

**MINUTES OF MEETING
DOUBLE BRANCH
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, **August 14, 2023** at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	Chairman
Chad Davis	Vice Chairman
Andre Lanier	Assistant Secretary
Tom Horton	Assistant Secretary
Scott Thomas	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo
Marla Dietrich	S3 Security

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m. A quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the July 10, 2023 Board of Supervisors Meeting**
- B. Financial Statements**
- C. Assessment Receipts Schedule**
- D. Check Register**

Ms. Giles stated included in your agenda package are the minutes of the July 10th meeting.

On MOTION by Vice Chairman Davis seconded by Mr. Horton with all in favor the minutes were approved as presented.

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Ms. Giles stated the next item is the financial statements as of June 30, 2023, followed by the assessment receipts schedule showing the assessments are 100% collected, and then the check register.

On MOTION by Mr. Horton seconded by Vice Chairman Davis with all in favor the check register was approved.

FOURTH ORDER OF BUSINESS

Public Hearing for the Purpose of Adopting the Fiscal Year 2024 Budget

Ms. Giles stated this budget has four funds: the general fund budget, the recreation fund, the debt service fund, and the capital reserve fund. There is no increase in assessments this year.

On MOTION by Vice Chairman Davis seconded by Chairperson Nelsen with all in favor the public hearing regarding the Fiscal Year 2024 budget and assessments was opened.

Ms. Giles stated this is the public’s opportunity to be heard on both the adoption of the 2024 budget and the resolution imposing special assessments and certifying an assessment roll for 2024.

There were no comments by members of the public.

Mr. Horton stated there was a change to page number 22 of the budget sent out, but I’m not seeing what changed.

Ms. Giles stated the change was to properly capture what was on the mailed notice regarding the assessments for last year’s budget. It was a change of \$0.75.

On MOTION by Vice Chairman Davis seconded by Mr. Horton with all in favor the public hearing was closed.

Ms. Giles asked Jay is there anything you want to go over with the Board?

Mr. Soriano responded there is not. We’ve talked about it at length. This year the goal was to keep everything flat after increasing last year for the first time in a decade. We have seen in the last couple years where we need more hours for staff to clean up and more maintenance. We’ve added playgrounds and recreational areas and none of that was in the original plan. We

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didn't stick into this budget, but it will come up. Next year is my concern.

Mr. Horton asked is there not funding in there to add two more full-time maintenance people?

Mr. Soriano responded it's not that there's not funding in there. Usually for the maintenance side, I try to stay under that budget. I just added two, so I'm catching up on some things right now, but I would love more staff, so I can put it in there if you guys want more maintenance people. It's the common area maintenance and repairs and replacement line that gets a big portion of what we pay our staff members, so as we start to beef that up, everything else goes to your capital. If you build another playground, that extra install time and the playground itself all goes to capital, so we start to take more out of that capital. We've been saving up and we've been doing a good job, so we have room and that's why I'm not scared, but at the same time, I'm not in a hurry to jump right away. I think we watch it, but I would be good with more if that's the direction from the Board. I can always start off with one and try to get one in the next couple of months and then we do another as we get near the end of this fiscal year.

Mr. Horton stated that would be a start. It just takes so long to get things done. I know we haven't gotten to the engineer's report yet, but that's a good example of it right there. You're agreeing to hire one more person then?

Mr. Soriano responded if you want me to hire one more person than I will, we just have to watch it a little closer. The biggest thing is when we go over budget, you're going to be the first ones to ask me why we're going over budget. We're not going to go over to where we have a concern because we're going to pull from capital, but if we were watching pennies, that would create a problem.

Mr. Horton stated we share the people with Middle Village. How do they feel about it?

Mr. Soriano responded they want the same thing. We're at 20 summers on your side. We've got a couple of big quotes here, so we've got things we have to spend money on, so they look at it the same way. We have job after job and there's no way three or four guys can catch up to that, so extra people are definitely helpful. Even then, I have to have that freedom to subcontract to somebody else if we just don't have enough people. They're going to be more expensive, and you guys have given me that ability, it just comes out of capital. I can take that direction if everybody feels comfortable.

Mr. Horton stated I think that's the least we can do is get one more and another later on.

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Mr. Thomas asked so we consider taking one of the part-time employees and making them full-time?

Mr. Soriano responded I've moved everybody to full time. The only part time person left for school. Right now, I have three full-time employees.

Mr. Horton stated I thought in February you had three full-time and three part-time.

Mr. Soriano stated I had to let one go and one went back to college. One that was part-time has been getting full-time. He worked as a lifeguard for us for years and he worked as maintenance for the last year part-time, so we are kind of promoting him. We share him with other districts, so he's still kind of part-time, but he's been busy, so I give him one day a week here.

Vice Chairman Davis stated, but we agree to hire one more, right?

Mr. Soriano responded yes. I can put you on to four full-time. As we get to summer's end it gets easier, so I'll still have a part-time guy.

