive-in movie here. We generally take off July because it's so busy so we're not trying to bring even more people down to the pool, but then we get back to it in August and have a dive-in at your district and

September is the last dive-in of the year, so we go back out to the multi-use fields area. We also have the School's Out party coming up this next month, which is held at both sets of pools. We have a DJ, ice cream and pizza at both sites with some games to kick off the summer.

You'll see our usage has continued to tick up on the rentals. Going into the maintenance side, I have a couple of updates for you. I was contacted by our GC. The original foreman from Dickey Smith, who was our general contractor when we were building your facility was the onsite guy doing a lot of the work and overseeing everybody and he is now the Vice President, so he still remembers the site pretty well. They do not have any plans on record, but he was able to look at all of my pictures and he felt pretty confident that he could suggest that we start digging. Those round forms for the slide tower are set on top of a foundation so he said if I could get down to a squared-out foundation, that is where I would want to dig out and by then we should see water. The pool itself is only three feet deep in that area, so that shell is probably another six to eight inches below that. We started digging last week. I have a pool contractor doing the digging. Typically, I wouldn't want to go that route because we already spend a lot per hour compared to our guys, but my guys are busy doing the playgrounds. They have the swing sets in Oak Brook that we started putting up and the playground at Cannon's Point is almost complete and we've been doing work at the pickleball courts. I have nets and posts that are going to be delivered Tuesday so I can start core drilling the courts so that we can paint the lines. Also, I was contacted by a couple of guys that the pickleball group went out to get for the lining. This was the small mom and pop vendor that was offering to do it for about \$1,200. This is a job that will probably cost us \$4,000 if I go through these other guys. He is a guy that does it for his hobby. He came up here one day to look over the site and didn't think he'd be able to do the job, so he handed this off to somebody else. I wanted to update you guys on the trapping. The ducks will hopefully start coming out this next week, so they've been baiting the last couple of weeks. That is all included, so we don't pay extra for all of the bait time like we do for the pigs. The pigs, they set up cameras and so far, we haven't seen anything, but I gave them that cap that they were only supposed to view for two weeks. That's all we want to pay for and if we don't see any pigs, we're going to let it go. The pigs may be gone by now. We haven't seen a lot of new rooting in the area. I also haven't heard of anybody back in The Oaks that have had any issues in their yards, but that

doesn't mean they won't come back in the fall. We just can't continue to pay for weekly monitoring for something like that.

The rebuild of the fire backflow is typically something I would do as an emergency repair; however, I've talked to Bob's and they said it can wait a couple weeks. It's not an emergency, but it is something you have to repair. This amount of money is way past my amount, however if it was an emergency, I would move forward with it and you guys would ratify it afterwards. That backflow is a very large backflow, and it does have to be rebuilt. It's currently leaking. That handles our sprinkler system, so it has to work properly. I would like to move forward with approving that amount, but not with Cox, because I've reached out to some other guys for backflow repair and if I can get a cheaper price I will. They are our current contractor because they handle all the testing on our backflow devices, but that's all their contracted for. The extra work I'm not bound to go through them.

Mr. Horton asked how much of a run are we talking about? We're going to replace a section of pipe, right?

Mr. Soriano responded the valves and the pipe. It's a big device. We had a straight pipe done that also has the same valves in this building about a year ago and it was \$5,900, so that is about right.

Mr. Horton asked some of it is buried underground, right?

Mr. Soriano responded not the part they're going to be working on. It's that big device out there that sticks up out of the ground that is covered in foam.

Chairperson Nelsen asked at the amenity center?

Mr. Soriano responded it is. When you come into the amenity center there are a bunch of bushes on the left going towards the dumpster and it's right in that corner of the bushes. You'll hear it spitting water out.

Chairperson Nelsen stated that's two in a couple of months.

Mr. Soriano stated there are little rubber valves inside there that start to go bad, and you're required to test them every year. It was tested in November, and it was good then, but with getting to be almost 20 years old, all these pieces will start to go. It's only the big ones that cost money like this though.

Mr. Thomas asked do you need a not to exceed?

Mr. Soriano responded yes. If we can just do that at \$7,000 and I'll go less from there if I can. If these guys end up being the cheapest then I will just move forward with them.

On MOTION by Mr. Thomas seconded by Vice Chairman Davis with all in favor repairing the eight-inch fire backflow at an amount not to exceed \$7,000 was approved.

Mr. Soriano stated on the list of items that were sent to us a couple months ago such as the benches, picnic tables and things like that, we did vote to replace a couple of those picnic tables. I got those in today. We will start pulling the old picnic tables. We left them in place until we were ready to put up the new ones, so now we can assemble those and screw them to the concrete, so they don't walk away. We have also started pressure washing. There were a lot of items on there that she had that needed to be cleaned up. We start in the springtime, so they're going around there. I did mention I would look at pricing. This is something that is going to go into our budget. We have a section, we call it a contract, but we're not really bound to these guys to wash, so I can use somebody else. The problem is, I presented you guys with that old 2010 contract that they charge and a lot of times they're at \$17 or \$18 an hour and they do a good job, and everybody is asking for more, I just don't know that they can continue at that price so I mentioned I would get some comparisons. I'm still getting a couple more. They are nowhere near anything in the market. We currently pay them \$150 to wash a playground and it's about eight to ten hours of work. With these guys I think the cheapest playground they gave me was \$950. That's the structures, the sidewalk and the split rail. I had them look at amenity entries and it was the same way. RMS charges a couple hundred bucks and these guys were almost twice as much just to do the entry signs. We've added on vinyl fencing, so I asked them for a quote on fencing. RMS was at \$0.50 or higher per linear foot depending on what type of split rail, up to \$1.00 for the big six-foot. These guys are at \$1.00 to \$1.75. If I were to use any of these guys as the main pressure washer, that line is probably going to double or triple. So, I'm going to plan on using RMS. I think they do a good job, but I know residents have asked for more, so I'm going to base that on giving them more time and every once and a while I may have to use other contractors to get things done. If residents want all of the playgrounds done right away, it's harder. I can use them, but they only have so many staff members that they're paying \$17 to \$18 per hour. It was the same way with their management

last year. They were our only vendor that didn't ask to increase their maintenance line, because everybody else was and we were trying to keep that budget as low as possible. They are going to ask for an increase this year, but I have to be realistic and work with them as much as possible. They do a great job, and they do a rather cheap job, but I will be looking at increasing those two lines because of that and all of the resident requests. It's going to be the repair and replacements line and the general facility maintenance line, but still do what I normally do and squeeze every penny I can.

Mr. Thomas asked can you remind me again on the pool? We're shutting that slide down for the summer?

Mr. Soriano responded not the summer yet, but it may turn out that way. They've started digging. Right now, there is a ledge that comes out underneath the slide. They're not done digging, but the wall where American Leak heard the leak extends out past where you can see under that. So, we're not worried about digging, we got the clearance to dig for the slide tower itself. Now that we've started digging, if we see a problem, we may not be able to find the problem outside the wall. It may actually be in the wall. If that's the case, the only way to fix that is you have to tear the wall out. If you do that now, you won't have a pool for the summer. In that case, my suggestion would be the slide is just off. We plug the slide up. I can use test plugs to plug the eight-inch lines under there and a twelve-inch plug on the backside. That pipe stays completely empty. You can use your pool, but you won't be able to use your slide and we would have to rip that out in the off-season. If as they continue to dig we can get to that pipe outside of the concrete and we get lucky, we repair the pipe and we go from there. I've already started looking at fixes. There is a way to abandon those main drains, but we can't explore that with contractors until we know what is entailed. They would have to plug that up, it would get marcited over and they would install main drains on the wall itself. That would go straight back and then we could connect that pipe. There is also an idea that we would get rid of the pumps that are way in the back. Everything would be much closer, kind of like your slide here. If you have been to the slide here, the pipes that go up and down that slide go off to the right and there is a pool pack area right next to the slide that just handles the slide. So, you almost get rid of all that broken piping and everything else. If that is the option, we see some savings there because you can have a much smaller motor. You guys have a 15-horsepower motor. These slides are almost twice the size of yours and they use a seven and a half foot

because they're not pumping that few hundred feet to go all the way back to the pool pump area. So, we have started to look at these ideas just because I'm getting concerned. This job could go anywhere from \$10,000 to \$100,000 depending on what happens. If you've been out there, they have to dig under that slide. That was the one thing the general contractor said is we do not want to tear that slide apart. I was going to cut the front off, but he started warning me about the designs. The slide gets installed into the pool beam, so if we pull that out, it can create problems of leaking in the future. So, he recommended not moving the slide unless we have to, which is a good idea too because that's 20-year-old fiberglass so if we damage the slide, I was worried about the chipping supports. These fiberglass guys are not cheap.

Mr. Horton asked have they found the pipe yet?

Mr. Soriano responded they're not that far down, they're only about two feet down now. We haven't hit water yet. Water is going to be three to four feet down. The bottom of the pool is at three feet, so if that pipe goes down underneath the bottom, we have to go down there.

Mr. Thomas stated as soon as we know something, if we have to shut it off, our residents will want to know right away that it will not be available for the summer.

Mr. Soriano stated we've been telling them at the pool, but we haven't been able to give them anything definitive.

Mr. Thomas stated as soon as we have something definitive, we need to send it out.

Mr. Soriano stated I'm hoping once we dig it up sometime this week, they will be able to hit some water and we will have an idea. That will tell us whether we got lucky or not. If we didn't get lucky, no matter what, it's shutting the slide down and pool work comes in the off season and then it's up to the pool contractor and you guys to figure out what is the best route and what is the cheapest. Then we can let them know, because it's also affecting the birthday parties. We've already had a couple of rentals and they were mad they didn't have a slide. We did warn them there were problems, but they were hoping it would be fixed by now. It's \$150 rental, but I know the kids want the slides.

Vice Chairman Davis stated if you have any for this upcoming weekend, let them know it's a possibility.

Mr. Soriano stated I've already got Wanda letting everybody know. We will be lenient on cancellations.

Mr. Horton stated I noticed going through the receipts for May that the chlorine company is charging almost \$1,000 more now. Is there a reason for that?

Mr. Soriano stated they increased three times last year and that's why we looked at the salt system. I already mentioned we're moving forward on the other two pools. I wasn't going to do anything on this pool because we're dumping a lot of water and putting fresh water, so your salt would be wasted. I can move forward with the other two, that will save us and I can get rid of that company. There have been a lot of districts this last year that have gotten rid of that company because of that. There is only one other company that does bulk deliveries in the area and that's why I think they're able to do that. To get to the next company up, you have to order 1,000 gallons at a time and that's Allied.

Mr. Horton asked do you have big tanks out there that you could put the chlorine in?

Mr. Soriano responded when we add them up together it's about 500 or 600 gallons so not at that Allied level yet who is a lot cheaper. They're about \$2.50 per gallon compared to them we're paying anywhere from \$2.80 to \$3 something a gallon. When you add that up plus delivery fees, it's increased greatly.

## **SEVENTH ORDER OF BUSINESS**

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

#### **Supervisor Requests**

Chairperson Nelsen asked what is the estimated completion date for the pickleball courts?

Mr. Soriano responded we just got the net delivery date this weekend. He promised me they would be here Tuesday and we will start digging those poles out and based on lines, I can't do the paint until we have somebody to do the lines. I'm hoping this is the last month we have to deal with that and that's just for the courts. I did set up orders for windscreens, but that's all separate. They can play once we get paint on them. By our next meeting hopefully we have something. I haven't gotten quotes for the lines yet. The Board approved amounts, but this would be an invoice that I would have to approve separately. This wasn't the original plan. If you recall, my amount is only \$2,500. I did work with Middle Village and at their last meeting they decided to increase that. We have a lot of projects over here and \$2,500 these days does not get far, so I just have to wait to come back to you guys monthly. I would like to talk to you guys about increasing here for these types of purchases.

Chairperson Nelsen asked and you think \$10,000 is reasonable?

Mr. Soriano responded yes. You know me, I'm still a penny pincher, so I'm always going to work to stay the lowest, but it does allow me to move forward when we want to move forward.

Chairperson Nelsen stated I'd like to go ahead and make a proposal to increase Jay's not-to-exceed discretionary amount to \$10,000.

Chairperson Nelsen motioned to increase the spending limit for the facility manager to \$10,000.

Mr. Lanier asked this is specifically for pickleball?

Chairperson Nelsen responded no, anything. Right now, his limit is \$2,500.

Mr. Lanier stated that's quite a jump.

Mr. Horton stated I'd still like to know what's going on. I don't want to slow things down in the process.

Mr. Eckert stated we've done resolutions in other districts and dealt with this issue recently because the \$2,500 limit ties hands, so what other districts do is they have a resolution which says for expenses that are not contracted for, but they're things that need to get done in between meetings, the facility manager will have one threshold, and then you'll have a higher threshold for the District Manager to be able to approve, and then you'll have another higher threshold for the Chair and the District Manager to be able to approve. I can bring that resolution to you at your next meeting. What your sister district did is they went ahead and approved the upper limit for Jay of the \$10,000 effective immediately, but then bring back a resolution for all of the other ones I just talked about at the next meeting, but you don't have to do what they did, you can just tell me defer all of it until the next meeting if you want to.

Mr. Lanier asked if we were to not increase it what would that hinder at this stage?

Chairperson Nelsen responded it hinders the amount of time it takes them to get something done in my opinion.

Vice Chairman Davis asked can we not set a \$5,000 limit and then anything above that can we not approve via email?

Mr. Eckert responded no, the Board can't vote outside of the meetings.



Mr. Soriano stated if we wanted to move it down to \$5,000 or \$7,000, but anything above that I can approve with Cindy and Marilee and then there is also an emergency things that I can move forward with and I have to bring it back to you guys to ratify because there's no way of getting around it. So, there are other options, that's just what they decided to do because we are doing a lot more of those bigger projects to where it's hard for me. I do a ton of research to try to save money, but it gets to a point where it just adds up time. If you guys really want to speed up some of these projects, it does make it easier for me.

Mr. Thomas asked how about \$8,000? It's not like we don't see all of the receipts anyway. I agree, \$2,500 today, you're lucky if you get some spray paint for that.

Mr. Soriano stated that was put in place four years ago, because before that it was only about \$1,000.

Mr. Thomas stated I would propose \$8,000 and obviously we are still going to be looking at your receipts. I don't want to slow down any more processes.

Mr. Eckert stated the resolution I will prepare provides that anything that is spent under that resolution comes back to the Board for ratification at the next meeting.

Mr. Horton stated I like what he's saying, that anything over whatever amount, the Board ratifies it at the next meeting so the Board knows what's going on.

Chairperson Nelsen stated I agree with you, I just don't want his hands tied. I'll withdraw my motion.

On MOTION by Mr. Thomas seconded by Chairperson Nelsen with all in favor increasing the facility manager's spending limit to \$8,000 was approved.
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Chairperson Nelsen stated you were ordering screens for the pickleball court.

Mr. Soriano stated pickleball and tennis.

Chairperson Nelsen asked did you have to order screens for the gate on the storage building?

Mr. Soriano responded yes. Those are just plain. There are a couple of orders I placed a couple months ago that we should have soon. Your furniture has been two months now, but I was warned that we could not get the Bremerton in, the one that we voted on. That was the furniture in the club room. I went with the next one that looked almost exactly like it, it's just

two-inches shorter on the couch. The other thing it has is a lot of embellishments along the bottom. Those nail head things are not on the Bremerton and it's not on our huge U-shaped couch right now. It did save us about \$2,000. They were thinking between six to eight months, so I moved to the other couch and chair set. One of the other items on this report was the basketball backboard. All of those were ordered almost two months ago now, I'm just waiting on delivery now.

Mr. Horton stated if I understood correctly, on the utility building you have the screens, you're just waiting on the delivery.

Mr. Soriano stated yes. I've already done all the orders for screens.

Mr. Thomas stated I spent a lot of time on the multi-purpose fields. These field house bathrooms and the concession stand need a little attention. Would it be worth getting estimates on painting the inside? I know there is always going to be graffiti, but is there paint that graffiti won't stick to? I took pictures of the men's room and then a female took some pictures of the women's restroom. Where the soap dispensers used to be, the discoloration on the wall and stuff like that. Then, just the general cleaning around the windows where the screens are, there are a bunch of bugs so I just feel like when I-9 and soccer starts wrapping up, there might be a couple of months where we can address refreshing the field house restrooms as well as the concession stand area.

Mr. Soriano stated I wouldn't say there is any paint that is going to stop the vandalism. There was some vandalism in the pictures that were sent that was taken care of that week and we already have some more up there. No matter how we paint it, that vandalism occurs a week later. We've been using the high gloss paint so that we can blast it even with pressure washers to make it a quicker cleanup. We can get a full paint, it's just that we know it's going to happen again in a week.

Mr. Thomas stated I know, but as far as the discoloration where the soap dispensers used to be, and possibly looking at getting some new dryers, or getting new ones.

Mr. Soriano stated I would say we can look into getting new ones. They're not that expensive and there are some nicer options out there these days. I can always move those out to the pool bathrooms. I've lost some over the years, so we can use those if we want to look at new dryers. We stopped putting the paper towels in there because they rip them off the wall the same as the soap dispensers. We went through probably 14 soap dispensers last year just in

those bathrooms alone. Soccer has put a couple out there, because sports are what uses it the most. A lot of that vandalism occurs from people that don't even live here. We've got a couple now with our off-duty officers and we've gotten names, however they let them go rather than doing what I ask, which is to give them a trespass. If they don't live here, they should be trespassed. That's something I have to work out with them.

Mr. Thomas asked how about as far as cleaning? Is that something your guys can handle?

Mr. Soriano responded yes; we can handle that. If we want to do a full paint job, I can get some quotes. I would like to put fans in those windows instead. It's set up like a campground style window. There's no vent in it, it's just a screen. Those buildings don't have air conditioning or anything like that.

Mr. Thomas stated I-9 is very popular, and obviously soccer continues to be popular at our multi-use field.

Mr. Soriano stated I've talked to them about beefing up their help with cleaning and trash pickup, because that's not going as well as we'd like it to. It is written in their contract that they're supposed to help clean those bathrooms and taking out the trash around the fields and I can tell you that doesn't occur right now.

Mr. Thomas stated I had that discussion with them personally. As far as the concession area, all of that equipment is good to go?

Mr. Soriano responded I don't know. If anything is not working, that's on them.

Mr. Thomas stated I like the window idea. The air flow would be good. My next thing is we've talked about a lot of residents saying they don't know anything other than to contact Jay and let us know about maintenance issues. Maybe go back to, in common areas, have a QR code with a link that will allow you to submit almost like a comment card directly to your email saying I'm at this location at this time and the picnic table is up on end because the kids were smoking at it again. That way we don't get complaints from residents saying it's been there for two weeks.

Mr. Soriano stated I like the technology and it makes it easier, but realistically, email is easiest, and they know that. Just to inform you, technology-wise I am looking into things like apps for reporting, but for us to get something like that, we are going to pay. When I have something I think works well for us and we want to pay, we can. We don't even pay for a

website, we have the cheapest pre-paid website right now because we didn't want to do those things in the past, but it is a point of requests for residents that they want it to be quicker and easier and the easiest right now is to email me and tell me where the problem is.

Chairperson Nelsen stated just brainstorming, we could do a QR code and take it to a Google form that would then populate a spreadsheet.

Mr. Soriano stated the QR codes we can make easily. I do those all the time; we just have to have a way to post them. In our common areas we don't really have bulletin boards or anything like that.

Mr. Thomas stated that's why I was thinking something behind a little piece of plexi-glass just with the code that says comments or suggestions. People should know what they are by now anyway.

Mr. Horton stated did you get anything resolved on the AT&T issue?

Mr. Soriano responded no.

Mr. Lanier stated Chalon, thank you for getting the mulch spread out there on the trail. I can't wait until we get more in there. I too had a conversation with Jay about the sports programs making that a part of their contract to beef that up a little bit. Have we given any more thought to changing the pillar at the front of the amenity center?

Mr. Soriano stated I did talk to a couple of you guys on the thoughts of changing the look of that pillar. I wasn't able to get you any ideas as far as renderings. Maybe we can do that for the next meeting, but after painting the fitness center, I thought maybe painting the brick would be good to. The fitness center looks great. It's basically white and black. We could do that to that pillar, paint the brick white and come up with new a new Oakleaf logo with the lettering in black and make it stand out. That would get rid of the water, so we wouldn't have to clean up the mold and things like that. We will also save on electricity there if we get rid of that pump setup and motor. That will take care of the issue of the bad looking bricks also.

Mr. Lanier asked did you say it's the security officers that is letting these kids go?

Mr. Soriano responded no; security is pretty good. It's more CCSO that does more of the second chance type thing. Our security crew is pretty good about listening and trying to get to them right then. Sometimes I worry about them being too strict in a case that is not a trespass situation. Our officers do give out too many breaks many times.

Mr. Horton stated you mentioned the fitness center. I think it turned out really well.

**Audience Comments**

A resident stated along Oakleaf Drive and Parkview Drive there's a park on the corner, and a lot of the fencing has been stolen and/or damaged. If there's a plan to have that redone or looked at.

Mr. Soriano stated we have new vinyl that's in now, so we can put that up. My guys are on the playground right now though, so it's tough to get out there. They did steal about nine planks. Generally, they steal them, and we find them down the road in the bushes. I can't find them, so I went ahead and ordered some new ones.

The resident stated I think last time I was here I mentioned viewing the master plan. I didn't see a master plan as it relates to a comprehensive maintenance master plan. That's what I wanted to look at, not the master plan in terms of what is coming up in the community.

Mr. Soriano stated it is maintenance because it's a repair and replacement line on the capital. As far as my terms, there are things I think need to be repaired, changed or replaced that are not in that capital plan. That's a third-party company that comes out and does the capital plan, but that is what that is. It takes into account that we know a pool motor might have seven years and you have to put the price on there for that date.

The resident stated I was looking for a master maintenance plan from your standpoint.

Mr. Soriano stated I use that to guide me. It's nice because it's not just me saying, I like this, or I want this. It's a third-party company that says, you really should look at this and I take that, and I try to make those things last a little longer so if they think an item should be replaced in 2023, I'm hoping to get into 2024 or 2025 before we look at it. There are usually 10 to 12 other things each year that I would like to do if the budget allows.

Ms. Giles asked did you find it on the website, or do you need help finding it?

The resident responded I found the comprehensive capital plan, but I'm looking for the maintenance master plan.

Mr. Horton stated whoever did the graphics on this is pretty good.

The resident stated those were just some of the things when we first moved out here that we've noticed. It gives you an idea of what was, versus what is.

Mr. Horton stated I don't know if it was like that before.

The resident stated it was like that when we moved in 20 years ago.

Mr. Horton stated I've been here 20 years too and I don't remember.

Mr. Soriano stated I still have a few pictures from 20 years ago.

A resident stated it does kind of make you cringe, because it looks snaggle-tooth. There are certain things you guys have maybe decided you're not going to replace because there has been damage from the kids, but what are we going to replace it with in order to make it look better? You look at the first picture that he showed up and then the second one. If you're not going to replace it, then what are you going to do with it? Those are our concerns. We've been talking to neighbors, not only in our subdivision, but going around and asking and a lot of times they're just too busy to come for whatever reason. I'm not saying we're speaking for every resident in Oakleaf, because we're not, but what we're saying is, there's a picture where you see the annuals and behind the annuals it's just dirt. What is the plan there? If you have a plan, can you please share it? Coming and saying the same things over and over is not going you any good, and it's not doing us any good. The purpose is to be a proactive participant with feedback to give you guys. I do like the comment that Scott made about how we can upload as residents, because you're right, you guys have a million things going, so when a resident sees something that has been broken, just to be able to scan that picture and shoot it to you guys to show you what's going on. That park that is by Oakview when you first come into the subdivision by the Publix at Argyle across from the community center.

Mr. Soriano stated she's talking about the green space with the vinyl that's gone.

The resident stated if they're going to keep on stealing it, maybe we have to take it down but figure out a way to still make it look nice. I do understand we can't just keep replacing things if people are going to tear it down. You don't have time to micromanage people. I wish everybody could control their children, or if you could control adults that do destructive things, but what is the plan, because I'll be honest with you, when I look at this, my attention span is gone. This is for you guys, and maybe there should be a meeting with the residents, not for us to come to complain, but for us to say how can we be a participant in keeping the maintenance right. Does anybody have a problem with that, or is that feasible?

Mr. Horton stated the Board is always available. If you go to the Double Branch website, we all have our emails there. If you just send an email to us and give us specific information and don't inundate us with stuff. If you give us too much, it's hard to work with. I like this and I like the suggestion.

Mr. Thomas stated that's something we could ask VerdeGo to look at right now.

Mr. Soriano stated these are the things that you guys do when we do those extra projects.

Mr. Thomas stated sometimes you get so used to driving by something, so more communication is good, so maybe these are a couple of areas that we can ask VerdeGo to check out what is going on.

Mr. Soriano stated I promise they will be ready to give us a quote.

Mr. Thomas stated at least we will be moving forward and planning to address what we could do.

Mr. Horton asked do we think this is a good idea to do something like this?

Chairperson Nelsen stated we can certainly ask Chalon to provide us with a proposal.

Mr. Thomas stated I like what's going on right now. To get it back to what that might be, we're talking a lot of money. It needs to look a little bit nicer.

A resident stated even if you don't get it back to the way it used to be, the ones and twos and threes that are there, remove those so it will look uniform.

Mr. Thomas stated it definitely could look better.

Mr. Soriano stated we will get a quote for those two areas. I'm not real big on the third if that's an annual thing.

Vice Chairman Davis stated she's talking about the bushes behind the annuals.

Mr. Soriano stated in the median, I'd probably hold off, but I like the two that are on the pond bank there, because our pond banks did have a lot more grasses. They were never that full though. Tom points that out every once in a while, with the back pond on the soccer field, but they were designed to where they had small beds. You don't have irrigation everywhere on the pond banks, so you have to be careful. We would have to put in bigger, more costly, mature grasses to make sure they grow.

Ms. Giles asked is that the board's guidance to Chalon to bring back proposals for that?

Vice Chairman responded yes, please.

Mr. Horton stated I will caution; the first bridge has been done and that was like \$2,500 for plants in there. It's not cheap.

**EIGHTH ORDER OF BUSINESS**

**Next Scheduled Meeting**

Ms. Giles stated the next scheduled meeting is June 12<sup>th</sup> at 4:00 p.m. at the Plantation Oaks Amenity Center.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Lanier seconded by Mr. Thomas with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman



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# Double Branch

## Community Development District

Unaudited Financial Reporting  
April 30, 2023



**DOUBLE BRANCH**  
**Community Development District**  
**Combined Balance Sheet**  
April 30, 2023

	<u>Governmental Fund Types</u>					<b>Totals</b> <b>(Memorandum Only)</b> <b>2023</b>
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
<b>ASSETS:</b>						
Cash	\$126,614	\$1,496,000	\$1,105,394	---	---	\$2,728,008
Investments:						
<i><b>Series 2013A-1</b></i>						
Revenue	---	---	---	\$2,243,780	---	\$2,243,780
Reserve A1	---	---	---	\$868,932	---	\$868,932
Prepayment	---	---	---	\$144	---	\$144
Acquisition and Construction	---	---	---	---	\$19,077	\$19,077
<i><b>Series 2013A-2</b></i>						
Reserve A2	---	---	---	\$95,634	---	\$95,634
<i><b>Operations</b></i>						
Custody Account-General Fund Excess	\$18,191	---	---	---	---	\$18,191
Custody Account-Recreation Fund Excess	---	\$170,242	---	---	---	\$170,242
Custody Account-Recreation Fund Reserve	---	---	\$74	---	---	\$74
<i><b>State Board</b></i>						
General Fund	\$12,918	---	---	---	---	\$12,918
Recreation	---	\$92,455	---	---	---	\$92,455
Capital Reserve	---	---	\$120,318	---	---	\$120,318
Due from Other	\$25	\$137	---	---	---	\$162
Due From Middle Village	---	\$5,498	---	---	---	\$5,498
Electric Deposits	---	\$4,583	---	---	---	\$4,583
Prepaid Expenses	\$4,091	---	---	---	---	\$4,091
Assessments Receivable	\$816	\$8,593	---	\$8,990	---	\$18,398
<b>TOTAL ASSETS</b>	<u>\$162,654</u>	<u>\$1,777,508</u>	<u>\$1,225,787</u>	<u>\$3,217,480</u>	<u>\$19,077</u>	<u>\$6,402,506</u>
<b>LIABILITIES:</b>						
Accounts Payable	\$1,620	\$7,905	\$16,879	---	---	\$26,404
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	---	\$10,173	---	---	---	\$10,173
<b>FUND BALANCES:</b>						
Nonspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$3,217,480	---	\$3,217,480
Restricted for Capital Projects	---	---	---	---	\$19,077	\$19,077
Assigned	---	---	\$1,208,908	---	---	\$1,208,908
Unassigned	\$160,882	\$1,754,847	---	---	---	\$1,915,729
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<u>\$162,654</u>	<u>\$1,777,508</u>	<u>\$1,225,787</u>	<u>\$3,217,480</u>	<u>\$19,077</u>	<u>\$6,402,506</u>

**DOUBLE BRANCH**  
**Community Development District**  
**GENERAL FUND**  
Statement of Revenues & Expenditures  
For The Period Ending April 30, 2023

	AMENDED BUDGET	PRORATED BUDGET THRU 4/30/2023	ACTUAL THRU 4/30/2023	VARIANCE
Assessment - Tax Roll	\$177,890	\$177,890	\$177,756	(\$134)
Interest Income	\$200	\$200	\$1,220	\$1,020
<b>TOTAL REVENUES</b>	<b>\$178,090</b>	<b>\$178,090</b>	<b>\$178,975</b>	<b>\$885</b>

**EXPENDITURES:**

**Administrative**

Supervisor Fees	\$12,000	\$7,000	\$5,200	\$1,800
FICA Expense	\$1,000	\$583	\$429	\$154
Engineering	\$5,000	\$2,917	\$0	\$2,917
Arbitrage	\$700	\$700	\$700	\$0
Dissemination	\$1,600	\$933	\$933	\$0
Assessment Roll	\$8,212	\$8,212	\$8,212	\$0
Attorney	\$42,000	\$24,500	\$20,120	\$4,380
Annual Audit	\$5,000	\$2,917	\$2,000	\$917
Trustee Fees	\$8,815	\$5,142	\$4,725	\$417
Management Fees	\$64,850	\$37,829	\$37,829	\$0
Information Technology	\$2,142	\$1,250	\$1,250	\$0
Telephone	\$600	\$350	\$119	\$231
Postage	\$1,900	\$1,108	\$335	\$773
Printing & Binding	\$2,000	\$1,167	\$539	\$627
Records Storage	\$300	\$175	\$0	\$175
Insurance	\$10,351	\$10,351	\$9,272	\$1,079
Legal Advertising	\$2,800	\$1,633	\$1,313	\$321
Office Supplies	\$300	\$175	\$9	\$166
Website Compliance	\$2,500	\$1,458	\$1,458	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Other Current Charges	\$120	\$70	\$56	\$14
Reserve	\$5,725	\$0	\$0	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$178,090</b>	<b>\$108,645</b>	<b>\$94,674</b>	<b>\$13,972</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$84,302</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$76,580</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$160,882</b>	

### Month by Month Income Statement General Fund

October	November	December	January	February	March	April	May	June	July	August	September	Total
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**Revenues:**

[illegible]

### Total Revenues

\$20	\$163,471	\$1,367	\$8,365	\$1,734	\$468	\$3,551	\$0	\$0	\$0	\$0	\$0	\$178,975
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**Expenditures:**

### Administrative

Supervisors Fees	\$1,000	\$1,000	\$1,000	\$0	\$800	\$600	\$800	\$0	\$0	\$0	\$0	\$0	\$5,200
FICA Expense	\$83	\$83	\$83	\$0	\$66	\$50	\$66	\$0	\$0	\$0	\$0	\$0	\$429
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$0	\$0	\$0	\$0	\$0	\$700
Dissemination	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$0	\$0	\$0	\$0	\$0	\$933
Assessment Roll	\$8,212	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,212
Attorney	\$5,041	\$3,423	\$2,721	\$978	\$3,265	\$4,692	\$0	\$0	\$0	\$0	\$0	\$0	\$20,120
Annual Audit	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$4,725	\$0	\$0	\$0	\$0	\$0	\$0	\$4,725
Management Fees	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$0	\$0	\$0	\$0	\$0	\$37,829
Computer Time	\$179	\$179	\$179	\$179	\$179	\$179	\$179	\$0	\$0	\$0	\$0	\$0	\$1,250
Telephone	\$7	\$64	\$15	\$14	\$0	\$5	\$13	\$0	\$0	\$0	\$0	\$0	\$119
Postage	\$14	\$20	\$125	\$96	\$11	\$15	\$54	\$0	\$0	\$0	\$0	\$0	\$335
Printing & Binding	\$184	\$102	\$26	\$44	\$53	\$65	\$66	\$0	\$0	\$0	\$0	\$0	\$539
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$9,272	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,272
Legal Advertising	\$505	\$70	\$139	\$174	\$67	\$289	\$70	\$0	\$0	\$0	\$0	\$0	\$1,313
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$0	\$5	\$1	\$1	\$1	\$1	\$1	\$0	\$0	\$0	\$0	\$0	\$9
Website Compliance	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$0	\$0	\$0	\$0	\$0	\$1,458
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Current Charges	\$7	\$7	\$27	\$0	\$6	\$4	\$6	\$0	\$0	\$0	\$0	\$0	\$56

**Total Administrative**

\$30,424	\$10,697	\$10,060	\$7,231	\$12,192	\$16,370	\$7,699	\$0	\$0	\$0	\$0	\$0	\$94,674
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**Excess Revenues (Expenditures)**

(\$30,404)	\$152,773	(\$8,693)	\$1,134	(\$10,458)	(\$15,902)	(\$4,148)	\$0	\$0	\$0	\$0	\$0	\$84,302
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**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending April 30, 2023

AMENDED BUDGET	PRORATED BUDGET THRU 4/30/2023	ACTUAL THRU 4/30/2023	VARIANCE
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**REVENUES:**

Assessments-Tax Roll	\$1,873,440	\$1,873,440	\$1,872,026	(\$1,414)
Interest Income	\$1,000	\$1,000	\$13,880	\$12,880
Amenities Revenue	\$30,000	\$17,500	\$19,308	\$1,808
Sports Revenue	\$25,000	\$14,583	\$3,670	(\$10,913)

**TOTAL REVENUES**

\$1,929,440	\$1,906,523	\$1,908,885	\$2,362
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**EXPENDITURES:**

**Administrative:**

Management Fees - Onsite	\$208,187	\$121,443	\$121,442	\$0
Insurance	\$87,892	\$87,892	\$79,550	\$8,342
Other Current Charges	\$3,500	\$2,042	\$1,239	\$802
Permit Fees	\$1,635	\$954	\$81	\$873

**Total Administrative**

\$301,214	\$212,330	\$202,312	\$10,018
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**Maintenance:**

**Common Area**

Security	\$94,257	\$54,983	\$55,988	(\$1,005)
Security - Clay County Off-Duty Sheriff	\$54,438	\$31,756	\$29,544	\$2,212
Water - Irrigation	\$12,300	\$7,175	\$4,570	\$2,605
Irrigation Maintenance	\$6,000	\$3,500	\$0	\$3,500
Streetlighting	\$31,000	\$18,083	\$17,019	\$1,064
Electric	\$35,000	\$20,417	\$19,731	\$686
Landscape Maintenance	\$422,908	\$246,696	\$252,215	(\$5,519)
Common Area Maintenance	\$55,000	\$32,083	\$25,950	\$6,133
Lake Maintenance	\$27,840	\$16,240	\$19,858	(\$3,618)
Capital Reserve	\$411,722	\$0	\$0	\$0

**Total Common Area**

\$1,150,464	\$430,933	\$424,874	\$6,059
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**Recreation Facility**

Amenity Staff	\$129,800	\$75,717	\$51,194	\$24,523
Refuse Services	\$14,479	\$8,446	\$8,719	(\$273)
Telephone	\$5,500	\$3,208	\$3,310	(\$102)
Electric	\$40,000	\$23,333	\$21,970	\$1,363
Cable	\$8,500	\$4,958	\$4,242	\$716
Pool Maintenance	\$38,215	\$22,292	\$19,854	\$2,438
Water / Sewer/Reclaim	\$48,000	\$28,000	\$28,775	(\$775)
Facility Maintenance-General	\$50,000	\$29,167	\$22,687	\$6,480
Facility Maintenance-Preventative	\$13,717	\$8,002	\$4,102	\$3,900
Facility Maintenance - Contingency	\$34,750	\$20,271	\$14,065	\$6,206
Lighting Repairs	\$8,500	\$4,958	\$4,182	\$776
Special Events	\$10,500	\$6,125	\$1,275	\$4,850
Office Supplies & Equipment	\$2,000	\$1,167	\$1,268	(\$102)
Janitorial	\$64,000	\$37,333	\$32,433	\$4,900
Recreation Passes	\$5,000	\$2,917	\$2,308	\$609

**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending April 30, 2023

	AMENDED BUDGET	PRORATED BUDGET THRU 4/30/2023	ACTUAL THRU 4/30/2023	VARIANCE
Pool Leak Repairs	\$2,500	\$1,458	\$0	\$1,458
Multiuse Field	\$2,300	\$1,342	\$0	\$1,342
<b>Total Recreation Facility</b>	<b>\$477,761</b>	<b>\$278,694</b>	<b>\$220,385</b>	<b>\$58,309</b>
<b>Total Maintenance</b>	<b>\$1,628,226</b>	<b>\$709,627</b>	<b>\$645,259</b>	<b>\$64,368</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,929,440</b>	<b>\$921,957</b>	<b>\$847,572</b>	<b>\$74,385</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$1,061,313</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$698,117</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$1,759,430</b>	

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessments-Tax Roll	\$0	\$1,721,333	\$14,078	\$85,864	\$14,312	\$0	\$36,441	\$0	\$0	\$0	\$0	\$0	\$1,872,026
Interest Income	\$920	\$987	\$733	\$2,649	\$4,311	\$3,559	\$723	\$0	\$0	\$0	\$0	\$0	\$13,880
Amenities Revenue	\$245	\$1,337	(\$646)	\$79	\$4,732	\$6,600	\$6,961	\$0	\$0	\$0	\$0	\$0	\$19,308
Sports Revenue	\$0	\$0	\$0	\$1,320	\$0	\$0	\$2,350	\$0	\$0	\$0	\$0	\$0	\$3,670
<b>Total Revenues</b>	<b>\$1,165</b>	<b>\$1,723,656</b>	<b>\$14,164</b>	<b>\$89,911</b>	<b>\$23,354</b>	<b>\$10,159</b>	<b>\$46,475</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,908,885</b>
<b>Expenditures:</b>													
<b><u>Administrative</u></b>													
Management Fees - Onsite	\$17,349	\$17,349	\$17,349	\$17,349	\$17,349	\$17,349	\$17,349	\$0	\$0	\$0	\$0	\$0	\$121,442
Insurance	\$79,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$79,550
Other Current Charges	\$100	\$92	\$133	\$37	\$374	\$251	\$251	\$0	\$0	\$0	\$0	\$0	\$1,239
Permit Fees	\$81	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$81
<b>Total Administrative</b>	<b>\$97,080</b>	<b>\$17,441</b>	<b>\$17,482</b>	<b>\$17,386</b>	<b>\$17,723</b>	<b>\$17,600</b>	<b>\$17,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$202,312</b>
<b><u>MAINTENANCE- Common Area</u></b>													
Security	\$8,234	\$7,884	\$8,184	\$8,184	\$7,385	\$8,134	\$7,984	\$0	\$0	\$0	\$0	\$0	\$55,988
Security - Clay County Off-Duty Sheriff	\$3,977	\$4,461	\$5,387	\$3,461	\$3,747	\$4,608	\$3,904	\$0	\$0	\$0	\$0	\$0	\$29,544
Water - Irrigation	\$626	\$600	\$562	\$543	\$620	\$735	\$884	\$0	\$0	\$0	\$0	\$0	\$4,570
Irrigation Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Streetlighting	\$2,498	\$2,454	\$2,454	\$2,454	\$2,439	\$2,360	\$2,360	\$0	\$0	\$0	\$0	\$0	\$17,019
Electric	\$3,145	\$3,026	\$2,637	\$2,840	\$2,231	\$2,928	\$2,924	\$0	\$0	\$0	\$0	\$0	\$19,731
Landscape Maintenance	\$40,762	\$35,242	\$35,242	\$35,242	\$35,242	\$35,242	\$35,242	\$0	\$0	\$0	\$0	\$0	\$252,215
Common Area Maintenance	\$5,743	\$4,331	\$3,539	\$5,277	\$4,330	\$2,730	\$0	\$0	\$0	\$0	\$0	\$0	\$25,950
Lake Maintenance	\$6,838	\$2,170	\$2,170	\$2,170	\$2,170	\$2,170	\$2,170	\$0	\$0	\$0	\$0	\$0	\$19,858
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Common Area</b>	<b>\$71,822</b>	<b>\$60,169</b>	<b>\$60,174</b>	<b>\$60,171</b>	<b>\$58,164</b>	<b>\$58,906</b>	<b>\$55,468</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$424,874</b>
<b><u>Recreation Facility</u></b>													
Amenity Staff	\$9,403	\$5,180	\$8,423	\$5,410	\$5,556	\$7,559	\$9,663	\$0	\$0	\$0	\$0	\$0	\$51,194
Refuse Service	\$1,134	\$1,134	\$1,134	\$1,134	\$1,395	\$1,395	\$1,395	\$0	\$0	\$0	\$0	\$0	\$8,719
Telephone	\$615	\$423	\$425	\$491	\$452	\$452	\$452	\$0	\$0	\$0	\$0	\$0	\$3,310
Electric	\$4,449	\$3,391	\$2,662	\$2,732	\$2,772	\$2,965	\$2,999	\$0	\$0	\$0	\$0	\$0	\$21,970
Cable	\$580	\$578	\$578	\$622	\$631	\$627	\$627	\$0	\$0	\$0	\$0	\$0	\$4,242
Pool Maintenance/Chemicals	\$2,483	\$2,483	\$2,483	\$3,101	\$3,101	\$3,101	\$3,101	\$0	\$0	\$0	\$0	\$0	\$19,854
Water/Sewer/Reclaim	\$4,345	\$4,039	\$4,041	\$3,329	\$3,949	\$4,452	\$4,620	\$0	\$0	\$0	\$0	\$0	\$28,775
Facility Maintenance - General	\$4,165	\$4,164	\$3,367	\$4,166	\$4,165	\$2,660	\$0	\$0	\$0	\$0	\$0	\$0	\$22,687
Facility Maintenance - Preventative Contracts	\$443	\$1,629	\$360	\$155	\$360	\$640	\$515	\$0	\$0	\$0	\$0	\$0	\$4,102
Facility Maintenance - Contingency	\$2,895	\$2,893	\$2,487	\$2,895	\$2,896	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,065
Lighting Repairs	\$708	\$707	\$705	\$704	\$708	\$650	\$0	\$0	\$0	\$0	\$0	\$0	\$4,182



**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
Office Supplies and Equipment	\$361	\$50	\$50	\$172	\$386	\$50	\$198	\$0	\$0	\$0	\$0	\$0	\$1,268
Janitorial	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$0	\$0	\$0	\$0	\$0	\$32,433
Recreation Passes	\$1,164	\$0	\$0	\$0	\$0	\$0	\$1,144	\$0	\$0	\$0	\$0	\$0	\$2,308
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Multiuse Field	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$37,970	\$31,824	\$31,514	\$29,544	\$31,004	\$29,184	\$29,346	\$0	\$0	\$0	\$0	\$0	\$220,385
<b>Total Expenses</b>	\$206,871	\$109,434	\$109,170	\$107,101	\$106,891	\$105,690	\$102,414	\$0	\$0	\$0	\$0	\$0	\$847,572
<b>Excess Revenues (Expenditures)</b>	(\$205,706)	\$1,614,222	(\$95,006)	(\$17,190)	(\$83,537)	(\$95,531)	(\$55,939)	\$0	\$0	\$0	\$0	\$0	\$1,061,313

**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 April 30, 2023

	ADOPTED BUDGET	PRORATED THRU 4/30/2023	ACTUAL THRU 4/30/2023	VARIANCE
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$1,961,878	\$1,961,878	\$1,958,540	(\$3,338)
Interest Income	\$3,500	\$3,500	\$50,729	\$47,229
<b>TOTAL REVENUES</b>	<b>\$1,965,378</b>	<b>\$1,965,378</b>	<b>\$2,009,270</b>	<b>\$43,892</b>
<b>Expenditures:</b>				
<b>Series 2013 A-1</b>				
Interest Expense - 11/1	\$335,547	\$335,547	\$335,547	\$0
Interest Expense - 5/1	\$335,547	\$0	\$0	\$0
Principal Expense 5/1	\$1,085,000	\$0	\$0	\$0
<b>Series 2013 A-2</b>				
Interest Expense - 11/1	\$47,150	\$47,150	\$47,150	\$0
Interest Expense - 5/1	\$47,150	\$0	\$0	\$0
Principal Expense 5/1	\$95,000	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$1,945,394</b>	<b>\$382,697</b>	<b>\$382,697</b>	<b>\$0</b>
EXCESS REVENUES (EXPENDITURES)	\$19,984		\$1,626,573	
<b>Net change in Fund Balance</b>	<b>\$19,984</b>		<b>\$1,626,573</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$622,539</b>		<b>\$1,590,907</b>	
<b>FUND BALANCE - Ending</b>	<b>\$642,523</b>		<b>\$3,217,480</b>	
		Revenue	\$2,243,780	
		Reserve 2013-1	\$868,932	
		Reserve 2013-2	\$95,634	
		Prepayment	\$144	
		Assessments Receivable	\$8,990	
		<b>Total</b>	<b>\$3,217,480</b>	

**DOUBLE BRANCH**  
**Community Development District**  
**Capital Reserve Fund**  
Statement of Revenues & Expenditures  
For The Period Ending April 30, 2023

	AMENDED BUDGET	PRORATED THRU 4/30/2023	ACTUAL THRU 4/30/2023	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$6,000	\$6,000	\$22,557	\$16,557
Transfer In - Capital Reserve	\$411,722	\$0	\$0	\$0
Transfer In - General Fund Reserve	\$5,725	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$423,447</b>	<b>\$6,000</b>	<b>\$22,557</b>	<b>\$16,557</b>
<b><u>EXPENDITURES:</u></b>				
Repairs & Replacements	\$570,670	\$332,891	\$247,800	\$85,091
<b>TOTAL EXPENDITURES</b>	<b>\$570,670</b>	<b>\$332,891</b>	<b>\$247,800</b>	<b>\$85,091</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$147,223)</b>		<b>(\$225,243)</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$1,410,643</b>		<b>\$1,434,151</b>	
<b>FUND BALANCE - Ending</b>	<b>\$1,263,420</b>		<b>\$1,208,908</b>	

**DOUBLE BRANCH**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For The Period Ending April 30, 2023

SERIES  
2013 A-1 AND A-2

**REVENUES:**

Interest Income \$395

**TOTAL REVENUES** \$395

**EXPENDITURES:**

Capital Outlay - Series 2013 A1 and A2 \$0

Cost of Issuance \$0

**TOTAL EXPENDITURES** \$0

**EXCESS REVENUES (EXPENDITURES)** \$395

**FUND BALANCE - Beginning** \$18,682

**FUND BALANCE - Ending** \$19,077

# Double Branch

## Community Development District

### Long Term Debt Report

<b>Series 2013 A-1 Special Assessment Refunding Bonds</b>	
Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,932
 Bonds outstanding - 9/30/2013	 \$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Less: May 1, 2019 (Mandatory)	(\$955,000)
Less: May 1, 2020 (Mandatory)	(\$980,000)
Less: May 1, 2021 (Mandatory)	(\$1,015,000)
Less: May 1, 2022 (Mandatory)	(\$1,045,000)
<b>Current Bonds Outstanding</b>	<b>\$16,390,000</b>

<b>Series 2013 A-2 Special Assessment Refunding Bonds</b>	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$95,634
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)
Less: May 1, 2022 (Mandatory)	(\$90,000)
<b>Current Bonds Outstanding</b>	<b>\$1,640,000</b>

*C.*

# DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

## Fiscal Year 2023 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	178,058.71	1,875,216.71	4,015,153.56
<b>TOTAL ASSESSED</b>	<b>45,481</b>	<b>1,961,878.15</b>	<b>178,058.71</b>	<b>1,875,216.71</b>	<b>4,015,153.56</b>

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/09/22	10,087.43	4,928.90	447.34	4,711.19
2	11/16/22	105,001.67	51,305.75	4,656.47	49,039.45
3	11/28/22	153,949.18	75,222.41	6,827.13	71,899.64
4	12/12/22	3,225,237.13	1,575,910.40	143,028.54	1,506,298.19
5	12/19/22	191,386.34	93,514.90	8,487.35	89,384.09
6	01/11/23	30,142.56	14,728.21	1,336.72	14,077.63
7	02/07/23	183,848.46	89,831.75	8,153.07	85,863.64
8	03/07/23	30,644.64	14,973.54	1,358.99	14,312.11
9	04/07/23	59,626.79	29,134.75	2,644.25	27,847.79
10	05/08/23	18,398.45	8,989.82	815.91	8,592.72
			-	-	-
			-	-	-
			-	-	-
			-	-	-
			-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>4,008,322.65</b>	<b>1,958,540.43</b>	<b>177,755.77</b>	<b>1,872,026.45</b>

PERCENT COLLECTED	TOTAL	DEBT	O&M
<b>TOTAL PERCENT COLLECTED</b>	<b>99.83%</b>	<b>99.83%</b>	<b>99.83%</b>

*D.*



# Double Branch

## Community Development District

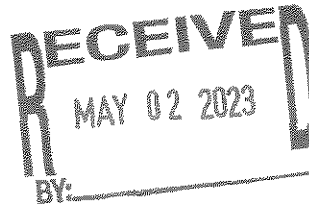
### Check Run Summary

May 31, 2023

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Accounts Payable	5/11/23	1753-1755	\$ 7,382.31
	5/30/23	1756	\$ 2,498.18
Sub-Total			\$ 9,880.49
<b>Recreation Fund</b>			
Accounts Payable	5/11/23	7250-7265	\$ 74,366.56
	5/30/23	7266-7279	\$ 7,306.12
Sub-Total			\$ 81,672.68
<b>Capital Reserve Fund</b>			
Accounts Payable	5/11/23	108-114	\$ 17,680.48
	5/30/23	115-120*	\$ 2,663.85
	5/30/23	121	\$ 12,459.75
Sub-Total			\$ 32,804.08
<b>Total</b>			<b>\$ 124,357.25</b>

\*Check #120 Voided

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
5/11/23	00035	5/01/23 2327	202305 310-51300-34000	MAY MANAGEMENT FEES	*	5,404.17	
		5/01/23 2327	202305 310-51300-52000	MAY WEBSITE ADMIN	*	208.33	
		5/01/23 2327	202305 310-51300-35100	MAY INFO TECH	*	178.50	
		5/01/23 2327	202305 310-51300-31300	MAY DISSEM AGENT SRVCS	*	133.33	
		5/01/23 2327	202305 310-51300-51000	OFFICE SUPPLIES	*	.81	
		5/01/23 2327	202305 310-51300-42000	POSTAGE	*	65.44	
		5/01/23 2327	202305 310-51300-42500	COPIES	*	100.35	
		5/01/23 2327	202305 310-51300-41000	TELEPHONE	*	21.88	
GOVERNMENTAL MANAGEMENT SERVICES						6,112.81	001753
5/11/23	00027	4/26/23 23998	202304 310-51300-31200	ARBIT SE2013 FYE 2/28/23	*	700.00	
		5/02/23 24038	202305 310-51300-32200	AUDIT FYE 09/30/2022	*	500.00	
GRAU & ASSOCIATES						1,200.00	001754
5/11/23	00111	4/27/23 23-00156	202304 310-51300-48000	NOTICE OF MEETING 4/27/23	*	69.50	
JACKSONVILLE DAILY RECORD						69.50	001755
5/30/23	00113	5/10/23 3221526	202304 310-51300-31500	APR GENERAL COUNSEL	*	2,498.18	
KUTAK ROCK LLP						2,498.18	001756
TOTAL FOR BANK A						9,880.49	
TOTAL FOR REGISTER						9,880.49	

**Governmental Management Services, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice****Invoice #:** 2327**Invoice Date:** 5/1/23**Due Date:** 5/1/23**Case:****P.O. Number:****Bill To:**Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
General Fund- Management Fees - May 2023	1.310.513.340	5,404.17	5,404.17
Website Administration - May 2023	520	208.33	208.33
Information Technology - May 2023	351	178.50	178.50
Dissemination Agent Services - May 2023	313	133.33	133.33
Office Supplies	570	0.81	0.81
Postage	420	65.44	65.44
Copies	425	100.35	100.35
Telephone	410	21.88	21.88
<b>Total</b>			<b>\$6,112.81</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$6,112.81</b>

## Grau and Associates

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

Phone: 561-994-9299

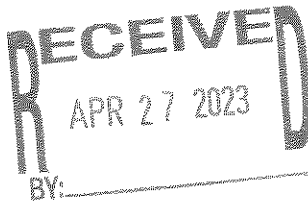
Fax: 561-994-5823

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

Invoice No. 23998  
Date 04/26/2023

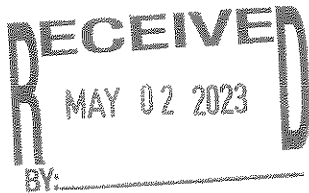
1,310,513.312

SERVICE	AMOUNT
Project: Arbitrage - Series 2013 FYE 2/28/2023	
Arbitrage Services	\$ 700.00
Subtotal:	700.00
Total	700.00
Current Amount Due	\$ 700.00



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
700.00	0.00	0.00	0.00	0.00	700.00

Payment due upon receipt.



## Grau and Associates

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

Phone: 561-994-9299

Fax: 561-994-5823

*Double Branch Community Development District*  
475. West Town Place, Ste 114  
St. Augustine, FL 32902

Invoice No. 24038  
Date 05/02/2023

1,310,513.322

### SERVICE

### AMOUNT

Audit FYE 09/30/2022

\$ 500.00

Current Amount Due

\$ 500.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
1,200.00	0.00	0.00	0.00	0.00	1,200.00

Payment due upon receipt.

# Jacksonville Daily Record

A Division of  
DAILY RECORD & OBSERVER, LLC

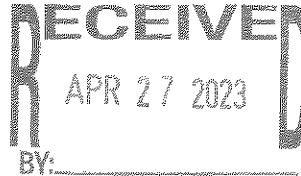
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

April 27, 2023

Date

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



1.310.513.480

Serial #	<u>23-00156C</u>	PO/File #	<u></u>	<u>\$69.50</u>
				<b>Payment Due</b>
Notice of Meeting of the Board of Supervisors				
<u></u>				<u>\$69.50</u>
Double Branch Community Development District				<b>Publication Fee</b>
<u></u>				
Case Number	<u></u>			<b>Amount Paid</b>
<u></u>				
Publication Dates	<u>4/27</u>			
County	<u>Clay</u>			

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

**Payment Due Upon Receipt**  
For your convenience, you  
may remit payment online at  
[www.jaxdailyrecord.com/  
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being  
mailed, please reference  
**Serial # 23-00156C** on your  
check or remittance advice.

