

DOUBLE BRANCH
Community Development District

JULY 13, 2026

AGENDA

Double Branch Community Development District

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

July 6, 2026

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, July 13, 2026 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the agenda for the meeting:

- I. Roll Call
- II. Audience Comments (limited to three minutes)
- III. Approval of Consent Agenda
 - A. Minutes of the June 8, 2026 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Register
- IV. Update on Meter at 3168 Stonebriar
- V. Discussion of the Fiscal Year 2027 Budget
- VI. Ratification of Addendum to Landscape and Irrigation Maintenance Agreement with VerdeGo
- VII. Staff Reports
 - A. District Counsel
 - B. District Engineer – Acceptance of the Fiscal Year 2025 Engineer’s Report (to be provided under separate cover)

C. District Manager

D. Operations Manager – Memorandum

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

IX. Next Scheduled Meeting – August 10, 2026 at 6:00 p.m. the Plantation Oaks Amenity Center

X. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles
District Manager

THIRD ORDER OF BUSINESS

A.

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

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, **June 8, 2026**, 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
Andre Lanier	Assistant Secretary
Amy Ambrosio	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Mike Eckert <i>by phone</i>	District Counsel, Kutak Rock
Jay Soriano	GMS
Jennifer Stanton	S3 Security
Mike Shaffer	S3 Security

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 4:00 p.m. Five Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments (Limited to three minutes)

Ms. Giles stated copies of the agenda are found on the table by the door for those who wish to follow along. At this time the Board invites any member of the public in attendance to speak on any item listed on the agenda. There is also a place towards the end of the meeting for public comments again. If you provide a comment, please state your name for the record.

Mr. Soriano stated our only public is our representatives from Sporting Jax. We have talked about having them in even though we have already done some work to do some improvements. But having these guys in to also talk about what changes we can work on in the future, especially after us just spending a lot of money. We have a couple gentlemen here, Matt I've actually worked with already. He met me out there last week. We have started the site work today. If you got a chance to go by, there are lots of trucks out there. They're starting to dig everything up. A couple of pictures I'll show you and then also I was going to show you our plans for where we picked out to start cutting through. But while we did the walk, I did get a chance to talk to Matt about some of the issues in the past. Not just communication issues, but things like timely payments, help more with some of the things that we have asked them for in the past like help with the bathrooms, the parking situation, stuff like that. Matt has shared with me that he's come up with some ideas to try to help us out. I know he's talking to the school. I don't know if he got a chance to talk to them yet. But moving out some other practice times to give the fields a little break on numbers too. If you guys have some questions or anything you guys wanted to discuss with them, they said they would be here today.

Mr. Hollyoak stated I'm happy to talk to that a little bit. My name is Matt Hollyoak I'm with Sporting Jax. I was able to meet Jay last week going into week five or week six with Sporting Jax. I've really enjoyed the opportunity I've had with the organization and part of that has been my involvement with Oakleaf. In talking with Jay, we realized that there have been some issues up until this point in terms of parking, some of the restroom items and we discussed it internally. One of our main solutions at this point is sort of dealing with the transition of having a previous director coaching that's taking a slightly different role within the club. We're in the process of assigning new Director of Coaching (DOC) that's going to come in and have more of a full-time presence in order to a) identify some of the issues that have been coming up so that we can address them immediately and timelier and then b) sort of have a presence at the field so that we can operate more efficiently and effectively. We discussed some small items like janitorial service, coming out and helping out. We understand during high traffic weekends there is a lot of presence at the fields. We also discussed in order to avoid having usage patterns that we currently are dealing with rotating the fields and doing a better job there. But our plan is to be more present at these meetings so that if things come up, we can be notified. We can address them and have a better line of communication moving forward. Carl Miller, our club president has joined me today. Both of us

are very invested in this community. We want to see the game grow. We want to see engagement with the players. If you guys have any questions, we're here, feel free to ask. But we appreciate you guys giving us this opportunity and allowing us to be present today.

Vice Chair Horton stated I have one thing I would like to address right away is maybe teaching the players a little bit of citizenship. When you finish the game, police the field, pick up the water bottles and all kinds of junk that is left out there. I've seen a lot of pictures down there. It just looks like people just throw their water bottles and things out there and leave, so if we could just have them do a quick sweep that would be great. Tell them it's part of being a good citizen.

Mr. Hollyoak stated absolutely.

Vice Chair Horton stated policing where you play and stuff like that.

Mr. Soriano stated I think that's something that if you can help take that to everybody that's local, the organization here, Scott, you had mentioned along the same lines. People were complaining about the fields, but then as he looks out the practice, a lot of the coaches had kids there that had e-bikes, and we're talking about the other kids tearing up fields on e-bikes. But then some of our own participants are there riding e-bikes over the grass. It's hard for us to yell at one group and allow the other group. Then at the same time, the soccer parents will be the first to complain about the condition of the grass. I think a lot of that has to come from internally, too. Is one being grateful enough because you got to spend a lot of time and money on those fields. We already spent extra in our landscape, and I went over how that works with them. But then now we're spending \$107k to \$108k just for what we're going to go over today to rebuild what we haven't gone through since a few years ago. I went through a lot of those items with Matt last week.

Mr. Thomas stated to reintroduce myself, I'm Scott Thomas, both Board member and parent who have been out here since Oakleaf Soccer Club, which has been many moons ago, probably before either one of you were born. We actually used to have an adult league out here as well. Andre, his child went through the ranks as well. After our meeting and you and I talked in length, I did come back to the Board with some things, such as finding a proper bike rack out there so we can lock up the e-bikes and communicate. We talked about a sand pit area. It's like I'm just on our part, we're obviously willing to make it happen. As a parent part, it's got to happen because like I discussed with you, all these parents, they don't know that I'm on the Board, whatever, because I don't go around advertising it. But it's like, you hear all the comments. We go down to Gainesville. We go even the Nocatee and everything. I understand a little bit more money in St.

John's County, right? But I'm just saying you go to these other complexes and my daughter being the keeper working out of hole and she's already short she has got to jump but you know. You obviously walk onto the field and seeing the hazards as well. If we're developing these young players, the last thing we need is rolled ankles because the divots aren't being put in. Whereas even at Earl Johnson, you got that big sand pit right there. I guarantee you every time I go out to Earl Johnson; I'm always seeing sand patches everywhere so it's like it's being actively done there, but it's not being actively done here. I know that's not 100% on Sporting Jax or the previous things, but if it's in our contract, then we are at the Board. I don't want to speak for the Board. I will just speak for myself where if that language isn't being followed then we will just start looking at other options. That is just kind of where we are at. But I would be more than happy to help out because you know, obviously we are talking parent concerns, Board concerns. I want to make this happen. It's good for the community. We're talking I don't know how many players are out there on a Saturday. I mean just by your enrollment, I know that we just went through tryouts and everything.

Mr. Miller stated it's got to be close to 500, right?

Mr. Thomas stated so then we throw in i9 and then we throw in whatever else, students. I see a good location as a multipurpose field for this community. Right now, the fields are just bleh. I mean I walked it today because I saw the trucks. I've been out there to see what was going on. As long as you got a solid plan moving forward.

Mr. Lanier stated it's important, it's home for me. I'm Andre. I've been involved in the soccer club for years here at Oakleaf. We once had involved at around 800 kids. We were told for years, I'm talking years, these are the best fields that we play on and that is from other people, Lake City, down in St. John's you name it. Towards the end of every season, people always commented on how good our fields were. A lot of that is because we did the proper care of the rotation of just paying attention to what was going on and that includes policing the fields, having somebody local to honestly get there at seven o' clock in the morning and just there all day to sort of stuff. With the prior club that you know was here, that care wasn't there and they just didn't do it. Now we sit here as parents and as Board members going okay, what do we need to do? So, we really need some help here or I think like Scott says it's this is a lot of money we're spending, and we haven't gotten a lot of help.

Mr. Hollyoak stated I think from a collaboration standpoint when we came out in April, we did understand there were some gaps from our side and Matt has been a huge addition. He's

very familiar with this community and he's been stepping in the interim to make sure that the leadership is there and obviously from an engagement perspective that he's helping. We've also appointed two of our current coaches to technical roles. But hopefully within the next 24 hours I'll be able to announce a full-time director of coaching that won't have another job. I'm not saying that's taking away from the Oakleaf community. I'm just saying that their full-time responsibility will be Oakleaf and its entirety so that's going to be field, field conditions, field maintenance, making sure we're upholding the cleanliness of the field after practice is done, after a game is done. But we are developing KPIs at our level. When we go and walk a field, how do we make sure it's the best environment for those kids? That not only the best environment is it a safe environment. Probably, hopefully in the next week we will be able to announce that. I just had the phone call today with the potential director. He's a former member of our club. We have a lot of trust and he wants to come back home. So, we are super excited and has performed very well. By having that full time presence, that is the main focus of what they will be doing every day as the Oakleaf community. We believe that it will definitely transform. Then as Matt mentioned earlier, how do we make those investments? We will read the contract. If we miss anything to your point Scott, we don't want to miss anything. We're grateful for that opportunity that you guys provide to the club and provide to our kids. If we are missing something, then we need to address that. We do already supply cleaning services at other fields. We will make sure that we get that taken care of out here. The e-bikes and cleaning, we will put that obviously in a governance model, whether it's in our director's APIs. We will figure that out. We will come back to you once the director is in. We will make sure we address that. But anything contractually that we're supposed to do or the investments that we need to make, please, obviously, we will read that contract and make sure we're doing it. I'm not aware of it is not an excuse, so we'll address that as soon as possible.

Mr. Thomas stated just the communication, because the former clubs would not tell us, oh, the toilet's been busted, you know. Well, if you tell me the toilet's busted and you tell Jay, I guarantee it's going to be fixed because he's got a whole warehouse full of extra parts. He's like the hoarder and he's got his own episode of Hoarders. But I'm just saying, if there's something from our facilities management side, we're going to get it fixed. I think one of the biggest frustrations and Andre may even speak to this too, is just the lack of communication that we were receiving. Then just to let you know, full disclosure, this is our numbers guy right here and if it says it's supposed to be here on time, then it needs to be in the account.

Mr. Miller stated yeah.

Mr. Thomas stated so none of this oh we will get it to you when we have this. No, it's a business. Computers calculate that stuff right away. No more of this just hanging out and, you know.

Mr. Hollyoak stated yeah. And I'm the guy that does that on our side. If there's an invoice that comes in and I'm not sure. Once again, I can't explain the past.

Mr. Thomas stated right.

Mr. Miller stated but you copy me in and make sure that obviously it goes to. I'll make sure it gets obviously in the payables, and we will not be late. If it's been an issue before, it's more of a surprise to us because it's not been an issue in the past. We apologize for that and double correct it right now.

Mr. Soriano stated right now I think we're two seasons behind. That's typical over the years to mention to Matt that we've never had a problem getting the money eventually. It's just we don't get it every season. I know they talk about how we can work on that and make it a little easier and quicker from their side. Like I said, we've gotten money from them. It's just not always quick, but it's many of the other little things like we just talked about helping with traffic patrol or even getting involvement from their side, not just saying, we got to figure out a way to clean up a little better and maybe have one or two parent coaches doing it. The kids are this is a normal thing that helps out, but it improves them, too, throughout their time here with soccer. And the e-bikes, it's just a lot of those little things. For instance, I had an email this last weekend from soccer to remind us to open the doors. I've talked to Kate about this in the past. I mentioned to Chris a long time ago, I want to get away. I think I talked to you guys of opening these doors. We have the card access for a reason. Most of our participants for soccer should be Oakleaf residents. People should have their cards. Most of the parents don't bring their cards with them and that creates a problem. We have to leave these doors unlocked when we have 300, 400, 500 people out there. It's hard because that's also the area that gets vandalized the most. I can't blame it on soccer or i9, or any of the sports organizations that actually work with us. But if we got to open the doors for everybody, there's also people in there that don't belong here that are the ones causing the problem, then it can reflect badly on the sports organizations. Those parents are the first ones yelling at me, hey the bathroom's messed up or something is broken or they were mad because we weren't putting in the little soap dispensers where you put your hand under anymore. I was putting bar soap there because

they kept ripping them off the wall. But that's mostly because I got to leave the place in line. But we got to get that through to even the parents that participate. Somebody should be bringing cards. There shouldn't be a reason that kids got to rush to the bathroom and has an accident because they can't get in. We have people here that just like a ton, whether they're coaches have their cards or the parents have the cards, or even the kids. We've tried to get through the last couple years. Kids in the area, they want to get their cards because they want to go to the pool, but they don't bring them to practice, and we have to do that. Whether it's the practice time during the week or like the camps, we got to get away from that habit. Just safety wise, we've had some issues in other Districts with things going on, even our own. We've seen that before, things going on in the bathroom that we don't want happening. We have got to have control on that. We pay a lot for this access system too. Those are the little things that I've seen throughout. I don't know of the paint, but like I said, we eventually did it, so that's not an issue. I don't think there's been anything major that I can really point to and say fix this and it's going to fix everything.

Vice Chair Horton stated I would like to say that I like what I am hearing.

Mr. Soriano stated this is the most contact. I think I've now had emails from four or five different people so it's definitely starting off good.

Vice Chair Horton stated the Board supports soccer and supports the kids out there. We support that. But we need a little help maintaining the fields. That's all we're looking for. That might also suggest that it may not be in the contract as such, but there are rules for being on the field out there and it's all in the policy, it's all online. It might not hurt for whoever to go through the rules and make sure the coaches read those things and understand that for example, e-bikes and scooters can't be on the grass. They got to be on the pavement and stuff like that. Again, I like what I'm hearing so let's keep up the good work here.

Mr. Soriano stated just to clarify, they're actually out of contract now, so we'll be going through the new contract. I mentioned to you guys a couple months ago too some of the things that we've said here that we want to add into the contract. There may be more strict wording on how and when the bathrooms get cleaned, emptying the trash cans that are actually out on the field. Those expectations if help were there worded in our book, but not anything that said you have to do this much cleaning or you have to provide. I think we talked about there had to be help with parking, but we didn't actually say there's got to be a staff person provided at these hours or anything. We may need that in this next contract.

Mr. Miller stated yeah, we're open. We want to see your community be successful as well. We can't help unless we know where we can help. I know Matt's been great. I know we had a conversation. We're trying to act on everything that we made a commitment to with the director. It takes a little bit of time because you want to find the right person. We believe we found it. But please keep us posted and we will make sure that we address those issues.

Mr. Thomas stated this is kind of small potatoes, but I recommend really taking a look at the concession stand too, getting that up and running. I think that will help them if we have reliable people there, we can leave a card there as well as a possibility. You have to talk with Jay about that, but that could alleviate some issues about having it open. There are plenty of Oakleaf High School kids who need volunteer hours, especially the girls' soccer team.

Mr. Hollyoak stated it's funny because we actually talked about that this morning.

Mr. Thomas stated okay. I don't have anything else. I appreciate you guys coming out.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

A. Minutes of the May 11, 2026 Meeting

Ms. Giles stated item three on the agenda is approval of Consent Agenda. It starts on page 7 of your iPads. It is the minutes of your May 11th meeting. Unless there are any comments or corrections, I just look for a motion to approve it.

On MOTION by Mr. Lanier, seconded by Mr. Thomas all in favor, the Minutes of the May 11, 2026 Board of Supervisors Meeting, were approved.

B. Financial Statements

C. Assessment Receipts Schedule

D. Check Register

Ms. Giles stated on page 47 are your financial statements as of April 30th followed by your assessment receipt schedule showing we are 98% collected. Your check register is on page 61 in the amount of \$144,113.44. I see no unusual variances with the check register. Unless there are any comments or questions, I just look for a motion to approve it.

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

Ms. Giles stated if it is alright with the Board, I would like to move staff reports up. I am texting with the accountant. She is just checking on something for me before we go into the budget. Is that alright to move that around?

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Eckert stated I have no report but happy to answer any questions.

Ms. Giles stated thanks Mike.

B. District Engineer

Ms. Giles stated I don't think he called in and that is okay because we don't have anything on the agenda tonight, but I just want to double check. Is there anyone else on the line tonight?

Vice Chair Horton stated quick question for Counsel or whoever. These property tax things, will they affect us?

Mr. Eckert stated they will not. All the proposals, including the one that is scheduled to go on the ballot, the ad valorem taxes, taxes assessed by the county based on the value of your home. But we, as a Community Development District, we raise revenues and special assessments which are not based on the value of the home but based on the benefit that your property receives from the District, operations and equipment and property, so all the proposals so far have not limited what this District's revenue sources will be.

Vice Chair Horton stated great, thanks, appreciate it.

Ms. Giles stated thanks Mike.

C. District Manager – Reminder of Ethics Training and Upcoming General Election

Ms. Giles stated I do have a couple of things for you today. Just a reminder that we are in the qualifying period now. There are two seats. Andre, thanks for going down there and taking care of that. Cindy if you need any help, just let me know.

Ms. Nelsen stated I am good. I got it this morning.

Ms. Giles stated awesome. That is great. Thank you to both of you. We would like to keep you all on the Board.

Vice Chair Horton stated it's your best Board, right?

Ms. Giles stated it is one of the best Boards. Middle Village is pretty good too. The next thing is just a reminder about your Form 1.

Mr. Thomas stated I will do it tomorrow.

Ms. Giles stated and your ethics training. You have plenty of time on your ethics training. Ethics training is due December 31st.

D. Operations Manager – Memorandum

1. Memorandum

2. Discussion of Landscape Contract

Ms. Giles stated Jay's report starts on page 131.

Mr. Soriano stated before we get to the items in my report, there is something we have to take care of with you guys. For landscaping, our normal contracts are set up in three-year segments. And then we have it set up to where we can do one-year increments after that additionally, as long as you guys are happy with our services. If not, then we go out for RFP. But the actual contract is only set up for three years at a time and then for a max of five years. Then every five years, whether you guys are happy or not, because of the threshold amount, such a big contract, we have to go out to do that public RFP. We are at that three-year point, the way it's written now, you guys still have that ability to do one-year additions, but I do have to bring it to you and make sure you guys are happy. If everybody agrees, then I would need you guys to vote for us to be able to keep our current contractor in place for this next year. Then basically I bring it back to you guys next year for the same thing. But then that year we would also go through that RFP process to be able to start that following fiscal year for a new three-to-five-year contract. But I do need you guys to discuss and choose to approve the one-year addition.

Ms. Nelsen stated I'm happy. I would just go ahead and make the motion to continue the contract for the year.

Mr. Lanier stated I will second that motion based on flexibility and being able to, especially with this undertaking that we're taking right now on the fields so I'm fine with it.

Vice Chair Horton stated me too.

Ms. Giles asked for any discussion.

On MOTION by Chair Nelsen, seconded by Mr. Lanier, with all in favor, 1 Year Extension with VerdeGo Landscape Agreement, was approved.

Mr. Soriano stated so then getting into my regular report. It is summertime so we've been extremely busy. We have had our second of our summer series dive-in over here at Middle Village Memorial Day at the pools, and then also our out of school parties a couple Fridays ago. It is officially summer. The out of school parties were packed. I can tell you our numbers this year are some of the highest. We've been busier than we have been in a long time. Actually, numbers back into 2018, 2019, when we were making our rules a little strict to make sure that we didn't have any capacity issues. We're getting back to those numbers. Your side tends to be a little slower, so it's a little better there. We can spread people out, but you also hold less people in your pools than this side does here. Almost all these big events that we've had lately, I've had to actually sit out there and count people up that are in the water. When I hit about 150, 160 people that's in the pool, it becomes problematic because then we have to start making plans if too many people come in. The deck here can hold about 700. Your deck holds about 350, less not in the water, it's 270, 260, something like that in the water. But we know not everybody's in the water at one time. It depends on what's going on. We had a school party and we get a lot of parents that are there that are just there. They're not getting in the pool. They're there because the kids are having fun. They're getting pizza and they're getting snow cones. But we were extremely busy that day. I am seeing numbers really creep up there where so far this summer, it's the busiest I've seen in a long time. Everything is going well. The parties worked out well so between both facilities, we went through about 40 pizzas. It's the first time I've had to actually purchase extra pizzas for the lifeguards because normally there's a little extra left over. I let them eat and they work hard that day. We went through a lot of pizzas for all those kids. Both sides were extremely busy the whole time. We do have coming up, the third movie in your summer series so that is this Friday. You will start to see some reminder emails going out to everybody. I believe it's Nacho Libre is the movie we're showing Friday night. The theme this summer was Nickelodeon movies so all these movies were produced by Nickelodeon. It should be lots of fun. I believe so after the movie, the next thing won't really be until we get back to your side with live music. Just before your last meeting, we had the guy with guitar out on the pool deck. The next one on your side is August 4th. That one is a full band so we'll start advertising for that too also. Then going through it's mostly on this side, your swim

team has begun. Now by the time we get into the end of summer, I do come to you and remind you that we use your pool for overflow when we get into high school stuff because we do get a couple teams that use the facilities here. There are times when everything gets a little too busy and they go there. This usually isn't until those last couple weeks of August though in our general public. Our residents that use the pool on an everyday basis has died down. We start to see that decline the week after July 4th. Once we hit that holiday everything does slow down and everybody's taking their last-minute vacation before school starts up. Our swim team is done so both sides it does get a lot slower after that July 4th. I don't typically see an issue when high school or any overflow needs your pool. And then on the maintenance side, I did get a lot of products in. Right now, we are extremely busy at the pools. I do have some lights and things like that for our waterfalls and our signage updates. Hopefully I can get to that this month and start updating everything. I did want to go over how we set up the field work. As we walked for the sod work, we did pull out a L shaped pattern. We talked about the big field. You can see that there. I'll zoom in a little bit. We did talk about the big field. This picture is a couple years old, so you don't see how bad it is. But this is the worst section here. As we came out, this section here on the back side of the fields, so the opposite from where the field house is, this was the next real bad area. We are going to stretch that two acres down and out this way so a big L pattern. They are going in and out. They told us at first that really, they try not to do that, they just do straight lines. But as you can see here that means we would dig up good grass and you know, after we walked it and saw the areas that we could save some of the new sod and put it in those sections we talked about in other parts of the field. They are going to do a couple undulating lines rather than just straight lines everywhere, just to be able to stretch that two acres as much as possible. Once we're done with that, we should be able to fill in a lot of holes. I did tell them not to go crazy with that because I also can't control everything. I don't have enough fencing to go around every single little circle they put out there. I did ask them to focus on that. That's going to be the biggest amount to get those fields that will be in those areas really set up for play this next year. Then everywhere we can stretch out and actually fix so in front of the field house, you'll see a couple of bare spots, things like that. We will fix those areas. Beyond the two acres that you guys approved, we also have a couple thousand square feet that are in our contract already. Those will also go to filling in those other spots. There's going to be a lot of side work, quite a few semis that will come in with pallets on their back.