Mr. Horton asked so you're going to have four full-time and two part-time?

Mr. Soriano responded right now it's only one. I can hire another part-time with the plan of switching to full-time. I can do all I can to keep these guys happy, but it's still RMS that does the hiring, so I have to go through them.

Mr. Eckert stated I don't think any of it changes the budget that we have.

Mr. Soriano stated it doesn't. I just have to stay within that. So, whether I have three guys or five guys, I have to be able to stay within that. If it's because of salaries if they're full-time that it takes us over, that's where it goes into your capital. It's not going to affect this budget and that number for common area maintenance or repair and replacement.

A. Consideration of Resolution 2023-09, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2024

On MOTION by Mr. Horton seconded by Mr. Lanier with all in favor Resolution 2023-09, relating to annual appropriations and adopting the budget for Fiscal Year 2024 was approved.

B. Consideration of Resolution 2023-10, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024

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On MOTION by Vice Chairman Davis seconded by Chairperson Nelsen with all in favor Resolution 2023-10, imposing special assessments and certifying an assessment roll was approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. District Engineer – Acceptance of the 2023 Annual Engineer’s Report

Mr. Horton stated we were talking about the maintenance workers earlier. This is a good example. A year ago, the area approaching the pedestrian bridges was mentioned and it’s still not done.

Mr. Soriano stated one bridge is not done. All the rest are done. Even the one in that picture is complete.

Mr. Horton stated so it’s taken a year to complete all three bridges. It’s nothing against you Jay, we just need more people.

Mr. Soriano stated I get it. That is one I wanted to make sure they did because we’re also worried about costs. If I subcontracted that out, it probably would have been twice as much. We ended up about \$6,000 a bridge. The third bridge we still have to do dirt and plants there. We have irrigation in there, right?

Ms. Suchsland responded we have irrigation, but we haven’t done demo or plants.

Mr. Soriano stated so once we do that, that bridge is done.

Mr. Horton asked what is the deal with the large wooden blocks in the parking lot area at the Village Center?

Mr. Soriano responded I have no clue. We can remove those. At first I thought somebody was having a campfire ring when I saw that.

Mr. Lanier stated I wonder if somebody took it upon themselves to stop people from parking there.

A resident stated we’re from the Village Center. Those are pieces of wood that residents put out there because people are parking and trashing the place, so we’re here so we can let you guys know that the Village Center has been an issue and we’ve reached out several times to get some sort of solution.

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Mr. Soriano stated there are two big concerns. One is landscaping. We have limited landscaping there; we've talked about that before and we've actually spent extra money there in the past. The second is the parking. We've talked about this. The biggest part is we have to tow everybody. We can't tow just the boat or just the semis. They're using that as their overflow parking. There are 38 cars out there right now and I know you guys see it every day. We are going to get angry residents because they live right there in those houses and they're using that as their guest parking.

A resident stated yes, on the sides they're using it as their parking, however, the big space in the back where there is constant teenagers parking, the semis, and the boats, those should not be parked there overnight or for days or weeks.

Mr. Soriano stated we don't have a delineation or a policy. We'd have to change that around and probably go through a resolution, because the first thing that is going to happen is you're going to tow somebody and they're going to come back with legal issues if we're allowing people in the houses to park on District property and not allowing others. I know it stinks, but we need everybody to understand they're not supposed to be in that parking lot at night. We've been lenient.

A resident stated it wasn't always in the back where everyone is parked. It just now started getting worse. That boat has been there for months. We've voiced that when it started because it wasn't the boat, semis, and stuff like that in the beginning, it was just cars.

Mr. Horton asked are you from the HOA?

A resident responded we are.

Mr. Horton asked have you put any word out to the residents to tell them not to park there?

A resident responded yes; we have reached out several times. It's not part of the association's area, so we've reached out to Jay several times, especially in the very beginning and we get the same answer.

Vice Chairman Davis stated he's asking if you've reached out to your residents.

A resident stated it's not theirs. The residents park there because that's their house.

Vice Chairman Davis stated but it's still not their property, so they're still illegally parking.

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A resident stated we would be willing to reach out, but if nothing is going to happen because of inconsistencies.

Mr. Soriano stated we can't tow without towing everybody, so I've talked to Cindy and Bruce a couple of times about sending emails out. He doesn't send me the emails. He tells me he sends them out, but we need everybody, even the people on the side to move.

Vice Chairman Davis stated when there is no car there except for a non-resident, we will probably have no problem towing that, but you when you have residents and non-residents there, we can't just tow the non-resident. That is what he's seeing.

Mr. Soriano stated we have to do some other policy.

Mr. Thomas asked how are you determining who is a resident and who is a non-resident other than a giant boat and a box truck?

A resident responded there are houses that were built there instead of the commercial properties that were originally planned to be built there. So, these residents are parking their cars there versus in the back where the garage is, so obviously there is a consistent way of knowing those are their cars, however just recently, these big box trucks and the boat are parking in the back. The same area we've had to call the Sheriff's office on a regular basis because of the teenagers and they continuously trash the place.

