

DOUBLE BRANCH
Community Development District

JANUARY 13, 2025

AGENDA

Double Branch Community Development District

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

January 6, 2025

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, January 13, 2025 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Audience Comments (limited to three minutes)
- III. Approval of Consent Agenda
 - A. Minutes of the December 9, 2024 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Register
- IV. Staff Reports
 - A. District Counsel – Discussion of Open Space Tracts
 - B. District Engineer
 - C. District Manager
 - D. Operations Manager - Memorandum
- V. Audience Comments (limited to three minutes) / Supervisors' Requests
- VI. Next Scheduled Meeting – February 10, 2025 at 4:00 p.m. the Plantation Oaks Amenity Center

VII. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles
District Manager

THIRD ORDER OF BUSINESS

A.

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

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, **December 9, 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
Scott Thomas	Assistant Secretary
Amy Ambrosio	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Katie Buchanan <i>by phone</i>	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisors

Ms. Giles, being a notary public for the State of Florida, administered oaths to Mr. Thomas and Mr. Horton and stated Tom and Scott, congratulations. You're now a government official in the State of Florida. Although you have served on this board for many years, I'd like to remind you that as a government official, you're subject to comply by the Sunshine Law, meaning any business that's discussed that's going to come before this board, you can only talk

about it here, in a publicly noticed meeting such as this one. You can talk about sports and everything else outside of the meeting, but anything that you think might come before the board, you can only discuss it here. Also as a reminder, you're subject to the Florida's public records law, meaning any document that you acquire or generate pertaining to the district is subject to a public records request. Katie, these gentlemen have served on the board for quite a few years. Is there anything that you want to remind them of that I may have forgotten?

Ms. Buchanan stated also remember the ethics law. So generally, you can't do anything that's going to be to the greater benefit or detriment of someone that you know well. I always suggest that if you find yourself in a situation where you might have a factor to consider, please just reach out to us, because these are highly dependent on the situation. So that's all I have to add.

B. Consideration of Appointing a New Supervisor to Seat 3

Ms. Giles stated just as a reminder, Ms. Ambrosio is in Seat 3. This is the board's opportunity to discuss how you want to fill that seat.

Mr. Lanier stated I would like to make the motion to the Board that we fill the seat with Amy, who is a good member of the community. Her seat will be up for election in two years, I believe.

Ms. Giles stated 2028.

Mr. Lanier stated oh, 2028. So, we expect you to please stick around for a while. I'd like to make the motion that Amy be appointed.

On MOTION by Mr. Lanier seconded by Chairperson Nelsen with all in favor appointing Amy Ambrosio to Seat 3 was approved.

Ms. Giles administered an oath of office to Ms. Ambrosio and stated Amy, congratulations. You're now a government official in the State of Florida. Although you've served on the board for quite a while now, I just want to remind you of the same thing. Of the Sunshine Law and as Katie mentioned, the ethics requirement. Again, anything that's going to be discussed about the CDD has to be discussed in this meeting.

D. Consideration of Resolution 2025-01, Designating Officers

Ms. Giles stated this resolution is to add Tom Horton, Scott Thomas, and Amy Ambrosia Ambrosio as officers of the district. The current slate of officers is as follows: Cindy as chair, Tom as vice chair, Andre, Scott, and Amy as assistant secretaries, I am your secretary and treasurer, and from my office is Daniel Laughlin, Jim Oliver, Matt Biagetti, and Darrin Mousing as assistant secretaries and assistant treasurers. We add those from my office just in case I'm out or unavailable. They can still sign and take care of documents for you. So, unless there's any discussion or change to that slate of office, I just look for a motion to adopt resolution 2025-01.

On MOTION by Mr. Lanier seconded by Mr. Thomas with all in favor Resolution 2025-01, designating officers was approved with the slate as detailed above.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Minutes of the November 4, 2024 Board of Supervisors Meeting

Ms. Giles stated item three is the minutes of the November 4th meeting. Unless there's any comments or changes, I just look for a motion to approve.

On MOTION by Mr. Lanier seconded by Chairperson Nelsen with all in favor the minutes of the November 4, 2024 Board of Supervisors meeting were approved.

B. Financial Statements

C. Assessment Receipts Schedule

D. Check Register

Ms. Giles stated following the minutes are your financials on page 27 and the assessment receipt schedule is on page 39. This fiscal year has just started. It's not even a whole percent collected yet, but it'll continue to come in from the county. The check register is on page 41. It's for \$144,262.59 for the month of November. I see no unusual variances with the check register. Unless there's any discussion, I just look for a motion to approve it.

Mr. Lanier stated is that through November or October?

Ms. Giles stated November.

Mr. Lanier stated the first page says October. That's the reason I'm asking. Page 41 shows October 31, 2024.

Ms. Giles stated oh, okay. I'll have her correct that. That should say November. We'll correct it so that the right version is on the website. Good catch.

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 – Discussion of Open Space Tracts

Ms. Giles stated just as a reminder Mike Eckert went over this item at the last meeting, but one of the supervisors wasn't here. I have since taken that email and that he briefed and forwarded that to everyone. Katie's prepared to talk about that more. But unless there's any comments or questions or discussion about that, this was just informational only.

Mr. Thomas stated so basically, he's not interested in the credits.

Ms. Giles stated this was the open space tract where we asked the gentleman if he wanted to sell that.

Mr. Thomas stated yeah, but he's not interested in trading?

Ms. Giles stated I don't think so.

B. District Engineer

Ms. Giles stated Jay has reached out to Alex to make the correction to the annual engineer's report. It had a couple extra pages in there, so they're working on that. I think Alex has returned that to Jay. We just need to review that, and then we'll get that revised copy out to everyone.

C. District Manager

Ms. Giles stated I think there's one, maybe two supervisors that still needs to do the ethics training. So, we've talked about that. You have until December 31st. So give me a call if you hit a roadblock on trying to click on one of those links.

D. Operations Manager - Memorandum

Mr. Soriano stated we've had quite a few neighborhood events. We did have our last movie on the green and then we also had our virtual turkey trot. It was a little smaller. I don't know if there was just a lot going on for Thanksgiving week, but we didn't have a lot of participants. We only had about 10 families. It may be that they're getting a little stale with it. We've done it for quite a few years. It is a fun event. It's kind of easy. It's done over that whole holiday week. The kids were off. They send us some great pictures of hunting down the hidden turkeys around the property. It might be time to throw in some extra challenges and change that up a little bit, get some more people involved in our turkey trot.

Vice Chairman Horton stated I did see a group of people in the median here.

Mr. Soriano stated yeah, we had some interesting ones. They went out and they sent us some pictures, and it was pretty funny. We have to send out announcements for prizes. So that'll go in this next email with a couple of those pictures with families.

Chairperson Nelsen stated I saw that the map wasn't online year.

Mr. Soriano stated yeah, we just printed them out for people to pick up because that's what we got the most of. Everybody wanted to have them available at the offices. So we just didn't put it on. We can do both. To me, it's easier when it's online. You don't even have to print it off. You just walk around with your phone. But yeah, people wanted to stop at a fitness center, so we printed off with a whole bunch and put them in both sides. Then we have our upcoming Christmas event. So that will be this next week, this Thursday. Our tennis program helps run that now. They took over last year and did a good job of providing volunteers and they handle Santa Claus. They did a good job last year, so they wanted to do it again this year. So that'll be in this room next Thursday. I did want to remind everybody there is a holiday parade. It's not something the district does, but it does go down the roads, it's set up by a local resident that will be this Friday.

Vice Chairman Horton stated the CPR classes?

Mr. Soriano stated yes. I don't have a schedule yet. She did do a couple last year off season. Not only did she offer them for adults to come, we have all of our mannequins same way we train our lifeguards. But you can actually sign up to get certified for CPR. We were more successful with our kid's programs last year. But I do want a calendar for her that we'll put out and we'll put on the website.

Vice Chairman Horton stated yeah, I like it. I'd like to attend, but I didn't see a schedule or anything like that.

Mr. Soriano stated she hasn't finalized what dates and I want it to work perfect for her too. But try to get the best class you can, 10 or 15 people at a time. We can actually have a pretty good-sized class.

Vice Chairman Horton stated I did it years ago but things have changed.

Mr. Soriano stated we'll put it out there by email blast and then registration forms will be put online. We usually have that at the fitness center also if people want to sign up. Our polar plunge will be the next one that we plan. Generally I try to do that the 1st or 2nd week of February just because I know those are going to be some of our coldest days. Every once in a while we have a warm polar plunge. But, planning wise by say, first week of January there's still a lot of 80-degree days in December and January. By February we're going to get some 40-degree nights. So right now, that's what we're looking at. That will be our next event and first event for the new year. Moving along I really just wanted to update you on one of our big projects I mentioned last month was changing around the field house. I sent you guys pictures earlier today because every printer I had it was running out of ink. So, I was hoping that I could get you guys pictures but let me go ahead and pull them up. If you've been down there what we're doing is changing around the field house. We're fencing everything in. So, what I want to do is take that out as kind of a hangout spot where they just loiter and sit on the concession stand stuff or at the benches. We took the benches out and we're going to move those out onto the walkways. Inside everything's going to get enclosed so that you walk in just through the sidewalk areas. Everything else has the black wooden fencing around. And then Chalon is going to work up some nice landscaping. We haven't been able to keep landscaping outside of that field house because everybody just runs from the concrete patio portion out to the sidewalks in every direction. Just tramples, everything. So now that we have everything closed off those quadrants, we can actually put some bushes and ground cover and make it look nice. The idea is, I don't want that to be the hangout spot. They come in, they go to the concession stand. They come in, they go to the bathroom, and then they go. They're not hanging out right there. I did order the more industrial fountain. We're going to move it completely out. So, if you imagine this is concrete, you walk out of the concession walkway here in front, this front right quadrant, we're going to have to dig a trench through the concrete to run the piping that comes out of that brick

wall and come up. But that way we can have a doggy water fountain, too. These are a little more industrial, not the greatest looking. They just have this kind of bullet design.

Mr. Lanier stated but I think if you paint it you can match some of the aesthetics.

Mr. Soriano stated yeah, it'll be a green bullet design, but then it's the doggy bowl on bottom. But yeah, it's going to cost us a little extra to move that pipe out. But then it'll sit outside and get away from them hanging out and beating up one that's on the wall. We'll just remove that completely. Like I said, we'll beautify the outside of the place. They are finishing up the railways. So, all of this work here, as you guys see on the faux iron, this is custom work so that we can make it look like it was meant to be there. This is all wood fencing. This is stuff we removed from other areas. So, we didn't really pay for supplies, it's all just labor. So next will be our landscape portion. Kind of make that look a little better and see if we can get away from vandalism and graffiti and them just sitting up there and hanging out and bothering everybody. I mean, it should be a nice area. It's a recreational area, but that's kind of what it's led to is a place to sit up there and draw on our walls and kind of beat everything up. So hopefully we should be done in the next couple weeks with all the fencing, and we'll paint the faux iron and we will get some work done on landscaping. The fountain may still be a few weeks to get in. I did place the order, but generally those big fixtures are, six, ten weeks before they even get to us on the speedy end. So we'll see. We did finish up the pool after the last meeting. I was supposed to have inspections that I'm sure was because of the holidays, but the health inspector just kind of fell off. He was communicating with us every day and then once I got it up and running, I didn't hear from him. But if you've been out there, the pool's running fine. It's nice and clean and clear. Just waiting for him and we'll be good. Nobody's swimming right now. It's a little cold, but if they want to swim, they can head over here to the heated pools. Unless you have any questions with some of those other repairs for us, I did go ahead and assign the track lighting to KAD Electric, who's our commercial electrician. I went back and forth with a couple of local electricians that I work with to do smaller jobs for trenching work. The problem is they charge by the hour to find all these valve boxes, junction boxes, warden lights, and actually check everything out. Everything was still verbal. It was five to ten grand just worth of discovery work to pull up all the wires.

Mr. Lanier stated will we get a schematic of where the boxes are going to be?

Mr. Soriano stated once we're done we will have to map it. It always gets buried afterwards again. We put down sod, we put down mulch, new plants, things like that, and it grows over. But we'll map out. Now, this is just the left side of the side that's out. So, when you're standing at the field house looking towards Silver Bluff, looking out into the fields, it's the left side of the track that is causing the problem. But when I looked at that price, it sounds like a lot. I mean, \$10,000 just for somebody to dig. I also can't install new lights at that either. So by the time we're done, if we want those lights up and running, that's what we're going to have to do.

Mr. Thomas stated where do we stand on redoing these fields because they are looking rough.

Mr. Soriano stated we're going to get other numbers for sod work and then Chalon has given us their numbers on some of the projects we asked for. But we didn't plan for sprigging and doing that stuff in this off season. We went through that quite a bit, discussions with the board. That wasn't something you guys had planned in there, but we did say we'd set aside money for sod work. So we want to do side work but I'm not looking to do side work in December, January.

Ms. Suchsland stated the rye seed will go down starting this week. It's going dormant now, so it's going to look rough and thinner. So that's why we do the winter rye and that'll help the looks of it. But then in the springtime, then you'll have to start. The biggest thing is keeping on the soccer people and moving around their goals and stuff. I mean, we did the first third of it and they did very well working with us and trying to keep off of that new sod. So even if you guys want to do each year like what we did this year, I think it's doable. We just have to time it with the summer.

Ms. Ambrosio stated I was wondering about the next park or playground area.

Mr. Soriano stated we have two that we ordered and I still don't have either one in. We're nearing five months since we paid. So, I did shoot an email last week just looking for an update. But you guys have a unit that that's coming in and Middle Village, we got a better deal because we bought two at the same time. Middle Village is doing their first. They only have three units they have to replace. I'm just waiting to hear for when they come in. Typically, I would be happy doing like a October, November install, so we're later than that because we haven't received them yet. As soon as I get them in, that's what we'll do. The next one was the Waverly park. I did set

up an order for just platforms for the playground at the amenity center. That's the one that gets a lot of attention from our mostly nonresidents, too, that don't even live here. But those platforms do need repair. But we weren't going to replace the whole unit. You're talking a few thousand bucks just for stairs and platforms, but not a whole unit.

Chairperson Nelsen stated but you did order a few of those already?

Mr. Soriano stated yes.

Vice Chairman Horton stated the lights on the pickleball courts.

Mr. Soriano stated we don't have them up yet. We have the bullhorns ready to go, but I haven't been able to get to those this month.

Vice Chairman Horton stated you do it yourself?

Mr. Soriano stated no, I have my electrician. I mean, I do go up in that lift, but I do have the electrician that works with me. They have working lights. This was the extra that they were asking for. They want a third leg on each bullhorn. They're fully working.

Mr. Thomas stated the only other thing I have is more for Chalon. Would you guys be willing to maybe put a QR code for any resident can go on our website and scan here and tell us where sprinkler outages are?

Mr. Soriano stated it's actually easy enough. All I do is pass it along to Chalon. But, we can look at some type of ticketing system like that.

Mr. Thomas stated that way it could just go right to you. It could just be as simple as what neighborhood is it in.

Mr. Soriano stated even an email for her posted it out there, because then people will contact her directly. But I like it even when you send it to me because then I know about it and I have a list that I work with Chalon on, or she'll see stuff and she'll let me know about it. So, I keep a running tab and then it matches up with our inspections and things like that. So, it's not bothersome when you do that. It's actually good. We've never done. I don't think we've ever put the landscaper's email or anything like that out there. Everybody just contacts me generally.

