DOUBLE BRANCH Community Development District

AUGUST 11, 2025



Double Branch Community Development District

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

August 4, 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, August 11, 2025 at 6:00 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 July 14, 2025 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Register
- IV. Public Hearing for the Purpose of Adopting the Fiscal Year 2026 Budget
 - A. Consideration of Resolution 2025-03, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2026
 - B. Consideration of Resolution 2025-04, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2026
- V. Staff Reports
 - A. District Counsel
 - B. District Engineer

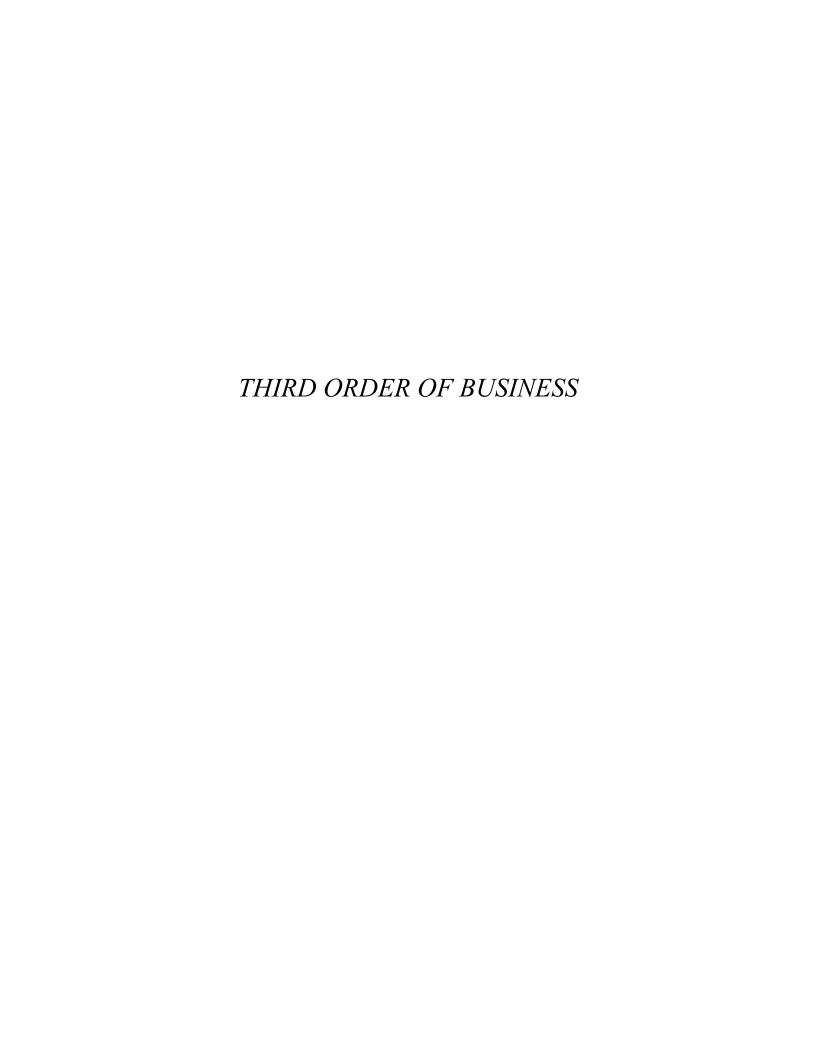
- C. District Manager
 - 1. Discussion of the Fiscal Year 2026 Goals and Objectives
 - 2. Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2026
- D. Operations Manager Memorandum
- VI. Audience Comments (limited to three minutes) / Supervisors' Requests
- VII. Next Scheduled Meeting September 8, 2025 at 4:00 p.m. the Plantation Oaks Amenity Center
- VIII. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles District Manager



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, **July 14, 2025** 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
Scott Thomas Assistant Secretary
Amy Ambrosio by phone Assistant Secretary

Also present were:

Marilee Giles District Manager
Mike Eckert District Counsel

Jay Soriano GMS

Mike Silverstein *by phone* District Engineer

Chalon Suchsland VerdeGo
Triston Cottrell S3 Security
Jennifer Stanton S3 Security

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 4:00 p.m. Three Supervisors were present in person constituting a quorum. Ms. Ambrosio joined by phone.

SECOND ORDER OF BUSINESS

Audience Comments (Limited to three minutes)

Ms. Giles stated the only members in the audience are staff.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

A. Minutes of the June 9, 2025 Meeting

Ms. Giles stated item 3 is on page 7 of your agenda. It is approval of the consent agenda items. The first one is the minutes of the June 9th meeting. Unless there are any comments or corrections, I just look for a motion to approve the June 9th minutes.

On MOTION by Vice Chair Horton seconded by Mr. Thomas with all in favor, the Minutes of the June 9, 2025 Board of Supervisors meeting, were approved.

- **B.** Financial Statements
- C. Assessment Receipts Schedule
- D. Check Register

Ms. Giles stated on page 46 are your financial statements as of May 31, 2025 followed by your assessment receipt schedules on page 58. This shows we are 99% collected. Your check register is in the amount of \$98,806.51 for the month of June is on page 60. Unless there are any comments or questions on the check register, I just look for a motion to approve it.

Vice Chair Horton stated just out of curiosity, ETM billed us for four years ago.

Ms. Giles stated they did an audit and found an invoice that had not been paid, yes sir.

Vice Chair Horton stated I mean really, four years? Evidently, they don't have an accountant over there, I guess. That is all that I have got.

On MOTION by Ms. Nelsen seconded by Vice Chair Horton with all in favor, the Check Register, was approved.

FOURTH ORDER OF BUSINESS Discussion of the Fiscal Year 2026 Budget

Ms. Giles stated item four starts on page 149 of your iPads. Discussion item here for your FY26 budget. At your June meeting, the Board approved the FY26 budget. Assessments stayed the same for multifamily and have a slight decrease for single family and commercial. The budget adoption is set for August 11th at 6:00 p.m. This is in here as a discussion item if the Board wants to talk about any particular line item of the budget. Jay, is there anything you want to point out on this budget.

Mr. Soriano stated no, we went through it last month. Last month was the first time you guys saw the lines that I have concerns with. Right now, we are actually doing really well in total

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of our lines for this year but also how much we are planning on putting into capital and what expenses you have coming up. I don't have any concerns for hopefully not in the way of any major issues happening in the off season that we have any repairs for. Short of some of these projects we have been talking about lately, those are going to be our biggest expenses. Those are all kind of fitting into what we already have so I don't have concern for the upcoming budget if I need to change or put anything else in.

Ms. Giles asked for any Board discussion for the budget. Amy, anything?

Ms. Ambrosio stated no.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Eckert stated I just wanted to let the Board know I heard back from the impact fee broker regarding the builder or developer she was working with. Apparently, the county has said we couldn't sell those to that particular builder because they are outside of our impact fee zone although very close, I am told by the broker. I will follow up with the broker and find out how far she got to the county before she heard no because if she hasn't gotten a legal interpretation from the county, we will look at that. The statute does say you can buy them or sell them outside of the zone if that property is really close to your zone and uses the infrastructure that you constructed. I will have that follow up call with her. She is also looking for other alternatives. We will keep you posted. Again, she has got an interest in doing this because she doesn't get paid anything unless she finds a buyer that we actually agree to sell to.

Ms. Nelsen stated no.

Ms. Giles asked Scott was there something.

Mr. Thomas stated he just wanted to try to figure out the grading scale.

B. District Engineer – Acceptance of the 2025 Annual Engineer's Report

Ms. Giles stated thanks, Mike Eckert.

Item B is District Engineer. Mike Silverstein, is this something you want to go over? Well, it's on page 168, the annual engineers report.

Mr. Silverstein stated if there are any questions, I can answer them.

Ms. Giles stated Jay before I pass it to you, Cindy was there something?

Ms. Nelsen stated I didn't have anything.

Ms. Giles asked Scott was there something?

Mr. Thomas stated I was just trying to figure out the grading scale. I mean, like the one where it says, there was loose railing. We got a 13 out of a 26. I'm assuming that that's on the to do list.

Mr. Soriano stated that's not a rating scale. So, the only thing we need to pay attention to is where it says needs actions. Those are first time on the list. And then out of all these actions, they'll still put on a priority level. Those are just markers for how they noted on the maps and in the report. They actually have two different notations, one for the map, which is a pin drop, and that has a number but they don't want a report. So those numbers don't match but they're the same likely in his report. Mike, I do have one concern I wanted to go over and I'm trying to find it. So just the wording for the culverts. We were going to change the wording because it says the CDD will have to get a vac truck out there. I'm going to ask the county for a vac truck. It's not ours so that we don't deal with anything in the road. It's hooked to the same system, but the county deals with the road and the right way. So that culvert. It says 711 confirmed a problem with inlets. CDD can facilitate that truck to clear pipeline. I just don't want to make it sound like it's our responsibility. I'm going to help out and I've already reported it to the county. We kind of keep that on record. I keep emails, stuff like that. But it is ultimately the county's responsibility. So, I just wanted kind of that wording adjusted a little bit. We can keep it in the report if everybody's good with that.

Mr. Silverstein stated yeah, I did say it's weird what was in that report. I'm pretty sure I made that note. But I'll go back in and reissue the report with that note in it.

Mr. Soriano stated okay.

Mr. Silverstein stated it just didn't get published correctly.

Vice Chair Horton stated alright, that is the only question I had about the vac truck. I didn't think we did it. I thought the county did it so that is good.

Mr. Silverstein stated with all the rain we have been having and the issues with those two curb inlets specifically because of how clogged up they looked, I would think you would have flooded out.

Mr. Soriano stated it is surprising that those don't. I have problems in a couple of other neighborhoods that don't have clogs anywhere near this. In fact, I have some down at Hamilton Glen and I don't really see that much stuff in it. This one here is full of leaves all the way up to

the grate pretty much when you go out there and look at it. But that road, it's actually going towards Piedmont there by the pond. Even during some of our big rains, it drains out really quick. So, it's odd to me, it had to take a couple years to build up that much mess inside that drain.

Vice Chair Horton stated I know where I live, a drain clogged up and it did flood the road.

Mr. Soriano stated inside on the other side of the pond.

Vice Chair Horton stated in the subdivision, right?

Mr. Soriano stated yeah coming in. This is on the front on the other side of the pond there.

Mr. Thomas stated the other question I had was the basketball surface is showing cracking. Is that just normal wear and tear or are we at that point where we need to redo it because we just did the tennis courts.

Mr. Soriano stated yeah, we did the tennis courts with a new surface. That's a different type of surface. But we painted the hard courts. The only thing I didn't do was a full resurface on the hard tennis courts and we haven't done it yet on the basketball. There are two different sets here of pinpoints. One is the tennis courts and one is a basketball. But both the concern is the crack, not really the surface. One thing I looked at when we were doing the painting, and I think I mentioned it was a crack filler. This would actually be good for our asphalt walkway, too. What it does is it melts rubber. You'll see other places that do this. In their parking lots. You see these little kind of black rubberized like band aids that go everywhere. You do that first and that helps fill in everything and it's flexible. So even if the crack gets larger, it stays. I think it's a good time to go ahead and purchase our own because of not just the hard courts that we have, but also the big asphalt walking track. We get a lot of those cracks, and not until they get real big is it a concern. But even some of the smaller ones, I can fill them in real easy if I had that device. It's not that expensive. It's a few thousand bucks, but it's something I think I'm going to look at. Once we do that and it starts to get too many of those rubber band aids everywhere, that's when it's time to go over and go ahead and resurface and cover with the sand paint first, and then we roll out the regular paint. We do have probably four barrels left of the green and blue paint to go everywhere. We have enough to redo those with paint.

Mr. Thomas stated I know we had a lot of leftover surface from the pickleball court.

Mr. Soriano stated not that those aren't high priority. But right now, we took care of most of the large cracks. So, when we were doing pickleball, if you went out onto those other courts, you saw these brown filler spots. Those were on the big cracks. Some of the smaller cracks are what are getting pictured here but we still want to address them. We shouldn't have cracks everywhere, but with our trees as close as they are, we're always going to have cracks. Either that or we got to clear the trees out.

Vice Chair Horton stated question, actually, something to think about is if they ever get the library built and we're still responsible for the parking area around there. I haven't been there for a while to check the condition of the pavement, but we're going to be responsible for it if we have to repave the thing.

Mr. Soriano stated we are.

Vice Chair Horton stated that's going to cost a little money.

Mr. Soriano stated yeah, I'm looking at millings right now and not a full resurface, but it's still pretty expensive. That is a big parking lot. Right now, there's good movement on the library, but I'm still thinking you're talking maybe a year to two years out. So, it may be something in next year's budget we need to look at making sure we have that set aside. The parking lot there was not actually in your capital report. We did have sealing, but not for full milling. I don't know if that was just because that area was always left out, but it is our parking lot and the county's already said they're not going to be able to do asphalt. At that point, that asphalt will be 20 plus years old. So, we're going to have to do some type of surfacing, whether it's full surface or just a milling cover and seal.

Vice Chair Horton stated yeah, what are we doing? It needs to be nice so we can put a brand-new library in.

Mr. Eckert stated and probably maybe work with them on the timing of it. There is no point in doing it before they get done with that construction.

Vice Chair Horton stated towards the end of the construction part.

Mr. Eckert stated yeah.

Ms. Giles Thanks, Mike and Jay. Is there anything else on the annual engineer report?

Mr. Silverstein stated no.

Ms. Giles stated if not, I just look for a motion to accept the Annual Engineers Report.

On MOTION by Mr. Thomas seconded by Vice Chair Horton with all in favor, the Annual Engineers Report, was approved.

C. District Manager

Ms. Giles stated I just have a couple of things for you. Congratulations, all five Supervisors completed their Form 1 prior to the deadline so thank you for that. I do see a couple of you have completed your ethics training. You do have until December 31st to do those four hours. That is all I have.

D. Operations Manager - Memorandum

Mr. Soriano stated since I saw you last week, we have had quite a few neighborhood events. Everything was at your side this last month just timing of it. We did have a makeup movie that we had to schedule. We made it in. We were worried we were going to get rained out but we did make it in. We also had your poolside event, which everybody really enjoyed. I actually have some pictures from that. This right here on the TVs in front of you was right when the sun came back out so we did have a good amount of people that were planning on being there. But then it started storming right at 4:30 and we did have to close the pools down. It wasn't until about 6, 6 o', clock, 6:30 or so, maybe pushing at 7 o' clock that everything kind of cleared out. It was great weather, and we had a lot more people there. At any point you could look around the pool, they spread out away from the gazebo area. Later in the evening, there could have been 70, 80 people around the pool just hanging out. Tom and his wife were there. Everybody really enjoyed it. We did get a lot of requests to do it again. This was a free event. It actually cost more to do the kids event. We had a paint program. These were kind of the middle school kids. So if they had little guys, toddlers, infants, we asked that they either just don't attend the event or find a babysitter for them because we just didn't want kids out on the pool deck if we could help it. The other problem was the older kids. So, by the time they get to the high school age or even some of the older, 13, 14-year-old, they're allowed to be down there on their own. We separated it out. All the kids had to be over in the slide pool area on that side of the deck. They couldn't be over there with the adults. This is the first time, we kind of separated everything out in the adult only event. This kids program here had 17 different families actually register. We had 20 kids dropped off altogether. Like I said, I had to pay for the supplies of paint and the canvases and things like that. That actually ended up costing us more per kid than the

adults. We ended up with drinks left over so that's going to go to the next event which is going to be here at your sister District side. We will have musicians out here. Now the guy that's going to be out here actually has a full band. So, he'll have the ability to play some other types of music too because he's got a keyboard and horn section and everything. There's six of them. We're going to pay a little more for him, but everybody should enjoy it. We'll set it up the same way. We'll have kind of an adult only area. So, kids can be in one area and the adults there. They also have their dive in coming up this month. This is the last dive in for the summer series and that will be held at this side. The last event for the summer is just a few weeks away. We have a back-to-school party at both sides. Your pool and Middle Village pool will have the back-toschool parties on Sunday right before kids go back. Maybe a DJ and giveaways, things like that. Like I said, just a couple weeks to go and everything will be a little quieter after that. Once the kids go back to school, we also change the pool schedules to cut some things out. Now I may adjust that a bit just because we are not done putting the adult lap pool over here back together again. Hopefully in the next week or two I will have some more information. My concern is the high school swim teams. So, the high school swim teams, if we are still running behind and this pool is shut down, I know Oakleaf will be asking to use that pool. Ridgeview may ask, but I've already told them they may need to make plans to go to Cecil Field and rent some lanes if they really want to start early. So, from what I'm being told, high schools are allowed to start practice next week. They're allowed, doesn't mean they have to, but they're allowed to start early. So maybe the last week in July they're allowed to start. I've already set up with Oakleaf that they could have limited practice at certain times for your pool. But I have not given that permission and they may just need to find someplace else for the first couple weeks if we still aren't back operating over here at that time. This was the first year I was looking forward to actually being kind of a hard nose and charging both high schools, but because of this we may wave them again. We've been waiving each year in the past for their usage.

Vice Chair Horton stated two things concerning the music on our side over here. To me it was just a little bit loud because it's in that shelter area.

Mr. Soriano stated it wasn't supposed to be under there. He did that just because of the thunder and lighting up. The tent was out front. Originally, he was going to be on the pool deck. I was trying to get him to move, relocate once the sun came back out, but I think everybody was already having fun and they just kind of stayed there under that little covered area.

Vice Chair Horton stated it worked out but it was just a little bit loud. The second thing, I talked to Lisa about as I was leaving and she seemed like she really enjoyed having kids in here painting and stuff like that. I think that was a good success. When I looked in, there was a lot of kids in there too. It was a good deal.

Mr. Soriano stated this next one not only like I said will be a little bigger for the adults. This side can handle more people, so we'll see what the turnout's like. But I also talked to Lisa about maybe adding another kids' activity because this hit a certain age group. I do want to try to get some more of those kids involved and that way they're not on the pool deck with the adults. So, we may even have like a game truck out front. We'll see and have it set up so the parents that really don't have anything to do for their kids, they can drop them off. We'll kind of take care of them and leave the parents alone. Parents can go out there and have a night to themselves. That was the whole idea. It worked out pretty well, I thought. All right, moving on. I did want to point out the usage. So last month I come to you guys a little concerned that the beginning of the summer it was really hot and also dry at that point. When we had our meeting last month, it was just starting to get our afternoon rains and we had high numbers. Numbers that we really hadn't seen usage wise since pre Covid times. I do get concerned when we get that busy just because you do have more of a limit on your pool deck. You can hold 300 and something people before we have to start asking people to wait outside. This pool deck over here can hold about 700 of us so it's a little different. We really have to have something big going on, like swimming, things like that before we hit that number. Your pool deck, though, we actually could if we get busy. So, I did have some concerns and I worked with staff to be prepared for that but luckily, we didn't have an issue. Things slowed down. Two reasons, one, the weather helps cut people out and it was constantly storming. But two, for about a week there, I think it was just so hot that people weren't coming out. They were staying in the air conditioning. There were a couple days where it was nice and sunny out and I thought everybody should be at the pool. There were three or four families floating around and that was it on both sides it was like that. It helped kind of slow it down and made it manageable. The summer hasn't been too bad. If you look at those usage numbers, we're higher than we were last year, but like I said, luckily, we don't have this super high usage. When we hit 2 or 3% of our actual resident numbers, we can't fit enough people into the facility. So, it's a good thing they don't turn out in high numbers like that. We just don't have enough space for them. But that did slow down and made it a little easier. After the

kids go back to school, those numbers drop greatly. Everybody's getting back into sports, soccer, football, stuff like that, so we kind of see a quick drop in usage once they go back to school. Moving on, the next item is really operations and maintenance. I have some updates for signs plans for you guys. I do have some paperwork in front of you. I sent you a couple of things. I wasn't going to send you all the pictures. These guys actually had a lot of pictures to look at here in front of them with our fancy new TVs. But I wanted to go over some of the pictures that were sent to me and some of the renderings. I did work with the Sign Shop to change a couple things. Scott, you had asked about the lettering last time. We did get an updated proposal on that. But then also she helped me with some of the color renderings. It's kind of hard to see because it's more cartoon like. I'll bring this up. These were the different options here. The rendering on the left is if we paint it and we paint it a brown color or a tan color to kind of match what we do at the field house or at the fitness center. The rendering on the right was going back to a brick. The only way I can do that is if we recover that brick. This can be done, I don't want to say easily, but it can be done. We don't have to put any brick out. We would put brick in here. There are some veneer products that are easily used and will go on top of that column without looking like we're making the column bigger. It'll just coat and cover it and that will be a new brick design. We are going to have to do something anyway, because if you recall, we have these fountains on here that we will be getting rid of so we have to remove these items. There's going to be a hole there, so I have to cover it up anyway. Whether we covered it with old brick or even a stucco and a patch, a wood patch, I will bond these bricks here then paint over top of it, or we just did. We removed these items here and we did the brick veneer over everything. Now, I do kind of like this thought. If we remove the fountains only because our signage at the entries still have brick columns everywhere. And we're not getting rid of those brick columns. We're not talking about painting over those. So, my concern with this would be the easy answer, painting to match all of our buildings as you come into the athletic center. But this right here matches all the rest of our signs going back to a red brick color. Then, of course, our new lettering up here. And then I would get some landscaping. This is in those pots. Those pots do have tubing in them that we can do irrigation to run through. So, I work with Chalon's group to add some planks in there and then also down front. So right now, this is mulch on the picture. But right now, we have a big jasmine bed there and it actually grows pretty nice. What I would actually like to do is cut some of the jasmine out. I would stick something that's a little more like a perennial, but it kind of blooms

with color a couple times throughout the year. It's not like an annual that we have to replace with every rotation. We can put that in there and give more color to that area. So, there would be a couple things we would be looking at. What we decided to do with the brick, the signage up top, and then our landscaping not just in the pots, but also out front. In here we have proposals and I did get the updated proposal.

Vice Chair Horton stated Jay, before you move on there, the color. I agree with the brick. It should look like brick. Is there some way to paint it to where it looks like brick?

Mr. Soriano stated we can do a red color. So if you notice on this one, let me make it bigger. The one thing about it to make it look better is kind of the way your Boston brick is now. It's those queen bricks that are in there. They actually have different color of red throughout. That's going to be a little harder to match that and make it look like its actual brick compared to a paint over top. But we can paint at a risk.

Vice Chair Horton stated you said it would be cheaper to paint it. If you put the brick coating on there, sometime down the road we would probably have to replace that.

Mr. Soriano stated yeah.

Vice Chair Horton stated strip it off or something.

Mr. Soriano stated yeah. I mean the idea would be you would hope it would last maybe 15 years, but eventually, you're going to have to do something to that. Now, it won't be as quick as this, I don't think. We definitely had that calcium issue for, I'd probably say, six, seven, eight years. It's been ugly like that. But it won't be as quick because we won't have the fountains there anymore helping to put chlorinated water on them. That was the biggest issue with either use of chlorine to stop the mold, or we don't use the chlorine and don't get the calcium build up, but then we get mold build up quicker, and we pressure wash more. That's the two sides that we have of using those fountains. If you get rid of the fountains, I think your brick will last a lot longer.

Mr. Soriano stated like I said, I think it just matches a little better. The columns that you have on your big yellow entry signs already.

Vice Chair Horton stated yep. Definitely.

Mr. Thomas stated it's not going to look that fire engine red is it.

Mr. Soriano stated well, we'll try to match the brick with the renderings. I can only get so much here.

Mr. Thomas stated my concern is, when you come in Oakleaf, you're like, okay, look, there's brick columns. Oh, look, now there's fire engine red brick columns.

Mr. Soriano stated it's actually going to be a real brick and not just color on it.

Mr. Soriano stated they graft a figure in it. But I mean, when you're in real life, it's going be more muted like this.

Mr. Thomas stated I just want to make sure that it's like welcome to Oakleaf.

Mr. Soriano stated this here is what we're trying to get rid of though. There's no way we can blast that off with pressure washing and it comes back really quick because it's inside your brick now. The only way to get rid of this now is either replace the bricks entirely or cover them. But it's that calcium that we are concerned with.

Mr. Thomas stated I would just go with that veneer thing. That would be my suggestion because if you paint it brown, you are going to want to paint the other one's brown to match.

Mr. Soriano stated it would be a clean look. The brown paint will be something you can pressure wash really easy when they get mold on them. We are still going to get a mold issue from just normal rain and stuff like that, but just not as quick. You're not going to see the buildup like you get with the fountains that are splashing water all the time.

So, Scott she did go back and adjust it to where it was the metal. It's the same price with the difference being the acrylic. I didn't realize the thickness of the acrylic is what she was putting on there. The metal will be thinner. It's a quarter inch. But a quarter inch thick metal is going to last, especially when it's coated so she will coat it. Whether it's powder coating or what type of enamel she uses, it'll be coated with black paint. It won't be open for rust or anything like that. But you're talking a quarter inch where the acrylic I think was a 1 inch that she had put in before. So, it's the same price for \$5,250. This is what she showed us before and this was what was on rendering a second ago. But she also sent me pictures of what it looks like on other signs. They are pretty thick and pretty nice looking. And that's really what costs for a sign company. There's a reason it's going to be \$4,000 or \$5,000. So, with that, it's really just direction. There are different jobs dealing with the surfacing. If we go with the brick veneer, the labor in the brick, I was given a verbal from the mason that does a lot of work with us. The same guy that rebuilt your columns when we had the car run through one, and then we had the yellow sign where we had the Dukes of Hazard guys up on top. He's done the rebuilding for all of our brick columns. His verbal was \$8,000 to cover it with the veneer and labor to do that, which is not a

bad price. He has allowed me to purchase supplies before, so if I can get the veneer cheaper than he can, we'll save a little bit. So that's the resurfacing. We want to go back to the red color. The letters are the \$5,250 that Katherine has quoted here. Same price as last month. The landscaping is really on Chalon. I kind of put in a three- or four-thousand-dollar amount. That's just bowls and some perennials, things like that that are going to go up front. But it may be something we change twice a year. We can always do something like coleus out there. If you look at our coleus that they planted this last rotation. Those are nice and big and colorful. If you sit those in front of those columns and then the bowls up top with the plant in there, I think that would look great and then the jasmine out front. But that would also be something that the coleus eventually gets too big and kind of thick and we cut them down and we replace them. But they can last six months sometimes. I will work with Chalon on that. That could be easily another \$3,000 or \$4,000. All of these different small projects are under my amount. If we want to do them individually, but you're still talking about if we add them up, almost \$22,000 to kind of do the work there for this front.

Vice Chair Horton stated well, it's a lot of money, but I think it adds to the place. We can't let it run downhill.

Ms. Nelsen stated I agree.

Mr. Thomas stated is it the blue?

Mr. Soriano stated I just want some direction from the Board. Like I said, when there is landscaping, I will work with Chalon. The signs, if you want to replace the lettering at the top, the three sides, that's the \$5,250. That's still under my amount so I can just take direction. I don't need a motion. The brick surface, like I said, was the biggest amount of money at \$8,000 and that's verbal. Hopefully I can get him a little lower, especially if he lets me buy the veneer directly. That will save some money. As long as everybody feels comfortable moving forward to reinvigorate that fountain, that's what I will move towards. But it will add up to a good amount. Next would be the same thing. Now this one, I would need some motion because this is a little higher. This is the channel lettering on the fall. So, she did change this and the price didn't change on this one either. Tom, she did say it would be easy to do blue. Basically, it's coated with a vinyl so it's going to be the same white letters, but it has a vinyl almost like a sticker on it. If we ever had a problem, we can actually peel the blue off and there would be white letters. But that will give it that blue color. She thought it would look good too. She did give us this

rendering here. Now this is her amount for just the letters and the sign so this was the \$13,240. This is the labor to do all the electrical work they are relocating. If you notice the letters are on top of that ledge. We'll take the letters out that are normally in the water here on the upper layer of the fall and we'll put them on top of that ledge in front of the bushes. I'm still working on it. I haven't gotten an electrician that can give me a way to do lighting here at the bottom of the fall. Right now, the pond is really empty so I'm hoping I can work with somebody. I've been given a couple names of guys that do dock work to put footers in the water. That way I have something to stand the lights on. Once I have a way to put something in the water, right now it's not that deep. That pond is really low for some reason. Once I get support in the water, I can have up lighting installed by the electrician to point at the fall. These letters will light up, but they're not going to light up to where you can see the waterfall. It's going to look like that. I can tell there's a sign there. I know the waterfall is there. I just don't see it. That motor runs throughout the night so, I would like to see the waterfall so if we can find a way to light that up. But it's still just finding a way to get something put into the water. The other option I talked about last time was just an add on was removing our one pond found from the amenity center. We are going to purchase another one exactly like the same model, same horsepower, same height. They would go on each side. So right here on this side of the waterfall I would install one and on this side of the waterfall I would install the other. They do have lights. You've seen the lights on that one. We do constantly have to clean the lights off. Now, they're not big fountains. These were three horsepower fountains. They are a good size, but not like the pond we took out years ago. The one died finally horsepower that years ago was seven well motor. This motor sits in a pipe kind of sideways underneath the surface of the water. And if the well pump shoots up and it can shoot 30ft again, unlike these submersible fountains that I have now. Even then, that submersible fountain when we bought it, cost you \$8,250, so we would have to buy a separate one so you have two, one on each side. It will help light it up, but it will also give you more of an effect on the outside of the sign. That was \$8,250 with purchase of it and labor. The time was five years ago that we bought that one, so I would ask for probably an extra thousand dollars just to be sure the electricians don't give me some extra labor costs. I understand things are a little more expensive these days, but I don't see it being too much higher than about eight and a half.

Vice Chair Horton stated I like the idea of the lights going on the waterfall. That's a good idea. I am sort of rethinking the blue one on the Oakleaf sign.

Mr. Soriano stated we can go back to the white. Yeah, the white will actually give off a little more light.

Vice Chair Horton stated it doesn't have to be bright. It just has to be sort of subtle. I don't think it would be distracting or anything. I don't know what everybody else thinks about blue. I guess it looks better if it's, I guess some lighter brick or something like that. The white seems like it's more appropriate. I don't know what everybody else thinks about it.