Mr. Thomas stated here's my thought process. I first need to know who is a resident and who is a non-resident, but from my understanding, even if you are a resident, you're not supposed to be parking there, so if we entertain this idea of changing the policy, then you need to let your residents know if we're willing to go through this, their cars will be towed as well.

Mr. Soriano stated that's what we can do now. We can tow everything there now. They're just not going to be happy.

A resident stated there's only eight houses there, so it's very easy to knock at all eight houses. We've been dealing with this for years and there's never been a solution, so we would just like one. It's also the same thing for the maintenance in the back. It doesn't get cut regularly. The trash doesn't get picked up regularly. How do we solve something if we're not getting a response?

Ms. Giles responded we're on the engineer's report, so let's get back to that, but as far as the towing and the parking policy, I think Mike has some options for the Board to consider.

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Mr. Eckert stated yes, we can do that. Jay is right, we have to go through a policy and procedure, and we have to designate the areas that are going to be tow away zones and we cannot be discriminating against one person versus the other. I need to understand the areas we're talking about, so I would need to talk to Jay between now and your next meeting and then come back to the Board with a couple of solutions for the board to consider and then you can decide how big the tow away zone is and the hours and things like that. But you're right, you can't differentiate. It's a public parking space, which means that someone from Ohio can use it just like a resident can.

Ms. Giles asked with what you bring back, would that be a public hearing?

Mr. Eckert responded if we're going to adopt it in the form of a rule, it would only be starting that process, so that would be more of a 60-day process. If we can get away with doing it as a policy, then we can bring that back at the next board meeting and you can adopt it at that board meeting.

A resident stated I'd also recommend having some signs placed out there for the people that don't live there.

Mr. Eckert stated you can't put signs out there for the person who doesn't live there if it's a public parking space. We can't be discriminatory.

Mr. Soriano stated we can get more ASAP towing signs. We have a blanket one for the neighborhood. It's no overnight parking.

A resident stated the Village Oaks, there are some parts in there like Village Oaks Lane where it's the parallel parking.

Mr. Soriano stated we don't mess with that at all. It's just the circle around.

Mr. Horton asked are you saying that all parking lots on the outer edge are CDD owned?

Mr. Soriano responded all that asphalt is ours except when you turn to go down the roads, so some are HOA owned and there are a couple that are county roads, but that circle around is ours.

Mr. Horton stated some of the houses face the parking lot.

Mr. Soriano stated all the ones on the right and left do. They do have parking in the back, but whether they use it or they could be using it as guest parking or they just need more space.

Ms. Giles stated what I'm hearing is staff is going to work on options and bring them back to the next meeting. As far as the engineer's report, were there any more comments?

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Mr. Soriano responded I do want to point out one thing that is on there that is going to cost a chunk of money and that's the fact that they're just now starting to point out things like the lining and the asphalt. It's 18-year-old asphalt, so we've done things like pothole fixes and things like that, but we've not done extensive work and it's now showing up on the engineer's report, so we're going to have to address that. It's not being used for business, but there are lines there and there are supposed to be good clear lines for things like the ADA spots, so we may have to get out there and do all of that painting.

Mr. Horton asked is there some kind of a rule if you have a parking lot, some of the spots have to be ADA.

Mr. Eckert responded yes.

Mr. Soriano stated if you have a parking lot for people to park in, you have to provide so many spaces.

On MOTION by Vice Chairman Davis seconded by Mr. Thomas with all in favor the 2023 annual engineer's report was accepted.

C. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2024

Ms. Giles stated I checked the dates against the calendar and the only thing I see is October 9th is Columbus Day.

Chairperson Nelsen stated March 11th is Clay County's Spring Break.

Mr. Thomas stated or the week after. I can double-check that.

Ms. Giles stated we can change a date later if we need to. This will be what is published in the paper and on your website, but you always have the option to change something.

On MOTION by Mr. Horton seconded by Vice Chairman Davis with all in favor the meeting schedule for Fiscal Year 2024 was approved as presented.

D. Operations Manager – Memorandum

Mr. Soriano stated I have one thing I wanted to talk about, which is the Tuesday night food trucks. That worked out well through the summer. Just for the summer I told them to plan for this week since we hadn't advertised that it would be coming to an end, so they will be out

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here this Tuesday, but all the food trucks have asked if we can continue. It's usually only two trucks that sit out at the amenity center on Tuesday nights. It's a little tougher on your side because you're going to get into a season where that field is packed, so they would have to be in that little circle, but I do see it being successful and all the residents seemed to enjoy it this summer.

Mr. Lanier asked will the residents continue to use it? Because it's tied to the pool, right?