**Your notice was published on both [jaxdailyrecord.com](http://jaxdailyrecord.com) and [floridapublicnotices.com](http://floridapublicnotices.com).**

**Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.  
Please remit any payment due upon receipt of this invoice.**

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

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

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

Notice is hereby given that the Board of Supervisors of the Double Branch Community Development District is scheduled to be meet on **Monday, May 8, 2023, at 4:00 p.m.** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

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

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

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

Marilee Giles  
District Manager  
Apr. 27 00 (23-00156C)

**KUTAK ROCK LLP****TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

May 10, 2023

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**ACH/Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3221526

Client Matter No. 5323-1

Notification Email: [eftgroup@kutakrock.com](mailto:eftgroup@kutakrock.com)

Marilee Giles  
Double Branch CDD  
Governmental Management Services – St. Augustine  
Suite 114  
475 West Town Place  
St. Augustine, FL 32092

Invoice No. 3221526  
5323-1

---

Re: Double Branch CDD-General Counsel

## For Professional Legal Services Rendered

04/01/23	W. Haber	0.30	115.50	Monitor 2023 legislative session for legislation pertaining to or affecting District
04/04/23	K. Haber	0.20	51.00	Correspondence with Hovda regarding conveyance of county property
04/07/23	K. Haber	1.10	280.50	Prepare board meeting agenda memorandum; correspond with Giles regarding mutual aid agreement
04/10/23	M. Eckert	4.30	1,569.50	Prepare for, travel to and attend board meeting; return travel; meeting follow up; review outstanding tasks to be completed; review impact fee issue
04/11/23	K. Haber	0.10	25.50	Correspond with Giles regarding revised amenity policies
04/13/23	K. Haber	0.30	76.50	Confer with Hovda regarding County's conveyance of library



**KUTAK ROCK LLP**

Double Branch CDD

May 10, 2023

Client Matter No. 5323-1

Invoice No. 3221526

Page 2

04/24/23	M. Eckert	0.60	219.00	parcel Review draft minutes; provide comments on same
04/25/23	M. Eckert	0.10	36.50	Prepare budget documents
04/26/23	M. Eckert	0.60	219.00	Prepare for and attend agenda call
04/27/23	M. Eckert	0.10	36.50	Review landscape RFP issues
04/28/23	K. Haber	0.30	76.50	Correspond with Soriano regarding landscape services proposals

TOTAL HOURS 8.00

TOTAL FOR SERVICES RENDERED \$2,706.00

Credit for billing error on invoice 3208037 (-240.00)

SUBTOTAL \$2,466.00

## DISBURSEMENTS

Meals	11.00
Travel Expenses	21.18

TOTAL DISBURSEMENTS 32.18TOTAL CURRENT AMOUNT DUE \$2,498.18



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
5/11/23	00297	5/01/23 339	202305 320-57200-61000	MAY JANITORIAL SERVICES	*	4,633.33	
				RIVERSIDE MANAGEMENT SERVICES, INC			4,633.33 007260
5/11/23	00839	5/01/23 8997	202305 320-57200-34500	MAY SECURITY SERVICES	*	8,133.70	
				SECURITY DEVELOPMENT GROUP LLC			8,133.70 007261
5/11/23	00305	4/27/23 101692	202304 320-57200-46610	BI-MONTHLY PREVENT MAINT	*	360.00	
				SOUTHEAST FITNESS REPAIR			360.00 007262
5/11/23	00953	5/03/23 05032023	202305 300-36900-10300	DEPOSIT REFUND	*	100.00	
				TIMOTHY HARTIGAN			100.00 007263
5/11/23	00672	5/01/23 11345	202305 320-57200-46200	MAY LANDSCAPE MAINTENANCE	*	35,242.31	
				VERDEGO, LLC			35,242.31 007264
5/11/23	00399	5/01/23 01873318	202305 330-57200-50000	BASE CHARGE	*	50.31	
				XEROX CORPORATION			50.31 007265
5/30/23	00262	5/10/23 18240	202305 310-51300-45000	WC FINAL AUDIT	*	64.00	
				EGIS INSURANCE ADVISORS LLC			64.00 007266
5/30/23	00958	5/15/23 05152023	202305 300-36900-10300	DEPOSIT REFUND	*	100.00	
				GABRIEL PRYAL			100.00 007267
5/30/23	00092	5/16/23 2333	202210 320-57200-41000	SEP PHONES	*	88.37	
		5/16/23 2333	202210 320-57200-49300	SEP PERMITS/LICENSES	*	26.95	
		5/16/23 2333	202210 320-57200-49400	SEP SPECIAL EVENTS	*	214.20	
				GOVERNMENTAL MANAGEMENT SERVICES			329.52 007268
5/30/23	00092	5/16/23 2334	202210 320-57200-41000	OCT PHONES	*	88.04	
		5/16/23 2334	202210 320-57200-49300	OCT PERMITS/LICENSES	*	26.95	
		5/16/23 2334	202210 320-57200-49400	OCT SPECIAL EVENTS	*	787.97	

DBBR DOUBLE BRANCH OKUZMUK

AP300R		YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN 5/30/23		PAGE 3	
*** CHECK DATES 05/01/2023 - 05/31/2023 ***		DOUBLE BRANCH - REC FUND													
		BANK B RECREATION FUND													
CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #								
		5/16/23 2334	202210 320-57200-34600		*	60.39									
		OCT STAFF													
				GOVERNMENTAL MANAGEMENT SERVICES			963.35 007269								
5/30/23 00092		5/16/23 2335	202211 320-57200-41000		*	88.04									
		NOV PHONES													
		5/16/23 2335	202211 320-57200-49300		*	26.95									
		NOV PERMITS/LICENSES													
		5/16/23 2335	202211 320-57200-49400		*	1,943.24									
		NOV SPECIAL EVENTS													
				GOVERNMENTAL MANAGEMENT SERVICES			2,058.23 007270								
5/30/23 00092		5/16/23 2336	202212 320-57200-41000		*	88.04									
		DEC PHONES													
		5/16/23 2336	202212 320-57200-49300		*	416.95									
		DEC PERMITS/LICENSES													
		5/16/23 2336	202212 320-57200-49400		*	826.96									
		DEC SPECIAL EVENTS													
				GOVERNMENTAL MANAGEMENT SERVICES			1,331.95 007271								
5/30/23 00092		5/16/23 2332	202210 320-57200-41000		*	88.37									
		AUG PHONES													
		5/16/23 2332	202210 320-57200-49300		*	26.95									
		AUG PERMITS/LICENSES													
		5/16/23 2332	202210 320-57200-49400		*	708.33									
		AUG SPECIAL EVENTS													
		5/16/23 2332	202210 320-57200-62000		*	169.99									
		AUG REC PASSES													
		5/16/23 2332	202210 320-57200-51000		*	291.68									
		AUG OFFICE SUPPLIES													
				GOVERNMENTAL MANAGEMENT SERVICES			1,285.32 007272								
5/30/23 00092		5/22/23 2339	202305 300-36900-10300		*	473.75									
		MAY FACILITY EVENT STAFF													
				GOVERNMENTAL MANAGEMENT SERVICES			473.75 007273								
5/30/23 00961		5/15/23 05152023	202305 300-36900-10300		*	100.00									
		DEPOSIT REFUND													
				KEVIN CLARK			100.00 007274								
5/30/23 00960		5/15/23 05152023	202305 300-36900-10300		*	100.00									
		DEPOSIT REFUND													
				LAUREN MARTIN			100.00 007275								
5/30/23 00957		5/15/23 05152023	202305 300-36900-10300		*	200.00									
		DEPOSIT REFUND													
				LYNN LAMBERT			200.00 007276								
-----															
DBBR DOUBLE BRANCH OKUZMUK															

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
5/30/23	00962	5/15/23 05152023	202305 300-36900-10300	DEPOSIT REFUND	*	100.00	
				MEGAN STOREY			100.00 007277
5/30/23	00959	5/15/23 05152023	202305 300-36900-10300	DEPOSIT REFUND	*	100.00	
				MELISSA ROBINSON			100.00 007278
5/30/23	00963	5/15/23 05152023	202305 300-36900-10300	DEPOSIT REFUND	*	100.00	
				STACEY SANCHEZ			100.00 007279
TOTAL FOR BANK B						81,672.68	
TOTAL FOR REGISTER						81,672.68	

DBBR DOUBLE BRANCH OKUZMUK



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)

**Subject:** DBCDD refund of deposit request - ANA RAMOS

**Date:** May 3, 2023 at 6:15 PM

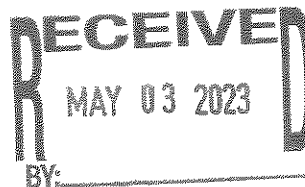
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)

**Cc:** Marilee Giles [mngiles@gmsnf.com](mailto:mngiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (SUNDAY) 2:00 P.M. to 6:00 P.M.
- DATE OF VENUE – APRIL 30, 2023
- RESIDENT – ANA RAMOS
- ADDRESS – 580 CRYSTAL WAY, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA(8564):
  - DATED: 4/13/23
  - SEQ#: 4
  - BATCH#: 221
  - INVOICE#: 4
  - APPROVAL CODE: 071729
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/13/23	04/13/23	04/30/23	ANA RAMOS - OV PATIO DEPOSIT	DEPOSIT \$	100.00			VISA-071729

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

Thank you.

I will be out of the office May 8-10, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS.** I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation

[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)

(904) 770-4661 voice email

(904) 375-9285 ext. 3

[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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2,300.369.103 #955

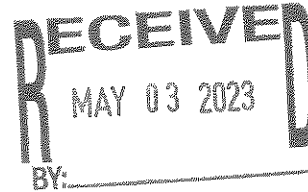


**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - BRITTANI ALFORD  
**Date:** May 3, 2023 at 6:20 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (SATURDAY) 2:00 P.M. to 6:00 P.M.
- DATE OF VENUE – APRIL 29, 2023
- RESIDENT – BRITTANI ALFORD
- ADDRESS – 4220 PLANTATION OAKS BLVD #1712, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via AMEX(5202):
  - DATED: 2/23/23
  - SEQ#: 7
  - BATCH#: 798
  - INVOICE#: 8
  - APPROVAL CODE: 830348
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/23/23	04/23/23	04/29/23	BRITTANI ALFORD - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			AMEX-830348

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

Thank you.

I will be out of the office May 8-10, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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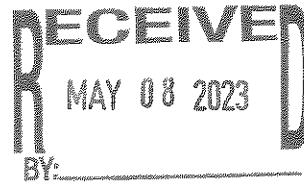
2,300,369.103 #956



Serving Security Professionals since 2011



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



#### Order Details

**Order ID:** 17378  
**Date Added:** 04/17/2023  
**Payment Method:** Purchase Order (#JSO041723)  
**Shipping Method:** USPS Express (Weight: 24.00lb)

**Email:** [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)  
**Telephone:** 9043421441  
**IP Address:** 108.207.52.37

#### Instructions

PO Number: JSO041723

#### Payment Address

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

#### Shipping Address

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

Product	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible - Slot Punch: None	PrtPrx-Kan26	1200	\$1.79	\$2,148.00

**Sub-Total:** \$2,148.00

**USPS Express (Weight: 24.00lb):** \$139.99

**Total:** ~~\$2,287.99~~

**\$1,144.00**

**Code to: 50/50 split**

**2-330-572-49300**

**Middle Village Rec Passes**

**2-330-572-6200**

**Double Branch Rec. Passes**





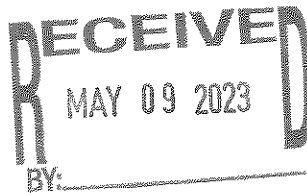
Remit To: Clay County Sheriff's Office  
PO Box 548/901 N. Orange Ave  
GREEN COVE SPRINGS, FL 32043  
(904) 284-7575

Invoice Number: SSI11097  
Invoice Date: 5/9/2023  
Page: 1

Attn: Fiscal - Accounts Receivable

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

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



Due Date 5/24/2023  
Terms Net 15 Days

Customer ID C0000168  
P.O. Number  
P.O. Date 5/9/2023  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qtv	Quantitv	Unit Price	Total Price
Fees-2nd Employment Admin Fee-APRIL 2023		149.25	149.25	5.00	746.25
Fees-2nd Employment Scheduling		1	1	260.00	260.00

373.13  
130.00

2.320.572.34510

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 1,006.25

Subtotal: 1,006.25  
Invoice Discount: 0.00  
Tax: 0.00

Total USD: 1,006.25

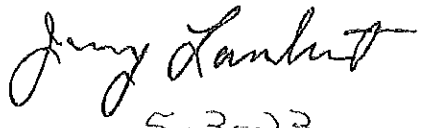
503.13

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

# Invoice

Invoice #: 2328  
Invoice Date: 5/1/23  
Due Date: 5/1/23  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - May 2023 2,310,513.3400		17,348.92	17,348.92
<div>RECEIVED MAY 03 2023 BY: _____</div> <div> 5-3-23</div>			

<b>Total</b>	<b>\$17,348.92</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$17,348.92</b>

1001 Bradford Way  
Klmgston, TN 37763

**Invoice #:** 2330  
**Invoice Date:** 5/9/23  
**Due Date:** 5/9/23  
**Case:**  
**P.O. Number:**

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

2.300.369.103

RECEIVED  
MAY 09 2023  
BY: \_\_\_\_\_

<b>Total</b>	<b>\$616.25</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$616.25</b>

5-9-23  
CJW

# **Governmental Management Services, LLC**

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

## **DOUBLE BRANCH CDD**

### **Facility Event Staff Service Hours**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
24.65	Facility Event Staff	\$ 25.00	\$ 616.25

Covers Period End: May 6, 2023

Amenities Revenue # 2-369-103

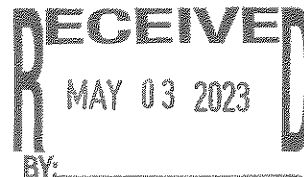


**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - KARON JONES  
**Date:** May 3, 2023 at 6:11 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mngiles@gmsnf.com](mailto:mngiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka CLUBROOM (FRIDAY) 7:00 P.M. to 11:00 P.M.
- o DATE OF VENUE – APRIL 28, 2023
- o RESIDENT – KARON JONES
- o ADDRESS – 711 WAKEVIEW DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via MASTERCARD(5603)
  - DATED: 4/12/23
  - SEQ#: 4
  - BATCH#: 220
  - INVOICE#: 4
  - APPROVAL CODE: 02790P
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/12/23	04/12/23	04/28/23	KARON JONES - OVCR DEPOSIT	DEPOSIT	\$ 100.00			MC-02790P

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

Thank you.

I will be out of the office May 8-10, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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2,300.369-103

#954

MAKE CHECK PAYABLE TO:

  
The Lake Doctors, Inc.  
Aquatic Management Services  
Post Office Box 20122  
Tampa, FL 33622-0122  
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER  
SIGNATURE

EXP. DATE  
AMOUNT PAID

ADDRESSEE

☐ Please check if address below is incorrect and indicate change on reverse side

DOUBLE BRANCH CCD/OAKLEAF PLANTATION  
JAY SORIANO  
370 Oakleaf Village Parkway Pkwy  
Orange Park, FL 32065

ACCOUNT NUMBER	DATE	BALANCE
708477	4/2/2023	\$2,170.00

The Lake Doctors  
Post Office Box 20122  
Tampa, FL 33622-0122

00000000019082001000000008370300000021700059

Please Return this portion with your payment

Invoice Due Date **4/11/2023**

Invoice **83703B**

PO #

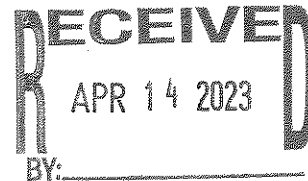
Invoice Date	Description	Quantity	Amount	Tax	Total
4/1/2023	Water Management - Monthly		\$2170.00	\$0.00	\$2170.00

Please remit payment for this month's invoice.

Code to:

**2-320-572-4680**

**Double Branch Lake Maintenance**



Please provide remittance information when submitting payments,  
otherwise payments will be applied to the oldest outstanding invoices.

Credits \$0.00

Adjustment \$0.00

AMOUNT DUE

**Total Account Balance including this invoice:**

\$7140.00

**This Invoice Total:**

\$2170.00

**To submit payment by ACH: Ameris Bank // Routing # 061201754 // Account # 2049360148**

**Customer Account #:** 708477

**Portal Registration #:** BCF0DAE5

**Corporate Address**

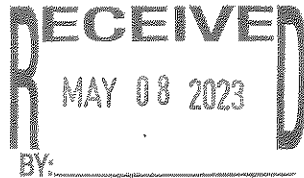
4651 Salisbury Rd, Suite 155  
Jacksonville, FL 32256

**Customer Portal Link:** [www.lakedoctors.com/contact-us/make-a-payment/](http://www.lakedoctors.com/contact-us/make-a-payment/)

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

Paula's Pest Control Inc.  
1548 Glendale Street  
Jacksonville, Florida 32205

I N V O I C E



INVOICE: 47502 QT  
DATE: 04/13/23 12:30p  
ACCOUNT: 1031 Oakleaf  
ROUTE: 0  
LAST: 04/12/23 Paula  
Paula Douglas

BILL TO  
DoubleBranch CDD  
c/o GMS, LLC  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

SERVICE TO  
Oakleaf Plantation  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

904-375-9285 wanda 904-894-8980

DESCRIPTION	QTY	PRICE	AMOUNT
General Pest Control PEST		155.00	155.00
<b>Code to:</b>		SUBTOTAL	155.00
<b>Double Branch Facility Maintenance - Preventative</b>		PREVIOUS BALANCE	0.00
		TOTAL DUE	155.00

**2-320-572-4661**

Products

___ Advion RG	___ EC	___ Suspend Polyzone
___ Demand CS	___ Niban GB	___ Suspend SC
___ Demon Max	___ Precor 2000	

Other: \_\_\_\_\_

Comments: \_\_\_\_\_

EFFECTIVE June 1, 2013  
MAKE Checks Payable to:

Paula's Pest Control Inc.  
1548 Glendale St.  
Jacksonville, FL.32205

Note: All returned Checks will be assessed a \$50.00 FEE

THANK YOU FOR YOUR BUSINESS!  
HAVE A WONDERFUL DAY!



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

# Invoice

Date 5/1/2023

Invoice # 131295614272

Terms	Net 20
Due Date	5/21/2023
PO #	

<b>Bill To</b> Oakleaf Village/Double Branch 475 West Town Place Ste 114 St Augustine FL 32092	<b>Ship To</b> Oak Leaf Plantation/ Double Branch 370 Oakleaf Village Parkway Orange Park FL 32065
---	---

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	2,992.73
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
2,320.572.463				
<b>RECEIVED</b> APR 20 2023 BY: _____				

Subtotal 3,100.91  
Shipping Cost (FEDEX GROUND) 0.00  
Total 3,100.91  
Amount Due \$3,100.91

## Remittance Slip

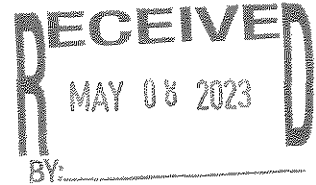
Customer  
13OAK102  
Invoice #  
131295614272

Amount Due \$3,100.91  
Amount Paid \_\_\_\_\_  
Make Checks Payable To  
Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295614272





### Invoice

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

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

E-mail: [bookme@progressiveent.com](mailto:bookme@progressiveent.com)

[www.progressiveent.com](http://www.progressiveent.com)

**Invoice date:** 4/28/2023 **Invoice #** 12810213 **Terms:** Due by event end **PO#**  
**Customer name:** Double Branch CDD- Oakleaf (Phase 1) **Type of Event:** School's Out Partry  
**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](mailto:residentassistant@oakleafresidents.com)  
**At event contacts with cell:** Jay Soriano Cell-904-342-1441 [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)  
**Event date:** Friday May 26, 2023 **Hours of event:** 1:00 pm-4:00 pm **Hours of service:** Same  
**Approximate set up time:** Between: 12:00 and 12:15 pm  
**Location name and address:** Poolside- 370 Oakleaf Village Parkway, Orange Park, FL 32065  
**Where to set up at location:** Under covering **Power within 75':** Yes  
**Set up-grass or pavement:** PV **Water within 75':** NA **Covered area for entertainer:** Yes  
**Notes:**

#### SERVICES NEEDED:

\* Interactive Mobile DJ Services

3.0 hrs.

\* Travel

Reg. Rate \$	595.00	Your Cost \$	395.00
Reg. Rate \$	25.00	Your Cost \$	25.00
Reg. Total \$	620.00	Your Total \$	420.00
Total Savings	\$ 200.00		

Code to: 50/50 split

2-320-572-49400

Double Branch Special Event

2-330-572-49400

Sub Total:	\$ 420.00
Sales Tax:	\$ -
Invoice Total:	\$ 420.00
Credit Card Fee	\$ 14.70
Total with Card	\$ 434.70
50 % Deposit required	\$ Waived
Balance due at set up	\$ 434.70
Payments received	\$ -
Current Balance	\$ 434.70

~~434.70~~ \$217.35

#### ~~CANCELLATION RESCHEDULING INCLEMENT WEATHER POLICY~~ Oakleaf Village Special Event

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. 32226

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

E-mail: bookme@progressiveent.com

www.progressiveent.com



**Invoice date:** 4/28/2023 **Invoice #** 12810213 **Terms:** Due by event date **PO#**  
**Customer name:** Middle Village CDD-Oakleaf (Phase 2) **Type of Event:** School's Out Party  
**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:** Friday May 26, 2023 **Hours of event:** 1:00 pm-4:00 pm **Hours of service:** Same  
**Approximate set up time:** Between: 12:00 and 12:15 pm  
**Location name and address:** Poolside- Phase 2, 845 Oakleaf Village Parkway, Orange Park, Fl. 32065  
**Where to set up at location:** Under covering **Power within 75':** Yes  
**Set up-grass or pavement:** PV **Water within 75':** NA **Covered area for entertainer:** Yes  
**Notes:**

### SERVICES NEEDED:

* Interactive Mobile DJ Services	3.0 hrs.	Reg. Rate \$	595.00	Your Cost \$	395.00
* Travel		Reg. Rate \$	25.00	Your Cost \$	25.00
* Sno Cone Machine		Reg. Rate \$	95.00	Your Cost \$	79.00
* 200 Savings Sno Cones Juice and Cups		Reg. Rate \$	58.00	Your Cost \$	48.00
* (2) Sno Cone Pumps		Reg. Rate \$	18.00	Your Cost \$	16.00
		Reg. Total \$	791.00	Your Total \$	563.00
		Total Savings	\$ 228.00		

**Code to: 50/50 split**

**2-320-572-49400**

**Double Branch Special Event**

**2-330-572-49400**

**Middle Village Special Event**

Sub Total:	\$ 563.00
Sales Tax:	\$ -
Invoice Total:	\$ 563.00
Credit Card Fee	\$ 19.70
Total with card	\$ 582.70
50 % Deposit required	\$ Waived
Balance due at set up	\$ 582.70
Payments received	\$ -
Current Balance	\$ 582.70
Due by event date	

**\$291.35**

### 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: \_\_\_\_\_

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

# Invoice

Invoice #: 339  
Invoice Date: 5/1/2023  
Due Date: 5/1/2023  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
2.320.572.6100 - Janitorial Services - May 2023		4,633.33	4,633.33
<div data-bbox="354 982 662 1180"><b>RECEIVED</b> MAY 03 2023 BY: _____</div> <div data-bbox="344 1516 760 1654"> 5-3-23</div>			

<b>Total</b>	<b>\$4,633.33</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,633.33</b>

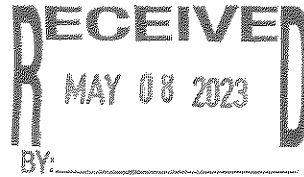


Security Development Group, LLC  
8130 Baymeadows Way W., Suite 302  
Jacksonville, FL 32256  
accounting@sthreesecurity.com  
www.sthreesecurity.com

## INVOICE

### BILL TO

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



INVOICE # 8997

DATE 05/01/2023

DUE DATE 05/31/2023

TERMS End of the month

### SERVICE MONTH

May

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I Dedicated Officer for 10 hours Monday to Thursday and 12 hours Saturday and Sunday	326	24.95	8,133.70

SUBTOTAL	8,133.70
TAX	0.00
TOTAL	8,133.70
BALANCE DUE	<b>\$8,133.70</b>

# APPROVED

Code to:

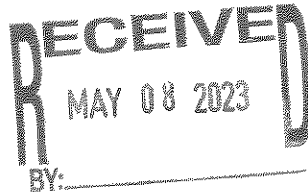
**Double Branch Security**

**2-320-572-345**



Southeast Fitness Repair  
14476 Duval Place West #208  
Jacksonville, FL 32218

**Invoice #101692**  
Invoice Date: 4/27/2023



Account #101332  
Oakleaf Plantation - Double Branch and Middle Village

**Invoice**

**Billing Location Information**

**Billing Address** 370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259

**Billing Contact** Jay Soriano

**Main Number** (904) 406-2200

**Mobile Number**

**Email** Jsoriano@Gmsnf.Com

**Service Information**

Services	Qty	Rate	Price
<b>370 Oakleaf Village Pkwy, Orange Park, FL 32065-4259</b>			
<b>4/27/2023 PM: Bi-Monthly</b> Bi-monthly scheduled preventative maintenance	1 visit	\$0.00 / visit	\$0.00
— Product: PM: Elliptical, Cross-trainer, ARC, AMT	3.00 Ea	\$15.00 / Ea	\$45.00
— Product: PM: Multi-Station	1.00 Ea	\$20.00 / Ea	\$20.00
— Product: PM: Recumbent, Upright Bicycle	2.00 Ea	\$10.00 / Ea	\$20.00
— Product: PM: Single-Station	5.00 Ea	\$10.00 / Ea	\$50.00
— Product: PM: Spin Bike, Rowing Machine	1.00 Ea	\$10.00 / Ea	\$10.00
— Product: PM: Stepper, Stepmill, Jacobs Ladder, Wave	2.00 Ea	\$15.00 / Ea	\$30.00
— Product: PM: Treadmill	3.00 Ea	\$20.00 / Ea	\$60.00
— Product: Flat Rate Fee	1.00 Ea	\$125.00 / Ea	\$125.00

**Code to:**

**Double Branch Facility Maintenance - Preventative**

**2-320-572-4661**

**Pay Now**

<b>Subtotal:</b>	\$360.00
<b>Tax:</b>	\$0.00
<b>Total:</b>	\$360.00
<b>Amount Paid:</b>	\$0.00
<b>Balance Due:</b>	\$360.00

Payment is due within 30 days of invoice date.  
Thank you for your business!

---

**Billing Receipt - Please Return With Payment Remittance**

---

<b>Bill To:</b>	Jay Soriano 370 Oakleaf Village Pkwy Orange Park, FL 32065-4259	<b>Account</b>	[101332] Oakleaf Plantation - Double Branch and Middle Village
		<b>Invoice #</b>	101692
		<b>Date</b>	Thursday, April 27, 2023
<b>Remit To:</b>	Southeast Fitness Repair 14476 Duval Place West #208 Jacksonville, FL 32218	<b>Amount Paid</b>	_____
		<b>Check Number</b>	_____

Payment is due within 30 days of invoice date.  
Thank you for your payment!

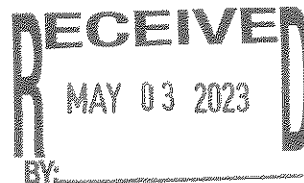


**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - TIMOTHY HARTIGAN  
**Date:** May 3, 2023 at 6:04 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – APRIL 29, 2023
- RESIDENT – TIMOTHY HARTIGAN
- ADDRESS – 3855 AUBREY LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA(2045):
  - DATED: 3/15/23
  - SEQ#: 3
  - BATCH#: 807
  - INVOICE#: 3
  - APPROVAL CODE: 015541
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
03/15/23	03/15/23	04/29/23	TIMOTHY HARTIGAN - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-015541

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

Thank you.

I will be out of the office May 8-10, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

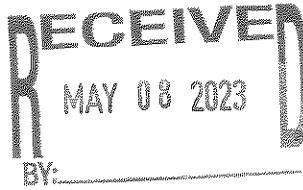
Governmental Management Services

[www.OakLeafResidents.com](http://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.

2,300.369.103

#953



## Invoice

Invoice #: 11345

Date: 05/01/23

Customer PO:

DUE DATE: 05/31/2023

### BILL TO

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

### FROM

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

### DESCRIPTION

#10343 - Standard Maintenance Contract 2023 May 2023

### AMOUNT

\$35,242.31

### Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$35,242.31**

### Code to:

**2-320-572-4620**

**Double Branch Landscape Maintenance**



Customer Information

Invoice

Payment



XEROX CORPORATION  
PO BOX 660501  
DALLAS TX  
75266-0501

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

05-01-23  
Invoice Date  
018733182  
Invoice Number  
720343326  
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777  
SPLY-MAINT - COST PER COPY PLAN  
AMOUNT

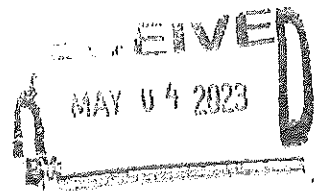
BASE CHARGE MAY 50.31

2,330.572.500

SUB TOTAL 50.31

TOTAL 50.31

THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE  
AND SUPPLY CHARGES  
THIS COST PER COPY AGREEMENT RENEWS ON 06-30-23



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 THIS AMOUNT  
01-569-8562 4 720343326 018733182 05-01-23  
RR003642 M 070122  
03 6GSW 6GSW W 00000 5933 1 B15

\$50.31  
VFL40

202100008070060 0187331829 0300050312 272034332686



# INVOICE

<b>Customer</b>	Double Branch Community Development District
<b>Acct #</b>	282
<b>Date</b>	05/10/2023
<b>Customer Service</b>	Kristina Rudez
<b>Page</b>	1 of 1

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

Payment Information	
<b>Invoice Summary</b>	\$ 64.00
<b>Payment Amount</b>	
<b>Payment for:</b>	Invoice#18240
WC100121544	

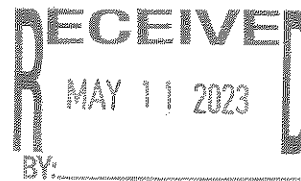
Thank You

Please detach and return with payment



Customer: Double Branch Community Development District

Invoice	Effective	Transaction	Description	Amount
18240	10/01/2021	Policy change	Policy #WC100121544 10/01/2021-10/01/2022 FIA WC Workers Compensation - Final Audit Due Date: 5/10/2023	64.00



**Total**

\$ 64.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:  
Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

<b>Remit Payment To: Egis Insurance Advisors</b>	(321)233-9939	<b>Date</b>
P.O. Box 748555		05/10/2023
Atlanta, GA 30374-8555	sclimer@egisadvisors.com	

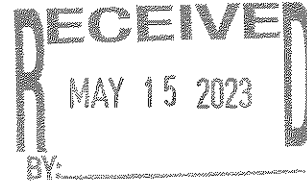


**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - GABRIEL PRYAL  
**Date:** May 15, 2023 at 1:08 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (SATURDAY) 3:00 P.M. to 7:00 P.M.
- o DATE OF VENUE – MAY 6, 2023
- o RESIDENT – GABRIEL PRYAL
- o ADDRESS – 3318 HIGHLAND MILL LANE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via VISA(2337):
  - DATED: 4/7/23
  - SEQ#: 2
  - BATCH#: 218
  - INVOICE#: 2
  - APPROVAL CODE: 007558
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/07/23	04/07/23	05/06/23	JEANNIE & GABRIEL PRYAL - OV PATIO DEP	DEPOSIT	\$ 100.00			VISA-007558

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

Thank you.

I will be out of the office June 12-16, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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

# Invoice

Invoice #: 2333  
Invoice Date: 5/16/23  
Due Date: 5/16/23  
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 (DB Phones) - September 2022		88.37	88.37
2.320.572.49300 (DB Permits/ Licenses) - September 2022		26.95	26.95
<del>34.600.538.6200 (DB Repair and Replacements) - September 2022</del>		277.05	<del>277.05</del>
2.320.572.49400 (DB Special Events) - September 2022		214.20	214.20
<div><div>RECEIVED</div><div>MAY 16 2023</div><div>BY: _____</div></div>			

**Total** \$606.57

**Payments/Credits** \$0.00

**Balance Due** ~~\$606.57~~

\$329.52

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Sept 19, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
8/22/2022	Walmart	168	Repair and Replacement	34.600.538.64000	168			168
8/25/2022	Best Buy	83.84	Repair and Replacement	34.600.538.64000	83.84			83.84
8/28/2022	1&1 Ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
8/31/2022	swank	295	Special Event	2.330.572.49400	147.5	2.320.572.49400	147.5	295
9/2/2022	RingCentral	176.74	Phones	2.330.572.4100	88.37	2.320.572.4100	88.37	176.74
9/7/2022	Duval electric	161.25	Repair and Replacement	34.600.538.64000	161.25			161.25
9/9/2022	1&1 Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
9/14/2022	Leslies	532.11	Repair and Replacement	34.600.538.64000	266.06	2.320.572.63100	266.05	532.11
9/14/2022	Batteries Plus	133.41	Special Event	2.330.572.49400	66.71	2.320.572.49400	66.7	133.41
9/14/2022	Head/Penn	97.56	Tennis Maintenance	2.330.572.34400	97.56			97.56
9/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.330.572.34400	26.95			26.95
9/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
<b>Totals</b>		<b>\$1,723.81</b>			<b>\$1,117.24</b>		<b>\$606.57</b>	<b>\$1,723.81</b>

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Sept 19, 2022

Totals by GL

**Double Branch: \$606.57**

2.320.572.4100 (DB Phones) – \$88.37

2.320.572.49300 (DB permits/ licenses) – \$26.95

34.600.538.6200 (DB Repair and Replacements) - \$277.05

2.320.572.49400 (DB Special Events) – \$214.20

**Middle Village: \$1117.24**

2.330.572.4100 (MV Phones) – \$88.37

2.310.513.49300 (MV permits/ licenses) – \$26.95

34.600.538.64000 (MV repair & replacements) – \$690.15

2.330.572.49400 (MV Special Events) – \$214.21

3.330.572.34400 (MV Tennis Maintenance) - \$97.56

# 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: P54998264  
PO#: 0000000

### Sale Items

SLA12-7F 3 @ 16.95 50.85

12V LEAD

DURA12-7F

Tax Exempt # - 85-8012511046c-7

SLAA12-2.9F 3 @ 27.52 82.56

12V LEAD

DURA12-2.9F

Tax Exempt # - 85-8012511046c-7

Item Subtotal 133.41

Tax 0.00

Tax Exempt # 85-8012511046c-7

Tax Override Local Government

Tax Exempt/Expire Date 9/14/2027

Total 133.41

AMEX XXXXXXXXXXXX3053 133.41

SORIANO/JAY

Chip 833959

Sale Amount Received 133.41

Items Sold 6



P54998264

485-02 9/14/2022 2:20:11 PM  
GTyson

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](https://batteriesplus.com/feedback)

Enter **BXTVVODCH6** 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 **POV**  
to **33233**.

Messaging rates may apply

Customer Copy - Please retain for your  
records.

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Order # 1002769737 COMPLETE

September 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

---

Subtotal \$26.95

Shipping & Handling \$0.00

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

## Order Information

### Shipping Address

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



#### Shipping Method

Free Shipping - Free

#### Billing Address

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

#### Payment Method

Credit Card



Order # 1002769738 COMPLETE

September 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

---

Subtotal \$26.95

Shipping & Handling \$0.00

**Grand Total (Excl.Tax) \$26.95**

Tax \$0.00

**Grand Total (Incl.Tax) \$26.95**

## Order Information

### Shipping Address

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

**Shipping Method**

Free Shipping ~ Free

**Billing Address**

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

**Payment Method**

Credit Card

**PINCH-A-PENNY  
POOL-PATIO-SPA**

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch A Penny 215  
2710 Blanding Blvd.  
Suite 301  
Middleburg, FL 32068  
Phone: 904-214-3640

**SALES RECEIPT**

Transaction #: 178285  
Date: 9/5/2022 Time: 1:09:55 PM  
Cashier: Justin Rowe Register #: 2

Item	Description	Amount
2003853	HOSE 40' X 1-1/2" PD	\$69.99
02121473	ECONOMY FLEX VAC	\$31.99
02160307	18" ALGAE BRUSH	\$33.99

Sub Total \$135.97  
Sales Tax \$10.20  
Total \$146.17

CHIP READER Tendered \$146.17  
Change Due \$0.00

Thank you for shopping  
Pinch A Penny 215  
We hope you'll come back soon!



# Recurring Statement

## Account Information

**Account Number:** (904) 770-4650  
**Statement Date:** 09/02/2022  
**Subscription Name:** RingCentral MVP Standard

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

## Statement Summary Total Current Charges

**\$176.74**

Your credit card ending in [8052] was charged \$176.74.  
This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

## Statement Details Charges and credits

Period	Description	Unit Price	Quantity	Amount
09/02/2022 - 10/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
09/02/2022 - 10/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
09/02/2022 - 10/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2022 - 10/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
09/02/2022 - 10/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2022 - 10/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
09/02/2022 - 10/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2022 - 10/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
09/02/2022 - 10/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2022 - 10/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
09/02/2022 - 10/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates:				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees*:				\$41.84
<b>Total Charged to Credit Card:</b>				<b>\$176.74</b>

# SWANK

MOTION PICTURES, INC.

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

Routing: COGMCMHAH

## ORIGINAL INVOICE

Order Number: BO 1934932

Order Date: 08/31/22

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: 1934932

Terms: THIS IS YOUR RECEIPT

--Line--

#	Typ	Qty	Bill Date	Product Description	Unit Price	Total Price
1	RT	1	08/31/22	SING 2 Widescreen DVD Show Dates: 09/02/22 to 09/02/22	295.00	295.00

For further information, please contact  
Kaitlyn Godina  
at 1-800-876-5577

PAID

Item Subtotal: 295.00  
Prepayment Amount: 295.00  
BALANCE DUE: \$0.00

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

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2334**Invoice Date:** 5/16/23**Due Date:** 5/16/23**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 (DB Phones) - October 2022		88.04	88.04
2.320.572.49300 (DB Permits/ Licenses) - October 2022		26.95	26.95
<del>34.600.598.6200 (DB Repair and Replacements) - October 2022</del>		80.86	<del>80.86</del>
2.320.572.49400 (DB Special Events) - October 2022		787.97	787.97
2.320.572.34600 (DB Staff) - October 2022		60.39	60.39

RECEIVED  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$1,044.21**Payments/Credits** \$0.00**Balance Due** ~~\$1,044.21~~

\$963.35

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Oct 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
9/25/2022	Name Tag inc	120.79	Aquatic Staff / Attendants	2.330.572.34600	60.4	2.320.572.34600	60.39	120.79
9/28/2022	1&1 Ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
10/2/2022	Ring Central	176.08	Phones	2.330.572.4100	88.04	2.320.572.4100	88.04	176.08
10/5/2022	Harbor Freight	91.36	Repair and Replacement	34.600.538.64000	45.68	2.320.572.63100	45.68	91.36
10/5/2022	Floor and Décor	48.36	Repair and Replacement	34.600.538.64000	24.18	2.320.572.63100	24.18	48.36
10/6/2022	Swank	295	Special Event	2.330.572.49400	147.5	2.320.572.49400	147.5	295
10/6/2022	FSP Jax Bounce	258.51	Special Event	2.330.572.49400	129.26	2.320.572.49400	129.25	258.51
10/9/2022	1&1 Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
10/13/2022	Walmart	17.96	Special Event	2.330.572.49400	8.98	2.320.572.49400	8.98	17.96
10/15/2022	mood pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
10/15/2022	mood pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
10/17/2022	ARC	164	Repair and Replacement	34.600.538.64000	164			164
10/17/2022	ARC	246	Repair and Replacement	34.600.538.64000	246			246
10/17/2022	ARC	164	Repair and Replacement	34.600.538.64000	164			164
10/17/2022	ARC	246	Repair and Replacement	34.600.538.64000	246			246
10/19/2022	Walmart	298.8	Special Event	2.330.572.49400	149.4	2.320.572.49400	149.4	298.8
10/20/2022	Walmart	178.69	Special Event	2.330.572.49400	89.35	2.320.572.49400	89.34	178.69
10/20/2022	Walmart	293	Special Event	2.330.572.49400	146.5	2.320.572.49400	146.5	293
10/20/2022	Award Gallery	179.57	Special Event	2.330.572.49400	89.79	2.320.572.49400	89.78	179.57
10/21/2022	Walmart	54.44	Special Event	2.330.572.49400	27.22	2.320.572.49400	27.22	54.44
<b>Totals</b>		<b>\$2,908.46</b>			<b>\$1,864.25</b>		<b>\$1,044.21</b>	<b>\$2,908.46</b>



Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Oct 20, 2022

Totals by GL

**Double Branch: \$1864.25**

2.320.572.4100 (DB Phones) – \$88.04

2.320.572.49300 (DB permits/ licenses) – \$26.95

34.600.538.6200 (DB Repair and Replacements) – \$80.86

2.320.572.49400 (DB Special Events) – \$787.97

2.320.572.34600 (DB Staff) – \$60.39

**Middle Village: \$1044.21**

2.330.572.4100 (MV Phones) – \$88.04

2.310.513.49300 (MV permits/ licenses) – \$26.95

34.600.538.64000 (MV repair & replacements) – \$900.86

2.330.572.49400 (MV Special Events) – \$788

2.330.572.34600 (MV Staff) – \$60.40

Award Gallery, Inc.

175-6 Blanding Boulevard  
Orange Park, FL 32073

# Invoice

Date	Invoice #
8/18/2022	12623

Bill To
OAKLEAF AMENITIES

**PAID**  
10/20/2022

*jsoriano@smstf.com*

P.O. No.	Terms	Project

Description	Qty	Rate	Amount
TROPHIES FOR OAKLEAF ORCAS MEDALS	17 12	7.00 3.50	119.00T 42.00T
<p> Award Gallery  175-6 Blanding Blvd  ORANGE PARK FL 32073  (904)568-5450  10/20/2022 10:43  Sale  Trans #: 1 Batch #: 859  CREDIT CARD MANUAL  AMEX *****3053 **/**  BASE AMT: \$173.08  Service Fee USD \$6.49  TOTAL AMT: \$179.57  EXACT MATCH  Resp: 250850  Code: 229314802554  Ref #: 21295889067  TransID: 00641295889067  CID Rsp: M-0 Code Match  AUS Rsp: y-Exact Match  Dig Zip  Thank you  CUSTOMER COPY </p>			
THANK YOU FOR YOUR BUSINESS			Subtotal \$161.00
			Sales Tax (7.5%) \$12.08
			Total \$173.08
			Payments/Credits \$-173.08
			Balance Due \$0.00

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RH06L14TQGG

**Walmart** \*

904-214-9411 Mgr: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 DP# 004469 TE# 09 TR# 09848  
EPS T702 BLK 001034393191 19.98 0  
EPS T702 BLK 001034393191 19.98 0  
EPS T702 MP 001034393195 38.98 0  
GV 13G TRASH 007874221060 18.12 0  
SUBTOTAL 97.06  
TOTAL 97.06  
AMEX TEND 97.06

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 888859

REF # 226400041267  
TRANS ID - 007581171659483  
AID A000000025010801  
AAC 4C2F52EBC4E6EE79  
TERMINAL # SC010216

09/21/22 12:23:35

CHANGE DUE 0.00

# ITEMS SOLD 4

TC# 0816 9840 9130 9433 1727



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09/21/22 12:23:49  
\*\*\*CUSTOMER COPY\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RH06F14TKHB

**Walmart** \*

904-214-9411 Mgr: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 DP# 004220 TE# 52 TR# 04822  
FILTER 20X22 005114197729 16.48 0  
SUBTOTAL 16.48  
TOTAL 16.48  
AMEX TEND 16.48

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0

APPROVAL # 843682  
REF # 226600607178  
TRANS ID - 001582329575480  
AID A000000025010801  
TC EC0DC58C42A700E3  
TERMINAL # 283906818  
\*NO SIGNATURE REQUIRED

09/23/22 17:13:10

CHANGE DUE 0.00

# ITEMS SOLD 1

TC# 6189 6615 6205 6572 6414



**Walmart** \*

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Low Prices You Can Trust. Every Day.  
09/23/22 17:13:11  
\*\*\*CUSTOMER COPY\*\*\*

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Thank you! ID #:7RH9SJ14TJPK

**Walmart\***

904-214-9411 Mgr: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068  
ST# 04308 OP# 000159 TE# 14 TR# 04054  
MS 22X34 BK 004402161718 14.98 0  
SUBTOTAL 14.98  
TOTAL 14.98  
AMEX TEND 14.98  
AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 852157  
REF # 228600859857  
TRANS ID - 006299657194066  
AID A000000025010801  
TC 90F100C6043C06C3  
TERMINAL # SC010109  
\*NO SIGNATURE REQUIRED  
10/13/22 19:38:50  
CHANGE DUE 0.00  
# ITEMS SOLD 1  
TC# 6297 7415 7691 7153 6868



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10/13/22 19:39:02  
\*\*\*CUSTOMER COPY\*\*\*



Order # 1002808472 COMPLETE

October 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

Subtotal \$26.95

Shipping & Handling \$0.00

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

## Order Information

### Shipping Address

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

### Shipping Method

Free Shipping - Free

### Billing Address

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

### Payment Method

Credit Card




Jacksonville Bounce House Rentals  
 8725 Youngerman Court Suite 111  
 Jacksonville, Florida 32244  
 (904) 707-5324  
[www.Jacksonvillebouncehouse.com](http://www.Jacksonvillebouncehouse.com)

10/28/2022 05:00pm, 10/29/2022 11:30am

Jay Soriano  
 382 oakleaf village parkway  
 Orange Park, FL 32065  
[Residentassistant@oakleafresidents.com](mailto:Residentassistant@oakleafresidents.com)

Order Created by: Larry

Customer Comments:

		Fri, 10/28 5:00 pm - Sat, 10/29 11:30 am
	35'ft 8 Element Obstacle Course	\$370.00 x 1 = \$370.00
	Fun Fair Park Playland Obstacle Course	\$345.00 x 1 = \$345.00
	*Interactive Bounce House + Interactive Built in game system NEW Age Bounce House (Click for Video)	\$295.00 x 1 = \$295.00
	Generator	\$75.00 x 1 = \$75.00

SubTotal	\$1,085.00
Travel Fee for Orange Park	\$25.00 \$1,110.00
Coupon: Military / Church	-\$75.95 \$1,034.05
Tax: 0.00%	\$0.00 \$1,034.05

Total \$1,034.05

admin1 - 10/06/2022 01:49pm Credit Card (Visa, MC, Disc, Amex) Payment (3053) \$258.51

admin1 - 10/28/2022 03:51pm Card on File Payment (3053) \$775.54

Due \$0.00



Order # 1002808473 COMPLETE

October 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

---

Subtotal \$26.95

Shipping & Handling \$0.00

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

## Order Information

### Shipping Address

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



**Shipping Method**

Free Shipping - Free

**Billing Address**

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

**Payment Method**

Credit Card



# Coller Industries Incorporated

Coller Industries Incorporated  
2211 South 300 West  
Salt Lake City, Utah 84115  
Phone: 801-931-5000 Fax: 801-931-5100  
nametag@nametag.com

\*\*\* Do not pay from this order summary. \*\*\*

Internet Order Number: 5147871      Date: 2022-09-25 07:26:01      Phone: (904) 342-1441

**Account Number:**

Customer number: 368572  
JAY SORIANO  
GMS LLC  
475 WEST TOWN PLACE  
ST. AUGUSTINE, FL US 32092

**Ship To:**

Need by date: None selected  
JAY SORIANO  
GMS LLC  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL US 320654259

**ITEM DESCRIPTION**

**QTY @ PRICE PRODUCT  
TOTAL**

**Reorder Of Plastic Laser Engraved Name Tags**

14 @ \$7.44 \$104.16

Laser Engraved Plastic Name Tag *Nlu*  
Laser Engraved Logo (Per Logo)  
Round Corners & No Bevel  
Standard Fastener - Pin  
1 Engraved Line  
Font *Arial*  
Corners *Round, .1875 radius*  
Edges *No Bevel*  
Size *1.25X3*  
Color *Plastic evergreen/white*  
List of Variables *You have provided a list, thank you. [View List](#)*  
Layout *1*

**We appreciate your business**

Problem? Call 800 272-5729  
Warranty: [nametag.com/resources/guarantee.php](http://nametag.com/resources/guarantee.php)  
To comment, go to: [nametag.com/review](http://nametag.com/review)

Product Total \$ 104.16  
Shipping \$ 16.63  
Expediting Fees \$ 0.00  
Taxes \$ 0.00  
Additional Fees \$ 0.00

**Total Due \$ 120.79**

**We have placed a hold on your credit card for \$120.79; this charge will appear from "Name Tag, Inc." on your statement.**

The total due for this order may need to be modified if changes are requested during the proofing process or for missing information. Customer service will contact you with any changes to the quoted price.



## Recurring Statement

### Account Information

**Account Number:** (904) 770-4650  
**Statement Date:** 10/02/2022  
**Subscription Name:** RingCentral MVP Standard

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

#### Statement Summary Total Current Charges

**\$176.08**

Your credit card ending in [8052] was charged \$176.08.  
This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

#### Statement Details

Charges and credits  
Period

	Description	Unit Price	Quantity	Amount
10/02/2022 - 11/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
10/02/2022 - 11/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
10/02/2022 - 11/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2022 - 11/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
10/02/2022 - 11/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2022 - 11/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
10/02/2022 - 11/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2022 - 11/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
10/02/2022 - 11/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2022 - 11/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
10/02/2022 - 11/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)

Charges after Discounts and Prorates: **\$134.90**

Total Charges: **\$134.90**

Total Taxes and Fees\*: **\$41.18**

**Total Charged to Credit Card: \$176.08**

# SWANK

MOTION PICTURES, INC.

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

Routing: ACSSIBUR

## ORIGINAL INVOICE

Order Number: BO 1953994

Order Date: 10/06/22

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:1953994

Terms: THIS IS YOUR RECEIPT

--Line--

#	Typ	Qty	Bill Date	Product Description	Unit Price	Total Price
1	RT	1	10/12/22	GHOSTBUSTERS AFTERLIFE Widescreen DVD Show Dates: 10/14/22 to 10/14/22	295.00	295.00

For further information, please contact  
Kaitlyn Godina  
at 1-800-876-5577

PAID

Item Subtotal: 295.00  
Prepayment Amount: 295.00  
BALANCE DUE: \$0.00

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

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RH8HG14TN9G

**Walmart** \*

904-214-9411 Mr: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 DP# 004000 TE# 94 TR# 07523  
PUMPKIN 083537500640 F

60 AT 1 FOR	4.98	298.80 0
	SUBTOTAL	298.80
	TOTAL	298.80
	AMEX TEND	298.80

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0

APPROVAL # 800190

REF # 229200097075

TRANS ID - 006401133459069

AID A000000025010801

AAC 6C73A6D70BA429CD

TERMINAL # SC010148

10/19/22 14:25:23

CHANGE DUE 0.00

# ITEMS SOLD 60

TC# 9795 1991 6921 0933 0870 7



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10/19/22 14:25:32

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Thank you! ID #:7RHBHT14TK0C

DARDEN 60 60.00  
CARD # 6058120003239432553

STARBUCKSHP 40.00  
CARD # 6058120044664206922

**Walmart\***

904-214-9411 Mar: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 000133 TE# 05 TR# 04358  
HALF HALF 074236523295 F 4.54 0  
\*\* VOIDED ENTRY \*\*  
HALF HALF 074236523295 F 4.54-0  
HALF HALF 074236523295 F 4.54 0  
HALF HALF 074236523295 F 4.54 0  
DJ W/CALCIUM 007874235079 F 4.58 0  
DARDEN 60 079936645834 60.00 0  
STARBUCKSHP 079936687578 40.00 0  
DJ W/CALCIUM 007874235079 F 4.58 0  
DJ W/CALCIUM 007874235079 F 4.58 0  
BANANAS 000000004011KF 3.63 0  
8.64 lb @ 1 lb /0.42  
BANANAS 000000004011KF 1.97 0  
4.70 lb @ 1 lb /0.42  
APPLE 5 BAG 068113143055 F 7.96 0  
2 AT 1 FOR 6.98  
3 PEARS 068113103695 F 13.96 0  
3 AT 1 FOR 4.97  
SUBTOTAL 178.69  
TOTAL 178.69  
AMEX TEND 178.69

AMERICAN EXPRESS \*\*\* \*\*\*\*\*3 053 I 0  
APPROVAL # 819280  
REF # 229300181046  
TRANS ID - 005882761512074  
AID A000000025010801  
AAC 63EA99A39DCE8230  
TERMINAL # SC011002

10/20/22 15:36:54

CHANGE DUE 0.00

# ITEMS SOLD 18

TC# 1454 6372 5390 4320 8764 5



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10/20/22 15:37:10

\*\*\*CUSTOMER COPY\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHBHT14TK0C

**Walmart\***

904-214-9411 Mar: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 000133 TE# 05 TR# 04359

PUMPKIN 083537500640 F  
45 AT 1 FOR 4.98 224.10 0  
AUTUMN COLOUR 085078100724  
10 AT 1 FOR 6.98 69.80 0  
SUBTOTAL 293.90  
TOTAL 293.90  
AMEX TEND 293.90

AMERICAN EXPRESS \*\*\* \*\*\*\*\*3 053 I 0

APPROVAL # 858546

REF # 229300408289

TRANS ID - 005882778415071

AID A00000002501080C

and 00F47F6E121ED1C

TERMINAL # SC011002

10/20/22 15:38:04

CHANGE DUE 0.00

# ITEMS SOLD 56

TC# 3254 2372 5390 4300 2755 5



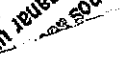
**Walmart\***

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10/20/22 15:38:04

\*\*\*CUSTOMER COPY\*\*\*



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Thank you! ID #:7R1BND2FKGT3

**Walmart** 

SUPERCENTER  
904-365-2555 Mgr: BRIAN

ST# 06978 OP# 000038 TEN 16 TR# 04754  
FOAM CUPS 007874209708 4.98 0  
FOAM CUPS 007874209708 4.98 0  
FOAM CUPS 007874209708 4.98 0  
TIGER PUMPK 083537500633 1.98 0  
TIGER PUMPK 083537500633 1.98 0  
TIGER PUMPK 083537500633 1.98 0  
GV 9 PLT 5 007874234935 3.44 0  
GV 9 PLT 5 007874234935 3.44 0  
GV 9 PLT 5 007874234935 3.44 0  
GV 9 PLT 5 007874234935 3.44 0  
PIE PUMPKINS 083537500601 F 1.98 0  
PIE PUMPKINS 083537500601 F 1.98 0  
PIE PUMPKINS 083537500601 F 1.98 0  
PIE PUMPKINS 083537500601 F 1.98 0  
PIE PUMPKINS 083537500601 F 1.98 0  
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PIE PUMPKINS 083537500601 F 1.98 0  
PIE PUMPKINS 083537500601 F 1.98 0  
PIE PUMPKINS 083537500601 F 1.98 0  
SUBTOTAL 54.44  
TOTAL 54.44  
AMEX TEND 54.44

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 1 0  
APPROVAL # 819494  
REF # 229400235304  
TRANS ID - 005902577029079  
AID A000000025010801  
AAC 59E9931A9BC31694  
TERMINAL # SC010564

10/21/22 18:35:31  
CHANGE DUE 0.00

# ITEMS SOLD 20  
TC# 9974 3726 3914 3969 8892



**Walmart** 

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10/21/22 18:35:38  
\*\*\*CUSTOMER COPY\*\*\*

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Thank you! ID #:7RH9SJ147JPL

**Walmart** \*

904-214-9411 Mr: COREY  
1520 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 DP# 000159 TE# 14 TR# 04055  
GH0STAFTROVD 004339656634 17.96 0  
SUBTOTAL 17.96  
TOTAL 17.96  
AMEX TEND 17.96

AMERICAN EXPRESS \*\*\* \*\*\*\*\*3 053 1 0

APPROVAL # 886664

REF # 228600551630

TRANS ID - 005783454486078

AID A000000025010801

TC FFC745053009441C

TERMINAL # SC010109

\*NO SIGNATURE REQUIRED

10/13/22 19:39:33

CHANGE DUE 0.00

# ITEMS SOLD 1

TC# 5922 0584 0328 0946 3171



**Walmart** \*

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Scan for free 30-day trial



10/13/22 19:39:41

\*\*\*CUSTOMER COPY\*\*\*



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2335**Invoice Date:** 5/16/23**Due Date:** 5/16/23**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 (DB Phones) - November 2022		88.04	88.04
2.320.572.49300 (DB Permits/ Licenses) - November 2022		26.95	26.95
<del>34.600.538.6200 (DB Repair and Replacements) - November 2022</del>		105.95	<del>105.95</del>
2.320.572.49400 (DB Special Events) - November 2022		1,943.24	1,943.24
<div data-bbox="418 1052 722 1234"><b>RECEIVED</b> MAY 16 2023 BY: _____</div>			

**Total** \$2,164.18**Payments/Credits** \$0.00**Balance Due** ~~\$2,164.18~~

\$2,058.23

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Nov 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
10/22/2022	Head Penn	946.66	Tennis Maintenance	2.320.572.49400	946.66			946.66
10/25/2022	Party City	96.75	Special Event	2.330.572.49400	48.38	2.320.572.49400	48.37	96.75
10/26/2022	Walmart	296.4	Special Event	2.330.572.49400	148.2	2.320.572.49400	148.2	296.4
10/26/2022	Head Penn	255.88	Tennis Maintenance	2.330.572.34400	255.88			255.88
10/27/2022	Walmart	197.17	Special Event	2.330.572.49400	98.59	2.320.572.49400	98.58	197.17
10/27/2022	Pet Feed	179	Special Event	2.330.572.49400	89.5	2.320.572.49400	89.5	179
10/27/2022	Pizza Hut	464	Special Event	2.330.572.49400	232	2.320.572.49400	232	464
10/28/2022	Walmart	379.26	Special Event	2.330.572.49400	189.63	2.320.572.49400	189.63	379.26
10/28/2022	Walmart	356.68	Special Event	2.330.572.49400	178.34	2.320.572.49400	178.34	356.68
10/28/2022	WinnDixie	68.92	Special Event	2.330.572.49400	34.46	2.320.572.49400	34.46	68.92
10/28/2022	Publix	476.47	Special Event	2.310.513.49300	238.24	2.320.572.49400	238.23	476.47
10/28/2022	Publix	281.44	Special Event	2.330.572.49400	140.72	2.320.572.49400	140.72	281.44
10/28/2022	Publix	14.53	Special Event	2.330.572.49400	7.27	2.320.572.49400	7.26	14.53
10/28/2022	Party City	121.37	Special Event	2.330.572.49400	60.69	2.320.572.49400	60.68	121.37
10/28/2022	Pet Feed	179	Special Event	2.330.572.49400	89.5	2.320.572.49400	89.5	179

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Nov 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
10/28/2022	FSP Jax Bounce	775.54	Special Event	2.330.572.49400	387.77	2.320.572.49400	387.77	775.54
10/28/2022	1&1 ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
10/29/2022	Harbor Freight	91.36	Repair and Replacement	34.600.538.64000	45.68	2.320.572.63100	45.68	91.36
11/2/2022	RingCentral	176.08	Phones	2.330.572.4100	88.04	2.320.572.4100	88.04	176.08
11/7/2022	Walmart	76	Repair and Replacement	34.600.538.64000	38	2.320.572.63100	38	76
11/9/2022	1&1 ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
11/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
11/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
11/15/2022	Leslies Pool Supply	22.54	Repair and Replacement	34.600.538.64000	11.27	2.320.572.63100	11.27	22.54
<b>Totals</b>		<b>\$5,530.95</b>			<b>\$3,366.77</b>		<b>\$2,164.18</b>	<b>\$5,530.95</b>