Mr. Thomas stated I don't like the blue.

Mr. Soriano stated this picture right here, it kind of reminds me of a police car.

Mr. Thomas stated I think if there was something behind it, like higher instead of just like just darkness.

Mr. Soriano stated she took a picture. You do actually see the magnolia trees lit up behind there. There is enough lighting in there. She just darkened this picture that she took. She didn't come out here at night to take that picture. But there is a little bit of light behind it. It's not that much but it's still going to look kind of blue with almost a blue glow like that is the only thing.

Vice Chair Horton stated yeah, I think the white is better.

Mr. Thomas stated what about, you said, are we moving the old letters or they. Is that included?

Mr. Soriano stated no, they are. They are going to take the old letters. They're going to move them up to this top layer of concrete up here and bolt them in. I did ask to make sure they have some really secure posts there somehow because we do get kids that like to come up and play with things up there. In fact, most of our letters have been broken in the years past thanks to our wake boarders or something that we used to come out here. In fact, we had the UF wake boarding team. This was a popular spot. If you recall, they would hook to this little motor thing that sat on one side of the pond. They would jump in off of this side and kind of circle across. Yeah, you can still see some of their videos on YouTube from them doing this. But it broke some of our letters in the past. Luckily, we were able to rebuild them and just slide them into an anchor. But I did mention to her that we want to make sure these things are pretty secure and solid.

Vice Chair Horton stated put some size out there, high voltage or something.

Ms. Nelsen stated Alcatraz it.

Mr. Soriano stated as long as the fountain ends up being eight or less, I can take care of that. I would ask tonight if you guys just give me a not to exceed more like a nine or nine and a half just to be safe. But it's this number right here for the sign person, Catherine, her letters. It's this amount here that I would need approval for because that's beyond anything I can do.

Vice Chair Horton stated it's going to cost money. Go with white, not bright, just a way to adjust, I don't know what you put in.

Mr. Soriano stated I will talk to her about that. There are LED lights. There should be a way to dim them if possible. There's not too many LEDs that are stuck with one color gradient. They're either going to be like the 3,600 or 27.

Ms. Nelsen asked can you scroll up on this?

Mr. Thomas stated yeah this is the one that includes the blue.

Ms. Nelsen stated I'm trying to figure out what the extra. Oh, yeah, so we're not going with the blue acrylic. So, the one you have, the paperwork's correct, right?

Mr. Soriano stated yeah, it's going to end up being the same price. It's just going to be white acrylic instead of blue acrylic.

Ms. Nelsen stated okay. So, the one we have doesn't have the acrylic price.

Ms. Giles stated so not this handout Jay.

Mr. Soriano stated yeah. So, did she change price on there? That was the old one. What is it?

Ms. Giles stated eleven five.

Ms. Nelsen stated it doesn't have the acrylic overlay.

Mr. Soriano stated maybe it is. I thought she said she was keeping the same price. So, the letters themselves must be the same price. Are they \$11,500?

Ms. Nelsen stated yes.

Mr. Soriano stated okay, so just not the blue. So that's what's going over top. So that extra \$1,740 we're not going to do. So, \$11,500 would still be online.

Ms. Nelsen stated okay.

Mr. Soriano stated yep, that's the old one that I gave you guys last month. So, we're not going to the blue. The original quote she gave me is what we're looking at.

Mr. Eckert stated we just need a motion to approve.

Mr. Thomas stated a motion to approve for NTE \$11,500.

Ms. Giles asked does \$11,500 cover it?

Mr. Soriano stated yes.

Mr. Thomas stated it covers this.

Mr. Soriano stated the fountain, if you guys wanted to move forward with the fountain that would be a separate motion, and that would just give me leeway because my amount is \$8,000 for you guys. Like I said right now, looking at the old one, it's \$8,250 is what we paid. So, I would need a little bit more just to be safe. I'm hoping I can find a way to make it cheaper. But if it's above my amount, I have to wait and come back to you guys' next month.

Ms. Giles stated but two separate motions.

Mr. Soriano stated two separate motions. Well, let's do the sign of the lettering first, and then we can do the fountain if that is something we want to do.

Mr. Thomas asked do you want to do it?

On MOTION by Mr. Thomas seconded by Ms. Ambrosio with all in favor, KYB sign shop proposal for \$11,500 for sign and letters, was approved.

Ms. Giles stated there's discussion about the fountain. If y'all want to give Jay a not to exceed. It sounds like it could be higher than what he is authorized to spend.

Ms. Giles asked Jay is there a recommended amount.

Mr. Soriano stated \$9,500. This is the old one. So, yeah, actually quite some time ago or not, it was 2017. It is 3 horsepower, 3 bays, and this was with the labor and the electrician \$6,590 and that's without the lights. The lights were actually a separate quote for another 15 something that went on there. So, all together it was \$8,250 was the fountain that you have at the amenity center. Now that one I'm just going to pick up and move and then we're going to add a separate one so obviously you have one on each side.

Mr. Thomas stated so you think \$9,500 will cover it.

Mr. Soriano stated yeah.

Ms. Giles stated and this is a fountain repair?

Mr. Soriano stated a fountain addition, I would say, because the \$9,500 is going to cover the labor and the new one also.

Ms. Giles stated okay.

Mr. Soriano stated we are just going to relocate the old one.

Ms. Giles stated that is open for Board discussion and a motion if appropriate.

Mr. Thomas stated I have no idea how to word that one, so you want to do that?

Ms. Giles stated Jay, is it you're looking for approval with a not to exceed of \$9,500 for fountain addition.

Mr. Soriano stated add one fountain to the Oakleaf waterfall sign and relocate the amenity center fountain to the waterfall sign.

On MOTION by Ms. Nelsen seconded by Vice Chair Horton, with all in favor, NTE \$9,500 to add one fountain at the Oakleaf waterfall and to relocate amenity fountain to the waterfall, was approved.

Ms. Giles stated Jay, is there anything else?

Mr. Soriano stated so just to go over a couple of updates. I got the pictures for you of what we'll do in the future with our nice new monitors here, I'll be able to send some of these pictorial reports to you. I've done this in the past where we go over some of the things we've done this last month. Whether they're something that was requested or aren't on a list to fix or even just something that I have concerns with that I wanted to tell you we're getting ready to do. I do these pictorial reports for you. I'll send those to you with our memos before the meeting rather than at the meeting so that I don't have to print up stats like we do here. I've got these monitors going. We are actually going to have TVs in this room so all of the residents that join us will be able to see too if there's any questions on what we're talking about in front of them. But new technology kind of brings us along and makes us work a little better, I guess. This is one of the items that we did finish this last month. I've been waiting for about six or seven months on this. This is your old canopy. So this side we replaced. You see a nice dark blue green there where my cursor is. This is the original canopy. They are faded. This one here about a year ago when we were taking down for hurricanes that were supposed to hit us directly and didn't really hit us directly, we did end up ripping one of the seams. So, there are three seams on this canopy.

You can kind of see them here, the way they go up and down the frames on the inside. I tried my hardest to find somebody that would actually sew them together. They ripped perfectly. But short of actually hand sewing this big thick canopy, nobody would do that. I did give it to the company that made these and we have worked with quite a few companies in different Districts that do poolside gazebos and have the vinyl covers. I was quoted anywhere from \$4,000 to \$7,000 to rebuild this thing. It did cost you a little over ten grand to put the metal frame and the original vinyl up there and that was almost seven years ago. So it wasn't that, that was a bad number. It's just not what I wanted to spend. So, I did go out and work with some of the ladies that have done decorating for me before. Debbie's Decorators in Melbourne actually helped me when I was doing these boxes and drapes in this room. They sent me to one of their girls that does marine upholstery. This big canopy was actually originally set up for a yacht to go onto our canopy. So, she just adjusted it for me a little bit, added some seams in the right place and then also some tie downs and we did this for \$2,000. It ended up working out really well. It was a pain to put in. It gets really, really hot. It is a little thicker than our original one, so hopefully it lasts longer. We are also going to be less likely to take this one down. That's the only concern is I have to believe that, that 85 mile per hour wind is what these were rated for coming directly to it. That's the hard part. Because the more we take them off and put them back on, eventually they do get ripped. But I don't want to have to replace them anytime soon again. Just a report, we're already starting to get vandalism on our fencing around the field house. We are supposed to get our landscaping done. This is the work that we're doing with Pat's that he did set up originally for July. I don't have a date yet. Hopefully it will be sometime in the next couple weeks. He will tell me, hey, all of our plants are ready. They've already been paid. But Our kids are already starting to attack our fencing. I'm just going to have to try to find ways to deter them, but we kind of saw that coming.

Mr. Thomas stated what kind of landscape are you going to put there? Are you going to put those Spanish bayonets?

Mr. Soriano stated so Chalon has gone back to the original plants.

Mr. Thomas stated we had talked about that around when they were jumping the fences and stuff.

Mr. Soriano stated we will have the Sago. There is going to be one in each corner. I did tell them if we can, I would like to try to get the males so there's not issues with people walking their dogs in there. Because when you have females, they have little eggs that drop little seeds

that are poisonous. So, we do have them in some areas, but I know Chalon's group gets tired of them too so we have cut out a couple this year, but we have them everywhere. Those will be the spiky ones, not Spanish bayonets. But the Sago's do get kind of large and people stay away from them. But then we had quite a few other plants in there. Some Blue Daze and some smaller ground cover that will go everywhere that is set to go out there. But that is actually Pat's group that is doing that from Pat's Nursery.

Vice Chair Horton stated I hope that concrete has been pressure washed.

Mr. Soriano stated so this is from the other day. We pressure washed this in I believe it was December. So, it is part of this fiscal year, but it has been quite a lot. It doesn't take that long, one or two weekends of soccer. That's a lot of people going to the bathrooms.

Mr. Thomas stated the fountain. We don't have the fountain out there right now.

Mr. Soriano stated so this is going to get covered. This is where the old fountain is. Remember, it's not going in. It's actually going out this way into the plant area. We are going to make a little cutaway where there will be a little concrete pad to sit on, on walkway for you. So, you're not standing in the flowers, but you will be in the landscape area. The fountain will no longer be up here where they like to hang out and break everything.

Vice Chair Horton stated yeah to run the plumbing or if they get to.

Mr. Soriano stated right so the plumbing is actually already outside. We have the drain line. We've already opened up the fountain drain line. The supply is what I mean, we're still trying to find the supply to this building. I don't want to take it through here. Originally, the plan was to cut through the concrete. But if I can find it outside, you're talking \$2,000 difference. Probably a little easier when we cut through and go through the concrete. If you ever have a broken pipe, you have to dig the concrete back up. There is a supply line out here someplace or in front of the building. Clay County Master Plumbers were the ones that came out and tried to help me map it out so they were supposed to try to pull the permit and see where my supply line is to make it easier to dig and find it.

Vice Chair Horton stated nothing's ever easy.

Mr. Soriano stated unless there are any questions on some of those other items on repairs for this month, that is actually it for me.

Mr. Thomas stated the only thing I had was because now that everything is up and running now with soccer, the new club, and everything that's out here and everything, what do the inside of the bathrooms look like now?

Mr. Soriano stated so those are the same now. We've painted and cleaned in there. But I haven't changed the actual dividers. We did talk about that, and we do have money in our capital to handle that. I was looking at putting in new they are more like plastic dividers. What we have is kind of a heavy mdf. They're extremely heavy, but they are also easier to vandalize. I would like a lighter color and something that can be wiped clean a little easier. We will spend a few thousand bucks on it. But my concern was actually trying to get the sports groups to do the parking. We have been talking about this a lot. So just to update you guys, the league has changed, so we are going to have to go through and do a new contract. I talked to him about that. We'll do a new contract with them. The company has changed. I guess somebody's kind of bought into them a little bit now.

Mr. Thomas stated its Jacks.

Mr. Soriano stated yeah, Sporting Jacks. They have an addition of a few people, but many of the old people are still there. Chris Brunner, who would handle, like, the financials, he still owes me a check from this last year. He's still there in the same position so I have sent him an email saying, hey, we're still a couple seasons behind. Where's our money? But the other issue is we are no longer giving them a waiver for that expectation to fill those holes. So in the contract every year, there's been an expectation that they fix so many square feet of holes with sod. It doesn't say how. I've always directed them to go to Chalon, but they could do it on their own. I just prefer they not to do it on their own. They buy from some fly by night side dealer. We're going to have pests and things like that out there. We spray. But I'd rather them just go through Chalon and say, hey, look, we know we have to do this many square feet so let's plan on fixing some of these holes. I did let them know that we are no longer doing any kind of waiver for that. They have expectations that have been in a contract now for quite a few years and they don't really need those. Not just soccer, I9 too. I9 is better with paying, but I9 is the same way. They are expected to help out with the bathrooms, cleanliness, replace the trash, things like that. We have talked about it time after time. After a Saturday and Sunday, you come in here Monday morning, it takes the janitor guy on the golf cart half a day just to do the fields. That's not even getting out into the neighborhood yet. It's because of all that leftover trash from the weekend.

So, trying to get them to do the things that are in the contract is going to be first. I even went as far as the summer camps this year, we didn't unlock the doors. My biggest concern, I spelled it out for Kate, who's still a part of the league. She does more with the travel program. She sends me the schedules of camp or we have practices for these days. Can you unlock the doors at these times? Camps are small. Camps should be mostly residents. Somebody there needs that call. We don't want to just keep these doors unlocked. After the shooting a couple months ago, I have concerns with the fact that neither one of those groups were residents here that should not have been here at all. Yet we have this place to hang out. We even have bathrooms for you to use. And they go in and hang out, they vandalize things. Nobody walks around. We really need these groups to allow us to have control on it and lock those bathrooms down, not just keep them open for everybody to use starting after school every day or throughout the summer because of camps. So, they need to get through to the parents to be doing things like that.

Ms. Nelsen stated so I'm not sure that with a new league we shouldn't just boot camp it in in their contract. Let's say we want pictures of the bathroom when you arrive and the field and we want a picture when you leave. We want a picture of the field when you leave.

Mr. Thomas stated I agree with Cindy. I was wondering since there is a new contract coming up, do we need to have stronger wording?

Ms. Nelsen stated I'm just about like bootcamp it from the beginning and here are the rules.

Mr. Thomas stated because I can ask my friends over at S3 Security to walk by at a certain time and could you guys take a picture really quick?

Mr. Soriano stated they do that now, so. But something like that. What I can do is send you guys as the copy of the contract if you want to read through it and say, hey, I got an idea that will help with the vandalism at the bathrooms. If they're taking a picture of the condition it's in when we unlock the doors for them because we are going to for practices after school. I know there's going to be a case of a kid peeing himself or something like that because they couldn't get in. So, we're going to unlock for a little time, but that adds to those problems and it's because they've asked us, we have to figure out a way to do these things. But that opens that door. They're taking a picture of how we've turned it over to them for usage. But then at the end, if something happens, then you guys should realize you should be helping us out. Sort of like when they're constantly tearing the soap dispensers off the wall then get mad at us because there's no

soap available but because we have the doors open and everybody comes in there and just tears the place up.

Mr. Thomas asked do you know when that new contract is supposed to start?

Mr. Soriano stated I just reached out to him, it was last week actually. Once I found out who the different people are in charge. Like I said, Chris is in the same spot, so he will help me with the contract. But if I haven't sent him a contract yet. We wouldn't need to make any changes or wording. So, if there's anything you guys want to add in.

Mr. Eckert stated I think it's reasonable for you to ask them to do it right now, given the history and that there has been damage. I mean, I think you could ask them to do it now and if they're the kind of people to come back and say we're not going to do that, we're not required by our contract to do that. It's like, okay.

Mr. Soriano stated yeah, I don't think they would put you in a spot. They're already looking at the next season.

Mr. Thomas stated the speed bump that I'm seeing here is, well, I9 will blame soccer, and soccer will blame I9. So how do we enforce it?

Mr. Soriano stated they have contracts. Both of them are supposed to help with trash. Both of them are supposed to help with parking. So, it was also in there the last time where they should be sending somebody out into the parking lots to help tell people, hey, you can't park here along the curb or make your parking spot up on the grass.

Mr. Thomas stated I guess what I'm trying to get at is we're beyond, oh, we're going to do it. We're going to do it. Now let's hit them where it hurts and that's it. If it's left this way, at the end of this day, here is your cleanup fee. And these are the fees that we are going to constantly add on to both of your organizations until you all get a handle on it. Enough of these promises of, oh, we're going to do a better job. We're going to ask for people to move and all that. No, I'm done.

Mr. Soriano stated that sounds more like a fine, which we could add.

Mr. Eckert stated well, contractually, you can add a fee. You can add a cleaning fee that says that if it doesn't meet these standards, then you agree to pay a cleaning fee of X amount of dollars.

Mr. Soriano stated we can add something like that in. That's easy, because I9 can just look at how much extra time is the janitor putting in?

Mr. Thomas stated because I didn't realize if we're taking an employee away from us for an hour and a half or, excuse me, half a day to finish something. Well, we could have had the playground fixed by that, or we could have had this guy address other things that we need to be done in the community. Because if Chalon's guys can't even go out there and cut because there's trash everywhere.

Mr. Soriano stated yeah. Let me send you guys the old contract. If you read through it and look at some of the bullet points that are in there now and then, like I said, it's the same contract for both I9 and Sporting Jacks.

Mr. Thomas stated I think, no more and no more. Just as guidance from me. Sorry, I'm on soapbox right now. No more of this oh, you owe me money from a year ago. No, that's just not how the world works.

Vice Chair Horton stated on that topic right there. Let's put something in there. I don't know when their season starts or whatever, but there's a certain point, I'm sure when they collect the money. Let's give them 30 days to pay.

Mr. Soriano stated in the contract, it is supposed to be done after registration.

Vice Chair Horton stated if they don't pay in 30 days, then say there's a 10% added to it or whatever.

Mr. Thomas stated I mean, if you're a day late on the mortgage, you're getting somebody calling you, and then there's going to be another service fee.

Vice Chair Horton stated as it stands now, there's no penalty for not paying.

Mr. Soriano stated right, it just says it's supposed to be done at registration. This one, they're only this last year. The last two years, that's what they've been doing. There are three seasons in a year.

Mr. Thomas stated two seasons.

Mr. Soriano stated well, there's two seasons. They pay for the travel too. So, there's three seasons they pay for altogether.

Vice Chair Horton stated I don't see why you can't pay as you go. I don't see what the problem is.

Mr. Soriano stated I9 is better on that. Yeah, they're better on that aspect. I9 does a good job of as soon as they're done on registration, they send us a check. They have a little less people. But the other things, they don't do either, though. They don't like to cleanup. They don't help

with the parking lot, that kind of stuff. But as far as paying, they're better. The Sporting Jacks group, that's going to be a big one, is that they need to pay right after the season. But they both have the issue with the bathrooms and the trash. It's really what I do, taking care of. But I can send you guys that and I can take suggestions like those so we can add them in and Mike's office can help me with this new contract and make it a little stiffer and hopefully this next season we'll see some improvements. One of the first ones is always parking. Because we get to the end of the season, the pools do slow down. We still have rentals. You guys have people in the club room doing showers, things like that. They can never find someplace to park. The fitness center complains because somebody's blocked them in. You have both I9 and soccer out there on the weekend, and the pool is still open. We have the two big parking lot, one at the village center and the school that has allowed us to park there but sometimes they're wide open, but everybody wants to get as close to as possible. So that's going to be one of the first ones that I can tell that they're doing a good job of picking up those things that are supposed to be in the contract.

Ms. Nelsen stated I think we remind the new organization that the next contract's not a guarantee. It's a privilege to use the fields.

Mr. Soriano stated it took a while. If you remember the headache we had when we were just charging them. We got a lot of pushback when we decided to finally charge. But now that's looked at as normal. So, enforcing the contracts, the next step of this being kind of tough on them. It is up to you guys are going to do this or you're not going to be here.

Mr. Thomas stated that is fine. We're talking a 20-year-old community and it's got wear and tear, and you want to make sure that it's still nice and this is the central location where everybody hangs out.

SIXTH ORDER OF BUSINESS

Audience Comments (Limited to three minutes) / Supervisor Requests

Ms. Giles stated the next item on the agenda is audience comments and Supervisors requests. Chalon did you have anything.

Ms. Suchsland stated she wanted to let the Board know the tree guys are coming at the end of the week, Wednesday, Thursday and Friday. We have a lot of pine trees on your side and a couple of oaks that have to be taken down because they were struck by lightning. That will be happening at the end of this week.

Vice Chair Horton stated no charge for that, right?

Ms. Suchsland stated oh no, you are getting charged. These are big trees.

Mr. Thomas stated can we use the mulch somewhere. The little natural trail thingy?

Mr. Soriano stated we have thrown out a nature trail. We also have an area over here where we use mulch that helps out a little bit. That way there's not any kind of extra concern of fees involved.

Mr. Thomas stated no extra fees.

Ms. Suchsland stated no, not for that.

Mr. Thomas stated okay.

Ms. Giles stated good job, Scott.

Mr. Thomas stated thank you, always thinking.

Ms. Giles stated S3, anything for Double Branch?

Mr. Cottrell stated no.

Mr. Thomas stated can we have a PowerPoint presentation next month?

Mr. Cottrell stated that's a PowerPoint presentation for Double Branch. Yeah, I can throw one together.

Mr. Thomas stated yeah, thank you. That would be great.

Ms. Giles asked for any Supervisors requests.

Ms. Nelsen stated I don't have anything.

Mr. Thomas stated I had something, but I just lost it.

Ms. Giles stated we can circle back around Scott.

Mr. Thomas stated circle back around, please.

Ms. Giles stated Alright, Tom?

Vice Chair Horton stated security. I mean, there's been no vandalism that you're aware of?

Ms. Stanton stated not that we are aware of, not that I've seen in reports, not that the officers have called me about. The only thing that would be a "change" for your side would be the golf cart will be kicking off next month. That will be about it.

Vice Chair Horton stated have you got the garage door replaced.

Mr. Soriano stated just update you. We did buy the double doors. So, what I did was I bought two doors and there's a frame already there. But when we went to put it up last week, we realized that with the double doors buying just regular double doors from Lowe's, the cart

basically just barely goes in and kind of straight. So, I do need that pool kind of garage door opening, which will be custom. These doors were 170, 180 bucks a piece. So, a few hundred dollars for what I was planning on doing compared to something custom, which will probably cost us more like a \$1,000 for the door. But I want to be able to get that cart in and these guys not trying to slide in next to it and squeeze into a little door. I do need it a little bit wider.

Vice Chair Horton stated it seems like we need more of a presence out there. I'm assuming that a lot of vandalism like that fencing around the field house there is done probably during the day or even at night and that's when we got somebody out there.

Mr. Thomas stated those are little kids going to just kick in.

Vice Chair Horton stated in fact, people shouldn't be hanging around in the dark anyway. Are y'all making sure nobody's hanging around after dark?

Mr. Cottrell stated right. Whenever your final office personnel leave from for the day, what they're looking for is basically any sound going and then vehicles. After your employees leave, there should be no vehicles right so that is a dead giveaway. Those are the types of things they are looking for after that nightfall hits. Scheduling and stuff like that. No, we don't discuss that in these meetings and everything. But that's kind of what they're looking at.

Vice Chair Horton stated that is what I like to see on reports where you kick three people out or something like that after dark. And initially been there.

Mr. Soriano stated I do, yeah. I do have those reports. Those are the ones I said they sent to me so Tristan and I were actually talking about ones a little while ago that I wanted to stiffen up on a little bit as we are seeing an increase of amorous activities in the car and the parking lot again.

Ms. Nelsen asked again?

Mr. Soriano stated yeah. It's a boring time of year, I guess, so we are seeing an uptick on that. I've gotten to the point where I don't want to knock on the window and warn them either. I want to just call the county.

Vice Chair Horton stated yeah. You guys got bright flashlights, right?

Mr. Cottrell stated yes, we do.

Mr. Thomas stated I don't need to see a video of that.

Ms. Giles stated thanks Tristan.

Vice Chair Horton stated that's all I got.

Ms. Giles asked Amy, any comments?

Ms. Ambrosia stated I like passion for like the sport team not cleaning up on their end of the bargain. Also, the light for the front entrance, I like the white, but will it be like a warm light or that bright light? Like, will it match the other lighting around there?

Mr. Soriano stated well, right now there's not really a lot of other light around there. The lights that are in the water facing at the silver letters that's going to come out. But yeah, we don't want them obnoxiously bright light.

Ms. Ambrosia stated yeah, yeah. like the LED blue kind of blue light or bright white or something.

Mr. Soriano stated yeah, so I'll talk to her about that. I know the original rendering she just gave us a white picture. We can try to either dim that. I mean they're LED lights so whether they give me a dimmable option or it's just we have that softer color to begin with, that's what we'll look at some more of amber white.

Ms. Giles stated thanks Amy.

Mr. Thomas stated I remember now. Are they done paving?

Ms. Nelsen stated no. That was still on this week's list from the county that they are still doing Plantation Oaks.

Mr. Soriano stated yeah, they still have some painting to do.

Mr. Thomas stated what about the actual paving?

Mr. Soriano stated no, they have to do some skirts. The main road is done so they did say that part.

Mr. Thomas stated so that is it?

Mr. Soriano stated yeah.

Mr. Thomas stated so from OVE all the way to the back entrance of the Oaks, they are not going to touch that?

Mr. Soriano stated oh you're talking about on that side. So, they are only working on this road. I don't know that they are going to go back to OVE. I don't know that they were ever planning on going past the school district, part of the school's property down to the end. They basically just did to Plantation Oaks, took a week off and then started Plantation Oaks this way. Okay.

Ms. Nelsen stated they left a mess on Merchants Way.

Mr. Soriano stated I mentioned to them, I even mentioned in a meeting last time, the box of trash is still out there and the cones and a thing of pavement.

- Ms. Nelsen stated and a thing of pavement.
- Mr. Thomas stated my question was if they are coming back out, where are they going to stage it? And are we going to be responsible for cleaning?
- Mr. Soriano stated not big equipment that I know of. Like I said, I don't know that there were plans to go all the way down the road. They just said they were going to do OVE and then they said they were done and that was it. So, I think that was their original plan is just going down to Plantation Oaks, let that cross to where the school zones were and out to the tower.
 - Mr. Thomas stated that's too bad.
 - Ms. Nelsen stated I know.
 - Mr. Thomas stated okay, that's it. Thank You.
- Mr. Soriano stated to stay on your local commissioner because that is also part of the south end of that road that was development there for a whole other neighborhood that didn't pay into our bonds at all. Because of that development also did damage that road in the last few years. So that's where we should be hitting up commissioners here.

Ms. Giles stated thanks, Jay.

SEVENTH ORDER OF BUSINESS Next Scheduled Meeting – August 11, 2025 @ 6:00 p.m. at the Plantation Oaks Amenity Center

Ms. Giles stated the next meeting is scheduled for August 11, 2025 at 6:00 p.m. here at the same location. That is out of cycle for us. Usually, we meet on the same day with your sister District, but in August we will not. So, your next meeting is August 11th here at the same location at 6:00 p.m.

EIGHTH ORDER OF BUSINESS Adjournment

Ms. Giles stated unless there is anything else, I just look for a motion to adjourn.

On MOTION by Mr. Thomas seconded by Ms. Nelsen with all in favor the meeting was adjourned.