Mr. Soriano responded right. I think that's going to be a sign if it stays as busy. These trucks are selling out, so they're loving it, but as the weather changes and we get into a slower time of year, I do have concerns with even the every other Friday one that we do. If you recall, they didn't do those at all halfway through December and all of January because it's just not busy enough. I leave it to them to judge usage, so if they're slowing down and they come to us and say they're going to stop the Tuesdays and just stick to the Fridays. This was just supposed to be for the summer, so I just wanted to make sure we were all on board with doing it. I still have to ask Middle Village at their meeting next week.

Chairperson Nelsen stated if it's not taking staff time, then I don't know why we wouldn't.

Mr. Soriano responded it doesn't Tiffany does a good job coordinating all the trucks and making sure everything is in order. I'll let her know. We send that email out every Monday with who is on there and a link to their Facebook page.

Mr. Soriano continued with his report stating, we just had a couple of our events, including the Back-to-School party at both pools and your last dive-in this past Friday. It thundered on us right at the start of the movie, so we had to kick everybody out of the pool for 30 minutes, but we came back and started the movie later. There was a little over 100 people out there, so it worked out. The last dive-in is this month coming up at your sister district and then we come back to the movies on the green at your district every month. We have the summer high school swim team kicking off in your sister district's pool, but we do give them the ability to do overflow, so they generally try to line up their meets so that when Ridgeview has a meet here, Oakleaf is away some place and vice versa because we have two teams that use this pool. Every once in a while it does occur that they don't have some place to go, so I've told them they can use Double Branch but they're limited to the couple lanes we have there. All the rest of the space is for residents, and they can't dive there. Unless anybody has any concerns, that is the way they

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will operate again this season. The babysitting class didn't go as well as we thought. We had one full class, but the other two we had scheduled didn't have enough attendants, so we pushed them together into one big class. I would like for Susie to continue that and have more of a community-based training classes at the sites. It's something we haven't done in the past, but I've been trying to get her to do more of. She has the ability to do CPR training, first aid and babysitting and things like that, so those are going to go on our calendar on a normal basis.

Moving on to the maintenance side, the first update is on your pool slide. Your numbers were really high this last month, but I'm sure it's because of the extreme heat. There were a lot of people at the pool, but nowhere near as many as year's past because of the slide. This slide over here is overrun because you don't have yours open. I did have another company come in a couple of weeks back and they did more extensive leak searching by using gas to pressurize it and they dove in the pool and listened around the marcite rather than just walking the deck. They located the leak right between your main drain. We have to drain the pool like I mentioned, and you'd have to cut out all the marcite and the concrete in between those two drains that are below the slide, then fix your pipe and then put the shell back together. You have two quotes in front of you. Both of these gentlemen own their own companies and have worked with us before. Both of them were here as lower-level managers with swimming pool specialists when this pool was built, so they both know it really well. Capital T is extremely low, however, that is kind of exploratory. That is just to cut the hole in the concrete and find the crack in the middle that they can here. That does not include the actual repair. He told me he expects that to be two to three times the amount by the time it's done. That's still low when you look at Crown's quote. Crown Pool is who I use more and who I tend to trust a little more. I went back and forth with them today, because that just seems really high, but they're standing by their price. That is taking a lot of things into account that Scott won't do either. They're looking at purchasing a membrane to put out in the drain field so they can wet down the pool. I've mentioned before that marcite getting dry is not a good thing, so now that our marcite is getting older, for us to drain the pool, not only do we have to worry about cracks, but we have to worry about the marcite popping off the walls and having patches everywhere. So, they are taking into account all of that stuff and including it into the \$51,000 quote. I'm looking at Capital T with probably \$20,000 to \$23,000 by the time we're done if it's three times that amount. That's to cut a giant hole in the bottom of your pool, repair the pipes, replace the main drains, do all the work to make sure our pool

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doesn't fall apart while they have it empty for two to three weeks and then fill it back up with water and get it running right.

Vice Chairman Davis stated my concern is they're not apples to apples. One is to cut and replace two main drains and this one is to cut one 4x4 hole, so if he goes to three times that and it ends up being two main drains, it's six times that cost.

Mr. Soriano stated he was not excited about this job. He thinks it's dangerous to do during the summer, so he wants to wait until December. Crown mentioned that they would feel comfortable doing it in cooler weather because it dries out your marcite, but that's why they've put that in there to combat that. This is a big job for just a repair. For \$51,000 you can build a little pool in your backyard. Nobody was excited about doing this repair because there's a lot of things that can go wrong.

Vice Chairman Davis asked are they both on the same page as to where the problem is?

Mr. Soriano responded yes. The reason they looked at doing two main drains is there is really no way to cut out in between. Scott wants to cut a hole in the middle and fix that pipe. It's a 12-inch pipe that comes from each side. You can't bend those, so you have to be able to put that on, so Crown's idea to fix it was to just go ahead and cut out that whole big section, put it together beforehand and drop it in place, but that adds a lot of work. You have to cut a lot more concrete, and you have to have a lot of manual labor because you can't get a tractor in there. There's three feet of concrete underneath that pool.