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Nov 20, 2022

Totals by GL

**Double Branch: \$2,164.18**

2.320.572.4100 (DB Phones) – \$88.04

2.320.572.49300 (DB permits/licenses) – \$26.95

34.600.538.6200 (DB Repair and Replacements) – \$105.95

2.320.572.49400 (DB Special Events) – \$1,943.24

**Middle Village: \$3,366.77**

2.330.572.4100 (MV Phones) – \$88.04

2.310.513.49300 (MV permits/licenses) – \$26.95

34.600.538.64000 (MV repair & replacements) – \$105.95

2.330.572.49400 (MV Special Events) – \$1943.29

3.330.572.34400 (MV Tennis Maintenance) – \$1202.54

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHC4K2FKJZK

**Walmart**

SUPERCENTER  
904-365-2555 Mgr: BRIAN

ST# 06970 DP# 000501 TE# 17 TR# 06845  
3CT TC BLACK 001117999563 2.63 0  
3CT TC BLACK 001117999563 2.63 0  
3CT TC BLACK 001117999563 2.63 0  
3CT TC BLACK 001117999563 2.63 0  
3CT TC BLACK 001117999563 2.63 0  
22IN TRI 4894 521 577 1.00 0  
22IN TRI 4894 521 577 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN TRI 4894 521 577 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN BY 4894 521 575 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN TRI 4894 521 577 1.00 0  
22IN TRI 4894 521 577 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN GL 4894 521 569 1.00 0  
22IN GL 4894 521 569 1.00 0  
BLOW BRACELE 695219270966 10.97 0  
SPIDER MED 007176520111  
10 AT 1 FOR 1.90 19.80 0  
50CT TOY 081007437967 5.24 0  
50CT TOY 081007437967 5.24 0  
50CT TOY 081007437967 5.24 0  
50CT TOY 081007437967 5.24 0  
50CT TOY 084026670014 5.24 0  
STB ORG FNS 002200012314 F 23.84 0  
8 AT 1 FOR 2.98  
KP BAG 004137620228 F 21.44 0  
8 AT 1 FOR 2.68  
NERDS HLW 92 007920091524 F 23.84 0  
8 AT 1 FOR 2.98  
SB POPS 70Z 003080030500 F 27.36 0  
12 AT 1 FOR 2.28  
KIDDIE 165CT 004142007045 F 9.98 0  
KIDDIE 165CT 004142007045 F 9.98 0  
KIDDIE 165CT 004142007045 F 9.98 0  
KIDDIE 165CT 004142007045 F 9.98 0  
KIDDIE 165CT 004142007045 F 9.98 0  
MIX BAG 004137622273 F 54.90 0  
5 AT 1 FOR 10.98  
SUBTOTAL 296.40  
TOTAL 296.40  
AMEX TEND 296.40

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 815742  
REF # 229900500131  
TRANS ID - 006512555200060  
AID A000000025010801  
AAC 398750A5B1AA715  
TERMINAL # SC010371

10/26/22 14:52:12  
CHANGE DUE 0.00  
# ITEMS SOLD 92

YC# 5805 0570 2563 2514 7466 0

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHC7N14T81T

**Walmart**

904-214-9411 Mgr: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 DP# 000231 TE# 13 TR# 01620  
16CT 12 BLN 007144458345 7.00 0  
7 AT 1 FOR 1.00 48.98 0  
60 HELIUM KT 001404535284  
16CT 12 BLN 007144458339 7.00 0  
7 AT 1 FOR 1.00  
SKULLPINATA 068567315388 43.41 0  
3 AT 1 FOR 14.47  
12 AST BLN 007144414282 15.66 0  
3 AT 1 FOR 6.22  
FOG SOLUTION 008678699737 31.32 0  
3 AT 1 FOR 10.44  
RED CURL RBN 081009126036 2.00 0  
70CT B30 ORG 076487865610 12.98 0  
70CT B30 ORG 076487865610 12.98 0  
PV TC 60X102 084840507287 7.92 0  
2 AT 1 FOR 3.96  
PV TC 60X102 084840507290 7.92 0  
2 AT 1 FOR 3.96  
SUBTOTAL 197.17  
TOTAL 197.17  
AMEX TEND 197.17

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 886042  
REF # 230000322076  
TRANS ID - 006993039366076  
AID A000000026010801  
AAC EEC327080039F886  
TERMINAL # SC010793

10/27/22 09:04:43  
CHANGE DUE 0.00

# ITEMS SOLD 31  
TC# 9557 3775 4899 1705 9880 8



**Walmart**

Become a member  
Scan for free 30-day trial

10/27/22 09:04:51  
\*\*\*CUSTOMER COPY\*\*\*

10/28/22 15:44:34  
\*\*\*CUSTOMER COPY\*\*\*



Order # 1002846723 COMPLETE

November 15, 2022

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

Order Information

Shipping Address

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

**Shipping Method**

Free Shipping - Free

**Billing Address**

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

**Payment Method**




Credit Card



Jacksonville Bounce House Rentals  
 8725 Youngerman Court Suite 111  
 Jacksonville, Florida 32244  
 (904) 707-5324  
[www.Jacksonvillebouncehouse.com](http://www.Jacksonvillebouncehouse.com)

10/28/2022 05:00pm, 10/29/2022 11:30am

Jay Soriano  
 382 oakleaf village parkway  
 Orange Park, FL 32065  
[Residentassistant@oakleafresidents.com](mailto:Residentassistant@oakleafresidents.com)  
 Order Created by: Larry  
 Customer Comments:

		Fri, 10/28 5:00 pm - Sat, 10/29 11:30 am
	35'ft 8 Element Obstacle Course	\$370.00 x 1 = \$370.00
	Fun Fair Park Playland Obstacle Course	\$345.00 x 1 = \$345.00
	*Interactive Bounce House + Interactive Built in game system NEW Age Bounce House (Click for Video)	\$295.00 x 1 = \$295.00
	Generator	\$75.00 x 1 = \$75.00
		<b>SubTotal \$1,085.00</b>
		Travel Fee for Orange Park \$25.00 \$1,110.00
		Coupon: Military / Church -\$75.95 \$1,034.05
		Tax: 0.00% \$0.00 \$1,034.05
		<b>Total \$1,034.05</b>
admin1 - 10/06/2022 01:49pm Credit Card (Visa, MC, Disc, Amex) Payment (3053)		\$258.51
admin1 - 10/28/2022 03:51pm Card on File Payment (3053)		\$775.54
		<b>Due \$0.00</b>



FOR BUSINESS

POWERED BY MOOB-MEDIA

Order # 1002846722 COMPLETE

November 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

---

Subtotal \$26.95

Shipping & Handling \$0.00

**Grand Total (Excl.Tax) \$26.95**

Tax \$0.00

**Grand Total (Incl.Tax) \$26.95**

## Order Information

### Shipping Address

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

**Shipping Method**

Free Shipping - Free

**Billing Address**

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

**Payment Method**

Credit Card

# Party City.

NOBODY HAS MORE PARTY FOR LESS

6001 ARGYLE FOREST BLVD, UNIT  
JACKSONVILLE, FL 32244  
904-777-1318

013051498283	3PC LAWN BAG	\$3.00	T
	3PC LAWN BAG HLLWN		
013051834883	2CT JMB PHOT	\$6.00	I
	2CT JMB PHOTO PROP EYE BALL		
013051834883	2CT JMB PHOT	\$6.00	T
	2CT JMB PHOTO PROP EYE BALL		
013051498283	3PC LAWN BAG	\$3.00	T
	3PC LAWN BAG HLLWN		
013051287382	SUPER MEGA C	\$20.00	I
	SUPER MEGA CREEPY CRAWL 100CT		
013051287382	SUPER MEGA C	\$20.00	I
	SUPER MEGA CREEPY CRAWL 100CT		
048419975656	10CT FINGER	\$2.00	I
	10CT FINGER WITCH		
048419975656	10CT FINGER	\$2.00	I
	10CT FINGER WITCH		
048419975656	10CT FINGER	\$2.00	I
	10CT FINGER WITCH		
048419975656	10CT FINGER	\$2.00	I
	10CT FINGER WITCH		
192937070024	12PK 3D ERAS	\$4.00	T
	12PK 3D ERASER HLLWN		
192937070024	12PK 3D ERAS	\$4.00	T
	12PK 3D ERASER HLLWN		
192937070024	12PK 3D ERAS	\$4.00	I
	12PK 3D ERASER HLLWN		
048419722885	HLLWN SPIDER	\$6.00	T
	HLLWN SPIDER 36CT		
048419722885	HLLWN SPIDER	\$6.00	T
	HLLWN SPIDER 36CT		
=====			
SUBTOTAL		\$90.00	
GEN MERCH TAX @ 7.500%		\$6.75	
TOTAL		\$96.75	
CR AMEX		\$96.75	
ITEMS = 15			
=====			
CR AMEX	SALE \$96.75		
XXXXXXXXXX3053	CHIP		
APPR: 808482			
JOURNAL: 0274136672248615			

AID: A000000025010801  
Application Label: AMERICAN EXPRESS  
Cryptogram Type: TC  
Cryptogram: 5C672F3D59069586

STORE 274 TRN 66 REG 3  
10-25-2022 02:15:53 PM

OBA 1EH2 003 021L



# Party City.

NOBODY HAS MORE PARTY FOR LESS

6001 ARGYLE FOREST BLVD, UNIT  
JACKSONVILLE, FL 32244  
904-777-1318

192937071939	7FT HNG PROP	\$17.00	T
	7FT HNG PROP RED REAPER		
677916755791	30L JMB BLK	\$15.00	T
	30L JMB BLK PLSTC TUB		
192937094235	GLW/DRK GHOS	\$17.50	I
	GLW/DRK GHOST PAIL		
PROMO DISCOUN		\$5.00	-
026635434003	H63 SS BLLN	\$10.50	T
	H63 SS BLLN IRD SKELETON		
026635434003	H63 SS BLLN	\$10.50	T
	H63 SS BLLN IRD SKELETON		
192937255452	BLLN BACKDRO	\$41.00	T
	BLLN BACKDROP KIT HLLWN LTX/FL		
	ORIG PRICE (\$41.00 ea)		
PROMO DISCOUN		\$24.60	-
026635445740	H93 SS LTX B	\$31.00	T
	H93 SS LTX BLLN GHOST ACCENT		
	2 @ \$15.50		
=====			
SUBTOTAL		\$112.90	
GEN MERCH TAX @ 7.500%		\$8.47	
TOTAL		\$121.37	
CR AMEX		\$121.37	
ITEMS = 12		YOU SAVED \$29.60	
=====			
CR AMEX	SALE \$121.37		
XXXXXXXXXX3053	CHIP		
APPR: 890813			
JOURNAL: 0274116697663199			

AID: A000000025010801  
Application Label: AMERICAN EXPRESS  
Cryptogram Type: TC  
Cryptogram: 9FCCB67906BB919F

STORE 274 TRN 102 REG 1  
10-28-2022 01:01:33 PM

OBA 1EH5 001 0469



\*OBA1EH50010469\*

PET & FEED STORE  
8900 103 RD ST  
JACKSONVILLE, FL 32210  
9043178888

10/27/2022 17:53:44  
Merchant ID: \*\*\*\*\*1885  
Terminal ID: 2442985

**Credit Sale:**

Transaction #: 55  
Card Type: AMEX  
Account: \*\*\*\*\*3053  
Entry: Contactless

**Amount:**  
USD\$179.00

STAN: 1363  
Host Ref. Number: 57  
Auth. Code: 851922  
Batch Number: 21  
Response: APPROVAL  
TRANS ID: 0060101520482078  
NETWORK: AMEX

Mode: Issuer  
ATD: 000000025010801  
TVR: 0000000000  
IAD: 06550103A0A002  
TSI: A800  
ARC:  
AC: E9829409A545AC85  
ATC: 0058  
APPLAH: AMERICAN EXPRESS

Retain this copy for statement  
validation  
CUSTOMER COPY

PET & FEED STORE  
8900 103 RD ST  
JACKSONVILLE, FL 32210  
9043178888

10/28/2022 10:41:03  
Merchant ID: \*\*\*\*\*1885  
Terminal ID: 2442985

**Credit Sale:**

Transaction #: 7  
Card Type: AMEX  
Account: \*\*\*\*\*3053  
Entry: Contactless

**Amount:**  
USD\$179.00

STAN: 1384  
Host Ref. Number: 7  
Auth. Code: 853356  
Batch Number: 22  
Response: APPROVAL  
TRANS ID: 006010143101073  
NETWORK: AMEX

Mode: Issuer  
ATD: 000000025010801  
TVR: 0000000000  
IAD: 06550103A0A002  
TSI: A800  
ARC:  
AC: E9829409A545AC85  
ATC: 0058  
APPLAH: AMERICAN EXPRESS

Retain this copy for statement  
validation  
CUSTOMER COPY

Thank You  
For Eating at Pizza Hut

Ticket: 2  
Server: Shannon  
Unit # 004255  
(904)771-6480

Register: 1

10/27/2022  
11:35

Zone: C-07

(904)562-0249  
J Soranio  
382 Oakleaf Village Parkway  
ORANGE PARK, FL 32065  
Residence

Amenity center by tennis courts  
Time due: 18:15

FUTURE DUE: 10/28/2022 18:15

1 Convenience Fee

15 Lrg Htt

{S} Classic  
Pepperoni

15 Lrg Htt

{S} Classic  
Cheese Only

5 Lrg Htt

{S} Classic  
Bacon Pieces  
It Sausage  
Pepperoni

5 Lrg Htt

{S} Classic  
Bacon Pieces  
Ham  
Pineapple

1 Tip

\*\*\* \*\*\*\*\*  
NOW CATERING - Make some dough with the HUP  
Up to \$20 per hour depending on  
rate and location. Text "pizza" to 52345  
\*\*\*\*\*

\$10 Catering Lrg 3top -203.60

Sub Total  
Tax/Other  
DELIVERY Total  
Tender Add On  
Tender Total

AMERICAN EXPRESS  
Account: XXXXXXXXXXXX3053  
Auth Code: 163112  
Keved

IN THE BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

PAPR

Thank You  
For Eating at Pizza Hut

Have a Nice Day

Ticket: 2  
Server: Shannon  
Unit #: 0255  
(904)771-6480

Register: 4

10/27/2022  
11:35

Zone: C-07

(904)562-0249

J Soranio  
382 Oakleaf Village Parkway  
ORANGE PARK, FL 32065  
Residence

Amenity center by tennis courts  
Time due: 18:15

FUTURE DUE: 10/28/2022 18:15

1 Convenience Fee

15 Lrg Htt

{S} Classic

Pepperoni

15 Lrg Htt

{S} Classic

Cheese Only

5 Lrg Htt

{S} Classic

Bacon Pieces

It Sausage

Pepperoni

5 Lrg Htt

{S} Classic

Bacon Pieces

Ham

Pineapple

1 Tip

\*\*\*\*\*  
NOW HIRING - Make some dough with the Hut!  
Up to \$20 per hour depending on  
role and location. Text "pizza" to 52345.  
\*\*\*\*\*

\$10 Catering Lrg Stop

Sub Total  
Tax/Other  
DELIVERY Total  
Tender Add On  
Tender Total

AMERICAN EXPRESS  
Account: XXXXXXXXXXXX3053  
Auth Code: 163112  
Keyed

4.99  
199.35  
0.00  
24.00  
199.35  
0.00  
0.00  
66.45  
0.00  
8.00  
8.00  
8.00  
66.45  
0.00  
8.00  
8.00  
30.00

PARTY ON THE BACK (TURN ME OVER)

-213.60

404.99  
30.00  
434.99  
30.00  
464.99  
434.99

PARTY ON THE BACK (TURN ME OVER)

Oak Leaf Commons  
Oakleaf Plantation Parkway  
Orange Park, FL 32065  
Store Manager: Jon Wright  
904-291-5108  
1802

UB CUP CUL. 6.99  
10 @  
KERNEL SEASONS SSN  
1 @ 2 FOR  
You Saved  
SEASONS 9

0 2 FOR  
You Saved  
KERNEL SEASONS SSN 5  
1 # 2 FOR  
You Saved  
SEASONS S

2 12  
You Saved  
KERNEL SEASONS SSN 5  
1 @ 2 FOR  
You Saved  
SEASONS S

1 @ You Saved  
KERNEL SEASONS SSN 5  
1 @ 2 FOR  
You Saved  
SEASONS S

1 0 You Saved  
KERNEL SEASONS SSN 5  
1 0 2 FOR  
You Saved  
KERNEL SEASONS S

1 @ You Saved  
KERNEL SEASONS 53H  
1 @ 2 FOR  
You Saved  
KERNEL SEASONS S  
FOR

1 @ You Saved  
KERNEL SEASONS  
1 @ 2 FOR  
You Saved  
MASTERCARD \$50 G  
\* #XXXX

MASTERCARD \$50  
ACCOUNT #XXXXXX  
GIFT CARD SVC FEE  
MASTERCARD \$25  
ACCOUNT #XXXX

GIFT CARD \$25  
MASTERCARD #XXXXXX  
Account SVC FEE  
GIFT CARD SVC FEE  
AMAZON GIFT CARD  
Account #XXXXX

GIFT CARD  
AMAZON GIFT CARD  
Account #XXXXXX  
AMAZON GIFT CARD  
Account #XXXXXX  
15 LB

AMAZON ACCOUNT #10  
ICE 16 LB 3.90  
10 0  
Order Total  
Tax

Order Total	
Sales Tax	
Grand Total	
Credit	
Change	

Payment

Change  
Savings Summary  
Special Price  
\*\*\*\*\*

\*\*\*\*\*  
Savings Summary  
Special Price Savings  
\*\*\*\*\*  
Your Savings at Publix  
9.45  
\*\*\*\*\*

Receipt ID: 1169 ATM 019 631

PRESTO!  
Trace #: 015168  
Reference #: 0394098020  
Acct #: XXXXXXXXXX3053  
Purchase American Express  
Amount: \$281.44  
Auth #: 860952

CREDIT CARD  
A000000025010801  
Entry Method:  
de:

PURCHASE  
AMERICAN EXPRESS  
Chip Read  
Issuer

as Tessa

R101 9631 C0251



# Publix

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



0128 ATM 076 587

AJM LUNCH BAGS	1.69 T
AJM LUNCH BAGS	1.69 T
AJM LUNCH BAGS	1.69 T
AJM LUNCH BAGS	1.69 T
AJM LUNCH BAGS	1.69 T
AJM LUNCH BAGS	1.69 T
AJM LUNCH BAGS	1.69 T
AJM LUNCH BAGS	1.69 T

Order Total	14.52	
Sales tax	1.01	
Grand Total	14.53	
Credit	Payment	14.53
Change	0.00	

Receipt ID: 0128 ATM 076 587

PRES101  
Trace #: 079204  
Reference #: 0300088163  
Acct #: XXXXXXXXXXXX3053  
Purchase American Express  
Amount: \$14.53  
Auth #: 894359

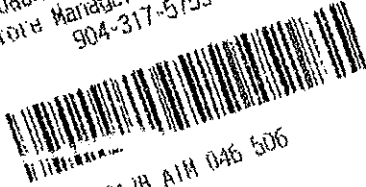
CREDIT CARD	PURCHASE
000000025010801	AMERICAN EXPRESS
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Nys

10/28/2022 17:35 80128 #197 6587 00/11

# Publix

Oakleaf Plantation Center  
4518 Argyle Forest Blvd  
Jacksonville, FL 32222  
Store Manager: Dave Lawson  
904-317-5155



0128 A1H 046 506

CROOK & MARKER 8PK  
2 @ 15.99  
WHITE CLAM 12PKET  
2 @ 18.49  
COOKS LIGHT 24 PK  
2 @ 25.39  
MIKE'S VARIETY PK  
3 @ 19.49  
MICH ULTRA 24PK  
2 @ 28.99  
OLD LIGHT 24 CANS  
3 @ 25.39  
MILLER LT 15PK PM  
2 @ 18.99

31.98  
36.98  
50.78  
58.47  
57.98  
76.17  
37.98  
11.50

5 @ 2 FOR 1.00  
DRI 1 FEMONAL CAL 1.00  
5 @ 2 FOR 1.00  
BRACH CANDY CORN  
10 @ 4.99

11.50  
49.90

Order Total  
Sales Tax  
Grand Total  
Credit  
Change

443.23  
33.24  
476.47  
476.47  
0.00

Receipt ID: 0128 A1H 046 506

PRESTO!  
Trace #: 044348  
Reference #: 0299612754  
Acct #: XXXXXXXXXXXX5053  
Purchase American Express  
Amount: \$476.47  
Auth #: 880352

CREDIT CARD  
AMERICAN EXPRESS  
Entry Method:  
Mode:

PURCHASE  
AMERICAN EXPRESS  
Chip Read  
Issuer

Cashier Confirmed Age Over 21  
Your cashier was Leah H

01/28/2022 14:05 50126 R104 6506 01261



## Recurring Statement

### Account Information

**Account Number:** (904) 770-4650  
**Statement Date:** 11/02/2022  
**Subscription Name:** RingCentral MVP Standard

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

### Statement Summary

**Total Current Charges**

**\$176.08**

Your credit card ending in [8052] was charged \$176.08.

This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

### Statement Details

Charges and credits

Period

Description

Unit Price

Quantity

Amount

11/02/2022 - 12/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
11/02/2022 - 12/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
11/02/2022 - 12/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
11/02/2022 - 12/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
11/02/2022 - 12/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
11/02/2022 - 12/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
11/02/2022 - 12/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
11/02/2022 - 12/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
11/02/2022 - 12/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
11/02/2022 - 12/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
11/02/2022 - 12/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)

Charges after Discounts and Prorates: \$134.90

Total Charges: \$134.90

Total Taxes and Fees\*: \$41.18

**Total Charged to Credit Card: \$176.08**

# Winn✓Dixie.

*It's a Winn Win.*

8560 ARGYLE FOREST BLVD, JACKSONVILLE, FL  
Store (904) 779-5000 Pharmacy (904) 779-7700  
10/28/22 1:19pm 0176 073 65  
Store Manager: RICHARD  
Your Cashier: ACM LANE\_73



		Reg	You Pay	
QTY 9	SEG SPRING WATER	\$44.91	\$33.00	F
	You save (\$11.91)			
QTY 8	PIE PUMPKINS	\$35.92	\$35.92	F

Total number of items sold = 17

Subtotal	\$68.92
Tax	\$0.00
Total due	\$68.92
American express total	<del>\$68.92</del>

AMERICAN EXPRESS \*\*\*\*\*3053  
APPROVAL CODE 844076 SEQ #: 738990  
AID A000000025010801  
Change \$0.00

Winn-Dixie

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2336**Invoice Date:** 5/16/23**Due Date:** 5/16/23**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 (DB Phones) - December 2022		88.04	88.04
2.320.572.49300 (DB Permits/ Licenses) - December 2022		416.95	416.95
<del>34.600.538.6200 (DB Repair and Replacements) - December 2022</del>		<del>959.25</del>	<del>959.25</del>
2.320.572.49400 (DB Special Events) - December 2022		826.96	826.96

RECEIVED  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$2,291.20**Payments/Credits** \$0.00**Balance Due** ~~\$2,291.20~~

\$1,331.95

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Dec 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
11/21/2022	Walmart	299	Repair and Replacement	2.320.572.49400	149.5	2.320.572.63100	149.5	299
11/28/2022	1&1 Ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
12/1/2022	Ascap	390	Permits/Licenses	2.310.513.49300	390			390
12/1/2022	Ascap	390	Permits/Licenses			2.320.572.49300	390	390
12/2/2022	RingCentral	176.08	Phones	2.330.572.4100	88.04	2.320.572.4100	88.04	176.08
12/5/2022	AtHomeStore	591.24	Repair and Replacement	34.600.538.64000	295.62	2.320.572.63100	295.62	591.24
12/5/2022	Dicks Sporting goods	171.98	Repair and Replacement	34.600.538.64000	85.99	2.320.572.63100	85.99	171.98
12/6/2022	Walmart	240.72	Repair and Replacement	34.600.538.64000	120.36	2.320.572.63100	120.36	240.72
12/6/2022	AtHomeStore	386.79	Special Event	2.330.572.49400	193.4	2.320.572.49400	193.39	386.79
12/9/2022	Northern Tool	39.99	Repair and Replacement	34.600.538.64000	20	2.320.572.63100	19.99	39.99
12/9/2022	1&1 Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
12/10/2022	HeadPenn	97.47	Tennis Maintenance	2.330.572.34400	97.47			97.47
12/1/2022	Publix	79.95	Special Event	2.330.572.49400	39.98	2.320.572.49400	39.97	79.95
12/11/2022	Joanne stores	65.88	Special Event	2.330.572.49400	32.94	2.320.572.49400	32.94	65.88
12/12/2022	Home Goods	200.92	Special Event	2.330.572.49400	100.46	2.320.572.49400	100.46	200.92
12/13/2022	Walmart	233.96	Special Event	2.330.572.49400	116.98	2.320.572.49400	116.98	233.96

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Dec 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
12/13/2022	Office Max	161.48	Repair and Replacement	34.600.538.64000	80.74	2.320.572.63100	80.74	161.48
12/13/2022	Joanne stores	77.13	Special Event	2.330.572.49400	38.57	2.320.572.49400	38.56	77.13
12/13/2022	Joanne stores	52.89	Special Event	2.330.572.49400	26.45	2.320.572.49400	26.44	52.89
12/14/2022	Walmart	105.03	Repair and Replacement	34.600.538.64000	52.52	2.320.572.63100	52.51	105.03
12/15/2022	Walmart	194.54	Special Event	2.330.572.49400	97.27	2.320.572.49400	97.27	194.54
12/15/2022	Walmart	287.09	Repair and Replacement	34.600.538.64000	143.55	2.320.572.63100	143.54	287.09
12/15/2022	Publix	177.86	Special Event	2.330.572.49400	88.93	2.320.572.49400	88.93	177.86
12/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
12/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
12/20/2022	Mission BBQ	184.05	Special Event	2.330.572.49400	92.03	2.320.572.49400	92.02	184.05
Totals		\$4,679.95			\$2,388.75		\$2,291.20	\$4,679.95

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Dec 20, 2022

Totals by GL

**Double Branch: \$2,291.20**

2.320.572.4100 (DB Phones) – \$88.04

2.320.572.49300 (DB permits/ licenses) – \$416.95

34.600.538.6200 (DB Repair and Replacements) - \$959.25

2.320.572.49400 (DB Special Events) – \$826.96

**Middle Village: \$2,388.75**

2.330.572.4100 (MV Phones) – \$88.04

2.310.513.49300 (MV permits/ licenses) – \$416.95

34.600.538.64000 (MV repair & replacements) – \$959.28

2.330.572.49400 (MV Special Events) – \$827.01

3.330.572.34400 (MV Tennis Maintenance) - \$97.47



# at home

Store 98  
1919 Wells Rd.  
Orange Park, FL 32073

9Ft Unlit Pine BeNP 17.99 1  
789112731551  
9Ft Unlit Pine BeNP 17.99 1  
789112731551  
9Ft Unlit Pine BeNP  
789112731551

17 @ 17.99  
9Ft Garland Mxd PNP 305.83 1  
789112731537  
TAX 26.99  
\*\*\*\* BALANCE 386.79

TRX TYPE: Purchase  
CARD: AMERICAN EXPRESS  
AUTH: 865926  
ENTRY METHOD: C  
ACCT#: \*\*\*\*\*3053  
AID: A000000025010801  
AUTHORIZATION MODE: ISSUER

Amex 386.79  
CHANGE 0.00  
7.50% Tax 26.99  
TOTAL NUMBER OF ITEMS SOLD 20  
12/06/22 17:09:58 24 22 754887

# at home

Store 98  
1919 Wells Rd.  
Orange Park, FL 32073

04 12Ft Flocked CNP 549.99 1  
789112744872

TAX 41.25  
\*\*\*\* BALANCE 591.24

TRX TYPE: Purchase  
CARD: AMERICAN EXPRESS  
AUTH: 865993  
ENTRY METHOD: C  
ACCT#: \*\*\*\*\*3053  
AID: A000000025010801  
AUTHORIZATION MODE: ISSUER

Amex 591.24  
CHANGE 0.00  
7.50% Tax 41.25

TOTAL NUMBER OF ITEMS SOLD 1  
12/06/22 18:52:58 25 29 753454



PO BOX 331608, Attn: Account Services  
Nashville, TN 37203-7515  
Attn: Account Services  
Phone: 1-800-505-4052  
Fax: 1-615-691-7795  
Email: glcs@ascap.com

Page: 1 of 1

**Invoice/Statement of Account as of: 12/20/2022**

Jay Soriano  
Other (fill in below)  
Double Branch Community Development Dist  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259

Re: Double Branch Community Development Dis  
Double Branch Community Development Dist  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

*If You Have Already Made Payment, Please Disregard This Invoice.  
In Case Of Error In Amount Of Bill Or Payment, Contract Terms Shall Govern.*

ACCOUNT NO.	BILLING DATE	CURRENT	PAST DUE	BALANCE DUE
500730199		\$24.75	\$0.00	\$24.75

CONTRACT RATE
\$390.00

*Charges per applicable Operating Policy and Rate Schedule "copies available on request".*

ASCAP REFERENCE NO.	TRANSACTION DATE	CHECK NO.	EXPLANATION OF CHARGES & CREDITS	FOR THE PERIOD	AMOUNT	REMAINING BALANCE
305004114080	12/2/2022	103448	PREVIOUS BALANCE Payment	12/02/2022	(\$390.00)	\$414.75 \$24.75

Thank you in advance for your timely payment.  
Securely manage your account on line at [www.ascap.com/mylicense](http://www.ascap.com/mylicense)

**TEAR ON THE DOTTED LINE**

PLEASE PLACE YOUR CUSTOMER ACCOUNT NO. ON ALL CHECKS AND CORRESPONDENCE. PLEASE MAKE CHECK PAYABLE TO "ASCAP".

Double Branch Community Development Dist  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259



ACCOUNT NO.	BALANCE DUE	AMOUNT PAID
500730199	\$24.75	\$

95007301997000002475

Name, Address, Telephone Changes

Licence: \_\_\_\_\_

Premise: \_\_\_\_\_

Street:

City, State, Zip:

Contact

Telephone:

A0001\_0000

IMLA

ASCAP  
21678 Network Place  
Chicago, IL 60673-1216





PO BOX 331608, Attn: Account Services  
Nashville, TN 37203-7515  
Attn: Account Services  
Phone: 1-800-505-4052  
Fax: 1-615-691-7795  
Email: glcs@ascap.com

Page: 1 of 1

Invoice/Statement of Account as of: 12/20/2022

Jay Soriano  
Middle Village Community Development Dis  
845 Oakleaf Plantation Pkwy  
Orange Park, FL 32065-3531

Re: Middle Village Community Development Dis  
Middle Village Community Development Dis  
845 Oakleaf Plantation Pkwy  
Orange Park, FL 32065

*If You Have Already Made Payment, Please Disregard This Invoice.  
In Case Of Error In Amount Of Bill Or Payment, Contract Terms Shall Govern.*

ACCOUNT NO.	BILLING DATE	CURRENT	PAST DUE	BALANCE DUE
500729512		\$24.75	\$0.00	\$24.75

CONTRACT RATE
\$390.00

*Charges per applicable Operating Policy and Rate Schedule "copies available on request".*

ASCAP REFERENCE NO.	TRANSACTION DATE	CHECK NO.	EXPLANATION OF CHARGES & CREDITS	FOR THE PERIOD	AMOUNT	REMAINING BALANCE
305004113927	12/2/2022	160102	PREVIOUS BALANCE Payment	12/02/2022	(\$390.00)	\$414.75 \$24.75

Thank you in advance for your timely payment.  
Securely manage your account on line at [www.ascap.com/mylicense](http://www.ascap.com/mylicense)

TEAR ON THE DOTTED LINE

PLEASE PLACE YOUR CUSTOMER ACCOUNT NO. ON ALL CHECKS AND CORRESPONDENCE. PLEASE MAKE CHECK PAYABLE TO

"ASCAP".

Middle Village Community Development Dis  
845 Oakleaf Plantation Pkwy  
Orange Park, FL 32065-3531



ACCOUNT NO.	BALANCE DUE	AMOUNT PAID
500729512	\$24.75	\$

95007295124000002475

Name, Address, Telephone Changes

Licencee: \_\_\_\_\_

Premise: \_\_\_\_\_

Street: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

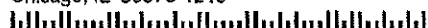
Contact: \_\_\_\_\_

Telephone: \_\_\_\_\_

A0001\_0000

IMLA

ASCAP  
21678 Network Place  
Chicago, IL 60673-1216





Order # 1002885898 COMPLETE

December 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

---

Subtotal \$26.95

Shipping & Handling \$0.00

**Grand Total (Excl.Tax) \$26.95**

Tax \$0.00

**Grand Total (Incl.Tax) \$26.95**

## Order Information

### Shipping Address

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

**Shipping Method**

Free Shipping - Free

**Billing Address**

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

**Payment Method**

Credit Card

# HomeGoods

OAKLEAF TOWN CENTER  
9625 CROSSHILL BOULEVARD  
JACKSONVILLE, FL 32222  
United States  
904-779-9648

## REGULAR SALE

21 - LINENS	535179	\$16.99	T
21 - LINENS	535183	\$19.99	T
21 - LINENS	545173	\$29.99	T
21 - LINENS	545173	\$29.99	T
21 - LINENS	549181	\$14.99	T
21 - LINENS	549181	\$14.99	T
21 - LINENS	549181	\$14.99	T
21 - LINENS	549181	\$14.99	T
21 - LINENS	549181	\$14.99	T
21 - LINENS	549181	\$14.99	T

Subtotal \$186.90  
FL 7.500% Sales Tax \$14.02

Total \$200.92

AMEX - \$200.92

TRANSACTION RECORD

\*\*\*\*\*3053

PURCHASE

EXPIRES \*\*/\*\* CHIP

AUTH# 820489

AID A000000025010801

APPLICATION LABEL AMERICAN EXPRESS

Signature Captured

000902 10300003 10:17:08

APPROVED

Change \$0.00

\*\*\*\*\*

HomeGoods VALUES YOUR FEEDBACK!!!

Tell us what you think about  
your store visit today and  
enter a monthly drawing to win a  
\$500 HomeGoods Gift Card!

Visit [www.HOMEGOODSFEEDBACK.com](http://www.HOMEGOODSFEEDBACK.com)

Respond by 12/26/22

You will need to reference  
your receipt

Survey number: 0737035749

SEE WEBSITE FOR COMPLETE RULES

\*\*\*\*\*

Sold Item Count = 10



1131KYCK11611DI64AWY79

280737 3 5749 12/12/2022 10:16:03 1028

Customer Copy

THANK YOU FOR SHOPPING AT HOMEGOODS

REFUNDS WITHIN 30 DAYS WITH RECEIPT

Store Credit Only With Gift Receipt

Other restrictions may apply

NOW HIRING: Apply at [jobs.tjx.com](http://jobs.tjx.com)

# JOANN

6001 ARGYLE FOREST BLVD STE 11  
JACKSONVILLE, FL 32244-6127  
904-317-0250

Ticket: 22187 Cashier: 713430  
Date: 12/11/22 Time: 12:49 PM  
Store: 1925  
Register: 12

Customer: Soriano

Item	Qty	Price	Amount
FUJI PHOTO ORNAMENT ELF			
18996751	6	1.99	6.00
Sale \$1.00			(5.94)
FUJI PHOTO ORNAMENT UGLY XMAS SWEATER			
18996900	9	1.99	9.00
Sale \$1.00			(8.91)
FUJI PHOTO ORNAMENT SNOWMAN HEAD			
18996801	6	1.99	6.00
Sale \$1.00			(5.94)
FUJI PHOTO ORNAMENT ELF HEAD			
18996785	4	1.99	4.00
Sale \$1.00			(3.96)
FUJI PHOTO ORNAMENT REINDEER			
18996769	1	1.99	1.00
Sale \$1.00			(0.99)
FUJI PHOTO ORNAMENT STARBURST			
18996819	2	1.99	2.00
Sale \$1.00			(1.98)
FUJI PHOTO ORNAMENT SNOWFLAKE			
18996868	1	1.99	1.00
Sale \$1.00			(0.99)
FUJI PHOTO ORNAMENT TREE			
18996876	8	1.99	8.00
Sale \$1.00			(7.92)
FUJI PHOTO ORNAMENT HEART			
18996884	12	1.99	12.00
Sale \$1.00			(11.88)
FUJI PHOTO ORNAMENT TRUCK WITH TREE			
18996892	1	1.99	1.00
Sale \$1.00			(0.99)
FUJI PHOTO ORNAMENT TRUCK WITH TREE			
18996892	1	1.99	1.00
Sale \$1.00			(0.99)

FUJI PHOTO ORNAMENT ANGEL  
18996744 5 1.99 5.00  
Sale \$1.00 (4.95)  
FUJI PHOTO ORNAMENT STAR SNOWFLAKE  
18996850 5 1.99 5.00  
Sale \$1.00 (4.95)

Subtotal 61.00  
State 3.66  
County/Parish 1.22  
Total 65.88

American Express  
\*\*\*\*\*3053  
Auth #: 898770  
Transaction Type: Sale  
Auth Time: 12:51 PM  
\*\*\*\*\* PURCHASE \*\*\*\*\*  
APPROVED

Total: \$65.88

Card Type: AMEX  
Card Entry: CHIP  
Acct #: \*\*\*\*\*3053  
Approval Code: 898770

\*\*\*\*\* EMV PURCHASE \*\*\*\*\*  
App Label: AMERICAN EXPRESS  
Mode: Issuer  
AID: A000000025010801  
TVR: 0000008000  
IAD: 06550103602002  
TSI: F800  
ARC: 00  
AC: C2ECDE9F354EC632  
CVM: 5E0300  
Change 0.00

You have saved 60.39

Sold Item Count = 61

Did our service measure up? Tell us!  
[joann.com/storesurvey](http://joann.com/storesurvey)



Customer Copy

6001 ARGYLE FOREST BLVD STE 11  
JACKSONVILLE, FL 32244-6127  
904-317-0250

Customer: Soriano

Item	Qty	Price	Amount
HONG FOAM STICKERS SNOW MAN			
19028935	1	4.99	1.61
Sale 60% off			(2.99)
HONG FOAM STICKERS SNOW MAN			
19028935	1	4.99	1.61
Sale 60% off			(2.99)
HONG FOAM STICKERS SNOW MAN			
19028935	1	4.99	1.62
Sale 60% off			(2.99)
HONG FOAM STICKERS SNOW MAN			
19028935	1	4.99	1.61
Sale 60% off			(2.99)
HONG POM POM ASST SIZE WINTER 300CT			
19029933	1	5.99	1.93
Sale 60% off			(3.59)
HONG POM POM ASST SIZE WINTER 300CT			
19029933	1	5.99	1.94
Sale 60% off			(3.59)
HONG POM POM ASST SIZE WINTER 300CT			
19029933	1	5.99	1.93
Sale 60% off			(3.59)
HONG POM POM ASST SIZE WINTER 300CT			
19029933	1	5.99	1.93
Sale 60% off			(3.59)
HONG POM POM ASST SIZE WINTER 300CT			
19029933	1	5.99	1.94
Sale 60% off			(3.59)
KIKK B DOGGIE BAG CLIPS			
17767302	1	8.99	7.24
HONG FOAM BASE GINGERBREAD MAN 2 CT			
19028562	1	2.99	0.97
Sale 60% off			(1.79)
HONG FOAM BASE GINGERBREAD MAN 2 CT			
19028562	1	2.99	0.97
Sale 60% off			(1.79)
HONG FOAM BASE GINGERBREAD MAN 2 CT			
19028562	1	2.99	0.96
Sale 60% off			(1.79)

HONG FOAM STICKERS XMAS ASSORTED		
19028901	1	4.99
Sale 60% off		
HONG WOOD PADDLE TREE		
19029263	1	2.99
Sale 60% off		
HONG WOOD PADDLE TREE		
19029263	1	2.99
Sale 60% off		
HONG WOOD PADDLE SANTA		
19029255	1	2.99
Sale 60% off		
HONG WOOD PADDLE SANTA		
19029255	1	2.99
Sale 60% off		
HONG WOOD PADDLE SANTA		
19029255	1	2.99
O-17 ENR		

HONG WOOD MASK SANTA	1	2.99	0.97
19029206			(1.79)
Sale 60% off			
HONG WOOD MASK SANTA	1	2.99	0.96
19029206			(1.79)
Sale 60% off			
HONG WOOD MASK SANTA	1	2.99	0.97
19029206			(1.79)
Sale 60% off			
HONG WOOD MASK SANTA	1	2.99	0.97
19029206			(1.79)
Sale 60% off			
HONG WOOD MASK ELF	1	2.99	0.97
19029222			(1.79)
Sale 60% off			
HONG WOOD MASK SNOWMAN	1	2.99	0.97
19029230			(1.79)
Sale 60% off			
HONG WOOD MASK SNOWMAN	1	2.99	1.2
19029230			(1.79)
Sale 60% off			
HONG WOOD MASK SNOWMAN	1	2.99	1.2
19029230			(1.79)
Sale 60% off			
HONG WOOD MASK SNOWMAN	1	2.99	1.2
19029230			(1.79)
Sale 60% off			
HONG WOOD MASK SNOWMAN	1	2.99	1.2
19029230			(1.79)
Sale 60% off			
HONG WOOD MASK REINDEER	1	2.99	0.97
19029214			(1.79)
Sale 60% off			
HONG WOOD MASK REINDEER	1	2.99	0.97
19029214			(1.79)
Sale 60% off			
HONG WOOD MASK REINDEER	1	2.99	0.97
19029214			(1.79)
Sale 60% off			
HONG WOOD MASK REINDEER	1	2.99	0.97
19029214			(1.79)
Sale 60% off			
\$15 off \$75			(15.00)

Subtotal	71.78
State	4.39
County/Parish	0.96
Total	77.13
ESS	77.13

American Express  
\*\*\*\*\*3053  
Auth #: 835755  
Transaction Type: Sale  
Auth Time: 3:25 PM

HONG FOAM BASE GINGERBREAD M		
19028562	1	2.99
Sale 60% off		
HONG FOAM BASE GINGERBREAD M		
19028562	1	2.99
Sale 60% off		
HONG FOAM BASE GINGERBREAD M		
19028562	1	2.99
Sale 60% off		
HONG FOAM BASE SNOWMAN 12 CT		
19028562	1	2.99
KIKK B DOG TREAT SELFIE CLIP		
17767237	1	8.99
AWES FOAM BASE SNOWMAN 12 CT		
19029347	1	4.99
ALES FOAM BASE SNOWMAN 12 CT		
19029347	1	4.99
Sale 60% off		
AWES FOAM BASE SNOWMAN 12 CT		
19029347	1	4.99
Sale 60% off		
AWES FOAM BASE SNOWMAN 12 CT		
19029347	1	4.99
ALES FOAM BASE SNOWMAN 12 CT		
19029347	1	4.99
Sale 60% off		
HONG FOAM STICKERS XMAS ASSORTED		
19029901	1	4.99
Sale 60% off		
HONG FOAM STICKERS XMAS ASSORTED		
19029901	1	4.99



10261 RIVER MARSH DRIVE STE 14  
JACKSONVILLE, FL 32246-7418  
904-642-2557

cket: 28612      Cashier: 751293  
e: 12/13/22      Time: 11:07 AM  
re: 2039  
lister: 13

Customer: Soriano

	Qty	Price	Amount
S SANTA AND FRIENDS STICKER BOOK			
29354	1	2.99	1.20
e 60% off			(1.79)
S SANTA AND FRIENDS STICKER BOOK			
29354	1	2.99	1.20
e 60% off			(1.79)
S SANTA AND FRIENDS STICKER BOOK			
29354	1	2.99	1.20
e 60% off			(1.79)
S SANTA AND FRIENDS STICKER BOOK			
29354	1	2.99	1.20
e 60% off			(1.79)
S WINTER FRIENDS STICKER BOOK			
29362	1	2.99	1.20
e 60% off			(1.79)
S WINTER FRIENDS STICKER BOOK			
29362	1	2.99	1.20
e 60% off			(1.79)
G FOAM BASE GINGERBREAD MAN 2 CT			
28562	1	2.99	1.20
e 60% off			(1.79)
G FOAM BASE GINGERBREAD MAN 2 CT			
28562	1	2.99	1.20
e 60% off			(1.79)
G FOAM BASE GINGERBREAD MAN 2 CT			
28562	1	2.99	1.20
e 60% off			(1.79)

HONG WOOD MASK SNOWMAN	1	2.99	1.20
Sale 60% off			(1.79)
HONG WOOD MASK SNOWMAN	1	2.99	1.20
Sale 60% off			(1.79)
HONG FOAM STICKERS XMAS ASSORTMENT	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS XMAS ASSORTMENT	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS XMAS ASSORTMENT	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS XMAS ASSORTMENT	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS XMAS ASSORTMENT	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS XMAS ASSORTMENT	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS SNOW MAN	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS SNOW MAN	1	4.99	2.00
Sale 60% off			(2.99)
HONG FOAM STICKERS TREE	1	4.99	2.00
Sale 60% off			(2.99)

Subtotal	49.20
State	2.90
County/Parish	0.79
<u>Total</u>	<u>52.89</u>

American Express  
\*\*\*\*\*3053  
Auth #: 823943  
Transaction Type: Sale  
Auth Time: 11:08 AM

[illegible]

1175 R007

MISSION BBQ  
The American Way  
8440 Blanding Blvd

Se var: Leah DOB: 12/20/2022  
11 58 AM 12/20/2022  
DA LEAF/1 1/10006

SALE

AM X 1048580  
Ca d #XXXXX\*XXXX3055  
Ca d Entry Method: K

Ap roval: 100690

Amount: \$184.05

Guest Copy



Order # 1002885899 COMPLETE

December 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

---

Subtotal \$26.95

Shipping & Handling \$0.00

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

## Order Information

### Shipping Address

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

#### Shipping Method

Free Shipping - Free

#### Billing Address

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

#### Payment Method

Credit Card

# Publix

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

AMAZON GIFT CARD	50.00	
Account #XXXXXXXXXX8674		
MASTERCARD \$25.00	25.00	
Account #XXXXXXXXXX1010		
GIFT CARD SVC FEE	4.95	
Order Total	79.95	
Sales Tax	0.00	
Grand Total	79.95	
Credit	Payment	79.95
Change	0.00	

PRESTO!

Trace #: 014501  
Reference #: 0376085368  
Acct #: XXXXXXXXXXXX3653  
Purchase American Express  
Amount: \$79.95  
Auth #: 801256

CREDIT CARD	PURCHASE
4000000025010801	AMERICAN EXPRESS
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Kendall

12/11/2022 14:01 S1169 R101 9012 C0274

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We're an equal opportunity employer.

Publix Super Markets, Inc.

# Publix

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



1169 CFM 027 117

CHOC PPRMNT CKIES	5.29	F
CHOC PPRMNT CKIES	5.29	F
CHOC PPRMNT CKIES	5.29	F
CHOC PPRMNT CKIES	5.29	F
CHOC PPRMNT CKIES	5.29	F
SANTA FACE CK 15CT	5.99	F
SANTA FACE CK 15CT	5.99	F
SANTA FACE CK 15CT	5.99	F
SANTA FACE CK 15CT	5.99	F
SANTA FACE CK 15CT	5.99	F
SANTA FACE CK 15CT	5.99	F
1.25LB COOKIE PLTR	10.99	F
1.25LB COOKIE PLTR	10.99	F
STAR OF DAVID 15CT	5.99	F
STAR OF DAVID 15CT	5.99	F
SNOWMAN SNO CKIE	4.99	F
SNOWMAN SNO CKIE	4.99	F
SNOWMAN SNO CKIE	4.99	F
SNOWMAN SNO CKIE	4.99	F
AST ITALIAN COOKIE	6.29	F
AST ITALIAN COOKIE	6.29	F
AST ITALIAN COOKIE	6.29	F
AST ITALIAN COOKIE	6.29	F
AST ITALIAN COOKIE	6.29	F
4 @ 2 FOR	7.00	14.00 T F
DELIMONADE GAL		
4 @ 2 FOR	7.00	14.00 T F

Order Total	175.76	
Sales Tax	2.10	
Grand Total	177.86	
Credit	Payment	177.86
Change	0.00	

Receipt ID: 1169 CFM 027 117

PRESTO!

Trace #: 021279

Reference #: 0379255718

Acct #: XXXXXXXXXXXX3053

Purchase American Express

Amount: \$177.86

Auth #: 817170

# RingCentral

## Recurring Statement

### Account Information

Account Number: (904) 770-4650  
Statement Date: 12/02/2022  
Subscription Name: RingCentral MVP Standard

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

### Statement Summary

Total Current Charges

**\$176.08**

Your credit card ending in [8052] was charged \$176.08.  
This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

### Statement Details

#### Charges and credits

Period	Description	Unit Price	Quantity	Amount
12/02/2022 - 01/01/2023	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
12/02/2022 - 01/01/2023	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
12/02/2022 - 01/01/2023	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
12/02/2022 - 01/01/2023	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
12/02/2022 - 01/01/2023	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
12/02/2022 - 01/01/2023	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
12/02/2022 - 01/01/2023	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
12/02/2022 - 01/01/2023	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
12/02/2022 - 01/01/2023	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
12/02/2022 - 01/01/2023	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
12/02/2022 - 01/01/2023	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates:				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees*:				\$41.18
Total Charged to Credit Card:				<b>\$176.08</b>

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHZLQ2FKJW4

**Walmart** \*

SUPERCENTER  
904-365-2555 Mr. BRIAN

ST# 06978 OP# 000325 TEN 15 TR# 06739  
GV MINT MRS 007874224201 F  
6 AT 1 FOR 1.88 8.88 0  
PEPPER MINT MM 007874236020 F  
8 AT 1 FOR 0.98 7.84 0  
HOLIDAY MM 007874236019 F  
8 AT 1 FOR 0.98 7.84 0  
NESTLE HCM 005000011187 F  
5 AT 1 FOR 5.24 26.20 0  
27.70Z GV 007874235924 F  
5 AT 1 FOR 3.98 19.90 0  
GV WHIPTOP 007874201709 F  
7 AT 1 FOR 2.94 20.58 0  
GV WHIPTOP 007874201711 F  
6 AT 1 FOR 2.94 17.64 0  
EGG 007072000026 F 4.38 0  
SPR 007004609560 3.96 0  
WAS 5.28 VINT SAV'D 1.32  
FELAN SYRUP 002800070770 F 4.26 0  
PEZ XMAS 007362103233 1.78 0  
PEZ XMAS 007362103233 1.78 0  
PEZ XMAS 007362103233 1.78 0  
PEZ XMAS 007362103233 1.78 0  
GV 4CL SUGAR 007874236035 F  
8 AT 1 FOR 2.97 23.76 0  
GV CARM SYRP 007874223154 F  
6 AT 1 FOR 1.98 11.88 0  
HSV STORY 48 003400031501 F  
3 AT 1 FOR 4.78 14.34 0  
GV CHOC SVR 007874215464 F  
3 AT 1 FOR 3.78 11.34 0  
STP TROPICAL 066155833990 0.97 0  
STP TROPICAL 066155833990 0.97 0  
12 TEMPERA 066155833991 2.97 0  
HH PAINT 019435608080 2.87 0  
HH FB 12 PNT 001775444426 2.97 0  
STP TROPICAL 066155833990 0.97 0  
STP TROPICAL 066155833990 0.97 0  
STP TROPICAL 066155833990 0.97 0  
HH PAINTBRSH 019435608070 5.86 0  
HH PAINTBRSH 019435608070 5.86 0  
HH PAINTBRSH 019435608070 5.86 0  
HH FOAM STKR 019435620079 2.48 0  
HH FMSTK FDI 081009623119  
4 AT 1 FOR 2.43 9.72 0

SUBTOTAL 233.96

TOTAL 233.96

AMEX TEND 233.96

AMERICAN EXPRESS \*\*\* \*\* 053 I 0

APPROVAL # 830153

REF # 234700761349

TRANS ID - 003575808979323

AID A000000025010601

AAC 54E9A11A5E13BDFE

TERMINAL # SC010726

12/13/22

12:47:41

CHANGE DUE

0.00

# ITEMS SOLD 88

TC# 8518 6864 1607 3801 5206 5



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12/13/22

12:47:51

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**Walmart** 

904-214-9411 Mar: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 002642 TE# 10 TR# 09871  
CANDY COOKIE 068113141200 F 11.94 0  
CANDY COOKIE 068113141200 F 11.94 0  
CANDY COOKIE 068113141200 F 11.94 0  
CANDY COOKIE 068113141200 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
LINZER CKIES 007874236815 F 6.98 0  
LINZER CKIES 007874236815 F 6.98 0  
LINZER CKIES 007874236815 F 6.98 0  
21OZ FG CKIE 019434600048 F 6.98 0  
21OZ FG CKIE 019434600048 F 6.98 0  
21OZ FG CKIE 019434600048 F 6.98 0  
21OZ FG CKIE 019434600048 F 6.98 0  
COOKIES 007874212334 F 3.98 0  
COOKIES 007874212334 F 3.98 0  
COOKIES 007874212334 F 3.98 0  
COOKIES 007874212334 F 3.98 0  
THUMBPRINT 007874229975 F 6.98 0  
THUMBPRINT 007874229975 F 6.98 0  
THUMBPRINT 007874229975 F 6.98 0  
THUMBPRINT 007874229975 F 6.98 0  
COOKIES 007874204106 F 6.97 0  
COOKIES 007874204106 F 6.97 0  
COOKIES 007874204106 F 6.97 0  
COOKIES 007874204106 F 6.97 0  
COOKIES 007874204106 F 6.97 0  
COOKIES 019434600124 F 3.98 0  
COOKIES 019434600124 F 3.98 0  
COOKIES 019434600124 F 3.98 0  
COOKIES 019434600124 F 3.98 0  
SNKR CKIE 007874214834 F 3.47 0  
SNKR CKIE 007874214834 F 3.47 0  
SNKR CKIE 007874214834 F 3.47 0  
SNKR CKIE 007874214834 F 3.47 0  
COOKIES 019434606081 F 3.47 0  
COOKIES 019434606081 F 3.47 0  
COOKIES 019434606081 F 3.47 0  
COOKIES 019434606081 F 3.47 0  
REE SUGAR 007874217889 F 6.47 0  
REE SUGAR 007874217889 F 6.47 0  
REE SUGAR 007874217889 F 6.47 0  
PB FUDGE NB 019434602821 F 4.48 0  
PB FUDGE NB 019434602821 F 4.48 0  
PB FUDGE NB 019434602821 F 4.48 0  
LG PB NOBAKE 019434602830 F 4.48 0  
LG PB NOBAKE 019434602830 F 4.48 0  
LG PB NOBAKE 019434602830 F 4.48 0

SUBTOTAL 287.09  
TOTAL 287.09  
AMEX TEND 287.09

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 894030  
REF # 234900427918  
TRANS ID - 003608646917325  
AID A000000025010801  
ARC 300575AE0348AF2  
TERMINAL # SC010448

12/15/22 10:30:45

CHANGE DUE 0.00

# ITEMS SOLD 47

TC# 0262 8073 8162 8064 4417 1



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12/15/22 10:30:53  
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**Walmart** 

904-214-9411 Mar: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 000278 TE# 06 TR# 05082  
WHT MAC CKS 007874209235 F  
5 AT 1 FOR 3.47 17.35 0  
DOUBLE CHOC 007874236799 F  
5 AT 1 FOR 3.47 17.35 0  
OR COOKIES 007874214833 F  
5 AT 1 FOR 3.47 17.35 0  
CC COOKIES 007874209234 F  
5 AT 1 FOR 3.47 17.35 0  
PPKIN COOKIE 068113138171 F  
3 AT 1 FOR 4.48 13.44 0  
MNT COOKIE 068113141153 F  
3 AT 1 FOR 4.48 13.44 0  
REDVELFSTD 068113140379 F  
3 AT 1 FOR 4.48 13.44 0  
GNRFSTOCKIE 068113140378 F  
3 AT 1 FOR 4.48 13.44 0  
ENR MX 24AAA 003980010389 17.98 0  
ENR AA24PK 003980001819 17.98 0  
FOAM CUPS 007874209708  
3 AT 1 FOR 4.98 14.94 0  
GV 250 FHLY 007874223340 1.98 0  
GV 250 FHLY 007874223340 1.98 0  
GV 18OZ RED 007874218708  
2 AT 1 FOR 8.26 16.52 0

SUBTOTAL 194.54  
TOTAL 194.54  
AMEX TEND 194.54

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 805568  
REF # 234900520866  
TRANS ID - 003612866212326  
AID A000000025010801  
ARC 3C34A736FA3BE369  
TERMINAL # SC011628

12/15/22 14:15:54

CHANGE DUE 0.00

# ITEMS SOLD 41

TC# 3505 0527 1981 2571 8697 9



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12/15/22 14:16:04  
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**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 2332  
Invoice Date: 5/16/23  
Due Date: 5/16/23  
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 (DB Phones) -August 2022		88.37	88.37
2.320.572.49300 (DB Permits/ Licenses) -August 2022		26.95	26.95
<del>34.600.628.6200 (DB Repair and Replacements) -August 2022</del>		<del>1,240.74</del>	<del>1,240.74</del>
2.320.572.49400 (DB Special Events) -August 2022		708.33	708.33
2.320.572.6200 (DB Rec Passes) -August 2022		169.99	169.99
2.320.572.5100 (DB Office Supplies) -August 2022		291.68	291.68

**RECEIVED**  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$2,526.06

**Payments/Credits** \$0.00

**Balance Due** ~~\$2,526.06~~

**\$1,285.32**

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Aug 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
7/22/2022	Walmart	239.89	Office Supplies	2.330.572.51000	119.95	2.320.572.5100	119.94	239.89
7/25/2022	Walmart	173.92	Special Event	2.330.572.49400	86.96	2.320.572.49400	86.96	173.92
7/25/2022	Doheny's	193.48	Repair and Replacement	34.600.538.64000	96.74	2.320.572.63100	96.74	193.48
7/25/2022	GoDaddy	1187.64	Repair and Replacement	34.600.538.64000	593.82	2.320.572.63100	593.82	1187.64
7/26/2022	Office Depot	321.48	Office Supplies	2.330.572.51000	160.74	2.320.572.5100	160.74	321.48
7/26/2022	Leslies	457.62	Repair and Replacement	34.600.538.64000	228.81	2.320.572.63100	228.81	457.62
7/27/2022	Amazon	130.39	Repair and Replacement	34.600.538.64000	65.2	2.320.572.63100	65.19	130.39
7/28/2022	IDZone	339.98	Rec. Passes	2.330.572.49300	169.99	2.320.572.62000	169.99	339.98
7/28/2022	1&1 ionos	4	Office Supplies	2.330.572.51000	2	2.320.572.5100	2	4
8/2/2022	RingCentral	176.74	Phones	2.330.572.4100	88.37	2.320.572.4100	88.37	176.74
8/4/2022	Walmart	261.59	Special Event	2.330.572.49400	130.8	2.320.572.49400	130.79	261.59
8/5/2022	Walmart	165.18	Special Event	2.330.572.49400	82.58	2.320.572.49400	82.58	165.16
8/6/2022	Pizza hut	171.84	Special Event	2.330.572.49400	85.92	2.320.572.49400	85.92	171.84
8/6/2022	Pizza Hut	166.08	Special Event			2.320.572.49400	166.08	166.08
8/7/2022	Pizza hut	166.08	Special Event	2.330.572.49400	166.08			166.08
8/7/2022	Publix	11.63	Special Event	2.330.572.49400	5.82	2.320.572.49400	5.81	11.63
8/9/2022	1&1 ionos	18	Office Supplies	2.330.572.51000	9	2.320.572.5100	9	18
8/12/2022	DBPR	215.16	Permits/Licenses	2.310.513.49300	215.16			215.16
8/12/2022	Swank	295	Special Event	2.330.572.49400	147.5	2.320.572.49400	147.5	295
8/12/2022	Target	5.38	Special Event	2.330.572.49400	2.69	2.320.572.49400	2.69	5.38
8/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
8/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
8/17/2022	Compliance Signs	512.37	Repair and Replacement	34.600.538.64000	256.19	2.320.572.63100	256.18	512.37
8/3/2022	Pinch-a-Penny Pool Suply	239.45	Aquatic Staff / Attendants	2.330.572.34600	239.45	2.320.572.34600		239.45
<b>Totals</b>		<b>\$5,506.80</b>			<b>\$2,980.72</b>		<b>\$2,526.06</b>	<b>\$5,506.78</b>

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Aug 20, 2022

Totals by GL

Double Branch: \$2526.06

2.320.572.4100 (DB Phones) – \$88.37  
2.320.572.49300 (DB permits/licenses) – \$26.95  
34.600.538.6200 (DB Repair and Replacements) – \$1240.74  
2.320.572.49400 (DB Special Events) – \$708.33  
2.320.572.6200 (DB Rec Passes) – \$169.99  
2.320.572.5100 (DB Office Supplies) – \$291.68

Middle Village: \$2980.72

2.330.572.4100 (MV Phones) – \$88.37  
2.310.513.49300 (MV permits/licenses) – \$242.11  
34.600.538.64000 (MV repair & replacements) – \$1408.21  
2.330.572.49400 (MV Special Events) – \$708.35  
2.330.572.51000 (MV Office Supplies) – \$291.69  
2.330.572.49300 (MV Rec Passes) – \$169.99

reimbursed expense

August 2022

August 2022

## **DBPR On-Line Services**

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

License Type: **Elevator**

Application Type: **Renew**

File Number: **159078**

Application Number: **1108254**

License Number: **86778**

Application Date: **08/12/2022 (mm/dd/yyyy)**

Organization Name: **PLANTATION OAKS**

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

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

**Application Summary**

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

**Profession**

License Type:	Elevator
Application Number:	1108254
Application Type:	Renew
Application Date:	08/12/2022
License Number:	86778
File Number:	159078

**Organization Detail**

Organization Name:	PLANTATION OAKS
--------------------	-----------------

**Addresses**

Main Address:	370 Oakleaf OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065 US
Phone Number:	9043421441
E-mail Address:	manager@oakleafresidents.com

**License Related Addresses**

License Location:	845 OAKLEAF PLANTATION PKWY ORANGE PARK, FL 32073 US
-------------------	---

**Attachments****Fees**

Total Amount Due:	\$215.16
-------------------	----------

**pandora**

**FOR BUSINESS**

POWERED BY WOODMEDIA

Order # 1002730303 COMPLETE

August 15, 2022

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

## Order Information

### Shipping Address

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

**Shipping Method**

Free Shipping - Free

**Billing Address**

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

**Payment Method**

Credit Card





P.O. Box 95323 Chicago, IL 60694-5323  
Phone: (800) 910-5987 | Fax: (862) 937-0958  
Email: sales@IDZone.com | Web: IDZone.com

## Credit Card Invoice

Date	Sale #
7/28/2022	CC6765980

<b>Bill To</b> Jay Soriano 475 W Town Pl St Augustine FL 32092 United States				<b>Ship To</b> GMS LLC Jay Soriano 370 OAKLEAF VILLAGE PKWY orange park FL 32065 United States		
<b>Customer #</b>	<b>Order Number</b>	<b>Payment Method</b>	<b>Check #</b>	<b>Account Manager</b>		
1111772043	SO213699782	WEB CC IDZ		Brent Hascall		
<b>Online Order #</b>	<b>Currency</b>	<b>Tracking #</b>	<b>Ship Via</b>			
7000010668	USD	276119575952	FedEx Ground®			
<b>Item</b>	<b>Quantity</b>	<b>Units</b>	<b>Description</b>	<b>Price</b>	<b>Amount</b>	<b>Serial Number</b>
M9005-751	2	Single	MagiCard Color Ribbon YMCKO LCI for Rio & Tango Printer, 350 Prints	169.99	339.98	
				<b>Subtotal</b>		339.98
				<b>Shipping Cost (FedEx Ground®)</b>		0.00
				<b>Total</b>		\$339.98

PAID by CCARD – This invoice is for your record only. Thank you for your business!



