

*Brandy Creek  
Community Development District*

*November 9, 2022*

# *AGENDA*

# Brandy Creek Community Development District

475 West Town Place

Suite 114

St. Augustine, Florida 32092

*District Website:* [www.BrandyCreekCDD.com](http://www.BrandyCreekCDD.com)

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November 2, 2022

Board of Supervisors  
Brandy Creek Community Development District

Dear Board Members:

The Brandy Creek Community Development District Meeting is scheduled for **Wednesday, November 9, 2022 at 6:30 p.m. at the Johns Creek Phase 2 Amenity Center, 251 Huffner Hill Circle, St. Augustine, Florida 32092.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Public Comment
- III. Approval of the Minutes of the September 21, 2022 Meeting
- IV. Update Regarding FPL Request for Easement Rights
- V. Update Regarding Future Stormwater Management System Cost
- VI. Consideration of Resolution 2023-01, Declaring Board Vacancy (Seat 1)
- VII. Public Hearing to Consider the Adoption of District Rates, Resolution 2023-02
- VIII. Discussion of Draft Disciplinary and Enforcement Rule
- IX. Discussion of Performance Review for 2022
- X. Consideration of Resolution 2023-03, Amending the Capital Reserve Fund Budget for Fiscal Year 2022
- XI. Consideration of Resolution 2023-04, Amending the Records Retention Policy

- XII. Shade Session Regarding Discussion of Security System and Security Plan (Board & Staff only)\*
- XIII. Other Business
- XIV. Staff Reports
  - A. Attorney – Memo Regarding Proper Use of Surplus Property Resolutions
  - B. Engineer
  - C. Manager
  - D. Operations Manager - Report
  - E. Amenity Manager - Report
- XV. Supervisor’s Requests and Audience Comments
- XVI. Financial Reports
  - A. Balance Sheet & Income Statement as of September 30, 2022
  - B. Assessment Receipt Schedule
  - C. Approval of Check Registers
- XVII. Next Scheduled Meeting – January 11, 2023 at 6:30 p.m. at Phase 2 Amenity Center
- XVIII. Adjournment

*\* Florida law requires Board discussions related to the District’s security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.07138 and Section 281.301 of the Florida Statutes. Only the Board and staff can be present for discussion of this agenda item.*

*THIRD ORDER OF BUSINESS*

MINUTES OF MEETING  
BRANDY CREEK  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Brandy Creek Community Development District was held on Wednesday, September 21, 2022 at 6:30 p.m. at the Johns Creek Phase 2 Amenity Center, 251 Huffner Hill Circle, St. Augustine, FL 32092.

Present and constituting a quorum were:

Meredith Payne	Chairman
Barbara Little	Vice Chairperson
Alton Chamberlain	Supervisor
Clarence Blalock	Supervisor
Shawn Jolly	Supervisor

Also present were:

Jim Oliver	District Manager
Mike Eckert	District Counsel
Jim Masters	Vesta/Amenity Services Group
Jennifer Meadows	Vesta/Amenity Services Group
Robert Yerkes ( <i>via phone</i> )	Foerster, Isaac & Yerkes
Trevor Hutson ( <i>via phone</i> )	Brigham Property Rights Law Firm

*The following is a summary of the discussions and actions taken at the September 21, 2022 meeting. A copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Payne called the meeting to order at 6:30 p.m. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the July 13, 2022 Meeting**

Mr. Payne stated on Page 5, capital reserves would be used to resurface the pool, not the roads.

On MOTION by Mr. Payne seconded by Mr. Chamberlain with all in favor the Minutes of the July 13, 2022 Meeting were approved as amended.
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**FOURTH ORDER OF BUSINESS**

**FPL Request for Easement Rights**

Mr. Eckert recalled that the Board had questions that they needed Florida, Power & Light (FPL) to answer such as how the lines would be installed, what was underneath the ground, what effect it would have on the entry monuments, what the entry monuments would look like and if there were any tree issues. He felt that the District would be better served with engaging an eminent domain attorney, although he would provide comments on the easement agreement to the selected firm. The firms that submitted proposals were qualified and worked in the area.

Mr. Masters and the District Engineer spoke to the FPL engineer, a month-and-a-half to two months ago and used Google Maps for pictures of the location. FPL needed to take some soil samples and wanted to use an arborist to remove Magnolia trees along the monument wall that were interfering with the poles that they wanted to install. Soil samples were taken three weeks ago, but the area next to the monument wall in front of McDonalds was missed and a soil sample was now being taken in this area. They were also waiting on the arborist. The current wooden poles along CR 210 were 39 feet, but the proposed poles were 80 feet tall, which requires a base that was 20 feet down. Since it may negatively impact the appearance of the entry monuments and landscaping, the District Engineer suggested that the poles next to the CDD's monument, be moved 20 feet further west of the wall. FPL offered \$31,000 the CDD for the main area next to the monument wall and \$21,000 for the area between Hurricane Grill & Wings and Publix.