Ms. Giles stated and it allows staff to approve the projects instead of going directly them. Chalon is family, but she's also a landscape vendor. So, it allows staff to still be involved in that process.

Mr. Soriano stated but if I can find a quicker way, whether it's a generalized email that maybe will copy both of us. We can look at something like that.

Vice Chairman Horton stated have you talked to anybody about the signage at the water fountain?

Mr. Soriano stated I asked for renderings and I haven't gotten renderings back yet on a couple. There are actually three locations. I'm working with a couple sign companies. It's waterfalls first, that's our biggest one, and then our four-way fountain in the front. Most of what I'm getting is suggestions of things like painting or covering the tile, which we've talked about. That would be helpful, but I was hoping to maybe add or change some things around without making a huge project. I don't want to spend 10,000 bucks on each sign. But I do think we need an update. I haven't received anything as far as new ideas yet from any of these companies. So, I'll reach out again. If I have to I'll reach out to some smaller sign companies to get an idea. But most of it was lettering and painting. One thing I did ask for that I'm surprised I haven't gotten yet is lit lettering for the waterfall. I would like LED letters up there. I've got to be a little more protected because we know we've had people breaking down our letters, but don't like the way the up-lighting works right now. You don't see the lights very well. Sometimes they almost blend in with that brick wall in the back. I would like to take those away and just have the letters light up. That will also allow us to move that lighting off. At night, you don't know that the waterfall is there, because there's no light on the waterfall or in the waterfall. You're seeing just top to the letters. So I'd like to move that back and get water planted lights looking at the waterfall. So that was what I asked for in their design. I did go to Giglio and John Vogel or a couple companies that installed a lot of these signs 20 years ago. I just haven't gotten anything back for what it would look like or cost yet.

Vice Chairman Horton stated what about the spray fountain at the recreation center at the lake there. I mentioned about getting a bigger one and one color and stuff like that.

Mr. Soriano stated we can get a bigger one. I think we bought that four years ago, five years ago. It's not that old. We had it replaced. What I thought about, and I talked to you about is maybe we move that out towards the waterfall and I have two smaller ones out by the waterfall kind of in the pond, spraying up, reuse those and then we can take a bigger one and put it by the amenity center. They are very costly, but I can bring it to you. That is one that we do see a good amount of help during the summer to cut down on algae because that moves a lot of water in that pond. So, I definitely wouldn't want to take it away, but we can switch it out. That's a five-horsepower fountain. We'd have to go to something like a seven and a half, or ten a little bigger.

So, you could be looking at \$10,000 just for a fountain. But we would reuse that. So we would take the one that's there now and leave that up front.

Vice Chairman Horton stated I think it'll look pretty nice.

Mr. Soriano stated okay, I can bring you back costs.

Ms. Giles stated is that within your spend limit or do you want to bring that back?

Mr. Soriano stated I'll see. If somebody comes back and says I can't do it for \$10,000, I just have to bring you back numbers and ask you from there.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisor's Requests

Paige Nordstrom stated I wondered if there was any considerations to putting some type of smaller trash can that are sort of attached to the light poles. I take my dog for a walk. So, I notice a lot of trash along the common areas on the sidewalk area, which I do pick up. But I wondered if there was any consideration. I like to think that people will use a trash can if there's one available instead of throwing it on the ground or even approaching any businesses to adopt a mile or adopt a highway. Businesses will come out two, three times a year and clean up garbage and such or even the schools if they need to utilize any kind of senior projects or community service where they have to have so many volunteer hours in to be able to graduate. Some areas are not too bad. But I noticed when I went out to yesterday, as you go out as you get closer to the edge of Oakleaf, not the phase one side of things, but the phase two as you get closer to that one development on your left and before the toll road. The garbage kind of kicks up before it. I know some probably falls off trucks and it's not all just people, but it's just a thought as people are walking up and down to have this attached to just a little trash can.

Mr. Soriano stated I can't do trash cans attached to poles or anything like that. They're not ours. But I have looked more the last year or two at installing trash cans along some of our major walkways. We're trying to stay away from this because it doesn't always equate to helping. We get a few good residents that will help kind of pick up and put in. But what we see a lot is more abuse. So right now, we installed trash cans over at the Village Center. I can tell you this last month or two they've been overloaded with people's private trash from their house mostly because of change in our trash pickup. Now we've done better. In fact, I've gotten a couple of good emails from residents that usually get on us about the trash carrier and things like that. I've split up our trash guys. So, we're actually getting twice as much. You'll see you have your own

guy over there now on a cart and he just stays on the Double Branch side where we used to have one guy that does everything. I still have him for the weekend, but during the week you have a guy that's over there just so he doesn't drive that far over here and there's another guy over here. So, we're getting twice as much time because I have extra staff. We're still fighting the trash, but it does help with some of those long stretches where he can load up some of that trash. But we have so much space. If I was just to look at Plantation Oaks and Oakleaf Plantation, Oakleaf Village Parkway, those two main roads, let's say we put a trash can every thousand yards, we're still probably talking about \$15,000 to \$18,000 worth of trash cans. That would be a big thing to do all at once. We could do it in sections, space them out, add to it to make it a little easier on the stack. Now that we have that person going through, plus the additional labor to empty them. So right now they're emptying and picking up and they just run back. So, it may actually make it easier. I don't know that we're going to increase labor right now, but we will to install. So, there's cost. So, I wasn't going to jump into that, but it is something I've looked at more. It's one of those things we're always going to fight with and we're always going to have residents asking if we can do more trash pickup, things like that.

Chairperson Nelsen stated how far do we go on the road? Like what's ours?

Mr. Soriano stated you'll go all the way up to the park, the baseball grounds.

Chairperson Nelsen stated I think she's talking about towards the toll road. You're talking about from the roundabout to the toll road.

Paige Nordstrom stated right, from the roundabout you kind of go around that straight and you pick up the toll road. Like if you're going to go to the Town Center.

Chairperson Nelsen stated I think that's Duval.

Paige Nordstrom stated to a point it is then it changes right before the developments there. There's a stretch where I see most of it. Before the toll road, just outside.

Mr. Soriano stated oh, you're talking about on this side. This board doesn't do this side.

Chairperson Nelsen stated she's talking the roundabout to Home Depot area.

Ms. Suchsland stated we go up to Arbor Mill. At the county line.

Mr. Soriano stated yeah, for Middle Village, not your side. So Double Branch. So, the guy I was talking about, he just stays on that side. There's a whole other district over here. They have their guy. They end at where Arbor Mill is. That new Clay County sign. They go past the railway. Now I can tell you, that one's always worse because that's where all our apartment

complexes are. They have a compactor service, and once a week they're supposed to load up. You'll constantly see when people miss trash day, trash ends up out on the roadside. So, this area over here, compared to your side, this one gets a lot more trash. Coventry has that big dumpster compacter problem, too.

Mr. Lanier stated that's great that you're bringing up with Jay. It'd probably be a good idea to also bring that up with the board on this side. They meet at 2:00.

Mr. Soriano stated we have the same operations. Like I said, it used to be one guy that goes up and down. His whole job is to hit each roadside, each park and playground, at least once a week. We would try our hardest to get a second time. Now that I have extra staffing and also got an extra cart we've split it up to where I have one guy that stays on that side and one guy that stays on this side. That's helped out quite a bit. But like I said, trash cans are something I've looked at. It's just that added cost. Do we want to spend all of that on trash cans? I'm thinking of just doing a couple and seeing how it works out.

Mr. Lanier stated that's what I was going to recommend. That might be something you can really help with is where you see an area that is worse than others. Let's start there. That's maybe something we can do on our side as well. If we could get an idea of where we would start the process. But I would reach out it to the board over here.

Mr. Soriano stated I'm more worried about making sure we pick out those right areas because of abuse.

Chairperson Nelsen stated I think we let the trash thing calm down first.

Vice Chairman Horton stated that's exactly what I was going to suggest. Let's wait until spring before we do anything.

Mr. Soriano stated I can do that. The way I split up their map and their schedule for the guys is new because we have the more staffing, so I can go through that first. But yeah, I hate to spend money. We know in the back of our minds it doesn't always work out that way. But I want to try to do something to help and then we find out they're just abusing it, not just taking advantage of making it cleaner.

Mr. Lanier stated does that make sense?

Paige Nordstrom stated yeah, I guess I thought it was coming to Phase Two because I live in Phase Two. So, I thought I was coming to phase two.

Mr. Soriano stated I'll be able to pass along the same message.

Paige Nordstrom stated I was thinking trash cans that weren't like big enough that you could put like your bag of garbage in there, you know, your empty water bottles, your candy wrappers, whatever. It's small enough that you can put trash in there, but not big enough that people can bring their household garbage over. But it was just a thought, especially as the kids go to school and such.

Ms. Giles stated are there any supervisor requests?

Amy Ambrosio stated I like what she said about volunteer hours. Who would be the one that could coordinate that?

Mr. Soriano stated we do volunteer hours. I actually have some people that do things like trash pickup, but we do it mostly around the amenities, so don't go out on the roadways. It's mostly a concern for liability. I can work with other groups, say like the HOA wanted to put something together. That would be great. But I don't do it for the high school volunteers.

Mr. Thomas stated have we heard back from the high school about the usage of the pickleball court yet about their after-school club?

Mr. Soriano stated no, the last time he was in here, we asked for some kind of written schedule, stuff like that. I didn't get anything. I'll reach back out to him again, but we've got plenty of usage trying to add on. I'm not too concerned with adding more.

Mr. Thomas stated are we still good with the high school soccer when there's that crossover using our fields? Because it's kind of hard for them to practice if the football team is on there.

Mr. Soriano stated as long as he communicates with me and depending on the amount of time and effort, he may have to go through the usage agreements for the district and the lawyers because the school doesn't like them being out there unless they're covered. I've mentioned that to him before, but there's been times he will call me and say I need a day to practice. I work with them as much as I can. But, when they need something bigger and longer, I have to get them to work with the athletic director and the school district, because that lawyer wants to know that they're here.

Vice Chairman Horton stated I would like to mention the landscaping around the bridges and all that looked good this year.

Ms. Suchsland stated thank you. Yeah, they filled in nicely this year.

SEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – January 13,
2025 @ 4:00 p.m. at the Plantation Oaks
Amenity Center**

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Thomas 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
November 30, 2024



Double Branch
Community Development District
Combined Balance Sheet
November 30, 2024

	General Fund	Recreation Fund	Debt Service Fund	Capital Reserve Fund	Totals Governmental Funds
Assets:					
Cash:					
Operating Account	\$ 18,372	\$ 51,177	\$ -	\$ 145,607	\$ 215,155
Due from Other	25	137	-	-	162
Due from Middle Village	-	8,252	-	-	8,252
Investments:					
State Board of Administration (SBA)	14,081	100,779	-	1,311,454	1,426,314
Custody Account-General Fund Excess	49,757	520,147	-	81	569,984
Series 2013 A-1					
Reserve	-	-	868,806	-	868,806
Revenue	-	-	721,728	-	721,728
Prepayment	-	-	269	-	269
Series 2013 A-2					
Reserve	-	-	95,634	-	95,634
Assessments Receivable	156,581	1,824,217	1,668,977	-	3,649,774
Deposits	-	4,583	-	-	4,583
Total Assets	\$ 238,815	\$ 2,509,292	\$ 3,355,414	\$ 1,457,141	\$ 7,560,662
Liabilities:					
Accounts Payable	\$ 2,645	\$ 21,518	\$ -	\$ 8,820	\$ 32,982
Accrued Expenditures	-	8,428	-	-	8,428
Total Liabilities	\$ 2,645	\$ 29,946	\$ -	\$ 8,820	\$ 41,411
Fund Balance:					
Nonspendable:					
Deposits	\$ -	\$ 4,583	\$ -	\$ -	\$ 4,583
Restricted for:					
Debt Service - Series	-	-	3,355,414	-	3,355,414
Assigned for:					
Capital Reserve Fund	-	-	-	1,448,321	1,448,321
Unassigned	236,170	2,474,762	-	-	2,710,933
Total Fund Balances	\$ 236,170	\$ 2,479,346	\$ 3,355,414	\$ 1,448,321	\$ 7,519,252
Total Liabilities & Fund Balance	\$ 238,815	\$ 2,509,292	\$ 3,355,414	\$ 1,457,141	\$ 7,560,662

Double Branch

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2024

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 184,075	\$ 172,166	\$ 172,166	\$ -
Interest Income	2,500	417	528	111
Total Revenues	\$ 186,575	\$ 172,582	\$ 172,693	\$ 111
Expenditures:				
<u>General & Administrative:</u>				
Supervisor Fees	\$ 12,000	\$ 2,000	\$ 1,600	\$ 400
FICA Expense	918	153	122	31
Engineering	5,000	833	1,455	(622)
Arbitrage	700	117	-	117
Dissemination	1,798	300	300	(0)
Assessment Roll	9,227	9,227	9,227	0
Attorney	42,000	7,000	4,391	2,609
Annual Audit	5,400	-	-	-
Trustee Fees	9,500	3,409	3,409	-
Management Fees	72,865	12,144	12,144	0
Information Technology	2,407	401	401	(0)
Telephone	600	100	30	70
Postage	2,000	333	35	299
Printing	2,500	417	100	317
Insurance	10,556	10,556	10,268	288
Legal Advertising	2,800	467	209	258
Office Supplies	200	33	10	23
Website Compliance	2,809	468	468	0
Dues, Licenses & Subscriptions	175	175	175	-
Other Current Charges	120	20	-	20
Capital Reserve Funding	3,000	-	-	-
Total General & Administrative Expenditures	\$ 186,575	\$ 48,153	\$ 44,343	\$ 3,810
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 124,429	\$ 128,351	\$ (3,699)
Net Change in Fund Balance	\$ -	\$ 124,429	\$ 128,351	\$ (3,699)
Fund Balance - Beginning	\$ -		\$ 107,820	
Fund Balance - Ending	\$ -		\$ 236,170	

Double Branch
Community Development District
Recreation Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending November 30, 2024

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 2,144,534	\$ 2,005,786	\$ 2,005,786	\$ -
Interest Income	25,000	4,167	4,922	755
Amenities Revenue/Miscellaneous	25,000	4,167	2,354	(1,812)
Sports Revenue	30,000	5,000	-	(5,000)
Total Revenues	\$ 2,224,534	\$ 2,019,119	\$ 2,013,062	\$ (6,057)
Expenditures:				
Administrative:				
Management Fees - On Site Staff	\$ 233,919	\$ 38,986	\$ 38,987	\$ (0)
Insurance	141,137	141,137	119,739	21,398
Other Current Charges	3,500	583	183	401
Permit Fees	1,625	271	781	(511)
Subtotal Administrative	\$ 380,181	\$ 180,978	\$ 159,690	\$ 21,288
Maintenance:				
Security	\$ 111,280	\$ 18,547	\$ 18,219	\$ 328
Security - Clay County Off-Duty Sheriff	47,304	7,884	9,653	(1,769)
Water - Irrigation	15,000	2,500	3,540	(1,040)
Irrigation Maintenance	5,000	833	-	833
Streetlighting	32,000	5,333	4,610	723
Electric	36,000	6,000	6,881	(881)
Landscape Maintenance	507,134	84,522	78,824	5,698
Common Area Maintenance	75,000	12,500	6,250	6,250
Lake Maintenance	31,000	5,167	4,340	827
Capital Reserve Funding	428,079	-	-	-
Subtotal Maintenance	\$ 1,287,796	\$ 143,286	\$ 132,316	\$ 10,970