July 14, 2025	Double Branch CDD
Secretary/Assistant Secretary	Chairman/Vice Chairman



Community Development District

Unaudited Financial Reporting June 30, 2025



Community Development District

Combined Balance Sheet

June 30, 2025

	General Fund	Recreation Fund				pital Reserve Fund	Totals Governmental Funds		
Assets:									
Cash:									
Operating Account	\$ 48,236	\$ 306,682	\$	-	\$	23,535	\$	378,453	
Due from Other	25	137		-		-		162	
Due from Middle Village	-	6,914		-		-		6,914	
Investments:									
State Board of Administration (SBA)	372	103,464		-		1,346,394		1,450,230	
Custody Account-General Fund Excess	122,561	1,429,691		-		83		1,552,335	
Series 2013 A-1									
Reserve	-	-		868,806		-		868,806	
Revenue	-	-		979,781		-		979,781	
Prepayment	-	-		269		-		269	
<u>Series 2013 A-2</u>									
Reserve	-	-		95,634		-		95,634	
Prepaid Expenses	3,409	-		-		-		3,409	
Deposits	-	4,583		-		-		4,583	
Total Assets	\$ 174,603	\$ 1,851,471	\$	1,944,491	\$	1,370,012	\$	5,340,577	
Liabilities:									
Accounts Payable	\$ 6,199	\$ 19,468	\$	-	\$	19,907	\$	45,573	
Accrued Expenditures	-	8,965		-		-		8,965	
Total Liabilites	\$ 6,199	\$ 28,433	\$	-	\$	19,907	\$	54,538	
Fund Balance:									
Nonspendable:									
Prepaid Items	\$ 3,409	\$ -	\$	-	\$	-	\$	3,409	
Deposits	-	4,583		-		-		4,583	
Restricted for:									
Debt Service - Series	-	-		1,944,491		-		1,944,491	
Assigned for:									
Capital Reserve Fund	-	-		-		1,350,105		1,350,105	
Unassigned	164,996	1,818,455		-		-		1,983,450	
Total Fund Balances	\$ 168,404	\$ 1,823,038	\$	1,944,491	\$	1,350,105	\$	5,286,038	
Total Liabilities & Fund Balance	\$ 174,603	\$ 1,851,471	\$	1,944,491	\$	1,370,012	\$	5,340,577	

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending June 30, 2025

	Adopted	Pror	ated Budget		Actual		
	Budget		u 06/30/25	Thr	u 06/30/25	7	/ariance
D							
Revenues:							
Special Assessments - Tax Roll	\$ 184,075	\$	184,075	\$	184,641	\$	566
Interest Income	2,500		2,500		4,567		2,067
Total Revenues	\$ 186,575	\$	186,575	\$	189,208	\$	2,633
Expenditures:							
General & Administrative:							
Supervisor Fees	\$ 12,000	\$	9,000	\$	8,400	\$	600
FICA Expense	918		689		643		46
Engineering	5,000		5,000		9,398		(4,398)
Arbitrage	700		700		700		-
Dissemination	1,798		1,348		1,348		(0)
Assessment Roll	9,227		9,227		9,227		0
Attorney	42,000		31,500		13,368		18,132
Annual Audit	5,400		5,400		6,000		(600)
Trustee Fees	9,500		8,815		8,815		-
Management Fees	72,865		54,649		54,649		0
Information Technology	2,407		1,805		1,805		(0)
Telephone	600		450		131		319
Postage	2,000		1,500		497		1,003
Printing	2,500		1,875		393		1,482
Insurance	10,556		10,556		10,268		288
Legal Advertising	2,800		2,100		666		1,434
Office Supplies	200		150		14		136
Website Compliance	2,809		2,107		2,107		0
Dues, Licenses & Subscriptions	175		175		175		_
Other Current Charges	120		90		20		70
Capital Reserve Funding	3,000		-		-		-
Total General & Administrative Expenditures	\$ 186,575	\$	147,136	\$	128,624	\$	18,512
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$	39,439	\$	60,585	\$	(15,879)
Net Change in Fund Balance	\$	\$	39,439	\$	60,585	\$	(15,879)
Fund Balance - Beginning	\$ -			\$	107,820		
Fund Balance - Ending	\$ -			\$	168,404		

Community Development District

General Fund Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ - \$	5,152 \$	169,938 \$	1,545 \$	2,592 \$	2,847 \$	947 \$	- \$	1,620 \$	- \$	- \$	- \$	184,641
Interest Income	335	193	200	717	670	582	53	1,203	615	-	-	-	4,567
Total Revenues	\$ 335 \$	5,345 \$	170,138 \$	2,262 \$	3,262 \$	3,429 \$	1,000 \$	1,203 \$	2,235 \$	- \$	- \$	- \$	189,208
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 1,000 \$	600 \$	1,000 \$	1,000 \$	1,000 \$	1,000 \$	1,000 \$	1,000 \$	800 \$	- \$	- \$	- \$	8,400
FICA Expense	77	46	77	77	77	77	77	77	61	-	-	-	643
Engineering	1,035	420	240	333	450	345	350	1,505	4,720	-	-	-	9,398
Arbitrage	-	-	-	-	-	-	700	-	-	-	-	-	700
Dissemination	150	150	150	150	150	150	150	150	150	-	-	-	1,348
Assessment Roll	9,227	-	-	-	-	-	-	-	-	-	-	-	9,227
Attorney	3,086	1,305	814	1,618	1,848	2,091	1,783	824	-	-	-	-	13,368
Annual Audit	-	-	-	-	-	500	5,000	500	-	-	-	-	6,000
Trustee Fees	3,409	-	-	-	-	5,406	-	-	-	-	-	-	8,815
Management Fees	6,072	6,072	6,072	6,072	6,072	6,072	6,072	6,072	6,072	-	-	-	54,649
Information Technology	201	201	201	201	201	201	201	201	201	-	-	-	1,805
Telephone	6	24	19	4	12	23	24	5	14	-	-	-	131
Postage	22	12	98	50	21	54	12	155	71	-	-	-	497
Printing	64	36	52	27	45	36	64	39	32	-	-	-	393
Insurance	10,268	-	-	-	-	-	-	-	-	-	-	-	10,268
Legal Advertising	139	70	-	153	76	-	76	153	-	-	-	-	666
Office Supplies	9	1	1	0	1	1	1	1	1	-	-	-	14
Website Compliance	234	234	234	234	234	234	234	234	234	-	-	-	2,107
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Other Current Charges	-	-	10	-	10	-	-	-	-	-	-	-	20
Capital Reserve Funding	-	-	-	-	-	-	-	-	-	-	-	-	-
Total General & Administrative Expenditures	\$ 35,173 \$	9,170 \$	8,967 \$	9,917 \$	10,195 \$	16,190 \$	15,744 \$	10,914 \$	12,355 \$	- \$	- \$	- \$	128,624
Excess (Deficiency) of Revenues over Expenditures	\$ (34,838) \$	(3,825) \$	161,171 \$	(7,654) \$	(6,933) \$	(12,761) \$	(14,744) \$	(9,711) \$	(10,120) \$	- \$	- \$	- \$	60,585
Net Change in Fund Balance	\$ (34,838) \$	(3,825) \$	161,171 \$	(7,654) \$	(6,933) \$	(12,761) \$	(14,744) \$	(9,711) \$	(10,120) \$	- \$	- \$	- \$	60,585

Community Development District

Recreation Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending June 30, 2025

	Adopted	Pro	rated Budget		Actual		
	Budget	Th	ru 06/30/25	Th	ru 06/30/25	7	/ariance
Revenues:							
Special Assessments - Tax Roll	\$ 2,144,534	\$	2,144,534	\$	2,151,130	\$	6,596
Interest Income	25,000		25,000		47,591		22,591
Amenities Revenue/Miscellaneous	25,000		25,000		28,704		3,704
Sports Revenue	30,000		22,500		7,700		(14,800)
Total Revenues	\$ 2,224,534	\$	2,217,034	\$	2,235,125	\$	18,091
Expenditures:							
Administrative:							
Management Fees - On Site Staff	\$ 233,919	\$	175,439	\$	175,439	\$	(0)
Insurance	141,137		141,137		120,080		21,057
Other Current Charges	3,500		2,625		1,467		1,159
PermitFees	1,625		1,625		2,056		(431)
Subtotal Administrative	\$ 380,181	\$	320,826	\$	299,042	\$	21,784
Maintenance:							
Security	\$ 111,280	\$	83,460	\$	80,535	\$	2,925
Security - Clay County Off-Duty Sheriff	47,304		35,478		42,178		(6,700)
Water - Irrigation	15,000		11,250		12,474		(1,224)
Irrigation Maintenance	5,000		3,750		-		3,750
Streetlighting	32,000		24,000		20,766		3,234
Electric	36,000		27,000		29,700		(2,700)
Landscape Maintenance	507,134		380,351		354,709		25,641
Common Area Maintenance	75,000		56,250		42,297		13,953
Lake Maintenance	31,000		23,250		19,530		3,720
Capital Reserve Funding	428,079		-		-		-
Subtotal Maintenance	\$ 1,287,796	\$	644,788	\$	602,187	\$	42,601

Community Development District

Recreation Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending June 30, 2025

		Adopted	Pro	rated Budget		Actual	
		Budget	Thi	ru 06/30/25	Th	ru 06/30/25	Variance
Recreation Facility:							
Amenity Staff	\$	150,500	\$	112,875	\$	107,001	\$ 5,874
Refuse Services		19,000		14,250		17,924	(3,674)
Telephone		8,500		6,375		5,318	1,057
Electric		29,000		21,750		23,907	(2,157)
Cable		9,707		7,280		7,873	(592)
Pool Maintenance		39,000		29,250		30,476	(1,226)
Water / Sewer/Reclaim		48,000		36,000		28,390	7,610
Facility Maintenance-General		75,000		56,250		42,043	14,207
Facility Maintenance-Preventative		10,000		7,500		2,290	5,210
Facility Maintenance - Contingency		40,000		30,000		6,313	23,687
Lighting Repairs		9,500		7,125		4,388	2,737
Special Events		10,250		10,250		11,038	(788)
Office Supplies & Equipment		1,400		1,050		923	127
Janitorial		70,200		52,650		46,350	6,300
Recreation Passes		4,000		3,000		2,365	635
Pool Leak Repairs		2,500		1,875		-	1,875
Multiuse Field		30,000		22,500		-	22,500
Subtotal Recreation Facility	\$	556,557	\$	419,980	\$	336,599	\$ 83,381
Total Expenditures	\$	2,224,534	\$	1,385,594	\$	1,237,828	\$ 147,766
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Excess (Deficiency) of Revenues over Expenditures	\$	-	\$	831,439	\$	997,297	\$ (129,675)
Net Change in Fund Balance	\$	-	\$	831,439	\$	997,297	\$ (129,675)
Fund Balance - Beginning	\$	-			\$	825,741	
Fund Balance - Ending	\$				\$	1,823,038	
r una Dalante Bhanig	Ψ				Ψ	1,023,030	

Community Development District

Recreation Fund Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Revenues:													
Special Assessments - Tax Roll	\$ - \$	181,569 \$	1,858,281 \$	18,008 \$	30,196 \$	33,168 \$	11,032 \$	- \$	18,875 \$	- \$	- \$	- \$	2,151,130
Interest Income	3,165	1,757	1,858	6,701	7,048	6,600	7,377	6,567	6,518	-	-	-	47,591
Amenities Revenue/Miscellaneous	1,666	689	2,436	2,710	1,915	3,253	9,811	2,922	3,304	-	-	-	28,704
Sports Revenue	-	-	-	-	-	-	-	3,425	4,275	-	-	-	7,700
Total Revenues	\$ 4,830 \$	184,015 \$	1,862,575 \$	27,419 \$	39,158 \$	43,021 \$	28,221 \$	12,914 \$	32,972 \$	- \$	- \$	- \$	2,235,125
Expenditures:													
Administrative:													
Management Fees - On Site Staff	\$ 19,493 \$	19,493 \$	19,493 \$	19,493 \$	19,493 \$	19,493 \$	19,493 \$	19,493 \$	19,493 \$	- \$	- \$	- \$	175,439
Insurance	119,739	-	-	341	-	-	-	-	-	-	-	-	120,080
Other Current Charges	103	80	198	81	139	95	139	317	315	-	-	-	1,467
Permit Fees	781	-	-	-	-	499	-	775	-	-	-	-	2,056
Subtotal Administrative	\$ 140,116 \$	19,573 \$	19,691 \$	19,915 \$	19,632 \$	20,088 \$	19,632 \$	20,586 \$	19,808 \$	- \$	- \$	- \$	299,042
Maintenance:													
Security	\$ 9,223 \$	8,996 \$	9,279 \$	8,657 \$	8,374 \$	9,336 \$	8,763 \$	9,194 \$	8,713 \$	- \$	- \$	- \$	80,535
Security - Clay County Off-Duty Sheriff	5,440	4,213	4,183	3,550	4,660	4,043	4,091	7,888	4,111	-	-	-	42,178
Water - Irrigation	1,820	1,720	1,530	1,231	845	128	1,302	1,669	2,229	-	-	-	12,474
Irrigation Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-
Streetlighting	2,305	2,305	2,305	2,305	2,304	2,304	2,304	2,317	2,317	-	-	-	20,766
Electric	3,484	3,397	3,523	3,041	2,071	3,056	3,781	3,867	3,480	-	-	-	29,700
Landscape Maintenance	39,412	39,412	39,412	39,412	39,412	39,412	39,412	39,412	39,412	-	-	-	354,709
Common Area Maintenance	6,250	-	5,000	4,800	5,250	9,500	8,347	3,150	-	-	-	-	42,297
Lake Maintenance	2,170	2,170	2,170	2,170	2,170	2,170	2,170	2,170	2,170	-	-	-	19,530
Capital Reserve Funding	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Maintenance	\$ 70,103 \$	62,213 \$	67,402 \$	65,165 \$	65,086 \$	69,948 \$	70,170 \$	69,666 \$	62,433 \$	- \$	- \$	- \$	602,187

Community Development District

Recreation Fund Month to Month

	0ct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Recreation Facility:													
Amenity Staff	\$ 15,547 \$	5,383 \$	5,629 \$	5,090 \$	5,389 \$	5,688 \$	12,665 \$	22,558 \$	29,053 \$	- \$	- \$	- \$	107,001
Refuse Services	1,738	1,738	1,850	1,738	2,172	2,172	2,172	2,172	2,172	-	-	-	17,924
Telephone	377	1,592	378	642	466	378	88	843	554	-	-	-	5,318
Electric	2,667	2,726	2,304	2,562	2,415	2,393	2,599	3,073	3,168	-	-	-	23,907
Cable	814	816	831	904	902	902	902	901	901	-	-	-	7,873
Pool Maintenance	3,280	3,280	3,280	3,439	3,439	3,439	3,439	3,439	3,439	-	-	-	30,476
Water / Sewer/Reclaim	3,740	2,790	2,400	2,214	2,068	2,667	4,073	3,725	4,712	-	-	-	28,390
Facility Maintenance-General	6,250	5,000	4,681	5,250	5,500	4,500	5,462	5,400	-	-	-	-	42,043
Facility Maintenance-Preventative	335	-	-	155	335	640	490	-	335	-	-	-	2,290
Facility Maintenance - Contingency	1,000	-	800	-	1,000	1,837	1,145	531	-	-	-	-	6,313
Lighting Repairs	790	-	550	-	790	1,367	790	101	-	-	-	-	4,388
Special Events	720	1,186	475	2,679	492	300	-	495	4,692	-	-	-	11,038
Office Supplies & Equipment	-	13	-	235	13	-	191	65	405	-	-	-	923
Janitorial	5,150	5,150	5,150	5,150	5,150	5,150	5,150	5,150	5,150	-	-	-	46,350
Recreation Passes	-	368	-	25	-	768	1,204	-	-	-	-	-	2,365
Pool Leak Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Multiuse Field	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Recreation Facility	\$ 42,409 \$	30,043 \$	28,329 \$	30,083 \$	30,130 \$	32,201 \$	40,371 \$	48,454 \$	54,580 \$	- \$	- \$	- \$	336,599
Total Expenditures	\$ 252,628 \$	111,830 \$	115,422 \$	115,163 \$	114,849 \$	122,237 \$	130,173 \$	138,706 \$	136,821 \$	- \$	- \$	- \$	1,237,828
Excess (Deficiency) of Revenues over Expenditures	\$ (247,798) \$	72,185 \$	1,747,154 \$	(87,744) \$	(75,690) \$	(79,216) \$	(101,952) \$	(125,792) \$	(103,849) \$	- \$	- \$	- \$	997,297
Net Change in Fund Balance	\$ (247,798) \$	72,185 \$	1,747,154 \$	(87,744) \$	(75,690) \$	(79,216) \$	(101,952) \$	(125,792) \$	(103,849) \$	- \$	- \$	- \$	997,297

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 June 30, 2025

	Adopted	Pro	rated Budget		Actual			
	Budget	Thr	u 06/30/25	Th	ru 06/30/25	V	ariance	
Revenues:								
Special Assessments - Tax Roll	\$ 1,976,742	\$	1,976,742	\$	1,968,069	\$	(8,673)	
Interest Income	10,000		10,000		87,319		77,319	
Total Revenues	\$ 1,986,742	\$	1,986,742	\$	2,055,388	\$	68,647	
Expenditures:								
<u>Series 2013 A-1</u>								
Interest 11/1	\$ 294,788	\$	294,788	\$	294,788	\$	-	
Interest 5/1	294,788		294,788		294,788		-	
Principal 5/1	1,170,000		1,170,000		1,170,000		-	
<u>Series 2013 A-2</u>								
Interest 11/1	41,400		41,400		41,400		-	
Interest 5/1	41,400		41,400		41,400		-	
Principal 5/1	110,000		110,000		110,000		-	
Total Expenditures	\$ 1,952,375	\$	1,952,375	\$	1,952,375	\$	=	
Excess (Deficiency) of Revenues over Expenditures	\$ 34,367	\$	34,367	\$	103,013	\$	68,647	
Net Change in Fund Balance	\$ 34,367	\$	34,367	\$	103,013	\$	68,647	
Fund Balance - Beginning	\$ 850,479			\$	1,841,477			
Fund Balance - Ending	\$ 884,846			\$	1,944,491			

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending June 30, 2025

	Adopted	Pro	orated Budget		Actual		
	Budget	Thr	u 06/30/25	Th	ru 06/30/25	١	Variance
Revenues							
Transfer In from General Fund	\$ 3,000	\$	-	\$	-	\$	-
Transfer In from Recreation Fund	428,079		-		-		-
Interest	3,000		3,000		45,835		42,835
Total Revenues	\$ 434,079	\$	3,000	\$	45,835	\$	42,835
Expenditures:							
Repairs & Replacements	\$ 500,000	\$	375,000	\$	164,515	\$	210,485
Total Expenditures	\$ 500,000	\$	375,000	\$	164,515	\$	210,485
Excess (Deficiency) of Revenues over Expenditures	\$ (65,921)			\$	(118,681)		
Net Change in Fund Balance	\$ (65,921)			\$	(118,681)		
Fund Balance - Beginning	\$ 1,470,985			\$	1,468,786		
Fund Balance - Ending	\$ 1,405,064			\$	1,350,105		

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 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)Less: May 1, 2025 (Mandatory) (1,170,000)

Series 2013 A-2, Special Assessment Refunding Bonds

13,010,000

1,330,000

Current Bonds Outstanding

Current Bonds Outstanding

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)
Less: May 1, 2025 (Mandatory)	(110,000)

C.

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2025 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2013A DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED NET	45,481	1,961,878.15	184,060.31	2,144,362.91	4,290,301.37
TOTAL ASSESSED	45,481	1,961,878.15	184,060.31	2,144,362.91	4,290,301.37

	SUMM	1ARY OF TAX ROLL	RECEIPTS		
		SERIES 2013A		RECREATION	
		DEBT SERVICE	GENERAL FUND	FUND O&M	
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	RECEIVED	O&M RECEIPTS	RECEIPTS	TOTAL RECEIVED
1	11/07/24	8,608.31	807.62	9,409.02	18,824.95
2	11/13/24	46,301.67	4,343.95	50,608.44	101,254.06
3	11/26/24	111,207.68	10,433.33	121,551.69	243,192.70
4	12/06/24	1,609,281.97	150,980.30	1,758,969.87	3,519,232.14
5	12/19/24	59,694.58	5,600.45	65,247.09	130,542.12
6	01/27/25	31,165.56	2,923.90	34,064.43	68,153.89
7	02/06/25	16,472.51	1,545.43	18,004.71	36,022.65
8	03/08/25	27,628.79	2,592.09	30,198.69	60,419.57
9	04/07/25	30,345.40	2,846.96	33,167.98	66,360.34
10	05/06/25	10,093.46	946.95	11,032.32	22,072.73
11	06/06/25	3,437.96	322.54	3,757.75	7,518.25
TAX CERTIFICATES	06/17/25	13,831.15	1,297.62	15,117.66	30,246.43
		-	-	-	
		-	-	-	
		-	-	-	
TOTAL TAX ROLL RECEIPTS		1,968,069.04	184,641.14	2,151,129.65	4,303,839.83

PERCENT COLLECTED		DEBT O8	&M TOTAL
TOTAL PERCENT COLLECTED	10	0.32% 100	.32% 100.32%



Double BranchCommunity Development District

Check Run Summary

July 31, 2025

Fund	Date	Check No.		Amount
General Fund				
Accounts Payable	7/3/25	1870	\$	823.50
	7/16/25	1871-1873		11,393.29
	7/25/25	1874		211.00
		Sub-Total	\$	12,427.79
Recreation Fund				
Accounts Payable	7/3/25	7778-7786	\$	26,103.13
	7/16/25	7787-7794		25,833.44
	7/25/25	7795-7801		1,523.75
		Sub-Total	\$	53,460.32
Capital Reserve Fund				
-	7/2/25	382-385	\$	7,268.82
Accounts Payable	7/3/25		Ф	•
	7/16/25	386-387		4,519.86
	7/25/25	388-389		8,117.93
		Sub-Total	\$	19,906.61
Total			\$	85,794.72

AP300R YEAR-TO-DATE *** CHECK DATES 07/01/2025 - 07/31/2025 *** I	ACCOUNTS PAYABLE PREPAID/COMPUT DOUBLE BRANCH - GENERAL FUND BANK A GENERAL FUND	FER CHECK REGISTER	RUN 8/04/25	PAGE 1
CHECK VEND#INVOICE EXPENSED TO DATE DATE INVOICE YRMO DPT ACCT#	VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
7/03/25 00113 6/25/25 3583606 202505 310-51300- MAY GENERAL SERVICES	-31500	*	823.50	
	KUTAK ROCK LLP			823.50 001870
7/16/25 00035 7/01/25 2517 202507 310-51300- JUL MANAGEMENT FEES	-34000	*	6,072.08	
7/01/25 2517 202507 310-51300-	-52000	*	234.08	
JUL WEBSITE ADMIN 7/01/25 2517 202507 310-51300-		*	200.58	
7/01/25 2517 202507 310-51300-		*	149.83	
JUL DISSEM AGENT SRVCS 7/01/25 2517 202507 310-51300-		*	1.02	
OFFICE SUPPLIES 7/01/25 2517 202507 310-51300-		*	30.51	
POSTAGE 7/01/25 2517 202507 310-51300-	-42500	*	73.80	
COPIES 7/01/25 2517 202507 310-51300-	-41000	*	30.24	
TELEPHONE	GOVERNMENTAL MANAGEMENT SERVI	ICES		6,792.14 001871
7/16/25 00111 7/03/25 25-00231 202507 310-51300-		*	76.25	
7/14 NTC OF BOS MTG	JACKSONVILLE DAILY RECORD			76.25 001872
7/16/25 00116 7/11/25 193581 202506 310-51300-	-31100		4,524.90	
JUN ENGINEERING SERVICES	MATTHEWS DESIGN GROUP LLC			4,524.90 001873
7/25/25 00111 7/17/25 25-00252 202507 310-51300-		*	211.00	
NTC PH FY26 BUD/BOS MTG	JACKSONVILLE DAILY RECORD			211.00 001874
	TOTAL FOR	BANK A	12,427.79	

DBBR DOUBLE BRANCH OKUZMUK

TOTAL FOR REGISTER

12,427.79

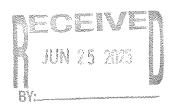
KUTAK ROCK LLP

TALLAHASSEE, FLORIDA

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

Federal ID 47-0597598

June 25, 2025



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

Reference: Invoice No. 3583606 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. 3583606 5323-1

Re: General For Professional Legal Services Rendered Monitor legislative process relating G. Lovett 0.30 79.50 05/04/25 to matters impacting special districts Review draft minutes M. Eckert 0.20 78.00 05/09/25 0.30 81.00 Prepare budget hearing notice; 05/14/25 K. Haber correspond with Giles regarding same 05/23/25 M. Eckert 0.20 78.00 Review status of pending matters 507.00 Review draft minutes and provide 05/29/25 M. Eckert 1.30 comments; prepare for and attend agenda call; prepare for board meeting **TOTAL HOURS** 2.30 \$823.50 TOTAL FOR SERVICES RENDERED TOTAL CURRENT AMOUNT DUE \$823.50

Governmental Management Services, LLC

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

Invoice

Invoice #: 2517 Invoice Date: 7/1/25

Due Date: 7/1/25

Case:

P.O. Number:

Bill To:

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

General Fund- Management Fees - July 2025 Website Administration - July 2025 Information Technology - July 2025 Dissemination Agent Services - July 2025	olember of the contraction of th	A A MARIA MA	6,072.08 234.08 200.58 149.83 1.02	6,072.08 234.08 200.58 149.83 1.02
Office Supplies Postage Copies Felephone	ade la		30.51 73.80 30.24	30.51 73.80 30.24
JUL 03 2025				
			a a a a a a a a a a a a a a a a a a a	

Total	\$6,792.14
Payments/Credits	\$0.00
Balance Due	\$6,792.14

Jacksonville Daily Record

A Division of Daily Record & Observer, LLC

P.O. Box 2177 Jacksonville, FL 32203 (904) 356-2466

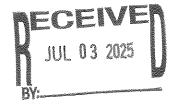
INVOICE

July 3, 2025

Date

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

FL 32092



Serial # 25-00231C PO/File #	\$76.25
	Payment Due
Notice of Meeting of the Board of Supervisors	
	\$76.25
	Publication Fee
Double Branch Community Development District	
Case Number	Amount Paid
Publication Dates 7/3	Payment Due Upon Receipt
	For your convenience, you
County Clay	may remit payment online at www.jaxdailyrecord.com/
	send-payment.
Payment is due before	If your payment is being
the Proof of Publication	mailed, please reference
is released.	Serial #25-00231C on your

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

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

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

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

Notice is hereby given that the Board of Supervisors of the Double Branch Community Development District is scheduled to be meet on Monday, July 14, 2025, at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park,

Morida 32065.
The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Developida Law for Community Develop-ment 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 physibecause of a casaning or paysi-cal 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 Man-

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, includthe proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Marilee Giles District Manager 00 (25-00231C)

Jul. 3

Alex Acree

Matthews

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

Engineering - Architecture - Planning - Surveying

July 11, 2025

Invoice #

193581

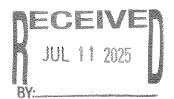
Project

0000021873.0000

Double Branch CDD

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

- Coordination with District Staff
- Meeting Agenda Review
- **CDD Meeting**
- Site Inspections for Annual Engineer's Report
- Finalize 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 June 30, 2025

Phase	D	ha	2	Δ	
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0001

Engineering Services

	Hours	Rate	Amount	
Vice President of Production	.50	290.00	145.00	
Sr. Construction Inspector	1.25	210.00	262.50	
Project Manager 1	17.00	230.00	3,910.00	
CAD Designer 1	.25	130.00	32.50	
Project Administrator	.25	120.00	30.00	
Total Labor				4,380.00

Phase

0999

Reimbursable Expenses

Reimbursable Expenses

Mileage/Parking/Tolls

Total Reimbursables

144.90

144.90

144.90

Total Due:

4,524.90

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	4,380.00	13,578.75	17,958.75
Expense	144.90	31.59	176.49
Unit	0.00	12.12	12.12
Interest	0.00	5.18	5.18
Totals	4,524.90	13,627.64	18,152.54

Jacksonville Daily Record

A Division of Daily Record & Observer, LLC

P.O. Box 2177 Jacksonville, FL 32203 (904) 356-2466

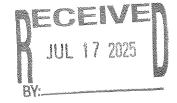
INVOICE

July 17, 2025

Date

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

FL 32092



Serial # 25-00252C PO/File #	\$211.00
	Payment Due
Notice of Public Hearing to Consider the Adoption of Fiscal Year 2026 Proposed Budget(s); and Notice of Regular Board of Supervisors' Meeting	\$211.00
Double Branch Community Development District	Publication Fed
Case Number	Amount Paid
Publication Dates 7/17,24	Payment Due Upon Receipt
County Clay	For your convenience, you may remit payment online at www.jaxdailyrecord.com/send-payment.
Payment is due before the Proof of Publication is released.	If your payment is being mailed, please reference Serial # 25-00252C on your check or remittance advice.

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

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 PUBLIC HEAR-ING TO CONSIDER THE ADOPTION OF THE FIS-CAL YEAR 2026 PROPOSED BUDGET(S); AND NOTICE OF REGULAR BOARD OF SUPER-VISORS' MEETING.

The Board of Supervisors ("Board") of the Double Branch Community Development District ("District") will hold a public hearing and regular meeting as follows:

DATE: August 11, 2025 TIME: 6:00 p.m. LOCATION: Plantation Oaks Amenity Center 845 Oakleaf Plantation Parkway Orange Park, FL 32065

The purpose of the public hearing is to receive comments and objections on the adoption of the objections on the adoption of the District's proposed budget(s) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("Proposed Budget"). A regular Board meeting of the District will also be held at the above time where the Board may acquide any other business that consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, FL 32092, (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at https://

doublebranchedd.com/.
The public hearing and meeting are open to the public and will be are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and/or meeting may be continued in progress to a date, time certain, and place to be specified on the record at the public hearing and/or meeting. There may be occasions when Board Supervisors or District Staff may participate by speaker telephone. participate by speaker telephone.

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

Each person who decides to appeal any decision made by the

Bach person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of 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 such and evidence upon which such appeal is to be based.