Vice Chairman Davis stated I feel more comfortable with the higher bid.

Chairperson Nelsen stated I do too. I think you do too, don't you?

Mr. Soriano responded I do, I just told them I don't know how I can argue with it because I feel more comfortable with them and they've done a lot of work for us, when somebody throws out a bid that's \$7,500 and says I see what the problem what the problem is and I can fix the problem.

Vice Chairman Davis stated it might be four or five times more than that, but I don't feel comfortable with that.

Mr. Soriano stated if neither one of them want to work on this until it's cooler, we can wait to approve this amount. They might even come up with a better plan and say we've got an idea and we can do a little better on your pricing. I have two more concerns for your coming up.

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Vice Chairman Davis stated I agree. Originally, we were talking about under the slide and the footers, which would be \$100,000 so to me, this is a little bit better and I like the fact that they're considerate about the marcite and waiting until it cools off to not cause us any more problems in the future.

Ms. Giles asked does the board want to wait to hear the rest of the concerns Jay has.

Vice Chairman Davis asked are your concerns directly related to this?

Mr. Soriano responded no. If we want to wait and bring this back next month and see what the weather is like and they're both still stuck to the numbers, that's what it is and that's what we have to go with.

Vice Chairman Davis asked are their schedules somewhat open?

Mr. Soriano responded Crown said the quickest they could get out here was the first week in October. We have the September meeting. That's quick. Both of them were looking more at December, so if we want to push them and say we will agree to the \$51,000, but we need you right away.

Chairperson Nelsen stated as long as it's done by Spring Break, I'm fine.

Vice Chairman Davis asked how many days is this quote good for?

Mr. Soriano responded Crown will be good. Capital T told me 60 days, but he's so low already, he's still got space there. We haven't given him enough jobs where I think he would say he would hold it for six months, where Crown has done a lot of work for us. They still do monthly work for me for tile edges and coping and things like that.

Mr. Lanier stated price is one thing, but having the labor to possibly do other jobs if we say we don't want to give you an answer for a month.

Vice Chairman Davis stated I'm thinking lock it in.

Mr. Horton stated that's what I'm thinking too. If you can get Crown to agree to a certain date to do it.

Mr. Soriano stated the earliest he could do was the first week of October.

Mr. Horton stated if he's going to be busy when we lock him in, then we will have that date.

Mr. Soriano stated if you want, you can give me a not to exceed.

Mr. Eckert stated this was not on the agenda, so you'd have to take audience comment before you voted.

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Ms. Giles asked are there being audience comments as it pertains to this topic?

There being none, a motion followed.

On MOTION by Vice Chairman Davis seconded by Mr. Lanier with all in favor main drain repairs to be completed by Crown Pools at an amount not to exceed \$51,451 was approved.

Mr. Soriano stated the next two quotes you have are for A/C units. I didn't proceed with fixing this a few weeks ago when it went out because I didn't view it as an emergency. We have fans and it's working somewhat; it just doesn't get cool in the fitness center. About four or five years ago we were considering taking the whole thing out and doing a different unit. We're adding those type of problems now; one coil is bad. To take the whole coil out and put it in, he gave me a verbal quote of at least \$16,000. His idea is to take the ten-ton unit out and putting two five-ton units in for around \$22,000. I asked him if we could get help out of the demo side of it. I want the computer board out of that because we have another one sitting right next to it. I'd like all those parts off that I could use on the other one. You have a little one that does the back cardio room and that one has had problems too, just not as many. I do believe that is priority. It's nowhere near time for it in our capital report. It's twelve years old and that thing should have lasted longer. We probably paid about \$50,000 when we built this.

Ms. Giles stated this was another item that was not on the agenda, so we will give the public an opportunity to comment.

There being no comments, a motion followed.

Vice Chairman Davis motioned to replace the current A/C unit with two five-ton units at an amount not to exceed \$22,000. Chairperson Nelsen seconded the motion.

Mr. Thomas asked you'll make sure it's in the contract that it says you can remove parts from the old unit?

Mr. Soriano responded yes.

Mr. Horton asked how about repairing the air conditioning unit in your office?

Mr. Soriano responded that one will be next.

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On VOICE VOTE with all in favor, Toole Technologies replacing the current A/C unit for the fitness room with two five-ton units was approved at an amount not to exceed \$22,000.

Mr. Soriano stated Tom, I know you'd probably like me to take care of this now, but this is another one. This one is a step down for a couple of reasons. Not only did it just go out a week and a half ago when we got it checked out, it's been problematic this summer. The big ten-ton unit you have at the clubhouse is out too and it's the same thing with the coils. The nice part is that one works a lot better. It's 18-years old and it's still kicking. One side is cooling, but I can only get down to about 74 degrees. It's not bad for me, but it's killing the ladies in the office. They have mini splits that they can turn on, but they didn't run very well. They should have run them through the brick wall that is out front so it can drain properly. They ran it through the big ceiling all the way to the back by my office and out, so it condensates and drips through the roof and causes problems. I can pay to have that changed, but those mini splits work and those things are about 12 or 13 years old. They were discontinued in 2010. We will have to address that unit by spring. His priority was to get the fitness center up, so he hasn't given me a quote for that one.