Mr. Oliver introduced Mr. Robert Yerkes of Foerster, Isaac & Yerkes and Trevor Hutson of Brigham Property Rights Law Firm, who were eminent domain attorneys. Mr. Yerkes and Mr. Hutson provided their qualifications. They believed there would be movement by FPL towards late this year or early next year. Mr. Oliver noted that according to the engagement letters, the condemner paid the legal costs and asked if the District would be made whole for the

engineering costs. Mr. Yerkes explained that under Florida Law, in eminent domain procedures, the District was entitled to receive reasonable expert costs of attorney's fees, but this was not an eminent domain case at this point and would not be one until FPL filed a lawsuit. These were voluntary discussions between the owners and FPL and they would negotiate any costs with FPL. In many cases, FPL paid the engineering and attorneys costs. Mr. Chamberlain noted that the Board wanted to be treated right and was not looking for a cash windfall. Mr. Blalock felt that it was in the best interest of the community to proceed and even though the costs were steep, he was confident that FPL would compensate the CDD. Mr. Eckert felt that both firms were qualified and recommended the firm that the Board was most comfortable with and had the experience that was the most beneficial be selected. The Board favored Mr. Yerkes to represent the CDD based on his punctuality and knowledge.

On MOTION by Mr. Blalock seconded by Mr. Chamberlain with all in favor selecting Foerster, Isaac & Yerkes to serve as eminent domain counsel to negotiate with FPL on acquiring property along County Road (CR) 210 for overhead distribution lines was approved.

Mr. Payne questioned the next step. Mr. Eckert explained that the Chair would sign the Engagement Letter and recommended that Mr. Masters, Mr. Oliver and the District Engineer have a conference call with Mr. Yerkes to get up to speed on this matter and plan a strategy.

Mr. Payne opened the floor to audience comments. Resident Paul Dowd, a new resident, who lived behind Silverleaf, voiced concern about the CR 2209 expansion. Mr. Chamberlain attended two meetings about the expansion as he lived behind Silverleaf, which was south of CR 16. His understanding was that the developer was not going to develop anything between Brandy Creek and Silverleaf but was acquiring land further to the south. Further information could be obtained on the St. Johns County website through the Geographic Information System (GIS). Mr. Dowd voiced concern about transmission lines going close to County Road 210. Mr. Chamberlain stated that there was a transmission line easement running on the east side that FPL already owned. If FPL expanded it, they must go further to the west and not closer to the road.



**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-08,  
Resetting the Public Hearing on Non-  
Resident User Fees and Rates**

Mr. Payne presented Resolution 2022-08, noting a typo in the first paragraph, which referred to the Lakeside Plantation CDD. Mr. Eckert would make this change. Mr. Oliver stated that the public hearing was scheduled for November 9, 2022 at 6:30 p.m. Mr. Payne read the following resolution into the record:

*“A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT RESETTING THE DATE, TIME AND LOCATION OF THE PUBLIC HEARING TO CONSIDER AND HEAR COMMENT ON THE ADOPTION OF REVISED AMENITY FACILITIES POLICIES RELATED TO NON-RESIDENT USER FEES AND ACCESS CARD FEES, AUTHORIZING PUBLICATION OF NOTICE OF SUCH HEARING, PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.”*

On MOTION by Mr. Payne seconded by Ms. Little with all in favor Resolution 2022-08 Resetting the Public Hearing on the Non-Resident User Fees and Rates for November 9, 2022 at 6:30 p.m. at this location was adopted.

Mr. Payne recalled that the Board set \$2,500 for the non-resident fee and \$25 for a replacement access card and asked if \$25 was reasonable and if new owners should be charged for a card. Mr. Eckert recommended advertising at the higher amounts.

**SIXTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Eckert amended the easement to address the changes made by FPL. In November, each of the Districts he represented would receive amendments to the Disciplinary Enforcement Rules regarding the suspension of privileges.

**B. Engineer**

Mr. Masters reported that they were in a standby mode for the soil sample and arborist.

**C. Manager**

Mr. Oliver requested that the Board adopt a resolution designating Hancock Whitney Bank as District depository, which was a requirement under the bonds.

On MOTION by Mr. Payne seconded by Mr. Blalock with all in favor designating Hancock Whitney Bank as District depository and GMS employees as authorized account signers was approved.

**D. Operations Manager****1. Report**

Mr. Masters presented the Operations Manager Report, which was included in the agenda package. He was happy with Yellowstone's performance and worked well with their Account Manager. They were very receptive. On October 1<sup>st</sup>, they go into their off-season mode with the landscaping and the property would be serviced once a week versus two days. There were projects that they were going to work on in the off-season such as cutting back tree lines and cleaning up some areas. Yellowstone cut back 130 Palm trees between the Amenity Center and front entrance as part of their contract.

Mr. Masters provided information on the license plate readers (LPRs). Mr. Eckert suggested discussion at a closed session if the information provided was about how the system operated. Mr. Masters replaced handicapped chair lifts in Phases 1 and 2 that were not working properly or not at all, through a company that provided a rate of under \$10,000 to install two new chair lifts. Since this was an ADA requirement, the Chairman approved the work. They were very efficient and provided a five-year warranty on parts. The new chairs work well, were very simple and ADA approved. Mr. Jolley asked if there were covers. Mr. Masters stated the company that installed the chairs, offered a cover for \$250, but he would rather spend \$50 for a cover that needed to be replaced every year.

**2. Lake Doctors Service Report**

Mr. Masters presented the Lake Doctors Service Report, which was included in the agenda package. For the past month, there were many blooms in the ponds; however, they could only treat a pond once as they had to wait at least 10 days to re-treat. Getting their boat into the ponds without damaging lawns or pond banks, was also an issue. There were currently three ponds that needed attention and Lake Doctors was coming out either tomorrow or next Tuesday.

Mr. Masters worked well with Lake Doctors and believed that the blooms would be cleared up soon. The Service Reports were not attached, as there was a problem submitting them electronically and would be included in the next Operations Report.