District Manager

Jul. 17/24 00 (25-00252C)

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 8/04/25 PAGE 1
*** CHECK DATES 07/01/2025 - 07/31/2025 *** DOUBLE BRANCH - REC FUND

CHECK DATED	07,01,2023	BANK B RECREAT				
CHECK VEND# DATE	INVOICE EXPE	NSED TO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT #
7/03/25 00285	6/25/25 847 202505 MAY ADMIN FEE	320-57200-34510		*	420.00	
	6/25/25 847 202505			*	192.50	
	MAY ADMIN SCHEI	CLAY COUNTY	SHERIFF'S OFFICE			612.50 007778
7/03/25 00092	6/18/25 2515 202505	320-57200-46600		*	4,750.00	
	MAY FACILITY MAY 6/18/25 2515 202505	320-57200-46620		*	531.00	
	MAY FAC MAINT 0 6/18/25 2515 202505	320-57200-46630		*	100.67	
	MAY LIGHTING RE 6/18/25 2515 202505	320-57200-46400		*	3,150.00	
	MAY COMMON AREA		L MANAGEMENT SERVICES			8,531.67 007779
7/03/25 00092	6/18/25 2516 202506	320-57200-49400		*	3,226.29	
	MAINTENANCE SUE	PPLIES GOVERNMENTA	L MANAGEMENT SERVICES			3,226.29 007780
	6/18/25 2516 202507	320-57200-49400		V	3,226.29-	
	MAINTENANCE SUE	PPLIES GOVERNMENTA	L MANAGEMENT SERVICES			3,226.29-007780
7/03/25 00092	7/02/25 2518 202506	300 30300 10300		*	362.50	
	JUN FACILITY EV	GOVERNMENTA	L MANAGEMENT SERVICES			362.50 007781
7/03/25 01092	5/17/25 05172025 202505			*	100.00	
	DEPOSIT REFUND	LISA PHELTS				100.00 007782
7/03/25 01109	6/30/25 06302025 202506			*	100.00	
	DEPOSIT REFUND	MAROLYN PAC	HECO			100.00 007783
7/03/25 00186	7/01/25 13129562 202507	320-57200-46300		*	3,439.08	
	JUL POOL CHEMIC					3,439.08 007784
7/03/25 00297	5/14/25 375 202505			*	650.00	
	MAY PRESSURE WA	ASHING SRVC RIVERSIDE M	ANAGEMENT SERVICES, INC			650.00 007785
				*		
	JUL SECURITY SE	ERVICES	VELOPMENT GROUP LLC		•	9,081.09 007786

DBBR DOUBLE BRANCH OKUZMUK

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 8/04/25 PAGE 2 *** CHECK DATES 07/01/2025 - 07/31/2025 *** DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

	Bi	ANK B RECREATION FUND			
CHECK VEND# DATE	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT# S	VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
7/03/25 00092	6/18/25 2516A 202506 320-57200-4 MAINTENANCE SUPPLIES		*	909.69	
	PRINTENANCE BOTTETES	GOVERNMENTAL MANAGEMENT SERVICES			909.69 007787
7/16/25 01110	7/08/25 07082025 202507 300-36900-3		*	100.00	
		CHERYL THOMAS			100.00 007788
7/16/25 00092	6/30/25 2520 202505 320-57200-4 MAY PHONES		*	88.05	
	6/30/25 2520 202505 320-57200-! MAY OFFICE SUPPLIES		*	160.20	
		GOVERNMENTAL MANAGEMENT SERVICES			248.25 007789
7/16/25 00092	6/30/25 2521 202506 320-57200-4		*	88.04	
	6/30/25 2521 202506 320-57200-! JUN OFFICE SUPPLIES	51000	*	244.98	
	6/30/25 2521 202506 320-57200-4 JUN SPECIAL EVENTS	49400	*	555.52	
	ook bileine ivakib	GOVERNMENTAL MANAGEMENT SERVICES			888.54 007790
7/16/25 00092	7/01/25 2512 202507 310-51300-: JUL FACILITY MANAGEMENT	34000	*	19,493.25	
	OUL FACILITI MANAGEMENT	GOVERNMENTAL MANAGEMENT SERVICES			19,493.25 007791
7/16/25 00024	7/01/25 286626B 202507 320-57200-4		*	2,170.00	
		THE LAKE DOCTORS, INC.			2,170.00 007792
7/16/25 00297	7/01/25 377 202507 320-57200-0		*	5,150.00	
	OUL CANTIONIAL SERVICES	RIVERSIDE MANAGEMENT SERVICES, INC			5,150.00 007793
7/16/25 01111	7/08/25 07082025 202507 300-36900-		*	100.00	
	DEFOSII REFOND	XAVIER FELIX			100.00 007794
7/25/25 01112	7/21/25 07212025 202507 300-36900-1	10300	*	100.00	
		ANDREA GREEN-SOTO			100.00 007795
7/25/25 01113	7/21/25 07212025 202507 300-36900-1		*	100.00	
		BRITTANY WHITE			100.00 007796

DBBR DOUBLE BRANCH OKUZMUK

AP300R YEAR-TO-DATE *** CHECK DATES 07/01/2025 - 07/31/2025 *** D B	ACCOUNTS PAYABLE PREPAID/COMPUTE OUBLE BRANCH - REC FUND ANK B RECREATION FUND	R CHECK REGISTER F	RUN 8/04/25	PAGE 3
CHECK VEND#INVOICEEXPENSED TO DATE DATE INVOICE YRMO DPT ACCT#	VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
7/25/25 00285 7/21/25 937 202506 320-57200- JUN ADMIN FEES	34510	*	381.25	
7/21/25 937 202506 320-57200-	34510	*	192.50	
JUN ADMIN SCHED	CLAY COUNTY SHERIFF'S OFFICE			573.75 007797
7/25/25 00092 7/15/25 2522 202507 300-36900-	10300	*		
7/12 FACILITY EVENT STAFF	GOVERNMENTAL MANAGEMENT SERVIC	ES		450.00 007798
7/25/25 00970 7/21/25 07212025 202507 300-36900-		*		
DEPOSIT REFUND	KRISTEN BANKS			100.00 007799
7/25/25 01115 7/21/25 07212025 202507 300-36900-	10300	*	100.00	
DEPOSIT REFUND	NICOLE SHERVINGTON			100.00 007800
7/25/25 01114 7/21/25 07212025 202507 300-36900-	10300	*	100.00	
DEPOSIT REFUND	VIRKEISHA MARIE WRIGHT			100.00 007801
	TOTAL TOD D			
	TOTAL FOR B.	ANK B	53,460.32	
	TOTAL FOR R	EGISTER	53,460.32	

DBBR DOUBLE BRANCH OKUZMUK



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

CUSTOMER	INVOICE DATE	INVOICE	NUMBER	AMOUNT	PAID DU	EDATE I	NVOICE TOTAL DUE
OAKLEAF PLANTATION CDD	06/25/2025	8	47		\$0.00 07 /	10/2025	\$1,225.00
LAST PAYMENT DATE	LAST PAYMENT	AMOUNT		PAST DUE	TRUOMA	,	ACCOUNT BALANCE
05/28/2025		\$982.50			\$0.00		\$360.00
DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAI	D AMOUNT DUE
OFF DUTY ADMIN MAY 2025	168,00	\$5,000000	EACH	\$840.00	\$0.00	\$0.0	\$840,00
OFF DUTY SCHEDULING FEE	1.00	\$385.000000	EACH	\$385.00	\$0.00	\$0.0	90 \$385.00
				Invo	ico Total:		\$1,225.00
				\$42	0.00+\$	192.50	=\$612.50





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

Remit Portion

Invoice Date 06/25/2025

Invoice Number 847

Customer Number 30

Amount Paid

Due Date			07/10/2025
			\$1,225.00
Invoice Total Duc			

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

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

Governmental Management Services, LLC 475 West Town Place, Suite 114 St. Augustine, FL 32092

Invoice

Invoice #: 2515 Invoice Date: 6/18/25

Due Date: 6/18/25

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 May 1 - May 31, 2025 Facility Maintenance Mileage May 1 - May 31, 2025 Code to:	212.78 46	40.00 0.445	8,511.20 20.47
code co:			
Double Branch Facility Maintenance		EL innerê dijuşê vezov	
2.320.572.46600 (\$4,750.00)	a establisment de la companya de la	ng Andrews	
Double Branch Facility Maintenance Contingenc	Y	en () - diponium en	
2.320.572.46620 (\$531.00)		ide et en	
Double Branch Lighting Repairs			
2.320.572.46630 (\$100.67)		LLive March	
Double Branch Common Area Maintenance		er en	
2.320.572.46400 (\$3,150.00)	Andrew 1900 Property Company		

Total	\$8,531.67			
Payments/Credits	\$0.00			
Balance Due	\$8,531.67			

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT MAINTENANCE BILLABLE HOURS FOR THE MONTH OF MAY 2025

<u>Date</u>	<u>Hours</u>	Employee	Description
5/1/25	3.97	T.C.	Grinded concrete sidewalks at parks
5/1/25	5.92	J.K.	Grind down sidewalk, removed debris at silverleaf park, piedmont park and amenity center
5/1/25	8.05	C.W.	Grinding down sidewalks that are high, removed debris from all common areas
5/2/25	1	J.K.	Refill chlorine jugs for the weekend
5/2/25	7.5	C.W.	Removed debris from all common areas
5/2/25	7.77	A.M.	Removed debris from all common areas
5/5/25	4	T.C.	Painting curb in parking lot, removed debris from track and parks
5/5/25	8	B.G.	Painting yellow lines on parking lot curves
5/5/25	2	J.K.	Finishing taping and painting curb
5/5/25	5.7	C.W.	Removed debris from all common areas, sprayed down pool deck, put caution tape at park
5/7/25	8	T.C.	Replace the paper towel dispenser, golf cart maintenance, unclogged exhaust, light inspection
			at the amenity center, changed the lights in the bathroom on pool deck
5/7/25	7.5	C.W.	Sprayed down duck feces, removed trash around parks and roadways, unlocked bathrooms
			at field house, removed box in tree
5/8/25	6	T.C.	Picked up plants from shop and brought to the amenity center, started taking down playground
			at amenity center, replace light at Oaks entrance, picked up supplies
5/8/25	7	J.K.	Unloaded plants and pots next to office, work on playground at amenity center and put up
			border, replace light fixture on the oaks sign
5/8/25	7.62	C.W.	Removed debris from all common areas
5/13/25	4	T.C.	Changed out GFI outlet cover for water fountain at amenity center, inflated movie screen and
			patched hole in it, picked up supplies
5/13/25	4	J.K.	Sprayed down feces around pool deck, bring golf cart to other side and make shop accessible,
			change out GFI cover and tape around it so it closes properly and stops tripping, assisted with
			repair on movie screen
5/14/25	2.87	T.C.	Cleaned water fountain in lake with boat
5/14/25	2	B.G.	Removed debris in lake fountain to allow for better flow, loaded movie equipment in truck to install
5/14/25	2	J.K.	Cleaned out fountain with boar, loaded movie screen and poles
5/14/25	3.76	A.M.	Removed debris from all common areas
5/15/25	1.2	T.C.	Moved old files to storage
5/15/25	6.72	J.K.	Move plants from shop to pool deck and plant in baskets, drain spray ground pool, vacuum
			splash pool, hang and put imigation tubes in baskets
5/16/25	6.73	C.W.	Sprayed duck feces off pool deck, potted and hung flowers on pool deck, changed trash
			receptacles on pool deck, removed debris from all common areas
5/19/25	_4	T.C.	Filled in holes at dog park with gravel and dirt, picked up supplies
5/19/25	7.17	C.W.	Removed debris from all common areas
5/21/25	3	T.C.	Removed old basketball hoops and installed new ones, restated waterfall at entrance, cleaned
			off debris from the waterfall
5/21/25	7.92	J.K.	Replaced two basketball hoops, removed debris on courts, cleaned up shop
5/21/25	7.75	C.W.	Removed debris from all common areas
5/22/25	2	T.C.	Finished replacing basketball hoops, cleaned up trash around dumpster area, pool maintenance
5/22/25	3.13	J.K.	Put up rim and took down two rims on backboard, cleaned up area around dumpster
5/22/25	2	C.W.	Cleaned up area around dumpster Removed debris from all common areas
5/23/25	7.58 1	C.W. T.C.	Light inspection at amenity center, removed debris, pool maintenance
5/27/25	4	J.K.	Fixed cover on rim on court, removed debris around amenity center, parks and roadways
5/27/25 5/29/25	4 2	T.C.	Cleaned and filled fountain at amenity center, pool maintenance
5/28/25		C.W.	Moved seventy pound jug to pool pack and one onto truck, removed debris from all common areas
5/28/25	7.63		
5/29/25	4	T.C.	Cleaned and restarted water fall
5/29/25	7.72	c.w.	Removed debris from all common areas
5/30/25	4	T.C.	Cleaned fountain in pond with boat, replace chain on swing at silverleaf

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT MAINTENANCE BILLABLE HOURS FOR THE MONTH OF MAY 2025

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	Description
5/30/25	4	J.K.	Set up lap lines up on rollers, fix chain at silverleaf park swing
5/30/25	7.57	C.W.	Picking up signs, removed debris from all common areas
TOTAL	212.78		
WILES	46		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

Governmental Management Services, LLC

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

Invoice

Invoice #: 2518
Invoice Date: 7/2/25

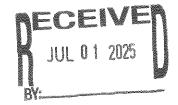
Due Date: 7/2/25

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 June 28, 2025 2.300.369.103	14.5	25.00	362.50

			, , , , , , , , , , , , , , , , , , ,

Total	\$362.50
Payments/Credits	\$0.00
Balance Due	\$362.50

711/28

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

DOUBLE BRANCH CDD

Facility Event Staff Service Hours

Quantity	<u>Description</u>	henry	<u>Rate</u>	A	mount
14.5	Facility Event Staff	\$	25.00	\$	362.50
	Covers Period End: June 28, 2025				
	Amenities Revenue # 2.300.369.103				

• REFUND FROM DBCDD - for the following venue.

• LOCATION - OV PATIO (SATURDAY) 10:15 A.M. to 2:15 P.M.

• DATE OF VENUE - MAY 17, 2025

• RESIDENT - LISA PHELTS

ADDRESS – 783 BELLSHIRE DRIVE, ORANGE PARK, FL 32065

AMOUNT OF REFUND - \$100.00

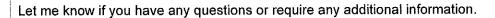
BOOKING FEE/DEPOSIT was via VISA(2407):

DATED: 5/5/25

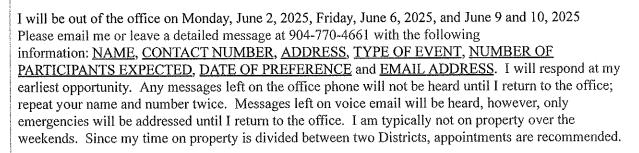
SEQ#: 4?BATCH#: 137?INVOICE#: 4?

APPROVAL CODE: 51754?

AMOUNT: 100.00



Thank you.



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

Governmental Management Services

www.OakLeafResidents.com

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

Date: June 30, 2025 at 6:52 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD for the following venue.
 - LOCATION OVCR aka CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M.
 - DATE OF VENUE JUNE 28, 2025
 - RESIDENT MAROLYN PACHECO
 - ADDRESS 3951 PEBBLE BROOKE CIRCLE S, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (0180):
 - DATED: 6/12/25
 - SEQ#: ?
 - BATCH#: 140?
 - INVOICE#: ?
 - APPROVAL CODE: 02016?
 - 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 on August 18 - 26, 2025.

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

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

Governmental Management Services

www.OakLeafResidents.com

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

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

Bill To

Invoice

Date Invoice# 7/1/2025 131295629699

Terms	Net 20
	7/21/2025
PO #	

Ship To

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

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	\$3,330.90
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$108.18

JUN 19 2025

Subtotal \$3,439.08

Tax \$0.00

Total \$3,439.08

Amount Paid/Credit Applied \$0.00

Balance Due \$3,439.08

Click Here to Pay Now



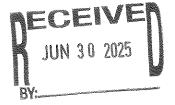


Riverside Management Services, Inc

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

Bill To:

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



Invoice

Invoice #: 375
Invoice Date: 5/14/2025
Due Date: 5/14/2025

Case:

P.O. Number:

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - May 2025		650.00	650.00
	TO A CONTRACT OF THE CONTRACT		
	Andrew Control of the		
	A CALL		
	Charles		
	money Learness and the second	en e	
	Total		\$650.00
	Payme	nts/Credits	\$0.00
	Balanc	e Due	\$650.00



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 # 11175

DATE 07/01/2025

DUE DATE 07/31/2025

TERMS End of the month

SERVICE MONTH

July

APPROVED
Code tos
Double Branch Security
2-320-572-345

AMOUNT

9,222.54T

-141.45T

9,081.09 0.00 9,081.09

\$9,081.09

Governmental Management Services, LLC 475 West Town Place, Suite 114

St. Augustine, FL 32092

Invoice

Invoice #: 2516

Invoice Date: 6/18/25

Due Date: 6/18/25

Case:

P.O. Number:

Bill To:

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

Description	Hours/Oty	Rate	Amount
Maintenance Supplies		3,226.29	3,226.29
Code to:		are and are verience	
Double Branch Repair and Replac	ement	Stranger Children	
034.600.538.621 (\$2,316.60)			
Double Branch Special events			
2.320.572.49400(\$909.69)		Tradition of the	
	فديران المسافوات	P. Marine P. Land Co.	
		er en	
V a the contraction of the contr			
	e en	ACT AND ASSESSED ASSESSED.	
	Total	Northwater 179 a delin biologic pipe a spicing a presentation	\$3,226.29
	Pavment	e/Pradite	\$0.00

Total	\$3,226.29
Payments/Credits	\$0.00
Balance Due	\$3,226.29

MAINTENANCE BILLABLE PURCHASES

Period Ending 6/05/25

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
DB DOUBLE BRANCH				
OAKLEAF	5/5/25	BLK Nitrile Gloves 20pk	7.40	T.O.
	5/5/25	Caution Tape	7.46.	T.C.
	5/6/25	Pine Sol	33.32	T.C.
	5/8/25	Chlorine Tabs	25,84	T.C.
	5/8/25	1000W Photo Control Stem Mount	51.18	T.C.
	5/8/25	20AMP GFCI	22,99	T.C.
	5/8/25	Spring Link (4)	26.20	T.C.
	5/8/25	U-Bolt 3/8x4-7/8 (6)	73.00	T.C.
	5/8/25	U-Bolt 3/8x7 (7)	32.50	T.C.
	5/10/25	Miracle Gro - Liquid Feed	52.81	T.C.
	5/10/25	Tree and Shrub Spikes	10.04 8.61	J.S. J.S.
	5/10/25	Liquid Feed Refili	10.33	J.S.
	5/10/25	Soil	14.62	J.S.
	5/13/25	Mouse Glue Pad	5.14	T.C.
	5/13/25	Husky 6 in 1 Screwdriver	4.59	T.C.
	5/13/25	Black Nitrile Gloves 20pk	5.68	T.C.
	5/13/25	PB Plaster	5.55	T.C.
	5/13/25	Flex Tape	8.61	T.G.
	5/14/25	Titatnium Bit Set	22.99	T.C.
	5/15/25	Floor Fan	80.48	J.S.
	5/15/25	Grommet Kit	8.04	J.S.
	5/16/25	0.75 CU FT Soil (2)	5.75	J.S.
	5/16/25	Coco Liner (22)	303.09	J.S.
	5/16/25	Wasp Spray (2)	16.03	J.S.
	5/17/25	Vevor 12oz Popcom Machine	338.09	J.S.
	5/19/25	Great Northern Popcom Scoop	11.49	J.S.
	5/19/25	Brass Twist Hose Nozzle	10.33	J.S.
	5/19/25	0.75 CU FFT Soil (5)	14.38	J.S.
	5/19/25	Pine Sol	25.84	T.C.
	5/19/25	Marble Chip Gravel (6)	54.99	T.C.
	5/20/25	Paragon Snow Cone Machine	560,11	J.S.
	5/22/25	1qt Dipledanias (15)	120.41	J.S.
	5/22/25	1qt Altemathia (15)	137.66	J.S.
	5/22/25	1 qt Cordyline (8)	73.42	J.S.
	5/22/25	14" Geiling Medallions	51.70	J.S.
	5/22/25	Bleach	11.18	T.C.
	5/23/25	14" Vigoro Hanging Baskets (4)	68.86	J.S.
	5/24/25	52" Ceiling Fans (7)	763.00	J.S.
	5/28/25	Microfiber Clothes 12pk	5.74	T.C.
	5/30/25	Gas for Equipment	75.00	T.C.
	6/2/25	BLK Nitrile Gloves 20pk	5.68	T.C.
	6/3/25	Cut Off Discs	2.29	T.C.
	6/3/25	Set Your Own Combo Locks	22.84	T.C.
	6/3/25	Terry Towels 10pk	7.46	T.C.
	6/3/25	Bleach	5.15	T.C.
	6/3/25	Pine Sol	25.84	T.C.

TOTAL \$3,226.29

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

Date: July 8, 2025 at 2:49 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD for the following venue.
 - LOCATION OV PATIO (SUNDAY) 3:00 P.M. to 7:00 P.M.
 - DATE OF VENUE JULY 6, 2025
 - RESIDENT CHERYL THOMAS
 - ADDRESS 505 TANNERSTONE COURT, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (0926):
 - DATED: 4/28/25
 - SEQ#: ?
 - BATCH#: 136?
 - INVOICE#: ?
 - APPROVAL CODE: 015984
 - 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 on August 18 - 26, 2025.

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

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

Governmental Management Services

www.OakLeafResidents.com

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Governmental Management Services, LLC

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

Invoice

Invoice #: 2520

Invoice Date: 7/31/25 Due Date: 7/31/25

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Description 320.572.4100 (DB Phones) - Statement Closing Date 5/20/24 320.572.5100 (DB Office Supplies) - Statement Closing Date 5/20/24 4.600.538.6200 (DB Repair & Replacements) - Statement Closing Date 5/20/24 Date 5/20/24 Date 5/20/24	Hours/Qty	88.05 160.20 -3,227.74	88.05 160.20 - 3,227.74
	Total		\$3,475.99
	Payme	nts/Credits	\$0.00

Balance Due

Double Branch / Middle Village American Express Charges GMS Statement Closing Date – May 20, 2025

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
4/27/2025	ionos	6	Office Supplies	2.330.572.51000	3	2.320.572.5100	3	6
4/29/2025	DIY concrete	207.9	Repair and Replacement	34.600.538.64000	207.9			207.9
4/30/2025	DIY concrete	207.89	Repair and Replacement			034.600.538.621	207.89	207.89
5/1/2025	Boathouse Marine	547.61	Repair and Replacement	34.600.538.64000	273.81	034.600.538.621	273.8	547.61
5/1/2025	PPG	364	Repair and Replacement	34.600.538.64000	182	034.600.538.621	182	364
5/2/2025	RingCentral	176.09	Phones	2.330.572.4100	88.04	2.320.572.4100	88.05	176.09
5/6/2025	Pat's Nursery	376.85	Repair and Replacement	34.600.538.64000	376.85			376.85
5/6/2025	Pat's Nursery	315	Repair and Replacement		w	034.600.538.621	315	315
5/7/2025	At Home	558.96	Repair and Replacement	34.600.538.64000	558.96	034.600.538.621		558.96
5/7/2025	At Home	214.98	Repair and Replacement	34.600.538.64000		034.600.538.621	214.98	214.98
5/8/2025	ionos	22.4	Office Supplies	2.330.572.51000	11.2	2.320.572.5100	11.2	22.4
5/9/2025	Amazon	98.98	Repair and Replacement	34.600.538.64000		034.600.538.621	98.98	98.98
5/12/2025	Walmart	292	Office Supplies	2.330.572.51000	146	2.320.572.5100	146	292
5/12/2025	Amazon	860	Repair and Replacement			034.600.538.621	860	860
5/12/2025	Amazone Prime	15.09	Repair and Replacement	34.600.538.64000	7.55	034.600.538.621	7.54	15.09
5/15/2025	Harbor Freight	49.38	Repair and Replacement	34.600.538.64000	49.38			49.38
5/16/2025	Pats Nursery	448.85	Repair and Replacement	34.600.538.64000	64.43	034.600.538.621	384.42	448.85
5/16/2025	Pats Nursery	394	Repair and Replacement	34.600.538.64000	197	034.600.538.621	197	394
5/16/2025	HeadPenn	256.31	Tennis Maintenance	2.330.572.34400	256.31			256.31
5/19/2025	Jamestown Distributors	119.53	Repair and Replacement			034.600.538.621	119.53	119.53
5/20/2025	Amazon	29.98	Repair and Replacement	34.600.538.64000	14.99	034.600.538.621	14.99	29.98
5/20/2025	Amazon	703.22	Repair and Replacement	34.600.538.64000	351.61	034.600.538.621	351.61	703.22
Totals		\$6,265.02			\$2,789.03		\$3,475.99	\$6,265.02

Double Branch / Middle Village American Express Charges GMS Statement Closing Date – May 20, 2025

Totals by GL

Double Branch: \$3,475.99

2.320.572.4100 (DB Phones) - \$88.05 2.320.572.5100 (DB Office Supplies) - \$160.20 34.600.538.6200 (DB Repair and Replacements) - \$3,227.74

Middle Village: \$2789.03

2.330.572.4100 (MV Phones) – \$88.04 2.310.513.49300 (MV Office Supplies) – \$160.20 34.600.538.64000 (MV repair & replacements) – \$2,284.48 2.330.572.34400 (MV Tennis Maintenance) - \$256.31



Final Details for Order #111-3350520-6137853 Print this page for your records.

Order Placed: May 9, 2025

Amazon.com order number: 111-3350520-6137853

Order Total: \$958.98

Shipped on May 9, 2025

Items Ordered Price

1 of: Sports Equipment Garage Organizer - Ball Storage Garage - Ball Storage Rack - Rolling Ball Cart with Wheels Basket and \$59.99 Hooks for Basketballs Footballs Volleyballs in Gym Playgroup and School.

Sold by: SONGSOSO (seller profile)
Supplied by: SONGSOSO (seller profile)

Condition: New

Shipping Address:

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

Shipping Speed:

FREE Prime Delivery

Shipped on May 11, 2025

Items Ordered Price

1 of: Sports Equipment Garage Organizer - Ball Storage Garage - Ball Storage Rack - Rolling Ball Cart with Wheels Basket and \$59.99 Hooks for Basketballs Footballs Volleyballs in Gym Playgroup and School.

Sold by: SONGSOSO (seller profile) Supplied by: SONGSOSO (seller profile)

Condition: New

Shipping Address:

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

Shipping Speed:

FREE Prime Delivery

Shipped on May 13, 2025

Price **Items Ordered** 1 of: PROGOAL Basketball Rim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free \$200.00

All Weather Nylon Net, Standard/18in, Orange

Sold by: progoal (seller profile) Supplied by: progoal (seller profile)

Condition: New

Shipping Address:

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

Shipping Speed:

FREE Prime Delivery

Shipped on May 13, 2025

Items Ordered Price

1 of: PROGOAL Basketball Rim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free \$200.00 All Weather Nylon Net, Standard/18in, Orange

Sold by: progoal (seller profile)
Supplied by: progoal (seller profile)

Condition: New

Shipping Address:

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

Shipping Speed:

FREE Prime Delivery

Shipped on May 13, 2025

Items Ordered

1 of: PROCON, Backethall Pim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free \$200.00

1 of: PROGOAL Basketball Rim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free \$2 All Weather Nylon Net, Standard/18in, Orange

Sold by: progoal (seller profile)
Supplied by: progoal (seller profile)

Condition: New

Shipping Address:

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

Shipping Speed:

FREE Prime Delivery

Shipped on May 13, 2025

Items Ordered

1 of: PROGOAL Baskethall Rim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free \$200.00

1 of: PROGOAL Basketball Rim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free \$200.00 All Weather Nylon Net, Standard/18in, Orange

Sold by: progoal (seller profile)
Supplied by: progoal (seller profile)

Condition: New

Shipping Address:

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

Shipping Speed:

FREE Prime Delivery

	Payment information	
Payment Method:	Item(s) Subtotal:	\$919.98
Amazon gift card balance	Shipping & Handling:	\$0.00
American Express ending in 3053		w ** ** ** **
	Total before tax:	\$919.98
Billing address	Estimated tax to be collected:	\$69.00
Jay Soriano	Gift Card Amount:	-\$30.00
475 W TOWN PL		
SAINT AUGUSTINE, FL 32092-3648	Grand Total:	\$958.98
United States		
Credit Card transactions	AmericanExpress ending in 3053: May 13, 2025:	\$860.00
	AmericanExpress ending in 3053: May 11, 2025:	\$98.98

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

Have an issue with your gift card? Read about common issues or contact us.

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a consideration of the



Final Details for Order #113-2107536-4625056 Print this page for your records.

Order Placed: May 19, 2025

Amazon.com order number: 113-2107536-4625056

Order Total: \$703.22

Shipped on May 20, 2025

Price Items Ordered \$327.08

2 of: S.R.Smith 1001495 Intelligent Control Lift Battery, Beige

Sold by: Poolweb (seller profile)

Supplied by: Other

Condition: New

Shipping Address:

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

Shipping Speed:

Economy Shipping

Payment information

Payment Method: American Express ending in 3053 Item(s) Subtotal:

\$654.16

Shipping & Handling:

\$0.00

Total before tax: **Billing address**

\$654.16

Jay Soriano 475 W TOWN PL SAINT AUGUSTINE, FL 32092-3648 United States Estimated tax to be collected:

\$49.06

Grand Total:

\$703.22

Credit Card transactions

AmericanExpress ending in 3053: May 20, 2025:

\$703.22

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

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Final Details for Order #113-5622721-6677036 Print this page for your records.

Order Placed: May 19, 2025

Amazon.com order number: 113-5622721-6677036

Order Total: \$29.98

Shipped on May 20, 2025

Price **Items Ordered**

1 of: Kaviar Pool Filter Cleaner, Filter Cartridge Cleaner, Powerful Pool Filter Cleaner Tool, Removes Leaves, Debris and Dirt in Seconds from Your Pool, Spa or Hot Tub Filter Cartridge

Sold by: minhua (seller profile) Supplied by: minhua (seller profile)

Condition: New

Shipping Address:

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

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

American Express ending in 3053

Item(s) Subtotal:

\$27.89 \$0.00

\$27.89

Shipping & Handling:

Total before tax:

\$27.89

Estimated tax to be collected:

\$2.09

Jay Soriano

United States

Billing address

475 W TOWN PL SAINT AUGUSTINE, FL 32092-3648

Grand Total:

\$29.98

Credit Card transactions

AmericanExpress ending in 3053: May 20, 2025:

\$29.98

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

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Details for Order # D01-9668270-5078647

Print this page for your records.

Amazon.com order number: D01-9668270-5078647

Order Total: \$15.09

Digital Order: I	May 12, 2025
Items Ordered	Price
Prime Membership Fee	\$14.99
Quantity: 1	
Sold By: Amazon.com Services LLC	
	Item(s) Subtotal: \$14.99
	Total Before Tax: \$14.99
	Tax Collected: \$0.10
	mana
	Total for this Order: \$15.09

Payment Information		
Payment method	Item(s) Subtotal:	\$14.99
般 AMEX ending in 3053	Total Before Tax:	\$14.99
11 3033	Tax Collected:	\$0.10
Billing address		, , , , , , , , , , , , , , , , , , ,
Jay Soriano		* * * * * * * * * * * * * * * * * * *
475 W TOWN PL	Grand Total:	\$15.09
SAINT AUGUSTINE,		
FL 32092-3648		
United States		
+19043421441		

at hame

Store 98 1919 Wells Rd Orange Park, FL 32073

35.4In Linea Low NP 69.99 T Regular Price 139.99 Sales Price 69.9 789112042947 27IN LOW LINEA PLNP 129.99 T

191607018816

TAX 15.00 %*** BALANCE 214.98 TRX TYPE: Porchase

CARO: AMERICAN EXPRESS

AUTH- 813602 ENTRY METHOD: C

RMEX 214.98 CHANGE 0.00 7.50% Tax 15.00 TOTAL NUMBER OF ITEMS SOLD = 2 05/07/25 13:05 98 21 15 800415



Hassle-Free Receiptiess Returns

No receipt? No problem! Returns of unused items in original packaging will be fully refunded within 60 days (90 days if you're an Iosider Perks member) with proof of purchase through your Insider Perks account, or credit card, or receipt and valid ID. If your purchase cannot be verified, you'll be issued a store credit based on the current price of the item(s).