Mr. Horton asked did you say the mini units are not separate?

Mr. Soriano responded they're separate from that. There is a mini unit in Wanda's office and there's a whole other mini unit in Lisa's office so they can turn them on and control themselves. I try not to use them because of the leak issue, but when it gets hot, they have to use them. I'll just have to pay to have something ran through the wall, so it runs the right way. That's an older unit, so we may have better luck on just getting a coil.

Vice Chairman Davis stated those bigger units are more problematic when it comes to getting them repaired because they're way more expensive. My mom had 7.5 tons of air and we took it out and put two five-ton units in because the cost is ridiculous on those larger units.

Mr. Soriano stated and if you recall, we actually don't need a bigger unit anymore. That was there because it was a fitness center in our maintenance storage and office area. I'm out in the field most of the time.

Vice Chairman Davis stated if you can get the 74 with five-tons of air, you can probably get lower than 74 with a more energy efficient 5-ton.

Mr. Soriano stated right. He's going to look at that for me instead of doing a ten-ton unit. The biggest complaint we get is the bathrooms because that unit cools our bathrooms as well.

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Vice Chairman Davis stated another mini split for the bathrooms. It would be a lot more cost efficient than another 5-ton.

Mr. Soriano stated yes, you could also do that.

Chairperson Nelsen asked are they easy to vandalize though?

Mr. Soriano stated we do have windows to let in light up top that could be replaced with a head unit. I can look at that. That will give him an option of something to look at that is lower cost for us, I just don't see the need to replace the 10-ton unit though and that's why I put this at the bottom of the list. That's it for my open items. I did want to go over something with you guys on payroll. I've spent the last two months dealing with our software company because our payroll company got bought out by another software company and this couldn't have been at a worst time because we have seasonal staff. We go from 75 people during the season, to five to eight that work off season. I have been in the office a lot more with them to try to get an easy change over. We were able to get our first payroll run last week after two months of dealing with this stuff. I probably will not be staying with this company. They have a lot of benefits over top of our old payroll company, but the problem is we don't use any of them. It will affect you guys too, that's why I'm pointing it out. In the next week or two, I have to put your payroll in for this meeting and I may need to update information with you guys. You may have even gotten an email recently to get you a new log-in so you can see your stubs, W-2s and run reports. I just wanted to forewarn you about that.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Ms. Suchsland stated I just want to thank the ladies for coming forward and addressing some issues over at Village Center and let you know that we do not do maintenance around vehicles because we won't want to cause any damage, so if there are areas that are missed or skipped, that's the reason. The other comment is I'm still in contact with Kate with Florida Elite going back and forth with sod placement. This would be the fourth year if they do not replace sod.

Mr. Soriano stated we haven't signed a new contract with either one, I-9 or Elite Soccer, so we may have to beef up some wording in there. We talked about it last year with extra help for trash pickup on the weekends. Kate is good to work with, but she's still limited on volunteers. We have to get them to understand because we have janitorial one time a day in the morning and

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then all of them come in and their contract says they help with trash and the bathrooms and we really need that done, but it's even the things that are in the contract like the resodding. They have asked us year after year to forgo that and we've worked with them. It's the same way with I-9. They really have to get their coaches to understand that they're paying for one day a week.

Vice Chairman Davis stated I got blasted as President of OSA by a resident that lives out there about how embarrassed I should be that we don't clean up our trash. That's not me. That's soccer and I-9.

Mr. Soriano stated people with the company should get more involved and shouldn't throw that all on Kate, and Doug is the same way, but they're the ones we're going to deal with, so we may have to beef up those contracts.

Vice Chairman Davis stated other than referees, Doug has one guy out there on Saturdays and that's it. He's not going to take out all the trash.

Chairperson Nelsen stated he should hire somebody to do it.

Vice Chairman Davis stated I agree. That's my point.

Mr. Thomas stated so this is four seasons and last time we had to redo this I remember the cost was quite hefty and we had to do it in three sections.

Vice Chairman Davis responded yes, \$33,000 in three or four sections.

Mr. Soriano stated that was for us to do the sprigging. That's not the sodding they're supposed to do as part of their contract.

Mr. Thomas asked are we beyond sprigging?

Ms. Suchsland responded no, but I do feel like they should contribute because you have a certain amount of Bermuda you put in every year, but this year because of certain areas that we've been doing like the bridges where we've thrown in the sod and we've already done the plant material because we had such a hard winter last year, we're getting up there, so we're getting limited in funding. I'm just letting you know it's been four seasons.

Mr. Thomas stated I agree. We need to change the wording on some of that.

