

DOUBLE BRANCH
Community Development District

DECEMBER 9, 2024

AGENDA

Double Branch Community Development District

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

December 2, 2024

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, December 9, 2024 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. Organizational Matters
 - A. Oath of Office for Newly Elected Supervisors
 - B. Consideration of Appointing a New Supervisor to Seat 3
 - C. Oath of Office for Newly Appointed Supervisor
 - D. Consideration of Resolution 2025-01, Designating Officers
- IV. Approval of Consent Agenda
 - A. Minutes of the November 4, 2024 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Register
- V. Staff Reports
 - A. District Counsel – Discussion of Open Space Tracts
 - B. District Engineer

- C. District Manager
- D. Operations Manager - Memorandum
- VI. Audience Comments (limited to three minutes) / Supervisors' Requests
- VII. Next Scheduled Meeting – January 13, 2025 at 4:00 p.m. the Plantation Oaks Amenity Center
- VIII. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles
District Manager

THIRD ORDER OF BUSINESS

D.

RESOLUTION 2025-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
DOUBLE BRANCH COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING THE OFFICERS OF THE
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Double Branch Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Orange Park, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Double Branch Community Development District:

SECTION 1. _____ is appointed Chairman.

SECTION 2. _____ is appointed Vice Chairman.

SECTION 3. _____ is appointed Secretary and Treasurer.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Treasurer.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 9TH DAY OF DECEMBER, 2024.

ATTEST

**DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH 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, **November 4, 2024** 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
Tom Horton	Vice Chairman
Andre Lanier	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo
Matt Biagetti	GMS, LLC
Triston Cottrell	S3 Security

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 4:00 p.m. A quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments

There being no audience members present, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

A. Minutes of the October 14, 2024 Board of Supervisors Meeting

Ms. Giles stated item three is the minutes of the October 14th meeting. Unless there's any comments or changes, I just look for a motion to approve.

On MOTION by Mr. Lanier seconded by Vice Chairman Horton with all in favor the minutes of the October 14, 2024 Board of Supervisors meeting were approved.

B. Financial Statements

C. Assessment Receipts Schedule

D. Check Register

Ms. Giles stated on page 25 are your financials as of September 30, 2024, followed by your assessment receipt schedule on page 37 showing the District is 100% collected. And then on page 39 is your check register in the amount of \$151,220.33. Unless there's any comments or questions, I look for a motion to approve.

Vice Chairman Horton stated on page 30 under the recreation facility, it says amenities staff. We're like \$51,000 out of whack. How can it be that much out of whack from the budget.

Mr. Soriano stated we might need to make sure everything's changed over. The amenities staff includes our CCSO people, too, and our lifeguards. That one's a little high.

Ms. Giles stated I can check on it.

Mr. Soriano stated we're only under a little bit for Clay County \$4,000, so it can't be that much. But there may be some things that are not changed over to their correct amounts. It also includes stuff that should be going to repair and replacement. So that may only be \$5,000 to \$10,000 for things like uniforms, lifeguard buoys, all of that stuff for them gets charged to the lifeguard line, which is amenity staff first and then I just pull it out at the end of the year. So, we'll have to go through that. We are going to be over. We typically are. It's probably someplace around \$150,000 to \$160,000 is where we should be. We haven't gone up over the last couple years until this next year coming up.

Vice Chairman Horton stated is there some way we can in the budget, break down the lifeguards, stuff like that as a separate thing?

Mr. Soriano stated we could. With this new budget, we can do that, because as we go through and make it, I can pull out how many hours we have for a front desk at the fitness centers versus lifeguards, and we can give you lines that way that will still add up to your total amenities staff. But we can do that.

Vice Chairman Horton stated it's a lot of money just in one big old pot still.

Ms. Giles stated Tom, I would like to point out right below there where it says subtotal recreational facility. Looks like we were budgeted for \$510,000. And even with that line being over, we've only spent \$485,000. So, the budget overall is still okay. We're still operating under budget, But I'll get with Jay and see what that \$51,000 is.

Vice Chairman Horton stated that's a good thing. Somehow when we calculated it, we were way off.

Mr. Soriano stated we used to have multiple lines like that. When we took over and did district staff, and we just made it one line that paid everybody. And like I said, that line hasn't increased that much. \$137,000 for everything the district does is much, much lower than our old contracts used to be. But at that point, they used to have it broken up to different people, like our supervisors, our rec and lifeguard staff, our front desk people. We had all these different lines. I can go back to doing that. We just made it one big thing when we took it over. So, it's been like that for a few years. But I can do our next budget like that if you want to break it. It helps to make sure we get in the right area. And there's some areas that we might need increase. Like, we know lifeguards are the biggest one because we have so many. And with our yearly dollar increase, we're going to see an effect there more than our front desk that is one person that sits there. So, breaking out by lines might be helpful.

Vice Chairman Horton stated I'm not saying anything's wrong there. It's just not showing up like it should. One other question for Jay. You got a contract in there for fencing. It's in the pool area, I think. On page 146 of the PDF.

Mr. Soriano stated that's the project of the field house. So right there, what you're seeing with that little square on 146, those are the columns. He's actually going to be starting this week, so we're going to see him out there today doing measurements. But we're going to put faux iron aluminum fencing in between each one of those columns. The only way to access your field house now will be the sidewalks coming in. That's going to kind of contain that a little better. We're going to look at putting landscaping out front. Right now, we can't get any landscaping directly grow there because everybody just kind of runs in and out through those columns. So, we're actually going to block it off, make it a little nicer. We're also going to remove those benches and put them onto the sidewalks outside. So, there's a nice sitting area out there, but that stops the kids from congregating right in there where all the vandalism tends to occur. Drawing

and painting on the columns and the bricks and the front concession stand area. So, I'm hoping this project will help kind of improve that look a little bit.

Vice Chairman Horton stated you're going to attach it to the existing columns?

Mr. Soriano stated yep so, those little black marks, those are your columns right there. If you look at the price of it, this is really kind of low. There are some supplies there and labor. But this is fencing you guys have removed from other areas over the time that I've kept. And we're reusing the black iron and yellow. It's aluminum but should look nice when we're done.

Ms. Giles stated unless there's any other comments or questions about the check register, I just look for a motion to approve.

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

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Eckert stated I just want to let the board know I have not heard back from the broker we contacted about impact fee credits. I'm not surprised by that. These things usually take a little bit of time. I will follow up with her between now and your next meeting, and then there'll be a report at your next meeting. I won't be at your next meeting, I think Katie Buchanan is going to be here in my place, and I think she's covered these districts before, but she does a lot of work in Clay County. Next item is I did reach out to the owner of the two parcels by the library site that I think Scott brought up at the last meeting. We sent a letter asking if they'd be interested in donating it or perhaps selling it for some impact fee credits, because we did locate another project that they have in the county, but it's only about a four- or five-acre project, so it's not huge. I heard back from the gentleman, which I appreciate, and he called me and basically his response was we're already in the process of starting development on that, but if you wanted to buy it for perhaps what the property appraiser thinks it's valued at, maybe I'd be willing to sell it. But, that's not fair market value to me, and who knows where that would go with them on that. But just so you know, one of the parcels is 1.04 acres and it's valued at \$428,000 by the property appraiser, and the other one is 0.8 acres and has a value of \$332,000. So, you'd really be looking at \$760,000 based on what our initial conversations were. So, I don't think that was what the board had in mind. But I did tell them I'd get back with them after I talked to the board. And it

may be that since Scott's not here, maybe you want to talk about in December again and then we can get back with them. It's always a negotiation because he's going to spend more money developing it.

Mr. Lanier stated did he allude to what he plans on developing?

Mr. Eckert stated he did not, but he was kind enough to share the surveys with the tree surveys and boundaries and everything which I sent to Marilee. It's helpful for us to understand what's on the parcel. But he didn't indicate what business was going in there. But he did indicate it's commercial.

Ms. Giles stated Mike, if the board is interested in something like that, would it require a boundary amendment?

Mr. Eckert stated no, it's within the district's boundaries already. It's just a question of, does the district want to expend funds for acquiring parcels that are next to a parcel you just gave away?

Vice Chairman Horton stated I don't think we want to pay for it.

Mr. Eckert stated yeah, I don't think so. But I think it would be good if Scott was here, to provide input and then we could go back to him and say no, but have you really thought about some of the tax benefits you might get? You might want to talk to your accountant about that, have that conversation. I wouldn't bet on that.

Mr. Lanier stated I'm sure that you're going to pass that on to your replacement for the next meeting.

Mr. Eckert stated yes.

Vice Chairman Horton stated I think we discussed it last time. But if we get somebody to maintain that area, have them pay us so we can get VerdeGo to cut it down, it might even help them sell it if it looks a lot better.

Mr. Eckert stated I think they were in the process of developing it, not selling it, but I'm happy to have that conversation.

Vice Chairman Horton stated they are. It's right in the middle of a developed area and it's growing wild.

Mr. Eckert stated I know, but if they're not getting a note from the county, they're going to let trees grow. I'll have that conversation with them next time.

Vice Chairman Horton stated mention that it might be to their advantage to have it trimmed and cut.

Mr. Eckert stated I'll mention it.

Mr. Eckert asked Ms. Giles to put a discussion of open space tracks by library site or something like that under attorney report for the December meeting That would be helpful.

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

Mr. Soriano stated you guys have seen a report like this before. They have some new software that's able to make it pretty thorough. So, they went around and GPS it and pin drop everything on a map and keep record of everything and take some photographs to mark it. So, this is a little more thorough than we've seen in the past with ETM, but it's a good thing. I like that they're throwing this there. I've also talked to Mike and Alex. Mike Silverstein is the guy that's actually in the field. His group goes out and does a lot of these pictures and reports about using the software so that we can update it. There's a lot of things that we constantly do. If you notice there are a lot of things like sidewalk cracks, things like that. There's going to be a couple updates. I did send them a list. There's a handful of items that are not ours. They are still new, so they're kind of learning. They went to pretty much everything that's within the district boundaries, which for you guys is a little clearer cut than Middle Village. They had pages and pages of other facilities that were run by the people because the multifamily are within the boundaries. But we don't take care of them. So, they're going to have to go through and adjust. This report has already gone out to our trustees. We do this every year, so it goes out to them. We'll make sure it's updated so the complete report is on record. But then the nice part is those things that we do take care of in house or with any other subcontractors as repairs, they'll be able to go in and quarterly actually give them update, send them pictures. They go in, they fix them and show that it's been repaired. They'll do this as an ongoing basis, which is nice because that gives me another layer of reporting besides the things that we do, or RMS does. I just did an insurance walkthrough with EGIS again last week. We did this a couple years ago and they do their reports. So, it gives us another layer of those action items that we take care of and timelines when something's reported, how we do it, which is always good for future repairs. I'll go through with them and do the first update to take some of those things out that are not ours. There are some things I don't agree should really be on there, like maybe it's a picture of a bare spot on the

soccer fields. That's normal use to me. I don't know why that's in the engineer's report, but if they want to be that thorough, it's nice to have extra eyes. That's not something we typically do much with, other than when we make plans every few years to do resodding or anything like that. A lot of times I'm looking for those things that are going to be safety issues. A lot of the sidewalks, and they did point out the asphalt on your track, things like that. There are a couple items in there that I'm happy they did this thorough report, because these are not items that we go out on a normal basis and check. So, if you look there's one on there, it's all the way up the highway on the north end. That outfall is deep. I don't even know how they got back there. But as you can see, the tip of the asphalt, the concrete outfall, is cracking off because the ground is eroded underneath of it. I think it was number 13, maybe.