Christmas merchandlse returned after December 25 will be refunded for the current price of the Hem(s). We cannot provide exchanges or pri<u>ce changes, or accept returns on mattresses, or items marked "All Sales Final". Products delivered via PTCKUF (our delivery partner) must be returned in-stoce.</u>

We Are Hiring!
www.ottyane.com/vareers
Scan for more info



Hilli our Lushka Parks jangrum to get 10% all your next vielt, a is thosy coupus, and tusske tree cocupiless returns

Join for hea at www.athones.com/peader perus

at hame

Store 98 1919 Wells Rd Orange Park, FL 32073

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197154137239	
21.7 In Antique TNP	129.99 T
197164137239	
TAX	39.00
**** BALANCE	558.96
TRX TYPE: Purchase	535,76
CARD: AMERICAN EXPRESS	
AUTH: 829567	
ENTRY METHOD: C	
RECTA: *#********3053	
AID: A000000025010801	
AUTHORIZATION MODE: ISSUER	

Anex	668,96
CHANGE	0.00
7.50% Tax	39 00
TOTAL NUMBER OF ITEMS SOLD	n 4
057071. " NY 98 21 16 800	H16



Hassle-Free Receiptless Returns

No receipt? No problem! Returns of nonsed items in original packaging will be fully refunded within 60 days (90 days if you're an Insider Perks member) with proof of purchase through your Insider Perks account, or credit card, or receipt and valid IO. If your purchase cannot be verified, you'll be issued a store credit based on the current price of the item(s).

Christmas merchandise returned after December 25 will be refunded for the current price of the Rem(s). We cannot provide exchanges or price changes, or accept returns on mattresses, or items marked "All Sales Final". Products delivered via PICKUP (our delivery partner) must be returned in-store.

We Are Hiringt www.athmnns.com/crassors Scan lat note tota



on our trader Pecks propriet to get 10% all you most visit, a pirthday coupun, and hasale from reculptless returns!

toin for free at www.athonic.com/inshior press

BOATHOUSE DISCOUNT MARINE, LLC 5615 January 201-d

Jacksonville, FL 32244 (904) 778-7775

05/01/2025

11:24:00

CREDIT CARD

AMEX SALE

Card # XXXXXXXXXXXXX Chip Card: AMERICAN EXPRESS AID: A000000025010801 SEQ#: Balch #: Trans #: Approval Code: 825469 014594365166061 TRANS ID: Entry Method: Chip Read Mode: Issuer

SALE AMOUNT

\$547.61

THANK YOU

CUSTOMER COPY

BUATHMUSE DISCOUNT HARINE(JAX) 3615 PLANDING PLUTA FL 30244 Jacksonville Pile 906-778-7775

Receipt Custower 194100-11217 7945620249 ALUME VILLAGE COM THE HOUSE PLANE IN WINT AUGISTIC FL 32092

Salksperroon 05/01/85 Tax number Terms Cash

g 5-7684 SELCOAT NO SAX WHITE SAL

779.95

9 (-7425

DELEGAT AND WAX SHITTE OF -46-95-2 0

b-7546

THE COLORING ANT THE BLD

18,75 2.0

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AF COLURAN ANT WE WAS

37.90 2 8 18.95

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HP COLDRING AGT 101 BLU

3-7620

MAX 50L 4 BE F/35A.

7 3 10.45

500克。到 23/12 39.21 Sales law 547.61 Intel

Change

Credit Card AMEX AND OHORNOUS AND EXE Auth II

Signature:

PETERNS THE RECEPTED WITHIN 30 DAYS WARECEAPT, NO RETURNS ON SPECIAL ONDERS & ELECTRICAL

Do It Yourself Orange Park 2742 S 8th Street Fernandina Beach, FL 32034

4-774616 Closed Order

Rent Date:	4/29/2025 8:26 AM
Due Date:	5/6/2025 8:26 AM
Return Date:	5/5/2025 11:41 AM
Order Terms:	Due on Receipt
PO#:	
Job #:	
Processed:	5/5/2025 11:41 AM

Customer Information

Double Branch Community Development 475 W Town PL STE 114 Saint Augustine, FL 32092

> Cell Phone # Work Phone #

Ship VIA Customer Drivers License S650430772950 FL (904) 342-1441 Contact Phone # Sales Person Name Employee Name Customer # Authorized Contact Name MHB 53160 Extended Description Qty Out Oty. In Daily Weekly Monthly Per Unit Taxable \$399.80 \$199,90 \$599.70 \$1799,10 \$399.80 Scarifier Large, Gas V

Item ID: 1-Scar0210

<<-- Rental -->>

Rent Date: 4/29/2025 8:26 AM

Serial: 14341 Surcharge Environmental Surcharge

Return Date: 5/5/2025 11:41 AM

\$15.99

FAILURE TO RETURN RENTAL PROPERTY OR EQUIPMENT UPON EXPIRATION OF THE RENTAL PERIOD AND FAILURE TO PAY ALL AMOUNTS DUE (INCLUDING COSTS FOR DAMAGE TO THE PROPERTY OR EQUIPMENT) ARE EVIDENCE OF ABANDONMENT OR REFUSAL TO REDELIVER THE PROPERTY, PUNISHABLE IN ACCORDANCE WITH SECTION 812.155 FLORIDA STATUTES_

Order Notes:

Ken for pickup-MHB

Order Terms:

Scheduled rental rates begin when equipment leaves our store and continues until returned thereto. This authorization will remain in effect until all rental equipment is returned or contract ends. I understand that my information will be saved on file for future transactions.

I UNDERSTAND THAT I AM RESPONSIBLE FOR ALL TIRE, TRACK, HOSES AND BELT DAMAGE.

CUSTOMER SIGNATURE:

Customer Signature

Closed By:ING

Customer Name (Printed)

Date

HOURS: Monday - Friday 7:30 am - 5:30 pm Saturday 7:30 am - 1:00 pm Closed Sunday



Rental Charges:	\$399.80
Surcharge:	\$15.99
Sub Total:	\$415.79
Tax:	\$0.00
Order Total:	\$415.79
Amount Paid:	\$415.79
Amount Due:	\$0.00

Tax Exempt ID: 85-8012511046

Transaction History:

Туре Amount Kind Number 4/29/2025 AMEX 3053 \$207.90 Payment

Date Amount Number 4/30/2025 AMEX \$207.89 Payment 3053

HARBOR FREIGHT

ORANGE PARK FL \$3542 39
ORANGE PARK FL \$3542
1241 Blandina Blvd 32065
1241 Blandina Park, FL 32065
Telephone: (904) 385-5253

```
SALE
                             Jay Spriano
                             888002359461
                                     $5.98
  70998 12TN ZIPPERED UTILITY POUCH
Cristower Name:
Cratower Houses:
                                       $9.99
                                       $29.97
     73040 19 × 6 × 13 BLACK ALUM CASE
69318 18 × 6 × 13 BLACK
    93828 14 FOCKET YOOL ROLL
                                         545.9<sup>4</sup>
                                           53.4A
                                           549.38
                                           549 3E
        Sales Tax 0.000%
       Subtotal
         Tatal
           American Express
                                           KEMEX
              Eutra Hathod; Chile Bead Contact
              **********3053
                APPT Code: 833372
                Payment Type CREDIT
                  Cardholder SORTANO JAY
                   Involce: 00145952175400
                    Mode: Isever
                     RESULT CAPTURED
                      Ref. 250515175405
                       Response: Approved
                        Approved; Unline
                         CIT Code OxBO (PROC)
                          AMERICAN EXPRESS
                           SEQUENCE: 00000052
                            AID: 4000000055010801
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                               748867A9D6DEF2B5
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                                TAD: 06950103A0A002
                                              Cristower Coba
                                 ARC: 00
```

Ticket: 0145955 Ticket: 0145955 Tran: 045952 Tran: 045952 Tran: 045952





HEAD/Penn Racquet Sports 306 South 45th Avenue Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD DBA Oakleaf Plantation 475 Town Place West Ste 114 SAINT AUGUSTINE FL 32092

Customer No. 715220

Billing Date 05/15/2025	Ship Date 05/15/2025	Order Date 05/14/2025	Requested Date 05/14/2025
Terms Credit Card pr	eauth.		Due Date
Order No. 5103370862	P.O. Number Reels		Order Entered By OMS3_CPIC
	ELLIS, JEFF R118		

Ship-to address Oakleaf Plantation 370 Oakleaf Village Pwky ORANGE PARK FL 32065

Authorization no.:

174179 25051434193909

Material	Description	Size	Quantity	List Price	Discount	Unit Price	Extended Price
281414	Velocity MLT (200m reel)	17 BK	1 ROL	121.00	8.000	111.32	111.32
281414	Velocity MLT (200m reel) Item 10	17 NT	1 ROL	121.00	8.000	111.32	111.32

Total Number of Units 2

Shipping Information
Packing Slip, BOL: 5183674368
Shipping Terms: FOB Origin
Shipment Origin: BALTIMORE MD
Shipped Via: FED EX GROUND (PPA)

Gross Weight:

2.100 LB

0.953 KG

Box Tracking Number 289180171180581

Total Number of Cartons

1

Items total Tariff Surchrg.	10.000 %	222.64 22.26	USD USD
Freight Charge		11.41	USD
Final amount		256.31	USD
Charged to your	American Express ******************************	256.31	USD
Balance Due	•	0.00	USD

Due to the recent tariff developments, we have put a surcharge in place (10% on HEAD products excluding footwear, and 5% on Penn products). We thank you for your understanding and continued support.

We recommend all dealers use our Online Management Platform (OMS). This site allows you to see current stock of goods, place orders, track orders, and check invoices 24 hours a day! To receive your login information please email: askus@us.head.com

IONOS

IONOS Inc.

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

Invoice:

202054970297

Invoice Date: **Customer ID:** 04/26/2025 270980442

Contract ID:

48060001

Help Center:

ionos.com/help

My IONOS:

my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany M

£ +1 267 366 6050

Invoice

Billing period starting: 04/25/2025

Two Logan Square, 100 N 18th St. · Suite 400

Philadeiphia, PA 19103 · USA

370 Oakleaf Village Pkwy

Orange Park, FL 32065-4259

Jay Soriano

UNITED STATES

Item	Service	Charges	Usage	Taxable Portion	Total
Cont	ract: 48060001 - IONOS Exp	ert			
1	IONOS Website Builder 04/25/2025-05/24/2025	\$6,00 a month	1 mo.	\$0.00	\$6.00
Net 1	[otal				\$6.00
Net (non-taxable portion)				\$6.00
Net (taxable portion)				\$0.00
Tax					\$0.00
Tota	al amount due				\$6.00
Pleas	e 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

IONOS Inc.

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

Invoice:

202055143287

Invoice Date: **Customer ID:**

05/07/2025 270980442

Contract ID:

85644648

Help Center:

ionos.com/help

My IONOS:

my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany M

C +1 267 366 6050

Invoice

Billing period starting: 05/06/2025

Two Logan Square, 100 N 18th St. · Suite 400

Philadelphia, PA 19103 · USA

370 Oakleaf Village Pkwy

Orange Park, FL 32065-4259

Jay Soriano

UNITED STATES

lten	s Service	Charges	Usage	Taxable Portion	Total
Cont	tract: 85644648 - IONOS My	Website Creator+			
1	Basic Fee 05/06/2025-06/05/2025	\$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
Тах					\$0.00
Tot	al amount due				\$22.40
Plea	se 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 guestions regarding this invoice?

Please refer to your Help Center or log in to my.lonos.com for further information.

PAT'S NURSERY, INC.

7060 HWY 17 FLEMING ISLAND, FL 320039317 9042842011

Order

Double Branch Community Development District

Cashier: Ligia

16-May-2025 9:44:16A

Tra	ansaction 811575
1	Wholesale

1 ea @ \$99.00/ea Wholesale

1 ea @ \$90.00/ea Wholesale

1 ea @ \$65.00/ea 2 Wholesale

1 ea @ \$35.00/ea Drench

1 gal @ \$49.95/gal

Root Stimulator Gal 1 gal @ \$24.95/gal

Magnesium Sulfate 25#

1 ea @ \$49.95/ea

Total

\$448.85

\$99,00

\$90.00

\$65.00

\$70.00

\$49,95

\$24.95

\$49.95

CREDIT CARD SALE **AMEX 3053**

\$448

Retain this copy for statement validation

16-May-2025 9:45:26A \$448.85 | Method: EMV

AMERICAN EXPRESS XXXXXXXXXXXXXXXX

JAY SORIANO

Reference ID: 513600788181

Auth ID: 807284 MID: ******5881

AID: A000000025010801

AthNtwkNm: AMEX

Any claims of sod or problems must be reported within 24 hours of purchase. Not responsible for damage while loading vehicle.

W. ING. 117. RIDA 32003

DATE	5/	6.	l lan, u×,,) 3	

E. RETD:	PAID OUT		
	100.00		
	PRICE	AMO	JNT
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TAX TOTAL

ccompanied by this bill.

Thank You

PAT'S NURSERY, INC.

7060 HWY 17 FLEMING ISLAND, FL 320039317 9042842011

Order

134212 Double Branch Community Development District:

Cashier: Ligia

16-May-2025 9:43:02A

Transaction 811574

\$144,00 Wholesale 1 ea @ \$18.00/ea \$75.00 5 Annual Tray

1 ea @ \$15.00/ea 50 Wholesale

\$175.00 1 ea @ \$3,50/ea

Total

\$394.00

CREDIT CARD SALE **AMEX 3053**

\$394.00

Retain this copy for statement validation

16-May-2025 9:43:44A \$394.00 | Method: EMV

AMERICAN EXPRESS XXXXXXXXXXXXXXXXX3053

JAY SORIANO

Reference ID: 513600788147

Auth ID: 809036 MID: *******5881

AID: A000000025010801 AthNtwkNm: AMEX

Any claims of sod or problems must be reported within 24 hours of purchase. Not responsible for damage while loading vehicle.



Clover ID: RXY17MNQW7K2A

Clover Privacy Policy

Payment 04B44TDD8MMAY

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accompanied by this bill.

PAT'S NURSERY, INC.

-- 7060 HWY 17 FLEMING ISLAND, FL 320039317 9042842011

Order

Double Branch Community Development District

Cashler: Trish

06-May-2025 4:27.02P

Transaction 544270

111	811 30 1011) 244Z/()	
3	Wholesale	\$297.00
	1 ea @ \$99.00/ea	Q4.77.00
2	Bone Meal (Large)	\$49.90
	1 bg @ \$24.95/ba	ψ ⁻¹ 7.70
1	Palm Tree Food 20#	\$29.95
	1 bg @ \$29.95/bg	\$16. 5.1543

Total

\$376.85

CREDIT CARD SALE AMEX 3053

\$376.85

Retain this copy for statement validation

06-May-2025 4:28:06P \$376.85 | Method: EMV AMERICAN EXPRESS XXXXXXXXXXXX3053 JAY SORIANO Reference ID: 512600748520 Auth ID: 837907 MID: *******5881 AID: A000000025010801 AthNtwkNm: AMEX

Any claims of sod or problems must be reported within 24 hours of purchase. Not responsible for damage while loading vehicle.



Clover ID: DAGXM7S4MAZMW Payment SZX7R21J2NTQ8

> Clover Privacy Policy https://clover.com/privacy

PAT'S NURSERY, INC.

7060 HWY 17 FLEMING ISLAND, FL 320039317 9042842011

Order

Double Branch Community Development
District

Cashler: Trish 06-May-2025 4:28:26P

Transaction 544271	+- un nu
14 Wholesale	\$252.00
1 ea @ \$18.00/ea	\$63.00
12 Wholesale	\$63.00
1 ea @ \$5.25/ea	

Total	\$315.00
CREDIT CARD SALE	\$315.00
AMEX 3053	•

Retain this copy for statement validation

ло-Мау-2025 4:29:05Р \$315.00 | Method: EMV

AMERICAN EXPRESS XXXXXXXXXXXXXXX3053

JAY SORIANO

Reference ID: 512600748554

Auth ID: 851508 MID: ******5881 AID: A00000002501080'l AthNtwkNm: AMEX

Any claims of sod or problems must be reported within 24 hours of purchase. Not responsible for damage while loading vehicle.



Clover ID: FG81CM6JRMYQC Payment YT3YV882Z8DB8

> Clover Privacy Policy https://clover.com/privacy





CUSTOMER

321001760000 **DOUBLE BRANCH** COMMUNITY

DEVELOPMENT DISTRICT 475 W TOWN PL

ST. AUGUSTINE, FL 32092 904-562-0249

SHIP INFO

STORE

EMAIL

PHONE

HOURS

#8180

445 PARK STREET,

JACKSONVILLE, FL 32204

PAF8180@ppg.com

904-353-4446

Sun: Closed

Mon-7:00 AM - 5:00

Fri: PM

8:00 AM - 12:00 Sat:

PΜ

INVOICE #

818020006763

DATE

01 May 2025

TIME

10:56 AM

STORE REP **SALES REP** Andres B.

OPB-SALES JACKSONVILLE (8180)

METHOD

Now

Item # / SAP #	Description	Qty	Unit Price	Amount
95-3314/1U 00435400	DURETHANE DTM BLACK KIT 3 95-3314/01 - DURETHANE DTM BLACK - A 3 95-339/04 - DURETHANE DTM COMP B	3	\$112.00	\$336.00 *
95-339/04 00338134	DURETHANE DTM COMP B	1	\$28.00	\$28.00 *

Items marked with an esterisk (*) 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 pointing, 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 ppgpaintssurvey.com to give your feedbackl

Item Subtotal	\$364.00		
Discount/Fee Subtotal	\$364.00		
Sales Tax	\$0.00		
Total	\$364.00		
Credit Card	\$364.00		
Total Tendered	\$364.00		
Pending Amount	\$0.00		



Recurring Statement

Account Information

Account Number: Statement Date:

(904) 770-4650 05/02/2025 e: RingEX Standar

Subscription Name: Document #:

RingEX Standard™ 12566815001 **Bill To:** Jay Soriano Oakleaf Plantation

475 west town place ste 114 St Augustine, FL 32092, USA

Statement Summary Total Current Charges

\$176.09

Your credit card ending in [8052] was charged \$176.09 This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

Statement Details

Charges and credits Period	Description	Unit Price	Quantity	Amount
05/02/2025 - 06/01/2025	RingEX Standard™ - Monthly Subscription Fee	\$0.00	1	\$0.00
05/02/2025 - 06/01/2025	DigitalLine Unlimited - (904) 342-1441	\$34.99	ı	\$34.99
05/02/2025 - 06/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
05/02/2025 - 06/01/2025	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
05/02/2025 - 06/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	*	(\$8.01)
05/02/2025 - 06/01/2025	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
05/02/2025 - 06/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
05/02/2025 - 06/01/2025	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
05/02/2025 - 06/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
05/02/2025 - 06/01/2025	DigitalLine Unlimited - (904) 770-4667	\$34,99	1	\$34.99
05/02/2025 - 06/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
		Charges after Discounts	and Prorates:	\$134.90
		г	Total Charges:	\$134.90
		Total Ta	exes and Fees:	\$41.19
		Total Charged to	Credit Card:	\$176.09

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ORDER #TB158414

Thank you for your purchase!

We're getting your order ready to be shipped. We will notify you when it has been sent.

Order summary

Premium Marine White / Gallon	\$117.99	
	Discount BCJJFBPB	-\$11.80
	Subtotal	\$106.19
	Shipping	\$5.00
	Taxes	\$8.34
	Total	\$119.53 USD
		You saved \$11.80

Customer information

Shipping address	Billing address
Jay Soriano	Jay Soriano
GMS IIc	GMS IIc
370 Oakleaf Village Parkway	475 West Town Place
Orange Park FL 32065	St. Augustine FL 32092

Payment

ending with 3053

```
Thank you! ID #:7VPBGB14TB43

Walmart >

Wal
```

Governmental Management Services, LLC

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

Invoice

Invoice #: 2521 Invoice Date: 7/31/25

Due Date: 7/31/25

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 6/20/24 2.320.572.5100 (DB Office Supplies) - Statement Closing Date 6/20/24 34.600.538.6200 (DB Repair & Replacements) - Statement Closing - Date 6/20/24	VERTEX EXTRA V	88.04 244.98 1,292.22	88.04 244.98 <u>1,292.23</u>
2.320.572.49400 (DB Special Events) - Statement Closing Date 6/20/24		555.52	555.52
JUL 08 2025			
	Total		\$2,490.76

	I
Balance Due	\$ 2,180.76 -
Payments/Credits	\$0.00
Total	\$2,180.76

\$888.54

Double Branch / Middle Village American Express Charges GMS Statement Closing Date – June 20, 2025

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
5/21/2025	Amazon	999.96	Repair and Replacement	34.600.538.64000	499.98	034.600.538.621	499.98	999.96
5/22/2025	Amazon	704.11	Repair and Replacement	34.600.538.64000	704.11			704.11
5/23/2025	Pinch Penny	287.3	Repair and Replacement	34.600.538.64000	143.65	034.600.538.621	143.65	287.3
5/27/2025	ionos	6	Office Supplies	2.330.572.51000	3	2.320.572.5100	3	6
5/29/2025	Pinch Penny	121.2	Repair and Replacement	34.600.538.64000	60.6	034.600.538.621	60.6	121.2
5/29/2025	Amazon	21.48	Repair and Replacement	34.600.538.64000	21.48			21.48
5/30/2025	Publix	38.64	Special Event	2.330.572.49400	19.32	2.320.572.49400	19.32	38.64
5/30/2025	Publix	251.75	Special Event	2.330.572.49400	125.88	2.320.572.49400	125.87	251.75
5/30/2025	Pizza hut	282.38	Special Event	2.330.572.49400	141.19	2.320.572.49400	141.19	282.38
5/30/2025	Pizza hut	154.06	Special Event	2.330.572.49400	77.03	2.320.572.49400	77.03	154.06
5/30/2025	Pizza hut	230.17	Special Event	2.330.572.49400	115.09	2.320.572.49400	115.08	230.17
5/30/2025	Pizza hut	154.06	Special Event	2.330.572.49400	77.03	2.320.572.49400	77.03	154.06
6/2/2025	RingCentral	176.09	Phones	2.330.572.4100	88.05	2.320.572.4100	88.04	176.09
6/3/2025	JMAC	463.85	Repair and Replacement	34.600.538.64000	231.93	034.600.538.621	231.92	463.85
6/12/2025	Pats nursery	198	Repair and Replacement			034.600.538.621	198	198
6/12/2025	Pats nursery	124	Repair and Replacement	34.600.538.64000	124			124
6/12/2025	Amazon	15.09	Repair and Replacement	34.600.538.64000	7.55	034.600.538.621	7.54	15.09
6/13/2025	Staples	483.96	Office Supplies	2.330.572.51000	241.98	2.320.572.5100	241.98	483.96
6/16/2025	ionos	22.4	Repair and Replacement	34.600.538.64000	11.2	034.600.538.621	11.2	22.4
6/17/2025	Amazon	278.67	Repair and Replacement	34.600.538.64000	139.34	034.600.538.621	139.33	278.67
0/11/2020	Z MANGOVAL							
Totals		\$5,013.17			\$2,832.41		\$2,180.76	\$5,013.17

Double Branch / Middle Village American Express Charges GMS Statement Closing Date – June 20, 2025

Totals by GL

Double Branch: \$2,180.762.320.572.4100 (DB Phones) - \$88.04
2.320.572.5100 (DB Office Supplies) - \$244.98
34.600.538.6200 (DB Repair and Replacements) - \$1,292.22
2.320.572.49400 (DB Special Events) - \$555.52

Middle Village: \$2832.41 2.330.572.4100 (MV Phones) – \$88.05 2.310.513.49300 (MV Office Supplies) – \$244.98 34.600.538.64000 (MV repair & replacements) – \$1,943.84 2.330.572.49400 (MV Special Events) - \$555.54

Transaction Details	Additional Business Expense Card on Business Green Rewards / May 22, 2025 to Jun 20, 2025			
Prepared for				
JAY SORIANO				
Account Number				
XXXX-XXXXXXX-63053				
AAA-AAAAA-05053				
Date	Receipt	Description	Amount	Extended Details
Date	neceipt	Descripcion		DKS IM SERVER 0375
		DKS IM SERVER 0375	; ;	INGLEWOOD CA
06/18/2025		INGLEWOOD CA	57.95	Description :
00/10/2023		intoletico of		AMAZON MARKETPLACE NA PA
				AMZN,COM/BILL
			35.54	1
06/17/2025		AMAZON MARKEPLACE NA PA	36,54	
				AMAZON MARKETPLACE NA PA
				AMZN.COM/BILL
06/17/2025		AMAZON MARKEPLACE NA PA	278.67	WA
				IONOS
*			L.	www.lonos.com
		toniosianaa sama		PA
		IONOS www.ionos.com	1	1
06/16/2025		PA	22.40	877-461-2631
				PIZZA HUT 004255 0000
				JACKSONVILLE
		PIZZA HUT 004255		[FL
06/14/2025		000JACKSONVILLE FL	159.06	Description : FOOD/BEVERAGE
0071472020				32073
				1
				TRU RED 20/92 10RM
		STAPLES 01066 ORANGE		HAMMERMILL 20/92 10RM
06/13/2025		PARK FL	483.96	HP OFFICEJET PRO 9135E
				SUBSCRIPTION
				Amazon Prime
		Amazon Prime		Amazon.com
06/12/2025		Amazon.com WA	15.09	lwa .
00/12/2023		777		PAT'S NURSERY, INC. 0000
			1	FLEMING ISLAN
·				
		PAT'S NURSERY, INC. FLEMING		FL
06/12/2025		ISLAN FL	124.00	Description : LAWN/GARDEN
				PAT'S NURSERY, INC. 0000 FLEMING ISLAN
		PAT'S NURSERY, INC. FLEMING		FL
06/12/2025	1	ISLAN FL	198.00	Description : LAWN/GARDEN
				32065
				BT*JMAC SUPPLY
		DT#IMAGCCIDDIV WEST		WEST HEMPSTEAD
00/00/0005	-	BT*JMAC SUPPLY WEST	453.85	į.
06/03/2025		HEMPSTEAD NY	463.85	· · · · · · · · · · · · · · · · · · ·
	1	1		94002
			1	RINGCENTRAL INC
		RINGCENTRAL INC 888-898-		888-898-4591
06/02/2025		4591 CA	176.09	P CA
				PIZZA HUT 004255 0000
				JACKSONVILLE
		PIZZA HUT 004255		FL
05/30/2025		000JACKSONVILLE FL	15/10/	Description : FOOD/BEVERAGE
00/30/2023		OCOMENSORY FLEE FL	134.00	
				PIZZA HUT 004255 0000
				JACKSONVILLE
		PIZZA HUT 004255		FL
05/30/2025		000JACKSONVILLE FL	230.1	7 Description : FOOD/BEVERAGE
				PIZZA HUT 041907 4190
1		1	1	MIDDLEBURG
		PIZZA HUT 041907		FL
05/20/2025		419MIDDLEBURG FL	154.0	6 Description : FOOD/BEVERAGE
05/30/2025		H-TOMIDACEDOVO LF	154,0	OLD ED CIT POOD DE VERMOE

		PIZZA HUT 041907 4190
		MIDDLEBURG
	PIZZA HUT 041907	FL
05/30/2025	419MIDDLEBURG FL	282.38 Description : FOOD/BEVERAGE
		PUBLIX
		ORANGE PARK
	PUBLIX ORANGE PARK	FL.
05/30/2025	FL	251.75 Description: REFER TO
		PUBLIX #128 000000128
		JACKSONVILLE
	PUBLIX #128	FL.
05/30/2025	00000012JACKSONVILLE FL	38.64 Description : REFER TO
		AMAZON MARKETPLACE NA
		PA
		AMZN.COM/BILL
05/29/2025	AMAZON MARKEPLACE NA PA	21.48 WA
		NIC -DOH CLAY CHD ENVIRON
1		0000
	NIC -DOH CLAY CHD ENGREEN	GREEN CV SPGS
05/29/2025	CV SPGS FL	300.00 FL
		PINCH A PENNY - 242 - ECO
		000000002
	PINCH A PENNY - 242	JACKSONVILLE
05/29/2025	JACKSONVILLE FL.	121.20 FL
		IONOS
		www.ionos.com
	IONOS www.ionos.com	PA
05/27/2025	PA	6.00 877-461-2631
		PINCH A PENNY - 242 - ECO
		000000002
	PINCH A PENNY - 242	JACKSONVILLE
05/23/2025	JACKSONVILLE FL	287.30 FL
		AMAZON MARKETPLACE NA
		PA
		AMZN.COM/BILL
05/22/2025	AMAZON MARKEPLACE NA PA	704.11 WA
		AMAZON MARKETPLACE NA
		PA
		AMZN.COM/BILL
05/21/2025	AMAZON MARKEPLACE NA PA	999.96 WA

Order placed May 21, 2025

Order # 113-4880024-8105048

Ship to	Payment method	Order Summary	:
Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States	American Express ending in 3053	Item(s) Subtotal: Shipping & Handling: Total before tax: Estimated tax to be collected: Grand Total:	\$930.20 \$0.00 \$930.20 \$69.76 \$999.96

Delivered May 27



Orb-3 F839-000-15G Pool Enzymes for Maintenance, 15-Gallon Drum Sold by: Great Lakes Bio Systems, Inc. Supplied by: Other

Return window closed on June 28, 2025 \$465.10



Details for Order # D01-2519076-4701029

Print this page for your records.