### **3. Discussion of Splash Pool Leak – Red Rhino Report**

Mr. Masters presented a report from Red Rhino, which was included in the agenda package. They were a pool leak detection company that came out a month ago and performed mini inspections. If Mr. Masters removed the grids, they could check the pressure to determine where the leak was. This will occur in the next two or three weeks. Red Rhino discovered a leak in the unit that held the water, but this was not the leak affecting the Splash Pool. Mr. Payne questioned the cost to repair the leak. Mr. Masters estimated \$3,000 to \$4,000, if the leak was where he believed it was, in a PVC pipe.

Regarding the holiday lighting, Mr. Masters presented a proposal from M&G for \$6,800; however, for \$5,200 to \$5,300, he could install the lights and the Board could discuss whether they wanted to continually spend this amount of money on future holiday lighting. Ms. Little suggested polling the community. Mr. Masters could put up decorations for resident feedback. Mr. Payne wanted to reduce the amount to half next year, but still get the aesthetic appeal during the holidays such as wrapping the lights at a lower point and installing lights on fences around the pool. Mr. Blalock asked if the POA was going to stop contributing. Mr. Payne explained that only Phase 1 wanted to pass the cost onto residents, as Phase 2 was continuing to support the contribution to social activities. The CDD contributed \$10,000, Phase 2 contributed \$1,500 and Phase 1 contributed \$3,000. Ms. Little asked if there was any liability to have residents provide construction and electrical services. Mr. Masters stated they must be licensed. Mr. Chamberlain proposed installing permanent exterior monument lighting with particular colors for holidays. Mr. Oliver would place this item on the January/February agenda.

A discussion of the District's security system was held without public in attendance.

Mr. Payne questioned the amount that they were playing to Flock. Mr. Masters recalled that the annual amount was \$10,000 and asked if the Board would be happy with a month or two-month discount. Mr. Payne preferred paying \$8,000 versus \$10,000. Mr. Chamberlain wanted the District to receive a discount of \$2,500. Mr. Blalock did not want to sever the relationship with Flock, as there was a disconnect with the county. Mr. Payne felt that the

District should receive a \$2,000 or \$2,500 discount. Mr. Eckert agreed with this approach. The Board complimented Mr. Masters on doing a great job.

#### **E. Amenity Manager - Report**

Ms. Meadows presented the Amenity Manager's Report, which was included in the agenda package. They looked at some cost saving events that, so far, seemed to be successful. Due to the weather, they were showing movies indoors and treating it as a slumber party. There would be more types of these events in the future. The yard sale was on October 15<sup>th</sup>. Signs would be posted and there would be an advertisement in the newspaper. There was a Halloween event on October 27<sup>th</sup> and a concert with North of 40, who were popular in the Jacksonville area, on November 19<sup>th</sup>. They plan to have a liquor truck. The Santa meet and greet was in December. Mr. Payne suggested turning off the sprinkler system, since the event was held on the field.

### **EIGHTH ORDER OF BUSINESS**

#### **Supervisor's Requests and Audience Comments**

##### **Supervisor's Requests**

Mr. Chamberlain reported that the Shands Bridge, connecting Clay County to St. Johns County, as part of the State Road 23 construction project from I-10 to I-95, was awarded to his competitor for \$600 million. The next portion of the project was from Shands to I-95, which was originally estimated at \$470 million, but was now in the \$700 million to \$800 million range. It may not be completed until 2032, due to the lack of DOT funds. He may have to call into future meetings as he accepted another job, resulting in him spending more time on the road, but would retain his residency in the District. Mr. Blalock suggested seeing how this worked, as long as there was a quorum. Mr. Payne had no issue with Mr. Chamberlain calling into meetings and appreciated his value and contribution to the Board and the District. Mr. Chamberlain's seat was up for election in November and Mr. Eckert explained that if Mr. Chamberlain was reappointed, he could not participate or vote until he took the Oath of Office. Mr. Payne wanted to discuss the Board cancelling the December meeting. Mr. Oliver would place this item on the November agenda. Mr. Payne suggested reserving funds in the Capital Reserve for pond erosion. Mr. Oliver stated that the Board could discuss adding to the Five-Year Stormwater Analysis Report at the next meeting.

**Audience Comments**

None.

**NINTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet and Income Statement as of July 31, 2022**

Mr. Oliver presented the July 31, 2022 Balance Sheet and Income Statement, which were included in the agenda package. On the expense side, there was a positive variance of \$42,341 and a balance \$282,735 in the Capital Reserve. Mr. Blalock asked if remaining funds at the end of the year rolled into the Capital Reserve. Mr. Oliver explained that it stays in the general fund until otherwise designated by the board. Mr. Payne suggested placing excess funds into the Capital Reserve. Mr. Blalock recalled increasing fees to get the Capital Reserve to a minimal balance and prevent future increases.

**B. Assessment Receipt Schedule**

Mr. Oliver reported a 100% collection in assessments. Tax Bills would be sent out on November 1<sup>st</sup>.