Vice Chairman Horton stated same side of the road as the waterfall?

Mr. Soriano stated yes. So, you'll turn in there, but you're going to go all the way into the preserve behind the homes, toward the highway. I don't send our guys that deep into the preserves. We go out there, we go to the outfalls in the back of the ponds. But it is hooked to our system, so we need to keep an eye on it. So, this is where their reports come in handy. We've never gone back there. I don't think ETMs gone back there in years since it was built up, to take a picture of that. So now seeing that, that's something I want to make plans with to shore up that ground underneath so that we can stop that end of that structure from cracking anymore. Now, the pipe doesn't look like it's damaged, but with that concrete breaking off like that, it can easily cause damage and the water doesn't have anywhere to flow. There's another one that's on the back of the Oaks pond, and that one goes toward the baseball fields. So, we have to go around the other side and come through the woods that way. There is actually a road back there, a privately owned road, behind there that I can get to that area from, but it's missing a whole brick and that's probably been like that for 10, 15 years. We don't go that far back into the preserve areas, but they are hooked up our stormwater system, so it is good for them to get pictures of this. What we'll do is work with them to update this quarterly.

Vice Chairman Horton stated I didn't look at it all, just glancing through it. Two years of work there, I think.

Mr. Soriano stated yeah. Well, some of these are items they put on there are action items. But there's not really much I can do. Like, there's vegetation growing around the drain that's actually in somebody's yard. I'm not going to go into anybody's yard. It is odd that that one ended

up like that. But we do have one or two that are like that are in easements that are ours. We own the pipe underground, but it's inside their yard. We're not going to do much there unless there's a failure to begin with. We do remind those people, especially since they don't like to let us in, but Lake Doctors has that problem sometimes to get through easements to take care of a pond, we remind people that there's a reason we have that easement. We take care of that pipeline. If they want to assume responsibility for it, that would be different. But we don't typically go into those areas.

Ms. Giles stated Jay, does this need to be accepted in substantial form?

Mr. Soriano stated this one's pretty good. Yeah, if you guys can do that. But I'll work with Mike to update and take off some of these. I was looking at one a minute ago that had the culvert in the road and we don't take care of those. That's all going to be county. So, I'll just get them to take those pinpoints off, the pictures off. Because it's something we're not going to address in the future. I don't really want to report if it's not ours. I don't want anything making it seem like we're missing part of our responsibility. There's more enough here we're going to have to take care of. But if it can be accepted in substantial form, then we'll update that. And like I said, just to keep it on record, because this report's already been sent out to everybody already. It's not the State requirement that we have to do for the big reporting every few years. This is the annual one we do for our bonds.

On MOTION by Chairperson Nelsen seconded by Vice Chairman Horton with all in favor the annual engineer's report was accepted in substantial form.

C. District Manager

Ms. Giles reminded the Board members to complete the required ethics training by December 31st if they have not done so yet.

D. Operations Manager - Memorandum

Mr. Soriano stated we have gone through a lot of community events, a lot of maintenance this month. We did have our large Halloween party, much smaller than we've ever had. There was just a lot going on, I think that weekend and great weather. But we only had about 240 people out here, which was about half of our norm. They all did have fun and I did spend a little

less money. You'll see a smaller purchase of 50 pizzas, a couple hundred pounds of candy. It's much smaller than what we've done before because I based it on preregistrations. And we only had about 125 pre-registered. Everybody else showed up that night. Like I said, 240 is a small event for this. We did have plenty of volunteers. That was the one thing that made it a good event, too. We have so many activities for the families going on. We have our trick or treating trail. We have our activities all taking place on the pickleball court. Pickleball wasn't happy with us because they had to be off that one day while we decorated everything. But, we have that nice big open area now. That was one good thing about making pickleball courts where we could remove everything. We had bounce houses and the obstacle courses and all the activities out there. So, everybody had a lot of fun. But I had about 35 to 40 high school volunteers for that. We also had our community yard sale. I was out this last weekend running around, checking on everybody, and we had a couple resident run events. So, on this side, it was extremely busy today. After our Halloween event, they had a Touch a Truck event up here at the clock tower. And then the church had their Halloween event the next day. And then it was a resident run event. The girl that does the Easter event at your side had her Halloween event here at this side that next Saturday. So that whole weekend was just really busy. Our next event coming up is this Friday, our movie on the green. Then for Thanksgiving, if you guys recall, we do our virtual fun run, our turkey shoot. We'll be handing out the maps for that at the movie. That goes through Thanksgiving weekend. I did just want to remind everybody, there's a resident run event, a Christmas parade that's based on this side and we'll go up towards the high school. You guys came out last year. I don't know if anybody came to see them. It'll be Christmas break that is run by resident. She lives here in Oakleaf but her sister lives in Eagle Landing and helps get everything done.

Ms. Suchland asked what date is that?

Mr. Soriano stated it looks like Saturday the 14th. I'll double check to be sure because we'll be needing to check the roadsides. They do use the right ways on that's the only thing I warned him about was watching our irrigation on the right of ways.

Vice Chairman Horton stated I don't know if anybody saw but our commissioner said that they're going to maybe start paving both the Plantation Parkway and Village Parkway before or around Thanksgiving.

Mr. Soriano stated that would be great. That'll be moved up from the original plan.

Mr. Soriano stated that was still a couple years down the road in the list of road work. So that'd be great if they moved that up. I know they've been getting a lot more complaints because now we've done road work on this side a couple times and Oakleaf Village Parkway is definitely in need of it. I just wanted to update everybody on some of the repair items as we go down to the maintenance side. I mentioned our custom pool filter work that was going on last time. We did get that up and running. So, they were here last Friday until about 7 or 8 o'clock with me. We got everything up and running but the pools were still a little cloudy for my pop inspection. The inspector did kind of hold off and wait for me and set up when to come out but that pool was still a little cloudy, so he did push off the inspection just for that one. Your other two pools were cleared. I have satisfactory permit reports for those for this next year. But he's going to have to come back to do your lap pool. If you've seen it in the last couple days, it is nice and clean and clear. We're still vacuuming and scrubbing some algae. But the pool is clear and ready now. So hopefully at the end of this week or beginning of next week I can get them out to finalize that.

Vice Chairman Horton stated I looked at this afternoon. It looks a lot better than it did before.

Mr. Soriano stated as I mentioned we did have walkthroughs for the health department and then besides engineers walk through we also had our insurance company come through and tour both facilities with us and I'll have reports on those but along the same lines as the engineers reports. They didn't have as many concerns with the asphalt that was on there. They still kind of pointed out to me their concerns when we have asphalt issues are if the cracks are running in line with the track because we allow people to ride the bikes there. If not, we need to be keeping them off the bikes because then a crack going that way could cause a tire getting stuck and somebody falling. The difference in the level of maintenance with asphalt is a lot different because it's not expected to be perfectly flat like concrete. So, they didn't have as many concerns, but they did want to look at it and make sure we're doing things to fill some of our larger cracks. So, we are starting to get some of those areas that we didn't cut out before. We cut out the largest cracks before. Now those older areas that we didn't cut out, they are starting to spread even more. So, I am looking into getting a couple machines. We've got a sprayer for our asphalt. We've done some asphalt work now for seal coating. It's basically just a machine that heats up the asphalt and kind of melts it into those cracks. It'll make it a lot easier. I think with as many areas as people like to point out there, I think this will be a good piece of equipment to add. And

then as part of that party, we did have to rush. That was one of our projects, actually, the last couple months that were pointed out. The basketball lighting is all up. We had to have that for the party so that everybody could be out there on the dance floor for the basketball courts. So that's done. We still have to finish the lighting additions on the pickle ball court. They have lights. They just want it brighter. So, we are putting up a third light on each pole, and hopefully that will happen this week.

Vice Chairman Horton stated you haven't done those yet?

Mr. Soriano stated nope. They just have their standard two lights for each pole.

Vice Chairman Horton stated just out of curiosity, we talked about a couple years ago instead of chlorine going to a salt pool.

Mr. Soriano stated we are working on changing that out, scheduling the contractors that did all this work to put the controllers in. We bought just about everything. So, we own our own controller. We own our own chemical feeders. We still have to keep the liquid chlorine. The idea is if I can cut down the use of that liquid chlorine and then also change our contractor for delivery. Now that has become a bit of a problem. I'm going to be stuck with Poolsure. The only other companies that do that type of delivery came out to look at your facility. One won't do our facilities because we don't purchase enough. And the idea is we're going to be cutting back. So, they're not going to be happy with that at all. They want a thousand gallons a month. That's a very big company. The next company, Hawkins, who does a lot of our other districts that are a little smaller, they didn't like the fact that they have to deliver from the backside. So, what happens is a hose goes across the pond and they don't like that. They don't want to take that liability. If there's a spill, there could be fines.

Vice Chairman Horton stated I thought they went across the bridge in there.

Mr. Soriano stated they do, but the bridge is considered across the pond. So even if it's on the bridge, if there was a spill there could be fines. They just don't want to take the chance. So, Poolsure is really the only company that will continue to deliver with us. But we have what's called an all-inclusive contract for water management programs. We pay more to have all of their equipment. Well, we own all our equipment now so we can swap out this year that cost will come away and we'll pay per gallon of chlorine and that will be a little less. And the idea is if we're using things like the salt and taking down that gallon usage will be less because this year, we were close to \$30,000 on chlorine.

Vice Chairman Horton stated a little bit over \$3,000 a month.

Mr. Soriano stated that's for everything. So that's dry goods, chlorine, acid.

Vice Chairman Horton stated what type of standard fee are we paying every month?