Double Branch
Community Development District
Recreation Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending November 30, 2024

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
<i>Recreation Facility:</i>				
Amenity Staff	\$ 150,500	\$ 25,083	\$ 20,930	\$ 4,153
Refuse Services	19,000	3,167	3,475	(309)
Telephone	8,500	1,417	1,970	(553)
Electric	29,000	4,833	5,393	(560)
Cable	9,707	1,618	1,630	(12)
Pool Maintenance	39,000	6,500	6,561	(61)
Water / Sewer/Reclaim	48,000	8,000	6,530	1,470
Facility Maintenance-General	75,000	12,500	6,250	6,250
Facility Maintenance-Preventative	10,000	1,667	335	1,332
Facility Maintenance - Contingency	40,000	6,667	1,000	5,667
Lighting Repairs	9,500	1,583	790	793
Special Events	10,250	1,708	1,906	(197)
Office Supplies & Equipment	1,400	233	13	220
Janitorial	70,200	11,700	10,300	1,400
Recreation Passes	4,000	667	368	299
Pool Leak Repairs	2,500	417	-	417
Multiuse Field	30,000	5,000	-	5,000
Subtotal Recreation Facility	\$ 556,557	\$ 92,759	\$ 67,452	\$ 25,308
Total Expenditures	\$ 2,224,534	\$ 417,023	\$ 359,458	\$ 57,566
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 1,602,096	\$ 1,653,605	\$ (63,623)
Net Change in Fund Balance	\$ -	\$ 1,602,096	\$ 1,653,605	\$ (63,623)
Fund Balance - Beginning	\$ -		\$ 825,741	
Fund Balance - Ending	\$ -		\$ 2,479,346	

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 November 30, 2024

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,976,742	\$ 1,835,094	\$ 1,835,094	\$ -
Interest Income	10,000	10,000	15,030	5,030
Total Revenues	\$ 1,986,742	\$ 1,845,094	\$ 1,850,124	\$ 5,030
Expenditures:				
<i>Series 2013 A-1</i>				
Interest 11/1	\$ 294,788	\$ 294,788	\$ 294,788	\$ -
Interest 5/1	294,788	-	-	-
Principal 5/1	1,170,000	-	-	-
<i>Series 2013 A-2</i>				
Interest 11/1	41,400	41,400	41,400	-
Interest 5/1	41,400	-	-	-
Principal 5/1	110,000	-	-	-
Total Expenditures	\$ 1,952,375	\$ 336,188	\$ 336,188	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 34,367	\$ 1,508,907	\$ 1,513,937	\$ 5,030
Net Change in Fund Balance	\$ 34,367	\$ 1,508,907	\$ 1,513,937	\$ 5,030
Fund Balance - Beginning	\$ 850,479		\$ 1,841,477	
Fund Balance - Ending	\$ 884,846		\$ 3,355,414	

Double Branch

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending November 30, 2024

	Adopted Budget	Prorated Budget Thru 11/30/24	Actual Thru 11/30/24	Variance
Revenues				
Transfer In from General Fund	\$ 3,000	\$ -	\$ -	\$ -
Transfer In from Recreation Fund	428,079	-	-	-
Interest	3,000	3,000	10,893	7,893
Total Revenues	\$ 434,079	\$ 3,000	\$ 10,893	\$ 7,893
Expenditures:				
Repairs & Replacements	\$ 500,000	\$ 83,333	\$ 31,357	\$ 51,976
Total Expenditures	\$ 500,000	\$ 83,333	\$ 31,357	\$ 51,976
Excess (Deficiency) of Revenues over Expenditures	\$ (65,921)		\$ (20,465)	
Net Change in Fund Balance	\$ (65,921)		\$ (20,465)	
Fund Balance - Beginning	\$ 1,470,985		\$ 1,468,786	
Fund Balance - Ending	\$ 1,405,064		\$ 1,448,321	

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.

D.

Double Branch

Community Development District

Check Run Summary

December 31, 2024

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	12/13/24	1834-1835	\$ 6,895.87
	12/19/24	1836-1838	1,734.95
		<u>Sub-Total</u>	<u>\$ 8,630.82</u>
Recreation Fund			
Accounts Payable	12/13/24	7647-7658	\$ 96,938.65
	12/19/24	7659-7660	850.00
		<u>Sub-Total</u>	<u>\$ 97,788.65</u>
Capital Reserve Fund			
Accounts Payable	12/13/24	314-319	\$ 8,114.97
	12/19/24	320-322	9,877.50
		<u>Sub-Total</u>	<u>\$ 17,992.47</u>
Total			\$ 124,411.94

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/13/24	00035	12/01/24 2465	202412 310-51300-34000	DEC MANAGEMENT FEES	*	6,072.08	
12/01/24		2465	202412 310-51300-52000	DEC WEBSITE ADMIN	*	234.08	
12/01/24		2465	202412 310-51300-35100	DEC INFO TECH	*	200.58	
12/01/24		2465	202412 310-51300-31300	DEC DISSEM AGENT SRVCS	*	149.83	
12/01/24		2465	202412 310-51300-51000	OFFICE SUPPLIES	*	.60	
12/01/24		2465	202412 310-51300-42000	POSTAGE	*	98.23	
12/01/24		2465	202412 310-51300-42500	COPIES	*	51.60	
12/01/24		2465	202412 310-51300-41000	TELEPHONE	*	19.37	
							6,826.37 001834

12/13/24	00111	11/29/24 24-00408	202411 310-51300-48000	11/29 NTC OF BOS MTG	*	69.50	
							69.50 001835

12/19/24	00054	12/16/24 12162024	202412 310-51300-49000	CHARLES T. HORTON-COM FEE	*	10.00	
							10.00 001836

12/19/24	00113	12/11/24 3497733	202411 310-51300-31500	NOV GENERAL SERVICES	*	1,304.95	
							1,304.95 001837

12/19/24	00116	12/10/24 192384	202411 310-51300-31100	NOV ENGINEERING SERVICES	*	420.00	
							420.00 001838

						8,630.82	
						8,630.82	

DBBR DOUBLE BRANCH OKUZMUK

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

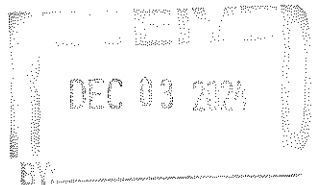
Invoice

Invoice #: 2465
Invoice Date: 12/1/24
Due Date: 12/1/24
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 - December 2024		6,072.08	6,072.08
Website Administration - December 2024		234.08	234.08
Information Technology - December 2024		200.58	200.58
Dissemination Agent Services - December 2024		149.83	149.83
Office Supplies		0.60	0.60
Postage		98.23	98.23
Copies		51.60	51.60
Telephone		19.37	19.37
Total			\$6,826.37
Payments/Credits			\$0.00
Balance Due			\$6,826.37



Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

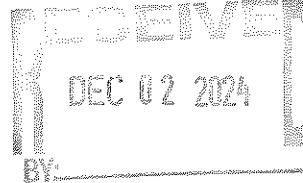
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

November 29, 2024

Date

Attn: Courtney Hogge
GMS, LLC
475 West Town Place, Ste 114
Saint Augustine FL 32092



Serial #	24-00408C	PO/File #		\$69.50
				Payment Due
	Notice of Meeting of the Board of Supervisors			
	Double Branch Community Development District			\$69.50
				Publication Fee
Case Number				Amount Paid
Publication Dates	11/29			
County	Clay			

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

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

If your payment is being
mailed, please reference
Serial # 24-00408C on your
check or remittance advice.

Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

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

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

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

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

Notice is hereby given that the Board of Supervisors of the Double Branch Community Development District is scheduled to be met on **Monday, December 9, 2024**, at **4:00 p.m.** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

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

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

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

Marilee Giles
District Manager

Nov. 29 00 (24-00408C)

From: Courtney Hogge chogge@gmsnf.com
Subject: Double Branch CDD Check Request - Charles T. Horton Commission Fee
Date: December 16, 2024 at 9:16 AM
To: Todd Polvere tpolvere@gmsnf.com



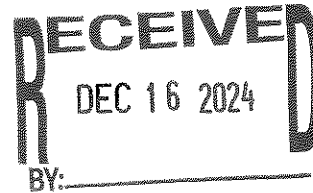
Good morning Todd,
Please process a check in the amount of \$10 for Charles T. Horton's Florida Department of State commission fee. Please include his name and "commission fee" in the memo line of the check so they know who to apply it to. The check should be made payable to Department of State.

I think it would also help to include a copy of this email in the envelope, as well as a copy of the attached oath of office in the envelope with the check, as the original oath of office is being sent to the State separately.

Please mail the check to the following address:

Division of Elections
R.A. Gray Building, Room 316
500 South Bronough Street
Tallahassee, FL 32399

Thank you!
Courtney Hogge
Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092
P: (865) 238-2622
chogge@gmsnf.com



**Pages from C. Horton
12.09.24.pdf**



OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of Clay

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Double Branch Community Development District Board Supervisor

(Full Name of Office – Abbreviations Not Accepted)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]

Charles Thomas Horton

Signature

(Affix Seal Below)

Sworn to and subscribed before me by means of physical presence

Or online notarization this 9 day of December, 20

Marilee Giles

Signature of Officer Administering Oath or of Notary Public

Marilee Giles

Print, Type, or Stamp Commissioned Name of Notary Public



Personally Known or Produced Identification

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

Mailing Address: Home Office

2958 Thorncrest Dr

Street or Post Office Box

Charles Thomas Horton

Print Name

O.P., FL 32073

City, State, Zip Code

Charles T. Horton

Signature

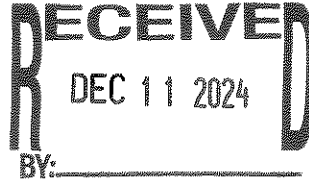
KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

Telephone 404-222-4600
Facsimile 404-222-4654

Federal ID 47-0597598

December 11, 2024



Check Remit To:
Kutak Rock LLP
PO Box 30057
Omaha, NE 68103-1157

Reference: Invoice No. 3497733
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. 3497733
5323-1

Re: General

For Professional Legal Services Rendered

11/01/24	K. Haber	0.40	102.00	Prepare November board meeting agenda memorandum
11/04/24	M. Eckert	2.50	950.00	Prepare for, travel to and attend board meeting; return travel; meeting follow up
11/05/24	M. Eckert	0.10	38.00	Follow up from board meeting
11/07/24	M. Eckert	0.20	76.00	Review draft minutes and provide comments
11/13/24	M. Eckert	0.10	38.00	Review status of impact fee credit sales with Breeding
11/18/24	M. Eckert	0.20	76.00	Prepare for and attend agenda call
TOTAL HOURS		3.50		

KUTAK ROCK LLP

Double Branch CDD
December 11, 2024
Client Matter No. 5323-1
Invoice No. 3497733
Page 2

TOTAL FOR SERVICES RENDERED \$1,280.00

DISBURSEMENTS

Meals	7.83
Travel Expenses	17.12

TOTAL DISBURSEMENTS 24.95

TOTAL CURRENT AMOUNT DUE \$1,304.95

Project Manager Alex Acree



Engineering - Architecture - Planning - Surveying

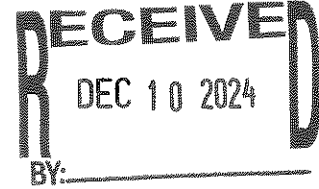
Governmental Management Services
Marilee Giles
475 West Town Place
St. Augustine, FL 32092

December 10, 2024
Invoice # 192384

Project 0000021873.0000 Double Branch CDD

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

- CDD Conference Call
- Updates to 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 November 30, 2024

Phase 0001 Engineering Services

	Hours	Rate	Amount	
CAD Designer 1	3.00	130.00	390.00	
Project Administrator	.25	120.00	30.00	
Total Labor				420.00
		Total Due:		420.00

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	420.00	9,972.50	10,392.50
Unit	0.00	12.12	12.12
Totals	420.00	9,984.62	10,404.62

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/13/24	01075	12/10/24 12102024	202412 300-36900-10300	DEPOSIT REFUND	*	100.00	
				CHRISTINA JAMES			100.00 007647
12/13/24	00092	11/25/24 2463	202410 320-57200-46600	OCT FACILITY MAINTENANCE	*	6,250.00	
		11/25/24 2463	202410 320-57200-46620	OCT FAC MAINT CONTINGENCY	*	1,000.00	
		11/25/24 2463	202410 320-57200-46630	OCT LIGHTING REPAIRS	*	790.00	
		11/25/24 2463	202410 320-57200-46400	OCT COMMON AREA MAINT	*	6,250.00	
		11/25/24 2463	202410 320-57200-49400	OCT SPECIAL EVENTS	*	855.00	
				GOVERNMENTAL MANAGEMENT SERVICES			15,145.00 007648
12/13/24	00092	11/30/24 2469	202410 320-57200-41000	OCT PHONES	*	88.20	
		11/30/24 2469	202410 320-57200-51000	OCT OFFICE SUPPLIES	*	13.20	
		11/30/24 2469	202410 320-57200-49400	OCT SPECIAL EVENTS	*	331.18	
				GOVERNMENTAL MANAGEMENT SERVICES			432.58 007649
12/13/24	00092	12/02/24 2467	202411 300-36900-10300	NOV FACILITY EVENT STAFF	*	100.00	
				GOVERNMENTAL MANAGEMENT SERVICES			100.00 007650
12/13/24	00092	12/01/24 2466	202412 310-51300-34000	DEC FACILITY MANAGEMENT	*	19,493.25	
				GOVERNMENTAL MANAGEMENT SERVICES			19,493.25 007651
12/13/24	00092	11/30/24 2468	202410 320-57200-41000	SEP PHONES	*	1,126.60	
		11/30/24 2468	202410 320-57200-49300	SEP OFFICE SUPPLIES	*	301.54	
		11/30/24 2468	202410 320-57200-49300	SEP PERMITS/LICENSES	*	479.81	
		11/30/24 2468	202410 320-57200-62000	SEP PASSES	*	368.16	
				GOVERNMENTAL MANAGEMENT SERVICES			2,276.11 007652
12/13/24	00024	12/02/24 232233B	202412 320-57200-46800	DEC LAKE MAINTENANCE	*	2,170.00	
				THE LAKE DOCTORS, INC.			2,170.00 007653

DBBR DOUBLE BRANCH OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/13/24	00186	12/01/24 13129562	202412 320-57200-46300	DEC POOL CHEMICALS POOLSURE	*	3,280.47	3,280.47 007654
12/13/24	01074	11/27/24 11272024	202411 300-36900-10300	DEPOSIT REFUND REBECCA LAURENT	*	100.00	100.00 007655
12/13/24	00297	12/01/24 366	202412 320-57200-61000	DEC JANITORIAL SERVICES RIVERSIDE MANAGEMENT SERVICES, INC	*	5,150.00	5,150.00 007656
12/13/24	00839	12/01/24 10603	202412 320-57200-34500	DEC SECURITY SERVICES SECURITY DEVELOPMENT GROUP LLC	*	9,279.12	9,279.12 007657
12/13/24	00672	12/02/24 19203	202412 320-57200-46200	DEC LANDSCAPE MAINTENANCE VERDEGO, LLC	*	39,412.12	39,412.12 007658
12/19/24	00285	12/06/24 607	202411 320-57200-34510	NOV ADMIN FEE	*	420.00	
		12/06/24 607	202411 320-57200-34510	NOV ADMIN SCHED	*	192.50	
				CLAY COUNTY SHERIFF'S OFFICE			612.50 007659
12/19/24	00092	12/16/24 2470	202412 300-36900-10300	DEC FACILITY EVENT STAFF GOVERNMENTAL MANAGEMENT SERVICES	*	237.50	237.50 007660
TOTAL FOR BANK B						97,788.65	
TOTAL FOR REGISTER						97,788.65	

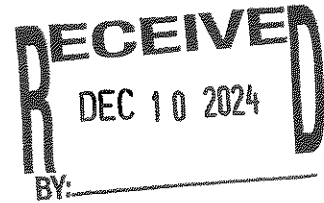
From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CHRISTINA JAMES
Date: December 10, 2024 at 2:24 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com



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 – DECEMBER 7, 2024
 - RESIDENT – CHRISTINA JAMES
 - ADDRESS – 3379 CLASSIC OAK COURT, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(0747):
 - DATED: 9/25/24
 - SEQ#: 2
 - BATCH#: 1233
 - INVOICE#: 2
 - APPROVAL CODE: 051640
 - 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

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.

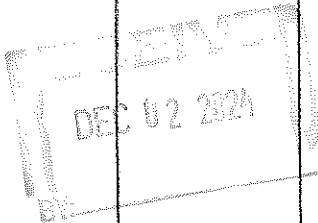
Governmental Management Services, LLC
 1001 Bradford Way
 Kingston, TN 37763

Invoice

Invoice #: 2463
 Invoice Date: 11/25/24
 Due Date: 11/25/24
 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 Maintenance October 1 - October 31, 2024		18,023.15	18,023.15
Code to:			
Double Branch Facility Maintenance			
2.320.572.46600 (\$6,250.00)			
Double Branch Facility Maintenance Contingency			
2.320.572.46620 (\$1,000.00)			
Double Branch Lighting Repairs			
2.320.572.46630 (\$790.00)			
Double Branch Common Area Maintenance			
2.320.572.46400 (\$6,250.00)			
Double Branch Special Events			
2.320.572.49400 (\$855.00)			
Double Branch Repair/Replacement			



24,600 53800 6200 (\$2,878.15)	Total	\$18,023.15
	Payments/Credits	\$0.00
	Balance Due	\$18,023.15

\$15,145.00

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF OCTOBER 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/1/24	4	E.W.	Removed debris from all common areas
10/2/24	7.98	A.J.	Blew leaves and debris off courts and pool deck, cleaned pool area
10/2/24	4.01	E.W.	Removed debris from all common areas
10/3/24	2	T.C.	Picked up golf cart and dropped it off at shop
10/3/24	4	E.W.	Removed debris from all common areas
10/4/24	7.88	A.J.	Cleaned pool area, blew leaves and debris off courts, removed debris off common areas
10/4/24	2	E.W.	Removed debris from all common areas
10/7/24	2	T.C.	Storm preparation
10/7/24	3	J.K.	Set up storm preparation on pool deck
10/7/24	3.5	C.W.	Storm prep pool decks
10/7/24	7.27	A.J.	Repair fence at playground, removed debris from roadsides
10/7/24	4	E.W.	Removed debris from all common areas
10/8/24	4	T.C.	Storm preparation
10/8/24	2.08	E.W.	Removed debris from all common areas
10/9/24	4	T.C.	Storm preparation, fix and tightened chest press machine at fitness center, picked up supplies
10/9/24	4.12	C.W.	Storm preparation
10/9/24	5.48	A.J.	Cleaned courts, cleaned pool, removed debris around common areas
10/9/24	3.32	E.W.	Removed debris from all common areas
10/10/24	2	T.C.	Storm assessment of community
10/11/24	3	T.C.	Put up windcreens
10/11/24	3.93	J.K.	Put out everything after storm and set up windcreens on pool deck
10/11/24	4	C.W.	Rehung windcreens, put plants back up, pool furniture back on deck
10/11/24	7.73	A.J.	Blew leaves and debris off courts, clean pool deck, removed debris from roadways
10/11/24	3.47	E.W.	Removed debris from all common areas
10/14/24	8	T.C.	Pulled out all Halloween items, checked to make sure working properly, started putting permanent holes in ground for divider, picked up supplies
10/14/24	6	B.G.	Installed six PVC sleeves with cement for easy removal of the pipes for Halloween decorations, moved two fitness machines from office
10/14/24	4.33	J.K.	Took down Halloween decorations, dig holes and concrete around sleeves for poles, mopped lobby at fitness center
10/14/24	7.65	A.J.	Cleaned courts, cleaned pool deck, removed wasps nest from slide and tower, removed debris from roadsides, assisted unpack elliptical
10/14/24	4	C.W.	Dug holes, cut pipes into sleeves in the ground with caps, moved Halloween décor to hall rental
10/15/24	8	T.C.	Checking Halloween décor and organizing, moved gym equipment from fitness center to office
10/15/24	8	B.G.	All Halloween decorations down from lifeguard shack attic to ball room to build and test
10/15/24	7.47	J.K.	Build and test Halloween equipment, moved gym equipment to and from fitness center
10/15/24	5.45	C.W.	Halloween prep, spray down pool areas
10/16/24	8	T.C.	Took golf cart to mechanic shop, moved gym equipment from office to shop, finished putting away Halloween décor from clubroom, finished installing permanent holes for divider, picked up supplies
10/16/24	8	B.G.	Repack all Halloween decorations and moved them back to the lifeguard shack, rehung windcreens at basketball courts
10/16/24	5.82	J.K.	Put away Halloween décor from club room, put up windscreen, finished concreting sleeves for poles at tennis, move pickleball drums out from basketball
10/16/24	6.63	C.W.	Put away décor for Halloween in lifeguard shack, put up windcreens, finished help set up concrete and dug hole
10/17/24	8	T.C.	Pick up golf cart from mechanic shop, put windscreen back up around basketball, pickleball and tennis courts, picked up supplies
10/17/24	6	B.G.	Putting up windcreens
10/17/24	7.25	C.W.	Hung windcreens, removed debris around track, cleaned park window
10/18/24	6	B.G.	Hung up windcreens
10/18/24	7.6	J.K.	Put up windcreens around courts, blew leaves and debris off courts, removed debris across street from town center
10/18/24	7.58	C.W.	Sprayed pool deck, brushed bottom of lap pool, put up windcreens, blew debris off courts, removed debris around parking lot
10/18/24	4.01	E.W.	Removed debris from all common areas

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF OCTOBER 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/21/24	4.12	T.C.	Put all Halloween décor, candy, games, etc. for Spooktacular in clubroom
10/21/24	8	B.G.	Moving Halloween decorations from lifeguard shack to banquet hall, removing debris throughout the river bed and soccer field
10/21/24	3.18	J.K.	Took out Halloween décor and stored in clubroom, lake inspection
10/21/24	7.2	C.W.	Moved decorations to ball room and testing décor
10/21/24	7.65	A.J.	Cleaned courts, cleaned pool, removed debris around roadways
10/22/24	4	B.G.	Taking down five signs of no parking only drop off and handicap signs to be restored
10/22/24	7.67	A.J.	Removed debris from roadways, cleaned up crash site
10/23/24	8.7	T.C.	Replaced swing at Naturas Hammock park, assisted change lights on basketball courts, cleared and organized shop, picked up supplies
10/23/24	5	B.G.	Picked up painted PVC boards and signs and installed them, took down five more signs and drove them back to shop
10/23/24	7.4	J.K.	Light inspection on courts, replace swing at dog park, moved boarder and cleaned up shop
10/23/24	2	C.W.	Moved items off courts and prepped for spooktacular event
10/23/24	7.72	A.J.	Removed car parts from accident, removed debris from roadways, cleaned courts, cleaned pool deck
10/24/24	9.58	T.C.	Set up for Spooktacular, picked up supplies
10/24/24	8	B.G.	Installing the last five signs, preparing for the event
10/24/24	7.77	J.K.	Put up plastic and prep courts for event, moved hay bales and unloaded pumpkins, finished moving playground borders
10/24/24	7.9	C.W.	Spooktacular event prep
10/24/24	7.48	A.J.	Load and unload hay bales, removed debris from roadways
10/25/24	15.1	T.C.	Set up Spooktacular, assisted with Spooktacular event, cleaned up after event, picked up supplies
10/25/24	8	B.G.	Event preparations
10/25/24	7.82	J.K.	Finished setting up and getting ready for event
10/25/24	8.27	A.J.	Cleaned courts and pool deck, remove debris from track and roadways, set up Halloween decorations
10/28/24	4	T.C.	Moved Halloween décor from shop to attic, picked up supplies
10/28/24	8	B.G.	Put away the Halloween decorations, took down signs and transported them to the shop to be restored
10/28/24	7.33	C.W.	Moved décor to lifeguard shack, checked décor making sure everything was there, tighten down windscreens on pool deck
10/28/24	7.75	A.J.	Cleaned courts and pool deck, removed debris from common areas and roadways
10/29/24	4	T.C.	Took down cables and poles from Spooktacular
10/29/24	4	B.G.	Installing signs that have been restored
10/29/24	1.42	J.K.	Took down cables and cleaned up around tennis courts
10/29/24	2	C.W.	Took down wires from Spooktacular, took down rest of plastic, took pole to shop
10/30/24	4	B.G.	Taking down signs from the playground to be restored
10/30/24	7.73	A.J.	Blew leaves and debris off courts, cleaned pool deck, removed debris from parks and roadside
10/31/24	4	B.G.	Reinstalling signs that have been restored
10/31/24	2.12	C.W.	Cleaned pool pack area by moving scaffolding and pool motors, took trash out
10/31/24	7.67	A.J.	Cleaned pool deck, removed debris from roadside

TOTAL 448.91

MILES 150

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

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2469
Invoice Date: 11/30/24
Due Date: 11/30/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
2.320.572.4100 (DB Phones) -Statement Closing Date 10/20/24		88.20	88.20
34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 10/20/24		676.02	676.02
2.320.572.5100 (DB Office Supplies) - Statement Closing Date 10/20/24		13.20	13.20
2.320.572.49400 (DB Special Events) - Statement Closing Date 10/20/24		331.18	331.18

RECEIVED
DEC 03 2024
BY: _____

Total \$1,108.60

Payments/Credits \$0.00

Balance Due ~~\$1,108.60~~

\$432.58

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – October 20, 2024

Totals by GL

Double Branch: \$1,108.60

2.320.572.4100 (DB Phones) – \$88.20

2.320.572.5100 (DB Office Supplies) – \$13.20

34.600.538.6200 (DB Repair and Replacements) - \$676.02

2.320.572.49400 (DB Special Events) – \$331.18

Middle Village: \$1,526.75

2.330.572.4100 (MV Phones) – \$88.21

2.310.513.49300 (MV Office Supplies) – \$13.20

34.600.538.64000 (MV repair & replacements) – \$1,094.16

2.330.572.49400 (MV Special Events) – \$331.18

Final Details for Order #112-5136340-7223400

[Print this page for your records.](#)

Order Placed: September 18, 2024
Amazon.com order number: 112-5136340-7223400
Order Total: \$604.79

Shipped on September 19, 2024

Items Ordered **Price**
4 of: *iLiving 20" Outdoor Oscillating High Velocity Wall Fan with 4750 CFM Heavy Duty Weatherproof Motor, Variable Speed Adjustment for Workshop, Garage, Patios, Commercial and Industrial, 20 inch,Black* \$129.99
Sold by: Amazon.com Services, Inc
Supplied by: Other

Condition: New

Shipping Address:
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:
FREE Shipping

Shipped on September 23, 2024

Items Ordered **Price**
1 of: *TZE-231 Compatible Label Tape Replacement for Brother TZE-231 TZ-231 Laminated P-Touch Label Maker Tape, Black on White, for PT-D200 PT-D210 PTH100 PT-D400, 0.47" x 26.2'(12mm x 8m), 6 Packs* \$16.99
Sold by: MNMGTH-US (seller profile)
Supplied by: MNMGTH-US (seller profile)

Condition: New

1 of: *Amazon Basics Acrylonitrile Butadiene Styrene LED Emergency Exit Sign, UL Certified, 1-Pack, Double Face Exit with Battery Backup, Red (Previously AmazonCommercial brand),Red* \$25.65
Sold by: Amazon.com Services, Inc
Supplied by: Other

Condition: New

Shipping Address:
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:
FREE Shipping

Payment information

Payment Method:
American Express ending in 3053

Item(s) Subtotal: \$562.60
Shipping & Handling: \$6.99
Free Shipping: -\$6.99

Billing address

Award Gallery, Inc.
 175-6 Blanding Boulevard
 Orange Park, FL 32073

Invoice

Date	Invoice #
8/16/2024	14642

Bill To

oakleaf orcas swim team
 jack powers-young
 505-7731

PAID
 8/25/2024

Manager @
 oakleaf
 residents.com

P.O. No.	Terms	Project

Description	Qty	Rate	Amount
medals	24	3.50	84.00
plaques 6 x 8	5	21.00	105.00
trophies high point	12	6.00	72.00
trophies - special awards	2	8.50	17.00
champs chenille pins	100	1.25	125.00

Award Gallery
 175 6 Blanding Blvd
 Orange Park, FL 32073
 904-568-5450

09/25/2024 11:06
 Sale

Trans #: 1 Batch #: 149
 CREDIT CARD
 AMEX *****3053
 MANUAL
 Card Price / Cash Price

 \$418.11 5403.00

Cash Discount \$0.00
 SUB TOTAL: \$418.11
 TOTAL AMT: USD \$418.11

Resp: Transaction approved
 Code #: 219324
 Ref #: 604497166
 CID Resp: the Card
 AUS Resp: Security Code matched
 match (5-digit zip Code) 01149155

If paid with cash
 you could've saved
 \$15.11

Thank you!
 CUSTOMER COPY

THANK YOU FOR YOUR BUSINESS	Subtotal	\$403.00
	Sales Tax (7.5%)	\$0.00
	Total	\$403.00
	Payments/Credits	\$-403.00
	Balance Due	\$0.00

MASTERBILT GOLF CARTS

192-B INDUSTRIAL LOOP DR S, ORANGE PARK, FL
32073, FL 32073

Transaction #	10823752-8314
Date	10/16/2024 1:28 PM
Result	Approved
Auth Code	264624
Transaction Method	Keyed
Transaction Type	Sale
Cardholder Name	J Soriano
Card	XXXX-XXXXXX-X3053
Card Type	Amex

1 × Quick Item	\$95.00
Subtotal	\$95.00

Total	\$95.00
-------	----------------

method	Key Entered
mid	XXXXXXXX3421
tid	002

Receipt sent via SwipeSimple, powered by CardFlight

© CardFlight, Inc. 2024

Masterbilt Golf Carts, Inc.
 192 Industrial Loop Drive South, Suite B
 Orange Park, FL 32073-6288
 +19046448790
 info@masterbiltcarts.com