**C. Approval of Check Registers**

On MOTION by Mr. Payne seconded by Ms. Little with all in favor the June 1, 2022 through July 31, 2022 Check Register in the amount of \$129,477.50 was approved.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – November 9, 2022 at 6:30 p.m. at Phase 2 Amenity Center**

Mr. Payne stated that the next scheduled meeting was on November 9, 2022 at 6:30 p.m. at this location, which was the public hearing on the non-resident user fees. Ms. Little requested that the incentive performance process be placed on the November agenda. Mr. Blalock would be out of town and may not be able to call in. Mr. Payne, Ms. Little and Mr. Blalock confirmed their attendance in person.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Payne seconded by Ms. Little with all in favor the meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*SIXTH ORDER OF BUSINESS*

**RESOLUTION 2023-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT DECLARING A VACANCY IN SEAT 1 ON THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), *FLORIDA STATUTES*; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Brandy Creek Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

**WHEREAS**, on November 8, 2022, three (3) members of the Board of Supervisors (“**Board**”) are to be elected by the “**Qualified Electors**” of the District, as that term is defined in Section 190.003, *Florida Statutes*; and

**WHEREAS**, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

**WHEREAS**, at the close of the qualifying period there were no Qualified Electors qualified to run for one (1) of the seats available for election by the Qualified Electors of the District; and

**WHEREAS**, pursuant to Section 190.006(3)(b), *Florida Statutes*, the Board shall declare the seat vacant, effective the second Tuesday following the general election; and

**WHEREAS**, a Qualified Elector is to be appointed to the vacant seat within 90 days thereafter; and

**WHEREAS**, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seat available for election as vacant.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**1. DECLARATION OF VACANT BOARD SUPERVISOR SEAT.** The following seat is hereby declared vacant effective as of November 22, 2022:

Seat #1 (currently held by Alton F. Chamberlain)

**2. INCUMBENT BOARD SUPERVISORS.** Until such time as the Board nominates a Qualified Elector to fill the vacancy declared in Section 1 above, the incumbent Board Supervisor shall remain in office.



**3. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**4. EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** this 9th day of November 2022.

ATTEST:

**BRANDY CREEK COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
Print Name:\_\_\_\_\_

\_\_\_\_\_  
Chairperson, Board of Supervisors

*SEVENTH ORDER OF BUSINESS*

## RESOLUTION 2023-02

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT EXPRESSING FINDINGS REGARDING UTILIZATION OF THE COMMUNITY AMENITY CENTER FACILITIES AND AMENDING THE RATE STRUCTURE FOR CERTAIN USE OF SUCH FACILITIES AND OTHER SERVICES.**

#### **[Annual Non-Resident User Fee and Access Card Fee]**

**WHEREAS**, the Brandy Creek Community Development District (hereinafter the "District") is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated in St. Johns County, Florida; and

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District to construct, install, operate and/or maintain systems and facilities for certain basic infrastructure; and

**WHEREAS**, the District's amenity centers and associated facilities have been constructed in accordance with the District's purpose and improvement plan; and

**WHEREAS**, pursuant to Section 190.035, Florida Statutes, the District is authorized to prescribe, fix, establish and collect rates, fees, rentals or other charges, for the facilities and services furnished by the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules governing the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

**WHEREAS**, the District published notices regarding a rule to establish an amended and updated annual non-resident user fee and a new access card fee (the "Rule") in accordance with Florida Law and held a public hearing on the Rule on November 9, 2022; and

**WHEREAS**, the Board of Supervisors has analyzed the existing amenities, as well as the costs to construct, reconstruct, install, replace, repair, operate and maintain the same; and

**WHEREAS**, the Board of Supervisors has analyzed the level of debt service assessments paid and to be paid by lot owners within the District ("Landowners"); and

**WHEREAS**, the Board of Supervisors has analyzed the level of District operation and maintenance assessments paid and to be paid by Landowners; and

**WHEREAS**, the Board of Supervisors has analyzed the wear and tear on community facilities, both publicly and privately-owned, that is anticipated to be created by additional use of the facilities by non-landowners, the cost of which is required to be paid for by Landowners within the District; and

**WHEREAS**, the Board of Supervisors has considered the fact that non-landowner users bear no financial responsibility for general liabilities of the District in the operation of the District property, including the property used by non-landowner users, whereas Landowners are subject to special assessments under Florida law to satisfy such liabilities; and

**WHEREAS**, the Board of Supervisors has analyzed the anticipated treatment of District facilities by persons using the facilities without a sense of ownership; and

**WHEREAS**, the Board of Supervisors has analyzed and considered the possibility of daily user rates and monthly user rates for non-landowners, and believes it will be too inefficient and costly to administer daily and monthly user rates, and therefore, daily and monthly user rates are not feasible or in the best interests of the District, its constituents or the public; and

**WHEREAS**, the Board of Supervisors has considered that Landowners cannot be given the option of daily or monthly commitments to pay for the amenities and therefore an annual non-resident user rate is consistent with the obligations of Landowners; and

**WHEREAS**, the Board of Supervisors finds that the adoption of the Rule, as set forth in Exhibit A, is appropriate, fair and in the best interests of the District, its constituents and the public.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1.** Based on the analysis outlined in the recitals above and the information introduced at the public hearing on this proposed rate, which are incorporated herein as findings by the Board of Supervisors, the Board of Supervisors concludes: 1) that an annual non-resident user fee structure is appropriate, fair and in the best interests of the District, Landowners, its constituents and the public; and 2) a non-resident annual user fee of \_\_\_\_\_ dollars (\$\_\_\_\_\_) per year is established for up to \_\_\_\_\_ ( ) related individuals residing in the same household and is non-transferable; 3) non-resident users shall be subject to the District's policies and rules, as amended from time to time; and 4) an Access Card Fee of \_\_\_\_\_ (\$\_\_\_\_\_) is established for \_\_\_\_\_.