Mr. Soriano stated yes and it's us being a little stricter.

Supervisor Requests

Vice Chairman Davis stated I have a safety concern with our drains. I don't know if it should be directed at Chalon or the County. If you recall, when they were doing that work, they

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had to put the preventative measures up around the drains, the socks if you will to prevent any debris from going in there. I'm wondering if they left a couple and they've gotten in there because we've got some ponding and when I say safety concern, it's like a foot deep.

Ms. Suchsland stated they're plugged. There is one that we've actually rolled up so the water can go, but we can't move it because it's so sunken through the grate that we can't remove it. We've sprayed the weeds over it.

Mr. Soriano stated you're talking about Oakleaf Village Parkway on that one, right?

Ms. Suchsland responded yes, but where he's talking about is just past the amenity center on the right-hand side and down by Piedmont Park.

Mr. Soriano stated there might be a catch basin in it that has the fabric. They're done with the construction, so they need to look at moving that.

Vice Chairman Davis stated you can't visibly see the fabric, so I'm wondering if the fabric got washed in. It's where you mentioned past the amenity center heading north, but the other day it was right past where you turn to go to the church, and it was a foot deep.

Mr. Soriano stated that's public works or Clay County. They come out with pumping trucks. I did one in the back of Hearthstone in May, and it wasn't fabric that was in there, it was basketballs and all kinds of junk. It can come backwards too, so it comes through the lake side and goes through the culvert. I've told them about the one on Oakleaf Village Parkway a couple times.

Vice Chairman Davis stated there's also one right by the dog grooming place.

Mr. Soriano stated I'll let public works know. They come out and hook the truck up and try to pump everything out. The ones with the catch basins are different, so the fabric is there during construction, and I would think that's only on Oakleaf Village Parkway.

Vice Chairman Davis stated right and that's where I see the issues at.

Chairperson Nelsen stated I have several people telling me they feel like the pickleball courts are uneven. I haven't walked them, so I don't know.

Mr. Soriano stated they're not uneven. The rubber is not as smooth and I don't like it. It feels great and it bounces, but it's not as easy to work with as the sand paint. I have concerns about them helping with painting because that was the plan, but they're excited and they want to paint it. I haven't been working on it every day because it's just too hot, but it's pretty smooth and even. We do have some areas that we've had to do multiple times because those were the

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patched holes, so we had to do multiple layers. You can't see where the fence posts were running through the middle of the court. There are rubber chips in some areas. It's starting to get covered up now because we do multiple layers. I know we could get it a lot smoother if it was the sand paint. They're drilling the posts this week so all six nets can be positioned. That is the only thing that has slowed us down. I'm hoping they can come out in the next week or two and see what it's like to paint. If I see that it's causing problems, I'll stop them from painting, and we will take it over.

Mr. Thomas stated Chalon, I've been talking to some of your landscapers, and I want to give a compliment. They're a very professional and nice group. The only other thing I had is whether or not we've thought any more about QR codes for reporting issues.

Mr. Soriano stated we have them; I just don't have posts. They're going to go out at the playgrounds. I can't put this stuff everywhere, but I was thinking playgrounds and I think we need to put pond numbers out there so when people have a complaint that a pond is too high, they don't have to try to tell me exactly where.

Vice Chairman Davis asked can you put that underneath a no fishing sign on the same post?

Mr. Soriano responded we only have those no fishing signs on a few ponds now. Almost all of the places other than behind homes you're allowed to fish.

Mr. Horton stated I'd like to thank the Village Center people for showing up and talking with us. Jay, is there any update on the Blue Angels historical marker?

Mr. Soriano responded no, I sent an email last week because I don't know if you noticed our new Welcome to Clay County sign on this side, that was one of the other projects the County is working on. There's two of those one on Oakleaf Plantation Parkway and one on Wells Road to signify the start coming from Duval. They started working on them at the same time and it's kind of the same group, but the other one has the archive group involved, so I don't know if that's slowing it down, but they haven't given me an update.

Mr. Horton asked is there anything to report from security.

Ms. Dietrich responded not for Double Branch.

Mr. Horton asked have the two chairs for the clubroom come in yet?

Mr. Soriano responded I got a notification that they're supposed to be in on the 19th. I told you guys back when I ordered everything that I changed the couches out to get them faster,

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so we did get the couches faster than what you originally picked out, but they look pretty close and they ended up being cheaper. I couldn't find anything different for the chairs.

Mr. Horton asked how about the ducks?

Mr. Soriano responded I think I mentioned I pulled both the duck and the hog traps. The hogs you got to the point where it was just baiting hogs, so they caught 16 all together and they weren't stopped. With all the development out here, they're going to run out of the woods. The ducks though for some reason, they could only catch six. That big net out there started to bother me because people were walking under the net, so I pulled it. The ducks were scared, so we didn't get as many problems at the pool but still we have a little pile in here in the morning here and there.