Mr. Soriano stated because of the water management program. So now the nice part is, that's where I've mentioned before when we do this work, I want to try to do it in the winter because we pay that same amount that we do in the summer. Now the summer I'm definitely using a lot of chlorine, a lot of acid things like that. And we pay that \$3,000. In the winter. I can go all month not having to order, but yet we still pay them. That is going to be the first step is coming off of that program. The idea is typically big commercial facilities like that see it as savings because they're just paying a flat rate no matter how much they use it. But if we have good control and we have secondary system like the salt, then we should be able to lower that and hopefully first year I'd like to be closer to a \$20,000 to \$25,000 in chemical delivery. Still very high, but eventually we can get that down. You're not going to be too low since we're required to keep some of those chemicals. The health department doesn't trust just the salt chlorinated pool.

Vice Chairman Horton stated if you switch over to all salt, you don't have to use chlorine every day. Is it still turned on?

Mr. Soriano stated it's still turned on and it's by their rules, supposed to be set up as the primary. For our operation it just really wouldn't run that much. But it does have to be hooked up and considered first in mind.

FIFTH ORDER OF BUSINESS

Audience Comments / Supervisor Requests

Mr. Cottrell stated the only thing I had was just a FYI for the board. The next couple months I'll be working an overnight kind of shift for our sister company. So, if anybody needs anything, don't hesitate to email me. If it's in the evening, I'll get right back to you. But if it's during the day, I might be knocked out. So, I just wanted to let y'all know that we can tag Marla in it as well. She'll be working her normal schedule, so she'll be able to respond.

Vice Chairman Horton stated are we getting reports now?

Mr. Soriano stated I get reports pretty much every night. That's what I was saying last time. If you want me to share those reports with you, I can. Nobody asked me for it after the last

meeting, but you're welcome to. I can set it up to where those reports go to you regularly. But I get reports every night.

Vice Chairman Horton stated I'm looking at things that stand out. I've got a trend going here or some kind of major damage done.

Mr. Soriano stated nothing lately. Now I can pull that from those reports, multiple reports and Triston can always help me with that. When we see an uptick, there are times of the year, like right when they get out of school every year or we'll see it over that holiday, two-week, week and a half period, if the kids are bored, that's when we're going to see an uptick in vandalism. And usually these guys, when they're walking around at night, not only doing a normal patrol, but they help take pictures of the graffiti and things like that to let us know about it. I get those in those reports so I can pull those together and tell you when we see stuff like that. But they send me regular reports every night, even if it's things that are just regular operations. So, they go around, they'll take a picture of the empty basketball court and say things are all good here and I also a big report in the morning.

Vice Chairman Horton stated I would think it would be advantageous for you to report things. It gives an adequate view of what's going on because then you justify what you're doing.

Mr. Cottrell stated as Jay said, with the way that we train them, even if everything is all fine, nothing's broken, nobody's doing anything crazy, you're still going to get that next morning report from the previous night that says, the basketball court is all clear, there's no rough housing happening, no horseplay, same thing for the pool, nobody after hours. Whatever you're asking us to check for those areas, they're still checking and reporting on it even though it's not happening. Just so like you said, you actually see something, and it doesn't look like nobody's here, just for example. So, if to Jay's point, if anybody wants me to add your emails to that recipient list, it's no problem at all. You can just send me a mass list and I can add everybody. And they go out every morning at 10am I believe if I'm not mistaken, it's either 9 or 10.

Mr. Soriano stated the big one, the silver Trax reports do come out throughout the night, depending on what they send. But then I get the regular full night report every morning the next day.

Vice Chairman Horton stated I'll see what Jay has, and we'll go from there. One more thing. The lights are on the track. We got some people walking in the mornings and they say some are working, some aren't working.

Mr. Soriano stated I've talked to a couple of you guys about this. We're going to be working on it more, but I'm a little hesitant about which direction I go because I haven't gotten good pricing yet. So, the southeast half of your track is out. We started doing tracing in the beginning of summer and tracing with that was digging up some of those lines. There is a short someplace under the ground between where the field house is, that whole outage that goes up towards the parking lot to the playground. That's the last spot that we get good electrical feed through the wires. So, the right-hand side of the track, the bridges, everything they all work left hand side of the track. Bollards and tall lights do not work right now. The two options that our commercial electricians have given me is dig up all the conduits to find the short or replace all your conduits. So anywhere from on the low end like \$10,000 to \$15,000 right now and I'm trying to figure out another way. I've even started getting quotes on solar power lights. They're very decorative. You got some that look nice these days. They're just not that bright. But it does stop us from having to trace wire. That's a big track that I'm going to have to have somebody dig up. Even our guys that are a little lower that do work directly for us charges me \$80, \$90 an hour to dig up that many feet all the way around. Thousands and thousands of dollars just for us to find this broken or damaged wire that's buried under the ground. I do remind residents if somebody will email me and say, I was out there yesterday at five in the morning. You're not supposed to be there. Even when the lights work, they're not supposed to be there. I remind everybody the hours are dawn tilt dusk. But we have lit that track up now for many years. They weren't the original design. We added that in later. But it kind of goes against our policy. The only thing we did was we invited everybody to walk. So now we do have to do something. I haven't found our best course of action and it may end up being we end up digging up that whole track.

Vice Chairman Horton stated my thinking would be to keep the lights off at dusk. Have it come on early in the morning. I don't think you're going to have very much going on early in the morning. As far as vandalism and stuff like that goes.

Mr. Soriano stated it does help especially the security guards for them to see a little bit as they go around. But same argument. If it's dark, we can see if somebody's back there pretty easy, we can spot them out a little quicker. But it's really up to the Board. Like I said once, I've explained it to a couple residents that complained to you that they're out there early. They're really not supposed to. They should be on the sidewalk. It's a county owned sidewalk. There are

lights out there. They're not supposed to be on the amenity center grounds. Like I said, I do want to do something because if we were going to not fix them, then the other thought is we should take them down. They shouldn't be there if they don't work.

Vice Chairman Horton stated I think early in the morning is probably a good idea for people to walk. It's a good walking area. That's my thing. I don't know about elsewhere.

Mr. Lanier stated with the precedent being set, we've had the lights on and we brought them in. They weren't part of the original design. It is something that we do probably need to take a look at and see where we can go with it. I know it's not a fast process, nor do we want to spend an exorbitant amount of money.

Mr. Soriano stated that's really it. If I can find somebody that has a way to get this done for me at five or six thousand dollars, then that's within my amount. I can move forward. But right now, some of the high quotes and the amount of work, I was hoping to find an electrician that has a tracer that can hook up and actually hear everything as they're going through. And once you lose that then you have a smaller section to dig in. Basically, there are junction boxes in between every one of those poles that we installed out there. Every one of those junction boxes could be an open outlet. So, water gets in the things like that. Now your wires are damaged, so they have to get to every one of those. All of them are grown over. We can't find a single box without digging foot after foot and following that.

Ms. Suchsland stated we have a tracker for wires.

Mr. Soriano stated it's a little bit better and that's kind of what we're looking for.

Ms. Suchsland stated we may be able to help you out there.

Mr. Soriano stated the locate tractors are a little more sensitive but that's the route I'm going. It's still a lot of work and it's still not going to be a cheap fix, just a hunt down and then we have to dig it and fix it.

Vice Chairman Horton stated looking at trying to fix it at least for in the mornings.

Mr. Soriano stated like I said, if I can come back with a lower amount, but if it's \$15,000 or higher, I have to come back to you guys anyway.

Vice Chairman Horton stated it's a shame we can't get nice tracks for people to walk in, which would be a good exercise area if they want to walk that time of night, especially. We got Clay County Sheriff's Office out there and security out there. I'd really like to get it fixed. I think it'd be a nice thing.

SIXTH ORDER OF BUSINESS

**Next Scheduled Meeting – December 9,
2024 @ 4:00 p.m. at the Plantation Oaks
Amenity Center**

SEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch
Community Development District

Unaudited Financial Reporting
October 31, 2024



Double Branch
Community Development District
Combined Balance Sheet
October 31, 2024

	General Fund	Recreation Fund	Debt Service Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
<u>Cash:</u>					
Operating Account	\$ 30,043	\$ 193,001	\$ -	\$ 160,413	\$ 383,457
Due from Other	25	137	-	-	162
Due from General Fund	-	175	-	-	175
Due from Middle Village	-	8,102	-	-	8,102
<u>Investments:</u>					
State Board of Administration (SBA)	14,025	100,377	-	1,306,227	1,420,629
Custody Account-General Fund Excess	34,035	337,222	-	80	371,337
<u>Series 2013 A-1</u>					
Reserve	-	-	868,806	-	868,806
Revenue	-	-	884,345	-	884,345
Prepayment	-	-	269	-	269
<u>Series 2013 A-2</u>					
Reserve	-	-	95,634	-	95,634
Assessments Receivable	808	9,409	8,608	-	18,825
Deposits	-	4,583	-	-	4,583
Total Assets	\$ 78,935	\$ 653,006	\$ 1,857,663	\$ 1,466,720	\$ 4,056,325
Liabilities:					
Accounts Payable	\$ 4,971	\$ 42,127	\$ -	\$ 5,923	\$ 53,021
Due to Rec Fund	175	-	-	-	175
Accrued Expenditures	-	8,456	-	-	8,456
Total Liabilities	\$ 5,146	\$ 50,582	\$ -	\$ 5,923	\$ 61,652
Fund Balance:					
Nonspendable:					
Deposits	\$ -	\$ 4,583	\$ -	\$ -	\$ 4,583
Restricted for:					
Debt Service - Series	-	-	1,857,663	-	1,857,663
Assigned for:					
Capital Reserve Fund	-	-	-	1,460,797	1,460,797
Unassigned	73,789	597,840	-	-	671,630
Total Fund Balances	\$ 73,789	\$ 602,424	\$ 1,857,663	\$ 1,460,797	\$ 3,994,673
Total Liabilities & Fund Balance	\$ 78,935	\$ 653,006	\$ 1,857,663	\$ 1,466,720	\$ 4,056,325