Amazon.com order number: D01-2519076-4701029

Order Total: \$15.09

Digital Order: June 12, 2025		
Items Ordered	Price	
Prime Membership Fee	\$14.99	
Quantity: 1		
Sold By: Amazon.com Services LLC		
	Item(s) Subtotal: \$14.99	
	#44.00	
	Total Before Tax: \$14.99	
	Tax Collected: \$0.10	
	Total for this Order: \$15.09	

Payment Information			
Payment method	Item(s) Subtotal:	\$14.99	
AMEX ending in 3053	Total Before Tax: Tax Collected:	\$14.99 \$0.10	
Billing address		and the second s	
Jay Soriano 475 W TOWN PL	Grand Total:	\$15.09	
SAINT AUGUSTINE, FL 32092-3648			
United States +19043421441			

Order placed June 17, 2025

Order # 111-0620093-9171442

	Ship to	Payment method	Order Summary	
	Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259	American Express ending in 3053	Item(s) Subtotal: Shipping & Handling: Total before tax:	\$259.23 \$0.00 \$259.23
	United States		Estimated tax to be collected: Grand Total:	\$19.44 \$278.67
-			Granu Totat.	Ψ270.07

Delivered June 18

Your package was delivered. It was handed directly to a resident. Signed by: Wenda



DARLYOR Wireless HDMI Transmitter and 3 Receivers, Wirelessly Simultaneous Expansion of Multiple Televisions,5G 1080P@ 60HZ HDMI Extender,Plug and Play-Stream Video Audio for PC/Laptop/TVs Sold by: DARLYOR-US

Return or replace items: Eligible through July 18, 2025

\$249.99

Delivered June 20

Package was left inside the residence's mailbox



Spy Kids 4: All The Time In The World (Blu-ray + DVD)
Sold by: Outlet Promotions
Return or replace items: Eligible through July 20, 2025
\$9.24

Order placed June 17, 2025

Order # 111-3928488-8949866

Pay	yment method	Order Summary	:
Am	nerican Express ending in 3053	Item(s) Subtotal: Shipping & Handling: Total before tax:	\$33.99 \$0.00 \$33.99
:		Estimated tax to be collected:	\$2.55
		Grand Total:	\$36.54

Email delivery



ASURION 3 Year Office Equipment Protection Plan (\$200 - \$249.99)

Sold by: Asurion, LLC Supplied by: Other

\$33.99

3 YEAR

Order placed May 21, 2025

Order # 113-7258304-7540206

	Ship to	Payment method	Order Summary	
	Jay Soriano 370 OAKLEAF VILLAGE PKWY	American Express ending in 3053	Item(s) Subtotal: Shipping & Handling:	\$674.97 \$0.00
	ORANGE PARK, FL 32065-4259		Total before tax:	\$674.97
:	United States		Estimated tax to be collected:	\$50.62
			Grand Total:	\$725.59

Delivered May 29

Your package was delivered. It was handed directly to a resident. Signed by: Jay



PROGOAL Basketball Rim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free All Weather Nylon Net, Standard/18in, Orange Sold by: progoal

Return window closed on June 28, 2025

\$200.00

Delivered May 29

Your package was delivered. It was handed directly to a resident. Signed by: Jay



ColourTree Super Ring 22' x 24' Grey Rectangle Sun Shade Sail, Commercial Grade UPF50 Canopy, Reinforced Corners & Edges, 260 GSM Fabric Heavy Duty -3 Years Warranty (We Make Custom Size)

Sold by: ColourTree

Return window closed on June 28, 2025

\$254.99

Delivered May 29

Your package was delivered. It was handed directly to a resident. Signed by: Jay



2-Pack Level Gauge For Rv, Rv Level Bubble, Camper Level Gauge, Rv Levels, Rv Level Bubble, Camper Level, Car Inclinometer Gauge, Level Gauge For Rv, Trailer Leveling Bubble, Rv Level Bubble, Rv Level

Sold by: Green-living

Return window closed on June 28, 2025

\$19.98

Delivered May 28

Your package was left near the front door or porch.



PROGOAL Basketball Rim Stainless Steel Three Springs Heavy Duty Pro-Style Breakaway Basketball Flex Rim with Free All Weather Nylon Net, Standard/18in, Orange Sold by: progoal

Return window closed on June 27, 2025

\$200.00

IONOS

IONOS Inc.

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

Invoice:

202055344428

Invoice Date: Customer ID: 05/26/2025 270980442

Contract ID:

48060001

Help Center:

ionos.com/help

My IONOS:

my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany M

£ +1 267 366 6050

Invoice

Billing period starting: 05/25/2025

Two Logan Square, 100 N 18th St. · Suite 400

Philadelphia, PA 19103 · USA

370 Oakleaf Village Pkwy

Orange Park, FL 32065-4259

Jay Soriano

UNITED STATES

lter	n Service	Charges	Usage	Taxable Portion	Total
Cor	ntract: 48060001 - IONOS Exp	ert			
1	IONOS Website Builder 05/25/2025-06/24/2025	\$6.00 a month	1 mo.	\$0.00	\$6.00
Net	t Total				\$6.00
Net	t (non-taxable portion)				\$6.00
Net	t (taxable portion)				\$0.00
Tax	(\$0.00
To	tal amount due				\$6.00
Ple	ase 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

IONOS Inc.

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

Two 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:
 202055669830

 Invoice Date:
 06/07/2025

 Customer ID:
 270980442

 Contract ID:
 85644648

Help Center:ionos.com/helpMy IONOS:my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany M

C +1 267 366 6050

Invoice

Billing period starting: 06/06/2025

Item	Service	Charges	Usage	Taxable Portion	Total
Conti	ract: 85644648 - IONOS My	Website Creator+			
1	Basic Fee 06/06/2025-07/05/2025	\$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 T	otal				\$22.40
Net (non-taxable portion)				\$22.40
Net (taxable portion)				\$0.00
Tax					\$0.00
	al amount due		,		\$22.40
Pleas	e 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.lonos.com for further information.



Thanks for your order

Order #513442

Ship to

370 Oakleaf Village Parkway, Orange Park, Florida, 32065, United States

Kantech P325KPXSF

KANTECH-P325KPXSF Qty: 1 **\$398.99**Brand: Kantech \$398.99

 Subtotal:
 \$398.99

 Shipping:
 \$32.50

 Tax:
 \$32.36

Grand total: \$463.85

Payment method: Credit Card
Shipping method: • (Expedited Shipping - 3 to 7 Business Days) for \$32.50

Billing Address

Jay Soriano GMS LLC 475 WEST TOWN PLACE ST. AUGUSTINE, FLORIDA 32092 UNITED STATES 19043421441

PAT'S NURSERY, INC.

7060 HWY 17 FLEMING ISLAND, FL 320039317 9042842011

Order

Double Branch Community Development District

Cashler: Ligia

12-Jun-2025 1:55:10P

Transaction 813617

3 Wholesale \$54.00 1 ea @ \$18.00/ea 2 Wholesale \$70.00 1 ea @ \$35.00/ea

1 Ca (g) \$85.00) (E

Total \$124.00

CREDIT CARD SALE \$124.00

AMEX 3053

Retain this copy for statement validation

12-Jun-2025 1:55:36P \$124.00 | Method: EMV

AMERICAN EXPRESS XXXXXXXXXXXXX3053

JAY SORIANO

Reference ID: 516300884384

Auth ID: 861806 MID: ******5881 AID: A000000025010801 AthNtwkNm: AMEX

Any claims of sod or problems must be reported within 24 hours of purchase. Not responsible for damage while loading vehicle.

JMV/SEXRINING

Clover ID: VB23Y79BZ5N7P Payment JMV7SEXR1N1NC

Clover Privacy Policy https://clover.com/privacy

PINCH A PENNY #242 9715 Crosshill Boulevard, #105 Jacksonville, FL 32222 (904) 619-0939 store242@pinchapenny.com



INVOICE

Jay Soriano

370 oakleaf village parkway

orange park

fl 32065 Invoice Date:

05/23/25

Client Code

1461

Invoice #

11635

Description

Serial Number

Quantity Amount

Department

GAL SODIUM HYPOCHLORITE

30

\$60.00

	Sub Total	\$60.00
middle village	Sales Tax	\$0.00
	Total	\$60,00

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

Invoice Date 05/23/25

Client Code 1461

Amount Due \$60.00

Amount Paid

Sales Tax

Check#

Thank You! We Greatly Appreciate Your Business!!

PINCH A PENNY #242 9715 Crosshill Boulevard, #105 Jacksonville, FL 32222 (904) 619-0939 store242@pinchapenny.com



INVOICE

Jay Soriano

370 oakleaf village parkway

orange park

fl 32065 Invoice Date:

05/29/25

Client Code

1461

Invoice #

11650

Description

Serial Number

Quantity

Amount

Department

GAL SODIUM HYPOCHLORITE

22.5

\$61.20

(Killi)		
	Sub Total	\$61.20
Double Branch - Chlorine	Sales Tax	\$0.00
	Total	\$61,20

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

Invoice Date 05/29/25

Client Code 1461

Amount Due

Amount Paid

501.20

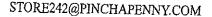
Sales Tax

Check#

Thank You! We Greatly Appreciate Your Business!!



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





STATEMENT

Jay Soriano 370 oakleaf village parkway

Billing Period Start Date 03/01/25

orange park

fl 32065

Date	INV Transaction	Description	Amount
3/1/2025	Previous Balance		\$725.85
3/14/2025	Credit Card Payment	80938605186	-\$357.43

Current	31-60 Days over duc	61-90 Days over due	90+ Days over due	Amount Due
\$0.00	\$368.42	\$0.00	\$0.00	\$368.42

Thank you

Please note: your account is 30 days overdue

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 03/14/25	Client Code 1461	Amount Due \$368.42
Amount Paid	Che	eck#



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 02/18/25

orange park

fl 32065

2/18/2025	11209	Invoice	Remove damaged gutter rail tile an install new gutter rail tile. Custome has tile. Replace gutter drain cover	cr		\$512.42
		·	thin Set White Grout Tile/Coping Labor rectangular gate CMP Miscellanous Material Purchase Paver Buse	Qty: 1 Qty: 1 Qty: 1 Qty: 3 Qty: 2	\$22.22 \$26.24 \$350.00 \$38.97 \$66.00 \$8.99	
2/18/2025	11244	Invoice	MOTOR SEAL		400.00	\$32.99
			OZONE/SALT SEAL PS-601	Qty: I	\$32.99	
2/21/2025	11251	Invoice	DOUBLE BRANCH BASKETS			\$104.47
			BASKET F/SUPER II PUMP BSKT STA RITE C108-33P DURAGLS	Qty: 2 Qty: 1	\$93,98 \$10.49	
2/21/2025	11252	Invoice	MIDDLE VILLAGE BASKETS	u de 4d d 4 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		\$75.97
			BASKET F/SUPER PUMP BSKT SWIMQUIP 08650-0007 SKIM		\$41.99 \$33.98	
3/14/2025		Credit Card Payment	80938605186			-\$357.43
4/3/2025	11466	Invoice	Chlorine for oakleaf			\$81.00
			GAL SODIUM HYPOCHLORITE	Qty: 30	\$81.00	
4/4/2025	11473	Invoice	OAKLEAF DOUBLE BRANCH	-		\$127.39
			GAL SODIUM HYPOCHLORITE 8'X16'FIBERGLASS TELE POLE		\$54.40 \$72.99	
4/24/2025	gg y propriency of minerarch front on Front Pol W	Check	Check #001341 inv 11209			-\$512.42
5/23/2025	11634	Invoice	Double Branch - Chemials			\$222.91
			THE & LINER CLEANER QT. SUPER PHOSPHATE REMOVER QT.		\$175.92 \$46,99	

Current	31-60 Days over due	61-90 Days over due	90+ Days over du	8	Amount Due
\$222.91	\$64.39	\$0.00	\$0.00		\$287.30
				ν.	

Thank you

Please note: your account is 30 days overdue

Paid 5/23/24

PINCH A PENNY #242 9715 Crosshill Boulevard, #105 Jacksonville, FL 32222 (904) 619-0939 store242@pinchapenny.com



INVOICE

Jay Soriano

370 oakleaf village parkway

Invoice Date:

05/23/25

orange park

fl 32065 Client Code

1461

Invoice #

11634

Item

Description

Serial Number

Quantity

Department

TILE & LINER CLEANER OT.

8

\$175.92

Amount

Department

SUPER PHOSPHATE REMOVER QT.

1

\$46.99

Sub Total \$222.91 Double Branch - Chemials Sales Tax \$0.00 \$222.91

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

Invoice Date 05/23/25

Client Code

Amount Due

1461

\$222,91

Check #

Sales Tax

Amount Paid

Thank You! We Greatly Appreciate Your Business!!

PIZZA HUT DELIVERY ******************

**		FUTURE D				
**	DUE:	05/30/2025	at	12:45	PM	** = = **
****	*****	*****	* **	*****	****	*****

Ticket #00000

Item Count: 12

ENTERED BY CHRISTEL 038661

05/29/2025 5:16 PM

JAY 370 OAKLEAF VILLAGE PAPHASE 1 POOL JACKSONVILLE FL 32065

xy: A-10

01	1	YO YA Large Hand toss Cheese
		Lheese

01	1	YO YA Large Hand toss Cheese	9.99
02	1	YO YA Large Hand toss Cheese	9,99

		YD YA	9.99
03	1	Large Hand toss	9
		Cheese	

ļ	YO YA Large Hand toss Cheese	9.99
	Lineese	
	1	l Large Hand toss

		YO YA	9,99
05	1	Large Hand toss	9
		Cheese	
		110. 144	Š oo o

		Y0 YA	9.99
06	1	Large Hand toss Cheese	

07	*	YO YA Large Hand toss Cheese Pepperont	Service and Services	9.99	of read of the
08	Amm	YO YA Large Hand toss Cheese Pepperon1	ż	9.99	i more: I
09	1	YO YA Large Hand toss Cheese Pepperon1		9,99	n log load dil
10	1	YO YA Large Hand toss Cheese Pepperoni		9,99	noivi Fin
*1	1	YO YA Large Hand toss Cheese Pepperoni	e i e	9,99	John tog Jean H
12	1	YO YA Large Hand toss Cheese Pepperoni		9,99	er Filip ove
		Subtotal Delivery Charge SALES TAX Balance Due		19,88 5,19 8,99 34,06	is not more!
		Driver gratu not include	ilty ed	:	noni log lead dull
		ICONIC (YOUR ORDER WAS CH			ion moi

	1s	Var School	
	PIZZA HUT® DELIVERY	Anny Anny Astron	ver for n
** ** D	************************* FUTURE DATE UE: 05/30/2025 at 12:45 *********	** ** 199	ioro:
Ή	icket #0000	0	o alii.
Ţ	tem Count:	12	TO THE
ENTERED STEVEI 041907-		5:41 PM	e in in
WATER PA	EAF PLANTATION PKWY ARK JRG FL 32065		Tevo din
904-562- Private	-0249 home	xy: A-09	io rout 10
01 1	YO YA Large Hand toss———————————————————————————————————	9,99	
02 1	YO YA Large Hand toss Cheese Pepperoni	9.99	or more!
03 1	YO YA Large Hand toss Cheese Pepperoni	9,99	n og kodo cher
04 1	YO YA Large Hand toss Cheese Pepperoni	9.99	iorei Hip
05 1	YO YA Large Hand toss Cheese Pepperoni	9,99	ROLL TOLL TRACE

	•	
ng garagang ang at a ta a ta a ta a ta a ta a	YO YA	9,99
06 1,	Large Hand toss Cheese Pepperoni	Mayo of the
07 1	YO YA Large Hand toss Cheese	9,99
08 1	YD YA Large Hand toss Cheese	9,99 File Syd
09 1	YO YA Large Hand toss Cheese	9,99
	YO YA	9.99
10 1	Large Hand toss Cheese	
11 1	YO YA Large Hand toss Cheese	9.99 %
	YO YA	9,99 🎏
12 1	Large Hand toss Cheese	
	Subtotal Delivery Charge SALES TAX Balance Due	119.88 For 100 100 100 100 100 100 100 100 100 10
	Driver gratuity	, esp
	not included	
	ICONIC CHECKED	ok BY:

Ticket # 0043

Item Count: 15

ENTERED BY FLYNN 041907

05/30/25

02:29PM

** NEW CUSTOMER Please Confirm Customer Information

JAY -845 OAKLEAF PLANTATION PKWY WATER PARK ORANGE PARK FL 32065

(904)562-0249 Business

xy: G-06

134.32

CALL APON ARRIVAL

01 8 Large Hand toss Cheese Pepperoni

104.93

02 7 Large Hand toss Cheese

239.25 5.19 17.94 262,38

Amt Tendered Credit Card

Subtotal Dalivery Charge SALES TAX Balance Due

262,38

Driver gratuity not included

ICONIC CHECK YOUR ORDER WAS CHECKED BY: Figure for more

s over to: more!

Fig over to indic.

rispirate for march

Publix

Oak Leaf Commons 1075 Oakleaf Plantation Parkway Orange Park, FL 32065 Store Manager: Wes Williams

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35.94 T F
9.16 T
29.18 T
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50.00
5.95
246.13
5.57
251.75
251.75
0.00

Receipt ID: 1169 5VQ 033 689

PRESTU

Trace #: 038763

Reference #: 1161257950 Acct #: XXXXXXXXXXXXXX3053 Purchase American Express

Amount: \$251.75 Auth #: 843434

CREDII CARD A0000C0025010801 Entry Method:	PURCHASE AMERICAN EXPRESS Chip Read Issuer
Mode:	1 2000.0

Your cashier was Kendall

05/30/2025 11:57 \$1169 R103 3689 C0117

John the Publix family! Apply today at apply.publix.jubs. We're an equal opportunity employer.

Publix Super Markets, Inc.

Publix

Oakleaf Plantation Center 9518 Argyle Forest Blyd Jacksonville, Ft. 32222 Store Manager: Dave Lawson 904-317-5785



0120 540 035 307

ICE 16 LB 6 ()	5.99	35.94 T F
Order Tot Sales T		35.94 2. <i>7</i> 0
Grand Tot	al	36.64
Credit	Payment.	38 .64
Change		0.00

Receipt ID: 0128 5VQ 035 307

PRESTO!

Trace #: 038269

Reference #: 0915226443 Acct #: XXXXXXXXXXXXX3053 Purchase American Express

Amount: \$38.84 Auch #: 808144

CREDIT CARD	PURCHASE
A000000025010801	american exeress
Entry Method:	Chip Read
Mode:	Issuer

Your cashier was Bruce

105/30/2025 12:49 80128 RT03 5307 C0265

Publix Super Markets, Inc.



Recurring Statement

Account Information

Account Number: Statement Date:

(904) 770-4650 06/02/2025

Subscription Name:

RingEX Standard™

Bill To:

Oakleaf Plantation

475 west town place ste 114 St Augustine, FL 32092, USA

Statement Summary Total Current Charges

\$176.09

Your credit card ending in [8052] was charged\$176.09. This charge will appear as "RINGCENTRAL, INC" on your credit card statement.

Statement Details

Period	Description	Unit Price	Quantity	Amount
06/02/2025-07/01/2025	RingEX Standard™ - Monthly Subscription Fee	\$0.00	1	\$0.00
06/02/2025-07/01/2025	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
06/02/2025-07/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2025-07/01/2025	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
06/02/2025-07/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2025-07/01/2025	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
06/02/2025-07/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2025-07/01/2025	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
06/02/2025-07/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
06/02/2025-07/01/2025	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
06/02/2025-07/01/2025	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
	and the second s	Charges after Discounts and	Prorates:	\$134.90
		Tota	Charges:	\$134.90
		Total Taxes	and Fees:	\$41.19
		Total Charged to Cre	edit Card:	\$176.09

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2285 Kingsley Blvd, Suite A Grange Park, FL 32073 904-272-6973----

Sale :

Store: 1000

Register: 1

Date: 6/13/25

Time: 9:33 AM

Transaction: 03202

Cashier: 1946070

REMARDS NUMBER ******4969

Oty Item	Price	Aso m
300 HH 1073	IMM	
15:048	49,99	49.99 E
HAMIERMELL 201	92 1 *	
1 010199105004	69.99	56.99 €
Tastant Savings	. (13.00)
HAMMERMILL 20/	92 1 *	
1 010 (99) 05004	69.99	56.99 E
Instant Savings	(13.00)
HP OFFICEJEL P	RO 9 🛊 🖖	
1 196337284975	419,99	319,99 €
S/N: Tifb2BJGOH5	-	+ . ·
instant Savings	(1	00.60)
the state of the s		

Subtota 483.96 FLORIDA 7.5% 00,0

> Total 483 %

AMERICAN EXPRESS

USD\$483. ...

Card No. : XXXXXXXXXXXXXXX3653 [C]

Chip Read Auth No. : 866072 Auth No. : 866072

Mode.: Issuer

AID:: A000000025610801

TVR : 00000000000 TAD .: 0655010360A002

TSI.: F800

ARE, (5030

Governmental Management Services, LLC 475 West Town Place, Suite 114

St. Augustine, FL 32092

Invoice

Invoice #: 2512

Invoice Date: 7/1/25 Due Date: 7/1/25

Case:

P.O. Number:

Bill To:

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

ecreation - Facility Management - Oakleaf Plantation - July 2025	19,493.25	19,493.25
	erio de la composito de la com	
JUL 08 2025 BY:		
alism Morsing 7-7-25		

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

MAKE CHECK PAYABLE TO:



Post Office Box 162134 Altamonte Springs, FL 32716 (904) 262-5500

	ADDRESSEE
]	Please chack if address halow is incorrect and indicate change on reverse side

DOUBLE BRANCH CCD/OAKLEAF PLANTATION Jay Soriano 370 Oakleaf Village Pkwy Orange Park, FL 32065

0000000019082001000000028662600000021700050

PLEASE FILL O	IT BELOW IF PAYING BY CREDIT CARD	
VISA (Spring		
CARD NUMSER	EXP, DATE	
SIGNATURE	AMOUNT PAID	

ACCOUNT NUMBER	DATE	BALANCE
708477	7/1/2025	\$2,170.00

The Lake Doctors Post Office Box 162134 Altamonte Springs, FL 32716

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

DOUBLE BRANCH CCD/OAKLEAF PL 8664 Oakleaf Village Pkwy Jacksonville, FL 32222

Invoice Due Date 7/11/2025

Invoice

286626B

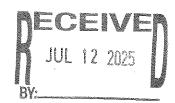
PO#

Invoice Date	Description	Quantity	Amount	Tax	Total
7/1/2025	Water Management - Zone 1,Water Management - Zone 2		\$1085.00 \$1085.00	\$0.00 \$0.00	\$1085.00 \$1085.00

Code to:

Please remit payment for this month's invoice.

2-320-572-4680



Double Branch Lake Maintenance

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

\$0.00

Adjustment

\$0.00

AMOUNT DUE

Total Account Balance including this invoice:

\$2170.00

This Invoice Total:

\$2170.00

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

Customer #:

708477

Corporate Address

Portal Registration #:

BCF0DAE5

4651 Salisbury Rd, Suite 155 Jacksonville, FL 32256

Customer E-mail(s):

manager@oakleafresidents.com,JSORIANO@GMSNF.COM

Customer Portal Link:

www.lakedoctors.com/contact-us/

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

Riverside Management Services, Inc

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

Invoice

Invoice #: 377
Invoice Date: 7/1/2025
Due Date: 7/1/2025

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 - July 2025		5,150.00	5,150.00
JUL, US 2025			
alison Morsing 7-7-25			
	Tabel		ስድ 150 OA

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

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

Date: July 8, 2025 at 3:06 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Please make the following refund at your earliest opportunity:

- · REFUND FROM DBCDD for the following venue.
 - LOCATION OVCR aka CLUBROOM (THURSDAY) 2:00 P.M. to 6:00 P.M. (ET 2:30 P.M. 5:00 P.M.)
 - DATE OF VENUE JULY 3, 2025
 - RESIDENT XAVIER FELIX
 - ADDRESS 785 OAKLEAF PLANTATION PARKWAY #932, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (1476):
 - DATED: 8/14/25
 - SEQ#: 4
 - BATCH#: 120?
 - INVOICE#: 4
 - APPROVAL CODE: 014814
 - AMOUNT: 100.00

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

Thank you.

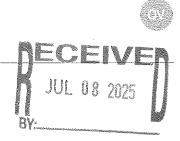
I will be out of the office on August 18 - 26, 2025.

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



From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - ANDREA GREEN-SOTO

Date: July 21, 2025 at 6:15 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmsnn.com

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD for the following venue.
 - LOCATION OVCR aka CLUBROOM (SATURDAY) 10:00 A.M. to 2:00 P.M. (ET 10:45 A.M. 1:15 P.M.)
 - DATE OF VENUE JULY 12, 2025
 - RESIDENT ANDREA GREEN-SOTO
 - ADDRESS 3133 STONEBRIER RIDGE DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (1369):
 - DATED: 6/30/25
 - * SEQ#: 4?
 - BATCH#: 1424?
 - INVOICE#: 4?
 - APPROVAL CODE: 05758?
 - 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 on August 18 - 26, 2025.

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



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

Date: July 21, 2025 at 6:19 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



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. (ET 3:15 P.M. 5:45 P.M.)
 - DATE OF VENUE JULY 19, 2025
 - RESIDENT BRITTANY WHITE
 - ADDRESS 3416 BILTMORE WAY, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (9873):

■ DATED: 6/11/25

SEQ#: ?

BATCH#: 140?INVOICE#: ?

■ APPROVAL CODE: 70847?

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 on August 18 - 26, 2025.

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

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Governmental Management Services

www.OakLeafResidents.com



General Invoice





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

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
OAKLEAF PLANTATION CDD	07/21/2025	937	\$0.00	08/05/2025	\$1,147.60

A CCOUNT BALANCE
LAST PAYMENT DATE LAST PAYMENT AMOUNT PAST DUE AMOUNT ACCOUNT BALANCE
LAST PAYMENT DATE LAST PAYMENT AMOUNT PAST DUE AMOUNT ACCOUNT DATANCE

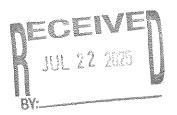
07/09/2025

\$612.50

\$612.50

\$895.00

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
OFF DUTY ADMIN	152.50	\$5.000000	EACH	\$762.50	\$0.00	\$0.00	\$762 ,50
JUNE 2025 OFF DUTY SCHEDULING FEE	1,00	\$385,000000	EACH	\$385.00	\$0.00	\$0.00	\$385.00
				Invoice	rotal:		\$1,147.50



\$381.25+\$19250=\$573.75



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

Remit Portion

Invoice Date 07/21/2025

Invoice Number 937

TOTAL TRAINING

Amount Paid

Customer Number

 Due Date
 08/05/2025

 Invoice Total Due
 \$1,147.50

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

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

Governmental Management Services, LLC

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

Invoice

OV-

Invoice #: 2522 Invoice Date: 7/15/25

Due Date: 7/15/25

Case: P.O. Number:

Bill To:

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

Description	H	ours/Qty	Rate	Amount
Facility Event Staff through July 12, 2025 2.300.369.103 BECEIVE JUL 16 2025		18	25.00	450.00
		Total		\$450.00
		Payment	s/Credits	\$0.00
		Balance	Due	\$450.00
				7/15

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

DOUBLE BRANCH CDD

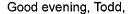
Facility Event Staff Service Hours

Quantity	<u>Description</u>	•	Rate	A	mount	
18	Facility Event Staff	\$	25.00	\$	450.00	
	Covers Period End: July 12, 2025					
	Amenities Revenue # 2.300.369.103					

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

Date: July 21, 2025 at 6:39 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmsnn.com



Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD for the following venue.
 - LOCATION OV PATIO (SATURDAY) 10:00 A.M. to 2:00 P.M. (ET 10:30 A.M. 1:30 P.M.)
 - DATE OF VENUE JULY 19, 2025
 - RESIDENT KRISTEN BANKS
 - ADDRESS 632 CHESTWOOD CHASE DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00
 - BOOKING FEE/DEPOSIT was via MC (8435):

DATED: 7/7/25

SEQ#: ?

■ BATCH#: 142?

■ INVOICE#: ?

APPROVAL CODE: 04572Z

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 on August 18 - 26, 2025.

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



From: Oakleaf Venues venuerentals@oakleafresidents.com

Subject: DBCDD refund of deposit request - NICOLE SHERVINGTON

Date: July 21, 2025 at 6:35 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Please make the following refund at your earliest opportunity:

- · REFUND FROM DBCDD for the following venue.
 - LOCATION OV PATIO (SATURDAY) 11:00 A.M. to 3:00 P.M. (ET 11:30 A.M. 2:30 P.M.)
 - DATE OF VENUE JULY 12, 2025
 - RESIDENT NICOLE SHERVINGTON
 - ADDRESS 3890 CHASING FALLS ROAD, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00
 - BOOKING FEE/DEPOSIT was via DSCVR (5104):
 - DATED: 6/26/25
 - SEQ#: ?
 - BATCH#: 142?
 - INVOICE#: ?
 - APPROVAL CODE: 02644?
 - 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 on August 18 - 26, 2025.

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

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(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com



From: Oakleaf Venues venuerentais@oakleafresidents.com

Subject: DBCDD refund of deposit request - VIRKEISHA "MARIE" WRIGHT (revised)

Date: July 21, 2025 at 6:30 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD for the following venue.
 - LOCATION OVCR aka CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M. (ET 7:30 P.M. 10:30 P.M.)
 - DATE OF VENUE JULY 19, 2025
 - RESIDENT VIRKEISHA "MARIE" WRIGHT
 - ADDRESS 3750 SILVER BLUFF BOULEVARD, #704, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND \$100.00 = Fire Department was dispatched and arrived on scene due to a fog machine setting off alarm
 - BOOKING FEE/DEPOSIT was via VISA (2561):
 - DATED: 3/14/25
 - SEQ#: ?
 - BATCH#: 132?
 - INVOICE#: ?
 - APPROVAL CODE: 03959?
 - 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 on August 18 - 26, 2025.