Mr. Lanier stated so we're not going to try to get in front of the field house where the littles play.

Mr. Soriano stated there will be a little bit of patching there. That's what I was talking about. But we're not going to patch everywhere. The last time, if you remember, I had those probably four or five different little circles. But the field house area was where I really wanted them to look. If we could stretch and have a couple patches, it's going to be up there because that's the first thing everybody sees.

Mr. Lanier stated yes.

Mr. Soriano stated you walk out and see that. It doesn't mean that, well we definitely can't fix everything. We don't have enough acres to fix everything. But it was the majority area here and this is by far the worst. But then the high visibility spots.

Mr. Thomas stated do you have enough in your discretionary fund for snow fencing if you need to get more?

Mr. Soriano stated oh yeah. I do have to buy a lot of fencing, so we're probably talking \$8,000 worth. That's a lot of snow fencing.

Mr. Thomas stated and S3 will probably be jumping in something? When we get that thing fenced off, if there's anybody on the inside of that fence, they got to go. Unless they want to pay me \$100k for ruining my new grass. I did talk to soccer, and I'll also remind I9 they're pretty much done right now. I always get the parents that live here that practice with their kids, they're not really supposed to be practicing during the week anyway, but they practice even off season. They want the best flag football team. I'll get them to make sure they remind people to stay off of that area, not just because we are doing the sod work, but even afterwards if we can stay off as long as possible. The sod company said we really only need two weeks. I'm going to have that snow fencing up for about a month and a half. If we go longer, I'm fine. That way I can be sure everything rooted. Everybody can squeeze into those other parts, and we will address those parts later. But we want to give that \$107k to \$108k worth of grass the ability to grow in as best as possible. It is going to be closed down for quite a while.

Mr. Lanier stated how are we with running off private coaching, especially for football? There seems to be a decent amount out there.

Mr. Soriano stated that's where S3 does do a good job, but they get a lot of push back. We have had a lot of those coaches. In fact, the discussion we had was like two months ago. The

gentleman, he's just putting together games and pickup games, but it's just him and a bunch of 9- and 10-year-olds, which is odd to me. I don't know full grown adults that played with all of us when we were 10. He is running drills, things like that. I remind them that when they see those things that you can tell is organized practice or training, we got to cut that out. But we also have to have support from when it's bad enough like a gentleman like him that want to threaten our staff or be ugly that we're able to call Clay County and they back us up too. They've gotten a little better with understanding the fields because that's always a tough one. Even the officers that come in, they look at that like it's a public park, but it's not. That becomes a little tough. I'm still having problems with them. I had one yesterday where they wouldn't trespass a gentleman here. I am still having problems with them supporting us when we say need someone taken out. I'll be working with chief of patrol on that. But we're still seeing an issue here and there. But I know S3 knows when to address it. They don't have the equipment, and it looks like people just throwing and playing pickup games. We let it slide sometimes. We may know that hey, that guy's usually out here training people. But if it's two or three people and they're just throwing it's too hard to make that argument. That's really what we want the fields for. That's passive enjoyment. But when they've got the cones. I've seen kids out there with tackling dummies. That's training. We've got to be able to follow up with no you can't do that here. We need them to listen to us and if not, they're going to be asked to leave or trespass. I did want to update you on one other thing. It doesn't have anything to do with these maintenance items here. But Middle Village did approve their purchase of AED too so you guys will see those coming in and mounted in the fitness centers.

Vice Chair Horton stated what?

Mr. Soriano stated the AEDs. We talked about this, not last month, it was the month before. I did have to give them the approval for that too.

Vice Chair Horton stated did you order them?

Mr. Soriano stated yes, they were good with it. You guys already approved yours so they were good with it. They're going to approve it so we will get that and an alarm box so when you open it make sure everybody knows so that way nobody's messing with it. It's going to be in staffed areas behind the desk, but it will still be in an alarmed box so that we know when somebody needs it, they will run and get the AED.

Mr. Thomas stated ours is going to be kept at the fitness center?

Mr. Soriano stated behind the desk, yeah.

Mr. Thomas stated then we will communicate with soccer and I9.

Mr. Soriano stated yeah, we'll have signage out there on the field house, probably in the bulletin board because we do have a bulletin board out there next to the concession stand saying AED is in the fitness center. That's why I'm not putting signs up. But during the summer you have an AED at the fitness center, and you'll have an AED at the pools. The one at the pool is only available when lifeguard staff is there. All the signage will direct people to the fitness center. Your fitness center staff is there from 6 in the morning until 10 at night. So, after those times or before those times, residents shouldn't be out there anyway. Nobody really should be on the fields at 5:30 in the morning or 11:00 o'clock at night. We know sometimes that happens and you know S3 already deals with that. There are late night walkers and things like that. But the AED would only be available during staff hours.

Ms. Giles stated anything else, Jay?

Mr. Soriano stated unless there's any questions on some of those regular maintenance items, that's it for me.

Vice Chair Horton stated how about the update on the waterfall signage?

Mr. Soriano stated the letters that are going on the bridge will probably be the first thing they get up. The lighting, like I said, I've got boxes in. Hopefully that's actually brick lights and the up lights for the waterfall, but I haven't been able to get to that yet. I haven't been able to open the five or six giant boxes in my office right now just because we've been busy on those pool items, but those will be next. You'll probably see the letters first before I get the lights out, though.

Vice Chair Horton stated how about the entryway signage at the rec center?

Mr. Soriano stated just the bottom needs to be sand painted on the base. Just the square top. Yeah, that is the last thing that's done.

Ms. Giles stated anything else for Jay?

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2026-03, Approving the Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing Date

Ms. Giles stated going back to agenda item four, it's on page 109. It's consideration of Resolution 2026-03, approving the proposed budget for Fiscal Year 2027 and setting a public

hearing date for August 10, 2026. The exhibit. Mike, anything on the resolution that you want to go over?

Mr. Eckert stated no thank you.

Ms. Giles stated the exhibit in your agenda with the resolution is the proposed budget and it has four funds. It's got the general fund, the rec fund, the debt service fund, and the capital reserve fund. There are minimal changes to the general fund. Even in the rec fund, there's lines that go up, some that go down. But on page 125 is a side-by-side comparison of the product types. It's the physical copy 13 of your budget. But this proposed budget assessments stay the same for multifamily and then have a slight decrease for single family and commercial. Jay, is there any line in particular you wanted to go over on the budget?

Mr. Soriano stated not really in particular. Most of these are either based on actual numbers we're getting from bills or just what we've been paying and then adding in a percentage for each vendor that's been asked for, like our landscapers have been doing 4% every year as part of that three-year contract. We just agreed to another year for them. I put in 4%. They didn't ask for anything special, so were sticking to that plan. One big one is Clay County Sheriff's Office. They're actually going up 7%. That was actually about a month or so ago. This was put in place for many properties. This was not just for this next fiscal year. By the time we get to January and they go up even more, I can't tell you that's going to be the secondary effect of what happens with the property tax bill. Everybody talks about what that does outside of issues like local governments will need to come up with funds someplace else. It's going to be the same thing for your sheriff's office. I promise you off duty officer amounts will go up also. It doesn't directly affect us, but it may affect the line and budget or something like that. There are some increases in there and then there were some that we changed around just by looking at our actuals from the bills. If I had padding that I could take down. But it's really direct reflection. If you guys recall, a few years ago we did one of our first increases we had in quite a few years. Then I mentioned wanting to be able to at least take one year before we did it again. We made it two years and now into three years we could actually be flat. The only reason there are some differences in here is our methodology still has this weird ERU pattern where multifamily homes pay less than you guys. There is a change and that's why not everybody pays exactly the same. That is something I think we mentioned to you guys that Middle Village started getting rid of last year so they changed. When it comes to

O&M, whether you have a townhouse or you have a single-family house, you get the same usage. You know you can have 10 people in each house and they use the pool the same amount, they use the fitness center the same amount so they have started changing those to where the smaller ones didn't really get this discount. Not on the O&M side. On the deficit side, our debt assessment for bonds, that's one thing. But the O&M side, everybody uses the fields the same, everybody uses the fitness center the same. They should all pay the same. They've started cutting that out. Yours is still there. But we were able to try to keep everything flat or as you see here, some people actually get a decrease because of that adjustment. I don't know that we want carry this too many more years. This was not something we could do at Middle Village so all of their direct billing that I looked at and actuals and what was asked for from vendors, they actually have a small increase this year. No matter how I get around it, there's going to be a little increase. For them it's the biggest one is \$44 for the whole year. But there was no way I could really get away from it. They will have an increase. You guys are either flat or decreased right now.

Ms. Nelsen asked any increase you have to notice everybody?

Mr. Soriano stated any increase, no matter if it's a dollar or if it's the \$44, yeah, it's still small, but we have to notice. That was also the case last year where if one group has an increase and the others don't, we still have to send out letters to everybody because of that one. So when there's any increase at all, we send out.

Ms. Nelsen stated so Double Branch will get noticed?

Mr. Soriano stated no, not that, just in the District. You guys won't get letters because of Middle Village. You guys stay flat with the decrease that we show here, nothing goes out.

Ms. Nelsen stated so we can keep it even and not decrease that \$8.

Mr. Soriano stated that decrease there, that's because of the ERU. Unless we change that around, somebody's going to come out different. There's just really no way around that. That's just been our methodology from the beginning. Like I said, we changed Middle Village last year to try to make everybody even on the O&M part. The debt assessment, they're always going to have a difference, but we are down too. I think you guys have seven years left and they have eight years left then we'll get rid of the debt side of the budget and it will just be O&M. If we did want to look at that and correct that, it is a whole other meeting that we have to do a public hearing to where you even everybody out and everybody has the same O&M. But right now, that's the way we're

set up. Yeah, we focused on trying to get no increase whatsoever. When we do that, the best we can do is get one flat and others have a little increase.

Ms. Giles stated this is open for Board discussion right now. If there's a particular line. I know we talked about the engineer line last month or the month before. That one went up specifically just because of the additional reports he's going to have to do in 2027. But there's lines that went up and lines that went down. But this is the Board's opportunity to talk about the budget and any changes you might want to see.

Mr. Thomas stated how did it go over in Middle Village when you guys peopled them out? Do they have more? How many multifamily homes do they have?

Ms. Nelsen stated oh they have a ton.

Mr. Soriano stated they have a lot. So, the biggest change there was actually the multifamily with aquatics. That's the big apartment buildings. The difference there is there's one owner that owns a few hundred properties so that one owner sees it. The individuals don't. They see it in their rent. Even though we send out all these letters, there's very few that have a direct reflection on it. The single family, they still got letters but they weren't actually being affected by it so once they realized that they would call the office and get a brief explanation. I don't really remember anybody showing up at that meeting. We didn't have any issue.

Vice Chair Horton stated one thing I can say about the engineering going up is I would like to see the reports made available as much as we can to see them. There should be a link or something like that where we can get to them. I don't necessarily put out what we are doing, but just something where we can get a link to. Like I say, there's a lot of them coming up. I would like to see what it's all about.

Ms. Giles stated so we do post the annual engineers report to the CDD website. The two that are coming up, they will definitely be in your agenda package for the Board to accept them. We are going to try to align them to the same time period as much as possible. You have your annual engineer's report where they walk the property. Then you're going to have your pond bank inspection report which requires them to walk the ponds with Jay or his staff. Then you have the stormwater waste management 20-year report that's due every five years. That one doesn't require the physical walking of the property like the other two do. But the Board will also always see those reports with the annual engineers report actually posted to your website so we will make sure you get those.

Mr. Soriano stated sorry, I was trying to bring up your website now. If you scroll down on those District documents, you've seen a link for that one that we've done, our yearly District report. We will just put in all the others at that same location. All those other reports, it just lines up every once in a while. It's going to happen. We'll have a lot more reports due this year than just the annual one.

Vice Chair Horton stated what they look for when they talk about the banks around the ponds?

Mr. Soriano stated it's everything that's in our permit from St. John's and anything structural in the outfall. They're actually going to inspect. Even though we do a brief one right now in our District facilities report that you saw last year. There were things on there like vegetation growing in front of the outfalls that can slow down the water flow a little bit, but not major. Something like a hole in that big concrete box does affect the water. That's where they're going to do little deeper inspections and they want to make sure that structure is working correctly. St. John's does too. This report is actually sent to St. John's not just done for us, but submitted to St. John's to make sure they're happy with all our ponds. They will actually come out and measure everything and make sure we don't have too many giant holes. They will make sure we have the correct slope. There's got to be that 4 to 1 slope to make sure that it's more a slow drop off, not a quick drop off. Many newer permits, if you have that quick drop off, you have to do other things like maybe put a fence up and around. Our permits don't have some of those things. They'll actually go through that in the report and then submit to St. John's to make sure they're happy with all of our permits.

Ms. Nelsen stated okay, I just think it makes no sense to decrease single families by \$8.10 and then if we go and have to next year it's plus \$3 or something. We're going to spend in postage more than what we're saving.

Mr. Soriano stated I think we need to work with the accountant to try to figure out or we even you guys out. I think the multifamily gets an even bigger decrease than \$8.10, which I'm fine with. The main thing was we just really didn't want an increase if I could get away with it. That way, one we haven't had to do any mailing on it. Unless you guys want to do something like sink extra money into your capital, which I have seen Districts do.

Ms. Nelsen stated it's \$17,000.

Mr. Soriano stated however you guys want to do it.

Ms. Nelsen stated okay so \$17,000 to go to capital or we have to increase anything next year and the postage is 78 cents a letter.

Mr. Soriano stated right, you'll get a few thousand dollars difference.

Ms. Nelsen stated we have to notice 4,500 people, which comes out to \$3,500.

Mr. Soriano stated right.

Ms. Nelsen stated so to me it makes way more sense to put it in capital than to spend it on postage essentially next year to notice everybody if we have to go up. Am I making sense to people?

Ms. Thomas stated I mean, so how much would be the expectation of going up? That's maybe a question too. Like we are flattening it out this year.

Ms. Nelsen stated yeah.

Mr. Thomas stated what would be a potential increase and you know would that save us the money there?

Ms. Nelsen stated it could be anything. That landscape contract could go up. I mean any contract could go up. Gas prices are going to.

Mr. Thomas stated right. We don't do this and then we're still stuck in the same boat of having to send out that postage for you know, a three dollar increase sort of stuff. It's got to be worthwhile in order.

Ms. Nelsen stated right. I mean I don't know. Can we make it work if we just decide to put that increase amount into capital, \$17,860?

Mr. Soriano stated I think we just have to figure out with the accountant, so what Marilee what she is talking about is we want to try to just flatten it out.

Ms. Nelsen stated I feel like we could spend that on sod in just a second.

Ms. Giles stated and you could. We could on the capital reserve page add a project line specifically for landscape. We know that the acreage we just did was just over a hundred thousand. You could designate what was it Jay \$110,000 for this project? We could designate \$110,000 specifically for a project or any amount, any project you wanted to do and then have that increase to cover just that.

Ms. Nelsen stated it just makes sense.

Mr. Soriano stated I think to look at it, even if we do that, I think it still ends up decreasing the multifamily so we still get one someplace. We just have to work with the accountant because of the calculation that all keeps going.

Ms. Nelsen stated I know it's going to be a pain in the butt. But if we could just play with that and whatever it is, let's put it as a capital investment just for sod.

Mr. Soriano stated yeah, it's not really a refund. I know a lot of times people look at that. You just don't see that in your tax bill.

Ms. Nelsen stated right.

Mr. Soriano stated that extra. But we can try to even that out so that we can maybe take a line up someplace that we can get less than the 8.10 and use it so, yep. We just don't want to go up.

Ms. Nelsen stated but I don't want like the eight dollar decrease on single family to make us go up next year on something.

Ms. Giles stated okay Jay, this is what I wrote down. Increase capital reserve input for capital project to even out the decreases.

Mr. Soriano stated correct.

Ms. Giles stated so that's the change on the record, that we do that.

Mr. Soriano stated there may be something there. Like if you notice the 4 and 2 cents that's you know, broken up as square foot things too so it's not really 4 cents on a bill.

Ms. Nelsen stated right and you know what, let's just see what you can do before.

Mr. Soriano stated we will work with the accountant.

Ms. Nelsen stated or call me.

Mr. Soriano stated we will put something in just so there's not. Yeah, that's always an odd one to see a decrease.

Ms. Nelsen stated it is. What did we increase last year? Does somebody remember?

Mr. Soriano stated it was a couple years ago. I thought we did like a 10%? It was a good size. We did \$110 something like that.

Ms. Giles stated that was for single family was \$120. Yeah, that looks like it was in 2025.

Mr. Soriano stated the year before. Yeah, we didn't do anything.

Ms. Giles stated last year was similar to this year with a decrease.

Ms. Nelsen stated okay.

Ms. Giles stated then in 2025 is when we had the 12% increase.

Ms. Nelsen stated but if it doesn't make sense, it doesn't make sense to change things.

Mr. Soriano stated no, we'll get it together.

Ms. Nelsen stated but if we can.

Mr. Soriano stated yeah, we will get it as close as we can but that was the goal to try to keep it flat one more year.

Ms. Giles stated so I think the motion would be adopt resolution 2026-03 approving the proposed budget in substantial form with changes spoken on the record and authorized staff to work with the Chair. That sound right?

Mr. Lanier stated sounds like a good motion to me. I will make the motion.

Ms. Giles stated Mr. Eckert, are you good with that?

Mr. Eckert stated yes, that sounds fine.

On MOTION by Mr. Lanier, seconded by Vice Chair Horton, with all in favor, Resolution 2026-03, Approving the Proposed Budget for Fiscal Year 2027 and Setting the Public Hearing for August 10, 2026 and Authorizing Staff to Work with Chair to make assessments flat, was approved in substantial form.

SIXTH ORDER OF BUSINESS

Audience Comments (Limited to three minutes) / Supervisor Requests

Ms. Giles stated we are on item six, audience comments and Supervisors request. Who would you like to go first Cindy?

Vice Chair Horton stated did we miss something here, the discussion of landscape contract?

Mr. Soriano stated that was the one-year addendum that we were talking about.

Vice Chair Horton stated okay.

Ms. Giles stated audience, any public comments? All right. And then supervisors?

Ms. Ambrosio stated I just was wondering on page 118 it looks like it's the Clay Electric account. What is that big one on the bottom on Stonebriar Ridge ? Is that where that curve is? It's \$450 a month.

Mr. Soriano stated yeah, I have to check on it. That might be one of our lift stations or you know those can be higher because we don't have a well out there so there shouldn't be any other big zones handling anything. I'll just double check.

Ms. Nelsen stated that one's also JEA. I'm pretty sure Stonebriar, right Tom?

Vice Chair Horton stated what is that?

Ms. Nelsen stated your JEA.

Ms. Ambrosio stated but this says it's for Clay Electric.

Mr. Soriano stated 3168.

Mr. Lanier stated then what about the box at the very beginning over by the waterfalls that was going into Duval County.

Mr. Soriano stated they still haven't come out to me. They didn't get on me yet about the fact that we haven't added the backflow to it. But I was asking them if we could get rid of it entirely. Now we also haven't gotten rid of the one that's within Stonebriar there that does just the little island. I know Chalon's not here right now, but she did give a proposal to put plants out there. My problem is I want to get rid of water so can't really put plants out there. To me it's just going to be mulch but I haven't worked with JEA. Clay utility to get rid of some of those that they're requiring us to update and put back flows on.

Ms. Giles stated thanks, Amy. Anything else?

Ms. Ambrosio stated not at this time.

Ms. Giles stated okay.

Ms. Nelsen stated I think Jay's looking at that property.

Mr. Soriano stated yeah, 3168 Stonebriar Ridge. Yeah, that's one of the big stations there. I got to check really why we're paying for so much electricity because that's their station.

Ms. Ambrosio stated yeah, there's no lights there.

Mr. Soriano stated I mean we own the property but that's their power boxes back there. Short of a light usually we don't pay for anything. Usually there's a light that's there and that's about it. I will have to double check. If we have our controller in there, we can use a little bit more for any zones. But I don't know that we have a controller in that, you know that box. I'll find out.

Mr. Lanier asked can we also back check those? See if this in 2026, 2025.

Mr. Soriano stated they are charging us for their power, yeah.

Mr. Lanier stated yes.

Vice Chair Horton stated that is just purely electrical in there.

Mr. Soriano stated that's Clay Electric right there. Yeah, that's all that's inside that. That's where we usually we get complaints about the bushes here.

Mr. Lanier asked about JEA trucks there.

Mr. Soriano stated there's no water on this one.

Vice Chair Horton stated I thought it was like a sewage pumping station or something like that.

Mr. Soriano stated not this one here. I don't think this one's got sewage on it. That's as close as it will let me get. Usually, you will see a bunch of the pipes in here when it's the sewage lift station. I think that's just electrical boxes. There might be a pipe there. I'll double check. But that looks like it's just Clay Electric.

Ms. Giles stated thanks Jay.

Mr. Soriano stated now that's actually owned by JEA, so whether it's electric or water going through there, but that box is owned by JEA. I will find out what that is because that's Clay Electric's bill that's listed on there. This is all Clay Electric stuff.

Ms. Giles stated anything else, Amy?

Ms. Ambrosio stated no.

Ms. Nelsen stated I don't have anything.

Mr. Thomas stated just a couple quick little things. Where do we stand on the, did you already map out where we could put a sand pit and everything? Where we talked about before or you can find another location?

Mr. Soriano stated so short of if we want to do it off to where the turnaround point is in the parking lot so the front, when you drive into that big parking lot, not the one in the fitness center, the one on the backside across from the elementary school, we have a turnaround cutout on the very left side of that parking lot. We can put a sand pile back there. That's under the trees. They can drive back there. Either that or the other option was next to the pool building. When you walk around the back of the building, we have our well, backflow, our entry to the pool back area. There is a little space, but that's a small space. It depends on how much they think they're going to use.

Mr. Thomas stated yeah, any idea? I mean are you still thinking sand pit like at Earl Johnson, or are you thinking something else to like patch holes and stuff like that? I'm trying to give you an area to put stuff. I'm a decorating kind of guy. That doesn't look like an eyesore.

Mr. Hollyoak stated would it be possible to put it close to, not obviously obstructing, but where we have the gate for storage for the goals somewhere in that region so it's out of the way. Kids never play in it and we can still access it right now.

Mr. Soriano stated I mean, I have a lot of room with there. It's just going to be out in the open. That's the only thing. What he's talking about is right over here.

Mr. Hollyoak stated the only reason I bring it up is because I've seen in the past where you have a big pile of sand.

Mr. Lanier stated yes, children, yes.

Mr. Hollyoak stated kids just gravitate to it.

Mr. Thomas stated yeah, we don't want that.

Mr. Hollyoak stated yeah.

Mr. Soriano stated that would actually be more of an attraction. Right here, this is where the little garage is. If we put sand anywhere out here right now, everybody likes to walk through there. They walk under the trees. I've even caught a couple cars trying to park up there. We have seen that a lot on game days.

Mr. Thomas stated where we had the parent meeting.

Mr. Soriano stated yeah.

Mr. Thomas stated that makes sense.

Mr. Soriano stated that right there, that would be my only concern, worried about kids playing on it. This is kind of more out in the open. Short of if you put it inside that fence area, but then we have concerns. That's where the goals and things like that go. The other spot I was talking about was at the back of the parking lot here. This is a little more hidden.

Mr. Thomas stated it would just be on the opposite end of the fields. We at one point had it down here on the right-hand side. We had a big pile. I think it was before that parking lot was built and the add on.

Ms. Nelsen stated you can't just dump it on the volleyball pit?

Ms. Ambrosio stated or next to it.

Mr. Soriano stated the area at the pool pack, like I said, it's much, much smaller. But I do have a little section next to the doors here. But you're talking about maybe two or three yards worth they have to replenish it. If they're actually using it, they'd have to replenish it more often or I can get a pretty big pile anywhere else.

Mr. Thomas stated so just think about how much room would be ideal. If we need to scale it down, we scale it down. Looks like we have possible three locations. And then my next question is were you able to get your hands on some good bike racks?

Mr. Soriano stated yeah, so I'm waiting to get a final price. Also, our playground units that we ordered. The one, I think it was a racer ridge that I showed you guys. He said that he believes he has two of them ready to go. I'm just waiting to see the final invoice. If he has them ready to go, they will ship out more like 2 to 4 weeks compared to what I normally get 8 to 10 weeks and sometimes even longer. But everything was going to go together with him so he would be sending us bike racks and everything too.

Mr. Thomas stated and we're just going to put them into the ground or are we going to do a concrete base like we do the picnic tables?

Mr. Soriano stated these are footed so they would actually go in the ground. But I can make a base around the bottom so they're not pulling their bikes up and say it's raining or standing in mud or anything like that. It's really up to you guys. But I just ordered the ones that would actually go into the ground.

Mr. Thomas stated okay.

Mr. Soriano stated not surface mount. Surface mount, you guys would have to have a concrete base. But the problem I see with surface mount is kids like to try to break things and bend things. But these poles go all the way in to the ground, they are solid.

Mr. Thomas stated then we're talking right at the field house.

Mr. Soriano stated yeah so that is one of the ones we talked about going in that area near the shed. Out in front of the shed, I have that little driveway, I can put it next to the driveway. It will be under the trees, still close, and people can see their bikes.

Mr. Thomas stated okay. That's all I have.

Vice Chair Horton stated I looked over all the S3 security reports for the last month or so and looks like there were no major problems which is good. There were some people with motorized vehicles on the grass. They were told to leave, and they left so that's a good thing. Really there wasn't anything of note in there. I find it interesting that Terry seems to be the one that finds a lot of things. She's good. That's all I had.

Mr. Soriano stated I did want to let you know we have a couple of guards that are using the golf cart.

Vice Chair Horton stated okay. Speaking of that, there's been a lot of different guards out there for some reason. I think there were some trainings. Are you training for here or everywhere?

Ms. Stanton stated both.

Vice Chair Horton stated just curious.

Ms. Stanton stated Middle and Double.

Mr. Soriano stated I actually do like their officers to be able to go back and forth. A lot of the same rules, but that way they know the different facilities and are familiar. The residents will use those comments sometimes as an excuse, oh, they let us do this over here at Middle Village or vice versa. It is easy if the guards are trained at both to know what the rules are.

Vice Chair Horton stated that is all I had.

Mr. Lanier stated I would like to reiterate, thank you for being here gents, and hopefully it works out just swimmingly. Good luck to the boys turn around and good luck to the women as well.

SEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – July 13, 2026 @
4:00 p.m. at the Plantation Oaks Amenity
Center**

Ms. Giles stated the next meeting is scheduled for July 13, 2026 at 4:00 p.m. here at the same location.

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 Vice Chair Horton, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Double Branch
Community Development District

Unaudited Financial Reporting
May 31, 2026



Double Branch
Community Development District
Combined Balance Sheet
May 31, 2026

	General Fund	Recreation Fund	Debt Service Fund	Capital Reserve Fund	Capital Project Fund	Totals Governmental Funds
Assets:						
<u>Cash:</u>						
Operating Account	\$ 31,496	\$ 337,952	\$ -	\$ 45,172	\$ -	\$ 414,620
<u>Investments:</u>						
State Board of Administration (SBA)	386	107,409	-	1,601,879	-	1,709,675
Custody Account-General Fund Excess	160,133	1,579,144	-	85	-	1,739,362
<u>Series 2013 A-1</u>						
Reserve	-	-	868,806	-	-	868,806
Revenue	-	-	1,061,586	-	-	1,061,586
Prepayment	-	-	5,418	-	-	5,418
<u>Series 2013 A-2</u>						
Reserve	-	-	95,634	-	-	95,634
Prepaid Expenses	600	-	-	-	-	600
Deposits	-	4,583	-	-	-	4,583
Total Assets	\$ 192,615	\$ 2,029,088	\$ 2,031,444	\$ 1,647,137	\$ -	\$ 5,900,284
Liabilities:						
Accounts Payable	\$ 76	\$ 1,352	\$ -	\$ 1,958	\$ -	\$ 3,387
Accrued Expenditures	-	16,906	-	-	-	16,906
Total Liabilities	\$ 76	\$ 18,259	\$ -	\$ 1,958	\$ -	\$ 20,293
Fund Balance:						
Nonspendable:						
Prepaid Items	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 600
Deposits	-	4,583	-	-	-	4,583
Restricted for:						
Debt Service - Series	-	-	2,031,444	-	-	2,031,444
Assigned for:						
Capital Reserve Fund	-	-	-	1,645,179	-	1,645,179
Unassigned	191,939	2,006,246	-	-	-	2,198,185
Total Fund Balances	\$ 192,539	\$ 2,010,830	\$ 2,031,444	\$ 1,645,179	\$ -	\$ 5,879,991
Total Liabilities & Fund Balance	\$ 192,615	\$ 2,029,088	\$ 2,031,444	\$ 1,647,137	\$ -	\$ 5,900,284

Double Branch

Community Development District General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 184,126	\$ 184,126	\$ 182,549	\$ (1,577)
Interest Income	4,500	3,000	3,648	648
Total Revenues	\$ 188,626	\$ 187,126	\$ 186,198	\$ (929)
Expenditures:				
General & Administrative:				
Supervisor Fees	\$ 12,000	\$ 8,000	\$ 8,000	\$ -
FICA Expense	918	612	612	-
Engineering	5,000	5,000	7,169	(2,169)
Arbitrage	700	700	700	-
Dissemination	1,888	1,258	1,259	-
Assessment Roll	9,688	9,688	9,688	-
Attorney	42,000	28,000	12,637	15,363
Annual Audit	5,600	5,600	5,700	(100)
Trustee Fees	8,900	8,900	11,678	(2,778)
Management Fees	76,509	51,006	51,006	-
Information Technology	2,527	1,685	1,685	-
Telephone	600	400	226	174
Postage	2,000	1,333	209	1,124
Printing	2,500	1,667	520	1,147
Insurance	11,552	10,268	10,268	-
Legal Advertising	2,800	1,867	749	1,118
Office Supplies	200	133	5	128
Website Compliance	2,949	1,966	1,966	-
Dues, Licenses & Subscriptions	175	175	175	-
Other Current Charges	120	80	-	80
Total General & Administrative Expenditures	\$ 188,626	\$ 138,339	\$ 124,250	\$ 14,088
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 48,788	\$ 61,948	\$ (15,017)
Net Change in Fund Balance	\$ -	\$ 48,788	\$ 61,948	\$ (15,017)
Fund Balance - Beginning	\$ -		\$ 130,591	
Fund Balance - Ending	\$ -		\$ 192,539	

Double Branch
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	\$ -	\$ 15,749	\$ 158,090	\$ 1,750	\$ -	\$ 2,280	\$ 3,448	\$ 1,232	\$ -	\$ -	\$ -	\$ -	\$ 182,549
Interest Income	387	253	250	525	595	542	607	490	-	-	-	-	3,648
Total Revenues	\$ 387	\$ 16,002	\$ 158,340	\$ 2,274	\$ 595	\$ 2,822	\$ 4,055	\$ 1,723	\$ -	\$ -	\$ -	\$ -	\$ 186,198
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
FICA Expense	77	77	77	77	77	77	77	77	-	-	-	-	612
Engineering	759	585	803	2,636	925	825	636	-	-	-	-	-	7,169
Arbitrage	-	-	-	-	-	700	-	-	-	-	-	-	700
Dissemination	157	157	157	157	157	157	157	157	-	-	-	-	1,259
Assessment Roll	9,688	-	-	-	-	-	-	-	-	-	-	-	9,688
Attorney	1,005	1,300	2,982	3,155	1,604	2,592	-	-	-	-	-	-	12,637
Annual Audit	-	-	-	-	-	-	5,700	-	-	-	-	-	5,700
Trustee Fees	3,409	-	-	-	-	8,269	-	-	-	-	-	-	11,678
Management Fees	6,376	6,376	6,376	6,376	6,376	6,376	6,376	6,376	-	-	-	-	51,006
Information Technology	211	211	211	211	211	211	211	211	-	-	-	-	1,685
Telephone	29	14	21	21	25	41	36	37	-	-	-	-	226
Postage	19	13	9	29	54	13	17	57	-	-	-	-	209
Printing	40	46	70	83	62	53	59	108	-	-	-	-	520
Insurance	10,268	-	-	-	-	-	-	-	-	-	-	-	10,268
Legal Advertising	153	76	-	153	76	-	153	139	-	-	-	-	749
Office Supplies	1	1	0	1	0	1	1	1	-	-	-	-	5
Website Compliance	246	246	246	246	246	246	246	246	-	-	-	-	1,966
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Other Current Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Total General & Administrative Expenditures	\$ 33,610	\$ 10,101	\$ 11,950	\$ 14,143	\$ 10,812	\$ 20,559	\$ 14,668	\$ 8,408	\$ -	\$ -	\$ -	\$ -	\$ 124,250
Excess (Deficiency) of Revenues over Expenditures	\$ (33,223)	\$ 5,900	\$ 146,390	\$ (11,869)	\$ (10,216)	\$ (17,737)	\$ (10,612)	\$ (6,685)	\$ -	\$ -	\$ -	\$ -	\$ 61,948
Net Change in Fund Balance	\$ (33,223)	\$ 5,900	\$ 146,390	\$ (11,869)	\$ (10,216)	\$ (17,737)	\$ (10,612)	\$ (6,685)	\$ -	\$ -	\$ -	\$ -	\$ 61,948

Double Branch
Community Development District
Recreation Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 2,118,723	\$ 2,118,723	\$ 2,100,582	\$ (18,141)
Interest Income	25,000	25,000	36,027	11,027
Amenities Revenue/Miscellaneous	25,000	16,667	17,296	630
Sports Revenue	20,000	13,333	12,825	(508)
Total Revenues	\$ 2,188,723	\$ 2,173,723	\$ 2,166,730	\$ (6,992)
Expenditures:				
Administrative:				
Management Fees - On Site Staff	\$ 245,615	\$ 163,743	\$ 163,743	\$ -
Insurance	127,990	91,669	91,669	-
Other Current Charges	3,500	2,333	2,361	(27)
Permit Fees	1,625	1,083	638	446
Subtotal Administrative	\$ 378,730	\$ 258,829	\$ 258,411	\$ 418
Maintenance:				
Security	\$ 111,280	\$ 74,187	\$ 76,056	\$ (1,870)
Security - Clay County Off-Duty Sheriff	47,304	31,536	17,104	14,432
Water - Irrigation	17,000	11,333	11,011	322
Irrigation Maintenance	5,000	5,000	22,071	(17,071)
Streetlighting	29,640	19,760	18,954	806
Electric	43,800	29,200	26,284	2,916
Landscape Maintenance	487,134	324,756	324,756	-
Common Area Maintenance	82,500	55,000	36,944	18,056
Lake Maintenance	31,000	20,666	20,560	106
Capital Reserve Funding	360,024	-	-	-
Subtotal Maintenance	\$ 1,214,681	\$ 571,438	\$ 553,740	\$ 17,698

Double Branch
Community Development District
Recreation Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
<i>Recreation Facility:</i>				
Amenity Staff	\$ 165,840	\$ 110,560	\$ 89,203	\$ 21,357
Refuse Services	20,000	13,333	19,027	(5,694)
Telephone	8,400	5,600	4,200	1,400
Electric	34,800	23,200	22,266	934
Cable	11,280	7,520	7,834	(314)
Pool Maintenance	43,200	28,800	28,179	621
Water / Sewer/Reclaim	53,280	35,520	35,738	(218)
Facility Maintenance-General	82,500	55,000	37,816	17,184
Facility Maintenance-Preventative	10,000	6,667	3,350	3,317
Facility Maintenance - Contingency	45,000	30,000	20,886	9,114
Lighting Repairs	10,500	7,000	3,082	3,918
Special Events	10,700	7,133	4,049	3,084
Office Supplies & Equipment	1,400	933	673	261
Janitorial	74,412	49,608	49,657	(49)
Recreation Passes	4,000	2,667	1,559	1,107
Multiuse Field	20,000	13,333	-	13,333
Subtotal Recreation Facility	\$ 595,312	\$ 396,875	\$ 327,521	\$ 69,354
Total Expenditures	\$ 2,188,723	\$ 1,227,142	\$ 1,139,672	\$ 87,470
Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ 946,581	\$ 1,027,058	\$ (94,462)
Net Change in Fund Balance	\$ -	\$ 946,581	\$ 1,027,058	\$ (94,462)
Fund Balance - Beginning	\$ -		\$ 983,772	
Fund Balance - Ending	\$ -		\$ 2,010,830	

Double Branch
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	\$ -	\$ 181,225	\$ 1,819,127	\$ 20,132	\$ -	\$ 26,241	\$ 39,680	\$ 14,178	\$ -	\$ -	\$ -	\$ -	\$ 2,100,582
Interest Income	1,885	1,868	1,954	5,703	6,745	5,939	6,007	5,927	-	-	-	-	36,027
Amenities Revenue/Miscellaneous	282	-	1,486	2,008	3,667	3,862	5,991	-	-	-	-	-	17,296
Sports Revenue	1,400	7,300	-	1,160	-	-	1,140	1,825	-	-	-	-	12,825
Total Revenues	\$ 3,567	\$ 190,393	\$ 1,822,567	\$ 29,003	\$ 10,412	\$ 36,042	\$ 52,817	\$ 21,930	\$ -	\$ -	\$ -	\$ -	\$ 2,166,730
Expenditures:													
Administrative:													
Management Fees - On Site Staff	\$ 20,468	\$ 20,468	\$ 20,468	\$ 20,468	\$ 20,468	\$ 20,468	\$ 20,468	\$ 20,468	\$ -	\$ -	\$ -	\$ -	\$ 163,743
Insurance	91,669	-	-	-	-	-	-	-	-	-	-	-	91,669
Other Current Charges	139	102	440	329	335	277	274	464	-	-	-	-	2,361
Permit Fees	-	-	39	455	-	144	-	-	-	-	-	-	638
Subtotal Administrative	\$ 112,276	\$ 20,570	\$ 20,947	\$ 21,252	\$ 20,803	\$ 20,889	\$ 20,742	\$ 20,932	\$ -	\$ -	\$ -	\$ -	\$ 258,411
Maintenance:													
Security	\$ 12,673	\$ 9,053	\$ 9,223	\$ 9,279	\$ 8,374	\$ 9,279	\$ 8,841	\$ 9,336	\$ -	\$ -	\$ -	\$ -	\$ 76,056
Security - Clay County Off-Duty Sheriff	1,800	4,623	3,700	4,443	2,539	-	-	-	-	-	-	-	17,104
Water - Irrigation	1,915	2,033	1,652	816	193	805	1,856	1,743	-	-	-	-	11,011
Irrigation Maintenance	-	-	-	-	6,245	-	12,373	3,453	-	-	-	-	22,071
Streetlighting	2,361	2,361	2,361	2,370	2,370	2,370	2,370	2,392	-	-	-	-	18,954
Electric	3,290	3,501	3,501	3,556	2,378	2,774	3,471	3,813	-	-	-	-	26,284
Landscape Maintenance	40,594	40,594	40,594	40,594	40,594	40,594	40,594	40,594	-	-	-	-	324,756
Common Area Maintenance	-	6,875	5,721	9,519	5,005	4,924	4,900	-	-	-	-	-	36,944
Lake Maintenance	2,170	2,170	2,170	7,540	-	2,170	2,170	2,170	-	-	-	-	20,560
Capital Reserve Funding	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Maintenance	\$ 64,802	\$ 71,209	\$ 68,922	\$ 78,117	\$ 67,698	\$ 62,916	\$ 76,575	\$ 63,501	\$ -	\$ -	\$ -	\$ -	\$ 553,740

Double Branch
Community Development District
Recreation Fund
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
Recreation Facility:													
Amenity Staff	\$ 16,622	\$ 6,318	\$ 6,659	\$ 6,087	\$ 6,655	\$ 6,833	\$ 21,804	\$ 18,226	\$ -	\$ -	\$ -	\$ -	\$ 89,203
Refuse Services	2,172	2,172	2,172	2,172	2,585	2,585	2,585	2,585	-	-	-	-	19,027
Telephone	376	466	543	631	455	543	644	543	-	-	-	-	4,200
Electric	3,062	2,718	2,718	1,957	2,371	2,573	3,239	3,629	-	-	-	-	22,266
Cable	901	904	964	1,013	1,013	1,013	1,013	1,014	-	-	-	-	7,834
Pool Maintenance	3,439	3,439	3,439	3,572	3,572	3,572	3,572	3,572	-	-	-	-	28,179
Water / Sewer/Reclaim	4,968	3,308	5,340	3,036	3,193	5,225	5,340	5,329	-	-	-	-	35,738
Facility Maintenance-General	6,875	-	5,614	10,343	5,160	4,924	4,900	-	-	-	-	-	37,816
Facility Maintenance-Preventative	155	335	490	155	-	640	490	1,085	-	-	-	-	3,350
Facility Maintenance - Contingency	-	3,750	2,546	6,105	2,960	2,825	2,700	-	-	-	-	-	20,886
Lighting Repairs	-	875	500	500	-	705	502	-	-	-	-	-	3,082
Special Events	-	1,125	485	1,036	-	345	190	868	-	-	-	-	4,049
Office Supplies & Equipment	-	285	-	51	-	-	322	15	-	-	-	-	673
Janitorial	6,201	6,201	6,201	6,201	6,201	6,201	6,250	6,201	-	-	-	-	49,657
Recreation Passes	-	1,385	-	174	-	-	-	-	-	-	-	-	1,559
Pool Leak Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Multiuse Field	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Recreation Facility	\$ 44,771	\$ 33,281	\$ 37,672	\$ 43,032	\$ 34,164	\$ 37,983	\$ 53,552	\$ 43,066	\$ -	\$ -	\$ -	\$ -	\$ 327,521
Total Expenditures	\$ 221,850	\$ 125,060	\$ 127,540	\$ 142,402	\$ 122,665	\$ 121,788	\$ 150,868	\$ 127,499	\$ -	\$ -	\$ -	\$ -	\$ 1,139,672
Excess (Deficiency) of Revenues over Expenditures	\$ (218,283)	\$ 65,333	\$ 1,695,026	\$ (113,399)	\$ (112,253)	\$ (85,746)	\$ (98,051)	\$ (105,570)	\$ -	\$ -	\$ -	\$ -	\$ 1,027,058
Net Change in Fund Balance	\$ (218,283)	\$ 65,333	\$ 1,695,026	\$ (113,399)	\$ (112,253)	\$ (85,746)	\$ (98,051)	\$ (105,570)	\$ -	\$ -	\$ -	\$ -	\$ 1,027,058

Double Branch
Community Development District
Debt Service Fund
Series 2013 A-1 & 2013 A-2 Special Assessment Bonds
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	\$ 1,976,742	\$ 1,976,742	\$ 1,945,112	\$ (31,629)
Special Assessments - Prepayments	-	-	5,148	5,148
Interest Income	10,000	10,000	70,428	60,428
Total Revenues	\$ 1,986,742	\$ 1,986,742	\$ 2,020,688	\$ 33,947
Expenditures:				
<i>Series 2013 A-1</i>				
Interest 11/1	\$ 271,388	\$ 271,388	\$ 271,388	\$ -
Interest 5/1	271,388	271,388	271,388	-
Principal 5/1	1,220,000	1,220,000	1,220,000	-
<i>Series 2013 A-2</i>				
Interest 11/1	38,238	38,238	38,238	-
Interest 5/1	38,238	38,238	38,238	-
Principal 5/1	115,000	115,000	115,000	-
Total Expenditures	\$ 1,954,250	\$ 1,954,250	\$ 1,954,250	\$ -
Excess (Deficiency) of Revenues over Expenditures	\$ 32,492	\$ 32,492	\$ 66,438	\$ 33,947
Net Change in Fund Balance	\$ 32,492	\$ 32,492	\$ 66,438	\$ 33,947
Fund Balance - Beginning	\$ 983,859		\$ 1,965,006	
Fund Balance - Ending	\$ 1,016,351		\$ 2,031,444	

Double Branch
Community Development District
Capital Reserve Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending May 31, 2026

	Adopted Budget	Prorated Budget Thru 05/31/26	Actual Thru 05/31/26	Variance
Revenues				
Transfer In from Recreation Fund	360,024	-	-	-
Interest	10,000	10,000	41,079	31,079
Total Revenues	\$ 370,024	\$ 10,000	\$ 41,079	\$ 31,079
Expenditures:				
Repairs & Replacements	\$ 250,000	\$ 166,667	\$ 128,134	\$ 38,533
Total Expenditures	\$ 250,000	\$ 166,667	\$ 128,134	\$ 38,533
Excess (Deficiency) of Revenues over Expenditures	\$ 120,024		\$ (87,055)	
Net Change in Fund Balance	\$ 120,024		\$ (87,055)	
Fund Balance - Beginning	\$ 1,755,699		\$ 1,732,233	
Fund Balance - Ending	\$ 1,875,723		\$ 1,645,179	

Double Branch

Community Development District

Long Term Debt Report

Series 2013 A-1, Special Assessment Refunding Bonds

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

Bonds outstanding - 9/30/2013	\$ 24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(860,000)
Less: May 1, 2015 (Mandatory)	(875,000)
Less: May 2, 2016 (Mandatory)	(890,000)
Less: May 2, 2017 (Mandatory)	(910,000)
Less: May 1, 2018 (Mandatory)	(930,000)
Less: May 1, 2019 (Mandatory)	(955,000)
Less: May 1, 2020 (Mandatory)	(980,000)
Less: May 1, 2021 (Mandatory)	(1,015,000)
Less: May 1, 2022 (Mandatory)	(1,045,000)
Less: May 1, 2023 (Mandatory)	(1,085,000)
Less: May 1, 2024 (Mandatory)	(1,125,000)
Less: May 1, 2025 (Mandatory)	(1,170,000)
Less: May 1, 2026 (Mandatory)	(1,220,000)

Current Bonds Outstanding **\$ 11,790,000**

Series 2013 A-2, Special Assessment Refunding Bonds

Interest Rate:	5.75%
Maturity Date:	5/1/2034
Reserve Fund Definition	50% Max Annual on Outstanding
Reserve Fund Requirement	\$ 95,634
Reserve Fund Balance	95,634

Bonds outstanding - 9/30/2013	\$ 2,900,000
Less: November 1, 2013 (Prepayment)	(145,000)
Less: May 1, 2014 (Mandatory)	(75,000)
Less: November 1, 2014 (Prepayment)	(75,000)
Less: May 1, 2015 (Mandatory)	(75,000)
Less: May 1, 2015 (Prepayment)	(45,000)
Less: November 1, 2015 (Prepayment)	(50,000)
Less: May 2, 2016 (Mandatory)	(75,000)
Less: May 2, 2016 (Prepayment)	(35,000)
Less: November 1, 2016 (Prepayment)	(55,000)
Less: May 2, 2017 (Mandatory)	(75,000)
Less: May 2, 2017 (Prepayment)	(5,000)
Less: May 1, 2018 (Mandatory)	(80,000)
Less: May 1, 2018 (Prepayment)	(5,000)
Less: November 1, 2018 (Prepayment)	(105,000)
Less: May 1, 2019 (Mandatory)	(80,000)
Less: May 2, 2019 (Prepayment)	(10,000)
Less: November 1, 2019 (Prepayment)	(10,000)
Less: May 1, 2020 (Mandatory)	(80,000)
Less: May 2, 2020 (Prepayment)	(5,000)
Less: May 1, 2021 (Mandatory)	(85,000)
Less: May 1, 2022 (Mandatory)	(90,000)
Less: May 1, 2023 (Mandatory)	(95,000)
Less: May 1, 2024 (Mandatory)	(105,000)
Less: May 1, 2025 (Mandatory)	(110,000)
Less: May 1, 2026 (Mandatory)	(115,000)

Current Bonds Outstanding **\$ 1,215,000**

C.

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

Fiscal Year 2026 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	184,122.93	2,118,687.71	4,264,688.79
TOTAL ASSESSED	45,481	1,961,878.15	184,122.93	2,118,687.71	4,264,688.79

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS	TOTAL RECEIVED
1	11/07/25	11,536.92	1,082.74	12,459.05	25,078.71
2	11/13/25	60,997.61	5,724.65	65,873.04	132,595.30
3	11/14/25	95,277.83	8,941.86	102,893.22	207,112.90
4	12/05/25	1,557,178.42	146,141.72	1,681,641.02	3,384,961.16
5	12/18/25	127,310.09	11,948.10	137,485.77	276,743.96
6	01/15/26	18,641.77	1,749.54	20,131.78	40,523.09
7	03/06/26	24,298.77	2,280.45	26,240.93	52,820.15
8	04/16/26	36,742.76	3,448.32	39,679.54	79,870.62
9	5.12.56	13,128.23	1,232.09	14,177.54	28,537.86
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
TOTAL TAX ROLL RECEIPTS		1,945,112.40	182,549.47	2,100,581.89	4,228,243.75

PERCENT COLLECTED	DEBT	O&M GF	O&M RF	TOTAL
TOTAL PERCENT COLLECTED	99.15%	99.15%	99.15%	99.15%

D.

Double Branch

Community Development District

Check Run Summary

June 30, 2026

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	6/5/26	1922	\$ 76.25
	6/16/26	1923	7,094.82
	6/26/26	1924	300.00
		Sub-Total	\$ 7,471.07
Recreation Fund			
Accounts Payable	6/5/26	7993-7998	\$ 13,279.81
	6/16/26	7999-8004	70,404.52
	6/26/26	8005-8012	16,683.96
		Sub-Total	\$ 100,368.29
Capital Reserve Fund			
Accounts Payable	6/5/26	490	\$ 140.00
	6/16/26	491-492	1,818.20
	6/26/26	493-495	41,571.23
		Sub-Total	\$ 43,529.43
Total			\$ 151,368.79

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/05/26	00111	5/28/26 26-00203	202605 310-51300-48000	6/8 NTC OF BOS MTG	*	76.25	
JACKSONVILLE DAILY RECORD							76.25 001922
6/16/26	00035	6/01/26 2599	202606 310-51300-34000	JUN MANAGEMENT FEES	*	6,375.75	
		6/01/26 2599	202606 310-51300-52000	JUN WEBSITE ADMIN	*	245.75	
		6/01/26 2599	202606 310-51300-35100	JUN INFO TECH	*	210.58	
		6/01/26 2599	202606 310-51300-31300	JUN DISSEM AGENT SRVCS	*	157.33	
		6/01/26 2599	202606 310-51300-51000	OFFICE SUPPLIES	*	.75	
		6/01/26 2599	202606 310-51300-42000	POSTAGE	*	14.80	
		6/01/26 2599	202606 310-51300-42500	COPIES	*	57.60	
		6/01/26 2599	202606 310-51300-41000	TELEPHONE	*	32.26	
GOVERNMENTAL MANAGEMENT SERVICES							7,094.82 001923
6/26/26	00116	6/04/26 195231	202605 310-51300-31100	MAY ENGINEERING SERVICES	*	300.00	
MATTHEWS DESIGN GROUP LLC							300.00 001924
TOTAL FOR BANK A						7,471.07	
TOTAL FOR REGISTER						7,471.07	

Jacksonville Daily Record

A Division of

DAILY RECORD & OBSERVER, LLC

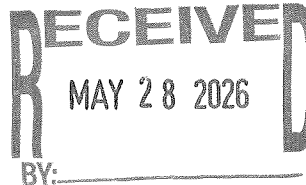
P.O. Box 2177
Jacksonville, FL 32203
(904) 356-2466

INVOICE

May 28, 2026

Date

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



Serial #	<u>26-00203C</u>	PO/File #	_____	\$76.25
				Payment Due
	Notice of Meeting of the Board of Supervisors			
	_____			\$76.25
	Double Branch Community Development District			Publication Fee

Case Number	_____			Amount Paid
Publication Dates	<u>5/28</u>			
County	<u>Clay</u>			

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

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

If your payment is being
mailed, please reference
Serial # 26-00203C on your
check or remittance advice.

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

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

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

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

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

Notice is hereby given that the Board of Supervisors of the Double Branch Community Development District is scheduled to be meet on **Monday, June 8, 2026, at 4:00 p.m.** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

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

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

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

Marilee Giles
District Manager
May 28 00 (26-00203C)

Governmental Management Services, LLC

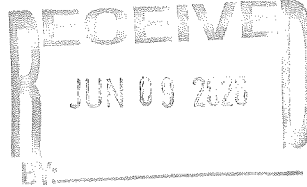
475 West Town Place, Suite 114
St. Augustine, FL 32092

Invoice

Invoice #: 2599
Invoice Date: 6/1/26
Due Date: 6/1/26
Case:
P.O. Number:

Bill To:

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



Description	Hours/Qty	Rate	Amount
General Fund- Management Fees - June 2026		6,375.75	6,375.75
Website Administration - June 2026		245.75	245.75
Information Technology - June 2026		210.58	210.58
Dissemination Agent Services - June 2026		157.33	157.33
Office Supplies		0.75	0.75
Postage		14.80	14.80
Copies		57.60	57.60
Telephone		32.26	32.26
Total			\$7,094.82
Payments/Credits			\$0.00
Balance Due			\$7,094.82

Project Manager Michael Williams

Matthews | **DCCM**

Engineering - Architecture - Planning - Surveying

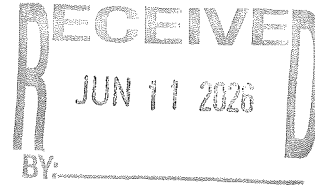
Governmental Management Services
Marilee Giles
475 West Town Place STE 114
St. Augustine, FL 32092

June 04, 2026
Invoice # 195231

Project 000021873.0000 24015.00 - Double Branch CDD

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

- Attend CDD Meeting, Preparation, and Follow Up as Needed
- Attend Agenda Call and Follow Up as Needed



Please call Michael Williams if you have any questions or concerns regarding your project.

For billing inquiries, please contact our Accounting Department.

Professional Services through May 31, 2026

Phase 0001 Engineering Services

	Hours	Rate	Amount	
CAD Designer III	2.00	150.00	300.00	
Total Labor				300.00
			Total Due:	300.00

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	300.00	27,681.25	27,981.25
Expense	0.00	216.74	216.74
Unit	0.00	29.12	29.12
Interest	0.00	5.18	5.18
Totals	300.00	27,932.29	28,232.29

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
6/05/26	00743	6/02/26	06022026	202606	300	36900	10300		DEPOSIT REFUND BRENDA REEVES	*	100.00	100.00	007993
6/05/26	00092	6/02/26	2601	202605	300	36900	10300		5/30 FACILITY EVENT STAFF GOVERNMENTAL MANAGEMENT SERVICES	*	381.25	381.25	007994
6/05/26	01164	6/02/26	06022026	202606	300	36900	10300		DEPOSIT REFUND JESSICA SHARP	*	100.00	100.00	007995
6/05/26	00676	6/02/26	06022026	202606	300	36900	10300		DEPOSIT REFUND MICHELLE ADLER	*	100.00	100.00	007996
6/05/26	00186	6/01/26	13129563	202606	320	57200	46300		JUN POOL CHEMICALS POOLSURE	*	3,658.92	3,658.92	007997
6/05/26	00839	6/01/26	11937	202606	320	57200	34500		JUN SECURITY SERVICES SECURITY DEVELOPMENT GROUP LLC	*	8,939.64	8,939.64	007998
6/16/26	01165	5/28/26	1001	202605	320	57200	49400		DJ WITH GAMES GABRIEL J ARNOLD	*	475.00	475.00	007999
6/16/26	00092	5/31/26	2602	202605	320	57200	41000		MAY PHONES	*	88.02		
		5/31/26	2602	202605	320	57200	51000		MAY OFFICE SUPPLIES	*	15.00		
		5/31/26	2602	202605	320	57200	49400		MAY SPECIAL EVENTS GOVERNMENTAL MANAGEMENT SERVICES	*	393.10	496.12	008000
6/16/26	00092	6/01/26	2598	202606	310	51300	34000		JUN FACILITY MANAGEMENT GOVERNMENTAL MANAGEMENT SERVICES	*	20,467.92	20,467.92	008001
6/16/26	00024	6/01/26	377148B	202606	320	57200	46800		JUN LAKE MAINTENANCE THE LAKE DOCTORS, INC.	*	2,170.00	2,170.00	008002
6/16/26	00297	6/01/26	396	202606	320	57200	61000		JUN JANITORIAL SERVICES RIVERSIDE MANAGEMENT SERVICES, INC	*	6,201.00	6,201.00	008003

DBBR DOUBLE BRANCH TLEE

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
6/16/26	00672	6/01/26 28974	202606 320-57200-46200		JUN LANDSCAPE MAINTENANCE VERDEGO LLC	*	40,594.48	40,594.48 008004
6/26/26	01166	6/12/26 06122026	202606 300-36900-10300		DEPOSIT REFUND AMANDA WALLACE THOMER	*	100.00	100.00 008005
6/26/26	01167	6/17/26 06172026	202606 300-36900-10300		DEPOSIT REFUND AUBREY SCAROLA	*	100.00	100.00 008006
6/26/26	00478	6/06/26 22164	202606 320-57200-62000		PROXIMITY CARDS CARDS AND KEYFOBS	*	1,385.50	1,385.50 008007
6/26/26	00092	6/17/26 2604	202605 320-57200-46600		MAY FACILITY MAINTENANCE	*	5,415.00	
		6/17/26 2604	202605 320-57200-46620		MAY FAC MAINT CONTINGENCY	*	2,469.00	
		6/17/26 2604	202605 320-57200-46630		MAY LIGHTING REPAIRS	*	500.00	
		6/17/26 2604	202605 320-57200-46400		MAY COMMON AREA MAINT	*	5,520.71	
		6/17/26 2604	202605 320-57200-49400		MAY SPECIAL EVENTS	*	300.00	
					GOVERNMENTAL MANAGEMENT SERVICES			14,204.71 008008
6/26/26	00092	6/15/26 2603	202606 300-36900-10300		JUN FACILITY EVENT STAFF GOVERNMENTAL MANAGEMENT SERVICES	*	593.75	593.75 008009
6/26/26	01168	6/19/26 06192026	202606 300-36900-10300		DEPOSIT REFUND JILL MISRA	*	100.00	100.00 008010
6/26/26	01169	6/19/26 06192026	202606 300-36900-10300		DEPOSIT REFUND LOUANN WHALEY	*	100.00	100.00 008011
6/26/26	01101	6/12/26 06122026	202606 300-36900-10300		DEPOSIT REFUND RIKKA KATE KOLESZKO	*	100.00	100.00 008012

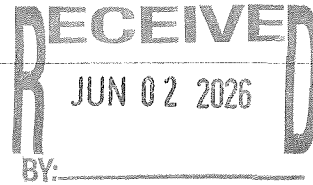
TOTAL FOR BANK B 100,368.29

DBBR DOUBLE BRANCH TLEE

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
TOTAL FOR REGISTER							100,368.29	

DBBR DOUBLE BRANCH TLEE

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - BRENDA REEVES
Date: June 2, 2026 at 3:43 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 – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M. (ET 3:00pm-5:45pm)
 - DATE OF VENUE – MAY 30, 2026
 - RESIDENT – **BRENDA REEVES**
 - ADDRESS – 688 BRIAR VIEW DRIVE, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (9969):
 - DATED: 4/13/26
 - APPROVAL CODE: 003772
 - 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 **June 15 - 18, 2026**

Email is the best means of communication when I am out of the office.

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

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

Governmental Management Services

www.OakLeafResidents.com

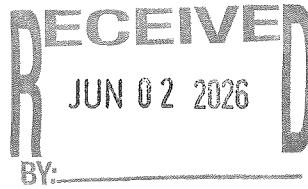
Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this email and/or attachment(s)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

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

Invoice

Invoice #: 2601
Invoice Date: 6/2/26
Due Date: 6/2/26
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Event Staff through May 30, 2026 <i>2300-369.103</i>	15.25	25.00	381.25

Total	\$381.25
Payments/Credits	\$0.00
Balance Due	\$381.25

6/2/26
MB

Governmental Management Services, LLC

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

Double Branch CDD

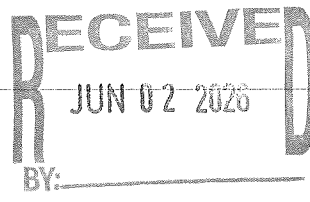
Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
15.25	Facility Event Staff	\$ 25.00	\$ 381.25

Covers Period End: May 30, 2026

Amenities Revenue # 2.300.369.103

From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JESSICA SHARP
Date: June 2, 2026 at 3:37 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 – OVCR aka CLUBROOM (SATURDAY) 10:00 A.M. to 2:00 P.M. (ET 11:00am-1:00pm)
 - DATE OF VENUE – MAY 23, 2026
 - RESIDENT – **JESSICA SHARP**
 - ADDRESS – 4220 PLANTATION OAKS BLVD #1618, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (6159):
 - DATED: 9/2/25
 - APPROVAL CODE: 07729B
 - 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 **June 15 - 18, 2026**

Email is the best means of communication when I am out of the office.

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

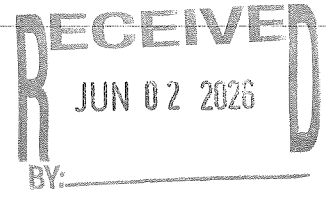
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venuere rentals@oakleafresidents.com
(904) 770-4661 voice email
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www.oakleafresidents.com

Governmental Management Services

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From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - MICHELLE ADLER
Date: June 2, 2026 at 3:26 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M. (ET 3:00-5:30pm)
 - DATE OF VENUE – MAY 23, 2026
 - RESIDENT – **MICHELLE ADLER**
 - ADDRESS – 915 WILMINGTON LANE, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (7477):
 - DATED: 12/30/25
 - APPROVAL CODE: 030701
 - 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 **June 15 - 18, 2026**

Email is the best means of communication when I am out of the office.

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

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

Governmental Management Services

www.OakLeafResidents.com

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Invoice

Date Invoice#

6/1/2026
131295635471

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

Terms	Net 20
Due Date	6/21/2026
PO #	

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

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

OUR REMITTANCE ADDRESS HAS CHANGED. Physical payments will only be received at 1707 Townhurst Dr, Houston, TX 77043. Payments sent to any other address may experience delays. 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	\$3,464.14
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	\$194.78

Subtotal	\$3,658.92
Tax	\$0.00
Total	\$3,658.92
Amount Paid/Credit Applied	\$0.00
Balance Due	\$3,658.92

RECEIVED
MAY 21 2026
BY: _____

[Click Here to Pay Now](#)





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

INVOICE

BILL TO

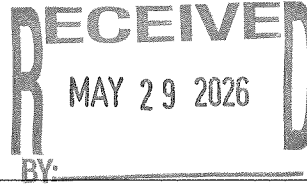
Oakleaf Double Branch CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

INVOICE # 11937

DATE 06/01/2026

DUE DATE 06/30/2026

TERMS End of the month



SERVICE MONTH

June

AMOUNT

8,939.64

8,939.64

0.00

8,939.64

\$8,939.64

APPROVED

Code to:

Double Branch Security

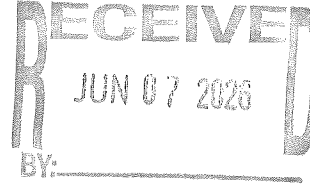
2-320-572-345

INVOICE

Florida Pop-Up LLC
4109 Heatherbrook Pl
Middleburg, FL 32068-4168

Oakleafpopup@gmail.com
+1 (904) 563-1694
https://OakleafPopUp.com

Bill to
Lisa Carter
Double Branch CDD
370 Oakleaf Village Parkway,
Orange Park, FL 32065



Code to:

2-320-572-49400

Double Branch Special Event

Invoice details

Invoice no.: 1001
Terms: Due on receipt
Invoice date: 05/28/2026
Due date: 05/28/2026

#	Product or service	Description	Qty	Rate	Amount
1.	DJ With Games		1	\$475.00	\$475.00

Total **\$475.00**

Ways to pay

BANK

Poolside Event DJ

Overdue 05/28/2026

[View and pay](#)

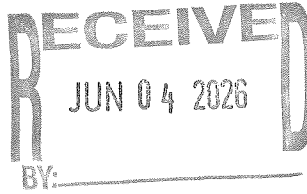
Governmental Management Services, LLC

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

Invoice

Invoice #: 2602
Invoice Date: 5/31/26
Due Date: 5/31/26
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
<u>2.320.572.4100 (DB Phones) -Statement Closing Date 5/25/26</u>		<u>88.02</u>	<u>88.02</u>
<u>2.320.513.49300 (DB Office Supplies) - Statement Closing Date 5/25/26</u>		<u>15.00</u>	<u>15.00</u>
34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 5/25/26		1,369.80	1,369.80
<u>2.320.572.49400 (DB Special Events) - Statement Closing Date 5/25/26</u>		<u>393.10</u>	<u>393.10</u>
Total			\$1,865.92
Payments/Credits			\$0.00
Balance Due			\$1,865.92
			\$496.12

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – May 25, 2026

Totals by GL

Double Branch: \$1,865.92

2.320.572.4100 (DB Phones) – \$88.02

2.320.572.5100 (DB Office Supplies) – \$15.00

34.600.538.6200 (DB Repair and Replacements) - \$1,369.80

2.320.572.49400 (DB Special Events) – \$393.10

Middle Village: \$4,259.20

2.330.572.4100 (MV Phones) – \$88.02

2.310.513.49300 (MV Office Supplies) – \$15.00

34.600.538.64000 (MV repair & replacements) – \$3,763.06

2.330.572. 49400 (MV Special Events) - \$393.12

Double Branch / Middle Village American Express Charges
GMS Statement Closing Date – May 25, 2026

Purchase Date	Vendor	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
4/26/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
4/27/2026	1and1ionos	6.00	Office Supplies	2.330.572.51000	3	2.320.572.5100	3	6
4/29/2026	At Home Store	311.73	Repair and Replacement	34.600.538.64000	155.87	034.600.538.621	155.86	311.73
4/30/2026	Holidays	868.05	Repair and Replacement	34.600.538.64000	651.03	034.600.538.621	217.02	868.05
5/1/2026	PPG PAINTS	381.03	Repair and Replacement	34.600.538.64000	190.52	034.600.538.621	190.51	381.03
5/1/2026	Compac	177.77	Repair and Replacement	34.600.538.64000		034.600.538.621	177.77	177.77
5/2/2026	RingCentral	176.04	Phones	2.330.572.4100	88.02	2.320.572.4100	88.02	176.04
5/3/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
5/6/2026	Walmart	329.37	Special Event	2.330.572.49400	164.69	2.320.572.49400	164.68	329.37
5/6/2026	Blue Solutions	875.00	Repair and Replacement	34.600.538.64000	875	034.600.538.621		875
5/6/2026	Amazon	1261.95	Repair and Replacement	34.600.538.64000	1261.95	034.600.538.621		1261.95
5/6/2026	Amazon	118.24	Repair and Replacement	34.600.538.64000	59.12	034.600.538.621	59.12	118.24
5/8/2026	Walmart	121.85	Special Event	2.330.572.49400	60.93	2.320.572.49400	60.92	121.85
5/8/2026	Publix	32.20	Repair and Replacement	34.600.538.64000	16.1	034.600.538.621	16.1	32.2
5/8/2026	1and1ionos	24.00	Office Supplies	2.330.572.51000	12	2.320.572.5100	12	24
5/10/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
5/15/2026	skycraft	728.06	Repair and Replacement	34.600.538.64000	364.03	034.600.538.621	364.03	728.06
5/17/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
5/17/2026	Amazon	283.96	Repair and Replacement	34.600.538.64000	141.98	034.600.538.621	141.98	283.96
5/20/2026	Swank	335.00	Special Event	2.330.572.49400	167.5	2.320.572.49400	167.5	335
5/22/2026	Walmart	44.92	Repair and Replacement	34.600.538.64000	22.46	034.600.538.621	22.46	44.92
5/24/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
Totals		\$6,125.12			\$4,259.20		\$1,865.92	\$6,125.12



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

Invoice: 202061731230
Invoice Date: 04/26/2026
Customer ID: 270980442
Contract ID: 48060001

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

Your IONOS Personal Consultant:

Millette C

 +1 913 258 7841

Invoice

Billing period starting: 04/25/2026

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 48060001 - IONOS Expert					
1	IONOS Website Builder 04/25/2026-05/24/2026	\$6.00 a month	1 mo.	\$0.00	\$6.00
Net Total					\$6.00
Net (non-taxable portion)					\$6.00
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$6.00
Please DO NOT send cash, check or money order					

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

Do you have questions regarding this invoice?

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



Final Details for Order #113-7505294-9679400

Order Placed: May 6, 2026
Amazon.com order number: 113-7505294-9679400
Order Total: \$118.24

Business order information

GMS Customer Name: Jay Soriano
GMS Work Order Number: JSO050626
GMS Description: Oakleaf
GMS Billable (N/F/O): O (Billable through Office)

Shipped on May 8, 2026

Items Ordered	Price
1 of: <i>Kensaker Drafting Chair Tall Office Chair, Ergonomic Standing Desk Chair with Adjustable Foot Ring and Flip-up Armrests, Mesh Computer Chair for Art Studio, 300 LBS, Black</i> Sold by and Invoiced on behalf of: Kensaker (seller profile) Condition: New	\$109.99

Shipping Address: Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States	Item(s) Subtotal: \$109.99 Shipping & Handling: \$0.00 ----- Total before tax: \$109.99 Sales Tax: \$8.25 -----
Shipping Speed: Scheduled Consolidated Delivery	Total for This Shipment: \$118.24 -----

Payment information

Payment Method: American Express Last digits: 3053	Item(s) Subtotal: \$109.99 Shipping & Handling: \$0.00 -----
Billing address Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States	Total before tax: \$109.99 Estimated Tax: \$8.25 ----- Grand Total: \$118.24

Credit Card transactions American Express ending in 3053: May 8, 2026: \$118.24

To view the status of your order, return to [Order Summary](#).



Final Details for Order #113-0225889-1986665

Order Placed: May 6, 2026
Amazon.com order number: 113-0225889-1986665
Order Total: \$1,261.95

Business order information	
GMS Customer Name: Jay Soriano	
GMS Work Order Number: JS0050626	
GMS Description: Oakleaf	
GMS Billable (N/F/O): O (Billable through Office)	

Shipped on May 8, 2026	
Items Ordered	Price
5 of: PURPLE LEAF 9 Feet Patio Umbrella Outdoor Cantilever Square Umbrella Aluminum Offset Umbrella with 360-degree Rotation or Garden Deck Pool Patio, Beige	\$258.00
Sold by and invoiced on behalf of: PURPLELEAFSHOP (seller profile)	
Business Price	
Condition: New	
Shipping Address: Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States	Item(s) Subtotal: \$1,290.00 Shipping & Handling: \$0.00 Promotion Applied: -\$116.10 ----- Total before tax: \$1,173.90 Sales Tax: \$88.05 ----- Total for This Shipment: \$1,261.95 -----
Shipping Speed: Standard Shipping	

Payment information	
Payment Method: American Express Last digits: 3053	Item(s) Subtotal: \$1,290.00 Shipping & Handling: \$0.00 Promotion applied: -\$116.10 ----- Total before tax: \$1,173.90 Estimated Tax: \$88.05 ----- Grand Total: \$1,261.95
Billing address Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States	
Credit Card transactions	American Express ending in 3053: May 9, 2026: \$1,261.95

To view the status of your order, return to [Order Summary](#) .



Final Details for Order #113-6893691-3308237

Order Placed: May 15, 2026
Amazon.com order number: 113-6893691-3308237
Order Total: \$283.96

Business order information
GMS Customer Name: Jay Soriano
GMS Work Order Number: JSO051526
GMS Description: MVDB
GMS Billable (N/F/O): O (Billable through Office)

Shipped on May 18, 2026	
Items Ordered	Price
1 of: <i>Jack's Magic Power Blue Water Line and Tile Cleaner Size: 1 Gallon</i>	\$39.89
Sold by and invoiced on behalf of: BEYOND YOUR HOME (seller profile)	
Seller Credentials: 889 Certification	
Business Price	
Condition: New	
Shipping Address:	Item(s) Subtotal: \$39.89
Jay Soriano	Shipping & Handling: \$0.00
370 OAKLEAF VILLAGE PKWY	-----
ORANGE PARK, FL 32065-4259	Total before tax: \$39.89
United States	Sales Tax: \$2.99
Shipping Speed:	-----
Consolidated Shipping in fewest deliveries	Total for This Shipment: \$42.88

Shipped on May 18, 2026	
Items Ordered	Price
3 of: <i>Jack's Magic Power Blue Water Line and Tile Cleaner Size: 1 Gallon</i>	\$39.89
Sold by and invoiced on behalf of: BEYOND YOUR HOME (seller profile)	
Seller Credentials: 889 Certification	
Business Price	
Condition: New	
Shipping Address:	Item(s) Subtotal: \$119.67
Jay Soriano	Shipping & Handling: \$0.00
370 OAKLEAF VILLAGE PKWY	-----
ORANGE PARK, FL 32065-4259	Total before tax: \$119.67
United States	Sales Tax: \$8.97
Shipping Speed:	-----
Consolidated Shipping in fewest deliveries	Total for This Shipment: \$128.64

Shipped on May 18, 2026

Items Ordered	Price
4 of: Taylor Replacement Reagent Refill Kits, Prevent Corrosion - Basic Refill Kit - 2 oz. Sold by and invoiced on behalf of: National Hardware Supply (seller profile) Business Price Condition: New	\$26.15
Shipping Address: Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States	Item(s) Subtotal: \$104.60 Shipping & Handling: \$0.00 ----- Total before tax: \$104.60 Sales Tax: \$7.84 -----
Shipping Speed: Consolidated Shipping in fewest deliveries	Total for This Shipment: \$112.44 -----

Payment Information	
Payment Method: American Express Last digits: 3053	Item(s) Subtotal: \$264.16 Shipping & Handling: \$0.00 -----
Billing address Jay Soriano 370 OAKLEAF VILLAGE PKWY ORANGE PARK, FL 32065-4259 United States	Total before tax: \$264.16 Estimated Tax: \$19.80 ----- Grand Total: \$283.96
Credit Card transactions	American Express ending in 3053: May 18, 2026: \$283.96

To view the status of your order, return to [Order Summary](#) .

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at home

9800NSPK
1919 BELLS RD
ORANGE PARK, FL 32073
United States
904-468-3023

Store: 98
Date: 4/29/26
Ticket: 73
Cashier: 869616

Register: 21
Time: 6:16 PM

Customer: Hansi Soriano

Item	Qty	Price	Amount
Low Line 26In Planter Off Whit 197154137178	1	199.99	199.99
Antique 21In Tall Planter Blac 197154137178	1	89.99	89.99
Subtotal			289.98
Tax			21.75
Total			311.73

Chansu
American Express

Card No: XXXXXXXXXXXX3053
Trans Time: 04/29/2026 09:20 PM
Trans Token: 100000007322255
Transaction Type: Sale
Card Type: American Express
Entry Method: INSERT
Trans Type: Purchase
Sequence No: 7336
Made: Issuer
AID: 800000025010801

IS1: E800
Amount: \$ 311.73
Auth Code: 824718
CVV: No CVV
TVR: 000008000



ComPac Filtration
 2020 W Beaver St,
 Jacksonville, FL 32209
 mail@com-pac.net
 Phone: 904-356-4003

Invoice

Date	Invoice Number
05/01/2026	INV/2026/00359

Bill To
Double Branch CDD 370 Oakleaf Village Parkway Orange Park FL 32065 jsoriano@gmsnf.com 9045620249

Ship To
Double Branch CDD 370 Oakleaf Village Parkway Orange Park FL 32065 jsoriano@gmsnf.com 9045620249

SO Number
541487

Terms	PO Number	Project Name	Due Date	Ship Via	Ship Date
		Double Branch (Oakleaf)	05/01/2026		05/01/2026
Qty	Item	Description	Rate	Amount	
2	CV44	[6' all thread rod] CV44 3/8"x6' ss all thread rod	88.40000	176.80	
2	CV42	[VALVE GUIDE] CV42 replacement for crank valve threaded guide 3/8"	80.85000	161.70	
1		Credit Card Fee	6.83000	6.83	

Insufficient funds due to returned checks, wire transfers and/or credit cards will be subject to loss of customer discount and will incur a 1.5% finance charge compounded monthly until paid in full. Customer discount will be revoked and charged back to the Final Invoice if not paid within the specified terms.
 Please Note: 30 Days On Returns
 No Returns On Custom Made Items

Subtotal	\$ 177.77
Sales Tax ()	\$ 0.00
Additional Payments/Credits	177.77
Balance Due	\$ 0.00

Stonerock #3
 9100 Phillips Highway
 Jacksonville FL 32236
 (904)448-1208
 info@stonyard.com

Stonerock
 April 30, 2028 at 3:08 PM
Purchase

Sale #
 Item Count 36
 94
 Terminal # 1340054253376951
 Register PAX 8920 MAX 6749
 Source Point of Sale 79.90

Plants 10 * 7.99 79.90
 You Saved 15.98 233.74
 Plants 26 * 8.49 220.74
 You Saved 46.75 143.62
 Plants 18 * 7.99 143.82
 You Saved 28.76 107.84
 Plants 36 * 2.99 107.84
 You Saved 21.53 519.96
 Plants 4 * 129.99 519.96
 You Saved 103.99

Item Subtotal 1,085.06

Discount Summary
 20% off .net (20%) (217.01)

Tax & Fee Summary
 Duval County (7.5%) 0.00

Subtotal 1,085.06
 Discounts (217.01)
 Taxes & Fees 0.00
Total 868.05
AMEX 868.05

Blue Solutions Inc
 2343 Conciliation Ln
 Green Cove Springs, FL
 32043-9472 USA
 +19044498191
 Blue_Solutions@comcast.net
 www.bluesolutionspools.com

Invoice

BILL TO
 javier sorlano
 Middle Village CDD
 845 Oakleaf Plantation
 Oakleaf, FL 32065

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
3389	04/21/2026	\$875.00	05/01/2026	Due on receipt	

SALES REP
 Ryan

DESCRIPTION	QTY	RATE	AMOUNT
Labor Labor, parts to rebuild grids, filters large pool sump	1	875.00	875.00

BALANCE DUE \$875.00

Ways to pay



[View and pay](#)



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

Invoice: 202061967250
Invoice Date: 05/07/2026
Customer ID: 270980442
Contract ID: 85644648

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

Your IONOS Personal Consultant:

Millette C

 +1 913 258 7841

Invoice

Billing period starting: 05/06/2026

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 85644648 - IONOS MyWebsite Creator+					
1	Basic Fee 05/06/2026-06/05/2026	\$30.00 a month	1 mo.	\$0.00	\$30.00
2	Special Offer Discount for line-item 1	Special Offer		\$0.00	-\$6.00
Net Total					\$24.00
Net (non-taxable portion)					\$24.00
Net (taxable portion)					\$0.00
Tax					\$0.00
Total amount due					\$24.00
Please DO NOT send cash, check or money order					

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

Do you have questions regarding this invoice?

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



**PITTSBURGH
PAINTS CO.**



CUSTOMER 321061760300
 DOUBLE BRANCH COMMUNITY
 DEVELOPMENT DISTRICT
 476 W TOWN PL
 ST. AUGUSTINE, FL 32092
 904-567-0249

SHOP INFO

STORE YB180
 445 PARK STREET,
 JACKSONVILLE, FL 32204
EMAIL PAF8180@pittsburghpaints.com
PHONE 904-353-4446
HOURS Sun: Closed
 Mon-Fri: 7:00 AM - 5:00 PM
 Sat: 8:00 AM - 12:00 PM

INVOICE # 810020010332
DATE 01 May 2026
TIME 2:42 PM
STORE REP Archie S.
SALES REP CPA-SALES JACKSONVILLE
 (8180)
METHOD Now

Item # / SAP #	Description	Qty	Unit Price	Amount
95-3314/1U	DURETHANE DTM BLACK KIT	3	\$127.01	\$381.03 *
	3 95-3314/01 · DURETHANE DTM BLACK - A			
	3 95-3319/04 · DURETHANE DTM COMP B			

TERMS:

Items marked with an asterisk (*) are exempt from sales tax. Freight will be charged on orders, binders, and wall covering books. Special merchandise in good condition is eligible for 99% refund on original invoice within 60 days. Tinted merchandise cannot be returned. Non-tinted merchandise in good condition may be returned on original invoice within 90 days. Qualifying returns will be made in the same form of payment as original purchase. PPG reserves the right to make large case returns by check within 10 business days. A service fee will be charged on returned checks. PPG understands, and Buyer represents that the products sold will be used for commercial or home painting, and will not be used for Nuclear, Chemical or Biological weapons facilities or activities including painting any such items or facilities. Buyer agrees to notify PPG immediately if Buyer becomes aware of any change in the end use of the products.

Item Subtotal	\$381.03
Discount/Fee Subtotal	\$381.03
Sales Tax	\$0.00
Total	\$381.03
Credit Card	\$381.03
Total Tended	\$381.03
Pending Amount	\$0.00

BC card *****3053 AIREX AUTH# 258795 Tap Tran Amt. \$381.03

Publix

Oakleaf Plantation Center
9518 Argyle Forest Blvd
Jacksonville, FL 32222-2800
(904) 317-5755
Store Manager: Brian Todd

16 lb. Ice	FT	29.95
\$5.99 x 5		
Subtotal		29.95
Sales Tax 7.5%	-T	2.25
Total		32.20
Credit		32.20
Change		0.00

American Express: #3053	\$32.20
Credit Card	Purchase
Auth/Trace: 0225867057443	Ctl's
Reference: 005299943956	
000000025010801	
AMERICAN EXPRESS	

05/08/2026 05:21PM
Thank you for shopping at store 0128
Your cashier today was Jo.
3918, 0105, 238

Club Publix members save more.
Join today at clubpublix.com/newmember.
Terms & conditions apply.

Publix Super Markets, Inc.



0128 58R 053 918

Receipt

Invoice number YSOPUWFB-0043
Receipt number 2177-1335
Date paid May 3, 2026

SimplyScapes
PO Box 970182
877 E 1200 S
Orem, Utah 84097
United States
support@simplyscapes.com

Bill to
Jay Soriano
370 Oakleaf Village Parkway
Orange Park, Florida 32065
United States
jsoriano@gmsnf.com

\$9.99 paid on May 3, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly May 3-May 10, 2026	1	\$9.99	\$9.99
		Subtotal	\$9.99
		Total	\$9.99
		Amount paid	\$9.99

Payment history

Payment method	Date	Amount paid	Receipt number
American Express - 3053	May 3, 2026	\$9.99	2177-1335

Receipt

Invoice number YSOPUWFB-0044
Receipt number 2333-0898
Date paid May 10, 2026

SimplyScapes
PO Box 970182
877 E 1200 S
Orem, Utah 84097
United States
support@simplyscapes.com

Bill to
Jay Soriano
370 Oakleaf Village Parkway
Orange Park, Florida 32065
United States
jsoriano@gmsnf.com

\$9.99 paid on May 10, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly May 10–May 17, 2026	1	\$9.99	\$9.99
		Subtotal	\$9.99
		Total	\$9.99
		Amount paid	\$9.99

Payment history

Payment method	Date	Amount paid	Receipt number
American Express - 3053	May 10, 2026	\$9.99	2333-0898

Receipt

Invoice number YSOPUWFB-0045
Receipt number 2633-5681
Date paid May 17, 2026

SimplyScapes
PO Box 970182
877 E 1200 S
Orem, Utah 84097
United States
support@simplyscapes.com

Bill to
Jay Soriano
370 Oakleaf Village Parkway
Orange Park, Florida 32065
United States
jsoriano@gmsnf.com

\$9.99 paid on May 17, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly May 17–May 24, 2026	1	\$9.99	\$9.99
		Subtotal	\$9.99
		Total	\$9.99
		Amount paid	\$9.99

Payment history

Payment method	Date	Amount paid	Receipt number
American Express - 3053	May 17, 2026	\$9.99	2633-5681

Receipt

Invoice number YSOPUWFB-0046
Receipt number 2637-4673
Date paid May 24, 2026

SimplyScapes
PO Box 970182
877 E 1200 S
Orem, Utah 84097
United States
support@simplyscapes.com

Bill to
Jay Soriano
370 Oakleaf Village Parkway
Orange Park, Florida 32065
United States
jsoriano@gmsnf.com

\$9.99 paid on May 24, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly May 24-May 31, 2026	1	\$9.99	\$9.99
		Subtotal	\$9.99
		Total	\$9.99
		Amount paid	\$9.99

Payment history

Payment method	Date	Amount paid	Receipt number
American Express - 3053	May 24, 2026	\$9.99	2637-4673

Receipt

Invoice number YSOPUWFB-0042
Receipt number 2738-6002
Date paid April 26, 2026

SimplyScapes
PO Box 970182
877 E 1200 S
Orem, Utah 84097
United States
support@simplyscapes.com

Bill to
Jay Soriano
370 Oakleaf Village Parkway
Orange Park, Florida 32065
United States
jsoriano@gmsnf.com

\$9.99 paid on April 26, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Apr 26-May 3, 2026	1	\$9.99	\$9.99
		Subtotal	\$9.99
		Total	\$9.99
		Amount paid	\$9.99

Payment history

Payment method	Date	Amount paid	Receipt number
American Express - 3053	April 26, 2026	\$9.99	2738-6002



Thank you for choosing RingCentral.

Invoice

Document # 20155947002

Account Information	Bill To	Pay To
Account Number: (904) 770-4650	Jay Soriano	RingCentral,
Subscription Name: RingEX Standard™	Oakleaf	Inc. 20 Davis
Statement Date: 05/02/2026	Plantation	Dr, Belmont,
Paid By: 8052	475 west town	CA 94002, USA
	place ste 114	
	St Augustine,	
	FL 32092, USA	

Statement Summary

Subscription			Subtotal:	\$176.04
Charges	Billing frequency	Price per item	QtyDiscounts and prorates	Amount
RingEX Standard™ - Subscription Fee	Monthly	\$0.00	1 -	\$0.00
DigitalLine Unlimited	Monthly	\$34.99	5 (\$40.05)	\$134.90
Taxes, fees and surcharges				
Federal taxes				\$5.43
State taxes				\$8.76
Local taxes				\$1.95
Compliance and Administrative Cost Recovery Fee				\$20.00
e911 Service Fee				\$5.00

Total charges after discounts and prorates:	\$134.90
Total Taxes and Fees:	\$41.14
Amount charged to credit card:	\$176.04

Statement Details

Charges and applied credits summary	Charges after discounts and prorates:	\$134.90
--	---------------------------------------	-----------------

Period	Description	Unit Price	Quantity	Amount
05/02/2026-06/01/2026	RingEX Standard™ - Monthly Subscription Fee	\$0.00	1	\$0.00
05/02/2026-06/01/2026	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
05/02/2026-06/01/2026	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
05/02/2026-06/01/2026	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
05/02/2026-06/01/2026	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
05/02/2026-06/01/2026	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
05/02/2026-06/01/2026	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
05/02/2026-06/01/2026	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
05/02/2026-06/01/2026	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
05/02/2026-06/01/2026	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
05/02/2026-06/01/2026	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)

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Thanks for your order

Order #39876

Ship to

475 west town place, St. Augustine, Florida, 32092, US

**Kantech P325KPXSF ioProx Single
Gang w/ Keypad, XSF Format, Black**

026501

Qty: 2

\$659.90

Brand: Kantech

\$329.95

Subtotal: **\$659.90**

Shipping: **\$23.73**

Tax: **\$44.43**

Grand total: **\$728.06**

Payment method: **Credit / Debit Card**

Shipping method: **UPS (UPS 2nd Day Air®) for \$23.73**

Billing Address

Jay Soriano

GMS LLC

370 OAKLEAF VILLAGE PARKWAY

ORANGE PARK, FLORIDA 32065

9043421441

Skycraft Surplus, LLC

skycraftsurplus.com

ORIGINAL INVOICE

S
 H Jay Soriano
 I Operations Manager
 P Double Branch CDD
 370 Oakleaf Vlg Pkwy
 T Orange Park, FL 32065
 O United States



10795 WATSON ROAD
 ST. LOUIS, MISSOURI 63127-1012

INVOICE NO.	INVOICE DATE	CUSTOMER NUMBER
DB 4344116	05/20/26	0515261500
CUSTOMER P.O. NO.		SHIPPING METHOD
Autocharge		
SHIP DATE	CODE	STATE
05/20/26	PARK	FL

**INVOICE
 IS DUE UPON
 RECEIPT**

BILLING INQUIRIES (800) 876-5445
 SALES INQUIRIES (800) 876-5577
 OR FAX (314) 966-3472

FEDERAL TAX I.D. 43-1382264

LATE PAYMENT CHARGE OF 1 1/2% PER MONTH WILL BE ADDED
 TO BALANCE UNPAID THIRTY DAYS AFTER INVOICE DATE

ORDER NO.	FILM NO.	FILM TITLE	PRICE
2788775-0001	0085688	WS DVD THE SPONGEBOB MOVIE SEARCH FOR SQUAREPANTS Planned Usage From: 05/22/26 to 05/22/26	335.00

In accepting the listed motion pictures for exhibition, the customer hereby agrees not to, or permit others to, (1) broadcast any motion picture or any part thereof over radio, cable, television or internet, (2) sell, lease or rent any motion picture to others, (3) cut or edit the motion picture in any way, (4) copy or duplicate all or any part of the motion picture, (5) delete or permit deletion of the copyright in any motion picture, or (6) otherwise use the motion picture in any manner or for any purpose not expressly licensed.