Double Branch

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2024

	Adopted Budget	Prorated Budget Thru 10/31/24	Actual Thru 10/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 184,075	\$ 808	\$ 808	\$ -
Interest Income	2,500	208	335	126
Total Revenues	\$ 186,575	\$ 1,016	\$ 1,142	\$ 126
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 1,000	\$ 1,000	\$ -
FICA Expense	918	77	77	-
Engineering	5,000	417	1,035	(618)
Arbitrage	700	58	-	58
Dissemination	1,798	150	150	(0)
Assessment Roll	9,227	9,227	9,227	0
Attorney	42,000	3,500	3,086	414
Annual Audit	5,400	450	-	450
Trustee Fees	9,500	792	3,409	(2,617)
Management Fees	72,865	6,072	6,072	0
Information Technology	2,407	201	201	(0)
Telephone	600	50	6	44
Postage	2,000	167	22	145
Printing	2,500	208	64	144
Insurance	10,556	10,556	10,268	288
Legal Advertising	2,800	233	139	94
Office Supplies	200	17	9	7
Website Compliance	2,809	234	234	0
Dues, Licenses & Subscriptions	175	175	175	-
Other Current Charges	120	10	-	10
Capital Reserve Funding	3,000	-	-	-
Total General & Administrative Expenditures	\$ 186,575	\$ 33,593	\$ 35,173	\$ (1,580)
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ (32,577)	\$ (34,031)	\$ (1,454)
Net Change in Fund Balance	\$ -	\$ (32,577)	\$ (34,031)	\$ (1,454)
Fund Balance - Beginning	\$ -		\$ 107,820	
Fund Balance - Ending	\$ -		\$ 73,789	

Double Branch
Community Development District
Recreation Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending October 31, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 10/31/24	Thru 10/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 2,144,534	\$ 9,409	\$ 9,409	\$ -
Interest Income	25,000	2,083	3,165	1,082
Amenities Revenue/Miscellaneous	25,000	2,083	1,666	(418)
Sports Revenue	30,000	2,500	-	(2,500)
Total Revenues	\$ 2,224,534	\$ 16,076	\$ 14,239	\$ (1,836)
Expenditures:				
Administrative:				
Management Fees - On Site Staff	\$ 233,919	\$ 19,493	\$ 19,493	\$ (0)
Insurance	141,137	141,137	119,739	21,398
Other Current Charges	3,500	292	103	189
Permit Fees	1,625	135	-	135
Subtotal Administrative	\$ 380,181	\$ 161,057	\$ 139,335	\$ 21,723
Maintenance:				
Security	\$ 111,280	\$ 9,273	\$ 9,223	\$ 51
Security - Clay County Off-Duty Sheriff	47,304	3,942	5,440	(1,498)
Water - Irrigation	15,000	1,250	1,820	(570)
Irrigation Maintenance	5,000	417	-	417
Streetlighting	32,000	2,667	2,305	362
Electric	36,000	3,000	3,484	(484)
Landscape Maintenance	507,134	42,261	39,412	2,849
Common Area Maintenance	75,000	6,250	-	6,250
Lake Maintenance	31,000	2,583	2,170	413
Capital Reserve Funding	428,079	-	-	-
Subtotal Maintenance	\$ 1,287,796	\$ 71,643	\$ 63,853	\$ 7,790

Double Branch
Community Development District
Recreation Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending October 31, 2024

	Adopted Budget	Prorated Budget Thru 10/31/24	Actual Thru 10/31/24	Variance
<i>Recreation Facility:</i>				
Amenity Staff	\$ 150,500	\$ 12,542	\$ 15,547	\$ (3,005)
Refuse Services	19,000	1,583	1,738	(154)
Telephone	8,500	708	377	331
Electric	29,000	2,417	2,667	(250)
Cable	9,707	809	814	(6)
Pool Maintenance	39,000	3,250	3,280	(30)
Water / Sewer/Reclaim	48,000	4,000	3,740	260
Facility Maintenance-General	75,000	6,250	-	6,250
Facility Maintenance-Preventative	10,000	833	335	498
Facility Maintenance - Contingency	40,000	3,333	-	3,333
Lighting Repairs	9,500	792	-	792
Special Events	10,250	854	720	135
Office Supplies & Equipment	1,400	117	-	117
Janitorial	70,200	5,850	5,150	700
Recreation Passes	4,000	333	-	333
Pool Leak Repairs	2,500	208	-	208
Multiuse Field	30,000	2,500	-	2,500
Subtotal Recreation Facility	\$ 556,557	\$ 46,380	\$ 34,369	\$ 12,011
Total Expenditures	\$ 2,224,534	\$ 279,080	\$ 237,557	\$ 41,524
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ (263,004)	\$ (223,317)	\$ 39,687
Net Change in Fund Balance	\$ -	\$ (263,004)	\$ (223,317)	\$ 39,687
Fund Balance - Beginning	\$ -		\$ 825,741	
Fund Balance - Ending	\$ -		\$ 602,424	

Double Branch
Community Development District
Debt Service Fund
Series 2013 A-1 & 2013 A-2 Special Assessment Bonds
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending October 31, 2024

	Adopted Budget	Prorated Budget Thru 10/31/24	Actual Thru 10/31/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,976,742	\$ 8,608	\$ 8,608	\$ -
Interest Income	10,000	833	7,578	6,744
Total Revenues	\$ 1,986,742	\$ 9,442	\$ 16,186	\$ 6,744
Expenditures:				
<i>Series 2013 A-1</i>				
Interest 11/1	\$ 294,788	\$ -	\$ -	\$ -
Interest 5/1	294,788	-	-	-
Principal 5/1	1,170,000	-	-	-
<i>Series 2013 A-2</i>				
Interest 11/1	41,400	-	-	-
Interest 5/1	41,400	-	-	-
Principal 5/1	110,000	-	-	-
Total Expenditures	\$ 1,952,375	\$ -	\$ -	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 34,367	\$ 9,442	\$ 16,186	\$ 6,744
Net Change in Fund Balance	\$ 34,367	\$ 9,442	\$ 16,186	\$ 6,744
Fund Balance - Beginning	\$ 850,479		\$ 1,841,477	
Fund Balance - Ending	\$ 884,846		\$ 1,857,663	

Double Branch

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending October 31, 2024

	Adopted Budget	Prorated Budget Thru 10/31/24	Actual Thru 10/31/24	Variance
Revenues				
Transfer In from General Fund	\$ 3,000	\$ -	\$ -	\$ -
Transfer In from Recreation Fund	428,079	-	-	-
Interest	3,000	250	5,665	5,415
Total Revenues	\$ 434,079	\$ 250	\$ 5,665	\$ 5,415
Expenditures:				
Repairs & Replacements	\$ 500,000	\$ 41,667	\$ 13,654	\$ 28,012
Total Expenditures	\$ 500,000	\$ 41,667	\$ 13,654	\$ 28,012
Excess (Deficiency) of Revenues over Expenditures	\$ (65,921)		\$ (7,989)	
Net Change in Fund Balance	\$ (65,921)		\$ (7,989)	
Fund Balance - Beginning	\$ 1,470,985		\$ 1,468,786	
Fund Balance - Ending	\$ 1,405,064		\$ 1,460,797	

Double Branch

Community Development District

Long Term Debt Report

Series 2013 A-1, Special Assessment Refunding Bonds

Interest Rate:	1.3%-4.25%	
Maturity Date:	5/1/2034	
Reserve Fund Definition	50% Max Annual on Outstanding	
Reserve Fund Requirement	\$ 868,806	
Reserve Fund Balance	868,806	

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)
Less: May 1, 2023 (Mandatory)	(1,085,000)
Less: May 1, 2024 (Mandatory)	(1,125,000)

Current Bonds Outstanding **\$ 14,180,000**

Series 2013 A-2, Special Assessment Refunding Bonds

Interest Rate:	5.75%	
Maturity Date:	5/1/2034	
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)
Less: May 1, 2023 (Mandatory)	(95,000)
Less: May 1, 2024 (Mandatory)	(105,000)

Current Bonds Outstanding **\$ 1,440,000**

C.

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025 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	184,060.31	2,144,362.91	4,290,301.37
TOTAL ASSESSED	45,481	1,961,878.15	184,060.31	2,144,362.91	4,290,301.37

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS	TOTAL RECEIVED
1	11/07/24	8,608.31	807.62	9,409.02	18,824.95
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
TOTAL TAX ROLL RECEIPTS		8,608.31	807.62	9,409.02	18,824.95

PERCENT COLLECTED	DEBT	O&M	TOTAL
TOTAL PERCENT COLLECTED	0.44%	0.44%	0.44%

D.

Double Branch

Community Development District

Check Run Summary

November 30, 2024

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	11/13/24	1831-1832	\$ 7,764.25
	11/21/24	1833	3,086.08
		Sub-Total	\$ 10,850.33
Recreation Fund			
Accounts Payable	11/12/24	7630-7637	\$ 90,552.56
	11/13/24	7638-7641	27,303.25
	11/21/24	7642-7645	650.00
	11/27/24	7646	100.00
		Sub-Total	\$ 118,605.81
Capital Reserve Fund			
Accounts Payable	11/12/24	309-310	\$ 3,219.89
	11/13/24	311-312	10,473.56
	11/21/24	313	1,113.00
		Sub-Total	\$ 14,806.45
Total			\$ 144,262.59

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/13/24	00035	11/01/24 2459	202411 310-51300-34000	NOV MANAGEMENT FEES	*	6,072.08	
		11/01/24 2459	202411 310-51300-52000	NOV WEBSITE ADMIN	*	234.08	
		11/01/24 2459	202411 310-51300-35100	NOV INFO TECH	*	200.58	
		11/01/24 2459	202411 310-51300-31300	NOV DISSEM AGENT SRVCS	*	149.83	
		11/01/24 2459	202411 310-51300-51000	OFFICE SUPPLIES	*	.54	
		11/01/24 2459	202411 310-51300-42000	POSTAGE	*	12.42	
		11/01/24 2459	202411 310-51300-42500	COPIES	*	35.55	
		11/01/24 2459	202411 310-51300-41000	TELEPHONE	*	24.17	
							6,729.25 001831

11/13/24	00116	11/11/24 192180	202410 310-51300-31100	OCT ENGINEERING SERVICES	*	1,035.00	
							1,035.00 001832

11/21/24	00113	11/19/24 3482975	202410 310-51300-31500	OCT GENERAL SERVICES	*	3,086.08	
							3,086.08 001833

						TOTAL FOR BANK A	10,850.33
						TOTAL FOR REGISTER	10,850.33

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2459
Invoice Date: 11/1/24
Due Date: 11/1/24
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 - November 2024		6,072.08	6,072.08
Website Administration - November 2024		234.08	234.08
Information Technology - November 2024		200.58	200.58
Dissemination Agent Services - November 2024		149.83	149.83
Office Supplies		0.54	0.54
Postage		12.42	12.42
Copies		35.55	35.55
Telephone		24.17	24.17

RECEIVED
By Todd Polvere at 1:43 pm, Nov 07, 2024

Total	\$6,729.25
Payments/Credits	\$0.00
Balance Due	\$6,729.25

Project Manager Alex Acree

Governmental Management Services
Marilee Giles
475 West Town Place
St. Augustine, FL 32092

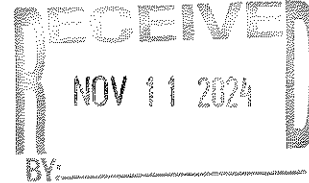


November 11, 2024
Invoice # 192180

Project 000021873.0000 Double Branch CDD

This invoice includes charges for tasks performed for your project, including:

- CDD Conference Call
- CDD Meeting
- Site Inspection for Engineer's Report



Please call Alex Acree if you have any questions or concerns regarding your project.

For billing inquiries, please contact our Accounting Department.

Professional Services through October 31, 2024

Phase 0001 Engineering Services

	Hours	Rate	Amount	
Vice President of Production	.75	290.00	217.50	
Sr. Construction Inspector	3.75	210.00	787.50	
Project Administrator	.25	120.00	30.00	
Total Labor				1,035.00
				Total Due: 1,035.00

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	1,035.00	8,937.50	9,972.50
Unit	0.00	12.12	12.12
Totals	1,035.00	8,949.62	9,984.62

KUTAK ROCK LLP

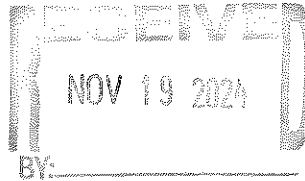
TALLAHASSEE, FLORIDA

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

November 19, 2024



Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Reference: Invoice No. 3482975

Client Matter No. 5323-1

Notification Email: 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. 3482975
5323-1

Re: General

For Professional Legal Services Rendered

10/08/24	M. Eckert	0.10	38.00	Review and complete Florida Department of Commerce annual registration form
10/11/24	M. Eckert	0.20	76.00	Prepare for board meeting
10/11/24	K. Haber	0.70	178.50	Correspond with Soriano regarding club sports utilization of amenities; prepare October board meeting agenda memorandum
10/14/24	M. Eckert	3.10	1,178.00	Prepare for, travel to and attend staff meeting and board meeting; return travel, meeting follow up
10/15/24	M. Eckert	0.30	114.00	Research potential recreation parcels and ownership
10/15/24	K. Haber	0.90	229.50	Research contact information regarding property owner of vacant lot; prepare letter to property owner

KUTAK ROCK LLP

Double Branch CDD
November 19, 2024
Client Matter No. 5323-1
Invoice No. 3482975
Page 2

10/16/24	K. Haber	1.90	484.50	Prepare letter of voluntary acquisition of property; research other properties owned by landowner; research contact information of landowner; review correspondence from Giles regarding meeting notes
10/19/24	M. Eckert	0.40	152.00	Prepare letter to owner of vacant property for potential conveyance to client
10/20/24	K. Haber	0.20	51.00	Correspond with Giles regarding letter of voluntary acquisition of property
10/21/24	K. Haber	0.20	51.00	Revise letter of voluntary acquisition of property
10/23/24	M. Eckert	0.60	228.00	Review draft minutes and provide comments; follow up from board meeting
10/28/24	M. Eckert	0.20	76.00	Prepare for and attend agenda call
10/31/24	M. Eckert	0.50	190.00	Confer with Crack regarding parcels near library site; confer with Giles, Soriano and Nelson; research property appraiser property values

TOTAL HOURS 9.30

TOTAL FOR SERVICES RENDERED \$3,046.50

DISBURSEMENTS

Freight and Postage	9.64
Meals	11.00
Travel Expenses	18.94

TOTAL DISBURSEMENTS 39.58

TOTAL CURRENT AMOUNT DUE \$3,086.08

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/12/24	01070	10/21/24 33363	202410 320-57200-46610	OCT PREVENTATIVE MAINT ALLWAYS IMPROVING LLC DBA	*	335.00	335.00 007630
11/12/24	00092	11/05/24 2460	202411 300-36900-10300	NOV FACILITY EVENT STAFF GOVERNMENTAL MANAGEMENT SERVICES	*	125.00	125.00 007631
11/12/24	01071	10/21/24 TAXYR202	202410 310-51300-31000	03-0468920 CP160 YR2020 UNITED STATES TREASURY	*	39.57	39.57 007632
11/12/24	01064	8/29/24 08292024	202411 300-36900-10300	DEPOSIT REFUND MAANGELA SAN PABLO	*	100.00	100.00 007633
11/12/24	00186	11/01/24 13129562	202411 320-57200-46300	NOV POOL CHEMICALS POOLSURE	*	3,280.47	3,280.47 007634
11/12/24	00839	11/01/24 10528	202411 320-57200-34500	NOV SECURITY SERVICES SECURITY DEVELOPMENT GROUP LLC	*	8,996.22	8,996.22 007635
11/12/24	00672	11/01/24 18701	202411 320-57200-46200	NOV LANDSCAPE MAINTENANCE VERDEGO, LLC	*	39,412.12	39,412.12 007636
11/12/24	00672	8/01/24 17234	202408 320-57200-46200	AUG LANDSCAPE MAINTENANCE VERDEGO, LLC	*	38,264.18	38,264.18 007637
11/13/24	00285	11/08/24 549	202410 320-57200-34510	OCT ADMIN FEE	*	360.00	
		11/08/24 549	202410 320-57200-34510	OCT ADMIN SCHED	*	130.00	
				CLAY COUNTY SHERIFF'S OFFICE			490.00 007638
11/13/24	00092	11/01/24 2458	202411 310-51300-34000	NOV FACILITY MANAGEMENT GOVERNMENTAL MANAGEMENT SERVICES	*	19,493.25	19,493.25 007639
11/13/24	00024	11/01/24 224877B	202411 320-57200-46800	NOV LAKE MAINTENANCE THE LAKE DOCTORS, INC.	*	2,170.00	2,170.00 007640

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/13/24	00297	11/01/24 365	202411 320-57200-61000	NOV JANITORIAL SERVICES	*	5,150.00	
				RIVERSIDE MANAGEMENT SERVICES, INC			5,150.00 007641
11/21/24	01072	11/19/24 11192024	202411 300-36900-10300	DEPOSIT REFUND	*	100.00	
				DAVETTE SIMMONS			100.00 007642
11/21/24	00092	11/19/24 2461	202411 300-36900-10300	NOV FACILITY EVENT STAFF	*	350.00	
				GOVERNMENTAL MANAGEMENT SERVICES			350.00 007643
11/21/24	01047	11/19/24 11192024	202411 300-36900-10300	DEPOSIT REFUND	*	100.00	
				SANDRA CAUSEY			100.00 007644
11/21/24	01073	11/19/24 11192024	202411 300-36900-10300	DEPOSIT REFUND	*	100.00	
				STACY WILLIAMSON			100.00 007645
11/27/24	01064	11/25/24 11252024	202411 300-36900-10300	DEPOSIT REFUND	*	100.00	
				MAANGELA SAN PABLO			100.00 007646
TOTAL FOR BANK B						118,605.81	
TOTAL FOR REGISTER						118,605.81	

INVOICE

Allways Improving LLC dba
Fitness Pro
1400 Village Square Blvd #3-293
Tallahassee, FL 32312

tracy@wearefitnesspro.com
+1 (850) 523-8882
www.wearefitnesspro.com



1400 Village Square #3-293
Tallahassee, FL 32312
850-523-8882

Bill to

Double Branch
370 Oakleaf Village Parkway
Orange Park, FL 32065

Ship to

Double Branch
370 Oakleaf Village Parkway
Orange Park, FL 32065

Invoice details

Invoice no.: 33363
Terms: Net 15
Invoice date: 10/21/2024
Due date: 11/05/2024

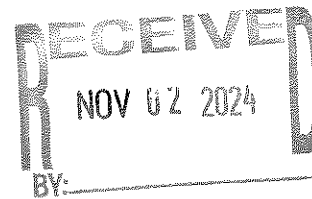
#	Product or service	Description	SKU	Qty	Rate	Amount
1.		SERVICE REQUEST 41428 - OCTOBER PREVENTATIVE MAINTENANCE (1ST PM)				
2.	PM	Preventative Maintenance: Cleaned, Lubed, Calibrated, Inspected and Tested. - Double Branch		1	\$335.00	\$335.00

SERVICES PERFORMED

1. Tech checked/updated all equipment in BF.
2. Lubed and dusted all guide rods, weight stacks, and adjustment knobs.
3. Inspected 17x Strength Units and 3x bench. Inspected all pulleys, cables, attachments, connections, pads, adjustments, and weight stacks. SEE BELOW
4. Inspected 2x Rowers, 1x Ski erg, 2x Recumbent Bike, 1x Arc Trainer, 1x elliptical, and 2x Stairmaster. Checked all pedals, sensors, cup holders, fans, handles, adjustments, buttons and general function. SEE BELOW
5. Inspected 3x treadmills. Checked belt and deck tightness and wear, checked strength and function of motor, checked incline functions, HR sensors, controls, general function. Dusted/Vacuumed for debris around belt and under hoods around motor and electrical components. SEE BELOW

ISSUES FOUND

1. Magnum Lat Row sn: 147870(144281) cable broken. Should replace cable (FPI 15')

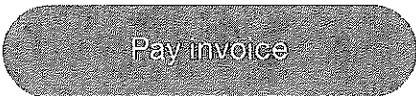
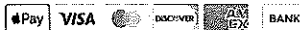


2. Hoist VKR (no sn) arm pad cover is tearing. Should replace arm pad cover.
3. Magnum Functional Trainer sn: 143808 right side cable broken, left side fraying, should replace left and right cable. (FPI 50' total)
4. Magnum Hip Abductor/Adductor sn: 144200 thigh pads are tearing. Should replace left and right thigh pad
5. Tag Adjustable Bench (no sn) should replace all (3 total) pads
6. Magnum Decline/Sit up Bench sn: 143738 roller pads damaged and end caps are broken. Should replace 3 inner and 2 outer end caps and 2x roller pads (approx 10"x 6" with 2.5" ID)
7. True Recumbent RLC900 sn: 11-RLC900837K seat pad breaking down. Should replace seat pad
8. True Recumbent RLC900 sn: 11-RLC900836K same as above, should replace seat pad
9. Life Fitness Treadmill INTD sn: HHT133096(HCT114355) drive belt squeaking, hand controls are unresponsive and missing HR Plates on Right handle. Should replace left and right bull horns and HR plates. Also should replace drive belt
10. Life Fitness Treadmill INTD sn: HTT133098(HCT114440) left hand control HR plate broken and right hand control unresponsive. Should replace HR plates on left handle and should replace right side bullhorn.
11. Life Fitness Treadmill INTD sn: HHT133093(HCT114547) left and right bullhorn controls unresponsive, should replace left and right bull horn.
12. Life Fitness Treadmills INTD sn: HTT133098(HCT114440) & HHT133093(HCT114547) Belt is worn, slick, and cupping. Should replace 2x walk belts and flip decks.
13. ALL OTHER UNITS TEST CORRECT

Total

\$335.00

Ways to pay



Code to:

**Double Branch Facility Maintenance -
Preventative**

2-320-572-4661

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

Invoice

Invoice #: 2460
Invoice Date: 11/5/24
Due Date: 11/5/24
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 November 2, 2024 2,300-369.103	5	25.00	125.00

RECEIVED
NOV 05 2024
BY: _____

Total	\$125.00
Payments/Credits	\$0.00
Balance Due	\$125.00

11/5/24
CPW

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
5	Facility Event Staff	\$ 25.00	\$ 125.00

Covers Period End: November 2, 2024

Amenities Revenue # 2.300.369.103



Department of the Treasury
Internal Revenue Service
Ogden, UT 84201-0039

Notice	CP160
Tax period	December 31, 2020
Notice date	October 21, 2024
Employer ID number	03-0468920
To contact us	Phone 833-678-7020

121094.486521.307145.7905 1 AB 0.593 859



DOUBLE BRANCH COMMUNITY DEVELOPMENT
% JAMES PERRY
475 WEST TOWN PLACE ST114
ST AUGUSTINE FL 32092-3648

121094

Reminder of overdue taxes for December 31, 2020

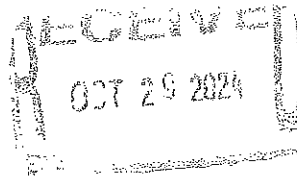
Amount due: \$39.57

We are required to send you this notice informing you of the amount of taxes due on your Form 940 for the tax period ending December 31, 2020.

If you have any questions about this notice, call your IRS representative.

Billing Summary

Amount you owed	\$0.00
Interest charges	39.57
Amount due by November 21, 2024	\$39.57



Continued on back...



DOUBLE BRANCH COMMUNITY DEVELOPMENT
% JAMES PERRY
475 WEST TOWN PLACE ST114
ST AUGUSTINE FL 32092-3648

Notice	CP160
Notice date	October 21, 2024
Employer ID number	03-0468920

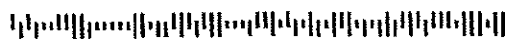
Payment

- Make your check or money order payable to the United States Treasury.
- Write your Employer ID number (03-0468920), the tax period (December 31, 2020), and the form number (940) on your payment and any correspondence.

INTERNAL REVENUE SERVICE
OGDEN, UT 84201-0039

Amount due by
November 21, 2024

\$39.57



030468920 XQ DOUB 10 2 202012 670 00000003957

From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MaANGELA SAN PABLO
Date: September 9, 2024 at 7:54 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM **DBCDD** – for the following venue.
 - LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
 - DATE OF VENUE – SEPTEMBER 7, 2024
 - RESIDENT – **MaANGELA SAN PABLO**
 - ADDRESS – **1050 MAPLE LANE, ORANGE PARK, FL 32065**
 - **AMOUNT OF REFUND - \$100.00**
 - BOOKING FEE/DEPOSIT was via VISA(0469):
 - DATED: 6/19/24
 - SEQ#: 5
 - BATCH#: 1153
 - INVOICE#: 5
 - APPROVAL CODE: 05373D
 - AMOUNT: 100.00

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

Thank you.

I will be out of the office August 30 - September 2, 2024, and September 4, 2024.

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

venuere rentals@oakleafresidents.com

(904) 770-4661 voice email

(904) 375-9285 ext. 3

www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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



Invoice

Date
Invoice#

11/1/2024
131295625467

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

Terms	Net 20
Due Date	11/21/2024
PO #	

Bill To
Oakleaf Village/Double Branch 475 West Town Place Ste 114 St Augustine FL 32092

Ship To
Oak Leaf Plantation/ Double Branch 370 Oakleaf Village Parkway Orange Park FL 32065

Item	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	\$3,172.29
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$108.18

Subtotal \$3,280.47

Tax \$0.00

Total \$3,280.47

Amount Paid/Credit Applied \$0.00

Balance Due \$3,280.47

RECEIVED
OCT 15 2024
BY: _____



131295625467



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

INVOICE

BILL TO

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

INVOICE # 10528

DATE 11/01/2024

DUE DATE 11/30/2024

TERMS End of the month

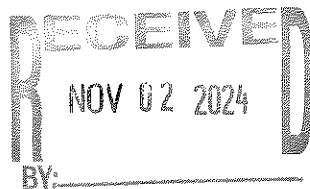
SERVICE MONTH

November

ACTIVITY	QTY	RATE	AMOUNT
	318	28.29	8,996.22T



SUBTOTAL	8,996.22
TAX	0.00
TOTAL	8,996.22
BALANCE DUE	\$8,996.22





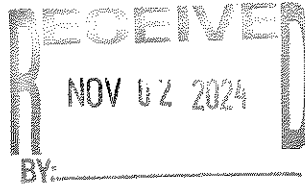
Invoice

Invoice #: 18701

Date: 11/01/24

Customer PO:

DUE DATE: 12/01/2024



BILL TO

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

FROM

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

DESCRIPTION	AMOUNT
#14273 - Standard Maintenance Contract 2024 November 2024	\$39,412.12

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE **\$39,412.12**

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com

Code to:

2-320-572-4620

Double Branch Landscape Maintenance



Invoice

Invoice #: 17234

Date: 08/01/24

Customer PO:

DUE DATE: 08/31/2024

BILL TO

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

FROM

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

DESCRIPTION

#14273 - Standard Maintenance Contract 2024 August 2024

AMOUNT

\$38,264.18

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$38,264.18

Please See Our
Updated Remittance
Information

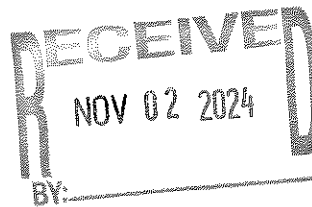
Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com

Code to:

2-320-572-4620

Double Branch Landscape Maintenance





Clay County Sheriff's Office
 901 N. Orange Ave.
 Green Cove Springs, FL, 32043

General Invoice

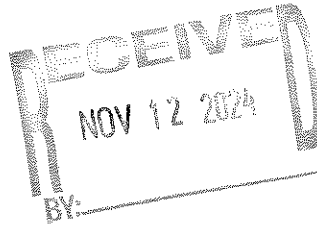
Customer Copy

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
OAKLEAF PLANTATION CDD	11/08/2024	549	\$0.00	11/23/2024	\$980.00

PAST DUE AMOUNT	ACCOUNT BALANCE
\$0.00	\$115.00

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
OFF DUTY ADMIN OCTOBER 2024	144.00	\$5.000000	EACH	\$720.00	\$0.00	\$0.00	\$720.00
OFF DUTY SCHEDULING FEE	1.00	\$260.000000	EACH	\$260.00	\$0.00	\$0.00	\$260.00
Invoice Total:							\$980.00

\$360.00 + \$130.00 = \$490.00



✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



Clay County Sheriff's Office
 901 N. Orange Ave.
 Green Cove Springs, FL, 32043

General Invoice

Remit Portion

Invoice Date	11/08/2024
Invoice Number	549
Customer Number	30
Amount Paid	
Due Date	11/23/2024
Invoice Total Due	\$980.00

OAKLEAF PLANTATION CDD
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK, FL 32065

Please include Customer Number and make checks payable to: Clay County Sheriff's Office

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

Invoice

Invoice #: 2458
Invoice Date: 11/1/24
Due Date: 11/1/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - November 2024		19,493.25	19,493.25
<p>RECEIVED NOV 07 2024 BY: _____ <i>Jerry Lambert</i> 11-7-24</p>			

Total	\$19,493.25
Payments/Credits	\$0.00
Balance Due	\$19,493.25

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 EXP. DATE
SIGNATURE 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	11/1/2024	\$2,170.00

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

00000000019082001000000022487700000021700050

Please Return this invoice with your payment and notify us of any changes to your contact information.

DOUBLE BRANCH CCD/OAKLEAF PL 8664 OAKLEAF VILLAGE PKWY, JACKSONVILLE, FL ORANGE PARK, FL
Invoice Due Date **11/11/2024** Invoice **224877B** PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
11/1/2024	Water Management - Zone 1,Water Management - Zone 2		\$1085.00	\$0.00	\$1085.00
			\$1085.00	\$0.00	\$1085.00

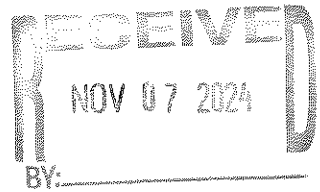
Please remit payment for this month's invoice.

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:

\$4340.00

This Invoice Total:

\$2170.00

Click the "Pay Now" link to submit payment by ACH

Customer #: 708477
Portal Registration #: BCF0DAE5
Customer E-mail(s): manager@oakleafresidents.com, JSORIANO@GMSNF.COM
Customer Portal Link: www.lakedoctors.com/contact-us/

Corporate Address
4651 Salisbury Rd, Suite 155
Jacksonville, FL 32256

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

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

Invoice

Invoice #: 365
Invoice Date: 11/1/2024
Due Date: 11/1/2024
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 - November 2024		5,150.00	5,150.00

RECEIVED
NOV 07 2024
BY: _____

Jerry Lambert
11-7-24

Total	\$5,150.00
Payments/Credits	\$0.00
Balance Due	\$5,150.00

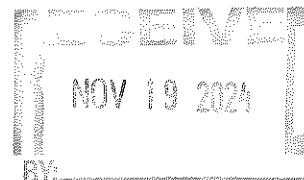
From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - DAVETTE SIMMONS
Date: November 19, 2024 at 12:40 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
 - DATE OF VENUE – NOVEMBER 16, 2024
 - RESIDENT – DAVETTE SIMMONS
 - ADDRESS – 480 MILLSTONE DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (4242):
 - DATED: 9/6/24
 - SEQ#: 2
 - BATCH#: 1224
 - INVOICE#: 2
 - APPROVAL CODE: 164478
 - AMOUNT: 100.00



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

Thank you.

I will be out of the office December 13 - 16, 2024.

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
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2461

Invoice Date: 11/19/24

Due Date: 11/19/24

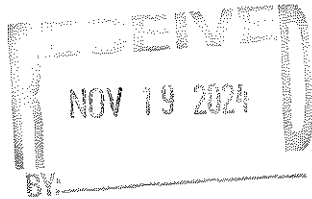
Case:

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 November 16, 2024 2.300.369.103	14	25.00	350.00



Total \$350.00

Payments/Credits \$0.00

Balance Due \$350.00

11/19/24
OP

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
------------------------	---------------------------	--------------------	----------------------

14	Facility Event Staff	\$ 25.00	\$ 350.00
----	----------------------	----------	-----------

Covers Period End: November 16, 2024

Amenities Revenue # 2.300.369.103



From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - SANDRA CAUSEY
Date: November 19, 2024 at 12:34 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com

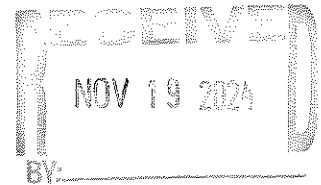
Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OVCR aka CLUBROOM (SATURDAY) 10:00 A.M. to 2:00 P.M.
 - DATE OF VENUE – NOVEMBER 16, 2024
 - RESIDENT – SANDRA CAUSEY
 - ADDRESS – 625 OAKLEAF PLANTATION PARKWAY #811, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on VYSTAR:
 - DATED: 9/30/24
 - CHECK#: 2777
 - DEPOSITED: 10/1/24
 - AMOUNT: 100.00

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

Thank you.



I will be out of the office December 13 - 16, 2024.

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.

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venuerentals@oakleafresidents.com
 (904) 770-4661 voice email
 (904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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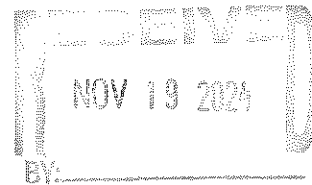
From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - STACY WILLIAMSON
Date: November 19, 2024 at 12:44 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Allison Mossing amosing@gmstnn.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OVCR aka CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M.
 - DATE OF VENUE – NOVEMBER 16, 2024
 - RESIDENT – STACY WILLIAMSON
 - ADDRESS – 530 MELDRUM LANE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via MASTERCARD (9991):
 - DATED: 10/15/24
 - SEQ#: 2
 - BATCH#: 1242
 - INVOICE#: 2
 - APPROVAL CODE: 42039Z
 - AMOUNT: 100.00



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

Thank you.

I will be out of the office December 13 - 16, 2024.

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.

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venuere rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

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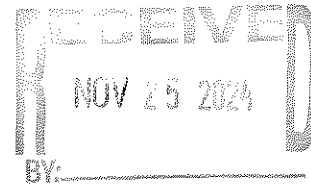
From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MaANGELA SAN PABLO
Date: November 25, 2024 at 12:57 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstn.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
 - DATE OF VENUE – SEPTEMBER 7, 2024
 - RESIDENT – MaANGELA SAN PABLO
 - ADDRESS – 1058 MAPLE LANE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(0469):
 - DATED: 6/19/24
 - SEQ#: 5
 - BATCH#: 1153
 - INVOICE#: 5
 - APPROVAL CODE: 05373D
 - AMOUNT: 100.00



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

Thank you.

I will be out of the office December 13 - 16, 2024.

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.

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/12/24	00040	10/28/24 CS197965	202410 600-53800-62100	DEBRIS BAGS RAKE SCP DISTRIBUTORS LLC	*	89.89	89.89 000309
11/12/24	00016	10/29/24 18486	202410 600-53800-62100	OCT SOCCER FIELD MAINLINE VERDEGO, LLC	*	3,130.00	3,130.00 000310
11/13/24	00064	11/01/24 3034	202411 600-53800-62100	POOL PUMP BLUE SOLUTIONS INC	*	7,770.00	7,770.00 000311
11/13/24	00070	10/17/24 10172024	202410 600-53800-62100	CABLE REPAIR ALLWAYS IMPROVING LLC DBA	*	2,703.56	2,703.56 000312
11/21/24	00016	11/07/24 18873	202411 600-53800-62100	SOD RPLC MAIN LINE BREAK VERDEGO, LLC	*	1,113.00	1,113.00 000313
TOTAL FOR BANK C						14,806.45	
TOTAL FOR REGISTER						14,806.45	



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 #	CS197965
ORDER #	CS201492
DATE	10/28/24
PAGE	1 of 1

BILL TO

277667
DOUBLE BRANCH CDD
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259

SHIP TO

194-ORANGE PARK-SCP DIST.
8601 YOUNGERMAN CT UNIT 2
JACKSONVILLE, FL 32244-8927

CUSTOMER P/O NUMBER	SHIP VIA PRIORITY PICK	WRITTEN BY LARRY HORNE(194)	ORDER DATE 10/28/24
CUSTOMER RELEASE NUMBER	FREIGHT TERMS 02 IN/OUTBOUND	PAYMENT TERMS NET 30 DAYS	DUE DATE 11/27/24
JOB / SHIP-TO NAME OAKLEAF VILLAGE PKWY	PURCHASING AGENT	CONTACT JAY SORIANO	PHONE 904-342-1441

LN#	PRODUCT	HM	DESCRIPTION	U/M	OPEN	PKG-QTY	SHIP-QTY	B/O	PRICE	EXTENSION
1	HPP-201-2018		HH1506 STANDARD DEBRIS BAG	EA	2	2	2	0	36.86	73.72
			ALT-1008964080							
2	PSL-40-0349		PS997 PROFESSIONAL SERIES LEAF RAKE W/ RAG BAG NET	EA	2	2	2	0	53.03	106.06
			ALT-2936004010							
3	GHS-45-805		45MJL5A1STAA 120V 50GPD 25PSI .25" ADJ 1-HEAD CLASSIC PUMP	EA	1	1	1	0	454.56	454.56
			SER#030724031429							

Code to:

Double Branch Repair and Replacement

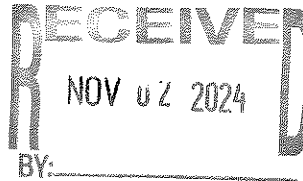
034.600.538.621

\$89.89

Middle Village Repair and Replacements

34-600-538-64000

\$544.45



PLACARDS SUPPLIED-YES ___ NO ___ REFUSED ___

MERCHANDISE TOTAL	DISCOUNTS	MISC CHARGES	SALES TAX	INBOUND FREIGHT	OUTBOUND FREIGHT	DEPOSIT AMOUNT	DEPOSIT APPLIED	INVOICE TOTAL
634.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	634.34

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: DEEJAY ADAMS(ZK)

Subject to our terms at <http://www.poolcorp.com/dealer-terms-conditions>

SIGNATURE: _____

RECEIVED BY: _____

Cust#: 277667 Cust Name: DOUBLE BRANCH CDD
Inv#: CS197965 Invoice Date: 10/28/24 Invoice Amount: \$634.34

⚠ WARNING: Cancer and Reproductive Harm - www.p65warnings.ca.gov

Remit To:
SCP DISTRIBUTORS LLC
DEPT 0594
PO BOX 850001
ORLANDO, FL 32885-0594



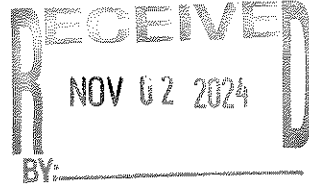
Invoice

Invoice #: 18486

Date: 10/29/24

Customer PO:

DUE DATE: 11/28/2024



BILL TO

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

FROM

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

DESCRIPTION				AMOUNT
#18857 - Soccer Field Mainline Repair October 2024				
Repaired broken 6" mainline at the soccer fields.				
<i>Landscape Enhancement</i>				<i>\$3,130.00</i>
6" coupler (Material)	1.00	\$170.00	\$170.00	
6" slipfix (Material)	1.00	\$615.00	\$615.00	
excavator (Equipment)	1.00	\$1,370.00	\$1,370.00	
Irrigation Labor (Labor)	15.00	\$65.00	\$975.00	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE **\$3,130.00**

Please See Our
Updated Remittance
Information

Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com

Code to:

Double Branch Repair and Replacement

034.600.538.621

Blue Solutions Inc
1015 Idlewild Ave
Green Cove Springs, FL 32043
US
+1 9045802210
Blue_Solutions@comcast.net
www.bluesolutionspools.com

Invoice

BILL TO
Javier Soriano
370 Oakleaf Village Pkwy

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
3034	11/01/2024	\$7,770.00	11/01/2024	Due on receipt	

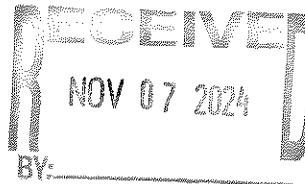
DESCRIPTION	QTY	RATE	AMOUNT
pool pump 10 hp motor with pump, stand and controller, labor	1	7,770.00	7,770.00

BALANCE DUE **\$7,770.00**

Code to:

Double Branch Capital

034.600.538.621





1400 Village Square Boulevard
 #3-293
 Tallahassee, FL 32312
 (850) 523-8882 tel

RECEIVED
 NOV 07 2024

QUOTE #41501

CUSTOMER
 BY: _____
 Double Branch
 370 Oakleaf Village Parkway
 Orange Park, FL 32065
 Jay Soriano
 (904) 274-2450

BILL TO
 Double Branch
 370 Oakleaf Village Parkway
 Orange Park, FL 32065

DATE CREATED	TYPE	PO #	ASSIGNED TO
Oct 17, 2024	Problem		Luke Starling

SERVICE NOTES
 Repairs identified during October PM
ISSUES FOUND
 1. Magnum Lat Row sn: 147870(144281) cable broken. Should replace cable (FPI 15')
 2. Hoist VKR (no sn) arm pad cover is tearing. Should replace arm pad cover. ***NOT APPROVED FOR REPAIR***
 3. Magnum Functional Trainer sn: 143808 right side cable broken, left side fraying, should replace left and right cable. (FPI 50' total)
 4. Magnum Hip Abductor/Adductor sn: 144200 thigh pads are tearing. Should replace left and right thigh pad ***NOT APPROVED FOR REPAIR***
 5. Tag Adjustable Bench (no sn) should replace all (3 total) pads ***NOT APPROVED FOR REPAIR***
 6. Magnum Decline/Sit up Bench sn: 143738 roller pads damaged and end caps are broken. Should replace 3 inner and 2 outer end caps and 2x roller pads (approx 10"x 6" with 2.5" ID) ***NOT APPROVED FOR REPAIR***
 7. True Recumbent RLC900 sn: 11-RLC900837K seat pad breaking down. Should replace seat pad ***NOT APPROVED FOR REPAIR***
 8. True Recumbent RLC900 sn: 11-RLC900836K same as above, should replace seat pad ***NOT APPROVED FOR REPAIR***
 9. Life Fitness Treadmill INTD sn: HHT133096(HCT114355) drive belt squeaking, hand controls are unresponsive and missing HR Plates on Right handle. Should replace left and right bull horns and HR plates. Also should replace drive belt
 10. Life Fitness Treadmill INTD sn: HTT133098(HCT114440) left hand control HR plate broken and right hand control unresponsive. Should replace HR plates on left handle and should replace right side bullhorn.
 11. Life Fitness Treadmill INTD sn: HHT133093(HCT114547) left and right bullhorn controls unresponsive, should replace left and right bull horn.
 12. Life Fitness Treadmills INTD sn: HTT133098(HCT114440) & HHT133093(HCT114547) Belt is worn, slick, and cupping. Should replace 2x walk belts and flip decks.

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
4.50	Estimated Labor	\$90.00	\$405.00
1.00	15' Cable with Hardware (Item 1)	\$110.00	\$110.00
2.00	25' Cable with Hardware (Item 3)	\$130.00	\$260.00
1.00	Parts for Repair: Magnum Hip Abductor/Adductor Pads ***PART IS NO LONGER AVAILABLE***	\$0.00	\$0.00
1.00	Parts for Repair: BELT: DRIVE (Item 9)	\$28.80	\$28.80
3.00	Parts for Repair: KIT: PLASTIC BULLHORNS W/KEYPADS & HARDWARE; INTEGRITY (Items 9,10,11)	\$112.36	\$337.08
2.00	Parts for Repair: BELT: WALKING NP7131 21.5" WIDE (Item 12)	\$714.00	\$1,428.00
1.00	Shipping and Handling Estimate: Belts Oversized/Heavy , Multiple Boxes	\$134.68	\$134.68
Code to:		SUBTOTAL	\$2,703.56
		(0.0%) TAX	\$0.00
Double Branch Repair and Replacement		TOTAL	\$2,703.56

*** Please note that a 20% restocking fee plus shipping, if applicable, will be charged on all approved quotes that are canceled after the approval has been given. ***

1-800-346-0053
 Please confirm acceptance of quote and acknowledgment of restocking fee by signing and dating below.



Invoice

Invoice #: 18873

Date: 11/07/24

Customer PO:

DUE DATE: 12/07/2024

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#18897 - Sod Replacement after 6' main line break

Provide labor to level and lay Bermuda sod in area of the 6' Mainline repair on east end of Soccer Field

Landscape Enhancement

\$1,113.00

Bermuda (Sub)

2.00 \$556.50 \$1,113.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$1,113.00

Please See Our Updated Remittance Information

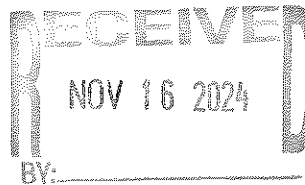
Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

ACH Account Information:
Bank Name: Wells Fargo Bank N.A.
Routing Number: 121000248
Account Number: 4945950657
Remittance Information:
AR@verdego.com

Code to:

Double Branch Repair and Replacement

034.600.538.621



FIFTH 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: November 2024
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Report – Spooktacular, Community Yard Sale, resident run Halloween event at MV
- Upcoming – Movie on the Green
- Resident run event at MV - Parade

Aquatics

- High School swim teams at MV –complete
- Adjusted schedules (after this weekend) – Pools are now Adult only / “Swim at Own Risk” until March
- Update of pool programs at MV – all year swim team program
- Planning of off-season CPR and first aid classes for residents and certification training for employees

Amenity Usage

- *Total Facilities Usage - 5114*
- *Average daily usage – 165*

Card counts:

DB Owners	28
DB Renters	21
DB Replacements	11
DB Updated	7

Total cards printed: 136 (both districts)

Rentals

- 8 of 31 days rented in October , 4 of 4.5 weekends rented
- 8 Clubroom rentals, 0 patio rentals
- 13 tours (approx.32 hours)/ 55 hours used for scheduling, administrative, etc
-

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Operations: Open Items

- Update of Motor and stand at Lap Pool

MAINTENANCE

- Repair flow issue at Slide Pool filter (due to damaged grids), remove and reseal motor
- Replace multiple light on basketball courts (LED pole lights)
- Prep Basketball courts and pickle ball courts for Halloween celebration
- Remove and store equipment and decorations after spooktacular
- Prep bullhorns and fixtures for placement at pickle ball courts
- PM performed on fitness equipment - new vendor
- Power supply for treadmill replaced
- Reprogram all timers due to tentative lighting / time change
- New elliptical placed at fitness center
- Old ellipticals removed, will be broken down for parts
- Coordinate design and purchase new motor stand, volute, impeller, and 10hp motor at lap pool
- Replace complete motor and stand at lap pool
- Replace VFD at Lap Pool
- Multiple signs around the facility - backings replaced
- Insurance walkthroughs of facilities completed
- Health Department walkthroughs and inspections completed
- Replace furniture and equipment after storm (Milton)
- Restart waterfall after multiple power outages due to Storm
- Touch-up painting on decorative street poles in neighborhood (ongoing)
- Touch- up painting of light poles at main roads in Oakleaf
- 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 10/10 Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 10/24.

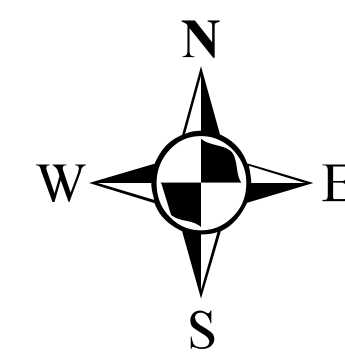
Landscaping

- Monthly report for Oct submitted and filed at Operations office

For questions, comments, or clarification, please contact:

- Jay Soriano, Oakleaf Operations Manager 904-342-1441

jsoriano@gmsnf.com

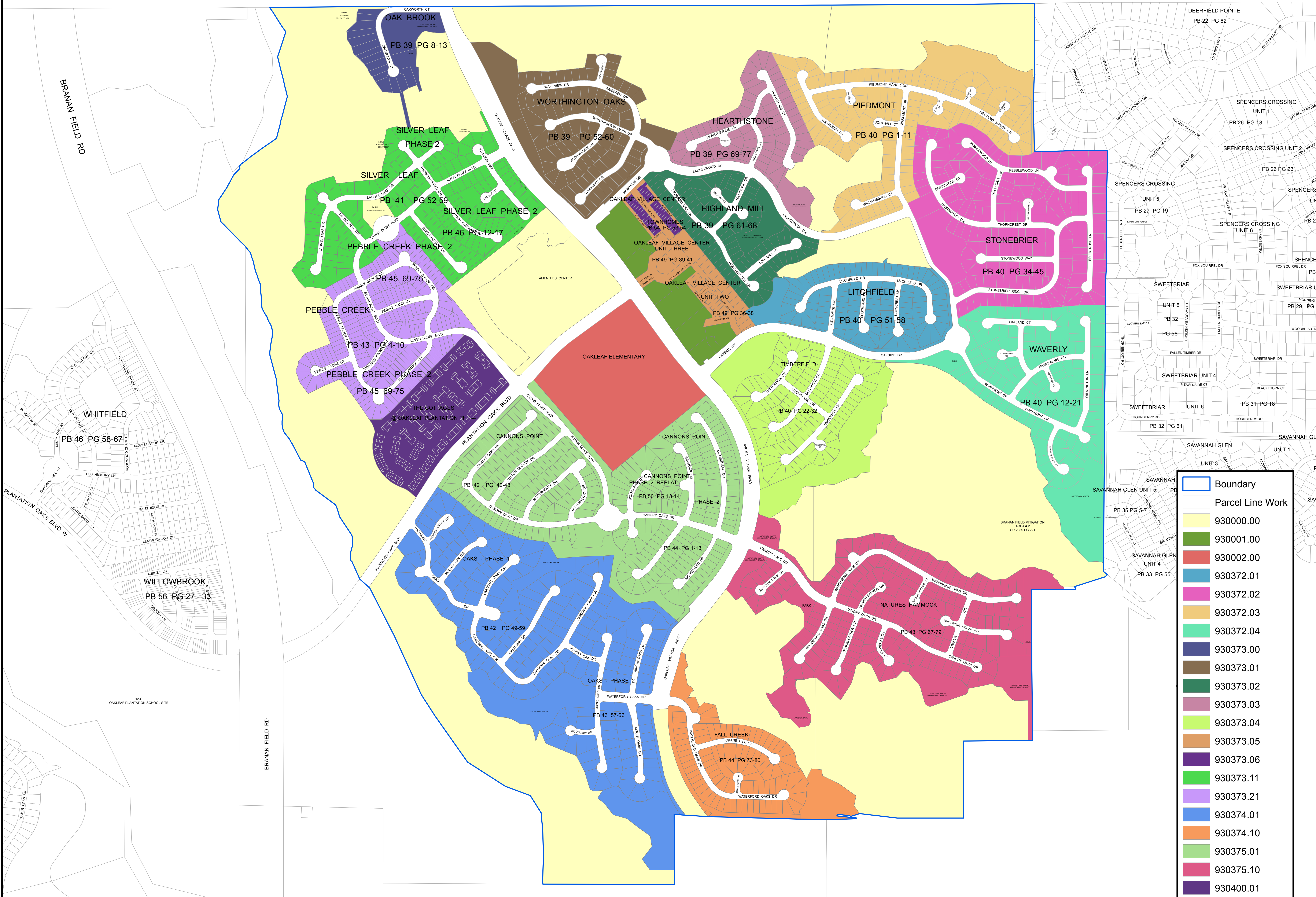


1 inch = 375 feet

THE HONORABLE ROGER A. SUGGS, CFA, AAS
CLAY COUNTY PROPERTY APPRAISER
State-Certified General Real Estate Appraiser RZ2771

GENERATED BY THE GIS DEPARTMENT 05/29/2013
This graphic representation of ownership does not constitute a
information available for use in the Property Appraisers Office. This
office does not assume responsibility for errors or omissions.

Double Branch CDD 2013 Clay County, Florida



	Boundary
	Parcel Line Work
	930000.00
	930001.00
	930002.00
	930372.01
	930372.02
	930372.03
	930372.04
	930373.00
	930373.01
	930373.02
	930373.03
	930373.04
	930373.05
	930373.06
	930373.11
	930373.21
	930374.01
	930374.10
	930375.01
	930375.10
	930400.01