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

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(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com



AP300R *** CHECK DATES 07/01/	2025 - 07/31/2025 *** DO	ACCOUNTS PAYABLE PREPAID/COMPUTER DUBLE BRANCH-CAPITAL RESERVE ANK C CAPITAL RESERVE FUND	CHECK REGISTER	RUN 8/04/25	PAGE 1
CHECK VEND#I DATE DATE	NVOICE EXPENSED TO INVOICE YRMO DPT ACCT# S	VENDOR NAME SUB SUBCLASS	STATUS	AMOUNT	CHECK AMOUNT #
7/03/25 00068 6/24/	25 1948 202506 600-53800-6 FURNITURE REPAIR	52100	*	3,487.50	
		APC POWDER COATING JACKSONVILLE	INC		3,487.50 000382
7/03/25 00054 6/21/	25 CAK-2068 202506 600-53800-6 PROXIMITY CARDS	52100	*	1,175.75	
		CARDS AND KEYFOBS			1,175.75 000383
	25 2516 202506 600-53800-6 MAINTENANCE SUPPLIES			2,316.60	
		GOVERNMENTAL MANAGEMENT SERVICES	5		2,316.60 000384
	25 CS210798 202506 600-53800-6 POOL SUPPLIES		*	288.97	
		SCP DISTRIBUTORS LLC			288.97 000385
	25 2520 202505 600-53800-6 MAY REPAIR & REPLACEMENT	52100	*	3,227.74	
		GOVERNMENTAL MANAGEMENT SERVICES	5		3,227.74 000386
	25 2521 202506 600-53800-6 JUN REPAIR & REPLACEMENTS	52100	*	1,292.22	
	OON REPAIR & REPLACEMENTS	GOVERNMENTAL MANAGEMENT SERVICES	5		1,292.22 000387
7/25/25 00035 7/17/	25 2523 202506 600-53800-6 6/1 DEBBIE'S DECORATORS	52100	*	2,000.00	
7/17/	25 2523 202506 600-53800-6 6/11 SR SMITH LIFT CNTRLR	52100	*	307.19	
7/17/	25 2523 202506 600-53800-6 6/11 FARGO ID PRINTER INK		*	135.74	
	O/II FARGO ID FRINIER INK	GOVERNMENTAL MANAGEMENT SERVICES	5		2,442.93 000388
7/25/25 00076 6/12/	25 72481 202506 600-53800-6 SRVC DEMO METER CAN	52100	*	5,675.00	
		T&M ELECTRIC OF CLAY COUNTY LLC			5,675.00 000389
		TOTAL FOR BAN	JK C	19,906.71	

DBBR DOUBLE BRANCH OKUZMUK

TOTAL FOR REGISTER

19,906.71

INVOICE

APC Powder Coating Jacksonville,

8805 Arlington Express Way Jacksonville, FL 32211

info@apcjacksonville.com +1 (904) 724-2422



J. Soriano

Bili to

Double Branch Community Development

District

475 W. Town Place Ste. 114

St. Augustine, Florida

32092-3649

Code to: Split 50/50

Pay only \$6975.00 total

Ship to

Double Branch Community Development

District

475 W. Town Place Ste. 114

St. Augustine, Florida

32092-3649

Widdle Village Repair and Replacements

Invoice details

34-600-538-64000

Invoice no.: 1948 Terms: Due on receipt

Invoice date: 06/24/2025

Due date: 06/24/2025

Double Branch Repair and Repl.

34.600.53800.6200

#	Date	Product or service	Description	Qty	Rate	Amount
1.	06/20/2025	Furniture Repair	Chaise Lounges	27	\$225.00	\$6,075.00
2.	06/20/2025	Furniture Repair	Chairs	3	\$300.00	\$900.00

Subtotal

\$6,975.00

Sales tax

\$453.38

Total

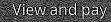
\$7,428.38

Ways to pay











Subtotal Split 50/50=(#3,487.50 TP 6/30/25

Invoice / Order Detail

Thank you for ordering at CardsAndKeyfobs.com

Order Detail

Order ID: #20683 Invoice: #CAK-20683 Date Added: 06/21/2025 Payment Method: Purchase Order (#JSO62125) Shipping Method: USPS Priority (Weight: 27.00lb)

Bill To

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

Ship To (if different address)

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

	Product Name	Model	Quantity	Price	Total
	Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible - Slot Punch: None	PrtPrx- Kan26	1200	\$1.79	\$2,148.00
	Clamshell Proximity Card - Kantech® ioProx® XSF/26bit P10SHL Compatible	CshPrx- Kan26	75	\$2.24	\$168.00
;	<u> </u>			Sub-Total:	\$2,316.00
				USPS Priority (Weight: 27.00lb):	\$35.49
	and the second of the second o			T-4-1-	#0 0F4 40-

\$1,175.75

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



PO Number: JSO62125

Code to: 50/50 split

2-330-572-49300

Middle Village Rec Passes

2-330-572-6200

Double Branch Rec. Passes

Governmental Management Services, LLC 475 West Town Place, Suite 114 St. Augustine, FL 32092

Invoice

Invoice #: 2516 Invoice Date: 6/18/25

Due Date: 6/18/25

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	A STATE OF THE STA	3,226.29	3,226.29
Code to:		Something Annual and a second	
Double Branch Repair and Replace	ement	egry _e , e. a	
034.600.538.621 (\$2,316.60)		de del reduce de communestes.	
Double Branch Special events			
2.320.572.49400(\$909.69)	Principle of the Princi	A THE CASE OF THE	
	Total	and a second and a second desired property of the second property of	\$3,226.29
	Payments	s/Credits	\$0.00
	Balance I	Due	\$3,226.29

MAINTENANCE BILLABLE PURCHASES

Period Ending 6/05/25

DISTRICT DB	DATE	SUPPLIES	PRICE	EMPLOYEE
DOUBLE BRANCH				
OAKLEAF	5/5/25	BLK Nitrile Gloves 20pk	7.46	T.C.
	5/5/25	Caution Tape	33.32	T.C.
	5/6/25	Pine Sol	25.84	T.C.
	5/8/25	Chlorine Tabs	51.18	T.C.
	5/8/25	1000W Photo Control Stem Mount	22.99	T.C.
	5/8/25	20AMP GFCI	26.20	T.C.
	5/8/25	Spring Link (4)	73.00	T.C.
	5/8/25	U-Bolt 3/8x4-7/8 (6)	32.50	T.C.
	5/8/25	U-Bolt 3/8x7 (7)	52.81	T.C.
	5/10/25	Miracle Gro - Liquid Feed	10.04	J.S.
	5/10/25	Tree and Shrub Spikes	8.61	J.S.
	5/10/25	Liquid Feed Refill	10.33	J.S.
	5/10/25	Soil	14.62	J.S.
	5/13/25	Mouse Glue Pad	5.14	T.C.
	5/13/25	Husky 6 in 1 Screwdriver	4.59	T.C.
	5/13/25	Black Nitrile Gloves 20pk	5.68	T.C.
	5/13/25	PB Plaster	5.55	T.C.
	5/13/25	Flex Tape	8.61	T.C.
	5/14/25	Titatnium Bit Set	22.99	T.C.
	5/15/25	Floor Fan	80.48	J.S.
	5/15/25	Grommet Kit	8.04	J.S.
	5/16/25	0.75 CU FT Soil (2)	5.75	J.S.
	5/16/25	Coco Liner (22)	303.09	J.S.
	5/16/25	Wasp Spray (2)	16.03	J.S.
	5/17/25	Vevor 12oz Popcom Machine	338.09	J.S.
	5/19/25	Great Northern Popcom Scoop	11.49	J.S.
	5/19/25	Brass Twist Hose Nozzle	10.33	J.S.
	5/19/25	0.75 CU FFT Soil (5)	14.38	J.S.
	5/19/25	Pine Sol	25.84	T.C.
	5/19/25	Marble Chip Gravel (6)	54.99	T.C.
	5/20/25	Paragon Snow Cone Machine	560.11	J.S.
	5/22/25	1qt Dipledanias (15)	120.41	J.S.
	5/22/25	1qt Alternathia (15)	137,66	J.S.
	5/22/25	1 qt Cordyline (8)	73.42	J.S.
	5/22/25	14" Ceiling Medallions	51,70	J.S.
	5/22/25 5/23/25	Bleach	11.18	T.C.
	5/24/25	14" Vigoro Hanging Baskets (4)	68.86	J.S.
	5/28/25	52" Ceiling Fans (7)	763.00	J.S.
	5/30/25	Microfiber Clothes 12pk	5.74	T.C.
	6/2/25	Gas for Equipment BLK Nitrile Gloves 20pk	75.00	T.C.
	6/3/25	Cut Off Discs	5.68	T.C.
	6/3/25	Set Your Own Combo Locks	2.29	T.C.
	6/3/25	Terry Towels 10pk	22.84	T.C.
	6/3/25	Bleach	7.46 5.15	T.C.
	6/3/25	Pine Soi	5.15 25.84	T.C.
	0.0120	T RIO OUE	25.84	T.C.

TOTAL \$3,226.29



194-ORANGE PARK-SCP DIST. 8601 YOUNGERMAN CT UNIT 2 JACKSONVILLE, FL 32244-8927 Phone 904-739-3511 Fax 904-908-6983

INVOICE

EMERGENCY RESPONSE # 1-800-424-9300

INVOICE #	CS210798	
ORDER#	CS217249	
DATE	06/24/25	
PAGE	1 of 1	

36.86

184.95

36.86

184.95

BILL TO

277667

DOUBLE BRANCH CDD

370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 SHIP TO

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

CUSTOMER P/O NUMB	ER	SHIP VIA PRIORITY PICK			WRITTE	N BY AY ADAMS	(194)		ORDER DATE 06/24/25
CUSTOMER RELEASE	NUMBER	FREIGHT TERMS 02 IN/OUTBOUN	D			NT TERMS 0 DAYS	·		DUE DATE 07/24/25
JOB / SHIP-TO NAME OAKLEAF VILLAGE	PKWY	PURCHASING AGEI	NT		CONTAC JAY S	ORIANO			PHONE 904-342-1441
LN# PRODUCT H	M DESC	RIPTION	U/M	OPEN	PCK-QTY	SHP-QTY	B/O	PRICE	EXTENSION
1 TAY-45-877	R-0004-E PT PH INDICA	TOR SOLUTION	EA R01-B	1	†	1	0	23.2	2 23.22
2 TAY-45-1003	R-0002-C 12/E 2OZ #2 DPD F	• •	EA R01-C	2	2	2	0	10.9	9 21.98
3 TAY-45-1002	R-0001-C 12/E 2OZ #1 DPD F		EA R01-C	2	2	2	0	10.9	8 21.96

** Weight: 54.00 lbs. **

HPP-201-2018

RGL-50-1350

QTY	U/M	HM	UN ID#	PROPER SHIPPING NAME	HAZ CLASS	PACKING GROUP	LBS	ERG
1	PL	Χ	UN2468	Trichloroisocyanuric acid, dry	5.1	11	54.00	140

EΑ

PL

B-10-B

WALL-A

Gode to:

Double Branch Repair and Repl.

34.600.53800.6200

HH1506

STANDARD DEBRIS BAG

47246940 24/PLT REGAL

50# 3" CHLORINATED TABS (UW)



_PLACAHDS SUPPLIED-YES NO REFUSED

MERCHANDISE TOTAL	DISCOUNTS	MISC CHARGES	SALES TAX	INBOUND FREIGHT	OUTBOUND FREIGHT	DEPOSIT AMOUNT	DEPOSIT APPLIED	INVOICE TOTAL
288.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	288.97

This is to certify that the herein named materials are properly classified, described, packaged, marked, and labeled, and are in proper condition for transportation according to the applicable regulations of the department of transportation.

SIGNATURE: DEEJAY ADAMS(194)

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

SIGNATURE: DEEJAY ADAMS(194)

RECEIVED BY:

Cust#: 277667 Cust Name: DOUBLE BRANCH CDD

Inv#: CS210798 Invoice Date: 06/24/25 Invoice Amount: \$288.97

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

Governmental Management Services, LLC

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

Invoice

\$3,227.74

Invoice #: 2520 Invoice Date: 7/31/25

Due Date: 7/31/25

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 5/20/24-2.320.572.5100 (DB Office Supplies) - Statement Closing Date 5/20/24-34.600.538.6200 (DB Repair & Replacements) - Statement Closing Date 5/20/24		-88:05 <u>-160-20</u> 3,227.74	—88.05 <u>—160.20</u> 3,227.74
JUL 08 2025			
	Total		\$3,475.99
	Payme	nts/Credits	\$0.00
	Balanc	e Due	\$3,475.99

Governmental Management Services, LLC

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

Invoice

Invoice #: 2521 Invoice Date: 7/31/25

Due Date: 7/31/25

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 6/20/24 2.320.572.5100 (DB-Office Supplies) - Statement Closing Date 6/20/24 34.600.538.6200 (DB Repair & Replacements) - Statement Closing		- 88.04 -244.98 1,292.22	- <88.04 - 244.98 1,292.22
Date 6/20/24 2.320:572:49400 (DB Special Events) - Statement Closing Date 6/20/24 -		-555.52	-55 5.52⊤
JUL 08 2025			
	Total		\$2,180.76

\$0.00

\$2,180.76

Payments/Credits

Balance Due

Governmental Management Services, LLC

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

Invoice

Invoice #: 2523 Invoice Date: 7/17/25

Due Date: 7/17/25

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
034.600.538.621 (Repair & Replacement) - Debbie's Decorators -		2,000.00	2,000.00
Vinyl Canopy 6/1/25 034.600.538.621 (Repair & Replacement) - SR Smith 4 button lift controller - 6/11/25		307,19	307.19
Split 50% between MV & DB 34.600.538.621 (Repair & Replacement) - Fargo ID Printer Ink - 3/11/25		135.74	135.74
Split 50% between MV & DB	Control of the second		
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Total	\$2,442.93
Payments/Credits	\$0.00
Balance Due	\$2,442.93

PERSONAL REIMBURSEMENT

Out-of-Pocket NAME: Jay Soriano

DATE	DESCRIPTION	DISTRICT	code to:	AMOUNT
6/1/2025	Debbies Decorators - Vinyl Canopy (slide tower)	Double Branch CDD	Repair and replacement 034,600.538.621	\$2,000,00
6/11/2025	SR Smith 4 button lift controller - split	Double Branch CDD	Repair and replacement 034,600.538.621	307.19
62V2/11/0	50/50 DB/MV (\$614.39)	MiddleVillage CD	Repair and replacement 034,600,538,64000	307.2
6/11/2025	Fargo ID Printer Ink- split 50/50	Double Branch CDD	Repair and replacement 034.600,538.621	135,74
	DB/MV (\$271.48)	MiddleVillage CD	Repair and replacement 034,600.538,64000	135.74
5/30/2025	BH photo - Magic card printer and ink	Armstrong CDD	Repair and Replacment 57200.330.46000	905.1
5/30/2025	Unifi - access system readers, access points, dream machine, cards, junction box	Armstrong CDD	Repair and Replacment 57200,330,46000	1764.11
	COMPRISED AND A CARE AND A STATE OF THE STAT	TOTAL	CONTRACTOR	\$5,555.08

DB

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Order Details

Order placed June 11, 2025

Order # 111-1585785-4675466

Ship to	Payment method	Order Summary	
Jay Soriano	Visa ending in 9590	Item(s) Subtotal:	\$571.53
370 OAKLEAF VILLAGE PKWY		Shipping & Handling:	\$0.00
ORANGE PARK, FL 32065-4259		Total before tax:	\$571.53
United States		Estimated tax to be	\$42.86
		collected:	
		Grand Total:	\$614.39

Delivered June 17

Your package was delivered. It was handed directly to a resident.



S.R. Smith 4 Button Controller Assembly 400-7000 Sold by: Level_Brands Supplied by: Other Return or replace items: Eligible through July 18, 2025 \$571.53

Conditions of Use Privacy Notice Consumer Health Data Privacy Disclosure Your Ads Privacy Choices
© 1996-2025, Amazon.com, Inc. or its affiliates

Order Details

Order placed June 11, 2025

Order # 111-3846443-8669066

Ship to	Payment method	Order Summary	
Jay Soriano	Visa ending in 9590	Item(s) Subtotal:	\$252.54
370 OAKLEAF VILLAGE PKWY		Shipping & Handling:	\$0.00
ORANGE PARK, FL 32065-4259		Total before tax:	\$252.54
United States		Estimated tax to be	\$18.94
		collected:	
		Grand Total:	\$271.48

Delivered June 17

Your package was delivered. It was handed directly to a resident.



Fargo YMCKK Color Ribbon - 500 Prints (84052) Sold by: HighTek Electronics Return or replace items: Eligible through July 16, 2025 \$159.99



Fargo 084053 HDP Retransfer Film for HDP5000 / HDPii Sold by: ID Card Printers Return or replace items: Eligible through July 16, 2025 \$92.55



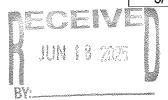
T&M Electric of Clay County, LLC dba T & M Electric

200 College Drive Orange Park, FL 32065 Phone: (904) 272-0272

License# EC0001152



72481 Invoice Date 6/12/2025



Bill To:

Governmental Management Svc 9655 Florida Mining Blvd W Ste

Jacksonville, FL 32257

Re:

3750 Oakworth Ct.

Job No Customer Job No	Customer PO	Payment Terms	Due Date
		Net 15 Days	6/27/2025
Quantity	Description	Rate/Unit	Price

1.00

Service to demo existing meter can, extend conduit and wiring to existing meter can

5,675.00

5,675.00

Code to:

Double Branch Repair and Replacement

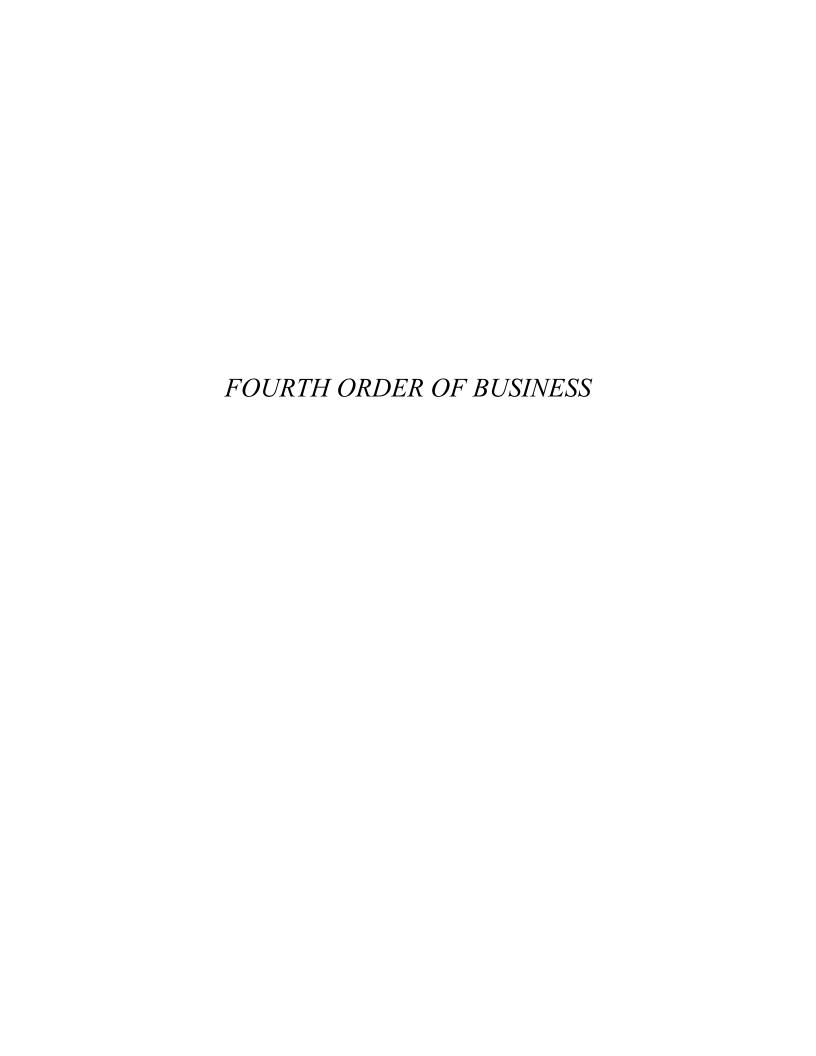
034.600.538.621

Subtotal \$ Sales Tax (if applicable) \$

5,675.00 0.00

Total Due

5,675.00



A.

RESOLUTION 2025-03 [FY 2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("FY 2026"), the District Manager prepared and submitted to the Board of Supervisors ("Board") of the Double Branch Community Development District ("District") prior to June 15, 2025, proposed budget(s) ("Proposed Budget") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website, https://doublebranchcdd.com/, in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Double Branch Community Development District for the Fiscal Year Ending September 30, 2026."

c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Chapter 189, *Florida Statutes*, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Chapter 189, Florida Statutes, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 11TH DAY OF AUGUST 2025.

ATTEST:	DEVELOPMENT DISTRICT
Secretary / Assistant Secretary	Chair/Vice Chair, Board of Supervisors
Exhibit A: FY 2026 Budget	

Exhibit A

FY 2026 Budget

Community Development District

Approved Budget FY 2026

Presented by:



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Community Development District

Approved Budget General Fund

Description	Adopted Budget FY 2025	ctuals Thru 6/30/25	jected Next 3 Months	ojected Thru 9/30/25	A	Approved Budget FY 2026
REVENUES:						
Special Assessments - Tax Roll Interest income	\$ 184,075 2,500	\$ 184,641 4,567	\$ 800	\$ 184,641 5,367	\$	184,126 4,500
TOTAL REVENUES	\$ 186,575	\$ 189,208	\$ 800	\$ 190,008	\$	188,626
EXPENDITURES:						
<u>Administrative</u>						
Supervisor Fees	\$ 12,000	\$ 8,400	\$ 3,000	\$ 11,400	\$	12,000
FICA Expense	918	643	230	872		918
Engineering	5,000	9,398	3,000	12,398		5,000
Arbitrage Rebate	700	700	-	700		700
Dissemination	1,798	1,348	449	1,798		1,888
Assessment Roll Administration	9,227	9,227	-	9,227		9,688
Attorney	42,000	13,368	28,632	42,000		42,000
Annual Audit	5,400	6,000	-	6,000		5,600
Trustee Fees	9,500	8,815	-	8,815		8,900
Management Fees	72,865	54,649	18,217	72,865		76,509
Information Technology	2,407	1,805	602	2,407		2,527
Telephone	600	131	469	600		600
Postage	2,000	497	500	997		2,000
Printing	2,500	393	500	893		2,500
Insurance General Liability	10,556	10,268	-	10,268		11,552
Legal Advertising	2,800	666	500	1,166		2,800
Office Supplies	200	14	186	200		200
Website Maintenance	2,809	2,107	702	2,809		2,949
Dues, Licenses & Subscriptions	175	175	-	175		175
Other Current Charges	120	20	100	120		120
Capital Reserve Funding	3,000	-	3,000	3,000		-
TOTAL ADMINISTRATIVE	\$ 186,575	\$ 128,624	\$ 60,087	\$ 188,710	\$	188,626
TOTAL EXPENDITURES	\$ 186,575	\$ 128,624	\$ 60,087	\$ 188,710	\$	188,626
Other Sources/(Uses)	- •		•			•
Interfund Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$	-
TOTAL OTHER SOURCES/(USES)	\$ -	\$ -	\$	\$ -	\$	-
EXCESS REVENUES (EXPENDITURES)	\$ -	\$ 60,585	\$ (59,287)	\$ 1,298	\$	-

Community Development District

Budget Narrative General Fund

Fiscal Year 2026

REVENUES

Special Assessments - Tax Roll

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

Interes

The District earns interest on the monthly average collected balance for each of their investment accounts.

Expenditures - Administrative

Supervisors Fees

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated $\$200\,$ per meeting in which they attend.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Engineering

The District's engineer will provide general engineering services to the District, i.e. attendance and preparation for monthly board meetings, review of invoices, and other specifically requested assignments.

Arbitrage Rebate

The District is required to have an annual arbitrage rebate calculation prepared for the District's Series 2013 A-1 and A-2 Special Assessment Refunding Bonds. Currently, the District has contracted with Grau and Associates.

Dissemination Agent

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues.

Assessment Roll Administration

GMS, LLC provides assessment services for closing lot sales, assessment roll services with the local Tax Collector and financial advisory services.

Attorney

The District's Attorney, will be providing general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Grau and Associates currently serves as the District's Independent Auditor.

Trustee Fees

The District's Series 2013 A-1 & 2013 A-2 Special Assessment Refunding Bonds are held by a Trustee at US Bank, N.A. The amount of the trustee fees is based on the agreement between US Bank and the District.

Community Development District

Budget Narrative General Fund

Fiscal Year 2026

Expenditures - Administrative (continued)

Management Fees

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Governmental Management Services, LLC. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc.

Telephone

New internet and Wi-Fi service for Office.

Postage

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Printing

 $Actual\ postage\ and/or\ freight\ used\ for\ District\ mailings\ including\ agenda\ packages, vendor\ checks\ and\ other\ correspondence.$

Insurance General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

$Due, Licenses\,\&\,Subscriptions$

The District is required to pay an annual fee to the Florida Department of Commerce for \$175.

Other Current Charges

This includes monthly bank charges and any other miscellaneous expenses that incur during the year.

Community Development District

Approved Budget Recreation Fund

	Adopted Budget	A	ctuals Thru	Pr	ojected Next	Pro	ojected Thru	1	Approved Budget
Description	FY 2025		6/30/25		3 Months		9/30/25		FY 2026
REVENUES:									
Special Assessments - On Roll	\$ 2,144,534	\$	2,151,130	\$	-	\$	2,151,130	\$	2,118,723
Interest income	25,000		47,591		10,000		57,591		25,000
Amenities Revenue/Miscellaneous	25,000		28,704		8,000		36,704		25,000
Sports Revenue	30,000		7,700		3,000		10,700		20,000
TOTAL REVENUES	\$ 2,224,534	\$	2,235,125	\$	21,000	\$	2,256,125	\$	2,188,723
EXPENDITURES:									
<u>Administrative</u>									
Management Fees - On Site Staff	\$ 233,919	\$	175,439	\$	58,479	\$	233,919	\$	245,615
Insurance	141,137		120,080		-		120,080		127,990
Other Current Charges	3,500		1,467		2,034		3,500		3,500
Permit Fees	1,625		2,056		-		2,056		1,625
TOTAL ADMINISTRATIVE	\$ 380,181	\$	299,042	\$	60,513	\$	359,554	\$	378,730
Operations & Maintenance									
Maintenance									
Security	\$ 111,280	\$	80,535	\$	30,745	\$	111,280	\$	111,280
Security - Clay County Off-Duty Sheriff	47,304		42,178		5,127		47,304		47,304
Water - Irrigation	15,000		12,474		2,526		15,000		17,000
Irrigation Maintenance	5,000		-		5,000		5,000		5,000
Streetlighting	32,000		20,766		11,234		32,000		29,640
Electric Landscape Maintenance	36,000 507,134		29,700 354,709		6,300 152,425		36,000 507,134		43,800 487,134
Common Area Maintenance	75,000		42,297		32,703		75,000		82,500
Lake Maintenance	31,000		19,530		11,470		31,000		31,000
Capital Reserve	428,079		-		428,079		428,079		360,024
TOTAL MAINTENANCE	\$ 1,287,796	\$	602,187	\$	685,609	\$	1,287,796	\$	1,214,681
Recreation Facility									
Amenity Staff	\$ 150,500	\$	107,001	\$	43,499	\$	150,500	\$	165,840
Refuse Services	19,000		17,924		1,076		19,000		20,000
Telephone	8,500		5,318		3,182		8,500		8,400
Electric Cable	29,000 9,707		23,907		5,093		29,000		34,800
Pool Maintenance	39,000		7,873 30,476		2,700 8,524		10,573 39,000		11,280 43,200
Water/Sewer/Reclaim	48,000		28,390		19,610		48,000		53,280
Facility Maintenance - General	75,000		42,043		32,957		75,000		82,500
Facility Maintenance - Preventative	10,000		2,290		7,710		10,000		10,000
Facility Maintenance - Contingency	40,000		6,313		33,687		40,000		45,000
Lighting Repairs	9,500		4,388		5,112		9,500		10,500
Special Events Office Supplies & Equipment	10,250 1,400		11,038 923		1,500 477		12,538 1,400		10,700 1,400
Janitorial	70,200		46,350		23,850		70,200		74,412
Recreation Passes	4,000		2,365		1,635		4,000		4,000
Pool Leak Repairs Multiuse Field	2,500 30,000		-		2,500 15,000		2,500 15,000		20,000
TOTAL RECREATION FACILITY	\$ 556,557	\$	336,599	\$	208,112	\$	544,711	\$	595,312
TOTAL EXPENDITURES	2,224,534		1,237,828	\$	954,234		2,192,062		2,188,723
	<i>4,44</i> 7,334								
EXCESS REVENUES (EXPENDITURES)	\$ -	\$	997,297	\$	(933,234)	\$	64,063	\$	

Community Development District

Budget Narrative Recreation Fund

Fiscal Year 2026

REVENUES

Special Assessments - Tax Roll

The District will levy a Non-Ad Valorem assessment on all sold and platted parcels within the District in order to pay for the operating expenditures during the Fiscal Year.

Interest Income

The District earns interest on the monthly average collected balance for each of their investment accounts.

Amenities Revenue

Income received from resident rental of Clubroom and Patio and access cards, fitness class, vending machines, and non-resident user fee for the Recreation Facility.

Sports Revenues

These are estimated fees for programmed sports activities.

Expenditures - Administrative

Management Fees

The District has contracted with Governmental Management Services, LLC ("GMS") for the supervision and on-site management of the District's amenities. The responsibilities include management of District maintenance contracts, scheduling special events, management of District employees, rental of facilities, scheduling of special events, resident inquiries, and other maintenance related items. The District shares the cost of a community manager, aquatics director, fitness center/access director, rental coordinator and administrative assistant with the Middle Village Community Development District.