**SECTION 2.** The fees in **Exhibit A** are just and equitable. The Rule, attached hereto as **Exhibit A**, is hereby adopted pursuant to this Resolution as necessary for the conduct of District business. Fees for use of the District's amenity center facilities in accordance with Exhibit A for the purpose of providing revenues to maintain the operation and maintenance of the facilities, and are hereby approved and adopted.

**SECTION 3.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED THIS 9TH DAY OF NOVEMBER, 2022.**

**BRANDY CREEK  
COMMUNITY DEVELOPMENT  
DISTRICT**

\_\_\_\_\_  
(Sign)

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
(Print)  
Secretary

**EXHIBIT A**

Annual Non-Resident User Fee

\$ \_\_\_\_\_

Access Card Fee

\$ \_\_\_\_\_ per \_\_\_\_\_

*EIGHTH ORDER OF BUSINESS*

## SUSPENSION AND TERMINATION OF ACCESS RULE

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2022)

Effective Date: \_\_\_\_\_, 202\_\_

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**In accordance with Chapters 190 and 120 of the Florida Statutes, and on \_\_\_\_\_, 202\_\_ at a duly noticed public meeting, the Board of Supervisors (“Board”) of the Brandy Creek Community Development District (“District”) adopted the following rules / policies to govern disciplinary and enforcement matters. All prior rules / policies of the District governing this subject matter are hereby rescinded for any violations occurring after the date stated above.**

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**1. Introduction.** This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District (“Amenities” or “Amenity”).

**2. General Rule.** All persons using the Amenities and entering District properties are responsible for compliance with the rules and policies established for the safe operations of the District’s Amenities.

**3. Access Cards / Key Fobs.** Access cards and key fobs are the property of the District. The District may request surrender of, or may deactivate, a person’s access card or key fob for violation of the District’s rules and policies established for the safe operations of the District’s Amenities.

**4. Suspension and Termination of Rights.** The District shall have the right to restrict, suspend, or terminate the Amenity access of any person and members of their household to use all or a portion of the Amenities for any of the following acts (each, a “Violation”):

- a. Submitting false information on any application for use of the Amenities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of a key fob or access card or otherwise facilitates or allows unauthorized use of the Amenities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Amenity Rules);
- g. Treating the District’s staff, contractors, representatives, residents, landowners [Patrons] or guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;



- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests;
- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests is likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
- m. Such person's guest or a member of their household commits any of the above Violations.

Termination of Amenity access shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of Amenity access.

**5. Administrative Reimbursement.** The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

**6. Property Damage Reimbursement.** If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property Damage Reimbursement"). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

**7. Removal from Amenities.** The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenities if a Violation occurs, or if in his or her discretion, it is in the District's best interest to do so.

**8. Initial Suspension from Amenities.** The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person's access to the Amenities until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

**9. Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.**

a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.

b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person's escalation or de-escalation of the situation, and any prior Violations and/or suspensions

c. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.

d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.

e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

**10. Suspension by the Board.** The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.

**11. Automatic Extension of Suspension for Non-Payment.** Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all access cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.

**12. Appeal of Board Suspension.** After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The

Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 9(e), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

**13. Legal Action; Criminal Prosecution; Trespass.** If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at an Amenity Facility, such Person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenities after expiration of a suspension imposed by the District.

**14. Severability.** If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.

*NINTH ORDER OF BUSINESS*

**BRANDY CREEK COMMUNITY DEVELOPMENT**  
**BONUS & COMPENSATION POLICY**  
**(Adopted January 2021)**

**General Guidelines**

- The bonus program is intended to apply to Brandy Creek Community Development District (“CDD”) employees and independent contractors providing general management services.
- The bonus program payout is not guaranteed pay. It is subject to funding, performance, and the discretion of the CDD Board of Supervisors (“Board”). The bonus program may be discontinued at any time.
- The Board will conduct evaluations on the individuals providing general management services.
- The provisions, application, and rewards of this bonus program are not subject to any grievance or dispute procedure.
- The bonus evaluation period for 2021 shall run from January 13, 2021 to December 31, 2021. Thereafter, the bonus evaluation period will run from January 1<sup>st</sup> to December 31<sup>st</sup>.
- Evaluation forms shall be prepared and maintained by the District Manager.

**Manager Bonuses**

- This bonus is available to the following positions: 1) operations manager and 2) events coordinator/administrative assistant, whether employed by the District or employed as an independent contractor.
- Bonuses will be awarded in January and shall be in an amount not to exceed 8% of the respective annual compensation of the general manager, amenity manager and property manager.
- The bonus shall be based on performance as rated by the Board. Performance includes staff management skills, record keeping, equipment/facility condition, resident satisfaction and overall quality of the work.

*TENTH ORDER OF BUSINESS*

RESOLUTION 2023-03

**WHEREAS**, the Board of Supervisors, hereinafter referred to as the "Board", of the Brandy Creek Community Development District, hereinafter referred to as "District", Capital Reserve Fund Budget for fiscal year 2022, and

**WHEREAS**, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT TO THE FOLLOWING:

1. The Capital Reserve Fund Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 9th day of November, 2022 and be reflected in the monthly and fiscal Year End 9/30/22 Financial Statements and Audit Report of the District

*Brandy Creek  
Community Development District*

by: \_\_\_\_\_  
Chairman

Attest:

by: \_\_\_\_\_  
Secretary

RESOLUTION 2023-03

EXHIBIT A



**Brandy Creek**  
**Community Development District**  
**Capital Reserve Fund**  
**Budget Amendment**  
*For the Period ending September 30, 2022*

	Adopted Budget	Increase (Decrease)	Amended Budget	Actual Thru 09/30/22
<b>Revenues:</b>				
Interest Income	\$250	\$832	\$1,082	\$1,082
General Fund Transfer In	\$85,000	\$0	\$85,000	\$85,000
<b>Total Revenues</b>	<b>\$85,250</b>	<b>\$832</b>	<b>\$86,082</b>	<b>\$86,082</b>
<b>Expenditures</b>				
Capital Outlay - Equipment/Facilities	\$30,000	\$18,771	\$48,771	\$48,771
Other Current Charges	\$450	(\$181)	\$269	\$269
Repair and Replacement	\$30,000	\$1,255	\$31,255	\$31,255
<b>Total Expenditures</b>	<b>\$60,450</b>	<b>\$19,845</b>	<b>\$80,295</b>	<b>\$80,295</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$24,800</b>	<b>(\$19,013)</b>	<b>\$5,787</b>	<b>\$5,787</b>
<b>OTHER SOURCES/(USES)</b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Change in Fund Balance</b>	<b>\$24,800</b>	<b>(\$19,013)</b>	<b>\$5,787</b>	<b>\$5,787</b>
<b>Fund Balance - Beginning</b>	<b>\$244,555</b>	<b>\$19,013</b>	<b>\$263,568</b>	<b>\$268,281</b>
<b>Fund Balance - Ending</b>	<b>\$269,355</b>	<b>\$0</b>	<b>\$269,355</b>	<b>\$274,069</b>

*ELEVENTH ORDER OF BUSINESS*

## MEMORANDUM

TO: Brandy Creek Community Development District

FROM: Michael C. Eckert

DATE: November 9, 2022

RE: Retention Requirements for Transitory Messages and Electronic Records Updates

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On May 12, 2010, the District approved Resolution 2010-04, adopting a policy relating to the retention and disposition of its public records. The District’s Record Retention Policy currently remains in full force and effect. In order to ensure the District’s record retention practices remain economically feasible and technologically practical, we are offering some clarification regarding the retention period for records of short-term value. Additionally, we propose modifications to designate the electronic record as the official record of the district and allow for disposal of paper duplicate copies unless prohibited by any law, rule or ordinance.

According to the *General Records Schedule for State and Local Government Agencies* (“GS1-SL”)<sup>1</sup> with which all community development districts must comply, records retention requirements “apply to records regardless of the format in which they reside.”<sup>2</sup> This means that electronic communications, which include emails, instant messages, text messages, multimedia messages, chat messages, social networking, voicemail/ voice messaging, or other communications via electronic messaging technology or device, must be retained in accordance with the applicable section of the GS1-SL. Retention periods for electronic communications “are determined by the content, nature, and purpose of records, and are set based on their legal, fiscal, administrative, and historical values, regardless of the format in which they reside or the method by which they are transmitted.”<sup>3</sup>

Electronic communications “created primarily to communicate information of short-term value” may fall under the Transitory Messages schedule set forth in GS1-SL.<sup>4</sup> Transitory Messages do not “formalize or perpetuate knowledge and do not set policy, establish guidelines or

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<sup>1</sup> Incorporated by reference in Rule 1B-24.003(1)(a), F.A.C.

<sup>2</sup> *General Records Schedule for State and Local Government Agencies*, Section V, Electronic Records.

<sup>3</sup> *Id.* at Records Retention Schedules, Electronic Communications.

<sup>4</sup> *Id.* at Records Retention Schedules, Transitory Messages, Item #146.

procedures, certify a transaction, or become a receipt.” Examples of Transitory Messages include, but are not limited to:

- reminder messages (“don’t forget the upcoming meeting”);
- email messages with short-lived or no administrative value (“thank you”)
- telephone messages lacking content (“Ms. Smith called – please return her call”);
- recipient copies of announcements of District sponsored events (“daily events email”); and,
- news releases received by the District strictly for informational purposes and unrelated to District programs or activities.

The retention requirement for Transitory Messages is “[r]etain until obsolete, superseded or administrative value is lost.”<sup>5</sup> For example, an email message notifying employees of an upcoming meeting would only have value until the meeting has been attended or the employee receiving the message has marked the date and time in the calendar, at which time the message could be disposed of. In other words, an electronic communication intended for short-term value does not need to be retained once it is no longer needed. Unlike most other public records, the District may dispose of a transitory message once it is obsolete, superseded, or has lost its administrative value without having to document the disposition of the record, unless the record has been microfilmed or scanned and will serve as the record copy.<sup>6</sup>

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<sup>5</sup> *Id.*

<sup>6</sup> *See* Rule 1B-24.003(9)(d), F.A.C.

## RESOLUTION 2023-04

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT ADOPTING CERTAIN AMENDMENTS TO THE DISTRICT'S RECORD RETENTION POLICY; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the Brandy Creek Community Development District ("**District**") to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business; and

**WHEREAS**, on May 12, 2010, the Board of Supervisors of Brandy Creek Community Development District ("**Board**"), adopted Resolution 2010-04 providing for the adoption of the District's Record Retention Policy ("**Policy**"); and

**WHEREAS**, the Policy requires the District "retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same"; and

**WHEREAS**, the Board finds that it is in the best interest of the District to amend the Record Retention Policy as described in more detail in paragraph 2 below; and

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT:

**1. CONFLICTS.** This Resolution is intended to amend, in part, Resolution 2010-04, which remains in full force and effect except as otherwise provided herein. All terms of Resolution 2010-04 that are not amended by this Resolution apply as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

**2. AMENDMENT.** The Records Retention Policy is hereby amended by inserting the language indicated in single underlined text (indicated textually in the same manner as the following example: underlined text) and by deleting the language indicated by strikethrough text (indicated textually in the same manner as the following example: ~~stricken text~~) as set forth herein:

The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), Florida Statutes, the rules adopted by the Division of Library and Information Services of the Department of State ("Division") pursuant to Section 257.36, Florida Statutes, and the General Records Schedules established by the Division. However, the District hereby extends the minimum

retention guidelines contained in the General Records Schedules so that the District will retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same. Notwithstanding the foregoing, the District shall retain Transitory Messages until the Transitory Message is obsolete, superseded or administrative value is lost in accordance with the General Records Schedule for State and Local Government Agencies, Item #146, as incorporated by reference in Rule 1B-24.003(1)(a), Florida Administrative Code. The District hereby determines the electronic record shall be considered the official record of all public records relating to District business and any paper originals are designated as duplicates which may be disposed of unless prohibited by any law, rule or ordinance. To the extent the above statute, rules, or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement provided that such automatic amendment does not permit the disposition of District records without further action of the Board. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

**3. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**4. EFFECTIVE DATE.** This Resolution shall take effect as of November 9, 2022.

Introduced, considered favorably, and adopted this 9th day of November 2022.

**ATTEST:**

**BRANDY CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

*FOURTEENTH ORDER OF BUSINESS*

*A.*





## MEMORANDUM

TO: Brandy Creek CDD Board of Supervisors  
FROM: Michael C. Eckert  
DATE: November 1, 2022  
RE: Proper Use of Surplus Property Resolutions

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### Summary

The purpose of this memorandum is to provide the District guidance on when to use the Surplus Property Resolutions (**attached hereto as Exhibits A, B, and C**). Property may be classified as surplus if the District determines the property is obsolete or the continued use of the property is uneconomical or inefficient, or the property does not serve a useful function. Florida law provides Districts with two avenues for the disposal of surplus property – a procedure for offering the property to governmental units and nonprofits according to s. 274.05; and another, alternative procedure that is laid out in s. 274.06. The procedure for disposal under s. 274.05 is the same regardless of the surplus property’s value (unlike s. 274.06, where the procedure changes if the surplus property is valued at \$5,000.00 or more). If the District does not want to follow the procedure outlined in s. 274.05, it must utilize s. 274.06, which has a different procedure for property valued under \$5,000.00 than it does for property that is valued at \$5,000.00 or more. Thus, the District must use one of three (3) resolutions (**attached hereto as Exhibits A, B, and C**) when disposing of surplus property.

### Authorizing Disposition of Surplus Tangible Personal Property Pursuant To F.S. § 274.05<sup>1</sup>

The District may want to use this Resolution if it wants to offer the surplus property for sale or donation to governmental units or nonprofit agencies. The District can use this Resolution to dispose of the surplus property if it has considered (i) the best interests of the District; (ii) the condition and value of the

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<sup>1</sup> See Exhibit A

property; and (iii) the probability that the buyer or donee will want the property. The procedure is as follows: first, the surplus property must be offered to other governmental units within the District (such as schools) for sale or donation or to private 273.01 nonprofit agencies for sale or donation. *See* F.S. 273.01 for the definition of a 273.01 nonprofit:

“private nonprofit agency” means a nonprofit charitable organization, no part of the net earnings of which inures or may lawfully inure to the benefit of any private shareholder or individual, which has been held to be tax-exempt under the provisions of s. 501 of the Internal Revenue Code of 1954, and which has as its principal mission:

- (a) Public health and welfare;
- (b) Education;
- (c) Environmental restoration and conservation;
- (d) Civil and human rights; or
- (e) The relief of human suffering and poverty.

Next, if the surplus property is offered for sale to these two entities and no bid has been received in a reasonable time, the District may then offer the surplus property to other governmental units outside the District or to any other private nonprofit agencies, as long as the offer discloses the value and condition of the property, the best bid is accepted, and the cost of shipping or transference of the property is paid by the buyer or donee. If the District chooses to use s. 274.05 to dispose of surplus property, the District should use the resolution attached hereto as **Exhibit A**.

If the District fails to succeed in the sale or donation of the surplus property following s. 274.05, it can follow the procedure laid out in s. 274.06, as described below. However, the District is not required to use s. 274.05 prior to using the alternative procedure found in s. 274.06.

#### **Authorizing Disposition of Surplus Tangible Personal Property Pursuant To F.S. § 274.06**

The District may elect to use this alternative procedure using its reasonable discretion, but still must consider the best interests of the District. The District has more potential buyers or donees utilizing s. 274.06: the surplus property may be offered for value (e.g., sold) to any person, the state (without bids), a governmental unit, or to any political subdivision as defined in s.1.01 (e.g., counties, cities, towns, villages, special tax school districts, special road and bridge districts, bridge districts, and all other districts in this state).