Invoice

BILL TO
 Jay Soriano
 Middle Village Community District
 845 Oakleaf Plantation Blvd.
 904-562-0249
 Orange Park, FL 32065

INVOICE #	DATE	TOTAL DUE	TERMS	ENCL./PAGES
5803	10/02/2024	\$0.00	Due on receipt	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	CASH DISCOUNT DECLARATION	Effective July 01, 2022, this business has a Cash Discount Incentive of 3.5%. All goods and services are priced for CASH payment. This includes Personal Checks, Business Checks, or Money Orders.	1	0.00	0.00
	DOWN PAYMENT POLICY	Effective 11/01/2022, A Down Payment of 50% is required for work estimated at \$1,000.00 or greater upon Approval of the Estimate by the Customer. The balance will be due upon delivery.	1	0.00	0.00
	LIFT KIT Disclaimer	SAFETY HAZARD CAUTION: Golf Carts with Lift Kits are more vulnerable to "Rolling Over" at higher speeds when attempting a turn without slowing down adequately. Impaired or inexperienced Drivers should not operate this vehicle without proper supervision.	1	0.00	0.00
	Pickup/delivery	Pickup 2012 EZGO RXV Gas Golf Cart	0	95.00	0.00
	INITIAL 1	Date/Time:09/24/24, 0905-0915 Dropped off by Tim Cart Serial Number: 5166389 F0712 Also Picked Up - Keys (#_0_);Other Steel cargo clay basket at front brush guard Body White / Seat Colors Tan / Roof Tan (Factory):	1	0.00	0.00
	INITIAL 2	BATTERY DATA BRAND: Diehard MODEL: 26-3_ DATED: N/A SIZE: 525 CCA_ - Electrolyte Levels: Normal - Corrosion: Terminals / Connectors / Cables / Wires / Hold-Down Rods / Tray	1	0.00	0.00



Resident Assistant <residentassistant@oakleafresidents.com>

Receipt from MASTERBILT GOLF CARTS (Transaction #10247048-2591)

1 message

MASTERBILT GOLF CARTS <noreply@swipesimple.com>
Reply-To: MASTERBILT GOLF CARTS <info@masterbiltcarts.com>
To: residentassistant@oakleafresidents.com

Wed, Oct 2, 2024 at 12:31 PM

**MASTERBILT GOLF
CARTS**

192-B INDUSTRIAL LOOP DR S, ORANGE PARK, FL
32073, FL 32073

TRANSACTION #	10247048-2591
DATE	10/02/2024 12:29 PM
RESULT	APPROVED
AUTH CODE	206624
TRANSACTION METHOD	KEYED
TRANSACTION TYPE	SALE
CARDHOLDER NAME	JAY SORIANO
CARD	XXXX-XXXXXX-X3053
CARD TYPE	AMEX

1 × Quick Item	\$345.95
Subtotal	\$345.95

TOTAL \$345.95

METHOD	KEY ENTERED
MID	XXXXXXXX3421
TID	002

Receipt sent via SwipeSimple, powered by CardFlight
© CardFlight, Inc. 2024



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


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

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

Invoice: 202051543596
Invoice Date: 09/26/2024
Customer ID: 270980442
Contract ID: 48060001

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany Masters
 2673666050

Invoice

Billing period starting: 09/25/2024

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 48060001 - IONOS Expert					
1	IONOS Website Builder 09/25/2024-10/25/2024	\$4.00 a month	1 mo.	\$0.00	\$4.00
Net Total					\$4.00
Net (non-taxable portion)					\$4.00
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$4.00
Please DO NOT send cash, check or money order					

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

Do you have questions regarding this invoice?
Please refer to your Help Center or log in to my.ionos.com for further information.



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


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

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

Invoice: 202051695934
Invoice Date: 10/07/2024
Customer ID: 270980442
Contract ID: 85644648

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany Masters
 2673666050

Invoice

Billing period starting: 10/06/2024

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 85644648 - IONOS MyWebsite Creator+					
1	Basic Fee 10/06/2024-11/06/2024	\$28.00 a month	1 mo.	\$0.00	\$28.00
2	Special Offer Discount for line-item 1	Special Offer		\$0.00	-\$5.60
Net Total					\$22.40
Net (non-taxable portion)					\$22.40
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$22.40

Please **DO NOT** send cash, check or money order

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

Do you have questions regarding this invoice?
Please refer to your Help Center or log in to my.ionos.com for further information.



Recurring Statement

Account Information

Account Number: (904) 770-4650
Statement Date: 10/02/2024
Subscription Name: RingEX Standard™
Document #: 14346906002

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

Statement Summary

Total Current Charges **\$176.41**

Your credit card ending in [8052] was charged \$176.41.
This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

Charges and credits

Period	Description	Unit Price	Quantity	Amount
10/02/2024 - 11/01/2024	RingEX Standard™ - Monthly Subscription Fee	\$0.00	1	\$0.00
10/02/2024 - 11/01/2024	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
10/02/2024 - 11/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2024 - 11/01/2024	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
10/02/2024 - 11/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2024 - 11/01/2024	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
10/02/2024 - 11/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2024 - 11/01/2024	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
10/02/2024 - 11/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
10/02/2024 - 11/01/2024	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
10/02/2024 - 11/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)

Charges after Discounts and Prorates:

Total Charges:
Total Taxes and Fees: \$41.51
Total Charged to Credit Card: \$176.41

SPIRIT

Orange Park FL #60137
Orange Park Mall
Orange Park, FL 32073
(866) 580-5819

Date: 10/12/24 10:53 AM Store: 60137
Register: 3 Trans: 4150
Cashier: 3302381
Trans Type: SALE

MACK STRAW 144.99 TX
01673938 1 @ 179.99
Promo Price 144.99: -35.00
SITTING SCARECR 99.99 TX
01296656 1 @ 169.99
Promo Price 99.99: -70.00
GHOST BARREL 19.99 TX
01728294 1 @ 19.99
PUMPKIN BARREL 19.99 TX
01728286 1 @ 19.99

TODAY YOU SAVED \$105.00

Subtotal: 284.96
TX Taxable Amount: 284.96
TX (7.500%) Tax: 21.37
Total: 306.33
AMEX 306.33

*****3053 I
SORIANO/JAY AUTH# 82138

Bank Receipt Section

AID: A00000025010801
TVR: 000008000
TC: 3F0FA292E355D17A
Application Label: AMERICAN EXPRESS
Entry Mode: CHIP
Authorization Mode: ISSUER



601370 341504
Transaction Code

\$1000

Visit survey.walmart.com#7TNGCWFB4S
For more details, see back of receipt.



WM Supercenter
904-272-0036 Mgr. JULIAN
899 BLANDING BLVD
ORANGE PARK FL 32065
ST# 01225 OP# 005292 TE# 24 TR# 03859

ITEMS SOLD 64
TC# 3760 3417 9424 1034 2064 4



HP 936 CMYK 196548697580	146.00	N
HP 936 CMYK 196548697580	146.00	N
OUTDOORDECOR 071765220170	15.73	0
OUTDOORDECOR 071765220170	15.73	0
GLOWSTICKS 489415212675		
10 AT 1 FOR	5.22	52.20
OUTDOORDECOR 190788625420		
10 AT 1 FOR	2.23	22.30
DUMDUMS200 030800253000 F		
5 AT 1 FOR	9.94	49.70
MEGA BRANDS 041376222740 F		
5 AT 1 FOR	9.94	49.70
HWN KM 100CT 041420077310 F		
5 AT 1 FOR	9.94	49.70
CHILD 41.56 071720274150 F		
5 AT 1 FOR	9.94	49.70
SP HWN LDB 041364881490 F		
5 AT 1 FOR	3.28	16.40
DDFALL10.20Z 030800268000 F		
5 AT 1 FOR	3.28	16.40
GUMMI CUB 18 634418524450 F		
5 AT 1 FOR	3.28	16.40
CONFUSION7.1 030800376000 F		
5 AT 1 FOR	3.28	16.40

SUBTOTAL 662.36
TOTAL 662.36

AMEX TEND 662.36
CHANGE DUE 0.00

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

Invoice

Invoice #: 2467
Invoice Date: 12/2/24
Due Date: 12/2/24
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 30, 2024 2.300.369.103	4	25.00	100.00

RECEIVED
DEC 06 2024
BY: _____

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

12/2/24
or

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

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

Covers Period End: November 30, 2024

Amenities Revenue # 2.300.369.103

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

Invoice

Invoice #: 2466
Invoice Date: 12/1/24
Due Date: 12/1/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - December 2024		19,493.25	19,493.25

RECEIVED
DEC 10 2024
BY: _____

Jerry Lambert
12-10-24

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

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2468

Invoice Date: 11/30/24

Due Date: 11/30/24

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
2.320.572.4100 (DB Phones) -Statement Closing Date 9/20/24		1,126.60	1,126.60
34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 9/20/24		1,406.54	1,406.54
2.320.572.49300 (DB Office Supplies) - Statement Closing Date 9/20/24		301.54	301.54
2.320.572.49300 (DB Permits/Licenses) - Statement Closing Date 9/20/24		479.81	479.81
2.320.572.62000 (DB Rec. Passes) - Statement Closing Date 9/20/24		368.16	368.16

RECEIVED
DEC 03 2024
BY: _____

Total \$3,682.65

Payments/Credits \$0.00

Balance Due ~~\$3,682.65~~

\$2,276.11

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – September 20, 2024

Totals by GL

Double Branch: \$3,682.65

2.320.572.4100 (DB Phones) – \$1,126.60
2.320.572.5100 (DB Office Supplies) – \$301.54
2.320.572.49300 (DB Permits/Licenses) - \$479.81
34.600.538.62100 (DB Repair and Replacements) - \$1,406.54
2.320.572.62000 (DB Rec. Passes) = \$368.16

Middle Village: \$3,718.02

2.330.572.4100 (MV Phones) – \$1,328.33
2.310.513.49300 (MV Office Supplies) – \$301.54
34.600.538.64000 (MV repair & replacements) – \$1,240.16
2.310.513.49300 (MV Permits/Licenses) – \$479.82
2.330.572.49300 (MV Rec. Passes) - \$368.17

Final Details for Order #112-7198879-7258637

[Print this page for your records.](#)

Order Placed: September 6, 2024
Amazon.com order number: 112-7198879-7258637
Order Total: \$377.75

Shipped on September 7, 2024

Items Ordered	Price
4 of: <i>Upgraded Ultrasonic Animal Repeller Outdoor Solar Animal Repeller with Motion Sensor and Deterrent Light to Scare Raccoon Cat Squirrel Skunk Rabbit Dog Deer Repellent Devices for Yard Protection</i> Sold by: 2Z Technology (seller profile) Supplied by: 2Z Technology (seller profile)	\$29.99
Condition: New	
5 of: <i>Bird-X Balcony Gard, Ultrasonic Bird Preventer, Outdoor Bird Decoy with Motion-Sensor, Easy to Install, Covers up to 900 sq. ft., 15 to 25 kHz Frequency, 6.75" x 5.5" x 3.5"</i> Sold by: Amazon.com Services, Inc Supplied by: Other	\$44.99
Condition: New	

Shipping Address:
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:
Standard Shipping

Payment information

Payment Method:
American Express ending in 3053

Billing address
Jay Soriano
475 W TOWN PL
SAINT AUGUSTINE, FL 32092-3648
United States

Item(s) Subtotal:	\$344.91
Shipping & Handling:	\$6.99

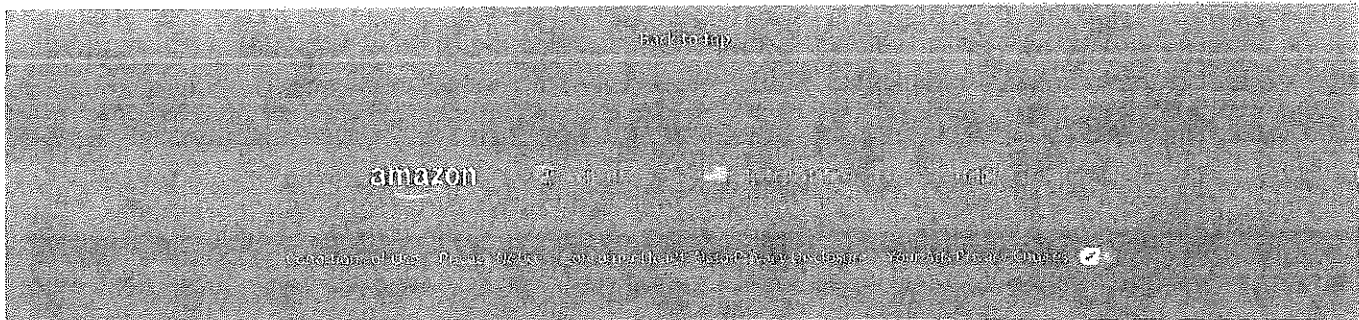
Total before tax:	\$351.90
Estimated tax to be collected:	\$25.85

Grand Total:	\$377.75

Credit Card transactions AmericanExpress ending in 3053: September 7, 2024: \$377.75

To view the status of your order, return to Order Summary.

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Final Details for Order #112-0459697-7997054

[Print this page for your records.](#)

Order Placed: August 17, 2024
Amazon.com order number: 112-0459697-7997054
Order Total: \$309.57

Shipped on August 21, 2024

Items Ordered **Price**
2 of: *WALI Folding Ceiling TV Mount, Swivel and Flip Down TV Bracket for 17-42 inch Flat Screens, Height Adjustable TV Mount Saving Space, Max Mounting Holes 200x200mm(FCM202), Black* \$43.99
Sold by: Wall Electric (seller profile) | Product question? Ask Seller
Supplied by: Wall Electric (seller profile)

Condition: New

Shipping Address:
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:
FREE Shipping

Shipped on August 20, 2024

Items Ordered **Price**
1 of: *Greenworks 60V 610 CFM Cordless Leaf Blower, 2.5 Ah Battery and Rapid Charger* \$199.99
Sold by: Amazon.com Services, Inc
Supplied by: Other

Condition: New

Shipping Address:
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:
FREE Shipping

Payment information

Payment Method:
American Express ending in 3053

Billing address
Jay Soriano
475 W TOWN PL
SAINT AUGUSTINE, FL 32092-3648
United States

Credit Card transactions

Item(s) Subtotal:	\$287.97
Shipping & Handling:	\$15.35
Free Shipping:	-\$15.35

Total before tax:	\$287.97
Estimated tax to be collected:	\$21.60

Grand Total:	\$309.57
AmericanExpress ending in 3053: August 21, 2024:	\$309.57

To view the status of your order, return to Order Summary.

Final Details for Order #112-4108840-2521808

[Print this page for your records.](#)

Order Placed: September 13, 2024
Amazon.com order number: 112-4108840-2521808
Order Total: \$416.95

Shipped on September 14, 2024

Items Ordered	Price
2 of: DC 12V 5A Power Supply Adapter, US Plug, 4.6FT Power Cord, AC 100-240V to DC 12V 5A Switching Transformer Jack 5.5mm x 2.5mm for LED Strip, Light, Cameras CCTV	\$11.99
Sold by: TOBWOLF (seller profile)	
Supplied by: TOBWOLF (seller profile)	

Condition: New

Shipping Address:
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:
Standard Shipping

Shipped on September 15, 2024

Items Ordered	Price
10 of: 36 Pack Plastic File Folders Colored with Sticky Labels, Sooez Heavy Duty Letter Size Colored File Folders with Erasable 1/3-Cut Tab, Stronger Than Manila File Folder, Perfect for File Organization	\$18.99
Sold by: Sooez Official (seller profile)	
Supplied by: Sooez Official (seller profile)	

Condition: New

Shipping Address:
Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:
Standard Shipping

Shipped on September 15, 2024

Items Ordered	Price
1 of: Little Giant 6-CIA 115 Volt, 1/3 HP, 2760 GPH Cast Iron Submersible Sump Pump with Integral Diaphragm Switch, 10-Ft. Cord, Blue, 506158	\$167.52
Sold by: Amazon.com Services, Inc	
Supplied by: Other	

Condition: New

Shipping Address:

Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065-4259
United States

Shipping Speed:

Standard Shipping

Payment information

Payment Method:

American Express ending in 3053

Billing address

Jay Soriano
475 W TOWN PL
SAINT AUGUSTINE, FL 32092-3648
United States

Credit Card transactions

AmericanExpress ending in 3053: September 15, 2024: \$416.95

Item(s) Subtotal:	\$381.40
Shipping & Handling:	\$6.99

Total before tax:	\$388.39
Estimated tax to be collected:	\$28.56

Grand Total:	\$416.95

To view the status of your order, return to Order Summary.

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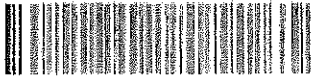
420 Ninth Avenue, New York, NY 10001 • Fax: 212.239.7770

1-212 444-6600 1-800 947-9950	1-212 444-6700 1-800 947-9978	1-212 444-5000 1-800 947-9910	1-212 444-5070 1-800 947-1183
----------------------------------	----------------------------------	----------------------------------	----------------------------------

To Inquire About Your Order Tel: 212.239.7765 - 800.221.5743 • Fax: 212.239.7549 - 800.947.2215

The Professional's Source

www.bhphotovideo.com



Order No.: 907379141
Reference No.: 1108984150

Bill To: JAY SORIANO
JAY SORIANO
475 W. TOWN PL., SUITE 114
SUITE 114
ST AUGUSTINE, FL 32068
USA

Ship To: JAY SORIANO
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065

Bill Phone: (904)342-1441

Ship Phone: (904)342-1441

Invoice Date	Terms	Order No:	Order Date	PO NUMBER	Customer Code	Ship Via			
08/23/24		907379141	08/23/24		C441000	EXPEDITED DELIVERY			
Qty Ord	Qty Ship	City	State	Item Description	SKU#/MPRI/	Item Price	Amount		
4	4			FARGO YMCKK:FULL-CLR RBN/2-RESIN BLK PNL/50 Salesperson Code: WB	FA84052 (84052)	\$148.49	\$593.96		
1	1			FARGO HDP FILM - APPROXIMATELY 1500 IMAGES Salesperson Code: WB	FA84053 (84053)	\$91.00	\$91.00		
Payment Type						Card/Check Number	Amount	Sub-Total:	\$684.96
AMERICAN EXPRESS						*****3053	736.33	Tax:	\$51.37
								Total Order:	\$736.33
								Total Payment:	\$736.33
								Balance:	USD \$0.00

BNL invoice-REPRINT



ORDER BFS20100687

Thank you for your purchase!

Order summary



Toro - 250 Series 1 Inch Pin Type Hydraulic Valve x 4
Pin Type Hydraulic

\$154.84

Subtotal

\$154.84

Shipping

\$0.00

Taxes

\$11.61

Total

\$166.45 USD

Customer information

Shipping address

Jay Soriano
GMS llc
370 Oakleaf Village Parkway
Orange Park FL 32065

Billing address

Jay Soriano
GMS llc
475 west town place
St. Augustine FL 32092

Payment

ending with 3053

Shipping method

Standard

If you have any questions, reply to this email or contact us at info@bigfrogsupply.com



BMI Payment Receipt

Total Payment Amount: \$959.63

Payment Information

Date of Payment: 09/13/2024 04:59:02 PM
Transaction ID: 108481659028563
Payment Method: Credit Card

Thank you for your payment.
Please keep this receipt for your records.




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

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

Invoice: 202051199435
Invoice Date: 09/07/2024
Customer ID: 270980442
Contract ID: 85644648

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:
Tiffany Masters
 2673666050

Invoice

Billing period starting: 09/06/2024

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 85644648 - IONOS MyWebsite Creator+					
1	Basic Fee 09/06/2024-10/06/2024	\$28.00 a month	1 mo.	\$0.00	\$28.00
2	Special Offer Discount for line-item 1	Special Offer		\$0.00	\$-5.60
Net Total					\$22.40
Net (non-taxable portion)					\$22.40
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$22.40
Please DO NOT send cash, check or money order					

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

Do you have questions regarding this invoice?
Please refer to your Help Center or log in to my.ionos.com for further information.



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


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

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

Invoice: 202051034669
Invoice Date: 08/26/2024
Customer ID: 270980442
Contract ID: 48060001

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany Masters
 2673666050

Invoice

Billing period starting: 08/25/2024

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 48060001 - IONOS Expert					
1	IONOS Website Builder 08/25/2024-09/25/2024	\$4.00 a month	1 mo.	\$0.00	\$4.00
Net Total					\$4.00
Net (non-taxable portion)					\$4.00
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$4.00

Please **DO NOT** send cash, check or money order

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

Do you have questions regarding this invoice?
Please refer to your Help Center or log in to my.ionos.com for further information.

Order Information

Description: Goods or Services
Invoice Number: INV001435249
Customer ID: 265527

Billing Information
Oakleaf Plantation
isoriano@gmsnf.com

Shipping Information

Total: \$70.00 (USD)

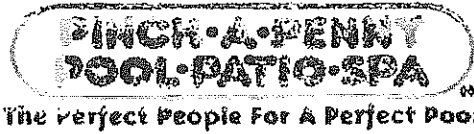
Payment Information

Date/Time: 13-Sep-2024 14:48:14 MDT
Transaction ID: 120646676282
Payment Method: American Express xxxx3053
Transaction Type: Purchase, shipping and handling fees
Auth Code: 294234

Merchant Contact Information

The Lifeguard Store, Inc.
Bloomington, IL 61701
US
ar@thelifeguardstore.com

PINCH A PENNY #242
 9715 Crosshill Boulevard, #105
 Jacksonville, FL 32222



STORE242@PINCHAPENNY.COM

STATEMENT

Jay Soriano
 370 oakleaf village parkway

Billing Period Start Date 08/01/24

orange park fl 32065

Client Code 1461

Billing Group: A-Due Upon
 Receipt

Date	INV#	Transaction	Description	Amount
8/1/2024		Previous Balance		\$453.95
8/1/2024	10008	Invoice	Double Branch Tile and Liner cleaner TILE & LINER CLEANER QT. Qty: 6 \$131.94	\$131.94
8/1/2024		Credit Card Payment	80558948271	-\$585.89
8/24/2024	10077	Invoice	Cheswick GAL SODIUM HYPOCHLORITE Qty: 23 \$110.40	\$110.40
9/6/2024	10249	Invoice	Double Branch Chems ALGAE EATER PLUS 1 GAL. Qty: 3 \$44.97 GAL SODIUM HYPOCHLORITE Qty: 40 \$108.80	\$153.77
9/6/2024		Credit Card Payment	80613791139	-\$264.17

Current	31-60 Days over due	61-90 Days over due	90+ Days over due	Amount Due
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Thank you

To ensure proper credit to your account, indicate amount paid and check number on slip, then detach and mail slip with your payment.

Client Info:

Rolling Hills HOA
 3212 Bradley Creek Pkwy

Green Cove Spring fl 32043

Billing Date

09/06/24

Client Code

1461

Amount Due

\$0.00

Amount Paid

Check #

PINCH A PENNY #242
 9715 Crosshill Boulevard, #105
 Jacksonville, FL 32222



Thank You! We Greatly Appreciate Your Business!!



CUSTOMER 321001760000
 DOUBLE BRANCH
 COMMUNITY
 DEVELOPMENT DISTRICT
 475 W TOWN PL
 ST. AUGUSTINE, FL 32092
 904-562-0249

SHIP INFO

STORE #8180
 445 PARK STREET,
 JACKSONVILLE, FL 32204

EMAIL PAF8180@ppg.com

PHONE 904-353-4446

HOURS
 Sun: Closed
 Mon: 7:00 AM - 5:00
 Fri: PM
 Sat: 8:00 AM - 12:00
 PM

INVOICE # 818020004136

DATE 11 Sep 2024

TIME 3:08 PM

STORE REP Daniel L.

SALES REP OPB-SALES
 JACKSONVILLE (8180)

METHOD Now

Item # / SAP #	Description	Qty	Unit Price	Amount
95-3300/1U 00349560	DURETHANE DTM NEUTRAL BASE • DURETHANE DTM NEUTRAL BASE COMP A • DURETHANE DTM COMP B	4	\$100.00	\$400.00 *
95-339/04 00338134	DURETHANE DTM COMP B	1	\$30.00	\$30.00 *

TERMS:

Items marked with an asterisk (*) are exempt from sales tax. Freight will be charged on orders, blinds, and wall covering books. Special merchandise in good condition is eligible for 75% refund w/ original invoice within 60 days. Tinted merchandise cannot be returned. Non-tinted merchandise in good condition may be returned w/ original invoice w/in 60 days. Qualifying returns will be made in the same form of payment as original purchase. PPG reserves the right to make large cash returns by check w/in 10 business days. A service fee will be charged on returned checks. PPG understands, and Buyer represents that the products sold will be used for commercial or home painting, and will not be used for Nuclear, Chemical or Biological weapons facilities or activities including painting any such items or facilities. Buyer agrees to notify PPG immediately if Buyer becomes aware of any change in the end use of the products. Browse global employment opportunities at na.careers.ppg.com. Let us know how we're doing - visit ppgpaintsurvey.com to give your feedback!

Item Subtotal	\$430.00
Discount/Fee Subtotal	\$430.00
Sales Tax	\$0.00
Total	\$430.00
Credit Card	\$430.00
Total Tendered	\$430.00
Pending Amount	\$0.00

BCard *****3053 AMEX AUTH#: 819886 Insert Tran Amt: \$430.00

Thank you for shopping at PPG!



Recurring Statement

Account Information

Account Number: (904) 770-4650
Statement Date: 09/02/2024
Subscription Name: RingEX Standard™
Document #: 14129658002

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

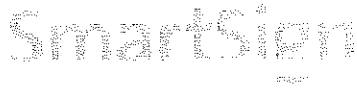
Statement Summary
Total Current Charges

\$176.18

Your credit card ending in [8052] was charged \$176.18.
This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

Statement Details

Period	Description	Unit Price	Quantity	Amount
09/02/2024 - 10/01/2024	RingEX Standard™ - Monthly Subscription Fee	\$0.00	1	\$0.00
09/02/2024 - 10/01/2024	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
09/02/2024 - 10/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2024 - 10/01/2024	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
09/02/2024 - 10/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2024 - 10/01/2024	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
09/02/2024 - 10/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2024 - 10/01/2024	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
09/02/2024 - 10/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
09/02/2024 - 10/01/2024	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
09/02/2024 - 10/01/2024	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates:				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees:				\$41.28
Total Charged to Credit Card:				\$176.18





A SmartSign Store
300 Cadman Plaza West, Suite 1303
Brooklyn, NY 11201

Order Received

Thank you Jay Soriano!

Your order number is SMT-759545.

Order Number	Order Date	Shipping Method	Est. Ship Date	Est. Arrival Date
SMT-759545	06 Sep '24	Two-Day	09 Sep '24	11 Sep - 12 Sep '24

No.	Description	Qty.	Price	Total
1.	 Dogs Must Be Leashed At All Times. Clean Up After Your Pet (with Graphic) (Part No: K-8421-AL-10)	4	\$11.54	\$46.16
	+ 3M SmartShield POF Laminate – Superior protection against Fading and Graffiti. (Part No: POF-7x10)	4	\$10.95	\$43.80
2.	 Reflective Aluminum Sign (Part No: K-3428-ALL)	2	\$39.05	\$78.10
	+ 3M SmartShield POF Laminate - Superior protection against Fading and Graffiti. (Part No: POF-12x18)	2	\$12.95	\$25.90
3.	Emergency Exit Only Door Must Remain Closed At All Times	1	\$17.74	\$17.74

(Part No: S-1502-RA-10)

+ 3M SmartShield POF Laminate 1 \$10.95 \$10.95
– Superior protection against
Fading and Graffiti.
(Part No: POF-7x10)

Sub Total: \$222.65

Shipping: Free

Sales Tax: \$16.70

**GRAND
TOTAL \$239.35**

SHIPPING ADDRESS

Jay Soriano
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL - 32065 4259
United States

**WE HAVE BILLED THE
FOLLOWING ACCOUNT:**

American Express Card: \$239.35
Jay Soriano
Middle Village CDD
475 W TOWN PL
SAINT AUGUSTINE, FL - 32092

DO NOT REPLY

SmartSign.com | 300 Cadman Plaza West, Suite 1303 | Brooklyn, NY 11201
(USA)



Invoice information

Order#:6943209248
Date Ordered:Friday, August 23,
2024
Invoice#:352513118
Date Charged:Friday, August 23,
2024
Purchase Order#:6943209248

Payment information

Sub Total: \$19.99
Discounts: -\$0.00
Shipping/Fees: \$0.00
Tax: \$1.50
Total: \$21.49

Method of Payment

AMEX Ending in 3053 - \$21.49

ITEM

Item	Price	Qty	Discounts	You paid
Blue Executive 3.5x2. Item: 24550356	\$19.99	1	-\$0.00	\$19.99



Have a question about your order? Try our Help Center for quick and easy order modifications, returns, tracking and more.



Stay connected

Staples, Inc., 500 Staples Drive, Framingham, MA 01702

Give us feedback @ survey.walmart.com
Thank you! ID #: 7TMTM14TKQR



904-214-9411 Mar: SARA
1580 BRANAN FIELD RD
MIDDLEBURG FL 32066
ST# 03308 OP# 003634 TE# 68 TR# 05052
ITEMS SOLD 2
TC# 0241 9231 6235 7166 6703 0



PRODUCT SERIAL # TH966716F
OJ 9122E 019678669585 229.00 0
HP 936 CHYK 019654869758 146.00 0
SUBTOTAL 375.00
TOTAL 375.00
AMEX TEND 375.00

AMERICAN EXPRESS *** **** ***3 053 I 0
APPROVAL # 840034
REF # 424100791114
TRANS ID - 012942994780061
AID A000000025010801
AAC 477280F2CBA0F14B
TERMINAL # SC011100
*NO SIGNATURE REQUIRED

08/28/24 12:44:39
CHANGE DUE 0.00
08/28/24 12:44:48
CUSTOMER COPY

***** RETURN & EXCHANGE POLICY *****
Electronics may be returned
for refund or exchange with receipt
WITHIN 30 days



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Scan for 30-day free trial.