Insurance

The District's Property and Liability Insurance policy is with Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

Other Current Charges

Includes bank charges and any other miscellaneous administrative expenses that are incurred during the year with the use of deposit/credit card machine.

Permit Fees

 $\label{thm:miscellaneous} \mbox{Miscellaneous permit fees to operate the pool and water slides as well as special events.}$

Discription	Annual
Play Pool Permit	\$ 300
Lap Pool Permit	300
Spray Pool Permit	175
State Public Broadcast for Music Fees	850
Total	\$ 1,625

Expenditures - Maintenance Common Area

Security

The cost of security patrol for the District with Athletic Center and Common area.

Discription	Mo	Annual		
Secutity Contract	\$	9,273	\$	111,280

Clay County off Duty Security

Provision for off-duty-security patrol by Clay County Sheriff's Dept. Split 50/50 with Middle Village CDD.

Water - Irrigation

The District will purchase bulk water from JEA for irrigation purposes.

Account Number	Discription	M		Annual	
83744906	2226 Pebblewood LA Apt 1	\$	30	\$	360
66042924	302 Oakleaf Village Parkway		30		360
61929298	3468 Worthington Oaks Drive Apt 1 30				360
86638010	3570 Silver Bluff Blvd Apt 1		1,200		14,400
60770057	563 Acornridge Lane Apt 1		70		840
	Contingency		57		680
	Total	\$	1,417	\$	17,000

Community Development District

Budget Narrative Recreation Fund

Fiscal Year 2026

Expenditures - Maintenance Common Area (continued)

Irrigation Maintenance

The cost of miscellaneous irrigation, pump repairs and maintenance incurred by the district.

Street Lighting

The cost of street lighting provided by Clay Electric Cooperative, Inc.:

Account Number	Discription	M	onthly	Annual
7332265	Oaklieaf Village Center Outdoor	\$	220	\$ 2,640
5379615	East Sied of Brannanfield		2,200	26,400
	Contingency		50	600
	Total	\$	2,470	\$ 29,640

Electric

The cost of electricity for signage lighting, entry feature lighting (main entry, Athletic Center entry and neighborhood entries) for the following accounts provided by Clay Electric Cooperative, Inc.:

Account Number	Discription	M	onthly	Annual
4995700	370 Oakleaf Village	\$	1,200 \$	14,400
4995718	370-1 Oakleaf Village Pkwy		500	6,000
5347943	3926-1 Plantation Oaks Blvd		100	1,200
5715289	1591 Canopy Oaks Dr - Irrigation		120	1,440
5774021	2971 Thorncrest Dr		50	600
6875140	373-1 Oakleaf Village Center		100	1,200
6912612	608-1 Oakleaf Village Pkwy		40	480
6912653	603-2 Oakleaf Village Pkwy		40	480
6912661	602-1 Oakleaf Village Pkwy		40	480
6912687	537-1 Oakleaf Village Pkwy		40	480
6912695	529-1 Oakleaf Village Pkwy		40	480
6912703	3925-1 Plantation Oaks Blvd		40	480
6912729	3860-1 Plantation Oaks Blvd		40	480
6912737	3859-1 Plantation Oaks Blvd		40	480
6912752	3805-1 Plantation Oaks Blvd		40	480
6912760	3800-1 Plantation Oaks Blvd		40	480
6912778	3306-1 Village Oaks Lane		40	480
6912786	465-1 Oakleaf Village Pkwy		40	480
6912810	3801-1 Plantation Oaks Blvd		40	480
6912828	728-1 Bellshire Drive		40	480
6912836	721-1 Bellshire Lane		40	480
6912869	715-1 Wakemoumnt Drive		40	480
6912877	3219-1 Stonebrier Ridge Drive		40	480
6912893	576-1 Wakemount Drive		40	480
6912901	507-1 Millstone Drive		40	480
6912919	498-1 Millstone Drive		40	480
6912927	3442-1 Worthington Oaks Drive		40	480
6912943	309-1 Oakleaf Village Pkwy		40	480
6912950	373-2 Oakleaf Village Pkwy		40	480
9194375	308-1 Oakleaf Village Pkwy		40	480
6912976	358-2 Oakleaf Village Pkwy		40	480
7131527	3206-1 Silver Bluff Blvd		40	480
7332257	3168 Stonebrier Ridge		450	5,400
8684243	571 Oakleaf Village Pkwy		40	480
	Contingency		50	600
	Total	\$	3,650 \$	43,800

Landscape Maintenance

The District has a contract with Verdego to provide landscaping and irrigation maintenance services to all the common areas within the District as well as the Amenity Center. The amount is based upon the following:

Discription	M	Monthly				
Contract-Common Area	\$	40 594	\$	487.134		

Community Development District

Budget Narrative Recreation Fund

Fiscal Year 2026

Expenditures - Maintenance Common Area (continued)

Common Area Maintenance

Represents the estimated day-to-day maintenance of the Districts common areas. Services include:

-Pressure washing of District fences, entrance signage and pillars, pool areas, gazebos, amenity center, field house, parks, park equipment and sidewalks. The estimated annual amount for these services is based upon contractor proposals

The estimated cost for the following is based upon past history and current hourly rates:

- -All common area, easements and park litter clean up
- -Lake and outfall inspections and debris removal
- -Storm sewer grate inspections and cleaning
- -Removal of unauthorized signage and maintenance of community signage
- -Trapper for wild hogs
- -Traffic/car accident clean up
- -Inspection and repairs to all park equipment, playground, picnic table and benches

Lake Maintenance

The District has a contract with The Lake Doctors to provide monthly water management services and annual carp as needed per the contract, to 25 lakes throughout the District. Contingency represents monthly lake inspections and clean-up of outfall structures and fish barriers. The amount is based upon the following:

Discription		Annual		
Lake Maintenance	\$	2,444	\$	29,326
Contingency		140		1,674
Total	\$	2,583	\$	31,000

Capital Reserve

Money set aside for future replacements of capital related items and operating capital.

Expenditures - Recreation Facility

Amenity Staff

Direct cost to provide lifeguard/pool attendant services from District employees during the operational season of the swimming pool, which is from Mid-March through October. Also covers front desk personnel at the Fitness Center.

Refuse Service

 $The \ District \ has \ contracted \ with \ Waste \ Management \ for \ refuse \ removal \ service \ twice \ weekly.$

Telephone

The Amenity Center currently pays AT&T for three phone lines and one fax line. The amounts are based upon the following:

Discription	Monthly	Annual
AT&T	\$ 650	\$ 7,800
Contingency	50	600
Total	\$ 700	\$ 8,400

Electric

Cost of electric associated with the Recreation facility and Fitness Center provided by Clay Electric:

Account Number	Discription	Monthly			
5217088	370 Oakleaf Village Pkwy	\$ 2,200	\$	26,400	
8763369	382 Oakleaf Village Pkwy	650		7,800	
	Contingency	 50		600	
	Total	\$ 2,900	\$	34,800	

Cable/Internet

Cost of cable and internet access for the Recreation Facility from Comcast.

Discription	Monthly	Annual
Facility Center	\$ 415	\$ 4,980
Fitness	475	5,700
Contingency	 50	600
Total	\$ 940	\$ 11,280

Community Development District

Budget Narrative Recreation Fund

Fiscal Year 2026

Expenditures - Recreation Facility (continued)

Pool Maintenance

The District currently has a contract with Poolsure to supply chemicals and chemical feeders for the Amenity Center pools. The District is contracted with RMS for the cleaning, water testing, and treatment of the Amenity Center pools. During summer months, district employees will help with basic poolside cleaning such as brushing, skimming, and tile cleaning. Additionally, GMS staff handles the annual maintenance projects on the pool and deck features. The amount is based upon the following:

Discription		Annual		
Pool Maintenance	\$	3,500	\$	42,000
Contingency		100		1,200
Total	\$	3,600	\$	43.200

Water / Sewer / Reclaim

Cost of water / sewer from JEA (acct # 7616920495) associated with the Recreation Facility and Reclaimed Water from Clay County Utility Authority.

Account Number	Discription	M	onthly	Annual
76832466	370 Oakleaf Village Parkway - Water	\$	1,000	\$ 12,000
76832466	370 Oakleaf Village Parkway - Sewer		450	5,400
80532813	370 Oakleaf Village Parkway - Pool		450	5,400
Fire Sprinkler	371 Oakleaf Village Parkway - Sprinkler		100	1,200
	Total JEA	\$	2,000	\$ 24,000
A00010662	566-1 Oakleaf Village Parkway		1,000	12,000
A00009982	716-1 Wakemont Dirve Reclaim		300	3,600
A00011147	3178-1 Wandering Oaks Drive			600
A00011148	1505-1 Canopy Oaks Drive R	15		1,800
A00011149	1591-1 Canopy Oaks Drive R	450		5,400
A00011157	3701-1 Thousand Oaks Drive		40	480
A00011158	3713-1 Thousand Oaks Drive		150	1,800
A00011159	1940-1 Woodworth Drive Reclaim		40	480
A00011160	3659-1 Thousand Oaks Drive		40	480
A00011246	603-1 Waterford Oaks Drive		40	480
A00013929	1422-1 Bitterberry Drive Reclaim		40	480
A00013930	1206-1 Bedrock Drive Reclaim		40	480
	Total CCUA	\$	2,340	\$ 28,080
	Contingency		100	1,200
	Total	\$	4,440	\$ 53,280

Facility Maintenance - General

 $Represents\ estimated\ cost\ for\ general\ maintenance\ throughout\ the\ District\ based\ upon\ historical\ cost.$

Facility Maintenance - Preventative

Cost of routine repairs and general maintenance contracts for District Facilities.

Discription	Annual
S.E.Fitness	\$ 1,760
Paula's Pest Control	620
Toole Technologies	5,160
Jacksonville Sound & Communication	744
Termite Bond	1,530
Contingency	 186
Total	\$ 10 000

Facility Maintenance - Contingency

Represents estimated amount based upon historical cost for fence repairs, graffiti clean-up, signage repairs, wall cap replacements and damaged park equipment.

Lighting Repairs

Cost for fixtures, bulbs and ballast replacement, and electrician labor based on past history.

Special Events

 $Monthly\ events\ and\ organized\ functions\ the\ Amenity\ Center\ Director\ provide\ for\ all\ residents\ of\ Oakleaf\ Plantation.$

Community Development District

Budget Narrative Recreation Fund

Fiscal Year 2026

Expenditures - Recreation Facility (continued)

Office Supplies and Equipment

Office supplies for the Amenity Center. Lease agreement with Cannon (\$167/month) \$2000 annually.

Janitorial Services

The District has contracted with Riverside Management to provide janitorial services, and scheduled carpet cleanings to the District. Janitorial Services shall be provided seven days per week and carpets will be cleaned 9xs a year unless otherwise needed. Supplies will be purchased directly from First Coast Choice Cleaning Supplies. The amount is based upon the following:

Description		Annual		
Janitorial Contract	\$	5,150	\$	61,800
Supplies		500		6,000
Mat Cleaning-Fitness Room		200		2,400
Total	•	E OEO	¢	70 200

Recreation Passes

Entry cards are issued to all CDD residents for facility access. Recreation passes includes the cards, ribbon, cleaner, guest cards and repairs to card printers, etc.

Multiuse Fields

 $Cost\ of\ maintaining\ field\ and\ repairs, landscape\ maintenance, and\ renovations.$

Community Development District

Approved Budget Debt Service Series 2013A1 & A2 Special Assessment Refunding Bonds

		Adopted Budget		tuals Thru		jected Next	Pr	ojected Thru	1	Approved Budget
Description		FY 2025		6/30/25		3 Months		9/30/25		FY 2026
REVENUES:										
Special Assessments-On Roll	\$	1,976,742	\$	1,968,069	\$	-	\$	1,961,878	\$	1,976,742
Interest Earnings		10,000		87,319		10,000		97,319		10,000
Carry Forward Surplus ⁽¹⁾		850,479		877,037		-		877,037		983,859
TOTAL REVENUES	\$	2,837,221	\$:	2,932,425	\$	10,000	\$	2,936,234	\$	2,970,601
EXPENDITURES:										
Series 2013A-1										
Interest 11/1	\$	294,788	\$	294,788	\$	-	\$	294,788	\$	271,388
Interest 5/1		294,788		294,788		-		294,788		271,388
Principal 5/1		1,170,000		1,170,000		-		1,170,000		1,220,000
Series 2013A-2										
Interest 11/1		41,400		41,400		-		41,400		38,238
Interest 5/1		41,400		41,400		-		41,400		38,238
Principal 5/1		110,000		110,000		-		110,000		115,000
TOTAL EXPENDITURES	\$	1,952,375	\$	1,952,375	\$	-	\$	1,952,375	\$	1,954,250
Other Sources/(Uses)										
Interfund transfer In/(Out)	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL OTHER SOURCES/(USES)	\$	-	\$	-	\$	-	\$	-	\$	-
TOTAL EXPENDITURES	\$	1,952,375	\$	1,952,375	\$	-	\$	1,952,375	\$	1,954,250
EXCESS REVENUES (EXPENDITURES)	\$	884,846	\$	980,050	\$	10,000	\$	983,859	\$	1,016,351
(1) Carry Forward is Net of Reserve Requirement			Interest D	ue 1	1/1/26	\$	281,156			

Community Development District

AMORTIZATION SCHEDULE

 $Debt\,Service\,Series\,2\,0\,1\,3\,A\,1\,Special\,Assessment\,Refunding\,Bonds\,(Senior\,Lien)$

Period	Outstanding Balance		Coupons Principal		Principal	Interest			Annual Debt Service		
11/01/25	\$	13,010,000				\$	271,388				
05/01/26	·	13,010,000	4.125%	\$	1,220,000		271,388	\$	1,762,775		
11/01/26		11,790,000			, ,		246,225		, ,		
05/01/27		11,790,000	4.125%		1,270,000		246,225		1,762,450		
11/01/27		10,520,000					220,031				
05/01/28		10,520,000	4.125%		1,320,000		220,031		1,760,063		
11/01/28		9,200,000					192,806				
05/01/29		9,200,000	4.125%		1,380,000		192,806		1,765,613		
11/01/29		7,820,000					164,344				
05/01/30		7,820,000	4.125%		1,435,000		164,344		1,763,688		
11/01/30		6,385,000					134,747				
05/01/31		6,385,000	4.125%		1,495,000		134,747		1,764,494		
11/01/31		4,890,000					103,913				
05/01/32		4,890,000	4.250%		1,560,000		103,913		1,767,825		
11/01/32		3,330,000					70,763				
05/01/33		3,330,000	4.250%		1,630,000		70,763		1,771,525		
11/01/33		1,700,000					36,125				
05/01/34		1,700,000	4.250%		1,700,000		36,125		1,772,250		
Total				\$	13,010,000	\$	2,880,681	\$	15,890,681		

Community Development District

AMORTIZATION SCHEDULE

 $Debt\,Service\,Series\,2013A2\,\,Special\,Assessment\,Refunding\,Bonds\,(Subordinate\,Lien)$

Period	Outstanding Balance	Coupons	Principal Interest		A	annual Debt Service
11/01/25	\$ 1,330,000	5.750%		\$ 38,238		
05/01/26	1,330,000	5.750% \$	115,000	38,238	\$	191,475
11/01/26	1,215,000	5.750%	,	34,931		,
05/01/27	1,215,000	5.750%	125,000	34,931		194,863
11/01/27	1,090,000	5.750%		31,338		
05/01/28	1,090,000	5.750%	130,000	31,338		192,675
11/01/28	960,000	5.750%		27,600		
05/01/29	960,000	5.750%	135,000	27,600		190,200
11/01/29	825,000	5.750%		23,719		
05/01/30	825,000	5.750%	145,000	23,719		192,438
11/01/30	680,000	5.750%		19,550		
05/01/31	680,000	5.750%	155,000	19,550		194,100
11/01/31	525,000	5.750%		15,094		
05/01/32	525,000	5.750%	165,000	15,094		195,188
11/01/32	360,000	5.750%		10,350		
05/01/33	360,000	5.750%	175,000	10,350		195,700
11/01/33	185,000	5.750%		5,319		
05/01/34	185,000	5.750%	185,000	5,319		195,638
Total		\$	1,330,000	\$ 412,275	\$	1,742,275

Community Development District Non-Ad Valorem Assessments Comparison 2025-2026

Neighborhood	O&M Units	Bonds 2013 Units	Ann	ual Maintenance	Annual Debt Assessments				
			FY 2026	FY 2025	Increase/ (decrease)		FY 2026	FY 2025	Increase/ (decrease)
Single Family	2205	2205	\$1,003.35	\$1,015.09	-\$11.74	-1.16%	\$877.91	\$877.91	\$0.00
Multi-Family Village Center Retail	276 8000	276 0	\$733.45 \$1.47	\$733.45 \$1.53	\$0.00 -\$0.06	0.00% -4.11%	\$605.49 \$0.00	\$605.49 \$0.00	\$0.00 \$0.00
Village Center Office	35000	0	\$0.66	\$0.69	-\$0.03	-3.85%	\$0.00	\$0.00	\$0.00
Total	45481	2481							

Community Development District

Approved Budget Capital Reserve Fund

Description		Adopted Budget FY 2025		Actuals Thru 6/30/25		Projected Next		Projected Thru 9/30/25		Approved Budget FY 2026	
REVENUES:		112025		0/30/23		3 MOHUIS		7/30/23		112020	
NLY LIVOLS.											
Interest Income	\$	3,000	\$	45,835	\$	10,000	\$	55,835	\$	10,000	
Transfer In - Capital Reserve		428,079		-		428,079		428,079		360,024	
Transfer In - General Fund Reserve		3,000		-		3,000		3,000		-	
Carry Forward Balance		1,470,985		1,468,786		-		1,468,786		1,755,699	
TOTAL REVENUES	\$	1,905,064	\$	1,514,621	\$	441,079	\$	1,955,699	\$:	2,125,723	
EXPENDITURES:											
<u>Capital Outlay</u>											
Repairs & Replacements	\$	500,000	\$	164,515	\$	35,485	\$	200,000	\$	250,000	
TOTAL EXPENDITURES	\$	500,000	\$	164,515	\$	35,485	\$	200,000	\$	250,000	
Other Sources/(Uses)											
Transfer in/(Out)	\$	-	\$	-	\$	-	\$	-	\$	-	
TOTAL OTHER SOURCES/(USES)	\$	-	\$	•	\$	-	\$	-	\$	-	
TOTAL EXPENDITURES	\$	500,000	\$	164,515	\$	35,485	\$	200,000	\$	250,000	
EXCESS REVENUES (EXPENDITURES)	\$	1,405,064	\$	1,350,105	\$	405,594	\$	1,755,699	\$	1,875,723	

Community Development District Exhibit "A"

Allocation of Operating Reserve

Allocation of Operating Reserves	
Estimated Funds Available	
Estimateu Funus Avanable	
General Fund - Beginning Fund Balance - 10/1/24	\$ 107,820
Recreation Fund - Beginning Fund Balance - 10/1/24	825,741
Estimated General Excess Revenues - Fiscal Year 2025	1,298
Estimated Recreation Excess Revenues- Fiscal Year 2025	64,063
Total Estimated Operating Funds Available - 9/30/2025	\$ 998,922
Allocation of Funds Available	
General Fund Operating Reserve - First Quarter Operating Capital Recreation Fund Operating Reserve - First Quarter Operating Capital	\$ 47,157 457,175
Total Reserve	\$ 504,331
Total Working Capital Surplus	\$ 494,591
Capital Reserve- Beginning Fund Balance - 10/1/24	\$ 1,468,786
Projected Capital Excess Revenues - Fiscal Year 2025	 286,913
Total Estimated Reserve Funds Available - 9/30/25	 1,755,699
Interest Earned General Fund Reserve	\$ 10,000
Recreation Fund Reserve	360,024
Total Funding FY 2026	\$ 370,024
Capital Reserve Estimated Expenditure - 9/30/26	\$ (250,000)
Total Estimate Reserve Fund Balances - 9/30/26	\$ 1,875,723



RESOLUTION 2025-04 [FY 2026 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2026 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Double Branch Community Development District ("District") is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in Clay County, Florida ("County"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("FY 2026"), the Board of Supervisors ("Board") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("Adopted Budget"), attached hereto as Exhibit A; and

WHEREAS, pursuant to Chapter 190, Florida Statutes, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT:

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B** ("Assessment Roll").

2. OPERATIONS AND MAINTENANCE ASSESSMENTS.

a. Benefit Findings. The provision of the services, facilities, and operations as described in Exhibit A confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in Exhibit A and Exhibit B and is hereby found to be fair and reasonable.

- b. O&M Assessment Imposition. Pursuant to Chapter 190, Florida Statutes, a special assessment for operations and maintenance ("O&M Assessment(s)") is hereby levied and imposed on benefitted lands within the District and in accordance with Exhibit A and Exhibit B. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
- **c. Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.
- 3. DEBT SERVICE SPECIAL ASSESSMENTS. The District's Board hereby certifies for collection the FY 2026 installment of the District's previously levied debt service special assessments ("Debt Assessments," and together with the O&M Assessments, the "Assessments") in accordance with this Resolution and as further set forth in Exhibit A and Exhibit B, and hereby directs District staff to affect the collection of the same.
- 4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes,* the District is authorized to collect and enforce the Assessments as set forth below.
 - a. Tax Roll Assessments. To the extent indicated in Exhibit A and Exhibit B, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the "Tax Roll Property" identified in Exhibit B shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, Florida Statutes ("Uniform Method"). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District's Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
 - b. **Future Collection Methods.** The District's decision to collect Assessments by any particular method e.g., on the tax roll or by direct bill does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
- 5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.
- 6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7.	EFFECTIVE DATE.	This Resolution shall take effect upon the passage and adoption of this
Resolution by	the Board.	

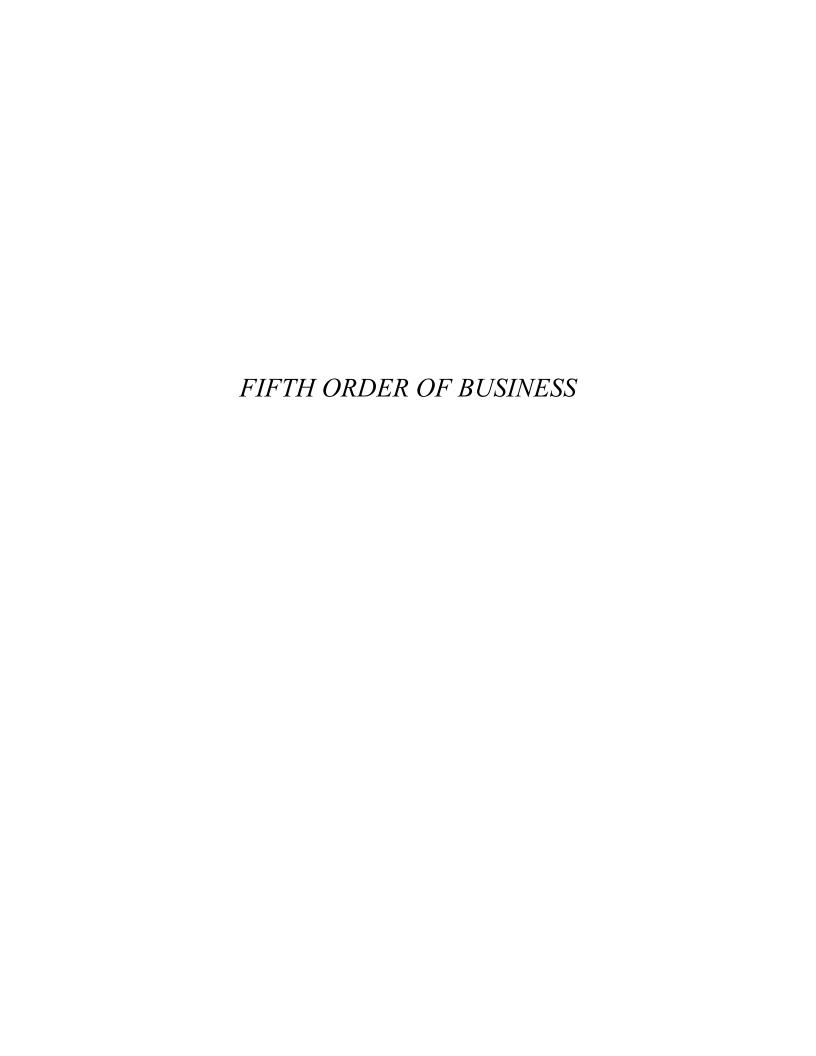
PASSED AND ADOPTED THIS 11TH DAY OF AUGUST 2025.

ATTEST:		DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT	
Secretary / A	Assistant Secretary	Ву:	
		Its: <u>Chairperson</u>	
Exhibit A: Exhibit B:	Adopted Budget Assessment Roll		

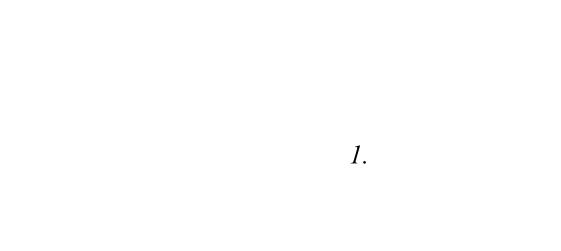
Exhibit AAdopted Budget

Exhibit B

Assessment Roll



C.



Double Branch Community Development District Performance Measures/Standards & Annual Reporting Form

October 1, 2025 – September 30, 2026

1. Community Communication and Engagement

Goal 1.1: Public Meetings Compliance

Objective: Hold at least four regular Board of Supervisor meetings per year to conduct CDD related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of four board meetings were held during the Fiscal Year.

Achieved: Yes □ No □

Goal 1.2: Notice of Meetings Compliance

Objective: Provide public notice of meetings in accordance with Florida Statutes, using at least two communication methods.

Measurement: Timeliness and method of meeting notices as evidenced by posting to CDD website, publishing in local newspaper and via electronic communication. **Standard:** 100% of meetings were advertised per Florida statute on at least two

mediums (i.e., newspaper, CDD website, electronic communications).

Achieved: Yes □ No □

Goal 1.3: Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly CDD website checks. **Measurement:** Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's

records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes □ No □

2. Infrastructure and Facilities Maintenance

Goal 2.1: Field Management and/or District Management Site Inspections

Objective: Field Manager and/or District Manager will conduct inspections per District Management services agreement to ensure safety and proper functioning of the District's infrastructure.

Measurement: Field Manager and/or District Manager visits were successfully completed per management agreement as evidenced by Field Manager and/or District Manager's reports, notes or other record keeping method.

Standard: 100% of site visits were successfully completed as described within district management services agreement

Achieved: Yes □ No □

3. Financial Transparency and Accountability

Goal 3.1: Annual Budget Preparation

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

Standard: 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

Achieved: Yes □ No □

Goal 3.2: Financial Reports

Objective: Publish to the CDD website the most recent versions of the following documents: Annual Audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual Audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

Standard: CDD website contains 100% of the following information: Most recent Annual Audit, most recent adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes □ No □

Achieved: Yes □ No □

Double Branch Community Development District

Goal 3.3: Annual Financial Audit

Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection, and transmit to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board accepted and annual audit is available on the CDD's website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

Chair/Vice Chair: ______ Date: ______

Print Name: _____

Double Branch Community Development District

District Manager: _____ Date: ______

Print Name: _____

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NOTICE OF MEETINGS DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Double Branch Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2026 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 on the second Monday of each month as follows, except where indicated:

October 13, 2025 November 10, 2025 December 8, 2025 January 12, 2026 February 9, 2026 @ 6:00 p.m. March 9, 2026 April 13, 2026 May 11, 2026 June 8, 2026 July 13, 2026 August 10, 2026 @ 6:00 p.m. September 14, 2026



Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065 904-375-9285; manager@oakleafresidents.com

Memorandum

Date: August 2025

To: Board of Supervisors

From: GMS – OakLeaf Operations Manager

Community:

Special Events

- o Report MV Dive-in, Back to School events (both pools), Take Out Tuesdays
- Upcoming MV Poolside event, Movie at the park

Aquatics

- High School Swim Team adjustments and re-locations
- Adjustment and planning for "year round" swim team
- Pool Schedule adjustment due to school year start

Amenity Usage

- Total Facilities Usage 8011
- Average daily usage 258

Card counts:

DB Owners	109
DB Renters	79
DB Replacements	23
DB Updated	16

Total cards printed: 472 (both districts)

Rentals

- 8 of 31 days rented in July , 4 of 4 weekends rented
- 7 Clubroom rentals, 5 patio rentals
- 20 tours (51 approx. hours)/66 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

MAINTENANCE

- Preventative Maintenance on AC units at Clubhouse
- Clean and clear drain lines at AC units at Fitness Center
- Adjust floor drains for AC condensate, coordinate install of sump pumps for AC units
- Replace filters on all AC units
- Coordinate/purchase Ceiling fan installs for offices
- Take delivery of asphalt melter equipment (cracks for parking lots and hard sport courts)
- Reset waterfall multiple times due to area powers surges/outages
- Coordinate agreements and planning for signage work (approved capital projects)
- Coordinate inspection and quotes to replace break room/ pool pack panel or complete replacement of breakers
- Install of shelving and extra storage at Aquatics break room
- Repairs for anchors and install of backstroke flags at lap pool
- Inspect and repair doors at Fitness center will replace "crash bars" all around
- Begin trenching and install of supply and drain line through concrete at Fieldhouse
- Coordinate scheduling for plantings at fieldhouse
- Removal of all rusted and corroded parts at playground structure
- Install of new rubberized flooring pieces at playground structure
- Sanding and rust prevention on older items connected to new parts at play structure
- Prep and planning for install of playground borders at playground and exercise equipment areas
- Coordinate install of "top- off" mulch at amenity center play areas and exercise areas
- Touch-up painting on decorative street poles in neighborhood (ongoing)
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Multiple drop off trips for refuse removal (rosemary hill)
- 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 7/11 Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 7/26.

Landscaping

- Multiple trees removed throughout property
- Timer replacement at Piedmont
- Monthly report for July, submitted and filed at Operations office

For questions, comments, or clarification, please contact: