DOUBLE BRANCH
Community Development District

SEPTEMBER 14, 2026

AGENDA

Double Branch
Community Development District
475 West Town Place
Suite 114
St. Augustine, Florida 32092

September 7, 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, September 14, 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 August 10, 2026 Meeting

  B. Financial Statements

  C. Assessment Receipts Schedule

  D. Check Register

IV. Update on Meter at 3168 Stonebriar

V. Staff Reports
  A. District Counsel

  B. District Engineer – Acceptance of the Fiscal Year 2026 Engineer's Report

  C. District Manager – Update to Agreement for Amenity Management and Operations & Maintenance Onsite Services

  D. Operations Manager – Memorandum

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

VII. Next Scheduled Meeting – October 12, 2026 at 4:00 p.m. the Plantation Oaks Amenity Center

VIII. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles
District Manager

THIRD ORDER OF BUSINESS

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, **August 10, 2026,** at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	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	District Counsel, Kutak Rock
Jay Soriano	GMS
Chalon Suchsland	VerdeGo
Carl Allen *by phone*	DCCM
Kyle Miller	Sporting Jax Academy
Matt Hollyoak	Sporting Jax Academy
Rodney Perry	Sporting Jax Academy

FIRST ORDER OF BUSINESS **Roll Call**

Ms. Giles called the meeting to order at 6:00 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 that 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. Before we begin, Chalon is here from VerdeGo. Any public comments at the top of the agenda?

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated I'm Dr. Genelle Thomas. I'm the Executive Director of P.A.C.E Center for Girls in Clay County. I called Jay to ask to come before the Board today to request use of the Amenity Center for a 5K. If you don't know, P.A.C.E is a school in Clay County that is a private nonprofit. We serve youth girls ages 11 to 18 throughout the county, and we also provide therapeutic support to girls in all of the public schools in Clay County. We are looking to have a New Year's resolution run on January 9 at 8:30 in the morning. To do so, we have contracted with Florida Race Day to support our logistics. This company is very well known in the racing industry, and they would be helping us make sure that we do everything by the letter of the law. What we are requesting is to start and finish our race at Phase 1 Amenity Center. What that would require from the Board is to allow us to use the restrooms, allow us to use parking on that day and half of the track. We've created a route mainly on county roads, but it would involve half of the track for the start and the finish. We chose January 9 because we're aware of the soccer fields being used throughout the year. And on January 9, hopefully there won't be a lot happening. I want to keep it short and sweet, but that is the proposal and happy to answer any questions that you might have.

Mr. Thomas asked do you have insurance to cover your racers and stuff?

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated yes, we have as a standard practice for P.A.C.E, we have a million dollar liability insurance. We could add you all as additionally insured if needed. Also, you have our commitment that we would be cleaning up after ourselves, emptying the trash cans, making sure that we left the space as we found it.

Mr. Horton asked how many participants are we looking at roughly?

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated this is our first one, so I anticipate probably between 350 and 400. I couldn't imagine it being larger than that for a first race. If it goes well, our desire would be to grow it, make it a real Oakleaf community event and come before the Board after the first one to ask permission to use it again. We do hope to grow it, but for the first one I think it would be quite manageable around 350 plus volunteers.

Mr. Horton asked have you talked to Clay County Sheriff's Office yet?

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated I have. We're very communicative with Sheriff Cook and her team. We've reached out to them. They sent us the link to request permitting and said the first step before we request permitting and request deputies is to secure the route. So, before I went and did the paperwork, I wanted to ensure that this was agreeable with you all.

Mr. Horton asked talking about a route, is that only in Phase 1, or is it going to cross over into Phase 2?

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated that's a great question. It would cross over on county roads over the bridge to the high school and then they would turn around at the high school and run back to the amenity center. There would be a portion of Phase 2 county roads that would be used.

Mr. Soriano stated I'm good with it. I’ve worked with Joe before from Florida Race Day and our company actually works with him in many other Districts. He does have a tendency to stay away from setting up permanent races in some areas. He would often like it to be all on amenity-centered grounds. We just don't have enough space. Some districts actually own a lot more of their sidewalks in the neighborhoods. We don’t own county roads. The process has kind of been started for permitting. That is just approval for parking and bathrooms. Joe has asked about that in other neighborhoods of ours. We've had, whether it's HOA-owned or CDD-owned, people get upset because, oh there's people using our bathrooms that don't live here. That over there gets used by a lot of people that don't live here and we try to do what we can, so that's not much of a concern there. Parking, we already talked about it. That's a downtime for our sports organization, so it shouldn't be much of an issue. Parking pretty much always can be tight, but that's not going to be one where it adds on extra. That's actually a pretty slow timing here. I don't really see any major issues here.

Mr. Horton stated something else to think about is they're going to start building a library over there in November. That parking over there in the green section might be blocked off with construction possibly, I'm sure. It’s a good chance of it.

Mr. Thomas asked have you done races like this in other communities here in Oakleaf?

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated no, we have not.

Mr. Thomas stated the only reason I'm asking is because with closing down the county roads just that's always a concern and that getting supported.

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated I understand. This is a Board-driven exercise. Our Board of Directors is very excited about the race. I have never raced any race in my life. I would probably rather not do this as a fundraiser, but I'm here on behalf of our Board. What I'd like to see happen, I've been a resident here for 20 years with my family and I would like to see this be a community event versus bringing people from outside of Oakleaf. I think people will come outside of Oak Leaf, but we're very well connected to the schools and the sports teams and generating a lot of excitement from within. It would be less of outsiders using the roads and more of the community enjoying our community.

Mr. Thomas stated sure. Being county roads.

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated I understand.

Mr. Soriano stated we do currently have two other runs that go on that are permitted on county roads. One starts at the high school, and one is done through OSA at the ballpark. Neither one of those ever come to us and talked to us about it. They're not required to. It would have been nice to at least be told many times what's going on. We can send information out to the residents, not just for registration, but also to warn people that Oakleaf Plantation Parkway is shut down. That causes a lot of commotion. Just warning people is always helpful. At least here we're getting a little coordination.

Mr. Thomas asked you don't plan on having vendors or any food trucks or anything like that? It's just your tent with a hydration station and that's it?

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated somebody may have heard me talking about this at home. Yes, we would like to have two tents. We would like to have a volunteer tent to check in volunteers, make sure that's managed well, and information/hydration tent. At the end, I'd also like to have some snacks available, but not food trucks or vendors or anything of that nature.

Ms. Suchsland stated I live in Mandarin. I'm in Duval, and in my community where I live, we have a lot of runners. Labor Day weekend, we always have a run, and then there's another time during the year. I would be absolutely for this, and I would hope that VerdeGo, our company, would sponsor and be a refreshment station, because I think it's great. With the right support and the organization with Duval and the police, it runs like clockwork in my neighborhood. They run right down my street. We're out there supporting them. I have my recycle bins out there. They drop the water in. Once the cups are done, they throw them in. It's like clockwork, so it can be run efficiently if you have it done. I would be happy to put VerdeGo's name in to help you out.

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated I appreciate that. Yeah, that's wonderful. Thank you so much.

Ms. Nelsen asked can I just make a motion?

Mr. Eckert stated we've done events like this before. There's a simple license agreement that we would do that would require the insurance and all that. If you wanted to make a motion, it would be a motion to authorize a license for this event and for the details to be worked out by staff, and then we can bring it back to the Board for ratification well in advance of the actual event.

Ms. Nelson stated I'll make that motion.

On MOTION by Chair Nelsen, seconded by Mr. Lanier, with all in favor, a 5K with P.A.C.E and Authorizing a License Agreement and Staff to Work Out the Details, was approved.

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated thank you. I look forward to working together.

Ms. Giles stated Ms. Thomas, we'll do that. We'll get that together. We'll work with Jay on some of the details and send that to you.

Ms. Genelle Thomas, Executive Director of P.A.C.E Center for Girls in Clay County, stated that's great. Thanks so much.

Ms. Giles stated all right, any other public comments? At the top of the agenda, the importance of me asking that question, is anything on the agenda for the public, if you see something on the agenda, you want to make a comment or a question about, it's important for you to have your comment at the top before the Board has discussion and they make a motion. If your comment is not something related to what you see on the agenda, it may be more appropriate for public comments at the end because they're not making any more motions after they get to the public comments in item eight. Hearing none.

THIRD ORDER OF BUSINESS **Approval of Consent Agenda**

A. Minutes of the July 13, 2026 Meeting

Ms. Giles stated item three on the agenda is approval of the consent agenda. Items on page seven are the minutes of the July 13 meeting. Unless there's any comments or corrections, I just look for a motion to approve.

On MOTION by Vice Chair Horton, seconded by Chair Nelsen all in favor, the Minutes of the July 13, 2026 Board of Supervisors Meeting, were approved.

B. Financial Statements

C. Assessment Receipts Schedule

D. Check Register

Ms. Giles stated your financial statements are as of June 30. That's on page 27. It's followed by your assessment receipt schedule on page 39 showing we're 100% collected from the county. And then your check register is on page 41 for the month of July in the amount of $115,569.42. I see no unusual variances with this check register. Unless there's any comments or questions, I just look for a motion to approve.

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

FOURTH ORDER OF BUSINESS **Acceptance of the Engagement Letter with Grau & Associates for the Fiscal Year 2026 Audit Report**

Ms. Giles stated on page 139 is item four. It's acceptance of the engagement letter with Grau & Associates for Fiscal Year 2026 audit report. The engagement letter documents and confirms the auditor's objective and scope to audit the financial statements of the district for the period ending September 30, 2026. Unless there's any comments or questions about the engagement letter, I just look for a motion to accept it.

On MOTION by Mr. Thomas, seconded by Chair Nelsen, with all in favor, Accepting the Engagement Letter with Grau & Associates for the Fiscal Year 2026 Audit Report, was approved.

Ms. Giles stated Madam Chairman, this will be included in your Docusign documents.

FIFTH ORDER OF BUSINESS **Public Hearings for the Purpose of Adopting the Budget and Imposing Special Assessments for Fiscal Year 2027**

Ms. Giles stated item five on the agenda is public hearings for the purpose of adopting the budget and imposing special assignments assessments for Fiscal Year 2027. Mike, are you okay with one public hearing for both resolutions?

Mr. Eckert stated yeah we're not raising assessments here, so, yes. One is fine.

Ms. Giles stated yes, correct. The budget's flat. If it's all right with the Board, I can just give a high level overview before we open the public hearing. Is that okay? At the June 8 meeting, the Board approved the FY27 budget. On page 145, if you have a hard copy there in the audience, you'll see that some of the lines increased and some of them decreased, but the assessments for the residents remain the same in FY27 as they are in FY26. Meaning there's no increase for the residents. You can see that on the chart on PDF page 160, or if you have a hard copy they're on page 14. It's the side by side chart towards the very back of the budget. You can see it broken out by product type, single family, multi family and then the commercial there. You'll see the column for FY27 is $1,003.35 and then the column for FY26 is the same. Overall, the budget is flat with no increase for the residents. Jay, anything you want to add before I open the public hearing?

Mr. Soriano stated no, we covered that over the last couple months pretty well.

Ms. Giles stated I just look for a motion to open the public hearing.

On MOTION by Chair Nelsen, seconded by Vice Chair Horton, with all in favor, Opening the Public Hearing, was approved.

Ms. Giles stated at this time the public hearing is open. If you have a comment or question about the budget, if you'll just state your name for the record. If you see the page number, that's helpful if you let us know what page you're on. Any comments about the budget? It is flat. You'll see lines went up, lines went down, but overall, it stays the same.

A resident asked which page that chart is towards?

Ms. Giles stated page 14 is towards the very back of the budget. Second to last page.

Mr. Soriano stated I will throw something out there too, for a lot of people that are visiting that may not have been to meetings before. I know some of you have said I've been to one or two over the years that I've been here, things like that. Most people don't actually take the time to read the budget. And a lot of times people don't understand what the overall payment is. I'll get it constantly. Oh, we pay so much to live here. I own a couple homes, so I know what our amounts are. But the biggest thing you're going to look at are these two boxes. We have been here now for 23 years. What you pay to actually have all of this stuff is your annual maintenance assessment. The rest is bonds. We have to pay that off. People kind of forget that. Now, we are getting older, where I think we only have eight years left. We're almost. It's not long. Eight years for one side, nine years for the other. That's a big portion. When you look at it, I have people constantly telling me, oh we pay $2,500, $3,000 a year living. This right here shows you what you actually pay. If you have one of the bigger single family homes, all together, it's about $1,800. $877 is actually going to pay off those bonds. That's the debt assessment. That doesn't come to us. We can't do anything with that. You're paying back the bank. That's what will run out in that eight years for one side, nine years for the other side. The O&M, which goes to pay for everything we do. Whether it's lighting, whether it's landscaping, whether it's chemicals in the pool, staffing, everything. The biggest households pay $1,000 a year. Some households might be small, two people. I got some households they have 14, 15 people in the house. Out of all people we have and our neighborhood, for your size it’s about 3,000 homes, the other side about 4,000. That's what we actually pay each year, is that $1,000 for each home site in O&M. That's what we do here is really try to address the O&M side and save money every year. Decide whether we go up or down. For many of our years, we've been here for 23 years now, we've increased, I think a total of three times.

Resident stated we don’t have page 14. It goes from 13 to 15.

Mr. Soriano stated you got these little TVs here. You only have two different product types on this side. You do have some multifamily, you have townhomes and even then, I think cottages. We assess the same way whether it's a condo or a townhome. You do have a couple multifamily on your side. Not as much. Mostly single family. This side has a whole bunch of different ones. They actually have a bigger table than you do. But that little chart right there just shows how everything's written down. What last year was and what this year is.

Ms. Giles stated I apologize. I'm so embarrassed. I apologize that you only have one side of the budget. Jay turned one of the TVs around. There's the chart we're talking about. It's also posted to your District website. It's been in the last couple agenda packages. If you have a question, we can pause here for a minute since you don't have all the pages. But that's the overall chart and that's the bottom line; is there's no increase. Yes, ma'am.

A resident stated here's my question. Out of all this, I have a couple. But I'm going to start with this one. If I am a long-time resident, I am a long time because I've been here for over 22 years and I've seen over the years where there's new subdivisions coming in. I'm thinking there's more money going into the bucket. Why is it that the fees continue to increase? Like you said, at least three times.

Ms. Giles stated Double Branch hasn't grown in years. We actually have 2,481 rooftops in Double Branch. That includes all of the communities you see throughout the Double Branch footprint, if you will. The growth that you see in the Oakleaf area is not necessarily your Double Branch. It could be other communities popping up. But you're one big CDD with 2,481 rooftops in it.

Mr. Soriano stated there is one, like this Board has talked about, we're not really happy about, but we don't get a say in it, there's a neighborhood at the end of Oakleaf Plantation Parkway.

A resident stated that’s the one I was more concerned about. By the school.

Mr. Soriano stated yeah that it is not part of us.

Mr. Thomas stated they are not part of us. No, ma’am. They tried to be a part of us and we said no.

Ms. Giles stated but they have our name.

Mr. Soriano stated other than the fact that they do drive across that road that our bonds help build, they don't get anything from us. We don't pay for anything inside their neighborhood. We don't do their landscaping. We don't pay for their lighting or anything like that. They are outside of our boundaries.

Mr. Thomas stated they don’t get our pools. They get nothing.

A resident asked who gets to vote? I thought you would be the one, or the community itself, the CDD supervisors itself, will be the one to vote in who gets to come and live in Oakleaf? Because what I see over time, people come in and get capitalized on the Oakleaf name to be able to live in a nice neighborhood but don't actually pay the dues that we pay, the $2,000 plus per year. But they get to capitalize on there and benefit from that.

Ms. Giles stated with us is District Counsel and also on the line is District Engineer.

Mr. Eckert stated we're a unit of local government. We're not a private entity, and we don't control names. It's kind of like City of Jacksonville doesn't control if I want to create “Jacksonville Electric.” Okay. We can't control what other people do. All we can do as a community development district is we are here to operate and maintain infrastructure, which includes amenities, it includes landscaping and stormwater management systems. But we can only assess the cost of that within our internal boundaries. When we were established, the Florida Land and Water Adjudicatory Commission set our boundaries. And within those boundaries, if you live within those boundaries and it sounds like you do, that's who we can assess to pay for the infrastructure that we built and that we maintain. Just because somebody uses the name Double Branch outside our boundaries, we don't legally have the authority to go and assess them because they use that name. But they also don't get to use any of the District's amenities either.

A resident stated they get to use a name because when you come in through Oakleaf Phase 1, it says Oakleaf the minute you drive in. Therefore, we automatically assume you're living in Oakleaf.

Mr. Eckert stated yeah. And Oakleaf is bigger than the Double Branch Community Development District. The Double Branch Community Development District is just one area of Oakleaf. Oakleaf is a much larger area than this community development district.

Mr. Thomas stated we don't own that road. Dead end, if you will. If we own that road, then we could do different things. We don't own that road. The county can use that road to go into another neighborhood if they want to, if it's beyond our boundaries.

A resident stated it’s all news to me. It doesn’t sound right. It’s not right.

Mr. Horton stated I’ll be here if you'd like to ask some questions after the meeting. Maybe I can explain it to you. I’ll try.

A resident stated it just doesn't sound fair. I still want to talk about the stormwater.

Ms. Giles stated I'm sorry. Is that the letter you received from the county?

A resident stated yes.

Ms. Giles stated if you can save that one.

A resident asked at the end?

Ms. Giles stated yes, ma’am. Because this public hearing right now is just for the budget. That's what this is about. Then, when we close public comments for this, they're going to make a motion and vote on the budget. Then, we'll have public comments at the end for anything not listed on the agenda.

A resident stated okay, so my second question, other than the thing at the end, the library. Are we the ones who pay for this, too? So, our tax bill is going to be assessed?

Mr. Soriano stated well, sort of. Not through the District. That is a county library. We all, being residents of Clay County, pay our property taxes through the county. The county is the one paying for this. Now, there will be little incidents like we're going to continue to have to deal with the landscaping, and we power the lights that are around that parking lot, things like that, because everything outside of it is CDD, but the library itself and the building of it, that is all county owned.

A resident stated okay, thank you.

Ms. Giles stated thank you. Any other public comments about the budget?

A resident stated I have a question. I'm looking at page one on the right-hand column, and it shows the approved budget. Is that what you're looking at today in terms of approving it?

Ms. Giles stated that is for the general fund. This budget is broken out into three funds. The general fund, and that's the amount assessed for that. Then following on the pages, you'll see the rec fund, and then the debt assessment fund following that. Each of them have something similar at the top. Again, I apologize. Here's the rec fund and then following that is the debt assessment. The total for operation and maintenance for the rec fund and the general fund is the total amount for the budget. Do you have page four?

A resident stated yeah.

Ms. Giles stated it's on your website also, if you're able to bring it up.

A resident stated I just have a question. There's certain fees, which is supervisor fee, $12,000. That looks to be the same last year and this year. Is that something that is for one person?

Ms. Giles stated you have five Supervisors. They do receive pay at $200 per meeting, and then you have a meeting every month.

A resident stated so that is basically the people who are here.

Ms. Giles stated just the five of them. Yes, sir.

A resident stated okay. I'm not trying to reach in your pockets. I'm just trying to figure out.

Mr. Eckert stated if I could, that's set by statute in Chapter 190, which is the charter for all community development Districts as $200 per meeting. And I think that there's an exception to that if we had a big vote in the community to change that.

A resident stated okay, I understand. Thank you for explaining that.

Mr. Eckert stated which no District has ever been brave enough to try that.

A resident stated no problem. The next line item, I do see that with the engineering it looks like year-to-date the expenses have been up. That's why I'm presuming they're participating

Ms. Giles stated that's part of it. And as we've discussed in the previous meetings, there's also some additional engineering reports. One engineer report is the annual engineers report and that's budgeted yearly. Another one is the public facilities report that's due every seven years. And then recently Florida statute requires a 20-year stormwater analysis and that's due every five years. And then you have a pond bank inspection report that's due every two years. The big increase, you see there on the engineer's line, the five-year report is coming due in 2027 as well as the pond bank inspection reports.

Mr. Soriano stated really quick too. If you have your phone there. We mentioned our official website. It's been on the website for a couple months. But you have an official website. Everybody knows our oakleafresidents.com. That's our user friendly thing that has all of our building information, names, stuff like that for the staff. When it comes to the official page, you are a little city by the State of Florida, we do have a required page that has all this kind of information on it. It's going to be www.doublebranchCDD.com. If you go there on your phone, you can actually open this up and see this. Some of the questions you're asking, sir, we actually explained in the narratives too, so you might be missing some of those pages. When you see line that says engineering or superviser page, you go there and it actually tells you what it's for and what it's going to.

Ms. Giles asked any other public comments? Hearing none. I just look for a motion to close the public hearing.

On MOTION by Chair Nelsen, seconded by Ms. Ambrosio, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2026-04, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2027

Ms. Giles stated then on page 163 is Resolution 2026-04, relating to the annual appropriations and adopting the budget for the Fiscal Year 2027. Mike, is there anything on that resolution that you want to go over?

Mr. Eckert stated no. It's very similar to what you all have approved in the past. The main change is we took the numbers out of the resolution and instead said the numbers are what's attached in your budget. Just so if you made a change at the meeting, we wouldn't have to go back and rewrite the resolution.

Ms. Giles stated thanks, Mike. Based on the comments and the input received from the residents, is there any guidance from the Board to staff as it pertains to the FY27 budget or this is the Board's opportunity to discuss the budget. If not, I look for a motion to adopt Resolution 2026 04.

On MOTION by Vice Chair Horton, seconded by Chair Nelsen, with all in favor, Resolution 2026-04, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2027, was approved.

B. Consideration of Resolution 2026-05, Imposing Special Assessments and Certifying an Assessment Roll

Ms. Giles stated then on page 167 is Resolution 2026-05, imposing special assessments and certifying assessment roll. Mike, is there anything on this resolution you want to go over?

Mr. Eckert stated no, also, very similar to what you've seen before. This is going to authorize the levy of assessments and it's also going to direct the county tax collector to collect the assessments on the November tax bill.

On MOTION by Chair Nelsen, seconded by Mr. Lanier, with all in favor, Resolution 2026-05, Imposing Special Assessments and Certifying an Assessment Roll, was approved.

SIXTH ORDER OF BUSINESS Update on Meter at 3168 Stonebriar

Ms. Giles stated item six on the agenda is an update on the meter at 3168 Stonebriar. Jay, are there any updates on that?

Mr. Soriano stated I still haven't heard anything. I did go out and look at everything. I don't see anything out of the ordinary there. I don't know why we get charged such a high amount there compared to some of our other small utility stations. I am waiting for both Clay Electric and JEA to let me know if they're using something there that should be covered under theirs. They still haven't contacted me, but I did ask them for a whole list of all of our meters in our neighborhood. There are times where, it's minimal, but for instance, you'll see a giant lift station across the street from the elementary school here on Plantation Oaks that has a bunch of lighting in there that actually goes to our bill. But JEA and Clay Electric cover that, so we shouldn't be paying for their extra supplies. I am still kind of waiting to hear from them on that. I don't have an update for that one meter, though.

Ms. Giles stated thanks, Jay.

SEVENTH ORDER OF BUSINESS Staff Reports

A. District Counsel

Mr. Eckert stated I have no report. It's good to see everybody.

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

Ms. Giles stated the next item on the agenda is District Engineer. We did receive the engineer's report on Friday. It's not included in this agenda package. But Carl, is there anything that you want to go over on the engineer's report before Jay discusses it with the Board?

Mr. Allen stated no, not at all. It's pretty straightforward. If there's any questions, I'll be happy to answer anything.

Ms. Giles stated thanks, Carl. Jay?

Mr. Soriano stated whether tonight after the meeting or tomorrow when Marilee gets in the office, we'll send you the links for these. I'm going to work with Carl and Mike to make sure that everything on here is actually ours. This one was pretty good. I did look through Middle Village this weekend. We had a few like we did last year where there's streets or sidewalks are actually county-owned items that are not ours. Yours did not have that. Yours did this year have a lot of things that were sidewalk or asphalt related. We got hit for this. I need to update striping, paint some of the striping. This is the back parking lot. They did point out a lot of cracks in the sidewalk. This one here is probably the most concerning to me. I already go through, you've heard me, throughout the year we do a lot of repairing sidewalks for cracks or we lift or move the slab so we can try to flatten everything out. This is your sidewalk in front of the fitness center. Middle Village had this too and I did warn them about this. This is one where if you look at the sidewalk, it's actually good. Nice and flat, no cracks, no tree roots lifting anything up. The problem is whether it was construction time or what, but that whole thing has sunk to where you're beyond the allowed slope. ADA tells us if it's going to be more than 2% it's got to be a ramp, not a sidewalk, and we have a slope here. I talked to him about this. This sidewalk's been here. This one actually was on the side on the parking lot before the building was there. This sidewalk has been here for 23 years now. I think it was probably more of a construction thing because it didn't really sink. There's no tree issues there, like I said. I can't lift that sidewalk. A lot of places I would do, it's called mud jacking. We drill a hole and we pump foam in. We can pump other things in. That helps flatten everything out. If I lift this sidewalk, you notice that curve isn't going to go anywhere, so now I'll have a big lip that becomes a tripping hazard. I can't lift the curbs. The curbs are stuck, not only pretty deep in the ground, but underneath the asphalt too. This one, I got to figure out how we can fix that. Short of the obvious answer is to rip the whole thing out and rebuild that sidewalk and curb. This section that you're seeing in the picture could very easily be a $10,000 job. Biggest issue I pointed out, it's on our engineer report, so I have to be able to do something. We just want to make sure everything is safe. That's what this engineer report does. I do have 30 or 40 spots that they will point out over the neighborhood, hey, there's a crack here, a lifted edge. You can see where we've ground down in the past, but the trees that are over here are still lifting, so now I got to grind it down some more. That's what these reports are for. As you go through it, if you find anything that's odd that you want to ask me about as far as plans for what do we do to repair this, you can give me a call. Like I said, most of these are pretty good. But I am going to work with Mike before we send it out really quick, if you want to review it, and then we can officially accept it in the next meeting. Then, I do what I did last year, as we're doing our normal maintenance work, two or three months, we'll try to knock off 10 or 15 of these things so they can go through and do a walkthrough with me and we update the report, and then we do it again a few months later. It's where we get to hopefully knock all of them off in one year. There were a few things, I think there were two items in there that were unchanged that we didn't get to from last year's report. But that's really what this is. Like I said, these are my big concerns. The things that I don't have an easy way to fix. Not that breaking up a slab and repouring concrete, especially when it's 110 degrees outside, is easy. That's what my guys do every day for us. That, though, I don't think I can do, so I have to bring back up either some creative fix for you or an expensive fix. But as we go through this, just give me a call if there's anything you see that's a concern. But this is one of the things. I did have one of the cracks. This is actually for the basketball court that they pointed out last year. That one didn't get fixed. But most of these are typical concerns.

Ms. Giles stated thanks, Jay.

C. District Manager

1. Discussion of the Fiscal Year 2027 Goals & Objectives

Ms. Giles stated next is on page 175. District manager discussion of the Fiscal Year 2027 goals and objectives. As part as the legislative session during 2024, there's a requirement that the District establish performance measures and standards and then annual reporting form with these goals and objectives and whether or not they've been met. The statute doesn't provide specific guidance, just that the District establish these measures in a way to measure them with the goals and objectives. Staff has recommended the these as your goals and objectives for FY27. The Board can certainly change these if you'd like. These are just the ones that the Board meets, complies with and is recommended by staff. Any Board discussion on those? Mike, anything to add?

Mr. Eckert stated no.

On MOTION by Chair Nelsen, seconded by Mr. Lanier, with all in favor, the Fiscal Year 2027 Goals & Objectives, was approved.

2. Consideration of Designating a Regular Monthly Meeting Schedule for Fiscal Year 2027

Ms. Giles stated then on page 178 is your annual meeting schedule. I do see August 9 has 2026. I'll make sure I correct that. But the District meets on the second Monday of each month, except where annotated there. That February 8 is a night meeting. This Board has two night meetings a year. One in the spring for any District policy changes or an opportunity to have a night meeting for the residents to come out. And then I do see Columbus Day and then Flag Day in June. Typically, those are not holidays that the Board has had a problem with, but if the Board does, we can change those. And I see on August 9, 2027, would be your budget adoption meeting. Any concerns with any of those dates? If not, just looking for a motion to approve the FY27 meeting schedule with the correction spoken on the record.

On MOTION by Chair Nelsen, seconded by Mr. Lanier, with all in favor, Designating a Regular Monthly Meeting Schedule for Fiscal Year 2027, was approved as amended.

D. Operations Manager – Memorandum

Ms. Giles stated it looks like the operations report starts on page 180.

Mr. Soriano stated we just had quite a few neighborhood events, District run events. We did our final summer dive-in at Middle Village. We have one more for you. We also have one more event. This is more adult-related, but we do have the live music by the pool. That will be this Friday. We don't tell families they can't come. Our pools are still open. But we do try to discourage it. We let everybody know during the week, if they have kids and they want to be at the pools, they really should come over to this side because this is more of a night for the adults. This is a full band. The information should have gone out and there should have been links too. It's nice when we have a full band because we get a little more selection of music and you have the ability to do a little more genres than just when you have a guy with a guitar. That'll be this Friday. Then we have one more live music event at Middle Village next month, September 25, the same way. That's going to be a cool band. And you will have your last dive-in of the summer. After that, we go back to movies on the green and we'll start getting into our holiday season. As we come into the school year, we've also started to adjust the pool schedule. Starting today they do go to that school schedule where each side alternates. So, today your side, your pools were open. It'll actually close down tomorrow. Middle Village will be open and then back to you on Wednesday, back here on Thursday. Then, Friday, Saturday and Sunday, both facilities are open. We kind of do this and whittle down the hours until we get to about the second week of October is when we kind of close. After that, the facilities are adult only. We don't allow kids, families without some kind of aquatic staff. Moving on. I did want to point out this year has been extremely hot. Everybody knows that. This is the highest count since we have been tracking at all of our facilities and trying to make sure people stick to things like using their cards. I have a lot of places people still don't like to properly use cards. We do take this pretty serious at the pools though because the pools can easily be packed and then it becomes problematic and we have to ask people to wait outside. But we do still have a problem in many other areas where people don't want to check in properly. You can see there are almost eight and a half thousand people. These are different check-ins throughout the day for this last month. This is at our fitness center, our pools. I do pool readings from like the outdoor bathrooms when people scan. These are individual check-ins. About 276 different people on average out here every day. Middle Village, if you were to see their report, they're at about 300 different people. That's just because their pools are bigger. If you compare, our pools do get busy, but nothing like this side. This side when we do things like swim meets, that takes your numbers up. They can actually hold 500, 600, 700 people out on the pool deck out here. Then, our averages get way up. But still, that's the highest count we've had in all the years that we've actually been keeping track. This will start to go down really quick. If you've been out here the last week or so to your pools, you'll see everything slowed down, especially now that the kids are getting back the school. Then, even after school, we do have our lifeguard staff there, things like that. But we'll be getting into sports. We have football, we have soccer. People are doing things after school, extracurricular things. We just don't get as busy. This number will drop pretty quickly. Then, moving on to some of the projects we have going on. Our signs are really, just our new signs, even some of the stuff I have sitting in my office ready to go, they're just on hold due to the fact that right now we're outrageously busy. You would have seen some of the items around the neighborhood, like painting projects on the bridge, things like that. We did get our new playgrounds in two weeks ago, so we started about a week ago ripping everything down, though they will start putting stuff up by the end of this week. I don't know if we'll be finished by Friday, but hopefully we will be because we bought multiple units. So, not only do you have a unit going in, but then I also have to be able to get over here to your sister District and they have a playground that's coming up too. Part of buying all those units together was the fact that I could get pretty cheap deal in there. So, those are your playground items that were dropped off. This is unfortunately stored in the soccer group's area for now. I will get that out of the way because this open area behind the shop is actually theirs. But now they're going to start pulling everything out. All your goals should be out on the field by now, so they don't really use it at this moment, but I do try to keep it clear because that was meant for i9 and soccer. We'll get these things out of there pretty quickly and buried in there someplace. There are two bike racks that will go up around the soccer fields too. We can try to get our coaches to remind people to not ride their bikes, especially the E bikes, onto the fields and tear up our nice new, expensive grass.

Mr. Horton asked which playgrounds are we talking about coming close?

Mr. Soriano stated the Piedmont Stonebriar one. Right there by the stop sign. That's the next one on your side that's going up. Then, the other unit will be coming over here to Whitfield. Then, to let you know, we pulled the fencing down around our sod work that we did. Chalon has started to cut and spray the grass over there. It Is looking good. That's all the new grass that you pay for. After last meeting, the areas we talked about, patchy stuff in front of the field house, the soccer group did come to me and offer to pay for that. I set them up with Chalon. She did a little extra sod work and they covered it. I did move the fencing around to keep kids out because they are practicing now. We'll take that down in a few weeks. Hopefully all that grass will have taken and then that kind of helps out with in front of the field house.

Mr. Thomas stated it's looking good. Nice and rooted, ready for cleats?

Ms. Suchsland stated it’s nice and rooted. And AgrowPro is doing their due diligence on the field feeds, so I think we're in the right direction.

Mr. Thomas stated okay.

Ms. Suchsland stated I will keep you posted.

Mr. Thomas stated if you’re happy, I’m happy.

Mr. Soriano stated outside of that, unless we had some question on some of these other items on the maintenance report from the guys for this month, that was it for me.

Ms. Giles stated thanks, Jay. Anything for Jay?

Mr. Horton stated are we going every month to see some of the decorative street poles, repainting. Are you ever going to finish that project?

Mr. Soriano stated no. If you notice, basically once we get around, you have, it's not on this report, but even the signage, the decorative signage, the black trim that goes around your big yellow signage, we paint that and basically go from one to the next and it gets moved into our normal daily work. There's no way I'm going to be able to ever catch up and say, yeah, all of our signs are nice and new. Because as soon as I paint one post and we get all the way through the neighborhood, by then we can go back up to the front, you'll see it's faded. We also have a couple times painted the light post. Those actually aren't ours, but they do give pretty bad looking. Some of them have been here for 20 years. They're faded. It's just fiberglass. It fades quicker than the decorative aluminum does. But yes, there's no way. You have, for your side, probably close to when you add in the signage, the light poles, the decorative black metal trim work everywhere, there's probably a good thousand posts out there. Now, just to let you know, I do have one sign that was taken out last week by a car because they didn't see it.

Ms. Suchsland stated Silverleaf.

Mr. Soriano stated yeah. Silverleaf.

Mr. Lanier stated a car took out a sign?

Mr. Soriano stated yeah. Again, this was the one that got dukes of hazard, and the car actually went through.

Ms. Suchsland stated it took out some annuals.

Mr. Soriano stated this time they didn't jump through the sign. They hit the brick wall. If you recall last time, I rebuilt that. We made that brick wall a little bigger on the inside. We stuffed it with full cinder blocks where typically it's a hollow course of bricks. They hit it and it just knocked everything off center. The top slid over. We did pull the sign off until we can re-mortar the top back in just for safety concerns. But I will go ahead and take the advantage to do a full paint job on that sign. We'll recoat the yellow part of the sign. We'll do all the lettering. When I get that down, I'll give you a picture because I've been talking about changing out those signs. But this is a full paint job. We'll actually bring it down. It's in the shop right now and sitting on stand. This is not the job we normally do out there on location, which is quicker. Then, you can compare it to whether we want to go new, I've talked about that the last couple months, or we can take them down one at a time. It takes a lot longer, but we can take them down and do the full work in the shop. Yes, that's a lot of work. That was the county's fault. I did talk to Chalon. She doesn't have a roller. I'm going to see if RMS has a big roller. We'll try to flatten it out. If you notice there's big ruts. They do have good grass growing inside. If I can flatten everything thing back out, it would be better than having to pay anybody. The county is not responding to me on that one. They did do some work for us. Like I said, they did fix some sidewalks that are ours that were connected to theirs. I'm not as mad, but yeah, they knew better. They actually pulled up in that section of grass after a day that it rained, but we'll get that flattened out.

Ms. Giles stated thanks Jay.

Mr. Horton stated what about the fountain at the entrance? Water fall.

Mr. Soriano stated yeah, so that's, like I said, that's still the work. I've got the lights in my office. I still don't have the two big fountains that are going to shoot up in the air. I am going to do that work with, you're going to see a bill from Ryan with Blue Solutions. I'm going to go ahead and get them to level out the top so that the water falls evenly too. If you have noticed, and I mentioned it here times before, the left side of our waterfall is at a different height than the center and the right. It does pour differently. That's just from 23 years of that being worn away. There's nothing up there but concrete. Concrete's not really waterproof and water will do damage on anything. I had a couple pool contractors come out and their best suggestion was we should tile it. I don't like that idea. The inside of the fountain is tile. They didn't carry it outside. I think I'm going to cover it with something more like what we do in our pools. It's still a concrete like finish, but it's waterproof. But I'll get them to laser level it out and make the water fall a little more even and nice. When he's up there doing that, he can install the vacuums. But yes, now, right now, not that it got put on the back burner, we're just still handling a lot of the summer projects.

Ms. Giles stated thanks, Jay.

EIGHTH ORDER OF BUSINESS **Audience Comments (Limited to three minutes) / Supervisor Requests**

Ms. Giles stated item 8 on the agenda is audience comments and Supervisors requests. Madam Chairman, who would you like to go first? The Supervisors or the audience?

Ms. Nelsen stated we'll do audience.

Ms. Giles stated and just as a reminder, if you'll state your name for the record. And the District has a three minute public comment rule. At this time, are there any audience comments? Yes, sir. Yeah, if you'll state your name for the record.

Resident Jimmy Haynes stated sure. My name is Jimmy Haynes. I'm a resident and was appointed by Andy Fletcher to coach and organize our pickleball programming. I want to first of all express appreciation for what the Board has done for us in the past. We've converted two tennis courts to pickleball courts in 2023 and provided windscreens, leaf blower, bleachers and assistance with several other social events that we did.

Mr. Soriano stated don't forget the lighting.

Resident Jimmy Haynes stated the lighting. That was too exciting. Got a couple of lights are out. I'm here to support residents who play pickleball. They sent a letter to Jay asking the Board to help us develop a practical plan for ongoing maintenance and future improvement facility. Pickleball is very, very popular and it's an attractive amenity for the community. We have a very strong and active program that includes residents of all ages. The courts are often full. The program provides recreation, exercise, socialization and meaningful connection to the community. I think it's had a very positive impact on many individuals and families. We currently have two regularly scheduled classes, including one free class for residents, along with youth camps, bi-monthly youth classes, organized competitions. Pickleball has become an important part of the amenities, I believe, available to Oakleaf residents. We have invested personally in the program. Players have contributed toward the initial court conversion. We purchased a court drying machine, built quart dividers, which unfortunately did not withstand the weather for long term. We provide paddle racks, court number signs, and contributed toward the purchase of bleachers. And this demonstrates that we have players who are willing to do their part. At this point, however, we have several needs that I think go beyond what our volunteer efforts and player contributions can address. The most urgent priorities, in my view, are repairing and strengthening the fencing, which is 23 years old, installing durable court dividers, and improving the dirt common area around the bleachers. These really are matters of safety, cleanliness, appearance, and long-term care of the facility. Finally, I want to ask the Board to consider providing some form of ongoing support for the pickleball program as a part of the CDD budget, similar to the way the gym is supported, or for example, on a much smaller scale, the way the tennis program is supported over here. Such support would help us get continue building a program that's safe and well maintained and something that Oakleaf can be proud of, because this is a big part, I think, of the amenity package that you provide for the residents. Thank you for your consideration and time in this.

Mr. Horton asked what's wrong with the fencing?

Resident Jimmy Haynes stated it's 23 years old and there are several places where it comes up at the bottom or there's places on the top. People have bumped into it and cut themselves. It's just old and ragged.

Mr. Soriano stated you see lots of things like this, chain link will bend, especially when we use it, we lean on it, we step on it. Ours is actually pretty old. Even the thing we moved to the center that divides the court that we weren't originally going to install, we did later, but we talked about that in depth when we were going through the design, we removed from the sides and moved them on to the inside. All of the fencing out there is 23 years old. But you will see bends like this constantly where things are unhooked or pulled out. This is the bottom, even the bottom curls up. People don't think about it. The first time I really went out and saw fencing in a lot of facilities that we were replacing in different Districts or even commercial facilities that I helped run, oddly enough, the fence people tell me that this happens just over time. Here in Florida, even just the pressure of balls hitting on it, they start to curl up. They do have a tension wire on the bottom they try to attach those things to. We did, when we built the ones in the center, put a bar there. It makes it a little sturdier. But that fence is going to pull apart. By the way, other than this picture right here, all the other pictures I just showed you were from other facilities around here though built at the same time as ours. Their fencing is not as old, but this picture shows you the fence still bends and comes off. It's not something that's not typical, not even after four or five years. That is just what the chain-link fence is going to do.

Ms. Giles asked did you have a recommendation, Jay?

Mr. Soriano stated the middle one. Let me find a picture of your middle one here. That's not yours. Yeah, I might have a picture of your middle one. But, the middle one, I can purchase new fencing and we can attach it. I don't have it. I always caution people. I did get multiple emails. The first thing they did was talk about how unsafe it is. I do have concerns with that. Our engineer looks at and it's not anything that they pointed out. Egis is our insurance company and that's not something they were concerned with. Like I said, it's typical. It doesn't mean it couldn't catch on somebody or harm somebody. But I'm always worried about them saying, oh, it's unsafe. Because that big concern right there, when we start doing that, my first recommendation is, guys, got to shut it down until I can order fencing, but that means you don't want to be out there playing and risking somebody getting injured if it's that unsafe. I did get a few emails from that. And then they had a gentleman come out to do the servicing. His name is Roger, he's from Mirabella. He actually did their servicing over there at that District not too long ago. He looked at it. He did send me a quote. I had mentioned this to everybody last time. I don't think everybody understands how expensive that work is to redo just the pickleball courts. Each court, the single courts, we have six out there, he gave me a quoted $8,000. We're still looking $35,000, $45,000, even $50,000 to do surfacing. These courts are four years old. This is our fourth summer. We did it in 2023. Generally, manufacturers recommend 5 to 10 years is where you should be going in. Unless it's a place that really does a lot of competition, usually, most Districts aren't trying to do it in five years. They want to try to get to the 10 year. And like I said, it can be very expensive. Roger was a cheap guy. I do have another supplier that actually came in a little bit under him that would be closer to $36,000 for all of those. I have used them in other Districts. We just built pickleball courts and tennis courts not too long ago over at Pine Ridge, which is not too far from here, and they've done pretty well. They did our surfacing here at these basketball courts this year and we came in at

$11,000 per basketball court. You have a set of two pickleball courts basically for each basketball court. We'd end up being $33,000, if I could get the same pricing, but that's still a lot of money and all the items that are out there are kind of typical. It's not something that I would say safety concern, but when I get that many emails and we make comments like that, I have to worry about it. My recommendation, if we really do anything right now, you might want to shut down until we have the fencing up at least.

Mr. Thomas asked can you go back to the larger fencing, the ten-foot fence?

Mr. Soriano asked the one with the bottom?

Mr. Thomas stated yeah. That's the ten-foot fence?

Mr. Soriano stated yeah.

Mr. Thomas asked didn't we just replace or is that just the back side of it?

Mr. Soriano stated no, we didn't

Mr. Thomas stated trying to stop people from jumping the fence?

Mr. Soriano stated no, that's the front. What you're talking about, so I do have fencing coming. I don't know that it would be a long time, but I do have fencing coming. You may have seen it when you're out there playing. It's not typically a problem with pickleball; it's our basketball players. As you go to the front of the fitness center, that faux iron, the aluminum black fencing, that's what they're bending and trying to get through. I'm going to put this up. And that's what I warned you. This does not look as nice as the faux iron stuff does.

Mr. Thomas asked they can't bend this and break in?

Mr. Soriano stated yeah, no, we'll put a solid bar on the bottom. It'll be like the rest of the basketball court. The rest of the basketball court does have the ten-foot fence like this. But, this is inside, we didn't replace any of this.

Mr. Thomas asked you would have to replace the whole ten-foot fence? It's not sectioned together where that middle goes across?

Mr. Soriano stated for this one, I wouldn't be as concerned. I would like the bottom bar here. We would purchase a solid bar that goes along the bottom, kind of like this bar, you see, that goes in the middle.

Mr. Lanier stated Yeah.

Mr. Soriano stated and they attach to that. Right now, you have what's called a tension wire. A tension wire kind of goes, you can kind of see it going through here, that tension wire doesn't do a lot of good work. They pull it, they can tighten to it, but the bar is actually going to be better. We have these bars here. You can wrap more metal around that and grab onto, kind of straighten it out. For this fence, it's ugly, but that is not as big of a concern. What I get from pickleball players is that when it's curled up like that, the ball can't roll under it. You got to chase a ball down or something. But that's not as concerned. It's the fence that's in the middle. We created on the pickleball courts too, kind of back-to-back, and we have a fence that runs in the middle. That fencing was taken off the older sides that we opened up and allowed them to come in on the dirt area that Jim was talking.

Mr. Thomas asked to replace that middle fencing?

Mr. Soriano stated I have to have the fencing in. I ordered fencing for replacing the faux iron. If I have stuff left over, I can use that, if not, I have to order more. But it's already been a month and a half to get the faux iron fence replacement in.

Mr. Thomas asked and then you were asking for more fencing?

Resident Jimmy Haynes stated we're trying to solve a problem of dividers between the courts. Balls go everywhere. They roll through to the other side. May not sound like a big deal, but it kind of is. If you're up in a class, you got 100 balls on the class, they're blowing into all the other courts. And really we paid $800. Someone built us some dividers, but they got weathered and they fell apart. And I figured out really the best solution to that is just like a short fence, chain-link fence in between the courts. Maybe not the full length, but I think that's probably in between the courts.

Mr. Soriano stated that’s also not something that's typical for regular facilities. We do see that a lot of times for tournament play, things like that. They'll bring out these little kind of mobile things that we can set up so that they don't have to do that. This facility only has them, even here, there's a lot of pickleball courts here, some of our pickleball players may be familiar with this ,I went out, took pictures of Ringhaver, Argyle, a lot of Eagle Harbor, you'll notice there's a divider down here. Nothing in between the two courts. This middle court is divider, is kind of like what we have, but we don't have anything in between any of them. They have them for every two courts. And a lot of places will do that. This is Fox Creek. They don't have a divider at all in between ours. This is more our side. We have a big space in between the pickleball courts. We did talk about this when we built ours, whether we want to squeeze in more courts. This is the size of ours. We have six compared to their 12, but it's in the same space. I do believe I have. Let me see. This is Eagle

Harbor. They have this little fence that goes around, so this makes a side divider. It's like a little white vinyl fence. And that stops the ball when they're playing from rolling this way. This is one problem I get, because we do have teams that play back and forth, especially with our tennis. Eagle Harbor, Eagle Landing, they come over to Oakleaf, things like that, and then people start comparing to the other side. This is three courts. This was just added on the last few years. Marilee is actually a District Manager over there for the crossings. She can tell you this was a $250,000 job for these three courts.

Mr. Thomas asked then what about the dirt area? I know that would involve some landscaping?

Mr. Soriano stated no. That’s kind of a problem. I've got pictures of that someplace, too. Sorry.

Mr. Lanier asked could we put down some AstroTurf or something there?

Mr. Thomas stated well, I went out there and watched it, kind of walked it with Jim. There's just a lot of tree roots.

Mr. Soriano stated yeah. That's your biggest problem is that’s a section that was not designed for anybody to be in. It used to be fenced off. That was just an area in between the tennis courts. We took down the opening so they could use it. When Jim came to me with the idea of helping out to pay for bleachers, the District paid for most of it. They gave us a few hundred dollars. We bought the bleachers, but they went there too. A lot of the dirt that you'll see in the pictures, that's on our courts, that gets pulled over onto that. The normal entries are in through the sidewalks, not that area. I can’t plant grass. I can't concrete it without cutting those trees out. All I'm going to do is create sidewalks that are going to go into this engineering report again and get cracked and lifted every day. Those are huge oak trees. I would have to remove a lot of the roots to do anything there. About the most I can do. I'm sorry. I wish I had opened that picture. There is a section that's in between just the openings we made. This area here does not have a lot of roots, and they're smaller. As I get closer to this big oak tree, there's a lot of roots. As I come this way, there's a lot of roots over here I can't do much with. I can do something in between these openings that we created. There would be a section that I could do something. Whether it's some kind of cord filling. They do that on playgrounds. It's epoxy coated, so it's flexible, too. If it does move, that's fine. If we did a lot of digging and I got the smaller roots out, we could concrete that. That is a smaller area. I cannot do that whole area, like I said. Let me see if I got that picture yet, so this is the big opening. Two problems there. These bigger trees, this is the first one. There's another one on the other side. This area was not an entry. This area is actually sloped. All of it is sloped to drain off and into this big drain. I can't move the drain. There's a pipe under here. I can't do any major construction on this area. It was not meant to be a big entry hangout area. We kind of did that. But I'm limited on what I can do there.

Mr. Thomas stated and we can't add a sidewalk because that goes on to the engineer report and all that other fun stuff that comes with that.

Mr. Soriano stated I'm not going to add a sidewalk on top of roots. This is just like every driveway in Oakleaf that residents complain about. You got to have an oak tree next to your driveway, but it's cracked. If I don't take those trees down and we pour sidewalk there, that's all we're going to get. I have to be able to do something with the roots or we got to come up with another plan. Like I said, really here, all I have at the moment is that kind of middle piece, but that's not a bad section.

Resident Jimmy Haynes stated Jay, I brought up one time artificial turf, where the bleachers are.

Mr. Soriano stated the artificial turf; you still have to do an underlayment. Everybody that does artificial turf, they're going to create a base underneath or it's concrete, it's the same way. Now I don't have to pay for taking the trees out or anything, but I'm still going to have to do something with the roots. Artificial turf is really no different than some of these other solutions. I got to be able to do something with the trees or you're going to limit your space. No matter what option we do to put on top of it. I can do mulch. It's still going to get dragged out on the court, but it won't be as bad as the dirt. That's a cheap easy way, but it's not going to do what they want. They want something solid. I can do pavers. Pavers will move with the roots a little bit. You still make a trip hazard. The trees are a big concern. We either remove the trees, or we limit our space like I said.

Ms. Suchsland stated and you got to be careful with those age old trees. The roots are their breathing habits. If you start covering those up, you're going to start declining your trees and then you got major problems.

Mr. Soriano stated really quick, I'll go over some of the requests from last meeting. This was one, the water fountain. This is a really nice water fountain, by the way. It wasn't a good design, I get that. This is what we had over here. This is what you're looking for, water bottle filler.

The one that was put in there, you have seen it, I think they were originally hoping that they could put that compressor in the wall. You see there's a vent on the water fountain and I'm guessing it didn't fit. I do have an air conditioner right behind that wall. When they built that building, that's why they decided to take it straight up the wall. It's just a little tube that does our water that comes down through the wall. I don't have space to move that part of the unit down that does the chilling. About the only thing you could do if you wanted to do a different water fountain is I did collect some prices for you, I actually did get a little better deal, so this is what we have right now. I mentioned this last time, they're actually lower than the last time I bought one for the soccer field. $4,000. Yeah, well, it's $4,001 something, and then I still got to get it shipped here. This is a commercial item, so $4,500. Many times, I can get a little better deal. We replace a lot of these. I think I'm pretty much done, but I also have to have it installed. You're still talking about $6,000 or $7,000 for a water fountain.

A resident stated by the way, thank you for updating the water fountain where the dogs are also included.

Mr. Soriano stated yes. That's actually what I was going to point out going around to take pictures of places. This is another pickleball court. That was Argyle Athletic Association. They did not put it when they did theirs, it was a few hundred thousand dollars to build their courts that I showed you a little while ago. They did not put out a chilled water fountain. It is exactly like our dog park one. It's cool, but it's just regular water. I like the idea of having a cooler. That water fountain was supposed to have a cooler; it just doesn't work well because it sits in a 140 degree attic. I didn't have anything to do with the design, but that's the biggest thing is we're going to get rid of something that was probably about $6,000 or $7,000 itself. When we build that building, we do have the option. I would actually say I don't have to do a double. I did look around for other ones. This is a single. It is chilled. You're talking now $3,200 and it wouldn't fit.

A resident asked do they have a filter?

Mr. Soriano stated they do. That's the bottle filler one where I have a filter and actually counts how many bottles. This would fit in there. This is like the ones we put up at the soccer fields or behind the pools we have in the tennis courts now. It is all contained in there. The chiller is actually inside of that. I don't have to worry about space in the wall or behind it. This would just mount right to it. But you're still talking $4,500 by the time I'm done installing. But that is a much better option than doing the big one we put everywhere else that has the two. This would just have to be set low enough to meet ADA standards. The reason you have two everywhere, one is set up for ADA standards, so if we have a wheelchair or anything like that. And one is set up for regular height. Usually, the bottle filler ends up being on the lower one, so either way would be fine.

Mr. Thomas asked where in the budget would that come out of?

Mr. Soriano stated something like this, I could probably still do capital. It is a pretty good size repair.

Mr. Lanier asked this would be the one to replace what's in there now?

Mr. Soriano stated yeah, I would take that off the wall. At first, I would have thought, I'll do what I do everywhere else, and I'll try to find someplace else for it, but I think we've replaced all your water fountains.

Mr. Lanier asked all the gym rats would be able to use this as well, right?

Mr. Soriano stated yeah. Just to let you know, that was one thing I did while I was over there taking pictures all this month and had some other issues dealing with the fitness center and our PM company. They finally did get Armor Step Mills repaired. We've been waiting a long time for those. But I did do a survey of all of our gym people. I asked people that are not pickleball, and here's how I pose the question, *"if that meant an increase, even minor in your assessments, would you want to change out the water fountain?"* It's a perfectly good water fountain. And the only reason I stated it that way, not that it would, we can afford $4,000, but if I ever ask the question to anyone, you want something better no one's ever going to say, oh, no, no, no, I'm fine. I did pose the question of if that meant it's an increase in your assessment. These things do add up. Like I said, servicing $30,000, $40,000, $50,000. By the way, that's only for servicing. One of the questions that was put in an email to me was anything that's low spot, so we have asphalt under there, if asphalt sinks in the ground, it's going to create a bird bath, which we have one or two of those out where you see the water sits and our dirt builds up. That is not included in that. That's extra. What they'll do is they'll dig out the asphalt and add that up. now we add on top of that, $40,000, $50,000, $60,000. All this stuff is going to add up. Eventually, I do run out of money, . We talked about that earlier. We've only gone up a few times in the 23 years that we've been here. I've been managing for 15 years, and I've had my home here the whole time. I'm pretty serious about it. We've only gone up a few times, but eventually I do run out of money to work with. We got to figure out a way, what's the most important, what people really want, not a single gym person, that's not pickleball, so they would change that water fountain out.

Ms. Nelsen stated you could ask the basketball players.

Mr. Soriano stated the basketball players bring their own bottles all the time. And I can tell you, that becomes a problem because they do have more trash cans than you have. You have one at each entry, not in your little middle area. I thought there was only one at the one entry, but there is actually one at each entry. They have multiples over there and they still don't throw their water bottles in the trash can.

Ms. Nelsen stated they don't do it here either.

Mr. Soriano stated well, yeah, pickleball is starting to bother me, . I got there and there’s water bottles out on the side. We can't use the excuses that there is not enough trash cans there. We got to make sure everybody throws it away. But, like I said, not a single person. Yeah, basketball is mostly kids. They're going to come in. They even are ones that actually buy more stuff out of our machines, which we don't make any money from. But the guy that runs machines is happy.

Ms. Giles asked Jay, are you looking for anything from the Supervisors on this water fountain?

Mr. Soriano stated this is really discussion off of their comments. Unless the Board wants to do any of these individual projects.

Mr. Thomas stated Mr. Jim and going with your list that you presented to the Board today, you mentioned that you would like for the CDD to actually give you some sort of, and I excuse the word, allowance or something like that, to build into the budget that specific goes to. What type of number were you looking at and how do you think we could actually justify that line item going to just pickleball?

Resident Jimmy Haynes stated for example, tennis. A lot bigger scale than anything we're talking about has for maintenance each year. $67,000, $70,000. So, that kind of a concept, much smaller scale.

Mr. Soriano stated really quick, so Jim works with Andy. Jim is not employed with us though, so a little different. You don't pay anything. Double Branch. You own your homes over here. Your money does not go into Oakleaf tennis at all whatsoever. The Middle Village residents pay for that $60,000 or $70,000. You're talking about 100% themselves. Even though Double Branch does come over and makes up a good amount of our teams over here, Middle Village pays for that 100%. That does create a little caveat there. That's a program that Board is funding, even for you. It's actually the same way. We have talked about this with that work quite a bit in the past, too. It is the same way with our heated pool. You all get to come over, take advantage of our heated pool.

Mr. Lanier stated and they play on our pickleball courts and the tennis courts, and the soccer fields as well.

Mr. Soriano stated well, no. Soccer is a little different. They do actually pay to the District. The District isn't, well, I can't say we're not giving money because we did just do renovations. That's kind of the same. But there is a sports organization that pays back to the District for everything they do. And good amount. I don't know who we've talked about, whether it's the right amount or not. That's a different conversation. But they pay thousands and thousands of dollars each season to use that. It's not the same as this Board getting that program.

Ms. Giles asked Jay, do we even have a pickleball program?

Mr. Soriano stated we don't. We did talk about this year's ago when we made these dedicated courts, is that we understand it may get big, but at that time, if you were in those meetings, we did point that out about things like we weren't expecting teams, we weren't doing anything. And when it was time to do that, you would need to come to us and ask for approval to create leagues, teams. We talked about doing a tournament every once in a while to help raise money. In fact, we got a few hundred dollars the very first, like, week or two that we were open with a tournament that you did, which is great. But we did talk about you coming to approve any kind of formal programs, because we have rules and policies that have something that says we can't have formal programs because that increases our insurance unless we do that agreement with the District. And we got to have things like extra insurance covering the players on that program and anybody that you bring in. When we have tournaments, there's people that don't live in Double Branch or Middle Village coming in. And if they get hurt, we're the ones that pay for it.

A resident asked before any money goes into this, are you also aware there's an indoor pickleball at that new gym. I just want to throw that out there.

A resident stated that is getting very popular because our courts are lacking the maintenance that they really need.

A resident stated just a quick question because I was not familiar with the leagues and having to bring it up to the District or anything like that. What does that process look like?

Ms. Giles stated before we continue, Jay, it's not open for public comments right now. Is there anything else on Jimmy's first public comment? Can we finish the first public comment before we move on to another public comment?

Resident Jimmy Haynes stated I was just answering your question about what it kind of looks like. I understand it's completely different District over here.

Mr. Thomas stated right. What exactly would you be, in per month or so or annual, looking for the CDD to contribute to the current pickleball.

Resident Jimmy Haynes stated like a maintenance budget.

Mr. Thomas stated like a maintenance budget. From my understanding, in order for us to contribute something, there needs to be something official. And it sounds like nothing is like official.

Mr. Soriano stated I think that's what Marilee was going to get to later.

Resident Jimmy Haynes stated yeah.

Mr. Soriano stated because we would have to make sure any person that is actually doing the leading. We have a pickleball coach or director of pickleball, which can be Jimmy. That's kind of what we expected years ago when we did this. I know you're not always the only one doing it, but you were the lead that we talked to four years ago when we did this. Jimmy would have the agreement. Jimmy would be a 1099. He would be a company. You would also have a split with the District, so every agreement that we have like that, even tennis, when they make money and they're making it big and they have 300 players on their team, there is a small portion of everything they do that comes back to the District. It is paying into the District. Kind of like what we talked about just a minute ago with soccer. We do expect that to come in. And the bigger they get because it's more use on our facilities, then they bring in more money. That's spelled out in that agreement. But it also has things like insurance. Insurance making sure we're covered. Any information on leagues, because many leagues will have insurance. Things like that. Splits for tournaments. Because then we have a tournament and we create other issues. Like we talked about parking earlier. When we have a tournament, our parking lot is not that big in there. We have our regular residents using the gym. We have it'll slow down, but we have people using the pool. And then we even have people that we got to try to rent out to that are upset because they can't park in the parking lot, yet they've rented the room for their family get together or a wedding or a baby shower or something like that. We have a lot of those things that get spelled out on the rules with the person that's doing the agreement. And the team members then would pay that 1099 person for everything they're doing. Things like clinic fees would go to that person. It's all done just like a little business.

Mr. Thomas stated that's all I had.

Mr. Horton stated let's start with something easy. The water fountain. Did you make a decision on that? We talked about it.

Mr. Soriano stated I was just throwing it out there for you to consider. Like I said, everything that they're requesting, there are dollar signs attached to it. That's probably one of the lower ones. The fence, I have to repair either way, like I said.

Mr. Thomas stated I agree. The fence has to be repaired.

Mr. Soriano stated at least the center. I'm not doing the 10-foot fences on the outside. That's bigger.

Mr. Thomas stated you put the holes at the bottom to prevent the curling?

Mr. Soriano stated yeah.

Mr. Thomas stated and then the other ones that are in the middle that are coming up?

Mr. Soriano stated yeah.

Mr. Thomas stated that you can potentially get snagged on with your shirt or something. The ones that are up at the top in the middle?

Mr. Soriano stated yeah.

Mr. Horton stated on the water bottles, I say we replace it with something.

Ms. Ambrosio asked how much does the water service come in?

Mr. Soriano stated I could look at that. I didn't really look at that. Yeah. I don't know. Now long term, something like a water bottle, but they have their own cooler. Something long term you wouldn't really be able to fill up. That was a request for the water fillers and fill up their big bottles. If you're doing that off a bottle on a water service, that thing's going to go at you really quick. But we can have multiple bottles there. If you're doing that for quite a few years, that becomes expensive. I don't know how long it would take to match out to this $4,500 or so.

Mr. Thomas stated if we were to discuss this really quick, what would you need as a not to exceed? If we do decide to move forward.

Mr. Soriano stated with this, I would just ask for not to exceed on the purchase side. I have no clue. I got to open up that wall. I'm pretty sure I have solid plumbing in that wall that I can get to. As long as that's there, the plumbing cost won't be a lot. Everything else will be incidental. I have to redo the drywall and paint. I don't have an idea what all that's going to be yet until I rip that thing down. But you can give me a not to exceed at least on the purchase price. The install I'm going to be able to do under my amount anyway.

Mr. Thomas stated okay. Your guys can handle that?

Mr. Soriano stated yeah, well, I have to have a plumber actually involved. But yeah, everything else.

Mr. Horton stated you don't really need permission. It's under your amount.

Mr. Soriano stated well, the whole thing. Yeah, the whole thing ends up under the eight, which it should. Yeah. But this is still something I don't typically, even though this is under my amount, that's what they're talking about, I don't typically take out.

Mr. Soriano stated that's where I got to come to you. That's for like maintenance and worn out things and pump breaking and things like that. That's not for replacement.

Mr. Soriano stated of something like this. Yeah, something that's working that was probably worth more than $4,000.

Ms. Nelsen stated I would be upset if we did that.

Mr. Eckert stated just from a matter of process, if the Board is inclined to go ahead and authorize not to exceed $4,000. I don't know, $4,500, if you add shipping and everything, you will do a motion and a second. It's not on the agenda. Then you'd have to ask for any audience comments and then you can vote.

Ms. Giles asked is there a not to exceed amount?

Mr. Soriano stated I don't think we have a motion.

Mr. Eckert stated I think a suggestion for the not to exceed and then make a motion.

Mr. Soriano stated this one here. Well, I just want the purchase this item here. I should be good at $3,600. I'm not asking for the amount for the repair of the drywall or the plumbing. I just need to be able to purchase the thing first and know that you want me to take out a good working one and put this one in. I mean this is going to be a good working one too. It's just not a normal expense to take out something that's good.

Mr. Horton stated I make a motion not to exceed $3,600.

Mr. Thomas stated second.

Ms. Giles stated at this point, are there any public comments specific to just this?

A resident asked is this something that would be done first before the other items that they were thinking? Like is this at the top of the list?

Ms. Nelsen stated yes.

Mr. Thomas stated Jay is still going to repair the fence, but as far as the other stuff that was brought up, I think that we need to have a little bit more discussion.

Ms. Giles asked are there any public comments specific to just this water fountain? Anything? Just this water fountain?

A resident stated I would like to say I appreciate you taking this into consideration. And Jay, you have said it is good and working. Does water come from it? Yes, but it's not very good and working. Otherwise, I would not have asked for it.

On MOTION by Vice Chair Horton, seconded by Mr. Thomas, with all in favor, the Purchase of a Water Fountain at the Pickleball Courts NTE $3,600, was approved.

Ms. Giles asked any other public comments from Jax before you leave?

Mr. Matt Hollyoak stated yeah. Matt Holyoke, Sporting Jax, Sporting Oakleaf. I want to thank Chalon and Jay for everything you’ve done in terms of helping us get the season started. We're now underway. And I wanted to take this opportunity to introduce our new director of coaching at Oakleaf, Rodney Perry.

Mr. Rodney Perry stated hello, everybody.

Mr. Matt Hollyoak stated we'll hang around after if you wanted to chat or have any questions. We're excited to have Rodney on Board. We know that he's going to make a big impact in this community and help us continue to do a great job servicing the kids.

Mr. Thomas stated other than Mr. Soriano taking up your space with the elephant playgrounds and they cost a lot of money. Are you good on your sand pit? Ready to fill in the divots and all that other fun stuff we talked about before to maintain this wonderful grass that Chalon is very happy with. Because I would like to be because we're talking $100,000.

Mr. Matt Hollyoak stated just to talk on that a little bit, we have rotated the fields this season to try and soften the impact that overuse has. We tend to do that periodically as we progress.

Mr. Thomas stated so rotating fields, in other words, that big, long area that was horrible for 10 years because it was time to replace that stuff. Are you going long ways? Have they submitted field placement yet?

Mr. Matt Hollyoak stated all the way over to the middle of the complex. We put the younger teams out of that long stretch.

Mr. Soriano stated I haven't gotten field placement yet. They've been out there to move things around and figure out where they're going, but I haven't gotten a copy of planning for field placement. I just want to make sure you remember we do have another sporting organization out here.

Mr. Thomas stated yes.

Mr. Soriano stated we give them a little bit of space too because they pay also.

Mr. Matt Hollyoak stated what I can do is send it over to you for approval, we have a machine called a turf tank that outlines all the fields. Just making sure they will fit in that proximity right now. Pretty confident, but I'll send it over to you.

Mr. Soriano stated my only concern with that is we rotate and move. The big guys aren't in the same place all the time because it really digs out holes.

Mr. Thomas stated and like I said, really maintaining that healthy play area for the children. Okay, thank you.

Ms. Giles stated thanks, Matt. Anything else from this side?

Resident Lorita Smoak stated I just wanted to introduce myself. My name is Lolita Smoak and I am a candidate for Clay County Commissioner District 2, our district. And I wanted to thank everyone for helping me to actually meet my petitions. I am fully qualified and I just wanted to show my appreciation. Thank you.

Ms. Giles stated thank you. Yes, sir, if you'll just state your name again for the record.

Resident Gerald Lane stated hello, my name is Gerald Lane. The reason I'm speaking to you is about an assessment that has been sent to me. It's not from you, but I just want to get my turn around. I don't know if anybody else received an assessment about stormwater. Everybody has. Okay. What I'm trying to find out is since we're already paying for a lot of water that's being used, the sewer line stormwater. Is there any assistance you can get?

Mr. Soriano stated we got these letters too because the District owns land also. They are conservation easements. They don't have much stormwater on there. But that was a question that we've talked about already. Mike can kind of explain if there's any hope for us getting discount. Some were actually spelled out, I think on, on some letters. You don't pay for 100% of everything through the District. And the county does do maintenance. When you see them out on the roads or county-owned roads, they do all the work in the drains for us. Even though it's hooked to our ponds, they do the work for the infrastructure on the pipes underneath the road. I don't do that, which is very helpful. We would spend a lot of money if we had to do everything under all the county-own roads, but it is still hooked to our system. But as far as lessening it or a discount, we knew that question was going to come up too.

Mr. Eckert stated yeah. I took a look at that and I'm familiar with county stormwater fees. In communities that handle their own drainage, like we have ponds and things like that, usually in the stormwater assessment ordinance adopted by the county, they will give a discount to the residents who are living within that community. And if you look at the letters that you got, there's a, what's called, a 25% mitigation credit. They've calculated how much they would normally charge you and then they're saying, because you live in a community that takes care of some of the stormwater, we're going to give you a 25% credit off that amount. And that's what that letter says. There is a discount that the residents get. However, the residents are still driving on the roads maintained by the county. They're still using the stormwater ponds that are maintained by the county and not the CDD. And so that's why it's not a total exemption. And we try to argue for our constituents the best discount we can get on that. And sometimes it's 25%, sometimes a little bit more, and then sometimes it's not at all. And they say, well, just litigate against us.

Resident Gerald Lane stated and I appreciate you showing 25% discount, but maybe I didn't read this properly. It seemed like this was going to be an increase.

Mr. Eckert stated I think it was sounding like it's going to be an increase instituted by the county on their stormwater assessment fee.

Resident Gerald Lane stated and so that's the way I was reading this. And I know they have a meeting. Certainly, I can go to that meeting to discussed that with them.

Mr. Eckert stated yeah.

Resident Gerald Lane stated but since all of us are in a position of getting this increase, is there any way we could use things with the attorney that I saw the line item or some other entity here to try to represent?

Mr. Eckert stated only if the District wants to retain me to fight for the bills the District got, because the District actually, as a landowner, got assessment letters just like that because we own property, that they're going to impose that fee on us. And honestly, I don't think the District would retain me to do that work because I don't think we would be saving enough money for it to make sense. But I will tell you, when dealing with the County Commission, they are typically way more responsive to registered voters than they are to CDD Board. I would encourage you to attend that meeting and make your voice heard.

Mr. Soriano stated just to point out, that's actually more of a question to your HOA. You are a homeowner. Your HOA deals with those things. I don't know if they would provide help, but they deal more with the residential plats, where we deal with the common plats, not your individual property, which the county is reacting on here.

Resident Gerald Lane stated thank you very much. And just so I understand, are you the attorney?

Mr. Eckert stated I'm the attorney for the Board of Supervisors, yes.

A resident stated I have one other question. Just a follow up question.

Ms. Giles stated will you state your name for the record?

Resident Lunae Barjon stated my name is Lunae Barjon. I’m sorry. It's just a follow up question to what my husband just said. Where does JEA come in? I mean, everything on my block says JEA. Stormwater, everything comes through there and my water gets serviced by JEA. Why would Clay County have an additional say how much money they are going to assess?

Mr. Soriano stated they're going to assess two different things, sewage and incoming water, whether it's potable or reclaimed, comes from JEA and parts of Double Branch, not all of it. Some of you actually have plain utility. The stormwater is separate. That's a whole other system that the county is addressing here. That's our runoff lands, our pipes, our drains under the road that just go into the ponds to stop things like flooding. That's a separate system. It's not to the things like the manholes you see in the ground that say sewage or something. That's a whole other system.

Resident Lunae Barjon stated thank you.

Ms. Giles asked any other public comments?

A resident stated I have just a quick question. I am with the pickleball organization, aspiring organization, I think. And that leads me to segue into my next question, is it sounds like we've grown to the point where we're going to need some kind of representation. But how do we become official in terms of what does that process look like? Because I heard something about insurance, I heard something about just like liabilities. How do we get that process off so I can maybe get informed from the community?

Mr. Soriano stated well, so the easy way is you got Jimmy here. You want to appoint somebody else. That's for you to argue about internally. But Jimmy, he's got a business. He's done agreements with Districts in other areas. He understands it. We can do the kind of same setup here and make it official. But you want to talk to him more about that. And then once he wants to move forward, he can work with me and we'll deal with our lawyer to set up that agreement for things like the classes, the tournaments and stuff like that and raising money. If the District asks for a percentage, which most do, you know to come back. That will all be done with whoever is going to be the kind of the director of pickleball, if you would.

Ms. Giles stated we'll present that to the Board and then they would authorize an official pickleball program at Double Branch.

A resident stated okay. Jimmy, it sounds like you and I are going to have to talk. Thank you so much.

Ms. Giles asked any other public comments? All right. Supervisor requests.

Ms. Nelsen stated none for me at this time.

Ms. Ambrosio stated none for me.

Mr. Thomas stated I just want to know how did our equipment hold up? All that pool equipment, chairs, everything. Now that's the end of the season.

Mr. Soriano stated everything's good. We did have a problem in the last couple of weeks. There's storms that rolled through last week did some damage. I did have a couple VFD drives for your pool filters that kind of got damaged. They are working now, but I'll order backups. This side did have a lot of damage because of wind. It actually looked like a little tornado over here where everything got piled up against the trees. You got pretty lucky. I didn't see much. Our waterfall up front went off. That happens when we have electrical outages. But everything's been pretty good. We didn't have a lot of loss. And as far as usage wise, even being that busy, the pool's held up pretty well. I am starting to get some spots in the lap pool. And the biggest reason for that is the heat. If you've been in that pool, that pool doesn't have any feedback. There's no slide, no sprays, and that water is in the high 80's, and it's just from the heat this summer. I'm trying to battle that quite a bit. But as we cool down, that'll go back away.

Mr. Thomas stated and Sporting Jax, looking forward to a good season. That's all I have.

Ms. Giles asked Tom?

Mr. Horton stated I don't think I have looked through the security before.

Mr. Soriano stated yeah. that's odd. They didn't let me know. They did tell me last month they had an emergency that came up right before the meeting. But I didn't hear anything from them this month. They may not have realized it was a nighttime meeting either. It's kind of my fault; I didn't remind them. They do know how to check the schedule, but I should have reminded them.

Mr. Horton stated I didn't see anything that stood out, so that's a good thing.

Mr. Soriano stated we do have some new guards. Yeah. They are still going through their turnaround. The person they promoted, Terri, is still here, though, which is a good thing. She's really learned our property, so she's trying to train them to make sure they're being present and out there for the residents to see and making their rounds, things like that.

Ms. Giles stated thanks, Tom. Andre.

Mr. Lanier stated Sporting Jax, thank you for the sign. Rodney, I hope you grow and just have a great time here. I appreciate the support.

Mr. Perry stated Thank you.

Mr. Lanier stated pickleball. Yeah, let's have some fun and we'll figure something out. All right, so with that one, Chalon, thank you for all you are doing.

NINTH ORDER OF BUSINESS **Next Scheduled Meeting – September 14, 2026 @ 4:00 p.m. at the Plantation Oaks Amenity Center**

Ms. Giles stated item nine on the agenda is our next meeting. It is scheduled for September 14 at the same location at 4:00 p.m.

TENTH ORDER OF BUSINESS **Adjournment**

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

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

__________________________________ __________________________________

Secretary/Assistant Secretary Chairman/Vice Chairman

B.

Double Branch

Community Development District

Unaudited Financial Reporting

July 31, 2026

Double Branch

Community Development District

Combined Balance Sheet

July 31, 2026

	General Fund	Recreation Fund	Debt Service Fund	Capital Reserve Fund	Capital Project Fund	Totals Governmental Funds
Assets:						
Cash:						
Operating Account	$ 8,500	$ 290,368	$ -	$ 55,192	$ -	$ 354,059
Investments:						
State Board of Administration (SBA)	389	108,099	-	1,911,769	-	2,020,257
Custody Account-General Fund Excess	163,246	1,013,660	-	86	-	1,176,992
Series 2013 A-1						
Reserve	-	-	868,806	-	-	868,806
Revenue	-	-	392,697	-	-	392,697
Excess Revenue	-	-	704,021	-	-	704,021
Prepayment	-	-	10,566	-	-	10,566
Series 2013 A-2						
Reserve	-	-	95,634	-	-	95,634
Prepaid Expenses	600	-	-	-	-	600
Deposits	-	4,583	-	-	-	4,583
Total Assets	**$ 172,734**	**$ 1,416,710**	**$ 2,071,724**	**$ 1,967,047**	**$ -**	**$ 5,628,216**
Liabilities:						
Accounts Payable	$ 180	$ 1,422	$ -	$ 1,185	$ -	$ 2,787
Accrued Expenditures	-	19,057	-	-	-	19,057
Total Liabilites	**$ 180**	**$ 20,479**	**$ -**	**$ 1,185**	**$ -**	**$ 21,844**
Fund Balance:						
Nonspendable:						
Prepaid Items	$ 600	$ -	$ -	$ -	$ -	$ 600
Deposits	-	4,583	-	-	-	4,583
Restricted for:						
Debt Service - Series	-	-	2,071,724	-	-	2,071,724
Assigned for:						
Capital Reserve Fund	-	-	-	1,965,862	-	1,965,862
Unassigned	171,954	1,391,648	-	-	-	1,563,602
Total Fund Balances	**$ 172,554**	**$ 1,396,231**	**$ 2,071,724**	**$ 1,965,862**	**$ -**	**$ 5,606,372**
Total Liabilities & Fund Balance	$ 172,734	$ 1,416,710	$ 2,071,724	$ 1,967,047	$ -	$ 5,628,216

Double Branch

Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending July 31, 2026

	Adopted Budget	Prorated Budget Thru 07/31/26	Actual Thru 07/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	$ 184,126	$ 184,126	$ 184,724	$ 598
Interest Income	4,500	4,500	4,590	90
Total Revenues	**$ 188,626**	**$ 188,626**	**$ 189,314**	**$ 687**
Expenditures:				
General & Administrative:				
Supervisor Fees	$ 12,000	$ 10,000	$ 10,000	$ -
FICA Expense	918	765	765	-
Engineering	5,000	5,000	8,431	(3,431)
Arbitrage	700	700	700	-
Dissemination	1,888	1,573	1,573	-
Assessment Roll	9,688	9,688	9,688	-
Attorney	42,000	35,000	17,686	17,314
Annual Audit	5,600	5,600	5,700	(100)
Trustee Fees	8,900	8,900	11,678	(2,778)
Management Fees	76,509	63,757	63,758	-
Information Technology	2,527	2,106	2,106	-
Telephone	600	500	301	199
Postage	2,000	1,667	296	1,370
Printing	2,500	2,083	720	1,363
Insurance	11,552	10,268	10,268	-
Legal Advertising	2,800	2,333	1,042	1,292
Office Supplies	200	167	6	160
Website Compliance	2,949	2,458	2,458	-
Dues, Licenses & Subscriptions	175	175	175	-
Other Current Charges	120	100	-	100
Total General & Administrative Expenditures	**$ 188,626**	**$ 162,840**	**$ 147,351**	**$ 15,489**
Excess (Deficiency) of Revenues over Expenditures	$ -	$ 25,786	$ 41,963	$ (14,802)
Net Change in Fund Balance	**$ -**	**$ 25,786**	**$ 41,963**	**$ (14,802)**
Fund Balance - Beginning	$ -		$ 130,591	
Fund Balance - Ending	$ -		$ 172,554	

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	$ 2,175	$ -	$ -	$ -	$ 184,724
Interest Income	387	253	250	525	595	542	607	490	476	466	-	-	4,590
Total Revenues	**$ 387**	**$ 16,002**	**$ 158,340**	**$ 2,274**	**$ 595**	**$ 2,822**	**$ 4,055**	**$ 1,723**	**$ 2,650**	**$ 466**	**$ -**	**$ -**	**$ 189,314**
Expenditures:													
General & Administrative:													
Supervisor Fees	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ -	$ -	$ 10,000
FICA Expense	77	77	77	77	77	77	77	77	77	77	-	-	765
Engineering	759	585	803	2,636	925	825	636	-	1,083	180	-	-	8,431
Arbitrage	-	-	-	-	-	700	-	-	-	-	-	-	700
Dissemination	157	157	157	157	157	157	157	157	157	157	-	-	1,573
Assessment Roll	9,688	-	-	-	-	-	-	-	-	-	-	-	9,688
Attorney	1,005	1,300	2,982	1,223	1,932	1,604	2,592	2,009	3,041	-	-	-	17,686
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	6,376	6,376	-	-	63,758
Information Technology	211	211	211	211	211	211	211	211	211	211	-	-	2,106
Telephone	29	14	21	21	25	41	36	37	32	44	-	-	301
Postage	19	13	9	29	54	13	17	57	15	72	-	-	296
Printing	40	46	70	83	62	53	59	108	58	142	-	-	720
Insurance	10,268	-	-	-	-	-	-	-	-	-	-	-	10,268
Legal Advertising	153	76	-	153	76	-	153	139	-	293	-	-	1,042
Office Supplies	1	1	0	1	0	1	1	1	1	1	-	-	6
Website Compliance	246	246	246	246	246	246	246	246	246	246	-	-	2,458
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
Other Current Charges	-	-	-	-	-	-	-	-	-	-	-	-	-
Total General & Administrative Expenditures	**$ 33,610**	**$ 10,101**	**$ 11,950**	**$ 12,211**	**$ 11,140**	**$ 19,571**	**$ 17,260**	**$ 10,416**	**$ 12,295**	**$ 8,797**	**$ -**	**$ -**	**$ 147,351**
Excess (Deficiency) of Revenues over Expenditures	$ (33,223)	$ 5,900	$ 146,390	$ (9,937)	$ (10,545)	$ (16,749)	$ (13,204)	$ (8,694)	$ (9,645)	$ (8,331)	$ -	$ -	$ 41,963
Net Change in Fund Balance	**$ (33,223)**	**$ 5,900**	**$ 146,390**	**$ (9,937)**	**$ (10,545)**	**$ (16,749)**	**$ (13,204)**	**$ (8,694)**	**$ (9,645)**	**$ (8,331)**	**$ -**	**$ -**	**$ 41,963**

Double Branch

Community Development District

Recreation Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending July 31, 2026

	Adopted Budget	Prorated Budget Thru 07/31/26	Actual Thru 07/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	$ 2,118,723	$ 2,118,723	$ 2,125,605	$ 6,882
Interest Income	25,000	25,000	46,210	21,210
Amenities Revenue/Miscellaneous	25,000	25,000	26,789	1,789
Sports Revenue	20,000	16,667	16,375	(292)
Total Revenues	**$ 2,188,723**	**$ 2,185,389**	**$ 2,214,979**	**$ 29,590**
Expenditures:				
Administrative:				
Management Fees - On Site Staff	$ 245,615	$ 204,679	$ 204,679	$ -
Insurance	127,990	91,669	91,669	-
Other Current Charges	3,500	2,917	3,122	(206)
Permit Fees	1,625	1,625	1,738	(113)
Subtotal Administrative	**$ 378,730**	**$ 300,890**	**$ 301,209**	**$ (319)**
Maintenance:				
Security	$ 111,280	$ 92,733	$ 84,996	$ 7,737
Security - Clay County Off-Duty Sheriff	47,304	39,420	17,104	22,316
Water - Irrigation	17,000	14,167	14,889	(722)
Irrigation Maintenance	5,000	5,000	22,071	(17,071)
Streetlighting	29,640	24,700	23,737	963
Electric	43,800	36,500	34,757	1,743
Landscape Maintenance	487,134	405,945	405,945	-
Common Area Maintenance	82,500	68,750	49,458	19,292
Lake Maintenance	31,000	25,833	24,900	933
Capital Reserve Funding	360,024	360,024	360,024	-
Subtotal Maintenance	**$ 1,214,681**	**$ 1,073,072**	**$ 1,037,881**	**$ 35,191**

Double Branch

Community Development District

Recreation Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending July 31, 2026

	Adopted Budget	Prorated Budget Thru 07/31/26	Actual Thru 07/31/26	Variance
Recreation Facility:				
Amenity Staff	$ 165,840	$ 138,200	$ 154,540	$ (16,340)
Refuse Services	20,000	20,000	24,546	(4,546)
Telephone	8,400	7,000	5,286	1,714
Electric	34,800	29,000	30,817	(1,817)
Cable	11,280	9,400	9,848	(448)
Pool Maintenance	43,200	36,000	35,497	503
Water / Sewer/Reclaim	53,280	44,400	46,119	(1,719)
Facility Maintenance-General	82,500	68,750	50,224	18,526
Facility Maintenance-Preventative	10,000	8,333	3,840	4,493
Facility Maintenance - Contingency	45,000	37,500	27,105	10,395
Lighting Repairs	10,500	8,750	4,457	4,293
Special Events	10,700	8,917	5,456	3,461
Office Supplies & Equipment	1,400	1,167	691	476
Janitorial	74,412	62,010	62,059	(49)
Recreation Passes	4,000	3,333	2,945	388
Multiuse Field	20,000	16,667	-	16,667
Subtotal Recreation Facility	**$ 595,312**	**$ 499,427**	**$ 463,430**	**$ 35,997**
Total Expenditures	**$ 2,188,723**	**$ 1,873,388**	**$ 1,802,519**	**$ 70,869**
Excess (Deficiency) of Revenues over Expenditures	$ -	$ 312,002	$ 412,460	$ (41,279)
Net Change in Fund Balance	**$ -**	**$ 312,002**	**$ 412,460**	**$ (41,279)**
Fund Balance - Beginning	$ -		$ 983,772	
Fund Balance - Ending	$ -		$ 1,396,231	

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	$ 25,023	$ -	$ -	$ -	$ 2,125,605
Interest Income	1,885	1,868	1,954	5,703	6,745	5,939	6,007	5,927	5,243	4,940	-	-	46,210
Amenities Revenue/Miscellaneous	282	-	1,486	2,008	3,667	3,862	5,991	-	7,204	2,290	-	-	26,789
Sports Revenue	1,400	7,300	-	1,160	-	-	1,140	1,825	2,750	800	-	-	16,375
Total Revenues	**$ 3,567**	**$ 190,393**	**$ 1,822,567**	**$ 29,003**	**$ 10,412**	**$ 36,042**	**$ 52,817**	**$ 21,930**	**$ 40,220**	**$ 8,029**	**$ -**	**$ -**	**$ 2,214,979**
Expenditures:													
Administrative:													
Management Fees - On Site Staff	$ 20,468	$ 20,468	$ 20,468	$ 20,468	$ 20,468	$ 20,468	$ 20,468	$ 20,468	$ 20,468	$ 20,468	$ -	$ -	$ 204,679
Insurance	91,669	-	-	-	-	-	-	-	-	-	-	-	91,669
Other Current Charges	139	102	440	329	335	277	274	464	224	538	-	-	3,122
Permit Fees	-	-	39	455	-	144	-	-	871	230	-	-	1,738
Subtotal Administrative	**$ 112,276**	**$ 20,570**	**$ 20,947**	**$ 21,252**	**$ 20,803**	**$ 20,889**	**$ 20,742**	**$ 20,932**	**$ 21,563**	**$ 21,235**	**$ -**	**$ -**	**$ 301,209**
Maintenance:													
Security	$ 12,673	$ 9,053	$ 9,223	$ 9,279	$ 8,374	$ 9,279	$ 8,841	$ 9,336	$ 8,940	$ -	$ -	$ -	$ 84,996
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	2,075	1,802	-	-	14,889
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	2,392	2,392	-	-	23,737
Electric	3,290	3,501	3,501	3,556	2,378	2,774	3,471	3,813	3,965	4,508	-	-	34,757
Landscape Maintenance	40,594	40,594	40,594	40,594	40,594	40,594	40,594	40,594	40,594	40,594	-	-	405,945
Common Area Maintenance	-	6,875	5,721	9,519	5,005	4,924	4,900	-	5,521	6,993	-	-	49,458
Lake Maintenance	2,170	2,170	2,170	7,540	-	2,170	2,170	2,170	2,170	2,170	-	-	24,900
Capital Reserve Funding	-	-	-	-	-	-	-	-	-	360,024	-	-	360,024
Subtotal Maintenance	**$ 64,802**	**$ 71,209**	**$ 68,922**	**$ 78,117**	**$ 67,698**	**$ 62,916**	**$ 76,575**	**$ 63,501**	**$ 65,657**	**$ 418,483**	**$ -**	**$ -**	**$ 1,037,881**

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	$ 30,930	$ 34,407	$ -	$ -	$ 154,540
Refuse Services	2,172	2,172	2,172	2,172	2,585	2,585	2,585	2,585	2,769	2,750	-	-	24,546
Telephone	376	466	543	631	455	543	644	543	543	543	-	-	5,286
Electric	3,062	2,718	2,718	1,957	2,371	2,573	3,239	3,629	4,177	4,374	-	-	30,817
Cable	901	904	964	1,013	1,013	1,013	1,013	1,014	1,011	1,002	-	-	9,848
Pool Maintenance	3,439	3,439	3,439	3,572	3,572	3,572	3,572	3,572	3,659	3,659	-	-	35,497
Water / Sewer/Reclaim	4,968	3,308	5,340	3,036	3,193	5,225	5,340	5,329	4,400	5,981	-	-	46,119
Facility Maintenance-General	6,875	-	5,614	10,343	5,160	4,924	4,900	5,415	-	6,993	-	-	50,224
Facility Maintenance-Preventative	155	335	490	155	-	640	490	1,085	-	490	-	-	3,840
Facility Maintenance - Contingency	-	3,750	2,546	6,105	2,960	2,825	2,700	2,469	-	3,750	-	-	27,105
Lighting Repairs	-	875	500	500	-	705	502	500	-	875	-	-	4,457
Special Events	-	1,125	485	1,036	-	345	190	845	807	622	-	-	5,456
Office Supplies & Equipment	-	285	-	51	-	-	322	3	15	15	-	-	691
Janitorial	6,201	6,201	6,201	6,201	6,201	6,201	6,250	6,201	6,201	6,201	-	-	62,059
Recreation Passes	-	1,385	-	174	-	-	-	-	1,386	-	-	-	2,945
Pool Leak Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Multiuse Field	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Recreation Facility	**$ 44,771**	**$ 33,281**	**$ 37,672**	**$ 43,032**	**$ 34,164**	**$ 37,983**	**$ 53,552**	**$ 51,415**	**$ 55,898**	**$ 71,662**	**$ -**	**$ -**	**$ 463,430**
Total Expenditures	**$ 221,850**	**$ 125,060**	**$ 127,540**	**$ 142,402**	**$ 122,665**	**$ 121,788**	**$ 150,868**	**$ 135,849**	**$ 143,118**	**$ 511,380**	**$ -**	**$ -**	**$ 1,802,519**
Excess (Deficiency) of Revenues over Expenditures	$ (218,283)	$ 65,333	$ 1,695,026	$ (113,399)	$ (112,253)	$ (85,746)	$ (98,051)	$ (113,919)	$ (102,898)	$ (503,351)	$ -	$ -	$ 412,460
Net Change in Fund Balance	**$ (218,283)**	**$ 65,333**	**$ 1,695,026**	**$ (113,399)**	**$ (112,253)**	**$ (85,746)**	**$ (98,051)**	**$ (113,919)**	**$ (102,898)**	**$ (503,351)**	**$ -**	**$ -**	**$ 412,460**

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 July 31, 2026

	Adopted Budget	Prorated Budget Thru 07/31/26	Actual Thru 07/31/26	Variance
Revenues:				
Special Assessments - Tax Roll	$ 1,976,742	$ 1,976,742	$ 1,968,283	$ (8,459)
Special Assessments - Prepayments	-	-	10,296	10,296
Interest Income	10,000	10,000	82,389	72,389
Total Revenues	**$ 1,986,742**	**$ 1,986,742**	**$ 2,060,969**	**$ 74,227**
Expenditures:				
Series 2013 A-1				
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	-
Series 2013 A-2				
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	$ 106,719	$ 74,227
Net Change in Fund Balance	**$ 32,492**	**$ 32,492**	**$ 106,719**	**$ 74,227**
Fund Balance - Beginning	$ 983,859		$ 1,965,006	
Fund Balance - Ending	$ 1,016,351		$ 2,071,724	

Double Branch

Community Development District

Capital Reserve Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending July 31, 2026

	Adopted Budget	Prorated Budget Thru 07/31/26	Actual Thru 07/31/26	Variance
Revenues				
Transfer In from Recreation Fund	360,024	360,024	360,024	-
Interest	10,000	10,000	50,970	40,970
Total Revenues	**$ 370,024**	**$ 370,024**	**$ 410,994**	**$ 40,970**
Expenditures:				
Repairs & Replacements	$ 250,000	$ 208,333	$ 177,365	$ 30,968
Total Expenditures	**$ 250,000**	**$ 208,333**	**$ 177,365**	**$ 30,968**
Excess (Deficiency) of Revenues over Expenditures	**$ 120,024**		**$ 233,629**	
Net Change in Fund Balance	**$ 120,024**		**$ 233,629**	
Fund Balance - Beginning	$ 1,755,699		$ 1,732,233	
Fund Balance - Ending	$ 1,875,723		$ 1,965,862	

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	11/24/25	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	01/14/26	18,641.77	1,749.54	20,131.78	40,523.09
7	02/11/26	-	-	-	-
8	03/06/26	24,298.77	2,280.45	26,240.93	52,820.15
9	04/14/26	36,742.76	3,448.32	39,679.54	79,870.62
10	05/11/26	13,128.23	1,232.09	14,177.54	28,537.86
11	06/09/26	3,864.19	362.66	4,173.05	8,399.89
TAX CERTIFICATES	06/16/26	19,306.66	1,811.94	20,849.81	41,968.41
		-	-	-	
		-	-	-	
		-	-	-	
TOTAL TAX ROLL RECEIPTS		**1,968,283.25**	**184,724.07**	**2,125,604.75**	**4,278,612.05**

PERCENT COLLECTED	DEBT	O&M GF	O&M RF	TOTAL
TOTAL PERCENT COLLECTED	**100.33%**	**100.33%**	**100.33%**	**100.33%**

D.

Double Branch
Community Development District

Check Run Summary
August 31, 2026

Fund	Date	Check No.		Amount
General Fund				
Accounts Payable	8/11/2026	1931	$	7,162.17
	8/17/2026	1932		180.00
	8/28/2026	1933		1,525.00
		Sub-Total	$	8,867.17
Recreation Fund				
Accounts Payable	8/11/2026	8033-8042	$	40,944.25
	8/17/2026	8043		100.00
	8/20/2026	8044-8045		200.00
	8/28/2026	8046-8058		74,709.09
		Sub-Total	$	115,953.34
Capital Reserve Fund				
Accounts Payable	8/11/2026	501	$	327.40
	8/17/2026	502-504		857.80
	8/28/2026	505-508		7,042.82
		Sub-Total	$	8,228.02
Total			$	133,048.53

*** CHECK DATES 08/01/2026 - 08/31/2026 *** DOUBLE BRANCH - GENERAL FUND
BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	#
8/11/26	00035	8/01/26	2615	202608	310-51300-34000		*	6,375.75		
			AUG MANAGEMENT FEES							
		8/01/26	2615	202608	310-51300-52000		*	245.75		
			AUG WEBSITE ADMIN							
		8/01/26	2615	202608	310-51300-35100		*	210.58		
			AUG INFO TECH							
		8/01/26	2615	202608	310-51300-31300		*	157.33		
			AUG DISSEM AGENT SRVCS							
		8/01/26	2615	202608	310-51300-51000		*	.75		
			OFFICE SUPPLIES							
		8/01/26	2615	202608	310-51300-42000		*	61.05		
			POSTAGE							
		8/01/26	2615	202608	310-51300-42500		*	91.35		
			COPIES							
		8/01/26	2615	202608	310-51300-41000		*	19.61		
			TELEPHONE							
						GOVERNMENTAL MANAGEMENT SERVICES			7,162.17	001931
8/17/26	00116	8/10/26	195546	202607	310-51300-31100		*	180.00		
			JUL ENGINEERING SERVICES							
						MATTHEWS DESIGN GROUP LLC			180.00	001932
8/28/26	00113	8/25/26	3794193	202607	310-51300-31500		*	1,525.00		
			JUL GENERAL SERVICES							
						KUTAK ROCK LLP			1,525.00	001933
						TOTAL FOR BANK A		8,867.17		
						TOTAL FOR REGISTER		8,867.17		

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

Invoice

Invoice #: 2615
Invoice Date: 8/1/26
Due Date: 8/1/26
Case:
P.O. Number:

Bill To:

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

RECEIVED
AUG 05
BY:

Description	Hours/Qty	Rate	Amount
General Fund- Management Fees - August 2026		6,375.75	6,375.75
Website Administration - August 2026		245.75	245.75
Information Technology - August 2026		210.58	210.58
Dissemination Agent Services - August 2026		157.33	157.33
Office Supplies		0.75	0.75
Postage		61.05	61.05
Copies		91.35	91.35
Telephone		19.61	19.61

Total	$7,162.17
Payments/Credits	$0.00
Balance Due	$7,162.17

Project Manager Carl Allen

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

Matthews | DCCM

Engineering - Architecture - Planning - Surveying

August 10, 2026
Invoice # 195546

Project 0000021873.0000 24015.00 - Double Branch CDD

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

- CDD meeting

RECEIVED
AUG 11 2026
BY:

Please call Carl Allen if you have any questions or concerns regarding your project.

For billing inquiries, please contact our Accounting Department.

Professional Services through July 31, 2026

Phase 0001 Engineering Services

		Hours	Rate	Amount	
Inspector 2		1.00	180.00	180.00	
	Total Labor				**180.00**
				Total Due:	**180.00**

Billed to Date

	Current Due	Prior Billed	Billed to Date
Labor	180.00	28,763.75	28,943.75
Expense	0.00	216.74	216.74
Unit	0.00	29.12	29.12
Interest	0.00	5.18	5.18
Totals	**180.00**	**29,014.79**	**29,194.79**

KUTAK ROCK LLP

TALLAHASSEE, FLORIDA
Telephone 404-222-4600
Facsimile 404-222-4654

Federal ID 47-0597598

August 25, 2026

RECEIVED
AUG 26 2026
BY:

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

[redacted]

Reference: Invoice No. 3794193
Client Matter No. 5323-1
Notification Email: eftgroup@kutakrock.com

Marilee Giles
Double Branch CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

Invoice No. 3794193
5323-1

Re: General

For Professional Legal Services Rendered

07/01/26	K. Metin	0.40	112.00	Review rules of procedure documents
07/10/26	K. Haber	0.40	114.00	Prepare July board meeting agenda memorandum
07/13/26	M. Eckert	1.30	526.50	Prepare for and attend board meeting; follow-up
07/21/26	K. Haber	0.50	142.50	Confer with Soriano regarding Oakleaf Plantation POA's request for sinkhole maintenance and gazebo mailbox repairs; review correspondence from Soriano regarding same
07/24/26	K. Haber	1.20	342.00	Correspond with Soriano regarding location of sinkhole and responsibilities for repairs; prepare letter to POA regarding sinkhole causation and allocation of repairs
07/27/26	K. Haber	0.30	85.50	Correspond with Soriano and Giles regarding letter to POA regarding sinkhole causation and allocation of repairs

PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

07/29/26	M. Eckert	0.50	202.50	Prepare for and attend agenda call

TOTAL HOURS	4.60	
TOTAL FOR SERVICES RENDERED		$1,525.00
TOTAL CURRENT AMOUNT DUE		$1,525.00

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/11/26	01178	7/28/26	07282026	202607	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						BRANDY LOFTON			100.00	008033
8/11/26	01179	7/28/26	07282026	202607	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						DARREN PALLEN			100.00	008034
8/11/26	01180	7/28/26	07282026	202607	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						GLOBAL ENTERPRISES & INVESTORS INC			100.00	008035
8/11/26	00092	7/29/26	2616	202607	300-36900-10300		*	512.50		
			JUL FACILITY EVENT STAFF							
						GOVERNMENTAL MANAGEMENT SERVICES			512.50	008036
8/11/26	00092	7/31/26	2617	202607	320-57200-41000		*	88.19		
			JUL PHONES							
		7/31/26	2617	202607	320-57200-51000		*	15.00		
			JUL OFFICE SUPPLIES							
		7/31/26	2617	202607	320-57200-49300		*	229.50		
			JUL PERMITS/LICENSES							
		7/31/26	2617	202607	320-57200-49400		*	176.97		
			JUL SPECIAL EVENTS							
						GOVERNMENTAL MANAGEMENT SERVICES			509.66	008037
8/11/26	00092	8/01/26	2614	202608	310-51300-34000		*	20,467.92		
			AUG FACILITY MANAGEMENT							
						GOVERNMENTAL MANAGEMENT SERVICES			20,467.92	008038
8/11/26	00186	8/01/26	13129563	202608	320-57200-46300		*	3,658.92		
			AUG POOL CHEMICALS							
						POOLSURE			3,658.92	008039
8/11/26	00297	8/01/26	398	202608	320-57200-61000		*	6,201.00		
			AUG JANITORIAL SERVICES							
						RIVERSIDE MANAGEMENT SERVICES, INC			6,201.00	008040
8/11/26	01181	7/28/26	07282026	202607	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						SAMARYS TORO-ORTEGA			100.00	008041
8/11/26	00839	8/01/26	12106	202608	320-57200-34500		*	9,194.25		
			AUG SECURITY SERVICES							
						SECURITY DEVELOPMENT GROUP LLC			9,194.25	008042

*** CHECK DATES 08/01/2026 - 08/31/2026 *** DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/17/26	00092	8/12/26	2618	202608	300-36900-10300		*	100.00		
			AUG FACILITY EVENT STAFF							
						GOVERNMENTAL MANAGEMENT SERVICES			100.00	008043
8/20/26	01182	8/18/26	08182026	202608	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						CODY PAFFORD			100.00	008044
8/20/26	01047	8/18/26	08182026	202608	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						SANDRA CAUSEY			100.00	008045
8/28/26	00028	8/17/26	461509	202608	320-57200-46610		*	300.00		
			PHONE MONITORING							
						ATLANTIC SECURITY			300.00	008046
8/28/26	00092	8/14/26	2619	202607	320-57200-46600		*	6,722.25		
			JUL FACILITY MAINTENANCE							
		8/14/26	2619	202607	320-57200-46620		*	3,597.50		
			JUL FAC MAINT CONTINGENCY							
		8/14/26	2619	202607	320-57200-46630		*	700.00		
			JUL LIGHTING REPAIRS							
		8/14/26	2619	202607	320-57200-46400		*	6,744.00		
			JUL COMMON AREA MAINT							
						GOVERNMENTAL MANAGEMENT SERVICES			17,763.75	008047
8/28/26	00092	8/25/26	2621	202608	300-36900-10300		*	487.50		
			AUG FACILITY EVENT STAFF							
						GOVERNMENTAL MANAGEMENT SERVICES			487.50	008048
8/28/26	01184	8/25/26	08252026	202608	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						HERBERT SMALLS			100.00	008049
8/28/26	00024	8/01/26	394788B	202608	320-57200-46800		*	2,170.00		
			AUG LAKE MAINTENANCE							
						THE LAKE DOCTORS, INC.			2,170.00	008050
8/28/26	01183	8/25/26	08252026	202608	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						SALEEM AKIKY			100.00	008051
8/28/26	00839	7/01/26	12028	202607	320-57200-34500		*	9,222.54		
			JUL SECUIRYT SERVICES							
						SECURITY DEVELOPMENT GROUP LLC			9,222.54	008052

*** CHECK DATES 08/01/2026 - 08/31/2026 *** DOUBLE BRANCH - REC FUND
BANK B RECREATION FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/28/26	00672	8/01/26	30197	202608	320-57200-46200		*	40,594.48		
			AUG LANDSCAPE MAINTENANCE							
						VERDEGO LLC			40,594.48	008053
8/28/26	00672	8/13/26	30410	202608	320-57200-35100		*	984.50		
			IRRIGATION MAINLINE RPR							
						VERDEGO LLC			984.50	008054
8/28/26	00672	8/17/26	30451	202608	320-57200-35100		*	565.00		
			IRRIGATION MAINLINE RPR							
						VERDEGO LLC			565.00	008055
8/28/26	00672	8/20/26	30494	202608	320-57200-35100		*	975.00		
			NATURES HAMMOCK IRR CLOCK							
						VERDEGO LLC			975.00	008056
8/28/26	00672	8/20/26	30495	202608	320-57200-35100		*	1,346.32		
			MAINLINE & GATE VALVE RPR							
						VERDEGO LLC			1,346.32	008057
8/28/26	01111	8/25/26	08252026	202608	300-36900-10300		*	100.00		
			DEPOSIT REFUND							
						XAVIER FELIX			100.00	008058

TOTAL FOR BANK B 115,953.34

TOTAL FOR REGISTER 115,953.34

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - BRANDY LOFTON
Date: July 28, 2026 at 4:59 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED
JUL 28 2026
BY:

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
  - LOCATION – OVCR aka CLUBROOM (SUNDAY) 12:00 P.M. to 4:00 P.M. (ET 12:30-3:00pm)
  - DATE OF VENUE – JULY 26, 2026
  - RESIDENT – **BRANDY LOFTON**
  - ADDRESS – 3389 CHESTNUT RIDGE WAY, **ORANGE PARK, FL 32065**
  - AMOUNT OF REFUND - **$100.00**
  - BOOKING FEE/DEPOSIT was via VISA (9898):
    - DATED: 6/26/26
    - APPROVAL CODE: 083294
    - 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

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** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - DARREN PALLEN
Date: July 28, 2026 at 4:38 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED
JUL 28 2026
BY:

OV

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 10:30am-1:30pm)
  - DATE OF VENUE – JULY 25, 2026
  - RESIDENT – **DARREN PALLEN**
  - ADDRESS – 2824 PEBBLEWOOD LANE, **ORANGE PARK, FL 32065**
  - AMOUNT OF REFUND - **$100.00**
  - BOOKING FEE/DEPOSIT was via VISA (4108):
    - DATED: 4/23/26
    - APPROVAL CODE: 29498D
    - 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
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Governmental Management Services

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From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - GLOBAL ENTERPRISES & INVESTORS INC - for (Tamula Buck)
Date: July 28, 2026 at 4:51 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED
JUL 28 2026
BY:

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 – JULY 25, 2026
  - RESIDENT – **GLOBAL ENTERPRISES & INVESTORS INC** ***(card was in this name and the residents name (Tamula Buck) WAS NOT on the card)***
  - ADDRESS – 1004 MOOSEHEAD DRIVE, **ORANGE PARK, FL 32065 - *RESIDENT'S ADDRESS***
  - AMOUNT OF REFUND - $100.00
  - BOOKING FEE/DEPOSIT was via VISA (8303):
    - DATED: 7/15/26
    - APPROVAL CODE: 023006
    - 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
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Governmental Management Services

www.OakLeafResidents.com

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

Invoice

Invoice #: 2616
Invoice Date: 7/29/26
Due Date: 7/29/26
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 July 25, 2026 2.300.369.103	20.5	25.00	512.50

RECEIVED
JUL 30 2026
BY:

Total	$512.50
Payments/Credits	$0.00
Balance Due	$512.50

7/29/26

Governmental Management Services, LLC

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

Double Branch CDD

Facility Event Staff Service Hours

Quantity	Description	Rate	Amount
20.5	Facility Event Staff	$ 25.00	$ 512.50
	Covers Period End: July 25, 2026		
	Amenities Revenue # 2.300.369.103		

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

Invoice

Invoice #: 2617
Invoice Date: 7/31/26
Due Date: 7/31/26
Case:
P.O. Number:

Bill To:

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

RECEIVED
AUG 04 2026
BY:

Description	Hours/Qty	Rate	Amount
2.320.572.4100 (DB Phones) -Statement Closing Date 7/25/26		88.19	88.19
2.320.513.49300 (DB Office Supplies) - Statement Closing Date 7/25/26		15.00	15.00
34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 7/25/26		327.40	327.40
2.320.572.49300 (DB Permits/Licenses) -Statement Closing Date 7/25/26		229.50	229.50
2.320.572.49400 (DB Special Events) - Statement Closing Date 7/25/26		176.97	176.97

Total	$837.06
Payments/Credits	$0.00
Balance Due	~~$837.06~~

$509.66

American Express Charges
GMS Statement Closing Date – July 25, 2026

Purchase Date	Vendor	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
6/26/2026	publix	238.32	Special Event	2.330.572.49400	119.16	2.320.572.49400	119.16	238.32
6/26/2026	publix	47.62	Special Event	2.330.572.49400	23.81	2.320.572.49400	23.81	47.62
6/27/2026	1and1ionos	6.00	Office Supplies	2.330.572.51000	3	2.320.572.5100	3	6
6/28/2026	simplyscapes	9.99	Special Event	2.330.572.49400	5	2.320.572.49400	4.99	9.99
6/29/2026	vistaprint	58.03	Special Event	2.330.572.49400	29.02	2.320.572.49400	29.01	58.03
6/30/2026	pinch a penny	333.98	Repair and Replacement	34.600.538.64000	114.49	034.600.538.621	114.49	333.98
7/2/2026	RingCentral	176.39	Phones	2.330.572.4100	88.2	2.320.572.4100	88.19	176.39
7/5/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
7/7/2026	DBPR	75.00	Permits/Licenses	2.310.513.49300	75	2.320.572.49300		75
7/7/2026	BMI	459.00	Permits/Licenses	2.310.513.49300	229.5	2.320.572.49300	229.5	459
7/8/2026	1and1ionos	24.00	Office Supplies	2.330.572.51000	12	2.320.572.5100	12	24
7/12/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
7/19/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
7/25/2026	GoDaddy	395.88	Repair and Replacement	34.600.538.64000	197.94	034.600.538.621	197.94	395.88
Totals		**$1,854.18**			**$912.12**		**$837.06**	**$1,854.18**

American Express Charges
GMS Statement Closing Date – July 25, 2026

Totals by District and GL

Double Branch: $837.06
2.320.572.4100 (DB Phones) – $88.19
2.320.572.5100 (DB Office Supplies) – $15.00
34.600.538.6200 (DB Repair and Replacements) - $327.40
2.320.572.49300 (DB Permits/Licenses) – $229.50
2.320.572.49400 (DB Special Events) – $176.97

Middle Village: $912.12
2.330.572.4100 (MV Phones) – $88.20
2.310.513.49300 (MV Office Supplies) – $15.00
34.600.538.64000 (MV repair & replacements) – $327.43
2.330.572. 49400 (MV Special Events) - $176.99
2.310.513.49300 (MV Permits/Licenses) - $304.50

BMI Payment Receipt

Total Payment Amount: $459.00

Payment Information

Date of Payment:	07/07/2026 04:06:03 PM
Transaction ID:	115101606037427
Payment Method:	Credit Card

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

State of Florida
Department of Business and Professional Regulation
2601 Blair Stone Road
Tallahassee, FL 32399

Online Payment Summary

Amount Paid:	$75.00
Payment Method:	American Express
Validation Number:	268022816
Batch Trace Number	8252614

Application Number / Misc Charge	License Type Description	Board / Applicant Name License Number	Fee	Trace Number
2101-1441407	Elevator Renew	PLANTATION OAKS License #86778	$75.00	37518871

Receipt

№ 4147385148

CONTACT US 24/7 1-480-505-8877

DATE:
7/25/2026

CUSTOMER #:
66372230

BILL TO:
Jay Soriano
475 W Town Pl,
St. Augustine, Florida 32092,
United States
+1.9045620249

PAYMENT: AMEX •••• 3053	$395.88
Previous Balance	$395.88
Received Payment	($395.88)
Balance Due (USD)	$0.00

Term	Product	Amount
1 yr	Email Marketing - Pro - 1 year	$395.88

Total (USD)	$395.88

REFERENCE

Taxes	$0.00
GoDaddy.com, LLC 100 S Mill Ave, Suite 1600, Tempe, Arizona 85281, United States	$0.00
Fees	$0.00

Universal Terms of Service

IONOS

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

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

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

Invoice:	202062832518
Invoice Date:	06/26/2026
Customer ID:	270980442
Contract ID:	48060001
Help Center:	ionos.com/help
My IONOS:	my.ionos.com/invoices

Your IONOS Personal Consultant:
Milette C
+1 913 258 7841

Invoice

Billing period starting: 06/25/2026

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 48060001 - IONOS Expert					
1	IONOS Website Builder 06/25/2026-07/24/2026	$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.

IONOS

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

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

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

Invoice:	202062832518
Invoice Date:	06/26/2026
Customer ID:	270980442
Contract ID:	48060001
Help Center:	ionos.com/help
My IONOS:	my.ionos.com/invoices

Your IONOS Personal Consultant:
Milette C
+1 913 258 7841

Invoice

Billing period starting: 06/25/2026

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 48060001 - IONOS Expert					
1	IONOS Website Builder 06/25/2026-07/24/2026	$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.

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

STORE242@PINCHAPENNY.COM

STATEMENT

Jay Soriano
370 oakleaf village parkway

orange park fl 32065

Billing Period Start Date 05/14/26

Date	INV	Transaction	Description	Amount
5/14/2026		Previous Balance		$142.50
5/14/2026		Credit Card Payment	81610909007	-$142.50
5/18/2026	13080	Invoice	Chlorine - Middle Village GAL SODIUM HYPOCHLORITE Qty: 10 $30.00	$30.00
5/21/2026	13096	Invoice	Chlorine - Middle Village GAL SODIUM HYPOCHLORITE Qty: 7.5 $22.50	$22.50
5/28/2026	13106	Invoice	Chlorine - Middle Village GAL SODIUM HYPOCHLORITE Qty: 7.5 $22.50	$22.50
6/2/2026	13151	Invoice	Chlorine - Middle village GAL SODIUM HYPOCHLORITE Qty: 10 $30.00	$30.00

Current	31-60 Days over due	61-90 Days over due	90+ Days over due	Amount Due
$30.00	$75.00	$0.00	$0.00	$105.00

Thank you

Please note: your account is 30 days overdue

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

Client Info:

Rolling Hills HOA
3212 Bradley Creek Pkwy

Green Cove Spring fl 32043

Billing Date	Client Code	Amount Due
06/02/26	1461	$105.00

Amount Paid	Check #

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

Thank You! We Greatly Appreciate Your Business!!

PINCH A PENNY #242
9715 Crosshill Boulevard, #105
Jacksonville, FL 32222
Office: (904) 619-0939
STORE242@PINCHAPENNY.COM

PINCH·A·PENNY POOL·PATIO·SPA

STATEMENT

Jay Soriano
370 oakleaf village parkway

orange park fl 32065
Billing Group: A-Due Upon Reciept

Billing Period Start Date 06/01/26
Client Code 1461

Date	INV	Transaction	Description			Amount
6/1/2026		Previous Balance				$75.00
6/2/2026	13151	Invoice	Chlorine - Middle village			$30.00
			GAL SODIUM HYPOCHLORITE	Qty: 10	$30.00	
6/30/2026	13209	Invoice	Parts			$228.98
			MTR START CAPACITOR 161-193MFD	Qty: 1	$19.99	
			NATURE 2 CF CARTRIDGE FILTER	Qty: 1	$208.99	

	Current	31+ Days Overdue	61+ Days Overdue	91+ Days Overdue	Amount Due
	$0.00	$0.00	$0.00	$0.00	$0.00

Thank you

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

Client Info:

Jay Soriano
370 oakleaf village parkway
orange park fl 32065

Billing Date	Client Code	Amount Due
06/30/26	1461	$0.00

Amount Paid	Check #

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

Thank You! We Greatly Appreciate Your Business!!

PINCH·A·PENNY POOL·PATIO·SPA

publix

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

0128 6RR 027 097

YUENGLING		35.98 T
2 @ 17.99		
You Saved	7.00	
SIMPLY SPIKED LEMO		41.98 T
2 @ 20.99		
TWISTED TEA 12PK		35.98 T
2 @ 17.99		
You Saved	5.00	
CAYMAN JACK 12PK		62.97 T
3 @ 20.99		
MICHELOB ULTRA CAN		23.79 T
SIMPLY SPIKED 12PK		20.99 T

Order Total		221.69
Sales Tax		16.63
Grand Total		238.32
Credit	Payment	238.32
Change		0.00

CREDIT CARD PURCHASE
A000000025010801 AMERICAN EXPRESS
Entry Method: Cntctless
Mode: Issuer

Cashier Confirmed - Age Over 21

Your cashier was Kaylee

06/26/2026 13:16 S0128 R102 7097 C0228

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

Publix Super Markets, Inc.

publix

Oak Leaf Commons
1075 Oakleaf Plantation Parkway
Orange Park, FL 32065
Store Manager: Wes Williams
904-291-5108

1169 6RR 013 643

PUBLIX SPRNG 24PK		
2 @ 4.49		8.98 F
ICE 16 LB		
6 @ 5.99		35.94 T F

Order Total		44.92
Sales Tax		2.70
Grand Total		47.62
Credit	Payment	47.62
Change		0.00

Receipt ID: 1169 6RR 013 643

PRESTO!
Trace #: 015701
Reference #: 1374150313
Acct #: XXXXXXXXXXXX3053
Purchase American Express
Amount: $47.62
Auth #: 859324

CREDIT CARD PURCHASE
A000000025010801 AMERICAN EXPRESS
Entry Method: Cntctless
Mode: Issuer

Your cashier was Manny

06/26/2026 14:39 S1169 R101 3643 C0104

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

Publix Super Markets, Inc.

RingCentral

Thank you for choosing RingCentral.

Invoice

Document # 16450166001

Account Information		Bill To	Pay To
Account Number:	(904) 770-4650	Oakleaf Plantation 475 west town place ste 114 St Augustine, FL 32092, USA	RingCentral, Inc. 20 Davis Dr, Belmont, CA 94002, USA
Subscription Name:	RingEX Standard™		
Statement Date:	07/02/2026		
Paid By:	···· ···· ···· 8052		

Statement Summary

Subscription

Subtotal: $176.39

Charges	Billing frequency	Price per item	Qty	Discounts 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	$5.74
State taxes	$8.79
Local taxes	$1.96
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: $41.49

Amount charged to credit card: $176.39

Statement Details

Charges and applied credits summary

Charges after discounts and prorates: **$134.90**

Period	Description	Unit Price	Quantity	Amount
07/02/2026-08/01/2026	RingEX Standard™ - Monthly Subscription Fee	$0.00	1	$0.00
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 342-1441	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4648	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4649	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4661	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4667	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)

The RingCentral app is your one place to communicate and collaborate with your teams and clients and is included with your RingCentral service. Sign in here to use the app now.

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Receipt

Invoice number YSOPUWFB-0052
Receipt number 2370-7174
Date paid July 5, 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 July 5, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jul 5–Jul 12, 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	July 5, 2026	$9.99	2370-7174

Receipt

Invoice number YSOPUWFB-0054
Receipt number 2437-4464
Date paid July 19, 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 July 19, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jul 19–Jul 26, 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	July 19, 2026	$9.99	2437-4464

Receipt

Invoice number YSOPUWFB-0053
Receipt number 2732-0176
Date paid July 12, 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 July 12, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jul 12–Jul 19, 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	July 12, 2026	$9.99	2732-0176

Receipt

Invoice number	YSOPUWFB-0051
Receipt number	2807-9754
Date paid	June 28, 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 June 28, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jun 28–Jul 5, 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	June 28, 2026	$9.99	2807-9754

Thank you for your order.

Updates will be sent to manager@oakleafresidents.com. For updates, visit order history.

Order number: VP_R8MW5705
Order date: June 29th 2026

Delivery information	Shipping address	Billing address	Payment method	
Estimated arrival Jul 15th	Jay Soriano 370 Oakleaf Village Pkwy Orange Park, Florida 32065-4259 United States of America 9045620249	Jay Soriano 475 W Town Pl St Augustine, Florida 32092 United States of America 9045620249	Amex **** 3053	$58.03

Items

Standard Business Cards
Quantity: 500

Order placed
Expected delivery: Wednesday, Jul 15
Check status

Selected options

Item total $45.99

Order summary

Subtotal	$45.99
Shipping	$7.99
Tax	$4.05
Total paid	$58.03

FF

Chat with us

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

Invoice

Invoice #: 2614
Invoice Date: 8/1/26
Due Date: 8/1/26
Case:
P.O. Number:

Bill To:

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

RECEIVED
AUG 06 2026
BY:

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

Alison Mossing
8-6-26

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

poolsure
AN AQUASOL COMPANY

Invoice

Date	8/1/2026
Invoice#	131295636604

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

Terms	Net 20
Due Date	8/21/2026
PO #	

Bill To	**Ship To**
Oakleaf Village/Double Branch 475 West Town Place Ste 114 St Augustine FL 32092	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
JUL 20 2026
BY:

Click Here to Pay Now

131295636604

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

Invoice

Invoice #: 398
Invoice Date: 8/1/2026
Due Date: 8/1/2026
Case:
P.O. Number:

Bill To:

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

RECEIVED
AUG 06 2026
BY:

Description	Hours/Qty	Rate	Amount
2.320.572.6100 - Janitorial Services - August 2026		6,201.00	6,201.00

Alison Mossing
8-6-26

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

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - SAMARYS TORO-ORTEGA
Date: July 28, 2026 at 4:56 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED JUL 28 2026 BY:

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 3:00-6:00pm)
    - DATE OF VENUE – JULY 25, 2026
    - RESIDENT – **SAMARYS TORO-ORTEGA**
    - ADDRESS – 575 OAKLEAF PLANTATION PKWY, UNIT# 1806, **ORANGE PARK, FL 32065**
    - AMOUNT OF REFUND - **$100.00**
    - BOOKING FEE/DEPOSIT was via VISA (6865):
        - DATED: 4/24/26
        - APPROVAL CODE: 052000
        - 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

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.

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

RECEIVED
JUL 27 2026
BY:

INVOICE # 12106
DATE 08/01/2026
DUE DATE 08/31/2026
TERMS End of the month

SERVICE MONTH
August

APPROVED
Code to:
Double Branch Security
2-320-572-345

AMOUNT
9,335.70
-141.45
9,194.25
0.00
9,194.25
$9,194.25

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

Invoice

Invoice #:	2618
Invoice Date:	8/12/26
Due Date:	8/12/26
Case:	
P.O. Number:	

RECEIVED
AUG 12 2026
BY:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Event Staff through August 8, 2026 2.300.369.103	4	25.00	100.00

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

8/12/26
[initials]

Governmental Management Services, LLC

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

Double Branch CDD

Facility Event Staff Service Hours

Quantity	Description	Rate	Amount
4	Facility Event Staff	$ 25.00	$ 100.00
	Covers Period End: August 8, 2026		
	Amenities Revenue # 2.300.369.103		

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - CODY PAFFORD
Date: August 18, 2026 at 2:15 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED AUG 18 2026 BY:

OV

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 – AUGUST 15, 2026
  - RESIDENT – **CODY PAFFORD**
  - ADDRESS – 525 RUNNING WOODS STREET, **ORANGE PARK, FL 32065**
  - AMOUNT OF REFUND - **$100.00**
  - BOOKING FEE/DEPOSIT was via MC (8532):
    - DATED: 4/6/26
    - APPROVAL CODE: 83909P
    - 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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From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - SANDRA CAUSEY
Date: August 18, 2026 at 2:19 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED AUG 18 2026 BY: OV

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 3-6pm)
    - DATE OF VENUE – AUGUST 15, 2026
    - RESIDENT – **SANDRA CAUSEY**
    - ADDRESS – 625 OAKLEAF PLANTATION PARKWAY #811, **ORANGE PARK, FL 32065**
    - AMOUNT OF REFUND - **$100.00**
    - BOOKING FEE/DEPOSIT was via VISA (4085):
        - DATED: 4/2/26
        - APPROVAL CODE: 082093
        - 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
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Atlantic Companies, Inc.
Tel. 904-743-8444
www.smarthome.biz
sales@smarthome.biz

PLEASE PAY BY	AMOUNT	INVOICE DATE
09/07/2026	$300.00	08/17/2026

Oakleaf Plantation
370 Oakleaf Village Parkway
Orange Park FL 32065

INVOICE NO. 461509

Site: 370 Oakleaf Village Parkway
Orange Park
Site Address: 370 Oakleaf Village Parkway
Orange Park FL 32065
Period: 09/01/2026 to 08/31/2027
Recurring No.: 5809
Job Name:
Order No.:

Description

Please find attached invoice for your Annual monitoring services.

MONITORING - MONTHLY

Item	Quantity	Unit Price	Total
Security Phone Line Monitoring	12.00	$25.00	$300.00
		Sub-Total ex Tax	$300.00
		Tax	$0.00
		Total	$300.00

"Thank you–we really appreciate your business! Please send payment within 21 days of receiving this invoice.
IMPORTANT: *Please remember to test your system monthly.*
Need automation for your home? Visit us online at www.smarthome.biz

There will be a 1.5% interest charge per month on late invoices.

Sub-Total ex Tax	$300.00
Tax	$0.00
Total inc Tax	$300.00
Amount Applied	$0.00
Balance Due	$300.00

RECEIVED
AUG 21 2026
BY:

Code to:

02-330-572-4661

Double Branch Facility Maintenance- Preventative Contracts

Atlantic Companies, Inc.
Tel. 904-743-8444
www.smarthome.biz
sales@smarthome.biz

PLEASE PAY BY	AMOUNT	INVOICE DATE
09/07/2026	**$300.00**	**08/17/2026**

INVOICE NO. 461509

How To Pay

INVOICE NO. 461509

Credit Card (MasterCard, Visa, Amex)

Please add billing zip if not same as address above.

Credit Card No.

Card Holder's Name: ____________________ CCV: ______

Expiry Date: [ ] / [ ] Signature: ____________________

Mail

Detach this section and mail check to:

Atlantic Companies, Inc.
1714 Cesery Blvd
Jacksonville, FL 32211

NAME: **Oakleaf Plantation** **DUE DATE:** **09/07/2026** **AMOUNT DUE:** **$300.00**

I understand that it is my responsibility to periodically (at least monthly) test and check my security system, and to notify the company promptly of service needs, and additionally to notify the company in writing of any changes in the Emergency List information.

Terms and Conditions

1. **PRINTED AGREEMENT** - None of the **PRINTED AGREEMENT** or its items and conditions may be altered without the express written approval of an officer of the Seller.
2. **SELLER** agrees to install specified systems on premises and to make any necessary inspections and tests to deliver system to Purchaser in operating condition in accordance with standard installation procedures of Seller. The installation will be completed within a reasonable length of time based on the conditions inherent in the premises and Seller's installation schedule.
3. **FULL ONE-YEAR WARRANTY** - Seller/Atlantic Companies promises to furnish a replacement part for any portion of Purchaser's security system that proves to be defective in workmanship or material under normal use for a period of one year from the date of installation. Seller reserves the right to use reconditioned parts in fulfillment of this warranty.

Seller/Atlantic Companies extends to Purchasers warranties for equipment not made by us granted us by manufacturers of such equipment used in Seller home systems. Seller will return this equipment to the original manufacturer for fulfillment of their warranty obligations.

We will furnish the labor to remove and replace the defective part during the same one-year period.

Seller/Atlantic Companies makes no other warranty except as herein specifically set forth, particularly any warranty of merchantability or fitness for any particular purpose, either express or implied in law.

GENERAL: Furnishing of parts and labor as described above shall constitute fulfillment of all Seller/Atlantic Companies obligations with respect to this warranty, and replacement part will be warranted only for the unexpired portion of the original warranty.

A bill of sale, cancelled check, or payment record shall be kept by Purchaser to verify purchase date and establish warranty period.

To obtain service, call the office listed on the Purchase Agreement you signed at the time of purchase of your system:

Distributed by Atlantic Companies
1714 Cesery Boulevard
Jacksonville, FL 32211

Ready access to the system for service is the responsibility of the Purchaser. Seller will perform service during normal working hours. For emergency service, Seller will charge you an emergency service labor premium.

Seller will endeavor to perform service Within 48 hours after notification of a problem by the Purchaser.

EXCLUSIONS: This warranty applies only to units sold and retained within the continental USA. This warranty does not apply to the product or parts that have been damaged by accident, abuse, lack of proper maintenance, unauthorized alterations, misapplication, fire, flood, lightening strikes or acts of God.

This warranty does not cover service calls which do not involve defective workmanship or materials.

IN NO CASE WILL SELLER/ATLANTIC COMPANIES BE RESPONSIBLE FOR CONSEQUENTIAL OR SPECIAL DAMAGES.

4. **SELLER NOT AN INSURER - It is specifically understood and agreed: That Seller is not an insurer; that insurance, if any, shall be obtained by Purchaser; that the payments provided for herein are based solely on the value of the service as set forth herein and are unrelated to the value of the Purchaser's property or Premises; THAT SELLER MAKES NO GUARANTEE OR WARRANTY,INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS THAT THE EQUIPMENT OR SERVICES SUPPLIED WILL AVERT OR PREVENT OCCURRENCES OR THE CONSEQUENCES THEREFROM WHICH THE SYSTEM OR SERVICE IS DESIGNED TO DETECT OR AVERT. Purchaser acknowledges that it is impractical and extremely difficult to fix the actual damages, if any, Which may proximately result from a failure to perform any of the obligations herein, or the failure of the systems to properly operate with resulting loss to Purchaser because of, among other things:**

(a) The uncertain amount or value of Purchaser's property or that of other persons kept on the premises which may be lost, stolen, destroyed, damaged or otherwise affected by occurrences which the system or service is designed to detect or avert;

(b) The uncertainty of the response time of any police department, fire department, paramedic unit, patrol service or other such services or entities should such department or entity be dispatched as a result of a signal being received or an audible device sounding;

(c) The inability to ascertain what portion, if any, of any loss would be proximately caused by Seller's failure to perform or by failure of its equipment to operate;

(d) The nature of the service to be performed by the Seller and the uncertain nature of occurrences which might cause injury or death to Buyer or any other person which the system or equipment is designed to detect or avert.

Purchaser understands and agrees that if Seller should be found liable for loss or damage due from a failure of Seller to perform any of the obligations herein, whatsoever, including, but not limited to installation, design, service, monitoring, or the failure of any system or equipment installed by, or service performed by Seller in any respect whatsoever, Seller's maximum liability

shall not exceed a sum equal to the annual service charge contracted herein or Two Hundred Fifty ($250.00) Dollars, whichever is less, and this liability shall be exclusive; and that the provisions of this Section shall apply if loss or damage, irrespective of cause or origin, results directly or indirectly from performance or nonperformance of the obligation imposed by this contract or from negligence, active or otherwise, of Seller, its agents, assigns or employees. In the event that the Purchaser wished Seller to assume greater liability, Purchaser may, as a matter of right, obtain from Seller a higher limited liability by paying an additional amount proportioned to the increase in damages, but such additional obligation shall in no way be interpreted to hold Seller as an insurer. Purchaser may also obtain such additional liability protection from insurance carrier, as Purchaser desires.

5. **INDEMNIFICATION** - Purchaser agrees to and shall indemnify and save harmless the Seller, its employees and agents for and against all third party claims, lawsuits and losses arising out of or in connection with the operation or non-operation of the system or monitoring facilities whether these claims be based upon alleged intentional conduct or active or passive negligence on the part of Seller, it agents, servants or employees.

The Seller assumes no liability for delay in installation of the system, or interruption of service due to strikes, riots, floods, fires, acts of God, or any cause beyond the control of Seller including interruption in telephone service. Seller will not be required to supply service to the Purchaser while interruption of service due to any such cause shall continue.

6. **CENTRAL STATION SERVICES** - Central station services consist of the receipt, analysis and response (dispatch of proper authorities) to signals from system installed under this Agreement. Such services are initiated upon final payment for installation and pre-payment of service charges. All services may be discontinued anytime charges are unpaid or system is abused. Notice by certified or registered letter to billing address shall be deemed sufficient notice of discontinuation and shall be deemed effective for all purposes upon mailing and not receipt.

Monitoring service is billed and payable annually in advance. **MONITORING SERVICE SHALL CONTINUE ON A YEARLY BASIS UNLESS CANCELLED IN WRITING BY EITHER PARTY NO LESS THAN 60 DAYS BEFORE ANNUAL RENEWAL DATE.**

The Department or other organization to which the connection may be made or an alarm signal may be transmitted may invoke the provisions hereof against any claims by the Purchaser or by others due to failure of such Department organization.

7. **TELEPHONE OR INTERNET CONNECTIONS** - Seller will assist Purchaser in making necessary arrangements to secure telephone or internet service connections for systems. Purchaser agrees to furnish any necessary telephone or internet services or telephone lines at Purchaser's own expense.

The charge for the installation and continuation of this service shall be billed to the account of the Purchaser and will appear on his regular telephone or internet billing.

8. **TESTING** -It is the responsibility of the Purchaser to test the system for proper operations periodically but not less than monthly. Purchaser shall follow all instructions and procedures which Seller may prescribe for the operation and maintenance of the system.
9. **RETENTION OF TITLE AND RIGHT OF ACCESS** - The system shall remain the personal property of Seller until fully paid for In cash by Purchaser and Purchaser agrees to perform all acts which may be necessary to assure the retention of title to the system by Seller. Purchaser understands and agrees that the installation of equipment owned by Seller does not create a fixture on the Premise as to that equipment. Should Purchaser default in any payment for the system or part, then Purchaser authorized and empowers Seller to enter upon/in said Premise and to remove the system, or part from the premises. Such removal, if made by Seller, shall not be deemed a waiver of Seller's right to damages Seller sustains as a result of Purchaser's default and Seller shall have the right to enforce any other legal remedy or right. Furthermore, Seller shall be in no way obligated to restore the premises to its original condition, or redecorate same in the event the system or part is removed as a result of Purchaser's default in payment, nor shall Seller be obligated or liable to Purchaser in any manner. Risk of loss of the system, or any part of the same, shall pass to Purchaser upon delivery to the premises of such system or part.
10. **FEES, CHARGES, RIGHTS AND COST OF COLLECTION** - All fees and charges are payable in advance. Failure to pay fees, charges or other sums owed will result in your services being disconnected. Further, when you are in default, Seller can require immediate payment (acceleration) of what you owe under the contract and take possession of the property. Purchaser waives any right Purchaser has to demand for payment, notice of intent to accelerate and notice of acceleration. If Seller hires an attorney to collect what Purchaser owes, Purchaser will pay the attorney's fee and court costs as permitted by law. This includes any attorneys' fees Seller incurs as a result of any bankruptcy proceeding brought by or against Purchaser under federal law or an appellate proceeding. Payment shall be due upon the receipt of invoices by Seller unless otherwise specified on the front hereof. Interest shall accrue on all amounts more than thirty (30) days past due at the default rate of interest of 18% per annum or the maximum allowable rate, whichever is less. All payments shall be due and payable at Seller's office set forth on the front of the Agreement. Additionally, there will be a 1.50%/month LATE CHARGE on Past Due Balances. The minimum Late Charge is $3.00. Any action taken under paragraph 6 and/or paragraph 9 shall in no way prejudice Seller's right to collection of unpaid charges and costs herein enumerated. If services are discontinued because of Purchaser's past due balance, and if Purchaser desires to have the monitoring service reactivated, Purchaser agrees to pay in advance to Seller a reconnect charge to be fixed by Seller at a reasonable amount. Seller shall have the right to increase the reoccurring service charge provided herein, upon written notice to Purchaser, at any time or times after the date service is operative under this Agreement. Purchaser agrees to notify Seller of any objections to such increase in writing within twenty (20) days after the date of the notice of increase, failing which it shall be conclusively presumed that Purchaser agreed to such increase. In the event Purchaser objects to such increase, Seller may elect to (i.) continue this Agreement under the terms and conditions in effect immediately prior to such increase, or (ii.) terminate the Agreement upon fifteen (15) days advance notice to Purchaser.

In addition to these charges addressed above, Purchaser agrees to pay, upon demand, (a) any false alarm assessments; federal, state and local taxes, fees or charges imposed by any governmental body or entity relating to the equipment or services provided under this Agreement; (b) any increase in charges to company or to Seller for the facilities needed to transmit signals under this Agreement; and (c) any service charge in the event Seller sends a representative to Purchaser's premises in response to a service call or alarm signals where Purchaser has not followed proper operating instructions, failed to close or properly secure a window, door or other protected point, or improperly adjusted CCTV camera, monitors or accessory components.

11. **NOTICE TO PURCHASER** - Under the Mechanic's Lien Law, any person who helps to improve your property and is not paid has the right to enforce his claim against your property. Under law, you may protect yourself against such claims either by filing with the Court a 'No Lien Agreement' or a payment bond depending upon the law of the state where your property is located.

(a) BUYER'S RIGHT TO CANCEL this Agreement. Buyer may cancel this Agreement or purchase by mailing a written notice to the Seller postmarked not later than midnight of the third business day after the date this Agreement was signed. Buyer may use the face of this Agreement as that notice by writing 'I hereby cancel' by Buyer signature and by adding your name, address and new signature thereon. The notice must be mailed to Seller at the office indicated in the Agreement and must be sent by either certified mail or registered mail.

12. **ENTIRE AGREEMENT** - This instrument constituted the entire Agreement between the parties hereto with respect to the transactions described herein and supersedes all previous negotiations, commitments (either written or spoken) and writing pertaining hereto.

This Agreement can only be changed by a written amendment signed by both parties or their duly authorized agent. No waiver or breach of any term or condition of this Agreement shall be construed to be a waiver of any succeeding breach.

If any of the terms or provisions of this Agreement shall be determined to be invalid or inoperative, all of the remaining terms and provisions shall remain in full force and effect.

This Agreement becomes binding upon Seller only when signed by a District Sales Manager of Atlantic Companies. In the event of non-approval, the sole liability of the Seller shall be to refund to Buyer the amount that has been paid to Seller upon execution of this Agreement.

13. **LITIGATION** - The laws of the State of Florida shall govern the terms of this Agreement and the parties agree to submit to the jurisdiction of the State of Florida. Venue for resolution of any disputes arising under this Agreement, including litigation, regardless of place of payment, shall be in a forum or court, as required, of competent jurisdiction in Duval County, Florida, and the undersigned waives any venue rights he may possess and agrees that he shall not contest that Duval County, Florida, is a convenient forum.
14. **CHANGES AND ASSIGNMENT** - Purchaser acknowledges that the sale or transfer of the Premise by the Purchaser to a third party does not relieve Purchaser of his obligations under this Agreement. Purchaser may not assign this Agreement unless Purchaser obtains prior written consent from Seller. Seller may assign this Agreement or subcontract the work to be performed without notice to Purchaser or Purchaser's consent.
15. **THIRD PARTY INDEMNIFICATION** - In the event any person, not a party to this Agreement, shall make any claim of file any lawsuit against Seller for any reason relating to our duties and obligations pursuant to this Agreement, including but not limited to the design, maintenance, operation, or non-operation of the alarm-system, Purchaser agrees to indemnify, defend and hold Seller, its dealers, agents, installers, their successors and assigns harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs and attorneys' fees, whether these claims be based upon alleged intentional conduct, active or passive negligence, express or implied contract or warranty, contribution or indemnification, or strict or product liability on the part of Seller, its dealers, installers, agents, servants, assign or employees. This Agreement by Purchaser to indemnify Seller against third party claims as herein above set forth shall not apply to losses, damages, expenses and liability resulting in injury or death to third persons or injury to property of third persons, which losses, damages, expenses and liability occur solely while an employee of Seller is on Purchaser's Premises in accordance with this Agreement and which losses, damages and liability are solely and directly caused by the act or omissions of that employee.

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

Invoice

Invoice #: 2619
Invoice Date: 8/14/26
Due Date: 8/14/26
Case:
P.O. Number:

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

RECEIVED
AUG 21 2026
BY:

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2026	443.76	40.00	17,750.40
Facility Maintenance Mileage July 1 - July 31, 2026	30	0.445	13.35

Code to:

Double Branch Facility Maintenance

2.320.572.46600 ($6,722.25)

Double Branch Facility Maintenance Contingency

2.320.572.46620 ($3,597.50)

Double Branch Lighting Repairs

2.320.572.46630 ($700.00)

Double Branch Common Area Maintenance

2.320.572.46400 ($6,744.00)

Total	$17,763.75
Payments/Credits	$0.00
Balance Due	$17,763.75

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

Date	Hours	Employee	Description
7/1/26	5.94	T.C.	Painted bicycle racks at parks, changed out baby swing and repair swing chain at park, repair construction boarder that is around new sod on soccer field, picked up supplies
7/1/26	4.04	J.K.	Checked fence, go around parks and finished painting benches, second coat on bike racks, cleaned fountain with boat, fix handicap swing next to office
7/1/26	3.86	C.W.	Put second coat on benches, light inspection on track, repairs on swing set worked on signs
7/1/26	8	A.O.	Removed debris from all common areas
7/2/26	4.84	J.K.	Paint bike racks at facility, checked fence, checked chlorine, changed out hand sanitizers dispensers, take off caution tape from benches and bike racks, cleaned tools and debris
7/2/26	4.62	C.W.	Checked and filled chlorine jugs, checked fence, removed tape off benches at parks, painted bike racks, replaced sanitizer dispensers
7/2/26	8	A.O.	Removed debris from all common areas, cleaned up parking lots
7/6/26	8	A.O.	Removed debris from all common areas
7/7/26	7.77	T.C.	Pressure washed bridge to remove graffiti and preparing to paint, pressure washed concrete walkway up to bridge, picked up supplies
7/7/26	7.95	J.K.	Spray chlorine and graffiti removed on bulk head bridge on nature walk. Filled water trailer, pressure washed bridge, slabs leading up to and fence around bridge, cleaned up tools and debris
7/7/26	7.75	C.W.	Pressure washed bridge at nature walk, paint prep
7/7/26	8	A.O.	Removed debris from all common areas and lakes
7/8/26	6.15	T.C.	Finished preparing for painting on bridge on nature walk, started painting bridge on nature walk
7/8/26	7.85	J.K.	Take and scrap off loose paint on nature walk bridge, paint bridge inside and started outside, cleaned tools and debris
7/8/26	7.87	C.W.	Painting rails on bridge at nature walk
7/8/26	8	A.O.	Removed debris from all common areas and lakes
7/9/26	6	T.C.	Acid wash outfall walls at nature walk bridge to remove graffiti, cleaned off mud from field house columns, picked up supplies
7/9/26	8	J.K.	Finished painting nature walk bridge, acid wash graffiti in outfall walls and pressure wash, cleaned tools and debris
7/9/26	8	C.W.	Touch up paint on bridge, removing graffiti from walls on outfall and pressure washed, sprayed acid on walls
7/9/26	8	A.O.	Removed debris from all common areas, parking lots and lakes
7/10/26	8.24	T.C.	Painted walls of outfall that is covered with graffiti, repair broken chain on handicap swing set at amenity center, repair gym equipment at fitness center, picked up supplies
7/10/26	7.95	J.K.	Cleaned up vegetation on outfall on nature walk, paint walls and covered graffiti, cleaned up tools and debris
7/10/26	7.5	C.W.	Painted outfall walls, cleaned debris out from outfall, moved fallen logs from outfall to woods
7/10/26	8	A.O.	Removed debris from all common areas, checked and changed trash receptacles
7/13/26	3.84	T.C.	Finished painting the outfall walls to cover up the graffiti, replace drinking water fountain filter at water fountain on patio, picked up supplies
7/13/26	5.85	J.K.	Finished painting walls on outfall and bridge, replace filter in water fountain, level soap dispensers at fitness center
7/13/26	8.04	C.W.	Painterd walls and ramps gray, potted trees on pool deck, removed debris from all common areas
7/14/26	4.02	T.C.	Cut up roots on tree that is protruding into the fence line, take down fence to cut roots then install the fence back
7/14/26	3.97	J.K.	Replace swing at park at amenity center, work on moving fence off of tree, dug up under where its grown and cut roots, cleaned up tools and debris
7/14/26	7.6	C.W.	Put more dirt into pots, watered tree, replacing fence on Luke Road, digging out roots
7/14/26	8	A.O.	Removed debris from all common areas, cleaned up parking lots
7/15/26	3.7	T.C.	Concrete post in the ground and finished fence repair, repair cabinet door in summer kitchen
7/15/26	7	J.K.	Finished getting fence put together, level posts and removed roots in the way, fixed cabinet in summer kitchen, pour concrete and filled in with dirt, cleaned tools and debris
7/15/26	7.74	C.W.	Finished fixing fences, worked on cabinet in summer kitchen
7/15/26	8	A.O.	Removed debris from all common areas and lakes
7/16/26	5.92	T.C.	Repair top rail and lattice on vinyl fence broken from falling tree branches, removed broken fan from women's restroom at amenity center, changed flusher valves on two toilets in women's restroom, used boat to clean fountain in lake at amenity center
7/16/26	3.72	J.K.	Took down fan in women's restroom by office, fix and replaced fence pieces on loop road, took

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

Date	Hours	Employee	Description
			boat out and cleaned fountain on lake, cleaned tools and debris
7/16/26	3.8	C.W.	Removed fan in women's restroom by office, cleaned pond filter, fixed fence on lake road, tightened toilet seats
7/16/26	8	A.O.	Removed debris from all common areas, cleaned up parking lots
7/17/26	7.99	T.C.	Worked on cutting up roots from the fence line, restarted waterfall pumps, picked up supplies
7/17/26	6.5	J.K.	Worked on digging and cutting roots, cleaned up tools and debris
7/17/26	7.75	C.W.	Fixed fence on back side of the oaks, worked on removing roots, put supports for flower pot on ball room patio
7/17/26	8	A.O.	Removed debris from all common areas, checked and changed trash receptacles
7/20/26	3.54	T.C.	Cutting roots from fence line, repaired the fence
7/20/26	3.78	C.W.	Worked on roots under fence
7/20/26	8	A.O.	Removed debris from all common areas
7/21/26	7.39	C.W.	Took down tarp from pool pack, cleared out waste and weeds, disposed of debris, light inspection around track
7/21/26	8	A.O.	Removed debris from all common areas, checked and changed trash receptacles
7/22/26	8	A.O.	Removed debris from all common areas
7/23/26	8	A.O.	Removed debris from all common areas and lakes
7/24/26	8	A.O.	Removed debris from all common areas, checked and changed trash receptacles
7/27/26	2	T.C.	Removed construction boarder from soccer field and put in storage, picked up supplies
7/27/26	8	C.W.	Restrung net for basketball courts, put back in toilet sheets for rim holder, put back lock in bathroom breezeway lock on small stall, took down half of fence
7/27/26	8	A.O.	Removed debris from all common areas, cleaned up parking lots
7/28/26	4.64	T.C.	Unloaded three new playgrounds that came in on the trailer, moved all the parts into our storage area, cut up pallets and disposed of them, picked up supplies
7/28/26	8	J.K.	Used boat to clean fountain, unloaded three playground and put in shop, cut up and disposed of pallets, cleaned tools and debris
7/28/26	7.7	C.W.	Unloaded trailer of playground parks, to out stakes out field, moved pallets against fence
7/28/26	8	A.O.	Removed debris from all common areas, unloaded trailer for playground equipment
7/29/26	4	T.C.	Repair petition wall in field house bathroom, take down construction boarder on soccer field and pulling up post that was holding up the construction boarder, cleaned up around and inside shop
7/29/26	7.45	C.W.	Took out poles from fields, fixed urinal wall at field house bathroom, tool shopping cart back to store
7/29/26	8	A.O.	Removed debris from all common areas
7/30/26	4.17	T.C.	Took down construction boarder from soccer field, unboxed new chairs for grand banquet room, put together chair rack to hold new chairs
7/30/26	3.9	J.K.	Open and unload chairs, cleaned tools and debris
7/30/26	7.42	C.W.	Pulled post and fence out, put up new fence for sod protection, moved extra to shop gate, wiped down ball room
7/30/26	8	A.O.	Removed debris from all common areas and lakes
7/31/26	2	C.W.	Rolled up fence and put in shop, tightened new fence in field
7/31/26	8	A.O.	Removed debris from all common areas, checked and changed trash receptacles
TOTAL	443.76		
MILES	30		*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 #: 2621
Invoice Date: 8/25/26
Due Date: 8/25/26
Case:
P.O. Number:

Bill To:

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

RECEIVED
AUG 25 2026
BY:

Description	Hours/Qty	Rate	Amount
Facility Event Staff through August 22, 2026 2.300.369.103	19.5	25.00	487.50

Total	$487.50
Payments/Credits	$0.00
Balance Due	$487.50

8/25/26

Governmental Management Services, LLC

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

Double Branch CDD

Facility Event Staff Service Hours

Quantity	Description	Rate	Amount
19.5	Facility Event Staff	$ 25.00	$ 487.50
	Covers Period End: August 22, 2026		
	Amenities Revenue # 2.300.369.103		

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - HERBERT SMALLS
Date: August 25, 2026 at 4:38 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED
AUG 25 2026
BY:

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
    - LOCATION – OVCR aka CLUBROOM (SATURDAY) 3:00 P.M. to 7:00 P.M. (ET 3:30pm-6:15pm)
    - DATE OF VENUE – AUGUST 22, 2026
    - RESIDENT – **HERBERT SMALLS**
    - ADDRESS – 3712 CHASING FALLS ROAD, **ORANGE PARK, FL 32065**
    - AMOUNT OF REFUND - **$100.00**
    - BOOKING FEE/DEPOSIT was via VISA (0584):
        - DATED: 7/28/26
        - APPROVAL CODE: 080425
        - 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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MAKE CHECK PAYABLE TO:

The Lake Doctors, Inc.
Aquatic Management Services
Post Office Box 162134
Altamonte Springs, FL 32716
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD

VISA MasterCard

CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ACCOUNT NUMBER	DATE	BALANCE
708477	8/1/2026	$2,170.00

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

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

00000000019082001000000039478800000021700055

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 8/11/2026 Invoice 394788B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
8/1/2026	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

RECEIVED
AUG 21 2026
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: $4340.00

This Invoice Total: $2170.00

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

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

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

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

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - SALEEM AKIKY
Date: August 25, 2026 at 4:05 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED
AUG 25 2026
BY:

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 – AUGUST 22, 2026
  - RESIDENT – **SALEEM AKIKY**
  - ADDRESS – 3081 WILLIAMSBURG COURT, **ORANGE PARK, FL 32065**
  - AMOUNT OF REFUND - **$100.00**
  - BOOKING FEE/DEPOSIT was via MC (2463):
    - DATED: 6/19/26
    - APPROVAL CODE: 93457Z
    - 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**
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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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Security Development Group, LLC
8130 Baymeadows Way W., Suite 302
Jacksonville, FL 32256 USA
accounting@sthreesecurity.com
www.sthreesecurity.com

INVOICE

AUG 21 2026

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

INVOICE #	12028
DATE	07/01/2026
DUE DATE	07/31/2026
TERMS	End of the month

SERVICE MONTH
July

APPROVED
Code to:
Double Branch Security
2-320-572-345

AMOUNT
9,222.54

9,222.54
0.00
9,222.54
$9,222.54

Invoice

VERDEGO LANDSCAPE

Invoice #: 30197
Date: 08/01/26
Customer PO:
DUE DATE: 08/31/2026

BILL TO

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

FROM

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

DESCRIPTION	**AMOUNT**
#25147 - Standard Maintenance Contract 2026 August 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

AUG 21 2026

Code to:

2-320-572-4620

Double Branch Landscape Maintenance

VERDEGO LANDSCAPE
A HEARTLAND COMPANY

Invoice

Invoice #: 30410
Date: 08/13/26
Customer PO:
DUE DATE: 09/12/2026

BILL TO

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

FROM

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

DESCRIPTION				AMOUNT
#29937 - 2 irrigation mainline repairs on Laurelwood Dr.				
Repaired two 4inch mainlines on Laurelwood Dr. near pond as well as Piedmont Park area.				
Irrigation				*$984.50*
Irrigation Labor (Labor)	12.00	$55.00	$660.00	
Irrigation Parts (Material)	1.00	$45.00	$45.00	
Sch 40 Coupling PVC 4 in. (Material)	1.00	$9.50	$9.50	
Pipe Solid PVC 4 in. x 10 ft. Sch 40 (Material)	1.00	$68.00	$68.00	
4in Slip Flix (Material)	1.00	$106.00	$106.00	
4in Elbow (Material)	4.00	$24.00	$96.00	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE **$984.50**

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:

Double Branch Irrigation Repair

2.320.572.35100

RECEIVED
AUG 21 2026

Invoice

VERDEGO LANDSCAPE
A HEARTLAND COMPANY

Invoice #: 30451
Date: 08/17/26
Customer PO:
DUE DATE: 09/16/2026

BILL TO

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

FROM

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

DESCRIPTION				**AMOUNT**
#30005 - Irrigation Enhancement URGENT: CCUA - Leak Event Alert This is a courtesy alert from CCUA notifying you a potential leak has been detected at your property. The water meter located at 716 -1 Wakemont Drive Reclaimed Irrigation , associated with account A00009982, has registered continuous water flow for over 24 hours. This may indicate a possible leak, either indoors or outdoors, that requires immediate attention. Responding to this matter the Irrigation techs found a 4" mainline just north of Waverly Park near Nature trail woodline. It has been repaired and hoping this will remedy the issue.				
Irrigation				*$565.00*
Irrigation Labor (Labor)	6.50	$60.00	$390.00	
Irrigation Parts (Material)	1.00	$65.00	$65.00	
4in Slip Flix (Material)	1.00	$106.08	$106.08	

Invoice Notes:

Thank you for your business! **AMOUNT DUE THIS INVOICE** **$565.00**

Please See Our Updated Remittance Information

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

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

RECEIVED
AUG 21 2026
BY:

Code to:

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

Double Branch Irrigation Repair

2.320.572.35100

Invoice

VERDEGO LANDSCAPE
A HEARTLAND COMPANY

Invoice #: 30494
Date: 08/20/26
Customer PO:
DUE DATE: 09/19/2026

BILL TO

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

FROM

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

DESCRIPTION				**AMOUNT**
#29936 - Natures Hammock Irrigation Clock replacement				

Upon inspection, tech found there is power source, however the clock no longer has any power. We would like to replace it with a 20 station clock this time and upgrade for valve and wire separation.

We would also lift up off the ground for better access. price includes hardware and mounting posts

Irrigation				*$975.00*
Irrigation Parts (Material)	1.00	$125.00	$125.00	
Hunter ICC/ICC2 Expansion Module 8 Station (Material)	1.00	$300.00	$300.00	
Hunter ICC2 Controller with flow 8-station base model plastic wall mount cabinet (Material)	1.00	$550.00	$550.00	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE **$975.00**

Please See Our Updated Remittance Information

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

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

RECEIVED
AUG 21 2026

Code to:

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

Double Branch Irrigation Repair

2.320.572.35100

Invoice

VERDEGO LANDSCAPE
A HEARTLAND COMPANY

Invoice #: 30495
Date: 08/20/26
Customer PO:
DUE DATE: 09/19/2026

BILL TO

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

FROM

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

DESCRIPTION				AMOUNT
#30078 - Irrigation Enhancement				
To Repair a 4" Mainline as well as 6" gate valve behind the pool pump area near First walking bridge and pond.				
Irrigation				*$1,346.32*
Irrigation Labor (Labor)	18.00	$60.00	$1,080.00	
Irrigation Parts (Material)	1.00	$2.15	$2.15	
Sch 40 PVC Reducer Bushing Flush Style 6 in. x 4 in. Spigot x Socket (Material)	1.00	$39.93	$39.93	
Sch 40 PVC Male Adapter 4 in. MIPT x Socket (Material)	2.00	$13.81	$27.61	
Sch 40 PVC Reducer Bushing Flush Style 4 in. x 3 in. Spigot x Socket (Material)	2.00	$14.41	$28.81	
Sch 40 PVC Tee 4 in. Socket (Material)	1.00	$35.24	$35.24	
Sch 40 PVC Coupling 6 in. Socket (Material)	1.00	$38.53	$38.53	
Sch 40 Fitting PVC 4 in. Slip On (Material)	1.00	$26.17	$26.17	
Pipe Solid PVC 4 in. x 10 ft. Sch 40 (Material)	1.00	$67.88	$67.88	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE **$1,346.32**

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

RECEIVED
AUG 21 2026
BY:

Code to:

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

Double Branch Irrigation Repair

2.320.572.35100

From: **Oakleaf Venues** venuerentals@oakleafresidents.com
Subject: DBCDD refund of deposit request - XAVIER FELIX
Date: August 25, 2026 at 4:46 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

RECEIVED
AUG 25 2026
BY:

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM DBCDD – for the following venue.
    - LOCATION – OV PATIO (SATURDAY) 2:30 P.M. to 6:30 P.M. (ET 3:00-6:00pm)
    - DATE OF VENUE – AUGUST 22, 2026
    - RESIDENT – **XAVIER FELIX**
    - ADDRESS – 785 OAKLEAF PLANTATION PKWY, #932, **ORANGE PARK, FL 32065**
    - AMOUNT OF REFUND - $100.00
    - BOOKING FEE/DEPOSIT was via VISA (1476):
        - DATED: 7/16/26
        - APPROVAL CODE: 016062
        - 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**
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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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*** CHECK DATES 08/01/2026 - 08/31/2026 *** DOUBLE BRANCH-CAPITAL RESERVE

BANK C CAPITAL RESERVE FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO... YRMO	DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/11/26	00035	7/31/26	2617	202607	600-53800-62100		*	327.40		
			JUL REPAIR & REPLACEMENTS							
						GOVERNMENTAL MANAGEMENT SERVICES			327.40	000501
8/17/26	00082	7/09/26	92512681	202607	600-53800-62100		*	244.68		
			JANITORIAL SUPPLIES							
						HD SUPPLY INC			244.68	000502
8/17/26	00082	7/24/26	92519483	202607	600-53800-62100		*	364.04		
			JANITORIAL SUPPLIES							
						HD SUPPLY INC			364.04	000503
8/17/26	00082	7/28/26	92520553	202607	600-53800-62100		*	249.08		
			JANITORIAL SUPPLIES							
						HD SUPPLY INC			249.08	000504
8/28/26	00035	8/14/26	2620	202608	600-53800-62100		*	1,625.67		
			MAINTENANCE SUPPLIES							
						GOVERNMENTAL MANAGEMENT SERVICES			1,625.67	000505
8/28/26	00082	8/11/26	92526759	202608	600-53800-62100		*	63.15		
			JANITORIAL SUPPLIES							
						HD SUPPLY INC			63.15	000506
8/28/26	00297	8/17/26	399	202608	600-53800-62100		*	4,559.00		
			AUG PRESSURE WASHING SRVC							
						RIVERSIDE MANAGEMENT SERVICES, INC			4,559.00	000507
8/28/26	00016	8/12/26	30377	202608	600-53800-62100		*	795.00		
			OVP DEAD PINE REMOVALS							
						VERDEGO LLC			795.00	000508

TOTAL FOR BANK C 8,228.02

TOTAL FOR REGISTER 8,228.02

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

Invoice

Invoice #: 2617
Invoice Date: 7/31/26
Due Date: 7/31/26
Case:
P.O. Number:

Bill To:

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

RECEIVED
AUG 04 2026
BY:

Description	Hours/Qty	Rate	Amount
X 2.320.572.4100 (DB Phones) -Statement Closing Date 7/25/26		88.19	88.19
X 2.320.513.49300 (DB Office Supplies) - Statement Closing Date 7/25/26		15.00	15.00
✓ 34.600.538.6200 (DB Repair & Replacements) -Statement Closing Date 7/25/26		327.40	327.40
X 2.320.572.49300 (DB Permits/Licenses) -Statement Closing Date 7/25/26		229.50	229.50
X 2.320.572.49400 (DB Special Events) - Statement Closing Date 7/25/26		176.97	176.97

Total	$837.06
Payments/Credits	$0.00
Balance Due	~~$837.06~~

$327.40

American Express Charges
GMS Statement Closing Date – July 25, 2026

Purchase Date	Vendor	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
6/26/2026	publix	238.32	Special Event	2.330.572.49400	119.16	2.320.572.49400	119.16	238.32
6/26/2026	publix	47.62	Special Event	2.330.572.49400	23.81	2.320.572.49400	23.81	47.62
6/27/2026	1and1ionos	6.00	Office Supplies	2.330.572.51000	3	2.320.572.5100	3	6
6/28/2026	simplyscapes	9.99	Special Event	2.330.572.49400	5	2.320.572.49400	4.99	9.99
6/29/2026	vistaprint	58.03	Special Event	2.330.572.49400	29.02	2.320.572.49400	29.01	58.03
6/30/2026	pinch a penny	333.98	Repair and Replacement	34.600.538.64000	114.49	034.600.538.621	114.49	333.98
7/2/2026	RingCentral	176.39	Phones	2.330.572.4100	88.2	2.320.572.4100	88.19	176.39
7/5/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
7/7/2026	DBPR	75.00	Permits/Licenses	2.310.513.49300	75	2.320.572.49300		75
7/7/2026	BMI	459.00	Permits/Licenses	2.310.513.49300	229.5	2.320.572.49300	229.5	459
7/8/2026	1and1ionos	24.00	Office Supplies	2.330.572.51000	12	2.320.572.5100	12	24
7/12/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
7/19/2026	simplyscapes	9.99	Repair and Replacement	34.600.538.64000	5	034.600.538.621	4.99	9.99
7/25/2026	GoDaddy	395.88	Repair and Replacement	34.600.538.64000	197.94	034.600.538.621	197.94	395.88
Totals		**$1,854.18**			**$912.12**		**$837.06**	**$1,854.18**

American Express Charges
GMS Statement Closing Date – July 25, 2026

Totals by District and GL

Double Branch: $837.06
2.320.572.4100 (DB Phones) – $88.19
2.320.572.5100 (DB Office Supplies) – $15.00
34.600.538.6200 (DB Repair and Replacements) - $327.40
2.320.572.49300 (DB Permits/Licenses) – $229.50
2.320.572.49400 (DB Special Events) – $176.97

Middle Village: $912.12
2.330.572.4100 (MV Phones) – $88.20
2.310.513.49300 (MV Office Supplies) – $15.00
34.600.538.64000 (MV repair & replacements) – $327.43
2.330.572. 49400 (MV Special Events) - $176.99
2.310.513.49300 (MV Permits/Licenses) - $304.50

BMI Payment Receipt

Total Payment Amount: $459.00

Payment Information

Date of Payment:	07/07/2026 04:06:03 PM
Transaction ID:	115101606037427
Payment Method:	Credit Card

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

State of Florida
Department of Business and Professional Regulation
2601 Blair Stone Road
Tallahassee, FL 32399

Online Payment Summary

Amount Paid:	$75.00
Payment Method:	American Express
Validation Number:	268022816
Batch Trace Number	8252614

Application Number / Misc Charge	License Type Description	Board / Applicant Name License Number	Fee	Trace Number
2101-1441407	Elevator Renew	PLANTATION OAKS License #86778	$75.00	37518871

Payment Date: 7/7/26, 5:15 PM

Receipt

№ 4147385148

CONTACT US 24/7 1-480-505-8877

DATE:

7/25/2026

CUSTOMER #:

66372230

BILL TO:

Jay Soriano
475 W Town Pl,
St. Augustine, Florida 32092,
United States
+1.9045620249

PAYMENT:

AMEX •••• 3053	$395.88
Previous Balance	$395.88
Received Payment	($395.88)
Balance Due (USD)	$0.00

Term	Product	Amount
1 yr	Email Marketing - Pro - 1 year	$395.88

Total (USD)	**$395.88**

REFERENCE

Taxes	$0.00
GoDaddy.com, LLC 100 S Mill Ave, Suite 1600, Tempe, Arizona 85281, United States	$0.00
Fees	$0.00

Universal Terms of Service

IONOS

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

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

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

Invoice:	202062832518
Invoice Date:	06/26/2026
Customer ID:	270980442
Contract ID:	48060001
Help Center:	ionos.com/help
My IONOS:	my.ionos.com/invoices

Your IONOS Personal Consultant:
Milette C
+1 913 258 7841

Invoice

Billing period starting: 06/25/2026

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 48060001 - IONOS Expert					
1	IONOS Website Builder 06/25/2026-07/24/2026	$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.

IONOS

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

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

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

Invoice:	202062832518
Invoice Date:	06/26/2026
Customer ID:	270980442
Contract ID:	48060001
Help Center:	ionos.com/help
My IONOS:	my.ionos.com/invoices

Your IONOS Personal Consultant:
Milette C
+1 913 258 7841

Invoice

Billing period starting: 06/25/2026

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 48060001 - IONOS Expert					
1	IONOS Website Builder 06/25/2026-07/24/2026	$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.

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

STORE242@PINCHAPENNY.COM

STATEMENT

Jay Soriano
370 oakleaf village parkway

orange park fl 32065

Billing Period Start Date 05/14/26

Date	INV	Transaction	Description	Amount
5/14/2026		Previous Balance		$142.50
5/14/2026		Credit Card Payment	81610909007	-$142.50
5/18/2026	13080	Invoice	Chlorine - Middle Village GAL SODIUM HYPOCHLORITE Qty: 10 $30.00	$30.00
5/21/2026	13096	Invoice	Chlorine - Middle Village GAL SODIUM HYPOCHLORITE Qty: 7.5 $22.50	$22.50
5/28/2026	13106	Invoice	Chlorine - Middle Village GAL SODIUM HYPOCHLORITE Qty: 7.5 $22.50	$22.50
6/2/2026	13151	Invoice	Chlorine - Middle village GAL SODIUM HYPOCHLORITE Qty: 10 $30.00	$30.00

Current	31-60 Days over due	61-90 Days over due	90+ Days over due	Amount Due
$30.00	$75.00	$0.00	$0.00	$105.00

Thank you

Please note: your account is 30 days overdue

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

Client Info:

Rolling Hills HOA
3212 Bradley Creek Pkwy

Green Cove Spring fl 32043

Billing Date	Client Code	Amount Due
06/02/26	1461	$105.00

Amount Paid	Check #

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

Thank You! We Greatly Appreciate Your Business!!

PINCH A PENNY #242
9715 Crosshill Boulevard, #105
Jacksonville, FL 32222
Office: (904) 619-0939
STORE242@PINCHAPENNY.COM

PINCH·A·PENNY POOL·PATIO·SPA

STATEMENT

Jay Soriano
370 oakleaf village parkway

orange park fl 32065
Billing Group: A-Due Upon Reciept

Billing Period Start Date 06/01/26
Client Code 1461

Date	INV	Transaction	Description			Amount
6/1/2026		Previous Balance				$75.00
6/2/2026	13151	Invoice	Chlorine - Middle village			$30.00
			GAL SODIUM HYPOCHLORITE	Qty: 10	$30.00	
6/30/2026	13209	Invoice	Parts			$228.98
			MTR START CAPACITOR 161-193MFD	Qty: 1	$19.99	
			NATURE 2 CF CARTRIDGE FILTER	Qty: 1	$208.99	

	Current	31+ Days Overdue	61+ Days Overdue	91+ Days Overdue	Amount Due
	$0.00	$0.00	$0.00	$0.00	**$0.00**

Thank you

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

Client Info:

Jay Soriano
370 oakleaf village parkway
orange park fl 32065

Billing Date	Client Code	Amount Due
06/30/26	1461	$0.00

Amount Paid	Check #

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

Thank You! We Greatly Appreciate Your Business!!

PINCH·A·PENNY POOL·PATIO·SPA

publix

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

0128 6RR 027 097

YUENGLING			35.98 T
2 @	17.99		
You Saved		7.00	
SIMPLY SPIKED LEMO			41.98 T
2 @	20.99		
TWISTED TEA 12PK			35.98 T
2 @	17.99		
You Saved		5.00	
CAYMAN JACK 12PK			62.97 T
3 @	20.99		
MICHELOB ULTRA CAN			23.79 T
SIMPLY SPIKED 12PK			20.99 T
Order Total			221.69
Sales Tax			16.63
Grand Total			238.32
Credit	Payment		238.32
Change			0.00

CREDIT CARD	PURCHASE
A0000000025010801	AMERICAN EXPRESS
Entry Method:	Cntctless
Mode:	Issuer

Cashier Confirmed - Age Over 21

Your cashier was Kaylee

06/26/2026 13:16 S0128 R102 7097 C0228

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Publix Super Markets, Inc.

publix

Oak Leaf Commons
1075 Oakleaf Plantation Parkway
Orange Park, FL 32065
Store Manager: Wes Williams
904-291-5108

1169 6RR 013 643

PUBLIX SPRNG 24PK			
2 @	4.49		8.98 F
ICE 16 LB			
6 @	5.99		35.94 T F
Order Total			44.92
Sales Tax			2.70
Grand Total			47.62
Credit	Payment		47.62
Change			0.00

Receipt ID: 1169 6RR 013 643

PRESTO!
Trace #: 015701
Reference #: 1374150313
Acct #: XXXXXXXXXXXX3053
Purchase American Express
Amount: $47.62
Auth #: 859324

CREDIT CARD	PURCHASE
A0000000025010801	AMERICAN EXPRESS
Entry Method:	Cntctless
Mode:	Issuer

Your cashier was Manny

06/26/2026 14:39 S1169 R101 3643 C0104

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Publix Super Markets, Inc.

RingCentral

Thank you for choosing RingCentral.

Invoice

Document # 16450166001

Account Information		Bill To	Pay To
Account Number:	(904) 770-4650	Oakleaf Plantation 475 west town place ste 114 St Augustine, FL 32092, USA	RingCentral, Inc. 20 Davis Dr, Belmont, CA 94002, USA
Subscription Name:	RingEX Standard™		
Statement Date:	07/02/2026		
Paid By:	···· ···· ···· 8052		

Statement Summary

Subscription

Subtotal: $176.39

Charges	Billing frequency	Price per item	Qty	Discounts 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					$5.74
State taxes					$8.79
Local taxes					$1.96
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: $41.49

Amount charged to credit card: $176.39

Statement Details

Charges and applied credits summary

Charges after discounts and prorates: **$134.90**

Period	Description	Unit Price	Quantity	Amount
07/02/2026-08/01/2026	RingEX Standard™ - Monthly Subscription Fee	$0.00	1	$0.00
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 342-1441	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4648	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4649	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4661	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)
07/02/2026-08/01/2026	DigitalLine Unlimited - (904) 770-4667	$34.99	1	$34.99
07/02/2026-08/01/2026	DigitalLine Unlimited - Discount $8.01 off	($8.01)	1	($8.01)

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Receipt

Invoice number YSOPUWFB-0052
Receipt number 2370-7174
Date paid July 5, 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 July 5, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jul 5–Jul 12, 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	July 5, 2026	$9.99	2370-7174

Receipt

Invoice number YSOPUWFB-0054
Receipt number 2437-4464
Date paid July 19, 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 July 19, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jul 19–Jul 26, 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	July 19, 2026	$9.99	2437-4464

Receipt

Invoice number	YSOPUWFB-0053
Receipt number	2732-0176
Date paid	July 12, 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 July 12, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jul 12–Jul 19, 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	July 12, 2026	$9.99	2732-0176

Receipt

Invoice number	YSOPUWFB-0051
Receipt number	2807-9754
Date paid	June 28, 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 June 28, 2026

Description	Qty	Unit price	Amount
SimplyScapes Plus Weekly Jun 28–Jul 5, 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	June 28, 2026	$9.99	2807-9754

Thank you for your order.

Updates will be sent to manager@oakleafresidents.com. For updates, visit order history.

Order number: VP_R8MW5705
Order date: June 29th 2026

Delivery information	Shipping address	Billing address	Payment method	
Estimated arrival Jul 15th	Jay Soriano 370 Oakleaf Village Pkwy Orange Park, Florida 32065-4259 United States of America 9045620249	Jay Soriano 475 W Town Pl St Augustine, Florida 32092 United States of America 9045620249	Amex **** 3053	$58.03

Items

Standard Business Cards
Quantity: 500

Order placed
Expected delivery: Wednesday, Jul 15
Check status

Selected options

Item total $45.99

Order summary

Subtotal	$45.99
Shipping	$7.99
Tax	$4.05
Total paid	$58.03

FF

Chat with us

HD SUPPLY

PO Box 509058 • San Diego, CA 92150-9058

Sign up to pay online or go paperless
Visit: http://hdsupplyfacilities.billtrust.com
Login Token: RSK PKQ PPL

INVOICE

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

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

Credit/Account Information
800/798-8888, FAX 800/030-4930
Orders/Product Information
800/431-3000, FAX 800/859-5889

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

Invoice Date	Invoice Number
07/08/2026	9251268195

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
18789511	LISA CARTER		W237695081	LNC6232026

Ship To:

MIDDLE VILLAGE CDD
370 OAKLEAF PLANTATION PKWY
ORANGE PARK FL 32065

MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

Repair & Replacement

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
405891	Hand Sanitizer Foam Refil 1200 Ml 2/Cs	JANITORIAL	5	5	97.87	CA	489.35
✓DB	2.320.572.63100						
x MW	34.600.538.64000						
-	To be split between both districts (DB & MW) 50/50						

Product Category Summary (Excluding Misc. Charges & Freight)
Janitorial 489.35

RECEIVED
AUG 07 2026
BY:

TP
Total 50/50:
$244.68

Ship Date	Sub Total
07/08/2026	489.35
Pkg Count 5	Sales Tax 0.00
Weight 27.25 LB	Freight 0.00
DLVR1	TOTAL 489.35

Question? Call Melissa Kelm at 800-798-8888 ext:83460 or email Melissa.Kelm@hdsupply.com

HD SUPPLY

Invoice Number: 9251268195
Amount Due: 489.35
Date Due: 08/08/2026

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:

18789511
MIDDLE VILLAGE CDD
370 OAKLEAF PLANTATION PKWY
ORANGE PARK FL 32065

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

1 0 0018789511 9251268195 000000000048935 8

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Visit: http://hdsupplyfacilities.billtrust.com
Login Token: GKV PWP KPZ

HD SUPPLY

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 800/859-8889

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 52-2418852

Invoice Date	Invoice Number
07/24/2026	9251948322

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
14368430	LISA CARTER		W238189645	LNC7212026

Ship To:

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

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

Repair & Replacement

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
243169	Renown C-pull Wipes 6x10 7/Cs	JANITORIAL	32	19	38.32	CA	728.08

✓ DB - 2.320.572.63100
X MV - 34.600.538.64000

- To be split between both districts (DB & MV) 50/50

Product Category Summary (Excluding Misc. Charges & Freight)
Janitorial 728.08

RECEIVED
AUG 07 2026
BY:

TP
Total 50/50!
$364.04

Ship Date	Sub Total
07/24/2026	728.08
Pkg Count	Sales Tax
19	0.00
Weight	Freight
332.50 LB	0.00
DLVR1	TOTAL 728.08

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

HD SUPPLY

Invoice Number: 9251948322
Amount Due: 728.08
Date Due: 08/23/2026

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

Amount Paid: ____________________

Please return this portion with payment.

Thank you for your order.

☐ 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 9251948322 000000000072808 2

HD SUPPLY

PO 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

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

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

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Invoice Date	Invoice Number
07/28/2026	9252055393

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
14368430	lisa carter		0156026903	LNC7212026

Ship To:

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

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

Repair & Replacement

Stock Number	Description	Product Category	Ordered	Shipped	Unit Price	Unit	Extension
243169	Renown C-pull Wipes 6x10 2/Cs	JANITORIAL	13	13	38.32	CA	498.16

✓DB - 2.320.572.63100
XMV - 34.600.538.64000
- to be split between both districts (DB + MV) 50/50

Product Category Summary (Excluding Misc. Charges & Freight)
Janitorial 498.16

RECEIVED
AUG 07 2026
BY:

TP
Total 50/50:
$249.08

Ship Date	Sub Total
07/28/2026	498.16
Pkg Count 13	Sales Tax 0.00
Weight 227.90 LB	Freight 0.00
DLVR1	TOTAL 498.16

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

HD 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.

Invoice Number: 9252055393
Amount Due: 498.16
Date Due: 08/27/2026

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 9252055393 00000000049816 5

FIFTH ORDER OF BUSINESS

B.

DCCM

Innovative strategies
to **design**, **develop**,
and **grow**

7 WALDO STREET,
ST. AUGUSTINE, FLORIDA 32084

904.826.1334
nef.cei@dccm.com

LICENSE #39656, LB8711, LA6666877

General Information

Project Name	24015 Double Branch CDD		
Prepared By	Michael Williams		
Date Of Visit	08/06/2026 9:00 AM -05		
Date Prepared	08/08/2026 -05		
Weather	Cloudy	**Temp**	88
Site Conditions		**Date of Last Report**	08/06/2026 -05
Present at Site			

Site Notes

N/A

Corrected since last report

N/A

Observations

Drainage

8 N/A

↳ **Pong Lanh** August 6, 2026 3:26 PM -05
Unchanged, pipe has 75% opening.

Observations *(continued)*

Hardscape

24 N/A

↳ **Pong Lanh** August 6, 2026 2:35 PM -05
Unchanged.

37 N/A

↳ **Pong Lanh** August 6, 2026 2:10 PM -05
Unchanged.

39 Athletic Center monument in good condition.

43 Pond bank and slope in good condition.

50 All three pond bridge in good condition.

52 Children slider set in good condition.

65 Children play area benches and equipment are in good condition.

Storm

29 N/A

↳ **Pong Lanh** August 6, 2026 10:21 AM -05
Condition unchanged.

53 Pond bank and slope in good condition.

Needs Action

Hardscape

26 N/A

↳ **Pong Lanh** August 6, 2026 2:37 PM -05
Joint is now has trip hazard.

38 Large gab between curb and ada ramp, 2.5"..

40 Crack and uneven sidewalk.

41 Sidewalk cross slope exceed 2%,

42 Sidewalk cross slope exceed 2%.

44 Sidewalk drop-off condition.

46 Crack and lift asphalt path.

47 Crack and uneven sidewalk.

48 Crack and lift asphalt path.

49 Asphalt pathway drop-off condition.

51 Asphalt pathway have drop-off condition.

54 Joint between asphalt path and bridge landing is uneven and dips.

55 Crack and lift asphalt path..

56 Asphalt pathway drop-off condition.

Needs Action *(continued)*

57 Crack and lift asphalt path.

59 Crack and lift asphalt path, missing some asphalt.

62 Sidewalk drop off condition.

63 Sidewalk drop-off condition.

64 Crack and uneven sidewalk., and at joint.

66 Crack and lift asphalt path.

67 Crack and lift asphalt path.

68 Crack and lift asphalt path. With drop off condition.

69 Crack and lift asphalt path. With drop off condition.

71 Joints in sidewalk uneven.

72 Unreadable ADA striping.

74 Sidewalk cross slope exceed 2%. 5.2%.

75 Joints in sidewalk uneven.

76 Raise and Crack basketball court.

77 Raise and Crack basketball court.

78 Raise and Crack tennis court.

Needs Action *(continued)*

79 Leaking water slider.

80 Joint is uneven between paver and sidewalk.

Landscape

7 N/A

↳ **Pong Lanh** August 6, 2026 3:06 PM -05
Pond bank erosion still present and has not been corrected. Seem stable with bare soil.

45 Crack and uneven sidewalk.

Misc

7 N/A

↳ **Pong Lanh** August 6, 2026 3:06 PM -05
Pond bank erosion still present and has not been corrected. Seem stable with bare soil.

Roadway

30 N/A

↳ **Pong Lanh** August 6, 2026 12:47 PM -05
Updated Pin

58 Unreadable ADA striping and signs.

60 Missing large area of asphalt in parking lot .

70 Unreadable ADA striping.

73 Unreadable parking lot striping.

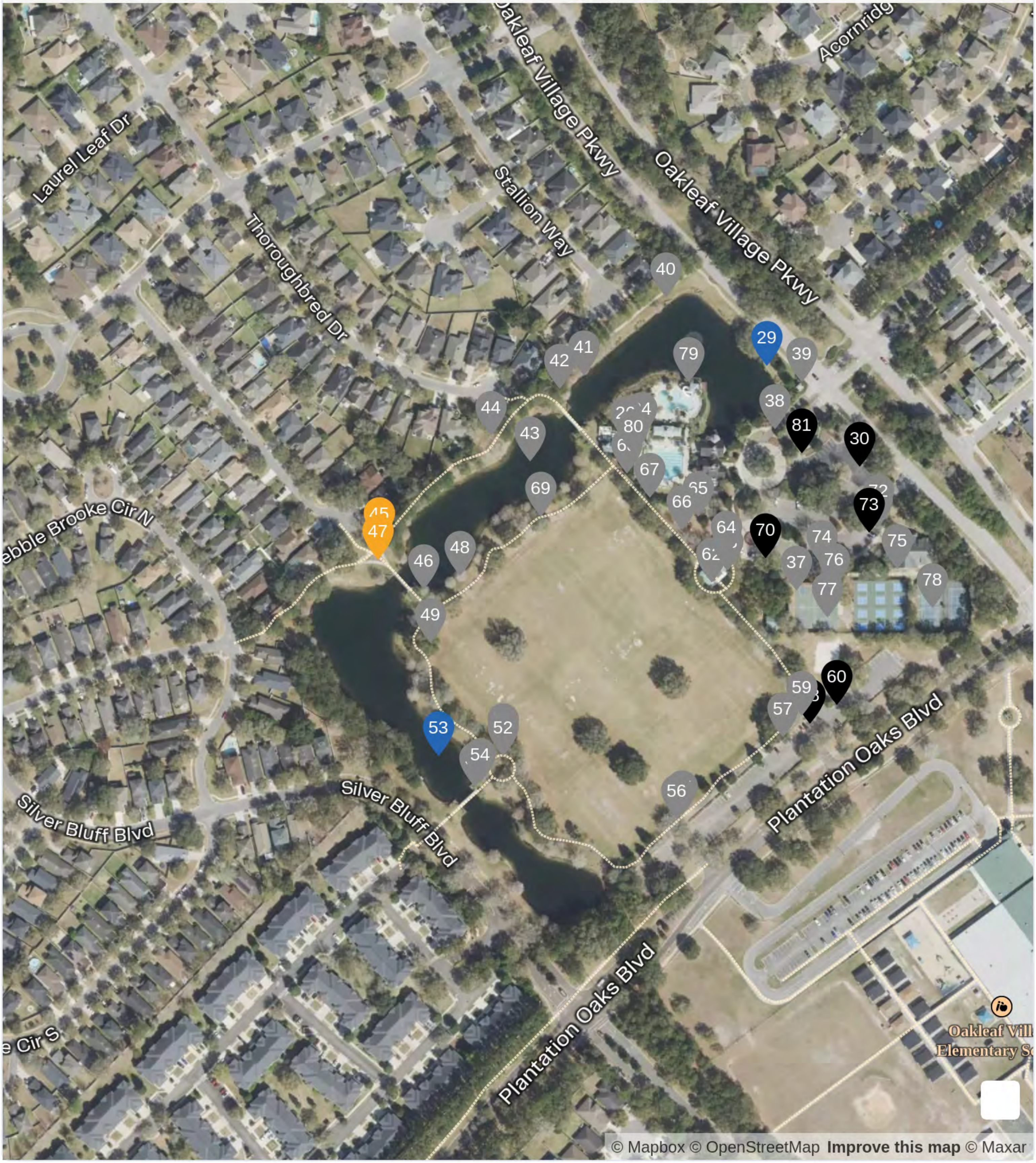
81 Unreadable ADA signages.

Needs Action *(continued)*

Safety

- 44 Sidewalk drop-off condition.
- 45 Crack and uneven sidewalk.
- 46 Crack and lift asphalt path.
- 47 Crack and uneven sidewalk.

Map Overview



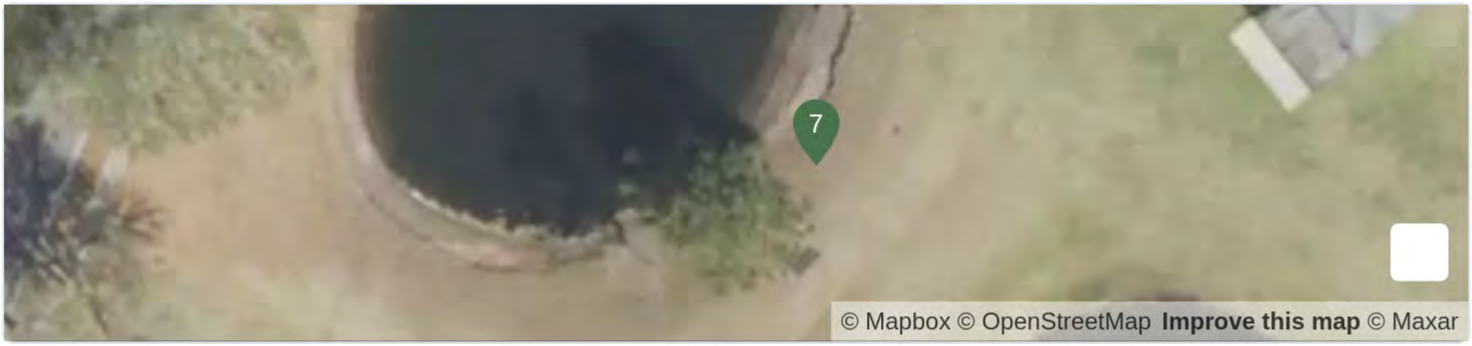
Action Items

7 **Needs Action**

Pin Type: General **Categories:** Landscape Misc

Created by:
Michael Williams
Field Services Technology Lead
Sep 12, 2024 at 8:21 am -05

Location:



Description:

N/A

Worklog:

Pong Lanh August 6, 2026 3:06 PM -05

Pond bank erosion still present and has not been corrected. Seem stable with bare soil.


Aug 6, 2026 at 3:05 pm -05


Aug 6, 2026 at 3:05 pm -05

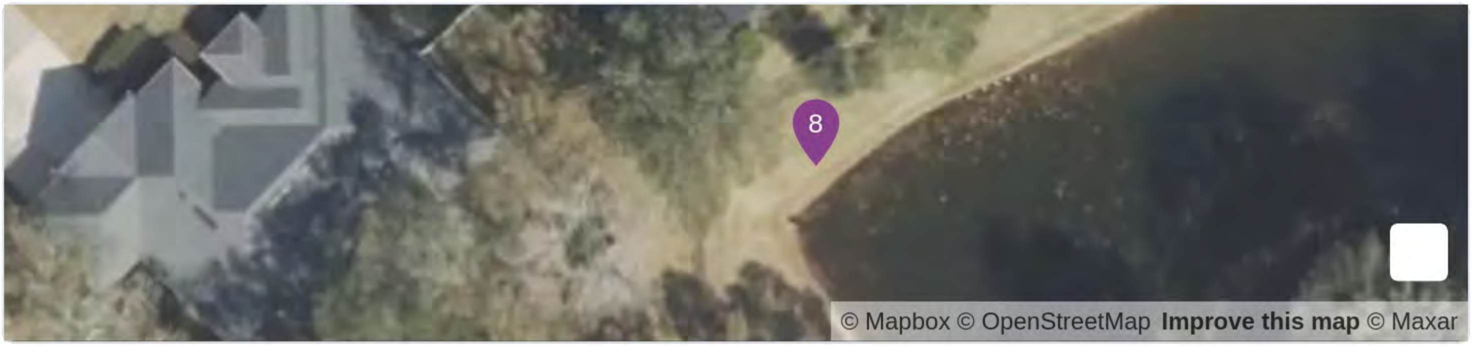

Aug 6, 2026 at 3:05 pm -05

8 **Observation**

Pin Type: General **Categories:** Drainage

Created by:
Michael Williams
Field Services Technology Lead
Sep 12, 2024 at 8:22 am -05

Location:



Description:

N/A

Worklog:

Pong Lanh August 6, 2026 3:26 PM -05
Unchanged, pipe has 75% opening.

Aug 6, 2026 at 3:25 pm -05

Aug 6, 2026 at 3:25 pm -05

24 **Observation**

Created by:
Branden J Marcinell
Jun 11, 2025 at 10:39 am -05

Pin Type: General **Categories:** Hardscape

Location:

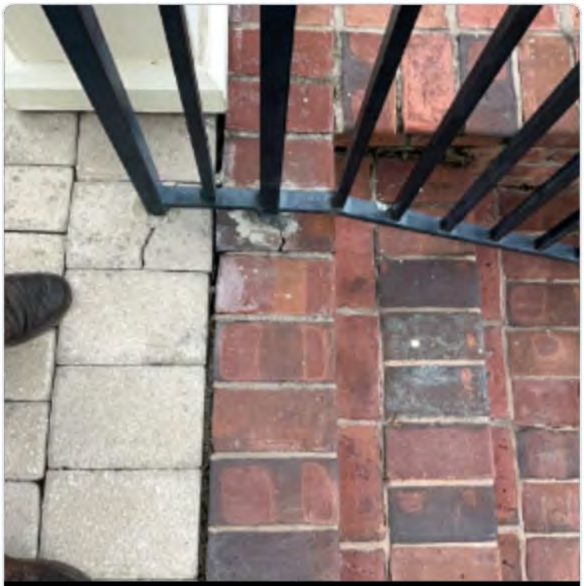
Description:

N/A

Worklog:

Pong Lanh August 6, 2026 2:35 PM -05
Unchanged.


Aug 6, 2026 at 2:35 pm -05


Aug 6, 2026 at 2:35 pm -05

26 **Needs Action**

Created by:
Branden J Marcinell
Jun 11, 2025 at 10:52 am -05

Pin Type: General **Categories:** Hardscape

Location:

Description:

N/A

Worklog:

Pong Lanh August 6, 2026 2:37 PM -05
Joint is now has trip hazard.

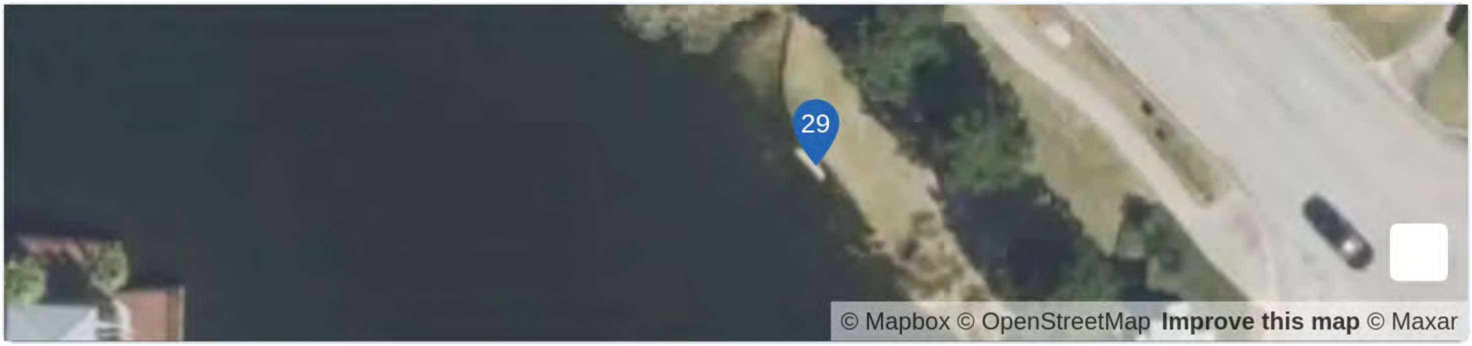
Aug 6, 2026 at 2:36 pm -05

29 **Observation**

Pin Type: General **Categories:** Storm

Created by:
Branden J Marcinell
Jun 11, 2025 at 11:02 am -05

Location:



Description:

N/A

Worklog:

Pong Lanh August 6, 2026 10:21 AM -05
Condition unchanged.


Aug 6, 2026 at 10:20 am -05


Aug 6, 2026 at 10:19 am -05

30 **Needs Action**

Pin Type: General **Categories:** Roadway

Created by:
Branden J Marcinell
Jun 11, 2025 at 11:05 am -05

Location:

Description:

N/A

Worklog:

Pong Lanh August 6, 2026 12:47 PM -05
Updated Pin


Aug 6, 2026 at 12:47 pm -05

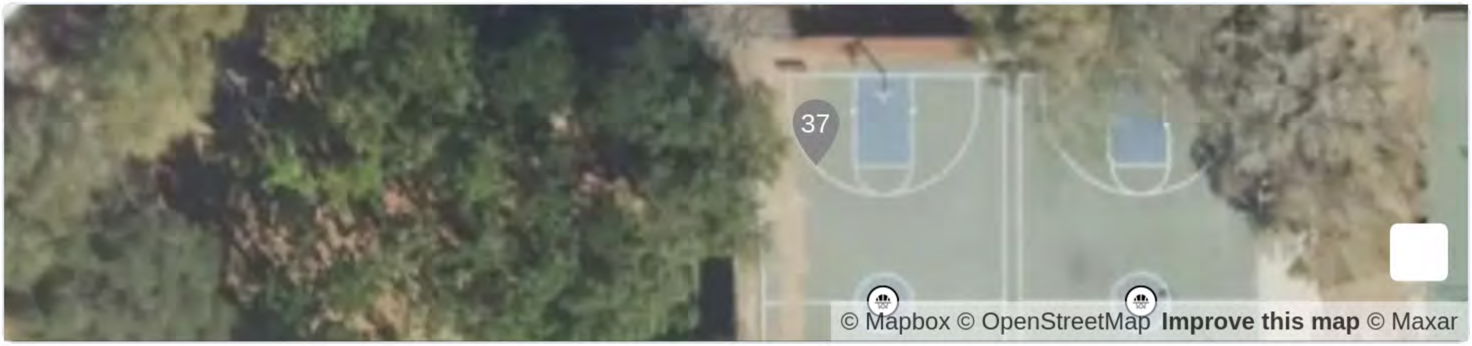

Aug 6, 2026 at 12:47 pm -05

37 **Observation**

Created by:
Branden J Marcinell
Jun 11, 2025 at 11:53 am -05

Pin Type: General **Categories:** Hardscape

Location:



Description:

N/A

Worklog:

Pong Lanh August 6, 2026 2:10 PM -05
Unchanged.

Aug 6, 2026 at 2:10 pm -05

38 **Needs Action**

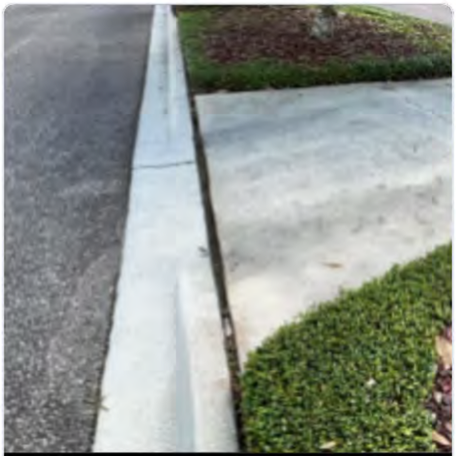
Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:13 am -05

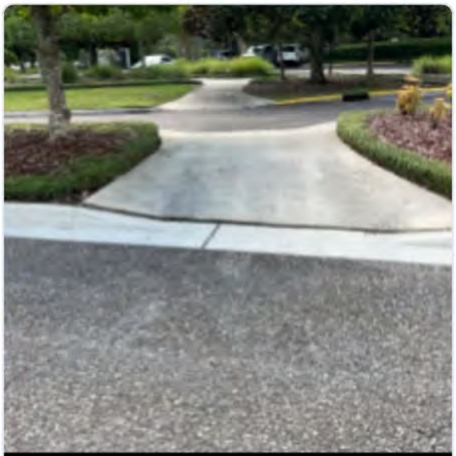
Location:

Description:

Large gab between curb and ada ramp, 2.5"..



Aug 6, 2026 at 10:12 am -05



Aug 6, 2026 at 10:11 am -05

39 **Observation**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:17 am -05

Location:

Description:

Athletic Center monument in good condition.

Aug 6, 2026 at 10:16 am -05

40 **Needs Action**

Pin Type: General **Categories:** Hardscape

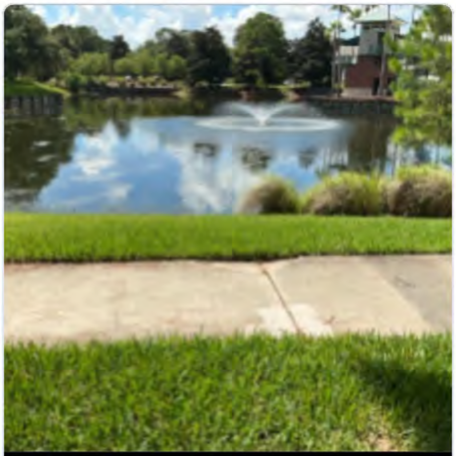
Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:28 am -05

Location:

Description:

Crack and uneven sidewalk.

Aug 6, 2026 at 10:28 am -05



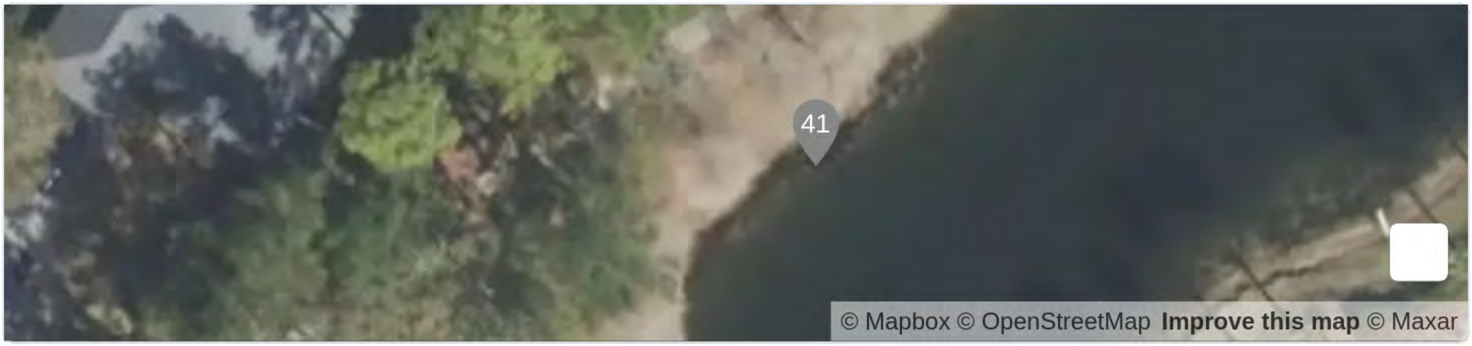
Aug 6, 2026 at 10:28 am -05

41 **Needs Action**

Pin Type: General **Categories:** Hardscape

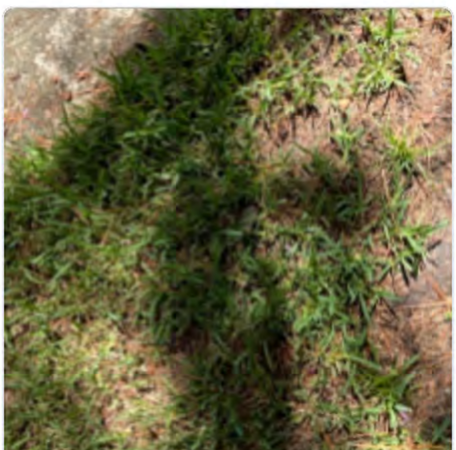
Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:32 am -05

Location:



Description:

Sidewalk cross slope exceed 2%,


Aug 6, 2026 at 10:31 am -05


Aug 6, 2026 at 10:31 am -05

42 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:35 am -05

Location:

Description:

Sidewalk cross slope exceed 2%.


Aug 6, 2026 at 10:34 am -05


Aug 6, 2026 at 10:34 am -05

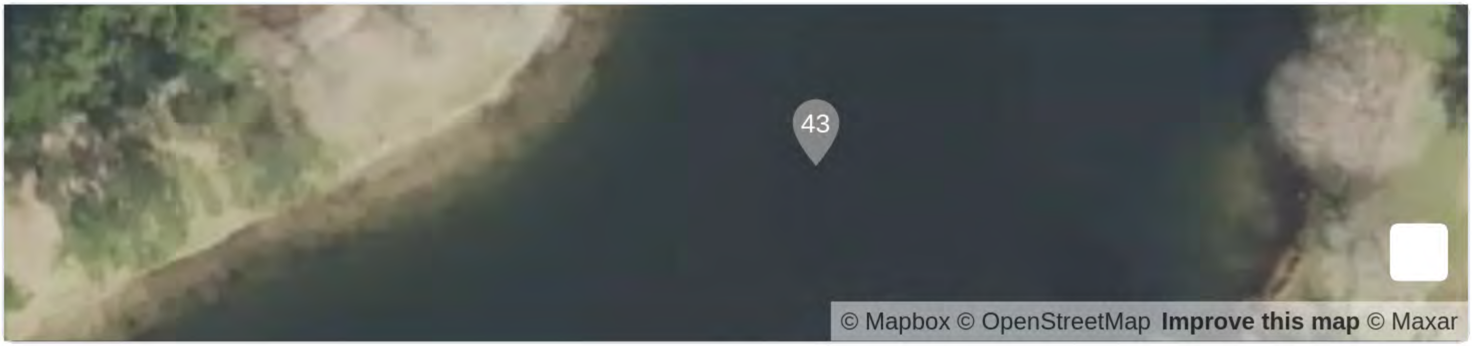

Aug 6, 2026 at 10:34 am -05

43 **Observation**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:39 am -05

Location:



Description:

Pond bank and slope in good condition.

Aug 6, 2026 at 10:37 am -05

Aug 6, 2026 at 10:37 am -05

44 **Needs Action**

Pin Type: General **Categories:** Hardscape Safety

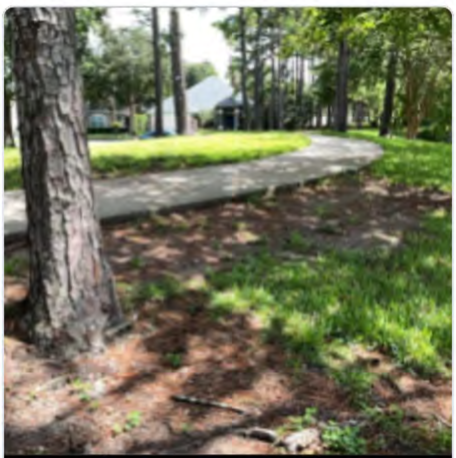
Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:42 am -05

Location:

Description:

Sidewalk drop-off condition.


Aug 6, 2026 at 10:42 am -05


Aug 6, 2026 at 10:41 am -05

45 **Needs Action**

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:46 am -05

Pin Type: General **Categories:** Safety Landscape

Location:

Description:

Crack and uneven sidewalk.

46 **Needs Action**

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:49 am -05

Pin Type: General **Categories:** Hardscape Safety

Location:

Description:

Crack and lift asphalt path.


Aug 6, 2026 at 10:48 am -05


Aug 6, 2026 at 10:48 am -05

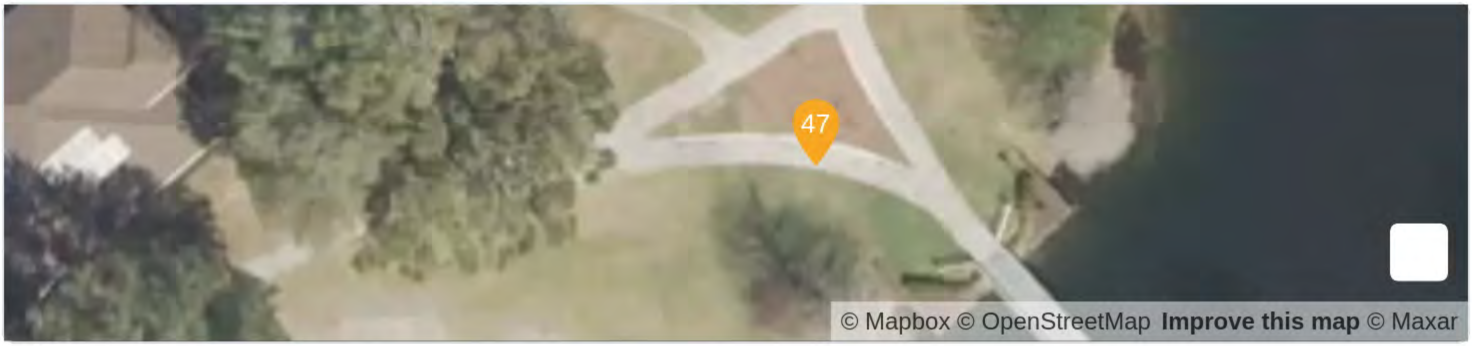

Aug 6, 2026 at 10:48 am -05

47 **Needs Action**

Pin Type: General **Categories:** Safety Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:51 am -05

Location:



Description:

Crack and uneven sidewalk.

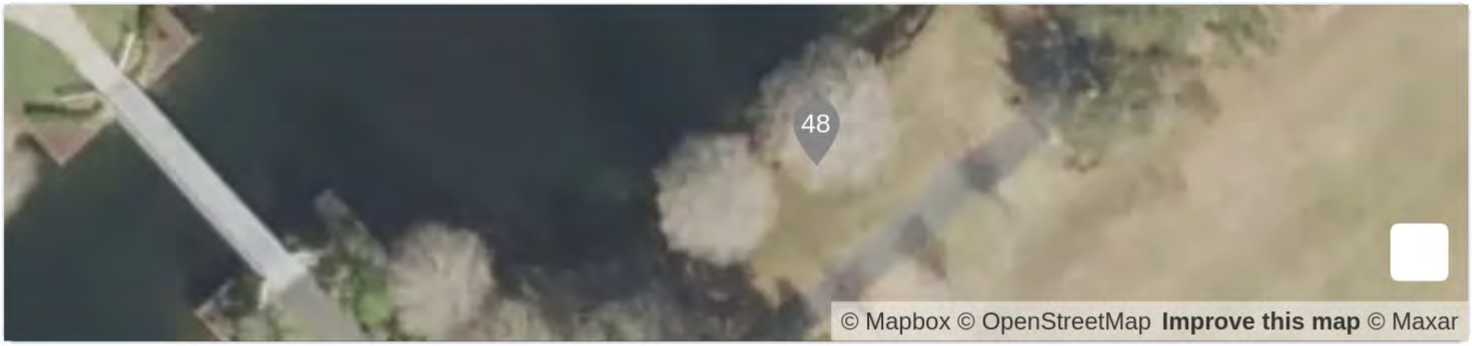
Aug 6, 2026 at 10:50 am -05

48 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 10:57 am -05

Location:



Description:

Crack and lift asphalt path.

Aug 6, 2026 at 10:56 am -05

Aug 6, 2026 at 10:56 am -05

49 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:00 am -05

Location:

Description:

Asphalt pathway drop-off condition.


Aug 6, 2026 at 10:59 am -05


Aug 6, 2026 at 10:58 am -05

50 **Observation**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:03 am -05

Location:

Description:

All three pond bridge in good condition.

Aug 6, 2026 at 11:02 am -05

51 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:05 am -05

Location:

Description:

Asphalt pathway have drop-off condition.


Aug 6, 2026 at 11:04 am -05


Aug 6, 2026 at 11:04 am -05

52 **Observation**

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:08 am -05

Pin Type: General **Categories:** Hardscape

Location:

Description:

Children slider set in good condition.

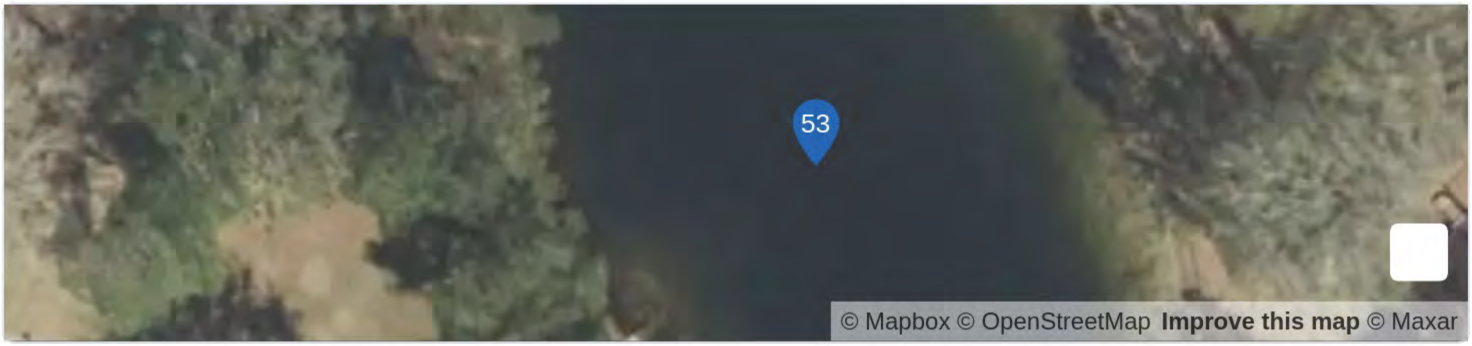
Aug 6, 2026 at 11:06 am -05

53 **Observation**

Pin Type: General **Categories:** Storm

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:10 am -05

Location:



Description:

Pond bank and slope in good condition.


Aug 6, 2026 at 11:10 am -05


Aug 6, 2026 at 11:09 am -05

54 **Needs Action**

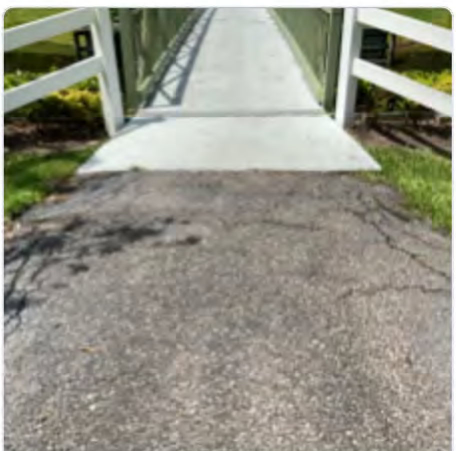
Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:12 am -05

Location:

Description:

Joint between asphalt path and bridge landing is uneven and dips.



Aug 6, 2026 at 11:11 am -05

55 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:20 am -05

Location:

Description:

Crack and lift asphalt path..


Aug 6, 2026 at 11:19 am -05

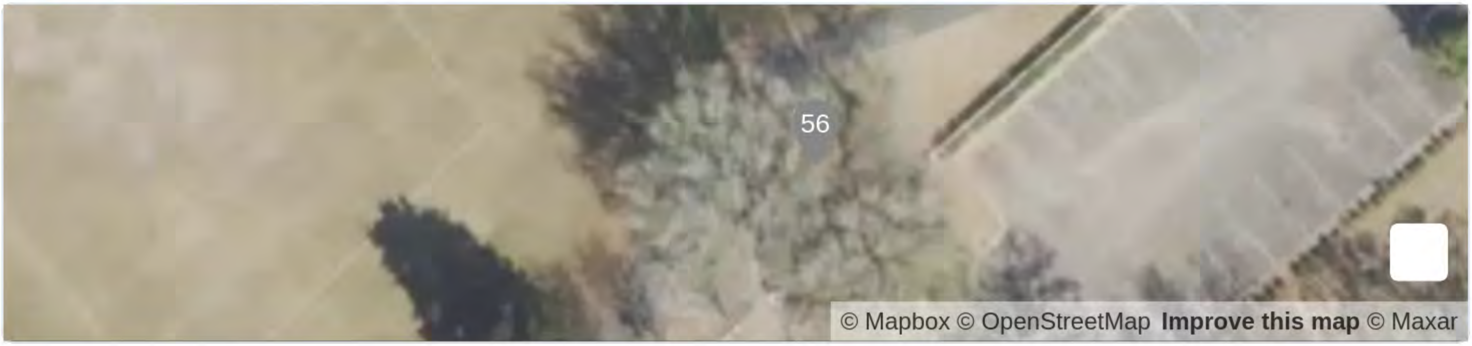

Aug 6, 2026 at 11:18 am -05

56 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:21 am -05

Location:



Description:

Asphalt pathway drop-off condition.


Aug 6, 2026 at 11:20 am -05

57 **Needs Action**

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:25 am -05

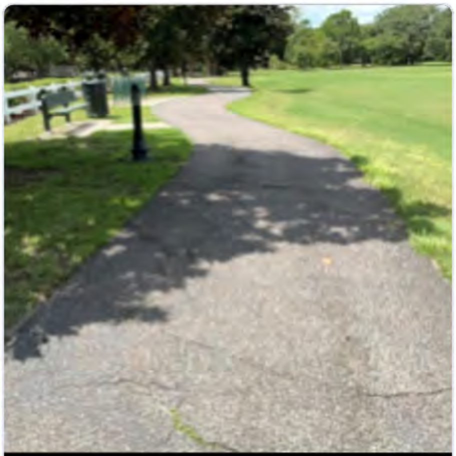
Pin Type: General **Categories:** Hardscape

Location:

Description:

Crack and lift asphalt path.

Aug 6, 2026 at 11:25 am -05



Aug 6, 2026 at 11:25 am -05

58 **Needs Action**

Pin Type: General **Categories:** Roadway

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:28 am -05

Location:

Description:

Unreadable ADA striping and signs.

Aug 6, 2026 at 11:26 am -05

59 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:30 am -05

Location:

Description:

Crack and lift asphalt path, missing some asphalt.

60 **Needs Action**

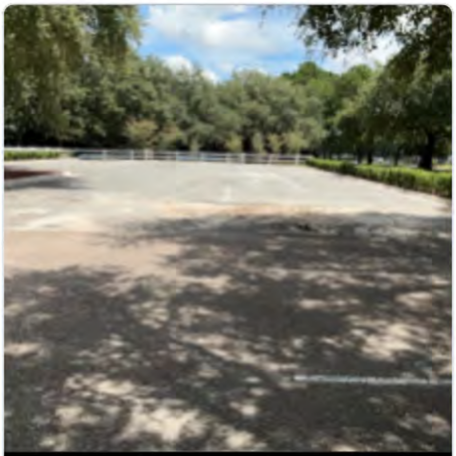
Pin Type: General **Categories:** Roadway

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:36 am -05

Location:

Description:

Missing large area of asphalt in parking lot.



Aug 6, 2026 at 11:35 am -05

Aug 6, 2026 at 11:34 am -05

62 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:47 am -05

Location:

Description:

Sidewalk drop off condition.


Aug 6, 2026 at 11:46 am -05

63 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:47 am -05

Location:

Description:

Sidewalk drop-off condition.

Aug 6, 2026 at 11:47 am -05

64 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:50 am -05

Location:

Description:

Crack and uneven sidewalk., and at joint.

Aug 6, 2026 at 11:49 am -05

Aug 6, 2026 at 11:49 am -05

65 **Observation**

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 11:58 am -05

Pin Type: General **Categories:** Hardscape

Location:

Description:

Children play area benches and equipment are in good condition.


Aug 6, 2026 at 11:57 am -05


Aug 6, 2026 at 11:57 am -05


Aug 6, 2026 at 11:57 am -05


Aug 6, 2026 at 11:56 am -05

66 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:00 pm -05

Location:

Description:

Crack and lift asphalt path.

Aug 6, 2026 at 11:59 am -05

Aug 6, 2026 at 11:59 am -05

67 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:02 pm -05

Location:

Description:

Crack and lift asphalt path.


Aug 6, 2026 at 12:01 pm -05


Aug 6, 2026 at 12:01 pm -05

68 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:07 pm -05

Location:

Description:

Crack and lift asphalt path. With drop off condition.

Aug 6, 2026 at 12:06 pm -05

Aug 6, 2026 at 12:06 pm -05

69 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:15 pm -05

Location:

Description:

Crack and lift asphalt path. With drop off condition.

Aug 6, 2026 at 12:14 pm -05

Aug 6, 2026 at 12:13 pm -05

70 **Needs Action**

Pin Type: General **Categories:** Roadway

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:28 pm -05

Location:

Description:

Unreadable ADA striping.

Aug 6, 2026 at 12:27 pm -05

71 **Needs Action**

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:38 pm -05

Pin Type: General **Categories:** Hardscape

Location:

Description:

Joints in sidewalk uneven.


Aug 6, 2026 at 12:37 pm -05


Aug 6, 2026 at 12:37 pm -05


Aug 6, 2026 at 12:37 pm -05

72 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:39 pm -05

Location:

Description:

Unreadable ADA striping.

73 **Needs Action**

Pin Type: General **Categories:** Roadway

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 12:41 pm -05

Location:

Description:

Unreadable parking lot striping.

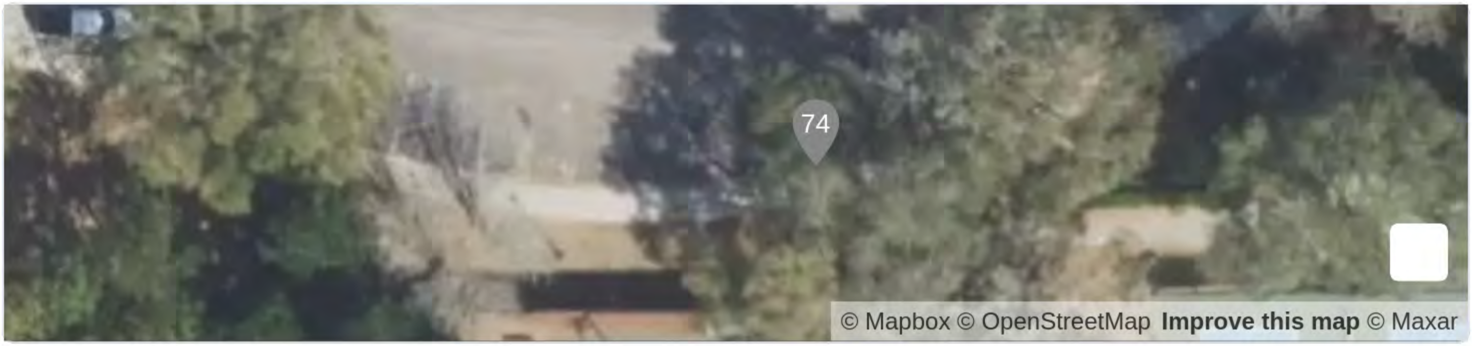
Aug 6, 2026 at 12:40 pm -05

74 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:03 pm -05

Location:



Description:

Sidewalk cross slope exceed 2%. 5.2%.


Aug 6, 2026 at 2:02 pm -05

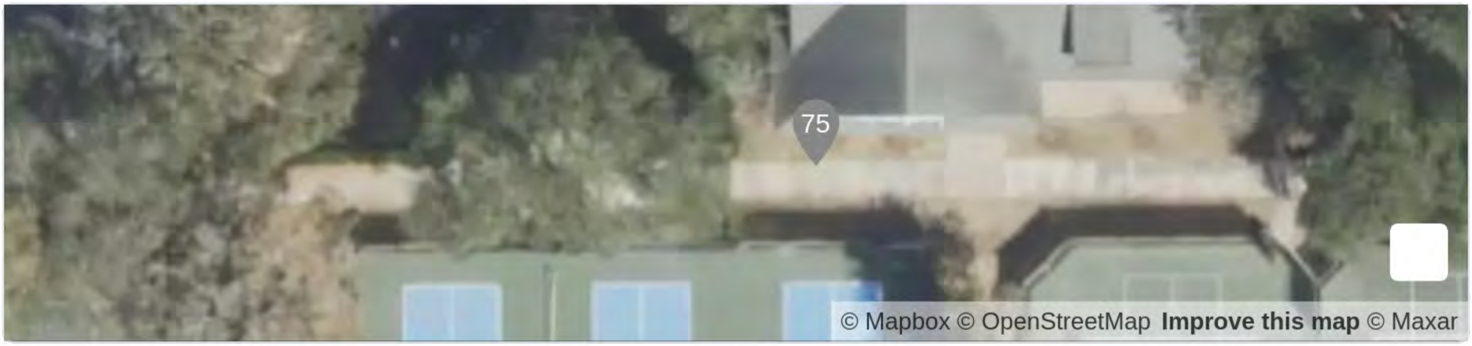

Aug 6, 2026 at 2:02 pm -05

75 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:06 pm -05

Location:



Description:

Joints in sidewalk uneven.

Aug 6, 2026 at 2:06 pm -05

76 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:08 pm -05

Location:

Description:

Raise and Crack basketball court.

Aug 6, 2026 at 2:08 pm -05

77 **Needs Action**

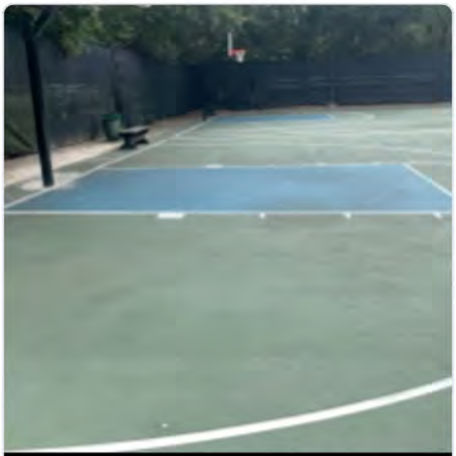
Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:12 pm -05

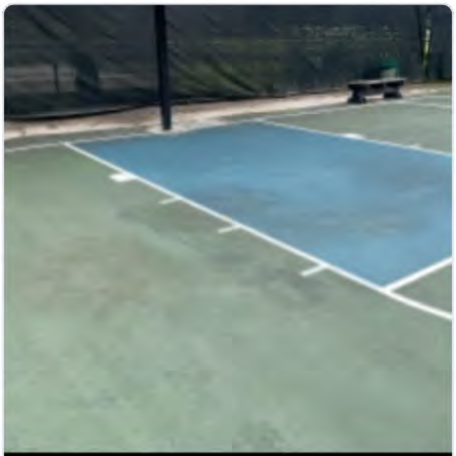
Location:

Description:

Raise and Crack basketball court.



Aug 6, 2026 at 2:12 pm -05



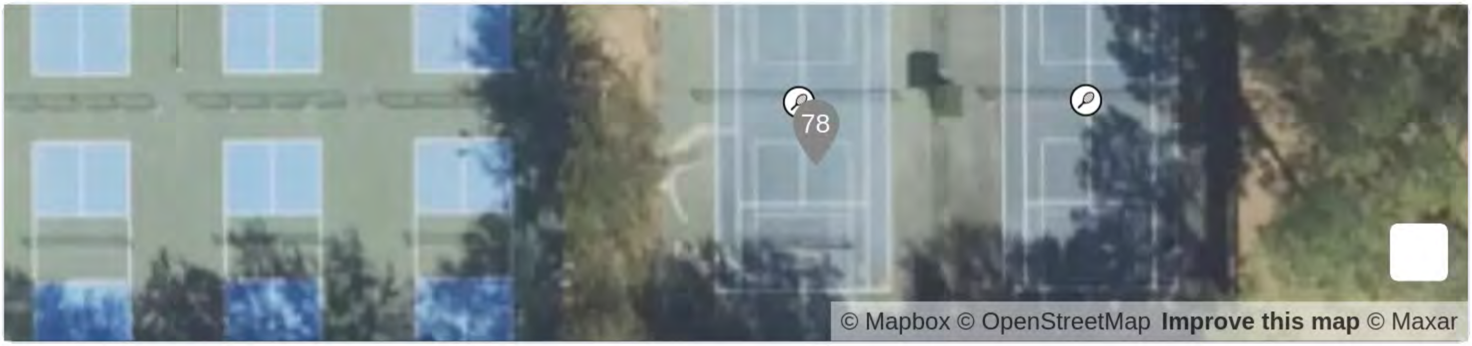
Aug 6, 2026 at 2:12 pm -05

78 **Needs Action**

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:14 pm -05

Pin Type: General **Categories:** Hardscape

Location:



Description:

Raise and Crack tennis court.


Aug 6, 2026 at 2:14 pm -05

79 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:29 pm -05

Location:

Description:

Leaking water slider.

80 **Needs Action**

Pin Type: General **Categories:** Hardscape

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:39 pm -05

Location:

Description:

Joint is uneven between paver and sidewalk.

Aug 6, 2026 at 2:38 pm -05

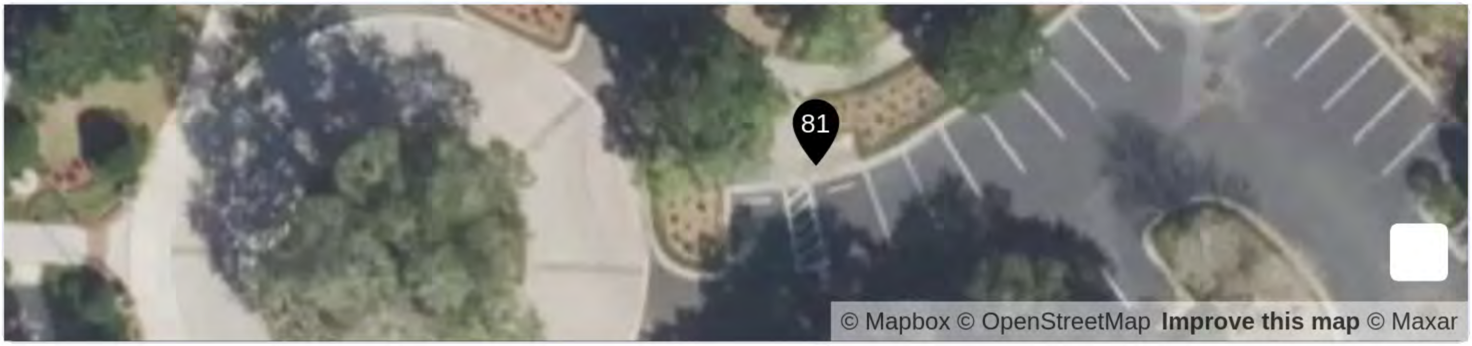
Aug 6, 2026 at 2:38 pm -05

81 **Needs Action**

Pin Type: General **Categories:** Roadway

Created by:
Pong Lanh
Construction Inspector
Aug 6, 2026 at 2:45 pm -05

Location:



Description:

Unreadable ADA signages.

Aug 6, 2026 at 2:44 pm -05

D.

Double Branch Community Development District (CDD)
370 OakLeaf Village Parkway, Orange Park, FL 32065
904-375-9285; manager@oakleafresidents.com

Memorandum

Date: **August 2026**

To: **Board of Supervisors**

From: **GMS – OakLeaf Operations Manager**

Community:

Special Events

- Report – Live music at the pools (DB) , Labor day at pools
- Upcoming – Live music poolside, Last Dive in
- Back to Movie on the green in October, Community Yard Sale, resident run event (MV)

Aquatics

- Off Season schedule – alternating days, weekends in Oct
- Swim Teams – high school and year 'round reports

Amenity Usage

- *Total Facilities Usage – 8913*
- *Average daily usage – 288*

Card counts:

DB Owners	69
DB Renters	33
DB Replacements	16
DB Updated	13

Total cards printed: 248 (both districts)

Rentals

- 6 of 31 *days rented in August, 2 of 5 weekends rented*
- *7 Clubroom rentals, 2 patio rentals*
- 18 *tours (approx.42 hours)/66 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

MAINTENANCE

- Begin removal of playground structure and items at Piedmont/Stonebier
- Root removal at park
- Remove fencing at front of fieldhouse (extra sodding work)
- Removal/clean/clear concession stand at fieldhouse for new vendor
- Diagnose and repair issues at slide tower causing excessive leaking
- Replace light bulbs at bridge light at multi-use fields
- Inspect and diagnose issues at track lighting
- Replace condensate pump for AC units at fitness center
- Diagnose issues at waterfall – damage to multiple VFDs and main breaker (surge damage)
- Coordinate walkthrough for clubhouse painting project
- Install of cabinet locks in kitchen area
- Install cabinet locks in concession stand area
- Finalize secondary filter grids at pools
- Take delivery of water fountain for FC replacement
- Diagnose issues at lap pool VFD, replaced damaged wiring (surge damage)
- Removal of multiple tree trunks at Amenity parking lot
- Removal of multiple trees at neighborhood areas (Oakbrook, OVP, Natures Hammock)
- Inspection of trees for future removal – Oakbrook, Fall Creek
- Replace garage Door at storage shed (damaged due to vandalism)
- Replace wheels, rails, and springs along with new door
- Inspect multiple cameras (possible damaged due to surge)
- Touch-up painting on decorative street poles in neighborhood (ongoing)
- Multiple drop off trips for refuse removal (rosemary hill)
- Audit of access cards – ongoing (to include audit of adult family members in household)
- Cut backing for new and replacement signs – ongoing
- Employee information collection for Florida Department of Labor
- Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.
- Continual Park inspections and cleaning – reports kept on file.
- Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 8/09 Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 8/25

Landscaping

- Monthly report for August submitted and filed at Operations office

For questions, comments, or clarification, please contact:

- *Jay Soriano, Oakleaf Operations Manager 904-342-1441* jsoriano@gmsnf.com

Double Branch CDD 2013
Clay County, Florida
THE HONORABLE ROGER A. SUGGS, CFA, AAS
CLAY COUNTY PROPERTY APPRAISER
State-Certified General Real Estate Appraiser RZ2771
GENERATED BY THE GIS DEPARTMENT 05/29/2013
This graphic representation of ownership does not constitute a information available for use in the Property Appraisers Office. This office does not assume responsibility for errors or omissions.
1 inch = 375 feet
N
S
E
W
DUVAL COUNTY
DUVAL COUNTY
DUVAL COUNTY
Boundary
Parcel Line Work
930000.00
930001.00
930002.00
930372.01
930372.02
930372.03
930372.04
930373.00
930373.01
930373.02
930373.03
930373.04
930373.05
930373.06
930373.11
930373.21
930374.01
930374.10
930375.01
930375.10
930400.01
OAK BROOK
PB 39 PG 8-13
WORTHINGTON OAKS
PB 39 PG 52-60
HEARTHSTONE
PB 39 PG 69-77
PIEDMONT
PB 40 PG 1-11
STONEBRIER
PB 40 PG 34-45
HIGHLAND MILL
PB 39 PG 61-68
OAKLEAF VILLAGE CENTER
TOWNHOMES
OAKLEAF VILLAGE CENTER UNIT THREE
PB 49 PG 39-41
OAKLEAF VILLAGE CENTER
UNIT TWO
PB 49 PG 36-38
LITCHFIELD
PB 40 PG 51-58
WAVERLY
PB 40 PG 12-21
TIMBERFIELD
PB 40 PG 22-32
SILVER LEAF PHASE 2
SILVER LEAF
PB 41 PG 52-59
SILVER LEAF PHASE 2
PB 46 PG 12-17
PEBBLE CREEK PHASE 2
PB 45 69-75
PEBBLE CREEK
PB 43 PG 4-10
PEBBLE CREEK PHASE 2
PB 45 69-75
THE COTTAGES
@ OAKLEAF PLANTATION PH 1-4
AMENITIES CENTER
OAKLEAF ELEMENTARY
CANNONS POINT
PB 42 PG 42-48
CANNONS POINT
CANNONS POINT PHASE 2 REPLAT
PB 50 PG 13-14
PHASE 2
PB 44 PG 1-13
OAKS - PHASE 1
PB 42 PG 49-59
OAKS - PHASE 2
PB 43 57-66
FALL CREEK
PB 44 PG 73-80
NATURES HAMMOCK
PB 43 PG 67-79
BRANAN FIELD MITIGATION AREA # 2
OR 2389 PG 221
PLANTATION OAKS BLVD
OAKLEAF VILLAGE PKWY
BRANAN FIELD RD
PLANTATION OAKS BLVD W
WHITFIELD
PB 46 PG 58-67
WILLOWBROOK
PB 56 PG 27 - 33
12-C
OAKLEAF PLANTATION SCHOOL SITE
DEERFIELD POINTE
PB 22 PG 62
SPENCERS CROSSING
UNIT 1
PB 26 PG 18
SPENCERS CROSSING UNIT 2
PB 26 PG 23
SPENCERS CROSSING
UNIT 5
PB 27 PG 19
SPENCERS CROSSING
UNIT 6
SWEETBRIAR
UNIT 5
PB 32
PG 58
SWEETBRIAR UNIT 4
SWEETBRIAR
UNIT 6
PB 31 PG 18
PB 32 PG 61
PB 29 PG 16
SAVANNAH GLEN
UNIT 3
SAVANNAH GLEN UNIT 5
PB 35 PG 5-7
SAVANNAH GLEN
UNIT 4
PB 33 PG 55
SAVANNAH GLEN
UNIT 1
CLAY COUNTY PROPERTY APPRAISER
GREAT SEAL OF THE STATE OF FLORIDA
IN GOD WE TRUST