CC6765980



IONOS Inc.  
2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St. • Suite 400  
Philadelphia, PA 19103 • USA  
Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202039435683  
**Invoice Date:** 07/26/2022  
**Customer ID:** 270980442  
**Contract ID:** 48060001

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**  
David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 07/25/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 48060001 - Expert</b>					
1	Website Builder 07/25/2022-08/25/2022	\$4.00 a month	1 mo.	\$0.00	\$4.00
<b>Net Total</b>					<b>\$4.00</b>
<b>Net (non-taxable portion)</b>					<b>\$4.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$4.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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

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



IONOS Inc.  
2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St. · Suite 400  
Philadelphia, PA 19103 · USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202039602704  
**Invoice Date:** 08/07/2022  
**Customer ID:** 270980442  
**Contract ID:** 85644648

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**  
David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 08/06/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 85644648 - MyWebsite Creator+</b>					
1	Basic Fee 08/06/2022-09/06/2022	\$18.00 a month	1 mo.	\$0.00	\$18.00
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$18.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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

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

pandora

FOR BUSINESS™

POWERED BY MODDMEDIA

Order # 1002730304 COMPLETE

August 15, 2022

Product Name	SKU	Price	Qty	Subtotal
Pandora Music Su...	PMS	\$26.95	Ordered: 1 Shipped: 1	\$26.95

---

Subtotal \$26.95

Shipping & Handling \$0.00

Grand Total (Excl.Tax) \$26.95

Tax \$0.00

Grand Total (Incl.Tax) \$26.95

## Order Information

### Shipping Address

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

Shipping Method

Free Shipping - Free

Billing Address

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

Payment Method

Credit Card

Office DEPOT  
OfficeMax

JACKSONVILLE - (904) 778-4882

07/26/2022 12:04 PM



V2VTAPYPYX55X8ECR

SALE	258-1-7452-782415-22.7.2	
567887	DRM, HGH, YLD	166.99 SS
485141	TNR, SPR, HGH, YL	166.49 SS
	Subtotal:	321.48
	Total:	321.48
	Amex 3053	321.48

AUTH CODE 834953

DS Chip Read

AID A000000025010801 AMERICAN EXPRESS

TVR 0000008000

CVS No Signature Required

JAY SORIANO 6J\*\*\*602

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

Tax Exemption Number 000500486993

This is a legal office tax account

and will expire at the end of the year

Please submit a new tax form

Application and tax exemption

Certificate to receive a new number

Shop online at [www.officedepot.com](http://www.officedepot.com)

\*\*\*\*\*

WE WANT TO HEAR FROM YOU!

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

and enter the survey code below

F69Z 31DG 95CB

\*\*\*\*\*

# PINCH-A-PENNY POOL-PATIO-SPA

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

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

## Sales Receipt

Transaction #: 51760  
Account #: 9045620249  
Date: 7/27/2022 Time: 4:25:43 PM  
Cashier: Ryan Vinson Register #: 1

Bill To: Jay Soriano

Item	Description	Amount
00000018	GAL SODIUM HYPOCHLORITE 9 JUG @ \$5.63	\$50.63

Sub Total	\$50.63
Sales Tax	\$0.00
Total	\$50.63

CASH TENDERS	\$50.63
Change Due	\$0.00

3 TO GO - 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!

Thank You  
For Eating at Pizza Hut

Have a Nice Day

Ticket: 1  
Server: Kelsey  
Unit # 004255  
(904)771-6480  
Register: 2  
08/06/2022  
11:43  
Zone: C-06  
(904)562-0249  
J Soranio  
370 Oakleaf Village Parkway  
ORANGE PARK, FL 32065  
Residence

Amenity center pool

Time due: 13:00

FUTURE DUE: 08/07/2022 13:00

1 Convenience Fee	4.99
5 Lrg Htt	63.95
{S} Buffalo	0.00
Pepperoni	8.00
5 Lrg Htt	63.95
{S} Classic	0.00
Cheese Only	0.00
1 Tip	15.00

\*\*\*\*\*  
NOW HIRING - Make some dough with the HUT  
Up to \$20 per hour depending on  
role and location. Text "pizza" to 52345  
\*\*\*\*\*

Sub Total	140.89
Tax/Other	10.19
DELIVERY Total	151.08
Tender Add On	15.00
Tender Total	166.08

AMERICAN EXPRESS  
Account: XXXXXXXXXXXX3053  
Auth Code: 182712

PARTY ON THE BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

PARTY

Give us feed  
Thank you! II

904-2

SIN 02920  
BACKPACK  
BACKPACK  
BACKPACK  
BACKPACK  
BACKPACK

AMERICAN  
APPROVAL  
REF # 2  
TRANS II  
AID ADD  
AAC 100  
TERMINA



EXPRESS

Ticket: 7  
Server: Kelsey  
Unit # 004255  
(904)771-6480

Register: 2

08/06/2022  
11:46

Zone: B-07

(904)562-0249  
J Soranio  
845 Oakleaf Plantation Pkwy  
ORANGE PARK, FL 32065  
Residence

Amenity center pool

Time due: 12:12

1 Convenience Fee	4.99
5 Lrg Htt	63.95
{S} Classic	0.00
Pepperoni	8.00
5 Lrg Htt	63.95
{S} Classic	0.00
Cheese Only	0.00
Extra Cheese	10.00
1 Tip	15.00

\*\*\*\*\*  
NOW HIRING - Make some dough with the HUT  
Up to \$20 per hour depending on  
role and location. Text "pizza" to 52345  
\*\*\*\*\*

Sub Total	150.89
Tax/Other	10.94
DELIVERY Total	161.83
Tender Add On	15.00
Tender Total	176.83

AMERICAN EXPRESS  
Account: XXXXXXXXXXXX3053  
Auth Code: 157389  
Keyed

ACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

PARTY ON THE B

ON THE BACK (TURN ME OVER)

PARTY ON THE BACK (TURN ME OVER)

PARTY ON THE B

Thank You  
For Eating at Pizza Hut  
Have a Nice Day  
Ticket: 25  
Server: Christel  
Unit # 004255  
(904)771-6480  
Register: 1  
08/07/2022  
13:34  
Zone: B-07  
(904)562-0249  
J Soranio  
845 Oakleaf Plantation Pkwy  
ORANGE PARK, FL 32065  
Residence  
Amenity center pool

Time due: 14:00  
5 Lrg Htt 63.95  
{S} Classic 0.00  
Cheese Only 0.00  
5 Lrg Htt 63.95  
{S} Classic 0.00  
Pepperoni 8.00  
1 Convenience Fee 4.99  
1 Tip 15.00

\*\*\*\*\*  
NOW HIRING - Make some dough with the HUT  
Up to \$20 per hour depending on  
role and location. Text "pizza" to 52345  
\*\*\*\*\*

Sub Total	140.89
Tax/Other	10.19
DELIVERY Total	151.08
Tender Add On	15.00
Tender Total	166.08

AMERICAN EXPRESS  
Account: XXXXXXXXXXXX3053  
Auth Code: 109862  
Keyed



# Publix

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

ICE 16 LB		
10 @	3.99	39.90 T F
PUB ED PLATE 8-5/8		
4 @	7.99	31.96 T
DIXIE ULTRA PLATE		
2 @	15.99	31.98 T

Order Total		103.84
Sales Tax		7.79
• Grand Total		111.63
Credit	Payment	111.63
Change	—	0.00

Receipt ID: 1389 1554 2154 9003 710

-----  
PRESTO!

Trace #: 017028

Reference #: 0282594684

Acct #: XXXXXXXXXXXX3053

Purchase American Express

Amount: \$111.63

Auth #: 819843  
-----

CREDIT CARD	PURCHASE
A000000025010801	AMERICAN EXPRESS. —
Entry Method:	Chip Read
Mode:	Issuer

-----

Your cashier was Yvonne

08/07/2022 12:30 S0128 R101 7631 C0280

Join the Publix family!  
Apply today at [apply.publix.jobs](https://apply.publix.jobs).  
We're an equal opportunity employer.

Publix Super Markets, Inc.



## Recurring Statement

### Account Information

Account Number: (904) 770-4650  
Statement Date: 08/02/2022  
Subscription Name: RingCentral MVP Standard  
Reference #: 5541436002

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

### Statement Summary

**Total Current Charges**

**\$176.74**

*Your credit card ending in [8052] was charged \$176.74.*

### Statement Details

#### Charges and credits

Period	Description	Unit Price	Quantity	Amount
08/02/2022 - 09/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
08/02/2022 - 09/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
08/02/2022 - 09/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
08/02/2022 - 09/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
08/02/2022 - 09/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
08/02/2022 - 09/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
08/02/2022 - 09/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
08/02/2022 - 09/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
08/02/2022 - 09/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
08/02/2022 - 09/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
08/02/2022 - 09/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates:				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees*:				\$41.84
<b>Total Charged to Credit Card:</b>				<b>\$176.74</b>

# SWANK

MOTION PICTURES, INC.

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

Routing: ACTVANER

ORIGINAL INVOICE

Order Number: BO 1924698

Order Date: 08/11/22

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:1924698

Terms: THIS IS YOUR RECEIPT

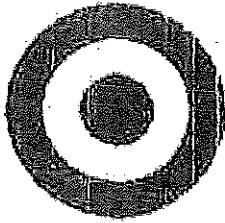
--Line--	#	Typ	Qty	Bill Date	Product Description	Unit Price	Total Price
1	RT		1	08/10/22	THE GOONIES Widescreen DVD Show Dates: 08/12/22 to 08/12/22	295.00	295.00

For further information, please contact  
Kaitlyn Godina  
at 1-800-876-5577

PAID

Item Subtotal: 295.00  
Prepayment Amount: 295.00  
BALANCE DUE: \$0.00

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



Jacksonville Mandarin - 904-268-4334  
10490 San Jose Blvd  
Jacksonville, Florida 32257-6207  
08/12/2022 05:00 PM



ELECTRONICS  
058100106 GOONIES THE T \$5.00  
Return by 09/11/2022

SUBTOTAL	\$5.00
T = FL TAX 7.50000 on \$5.00	\$0.38
TOTAL	\$5.38
*3053 AMEX CHARGE	\$5.38
AID: A000000025010801	
AMERICAN EXPRESS	
AUTH CODE: 884304	

SOME PROMOTIONS MAY REDUCE THE  
REFUND VALUE OF ITEMS

KECH2-2224-1300-0161-0546-9 VCD#758-259-252

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

informtarget.com  
User ID: 7777 5870 0983  
Password: 894 531

CUENTENOS EN ESPAÑOL

Please take this survey within 7 days

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RGBTP10M6L9

**Walmart\***

904-278-1836 Mr: NATHANIEL  
1505 COUNTY ROAD 220  
ORANGE PARK FL 32003

ST# 02920 OP# 000027 TE# 20 TR# 01513  
BACKPACK 009107401343 18.96 0  
BACKPACK 009107401343 18.96 0  
BACKPACK 084327511470 32.00 0  
BACKPACK 084327511468 32.00 0  
BACKPACK 084327512078 36.00 0  
BACKPACK 084327512078 36.00 0

SUBTOTAL 173.92  
TOTAL 173.92  
AMEX TEND 173.92

AMERICAN EXPRESS \*\*\* \*\* 053 I 0

APPROVAL # 855582  
REF # 220600447931  
TRANS ID - 001549170958489  
AID A000000025010801  
AAC 10052707303A5CA3  
TERMINAL # SC010761

07/25/22 12:22:34

CHANGE DUE 0.00

# ITEMS SOLD 6

TC# 7608 1879 2878 9880 5986 5



**Walmart+**



Become a  
member today

Scan for 30-day free trial.

07/25/22 12:22:46  
\*\*\*CUSTOMER COPY\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RGBHV2FKK9

**Walmart\***

SUPERCENTER  
904-365-2555 Mr: BRIAN

ST# 06978 OP# 000427 TE# 15 TR# 07488  
952SUPERCOMB 088988482465 120.89 0  
24 MONITOR 068113128415 119.00 0

SUBTOTAL 239.89

TOTAL 239.89

AMEX TEND 239.89

AMERICAN EXPRESS \*\*\* \*\* 053 I 0

APPROVAL # 869406

REF # 220800815325

TRANS ID - 001547301050186

AID A000000025010801

AAC 5C1238FF427335E1

TERMINAL # SC010726

07/22/22 10:00:39

CHANGE DUE 0.00

# ITEMS SOLD 2

TC# 1633 3162 5180 6148 6974 4



**Walmart+**



Become a  
member today

Scan for 30-day free trial.

07/22/22 10:00:48

\*\*\*CUSTOMER COPY\*\*\*

\*\*\*\*\* RETURN & EXCHANGE POLICY \*\*\*\*\*

Electronics may be returned

for refund or exchange with receipt

WITHIN 30 days

\*\*\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RGM1614TQ96



904-211-9411 Mr: COREY  
1680 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308	OP# 003870	TE# 10	TR# 09437
2PKT POLY PR	084410604014		0.60 0
2PKT POLY PR	084410604014		0.60 0
2PKT POLY PR	084410604014		0.60 0
2PKT POLY PR	084410604014		0.60 0
2PKT POLY PR	084410603986		0.60 0
FOLDER	003857616362		2.18 0
FOLDER	003857616362		2.18 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
FILLER PAPER	002622978156		0.84 0
COMP BOOK GR	084410605080		2.00 0
COMP BOOK GR	084410605080		2.00 0
COMP BOOK	003857682021		2.72 0
COMP BOOK	003857682021		2.72 0
POLY COMP WR	084410603139		1.00 0
COMP BOOK	003857682021		2.72 0
EX CH 12 AST	007164180699		8.97 0
EX CH 12 AST	007164180699		8.97 0
COMP BOOK	003857682021		2.72 0
COMP BOOK	003857682021		2.72 0
COMP BOOK	003857682021		2.72 0
COMP BOOK	003857682021		2.72 0
COMP BOOK	003857682021		2.72 0
COMP BOOK	003857682021		2.72 0
20CT SHT PRO	088736825038		1.06 0
20CT SHT PRO	088736825038		1.06 0
RULER	007357710662		5.76 0
3 AT 1 FOR			1.92
24CT YELLOW	890132404517		0.97 0
24CT YELLOW	890132404517		0.97 0
24CT YELLOW	890132404517		0.97 0
24CT YELLOW	890132404517		0.97 0
24CT YELLOW	890132404517		0.97 0
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48CT YELLOW	890132404518		3.88 0
48CT YELLOW	890132404518		3.88 0
48CT YELLOW	890132404518		3.88 0
48CT YELLOW	890132404518		3.88 0
48CT YELLOW	890132404518		3.88 0
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COLOR PENCIL	088492010403		2.27 0
COLOR PENCIL	088492010403		2.27 0
COLOR PENCIL	088492010403		2.27 0

INDEX CARD	084410603923	0.72 0
INDEX CARD	084410603923	0.72 0
3X3 NOTE 4PK	005114197415	6.24 0
3X3 NOTE 4PK	005114197415	6.24 0
3X3 POST-IT	005113122527	5.64 0
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SCISSOR	002033506809	1.47 0
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BIC 4PK TAPE	007033050589	5.72 0
BINDER POUCH	008615617776	4.84 0
ANN BT EB B	069113141535	9.88 0
CALCULATOR	088923260966	12.34 0
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SCISSORS	007357713136	2.24 0
8 SCISSOR	007357713136	7.44 0
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ELM 6CT GS	002600001560	2.47 0
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ERASE PENCIL	007166224412	1.14 0
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ELM 6CT GS	002600001560	2.47 0
EMGS 3CT SCT	002600019302	3.67 0
SH 4CT HL AS	007164125174	2.77 0
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SH 4CT HL AS	007164125174	2.77 0
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SH 4CT HL AS	007164125174	2.77 0
SUBTOTAL		261.69
TOTAL		261.69
AMEX TEND		261.69
AMERICAN EXPRESS ***	****	053 I 0

APPROVAL # 846246  
REF # 221500134465  
TRANS ID - 001655335738482  
AID A000000026010801  
AAC CC9CE1E9D9D641B  
TERMINAL # SC010448

08/04/22 18:03:33  
CHANGE DUE 0.00  
# ITEMS SOLD 90

TC# 2951 5204 1284 7286 3604 0



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904-272-0036 Hgr: JULIAN  
899 BLANDING BLVD  
ORANGE PARK FL 32065

ST# 01225 OP# 005585 TEN 05 TR# 03584

MS 1G 80 JAR	007169153701	3.97 0
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MS 1G 80 JAR	007169153701	3.97 0
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MS 1G 80 JAR	007169153701	3.97 0
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MS 1G 80 JAR	007169153701	3.97 0
KLX SL 2PK	003600054288	3.28 0
KLX SL 2PK	003600054288	3.28 0
KLX SL 2PK	003600054288	3.28 0
KLX SL 2PK	003600054288	3.28 0
WBL TIXROLL	085428100810	6.43 0
WBL TIXROLL	085428100810	6.43 0
DBLTIXRED	085428100811	8.88 0
PG 36CT STK	081352802633	3.82 0
PG 36CT STK	081352802633	3.82 0
ON-EAR WIRED	068113130881	9.68 0
ON-EAR WIRED	068113130881	9.68 0
PH 1J 16CT	007164110046	5.53 0
HARKER	890106972035	2.62 0
HARKER	890106972035	2.62 0
COMP BOOK	003857682021	2.72 0
PH PP 3C	007053070501	1.44 0
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OWN EB BLU	068113141531	4.88 0
OWN EB BLU	068113141531	4.88 0
OWN EB BLK	068113141576	4.88 0
ERABUDDS BLUE	068113131038	1.00 0
WHITE ERASER	007251217838	1.64 0
PH PP 3C	007053070501	1.44 0
PH WB 1H 20C	007164116090	5.18 0
SH F AST 21C	007164120560	9.97 0
SANITIZER	007276512512	3.53 0
SANITIZER	007276512512	3.53 0

SUBTOTAL 165.18

TOTAL 165.18

AMEX TEND 165.18

AMERICAN EXPRESS \*\*\* \*\*\*\*\* 053 1 0

APPROVAL # 867524

REF # 221700223293

TRANS 10 - 001536028653483

AID A000000025010801

IC OF 57455A50A4248A

TERMINAL # 289419396

NO SIGNATURE REQUIRED

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CHANGE DUE 0.00

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TC# 0583 7160 9132 9161 0909 1



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**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2339**Invoice Date:** 5/22/23**Due Date:** 5/22/23**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 May 20, 2023	18.95	25.00	473.75
<div>RECEIVED MAY 23 2023 BY: _____</div>			

**Total** \$473.75**Payments/Credits** \$0.00**Balance Due** \$473.75

5/23/23  
CD



# **Governmental Management Services, LLC**

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

## **DOUBLE BRANCH CDD**

### **Facility Event Staff Service Hours**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
18.95	Facility Event Staff	\$ 25.00	\$ 473.75

Covers Period End: May 20, 2023

Amenities Revenue # 2-369-103

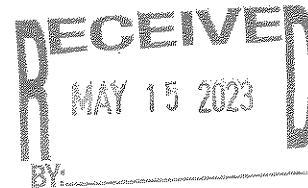


**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - KEVIN CLARK  
**Date:** May 15, 2023 at 1:39 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – MAY 6, 2023
- RESIDENT – KEVIN CLARK
- ADDRESS – 3787 CHASING FALLS ROAD, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA(3036)
  - DATED: 4/12/23
  - SEQ#: 2
  - BATCH#: 220
  - INVOICE#: 2
  - APPROVAL CODE: 08633C
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/12/23	04/12/23	05/06/23	KEVIN CLARK - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-08633C

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

Thank you.

I will be out of the office June 12-16, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS.** I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - LAUREN MARTIN

**Date:** May 15, 2023 at 1:32 PM

**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)

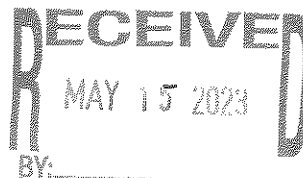
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (SATURDAY) 2:30 P.M. to 6:30 P.M.
- DATE OF VENUE – MAY 13, 2023
- RESIDENT – LAUREN MARTIN
- ADDRESS – 749 TURKEY POINT DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA (0965):
  - DATED: 4/18/23
  - SEQ#: 2
  - BATCH#: 223
  - INVOICE#: 2
  - APPROVAL CODE: 040461
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/18/23	04/18/23	05/13/23	LAUREN MARTIN - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-040461

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

Thank you.

I will be out of the office June 12-16, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE** and **EMAIL ADDRESS**. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

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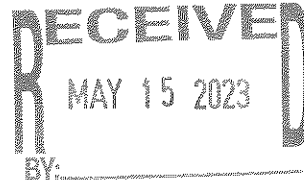


**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - LYNN LAMBERT  
**Date:** May 15, 2023 at 12:53 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (SATURDAY) 10:00 A.M. to 2:00 P.M.
- DATE OF VENUE – MAY 20, 2023
- RESIDENT – LYNN LAMBERT
- ADDRESS – 3940 DEERTREE HILLS LANE, ORANGE PARK, FL 32066
- AMOUNT OF REFUND - \$200.00 - cancelled event (\$50.00 cancellation fee applied)
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA(1419):
  - RENTAL FEE:
    - DATED: 6/4/23
    - SEQ#: 1
    - BATCH#: 225
    - INVOICE#: 1
    - APPROVAL CODE: H90768
    - AMOUNT: \$150.00
  - DEPOSIT FEE:
    - DATED: 5/4/23
    - SEQ#: 2
    - BATCH#: 225
    - INVOICE#: 2
    - APPROVAL CODE: H85679
    - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/04/23	05/04/23	05/20/23	LYNN LAMBERT - OV PATIO	4	\$ 150.00			VISA-H90768
05/04/23	05/04/23	05/20/23	LYNN LAMBERT - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-H85679

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

Thank you.

I will be out of the office June 12-16, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

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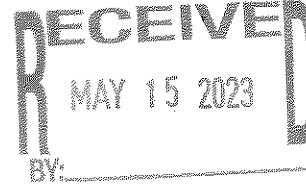
**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - MEGAN STOREY  
**Date:** May 15, 2023 at 1:43 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OVCR aka CLUBROOM (SATURDAY) 10:00 A.M. to 2:00 P.M.
- DATE OF VENUE – MAY 6, 2023
- RESIDENT – MEGAN STOREY
- ADDRESS – 573 OAKLEAF PLANTATION PARKWAY #412, ORANGE PARK, FL 32065
- AMOUNT OF REFUND – \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA(8088)
  - DATED: 4/13/23
  - SEQ#: 2
  - BATCH#: 221
  - INVOICE#: 2
  - APPROVAL CODE: 182644
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC	CHECK/CASH	CREDIT CARD
04/13/23	04/13/23	05/06/23	MEGAN STOREY - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-182644

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

Thank you.

I will be out of the office June 12-16, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS.** I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

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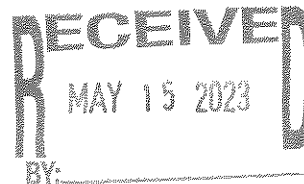
**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - MELISSA ROBINSON  
**Date:** May 15, 2023 at 1:27 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (SUNDAY) 3:00 P.M. to 7:00 P.M.
- DATE OF VENUE – MAY 7, 2023
- RESIDENT – MELISSA ROBINSON
- ADDRESS – 4190 PLANTATION OAKS BLVD #1142, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA(8851):
  - DATED: 4/10/23
  - SEQ#: 4
  - BATCH#: 219
  - INVOICE#: 4
  - APPROVAL CODE: 899735
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/10/23	04/10/23	05/07/23	MELISSA ROBINSON - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-899735

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

Thank you.

I will be out of the office June 12-16, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS.** I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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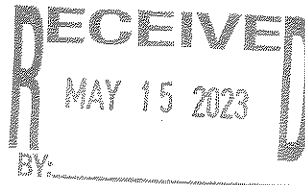


**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - STACEY SANCHEZ  
**Date:** May 15, 2023 at 1:47 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- LOCATION -- OVCR aka CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M.
- DATE OF VENUE -- MAY 13, 2023
- RESIDENT -- STACEY SANCHEZ
- ADDRESS -- 733 TIMBERMILL LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA(5280)
  - DATED: 1/27/23
  - SEQ#: 70
  - BATCH#: 797
  - INVOICE#: 73
  - APPROVAL CODE: 074279
  - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
01/27/23	01/27/23	05/13/23	STACEY SANCHEZ - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-074279

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

Thank you.

I will be out of the office June 12-16, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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\*\*\* CHECK DATES 05/01/2023 - 05/31/2023 \*\*\*  
 DOUBLE BRANCH-CAPITAL RESERVE  
 BANK C CAPITAL RESERVE FUND

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
5/11/23	00044	4/25/23 12464646	202304 600-53800-62100	INVEST LEAK BLACKFLOW	*	250.00	
				COX FIRE PROTECTION, INC			250.00 000108
5/11/23	00001	4/26/23 04262023	202304 600-20700-10000	REIMB REC FUND	*	9,585.06	
				DOUBLE BRANCH REC FUND			9,585.06 000109
5/11/23	00041	4/05/23 04052023	202304 600-53800-62100	POLARIS RANGER REPAIR	*	509.48	
				HOLESHOT POWERSPORTS, LLC			509.48 000110
5/11/23	00040	5/04/23 TH042192	202305 600-53800-62100	RECTANGULAR DE FILT GRID	*	801.20	
				SCP DISTRIBUTORS LLC			801.20 000111
5/11/23	00043	4/21/23 143	202304 600-53800-62100	PICKLEBALL SUPPLIES	*	2,997.00	
				SLIN SPORTS ENTERPRISES, LLC			2,997.00 000112
5/11/23	00030	4/27/23 101694	202304 600-53800-62100	REPAIR FITNESS EQUIPMENT	*	337.74	
				SOUTHEAST FITNESS REPAIR			337.74 000113
5/11/23	00033	4/13/23 WO6100	202304 600-53800-62100	KEITH TOOLE	*	200.00	
		4/26/23 WO6124	202304 600-53800-62100	AIR SCRUBBER INSTALLATION	*	3,000.00	
				TOOLE TECHNOLOGIES INC			3,200.00 000114
5/30/23	00035	5/16/23 2332	202210 600-53800-62100	AUG RPR & RPLCMNTS	*	1,240.74	
				GOVERNMENTAL MANAGEMENT SERVICES			1,240.74 000115
5/30/23	00035	5/16/23 2333	202210 600-53800-62100	SEP RPR & RPLCMNTS	*	277.05	
				GOVERNMENTAL MANAGEMENT SERVICES			277.05 000116
5/30/23	00035	5/16/23 2334	202210 600-53800-62100	OCT RPR & RPLCMNTS	*	80.86	
				GOVERNMENTAL MANAGEMENT SERVICES			80.86 000117
5/30/23	00035	5/16/23 2335	202211 600-53800-62100	NOV RPR & RPLCMNTS	*	105.95	
				GOVERNMENTAL MANAGEMENT SERVICES			105.95 000118

DBBR DOUBLE BRANCH OKUZMUK



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
5/30/23	00035	5/16/23 2336	202212 600-53800-62100		*	959.25	
		DEC RPR & RPLCMNTS					
			GOVERNMENTAL MANAGEMENT SERVICES				959.25 000119
5/30/23	00035	5/11/23 2331	202304 600-53800-62100		*	3,615.00	
		FAC MAINT GEN					
		5/11/23 2331	202304 600-53800-62100		*	697.00	
		LIGHTING REPAIRS					
		5/11/23 2331	202304 600-53800-62100		*	3,745.00	
		COMMON AREA MAINT					
		5/11/23 2331	202304 600-53800-62100		*	4,402.75	
		REPAIR/REPLACE					
		5/11/23 2331	202304 600-53800-62100		V	3,615.00-	
		FAC MAINT GEN					
		5/11/23 2331	202304 600-53800-62100		V	697.00-	
		LIGHTING REPAIRS					
		5/11/23 2331	202304 600-53800-62100		V	3,745.00-	
		COMMON AREA MAINT					
		5/11/23 2331	202304 600-53800-62100		V	4,402.75-	
		REPAIR/REPLACE					
			GOVERNMENTAL MANAGEMENT SERVICES				.00 000120
5/30/23	00035	5/11/23 2331	202304 600-53800-62100		*	3,615.00	
		FAC MAINT GEN					
		5/11/23 2331	202304 600-53800-62100		*	697.00	
		LIGHTING REPAIRS					
		5/11/23 2331	202304 600-53800-62100		*	3,745.00	
		COMMON AREA MAINT					
		5/11/23 2331	202304 600-53800-62100		*	4,402.75	
		REPAIR/REPLACE					
			GOVERNMENTAL MANAGEMENT SERVICES				12,459.75 000121
TOTAL FOR BANK C						32,804.08	
TOTAL FOR REGISTER						32,804.08	

DBBR DOUBLE BRANCH OKUZMUK

Cox Fire Protection  
6555 Grace Lane  
Jacksonville, FL 32205  
(904) 781-8227  
mkinsey@coxfire.com



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

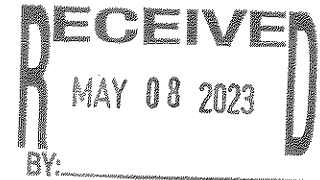
<b>Invoice No.</b>	<b>12464646</b>	<b>Service Location</b>	Oakleaf Plantation - Double Branch
<b>Invoice For</b>	<b>Service Call Job #29325679</b>		Amenity Center
	<b>(04/25/2023)</b>		370 Oakleaf Village Parkway
<b>Transaction Date</b>	<b>4/26/2023</b>		Orange Park, FL 32065

Code	Item	Svc	Qty	Unit Price	Amt
	Service Call - Investigate leaking backflow (8" fire)	BF	1	\$250.00	\$250.00
<b>GRAND TOTAL</b>					<b>\$250.00</b>

**Code to:**

**Double Branch Repair and Repl.**

**34.600.53800.6200**



**Capital Reserve Fund**

RECEIVED  
APR 26 2023  
BY

Date	Amount	Authorized By
April 26, 2023	\$9,585.06	Oksana Kuzmuk

Double Branch CDD Rec Fund #1
-------------------------------

ASAP	034.600.207.10000
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Reimbursements to Recreational Fund					
GMS Inv# 2321 CK#7228			\$ 8,750.00		
The Home Depot Pro Inv# 73658582 CK#7229			\$ 835.06		
		<b>Total</b>	\$ 9,585.06		
(Attach supporting documentation for request.)					

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

# Invoice

Invoice #: 2321  
Invoice Date: 3/15/23  
Due Date: 3/15/23  
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 February 1 -February 28, 2023		22,110.08	22,110.08
Maintenance Supplies		1,452.56	1,452.56
Fac. Main Gen. \$4,165 <sup>00</sup> 2.572.4660			
Fac. Main. Cont. \$2,895 <sup>64</sup> 2.572.4662			
Lighting Repairs \$708 <sup>00</sup> 2.572.4663			
Common Area. Main \$4,330 <sup>00</sup> 2.572.4640			
Repair/Replace \$8,750 <sup>00</sup> 2.572.6310			
Capital Reserve \$2,714 <sup>00</sup> 34.600.53800.62000			
Jury Lambert 3-21-23			

RECEIVED  
MAR 21 2023  
BY:

~~\$20,848.64~~  
\$20,848.64  
\$2,714

Total	\$23,562.64
Payments/Credits	\$0.00
Balance Due	\$23,562.64

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/23	8	T.C.	Work on taking down park equipment with tractor
2/1/23	5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
2/1/23	8.5	R.G.	Removed old playground at Cannons Pointe with tractor, run loads of soil and top dressing to bulkhead install at bridge entrance with tractor
2/1/23	8	M.C.	Playground removal of all poles, cement and other objects
2/1/23	8	A.B.	Removal of poles, concrete and other playground equipment at Cannons Pointe
2/1/23	6	L.C.	Cleaned up rubble from playground destruction
2/1/23	3	J.R.	Worked on forms for bridge by pool filters
2/2/23	8	T.C.	Worked on bridge bulkheads
2/2/23	4	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
2/2/23	5.5	R.G.	Finished up building side bulkhead at bridge entrance, continued backfilling bulkhead wall with spoil concrete and landscape fabric install
2/2/23	8	M.C.	Painting, cleaning over spray areas at lifeguard, storage, pool house
2/2/23	8	A.B.	Filled in new bulkhead and installed vinyl railing
2/2/23	8	L.C.	Worked on bulkhead prepping and filling
2/2/23	6.5	J.R.	Worked on forms for bridge by pool filters
2/3/23	4.5	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds in parks
2/3/23	8	L.N.	Deep cleaned fitness center equipment, baseboards and walls
2/4/23	2	R.G.	Worked Polar Plunge event, setup and break down, cleaned pool deck free of geese droppings
2/4/23	2	A.B.	Worked Polar Plunge event, setup and break down
2/6/23	7	T.C.	Light inspection around track and parking lot, changed, fixed and cleaned lights, worked on bridge bulkhead project
2/6/23	8	R.G.	Continued building bulkhead on opposing side of bridge entryway, did touch ups with paint on guard shack building to cover over spray
2/6/23	6	M.C.	Continued working on third bulkhead, cutting wood and removed tarps over pool filter area
2/6/23	6	A.B.	Painted overspray on vinyl soffit on guard shack, worked on bulkhead
2/6/23	8.25	L.C.	Finished painting lifeguard shack
2/6/23	4.5	M.B.	Worked on install of bulkheads
2/6/23	4	A.T.	Removed debris from all common areas
2/7/23	6	T.C.	Worked on drinking water fountain, worked on bridge bulkhead project, worked on changing and cleaning lights around track and parking lot
2/7/23	6	G.S.	Removed debris from all common areas
2/7/23	8	R.G.	Continued building bulkheads at bridge entrance, backfilled completed bulkhead with 5" stone/soil cap and applied landscape fabric to interior side of bulkhead, cut posts tops on a 45 degree angle to flow with contour of land
2/7/23	8	M.C.	Worked on bulkheads on bridge one and finished bulkheads numbers three and four
2/7/23	8	A.B.	Filled bulkheads with concrete and dirt
2/7/23	7.75	L.C.	Worked on bulkhead project
2/7/23	8	M.B.	Worked on install of bulkheads
2/7/23	6.5	J.R.	Finished constructing forms for bridge by pool filters
2/8/23	2.5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
2/8/23	8	R.G.	Continued building bulkheads at back bridge entrance
2/8/23	8	M.C.	Worked on bridge bulkheads, cleaned/removed screws, then cut wood to sizes needed for bulkhead on bridge, finished installing bulkhead number two and bulkhead number one is missing last piece on bottom of forty five degree angle
2/8/23	8	A.B.	Fixed lighting around tracks and trees in parking lot
2/8/23	7.25	L.C.	Fixed basketball nets, fixed lights
2/8/23	5	M.B.	Worked on bulkhead project
2/9/23	0.5	T.C.	Picked up supplies for bridge bulkheads
2/9/23	8.5	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds in common areas, inspected playgrounds
2/9/23	7.75	L.C.	Worked on lights on track and field
2/10/23	8	T.C.	Light inspection around track, checked lights on when they should have been, cut down tree, worked on bulkhead bridge project
2/10/23	3.5	G.S.	Removed debris from all common areas
2/10/23	8	R.G.	Continued building bulkhead at entrance of bridge and backfilled
2/10/23	8	M.C.	Continued working on bulkhead project

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/13/23	6	T.C.	Worked on pulling pool pump motor and taking out valves
2/13/23	8	R.G.	Removed motor from pool pack for lower seal replacement, worked on removing old bolts on broken valve for replacement in pool pack area
2/13/23	8	M.C.	Removed pool motor, rusted pool motor due to multiple issues and repair and replacement
2/13/23	6	M.B.	Removed and replaced pool pump
2/13/23	7.25	L.C.	Removed sub pump and motor from pool pack
2/13/23	4	A.T.	Removed debris from all common areas
2/14/23	8	T.C.	Worked on pulling pool pump motor and taking out valves
2/14/23	8	R.G.	Worked on valve replacement and inner seal replacement, cleaned up impeller on motor and face plate, removed bolts off valves for replacement in pool pack, installed new sump pump in pool pack with new OVC lines with adjusted float
2/14/23	8	M.C.	Worked on pool motor, continued to remove rusted bolts on valves and cleaning of parts to reuse
2/14/23	8	M.B.	Worked on changing out pool pump and valves
2/15/23	8	T.C.	Cut up and removed slide, cleaned up roots, cautioned off playground, disposed of slide and roots
2/15/23	8.25	G.S.	Removed debris from all common areas and ponds, maintenance work on golf cart
2/15/23	8	R.G.	Installed six LED lighting panels under live oak, replaced broken electrical box and repaired conduct, installed LED lighting panel at entrance of amenity center
2/15/23	8	M.C.	Painting pool storage and lifeguard building touch ups and backside where pool filtration system is
2/15/23	8	M.B.	Worked on changing out pool pump and valves
2/15/23	7	L.C.	Cleaned up playground at Cannons Point, marked off area with caution tape
2/15/23	2.5	J.R.	Painted lamp posts, assisted hauling equipment for bridge project
2/16/23	8	T.C.	Put in shut off valves in pool pack, worked on bulkhead project, fixed fence, painted guard shack, picked up supplies
2/16/23	4	R.G.	Continued building bulkheads at bridge entrances, out in replacement valves in pool pack with bolts
2/16/23	8	M.C.	Painting pool storage and lifeguards building, finished painting pool filter side, spot checked where painted and finished white trim, back side gutter bottoms and sides wiped down and visible mold removed
2/16/23	4	M.B.	Worked on painting pool building
2/16/23	6.5	L.C.	Pressure washed and painted all light poles around track and field
2/16/23	7.75	L.N.	Worked on painting pool house
2/17/23	8	G.S.	Removed debris from all common areas
2/17/23	7.5	R.G.	Continued working on pool motor and valve replacement inside of pool pack, continued working on bulkhead install at bridge entrance, installed two LED light panels at front entrance of amenity center
2/17/23	8	M.C.	Worked on pool motor and valves, replaced, repaired and cleaned motor, gasket was not available used permeate to create customized one, hand tightened bolts to motor, all valves were replaced, spray painted screen on storage window and removed boards from bridge number two bulkhead number four as trim was needed
2/17/23	6	A.B.	Replaced pool motor
2/17/23	7.5	L.N.	Paint pool house, changed motor in pool tank, paint poles around track, cleaned up pool house
2/20/23	8.25	R.G.	Installed LED lights around trees in parking lot of amenity center and fitness center, replaced two boxes on light poles, inspected gym equipment for missing bolt, assisted cleaning pool deck free of duck feces
2/20/23	8	M.C.	Inspected fitness equipment for missing screw, reset poles and placement of frame in preparation of new tarps in pool equipment, assisted with cleaning pool deck of duck feces, assisted with LED lights installed at tree base and fountain
2/20/23	4	A.T.	Removed debris from all common areas
2/21/23	8.25	R.G.	Continued working on motor and valve replacement in pool pack, removed and installed new top flange on valve, fixed lock on gym door along with crash bar adjustment
2/21/23	8	M.C.	Worked on pool motor and valves, cut PVC then removed remaining part, started to reassemble the leaking valve, rewired motor and will test in twenty four hours, changed out parts on fitness center main entrance in order for it to work properly
2/21/23	7.5	J.R.	Worked on bridges behind pool area
2/22/23	8.75	G.S.	Removed debris from all common areas, picked up supplies, removed deceased birds from pond
2/22/23	5	R.G.	Finished work on motor and valve install, tightened bolts, adjustments to fitness center door for better operation, replaced flush valve, diaphragm and spud nut in toilet in men's bathroom, adjusted water flow on toilet in women's bathroom for better flow
2/22/23	5	M.C.	Worked on pool motor and valves tightened bolts and nuts on remaining valve, powered on motor to check for no leaks and ready for use, worked on fitness center front door not working properly, adjusted parts and now opening and closing properly, men's bathroom fitness center replaced

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/23/23	7.5	R.G.	flush valve and washers on toilet that was not working, adjusted women's bathroom water flow
2/23/23	8	M.C.	Continued working on bulkhead, finalized adjustments to pool pack valves and motor
			Cleaned up pool storage/lifeguard/soccer building, cut wood for bulkheads, finished bridge two, bulkheads two and three
2/23/23	7.75	L.N.	Worked on building a wooden bridge on the ramps around the track, cleaned up shop
2/24/23	8.5	G.S.	Removed debris from all common areas and ponds, cleaned and organized shop
2/24/23	8	R.G.	Continued working on bulkheads at bridge entrance, backfilling with dirt and applying erosion fabric, cleaned out workshop and transported materials to other shop
2/24/23	8	M.C.	Worked on bulkheads on each side of bridge, bridge two bulkhead four finished cutting angel, filled backsides of bridge two with dirt and cement, removed duck feces from pool deck, worked on organizing and cleaning out work shed
2/24/23	5.25	L.C.	Cleaned up and transports materials to shop
2/27/23	3	T.C.	Boarded up broken window, cleaned up broken glass in lifeguard shack, cleaned and filled fountain by office
2/27/23	3	R.G.	Boarded up broken window in guard shack, cleaned all tools out of back soccer room
2/27/23	4	A.T.	Removed debris from all common areas
2/28/23	4	T.C.	Cleaned up lifeguard shack, replaced broken toilet seat in men's bathroom, picked up supplies
2/28/23	4.5	G.S.	Removed debris from all common areas and ponds
2/28/23	3.5	L.C.	Worked on bulkheads on track
<b>TOTAL</b>	<u><u>630</u></u>		
<b>MILES</b>	<u><u>135</u></u>		

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 3/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	2/7/23	4x4-10 PT Lumber (4)	70.70	T.C.
	2/8/23	LED Floodlight (4)	170.20	J.S.
	2/8/23	Spade Bit Set	11.43	J.S.
	2/8/23	Ryobi Engraving Kit	5.69	J.S.
	2/8/23	LED Floodlight (4)	170.20	J.S.
	2/8/23	1 Gang Outlet Box	6.39	J.S.
	2/8/23	Machine Screws	1.59	J.S.
	2/8/23	Machine Screws Wing Nuts	1.59	J.S.
	2/9/23	2x8-16 PT Lumber (2)	32.15	T.C.
	2/9/23	Stretch Wrap 20"x500'	17.24	T.C.
	2/9/23	60lb Sakrete BLKTP Patch (2)	42.16	T.C.
	2/15/23	Permatex Seal Maker	9.18	J.S.
	2/15/23	SS Nut/Washer Set (3)	27.50	J.S.
	2/15/23	90W 2pk DIM (3)	45.75	T.C.
	2/15/23	Flood Light 15 W 1500 LUM	48.37	T.C.
	2/15/23	Outdoor Electric Box	6.39	T.C.
	2/15/23	Outdoor Electric Box Cover	3.15	T.C.
	2/15/23	Pelican Liner 3pk (2)	10.97	T.C.
	2/15/23	Diablo Bi-Metal Saw Blade Set 3pc	9.19	T.C.
	2/15/23	Microfiber Towels 12pk	7.46	T.C.
	2/15/23	Terry Towels 10pk	9.19	T.C.
	2/16/23	SS Nut/Washer Set (3)	27.50	J.S.
	2/16/23	Sakrete 60lb (3)	15.53	J.S.
	2/16/23	4x4-6' PT Lumber	10.10	T.C.
	2/16/23	Universal Flat Free Tire	28.74	T.C.
	2/16/23	Husky Pliers and Wrench Set	10.34	T.C.
	2/16/23	Wheelbarrow 6CY with Flat Free Tire	79.93	T.C.
	2/17/23	LED Floodlight (6)	248.81	J.S.
	2/17/23	4" PVC Coupling	6.72	J.S.
	2/17/23	1/2"x1/2" Female Drop Ear PVC Connection	11.93	J.S.
	2/20/23	SS Nut/Washer Set	9.17	J.S.
	2/20/23	Ligth Post	19.11	J.S.
	2/21/23	4"x2' PVC Section Pipe	17.91	J.S.
	2/27/23	Anchor Kit with Screws and Bit	17.69	R.G.
	2/28/23	Toilet Seat	33.33	T.C.
	2/28/23	Dust Pan	20.11	T.C.
	2/28/23	Gas for Equipment	75.00	T.C.
	3/1/23	1x4 14' Strip	10.20	R.G.
	3/1/23	9-In-1 Screwdriver	10.91	R.G.
	3/1/23	Set Your Own Combo Lock	14.63	R.G.
	3/1/23	800 Lumen Utility Light	4.91	R.G.
	3/1/23	Locking Washer 25pc	7.08	R.G.
	3/1/23	Hex Nut 3/8 50pc	14.88	R.G.
	3/1/23	Hex Bolts 3/8 6" (38)	51.57	R.G.

**TOTAL    \$1,452.56**





Powered by HD Supply

- My Account Number 647283
- Currently Shopping As 647283 - MIDDLE VILLAGE CDD
- Current Ship-To Address MIDDLE VILLAGE CDD 370 OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065

- 
- 
- 

- [Home](#)
- [Account](#)
- [Invoice History](#)
- [Invoice Detail](#)

## Invoice Detail

Customer ID: 647283  
Invoice Number: 736585829  
Invoice Date: 3/21/2023  
Order Number: 49285305  
Purchase Order:

### Shipped To:

MIDDLE VILLAGE CDD  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK, FL 32065

### Home Depot Pro Notes:

CALL JAY 904-562-0249 30 MIN BEFORE DELIVERY

The following 1 item(s) have been shipped from ou

Lombard warehouse.

Item#..... Description.....

FRS3WDS60-LA WAVE 3D URINAL SCREEN FABULOUS

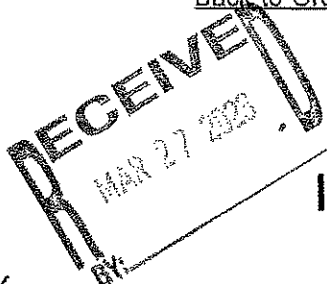
1\$7.95 Handling Charge

Delivery information for this invoice may be

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

Repair & Replacement  
To be split 50/50  
between both  
districts  
below

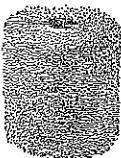







[Back to Order History](#) [Save as PDF](#) [Print this page](#)



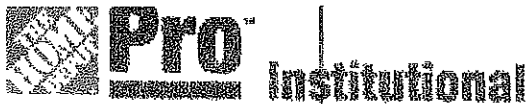
Invoice Total \$1,330.52

DB  
2,320.572 - 63100  
\$665.26

MV  
34,600.538.6400

	Description   Item Number	Quantity Ordered	Quantity Shipped	Unit Price	Total
	CONTROLLED HARD ROLL TOWEL NATURAL <u>REN06132-WB</u>	6	6	\$59.88	\$359.28
	RENOWN SINGLE ROLL BATH TISSUE 2PLY <u>REN06125-WB</u>	6	6	\$63.22	\$379.32
	BAG SANI WASTE WAXED KRAFT 7.5X10 <u>HOSKL-260</u>	1	1	\$36.29	\$36.29
	RENOWN LNR 40X48 12MIC NAT <u>REN14512-CA</u>	5	5	\$40.88	\$204.40
	RENOWN LNR 40X46 .74MIL WHT <u>REN24512-CA</u>	5	5	\$34.27	\$171.35
	APPEAL GEN PURP FOAM HAND SOAP <u>APP17100-04</u>	16	16	\$10.00	\$160.00
	TRIGGER SPRAYER W/TUBE WHT <u>IMP5900-90</u>	6	6	\$1.23	\$7.38
	BOTTLE SPRAY EMPTY RTU 32OZ <u>JWP05357</u>	1	1	\$4.55	\$4.55

Subtotal \$1,322.57  
 Shipping & Handling \$7.95  
 Tax \$0.00  
 Web Discount -\$0.00  
 Invoice Total \$1,330.52



Powered by HD Supply

- My Account Number 647283
- Currently Shopping As 647283 - MIDDLE VILLAGE CDD
- Current Ship-To Address MIDDLE VILLAGE CDD 370 OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065

- [Home](#)
- [Account](#)
- [Invoice History](#)
- [Invoice Detail](#)

## Invoice Detail

Customer ID: 647283  
Invoice Number: 736585829A  
Invoice Date: 3/21/2023  
Order Number: 49285306  
Purchase Order:

[Back to Order History](#) [Save as PDF](#) [Print this page](#)

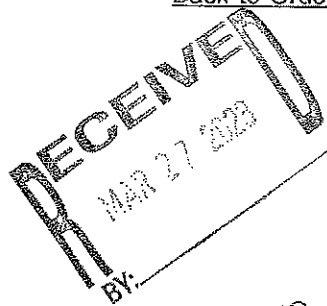
### Shipped To:

MIDDLE VILLAGE CDD  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK, FL 32065

### Home Depot Pro Notes:

CALL JAY 904-562-0249 30 MIN BEFORE DELIVERY

Items NOT shown here are being shipped from our  
Jacksonville warehouse.



Invoice Total **\$339.60**

DB

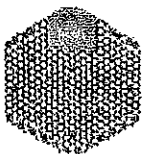
2,320,572.63100

mv \$169.80

34,600,538.64000

Description | Item Number

Quantity Quantity Unit  
Ordered Shipped Price Total



WAVE 3D URINAL SCREEN FABULOUS  
FRS3WDS60-LAV

12

12

\$28.30 \$339.60

Subtotal \$339.60  
Shipping & Handling \$0.00  
Tax \$0.00  
Web Discount -\$0.00  
Invoice Total \$339.60

**Repair Order**

In Date: Apr. 05,2023

Follow up Date: Apr. 08,2023

Service Writer: JMartin

RO #18809



Holeshot Powersports, LLC

6945 US Hwy 17  
Fleming Island, FL 32003

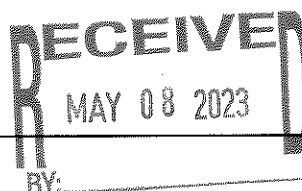
(866)-956-9771

**Sold To :**Double Branch  
Community  
Development  
Saint Augustine, FL  
32092  
(M) (904) 562-0249  
Manager@oakleaf  
esidents.com**Unit Information**

Year	Manufacturer	Model	VIN/HIN/SN	Engine #	Keyboard	Miles/Hours
2011	Polaris	Ranger XP® 800	4XATH76A4B4267806			14435.00 / 1673.00

**Job: Diag running issue**

Polaris Ranger XP® 800 2011 - 4XATH76A4B4267806



Customer states once the unit is warmed up, it doesn't want to run.

Confirmed, it idles fine but when warmed up it will shut off if given pretty much anything other than full throttle input.

We recently replaced throttle body.

Part #	Part Description	Qty	Price	Unit Extension	Extension
3021671	SPARKPLUG-CHAMPION RC7YC3 (4)	2	\$4.49	\$4.49	\$8.98
2878507	KIT-HARNESS,IAC	1	\$154.99	\$154.99	\$154.99
1204195	ASM-THROTTLE BODY,IAC,TPS	1	\$584.99	\$584.99	\$584.99

**Parts Subtotal: \$748.96**

Technician	Description	Hours	Rate	Discount	Labor Cost
ZNeyer	Diag	0.50	\$135.00	0.00 %	\$67.50
ZNeyer	Fix	1.50	\$135.00	0.00 %	\$202.50

**Labor Subtotal: \$270.00****Tax: \$0.00****Job Subtotal: \$1,018.96****Resolution:**

Called, customer approved the estimate at \$1018.96 (a bit over a grand) 4/6 JSM  
Parts show available 4/6 JSM  
PARTS ON FRONT LINE SHELF 3 KJ 4/18  
ALL PARTS GIVEN TO ZN 4/20 KJ  
replaced throttle body, adjusted TPS sys and performed satisfactory ops check. replaced spark plugs  
Customer knows it's done 4/21 JSM

**Recommended Repairs:**

When reading the sensors on the computer, readings are fine when engine is cold. When it warms up all the readings are bad.  
Customer has multiple exposed wires coming from throttle body, TPS, and IAC.  
replace throttle body wiring, multiple damaged areas exposing wire  
replace throttle body  
replace plugs and retest  
rec oil change. oil 1 inch over full mark  
- may need IAC and or TPS. variations may be due to damaged harness!!

**Code to: Split 50/50****Double Branch Repair and Repl.****34.600.53800.6200****Middle Village Repair and Replacements****34-600-538-64000****Invoice Summary**

Parts Total:	\$748.96
Labor Total:	\$270.00
Fees Total:	\$0.00
Sublet:	\$0.00
<b>Sub Total:</b>	<b>\$1,018.96</b>
Total Tax:	\$0.00
<b>Total:</b>	<b>\$1,018.96</b>
<b>Balance:</b>	<b>\$1,018.96</b>

**\$509.48**

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X \_\_\_\_\_



194-ORANGE PARK-SCP DIST.  
8601 YOUNGERMAN CT UNIT 2  
JACKSONVILLE, FL 32244-8927  
Phone 904-739-3511  
Fax 904-908-6983

# INVOICE

EMERGENCY RESPONSE #

1-800-424-9300



INVOICE #	TH042192
ORDER #	74095346
DATE	05/04/23
PAGE	1 of 1

**BILL TO**

277667  
DOUBLE BRANCH CDD  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065-4259

**SHIP TO**

681-JACKSONVILLE EAST-SCP DIST  
9301 HOGAN RD  
JACKSONVILLE, FL 32216-0400

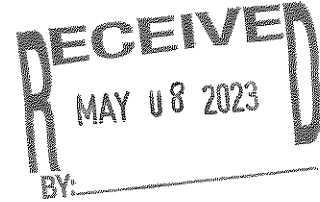
CUSTOMER P/O NUMBER JAY	SHIP VIA STAGED WILL CALL	WRITTEN BY ANGELIA JACKSON(74)	ORDER DATE 05/04/23
CUSTOMER RELEASE NUMBER	FREIGHT TERMS 02 IN/OUTBOUND	PAYMENT TERMS NET 30 DAYS	DUE DATE 06/03/23
JOB / SHIP-TO NAME OAKLEAF VILLAGE PKWY	PURCHASING AGENT	CONTACT JAY SORIANO	PHONE 904-342-1441

LN#	PRODUCT	HM	DESCRIPTION	U/M	OPEN	PCK-QTY	SHIP-QTY	B/O	PRICE	EXTENSION
1	UNI-60-5263		FG-2417 17.5"x24" ANTHONY RECTANGULAR DE FILTER GRID	EA	40	40	40	0	20.03	801.20
				10-I-01						

**Code to:**

**Double Branch Repair and Repl.**

**34.600.53800.6200**



\_\_\_ PLACARDS SUPPLIED-YES \_\_\_ NO \_\_\_ REFUSED \_\_\_

MERCHANDISE TOTAL	DISCOUNTS	MISC CHARGES	SALES TAX	INBOUND FREIGHT	OUTBOUND FREIGHT	DEPOSIT AMOUNT	DEPOSIT APPLIED	INVOICE TOTAL
801.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	801.20

This is to certify that the herein named materials are properly classified, described, packaged, marked, and labeled, and are in proper condition for transportation according to the applicable regulations of the department of transportation.

SIGNATURE: ANGELIA JACKSON(74)

Subject to our terms at <http://www.poolcorp.com/dealer-terms-conditions>

SIGNATURE: \_\_\_\_\_

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

Cust#: 277667 Cust Name: DOUBLE BRANCH CDD

Inv#: TH042192 Invoice Date: 05/04/23 Invoice Amount: \$801.20

Remit To:  
SCP DISTRIBUTORS LLC  
DEPT 0594  
PO BOX 850001  
ORLANDO, FL 32885-0594

4/21/2023  
Store: 1

Invoice #143  
Ordered: 4/21/2023  
Customer PO#:  
Page 1

**Slin Sports Enterprises, LLC  
dba Go Pro Tennis & Pickleball**

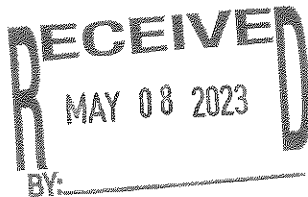
3546 Saint Johns Bluff Rd S, Suite 118  
Jacksonville, FL 32224  
904-683-1908  
www.GoProTennisandPickleball.com

**Bill To:** Double Branch odd  
Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

**Order Status:** Open

Item Name	Attribute	Size	Qty	Sold	Due	Price	Ext Price	Tax
Edwards Pickleball Net 22'x36'	FEPBN-NA		3	0	3	\$145.00	\$435.00	T
		23.68%					less: \$134.97	
Edwards Pickleball Net 22'x36'	FEPBN-NA		3	0	3	\$0.00	\$0.00	T
		100%					less: \$569.97	
Edwards Pickleball Net Posts 3"	FEPBP1-N	Round Blac	6	0	6	\$345.00	\$2,070.00	T
		23.33%					less: \$629.94	
Edwards Sleeves for Net Posts	FECISL-N	A3"	6	0	6	\$82.00	\$492.00	T
		31.66%					less: \$227.94	
Total Qty Ordered:			18	0	18			

Percent Unfilled: 100



Thank you for your order!

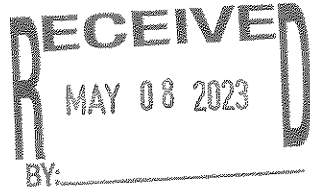
Exempt Subtotal: \$2,997.00  
0 % Tax: + \$0.00  
**TOTAL: \$2,997.00**  
Deposit Balance: \$0.00  
Balance Due: \$2,997.00

**Code to:**  
**Double Branch Repair and Repl.**  
**34.600.53800.6200**



Southeast Fitness Repair  
14476 Duval Place West #208  
Jacksonville, FL 32218

**Invoice #101694**  
Invoice Date: 4/27/2023



Account #101332  
Oakleaf Plantation - Double Branch and Middle Village

**Invoice**

**Billing Location Information**

**Billing Address** 370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259

**Billing Contact** Jay Soriano

**Main Number** (904) 406-2200

**Mobile Number**

**Email** Jsoriano@Gmsnf.Com

**Service Information**

Services	Qty	Rate	Price
<b>370 Oakleaf Village Pkwy, Orange Park, FL 32065-4259</b>			
<b>4/27/2023 Repair - Parts at Shop</b> LF TM SN: HHT133098 Replace: Speed Horn	1.00 hour	\$70.00 / hour	\$70.00
— Product: Travel <60 miles	1.00 Ea	\$90.00 / Ea	\$90.00
— Product: LF - HHT TM - RT. BULL HORN - SPEED CONTROL - 1008489-0001	1.00 Ea	\$53.74 / Ea	\$53.74
— Product: Shipping	1.00 Ea	\$30.00 / Ea	\$30.00
<b>4/27/2023 Repair - Parts at Shop</b> LF TM SN: HHT133096 Replace: Keypads	1 visit	\$70.00 / visit	\$70.00
— Product: LF - TM - CABLE: KEYPAD, EXTENSION - 1003835-0001	1.00 Ea	\$6.00 / Ea	\$6.00
— Product: LF - TM - CABLE: HERCULES CONSOLE TO BASE KEYPADS - 1003823-0001	1.00 Ea	\$18.00 / Ea	\$18.00

**Code to:**

**Double Branch Repair and Repl.**

**34.600.53800.6200**

**Subtotal:** \$337.74  
**Tax:** \$0.00  
**Total:** \$337.74





Amount Paid:	\$0.00
Balance Due:	\$337.74

Payment is due within 30 days of invoice date.  
Thank you for your business!

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**Billing Receipt - Please Return With Payment Remittance**

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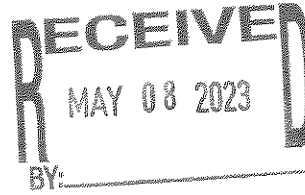
<b>Bill To:</b>	Jay Soriano 370 Oakleaf Village Pkwy Orange Park, FL 32065-4259	<b>Account</b>	[101332] Oakleaf Plantation - Double Branch and Middle Village
		<b>Invoice #</b>	101694
		<b>Date</b>	Thursday, April 27, 2023
<b>Remit To:</b>	Southeast Fitness Repair 14476 Duval Place West #208 Jacksonville, FL 32218	<b>Amount Paid</b>	_____
		<b>Check Number</b>	_____

Payment is due within 30 days of invoice date.  
Thank you for your payment!

# Toole Technologies, Inc.

4134 Carriage Crossing Lane  
Orange Park, FL 32065

Oakleaf Phase 1 Fitness Center  
manager@oakleafresidents.com  
382 Oakleaf Village Pkwy  
Orange Park, FL, 32065



WO6100  
04/13/2023  
0  
04/13/2023

Keith Toole 2 \$100.00 \$200.00  
Found the small unit was tripped on the high pressure switch. Reset the switch and started the unit. Thoroughly checked the unit for pressures, temperatures and current. The system is operating properly

Labor Subtotal \$200.00

Subtotal \$200.00

## Payment Details

\$200.00

Please call the office at (904) 278-5938 to make a payment.

\$0.00

**\$200.00**

## Comments

Recommend purchasing an Annual Seasonal Tuneup

**Code to:**

**Double Branch Repair and Repl.**

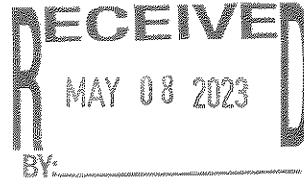
**34.600.53800.6200**

# Toole Technologies, Inc.

4134 Carriage Crossing Lane  
Orange Park, FL 32065

WO6124  
04/26/2023  
0  
04/26/2023

Oakleaf Phase 1 Fitness Center  
manager@oakleafresidents.com  
382 Oakleaf Village Pkwy  
Orange Park, FL, 32065



Air Scrubber Installation	2	\$1,500.00	\$3,000.00
Installed an air scrubber in the supply duct. Mounted and wired the devices. Added a transformer to power the air scrubber. Started and checked the operation			
		Parts Subtotal	\$3,000.00
		Subtotal	\$3,000.00
Payment Details			\$3,000.00
Please call the office at (904) 278-5938 to make a payment.			
			\$0.00
			\$3,000.00

## Comments

Recommend purchasing an Annual Seasonal Tuneup

## Code to:

**Double Branch Repair and Repl.**

**34.600.53800.6200**

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2332

Invoice Date: 5/16/23

Due Date: 5/16/23

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 (DB Phones) -August 2022		88.37	88.37
2.320.572.49300 (DB Permits/ Licenses) -August 2022		26.95	26.95
34.600.538.6200 (DB Repair and Replacements) -August 2022		1,240.74	1,240.74
2.320.572.49400 (DB Special Events) -August 2022		708.33	708.33
2.320.572.6200 (DB Rec Passes) -August 2022		169.99	169.99
2.320.572.5100 (DB Office Supplies) -August 2022		291.68	291.68

RECEIVED  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$2,526.06**Payments/Credits** \$0.00**Balance Due** ~~\$2,526.06~~**\$1,240.74**

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Aug 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
7/22/2022	Walmart	239.89	Office Supplies	2.330.572.51000	119.95	2.320.572.5100	119.94	239.89
7/25/2022	Walmart	173.92	Special Event	2.330.572.49400	86.96	2.320.572.49400	86.96	173.92
✓ 7/25/2022	Doheny's	193.48	Repair and Replacement	34.600.538.64000	96.74	2.320.572.63100	96.74	193.48
✓ 7/25/2022	GoDaddy	1187.64	Repair and Replacement	34.600.538.64000	593.82	2.320.572.63100	593.82	1187.64
7/26/2022	Office Depot	321.48	Office Supplies	2.330.572.51000	160.74	2.320.572.5100	160.74	321.48
✓ 7/26/2022	Leslies	457.62	Repair and Replacement	34.600.538.64000	228.81	2.320.572.63100	228.81	457.62
✓ 7/27/2022	Amazon	130.39	Repair and Replacement	34.600.538.64000	65.2	2.320.572.63100	65.19	130.39
7/28/2022	IDZone	339.98	Rec. Passes	2.330.572.49300	169.99	2.320.572.62000	169.99	339.98
7/28/2022	1&1 ionos	4	Office Supplies	2.330.572.51000	2	2.320.572.5100	2	4
8/2/2022	RingCentral	176.74	Phones	2.330.572.4100	88.37	2.320.572.4100	88.37	176.74
8/4/2022	Walmart	261.59	Special Event	2.330.572.49400	130.8	2.320.572.49400	130.79	261.59
8/5/2022	Walmart	165.18	Special Event	2.330.572.49400	82.58	2.320.572.49400	82.58	165.16
8/6/2022	Pizza hut	171.84	Special Event	2.330.572.49400	85.92	2.320.572.49400	85.92	171.84
8/6/2022	Pizza Hut	166.08	Special Event			2.320.572.49400	166.08	166.08
8/7/2022	Pizza hut	166.08	Special Event	2.330.572.49400	166.08			166.08
8/7/2022	Publix	11.63	Special Event	2.330.572.49400	5.82	2.320.572.49400	5.81	11.63
8/9/2022	1&1 ionos	18	Office Supplies	2.330.572.51000	9	2.320.572.5100	9	18
8/12/2022	DBPR	215.16	Permits/Licenses	2.310.513.49300	215.16			215.16
8/12/2022	Swank	295	Special Event	2.330.572.49400	147.5	2.320.572.49400	147.5	295
8/12/2022	Target	5.38	Special Event	2.330.572.49400	2.69	2.320.572.49400	2.69	5.38
8/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
8/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
✓ 8/17/2022	Compliance Signs	512.37	Repair and Replacement	34.600.538.64000	256.19	2.320.572.63100	256.18	512.37
8/3/2022	Pinch-a-Penny Pool Suply	239.45	Aquatic Staff / Attendants	2.330.572.34600	239.45	2.320.572.34600		239.45
Totals		\$5,506.80			\$2,980.72		\$2,526.06	\$5,506.78

Doheny's

## Order Summary

Order Number: 062222-3001-213 Order Date: 6/22/2022

### Billing Information

JAY SORIANO  
475 W TOWN PL  
ST AUGUSTINE, FL 32092

### Shipping Information

JAY SORIANO  
370 OAKLEAF VILLAGE PKWY  
SUITE 114  
ORANGE PARK, FL 32065-4259

### Payment Information

xxxxxxxxxxxx49fq  
12/2026

Items	Price	Qty	Subtotal
8.8 LB ECLIPSE 3-ALGICIDE Sku 3984	\$89.99	2	\$179.98

Shipping from: Back Ordered  
Estimated Delivery Date: 07/03/2022

SUPER SHOCK 25 LB. PAIL Sku 4858	\$143.99	1	\$143.99
-------------------------------------	----------	---	----------

Shipping from: DOHENY'S  
PLEASANT PR  
Estimated Delivery Date: 06/28/2022

Product Subtotal:	\$323.97
Promo Savings:	-\$9.99
Shipping:	\$9.99
Additional Freight:	\$0.00
Tax:	\$24.30
<b>Total:</b>	<b>\$348.27</b>

# Receipt

No 2271223762

CONTACT US 24/7 1-480-505-8877

DATE:

7/25/2022

CUSTOMER #:

66372230

BILL TO:

Jay Soriano

370 Oakleaf Village Pkwy,  
orange park, Florida 32065,

United States

+1.9045620249

PAYMENT:

AMEX .... 6056

\$1,187.64

Previous Balance

\$1,187.64

Received Payment

(\$1,187.64)

Balance Due (USD)

\$0.00

Term

Product

Amount

3 yrs

Email Marketing - Pro - 3 years

\$1,187.64

Total (USD)

\$1,187.64

REFERENCE

Taxes

\$0.00

GoDaddy.com, LLC

\$0.00

2155 E GoDaddy Way,

Tempe, Arizona 85284,



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

Store: 529 Register: 1  
Date: 7/26/22 Time: 11:23 AM  
Ticket: 63845  
Salesperson: 50654 (Brandi B)  
Customer ID: S00529000004398

Item	Qty	Price	Amount
100LB POWER POWDER GRANULAR 70			
14209	1	425.69	425.69
Subtotal			425.69
Tax			31.93
Total\$			457.62

Amex Purchase 457.62  
Jul 26 2022 11:23 am Trans# 63845

#### TRANSACTION RECORD

Card Number : \*\*\*\*\*3053  
Card Type : AMERICAN EXPRESS  
Card Entry : CHIP  
Trans Type : PURCHASE  
Amount : \$457.62

Auth # : 875038  
Sequence # : 000010  
Reference # : 00000010  
Term ID : 101  
Date : 22/07/26  
Time : 11:23:30

APPROVED

Application Label: AMERICAN EXPRESS  
AID: A000000025010801  
TVR: 0000008000  
TC : 55E82EB11AEE7E98  
TSI: F800





## Final Details for Order #112-8396373-8586639

[Print this page for your records.](#)

Order Placed: July 27, 2022

Amazon.com order number: 112-8396373-8586639

Order Total: \$130.39

### Shipped on July 28, 2022

#### Items Ordered

#### Price

2 of: J-Tech Digital HDMI Extender By Single Cat 5E/6 Full Hd 1080P With Deep Color, EDID Copy, Dolby Digital/DTS \$55.69

Sold by: J-Tech Digital, Inc ([seller profile](#)) | Product question? [Ask Seller](#)

Condition: New

Brand New in Retail Box. 100% Customer Satisfaction Guarantee. Free one year warranty. Fast Shipping within 24 Hours.

#### Shipping Address:

Jay Soriano  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065-4259  
United States

#### Shipping Speed:

Two-Day Shipping

### Payment information

#### Payment Method:

American Express | Last digits: 3053

Item(s) Subtotal: \$111.38

Shipping & Handling: \$10.65

#### Billing address

Jay Soriano  
475 W TOWN PL  
SAINT AUGUSTINE, FL 32092-3648  
United States

Total before tax: \$122.03

Estimated tax to be collected: \$8.36

**Grand Total: \$130.39**

#### Credit Card transactions

AmericanExpress ending in 3053: July 28, 2022: \$130.39

To view the status of your order, return to [Order Summary](#).



ComplianceSigns.com

**Order number**

1116563

**Order date**

17 Aug 2022

**Shipping method**

Standard GROUND

**Shipping to**

Jay Soriano  
GMS LLC  
370 OAKLEAF VILLAGE PKWY  
Orange Park, Florida, 32065  
US  
9043421441

**Items ordered**



Florida Pool Rules No Diving  
No Food Or Beverages Sign  
CS494236  
CS494236  
CS494236-1315

6 quantity  
\$75.27 per unit

**\$451.62**

Subtotal	\$463.20
Tax	\$35.75
Discount	-\$11.58
Shipping price	\$25.00
<b>Total</b>	<b>\$512.37</b>

To view the status of your order, return to [Order summary](#).

[Privacy Policy](#)

[Terms and Conditions](#)

Call us : 1-800-578-1245

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4.3 ★★★★★  
Google  
Customer Reviews

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2333**Invoice Date:** 5/16/23**Due Date:** 5/16/23**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 (DB Phones) - September 2022		88.37	88.37
2.320.572.49300 (DB Permits/ Licenses) - September 2022		26.95	26.95
34.600.538.6200 (DB Repair and Replacements) - September 2022		277.05	277.05
2.320.572.49400 (DB Special Events) - September 2022		214.20	214.20

RECEIVED  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$606.57**Payments/Credits** \$0.00**Balance Due** ~~\$606.57~~

\$277.05

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Sept 19, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
✓ 8/22/2022	Walmart	168	Repair and Replacement	34.600.538.64000	168			168
✓ 8/25/2022	Best Buy	83.84	Repair and Replacement	34.600.538.64000	83.84			83.84
✓ 8/28/2022	1&1 Ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
8/31/2022	swank	295	Special Event	2.330.572.49400	147.5	2.320.572.49400	147.5	295
9/2/2022	RingCentral	176.74	Phones	2.330.572.4100	88.37	2.320.572.4100	88.37	176.74
✓ 9/7/2022	Duval electric	161.25	Repair and Replacement	34.600.538.64000	161.25			161.25
✓ 9/9/2022	1&1 Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
✓ 9/14/2022	Leslies	532.11	Repair and Replacement	34.600.538.64000	266.06	2.320.572.63100	266.05	532.11
9/14/2022	Batteries Plus	133.41	Special Event	2.330.572.49400	66.71	2.320.572.49400	66.7	133.41
9/14/2022	Head/Penn	97.56	Tennis Maintenance	2.330.572.34400	97.56			97.56
9/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.330.572.34400	26.95			26.95
9/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
Totals		\$1,723.81			\$1,117.24		\$606.57	\$1,723.81

Give us feedback @ survey.walmart.com  
Thank you! ID #:7R6M24F6F2L

**Walmart** \*

904-272-0036 Hgt: JULIAN  
899 BLANDING BLVD  
ORANGE PARK FL 32065  
STW 01225 OPN 000101 TEW 68 THW 06674  
NETG AC1750 060644909623 168.00 0  
SUBTOTAL 168.00  
TOTAL 168.00  
AMERICAN EXPRESS AHEX TEND 168.00  
APPROVAL # 828720  
REF # 223400120664  
TRANS ID - 001566167588484  
AID A000000025010801  
AAC 12028CE97872E85A  
TERMINAL # SC011639

08/22/22 18:55:18  
CHANGE DUE 0.00  
# ITEMS SOLD 1

YCH 2392 9071 9099 5040 4828 0



**Walmart** + <



Become a  
member today  
Scan for 30-day free trial.

08/22/22 15:55:25

\*\*\*CUSTOMER COPY\*\*\*

\*\*\*\*\* RETURN & EXCHANGE POLICY \*\*\*\*\*

Electronics may be returned  
for refund or exchange with receipt  
WITHIN 30 days

\*\*\*\*\*

Welcome to Best Buy #430  
8151 BLANDING BLVD  
JACKSONVILLE, FL 32244



Val:100001-098536-404796-276969-779811-16610  
0430 004 4638 08/25/22 13:11

4600801 SB6190 77.99  
ARRIS SB6190 32X8 CABLE MODEM  
109.00 Was Price  
31.01- Sale Discount  
Serial # 17R3J5339302552  
Sales Tax 5.85

Subtotal 77.99  
Sales Tax 5.85

-----  
Total 83.84

\*\*\*\*\*3053 ChipRead USD\$ 83.84

AMERICAN EXPRESS - AMEX

SORIANO/JAY

Approval 862638

CARD ENTRY: Chip MODE: Issuer

AID: A000000025010801

Other Savings: 31.01

Total Savings: 31.01

My Best Buy  
Member ID 5267049960

JAVIER,  
Thanks for shopping at Best Buy today!  
Your My Best Buy balance as of 08/25/2022  
Posted points: 0  
Go to BestBuy.com for more info

Return/Exchange Policy: 15 days on most  
purchases. Activatable devices have a 14-day  
return policy (30 days for Verizon  
activatable devices). For details, go to  
BestBuy.com>Returns. To learn about privacy  
practices, go to BestBuy.com/Privacy.

Your Customer Service PIN is:  
0430 004 4638 082522



**IONOS Inc.**  
2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St. - Suite 400  
Philadelphia, PA 19103 - USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202039885612  
**Invoice Date:** 08/26/2022  
**Customer ID:** 270980442  
**Contract ID:** 48060001

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**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**  
David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 08/25/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 48060001 - Expert</b>					
1	Website Builder 08/25/2022-09/25/2022	\$4.00 a month	1 mo.	\$0.00	\$4.00
<b>Net Total</b>					<b>\$4.00</b>
<b>Net (non-taxable portion)</b>					<b>\$4.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$4.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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

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

**IONOS Inc.**

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Philadelphia, PA 19103  
USA

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Philadelphia, PA 19103 • USA

Jay Sorlano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202040054580  
**Invoice Date:** 09/07/2022  
**Customer ID:** 270980442  
**Contract ID:** 85644648

**Help Center:** [ionos.com/help](https://ionos.com/help)  
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**Your IONOS Personal Consultant:**  
David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 09/06/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 85644648 - MyWebsite Creator+</b>					
1	Basic Fee	\$18.00 a month	1 mo.	\$0.00	\$18.00
	09/06/2022-10/06/2022				
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$18.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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?  
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DUVAL ELECTRICAL & BREAKER SALES  
9595 SUNBEAM CENTER DR  
JACKSONVILLE, FL 32257  
(904) 262-6601

# PICK TICKET



**Electrical  
Breaker Sales**

Duval Electrical & Breaker Sales  
9595 Sunbeam Center Dr  
Jacksonville, FL 32257  
PH: 904-262-6601  
www.duvalbreaker.com

Pick Ticket Number 4991489	
Pick Date 9/7/2022 08:13:35	Page 1 of 1
Order Number 5931258	

**SALE**

Store: 3948

Batch #: 020 REF#: 00000005  
09/07/22 RRN: 225015601029  
Trans ID: 006099122851062 11:14:39  
APPR CODE: 880254  
AMEX  
\*\*\*\*\*3053

Chip  
\*\*\*

**AMOUNT \$161.25**

APPROVED

Ship To:

JAY SORIANO  
XXXX 3053 1226 9645

AMERICAN EXPRESS  
AID: A000000025010801  
TVR: 00 00 00 80 00  
TS: E8 00

ELECTRICAL & BRE

PO Number		Carrier	Taker	
JAY SORIANO		WILL CALL	DUVAL SHIPPING	
To Pick	UOM Unit Size	Item ID Item Description	Unit Price	Extended Price

Delivery Instructions: WILL CALL

2	2 EA	Q340	75.000	150.00
2	1.0	3P 40A 240V CB	EA	
		BIN: 16C3	Qty: 2 EA	

Total Pieces:	2	Total Lines:	1	Total Weight:	1.3	<b>SUB-TOTAL:</b>	150.00
						<b>TAX:</b>	11.25
						<b>GRAND TOTAL:</b>	161.25

Pick:      Check:      Ship:      Approve:

All returns subject to 15% minimum restocking charge. No returns after 60 days. ALL SPECIAL ORDERS ARE FINAL. Only defective items may be returned after installation. A service charge of 1 1/2% (18% Annum) will be charged on all past due invoices. One-year replacement warranty unless otherwise stated

NO RETURNS WITHOUT RETURN AUTHORIZATION

\* Complete Order \*

12.15.1494 - 06/02/14

Rev 1



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

Store: 529 Register: 2  
Date: 9/14/22 Time: 2:00 PM  
Ticket: 17677  
Salesperson: 50654 (Brandi B)  
Customer ID: S00529000004398

Item	Qty	Price	Amount
MOTOR 56J THRD UP 2 HP			
620077	1	494.99	494.99
Subtotal			494.99
Tax			37.12
Total\$			532.11

Amex Purchase 532.11  
Sep 14 2022 02:00 pm Trans# 17677

TRANSACTION RECORD

Card Number : \*\*\*\*\*3053  
Card Type : AMERICAN EXPRESS  
Card Entry : CHIP  
Trans Type : PURCHASE  
Amount : \$532.11

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2334

Invoice Date: 5/16/23

Due Date: 5/16/23

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 (DB Phones) - October 2022		88.04	88.04
2.320.572.49300 (DB Permits/ Licenses) - October 2022		26.95	26.95
34.600.538.6200 (DB Repair and Replacements) - October 2022		80.86	80.86
2.320.572.49400 (DB Special Events) - October 2022		787.97	787.97
2.320.572.34600 (DB Staff) - October 2022		60.39	60.39

**RECEIVED**  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$1,044.21**Payments/Credits** \$0.00**Balance Due** ~~\$1,044.21~~

\$80.86

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Oct 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
9/25/2022	Name Tag inc	120.79	Aquatic Staff / Attendants	2.330.572.34600	60.4	2.320.572.34600	60.39	120.79
✓ 9/28/2022	I&I Ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
10/2/2022	Ring Central	176.08	Phones	2.330.572.4100	88.04	2.320.572.4100	88.04	176.08
✓ 10/5/2022	Harbor Freight	91.36	Repair and Replacement	34.600.538.64000	45.68	2.320.572.63100	45.68	91.36
✓ 10/5/2022	Floor and Décor	48.36	Repair and Replacement	34.600.538.64000	24.18	2.320.572.63100	24.18	48.36
10/6/2022	Swank	295	Special Event	2.330.572.49400	147.5	2.320.572.49400	147.5	295
10/6/2022	FSP Jax Bounce	258.51	Special Event	2.330.572.49400	129.26	2.320.572.49400	129.25	258.51
✓ 10/9/2022	I&I Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
10/13/2022	Walmart	17.96	Special Event	2.330.572.49400	8.98	2.320.572.49400	8.98	17.96
10/15/2022	mood pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
10/15/2022	mood pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
✓ 10/17/2022	ARC	164	Repair and Replacement	34.600.538.64000	164			164
✓ 10/17/2022	ARC	246	Repair and Replacement	34.600.538.64000	246			246
✓ 10/17/2022	ARC	164	Repair and Replacement	34.600.538.64000	164			164
✓ 10/17/2022	ARC	246	Repair and Replacement	34.600.538.64000	246			246
10/19/2022	Walmart	298.8	Special Event	2.330.572.49400	149.4	2.320.572.49400	149.4	298.8
10/20/2022	Walmart	178.69	Special Event	2.330.572.49400	89.35	2.320.572.49400	89.34	178.69
10/20/2022	Walmart	293	Special Event	2.330.572.49400	146.5	2.320.572.49400	146.5	293
10/20/2022	Award Gallery	179.57	Special Event	2.330.572.49400	89.79	2.320.572.49400	89.78	179.57
10/21/2022	Walmart	54.44	Special Event	2.330.572.49400	27.22	2.320.572.49400	27.22	54.44
<b>Totals</b>		<b>\$2,908.46</b>			<b>\$1,864.25</b>		<b>\$1,044.21</b>	<b>\$2,908.46</b>



**IONOS Inc.**  
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Philadelphia, PA 19103  
USA

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Philadelphia, PA 19103 · USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202040505777  
**Invoice Date:** 10/07/2022  
**Customer ID:** 270980442  
**Contract ID:** 85644648

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**  
David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 10/06/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 85644648 - MyWebsite Creator+</b>					
1	Basic Fee 10/06/2022-11/06/2022	\$18.00 a month	1 mo.	\$0.00	\$18.00
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$18.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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](https://ionos.com/help) or log in to [my.ionos.com](https://my.ionos.com) for further information.

**IONOS Inc.**

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Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St. · Suite 400  
Philadelphia, PA 19103 · USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202040343523  
**Invoice Date:** 09/26/2022  
**Customer ID:** 270980442  
**Contract ID:** 48060001

**Help Center:** [ionos.com/help](https://ionos.com/help)  
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**Your IONOS Personal Consultant:**

David Ramsay

✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)

☎ 2673666050

## Invoice

Billing period starting: 09/25/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 48060001 - Expert</b>					
1	Website Builder 09/25/2022-10/25/2022	\$4.00 a month	1 mo.	\$0.00	\$4.00
<b>Net Total</b>					<b>\$4.00</b>
<b>Net (non-taxable portion)</b>					<b>\$4.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$4.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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?

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# HARBOR FREIGHT

~~QUANTITY TOOLS LOWEST PRICES~~

JACKSONVILLE WEST FL 320213  
8102 BLANDING BLVD 77A  
JACKSONVILLE, FL 32244  
Telephone: (904) 573 9825

## SALE

Customer Name: Jay Soriano  
Customer Number: 888002359461

64983 5T 3-JAW HYDRAULIC GLAR P \$84.99

Subtotal \$84.99  
Sales Tax % \$6.37  
Total \$91.36

American Express \$91.36  
Card No. XXXXXXXXXXXX3053  
Expiration Date XX/XX  
Auth. No. 899477

AMERICAN EXPRESS  
Chip Read  
Signature Verified  
Mode: Issuer  
AID: A000000025010801  
TVR: 000000X000  
IAD: 06550103602002  
TSI: F800  
ARC: 00

Please Retain for Your Records

Store: 00213 Reg: 02 Tran: 571162  
Date: 10/5/2022 10:29:53 AM Assoc: XXXXXX  
Ticket: 02571162

Item(s) Sold: 1

10/5/2022 10:29:53 AM

Floor & Decor  
8102 Blanding Blvd  
Jacksonville, FL 32244  
(904) 652-0164

Date 10/05/2022 Time 10:45 AM

Transaction Number 1010301598571786  
Store 103 Register 1  
Associate 62074 Gellitza

SALE

Retail  
ULTRABOND ECO 711 4G 1  
100213487 1 @ 44.99 44.99

Retail Subtotal 44.99  
Sales Tax 3.37  
Retail Total 48.36

Grand Total 48.36

American Express 48.36  
XXXXXXXXXX3053  
Auth. #: 860874  
Invoice Number: 12CF8BJ104616560

Entry: Chip  
Mode: Issuer  
AID: A000000025010801  
TVR: 0000008000  
IAD: 06550103A02002  
TS1: E800  
ARC: 00

PRD Premier Rewards

PRD Name: DEVELOPMENT DISTRICT MIDDLE  
PRD ID: 103030924





Jay Soriano <jsoriano@gmsnf.com>

## Receipt for reference number 261154835

1 message

RDCsupport@redcross.org <RDCsupport@redcross.org>  
To: jsoriano@gmsnf.com

Mon, Oct 17, 2022 at 3:03 PM

Payment  
10/17/2022 1:54 PM

American Red Cross

Your payment has been received and processed as requested.

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

Card Type: Amex  
Auth Code: 222304  
Account Number: A-XXXX3053  
Amount: \$164.00  
Transaction Number: 261154835



**American  
RedCross**

84b80433125e472e889eaa7e14275f15  
2K



Jay Soriano <jsoriano@gmsnf.com>

---

**Receipt for reference number 261156061**

1 message

---

**RDCsupport@redcross.org** <RDCsupport@redcross.org>  
To: jsoriano@gmsnf.com

Mon, Oct 17, 2022 at 3:04 PM

Payment  
10/17/2022 1:56 PM

American Red Cross

Your payment has been received and processed as requested.

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

Card Type: Amex  
Auth Code: 225689  
Account Number: A-XXXX3053  
Amount: \$246.00  
Transaction Number: 261156061



**American  
RedCross**

fc1493169ad34a69b1c55f494d6143ed  
2K



Jay Soriano <jsoriano@gmsnf.com>

## Receipt for reference number 261156473

1 message

RDCsupport@redcross.org <RDCsupport@redcross.org>  
To: jsoriano@gmsnf.com

Mon, Oct 17, 2022 at 3:04 PM

Payment  
10/17/2022 1:58 PM

American Red Cross

Your payment has been received and processed as requested.

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

Card Type: Amex  
Auth Code: 231185  
Account Number: A-XXXX3053  
Amount: \$246.00  
Transaction Number: 261156473



**American  
RedCross**

4e84feae9dcc4bf894c4584a7a3a6771  
2K



Jay Soriano <jsoriano@gmsnf.com>

---

## Receipt for reference number 261156570

1 message

RDCsupport@redcross.org <RDCsupport@redcross.org>  
To: jsoriano@gmsnf.com

Mon, Oct 17, 2022 at 3:04 PM

Payment  
10/17/2022 1:59 PM

American Red Cross

Your payment has been received and processed as requested.

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

Card Type: Amex  
Auth Code: 286978  
Account Number: A-XXXX3053  
Amount: \$164.00  
Transaction Number: 261156570



**American  
RedCross**

def5740c0fdd4e38b478f6d57be46edb  
2K

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2335**Invoice Date:** 5/16/23**Due Date:** 5/16/23**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 (DB Phones) - November 2022		88.04	88.04
2.320.572.49300 (DB Permits/ Licenses) - November 2022		26.95	26.95
34.600.538.6200 (DB Repair and Replacements) - November 2022		105.95	105.95
2.320.572.49400 (DB Special Events) - November 2022		1,943.24	1,943.24

**RECEIVED**  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$2,164.18**Payments/Credits** \$0.00**Balance Due** ~~\$2,164.18~~**\$105.95**

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Nov 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
10/22/2022	Head Penn	946.66	Tennis Maintenance	2.320.572.49400	946.66			946.66
10/25/2022	Party City	96.75	Special Event	2.330.572.49400	48.38	2.320.572.49400	48.37	96.75
10/26/2022	Walmart	296.4	Special Event	2.330.572.49400	148.2	2.320.572.49400	148.2	296.4
10/26/2022	Head Penn	255.88	Tennis Maintenance	2.330.572.34400	255.88			255.88
10/27/2022	Walmart	197.17	Special Event	2.330.572.49400	98.59	2.320.572.49400	98.58	197.17
10/27/2022	Pet Feed	179	Special Event	2.330.572.49400	89.5	2.320.572.49400	89.5	179
10/27/2022	Pizza Hut	464	Special Event	2.330.572.49400	232	2.320.572.49400	232	464
10/28/2022	Walmart	379.26	Special Event	2.330.572.49400	189.63	2.320.572.49400	189.63	379.26
10/28/2022	Walmart	356.68	Special Event	2.330.572.49400	178.34	2.320.572.49400	178.34	356.68
10/28/2022	WinnDixie	68.92	Special Event	2.330.572.49400	34.46	2.320.572.49400	34.46	68.92
10/28/2022	Publix	476.47	Special Event	2.310.513.49300	238.24	2.320.572.49400	238.23	476.47
10/28/2022	Publix	281.44	Special Event	2.330.572.49400	140.72	2.320.572.49400	140.72	281.44
10/28/2022	Publix	14.53	Special Event	2.330.572.49400	7.27	2.320.572.49400	7.26	14.53
10/28/2022	Party City	121.37	Special Event	2.330.572.49400	60.69	2.320.572.49400	60.68	121.37
10/28/2022	Pet Feed	179	Special Event	2.330.572.49400	89.5	2.320.572.49400	89.5	179

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Nov 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
10/28/2022	FSP Jax Bounce	775.54	Special Event	2.330.572.49400	387.77	2.320.572.49400	387.77	775.54
10/28/2022	1&1 ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
10/29/2022	Harbor Freight	91.36	Repair and Replacement	34.600.538.64000	45.68	2.320.572.63100	45.68	91.36
11/2/2022	RingCentral	176.08	Phones	2.330.572.4100	88.04	2.320.572.4100	88.04	176.08
11/7/2022	Walmart	76	Repair and Replacement	34.600.538.64000	38	2.320.572.63100	38	76
11/9/2022	1&1 ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
11/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
11/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
11/15/2022	Leslies Pool Supply	22.54	Repair and Replacement	34.600.538.64000	11.27	2.320.572.63100	11.27	22.54
<b>Totals</b>		<b>\$5,530.95</b>			<b>\$3,366.77</b>		<b>\$2,164.18</b>	<b>\$5,530.95</b>

**IONOS Inc.**

2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St. · Suite 400  
Philadelphia, PA 19103 · USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202040804369  
**Invoice Date:** 10/26/2022  
**Customer ID:** 270980442  
**Contract ID:** 48060001

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**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**

David Ramsay

✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)

☎ 2673666050

## Invoice

Billing period starting: 10/25/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 48060001 - Expert</b>					
1	Website Builder 10/25/2022-11/25/2022	\$4.00 a month	1 mo.	\$0.00	\$4.00
<b>Net Total</b>					<b>\$4.00</b>
<b>Net (non-taxable portion)</b>					<b>\$4.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$4.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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?

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**IONOS Inc.**

2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

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Philadelphia, PA 19103 • USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202040983212  
**Invoice Date:** 11/07/2022  
**Customer ID:** 270980442  
**Contract ID:** 85644648

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**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**

David Ramsay

✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)

☎ 2673666050

## Invoice

Billing period starting: 11/06/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 85644648 - MyWebsite Creator+</b>					
1	Basic Fee	\$18.00 a month	1 mo.	\$0.00	\$18.00
	11/06/2022-12/06/2022				
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$18.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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.

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Please refer to your [Help Center](https://ionos.com/help) or [log in to my.ionos.com](https://my.ionos.com) for further information.

# HARBOR FREIGHT

QUALITY TOOLS LOWEST PRICES

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

## SALE

Customer Name: Jay Soriano  
Customer Number: 888002359461

631 2 TON CHAIN HOIST \$84.99

Subtotal \$84.99  
Sales Tax % \$6.37  
Total \$91.36

American Express \$91.36  
Card No. XXXXXXXXXXXX3053  
Expiration Date XX/XX  
Auth. No. 842026

AMERICAN EXPRESS  
Chip Read  
Signature Verified  
Mode: Issuer  
AID: A000000025010801  
TVR: 0000008000  
IAD: 0655010360A002  
TSI: F800  
ARC: 00

Please Retain for Your Records

Store: 00213 Res: 03 Tran: 708.53  
Date: 10/29/2022 10:29:08 AM Assoc: XX: ...Y  
Ticket: 03708183

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHHM12FK6T0

**Walmart** \*

SUPERCENTER  
904-365-2555 Mgr: BRIAN

ST# 06970 OP# 001985 TE# 68 TR# 04751  
COMBO INK 088989482464 76.00 0  
SUBTOTAL 76.00  
TOTAL 76.00  
AMEX TEND 76.00

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0

APPROVAL # 871030

REF # 231100871707

TRANS ID - 003155312849309

ATD 00000025010801

ITEM # SC010803

11/07/22 12:06:05

CHANGE DUE 0.00

# ITEMS SOLD 1

TC# 0083 1908 3576 1282 6774



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11/07/22 12:06:16

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

Store: 529 Register: 1  
Date: 11/15/22 Time: 12:29 PM  
Ticket: 67647  
Salesperson: 31520 (Claudia L)  
Customer ID: S00529010001295

Item	Qty	Price	Amount
TLR DPD RGT #2 20Z			
81346	1	7.49	7.49
TLR DPD RGT #1 20Z			
81341	1	6.99	6.99
TLR PH IND SOL #4 2 OZ			
81356	1	6.49	6.49

Subtotal 20.97  
Tax 1.57

Total\$ 22.54

Amex Purchase 22.54  
Nov 15 2022 12:30 pm Trans# 67647

#### TRANSACTION RECORD

Card Number : \*\*\*\*\*3053  
Card Type : AMERICAN EXPRESS  
Card Entry : CHIP  
Trans Type : PURCHASE  
Amount : \$22.54

Auth # : 809192  
Sequence # : 000001  
Reference # : 00000001 /  
Term ID : 101  
Date : 22/11/15  
Time : 12:30:46

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 2336**Invoice Date:** 5/16/23**Due Date:** 5/16/23**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 (DB Phones) - December 2022		88.04	88.04
2.320.572.49300 (DB Permits/ Licenses) - December 2022		416.95	416.95
34.600.538.6200 (DB Repair and Replacements) - December 2022		959.25	959.25
2.320.572.49400 (DB Special Events) - December 2022		826.96	826.96

RECEIVED  
MAY 16 2023  
BY: \_\_\_\_\_

**Total** \$2,291.20**Payments/Credits** \$0.00**Balance Due** ~~\$2,291.20~~

\$959.25

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Dec 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
✓ 11/21/2022	Walmart	299	Repair and Replacement	2.320.572.49400	149.5	2.320.572.63100	149.5	299
✓ 11/28/2022	1&1 Ionos	4	Repair and Replacement	34.600.538.64000	2	2.320.572.63100	2	4
12/1/2022	Ascap	390	Permits/Licenses	2.310.513.49300	390			390
12/1/2022	Ascap	390	Permits/Licenses			2.320.572.49300	390	390
12/2/2022	RingCentral	176.08	Phones	2.330.572.4100	88.04	2.320.572.4100	88.04	176.08
✓ 12/5/2022	AtHomeStore	591.24	Repair and Replacement	34.600.538.64000	295.62	2.320.572.63100	295.62	591.24
✓ 12/5/2022	Dicks Sporting goods	171.98	Repair and Replacement	34.600.538.64000	85.99	2.320.572.63100	85.99	171.98
✓ 12/6/2022	Walmart	240.72	Repair and Replacement	34.600.538.64000	120.36	2.320.572.63100	120.36	240.72
12/6/2022	AtHomeStore	386.79	Special Event	2.330.572.49400	193.4	2.320.572.49400	193.39	386.79
✓ 12/9/2022	Northern Tool	39.99	Repair and Replacement	34.600.538.64000	20	2.320.572.63100	19.99	39.99
✓ 12/9/2022	1&1 Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
12/10/2022	HeadPenn	97.47	Tennis Maintenance	2.330.572.34400	97.47			97.47
12/1/2022	Publix	79.95	Special Event	2.330.572.49400	39.98	2.320.572.49400	39.97	79.95
12/11/2022	Jozane stores	65.88	Special Event	2.330.572.49400	32.94	2.320.572.49400	32.94	65.88
12/12/2022	Home Goods	200.92	Special Event	2.330.572.49400	100.46	2.320.572.49400	100.46	200.92
12/13/2022	Walmart	233.96	Special Event	2.330.572.49400	116.98	2.320.572.49400	116.98	233.96

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Dec 20, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
✓ 12/13/2022	Office Max	161.48	Repair and Replacement	34.600.538.64000	80.74	2.320.572.63100	80.74	161.48
12/13/2022	Joaane stores	77.13	Special Event	2.330.572.49400	38.57	2.320.572.49400	38.56	77.13
12/13/2022	Joaane stores	52.89	Special Event	2.330.572.49400	26.45	2.320.572.49400	26.44	52.89
✓ 12/14/2022	Walmart	105.03	Repair and Replacement	34.600.538.64000	52.52	2.320.572.63100	52.51	105.03
12/15/2022	Walmart	194.54	Special Event	2.330.572.49400	97.27	2.320.572.49400	97.27	194.54
✓ 12/15/2022	Walmart	287.09	Repair and Replacement	34.600.538.64000	143.55	2.320.572.63100	143.54	287.09
12/15/2022	Publix	177.86	Special Event	2.330.572.49400	88.93	2.320.572.49400	88.93	177.86
12/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
12/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
12/20/2022	Mission BBQ	184.05	Special Event	2.330.572.49400	92.03	2.320.572.49400	92.02	184.05
Totals		\$4,679.95			\$2,388.75		\$2,291.20	\$4,679.95

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHYV0F896V

**Walmart\***

904-272-0036 Mgr: JULIAN

899 BLANDING BLVD

ORANGE PARK FL 32065

ST# 01225	DP# 003990	TE# 73	TR# 02962
MULTI BALL	076487803545		10.98 0
MULTI BALL	076487803545		10.98 0
MULTI BALL	076487803545		10.98 0
SLV STAR TJ	076487803524		22.98 0
GOLD POINSET	088873303592		
10 AT 1 FOR	1.28		12.80 0
RED VELVET P	088873303757		
10 AT 1 FOR	1.28		12.80 0
RED BAKER TW	001869774888		
10 AT 1 FOR	3.98		39.80 0
RED BAKER TW	001869774888		
10 AT 1 FOR	3.98		39.80 0
RED BAKER TW	001869774888		
10 AT 1 FOR	3.98		39.80 0
RED BAKER TW	001869774888		
10 AT 1 FOR	3.98		39.80 0

SUBTOTAL 240.72

TOTAL 240.72

AMEX TEND 240.72

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0

APPROVAL # 821382

REF # 234000139052

TRANS ID - 003676722665308

AID A000000025010801

AAC B03034E5EB2FEC0C

TERMINAL # SC010531

12/06/22 15:55:56

CHANGE DUE 0.00

# ITEMS SOLD 64

TC# 5515 7567 0954 8555 4931 5



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12/06/22 15:56:07

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**Walmart**

904-214-9411 Mar: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 002642 TE# 10 TR# 09871  
CANDY COOKIE 068113141200 F 11.94 0  
CANDY COOKIE 068113141200 F 11.94 0  
CANDY COOKIE 068113141200 F 11.94 0  
CANDY COOKIE 068113141200 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
COOKIE PLTR 068113128247 F 11.94 0  
LINZER CKIES 007874236815 F 5.98 0  
LINZER CKIES 007874236815 F 5.98 0  
LINZER CKIES 007874236815 F 5.98 0  
21OZ FG CKIE 019434600048 F 5.98 0  
21OZ FG CKIE 019434600048 F 5.98 0  
21OZ FG CKIE 019434600048 F 5.98 0  
21OZ FG CKIE 019434600048 F 5.98 0  
COOKIES 007874212334 F 3.98 0  
COOKIES 007874212334 F 3.98 0  
COOKIES 007874212334 F 3.98 0  
COOKIES 007874212334 F 3.98 0  
THUMBPRINT 007874229975 F 5.98 0  
THUMBPRINT 007874229975 F 5.98 0  
THUMBPRINT 007874229975 F 5.98 0  
THUMBPRINT 007874229975 F 5.98 0  
COOKIES 007874204106 F 5.97 0  
COOKIES 007874204106 F 5.97 0  
COOKIES 007874204106 F 5.97 0  
COOKIES 007874204106 F 5.97 0  
COOKIES 019434600124 F 3.98 0  
COOKIES 019434600124 F 3.98 0  
COOKIES 019434600124 F 3.98 0  
COOKIES 019434600124 F 3.98 0  
SNKR CKIE 007874214834 F 3.47 0  
SNKR CKIE 007874214834 F 3.47 0  
SNKR CKIE 007874214834 F 3.47 0  
SNKR CKIE 007874214834 F 3.47 0  
COOKIES 019434605081 F 3.47 0  
COOKIES 019434605081 F 3.47 0  
COOKIES 019434605081 F 3.47 0  
COOKIES 019434605081 F 3.47 0  
REE SUGAR 007874217889 F 6.47 0  
REE SUGAR 007874217889 F 6.47 0  
REE SUGAR 007874217889 F 6.47 0  
PB FUDGE NB 019434602821 F 4.48 0  
PB FUDGE NB 019434602821 F 4.48 0  
PB FUDGE NB 019434602821 F 4.48 0  
LG PB NOBAKE 019434602830 F 4.48 0  
LG PB NOBAKE 019434602830 F 4.48 0  
LG PB NOBAKE 019434602830 F 4.48 0

SUBTOTAL 287.09

TOTAL 287.09

AMEX TEND 287.09

AMERICAN EXPRESS \*\*\* \*\* 053 I 0

APPROVAL # 894030

REF # 234900427918

TRANS ID - 003608646917325

AID A000000025010801

AAC 3DD676AE0348FA2

TERMINAL # SC010448

12/15/22 10:30:45

CHANGE DUE 0.00

# ITEMS SOLD 47

TC# 0262 8073 8162 8064 4417 1



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12/15/22 10:30:53

\*\*\*CUSTOMER COPY\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHZSW14TKRQ

**Walmart**

904-214-9411 Mar: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 000278 TE# 06 TR# 05082  
WHT MAC CKS 007874209235 F  
5 AT 1 FOR 3.47 17.35 0  
DOUBLE CHOC 007874236799 F  
5 AT 1 FOR 3.47 17.35 0  
DR COOKIES 007874214833 F  
5 AT 1 FOR 3.47 17.35 0  
CC COOKIES 007874209234 F  
5 AT 1 FOR 3.47 17.35 0  
PPKIN COOKIE 068113138171 F  
3 AT 1 FOR 4.48 13.44 0  
MNT COOKIE 068113141153 F  
3 AT 1 FOR 4.48 13.44 0  
REDVELFSTD 068113140379 F  
3 AT 1 FOR 4.48 13.44 0  
GNRFSTCKIE 068113140378 F  
3 AT 1 FOR 4.48 13.44 0  
ENR MX 24AAA 003980010389 17.98 0  
ENR AA24PK 003980001819 17.98 0  
FOAM CUPS 007874209708  
3 AT 1 FOR 4.98 14.94 0  
GV 250 FHLV 007874223340 1.98 0  
GV 250 FHLV 007874223340 1.98 0  
GV 18OZ RED 007874218708  
2 AT 1 FOR 8.26 16.52 0

SUBTOTAL 194.64

TOTAL 194.64

AMEX TEND 194.64

AMERICAN EXPRESS \*\*\* \*\* 053 I 0

APPROVAL # 805568

REF # 234900520866

TRANS ID - 003612866212326

AID A000000025010801

AAC 3C34A736FA3B5369

TERMINAL # SC011628

12/15/22 14:15:54

CHANGE DUE 0.00

# ITEMS SOLD 41

TC# 3505 0827 1981 2571 8697 9



**Walmart**

Become a member

Scan for free 30-day trial



12/15/22 14:16:04

\*\*\*CUSTOMER COPY\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RHZRT14TFJT

**Walmart** ✶

904-214-9411 Mari COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 000234 TE# 73 TR# 01024  
2CT RND TC 001117988690 2.67 0  
2CT RND TC 001117988690 2.67 0  
2CT RND TC 001117988690 2.67 0  
2CT RND TC 001117988690 2.67 0  
2CT RND TC 001117988690 2.67 0  
2CT RND TC 001117988690 2.67 0  
HH POM 1 8 081009623137 1.47 0  
HH POM 1 8 081009623137 1.47 0  
HH POM 1 8 081009623136 1.47 0  
HH POM 1 8 081009623137 1.47 0  
HH POM 1 8 081009623136 1.47 0  
HH POM 1 8 081009623136 1.47 0  
GIFT BOWS 009186940674 0.98 0  
GIFT BOWS 009186940674 0.98 0  
GIFT BOWS 009186940674 0.98 0  
GIFT BOWS 009186940674 0.98 0  
REC TC RED 001117997394  
8 AT 1 FOR 1.00 8.00 0  
LED 100 BLUE 076487878024 6.98 0  
LED 100 BLUE 076487878024 6.98 0  
12 TEMPERA 066165833991  
6 AT 1 FOR 2.97 14.86 0  
HH POM 300PC 081009623196 6.98 0  
HH POM 300PC 081009623196 6.98 0  
HH POM 300PC 081009623196 6.98 0  
GIFT WRAP 001869786486 6.48 0  
GIFT WRAP 001869788178 6.48 0  
GIFT WRAP 001869780212 4.28 0  
GIFT WRAP 001869780216 4.28 0  
SUBTOTAL 106.03  
TOTAL 106.03  
AMEX TEND 106.03  
AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 816769  
REF # 234800109464  
TRANS ID - 003811761926301  
AID A000000026010801  
AAC A52F197F92798F79  
TERMINAL # SC011127

12/14/22 09:20:47  
CHANGE DUE 0.00

# ITEMS SOLD 38  
TC# 0663 2116 2308 6132 2339 3



**Walmart** ✶

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12/14/22 09:20:54  
\*\*\*CUSTOMER COPY\*\*\*

**IONOS Inc.**

2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St. • Suite 400  
Philadelphia, PA 19103 • USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202041243890  
**Invoice Date:** 11/26/2022  
**Customer ID:** 270980442  
**Contract ID:** 48060001

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**

David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 11/25/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 48060001 - Expert</b>					
1	Website Builder 11/25/2022-12/25/2022	\$4.00 a month	1 mo.	\$0.00	\$4.00
<b>Net Total</b>					<b>\$4.00</b>
<b>Net (non-taxable portion)</b>					<b>\$4.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$4.00</b>
Please <b>DO NOT</b> send cash, check or money order					

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

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

**IONOS Inc.**

2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103  
USA

2 Logan Square, 100 N 18th St., Suite 400  
Philadelphia, PA 19103 · USA

Jay Sorlano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202041411472  
**Invoice Date:** 12/07/2022  
**Customer ID:** 270980442  
**Contract ID:** 85644648

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**

David Ramsay

✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)

☎ 2673666050

## Invoice

Billing period starting: 12/06/2022

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 85644648 - MyWebsite Creator+					
1	Basic Fee	\$18.00 a month	1 mo.	\$0.00	\$18.00
	12/06/2022-01/06/2023				
Net Total					\$18.00
Net (non-taxable portion)					\$18.00
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$18.00
Please <b>DO NOT</b> send cash, check or money order					

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

Do you have questions regarding this invoice?

Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.

# at home

Store 98  
1919 Wells Rd  
Orange Park, FL 32073

9Ft Unlit Pine BeNP 17.99 I  
789112731551  
9Ft Unlit Pine BeNP 17.99 T  
789112731551  
9Ft Unlit Pine BeNP  
789112731551

17 @ 17.99

9Ft Garland Hxd PNP 305.83 I  
789112731537

TAX 26.99  
\*\*\*\* BALANCE 386.79

TRX TYPE: Purchase  
CARD: AMERICAN EXPRESS  
AUTH: 865926  
ENTRY METHOD: C  
ACCT#: \*\*\*\*\*3053  
AID: A000000025010801  
AUTHORIZATION MODE: ISSUER

Amex 386.79  
CHANGE 0.00

7.50% Tax 26.99  
TOTAL NUMBER OF ITEMS SOLD 20  
12/06/22 17:09 98 24 22 754887

# at home

Store 98  
1919 Wells Rd  
Orange Park, FL 32073

04 12Ft Flocked CNP 549.99 I  
789112744872

TAX 41.25  
\*\*\*\* BALANCE 591.24

TRX TYPE: Purchase  
CARD: AMERICAN EXPRESS  
AUTH: 869993  
ENTRY METHOD: C  
ACCT#: \*\*\*\*\*3053  
AID: A000000025010801  
AUTHORIZATION MODE: ISSUER

Amex 591.24  
CHANGE 0.00

7.50% Tax 41.25  
TOTAL NUMBER OF ITEMS SOLD 1  
12/06/22 18:52 98 25 29 753424

Hi JAY,

## ORDER SUMMARY

Order Number	<u>30077853027</u>
Order Date	12/05/22
Order Subtotal	\$159.98
Estimated Shipping	FREE
Estimated Tax	\$12.00
<b>Estimated Order Total</b>	<b>\$171.98</b>
Charged to AmericanExpress	\$171.98
Ending in xxxx-xxxx-xxxx-3053	

Billing Address 475 W Town Pl  
Saint Augustine, FL 32092-3648

[VIEW ORDER ONLINE](#)

Item(s) for store pick up

**Fitness Gear Pro Olympic Plate Tree**

SKU: 22219032

Qty: 2

**Price: \$159.98**

**Pick up in store:**

Thank you for your order.