Vice Chairman Davis asked did I tell you about what we did at the ballpark with the geese?

Mr. Soriano responded I think you mentioned coyotes and we have those. Those are the same way. When we first put them out, for a couple of weeks they're great and they scare the residents too, but unless you can move it around every day, they start to realize.

Vice Chairman Davis stated if you move it a little bit, it works really good.

Mr. Soriano stated eventually they realized. I had one duck that made a nest under one of the coyotes. If you remember our device that flew around, that worked the best, but I had to pay someone to come out and fly it around. Even with the net, we only caught six ducks, but it did scare the rest of them out to where we don't have that big group.

Mr. Horton stated one last question for Mike on the transfer of land from the library. Have you heard anything?

Mr. Eckert responded yes, when we talked to the County Attorney's office, they said they were going to be discussing it with their board and they would get back to us when they had a chance to do that, but it was not a high priority for them to deal with. We can follow up. There's another issue I have to talk to the county about at Middle Village, so that will give me the opening to talk about that again.

Mr. Lanier asked is there any update on the Worthington Oaks recreation setup?

Mr. Soriano responded I did get an email the other day. That should be to us in the next week. We've already ripped out the Worthington Oaks playground so that as soon as we get the new one, we can start putting it up. With the guys I have now, it should be faster.

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Mr. Lanier stated I have a kudos for the recreation set at the entrance community. Somebody went out of their way to say thank you. The fountain / ornamental stand tower that we have at the front of the amenity center. Have we done any work with that?

Mr. Soriano responded no. We pressure wash that twice a year, so at the end of the year we will be doing that again. I haven't brought anything back to do something different with it. If that's moved up on our list to change that, I can bring that back. There is going to be a cost involve to change that around. Just to update you, it's not on my report because it just happened this last week, we had a quick answer for our sign. We had our marquee get taken out by a car accident at the beginning of the spring and nobody said anything, so this board let it go and said we don't need to replace it. I talked to you guys about that because we've had issues with that and we've talked about whether to keep it or get rid of it. Yours got taken out by a car last weekend. As far as I know, it was a hit and run. Chalon's group has cleaned up the grass for me. I didn't get any kind of report or anything from CCSO, so I'm betting they just ran through it and drove away, so we picked up all the pieces. We talked about taking it down at the end of the summer anyway.

Mr. Lanier stated I'd like to echo the thanks for you guys for coming. Please formulate in your mind what would be a reasonable amount of time if and when this policy is enacted and warn your residents.

A resident asked is there a way that we as the Village Center could maintain that area, or have the parking in that area part of our residents? All of the maintenance is basically done by the CDD, but now that we know if there is a car in the way they can't maintain it, is there a way to just make those areas part of the Village Center versus the CDD having to handle that.

Mr. Horton stated the CDD maintains some property around the school I believe that is not really ours, so I don't see why you guys couldn't maintain some of the parking area.

Mr. Eckert stated from a maintenance standpoint, we can work out agreements with HOAs to maintain CDD property at their cost if that's what they want to do, but we can't just convey property to private entities.

Mr. Soriano stated we could set up an agreement for landscape maintenance, but I don't think we could do anything for the parking to be just for your residents.

Mr. Eckert stated correct.

A resident stated our central mailbox area is actually owned by the CDD.

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Mr. Soriano stated right. We do not do anything in that area. If there was something we had to do to be able to put that mailbox in the middle of the road like that, we don't do anything with it other than at one point we did supply water, but I think we capped that off.

A resident stated the CDD still cuts it, but I think sometimes they forget.

Mr. Soriano stated we shouldn't be doing much over there at all. It's just bushes. In fact, you had talked to me about doing some kind of hardscaping out there.

A resident stated right, versus the grass.

Mr. Soriano stated I also get complaints about the pergola rotting and that is not ours. We do that whole island there, but it's your mailbox and your area.

Mr. Horton asked does the HOA not have anything that they maintain?

A resident responded not really. A lot of it is maintained by the CDD.

Mr. Soriano stated the roads are not ours. You have two on each side that are delineated. The County has the little loops in the front that touch Oakleaf Village Parkway and the back roads on each side are owned by the HOA.

Mr. Thomas asked so you guys can come together with an agreement for the landscaping?

Mr. Eckert responded yes; we will talk about that.

Mr. Lanier stated my last comment is for Chalon. I think what we've done with the foot bridges so far with the landscaping looks great.

SEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – September 11, 2023 @ 4:00 p.m. at the Plantation Oaks Amenity Center

Ms. Giles stated the next meeting was scheduled for September 11, 2023 at 4:00 p.m. in this same location.

EIGHTH ORDER OF BUSINESS

Adjournment

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

August 14, 2023

Double Branch CDD

DocuSigned by:
Marilee Giles
A38999D0EDC14F4...

Secretary/Assistant Secretary

DocuSigned by:
Cindy Nelson
1834FD053396448

Chairman/Vice Chairman