When admission is charged, the customer hereby agrees to report gross admission receipts to Swank Motion Pictures, Inc. within 24 hours of the last play date.

OFFICE COL	SALESPERSON Kathlyn Godina		
		SHIPPING AND HANDLING	.00
		PAY THIS TOTAL	.00

ALL MOTION PICTURE AND DIGITAL DEVICES MUST BE RETURNED ON THE DATE SHOWN ON YOUR PACKING SLIP

WE ACCEPT ALL MAJOR CREDIT CARDS: VISA, MASTERCARD, AMERICAN EXPRESS AND DISCOVER

**PLEASE RETURN
 THIS PORTION**

PLEASE MAIL YOUR REMITTANCE AND MAKE CHECKS PAYABLE TO

SWANK MOTION PICTURES, INC.
 2844 PAYSPPHERE CIRCLE, CHICAGO, IL 60674

CUSTOMER COMMENTS

Paid By Credit Card on 05-20-2026
 Thank You AC845E072674 335.00
 xxxxxxxxxxxx3053

INVOICE DATE: 05/20/26
 CUSTOMER NO: 0515261500
 INVOICE NO: 4344116
 TOTAL DUE: .00



Give us feedback @ survey.walmart.com
 Thank you! ID #: 7WRUKR1M17PV



WH Supercenter
 904-934-6902 Mar. BRIAN
 10000 OHNI DR
 JACKSONVILLE FL 32222
 ST# 04621 DP# 003883 TE# 14 TR# 03245

Give us feedback @ survey.walmart.com
 Thank you! ID #: 7URUC71N18RY



WH Supercenter
 904-934-6902 Mar. BRIAN
 10000 OHNI DR
 JACKSONVILLE FL 32222
 ST# 04621 DP# 003012 TE# 12 TR# 04271

H ITEMS SOLD 2

TC# 7238 8848 8767 7028 3447 0



CLK 100QT	076501171830	97.00 N
LRG ICE	000000010970 F	
B AT 1 FOR	4.97	24.85 N

H ITEMS SOLD 12

TC# 6708 8818 8747 7018 6845 0



CLK 100QT	076501171830	97.00 N
ZH 16.9-35PK	073430004840 F	7.34 N
ZH 16.9-35PK	073430004840 F	7.34 N
ZH 16.9-35PK	073430004840 F	7.34 N
COORS LIGHT	071990316000	26.12 T
COORS LIGHT	071990316000	26.12 T
BUD LIGHT	018200631430	26.46 T
BUD LIGHT	018200631430	26.46 T
MICHELOB ULT	018200967150	24.87 0
MICHELOB ULT	018200967150	24.87 0
YUENGLING	089924880070	24.12 T
YUENGLING	089924880070	24.12 T

SUBTOTAL 121.85
 TOTAL 121.85

AMEX TEND 121.85
 CHANGE DUE 0.00

AMERICAN EXPRESS- 3063 1 0 APPR1824209
 121.85 TOTAL PURCHASE
 REF # 612847018560
 TRANS ID - 017165220218079
 AID A000000026010801
 TERMINAL # 66366248
 *No Signature Required
 05/08/26 14:45:40

SUBTOTAL 318.16
 TAXI 7.5000 % 11.21
 TOTAL 329.37

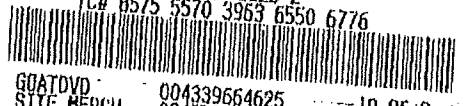
AMEX TEND 329.37
 CHANGE DUE 0.00

Give us feedback @ survey.walmart.com
Thank you! ID #: 7WRY2L1M18DS

Walmart  *DB/MV
Spec. Emt*

WM SUPERCENTER
904-934-6902 Mgr: BRIAN
10000 OHMI DR
JACKSONVILLE FL 32222

ST# 04621 OP# 001406 TEN. 66 TR# 03925
ITEMS SOLD 2
TC# 8575 5570 3963 6550 6776



GOATDVD	004339664625	19.96 0
SITE MERCH	084350163808	24.96 0
	SUBTOTAL	44.92
	TOTAL	44.92
	TEND	44.92

AMERICAN EXPRESS ANEX *** **** ***3 053 1 0
APPROVAL # 811389
REF # 614294001281
TRANS ID - 015630841088320
AID A000000025010801
CAC 0A674E0E4DCAA3AF
TERMINAL # 51066748

*NO SIGNATURE REQUIRED
05/22/26 10:19:33
CHANGE DUE 0.00
CUSTOMER COPY



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with Walmart+

Scan for 30-day free trial.
Low Prices You Can Trust, Every Day.
05/22/26 10:19:41

Governmental Management Services, LLC

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

Invoice

Invoice #: 2598

Invoice Date: 6/1/26

Due Date: 6/1/26

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - June 2026		20,467.92	20,467.92

RECEIVED
JUN 10 2026
BY: _____

Alison Moring
6-9-26

Total	\$20,467.92
Payments/Credits	\$0.00
Balance Due	\$20,467.92

MAKE CHECK PAYABLE TO:



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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER EXP. DATE
SIGNATURE AMOUNT PAID

ADDRESSEE

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

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

ACCOUNT NUMBER	DATE	BALANCE
708477	6/1/2026	\$2,170.00

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

000000001908200100000003771480000021700055

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

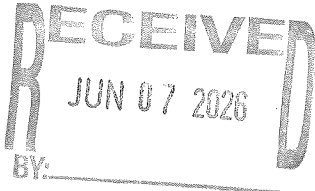
Invoice Due Date 6/11/2026 Invoice 377148B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
6/1/2026	Water Management - Zone 1,Water Management - Zone 2		\$1085.00	\$0.00	\$1085.00
			\$1085.00	\$0.00	\$1085.00

Code to:

Please remit payment for this month's invoice.

2-320-572-4680



BY: _____

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
Customer E-mail(s):	manager@oakleafresidents.com,JSORIANO@GMSNF.COM	Jacksonville, FL 32256
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 #: 396
Invoice Date: 6/1/2026
Due Date: 6/1/2026
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 - June 2026		6,201.00	6,201.00

RECEIVED
JUN 10 2026
BY: Alison Mossing
6-9-26

Total	\$6,201.00
Payments/Credits	\$0.00
Balance Due	\$6,201.00



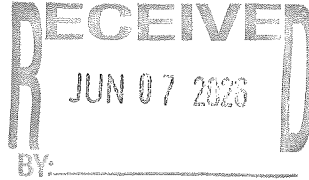
Invoice

Invoice #: 28974

Date: 06/01/26

Customer PO:

DUE DATE: 07/01/2026



BILL TO

FROM

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

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

DESCRIPTION	AMOUNT
#25147 - Standard Maintenance Contract 2026 June 2026	\$40,594.48

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE \$40,594.48

Please See Our
Updated Remittance
Information

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

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

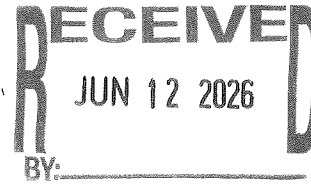
Credit card convenience fee of 3% will be applied to all transactions

Code to:

2-320-572-4620

Double Branch Landscape Maintenance

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AMANDA WALLACE THOMER
Date: June 12, 2026 at 3:18 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com, Oakleaf Venues venuerentals@oakleafresidents.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OV PATIO (SATURDAY) 3:00 P.M. to 7:00 P.M. (ET 3:30-6:30pm)
 - DATE OF VENUE – JUNE 6, 2026
 - RESIDENT – **AMANDA WALLACE THOMER**
 - ADDRESS – 3716 BRIAR LANE, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (1105):
 - DATED: 5/14/26
 - APPROVAL CODE: 024310
 - 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 **June 15 - 18, 2026**

Email is the best means of communication when I am out of the office.

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.

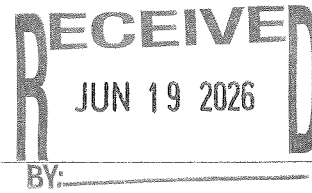
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - AUBREY SCAROLA
Date: June 19, 2026 at 5:27 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
 - LOCATION – OV PATIO (SATURDAY) 3:30 P.M. to 7:30 P.M. (ET 4:00-7:00pm)
 - DATE OF VENUE – JUNE 13, 2026
 - RESIDENT – **AUBREY SCAROLA**
 - ADDRESS – 2840 PEBBLEWOOD LANE, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (6565):
 - DATED: 3/18/26
 - APPROVAL CODE: 065372
 - AMOUNT: 100.00

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

Thank you.

I will be out of the office **August 19-21, 2026**

Email is the best means of communication when I am out of the office.

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



Order Details

Order ID: 22164
Date Added: 06/06/2026
Payment Method: Purchase Order (#JSO06062026)
Shipping Method: USPS Priority

Email: manager@oakleafresidents.com
Telephone: 9045620249
IP Address: 108.207.52.37

Instructions

PO Number: JSO06062026

Payment Address

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

Shipping Address

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

Product	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible - Slot Punch: None	PrtPrx-Kan26	1400	\$1.79	\$2,506.00
Clamshell Proximity Card - Kantech® ioProx® XSF/26bit P10SHL Compatible	CshPrx-Kan26	100	\$2.24	\$224.00

Sub-Total: \$2,730.00
USPS Priority: \$40.99

Total: ~~\$2,770.99~~

Code to: 50/50 split

~~**2-330-572-49300**~~

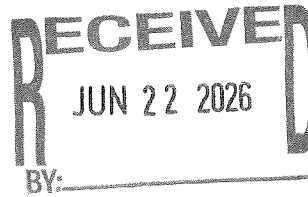
\$1,385.50

~~**Middle Village Rec Passes**~~

TP 06/22/26

~~**2-330-572-6200**~~

~~**Double Branch Rec. Passes**~~

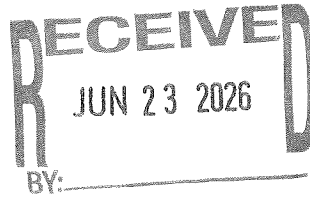


Governmental Management Services, LLC
 475 West Town Place, Suite 114
 St. Augustine, FL 32092

Invoice

Invoice #: 2604
 Invoice Date: 6/17/26
 Due Date: 6/17/26
 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, 2026	350.69	40.00	14,027.60
Facility Maintenance Mileage May 1 - May 31, 2026	398	0.445	177.11
Code to:			
Double Branch Facility Maintenance			
2.320.572.46600 (\$5,415.00)			
Double Branch Facility Maintenance Contingency			
2.320.572.46620 (\$2,469.00)			
Double Branch Lighting Repairs			
2.320.572.46630 (\$500.00)			
Double Branch Common Area Maintenance			
2.320.572.46400 (\$5,520.71)			
Double Branch Special Events			
2.320.572 (\$300.00)			
Total			\$14,204.71
Payments/Credits			\$0.00
Balance Due			\$14,204.71

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF MAY 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/1/26	5.55	T.C.	Repaired broken trash receptacles on side of the road by the oaks, repaired playground equipment at Piedmont park, poured two concrete pads for trash receptacles at Piedmont park
5/1/26	7.8	J.K.	Work on repairing parts at Piedmont park and cautioned off, dug and poured concrete forms, cleaned out patio by office, replaced trash receptacle lids, cleaned tools and debris
5/1/26	7.88	C.W.	Worked on Piedmont park repairs, poured new forms for trash receptacles, replaced bars at park
5/1/26	8	A.O.	Removed debris from all common areas
5/4/26	6.08	T.C.	Installed two newly used trash receptacle holders at Piedmont park, painted trash can receptacles, busted up and removed old concrete from park, removed old burnt trash receptacle, repair tire on golf cart, put up sign at pool gate with dates and times, picked up supplies
5/4/26	6.5	J.K.	Put in two trash receptacles at Piedmont Park, spray paint trash receptacles to make and bike rack, took out and busted up old slab, cleaned debris, tools and barriers
5/4/26	8.13	C.W.	Installed trash receptacles at Piedmont park, fixed fence panel, placed trash receptacle lid, spray painted trash receptacles, bike rack and lids, replaced bars in playground
5/4/26	8	A.O.	Removed debris from all common areas
5/5/26	4.15	T.C.	Worked on platforms at park, pool maintenance, replaced fabric on lounge chairs, installed new soap dispenser in women's restroom by office
5/5/26	8	J.K.	Replaced bottoms on chairs and put out, put bondo on platform spots as needed, sand down bondo, cleaned up tools and debris
5/5/26	7.93	C.W.	Repaired hole on platform at Piedmont Park, replaced bottom of lounge chairs and put on pool deck, sanded bondo
5/5/26	8	A.O.	Removed debris from all common areas and lakes
5/6/26	5.7	T.C.	Repair decking at park and painted decking patch, cleaned up busted up concrete from park, replaced fabric on lounge chairs
5/6/26	4	C.W.	Painted flex seal on platform, removed debris, filled hole
5/6/26	8	A.O.	Removed debris from all common areas and lakes, cleaned up parking lots
5/7/26	8	A.O.	Removed debris from all common areas, blew off leaves and debris out of shed, parking lot and pool area
5/8/26	8	A.O.	Removed debris from all common areas and lakes
5/11/26	3.71	T.C.	Cut up old mattress and disposed it in dumpster, delivered two lounge chairs to shop to replace fabric on them
5/11/26	8	A.O.	Removed debris from all common areas, check and changed all trash receptacles
5/12/26	3.94	T.C.	Cleaned out shop, wiped down cabinets in club room, cleaned out dead bugs from inside cabinets
5/12/26	4.82	C.W.	Cleaned out shop and ball room, moved boxes to guard shop
5/12/26	8	A.O.	Removed debris from all common areas
5/13/26	4	T.C.	Built new shelves for lifeguard break room, removed broken lounge chair from pool deck, delivered to ship to replace fabric
5/13/26	8.02	C.W.	Built shelves in guard shack, fixed water fountain, moved hanging plants
5/13/26	8	A.O.	Removed debris from all common areas and lakes
5/14/26	3.94	T.C.	Planting plants in hanging pots on pool deck, installed trailer hitch on golf cart
5/14/26	4	C.W.	Hung plants on pool deck, moved chemicals to maintenance shop, pool stock check
5/14/26	8	A.O.	Removed debris from all common areas
5/15/26	2	T.C.	Finished installing trailer hitch on golf cart
5/15/26	1	C.W.	Pool stock check
5/15/26	8	A.O.	Removed debris from all common areas, check and changed all trash receptacles
5/18/26	8	A.O.	Removed debris from all common areas and lakes
5/19/26	2	T.C.	Installed new hand sanitizer dispenser in women's restroom at amenity center
5/19/26	8	A.O.	Removed debris from all common areas, blew off leaves and debris off courts
5/20/26	3.77	T.C.	Set up shelving in lifeguard break room, cut plywood to replace shelves in the office, unloaded truck with light poles, delivered light poles to shop
5/20/26	8	C.W.	Assisted building shelf, cleaned out shack, unloaded trailer and loaded into truck, moved soccer equipment to shop area for their supplies
5/20/26	8	A.O.	Cleaned up spilled chlorine, removed debris from all common areas
5/21/26	3.93	T.C.	Put out mulch in mulch beds on pool deck, sprayed mulch beds with glue
5/21/26	8	C.W.	Mulch on pool deck, sprayed with glue, disposed of debris
5/21/26	8	A.O.	Removed debris from all common areas and lakes
5/22/26	4.13	T.C.	Repair handrails on pool deck, installed new shelves in pool supply storage room, repair toilet in pool deck bathrooms, pool maintenance, picked up supplies
5/22/26	6	J.K.	Build shelf in security shack, fix railings took them out and put them back with concrete

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF MAY 2026**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/22/26	8	A.O.	Removed debris from all common areas, check and changed all trash receptacles
5/26/26	3.66	T.C.	Finished installing shelves in pool storage, worked on bench in women's restroom shower, changed lights in restroom on pool deck, picked up supplies
5/26/26	7.98	J.K.	Finished shelves in security shack, worked on shower seat in women's restroom, light inspection, fixed tile on slide pool, cleaned tools and debris
5/26/26	1	C.W.	Moved chairs to shop, hung up plants on pool deck
5/26/26	8	A.O.	Removed debris from all common areas
5/27/26	7.93	T.C.	Replace wood shelves in office, installed new light in guard shack, installed new soap dispenser, picked up supplies
5/27/26	7.95	J.K.	Finished making and replacing shelves in office, run cord up and hidden to fan in guard shack, installed light fixture in guard shack, took out old fixture, cleaned tools and debris
5/27/26	8	A.O.	Removed debris from all common areas and lakes, cleaned up parking lots
5/28/26	8.32	T.C.	Lake inspection cleaned outfalls and infalls, removed debris around lakes, cleaned up water on floor at the air conditioner room at fitness center, moved all equipment
5/28/26	5.87	J.K.	Cleaned out air conditioner and electrical closet at fitness center, checked and removed debris from outfalls and infalls, unloaded movie equipment
5/28/26	5	C.W.	Cleaned out all outfalls, cleaned air conditioner closet
5/28/26	8	A.O.	Removed debris from all common areas and lakes
5/29/26	8	A.O.	Removed debris from all common areas, check and changed all trash receptacles

TOTAL 350.69

MILES 398

*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 #: 2603

Invoice Date: 6/15/26

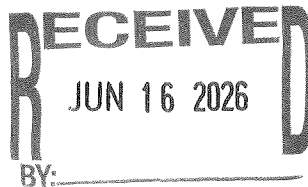
Due Date: 6/15/26

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 13, 2026 2.300.369.103	23.75	25.00	593.75

Total	\$593.75
Payments/Credits	\$0.00
Balance Due	\$593.75

6/16/26
am

Governmental Management Services, LLC

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

Double Branch CDD

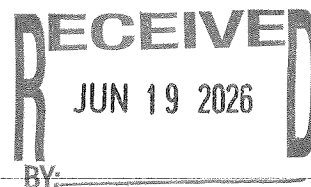
Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
23.75	Facility Event Staff	\$ 25.00	\$ 593.75

Covers Period End: June 13, 2026

Amenities Revenue # 2.300.369.103

From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - JILL MISRA
Date: June 19, 2026 at 5:24 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 – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:00 P.M. (ET 3:00-5:30pm)
 - DATE OF VENUE – JUNE 13, 2026
 - RESIDENT – **JILL MISRA**
 - ADDRESS – 3489 LAUREL MILL DRIVE, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (6276):
 - DATED: 4/27/26
 - APPROVAL CODE: 54471D
 - AMOUNT: 100.00

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

Thank you.

I will be out of the office **August 19-21, 2026**

Email is the best means of communication when I am out of the office.

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

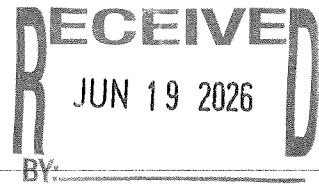
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venuere rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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

From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - LOUANN WHALEY
Date: June 19, 2026 at 5:22 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 – OVCR aka CLUBROOM (SATURDAY) 7:00 P.M. to 11:00 P.M. (ET 7:30pm-10pm)
 - DATE OF VENUE – JUNE 13, 2026
 - RESIDENT – **LOUANN WHALEY**
 - ADDRESS – 654 SOUTHLAND LANE, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (8247):
 - DATED: 5/29/26
 - APPROVAL CODE: 051611
 - AMOUNT: 100.00

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

Thank you.

I will be out of the office **August 19-21, 2026**

Email is the best means of communication when I am out of the office.

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

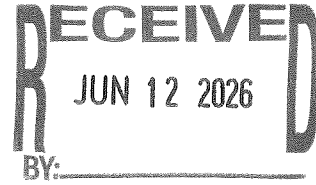
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venuere rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - RIKKA KOLESZKO
Date: June 12, 2026 at 3:23 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 – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M. (ET 3:30-5:30pm)
 - DATE OF VENUE – JUNE 6, 2026
 - RESIDENT – **RIKKA KOLESZKO**
 - ADDRESS – 3203 CHESTNUT RIDGE WAY, **ORANGE PARK, FL 32065**
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA (5311):
 - DATED: 5/11/26
 - APPROVAL CODE: 011180
 - 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 **June 15 - 18, 2026**

Email is the best means of communication when I am out of the office.

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

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venuere rentals@oakleafresidents.com
(904) 770-4661 voice email
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Governmental Management Services

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CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
6/05/26	00040	5/21/26	CS229013	202605	600	53800	62100		POOL SUPPLIES	*	140.00		
									SCP DISTRIBUTORS LLC			140.00	000490
6/16/26	00035	5/31/26	2602	202605	600	53800	62100		MAY REPAIR & REPLACEMENTS	*	1,369.80		
									GOVERNMENTAL MANAGEMENT SERVICES			1,369.80	000491
6/16/26	00082	4/21/26	92483120	202605	600	53800	62100		JANITORIAL INV#9248312087	*	.04		
		4/21/26	92483120	202605	600	53800	62100		JANITORIAL INV#9249298434	*	18.49		
		4/21/26	92483120	202605	600	53800	62100		JANITORIAL INV#9249407629	*	73.95		
		4/21/26	92483120	202605	600	53800	62100		JANITORIAL INV#9249606241	*	355.73		
		4/21/26	92483120	202605	600	53800	62100		JANITORIAL INV#9249726501	*	.01		
		4/21/26	92483120	202605	600	53800	62100		JANITORIAL INV#9250054938	*	.18		
									HD SUPPLY INC			448.40	000492
6/26/26	00035	6/17/26	2605	202606	600	53800	62100		MAINTENANCE SUPPLIES	*	2,319.89		
									GOVERNMENTAL MANAGEMENT SERVICES			2,319.89	000493
6/26/26	00087	6/10/26	000448	202606	600	53800	62100		AED EQUIPMENT	*	1,613.34		
									HEART AND WATER RESCUE LLC			1,613.34	000494
6/26/26	00012	6/10/26	62433	202606	600	53800	62100		PLAY EQUIPMENT	*	37,638.00		
									PRO PLAYGROUNDS			37,638.00	000495
TOTAL FOR BANK C											43,529.43		
TOTAL FOR REGISTER											43,529.43		



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 #	CS229013
ORDER #	CS239650
DATE	05/21/26
PAGE	1 of 1

BILL TO

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

SHIP TO

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

CUSTOMER P/O NUMBER	SHIP VIA PRIORITY PICK	WRITTEN BY LARRY HORNE(194)	ORDER DATE 05/21/26
CUSTOMER RELEASE NUMBER	FREIGHT TERMS 02 IN/OUTBOUND	PAYMENT TERMS NET 30 DAYS	DUE DATE 06/20/26
JOB / SHIP-TO NAME OAKLEAF VILLAGE PKWY	PURCHASING AGENT	CONTACT JAY SORIANO	PHONE 904-342-1441

LN#	PRODUCT	HM	DESCRIPTION	U/M	OPEN	PCK-QTY	SHQ-QTY	B/O	PRICE	EXTENSION
-----	---------	----	-------------	-----	------	---------	---------	-----	-------	-----------

QTY	U/M	HM	UN ID#	PROPER SHIPPING NAME	HAZ CLASS	PACKING GROUP	LBS	ERG
		X	UN2468	Trichloroisocyanuric acid, dry	5.1	II	0.00	140

2	RGL-50-1350	X	47246940	24/PLT REGAL 50# 3" CHLORINATED TABS (UW)	PL WALL-A	1	1	1	0	140.00	140.00
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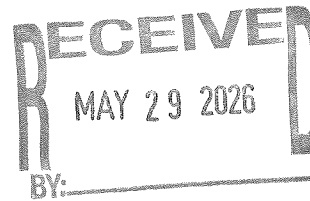
** Weight: 54.00 lbs. **

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

Code to:

Double Branch Repair and Replacement

034.600.538.621



___ PLACARDS SUPPLIED-YES ___ NO ___ REFUSED ___

MERCHANDISE TOTAL	DISCOUNTS	MISC CHARGES	SALES TAX	INBOUND FREIGHT	OUTBOUND FREIGHT	DEPOSIT AMOUNT	DEPOSIT APPLIED	INVOICE TOTAL
140.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	140.00

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: LARRY HORNE(194)

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

SIGNATURE: _____

RECEIVED BY: _____

Cust#: 277667 Cust Name: DOUBLE BRANCH CDD
Inv#: CS229013 Invoice Date: 05/21/26 Invoice Amount: \$140.00

Remit To:
SCP DISTRIBUTORS LLC
PO BOX 530653
ATLANTA, GA 30353-0653

Governmental Management Services, LLC

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

Invoice

Invoice #: 2602

Invoice Date: 5/31/26

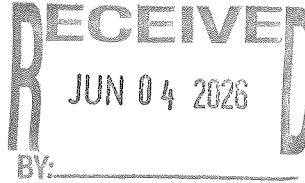
Due Date: 5/31/26

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 5/25/26		88.02	88.02
2.320.513.49300 (DB Office Supplies) - Statement Closing Date 5/25/26		15.00	15.00
34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 5/25/26		1,369.80	1,369.80
2.320.572.49400 (DB Special Events) - Statement Closing Date 5/25/26		393.10	393.10

Total	\$1,865.92
Payments/Credits	\$0.00
Balance Due	\$1,865.92
	\$1,369.80

Sign up to pay online or go paperless
 Visit: <http://hdsupplyfacilities.billtrust.com>
 Login Token: GKV PWP KPZ

INVOICE



PO Box 509058 • San Diego, CA 92150-9058

Terms: Net 30 Days
 A late charge of \$2.00 or 1.5% per month (18% per year) is charged on past due invoices.

Page 1 of 1

Credit/Account Information
 800/798-8888, FAX 800/930-4930
Orders/Product Information
 800/431-3000, FAX 800/859-8859

Invoice payments made by credit card or other fee-bearing payment methods may result in a processing fee.

HDSupply Facilities Maintenance, Ltd. Federal ID 52 2416392

Invoice Date	Invoice Number
05/18/2026	9249298434
Purchase Order Number	
LNC5122026	

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
14368430	LISA CARTER		W236937037	LNC5122026

Ship To:

DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

DOUBLE BRANCH COMM DEV DIST
 LISA CARTER
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
246253	Virgin 1/2 Fold Toilet Covers 20/Cs-CN	JANITORIAL	1	1	36.99	CA	36.99
	Country of Origin Code(s)						
	CN - China						

Product Category Summary (Excluding Misc. Charges & Freight)
 Jan 2 36.99

Ship Date	Sub Total
05/18/2026	36.99
Pkg Count	Taxes
1	0.00
Weight	Frght
26.50 LB	0.00
DLVR1	TOTAL
	36.99

Questions? Call Abby Langley at 800-798-8888 or email Abby.Langley@hdsupply.com



Invoice Number: 9249298434
 Amount Due: 36.99
 Date Due: 06/17/2026

For proper credit to your account, please do not staple check to remittance form.

Please return this portion with payment.

Thank you for your order.

14368430
 DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Amount Paid: _____

If amount paid differs from amount due, please check and explain on back.

Mail To:

HDSupply Facilities Maintenance, Ltd
 P.O. Box 509058
 San Diego, CA 92150-9058

Sign up to pay online or go paperless
 Visit: <http://hdsupplyfacilities.billtrust.com>
 Login Token: GKV PWP KPZ

INVOICE

• SUPPLY

PO Box 609058 • San Diego, CA 92150-9058

Terms: Net 30 Days
 A late charge of \$2.00 or 1.5% per month (18% per year) is charged on past due invoices.

Page 1 of 1

Credit/Account Information
 800/795-8888, FAX 800/930-4930
 Orders/Product Information
 800/431-3000, FAX 800/859-8259

Invoice payments made by credit card or other fee-bearing payment methods may result in a processing fee.

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418652

Invoice Date	Invoice Number
05/20/2026	9249407629

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
14368430	LISA CARTER		W236937937	LNC5122026

Ship To:

DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

DOUBLE BRANCH COMM DEV DIST
 LISA CARTER
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
355675	Renown Eco Nbl MlMl Twl 250 18/Cs-US	JANITORIAL	5	5	29.58	CA	147.90
	Country of Origin Code(s)						
	US - USA						

Product Category Summary (Excluding Misc. Charges & Freight)
 Janitor 147.90

Ship Date	Sub Total
05/20/2026	147.90
Pkg Count	Sales Tax
5	0.00
Weight	Freight
50.50 LB	0.00
DLVR1	TOTAL
	147.90

Question? Call Abby Langley at 800-795-0088 or email Abby.Langley@hdsupply.com

• SUPPLY

For proper credit to your account, please do not staple check to remittance form.

Please return this portion with payment.

Thank you for your order.

14368430
 DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Invoice Number: 9249407629
 Amount Due: 147.90
 Date Due: 06/19/2026

Amount Paid: _____

If amount paid differs from amount due, please check and explain on back.

Mail To:

HD Supply Facilities Maintenance, Ltd.
 P.O. Box 609058
 San Diego, CA 92150-9058

Sign up to pay online or go paperless
 Visit: <http://hdsupplyfacilities.billtrust.com>
 Login Token: GKV PWP KPZ

INVOICE

• SUPPLY

PO Box 509058 • San Diego, CA 92150-9058

Terms: Net 30 Days
 A late charge of \$2.00 or 1.5% per month (18% per year) is charged on past due invoices.

Page 1 of 1

Credit/Account Information
 600/798-8888, FAX 600/930-4930
 Orders/Product Information
 600/431-3000, FAX 600/859-8889

Invoice payments made by credit card or other fee-bearing payment methods may result in a processing fee.

HD Supply Facilities Maintenance, Ltd. Federal ID 67-0418857

Invoice Date	Invoice Number
05/27/2026	9249606241

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
14368430	LISA CARTER		W236037937	LNC5122026

Ship To:

DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

DOUBLE BRANCH COMM DEV DIST
 LISA CARTER
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
405891	Hand Sanitizer Foam Refill 1200 ML 2/CS-US	JANITORIAL	2	2	97.88	CA	195.76
342519	Sit Soft 1200 mL Antibic Film 1/nd Sp 2/CS-US	JANITORIAL	13	13	39.57	CA	514.41
Country of Origin Code(s)							
(US - USA)							

Product Category Summary (Excluding Misc. Charges & Freight)
 Janitor 711.47

Ship Date	Sub Total
06/26/2026	711.47
Pkg Count	Sales Tax
15	0.00
Weight	Freight
09.65 LB	0.00
DLVR1	TOTAL
DLVR2	711.47

Question? Call Abby Langley at 600-798-8888 or email Abby.Langley@hdsupply.com

• SUPPLY

For proper credit to your account, please do not staple check to remittance form.

Please return this portion with payment.

Thank you for your order.

14368430
 DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Invoice Number: 9249606241
 Amount Due: 711.47
 Date Due: 06/26/2026

Amount Paid: _____

If amount paid differs from amount due, please check and explain on back.

Mail To:

HD Supply Facilities Maintenance, Ltd.
 P O. Box 509058
 San Diego, CA 92150-9058

1 0 0014368430 9249606241 000000000071147 9

Sign up to pay online or go paperless
 Visit: <http://hdsupplyfacilities.hiltitrust.com>
 Login Token: GKV PWP KPZ

INVOICE

SUPPLY

PO Box 509058 • San Diego, CA 92150-9058

Terms: Not 30 Days
 A late charge of \$2.00 or 1.5% per month (18% per year) is charged on past due invoices.

Page 1 of 1

Credit/Account Information
 800/798-8888, FAX 800/930-4930
Orders/Product Information
 800/431-3000, FAX 800/659-8889

Invoice payments made by credit card or other fee-bearing payment methods may result in a processing fee.

HD Supply Facilities Maintenance, Ltd. Federal ID 53-2418852

Invoice Date	Invoice Number
05/29/2026	9249726501
Purchase Order Number	
LNC5122026	

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
14368430	LISA CARTER		W236937937	LNC5122026

Ship To:

DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

DOUBLE BRANCH COMM DEV DIST
 LISA CARTER
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
305668	Cs8 Graphite 1200ml Touch-Free Dispenser-US	JANITORIAL	30	2	0.02	EA	0.03
	Country of Origin Code(s)						
	US - USA						

Product Category Summary (Excluding Misc. Charges & Freight)
 Janitor 0.03

Ship Date	Sub Total
05/29/2026	0.03
Pko Count	Sales Tax
2	0.00
Weight	Freight
4.04 LB	0.00
DLVR1	TOTAL
	0.03

Question? Call Abby Langley at 800-798-8888 or email Abby.Langley@hdsupply.com

SUPPLY

Invoice Number: 9249726501
 Amount Due: 0.03
 Date Due: 05/28/2026



For proper credit to your account, please do not staple check to remittance form.

Please return this portion with payment.

Thank you for your order.

Amount Paid _____

If amount paid differs from amount due, please check and explain on back.

Mail To:

14368430
 DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

HD Supply Facilities Maintenance, Ltd.
 P.O. Box 509058
 San Diego, CA 92150-9058

1 0 0014368430 9249726501 000000000000003 0

INVOICE

• SUPPLY

PO Box 509058 • San Diego, CA 92150-9058

Terms: Net 30 Days
 A late charge of \$2.00 or 1.5% per month (18% per year) is charged on past due invoices.

Page 1 of 1

Credit/Account Information
 800/798-8888, FAX 800/930-4930
 Orders/Product Information
 800/431-3000, FAX 800/659-8889

Invoice payments made by credit card or other fee-bearing payment methods may result in a processing fee.

HDS Supply Facilities Maintenance, Ltd. Federal ID 62-0418857

Invoice Date	Invoice Number
06/08/2026	9250054938

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
14366430	LISA CARTER		W236937937	LNC5122026

Ship To:

DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

DOUBLE BRANCH COMM DEV DIST
 LISA CARTER
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
305588	Ce8 Graphix 1200ml Touch-Free Dispenser-US	JANITORIAL	30	12	0.02	EA	0.19
305588	Ce8 Graphix 1200ml Touch-Free Dispenser-US	JANITORIAL	30	11	0.02	EA	0.18
Country of Origin Code(s)							
US - USA							

Product Category Summary (Excluding Misc. Charges & Freight)
 Janitorial 0.37

Ship Date	Sub Total
06/08/2026	0.37
Pkg Count	Sales Tax
23	0.00
Weight	Freight
48.4618	0.00
DLVR1	TOTAL
DLVR2	0.37

Question? Call Abby Langley at 800-798-8888 or email Abby.Langley@hdsupply.com

• SUPPLY

For proper credit to your account, please do not staple check to remittance form.

Please return this portion with payment.

Thank you for your order.

14366430
 DOUBLE BRANCH COMM DEV DIST
 370 OAKLEAF VILLAGE PKWY
 ORANGE PARK FL 32065-4259

Invoice Number: 9250054938
 Amount Due: 0.37
 Date Due: 07/08/2026

Amount Paid: _____

If amount paid differs from amount due, please check and explain on back.

Mail To:

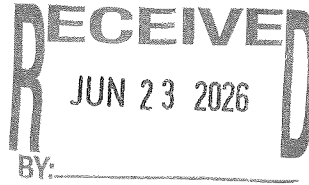
HDS Supply Facilities Maintenance, Ltd.
 P.O. Box 509058
 San Diego, CA 92150-9058

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

Invoice

Invoice #: 2605
Invoice Date: 6/17/26
Due Date: 6/17/26
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Maintenance Supplies		2,319.89	2,319.89

Code to:

Double Branch Repair/Replacement

34.600.53800.6200

Total	\$2,319.89
Payments/Credits	\$0.00
Balance Due	\$2,319.89

MAINTENANCE BILLABLE PURCHASES

Period Ending 6/05/26

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB DOUBLE BRANCH OAKLEAF	5/5/26	Stanley Scraper	4.01	T.C.
	5/5/26	Sponge 180 Grit 1pk	3.44	T.C.
	5/5/26	Bleach	7.45	T.C.
	5/7/26	Sakrete Paver Base Step 1 (4)	86.11	T.C.
	5/7/26	13/18/28W Universl LED	19.53	T.C.
	5/10/26	Coco Liners (10)	103.16	J.S.
	5/12/26	15Ft Extension Cord	14.93	J.S.
	5/12/26	High Bay Light	143.75	J.S.
	5/12/26	4 Tier Shelf	103.48	J.S.
	5/12/26	6.5 Qt Black Tough Tote	125.35	J.S.
	5/13/26	5 Tier Shelving	125.35	J.S.
	5/13/26	Utility Gloves	8.60	T.C.
	5/13/26	Cowhide Leather Gloves XL	7.46	T.C.
	5/13/26	12IN 3TPI AX Carbide Pruning Pack 1pk	18.07	T.C.
	5/13/26	Pinesol	25.84	T.C.
	5/13/26	Bleach	6.88	T.C.
	5/13/26	12INx12IN Microfiber Roll	5.74	T.C.
	5/14/26	5 Tier Shelving	125.35	J.S.
	5/14/26	1/2" Tubing	14.47	J.S.
	5/14/26	3/8" Tubing	11.48	J.S.
	5/14/26	1/4" Barb	13.02	J.S.
	5/14/26	3/8" Adapter	9.41	J.S.
	5/14/26	Stainless Steel Clamp 3/8" (3)	6.83	J.S.
	5/14/26	Stainless Steel Clamp 1/4" (3)	8.49	J.S.
	5/14/26	8-1/2 Crescent Shears	5.16	T.C.
	5/14/26	BLK Cow Manure (3)	22.32	T.C.
	5/14/26	Towsmart 5000LB 2IN Ball Drop x3/4 MNT	57.48	T.C.
	5/14/26	Chainsaw Chain for 20IN Bar	14.36	T.C.
	5/18/26	1 Gal Sprayer	7.18	T.C.
	5/18/26	Red Mulch (10)	28.75	T.C.
	5/19/26	Pinesol	8.61	T.C.
	5/19/26	Bleach	3.73	T.C.
	5/21/26	JB Weld	8.60	T.C.
	5/21/26	Quickrete Anchoring Cement	20.87	T.C.
	5/21/26	Red Mulch (8)	17.25	T.C.
	5/22/26	Red Mulch (6)	17.25	T.C.
	5/22/26	2x4 Whitewood Stud (5)	27.31	T.C.
	5/23/26	White Bird	17.24	J.S.
	5/25/26	1/2" Tubing	12.80	J.S.
	5/25/26	5/8" Barb	6.15	J.S.
	5/25/26	1/4" Stainless Clamp	2.16	J.S.
	5/25/26	3/8" Stainless Clamp	2.28	J.S.
	5/25/26	PVC Glue	7.44	J.S.
	5/25/26	3/8 x 1/2" Elbow	4.54	J.S.
	5/25/26	3/8 x 1/2" Adapter	3.19	J.S.
	5/25/26	3/8 x 3/4" Adapter	3.28	J.S.
	5/26/26	2x4-96 Whitewood Stud (8)	34.50	T.C.
	5/27/26	1-Hole Strap 3/4" PK20	4.91	T.C.
	5/29/26	Hanging Basket Planters (3)	51.65	J.S.
	5/29/26	21" Ceiling Fans (2)	628.70	J.S.
	5/29/26	Mulch Glue (3)	172.40	J.S.
	5/29/26	1/4x1/4 Plug Brass	1.89	T.C.
	5/29/26	BLK Nitrile Gloves 20pk	7.46	T.C.
	5/29/26	Pistol Grip Blow Gun	5.45	T.C.
	5/29/26	Nifty Nabber	22.97	T.C.
	5/29/26	7" Diamond Blade	10.80	T.C.
	5/29/26	Pinesol	25.84	T.C.
	5/29/26	Bleach	7.45	T.C.
	5/29/26	Tru-Fuel 50:1	13.79	T.C.
	5/29/26	Gas for Equipment	75.00	T.C.
	6/3/26	PVC Sheet	57.49	T.C.
	6/3/26	Bucket	2.29	T.C.
	6/3/26	3/8" Staples	2.85	T.C.
	6/3/26	Titanium Drill Bit Set	8.61	T.C.
	6/3/26	1/4" MIP 1/4" FIP Brass Couplings	18.02	J.S.

TOTAL \$2,319.89



AED Equipment

Customer

Jay Soriano
Double Branch CDD
manager@oakleafresidents.com
(904) 562-0249
370 Oakleaf Village Parkway
Orange Park, FL 32065

Invoice Details

PDF created June 16, 2026
\$3,226.68

Payment

Due July 10, 2026
\$3,226.68

Items	Quantity	Price	Amount
-------	----------	-------	--------

ZOLL AED PLUS WITH PRESCRIPTION, CPR D PADZ, 10 CR123A BATTERIES, AND CARRY CASE	2	\$1,500.00	\$3,000.00
--	---	------------	------------

Includes one (1) ZOLL AED Plus Automated External Defibrillator (AED) with physician prescription, one (1) set of CPR-D-padz® adult electrode pads, ten (10) CR123A lithium batteries, and one (1) durable carrying case. The AED features Real CPR Help® technology, providing real-time feedback on compression rate and depth to assist rescuers during cardiac emergencies. Package is ready for deployment and designed for use in schools, aquatic facilities, workplaces, community organizations, and emergency response programs.

PEDI-PADZ II ELECTRODES - ONE PAIR	2	\$113.34	\$226.68
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The ZOLL AED Plus and ZOLL AED Pro both recognize when the ZOLL Pedi-Padz II is attached to the AED, automatically switching from adult to pediatric ECG analysis and adjusting the energy to pediatric levels. Pedi-Padz II should be used for children under the age of 8 years and weighing less than 55 lbs.

ZOLL Pedi-Padz II provides a visual guide to help the rescuer place the pediatric pads correctly. The Pedi-Padz II has an expiration date that your AED Management Program should track. This date is displayed on the pad package. From the date of manufacture, there is an 18-month expiration date.

The ZOLL Pedi-Padz II is compatible with ZOLL® AED Plus and AED Pro as well as with the ZOLL ALS defibrillators: E Series, M Series, R Series, and X Series, and allow for ease in the continuity of care.



Pay online

To pay your invoice go to <https://squareup.com/u/IRws1bYj>

Or open the camera on your mobile device and place the QR code in the camera's view.



Heart and Water Rescue, LLC
support@heartandwaterrescue.com | (833) 917-7672

Invoice #000448

Issue date
Jun 10, 2026

Subtotal \$3,226.68

Total Due ~~\$3,226.68~~

\$1,613.34

TP 06/22/26

Code to: Split
Double Branch Repair and Replacements
2.320.57200.63100
~~**Middle Village Repair and Replacements**~~
~~**34-600-538-64000**~~

RECEIVED
JUN 22 2026
BY: _____



Pay online

To pay your invoice go to <https://squareup.com/u/IRws1bYj>

Or open the camera on your mobile device and place the QR code in the camera's view.



The Play & Recreation Experts

Pro Playgrounds
8490 Cabin Hill Road
Tallahassee, FL 32311

Quote

Date	Estimate #
6/10/2026	62433

Project Name
Double Branch CDD play structur...



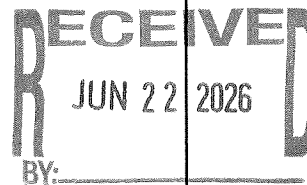
Customer / Bill To
GMS NF Jay Soriano 370 Oakleaf Village Pkwy Jacksonville, FL 32065

Ship To
GMS NF Jay Soriano 370 Oakleaf Village Pkwy Jacksonville, FL 32065



WE WILL BEAT ANY PRICE BY 5%!

Item	Description	Qty	Cost	Total:
	1. Supply and deliver 2x play structures Rush and Glide design, neutral colors, quick ship items 2. installation by owner			
	PLAY EQUIPMENT			
WKP35-0015	Rush & Glide	2	17,999.00	35,998.00
CLR	Colors: Neutral			0.00
Shipping	Combined Shipping and Freight Charges (Estimate 62515 included)	1	2,640.00	2,640.00
DSC	Manager discount valid until 6/30/26		-1,000.00	-1,000.00
	Note: shipping with Rolling Hills CDD equipment freight for all 3x units together. Customer responsible for unloading from freight carrier (forklift required)			



Code to:

Double Branch Repair and Replacement

034.600.538.621

AGREED AND ACCEPTED:

If the above total price, scope of work, specifications, terms and conditions are acceptable, sign below indicating your acceptance and authorization for Pro Playgrounds to proceed with the work and/or sales transaction described in this quotation. Upon signature and payment in accordance with this quote, Pro Playgrounds will proceed with the work and/or sales transaction.

Jay Soriano Jay Soriano / Dir. Ops 6 / 15 / 26
Signature Name / Title Date

Subtotal: \$37,638.00

Sales Tax: (7.5%) \$0.00

Total: \$37,638.00

Terms and Conditions - Price valid for 30 days and subject to change. 1. If installation is not included with your purchase, client will be responsible for coordinating, receiving and unloading of all goods, delivery drivers will not help unload goods. 2. Client will be responsible to inspect goods for defect, damage or missing parts, any deficiency or missing parts must be noted on delivery slip. 3. Client will be responsible for costs due to cancelled or missed delivery appointments. 4. Client has reviewed all items, colors and descriptions on this quote for accuracy and correctness. 5. If quote includes installation of goods, the installation is subject to the terms and conditions of Pro Playgrounds "Standard Installation Agreement" a copy of which may be obtained from your Sales Representative.

FIFTH ORDER OF BUSINESS

Double Branch

Community Development District

*Approved Budget
FY 2027*

Presented by:



Table of Contents

1	<u>General Fund</u>
2-3	<u>Narratives</u>
4	<u>Recreation Fund</u>
5-9	<u>Narratives</u>
10-12	<u>Debt Service Fund Series 2013</u>
13	<u>Assessment Allocation</u>
14	<u>Capital Reserve Fund</u>
15	<u>Exhibit A</u>

Double Branch

Community Development District

Approved Budget General Fund

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
REVENUES:					
Special Assessments - Tax Roll	\$ 184,126	\$ 182,549	\$ 1,573	\$ 184,123	\$ 196,702
Interest income	4,500	3,648	500	4,148	3,500
TOTAL REVENUES	\$ 188,626	\$ 186,198	\$ 2,073	\$ 188,271	\$ 200,202
EXPENDITURES:					
Administrative					
Supervisor Fees	\$ 12,000	\$ 8,000	\$ 4,000	\$ 12,000	\$ 12,000
FICA Expense	918	612	306	918	918
Engineering	5,000	7,169	5,500	12,669	13,000
Arbitrage Rebate	700	700	-	700	700
Dissemination	1,888	1,259	629	1,888	2,020
Assessment Roll Administration	9,688	9,688	-	9,688	10,270
Attorney	42,000	12,637	15,000	27,637	37,000
Annual Audit	5,600	5,700	-	5,700	5,700
Trustee Fees	8,900	11,678	-	11,678	12,000
Management Fees	76,509	51,006	25,503	76,509	81,099
Information Technology	2,527	1,685	842	2,527	2,679
Telephone	600	226	374	600	600
Postage	2,000	209	1,791	2,000	2,000
Printing	2,500	520	1,980	2,500	2,500
Insurance General Liability	11,552	10,268	-	10,268	11,295
Legal Advertising	2,800	749	2,051	2,800	2,800
Office Supplies	200	5	195	200	200
Website Maintenance	2,949	1,966	983	2,949	3,126
Dues, Licenses & Subscriptions	175	175	-	175	175
Other Current Charges	120	-	120	120	120
TOTAL ADMINISTRATIVE	\$ 188,626	\$ 124,250	\$ 59,275	\$ 183,525	\$ 200,202
TOTAL EXPENDITURES	\$ 188,626	\$ 124,250	\$ 59,275	\$ 183,525	\$ 200,202
Other Sources/(Uses)					
Interfund Transfer In/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER SOURCES/(USES)	\$ -	\$ -	\$ -	\$ -	\$ -
EXCESS REVENUES (EXPENDITURES)	\$ -	\$ 61,948	\$ (57,202)	\$ 4,746	\$ -

Double Branch
Community Development District
Budget Narrative General Fund
Fiscal Year 2027

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

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.

Vendor	Description	Monthly	Annual
GMS	Dissemination Agent	\$ 160	\$ 1,920
Disclosure Services	Revised Amortization Schedules		100
	Total		\$ 2,020

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.

Double Branch
Community Development District
Budget Narrative General Fund
Fiscal Year 2027

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

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

Costs associated with the printing and reproduction of agenda packages, financial reports, and other District materials.

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.

Dues, 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.

Double Branch
Community Development District
Approved Budget
Recreation Fund

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
REVENUES:					
Special Assessments - Tax Roll	\$ 2,118,723	\$ 2,100,582	\$ 18,106	\$ 2,118,688	\$ 2,106,083
Interest income	25,000	36,027	5,000	41,027	25,000
Amenities Revenue/Miscellaneous	25,000	17,296	5,000	22,296	25,000
Sports Revenue	20,000	12,825	5,000	17,825	20,000
TOTAL REVENUES	\$ 2,188,723	\$ 2,166,730	\$ 33,106	\$ 2,199,836	\$ 2,176,083
EXPENDITURES:					
Administrative					
Management Fees - On Site Staff	\$ 245,615	\$ 163,743	\$ 81,871	\$ 245,615	\$ 257,895
Insurance	127,990	91,669	-	91,669	91,669
Other Current Charges	3,500	2,361	1,139	3,500	3,500
Permit Fees	1,625	638	987	1,625	1,625
TOTAL ADMINISTRATIVE	\$ 378,730	\$ 258,411	\$ 83,998	\$ 342,409	\$ 354,689
Operations & Maintenance					
Maintenance					
Security	\$ 111,280	\$ 76,056	\$ 35,224	\$ 111,280	\$ 115,731
Security - Clay County Off-Duty Sheriff	47,304	17,104	30,200	47,304	50,615
Water - Irrigation	17,000	11,011	5,988	17,000	18,520
Irrigation Maintenance	5,000	22,071	5,000	27,071	15,000
Streetlighting	29,640	18,954	10,686	29,640	29,640
Electric	43,800	26,284	17,516	43,800	43,800
Landscape Maintenance	487,134	324,756	162,378	487,134	501,748
Common Area Maintenance	82,500	36,944	45,556	82,500	87,450
Lake Maintenance	31,000	20,560	10,440	31,000	31,000
Capital Reserve	360,024	-	360,024	360,024	297,126
TOTAL MAINTENANCE	\$ 1,214,681	\$ 553,740	\$ 683,012	\$ 1,236,752	\$ 1,190,630
Recreation Facility					
Amenity Staff	\$ 165,840	\$ 89,203	\$ 76,637	\$ 165,840	\$ 180,000
Refuse Services	20,000	19,027	10,400	29,427	30,000
Telephone	8,400	4,200	4,200	8,400	8,400
Electric	34,800	22,266	12,534	34,800	36,600
Cable	11,280	7,834	3,600	11,434	12,600
Pool Maintenance	43,200	28,179	15,021	43,200	43,200
Water/Sewer/Reclaim	53,280	35,738	17,542	53,280	51,480
Facility Maintenance - General	82,500	37,816	44,684	82,500	87,450
Facility Maintenance - Preventative	10,000	3,350	6,650	10,000	10,000
Facility Maintenance - Contingency	45,000	20,886	24,114	45,000	45,000
Lighting Repairs	10,500	3,082	7,418	10,500	10,500
Special Events	10,700	4,049	8,000	12,049	12,000
Office Supplies & Equipment	1,400	673	727	1,400	1,400
Janitorial	74,412	49,657	24,755	74,412	78,133
Recreation Passes	4,000	1,559	2,441	4,000	4,000
Multiuse Field	20,000	-	20,000	20,000	20,000
TOTAL RECREATION FACILITY	\$ 595,312	\$ 327,521	\$ 278,722	\$ 606,243	\$ 630,763
TOTAL EXPENDITURES	\$ 2,188,723	\$ 1,139,672	\$ 1,045,732	\$ 2,185,404	\$ 2,176,083
EXCESS REVENUES (EXPENDITURES)	\$ -	\$ 1,027,058	\$(1,012,626)	\$ 14,433	\$ -

Double Branch
Community Development District
Budget Narrative Recreation Fund
Fiscal Year 2027

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

Miscellaneous permit fees to operate the pool and water slides as well as special events.

Description	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.

Description	Monthly	Annual
Security Contract	\$ 9,644	\$ 115,731

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	Description	Monthly	Annual
83744906	2226 Pebblewood LA Apt 1	\$ 90	\$ 1,080
66042924	302 Oakleaf Village Parkway	20	240
61929298	3468 Worthington Oaks Drive Apt 1	20	240
86638010	3570 Silver Bluff Blvd Apt 1	1,300	15,600
60770057	563 Acornridge Lane Apt 1	30	360
	Contingency	83	1,000
	Total	\$ 1,543	\$ 18,520

Double Branch
Community Development District
Budget Narrative Recreation Fund
Fiscal Year 2027

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	Description	Monthly	Annual
7332265	Oakleaf Village Center Outdoor	\$ 220	\$ 2,640
5379615	East Side 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	Description	Monthly	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 Wakemount 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:

Description	Monthly	Annual
Contract-Common Area	\$ 41,812	\$ 501,748

Double Branch
Community Development District
Budget Narrative Recreation Fund
Fiscal Year 2027

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:

Description	Monthly	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:

Description	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	Description	Monthly	Annual
5217088	370 Oakleaf Village Pkwy	\$ 2,200	\$ 26,400
8763369	382 Oakleaf Village Pkwy	800	9,600
	Contingency	50	600
	Total	\$ 3,050	\$ 36,600

Cable/Internet

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

Description	Monthly	Annual
Facility Center	\$ 450	\$ 5,400
Fitness	550	6,600
Contingency	50	600
Total	\$ 1,050	\$ 12,600

Double Branch
Community Development District
Budget Narrative Recreation Fund
Fiscal Year 2027

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:

Description	Monthly	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	Description	Monthly	Annual
76832466	370 Oakleaf Village Parkway - Water	\$ 900	\$ 10,800
76832466	370 Oakleaf Village Parkway - Sewer	450	5,400
80532813	370 Oakleaf Village Parkway - Pool	300	3,600
Fire Sprinkler	371 Oakleaf Village Parkway - Sprinkler	50	600
	Total JEA	\$ 1,700	\$ 20,400
A00010662	566-1 Oakleaf Village Parkway	800	9,600
A00009982	716-1 Wakemont Drive Reclaim	250	3,000
A00011147	3178-1 Wandering Oaks Drive	50	600
A00011148	1505-1 Canopy Oaks Drive R	200	2,400
A00011149	1591-1 Canopy Oaks Drive R	800	9,600
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	\$ 2,490	\$ 29,880
	Contingency	100	1,200
	Total	\$ 4,290	\$ 51,480

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.

Description	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.

Double Branch
Community Development District
Budget Narrative Recreation Fund
Fiscal Year 2027

Expenditures – Recreation Facility (continued)

Office Supplies & Equipment

Represents estimated cost for office supplies for the Amenity Center.

Janitorial Services

The District has contracted with Riverside Management to provide janitorial services to the District.

Description	Monthly	Annual
Janitorial Contract	\$ 6,511	\$ 78,133

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 Field

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

Double Branch

Community Development District

Approved Budget

Debt Service Series 2013A1 & A2 Special Assessment Refunding Bonds

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
REVENUES:					
Special Assessments - Tax Roll	\$ 1,976,742	\$ 1,945,112	\$ 16,766	\$ 1,961,878	\$ 1,961,888
Special Assessments - Prepayments	-	5,148	-	5,148	-
Interest Earnings	10,000	70,428	5,000	75,428	10,000
Carry Forward Surplus ⁽¹⁾	983,859	1,000,566	-	1,000,566	1,088,770
TOTAL REVENUES	\$ 2,970,601	\$ 3,021,254	\$ 21,766	\$ 3,043,020	\$ 3,060,658
EXPENDITURES:					
Series 2013A-1					
Interest 11/1	\$ 271,388	\$ 271,388	-	\$ 271,388	\$ 246,225
Interest 5/1	271,388	271,388	-	271,388	246,225
Principal 5/1	1,220,000	1,220,000	-	1,220,000	1,270,000
Series 2013A-2					
Interest 11/1	38,238	38,238	-	38,238	34,931
Interest 5/1	38,238	38,238	-	38,238	34,931
Principal 5/1	115,000	115,000	-	115,000	125,000
TOTAL EXPENDITURES	\$ 1,954,250	\$ 1,954,250	\$ -	\$ 1,954,250	\$ 1,957,313
Other Sources/(Uses)					
Interfund transfer In/(Out)	\$ -	\$ -	-	-	-
TOTAL OTHER SOURCES/(USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 1,954,250	\$ 1,954,250	\$ -	\$ 1,954,250	\$ 1,957,313
EXCESS REVENUES (EXPENDITURES)	\$ 1,016,351	\$ 1,067,004	\$ 21,766	\$ 1,088,770	\$ 1,103,345
				Interest Due 11/1/27	\$ 251,369

⁽¹⁾ Carry Forward is Net of Reserve Requirement

Double Branch
Community Development District
AMORTIZATION SCHEDULE

Debt Service Series 2013A1 Special Assessment Refunding Bonds (Senior Lien)

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
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			\$ 11,790,000	\$ 2,337,906	\$ 14,127,906

Double Branch
Community Development District

AMORTIZATION SCHEDULE

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

Period	Outstanding Balance	Coupons	Principal	Interest	Annual Debt Service
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			\$ 1,215,000	\$ 335,800	\$ 1,550,800

Double Branch
Community Development District
Non-Ad Valorem Assessments Comparison
2026-2027

Neighborhood	O&M Units	Bonds 2013 Units	Annual Maintenance Assessments				Annual Debt Assessments		
			FY 2027	FY 2026	Increase/ (decrease)		FY 2027	FY 2026	Increase/ (decrease)
Single Family	2205	2187	\$1,003.35	\$1,003.35	\$0.00	0%	\$877.91	\$877.91	\$0.00
Multi-Family	276	276	\$733.45	\$733.45	\$0.00	0%	\$605.49	\$605.49	\$0.00
Village Center Retail	8000	0	\$1.47	\$1.47	\$0.00	0%	\$0.00	\$0.00	\$0.00
Village Center Office	35000	0	\$0.66	\$0.66	\$0.00	0%	\$0.00	\$0.00	\$0.00
Total	45481	2463							

Double Branch
Community Development District
Approved Budget
Capital Reserve Fund

Description	Adopted Budget FY 2026	Actuals Thru 5/31/26	Projected Next 4 Months	Projected Thru 9/30/26	Approved Budget FY 2027
REVENUES:					
Interest Income	\$ 10,000	\$ 41,079	\$ 5,000	\$ 46,079	\$ 10,000
Transfer In - Capital Reserve	360,024	-	360,024	360,024	297,126
Transfer In - Multiuse Field	-	-	-	-	20,000
Carry Forward Balance	1,755,699	1,732,233	-	1,732,233	1,938,336
TOTAL REVENUES	\$ 2,125,723	\$ 1,773,312	\$ 365,024	\$ 2,138,336	\$ 2,265,463
EXPENDITURES:					
Capital Outlay					
Repairs & Replacements	\$ 250,000	\$ 128,134	\$ 71,866	\$ 200,000	\$ 250,000
Multiuse Field	-	-	-	-	20,000
TOTAL EXPENDITURES	\$ 250,000	\$ 128,134	\$ 71,866	\$ 200,000	\$ 270,000
Other Sources/(Uses)					
Transfer in/(Out)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER SOURCES/(USES)	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 250,000	\$ 128,134	\$ 71,866	\$ 200,000	\$ 270,000
EXCESS REVENUES (EXPENDITURES)	\$ 1,875,723	\$ 1,645,179	\$ 293,158	\$ 1,938,336	\$ 1,995,463

Double Branch
Community Development District
Exhibit "A"
Allocation of Operating Reserve

Allocation of Operating Reserves	
Estimated Funds Available	
General Fund - Beginning Fund Balance - 10/1/25	\$ 130,591
Recreation Fund - Beginning Fund Balance - 10/1/25	983,772
Estimated General Excess Revenues - Fiscal Year 2026	4,746
Estimated Recreation Excess Revenues- Fiscal Year 2026	14,433
Total Estimated Operating Funds Available - 9/30/2026	<u>\$ 1,133,541</u>

Allocation of Funds Available	
General Fund Operating Reserve - First Quarter Operating Capital	\$ 50,051
Recreation Fund Operating Reserve - First Quarter Operating Capital	469,739
Total Reserve	<u>\$ 519,790</u>
Total Working Capital Surplus	<u>\$ 613,752</u>
Capital Reserve- Beginning Fund Balance - 10/1/25	\$ 1,732,233
Projected Capital Excess Revenues - Fiscal Year 2026	206,103
Total Estimated Reserve Funds Available - 9/30/26	<u>\$ 1,938,336</u>
Interest Earned	\$ 10,000
Recreation Fund Multiuse Field	20,000
Recreation Fund Reserve	297,126
Total Funding FY 2026	<u>\$ 327,126</u>
Capital Reserve Estimated Expenditure - 9/30/27	<u>\$ (270,000)</u>
Total Estimate Reserve Fund Balances - 9/30/27	<u>\$ 1,995,463</u>

SIXTH ORDER OF BUSINESS

**AMENDMENT TO THE LANDSCAPE AND IRRIGATION MAINTENANCE
AGREEMENT BY AND BETWEEN THE DOUBLE BRANCH COMMUNITY
DEVELOPMENT DISTRICT AND VERDEGO, LLC**

This First Amendment (“Amendment”) is made and entered into this 12th day of June, 2026, by and between:

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Clay County, Florida, and whose address is 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”), and

VERDEGO, LLC, a Florida limited liability company, whose address is 3335 N. State Street, Bunnell, Florida 32110 (“Contractor” and, together with the District, the “Parties”).

RECITALS

WHEREAS, the District and the Contractor previously entered into a Landscape and Irrigation Maintenance Agreement, dated June 23, 2023, (“Agreement”) and is incorporated herein by reference; and

WHEREAS, pursuant to Section 21 of the Agreement, the Parties desire to amend the Agreement as set forth in more detail in Section 2 below; and

WHEREAS, each of the Parties hereto has the authority to execute this Amendment and to perform its obligations and duties hereunder, and each party has satisfied all conditions precedent to the execution of this Amendment so that this Amendment constitutes a legal and binding obligation of each party hereto.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the parties, the receipt of which and sufficiency of which are hereby acknowledged, the District and the Contractor agree as follows:

SECTION 1. The Agreement is hereby affirmed and the Parties hereto agree that it continues to constitute a valid and binding agreement between the Parties. Except as described in Section 2 of this Amendment, nothing herein shall modify the rights and obligations of the Parties under the Agreement. All of the remaining provisions remain in full effect and fully enforceable.

SECTION 2. The Agreement is hereby amended as follows:

- A.** The Parties hereby renew the Agreement beginning October 1, 2026, and ending September 30, 2027.
- B.** Beginning October 1, 2026, as compensation for services described in the Agreement, the District agrees to pay the Contractor twelve (12) monthly payments of Forty-one thousand eight hundred twelve dollars (\$41,812), for

a not-to-exceed annual total of Five hundred one thousand seven hundred forty-eight dollars (\$501,748). Such payment shall be due and payable in accordance with the terms of the Agreement.

SECTION 3. All other terms of the Agreement shall remain in full force and effect and are hereby ratified.

IN WITNESS WHEREOF, the parties hereto have signed this Amendment to the Agreement on the day and year first written above.

ATTEST:

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

Signed by:
Marlee Giles
A38999D0EDC14F4...
Secretary/Assistant Secretary

DocuSigned by:
Cindy Nelson
1834ED053396448...
Chairperson, Board of Supervisors

Cheryl Hornstein
By: Cheryl Hornstein

VERDEGO, LLC

By: [Signature]
Its: Vice President

Alan Hall 6/12/26

SEVENTH ORDER OF BUSINESS

D.

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Date: July 2026
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Report – Live music poolside, 4th of July at pools
- Upcoming – Live music poolside, Dive in (MV), back to school parties

Aquatics

- summer schedule will adjust down in August
- Swim Team will end in late July
- High School swim team (Oakleaf Only) will begin in August
- Aqua Aerobics to end in late August

Amenity Usage

- *Total Facilities Usage – 8491*
- *Average daily usage – 283*

Card counts:

DB Owners	171
DB Renters	68
DB Replacements	43
DB Updated	28

Total cards printed: 632 (both districts)

Rentals

- 8 of 30 days rented in June, 4 of 4 weekends rented
- 29 Clubroom rentals, 6 patio rentals
- 21 tours (approx.52 hours)/68 hours used for scheduling, administrative

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Operations: Open Items

- Update on sodding renovations at Multi use fields
- Update on Water fall signage, Update on Amenity entry signage
- Discussion of further signage updates

MAINTENANCE

- Preventative Maintenance performed on machines in Fitness Center Cardio room
- Trimming and removal of multiple low level branches at Cannon's Point park
- Repair and re-mortar multiple bricks on front clubhouse entry
- Removal of multiple lounge chairs with damaged bottom slings
- Set up and prep for special events – Dive-in
- Repair ceiling at Clubhouse – women's bathroom
- Install "drip pan" in ceiling above women's bathroom at clubhouse
- Finalize sand/epoxy paint on Amenity Center entry column
- Extra "clean up" and large debris removal at pool decks due to summer storms
- Clean shed /storage areas
- Install of barrier fencing and multi use fields
- coordinate future install of multiple wifi antennas for guest wifi at courts and fc
- Clean and prep Oakleaf Letters for additional signage
- Repair ADA swing at Amenity playground
- Install of multiple new hand soap and hand sanitizer fixtures at buildings
- Preventative maintenance- golf carts
- Pressure wash Clubhouse entry steps, brick wall and planters
- Inspect crash bars on doors at FC, coordinate complete replacement of handles and crash bars
- Complete install of new palm trees and plant at pots and baskets at Pool Decks
- Coordinate switch over of "back-up" filter grids at pools
- Install of hallway fan at back Clubhouse bathroom/concession entry
- Replace multiple stenner tubes for chemical injectors at pools
- Repair multiple paves at pool edge at lap pool
- Inspect batteries for golf carts - Replace DB security golf cart battery
- Coordinate graffiti removal , cleaning, and re-painting of nature trail bridge
- 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

Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

- Employee information collection for Florida Department of Labor
- Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.

MAINTENANCE (cont.)

- Continual Park inspections and cleaning – reports kept on file.
- Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 6/11 Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 6/23

Landscaping

- Annual Rotations completed
- Tree debris and canopy work completed
- Monthly report for June submitted and filed at Operations office

For questions, comments, or clarification, please contact:

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