## Order Confirmation #88492658

Order Date: Wednesday, December 9, 2020

Order tracking information will be sent when your order ships.

### Shipping Address

Jay Soriano, 370 Oakleaf Village Pkwy, orange park, FL 32065

### Delivery Option

Discounted Standard Shipping

### Order Summary

Item Description	Availability Estimate	Qty	Price
<u>Advantage Membership</u> Item# HL-R	Available to Shop Online within 2 Days Welcome Packet by Mail within 2 Weeks	1	\$39.99
<u>Greenworks G-Max 40 Volt 4Ah Lithium-Ion Battery</u> Model# 29472 Item# 32911	Backordered Online Wed, Dec 16 - Wed, Dec 23	1	\$129.99
<u>Greenworks G-Max 40 Volt Li-Ion Cordless Chainsaw</u> 12in. Bar, 2Ah, 3/8in. Chain Pitch, Model# 20262 Item# 47395	Backordered Online Wed, Jan 6 - Tue, Jan 26	1	\$154.99
<u>Replacement Plan with Accidental Damage — 1 Year</u> — for item# 47395 Item# ADBW03	Warranty Agreement Arrives by Mail within 2 - 3 Weeks	1	\$19.99

Greenworks 40V G-Max  
Cordless Lithium-Ion Pole  
Saw — 8in. Bar, Model#  
PS40B210  
Item# 98779

In Stock  
Mon, Dec 14 - 1 **\$189.99**  
Wed, Dec 16

Replacement Plan — 1 Year  
- for item# 98779  
Item# BW03

Warranty  
Agreement Arrives 1 **\$14.99**  
by Mail within 2 - 3  
Weeks

**Billing Address**  
Jay Soriano, 475 W Town Pl suite 114,  
St Augustine, FL 32092  
[manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

**Payment**

Payment Method American Express

Account number \*\*\*\*\*6056

Expiration Date 05 / 2024

Amount \$580.54

Product Total \$509.95

Shipping \$19.99

**Advantage**

1-Year Membership \$39.99

Shipping Discount -\$19.99

Tax \$30.60

**Order Total \$580.54**

Credit Card Payment -\$580.54

**[+] Share feedback about your shopping experience?**

If you have any questions regarding your order please contact Northern Tool  
by phone at [1-800-222-5381](tel:1-800-222-5381) or email at [CustomerCare@NorthernTool.com](mailto:CustomerCare@NorthernTool.com)

[Privacy Policy](#) | [Terms + Conditions](#)

For immediate assistance with customer service or order related issues please contact [customercare@northerntool.com](mailto:customercare@northerntool.com).

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Northern Tool + Equipment Co. | 2800 Southcross Drive West | Burnsville, MN 55337



# Office DEPOT OfficeMax

JACKSONVILLE - (904) 778-4882

12/13/2022 1:17 PM



V2TTYPAFAX3XR8MFR

SALE 258-3-9906-1010698-22.12.2

348037 PAPER,COPY,OD.

2 @ 80.74 161.48

You Pay	161.48SS
Subtotal:	161.48
Total:	161.48
Amex 3053:	161.48

AUTH CODE 873112

TDS Chip Read

ATD AC00000025010801 AMERICAN EXPRESS

TVR 0000008000

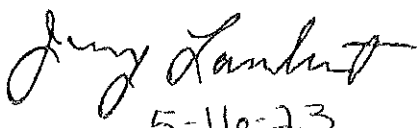
CVS No Signature Required

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

# Invoice

Invoice #: 2331  
Invoice Date: 5/11/23  
Due Date: 5/11/23  
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 April 1 - April 30, 2023		10,121.08	10,121.08
Maintenance Supplies		2,338.67	2,338.67
Fac Maint. Gen. #3,615.00 2.572.4660			
Lighting Repairs #697.00 2.230.572.4663			
Common Area Maint. #3,745.00 2.572.4640			
Repair / Replace #4,402.75 2.572.6310			
<div>RECEIVED MAY 16 2023 BY: _____</div> <div> 5-16-23</div>			

Total \$12,459.75

Payments/Credits \$0.00

Balance Due \$12,459.75

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF APRIL 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/3/23	4	A.T.	Removed debris from all common areas
4/4/23	2	J.K.	Fixed some of the gym equipment for squeaking
4/5/23	4	A.T.	Removed debris from all common areas
4/6/23	6.2	J.R.	Painted seven light posts around recreation field, painted one mail box in front of pool center
4/6/23	4	A.T.	Removed debris from all common areas
4/7/23	4	A.T.	Removed debris from all common areas
4/10/23	4	A.T.	Removed debris from all common areas
4/11/23	2.24	A.T.	Removed debris from all common areas
4/11/23	3.87	A.T.	Removed debris from all common areas
4/13/23	8	T.C.	Worked on pickleball project filling in holes, picked up supplies
4/13/23	6.3	J.R.	Worked on pickleball project filling in holes
4/13/23	5	J.K.	Loaded jackhammer and brought it to pickleball court, brought two bags of asphalt and filled in and packing down the patch
4/13/23	7	L.C.	Worked on pickleball project
4/13/23	4	A.T.	Removed debris from all common areas
4/14/23	8	T.C.	Removed burnt trash receptacles and holder, worked on pickleball project filling holes, set up for movie night
4/14/23	5	A.B.	Patching pickleball court, pool cleaning
4/14/23	6.42	L.C.	Worked on pickleball project
4/14/23	4.01	A.T.	Removed debris from all common areas
4/17/23	8	T.C.	Worked on pickleball project filling in holes, installed new trash receptacle and holder at Waverly Park, picked up supplies
4/17/23	6.5	L.C.	Worked on pickleball project asphalt
4/17/23	6	J.K.	Started filling remaining holes with asphalt on pickleball field, flattened and lowered ones that were too high, put in new trash receptacle in park to replace old one
4/17/23	3.72	A.T.	Removed debris from all common areas
4/18/23	8	T.C.	Pulling roots using tractor in playground area, picked up supplies
4/18/23	8	L.C.	Worked on pickleball project concrete and asphalt
4/18/23	3.12	A.T.	Removed debris from all common areas
4/19/23	3.53	A.T.	Removed debris from all common areas
4/20/23	8	T.C.	Moved dirt to bulkheads and loaded roots onto trailer using tractor, returned tractor
4/20/23	4	L.C.	Cleaned up roots and rubble from Cannons Point Park
4/20/23	5	J.K.	Loaded up roots on trailer, moved dirt to bridge on soccer field, unloaded swing set poles into shop
4/20/23	6.22	J.R.	Dug roots up at park, unpacked park equipment
4/20/23	4	A.T.	Removed debris from all common areas
4/21/23	6	T.C.	Fix toilet seat cover dispenser in ladies restroom, removed and replaced pool vacuum pump motor
4/21/23	5	L.C.	Worked on pump for pool, put out yard sale signs
4/21/23	8.25	J.K.	Took down easter eggs, put together garage sale signs, switched pool motor and worked on getting it running, started breaking down pallet, installed brand new motor
4/21/23	4	A.B.	Retrieved eggs from Easter walk, put up garage sale signs
4/21/23	2	J.R.	Put up garage sale signs
4/24/23	8	T.C.	Worked on swing set project at Oakbrook
4/24/23	6	J.K.	Worked on swing set digging holes four feet deep and two feet wide, cautioned taped area
4/24/23	6	L.C.	Dug holes for swing set
4/24/23	3	A.T.	Removed debris from all common areas
4/25/23	8	T.C.	Worked on swing set project at Oakbrook, picked up supplies
4/25/23	8	J.K.	Worked on swing set, pouring cement for slab
4/25/23	5.5	L.C.	Poured concrete for swing set
4/25/23	6.08	J.R.	Worked on playground swing set poles
4/25/23	4	A.T.	Removed debris from all common areas
4/26/23	8	T.C.	Worked on swing set project at Oakbrook, picked up supplies
4/26/23	6	J.K.	Dug hole for poles for swing set, poured and leveled concrete
4/26/23	4.13	L.C.	Dug hole for poles for swing set, poured concrete
4/26/23	4.1	J.R.	Dug hole for poles for swing set, poured concrete
4/26/23	4	A.T.	Removed debris from all common areas
4/27/23	2	T.C.	Worked on swing set project at Oakbrook, removed form boards, repaired ladies toilet
4/27/23	2.03	A.T.	Removed debris from all common areas
4/28/23	5	T.C.	Fixed, cleaned and filled fountain, worked on fixing fitness center television, fixed bulletin board lock
4/28/23	7	A.B.	Fixed television signal in fitness center, fixed bulletin board lock
4/28/23	4	A.T.	Removed debris from all common areas
<b>TOTAL</b>	<b>288.22</b>		
<b>MILES</b>	<b>75</b>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 5/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	3/15/23	LED Bulbs (3)	55.13	J.S.
	3/29/23	Vinyl Numbers	1.61	J.S.
	3/31/23	3" Vinyl Numbers	1.07	J.S.
	3/31/23	3" Vinyl Numbers •	1.07	J.S.
	4/7/23	6" Reciprocating Saw Blades	9.76	T.C.
	4/7/23	Double Deadbolt	7.49	J.S.
	4/10/23	Lemon Cleaner	16.18	T.C.
	4/12/23	Diablo 5" 80G 25pk	11.49	T.C.
	4/12/23	3" Putty Knife	6.03	T.C.
	4/13/23	60lb Sakrete BLKTO Patch (3)	63.24	T.C.
	4/13/23	Great Stuff Gap/Crack Filler (2)	10.07	T.C.
	4/13/23	Steel Tamper	31.61	T.C.
	4/17/23	Mop Handle	7.46	T.C.
	4/17/23	Gallon Sprayer	6.89	T.C.
	4/17/23	60lb Sakrete BLKTO Patch (5)	105.40	T.C.
	4/17/23	Quickie Microfiber Towels 8pk	7.46	T.C.
	4/18/23	Hex Screws #12x1-1/2 25pc	7.46	T.C.
	4/18/23	Tractor Rental Deposit	287.50	J.S.
	4/20/23	Sod Cutter Deposit	86.25	J.S.
	4/20/23	Tractor Rental Balance	424.66	J.S.
	4/21/23	Sod Cutter Balance	88.44	J.S.
	4/21/23	LED Focusing Flashlight	12.08	T.C.
	4/21/23	Microfiber Towels 8pk	7.46	T.C.
	4/21/23	Husky 4" Folding Knife	5.16	T.C.
	4/21/23	Black Nitrile Gloves 80pk	28.73	T.C.
	4/21/23	3" Vinyl Numbers Pack Black/White	5.67	T.C.
	4/23/23	1" Double Check Valve	211.60	J.S.
	4/23/23	1" PVC Male Adapter	2.69	J.S.
	4/23/23	1"x6' Rubber Pine Insulation	11.94	J.S.
	4/23/23	1/8"x2"x30' Tape (2)	36.75	J.S.
	4/25/23	80# Sakrete Concrete Mix (25)	172.21	T.C.
	4/25/23	2x4-92 5/8" Prime Lumber Stud (4)	15.36	T.C.
	4/25/23	80# Sakrete Concrete Mix (10)	68.89	T.C.
	4/26/23	Mop Refill	9.76	T.C.
	4/26/23	Manuel Rivet Tool	12.41	T.C.
	4/26/23	80# Sakrete Concrete Mix (20)	137.77	T.C.
	4/28/23	QEP Mixing Paddle	8.79	J.S.
	4/28/23	Notch Trowel	4.01	J.S.
	4/28/23	Compression F Connectors 10pk	13.78	A.B.
	4/28/23	Gas for Equipment	75.00	T.C.
	5/1/23	Restore a Finish	11.48	T.C.
	5/1/23	Keys Made (3)	13.70	T.C.
	5/1/23	Split Key Ring	2.50	T.C.
	5/1/23	Pine Sole	17.69	T.C.
	5/1/23	BLK Nitrile Gloves 40pk	14.36	T.C.
	5/1/23	Polish Cleaner	10.33	T.C.
	5/1/23	9" Metal Sawzall Blades	12.35	T.C.
	5/1/23	Microfiber Towels 12pk	6.89	T.C.
	5/1/23	Terry Towels 30pk	18.39	T.C.
	5/2/23	Yellow Caution Tape	6.31	T.C.
	5/2/23	Florescent Orange Marking Paint	18.08	T.C.
	5/2/23	5-in-1 Gloss Hunter Green Spray Paint	9.18	T.C.
	5/4/23	Simple Grout Brown Velvet 1 Gallon	19.48	T.C.
	5/5/23	Multi Purpose Scissors	8.61	J.S.
	5/5/23	Pruner	22.99	J.S.
	5/5/23	Spray Paint (2)	14.90	J.S.
	5/5/23	80# Sakrete Concrete Mix (8)	55.11	T.C.

**TOTAL    \$2,338.67**

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

# Invoice

Invoice #: 2331  
Invoice Date: 5/11/23  
Due Date: 5/11/23  
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 April 1 - April 30, 2023		10,121.08	10,121.08
Maintenance Supplies		2,338.67	2,338.67
Fac Maint. Gen. #3,615 <sup>00</sup> <del>2,572.4660</del>			
Lighting Repairs #697 <sup>00</sup> <del>2,230.5724663</del>			
Common Area Maint. #3,745 <sup>00</sup> <del>2,572.1640</del>			
Repair / Replace #4,402 <sup>75</sup> <del>2,572.6310</del>			
34.600.538.621			
<div>RECEIVED MAY 16 2023 BY: _____  Jung Lambert 5-16-23</div>			

Total \$12,459.75

Payments/Credits \$0.00

Balance Due \$12,459.75

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF APRIL 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/3/23	4	A.T.	Removed debris from all common areas
4/4/23	2	J.K.	Fixed some of the gym equipment for squeaking
4/5/23	4	A.T.	Removed debris from all common areas
4/6/23	6.2	J.R.	Painted seven light posts around recreation field, painted one mail box in front of pool center
4/8/23	4	A.T.	Removed debris from all common areas
4/7/23	4	A.T.	Removed debris from all common areas
4/10/23	4	A.T.	Removed debris from all common areas
4/11/23	2.24	A.T.	Removed debris from all common areas
4/11/23	3.87	A.T.	Removed debris from all common areas
4/13/23	8	T.C.	Worked on pickleball project filling in holes, picked up supplies
4/13/23	6.3	J.R.	Worked on pickleball project filling in holes
4/13/23	5	J.K.	Loaded jackhammer and brought it to pickleball court, brought two bags of asphalt and filled in and packing down the patch
4/13/23	7	L.C.	Worked on pickleball project
4/13/23	4	A.T.	Removed debris from all common areas
4/14/23	8	T.C.	Removed burnt trash receptacles and holder, worked on pickleball project filling holes, set up for movie night
4/14/23	5	A.B.	Patching pickleball court, pool cleaning
4/14/23	6.42	L.C.	Worked on pickleball project
4/14/23	4.01	A.T.	Removed debris from all common areas
4/17/23	8	T.C.	Worked on pickleball project filling in holes, installed new trash receptacle and holder at Waverly Park, picked up supplies
4/17/23	6.5	L.C.	Worked on pickleball project asphalt
4/17/23	6	J.K.	Started filling remaining holes with asphalt on pickleball field, flattened and lowered ones that were too high, put in new trash receptacle in park to replace old one
4/17/23	3.72	A.T.	Removed debris from all common areas
4/18/23	8	T.C.	Pulling roots using tractor in playground area, picked up supplies
4/18/23	8	L.C.	Worked on pickleball project concrete and asphalt
4/18/23	3.12	A.T.	Removed debris from all common areas
4/19/23	3.53	A.T.	Removed debris from all common areas
4/20/23	8	T.C.	Moved dirt to bulkheads and loaded roots onto trailer using tractor, returned tractor
4/20/23	4	L.C.	Cleaned up roots and rubble from Cannons Point Park
4/20/23	5	J.K.	Loaded up roots on trailer, moved dirt to bridge on soccer field, unloaded swing set poles into shop
4/20/23	6.22	J.R.	Dug roots up at park, unpacked park equipment
4/20/23	4	A.T.	Removed debris from all common areas
4/21/23	6	T.C.	Fix toilet seat cover dispenser in ladies restroom, removed and replaced pool vacuum pump motor
4/21/23	5	L.C.	Worked on pump for pool, put out yard sale signs
4/21/23	8.25	J.K.	Took down easter eggs, put together garage sale signs, switched pool motor and worked on getting it running, started breaking down pallet, installed brand new motor
4/21/23	4	A.B.	Retrieved eggs from Easter walk, put up garage sale signs
4/21/23	2	J.R.	Put up garage sale signs
4/24/23	8	T.C.	Worked on swing set project at Oakbrook
4/24/23	6	J.K.	Worked on swing set digging holes four feet deep and two feet wide, cautioned taped area
4/24/23	6	L.C.	Dug holes for swing set
4/24/23	3	A.T.	Removed debris from all common areas
4/25/23	8	T.C.	Worked on swing set project at Oakbrook, picked up supplies
4/25/23	8	J.K.	Worked on swing set, pouring cement for slab
4/25/23	5.5	L.C.	Poured concrete for swing set
4/25/23	6.08	J.R.	Worked on playground swing set poles
4/25/23	4	A.T.	Removed debris from all common areas
4/26/23	8	T.C.	Worked on swing set project at Oakbrook, picked up supplies
4/26/23	6	J.K.	Dug hole for poles for swing set, poured and leveled concrete
4/26/23	4.13	L.C.	Dug hole for poles for swing set, poured concrete
4/26/23	4.1	J.R.	Dug hole for poles for swing set, poured concrete
4/26/23	4	A.T.	Removed debris from all common areas
4/27/23	2	T.C.	Worked on swing set project at Oakbrook, removed form boards, repaired ladies toilet
4/27/23	2.03	A.T.	Removed debris from all common areas
4/28/23	5	T.C.	Fixed, cleaned and filled fountain, worked on fixing fitness center television, fixed bulletin board lock
4/28/23	7	A.B.	Fixed television signal in fitness center, fixed bulletin board lock
4/28/23	4	A.T.	Removed debris from all common areas

TOTAL 288.22

MILES 75

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

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 5/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	3/15/23	LED Bulbs (3)	55.13	J.S.
	3/29/23	Vinyl Numbers	1.61	J.S.
	3/31/23	3" Vinyl Numbers	1.07	J.S.
	3/31/23	3" Vinyl Numbers	1.07	J.S.
	4/7/23	6" Reciprocating Saw Blades	9.76	T.C.
	4/7/23	Double Deadbolt	7.49	J.S.
	4/10/23	Lemon Cleaner	16.18	T.C.
	4/12/23	Diablo 5" 80G 25pk	11.49	T.C.
	4/12/23	3" Putty Knife	6.03	T.C.
	4/13/23	60lb Sakrete BLKTO Patch (3)	63.24	T.C.
	4/13/23	Great Stuff Gap/Crack Filler (2)	10.07	T.C.
	4/13/23	Steel Tamper	31.61	T.C.
	4/17/23	Mop Handle	7.46	T.C.
	4/17/23	Gallon Sprayer	6.89	T.C.
	4/17/23	60lb Sakrete BLKTO Patch (5)	105.40	T.C.
	4/17/23	Quickie Microfiber Towels 8pk	7.46	T.C.
	4/18/23	Hex Screws #12x1-1/2 25pc	7.46	T.C.
	4/18/23	Tractor Rental Deposit	287.50	J.S.
	4/20/23	Sod Cutter Deposit	86.25	J.S.
	4/20/23	Tractor Rental Balance	424.66	J.S.
	4/21/23	Sod Cutter Balance	88.44	J.S.
	4/21/23	LED Focusing Flashlight	12.08	T.C.
	4/21/23	Microfiber Towels 8pk	7.46	T.C.
	4/21/23	Husky 4" Folding Knife	5.16	T.C.
	4/21/23	Black Nitrile Gloves 80pk	28.73	T.C.
	4/21/23	3" Vinyl Numbers Pack Black/White	5.67	T.C.
	4/23/23	1" Double Check Valve	211.60	J.S.
	4/23/23	1" PVC Male Adapter	2.69	J.S.
	4/23/23	1"x6' Rubber Pine Insulation	11.94	J.S.
	4/23/23	1/8"x2"x30' Tape (2)	36.75	J.S.
	4/25/23	80# Sakrete Concrete Mix (25)	172.21	T.C.
	4/25/23	2x4-92 5/8" Prime Lumber Stud (4)	15.36	T.C.
	4/25/23	80# Sakrete Concrete Mix (10)	68.89	T.C.
	4/26/23	Mop Refill	9.76	T.C.
	4/26/23	Manuel Rivet Tool	12.41	T.C.
	4/26/23	80# Sakrete Concrete Mix (20)	137.77	T.C.
	4/28/23	QEP Mixing Paddle	8.79	J.S.
	4/28/23	Notch Trowel	4.01	J.S.
	4/28/23	Compression F Connectors 10pk	13.78	A.B.
	4/28/23	Gas for Equipment	75.00	T.C.
	5/1/23	Restore a Finish	11.48	T.C.
	5/1/23	Keys Made (3)	13.70	T.C.
	5/1/23	Split Key Ring	2.50	T.C.
	5/1/23	Pine Sole	17.69	T.C.
	5/1/23	BLK Nitrile Gloves 40pk	14.36	T.C.
	5/1/23	Polish Cleaner	10.33	T.C.
	5/1/23	9" Metal Sawzall Blades	12.35	T.C.
	5/1/23	Microfiber Towels 12pk	6.89	T.C.
	5/1/23	Terry Towels 30pk	18.39	T.C.
	5/2/23	Yellow Caution Tape	6.31	T.C.
	5/2/23	Florescent Orange Marking Paint	18.08	T.C.
	5/2/23	5-in-1 Gloss Hunter Green Spray Paint	9.18	T.C.
	5/4/23	Simple Grout Brown Velvet 1 Gallon	19.48	T.C.
	5/5/23	Multi Purpose Scissors	8.61	J.S.
	5/5/23	Pruner	22.99	J.S.
	5/5/23	Spray Paint (2)	14.90	J.S.
	5/5/23	80# Sakrete Concrete Mix (8)	55.11	T.C.

**TOTAL    \$2,338.67**

## *FOURTH ORDER OF BUSINESS*



**DOUBLE BRANCH  
COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2022**

**DRAFT**

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

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## INDEPENDENT AUDITOR'S REPORT

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

### Report on the Audit of the Financial Statements

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities and each major fund of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2022, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

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In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

#### ***Required Supplementary Information***

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

#### ***Other Information Included in the Financial Report***

Management is responsible for the other information included in the financial report. The other information comprises the information for compliance with FL Statute 218.39 (3) (c) but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated **Xxxx, 2023**, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

**Xxxx, 2023**

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Double Branch Community Development District, Clay County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2022. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### FINANCIAL HIGHLIGHTS

- The assets plus deferred outflows of resources of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$8,409,684.
- The change in the District's total net position in comparison with the prior fiscal year was (\$85,176), a decrease. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2022, the District's governmental funds reported combined ending fund balances of \$3,819,755, an increase of \$93,510 in comparison with the prior fiscal year. The total fund balance is restricted for debt service and capital projects, non-spendable for prepaid items and deposits, assigned to recreation, capital reserves, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### OVERVIEW OF FINANCIAL STATEMENTS

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

#### Government-Wide Financial Statements

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

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

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

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

#### Fund Financial Statements

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

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Governmental Funds

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

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

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

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

### Notes to the Financial Statements

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

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

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

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

	NET POSITION SEPTEMBER 30,	
	2022	2021
Current and other assets	\$ 3,907,288	\$ 3,810,974
Capital assets, net of depreciation	22,111,634	23,369,904
Total assets	26,018,922	27,180,878
Deferred outflows of resources	663,854	721,978
Current liabilities	406,447	420,604
Long-term liabilities	17,866,645	18,987,392
Total liabilities	18,273,092	19,407,996
Net position		
Net investment in capital assets	4,927,526	5,123,090
Restricted	1,271,993	1,220,891
Unrestricted	2,210,165	2,150,879
Total net position	\$ 8,409,684	\$ 8,494,860

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

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## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

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

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

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

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2022	2021
Revenues:		
Program revenues:		
Charges for services	\$ 3,660,233	\$ 3,672,029
Operating grants and contributions	7,302	580
Capital grants and contributions	83	5
General revenues	11,165	2,854
Total revenues	3,678,783	3,675,468
Expenses:		
General government	574,649	555,312
Maintenance and operations	1,528,720	1,562,853
Recreation	799,075	765,698
Interest	861,515	900,275
Total expenses	3,763,959	3,784,138
Change in net position	(85,176)	(108,670)
Net position - beginning	8,494,860	8,603,530
Net position - ending	\$ 8,409,684	\$ 8,494,860

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2022 was \$3,763,959. As in the prior fiscal year, program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes interest revenue, and miscellaneous income. In total, expenses decreased slightly over the prior fiscal year,

## GENERAL FUND BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general and recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2022.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2022, the District had \$44,762,711 invested in capital assets for its governmental activities. In the government-wide financial statements, depreciation of \$22,651,077 has been taken, which resulted in a net book value of \$22,111,634. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2022, the District had \$18,030,000 in Bonds outstanding. More detailed information about the District's capital debt is presented in the notes of the financial statements.

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## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

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

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

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



**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2022**

	Governmental Activities
<b>ASSETS</b>	
Cash	\$ 560,870
Investments	1,640,169
Accounts receivable	4,516
Due from other	25
Prepaid items and deposits	92,118
Restricted assets:	
Investments	1,609,590
Capital assets:	
Nondepreciable	7,146,352
Depreciable, net	14,965,282
Total assets	<u>26,018,922</u>
 <b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred charge on refunding (debit)	663,854
Total deferred outflows of resources	<u>663,854</u>
 <b>LIABILITIES</b>	
Accounts payable	75,993
Accrued expenses	11,540
Accrued interest payable	318,914
Non-current liabilities:	
Due within one year	1,180,000
Due in more than one year	16,686,645
Total liabilities	<u>18,273,092</u>
 <b>NET POSITION</b>	
Net investment in capital assets	4,927,526
Restricted for debt service	1,271,993
Unrestricted	2,210,165
Total net position	<u>\$ 8,409,684</u>

See notes to the financial statements

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**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government	\$ 574,649	\$ 178,354	\$ -	\$ -	\$ (396,295)
Maintenance and operations	1,528,720	1,466,466	-	83	(62,171)
Recreation	799,075	47,475	-	-	(751,600)
Interest on long-term debt	861,515	1,967,938	7,302	-	1,113,725
Total governmental activities	3,763,959	3,660,233	7,302	83	(96,341)
General revenues:					
Unrestricted investment earnings					11,165
Total general revenues					11,165
Change in net position					(85,176)
Net position - beginning					8,494,860
Net position - ending					\$ 8,409,684

See notes to the financial statements

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**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2022**

	Major Funds				Total
	General	Recreation	Debt Service	Capital Projects	Governmental Funds
<b>ASSETS</b>					
Cash	\$ 66,105	\$ 494,765	\$ -	\$ -	\$ 560,870
Investments	12,950	1,627,219	1,590,907	18,683	3,249,759
Due from other	25	-	-	-	25
Accounts receivable	-	4,516	-	-	4,516
Prepaid items and deposits	9,272	82,846	-	-	92,118
Total assets	<u>\$ 88,352</u>	<u>\$ 2,209,346</u>	<u>\$ 1,590,907</u>	<u>\$ 18,683</u>	<u>\$ 3,907,288</u>
<b>LIABILITIES AND FUND BALANCES</b>					
Liabilities:					
Accounts payable	\$ 11,771	\$ 64,222	\$ -	\$ -	\$ 75,993
Accrued expenses	-	11,540	-	-	11,540
Total liabilities	<u>11,771</u>	<u>75,762</u>	<u>-</u>	<u>-</u>	<u>87,533</u>
Fund balances:					
Nonspendable:					
Prepaid items and deposits	9,272	82,846	-	-	92,118
Restricted for:					
Debt service	-	-	1,590,907	-	1,590,907
Capital projects	-	-	-	18,683	18,683
Assigned to:					
Recreation	-	952,976	-	-	952,976
Capital reserves	-	1,097,762	-	-	1,097,762
Unassigned	67,309	-	-	-	67,309
Total fund balances	<u>76,581</u>	<u>2,133,584</u>	<u>1,590,907</u>	<u>18,683</u>	<u>3,819,755</u>
Total liabilities and fund balances	<u>\$ 88,352</u>	<u>\$ 2,209,346</u>	<u>\$ 1,590,907</u>	<u>\$ 18,683</u>	<u>\$ 3,907,288</u>

See notes to the financial statements

**DRAFT**

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2022**

Fund balance - governmental funds	\$	3,819,755
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Amounts reported for governmental activities in the statement of net position are different because:

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

Cost of capital assets	44,762,711		
Accumulated depreciation	<u>(22,651,077)</u>		22,111,634

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

663,854

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

Accrued interest payable	(318,914)		
Bonds payable	<u>(17,866,645)</u>		<u>(18,185,559)</u>

Net position of governmental activities		\$	<u>8,409,684</u>
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See notes to the financial statements

**DRAFT**

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

	Major Funds				Total Governmental Funds
	General	Recreation	Debt Service	Capital Projects	
<b>REVENUES</b>					
Assessments	\$ 178,354	\$ 1,466,466	\$ 1,967,938	\$ -	\$ 3,612,758
Interest	36	11,129	7,302	83	18,550
Miscellaneous	-	47,475	-	-	47,475
Total revenues	178,390	1,525,070	1,975,240	83	3,678,783
<b>EXPENDITURES</b>					
Current:					
General government	147,549	427,100	-	-	574,649
Recreation	-	506,728	-	-	506,728
Maintenance and operations	-	562,797	-	-	562,797
Debt service:					
Principal	-	-	1,135,000	-	1,135,000
Interest	-	-	806,099	-	806,099
Total expenditures	147,549	1,496,625	1,941,099	-	3,585,273
Excess (deficiency) of revenues over (under) expenditures	30,841	28,445	34,141	83	93,510
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	-	8,250	-	-	8,250
Transfers out	(8,250)	-	-	-	(8,250)
Total other financing sources (uses)	(8,250)	8,250	-	-	-
Net change in fund balances	22,591	36,695	34,141	83	93,510
Fund balances - beginning	53,990	2,096,889	1,556,766	18,600	3,726,245
Fund balances - ending	\$ 76,581	\$ 2,133,584	\$ 1,590,907	\$ 18,683	\$ 3,819,755

See notes to the financial statements

**DRAFT**

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

Net change in fund balances - total governmental funds	\$ 93,510
Amounts reported for governmental activities in the statement of activities are different because:	
Depreciation on capital assets is not recognized in the governmental fund statement but is reported as an expense in the statement of activities.	(1,258,270)
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	1,135,000
Governmental funds report the effect of premiums, discounts and deferred amounts on refunding when debt is first issued, whereas these amounts are deferred and amortized in the government-wide financial statements.	
Amortization of discount	(14,253)
Amortization of deferred amount on refunding	(58,124)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	16,961
Change in net position of governmental activities	<u>\$ (85,176)</u>

See notes to the financial statements

**DRAFT**

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

**NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY**

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

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

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

The Board has the responsibility for:

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

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

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

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

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

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

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

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

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

### **Assessments**

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

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

The District reports the following major governmental funds:

### **General Fund**

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

### **Recreation Fund**

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

### **Debt Service Fund**

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

### **Capital Projects Fund**

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

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

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



## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity**

#### **Restricted Assets**

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

#### **Deposits and Investments**

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

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

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

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a "2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The District has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured and any unspent Bond proceeds are required to be held in investments as specified in the Bond Indenture.

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

#### **Prepaid Items**

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

#### **Capital Assets**

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

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

## NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Assets, Liabilities and Net Position or Equity (Continued)

#### Capital Assets (Continued)

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

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

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

#### Refundings of Debt

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

#### Unearned Revenue

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

#### Long-Term Obligations

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

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

#### Deferred Outflows/Inflows of Resources

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

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

## **NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Fund Equity/Net Position**

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

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

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

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

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

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

### **Other Disclosures**

#### **Use of Estimates**

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

## **NOTE 3 – BUDGETARY INFORMATION**

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

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

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

## NOTE 4 – DEPOSITS AND INVESTMENTS

### Deposits

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

### Investments

The District's investments were held as follows at September 30, 2022:

Investment	Amortized cost	Credit Risk	Maturities
First American Government Obligation Class Z	\$ 1,609,445	S&P AAAM	Weighted average of 18 days
Investment in Local Government Surplus Funds Trust Fund (Florida PRIME)	1,285,820	S&P AAAM	Weighted average of 21 days
US Bank Mmkt 5 - Ct	354,494	N/A	N/A
Total Investments	<u>\$ 3,249,759</u>		

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

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

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

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

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

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

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

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

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. Accordingly, the District's investments have been reported at amortized cost above.

#### NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

##### Investments (Continued)

*External Investment Pool* – With regard to redemption gates, Chapter 218.409(8)(a), Florida Statutes, states that “The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the Executive Director until the Trustees are able to meet to review the necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days.” With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2022, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100% of their account value.

#### NOTE 5 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended September 30, 2022 were as follows:

Fund	Transfer in	Transfer out
General	\$ -	\$ 8,250
Recreation	8,250	-
Total	<u>\$ 8,250</u>	<u>\$ 8,250</u>

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

## NOTE 6 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2022 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities				
Capital assets, not being depreciated				
Land	\$ 7,146,352	\$ -	\$ -	\$ 7,146,352
Total capital assets, not being depreciated	7,146,352	-	-	7,146,352
Capital assets, being depreciated				
Improvements other than buildings	28,977,686	-	-	28,977,686
Recreational facilities	8,572,817	-	-	8,572,817
Equipment	65,856	-	-	65,856
Total capital assets, being depreciated	37,616,359	-	-	37,616,359
Less accumulated depreciation for:				
Improvements other than buildings	16,709,049	965,923	-	17,674,972
Recreational facilities	4,621,191	285,761	-	4,906,952
Equipment	62,567	6,586	-	69,153
Total accumulated depreciation	21,392,807	1,258,270	-	22,651,077
Total capital assets, being depreciated, net	16,223,552	(1,258,270)	-	14,965,282
Governmental activities capital assets	\$ 23,369,904	\$ (1,258,270)	\$ -	\$ 22,111,634

Depreciation expense was charged to function/programs as follows:

Maintenance and operations	\$ 965,923
Recreation	292,347
Total depreciation expense	<u>\$ 1,258,270</u>

## NOTE 7 – LONG TERM LIABILITIES

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

The Series 2013A-1 and 2013A-2 Bonds are subject to redemption at the option of the District as set forth in the Bond Indenture. The Series 2013A-1 and 2013A-2 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement and has certain other restrictions and requirements relating principally to the use of proceeds and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District is in compliance with the requirements of the Bond Indenture at September 30, 2022.

## NOTE 7 – LONG TERM LIABILITIES (Continued)

Changes in long-term liability activity for the fiscal year ended September 30, 2022 were as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Bonds payable:					
Series 2013A-1	\$ 17,430,000	\$ -	\$ (1,045,000)	\$ 16,385,000	\$ 1,085,000
Series 2013A-2	1,735,000	-	(90,000)	1,645,000	95,000
Original Issue Discount	177,608	-	(14,253)	163,355	-
Total	<u>\$ 18,987,392</u>	<u>\$ -</u>	<u>\$ (1,120,747)</u>	<u>\$ 17,866,645</u>	<u>\$ 1,180,000</u>

At September 30, 2022, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30:	Governmental Activities		
	Principal	Interest	Total
2023	\$ 1,180,000	\$ 765,394	\$ 1,945,394
2024	1,230,000	720,601	1,950,601
2025	1,280,000	672,375	1,952,375
2026	1,335,000	619,250	1,954,250
2027	1,395,000	562,313	1,957,313
2028-2032	7,920,000	1,866,281	9,786,281
2033-2034	3,690,000	245,113	3,935,113
Total	<u>\$ 18,030,000</u>	<u>\$ 5,451,327</u>	<u>\$ 23,481,327</u>

## NOTE 8 – INTERLOCAL AGREEMENTS

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

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

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

In a prior fiscal year, the District entered into an impact fee credit agreement with Clay County and Middle Village which provides the District a road impact fee credit equal to approximately \$5.1 million. As of September 30, 2022, none of the credits have been recognized.

## NOTE 9 – MANAGEMENT COMPANY

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

## NOTE 10 – RISK MANAGEMENT

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

**DRAFT**

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

	Budgeted Amounts Original & Final	Actual Amounts	Variance with Final Budget - Positive (Negative)
<b>REVENUES</b>			
Assessments	\$ 177,890	\$ 178,354	\$ 464
Interest	200	36	(164)
Total revenues	<u>178,090</u>	<u>178,390</u>	<u>300</u>
<b>EXPENDITURES</b>			
Current:			
General government	<u>178,090</u>	<u>147,549</u>	<u>30,541</u>
Total expenditures	<u>178,090</u>	<u>147,549</u>	<u>30,541</u>
Excess (deficiency) of revenues over (under) expenditures	-	30,841	30,841
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer in (out)	<u>-</u>	<u>(8,250)</u>	<u>(8,250)</u>
Total other financing sources (uses)	<u>-</u>	<u>(8,250)</u>	<u>(8,250)</u>
Net change in fund balances	<u>\$ -</u>	<u>22,591</u>	<u>\$ 22,591</u>
Fund balance - beginning		<u>53,990</u>	
Fund balance - ending		<u>\$ 76,581</u>	

See notes to required supplementary information

**DRAFT**



**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – RECREATION FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2022**

	Budgeted Amounts		Variance with Final Budget - Positive (Negative)
	Original & Final	Actual Amounts	
REVENUES			
Assessments	\$ 1,462,648	\$ 1,466,466	\$ 3,818
Amenities and other revenue	53,000	47,475	(5,525)
Interest	1,000	11,129	10,129
Total revenues	<u>1,516,648</u>	<u>1,525,070</u>	<u>8,422</u>
EXPENDITURES			
Current:			
General government	272,019	427,100	(155,081)
Recreation	461,697	506,728	(45,031)
Maintenance and operations	782,932	562,797	220,135
Total expenditures	<u>1,516,648</u>	<u>1,496,625</u>	<u>20,023</u>
Excess (deficiency) of revenues over (under) expenditures	-	28,445	28,445
OTHER FINANCING SOURCES (USES)			
Transfer in (out)	-	8,250	8,250
Total other financing sources (uses)	<u>-</u>	<u>8,250</u>	<u>8,250</u>
Net change in fund balances	<u>\$ -</u>	<u>36,695</u>	<u>\$ 36,695</u>
Fund balance - beginning		<u>2,096,889</u>	
Fund balance - ending		<u>\$ 2,133,584</u>	

See notes to required supplementary information

**DRAFT**

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

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

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general and recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2022.

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
OTHER INFORMATION – DATA ELEMENTS  
REQUIRED BY FL STATUTE 218.39(3)(C)  
UNAUDITED**

<u>Element</u>	<u>Comments</u>
Number of district employees compensated at 9/30/2022	33
Number of independent contractors compensated in September 2022	20
Employee compensation for FYE 9/30/2022 (paid/accrued)	\$154,349.50
Independent contractor compensation for FYE 9/30/2022	\$2,041,619.08
Construction projects to begin on or after October 1; (>\$65K)	
Series 2013	No construction project
Budget variance report	See page 22 of annual financial report
Non ad valorem special assessments;	
Special assessment rate FYE 9/30/2022	Operations and maintenance - \$515.33 - \$718.75 Debt service Series 2013 - \$605.49 - \$877.91
Special assessments collected FYE 9/30/2022	Operations and maintenance - \$1,644,756.65 Debt service Series 2013 - \$1,967,861.55
Outstanding Bonds:	
Series 2013, due May 1, 2034, See Note 7 for details	\$19,165,000

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

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated **Xxxx, 2023**.

**Report on Internal Control Over Financial Reporting**

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

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

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

**Report on Compliance and Other Matters**

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

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Xxxx, 2023

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

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

We have examined Double Branch Community Development District, Clay County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2022. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2022.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Double Branch Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

Xxxx, 2023

## **MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

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

### **Report on the Financial Statements**

We have audited the accompanying basic financial statements of Double Branch Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2022, and have issued our report thereon dated **Xxxx, 2023**.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated **Xxxx, 2023**, should be considered in conjunction with this management letter.

### **Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Double Branch Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Double Branch Community Development District, Clay County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

**Xxxx, 2023**

**DRAFT**

## REPORT TO MANAGEMENT

### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

### II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

### III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2021.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2022.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2022.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.
5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.
6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2022. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.
7. Management has provided the specific information required by Section 218.39(3)(c) in the Other Information section of the financial statements on page 25.



*FIFTH ORDER OF BUSINESS*

## RESOLUTION 2023-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2023/2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("**Board**") of the Double Branch Community Development District ("**District**") prior to June 15, 2023, proposed budget(s) ("**Proposed Budget**") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("**Fiscal Year 2023/2024**"); and

**WHEREAS**, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT:**

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 14, 2023

HOUR: 6:00 p.m.

LOCATION: Plantation Oaks Amenity Center  
845 Oakleaf Plantation Parkway  
Orange Park, FL 32065

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT(S).** The District Manager is hereby directed to submit a copy of the Proposed Budget to the local general-purpose governments at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 12th DAY OF June, 2023.**

ATTEST:

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

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Secretary / Assistant Secretary

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Chairperson/Vice Chairperson, Board of  
Supervisors

**Exhibit A:** Proposed Budget

# **Double Branch Community Development District**



## **Proposed Budget**

**FY 2024**



**Double Branch  
Community Development District**

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# Double Branch

## Community Development District

## General Fund

Description	Adopted Budget FY 2023	Actual YTD 4/30/23	Projected Next 5 Months	Total Projected FY 2023	Proposed Budget FY 2024
<b>Revenues</b>					
Maintenance Assessments	\$ 177,890	\$ 177,756	\$ 303	\$ 178,059	\$ 177,890
Interest Income	\$ 200	\$ 1,220	\$ 500	\$ 1,720	\$ 1,500
<b>Total Revenues</b>	<b>\$ 178,090</b>	<b>\$ 178,975</b>	<b>\$ 803</b>	<b>\$ 179,778</b>	<b>\$ 179,390</b>
<b>Expenditures</b>					
Supervisor Fees	\$ 12,000	\$ 5,200	\$ 5,000	\$ 10,200	\$ 12,000
FICA Expense	\$ 1,000	\$ 429	\$ 383	\$ 812	\$ 1,000
Engineering	\$ 5,000	\$ -	\$ 2,500	\$ 2,500	\$ 5,000
Arbitrage	\$ 700	\$ 700	\$ 700	\$ 1,400	\$ 700
Dissemination	\$ 1,600	\$ 933	\$ 667	\$ 1,600	\$ 1,696
Assessment Roll	\$ 8,212	\$ 8,212	\$ -	\$ 8,212	\$ 8,705
Attorney	\$ 42,000	\$ 20,120	\$ 21,880	\$ 42,000	\$ 42,000
Annual Audit	\$ 5,000	\$ 2,000	\$ 3,000	\$ 5,000	\$ 5,100
Trustee Fees	\$ 8,815	\$ 4,725	\$ 4,090	\$ 8,815	\$ 8,815
Management Fees	\$ 64,850	\$ 37,829	\$ 27,021	\$ 64,850	\$ 68,741
Information Technology	\$ 2,142	\$ 1,250	\$ 893	\$ 2,142	\$ 2,271
Telephone	\$ 600	\$ 119	\$ 481	\$ 600	\$ 600
Postage	\$ 1,900	\$ 335	\$ 1,565	\$ 1,900	\$ 1,900
Printing	\$ 2,000	\$ 539	\$ 1,461	\$ 2,000	\$ 2,000
Records Storage	\$ 300	\$ -	\$ 150	\$ 150	\$ -
Insurance	\$ 10,351	\$ 9,272	\$ -	\$ 9,272	\$ 10,199
Legal Advertising	\$ 2,800	\$ 1,313	\$ 1,487	\$ 2,800	\$ 2,800
Office Supplies	\$ 300	\$ 9	\$ 191	\$ 200	\$ 200
Website Compliance	\$ 2,500	\$ 1,458	\$ 1,042	\$ 2,500	\$ 2,650
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Other Current Charges	\$ 120	\$ 56	\$ 64	\$ 120	\$ 120
Reserve	\$ 5,725	\$ -	\$ 5,725	\$ 5,725	\$ 2,719
<b>Expenditures</b>	<b>\$ 178,090</b>	<b>\$ 94,674</b>	<b>\$ 78,299</b>	<b>\$ 172,972</b>	<b>\$ 179,390</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ 0</b>	<b>\$ 84,302</b>	<b>\$ (77,496)</b>	<b>\$ 6,806</b>	<b>\$ -</b>

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2024

**REVENUES:**

*Maintenance Assessments*

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the General Operating Expenditures for the fiscal year.

*Interest Income*

The operating fund of the District will be invested in a money market fund held by US Bank.

---

**EXPENDITURES:**

**Administrative:**

*Supervisor Fees*

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount for the fiscal year is based upon five supervisors attending the estimated 12 annual meetings.

*FICA Expense*

These expenses represent the Employer's share of Social Security and Medicare taxes withheld from the Board of Supervisors checks.

*Engineering Fees*

The District's engineering firm will be providing general engineering services to the District including attendance and preparation for monthly board meetings, review invoices, etc. England, Thims & Miller serves as the District's engineering firm.

*Arbitrage*

The District is required to have an annual arbitrage rebate calculation prepared for the District's Series 2013 A-1 and A-2 Special Assessment Refunding Bonds. Currently, the District has contracted with Grau and Associates.

*Dissemination Agent*

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues Series 2013 A-1 and Series 2013 A-2 Special Assessment Refunding Bonds.

*Assessment Roll*

Governmental Management Services, LLC serves as the District's collection agent and certifies the District's non-ad valorem assessments with the county tax collector.

*Attorney*

The District's legal counsel will be providing general legal services to the District including attendance and preparation for monthly meetings, review operating and maintenance contracts, etc. Kutak Rock, LLP serves as the District's legal counsel.

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2024

*Annual Audit*

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Grau and Associates currently serves as the District's Independent Auditor.

*Trustee Fees*

The District issued \$24,850,000 of Series 2013 A-1 and \$2,900,000 of Series 2013 A-2 Special Assessment Refunding Bonds that are held by a Trustee at US Bank, N.A. The amount of the trustee fees is based on the agreement between US Bank and the District.

*Management Fees*

The District receives management, accounting and administrative services as part of a Management Agreement with Governmental Management Services, LLC.

*Information Technology*

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc. Service provided by Governmental Management Services, LLC.

*Website Maintenance*

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Service provided by Governmental Management Services, LLC.

*Telephone*

Telephone and fax machine.

*Postage*

Mailing of agenda packages, overnight deliveries, correspondence, etc.

*Printing*

Printing Budgets for the County, printing of computerized checks, stationary, envelopes etc.

*Insurance*

The District's General Liability & Public Officials Liability Insurance policy is with the Florida Property Alliance (FPA). FPA specializes in providing insurance coverage to governmental agencies.

*Legal Advertising*

The District is required to advertise various notices for monthly Board meetings, public hearings etc. in the Florida Times Union.

*Office Supplies*

Miscellaneous office supplies.



**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2024

*Dues, Licenses & Subscriptions*

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

*General Reserves*

Established to maintain community service levels at present standards for FY 2024.

# Double Branch

Community Development District

## Recreation Fund

Description	Adopted Budget FY 2023	Actual YTD 4/30/23	Projected Next 5 Months	Total Projected FY 2023	Proposed Budget FY 2024
<b>Revenues</b>					
Maintenance Assessments	\$ 1,873,440	\$ 1,872,026	\$ 3,190	\$ 1,875,217	\$ 1,873,440
Interest Income	\$ 1,000	\$ 13,880	\$ 7,000	\$ 20,880	\$ 3,700
Amenities Revenue/Miscellaneous	\$ 30,000	\$ 19,308	\$ 10,692	\$ 30,000	\$ 30,000
Sports Revenue	\$ 25,000	\$ 3,670	\$ 6,330	\$ 10,000	\$ 25,000
<b>Total Revenues</b>	<b>\$ 1,929,440</b>	<b>\$ 1,908,885</b>	<b>\$ 27,212</b>	<b>\$ 1,936,097</b>	<b>\$ 1,932,140</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Management Fees - On Site Staff	\$ 208,187	\$ 121,442	\$ 86,745	\$ 208,187	\$ 220,678
Insurance	\$ 87,892	\$ 79,550	\$ -	\$ 79,550	\$ 116,853
Other Current Charges	\$ 3,500	\$ 1,239	\$ 2,261	\$ 3,500	\$ 3,500
Permit Fees	\$ 1,635	\$ 81	\$ 1,554	\$ 1,635	\$ 1,635
<b>Administrative Expenditures</b>	<b>\$ 301,214</b>	<b>\$ 202,312</b>	<b>\$ 90,560</b>	<b>\$ 292,872</b>	<b>\$ 342,666</b>
<b>Maintenance</b>					
Security	\$ 94,257	\$ 55,988	\$ 40,000	\$ 95,988	\$ 107,000
Security - Clay County Off-Duty Sheriff	\$ 54,438	\$ 29,544	\$ 24,894	\$ 54,438	\$ 44,627
Water - Irrigation	\$ 12,300	\$ 4,570	\$ 5,730	\$ 10,300	\$ 12,300
Irrigation Maintenance	\$ 6,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Streetlighting	\$ 31,000	\$ 17,019	\$ 12,981	\$ 30,000	\$ 31,000
Electric	\$ 35,000	\$ 19,731	\$ 15,269	\$ 35,000	\$ 36,000
Landscape Maintenance	\$ 422,908	\$ 252,215	\$ 176,212	\$ 428,427	\$ 459,000
Common Area Maintenance	\$ 55,000	\$ 25,950	\$ 29,050	\$ 55,000	\$ 55,000
Lake Maintenance	\$ 27,840	\$ 19,858	\$ 7,982	\$ 27,840	\$ 29,232
Capital Reserve	\$ 411,722	\$ -	\$ 411,722	\$ 411,722	\$ 300,137
<b>Maintenance Expenditures</b>	<b>\$ 1,150,464</b>	<b>\$ 424,874</b>	<b>\$ 728,841</b>	<b>\$ 1,153,715</b>	<b>\$ 1,079,296</b>

# Double Branch

Community Development District

## Recreation Fund

Description	Adopted Budget FY 2023	Actual YTD 4/30/23	Projected Next 5 Months	Total Projected FY 2023	Proposed Budget FY 2024
<u>Recreation Facility</u>					
Amenity Staff	\$ 129,800	\$ 51,194	\$ 78,606	\$ 129,800	\$ 137,588
Refuse Services	\$ 14,479	\$ 8,719	\$ 7,000	\$ 15,719	\$ 17,500
Telephone	\$ 5,500	\$ 3,310	\$ 2,690	\$ 6,000	\$ 6,000
Electric	\$ 40,000	\$ 21,970	\$ 19,030	\$ 41,000	\$ 42,000
Cable	\$ 8,500	\$ 4,242	\$ 4,258	\$ 8,500	\$ 9,000
Pool Maintenance	\$ 38,215	\$ 19,854	\$ 16,000	\$ 35,854	\$ 35,000
Water / Sewer/Reclaim	\$ 48,000	\$ 28,775	\$ 26,225	\$ 55,000	\$ 57,000
Facility Maintenance-General	\$ 50,000	\$ 22,687	\$ 27,313	\$ 50,000	\$ 50,000
Facility Maintenance-Preventative	\$ 13,717	\$ 4,102	\$ 5,898	\$ 10,000	\$ 10,000
Facility Maintenance - Contingency	\$ 34,750	\$ 14,065	\$ 17,000	\$ 31,065	\$ 34,750
Lighting Repairs	\$ 8,500	\$ 4,182	\$ 4,318	\$ 8,500	\$ 8,500
Special Events	\$ 10,500	\$ 1,275	\$ 5,225	\$ 6,500	\$ 7,500
Office Supplies & Equipment	\$ 2,000	\$ 1,268	\$ 732	\$ 2,000	\$ 1,000
Janitorial	\$ 64,000	\$ 32,433	\$ 31,165	\$ 63,598	\$ 67,840
Recreation Passes	\$ 5,000	\$ 2,308	\$ 1,692	\$ 4,000	\$ 4,000
Pool Leak Repairs	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Multiuse Field	\$ 2,300	\$ -	\$ 2,300	\$ 2,300	\$ 20,000
<b>Recreation Facility Expenditures</b>	<b>\$ 477,761</b>	<b>\$ 220,385</b>	<b>\$ 251,952</b>	<b>\$ 472,336</b>	<b>\$ 510,178</b>
<b>Total Expenditures</b>	<b>\$ 1,929,440</b>	<b>\$ 847,572</b>	<b>\$ 1,071,352</b>	<b>\$ 1,918,923</b>	<b>\$ 1,932,140</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ -</b>	<b>\$ 1,061,313</b>	<b>\$ (1,044,140)</b>	<b>\$ 17,174</b>	<b>\$ -</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

**REVENUES:**

*Maintenance Assessments*

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the Recreational Operating Expenditures for the fiscal year.

*Interest Income*

The District will have all excess funds invested in a money market fund held by US Bank. The amount is based upon the estimated average balance of funds available during the fiscal year.

*Amenities Revenue*

Income received from resident rental of Clubroom and Patio and access cards, fitness class, vending machines, and non-resident user fee for the Recreation Facility.

*Sports Revenue*

These are estimated fees for programmed sports activities.

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**EXPENDITURES:**

**Administrative:**

*Management Fees – On Site Staff*

The District has contracted with Governmental Management Services, LLC (“GMS”) for the supervision and on-site management of the District’s amenities. The responsibilities include management of District maintenance contracts, scheduling special events, management of District employees, rental of facilities, scheduling of special events, resident inquiries, and other maintenance related items. The District shares the cost of a community manager, aquatics director, fitness center/access director, rental coordinator and administrative assistant with the Middle Village Community Development District.

*Insurance*

The District's Property and Liability Insurance policy is with Florida Property Alliance (FPA). FPA specializes in providing insurance coverage to governmental agencies.

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

Other Current Charges

Includes bank charges and any other miscellaneous administrative expenses that are incurred during the year with the use of deposit/credit card machine.

Permit Fees

Miscellaneous permit fees to operate the pool and water slides as well as special events.

Description	Annual
Play Pool Permit	\$ 250
Lap Pool Permit	\$ 250
Spray Pool Permit	\$ 125
State Public Broadcast for Music Fees	\$ 1,010
<b>Total</b>	<b>\$ 1,635</b>

Office Supplies

Miscellaneous office supplies.

**Maintenance Common Area:**

Security

The cost of security patrol for the District with Athletic Center and Common area.

Description	Monthly	Annual
Security Contract	\$ 8,917	\$ 107,000
<b>Total</b>		<b>\$ 107,000</b>

Clay County off Duty Security

Provision for off-duty-security patrol by Clay County Sheriff's Dept. Split 50/50 with Middle Village CDD.

# Double Branch

## Community Development District

RECREATION BUDGET  
FISCAL YEAR 2024

### Water – Irrigation

The District will purchase bulk water from JEA for irrigation purposes.

Account Number	Description	Monthly	Annual
83744906	2226 Pebblewood LA Apt 1	\$ 19	\$ 228
66042924	302 Oakleaf Village Parkway	\$ 19	\$ 228
61929298	3468 Worthington Oaks Drive Apt 1	\$ 19	\$ 228
86638010	3570 Silver Bluff Boulevard Apt 1	\$ 918	\$ 11,016
60770057	563 Acornridge Lane Apt 1	\$ 32	\$ 384
	Contingency	\$ 18	\$ 216
<b>Total</b>		<b>\$ 1,025</b>	<b>\$ 12,300</b>

### Irrigation Maintenance

The cost of miscellaneous irrigation, pump repairs and maintenance incurred by the district.

### Street Lighting

The cost of street lighting provided by Clay Electric Cooperative, Inc.:

Account Number	Description	Monthly	Annual
7332265	Oakleaf Village Center Outdoor	\$ 210	\$ 2,520
5379615	East Side of Brannanfield	\$ 2,122	\$ 25,464
	Contingency	\$ 251	\$ 3,016
<b>Total</b>		<b>\$ 2,583</b>	<b>\$ 31,000</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

*Electric*

The cost of electricity for signage lighting, entry feature lighting (main entry, Athletic Center entry and neighborhood entries) for the following accounts provided by Clay Electric Cooperative, Inc.:

Account Number	Description	Monthly	Annual
4995700	370 Oakleaf Village	\$ 835	\$ 10,020
4995718	370-1 Oakleaf Village Pkwy	\$ 355	\$ 4,260
5347943	3926-1 Plantation Oaks Blvd	\$ 135	\$ 1,620
5715289	1591 Canopy Oaks Dr - Irrigation	\$ 140	\$ 1,680
5774021	2971 Thorncrest Dr	\$ 40	\$ 480
6875140	373-1 Oakleaf Village Center	\$ 110	\$ 1,320
6912612	608-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912653	603-2 Oakleaf Village Pkwy	\$ 35	\$ 420
6912661	602-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912687	537-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912695	529-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912703	3925-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912729	3860-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912737	3859-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912752	3805-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912760	3800-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912778	3306-1 Village Oaks Lane	\$ 35	\$ 420
6912786	465-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912810	3801-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912828	728-1 Bellshire Drive	\$ 35	\$ 420
6912836	721-1 Bellshire Lane	\$ 35	\$ 420
6912869	715-1 Wakemont Drive	\$ 35	\$ 420
6912877	3219-1 Stonebrier Ridge Drive	\$ 35	\$ 420
6912893	576-1 Wakemount Drive	\$ 35	\$ 420
6912901	507-1 Millstone Drive	\$ 35	\$ 420
6912919	498-1 Millstone Drive	\$ 35	\$ 420
6912927	3442-1 Worthington Oaks Drive	\$ 35	\$ 420
6912943	309-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912950	373-2 Oakleaf Village Pkwy	\$ 35	\$ 420
6912968	308-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912976	358-2 Oakleaf Village Pkwy	\$ 35	\$ 420
7131527	3206-1 Silver Bluff Blvd	\$ 35	\$ 420
7332257	3168 Stonebrier Ridge	\$ 340	\$ 4,080
8684243	571 Oakleaf Village Pkwy	\$ 35	\$ 420
	Contingency	\$ 100	\$ 1,200
<b>Total</b>		<b>\$ 3,000</b>	<b>\$ 36,000</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

*Landscape Maintenance*

The District has a contract with Verdego to provide landscaping and irrigation maintenance services to all the common areas within the District as well as the Amenity Center. The amount is based upon the following:

Description	Monthly	Annual
Contract - Common Area	\$ 38,250	\$ 459,000
<b>Total</b>		\$ 459,000

*Common Area Maintenance*

Represents the estimated day-to-day maintenance of the Districts common areas. Services include:

-Pressure washing of District fences, entrance signage and pillars, pool areas, gazebos, amenity center, field house, parks, park equipment and sidewalks. The estimated annual amount for these services is based upon contractor proposals

The estimated cost for the following is based upon past history and current hourly rates:

- All common area, easements and park litter clean up
- Lake and outfall inspections and debris removal
- Storm sewer grate inspections and cleaning
- Removal of unauthorized signage and maintenance of community signage
- Trapper for wild hogs
- Traffic/car accident clean up
- Inspection and repairs to all park equipment, playground, picnic table and benches



**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

*Lake Maintenance*

The District has a contract with The Lake Doctors to provide monthly water management services and annual carp as needed per the contract, to 25 lakes throughout the District. Contingency represents monthly lake inspections and clean-up of outfall structures and fish barriers. The amount is based upon the following:

<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
Lake Maintenance Contract	\$ 2,250	\$ 27,000
Contingency	\$ 186	\$ 2,232
<b>Total</b>	<b>\$ 2,436</b>	<b>\$ 29,232</b>

*Capital Reserve*

Money set aside for future replacements of capital related items and operating capital.

**Recreation Facility:**

*Amenity Staff*

Direct cost to provide lifeguard/pool attendant services from District employees during the operational season of the swimming pool, which is from Mid-March through October. Also covers front desk personnel at the Fitness Center.

*Refuse Service*

The District has contracted with Waste Management for refuse removal service twice weekly.

*Telephone*

The Amenity Center currently pays AT&T for three phone lines and one fax line. The amounts are based upon the following:

<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
AT&T Amenity	\$ 233	\$ 2,796
AT&T Fitness Center	\$ 213	\$ 2,556
Contingency	\$ 54	\$ 648
<b>Total</b>	<b>\$ 500</b>	<b>\$ 6,000</b>

# Double Branch

## Community Development District

RECREATION BUDGET  
FISCAL YEAR 2024

### Electric

Cost of electric associated with the Recreation facility and Fitness Center provided by Clay Electric:

Account Number	Description	Monthly	Annual
5217088	370 Oakleaf Village Pkwy	\$ 2,600	\$ 31,200
8763369	382 Oakleaf Village Pkwy	\$ 700	\$ 8,400
	Contingency	\$ 200	\$ 2,400
<b>Total</b>		<b>\$ 3,500</b>	<b>\$ 42,000</b>

### Cable/Internet

Cost of cable and internet access for the Recreation Facility from Comcast.

Account Number	Description	Monthly	Annual
8495 7414 4108 3379	Comcast - Facility Center	\$ 300	\$ 3,600
8495 7414 4100 9267	Comcast - Fitness	\$ 400	\$ 4,800
	Contingency	\$ 50	\$ 600
<b>Total</b>		<b>\$ 750</b>	<b>\$ 9,000</b>

### Pool Maintenance

The District currently has a contract with Poolsure to supply chemicals and chemical feeders for the Amenity Center pools. The District is contracted with RMS for the cleaning, water testing, and treatment of the Amenity Center pools. During summer months, district employees will help with basic poolside cleaning such as brushing, skimming, and tile cleaning. Additionally, GMS staff handles the annual maintenance projects on the pool and deck features. The amount is based upon the following:

Description	Monthly	Annual
Pool Maintenance Contract	\$ 2,750	\$ 33,000
Contingency	\$ 167	\$ 2,000
<b>Total</b>	<b>\$ 2,917</b>	<b>\$ 35,000</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

Water /Sewer/Reclaim

Cost of water / sewer from JEA (acct # 7616920495) associated with the Recreation Facility and Reclaimed Water from Clay County Utility Authority.

Account Number	Description	Monthly	Annual
76832466	370 Oakleaf Village Parkway - Water	\$ 315	\$ 3,780
76832466	370 Oakleaf Village Parkway - Sewer	\$ 700	\$ 8,400
80532813	370 Oakleaf Village Parkway - Pool	\$ 1,120	\$ 13,440
Fire Sprinkler	371 Oakleaf Village Parkway - Sprinkler	\$ 50	\$ 600
<b>Total JEA</b>		<b>\$ 2,185</b>	<b>\$ 26,220</b>
201224	566-1 Oakleaf Village Parkway	\$ 935	\$ 11,220
191992	716-1 Wakemont Drive Reclaim	\$ 190	\$ 2,280
206121	3178-1 Wandering Oaks Drive	\$ 45	\$ 540
206125	1505-1 Canopy Oaks Drive R	\$ 65	\$ 780
206136	1591-1 Canopy Oaks Drive R	\$ 750	\$ 9,000
206376	3701-1 Thousand Oaks Drive	\$ 45	\$ 540
206379	3713-1 Thousand Oaks Drive	\$ 150	\$ 1,800
206380	1940-1 Woodworth Drive Reclaim	\$ 35	\$ 420
206381	3659-1 Thousand Oaks Drive	\$ 45	\$ 540
207243	603-1 Waterford Oaks Drive	\$ 45	\$ 540
238253	1422-1 Bitterberry Drive Reclaim	\$ 45	\$ 540
238254	1206-1 Bedrock Drive Reclaim	\$ 45	\$ 540
<b>Total CCUA</b>		<b>\$ 2,395</b>	<b>\$ 28,740</b>
	Contingency	\$ 170	\$ 2,040
<b>Total</b>		<b>\$ 4,750</b>	<b>\$ 57,000</b>

Facility Maintenance – General

Represents estimated cost for general maintenance throughout the District based upon historical cost.

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

*Facility Maintenance - Preventative*

Cost of routine repairs and general maintenance contracts for District Facilities.

<b>Vendor</b>	<b>Description</b>	<b>Annual</b>
S.E. Fitness	Bi-Monthly Service	\$ 1,760
Paula's Pest Control	Quarterly Service	\$ 620
Certified Air Contractors	Bi-Monthly Service	\$ 5,160
Jacksonville Sound & Communication	Alarm System Inspection	\$ 744
Termite Bond	Preventative	\$ 1,530
Contingency		\$ 186
<b>Total</b>		<b>\$ 10,000</b>

*Facility Maintenance – Contingency*

Represents estimated amount based upon historical cost for fence repairs, graffiti clean-up, signage repairs, wall cap replacements and damaged park equipment

*Lighting Repairs*

Cost for fixtures, bulbs and ballast replacement, and electrician labor based on past history.

*Special Events*

Monthly events and organized functions the Amenity Center Director provide for all residents of Oakleaf Plantation.

*Office Supplies and Equipment*

Office supplies for the Amenity Center. Lease agreement with Cannon (\$167/month) \$2000 annually.

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2024

*Janitorial Services*

The District has contracted with Riverside Management to provide janitorial services, and scheduled carpet cleanings to the District. Janitorial Services shall be provided seven days per week and carpets will be cleaned 9xs a year unless otherwise needed. Supplies will be purchased directly from First Coast Choice Cleaning Supplies. The amount is based upon the following:

<b>Description</b>	<b>Monthly</b>	<b>Annual</b>
Janitorial Contract	\$ 4,953	\$ 59,440
Supplies	\$ 500	\$ 6,000
Mat Cleaning- Fitness Room	\$ 200	\$ 2,400
<b>Total</b>	<b>\$ 5,653</b>	<b>\$ 67,840</b>

*Recreation Passes*

Entry cards are issued to all CDD residents for facility access. Recreation passes includes the cards, ribbon, cleaner, guest cards and repairs to card printers, etc.

*Pool Leak Repairs*

Estimated structural repairs for leaks in pool structure.

*Multiuse Fields*

Cost of maintaining field and repairs, landscape maintenance, and renovations.

# Double Branch

Community Development District

Debt Service Fund  
Series 2013A-1 and A-2

Description	Adopted Budget FY 2023	Actual YTD 4/30/23	Projected Next 5 Months	Total Projected FY 2023	Proposed Budget FY 2024
<b>Revenues</b>					
Special Assessments	\$ 1,961,878	\$ 1,958,540	\$ 3,338	\$ 1,961,878	\$ 1,961,878
Interest Income	\$ 3,500	\$ 50,729	\$ 10,000	\$ 60,729	\$ 10,000
Carry Forward Surplus	\$ 622,539	\$ 592,200	\$ -	\$ 592,200	\$ 669,413
<b>Total Revenues</b>	<b>\$ 2,587,917</b>	<b>\$ 2,601,470</b>	<b>\$ 13,338</b>	<b>\$ 2,614,808</b>	<b>\$2,641,291</b>
<b>Expenditures</b>					
<u>Series 2013A-1</u>					
Interest 11/1	\$ 335,547	\$ 335,547	\$ -	\$ 335,547	\$ 315,881
Interest 5/1	\$ 335,547	\$ -	\$ 335,547	\$ 335,547	\$ 315,881
Principal 5/1	\$ 1,085,000	\$ -	\$ 1,085,000	\$ 1,085,000	\$ 1,125,000
<u>Series 2013A-2</u>					
Interest 11/1	\$ 47,150	\$ 47,150	\$ -	\$ 47,150	\$ 44,419
Interest 5/1	\$ 47,150	\$ -	\$ 47,150	\$ 47,150	\$ 44,419
Principal 5/1	\$ 95,000	\$ -	\$ 95,000	\$ 95,000	\$ 105,000
Total Expenditures	\$ 1,945,394	\$ 382,697	\$ 1,562,697	\$ 1,945,394	\$ 1,950,600
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$ 642,523</b>	<b>\$ 2,218,773</b>	<b>\$ (1,549,359)</b>	<b>\$ 669,413</b>	<b>\$ 690,691</b>

Interest November 1, 2024

Series 2013A-1	\$ 294,788
Series 2013A-2	\$ 41,400
Total	\$ 336,188

Unit Type	Units	Per Unit Assessment	Gross Assessment
Single Family	2,205	\$ 877.91	\$ 1,935,800
Multi-Family	276	\$ 605.49	\$ 167,116
Total Gross Assessment			\$ 2,102,917
Less: Discounts and Collections (6%)			\$ 141,039
Total Net Assessment			\$ 1,961,878

# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-1 Special Assessment Refunding Bonds

DATE	BOND BALANCE	PRINCIPAL	COUPON	INTEREST	ANNUAL DEBT SERVICE
11/1/23				\$ 315,881	\$ 1,756,763
5/1/24	\$ 15,305,000	\$ 1,125,000	3.75%	\$ 315,881	
11/1/24				\$ 294,788	\$ 1,759,575
5/1/25	\$ 14,180,000	\$ 1,170,000	4.00%	\$ 294,788	
11/1/25				\$ 271,388	\$ 1,762,775
5/1/26	\$ 13,010,000	\$ 1,220,000	4.13%	\$ 271,388	
11/1/26				\$ 246,225	\$ 1,762,450
5/1/27	\$ 11,790,000	\$ 1,270,000	4.13%	\$ 246,225	
11/1/27				\$ 220,031	\$ 1,760,063
5/1/28	\$ 10,520,000	\$ 1,320,000	4.13%	\$ 220,031	
11/1/28				\$ 192,806	\$ 1,765,613
5/1/29	\$ 9,200,000	\$ 1,380,000	4.13%	\$ 192,806	
11/1/29				\$ 164,344	\$ 1,763,688
5/1/30	\$ 7,820,000	\$ 1,435,000	4.13%	\$ 164,344	
11/1/30				\$ 134,747	\$ 1,764,494
5/1/31	\$ 6,385,000	\$ 1,495,000	4.13%	\$ 134,747	
11/1/31				\$ 103,913	\$ 1,767,825
5/1/32	\$ 4,890,000	\$ 1,560,000	4.25%	\$ 103,913	
11/1/32				\$ 70,763	\$ 1,771,525
5/1/33	\$ 3,330,000	\$ 1,630,000	4.25%	\$ 70,763	
11/1/33				\$ 36,125	\$ 1,772,250
5/1/34	\$ 1,700,000	\$ 1,700,000	4.25%	\$ 36,125	
<b>TOTAL</b>		<b>\$ 15,305,000</b>		<b>\$ 4,102,019</b>	<b>\$ 19,407,019</b>

# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-2 Special Assessment Refunding Bonds

DATE	BOND BALANCE	PRINCIPAL	COUPON	INTEREST	ANNUAL DEBT SERVICE
11/1/23			5.75%	\$ 44,419	\$ 193,838
5/1/24	\$ 1,545,000	\$ 105,000	5.75%	\$ 44,419	
11/1/24			5.75%	\$ 41,400	\$ 192,800
5/1/25	\$ 1,440,000	\$ 110,000	5.75%	\$ 41,400	
11/1/25			5.75%	\$ 38,238	\$ 191,475
5/1/26	\$ 1,330,000	\$ 115,000	5.75%	\$ 38,238	
11/1/26			5.75%	\$ 34,931	\$ 194,863
5/1/27	\$ 1,215,000	\$ 125,000	5.75%	\$ 34,931	
11/1/27			5.75%	\$ 31,338	\$ 192,675
5/1/28	\$ 1,090,000	\$ 130,000	5.75%	\$ 31,338	
11/1/28			5.75%	\$ 27,600	\$ 190,200
5/1/29	\$ 960,000	\$ 135,000	5.75%	\$ 27,600	
11/1/29			5.75%	\$ 23,719	\$ 192,438
5/1/30	\$ 825,000	\$ 145,000	5.75%	\$ 23,719	
11/1/30			5.75%	\$ 19,550	\$ 194,100
5/1/31	\$ 680,000	\$ 155,000	5.75%	\$ 19,550	
11/1/31			5.75%	\$ 15,094	\$ 195,188
5/1/32	\$ 525,000	\$ 165,000	5.75%	\$ 15,094	
11/1/32			5.75%	\$ 10,350	\$ 195,700
5/1/33	\$ 360,000	\$ 175,000	5.75%	\$ 10,350	
11/1/33			5.75%	\$ 5,319	\$ 195,638
5/1/34	\$ 185,000	\$ 185,000	5.75%	\$ 5,319	
<b>TOTAL</b>		<b>\$ 1,545,000</b>		<b>\$ 583,913</b>	<b>\$ 2,128,913</b>



**Double Branch CDD**  
**Operation and Maintenance Assessment Allocation**

Description	Single Family	Multi-Family	Village Center Retail	Village Center Office	Total
Units	2,205	276	8,000	35,000	
Gross Per Unit	\$ 894.24	\$ 646.13	\$ 1.13	\$ 0.52	
Gross Assessment	\$ 1,971,799	\$ 178,331	\$ 9,013	\$ 18,085	\$ 2,177,228
Net Assessment (.94)	\$ 1,849,328	\$ 167,345	\$ 8,512	\$ 17,000	\$ 2,042,186
<b><u>Allocation By Fund</u></b>					
General Fund					\$ 177,890
Recreation Fund					\$ 1,873,440
Total					\$ 2,051,330

	FY 2023	FY 2024	\$ Increase
Single Family	\$894.24	\$894.24	\$0.00
Multi-Family	\$646.13	\$646.13	\$0.00
Village Center Retail	\$1.13	\$1.13	\$0.00
Village Center Office	\$0.52	\$0.52	\$0.00

# Double Branch

Community Development District

Capital Reserve Fund

Description	Adopted Budget FY 2023	Actual YTD 4/30/23	Projected Next 5 Months	Total Projected FY 2023	Proposed Budget FY 2024
<b>REVENUES:</b>					
Beginning Fund Balance	\$ 1,434,151	\$ 1,434,151	\$ -	\$ 1,434,151	\$ 1,451,355
Interest Income	\$ 6,000	\$ 22,557	\$ 5,000	\$ 27,557	\$ 10,000
Transfer In - Capital Reserve	\$ 411,722	\$ -	\$ 411,722	\$ 411,722	\$ 300,137
Transfer In - General Fund Reserve	\$ 5,725	\$ -	\$ 5,725	\$ 5,725	\$ 2,719
<b>TOTAL REVENUES</b>	<b>\$ 1,857,598</b>	<b>\$ 1,456,708</b>	<b>\$ 422,447</b>	<b>\$ 1,879,155</b>	<b>\$ 1,764,210</b>
<b>EXPENDITURES:</b>					
Repairs & Replacements	\$ 570,670	\$ 247,800	\$ 180,000	\$ 427,800	\$ 530,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 570,670</b>	<b>\$ 247,800</b>	<b>\$ 180,000</b>	<b>\$ 427,800</b>	<b>\$ 530,000</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ 1,286,928</b>	<b>\$ 1,208,908</b>	<b>\$ 242,447</b>	<b>\$ 1,451,355</b>	<b>\$ 1,234,210</b>

**Double Branch CDD**  
**Reserve Study Funding Plan**  
 (Next 5 Years)

	Beginning				Ending	Planned	% of	Replacment
Fiscal Year	Balance	Add Funding	Add Interest	Less Expenditures	Balance (budget)	Balance (Study)	Planned	Cost (Study)
2023	\$1,434,151	\$417,447	\$27,557	(\$427,800)	\$1,451,355	\$1,683,563	75%	\$2,859,449
2024	\$1,451,355	\$302,855	\$10,000	(\$530,000)	\$1,234,210	\$1,865,281	66%	\$3,031,016
2025	\$1,234,210	\$181,320	\$3,000	(\$89,307)	\$1,329,223	\$2,031,678	65%	\$3,182,567
2026	\$1,329,223	\$186,760	\$3,500	(\$85,467)	\$1,434,016	\$2,195,262	65%	\$3,309,869

# Double Branch Community Development District

## Exhibit "A"

### Allocation of Operating Reserves

#### Estimated Funds Available

General Fund - Beginning Fund Balance - 10/1/22	\$ 76,580
Recreation Fund - Beginning Fund Balance - 10/1/22	\$ 698,117
Estimated General Excess Revenues - Fiscal Year 2023	\$ 6,806
Estimated Recreation Excess Revenues- Fiscal Year 2023	\$ 17,174
Total Estimated Operating Funds Available - 9/30/2023	<u>\$ 798,677</u>

#### Allocation of Funds Available

General Fund Operating Reserve - First Quarter Operating Capital	\$ 44,168
Recreation Fund Operating Reserve - First Quarter Operating Capital	<u>\$ 408,001</u>
Total Reserve	<u>\$ 452,169</u>

Total Working Capital Surplus	<u>\$ 346,508</u>
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Capital Reserve- Beginning Fund Balance - 10/1/22	\$ 1,434,151
Projected Capital Excess Revenues - Fiscal Year 2023	<u>\$ 17,204</u>
Total Estimated Reserve Funds Available - 9/30/23	<u>\$ 1,451,355</u>

Interest Earned	\$ 10,000
Capital Projects Reserve	\$ 300,137
General Fund Reserve	<u>\$ 2,719</u>
Total Funding FY 2024	<u>\$ 312,855</u>

Capital Reserve Estimated Expenditure - 9/30/24	<u>\$ (530,000)</u>
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Total Estimate Reserve Fund Balances - 9/30/24	<u>\$ 1,234,210</u>
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## *SIXTH ORDER OF BUSINESS*

## **RESOLUTION 2023-07**

**A RESOLUTION OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT (THE “DISTRICT”) AUTHORIZING THE DISBURSEMENT OF FUNDS OF THE DISTRICT WITHOUT PRIOR APPROVAL OF THE DISTRICT’S BOARD OF SUPERVISORS (“BOARD”); SETTING CERTAIN MONETARY THRESHOLDS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the District is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, Section 190.011(5) of the Florida Statutes, authorizes the District to adopt resolutions which may be necessary for the conduct of District business; and

**WHEREAS**, Rule 1.1(2)(f) of the District’s Rules of Procedure contemplates that the Board may delegate authority to others to contract or make expenditures on behalf of the District; and

**WHEREAS**, the Board hereby determines that for purposes of administrative and accounting necessity, it is in the best interests of the District, and necessary for the conduct of District business, to establish a policy governing the disbursement of funds with prior approval by the District’s Operations Manager, District Manager/Secretary, and/or Chair, as set forth below.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT:**

**Section 1. Payment of Expenses.**

**A. Continuing Expenses.** The Board hereby authorizes the payment of invoices of continuing expenses, which meet the following requirements:

- 1.** The invoices must be due on or before the next scheduled meeting of the Board of Supervisors.
- 2.** The invoice must be pursuant to a contract or agreement authorized by the Board of Supervisors.
- 3.** The total amount paid under such contract or agreement, including the current invoice, must be equal to or less than the amount specified in the contract or agreement.

**B. Non-Continuing Expenses.** The Board hereby authorizes the disbursement of funds for payment of invoices of non-continuing expenses which are 1) required or appropriate for the District to maintain orderly, efficient and effective operations, maintenance and replacement of the District's facilities and infrastructure, 2) required to provide for the health, safety, and welfare of the residents within the District; or 3) required to repair, control, or maintain a District facility or asset beyond the normal, usual, or customary maintenance required for such facility or assets, pursuant to the following schedule:

1. Non-Continuing Expenses Not Exceeding \$8,000 with approval of the Operations Manager; and
2. Non-Continuing Expenses Not Exceeding \$15,000 with approval of the District Manager/Secretary; and
3. Non-Continuing Expenses Not Exceeding \$25,000 with approval of the District Manager/Secretary and Chair of the Board of Supervisors, if in the judgment of the District Manager/Secretary and Chair such Non-Continuing Expense is required to be addressed before the next scheduled meeting of the Board of Supervisors.

Before any expenditure is made under Section 1.B.1., the Operations Manager shall confirm that there are available funds in the budget to pay the expense, either in the line item most germane to the expense or in another budget line item that has the capacity to be used for the expense.

Before any expenditure is made under Section 1.B.2. or section 1.B.3, the District Manager/Secretary shall confirm that there are available funds in the budget to pay the expense, either in the line item most germane to the expense or in another budget line item that has the capacity to be used for the expense.

**C. Emergency Expenses.** For emergency expenses exceeding the authorization in section 1.B. above, and in the event that an emergency meeting of the Board cannot timely be convened pursuant to the District's Rule 1.3(6) and Florida law, the Board hereby authorizes the disbursement of funds in any amount necessary to address any emergency condition affecting the District, but only with the prior written approval of (i) the District Manager/Secretary and (ii) the Chair of the Board of Supervisors, or in his or her absence, the Vice Chair, or in his or her absence, the Secretary or any Assistant Secretary of the District. For purposes of this Resolution, the term "emergency expense" means a purchase or payment necessitated by a sudden unexpected turn of events (for example, acts of God, riot, fires, floods, hurricanes, accidents, or any circumstances or

cause beyond the control of the Board in the normal conduct of its business), where the delay of waiting for a board meeting would be detrimental to the interests of the District. This includes, but is not limited to, instances where delay will jeopardize the funding for the project, will materially increase the cost of the project, will likely cause damage to property, will prejudice the District's interest in a project already in progress, or will create an undue hardship on the public health, safety, or welfare.

**Section 2. Board Consideration.** Any payment made pursuant to the Resolution shall be submitted to the Board at the next scheduled meeting for approval and ratification. Copies of any disbursements made under the authority of this Resolution shall be included in the agenda package for the scheduled meeting or otherwise distributed to the Board at the meeting.

**Section 3. Severability.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**Section 4. Effective Date; Conflicts.** This Resolution shall take effect upon the passage and adoption by the Board, and shall remain in effect unless rescinded or repealed. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

Introduced, considered favorably, and adopted this 12<sup>th</sup> day of June, 2023.

**ATTEST:**

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair



## *SEVENTH ORDER OF BUSINESS*

**RESOLUTION 2023-08**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT, CLAY COUNTY, STATE OF FLORIDA, APPROVING THE FLORIDA STATEWIDE MUTUAL AID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the State Emergency Management Act, Chapter 252, Florida Statutes, authorizes the state and its political subdivisions to develop and enter into mutual aid agreements for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted; and

**WHEREAS**, the Board of Supervisors of the Double Branch Community Development District desired to move forward and approve an agreement with the State of Florida, Division of Emergency Management, concerning the Statewide Mutual Aid Agreement; and

**WHEREAS**, the Florida Department of Economic Opportunity requires an independent special district to participate in the Statewide Mutual Aid Agreement to be eligible for funds under Administrative Rule 9G-1.9, Base Funding for County Emergency Management Agencies and Municipal Competitive Grant and Loan Programs.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1:** The foregoing “**WHEREAS**” clauses are true and correct and are hereby ratified and confirmed by the Board of Supervisors.

**Section 2:** That execution of the attached Statewide Mutual Aid Agreement is hereby authorized, and the Agreement is hereby approved.

**Section 3:** This Resolution shall become effective immediately upon its passage and adoption.

**APPROVED AND ADOPTED** by the Board of Supervisors of the Double Branch Community Development District this 12th day of June, 2023.

**ATTEST:**

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A:** Statewide Mutual Aid Agreement

**Exhibit A**

Statewide Mutual Aid Agreement



STATE OF FLORIDA

## **DIVISION OF EMERGENCY MANAGEMENT**

**RON DESANTIS**  
Governor

**Kevin Guthrie**  
Director

### **STATEWIDE MUTUAL AID AGREEMENT**

This Agreement is between the FLORIDA DIVISION OF EMERGENCY MANAGEMENT ("Division") and the local government signing this Agreement (the "Participating Parties"). This agreement is based on the existence of the following conditions:

A. The State of Florida is vulnerable to a wide range of disasters that are likely to cause the disruption of essential services and the destruction of the infrastructure needed to deliver those services.

B. Such disasters are likely to exceed the capability of any one local government to cope with the emergency with existing resources.

C. Such disasters may also give rise to unusual technical needs that the local government may be unable to meet with existing resources, but that other local governments may be able to offer.

D. The Emergency Management Act, Chapter 252, provides each local government of the state the authority to develop and enter into mutual aid agreements within the state for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted, and through such agreements to ensure the timely reimbursement of costs incurred by the local governments which render such assistance.

E. Pursuant to Chapter 252, the Division has the authority to coordinate assistance between local governments during emergencies and to concentrate available resources where needed.

Based on the existence of the foregoing conditions, the parties agree to the following:

#### **ARTICLE I.**

**Definitions.** As used in this Agreement, the following expressions shall have the following meanings:

A. The “Agreement” is this Agreement, which shall be referred to as the Statewide Mutual Aid Agreement (“SMAA”).

B. The “Division” is the Division of Emergency Management

C. The “Participating Parties” to this Agreement are the Division and any and all special districts, educational districts, and other local and regional governments signing this Agreement.

D. The “Requesting Parties” to this Agreement are Participating Parties who request assistance during an emergency.

E. The “Assisting Parties” to this Agreement are Participating Parties who render assistance in an emergency to a Requesting Party.

F. The “State Emergency Operations Center” is the facility designated by the State Coordinating Officer to manage and coordinate assistance to local governments during an emergency.

G. The “Comprehensive Emergency Management Plan” is the biennial Plan issued by the Division in accordance with § 252.35(2)(a), Florida Statutes.

H. The “State Coordinating Officer” is the official whom the Governor designates, by Executive Order, to act for the Governor in responding to a disaster, and to exercise the powers of the Governor in accordance with the Executive Order, Chapter 252, Florida Statutes, and the State Comprehensive Emergency Management Plan.

I. The “Period of Assistance” is the time during which any Assisting Party renders assistance to any Requesting Party in an emergency, and shall include both the time necessary for the resources and personnel of the Assisting Party to travel to the place specified by the Requesting Party and the time necessary to return them to their place of origin or to the headquarters of the Assisting Party.

J. A “special district” is any local or regional governmental entity which is an independent special district within the meaning of section 189.012(3), Florida Statutes, regardless of whether established by local, special, or general act, or by rule, ordinance, resolution, or interlocal agreement.

K. An “educational district” is any school district within the meaning of section 1001.30, Florida Statutes and any community school and state university within the meaning of section 1000.21, Florida Statutes.

L. An “interlocal agreement” is any agreement between local governments within the meaning of section 163.01(3)(a), Florida Statutes.

M. A “local government” is any educational district or any entity that is a “local governmental entity” within the meaning of section 11.45(1)(e), Florida Statutes.

N. Any expressions not assigned definitions elsewhere in this Agreement shall have the definitions assigned them by the Emergency Management Act.

## **ARTICLE II.**

**Applicability of the Agreement.** A Participating Party may request assistance under this Agreement for a “major” or “catastrophic disaster” as defined in section 252.34, Florida Statutes. If the Participating Party has no other mutual aid agreement that covers a “minor” disaster or other emergencies too extensive to be dealt with unassisted, it may also invoke assistance under this Agreement for a “minor disaster” or other such emergencies.

## **ARTICLE III.**

**Invocation of the Agreement.** In the event of an emergency or threatened emergency, a Participating Party may invoke assistance under this Agreement by requesting it from any other Participating Party, or from the Division if, in the judgment of the Requesting Party, its own resources are inadequate to meet the emergency.

A. Any request for assistance under this Agreement may be oral, but within five (5) calendar days must be confirmed in writing by the County Emergency Management Agency of the Requesting Party, unless the State Emergency Operations Center has been activated in response to the emergency for which assistance is requested.

B. All requests for assistance under this Agreement shall be transmitted by County Emergency Management Agency of the Requesting Party to either the Division, or to another Participating Party. If the Requesting Party transmits its request for Assistance directly to a Participating Party other than the Division, the Requesting Party and Assisting Party shall keep the Division advised of their activities.

C. The Division shall relay any requests for assistance under this Agreement to such other Participating Parties as it may deem appropriate, and shall coordinate the activities of the Assisting Parties so as to ensure timely assistance to the Requesting Party. All such activities shall be carried out in accordance with the State's Comprehensive Emergency Management Plan.

D. Nothing in this Agreement shall be construed to allocate liability for the costs of personnel, equipment, supplies, services and other resources that are staged by the Division, or by other agencies of the State of Florida, for use in responding to an emergency pending the assignment of such personnel, equipment, supplies, services and other resources to an emergency support function/mission. The documentation, payment, repayment, and reimbursement of all such costs shall be rendered in accordance with the Comprehensive Emergency Management Plan, and general accounting best practices procedures and protocols.

#### **ARTICLE IV.**

**Responsibilities of Requesting Parties.** To the extent practicable, all Requesting Parties seeking assistance under this Agreement shall provide the following information to the Division and the other Participating Parties. In providing such information, the Requesting Party may use Form B attached to this Agreement, and the completion of Form B by the Requesting Party shall be deemed sufficient to meet the requirements of this Article:

A. A description of the damage sustained or threatened;

B. An identification of the specific Emergency Support Function or Functions for which such assistance is needed;

C. A description of the specific type of assistance needed within each Emergency Support Function;

D. A description of the types of personnel, equipment, services, and supplies needed for each specific type of assistance, with an estimate of the time each will be needed;

E. A description of any public infrastructure for which assistance will be needed;

F. A description of any sites or structures outside the territorial jurisdiction of the Requesting Party needed as centers to stage incoming personnel, equipment, supplies, services, or other resources;

G. The place, date and time for personnel of the Requesting Party to meet and receive the personnel and equipment of the Assisting Party; and

H. A technical description of any communications or telecommunications equipment needed to ensure timely communications between the Requesting Party and any Assisting Parties.

#### **ARTICLE V.**

**Responsibilities of Assisting Parties.** Each Participating Party shall render assistance under this Agreement to any Requesting Party to the extent practicable that its personnel, equipment, resources and capabilities can render assistance. If a Participating Party which has received a request for assistance under this Agreement determines that it has the capacity to render some or all of such assistance, it shall provide the following information to the Requesting Party and shall transmit it without delay to the Requesting Party and the Division. In providing such information, the Assisting Party may use Form B attached to this Agreement, and the completion of Form B by the Assisting Party shall be deemed sufficient to meet the requirements of this Article:

A. A description of the personnel, equipment, supplies and services it has available, together with a description of the qualifications of any skilled personnel;

B. An estimate of the time such personnel, equipment, supplies, and services will continue to be available;



C. An estimate of the time it will take to deliver such personnel, equipment, supplies, and services at the date, time and place specified by the Requesting Party;

D. A technical description of any communications and telecommunications equipment available for timely communications with the Requesting Party and other Assisting Parties; and

E. The names of all personnel whom the Assisting Party designates as Supervisors.

F. The estimated costs of the provision of assistance (use FEMA's Schedule of Equipment Rates spreadsheet attached to Form B.)

## ARTICLE VI.

**Rendition of Assistance.** After the Assisting Party has delivered its personnel, equipment, supplies, services, or other resources to the place specified by the Requesting Party, the Requesting Party shall give specific assignments to the Supervisor(s) of the Assisting Party, who shall be responsible for directing the performance of these assignments. The Assisting Party shall have authority to direct the manner in which the assignments are performed. In the event of an emergency that affects the Assisting Party, all personnel, equipment, supplies, services and other resources of the Assisting Party shall be subject to recall by the Assisting Party upon not less than five (5) calendar days' notice or, if such notice is impracticable, as much notice as is practicable under the circumstances.

A. For operations at the scene of *catastrophic* and *major* disasters, the Assisting Party shall to the fullest extent practicable give its personnel and other resources sufficient equipment and supplies to make them self-sufficient for food, shelter, and operations unless the Requesting Party has specified the contrary. For *minor* disasters and other emergencies, the Requesting Party shall be responsible to provide food and shelter for the personnel of the Assisting Party unless the Requesting Party has specified the contrary. In its request for assistance the Requesting Party may specify that Assisting Parties send only self-sufficient personnel or self-sufficient resources.

B. Unless the Requesting Party has specified the contrary, it shall to the fullest extent practicable,

coordinate all communications between its personnel and those of any Assisting Parties, and shall determine all frequencies and other technical specifications for all communications and telecommunications equipment to be used.

C. Personnel of the Assisting Party who render assistance under this Agreement shall receive their usual wages, salaries and other compensation, and shall have all the duties, responsibilities, immunities, rights, interests, and privileges incident to their usual employment. If personnel of the Assisting Party hold local licenses or certifications limited to the county or municipality of issue, then the Requesting Party shall recognize and honor those licenses or certifications for the duration of the support.

## **ARTICLE VII.**

**Procedures for Reimbursement.** Unless the Division or the Assisting Party, as the case may be, state the contrary in writing, the ultimate responsibility for the reimbursement of costs incurred under this Agreement shall rest with the Requesting Party, subject to the following conditions and exceptions:

A. In accordance with this Agreement, the Division shall pay the costs incurred by an Assisting Party in responding to a request that the Division initiates on its own, and not for another Requesting Party.

B. An Assisting Party shall bill the Division or other Requesting Party as soon as practicable, but not later than thirty (30) calendar days after the Period of Assistance has closed. Upon the request of any of the concerned Participating Parties, the State Coordinating Officer may extend this deadline for cause.

C. If the Division or the Requesting Party protests any bill or item on a bill from an Assisting Party, it shall do so in writing as soon as practicable, but in no event later than thirty (30) calendar days after the bill is received. Failure to protest any bill or billed item in writing within thirty (30) calendar days shall constitute agreement to the bill and the items on the bill and waive the right to contest the bill.

D. If the Division protests any bill or item on a bill from an Assisting Party, the Assisting Party shall have thirty (30) calendar days from the date of protest to present the bill or item to the original

Requesting Party for payment, subject to any protest by the Requesting Party.

E. If the Assisting Party cannot reach a mutual agreement with the Division or the Requesting Party to the settlement of any protested bill or billed item, the Division, the Assisting Party, or the Requesting Party may elect binding arbitration to determine its liability for the protested bill or billed item in accordance with Section F of this Article.

F. If the Division or a Participating Party elects binding arbitration, it may select as an arbitrator any elected official of another Participating Party, or any other official of another Participating Party whose normal duties include emergency management, and the other Participating Party shall also select such an official as an arbitrator, and the arbitrators thus chosen shall select another such official as a third arbitrator.

G. The three (3) arbitrators shall convene by teleconference or videoconference within thirty (30) calendar days to consider any documents and any statements or arguments by the Department, the Requesting Party, or the Assisting Party concerning the protest, and shall render a decision in writing not later than ten (10) business days after the close of the hearing. The decision of a majority of the arbitrators shall bind the parties, and shall be final.

H. If the Requesting Party has not forwarded a request through the Division, or if an Assisting Party has rendered assistance without being requested to do so by the Division, the Division shall not be liable for the costs of any such assistance. All requests to the Federal Emergency Management Agency (FEMA) for the reimbursement of costs incurred by any Participating Party shall be made by and through the Division.

I. If FEMA denies any request for reimbursement of costs which the Division has already advanced to an Assisting Party, the Assisting Party shall repay such costs to the Division, but the Division may waive such repayment for cause.

## **ARTICLE VIII.**

**Costs Eligible for Reimbursement.** The costs incurred by the Assisting Party under this Agreement shall be reimbursed as needed to make the Assisting Party whole to the fullest extent practicable.

A. Employees of the Assisting Party who render assistance under this Agreement shall be entitled to receive from the Assisting Party all their usual wages, salaries, and any and all other compensation for mobilization, hours worked, and demobilization. Such compensation shall include any and all contributions for insurance and retirement, and such employees shall continue to accumulate seniority at the usual rate. As between the employees and the Assisting Party, the employees shall have all the duties, responsibilities, immunities, rights, interests and privileges incident to their usual employment. The Requesting Party shall reimburse the Assisting Party for these costs of employment.

B. The costs of equipment supplied by the Assisting Party shall be reimbursed at the rental rate established in FEMA's Schedule of Equipment Rates ( attached to Form B) , or at any other rental rate agreed to by the Requesting Party. In order to be eligible for reimbursement, equipment must be in actual operation performing eligible work. The labor costs of the operator are not included in the rates and should be approved separately from equipment costs. The Assisting Party shall pay for fuels, other consumable supplies, and repairs to its equipment as needed to keep the equipment in a state of operational readiness. Rent for the equipment shall be deemed to include the cost of fuel and other consumable supplies, maintenance, service, repairs, and ordinary wear and tear. With the consent of the Assisting Party, the Requesting Party may provide fuels, consumable supplies, maintenance, and repair services for such equipment at the site. In that event, the Requesting Party may deduct the actual costs of such fuels, consumable supplies, maintenance, and services from the total costs otherwise payable to the Assisting Party. If the equipment is damaged while in use under this Agreement and the Assisting Party receives payment for such damage under any contract of insurance, the Requesting Party may deduct such payment from any item or items billed by the Assisting Party for any of the costs for such damage that may otherwise be payable.

C. The Requesting Party shall pay the total costs for the use and consumption of any and all consumable supplies delivered by the Assisting Party for the Requesting Party under this Agreement. In the case of perishable supplies, consumption shall be deemed to include normal deterioration, spoilage and damage notwithstanding the exercise of reasonable care in its storage and use. Supplies remaining unused shall be returned to the Assisting Party in usable condition upon the close of the Period of Assistance, and the Requesting Party may deduct the cost of such returned supplies from the total costs billed by the Assisting Party for such supplies. If the Assisting Party agrees, the Requesting Party may also replace any and all used consumable supplies with like supplies in usable condition and of like grade, quality and quantity within the time allowed for reimbursement under this Agreement.

D. The Assisting Party shall keep records to document all assistance rendered under this Agreement. Such records shall present information sufficient to meet the audit requirements specified in the regulations of FEMA and any applicable circulars issued by the State of Florida Office of Management and Budget. Upon reasonable notice, the Assisting Party shall make its records available to the Division and the Requesting Party for inspection or duplication between 8:00 a.m. and 5:00 p.m. on all weekdays, except for official holidays.

#### **ARTICLE IX.**

**Insurance.** Each Participating Party shall determine for itself what insurance to procure, if any. With the exceptions in this Article, nothing in this Agreement shall be construed to require any Participating Party to procure insurance.

A. Each Participating Party shall procure employers' insurance meeting the requirements of the Workers' Compensation Act, as amended, affording coverage for any of its employees who may be injured while performing any activities under the authority of this Agreement, and shall file with the Division a certificate issued by the insurer attesting to such coverage.

B. Any Participating Party that elects additional insurance affording liability coverage for any

activities that may be performed under the authority of this Agreement shall file with the Division a certificate issued by the insurer attesting to such coverage.

C. Any Participating Party that is self-insured with respect to any line or lines of insurance shall file with the Division copies of all resolutions in current effect reflecting its determination to act as a self-insurer.

D. Subject to the limits of such liability insurance as any Participating Party may elect to procure, nothing in this Agreement shall be construed to waive, in whole or in part, any immunity any Participating Party may have in any judicial or quasi-judicial proceeding.

E. Each Participating Party which renders assistance under this Agreement shall be deemed to stand in the relation of an independent contractor to all other Participating Parties, and shall not be deemed to be the agent of any other Participating Party.

F. Nothing in this Agreement shall be construed to relieve any Participating Party of liability for its own conduct and that of its employees.

G. Nothing in this Agreement shall be construed to obligate any Participating Party to indemnify any other Participating Party from liability to third parties.

## **ARTICLE X.**

**General Requirements.** Notwithstanding anything to the contrary elsewhere in this Agreement, all Participating Parties shall be subject to the following requirements in the performance of this Agreement:

A. To the extent that assistance under this Agreement is funded by State funds, the obligation of any statewide instrumentality of the State of Florida to reimburse any Assisting Party under this Agreement is contingent upon an annual appropriation by the Legislature.

B. All bills for reimbursement under this Agreement from State funds shall be submitted in detail sufficient for auditing purposes. To the extent that such bills represent costs incurred for travel, such bills shall be submitted in accordance with section 112.061, Florida Statutes, and any applicable

requirements for the reimbursement of state employees for travel costs.

C. All Participating Parties shall allow public access to all documents, papers, letters or other materials subject to the requirements of the Public Records Act, as amended, and made or received by any Participating Party in conjunction with this Agreement.

D. No Participating Party may hire employees in violation of the employment restrictions in the Immigration and Nationality Act, as amended.

E. No costs reimbursed under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Legislature of the State of Florida or any of its agencies.

F. Any communication to the Division under this Agreement shall be sent to the Director, Division of Emergency Management, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100. Any communication to any other Participating Party shall be sent to the official or officials specified by that Participating Party on Form C attached to this Agreement. For the purpose of this Section, any such communication may be sent by the U.S. Mail, e-mail, or by facsimile.

## **ARTICLE XI.**

**Effect of Agreement.** Upon its execution by a Participating Party, this Agreement shall have the following effect with respect to that Participating Party:

A. The execution of this Agreement by any Participating Party which is a signatory to the Statewide Mutual Aid Agreement of 1994 shall terminate the rights, interests, duties, and responsibilities and obligations of that Participating Party under that agreement, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under that agreement, regardless of whether billed or unbilled.

B. The execution of this Agreement by any Participating Party which is a signatory to the Public Works Mutual Aid Agreement shall terminate the rights, interests, duties, responsibilities and obligations of that Participating Party under that agreement, but such termination shall not affect the liability of the

Participating Party for the reimbursement of any costs due under that agreement, regardless of whether billed or unbilled.

C. Upon the activation of this Agreement by the Requesting Party, this Agreement shall supersede any other existing agreement between it and any Assisting Party to the extent that the former may be inconsistent with the latter.

D. Unless superseded by the execution of this Agreement in accordance with Section A of this Article, the Statewide Mutual Aid Agreement of 1994 shall terminate and cease to have legal existence after June 30, 2001.

E. Upon its execution by any Participating Party, this Agreement will continue in effect for one (1) year from its date of execution by that Participating Party, and it shall automatically renew each year after its execution, unless within sixty (60) calendar days before that date the Participating Party notifies the Division, in writing, of its intent to withdraw from the Agreement.

F. The Division shall transmit any amendment to this Agreement by sending the amendment to all Participating Parties not later than five (5) business days after its execution by the Division. Such amendment shall take effect not later than sixty (60) calendar days after the date of its execution by the Division, and shall then be binding on all Participating Parties. Notwithstanding the preceding sentence, any Participating Party who objects to the amendment may withdraw from the Agreement by notifying the Division in writing of its intent to do so within that time in accordance with Section E of this Article.

## **ARTICLE XII.**

**Interpretation and Application of Agreement.** The interpretation and application of this Agreement shall be governed by the following conditions:

A. The obligations and conditions resting upon the Participating Parties under this Agreement are not independent, but dependent.

B. Time shall be of the essence of this Agreement, and of the performance of all conditions,



obligations, duties, responsibilities, and promises under it.

C. This Agreement states all the conditions, obligations, duties, responsibilities, and promises of the Participating Parties with respect to the subject of this Agreement, and there are no conditions, obligations, duties, responsibilities, or promises other than those expressed in this Agreement.

D. If any sentence, clause, phrase, or other portion of this Agreement is ruled unenforceable or invalid, every other sentence, clause, phrase, or other portion of the Agreement shall remain in full force and effect, it being the intent of the Division and the other Participating Parties that every portion of the Agreement shall be severable from every other portion to the fullest extent practicable. The Division reserves the right, at its sole and absolute discretion, to change, modify, add, or remove portions of any sentence, clause, phrase, or other portion of this Agreement that conflicts with state law, regulation, or policy. If the change is minor, the Division will notify the Participating Party of the change and such changes will become effective immediately; therefore, please check these terms periodically for changes. If the change is substantive, the Participating Party may be required to execute the Agreement with the adopted changes. Your continued or subsequent use of this Agreement following the posting of minor changes to this Agreement will mean you accept those changes.

E. The waiver of any obligation or condition in this Agreement by a Participating Party shall not be construed as a waiver of any other obligation or condition in this Agreement.

***NOTE: On February 26, 2018, this Agreement was modified by the Division of Emergency Management. This document replaces the August 20, 2007 edition of the Statewide Mutual Aid Agreement; however, any and all Agreements previously executed shall remain in full force and effect. Any local government, special district, or educational institution which has yet to execute this Agreement should use the February 26, 2018 edition for the purposes of becoming a signatory.***

**IN WITNESS WHEREOF**, the Participating Parties have duly executed this Agreement on the date specified below:

**FOR ADOPTION BY A COUNTY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

---

ATTEST:  
CLERK OF THE CIRCUIT COURT

BOARD OF COUNTY COMMISSIONERS  
OF \_\_\_\_\_ COUNTY,  
STATE OF FLORIDA

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
County Attorney

**FOR ADOPTION BY A CITY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

---

ATTEST:  
CITY CLERK

CITY OF \_\_\_\_\_  
STATE OF FLORIDA

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
City Attorney

**FOR ADOPTION BY AN EDUCATIONAL DISTRICT**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
STATE OF FLORIDA

SCHOOL DISTRICT,

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for District

**FOR ADOPTION BY A COMMUNITY COLLEGE OR STATE UNIVERSITY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

ATTEST:

BOARD OF TRUSTEES  
OF \_\_\_\_\_  
COMMUNITY COLLEGE, STATE OF FLORIDA

BOARD OF TRUSTEES  
OF \_\_\_\_\_  
UNIVERSITY, STATE OF FLORIDA

By: \_\_\_\_\_  
Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for Board

**FOR ADOPTION BY A SPECIAL DISTRICT**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
SPECIAL DISTRICT,  
STATE OF FLORIDA

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for District

**FOR ADOPTION BY AN AUTHORITY**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

ATTEST:

BOARD OF TRUSTEES OF

\_\_\_\_\_  
AUTHORITY, STATE OF FLORIDA

By: \_\_\_\_\_  
Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for Board

**FOR ADOPTION BY A NATIVE AMERICAN TRIBE**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

---

ATTEST:

TRIBAL COUNCIL OF THE  
\_\_\_\_\_  
TRIBE OF FLORIDA

By: \_\_\_\_\_  
Council Clerk

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for Council



**FOR ADOPTION BY A COMMUNITY DEVELOPMENT DISTRICT**

STATE OF FLORIDA  
DIVISION OF EMERGENCY MANAGEMENT

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
COMMUNITY DEVELOPMENT DISTRICT,  
STATE OF FLORIDA

By: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Attorney for District

Date: \_\_\_\_\_

## FORM C

### CONTACT INFORMATION FOR AUTHORIZED REPRESENTATIVES

Name of Government: \_\_\_\_\_

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

#### **Authorized Representative Contact Information**

##### Primary Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

##### 1<sup>st</sup> Alternate Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

##### 2<sup>nd</sup> Alternate Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Night Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

**\*\*\*PLEASE UPDATE AS ELECTIONS OR APPOINTMENTS OCCUR\*\*\***

**SAMPLE AUTHORIZING RESOLUTION  
FOR ADOPTION OF  
STATEWIDE MUTUAL AID AGREEMENT**

RESOLUTION NO. \_\_\_\_\_

WHEREAS, the State of Florida Emergency Management Act, Chapter 252, authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS, the statutes also authorize the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

WHEREAS, this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Chapter 252, among political subdivisions within the State; and

NOW, THEREFORE, be it resolved by \_\_\_\_\_  
\_\_\_\_\_ that in order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Statewide Mutual Aid Agreement which is attached hereto and incorporated by reference.

ADOPTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

I certify that the foregoing is an accurate copy of the Resolution adopted by  
\_\_\_\_\_ on \_\_\_\_\_.

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



# Statewide Mutual Aid Agreement Form B



## Florida Division of Emergency Management Section I - Resource Request

This section is to be completed by the **requesting party**. The requesting Party is responsible for reimbursing the assisting party for eligible expenses detailed in Section II.

### Requestor Information

Req. Party:  Assisting Party:

Event:  New/Amended:

Mission #:  Mission Type:

Point of Contact

Name:  E-Mail Address:

Phone Number:  Other:

Deployment Dates (including travel dates)

Date Needed:  Date Released:

Deployment  Facility Name:

Location:

City:  Zip Code:

### Mission Information

Mission Description:

Resource Capabilities Requested:

### Deployment Conditions

Working Conditions:  
Comments:

Health & Safety Concerns: If **YES**, please elaborate below  
Comments:

Deployment Logistics

Is Lodging Available? If **NO**, please elaborate on lodging availability  
Comments:

Will meals be provided? If **NO**, please elaborate on meal availability  
Comments:

Will other logistics be provided? If **YES**, please elaborate  
Comments:

Other Mission Information or Comments:

Authorized Representative Approval

Name: Title:

Signature:

Date:



## Statewide Mutual Aid Agreement Form B



### Florida Division of Emergency Management Section II - Cost Estimate

This section is to be completed by the assisting party. This section includes the tabs; Personnel, Travel, Equipment, & Other. All estimated costs should be included in Section II.

#### Assisting Party Information

Assisting Party  Requesting Party:

Event:  New/Amended:

Mission #:  Mission Type:

Point of Contact  
Name:  E-Mail Address:

Phone Number:  Other:

Deployment Dates (including travel dates)  
Date available:  Return Date:

Deployment  
Location:  Facility Name:   
City:  Zip Code:

#### Mission Information

Resource capabilities available:

Is this resource self-sustained for at least 72 hours? Or will additional logistics support be needed from the requesting party? Please provide information below.

#### Deployment Cost Summary

These costs are **estimated** to provide the requesting state an estimate of the expenses they are required to reimburse. Reimbursement will be based upon actual expenses with verifiable documentation provided by the assisting party at the end of the deployment.

Personnel Costs:

\$	-
----	---

Note: FDEM only reimburses for actual hours worked. "Portal-to-Portal," or standby time is not eligible for reimbursement. ICS 214 Forms are required for reimbursement.

Travel Costs:

Meals	\$	-
Lodging	\$	-
Vehicle	\$	-
Total Travel	\$	-

Equipment:

\$	-
----	---

Commodities:

\$	-
----	---

Other (Explain in comments):

\$	-
----	---

**Total estimated cost for mission:**

\$	-
----	---

Other Comments:

--

### Authorized Representative Approval

Name: 

--

Title: 

--

Signature: 

--

Date: 

--



## Florida Division of Emergency Management

### Section II - Personnel Cost Estimate



# Statewide Mutual Aid Agreement Form B



## Florida Division of Emergency Management Section II - Travel Cost Estimate

## Meals & Per Diem Estimate

Personnel may claim Daily Rate OR Breakfast, Lunch & Dinner. Both cannot be claimed. If requesting party provides meals they are not eligible for reimbursement

[illegible]**Total Meals & Per Diem Estimate:**

\$	-
----	---

## Lodging Estimate

If requesting party provides lodging it is not eligible for reimbursement.

Accommodations	Nightly Rate	Number of Rooms	Number of Nights	Total
<i>EXAMPLE: Hotel</i>	\$ 150.00	1	14	\$ 2,100.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**Total Estimated Lodging:**

\$ -

### Vehicle Estimate

Either mileage **OR** receipts can be claimed; both are not eligible for reimbursement

Vehicle Type	Vehicle Mileage Rate	Estimated Mileage	Daily Rental Rate	Number of Mission Dates	Estimated Fuel	Total
<i>EXAMPLE: Economy Rental</i>			\$ 35.00	16	\$ 200.00	\$ 760.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -

**Total Vehicle Estimate:**

\$ -

**Total Estimated Travel:**

\$ -

# Statewide Mutual Aid Agreement Form B



## Florida Division of Emergency Management Section II - Equipment

2019 FEMA Equipment rates are included at the end of this workbook. Equipment Rates include depreciation, overhead, all maintenance, field repairs, fuel, lubricants, and tires. Labor costs of operators are not included.

[illegible]

**Total Equipment Estimate:**

\$ -



# Statewide Mutual Aid Agreement Form B



## Florida Division of Emergency Management Section II - Commodities & Other

Commodities Estimate				
Item	Unit Price	Amount	Reason for Purchase	Total
<i>EXAMPLE: Sleeping Bag</i>	\$ 35.00	1	<i>bedding at base camp</i>	\$ 35.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Total Commodities Estimate:

\$ -

Other Estimated Costs		
Expense	Reason for Purchase	Total
<i>EXAMPLE: Laundry Services</i>	<i>Service not provided at base camp</i>	\$ 25.00

Total Other Costs Estimate:

\$ -

FEMA’s SCHEDULE OF EQUIPMENT RATES

DEPARTMENT OF HOMELAND SECURITY  
FEDERAL EMERGENCY MANAGEMENT AGENCY  
RECOVERY DIRECTORATE  
PUBLIC ASSISTANCE DIVISION  
WASHINGTON, DC 20472

The rates on this Schedule of Equipment Rates are for applicant owned equipment in good mechanical condition, complete with all required attachments. Each rate covers all costs eligible under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121, et seq., for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, fuel, lubricants, tires, OSHA equipment and other costs incidental to operation. Standby equipment costs are not eligible.

Equipment must be in actual operation performing eligible work in order for reimbursement to be eligible. LABOR COSTS OF OPERATOR ARE NOT INCLUDED in the rates and should be approved separately from equipment costs.

Information regarding the use of the Schedule is contained in 44 CFR § 206.228 Allowable Costs. Rates for equipment not listed will be furnished by FEMA upon request. Any appeals shall be in accordance with 44 CFR § 206.206 Appeals.

THESE RATES ARE APPLICABLE TO MAJOR DISASTERS AND EMERGENCIES  
DECLARED BY THE PRESIDENT ON OR AFTER August 15, 2019.

FEMA Code ID		Equipment Description					
Cost Code	Equipment	Specifications	Capacity or Size	HP	Notes	Unit	2019 Updated Rate
8010	Air Compressor	Air Delivery	41 CFM	to 10	Hoses included.	hour	\$ 1.62
8011	Air Compressor	Air Delivery	103 CFM	to 30	Hoses included.	hour	\$ 9.86
8012	Air Compressor	Air Delivery	130 CFM	to 50	Hoses included.	hour	\$ 12.49
8013	Air Compressor	Air Delivery	175 CFM	to 90	Hoses included.	hour	\$ 20.98
8014	Air Compressor	Air Delivery	400 CFM	to 145	Hoses included.	hour	\$ 32.13
8015	Air Compressor	Air Delivery	575 CFM	to 230	Hoses included.	hour	\$ 57.05
8016	Air Compressor	Air Delivery	1100 CFM	to 355	Hoses included.	hour	\$ 95.60
8017	Air Compressor	Air Delivery	1600 CFM	to 500	Hoses included.	hour	\$ 98.55
8040	Ambulance			to 150		hour	\$ 28.09
8041	Ambulance			to 210		hour	\$ 41.18
8050	Board, Arrow			to 8	Trailer Mounted.	hour	\$ 4.53
8051	Board, Message			to 5	Trailer Mounted.	hour	\$ 11.60
8060	Auger, Portable	Hole Diameter	16 In	to 6		hour	\$ 2.34
8061	Auger, Portable	Hole Diameter	18 In	to 13		hour	\$ 4.65
8062	Auger, Tractor Mntd	Max. Auger Diameter	36 In	to 13	Includes digger, boom and mounting hardware.	hour	\$ 3.25
8063	Auger, Truck Mntd	Max. Auger Size	24 In	to 100	Includes digger, boom and mounting hardware. Add this rate to tractor rate for total auger and tractor rate.	hour	\$ 34.93
8064	Hydraulic Post Driver					hour	\$ 35.27
8065	Auger	Horizontal Directional Boring Machine	250 X 100	300	DD-140B YR-2003	hour	\$ 172.29
8066	Auger	Horizontal Directional Boring Machine	50 X 100	24	Average to 7,000 lbs	hour	\$ 33.83
8067	Auger, Directional Boring Machine	Auger, Directional Boring Machine	7,000 - 10,000 lbs	45	JT920L (2013)	hour	\$ 41.04
8068	Bush Hog	Bush Hog - Model 326	Single Spindle Rotary Cutters			hour	\$ 20.61
8068-1	Bush Hog	Bush Hog - Model 3210	Lift, Pull, Semi-Mount & Offset Model			hour	\$ 28.74
8068-2	Bush Hog	Bush Hog - Model 2815	Flex Wing Rotary Cutters			hour	\$ 43.17
8070	Automobile			to 130	Transporting people.	mile	\$ 0.545
8071	Automobile			to 130	Transporting cargo.	hour	\$ 12.43
8072	Automobile, Police			to 250	Patrolling.	mile	\$ 0.545
8073	Automobile, Police			to 250	Stationary with engine running.	hour	\$ 16.05
8075	Motorcycle, Police					mile	\$ 0.505
8076	Automobile - Chevy Trailblazer	6 or 8 cl		285 to 300		hour	\$ 23.99
8077	Automobile - Ford Expedition	Fire Command Center	EcoBoost V-6	360	2015 Model	hour	\$ 19.62
8078	MRAP Armored Rescue Vehicle	Search and Rescue	Military Suplus Vehicle	375-450	Qualified foe operational rate on	Hr.	\$ 51.80
8079	MRAP C-MTV	Multi-Theater (Military Surplus)Vehicle	gvwr 55000 Lbs	to 350	Qualified foe operational rate on	Hr.	\$ 48.35

8080	All Terrain Vehicle (ATV)	Engine 110cc, 4-Wheel; 20" tyre		6.5-7.5		hour	\$ 8.23
8081	All Terrain Vehicle (ATV)	Engine 125cc, 4-Wheel; 21" tyre		7.6-8.6		hour	\$ 8.67
8082	All Terrain Vehicle (ATV)	Engine 150cc, 4-Wheel; 22" tyre		9.0-10.0		hour	\$ 8.68
8083	All Terrain Vehicle (ATV)	Engine 200cc, 4-Wheel; 24" tyre		12-14.0		hour	\$ 9.23
8084	All Terrain Vehicle (ATV)	Engine 250cc, 4-Wheel; 24" tyre		15-17		hour	\$ 9.81
8085	All Terrain Vehicle (ATV)	Engine 300cc, 4-Wheel; 24" tyre		18-20		hour	\$ 10.66
8086	All Terrain Vehicle (ATV)	Engine 400cc. 4-Wheel; 25" tyre		26-28		hour	\$ 12.20
8087	All Terrain Vehicle (ATV)	Engine 450cc, 4-Wheel; 25" tyre		26-28		hour	\$ 13.07
8088	All Terrain Vehicle (ATV)	Engine 650cc, 4-Wheel; 25" tyre		38-40		hour	\$ 13.86
8089	All Terrain Vehicle (ATV)	Engine 750cc, 4-Wheel; 25" tyre		44-46		hour	\$ 14.79
8110	Barge, Deck	Size	50'x35'x7.25'	0	Push by Tug-Boat	hour	\$ 52.00
8111	Barge, Deck	Size	50'x35'x9'	0	Push by Tug-Boat	hour	\$ 61.96
8112	Barge, Deck	Size	120'x45'x10'	0	Push by Tug-Boat	hour	\$ 109.97
8113	Barge, Deck	Size	160'x45'x11"	0	Push by Tug-Boat	hour	\$ 136.90
8120	Boat, Tow	Size	55'x20'x5'	to 870	Steel.	hour	\$ 352.71
8121	Boat, Tow	Size	60'x21'x5'	to 1050	Steel.	hour	\$ 400.32
8122	Boat, Tow	Size	70'x30'x7.5'	to 1350	Steel.	hour	\$ 624.56
8123	Boat, Tow	Size	120'x34'x8'	to 2000	Steel.	hour	\$ 1,181.86
8124	Airboat	815AGIS Airboat w/spray unit	15'x8'	400		hour	\$ 32.70
8125	Airboat	815AGIS Airboat w/spray unit	15'x8'	425		hour	\$ 33.06
8126	Swamp Buggy	Conquest		360		hour	\$ 41.35
8130	Boat, Row			0	Heavy duty.	hour	\$ 1.46
8131	Boat, Runabout	Size	13'x5'	to 50	Outboard.	hour	\$ 12.55
8132	Boat, Tender	Size	14'x7'	to 100	Inboard with 360 degree drive.	hour	\$ 16.58
8133	Boat, Push	Size	45'x21'x6'	to 435	Flat hull.	hour	\$ 235.03
8134	Boat, Push	Size	54'x21'x6'	to 525	Flat hull.	hour	\$ 290.74
8135	Boat, Push	Size	58'x24'x7.5'	to 705	Flat hull.	hour	\$ 355.70
8136	Boat, Push	Size	64'x25'x8'	to 870	Flat hull.	hour	\$ 359.36
8140	Boat, Tug	Length	16 Ft	to 100		hour	\$ 47.35
8141	Boat, Tug	Length	18 Ft	to 175		hour	\$ 70.55
8142	Boat, Tug	Length	26 Ft	to 250		hour	\$ 90.10
8143	Boat, Tug	Length	40 Ft	to 380		hour	\$ 215.09
8144	Boat, Tug	Length	51 Ft	to 700		hour	\$ 302.01
8145	Jet Ski	3-seater				hour	\$ 27.70
8146	Jet Ski					hour	\$ 8.60
8147	Boat, Inflatable Rescue Raft	Zodiac		0		hour	\$ 1.13
8148	Boat, Runabout	1544 lbs	11 passenger capacity	190-250		hour	\$ 65.51
8149	Boat, removable engine	2000 Johnson Outboard Motor w 15" shaft		15		hour	\$ 1.58
8151	Broom, Pavement	Broom Length	96 In	to 100		hour	\$ 30.41
8153	Broom, Pavement, Mntd	Broom Length	72 In	to 18	Add Prime Mover cost for total rate	hour	\$ 6.24
8154	Broom, Pavement, Pull	Broom Length	84 In	to 20	Add Prime Mover cost for total rate	hour	\$ 23.75
8155	Broom, Pavement	Broom Length	72 In	to 35		hour	\$ 25.28
8157	Sweeper, Pavement			to 110		hour	\$ 78.79
8158	Sweeper, Pavement			to 230		hour	\$ 102.03
8180	Bus			to 150		hour	\$ 21.60
8181	Bus			to 210		hour	\$ 25.82
8182	Bus			to 300		hour	\$ 39.65
8183	Blower	Gasoline powered Toro Pro Force		27		hour	\$ 15.40
8183x	Mosquito Sprayer	2015 Adapco Guardian 95 ES	15-gal; 350 lbs			hour	\$ 18.83
8184	Back-Pack Blower			to 4.4		hour	\$ 1.53
8185	Walk-Behind Blower			13		hour	\$ 6.83
8187	Chainsaw	Bar Length = 20 in	3.0 cu in	2.7		hour	\$ 1.91
8188	Chainsaw	Bar Length = 20 in	5.0 cu in			hour	\$ 2.59
8189	Chainsaw	Bar Length = 20 in	6.0 cu in	3.4		hour	\$ 2.77

8190	Chain Saw	Bar Length = 16 in	2.5 cu in	2.4		hour	\$ 1.80
8191	Chain Saw (STIHL)	Bar Length = 25 in	7.5 cu in	3.62		hour	\$ 3.73
8192	Chain Saw, Pole	Bar Length = 18 in	4.0 cu in	3.2		hour	\$ 2.10
8193	Skidder	model 748 E		to 173		hour	\$ 56.25
8194	Skidder	model 648 G11		to 177		hour	\$ 105.44
8195	Cutter, Brush	Cutter Size	8 ft	to 150		hour	\$ 119.52
8196	Cutter, Brush	Cutter Size	8 ft	to 190		hour	\$ 134.74
8197	Cutter, Brush	Cutter Size	10 ft	to 245		hour	\$ 142.31
8198	Bruncher Cutter	Cutter, Brush - 247 hp, 1997 Model 511 Feller		to 247		hour	\$ 193.95
8199	Log Trailer	40 ft		0		hour	\$ 10.15
8200	Chipper, Brush	Chipping Capacity	6 In	to 35	Trailer Mounted.	hour	\$ 8.97
8201	Chipper, Brush	Chipping Capacity	9 In	to 65	Trailer Mounted.	hour	\$ 17.06
8202	Chipper, Brush	Chipping Capacity	12 In	to 100	Trailer Mounted.	hour	\$ 24.89
8203	Chipper, Brush	Chipping Capacity	15 In	to 125	Trailer Mounted.	hour	\$ 35.75
8204	Chipper, Brush	Chipping Capacity	18 In	to 200	Trailer Mounted.	hour	\$ 50.41
8208	Loader - Tractor - Knuckleboom	model Barko 595 ML		to 173		hour	\$ 169.74
8209	Loader - Wheel	model 210 w/ Buck Saw 50 inch Bar		to 240		hour	\$ 98.48
8210	Clamshell & Dragline, Crawler		149,999 lbs	to 235	Bucket not included in rate.	hour	\$ 134.68
8211	Clamshell & Dragline, Crawler		250,000 lbs	to 520	Bucket not included in rate.	hour	\$ 178.82
8212	Clamshell & Dragline, Truck			to 240	Bucket not included in rate.	hour	\$ 147.05
8218	BOMAG Compactor	BW100AD-3		33		Hour	\$ 24.80
8219	Compactor -2-Ton Pavement Roller	Single Drum Vibratoty Compactor	to 2.9 Ton	28		hour	\$ 28.72
8220	Compactor			to 10		hour	\$ 15.92
8221	Compactor, towed, Vibratory Drum			to 45	Plus tow Truck	hour	\$ 33.56
8222	Compactor, Vibratory, Drum			to 75		hour	\$ 24.09
8223	Compactor, pneumatic, wheel			to 100		hour	\$ 26.90
8225	Compactor, Sanitation			to 300		hour	\$ 96.11
8226	Compactor, Sanitation			to 400		hour	\$ 154.63
8227	Compactor, Sanitation			535		hour	\$ 264.25
8228	Compactor, towed, Pneumatic, Wheel	Hercules PT-11,	10,000 lbs		11-Wheels (Towed)	hour	\$ 18.48
8229	Compactor,Towed Steel Drum Static Compactor	GTD-54120	20,000 lbs		Grid Drum (Towed)	hour	\$ 16.22
8240	Feeder, Grizzly			to 35		hour	\$ 25.47
8241	Feeder, Grizzly			to 55		hour	\$ 33.55
8242	Feeder, Grizzly			to 75		hour	\$ 65.18
8250	Dozer, Crawler	Deere 450J LT		to 75		hour	\$ 54.20
8251	Dozer, Crawler	Deere 650K LGP; ROPS/FOPS		to 105		hour	\$ 65.14
8252	Dozer, Crawler			to 160		hour	\$ 98.77
8253	Dozer, Crawler			to 250		hour	\$ 153.35
8254	Dozer, Crawler			to 360		hour	\$ 218.47
8255	Dozer, Crawler	Make/Model: CAT D10T (disc. 2014); Protection: EROPS; Type Semi-U		to 574		hour	\$ 317.49
8256	Dozer, Crawler			to 850		hour	\$ 358.48
8260	Dozer, Wheel			to 300		hour	\$ 66.26
8261	Dozer, Wheel			to 400		hour	\$ 101.22
8262	Dozer, Wheel			to 500		hour	\$ 184.08
8263	Dozer, Wheel			to 625		hour	\$ 239.31
8269	Box Scraper	3 hitch attach for tractor; 2007 Befco		0		hour	\$ 3.65
8270	Bucket, Clamshell	Capacity	1.0 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$ 4.64
8271	Bucket, Clamshell	Capacity	2.5 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$ 8.81
8272	Bucket, Clamshell	Capacity	5.0 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$ 13.19
8273	Bucket, Clamshell	Capacity	7.5 CY	0	Includes teeth. Does not include Clamshell & Dragline	hour	\$ 23.31
8275	Bucket, Dragline	Capacity	2.0 CY	0	Does not include Clamshell & Dragline	hour	\$ 3.98
8276	Bucket, Dragline	Capacity	5.0 CY	0	Does not include Clamshell & Dragline	hour	\$ 9.93

8277	Bucket, Dragline	Capacity	10 CY	0	Does not include Clamshell & Dragline	hour	\$ 14.19
8278	Bucket, Dragline	Capacity	14 CY	0	Does not include Clamshell & Dragline	hour	\$ 18.72
8280	Excavator, Hydraulic	Bucket Capacity	0.5 CY	to 45	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 18.97
8281	Excavator, Hydraulic	Bucket Capacity	1.0 CY	to 90	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 36.06
8282	Excavator, Hydraulic	Bucket Capacity	1.5 CY	to 160	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 55.30
8283	Excavator, Hydraulic	Bucket Capacity	2.5 CY	to 265	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 158.86
8284	Excavator, Hydraulic	Bucket Capacity	4.5 CY	to 420	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 264.64
8285	Excavator, Hydraulic	Bucket Capacity	7.5 CY	to 650	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 304.91
8286	Excavator, Hydraulic	Bucket Capacity	12 CY	to 1000	Crawler, Truck & Wheel. Includes bucket.	hour	\$ 466.41
8287	Excavator	2007 model Gradall XL3100 III		184		hour	\$ 102.62
8288	Excavator	2003 model Gradall XL4100 III		238		hour	\$ 117.66
8289	Excavator	2006 model Gradall XL5100		230		hour	\$ 109.03
8290	Trowel, Concrete	Diameter	48 In	to 12		hour	\$ 4.94
8300	Fork Lift	Capacity	6000 Lbs	to 60		hour	\$ 14.73
8301	Fork Lift	Capacity	12000 Lbs	to 90		hour	\$ 21.12
8302	Fork Lift	Capacity	18000 Lbs	to 140		hour	\$ 28.79
8303	Fork Lift	Capacity	50000 Lbs	to 215		hour	\$ 63.25
8306	Fork Lift Material handler	Diesel, CAT TH360B	6600-11500 gvr lbs	94.9	3.1- 3.5 Mton	hour	\$ 44.62
8307	Fork Lift Material handler	Diesel, CAT TH460B	9000 Lbs	94.9	4.5 - 4.9 Mton	hour	\$ 51.93
8308	Fork Lift Material handler	Diesel, CAT TH560B	10000 Lbs	117.5	4.5 - 4.9 Mton	hour	\$ 56.14
8309	Fork Lift Accessory	2003 ACS Paddle Fork		0		hour	\$ 3.53
8310	Generator	Prime Output	5.5 KW	to 10		hour	\$ 5.36
8311	Generator	Prime Output	16 KW	to 25		hour	\$ 7.81
8312	Generator	Prime Output	60KW	to 88		hour	\$ 25.56
8313	Generator	Prime Output	100 KW	to 125		hour	\$ 43.60
8314	Generator	Prime Output	150 KW	to 240		hour	\$ 62.83
8315	Generator	Prime Output	210 KW	to 300		hour	\$ 85.70
8316	Generator	Prime Output	280 KW	to 400		hour	\$ 103.34
8317	Generator	Prime Output	350 KW	to 500		hour	\$ 114.23
8318	Generator	Prime Output	530 KW	to 750		hour	\$ 202.00
8319	Generator	Prime Output	710 KW	to 1000		hour	\$ 225.34
8327	Generator	Prime Output	800 KW	1065		hour	\$ 232.46
8328	Generator	Prime Output	900 KW	1355		hour	\$ 295.15
8329	Generator	Prime Output	1000 KW	1000	Open	hour	\$ 356.94
8320	Generator	Prime Output	1100 KW	1645	Open	hour	\$ 393.43
8321	Generator	Prime Output	2500 KW	to 3000		hour	\$ 553.78
8322	Generator	Prime Output	1,000 KW	to 1645	Enclosed	hour	\$ 450.78
8323	Generator	Prime Output	1,500 KW	to 2500	Enclosed	hour	\$ 583.01
8324	Generator	Prime Output	1100KW	2500	Enclosed	hour	\$ 567.48
8325	Generator	Prime Output	40KW	63	Open	hour	\$ 23.16
8326	Generator	Prime Output	20KW	35	Open/Closeed	hour	\$ 18.05
8327	Generator Large	Prime Output	80 KW	120		Hr.	\$ 31.65
8328	Generator Heavy Duty	Prime Output	2000KW		Open	Hr.	\$ 490.00
8330	Graders	Moldboard Size	10 Ft	to 110	Includes Rigid and Articulate equipment.	hour	\$ 43.98
8331	Graders	Moldboard Size	12 Ft	to 150	Includes Rigid and Articulate equipment.	hour	\$ 63.63
8332	Graders	Moldboard Size	14 Ft	to 225	Includes Rigid and Articulate equipment.	hour	\$ 80.43
8350	Hose, Discharge	Diameter	3 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.16
8351	Hose, Discharge	Diameter	4 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.24
8352	Hose, Discharge	Diameter	6 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.62
8353	Hose, Discharge	Diameter	8 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.62



8354	Hose, Discharge	Diameter	12 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.92
8355	Hose, Discharge	Diameter	16 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.71
8356	Hose, Suction	Diameter	3 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.31
8357	Hose, Suction	Diameter	4 In	0	Per 25 foot length. Includes couplings.	hour	\$ 0.37
8358	Hose, Suction	Diameter	6 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.17
8359	Hose, Suction	Diameter	8 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.11
8360	Hose, Suction	Diameter	12 In	0	Per 25 foot length. Includes couplings.	hour	\$ 1.73
8361	Hose, Suction	Diameter	16 In	0	Per 25 foot length. Includes couplings.	hour	\$ 3.29
8380	Loader, Crawler	Bucket Capacity	0.5 CY	to 32	Includes bucket.	hour	\$ 19.59
8381	Loader, Crawler	Bucket Capacity	1 CY	to 60	Includes bucket.	hour	\$ 36.87
8382	Loader, Crawler	Bucket Capacity	2 CY	to 118	Includes bucket.	hour	\$ 69.24
8383	Loader, Crawler	Bucket Capacity	3 CY	to 178	Includes bucket.	hour	\$ 103.22
8384	Loader, Crawler	Bucket Capacity	4 CY	to 238	Includes bucket.	hour	\$ 123.73
8390	Loader, Wheel	Bucket Capacity	0.5 CY	to 38		hour	\$ 20.80
8391	Loader, Wheel	Bucket Capacity	1 CY	to 60		hour	\$ 41.33
8392	Loader, Wheel	Bucket Capacity	2 CY	to 105	CAT-926	hour	\$ 38.10
8393	Loader, Wheel	Bucket Capacity	3 CY	to 152		hour	\$ 46.17
8394	Loader, Wheel	Bucket Capacity	4 CY	232		hour	\$ 76.27
8395	Loader, Wheel	Bucket Capacity	5 CY	255		hour	\$ 79.50
8396	Loader, Wheel	Bucket Capacity	6 CY	to 305		hour	\$ 116.12
8397	Loader, Wheel	Bucket Capacity	7 CY	to 360		hour	\$ 129.40
8398	Loader, Wheel	Bucket Capacity	8 CY	to 530		hour	\$ 188.87
8401	Loader, Tractor, Wheel	Bucket Capacity	0.87 CY	to 80	Case 580 Super L	hour	\$ 37.13
8410	Mixer, Concrete Portable	Batching Capacity	10 Cft	8	Diesel Powered	hour	\$ 3.13
8411	Mixer, Concrete Portable	Batching Capacity	12 Cft	11	Gasoline Powered	hour	\$ 4.31
8412	Mixer, Concrete, Trailer Mntd	Batching Capacity	11 Cft	to 10		hour	\$ 15.32
8413	Mixer, Concrete, Trailer Mntd	Batching Capacity	16 Cft	to 25		hour	\$ 20.47
8414	Truck, Concrete Mixer	Mixer Capacity	13 CY	to 300		hour	\$ 84.71
8419	Hand-Held, Pavement Breakers	Weight	25~90 Lbs	0	Air Tool/Electric Power	hour	\$ 1.12
8420	Self-Propelled Pavement Breaker,			to 70-80	Self-Propelled (Diesel)	hour	\$ 59.54
8421	Vibrator, Concrete	Hand Held		to 4		hour	\$ 1.63
8423	Spreader, Chip	Spread Hopper Width	12.5 Ft	to 152		hour	\$ 90.67
8424	Spreader, Chip	Spread Hopper Width	16.5 Ft	to 215		hour	\$ 125.19
8425	Spreader, Chip, Mntd	Hopper Size	8 Ft	to 8	Trailer & truck mounted.	hour	\$ 4.77
8430	Paver, Asphalt, Towed			0	Does not include Prime Mover.	hour	\$ 12.67
8431	Paver, Asphalt	Crawler		to 50	Includes wheel and crawler equipment.	hour	\$ 76.41
8432	Paver, Asphalt	Crawler		to 125	Includes wheel and crawler equipment.	hour	\$ 96.52
8433	Paver, Asphalt	Crawler		to 175	Includes wheel and crawler equipment.	hour	\$ 144.69
8434	Paver, Asphalt		35,000Lbs & Over	to 250	Includes wheel and crawler equipment.	hour	\$ 224.01
8436	Pick-up, Asphalt			to 110		hour	\$ 98.06
8437	Pick-up, Asphalt	Cederapids	CR MS-2	113 to 140	Asphalt-Pick-up Machine	hour	\$ 140.59
8438	Pick-up, Asphalt	Blaw-Knox	MC-330	184 to 200	Asphalt-Pick-up Machine	hour	\$ 189.75
8439	Pick-up, Asphalt		MTV 1000C	to 275	Asphalt-Pick-up Machine	hour	\$ 214.03
8440	Striper	Paint Capacity	40 Gal	to 22		hour	\$ 16.92
8441	Striper	Paint Capacity	90 Gal	to 60		hour	\$ 24.24
8442	Striper	Paint Capacity	120 Gal	to 122		hour	\$ 45.28
8445	Striper, Truck Mntd	Paint Capacity	120 Gal	to 460		hour	\$ 83.35
8446	Striper, Walk-behind	Paint Capacity	12 Gal	5		hour	\$ 4.23
8447	Paver accessory -Belt Extension	2002 Leeboy Conveyor Belt Extension	24' X 50'	0	crawler	hour	\$ 33.48
8450	Plow, Snow, Grader Mntd	Width	to 10 Ft	0	Include Grader for total cost	hour	\$ 28.28
8451	Plow, Snow, Grader Mntd	Width	to 14 Ft	0	Include Grader for total cost	hour	\$ 33.21

8452	Plow, Truck Mntd	Width	to 15 Ft	0	Include truck for total cost	hour	\$ 25.23
8453	Plow, Truck Mntd	Width	to 15 Ft	0	With leveling wing. Include truck for total cost	hour	\$ 41.04
8455	Spreader, Sand	Mounting	Tailgate, Chassis	0	Truck not included	hour	\$ 8.24
8456	Spreader, Sand	Mounting	Dump Body	0	Truck not included	hour	\$ 10.55
8457	Spreader, Sand	Mounting	Truck (10yd)	0	Truck not included	hour	\$ 13.41
8458	Spreader, Chemical	Capacity	5 CY	to 4	Trailer & truck mounted.	hour	\$ 6.30
8469	Pump - Trash Pump	10 MTC	2" Pump	to 7	10,000 gph	hour	\$ 7.87
8470	Pump	Centrifugal, 8M pump	2" - 10,000 gal/hr.	to 4.5	Hoses not included.	hour	\$ 6.31
8471	Pump	Diaphragm pump	2" - 3,000 gal/hr.	to 6	Hoses not included.	hour	\$ 6.98
8472	Pump	Centrifugal, 18M pump	3" - 18,000 gal/hr. pump	to 10	Hoses not included.	hour	\$ 8.05
8473	Pump			to 15	Hoses not included.	hour	\$ 12.08
8474	Pump			to 25	Hoses not included.	hour	\$ 13.77
8475	Pump			to 40	Hoses not included.	hour	\$ 16.98
8476	Pump	4" - 40,000 gal/hr.	4" - 40,000 gal/hr.	to 60	Hoses not included.	hour	\$ 27.45
8477	Pump			to 95	Hoses not included.	hour	\$ 32.77
8478	Pump			to 140	Hoses not included.	hour	\$ 41.84
8479	Pump			to 200	Hoses not included.	hour	\$ 50.79
8480	Pump			to 275	Does not include Hoses.	hour	\$ 68.33
8481	Pump			to 350	Does not include Hoses.	hour	\$ 81.66
8482	Pump			to 425	Does not include Hoses.	hour	\$ 99.01
8483	Pump			to 500	Does not include Hoses.	hour	\$ 117.21
8484	Pump			to 575	Does not include Hoses.	hour	\$ 136.53
8485	Pump			to 650	Does not include Hoses.	hour	\$ 154.88
8486	Aerial Lift, Truck Mntd	Max. Platform Height	40 Ft		Add this rate to truck rate for total lift and truck rate	hour	\$ 11.63
8487	Aerial Lift, Truck Mntd	Max. Platform Height	61 Ft		Add this rate to truck rate for total lift and truck rate	hour	\$ 21.99
8488	Aerial Lift, Truck Mntd	Max. Platform Height	80 Ft		Add this rate to truck rate for total lift and truck rate	hour	\$ 39.80
8489	Aerial Lift, Truck Mntd	Max. Platform Load - 600Lbs	81 Ft -100 Ft. Ht.		Articulated and Telescoping. Add this rate to truck rate for total lift and truck rate	hour	\$ 42.16
8490	Aerial Lift, Self-Propelled	Max. Platform Height	37 Ft. Ht.	to 15	Articulated, Telescoping, Scissor.	hour	\$ 9.02
8491	Aerial Lift, Self-Propelled	Max. Platform Height	60 Ft. Ht.	to 30	Articulated, Telescoping, Scissor.	hour	\$ 17.39
8492	Aerial Lift, Self-Propelled	Max. Platform Height	70 Ft. Ht.	to 50	Articulated, Telescoping, Scissor.	hour	\$ 31.57
8493	Aerial Lift, Self-Propelled	Max. Platform Height	125 Ft. Ht.	to 85	Articulated and Telescoping.	hour	\$ 56.70
8494	Aerial Lift, Self-Propelled	Max. Platform Height	150 Ft. Ht.	to 130	Articulated and Telescoping.	hour	\$ 73.90
8495	I.C. Aerial Lift, Self-Propelled	Max. Platform Load - 500 Lbs	75"x155", 40Ft Ht.	to 80	2000 Lbs Capacity	hour	\$ 29.71
8496	Crane, Truck Mntd	Max. Lift Capacity	24000 Lbs	0	Include truck rate for total cost	hour	\$ 16.54
8497	Crane, Truck Mntd	Max. Lift Capacity	36000 Lbs	0	Include truck rate for total cost	hour	\$ 23.17
8498	Crane, Truck Mntd	Max. Lift Capacity	60000 Lbs	0	Include truck rate for total cost	hour	\$ 37.46
8499	Pump - Trash-Pump	CPB Rating - 10MTC	10000 gal/Hr	7	Self- Priming Trash Pump	hour	\$ 7.76
8500	Crane	Max. Lift Capacity	8 MT	to 80		hour	\$ 40.75
8501	Crane	Max. Lift Capacity	15 MT	to 150		hour	\$ 67.83
8502	Crane	Max. Lift Capacity	50 MT	to 200		hour	\$ 93.95
8503	Crane	Max. Lift Capacity	70 MT	to 300		hour	\$ 180.23
8504	Crane	Max. Lift Capacity	110 MT	to 350		hour	\$ 258.23
8510	Saw, Concrete	Blade Diameter	14 In	to 14		hour	\$ 7.62
8511	Saw, Concrete	Blade Diameter	26 In	to 35		hour	\$ 12.47
8512	Saw, Concrete	Blade Diameter	48 In	to 65		hour	\$ 26.81
8513	Saw, Rock	Blade Diameter		to 100		hour	\$ 35.13
8514	Saw, Rock	Blade Diameter		to 200		hour	\$ 68.85
8517	Jackhammer (Dry)	Weight Class	25-45 Lbs	0	Pneumatic Powered	hour	\$ 1.77
8518	Jackhammer (Wet)	Weight Class	30-55 Lbs	0	Pneumatic Powered	hour	\$ 2.02
8521	Scraper	Scraper Capacity	15 CY	to 262		hour	\$ 133.80
8522	Scraper	Scraper Capacity	22 CY	to 365		hour	\$ 174.30
8523	Scraper	Scraper Capacity	34 CY	to 500		hour	\$ 322.77

8524	Scraper	Scraper Capacity	44 CY	to 604		hour	\$ 354.84
8540	Loader, Skid-Steer	Operating Capacity	976 - 1250 Lbs	to 36		hour	\$ 26.83
8541	Loader, Skid-Steer	Operating Capacity	1751 - 2200 Lbs	to 66		hour	\$ 35.47
8542	Loader, Skid-Steer	Operating Capacity	2901 to 3300 Lbs	to 81		hour	\$ 38.72
8550	Snow Blower, Truck Mntd	Capacity	600 Tph	to 75	Does not include truck	hour	\$ 35.39
8551	Snow Blower, Truck Mntd	Capacity	1400 Tph	to 200	Does not include truck	hour	\$ 94.72
8552	Snow Blower, Truck Mntd	Capacity	2000 Tph	to 340	Does not include truck	hour	\$ 143.88
8553	Snow Blower, Truck Mntd	Capacity	2500 Tph	to 400	Does not include truck	hour	\$ 156.93
8558	Snow Thrower, Walk Behind	Cutting Width	25 in	to 5		hour	\$ 2.97
8559	Snow Thrower, Walk Behind	Cutting Width	60 in	to 15		hour	\$ 14.47
8560	Snow Blower	Capacity	2,000 Tph	to 400		hour	\$ 234.49
8561	Snow Blower	Capacity	2,500 Tph	to 500		hour	\$ 256.20
8562	Snow Blower	Capacity	3,500 Tph	to 600		hour	\$ 285.56
8563	The Vammas 4500	Snow Remover	26ft Plow, 20ft Broom + Airblast	428	Equip with Plow & Broom	hour	\$ 260.00
8564	The Vammas 5500	RM300	96"W x 20"D	350	Soil Stabilization, Reclaimer	hour	\$ 212.00
8565	Oshkosh Pavement Sweeper	H-Series		420	Equip with Broom	hour	\$ 229.00
8569	Dust Control De-Ice Unit	1300-2000 gal	173"Lx98"Wx51"H	5.5	Hydro Pump w/100' 1/2" hose	hour	\$ 3.54
8570	Loader-Backhoe, Wheel	Loader Bucket Capacity	0.5 CY	to 40	Loader and Backhoe Buckets included.	hour	\$ 23.95
8571	Loader-Backhoe, Wheel	Loader Bucket Capacity	1 CY	to 70	Loader and Backhoe Buckets included.	hour	\$ 33.36
8572	Loader-Backhoe, Wheel	Loader Bucket Capacity	1.5 CY	to 95	Loader and Backhoe Buckets included.	hour	\$ 43.46
8573	Loader-Backhoe, Wheel	Loader Bucket Capacity	1.75 CY	to 115	Loader and Backhoe Buckets included.	hour	\$ 49.55
8580	Distributor, Asphalt	Tank Capacity Mounted on Trailer	550 Gal	16	burners, insulated tank, and circulating spray bar.	hour	\$ 14.97
8581	Distributor, Asphalt	Tank Capacity Mounted on Trailer	1000 Gal	38	Truck Mounted. Includes burners, insulated tank, and circulating spray bar. Include truck rate.	hour	\$ 22.45
8582	Distributor, Asphalt	Tank Capacity Mounted on Truck	4000 Gal		Truck Mounted. Includes burners, insulated tank, and circulating spray bar. Include truck rate.	hour	\$ 32.52
8583	Distributor	ETNYRE Oil Distributor Model - PB348		300		hour	\$ 43.57
8584	Distributor	ETNYRE Quad Chip Spreader		280		hour	\$ 90.67
8590	Trailer, Dump	Capacity	20 CY	0	Does not include Prime Mover.	hour	\$ 13.13
8591	Trailer, Dump	Capacity	30 CY	0	Does not include Prime Mover.	hour	\$ 13.37
8600	Trailer, Equipment	Capacity	30 Tons	0		hour	\$ 16.71
8601	Trailer, Equipment	Capacity	40 Tons	0		hour	\$ 18.49
8602	Trailer, Equipment	Capacity	60 Tons	0		hour	\$ 19.30
8603	Trailer, Equipment	Capacity	120 Tons	0		hour	\$ 30.52
8610	Trailer, Water	Tank Capacity	4000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 15.85
8611	Trailer, Water	Tank Capacity	6000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 19.49
8612	Trailer, Water	Tank Capacity	10000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 22.76
8613	Trailer, Water	Tank Capacity	14000 Gal	0	Includes a centrifugal pump with sump and a rear spraybar.	hour	\$ 28.39
8614	Truck- Water Tanker	1000 gal. tank		175		hour	\$ 35.84
8620	Tub Grinder			to 440		hour	\$ 98.30
8621	Tub Grinder			to 630		hour	\$ 148.62
8622	Tub Grinder			to 760		hour	\$ 189.56
8623	Tub Grinder			to 1000		hour	\$ 332.79
8627	Horizontal Grinder	Model HG6000		630		hour	\$ 59.12
8628	Stump Grinder	1988 Vermeer SC-112		102		hour	\$ 48.59
8629	Stump Grinder	24" grinding wheel		110		hour	\$ 46.31
8630	Sprayer, Seed	Working Capacity	750 Gal	to 30	Trailer & truck mounted. Does not include Prime Mover.	hour	\$ 14.78
8631	Sprayer, Seed	Working Capacity	1250 Gal	to 50	Trailer & truck mounted. Does not include Prime Mover.	hour	\$ 19.74
8632	Sprayer, Seed	Working Capacity	3500 Gal	to 115	Trailer & truck mounted. Does not include Prime Mover.	hour	\$ 32.52
8633	Mulcher, Trailer Mntd	Working Capacity	7 TPH	to 35		hour	\$ 15.59

8634	Mulcher, Trailer Mntd	Working Capacity	10 TPH	to 55		hour	\$ 23.12
8635	Mulcher, Trailer Mntd	Working Capacity	20 TPH	to 120		hour	\$ 33.58
8636	Scraper	Soil Recycler WR 2400	w 317 gal fuel tank	563		hour	\$ 265.76
8637	Trailer CAT	Double Belly Bottom-dump Trailer	26 CY of soil in one dump	330	13 CY of soil each berry	hour	\$ 95.10
8638	Rake	Barber Beach Sand Rake 600HDr, towed		0	Towed by Beach vehicle	hour	\$ 15.78
8639	Chipper	Wildcat 626 Cougar Trommel Screen chipper w belt		125		hour	\$ 35.38
8640	Trailer, Office	Trailer Size	8' x 24'	0	Cargo Size 16ft	hour	\$ 2.31
8641	Trailer, Office	Trailer Size	8' x 32'	0	Cargo Size 24ft	hour	\$ 2.76
8642	Trailer, Office	Trailer Size	10' x 32'	0	Cargo Size 20ft	hour	\$ 3.69
8643	Trailer	Haz-Mat Equipment trailer	8'x18'	0	Move by Tractor to Location	hour	\$ 38.88
8644	Trailer, Covered Utility Trailer	(7' X 16')		0	Move by Tractor to Location	hour	\$ 5.88
8645	Trailer, Dodge Ram	8' x 24' shower trailer- 12 showers		101		hour	\$ 30.33
8646	Trailer, Dodge	8' x 32' flatbed water	25,000 MGWV	200	4x2-Axle	hour	\$ 28.60
8650	Trencher			to 40	Walk-behind, Crawler & Wheel Mounted. Chain and Wheel.	hour	\$ 16.91
8651	Trencher			to 85	Walk-behind, Crawler & Wheel Mounted. Chain and Wheel.	hour	\$ 29.53
8654	Trencher accessories	2008 Griswold Trenchbox		0		hour	\$ 1.96
8660	Plow, Cable	Plow Depth	24 in	to 30		hour	\$ 13.77
8661	Plow, Cable	Plow Depth	36 in	to 65		hour	\$ 40.07
8662	Plow, Cable	Plow Depth	48 in	to 110		hour	\$ 44.60
8670	Derrick, Hydraulic Digger	Max. Boom = 60 Ft, 12,000 Ft-Lb Hydraulic	Lift Capacity 15,500 Lbs	275	Includes hydraulic pole alignment attachment. Include truck rate	hour	\$ 35.07
8671	Derrick, Hydraulic Digger	Max. Boom = 90 Ft, 14000 Ft-Lb Hydraulic	Lift Capacity 26,700 Lbs	310	Includes hydraulic pole alignment attachment. Include truck rate	hour	\$ 56.12
8672	Movax SP-60	28-32 ton Head	134KW	178	Sonic Sidegrip Vibratory Pile Driver	Hour	\$ 109.20
8680	Truck, Fire -Industrial -112Ft Ladder Aerial Platform	Pump/Tank Capacity	3000gpm/1000 gal Water or Foam	600	2-1000gpm Nozzles 1-Each side of Platform	Hour	\$ 198.30
8681	Truck, Fire, Engine Type-1	Pump/Tank Capacity	1000GPM/300gal		Engine, with Pump & Roll	hour	\$ 140.00
8682	Truck, Fire, Engine Type-2	Pump/Tank Capacity	500GPM/300gal		Engine, with Pump & Roll	hour	\$ 132.00
8683	Truck, Fire, Ladder(48ft)(Type-III)	Pump/Tank Capacity	150gpm/500gal,	115-149	Hose 1-1/2"D 500' Long	hour	\$ 119.30
8684	Truck, Fire, Aerial (Cummins IXL9)100Ft Ladder	Pump/Tank Capacity	2000gpm/500gal	450	1500gpm Monitor/nozzle	hour	\$ 178.00
8685	Truck, Fire, Ladder(48ft)(Type-I)	Pump/Tank Capacity	1000gpm/400gal, 500gpm Master Stream	200-250	Hose 2-1/2"D 1200' Long	hour	\$ 154.00
8686	Truck, Fire, Ladder(48ft)(Type-II)	Pump/Tank Capacity	500gpm/300gal,	100-199	Hose 2-1/2"D 1000' Long	hour	\$ 131.50
8687	Truck, Fire, Support Water Tender S1	Pump/Tank Capacity	300GPM/4000+gal	115-149	S1 Water Tender	hour	\$ 114.50
8688	Truck, Fire, Support Water Tender S2	Pump/Tank Capacity	200GPM/2500+gal		S2 Water Tender	hour	\$ 103.50
8689	Truck, Fire, Support Water Tender S3	Pump/Tank Capacity	200GPM/1000+gal		S3 Water Tender	hour	\$ 79.00
8690	Truck, Fire - Water Tender	Pump Capacity	1000 GPM @150 psi			hour	\$ 70.33
8691	Truck, Fire, Tanker	Pump/Tank Capacity	1250 GPM/2500 gal	500		hour	\$ 74.57
8692	Truck, Fire, Pumper	Pump/Tank Capacity	1500 GPM/1000 gal	500		hour	\$ 81.10
8693	Truck, Fire, Pumper	Pump Capacity	2000 GPM			hour	\$ 84.04
8694	Truck, Fire Aerial Ladder (75Ft)	Pump/Tank Capacity	1500GPM/600 gal	475		hour	\$ 121.00
8695	Truck, Fire Aerial Ladder (150Ft)	Ladder length	150 FT		No Platform,	hour	\$ 146.43
8696	Truck, Fire (Rescure)	No Ladder		330	Rescure Equipment	hour	\$ 96.36
8697	Truck, Fire, Tactical Water Tender T1	Pump/Tank Capacity	250GPM/2000+gal	175		hour	\$ 119.50
8698	Truck, Fire, Tactical Water Tender T2	Pump/Tank Capacity	250GPM/1000+gal			hour	\$ 102.67
8699	Truck, Fire, Engine Type-3	Pump/Tank Capacity	150GPM/500gal		Engine, with Pump & Roll	hour	\$ 126.50
8700	Truck, Flatbed	Maximum Gvw	15000 Lbs	to 200	Diesel Engine	hour	\$ 25.46
8701	Truck, Flatbed	Maximum Gvw	25000 Lbs	to 275	Gasoline Engine	hour	\$ 40.36
8701-1	Truck, Flatbed	Maximum Gvw	25000 Lbs	200	Diesel Engine	hour	\$ 28.55
8702	Truck, Flatbed	Maximum Gvw	30000 Lbs	217	Diesel Engine	hour	\$ 32.90
8703	Truck, Flatbed	Maximum Gvw	45000 Lbs	to 380	Diesel Engine	hour	\$ 52.73
8708	Trailer, semi	48ft to 53ft, flat-bed, freight, two axle	50,000+ gvw	0		hour	\$ 8.67
8709	Trailer, semi	enclosed 48 ft to 53 ft, two axles	50,000+ gvw	0	Enclosed	hour	\$ 9.82
8710	Trailer, semi	28ft, single axle, freight	25,000 gvw	0		hour	\$ 10.01

8711	Flat bed utility trailer	6 ton		0		hour	\$ 3.21
8712	Cleaner, Sewer/Catch Basin	Hopper Capacity	5 CY	50	Truck Mounted. (350 gal)	hour	\$ 25.51
8713	Cleaner, Sewer/Catch Basin	Hopper Capacity	14 CY	60	Truck Mounted. (1500 Gal)	hour	\$ 32.02
8714	Vactor-Combined Sewer Cleaning	800 Gal Spoils/400 Gal Water	500/800 gal	190	with water & waste Tanks	hour	\$ 85.10
8714-1	Vector Combine Vaccum Truck	1500 gal Water	15 Cu Yd	330	with water & waste Tanks	hour	\$ 86.94
8715	Truck, Hydro Vac	model LP555DT	36 - Hp pump	36	Towed by tractor	hour	\$ 18.50
8716	Leaf Vac	Tow by Truck 22,000 cfm capacity		85	Leaf Vac + Truck Code 8811	hour	\$ 52.93
8717	Truck, Vacuum	60,000 GVW		400		hour	\$ 76.72
8719	Litter Picker	model 2007 Barber		0	Towed by tractor	hour	\$ 9.60
8720	Truck, Dump	Struck Capacity	8 CY	to 220		hour	\$ 57.70
8721	Truck, Dump	Struck Capacity	10 CY	to 320		hour	\$ 72.05
8722	Truck, Dump	Struck Capacity	12 CY	to 400		hour	\$ 79.62
8723	Truck, Dump	Struck Capacity	14 CY	to 400		hour	\$ 77.50
8724	Truck, Dump, Off Highway	Struck Capacity	28 CY	to 450		hour	\$ 136.57
8725	Truck, Dump	Struck Capacity	18 CY	to 400		hour	\$ 91.65
8730	Truck, Garbage	Capacity	25 CY	to 255		hour	\$ 49.79
8731	Truck, Garbage	Capacity	32 CY	to 325		hour	\$ 57.06
8733	E-BAM Services	Environmental Beta Attenuation Air Monitor		0	Powered by Solar System	hour	\$ 3.07
8734	Attenuator, safety	that can stop a vehicle at 60 mph		0		hour	\$ 5.64
8735	Truck, Attenuator	2004 Truck Mounted for 60 mph		0		hour	\$ 3.89
8736	Truck, tow	1987 Chevy Kodiak 70		175		hour	\$ 28.73
8744	Van, Custom	Special Service Canteen Truck		350		hour	\$ 18.35
8745	Van, step	model MT10FD		300		hour	\$ 22.05
8746	Van-up to 15 passenger	light duty, class 1		225-300		hour	\$ 20.48
8747	Van-up to 15 passenger	light duty, class 2		225-300		hour	\$ 20.77
8748	Van-cargo	light duty, class 1		225 - 300		hour	\$ 22.44
8749	Van-cargo	light duty, class 2		225-300		hour	\$ 22.68
8750	Vehicle, Small			to 30		hour	\$ 6.41
8753	Vehicle, Recreational			to 10		hour	\$ 2.87
8754	<a href="#">Motor Coach</a>	GVW=50534	56 Passenger + 1-Driver	430	Passenger Transportation	Hour	\$ 63.94
8755	Golf Cart	Capacity	2 person	0	Battery operated	hour	\$ 3.80
8770	Welder, Portable			to 16	Includes ground cable and lead cable.	hour	\$ 4.11
8771	Welder, Portable			to 34	Includes ground cable and lead cable.	hour	\$ 7.21
8772	Welder, Portable			to 50	Includes ground cable and lead cable.	hour	\$ 13.66
8773	Welder, Portable			to 80	Includes ground cable and lead cable.	hour	\$ 13.75
8780	Truck, Water	Tank Capacity	2500 Gal	to 175	Include pump and rear spray system.	hour	\$ 31.05
8781	Truck, Water	Tank Capacity	4000 Gal	to 250	Include pump and rear spray system.	hour	\$ 56.57
8788	Container & roll off truck	Roll off Truck	30 yds,	200	Roll-off-Truck only	hour	\$ 23.73
8789	Truck, Tractor	1997 Freightliner F120		430		hour	\$ 56.81
8790	Truck, Tractor	4 x 2	25000 lbs	to 210		hour	\$ 43.43
8791	Truck, Tractor	4 x 2	35000 lbs	to 330		hour	\$ 47.57
8792	Truck, Tractor	6 x 2	45000 lbs	to 360		hour	\$ 52.98
8794	Truck, freight	Enclosed w/lift gate. Medium duty class 5	gvwr 16000-19500 Lbs	200	4 X 2 Axle (D)	hour	\$ 27.25
8795	Truck, backhoe carrier	Three axle, class 8, heavy duty	over 33000Lbs	280		hour	\$ 34.56
8796	Truck, freight	Eenclosed w/lift gate. Heavy duty, class 7	26,001 to 33,000 lbs gvwr	217	4 X 2 Axle (D)	hour	\$ 31.43
8798	Truck	Tilt and roll-back, two axle, class 7 heavy duty,	to 33,000 gvwr	217	4 X 2 Axle (D)	hour	\$ 32.13
8799	Truck,	Tilt and roll back, three axle. class 8 heavy duty	over 33,001+ gvwr	280	6 X 4 Axle (D)	hour	\$ 42.33
8800	Truck, Pickup				When transporting people.	mile	\$ 0.545
8801	Truck, Pickup	1/2-ton Pickup Truck	4x2-Axle	160		hour	\$ 12.78
8802	Truck, Pickup	1-ton Pickup Truck	4x2-Axle	234		hour	\$ 17.91
8803	Truck, Pickup	1 1/4-ton Pickup Truck	4x2-Axle	260		hour	\$ 21.10
8804	Truck, Pickup	1 1/2-ton Pickup Truck	4x2-Axle	300		hour	\$ 23.22



8805	Truck, Pickup	1 3/4-ton Pickup Truck	4x2-Axle	300		hour	\$ 24.85
8806	Truck, Pickup	3/4-ton Pickup Truck	4x2-Axle	165		hour	\$ 14.32
8807	Truck, Pickup	3/4-ton Pickup Truck	4x4-Axle	285	Crew	hour	\$ 22.64
8808	Truck, Pickup	1-ton Pickup Truck	4x4-Axle	340	Crew	hour	\$ 22.99
8809	Truck, Pickup	1 1/4-ton Pickup Truck	4x4-Axle	360	Crew	hour	\$ 26.55
8810	Truck, Pickup	1 1/2-ton Pickup Truck	4x4-Axle	362	Crew	hour	\$ 26.82
8811	Truck, Pickup	1 3/4-ton Pickup Truck	4x4-Axle	362	Crew	hour	\$ 27.55
8820	Skidder accessory	2005 JCB Grapple Claw		0		hour	\$ 1.75
8821	Forklift, accessory	2005 ACS Grapple Bucket		0		hour	\$ 1.56
8822	Truck, Loader	Debris/Log (Knuckleboom Loader/Truck)		230		hour	\$ 53.22
8823	Chipper- Wood Recycler	Cat 16 engine		700		hour	\$ 118.50
8824	Skidder	model Cat 525B		up to 160		hour	\$ 64.79
8825	Skidder	40K lbs- model Cat 525C		161 and up		hour	\$ 128.67
8840	Truck, service	fuel and lube	up to 26,000 gvwr	215-225		hour	\$ 40.19
8841	Truck, fuel	2009 International 1,800 gal. storage tank		200		hour	\$ 32.01
8842	Mobile Command Trailer	(8' X 28') with 7.5 KW Generator		0	Move to Location by Tractor	hour	\$ 14.73
8843	Mobile Response Trailer	(8' X 31') with 4.5 KW Generator?		0	Move to Location by Tractor	hour	\$ 13.87
8844	Mobile Command Center	(unified) (RV) Ulitimaster MP-35	43 FT Long with Generator	400		hour	\$ 86.10
8845	Mobile Command Post Vehicle	(RV) (In- Motion)	22-Ft Long	340		hour	\$ 31.55
8846	Mobile Command Post Vehicle	(RV) (Stationary) w/9.6 KW Generator	22-Ft Long	340		hour	\$ 20.33
8847	Mobile Command Center (Trailer)	48'x8' Trailer, Fully Equiped Mobile Command Center	48-Ft Long	0	Move to Location by Tractor	hour	\$ 31.69
8848	Mobile Command Center (Trailer)	48'x8' When being Moved w/Truck Tractor		310		hour	\$ 50.69
8849	Mobile Command Center	43'x8.5' x 13.5'H with self 30kw Generator		280	Generator Rate not included	hour	\$ 55.37
8850	Mobile Command Center	2007-Freightliner MT-55, (RV)		260		hour	\$ 47.12
8851	Mobile Command Van	1990- Ford Econoline- Communication Van		230	Communication Equipment	hour	\$ 42.78
8852	Mobile Command Center	47.5' X 8.75 Fully Equip' (In motion) (RV)		410		hour	\$ 68.04
8853	Mobile Command Center	47.5' X 8.75 Fully Equip' (Stationary)		410		hour	\$ 45.89
8854	Mobile Command Vehicle	53' X 8.75 Fully Equip		480-550		hour	\$ 98.84
8870	Light Tower	Terex/Amida AL 4000. with (4) 500 watt lights	w/10kw power unit	13.5		hour	\$ 11.11
8871	Light Tower	2004 Allmand				hour	\$ 6.93
8872	SandBagger Machine	(Spider) automatic	w/Vibration & Conveyor Motors	2-4.5		hour	\$ 49.42
8900	Helicopter	OH-58 KIOWA (Military) is the same as "Bell-206B3		420		hour	\$ 467.00
8901	Helicopter	OH-58 KIOWA (Military) is the same as "Bell-206BR		420		hour	\$ 489.00
8902	Helicopter	Model Bell 206-L3 Jet Range Helicopter		650	Jet Range III-Helicopter	hour	\$ 575.00
8903	Helicopter	Model Bell 206L1 Long Ranger		650	Long Ranger	hour	\$ 585.47
8904	Helicopter	Model Bell 206LT Long Range Twinranger		450	Twinranger	hour	\$ 763.30
8905	Helicopter	Model Bell 407 EMS- Ambulance		250		hour	\$ 625.35
8906	Piper-Fixed wing	Model Navajo PA-31		310		hour	\$ 476.60
8907	Piper-Fixed wing	PA-31-350, Navajo Chieftn twin engine		350		hour	\$ 507.20
8908	Sikorsky Helicopter	Model UH-60 (Blackhawk) medium lift	Medium Lift	1890	Fire Fighter Same as S70C	hour	\$ 2,974.45
8909	Helicopter	Model UH-A (Blackhawk) Medium lift	Medium Lift	1890	Fire Fighter	hour	\$ 5,559.04
8910	Boeing Helicopter	Model CH-47 (Chinook) heavy lift	Heavy Lift	2850	Fire Fighter	hour	\$ 10,857.50
8911	Helicopter- light utility	Model Bell 407GX - 7 seater	7-Seaters	675	Passenger Aircraft	hour	\$ 620.38
8912	Helicopter- light utility	Modle Bell 206L- 7 seater	7-Seaters	420	Passenger Aircraft	hour	\$ 607.92
8913	Helicopter	Model Bell-206L4		726		hour	\$ 570.24
8914	King Air 200 Turboprop Aircraft	Blackhawk King Air B200XP61		669		hour	\$ 1,318.11
8915	Turboprops Blackhawk Aircraft	Blackhawk Caravan XP42 A		850		hour	\$ 738.12
8916	Turboprops Blackhawk Aircraft	King Air C90 XP135 A		550		hour	\$ 1,108.33
8917	Aerostar Piston Aircraft	Aerostar 601P		290		hour	\$ 466.67
8918	Bell UH -1H Huey Helicopter II	Engine:1 × Lycoming T53-L-11 turboshaft		1100	Travel Range 253 Nautical Miles	hour	\$ 1,376.74

8943	Wire Puller Machine	Overhead Wire Pulling Machine		30	Overhead/Underground Wire Pulling Machine	hour	\$ 20.16
8944	Wire Tensioning Machine	3000 Lbs			Overhead Wire Tensioning Machine	hour	\$ 14.84
8945	Aerial Lift - 20 Ft High	model 2008 Genie Scissor Lift	1000 Lbs		24 Volt	hour	\$ 6.44

*EIGHTH 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:** June 2023

**To:** Board of Supervisors

**From:** GMS – OakLeaf Operations Manager

### Community:

#### Special Events

- Schools out party, Dive in reports
- June Movie – Dive In at MV Pools
- Report on kids programming – tennis, aquatics, etc...
- Summer Food truck nights

#### Aquatics

- Pool fully open until August
- Currently scheduling neighborhood classes – CPR/First Aid, red cross babysitting
- Swim practice and meets ongoing
- Discussion of swim teams at Pools for high school season

#### Amenity Usage

- *Total Facilities Usage –*
- *Average daily usage –*

#### *Card counts:*

DB Owners	108
DB Renters	49
DB Replacements	33
DB Updated	21

*Total cards printed: 485 (both districts)*

## **Double Branch Community Development District (CDD)**

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### **Memorandum**

#### **Rentals**

- 6 of 31 days rented In May , 4 of 4 weekends rented
- 6 Clubroom rentals, 4 patio rentals
- 30 tours (42 approx.hours)/63 hours used for scheduling, administrative, etc

#### **Operations: Open Items**

- Update of Pool Leak Detection and planning/coordination of repair
- Update of Pickleball renovations schedule

#### **MAINTENANCE**

- Digging of slide pool / pipe leak area
- Retrieve as-builts for slide pool
- Remove ceiling fans at FC, replace with outdoor fans
- Coordinate access control upgrades
- Coordinate repair of small AC unit at Fitness Center (air handler fan shaft replacement)
- Inspect and coordinate repair of AC unit at Amenity center (low refrigerant)
- Walk through with Health Department for pool inspections
- Repair lights/light niches in slide pool
- Replace multiple cracked drain covers in slide pool
- Replace multiple cracked drain covers in lap pool
- Paint spray ground legs
- Re-attach multiple nets at spray ground
- Repair handrails at slid pool
- Repair handrail at lap pool
- Replace batteries at slide and lap pools for ADA lifts
- Inspect and diagnose motor issues with lifts, ordered new hydraulic arms
- Mason work at Stairs completed
- Pavers repaired and replaced at lap pool edge
- Repair swings at Cannons point – damaged due to vandalism
- temporary fix for leak for continued pool usage
- Graffiti removal at nature walk area
- Graffiti removal of fieldhouse
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Pickup of UTV from repair shop
- Extra trash routes run due to increased litter - after school released
- Install of borders for swing set at OakBrook
- Install of mulch at Oakbrook swings
- Assemble multiple new park benches and tables

## **Double Branch Community Development District (CDD)**

370 OakLeaf Village Parkway, Orange Park, FL 32065

*904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)*

### **Memorandum**

- Replaced multiple tables at multi use field track
- Diagnose issues with lock at ladies room at Amenity center
- Delivery and install of furniture at clubroom (still awaiting 2 wingback chairs)
- Replace multiple “dawn to dusk signs” – Waverly and Piedmont parks
- Coordinate tree removal at rear of 2<sup>nd</sup> duck bridge
- Install/ replace multiple damaged borders for Playground (cannons point)
- Install of new mulch surfacing at Cannon’s Point
- Audit of access cards – ongoing (to include audit of adult family members in household)
- Cut backing for new and replacement signs – ongoing
- Employee information 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 5/11 Nature’s Hammock, Fall Creek, The Oaks, Cannon’s Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 5/25.

### **Landscaping**

- Coordinate Amenity center enhancements
- Coordinate 2<sup>nd</sup> bridge enhancements, irrigation completed
- Tree canopy lifted at Oakbrook, multiple roadway throughout
- Palm trees trimmed at Amenity Center
- Monthly report for May submitted and filed at Operations office

**For questions, comments, or clarification, please contact:**

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

[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)

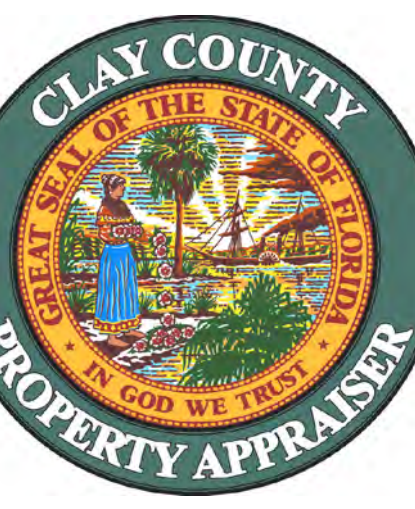






THE HONORABLE ROGER A. SUGGS, CFA, AAS  
CLAY COUNTY PROPERTY APPRAISER  
State-Certified General Real Estate Appraiser RZ2771

# Double Branch CDD 2013 Clay County, Florida



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