Give us feedback @ survey.walmart.com
Thank you! ID #:7TN3FY2FKB9J



WM Supercenter
904-365-2555 Mgr. BRIAN
7075 COLLINS RD
JACKSONVILLE FL 32244
ST# 0697B DP# 000272 TE# 17 TR# 00427

ITEMS SOLD 7

TC# 7027 5774 6759 1610 2029 3



OUTDOORDECOR 724994935410 68.00 N
OUTDOORDECOR 724994935410 68.00 N
MOVIES 191329258490 14.96 N
PG 25CT HFF 078973502960
4 AT 1 FOR 12.68 50.72 0

SUBTOTAL 201.68
TOTAL 201.68

AMEX TEND 201.68
CHANGE DUE 0.00

AMERICAN EXPRESS- 3053 I 0 APPR#882345
201.68 TOTAL PURCHASE
REF # 425600889588
TRANS ID - 008732691360325
AID A000000025010801
TERMINAL # 54727480
*No Signature Required
09/12/24 17:48:32



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09/12/24 17:48:39

Give us feedback @ survey.walmart.com
Thank you! ID #:7TN37914TMU3



904-214-9411 Mgr: SARA
1680 BRANAN FIELD RD
MIDDLEBURG FL 32068
ST# 03308 DP# 000423 TE# 11 TR# 07109
ITEMS SOLD 6
- TC# 1632 9045 2072 8384 9218 1



PG 2.26 IN 006403433821 12.26 0
ENR MK 24AAA 003980010389 17.97 0
ENR ALK AA16 003980010803 14.97 0
P-TOUCH TZE 001250266347 28.48 0
PX CHAINSAW3 019552612928 295.00 0

SUBTOTAL 368.68
TOTAL 368.68
AMEX TEND 368.68

AMERICAN EXPRESS *** 053 I 0
APPROVAL # 860924
REF # 425400874313
TRANS ID - 008677170280322
AID A000000025010801
AAC 08077898E1330D5E
TERMINAL # SC010203
*NO SIGNATURE REQUIRED

09/10/24 13:32:44
CHANGE DUE 0.00

09/10/24 13:32:52
CUSTOMER COPY

*****RETURN POLICY*****
Items with rechargeable batteries must
include original rechargeable battery
in order to be returned.
*****Save your receipts*****



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Thank you! ID #: 7TN3VQ14TF0K



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

ST# 03308 OP# 002266 TE# 13 TR# 01202
ITEMS SOLD 12
TCS 7537 7527 7991 6352 8878



NET	693813492206	4.97 0
NET	693813492206	4.97 0
NET	693813492206	4.97 0
NET	693813492206	4.97 0
DUR ALK C4	004133344001	8.97 0
BATTERIES	004133388401	16.98 0
BATTERIES	004133388401	16.98 0
HD STAPLER	084204808666	10.00 0
DBALLNETS	088577792022	4.97 0
DBALLNETS	088577792022	4.97 0
DBALLNETS	088577792022	4.97 0
DBALLNETS	088577792022	4.97 0
SUBTOTAL		92.69
TOTAL		92.69
AMEX TEND		92.69

AMERICAN EXPRESS *** 053 I 0
APPROVAL # 884326
REF # 426000174744
TRANS ID - 008808715097323
AID A000000025010801
AAC 746E551B16FEB4F6
TERMINAL # SC010869
*NO SIGNATURE REQUIRED

09/16/24 17:46:54
CHANGE DUE 0.00

09/16/24 17:46:02
CUSTOMER COPY



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Invoice

Date
Invoice#

12/1/2024
131295626071

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

Terms	Net 20
Due Date	12/21/2024
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

Save in 2025 by prepaying your annual amount. Customers who prepay for 2025 by 12/31/2024 will receive a 5% discount on their annual rate. Contact ar@poolsure.com and request your 2025 annual invoice.

LATE FEE: This constitutes notice under the truth in lending act that any accounts remaining unpaid after the due date are subject to 1 1/2% per month late charge and attorney fees

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

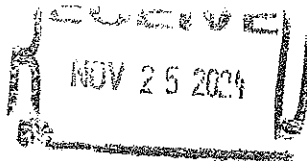
Subtotal \$3,280.47

Tax \$0.00

Total \$3,280.47

Amount Paid/Credit Applied \$0.00

Balance Due \$3,280.47



131295626071

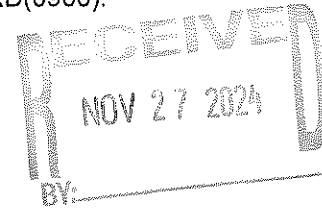
From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - REBECCA LAURENT
Date: November 27, 2024 at 11:01 AM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com



Good morning, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OVCR aka CLUBROOM (SATURDAY) 1:15 P.M. to 5:15 P.M.
 - DATE OF VENUE – NOVEMBER 23, 2024
 - RESIDENT – REBECCA LAURENT
 - ADDRESS – 778 PALMETTO PLACE COURT, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via MASTERCARD(0900):
 - DATED: 11/18/24
 - SEQ#: 2
 - BATCH#: 1262
 - INVOICE#: 2
 - APPROVAL CODE: 007203
 - 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
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.

Riverside Management Services, Inc
475 West Town Place
Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 366
Invoice Date: 12/1/2024
Due Date: 12/1/2024
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 - December 2024		5,150.00	5,150.00

RECEIVED
DEC 10 2024
BY: _____

Jerry Lambert
12-10-24

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



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 # 10603
DATE 12/01/2024
DUE DATE 12/31/2024
TERMS End of the month

SERVICE MONTH
 December

ACTIVITY	QTY	RATE	AMOUNT
	328	28.29	9,279.12T
APPROVED			
Code to:			
Double Branch Security			
2-320-572-345			
SUBTOTAL			9,279.12
TAX			0.00
TOTAL			9,279.12
BALANCE DUE			\$9,279.12

RECEIVED
 NOV 16 2024
 BY: _____



Invoice

Invoice #: 19203

Date: 12/02/24

Customer PO:

DUE DATE: 01/01/2025

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 December 2024

AMOUNT

\$39,412.12

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$39,412.12

Please See Our
Updated Remittance
Information

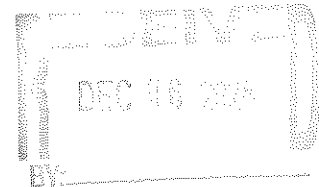
Remit to Address:
VerdeGo Landscape
PO Box 200341
Dallas, TX 75320-0341

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





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	12/06/2024	607	\$0.00	12/21/2024	\$1,225.00

LAST PAYMENT DATE	LAST PAYMENT AMOUNT	PAST DUE AMOUNT	ACCOUNT BALANCE
11/06/2024	\$505.00	\$980.00	\$1,340.00

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
OFF DUTY ADMIN NOVEMBER 2024	168.00	\$5.000000	EACH	\$840.00	\$0.00	\$0.00	\$840.00
OFF DUTY SCHEDULING FEE	1.00	\$385.000000	EACH	\$385.00	\$0.00	\$0.00	\$385.00
Invoice Total:							\$1,225.00

\$420.00 + \$192.50 = \$612.50

RECEIVED
 DEC 16 2024
 BY: _____

✂ 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	12/06/2024
Invoice Number	607
Customer Number	30
Amount Paid	
Due Date	12/21/2024
Invoice Total Due	\$1,225.00

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

Invoice

Invoice #: 2470
Invoice Date: 12/16/24
Due Date: 12/16/24
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 December 14, 2024 2.300.369.103	9.5	25.00	237.50

RECEIVED
DEC 17 2024
BY: _____

Total	\$237.50
Payments/Credits	\$0.00
Balance Due	\$237.50

12/16/24
082

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>
9.5	Facility Event Staff	\$ 25.00	\$ 237.50

Covers Period End: December 14, 2024

Amenities Revenue # 2.300.369.103

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/13/24	00070	11/29/24 11292024	202411 600-53800-62100	ADDITIONAL RPR TREADMILL ALLWAYS IMPROVING LLC DBA	*	278.20	278.20 000314
12/13/24	00035	11/25/24 2463	202410 600-53800-62100	OCT REPAIR/REPLACEMENT GOVERNMENTAL MANAGEMENT SERVICES	*	2,878.15	2,878.15 000315
12/13/24	00035	11/30/24 2469	202410 600-53800-62100	OCT REPAIR & REPLACEMENTS GOVERNMENTAL MANAGEMENT SERVICES	*	676.02	676.02 000316
12/13/24	00035	11/25/24 2464	202411 600-53800-62100	MAINTENANCE SUPPLIES GOVERNMENTAL MANAGEMENT SERVICES	*	2,149.06	2,149.06 000317
12/13/24	00035	11/30/24 2468	202410 600-53800-62100	SEP REPAIR & REPLACEMENTS GOVERNMENTAL MANAGEMENT SERVICES	*	1,406.54	1,406.54 000318
12/13/24	00063	11/15/24 11152024	202411 600-53800-62100	SPRINKLER REPAIRS JSC SYSTEMS	*	727.00	727.00 000319
12/19/24	00054	12/07/24 CAK-1994	202412 600-53800-62100	PROXIMITY CARDS CARDS AND KEYFOBS	*	949.50	949.50 000320
12/19/24	00027	11/18/24 962139	202411 600-53800-62100	MAX ROLL - SHIPPING ERC WIPING PRODUCTS	*	705.00	705.00 000321
12/19/24	00071	12/15/24 12152024	202412 600-53800-62100	CART BATTERIES EXTREME KARTZ GEORGIA LLC DBA	*	8,223.00	8,223.00 000322
TOTAL FOR BANK C						17,992.47	
TOTAL FOR REGISTER						17,992.47	



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

QUOTE #41753

CUSTOMER
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
Nov 14, 2024	Problem		Luke Starling

SERVICE NOTES
Additional repair to Life Fitness treadmills
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.
Tech replaced belt on 2 treadmills and replaced all bull horns. Should still replace 6x HR sensor metal plates

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
2.00	Estimated Labor	\$90.00	\$180.00
3.00	Parts for Repair: ELECTRODE: INSERT-MOLDED ASSY; 4 INCH; BOTTOM; CHGR (2)	\$9.60	\$28.80
3.00	Parts for Repair: ELECTRODE: INSERT-MOLDED ASSY; 4 INCH; TOP; CHGR (2)	\$9.60	\$28.80
1.00	Shipping and Handling Estimate:	\$40.60	\$40.60
		SUBTOTAL	\$278.20
		(0.0%) TAX	\$0.00
		TOTAL	\$278.20

*** 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. ***

Please confirm acceptance of quote and acknowledgement of restocking fee by signing and dating below.



 CUSTOMER SIGNATURE

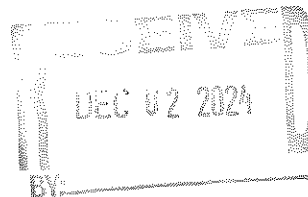
11.29.24

 DATE

Code to:

Double Branch Repair and Repl.

34.600.53800.6200



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

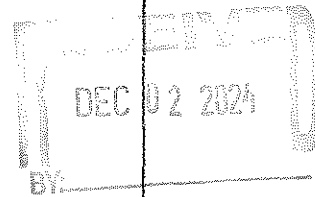
Invoice

Invoice #: 2463
 Invoice Date: 11/25/24
 Due Date: 11/25/24
 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 Maintenance October 1 - October 31, 2024		18,023.15	18,023.15
Code to:			
Double Branch Facility Maintenance			
2.320.572.46600 (\$6,250.00)			
Double Branch Facility Maintenance Contingency			
2.320.572.46620 (\$1,000.00)			
Double Branch Lighting Repairs			
2.320.572.46630 (\$790.00)			
Double Branch Common Area Maintenance			
2.320.572.46400 (\$6,250.00)			
Double Branch Special Events			
2.320.572.49400 (\$855.00)			
Double Branch Repair/Replacement			
34.600.53800.6200 (\$2,878.15)			
	Total		\$18,023.15
	Payments/Credits		\$0.00
	Balance Due		\$18,023.15



\$2,878.15

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

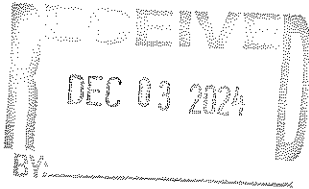
Invoice

Invoice #: 2469
Invoice Date: 11/30/24
Due Date: 11/30/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
2.320.572.4100 (DB Phones) -Statement Closing Date 10/20/24		88.20	88.20
34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 10/20/24		676.02	676.02
2.320.572.5100 (DB Office Supplies) - Statement Closing Date 10/20/24		13.20	13.20
2.320.572.49400 (DB Special Events) - Statement Closing Date 10/20/24		331.18	331.18



Total \$1,108.60

Payments/Credits \$0.00

Balance Due ~~\$1,108.60~~

\$676.02

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

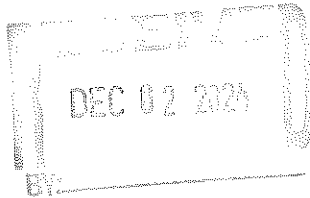
Invoice

Invoice #: 2464
Invoice Date: 11/25/24
Due Date: 11/25/24
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Maintenance Supplies		2,149.06	2,149.06
Code to:			
Double Branch Repair and Repl.			
34.600.53800.6200			
Total			\$2,149.06
Payments/Credits			\$0.00
Balance Due			\$2,149.06



MAINTENANCE BILLABLE PURCHASES

Period Ending 11/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
09				
DOUBLE BRANCH				
	10/09/24	5/16x1/2 Cap Screw 2pc	3.18	T.C.
	10/09/24	Flat Washer 3pc	1.44	T.C.
	10/09/24	5/16x1 Cap Screw 2pc	5.46	T.C.
	10/09/24	Lock Washer 4pc	1.44	T.C.
	10/11/24	Outdoor Outlet Adapter	2.25	J.S.
	10/12/24	5R Posa n Stay Skelaton	20.11	J.S.
	10/12/24	3R LED Skelaton	22.99	J.S.
	10/12/24	3 R Infomo Pumpkin Skelaton	22.99	J.S.
	10/12/24	5 R Posa n Stay at Skelaton	22.99	J.S.
	10/14/24	PVC Foamcore 4"x10"	39.77	T.C.
	10/14/24	4" PVC Cap (8)	97.70	T.C.
	10/14/24	4" Cleanout Plug (2)	14.38	T.C.
	10/14/24	4" Female Adapter (2)	24.27	T.C.
	10/14/24	Post Hole Diggers	34.49	T.C.
	10/14/24	Steel Tin Leaf Rake	11.49	T.C.
	10/15/24	7R Shelly Dog Skelaton	114.43	J.S.
	10/15/24	8.5R LED Jack of Spades	65.68	J.S.
	10/15/24	Key Copy	4.57	J.S.
	10/16/24	Selvelo Concrete 80lb (3)	20.63	T.C.
	10/16/24	4" Cleanout Plug (4)	28.76	T.C.
	10/16/24	4" Female Adapter (4)	48.53	T.C.
	10/16/24	PVC Foamcore 4"x2'	17.01	T.C.
	10/16/24	Bleach	6.60	T.C.
	10/16/24	Lockwasher 50pc	9.51	T.C.
	10/16/24	BLK Nitrile Gloves 20pk	7.46	T.C.
	10/16/24	Cap Nut 1/4-20 (3)	4.76	T.C.
	10/16/24	Flat Washer 1/4 Package	2.00	T.C.
	10/16/24	Hex Nut Package	1.39	T.C.
	10/16/24	Hex Bolt Package	10.10	T.C.
	10/17/24	Microfiber Towel 12pk	7.46	T.C.
	10/17/24	Auto Headlight Renewal Kit	14.06	T.C.
	10/17/24	Acetone	6.31	T.C.
	10/17/24	Lock Nut 6/16-18	0.79	T.C.
	10/17/24	Flat Washer 5/16 Package	2.28	T.C.
	10/17/24	Eyo Bolt	4.56	T.C.
	10/17/24	Hex Bolt 5/16x3 (8)	3.11	T.C.
	10/22/24	Gate Latch	6.82	J.S.
	10/22/24	Digital Distance Measure	62.68	J.S.
	10/22/24	6 mil Black Poly Sheeting 100' (2)	136.62	J.S.
	10/22/24	Buffing/Polishing Disc Set	8.61	T.C.
	10/23/24	Plywood (4)	151.80	T.C.
	10/24/24	1 1/2" Molded Jack O Lantern	11.48	J.S.
	10/24/24	1 1/2" Molded Jack O Lantern	22.98	J.S.
	10/24/24	Wire Connectors (blue)	7.46	J.S.
	10/24/24	Wire Connectors (red)	4.58	J.S.
	10/24/24	Wire Connectors (green)	4.58	J.S.
	10/24/24	Electical Tape	8.03	J.S.
	10/24/24	14/5 Yellow Ext Cord	40.08	T.C.
	10/24/24	12/3 100' Ext Cord	114.68	T.C.
	10/24/24	Set Your Own Combo Lock	21.15	T.C.
	10/24/24	Plens Set 2pc	16.07	T.C.
	10/24/24	Cable Tie 500pk	20.09	T.C.
	10/25/24	A19 LED Lightbulbs	6.74	J.S.
	10/25/24	50' Yellow Ext. Cord	66.85	J.S.
	10/25/24	3 Outlet Extenders	11.48	J.S.
	10/25/24	Clamp Light (2)	24.58	J.S.
	10/25/24	Fire Ant Killer	29.87	J.S.
	10/25/24	BLK Poly Sheeting 10'x100'	80.48	T.C.
	10/25/24	Galss All Weather Tape (2)	27.55	T.C.
	10/25/24	15' extension Cord	16.07	T.C.
	10/25/24	15' Ext Cord	8.04	T.C.
	10/25/24	10' Outlet Adapter	12.64	T.C.
	10/25/24	25' Ext Cord	40.17	T.C.
	10/25/24	3 Outfil Adapter (2)	9.13	T.C.
	10/25/24	8' Ext Cord	6.49	T.C.
	10/25/24	25' Ext Cord	40.17	T.C.
	10/25/24	3 Outfil Adapter	11.42	T.C.
	10/25/24	100' Ext Cord	48.08	T.C.
	10/26/24	Bleach	10.60	T.C.
	10/26/24	Phenol	25.84	T.C.
	10/28/24	BLK Nitrile Gloves 20pk	5.11	T.C.
	10/29/24	Wingnutwala 75pk	8.33	T.C.
	10/29/24	1/2x48-8' Veranda PVC Sheet	57.49	T.C.
	10/29/24	4x8 3/8 Plywood	56.93	T.C.
	10/29/24	Toggle Bolt 3/16x2 Set	4.58	T.C.
	10/29/24	Toggle Bolt 1/4x2 5pc	3.67	T.C.
	10/29/24	BR Spray Paint (2)	22.95	T.C.
	10/31/24	Gas for Equipment	75.00	T.C.
	11/4/24	Mop Head Refill	21.62	T.C.
	11/4/24	Terry Towels 10pk	7.46	T.C.
	11/4/24	Microfiber Towels 12pk	7.46	T.C.
	11/4/24	BLK Nitrile Gloves 20pk	5.11	T.C.
	11/4/24	Graffiti Remover	14.82	T.C.
	11/4/24	Fire Ant Killer	22.97	T.C.

TOTAL 82,149.05

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

Invoice

Invoice #: 2468
Invoice Date: 11/30/24
Due Date: 11/30/24
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
2.320.572.4100 (DB Phones) -Statement Closing Date 9/20/24		1,126.60	1,126.60
34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 9/20/24		1,406.54	1,406.54
2.320.572.49300 (DB Office Supplies) - Statement Closing Date 9/20/24		301.54	301.54
2.320.572.49300 (DB Permits/Licenses) - Statement Closing Date 9/20/24		479.81	479.81
2.320.572.62000 (DB Rec. Passes) - Statement Closing Date 9/20/24		368.16	368.16

RECEIVED
 DEC 03 2024
 BY: _____

Total \$3,682.65

Payments/Credits \$0.00

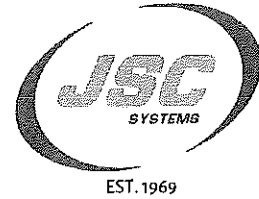
Balance Due ~~\$3,682.65~~

\$1,406.54

1.800.515.5613

www.jscsystems.net

info@jscsystems.net



November 15, 2024

Oakleaf Plantation - Double Branch Amenity Center
370 Oakleaf Village Parkway
Orange Park, FL 32065

Re: Sprinkler Repairs

JSC Systems, Inc. is pleased to furnish pricing for the following scope of work on the above referenced project:

Scope of work: Cox Fire Protection will swap out (1) 5lb ABC fire extinguisher in need of 6 year maintenance, (2) 10lb ABC fire extinguisher in need of 6 year maintenance, (1) 2.5lb ABC fire extinguisher in need of 6 year maintenance and (1) 6L K class in need of hydro testing.

Price to Repair: \$727.00

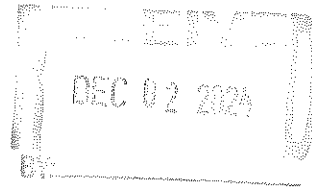
Terms and Exclusions:

- 1. Painting of pipe.
- 2. Electrical wiring of any kind.
- 3. Painting or patching of ceilings.
- 4. Ceiling removal or repair.
- 5. Cutting access holes.
- 6. Moving furniture.
- 7. Raising of mains or branch lines.
- 8. Hydraulic calculations
- 9. Material escalation over 30 days
- 10. Any other wet or dry type fire protection work not specifically listed above
- 11. Repairs required due to unforeseen internal damage
- 12. After hours work
- 13. Fire watch
- 14. Temporary fire protection

Code to:

Double Branch Repair and Repl.

34.600.53800.6200



We appreciate the opportunity to work with your firm on this project.

Sincerely,

David Colson
Operations Coordinator
Jacksonville Branch

11.26.24

Accepted By Date

Jay Soriano

Print Name

Invoice / Order Detail

Thank you for ordering at CardsAndKeyfobs.com

Order Detail

Order ID: #19940
Invoice: #CAK-19940
Date Added: 12/07/2024

Payment Method: Purchase Order (#JSO120724)
Shipping Method: FEDEX OVERNIGHT-CALL TO CONFIRM! (Weight: 20.00lb)

Bill To

Jay Soriano
Jay Soriano
475 W Town Pl
St Augustine, Florida 32092
United States

Ship To (if different address)

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

<input type="checkbox"/>	Product Name	Model	Quantity	Price	Total
<input type="checkbox"/>	Printable Proximity Card - Kantech@	PrtPrx-	1000	\$1.79	\$1,790.00
<input type="checkbox"/>	ioProx@ XSF/26bit P20DYE Compatible	Kan26			
	- Slot Punch: None				

Sub-Total: \$1,790.00

FEDEX OVERNIGHT-CALL TO CONFIRM! (Weight: 20.00lb): \$109.00

Total: ~~\$1,899.00~~

\$949.50

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

Order Comments

Will send PO to match order by email. PO Number: JSO120724

Code to: 50/50 split

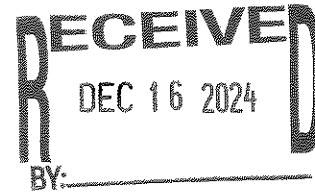
2-330-572-49300

Middle Village Rec Passes

~~2-330-572-6200~~

34,600,538.621

Double Branch Rec. Passes





19 Bennett Street • Lynn, MA 01905
 1-800-225-9473 (WIPE)
 781-593-4000 • Fax 781-593-4020
 email: erc@erewipe.com • www.erewipe.com

Invoice Number	Page
962139	1
11/18/2024	

Bill-To #: 29121
 OAKLEAF PLANTATION
 370 OAKLEAF VILLAGE PARKWAY
 ORANGE PARK, FL 32065

Ship-To #:
 OAKLEAF PLANTATION
 370 OAKLEAF VILLAGE PARKWAY
 ORANGE PARK, FL 32065

Order No.	Customer P/O	Ship Via	Terms	Sales Rep
962139	BOURNE BRANCH CDB	MISC W/ SHIP	NET 30	SHOPPING CART

Item	Description	U/M	Order	Ship	B/O	Net Price	Extended
RK3000MAX	MAX ROLL	CSE	10	10		57.5000	575.00
	Tracking/Prod #:4972668						
***** * **PLEASE PAY WITHIN TERMS** * * WE ACCEPT ALL MAJOR CREDIT CARDS * * VISA MASTERCARD DISCOVER * * AMERICAN EXPRESS * * PLEASE CALL 781-593-4000 TO PAY * * -WE ALSO ACCEPT ACH/ WIRE PAYMENTS * * NEW REMITTANCE EMAIL ADDRESSING EFFECTIVE 6/2024 * * ACCOUNTSRECEIVABLE@EROWIPE.COM * *****							
<div style="border: 2px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>RECEIVED DEC 13 2024</p> </div> <p>BY: _____</p> <p style="font-size: 2em; font-family: cursive;">DB Repair & Replacement</p> <p style="font-size: 1.5em; font-family: cursive;">2,320.57 + 63.00</p>							
<p>RAGS • TOWELS • PAPER WIPERS</p> <p><i>Thank You For Your Business</i></p>							

FINANCE CHARGES OF 1.5% PER MONTH (18% PER ANNUM)
 WILL BE CHARGED ON INVOICES OVER 30 DAYS

ALL FEES AND EXPENSES INVOLVED IN THE COLLECTION OF PAST DUE ACCOUNTS OR
 BAD DEBTS WILL BE PAID BY THE CUSTOMER

AT	Sub Total:	575.00
	Sales Tax:	.00
DATE:	Shipping:	130.00
12/18/2024	Deposit:	.00
Please Remit To:	Balance:	705.00
19 Bennett St.		
Lynn MA 01905		





PURCHASE ORDER

Governmental Management Services

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

P.O. NO. JSO121524
DATE December 15, 2024

order # Cart batteries-Dec-24

VENDOR Extreme Kartz
extremekartz.com

465 Highway 74 South
Peachtree City, GA 30269

SHIP TO Jay Soriano
Double Branch CDD
370 Oakleaf village Pkwy
Orange Park, FL 32065
(904)562-0249

SHIPPING METHOD		SHIPPING TERMS	DELIVERY DATE		
QTY	ITEM #	DESCRIPTION	JOB	UNIT PRICE	LINE TOTAL
1.00		Eco Battery 48V 160AH Lithium Bundle Kit - ClubCar Include required 12v Converter? YES, add Eco's 12v Converter Add Heavy Duty Solenoid [Only \$49]: Yes, add 400+amp HD Solenoid	MV TENNIS	\$3,323.00	\$ 3,323.00
1.00		Eco Battery 48v 105ah Skinny Lithium Battery Bundle - EZGO Include required 12V Converter? YES, add Eco's 12v Converter Add Heavy Duty Solenoid [Only \$49]: Yes, add 400+amp HD Solenoid	MV	\$2,450.00	2,450.00
1.00		Eco Battery 48v 105ah Skinny Lithium Battery Bundle - EZGO Include required 12V Converter? YES, add Eco's 12v Converter Add Heavy Duty Solenoid [Only \$49]: Yes, add 400+amp HD Solenoid	DB	\$2,450.00	2,450.00
1.00		Freight			
				SUBTOTAL \$	8,223.00
				Shipping	-
				TOTAL \$	8,223.00

RECEIVED
DEC 16 2024
BY: _____

Jay Soriano 12/15/24
 Order placed by _____ Date _____
 Authorized by _____ Date _____

FOURTH 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: January 2025
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Report – cocoa with Andy Clause
- Upcoming – Polar Plunge – slide pool
- Annual Calendar – additional events?

Aquatics

- Pools closed for off-season , lap pool is swim at own risk for adults only
- Heaters turned down – covers stay on, pools open in March
- Year round swim program to resume March
- CPR, first- aid, community class schedule

Amenity Usage

- *Total Facilities Usage – 5312*
- *Average daily usage – 171*

Card counts:

DB Owners	17
DB Renters	7
DB Replacements	6
DB Updated	7

Total cards printed: 99 (both districts)

Rentals

- 5 of 31 days rented in December , 4 of 5 weekends rented
- 5 Clubroom rentals, 0 patio rentals
- 8 tours (28 approx.hours)/ 33 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 playground repairs

MAINTENANCE

- Coordinate Fieldhouse fencing install
- Coordinate purchase of new water fountain at Fieldhouse (new placement and design)
- Work completed on battery powered cart- testing and removal of old “red top Trojan” batteries.
- Purchase and coordinate install of new lithium style battery for golf cart to be used by security
- Install decorations at Amenity Center and Fitness Center
- Install decorations at neighborhood entries waterfall, median area
- Diagnose power issues with spray feature motor
- Clean and reset pond fountain
- Clean and reset waterfall at Oakleaf entry sign – effected due to multiple small power surges
- Coordinate repairs for VFD at spray ground motor
- Begin removal, reorganization and” inventory” of holiday decorations
- Install tab chlorinators at Lap pool
- Install tab chlorinator on slide/family pool
- Removal of multiple duck nests/ multiple eggs at pool decks
- Replace large TV at Fitness Center- relocate to Clubroom (damaged coax – can use HDMI)
- Replace multiple arm pads with vinyl on Fitness equipment
- Will coordinate placement of second TV in Clubroom
- Coordinate replacement parts order of multiple leg pads on fitness equipment
- Preventative maintenance perform on golf carts (oil change, inspect air and fuel filters)
- Coordinate purchase and shipping of replacement
- Repairs for Treadmills at Fitness Center
- Take delivery of playground unit – order in early summer
- Coordinate timing for repairs and replacement of multiple playground parts/units
- Planning for stain treatment at pools for spring
- Touch-up painting on decorative street poles in neighborhood (ongoing)
- Preventative maintenance completed on equipment at Fitness Center
- 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 12/12 Nature’s Hammock, Fall Creek, The Oaks, Cannon’s Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 12/22.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

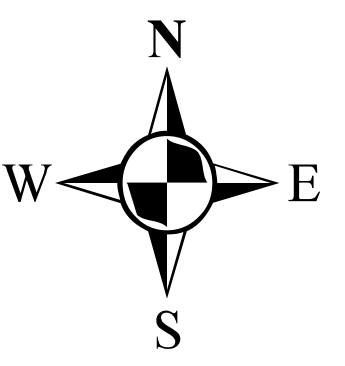
Landscaping

- Monthly report for Dec. submitted and filed at Operations office

For questions, comments, or clarification, please contact:

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

[*jsoriano@gmsnf.com*](mailto:jsoriano@gmsnf.com)



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