### **Surplus Property Valued at Less Than \$5,000.00<sup>2</sup>**

If the surplus property is valued at less than \$5,000.00, it may be disposed of it in the most efficient and cost-effective means as determined by the District. If the surplus property is determined by the District to be without commercial value, it may be donated (to whomever the District desires), destroyed, or abandoned (one way the District may determine the surplus property to be without commercial value is if no sale or donation could be accomplished by following the procedure in s. 274.05). There is no hard and fast rule for how the District may determine the commercial property to be without value. If the District has surplus property valued at less than \$5,000.00 and wishes to use s. 274.06 for its disposal, the District should use the resolution attached hereto as **Exhibit B.**

### **Surplus Property Valued at \$5,000.00 or More<sup>3</sup>**

Surplus property valued at \$5,000.00 or more must only be sold to either (1) the highest responsible bidder; or (2) by public auction. The publication of notice required must be not less than one (1) week or more than (2) weeks prior to sale in a newspaper that has a general circulation in the county or District where the District has its official office. It must be published in additional newspapers if the District determines that such would be in the best interests of the District (i.e., the District's interests would be served by additional notices, provided that nothing would require the sheriff of a county to advertise the sale of miscellaneous items that are valued at less than \$5,000.00). If the District has surplus property valued at \$5,000.00 or more and wishes to use s. 274.06 for its disposal, the District should use the resolution attached hereto as **Exhibit C.**

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<sup>2</sup> See Exhibit B.

<sup>3</sup> See Exhibit C.

**Exhibit A**

**RESOLUTION 20\_\_-\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY PURSUANT TO F.S. § 274.05; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Brandy Creek Community Development District (“District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, as such, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* (“Governmental Unit”); and

**WHEREAS**, the District has purchased and owns certain furniture, equipment, and/or other personal property as listed in more detail in the attached **Exhibit A** (“Surplus Property”); and

**WHEREAS**, the District desires to classify the Surplus Property as surplus tangible personal property, and to determine that the Surplus Property is obsolete and that continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function; and

**WHEREAS**, the District has considered the best interests of the District, the value and condition of the Surplus Property, and the probability of the Surplus Property’s being desired by prospective donees or purchasers; and

**WHEREAS**, the District desires to dispose of the Surplus Property for sale or donation to another Governmental Unit within the District or to a private nonprofit agency as defined in Section 273.01(3), and if the Surplus Property is offered for sale and no acceptable bid is received within a reasonable time, to offer the Surplus Property to a Governmental Unit outside the District and other private nonprofit agency for sale or donation; and

**WHEREAS**, the District has disclosed in its offer the value and condition of the Surplus Property, accepted the best bid if the Surplus Property was disposed of by sale, acknowledged the cost of transfer of the Surplus Property will be met by the Purchaser or Receiver; and

**WHEREAS**, the District believes that it is in its best interests to dispose of the Surplus Property in this fashion.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. INCORPORATION OF RECITALS.** All of the representations, findings and determinations contained within the recitals stated above are recognized as true and accurate and are expressly incorporated into this Resolution.

**SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY.** The District hereby classifies the Surplus Property as surplus tangible personal property, and hereby determines that the continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function.

**SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY.** The District hereby directs and authorizes Staff to dispose of the Surplus Property by giving for value or donating it either to another Governmental Unit within the District or to a private nonprofit agency as defined in Section 273.01(3), *Florida Statutes*; or, if no acceptable bid is received within a reasonable time, Staff may dispose of the Surplus Property by giving for value or donating it to a Governmental Unit outside the District or other private nonprofit agency. Staff will accept the best bid for the Surplus Property if it is disposed of by sale, and the Purchaser or Receiver will be responsible for the cost of transfer of the Surplus Property. Staff may dispose of the respective pieces of Surplus Property to different persons, at different times. Although referenced jointly, it is the intent of the District to dispose of the Surplus Property separately to the extent it is in the best interest of the District.

**SECTION 4. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 5. EFFECTIVE DATE.** This Resolution shall take effect immediately upon the passage and adoption of this Resolution by the Board of Supervisors of the District.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

**BRANDY CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A**

**List of the Property**

**Exhibit B**

RESOLUTION 20\_\_-\_\_

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY PURSUANT TO F.S. § 274.06; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**[FOR PROPERTY VALUED AT LESS THAN \$5,000.00]**

**WHEREAS**, the Brandy Creek Community Development District (“District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, as such, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* (“Governmental Unit”); and

**WHEREAS**, the District has purchased and owns certain furniture, equipment, and/or other personal property as listed in more detail in the attached **Exhibit A** (“Surplus Property”); and

**WHEREAS**, the District desires to classify the Property as surplus tangible personal property, and to determine that the Property is obsolete and that continued use of the Property is uneconomical, inefficient to maintain, and/or serves no useful function; and

**WHEREAS**, the District has considered the best interests of the District, and the value and condition of the Property, and

**WHEREAS**, the District desires to dispose of the Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; or, if neither sale nor donation can reasonably be accomplished, the District hereby determines that the Property is without commercial value and desires to destroy or abandon it, all in accordance with the provisions of Chapter 274, *Florida Statutes*; and

**WHEREAS**, the District believes that disposing of the Property in this fashion is the most efficient and cost-effective means of disposing of the Property; and

**WHEREAS**, the District has estimated the value of the respective pieces of Property to be less than Five Thousand Dollars (\$5,000), or without commercial value; and

**WHEREAS**, the District believes that it is in its best interests to dispose of the Property in this fashion.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. INCORPORATION OF RECITALS.** All of the representations, findings and determinations contained within the recitals stated above are recognized as true and accurate and are expressly incorporated into this Resolution.

**SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY.** The District hereby classifies the Property as surplus tangible personal property, and hereby determines that the continued use of the Property is uneconomical, inefficient to maintain, and/or serves no useful function.

**SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY.** The District hereby directs and authorizes staff to dispose of the Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; or, if neither sale nor donation can reasonably be accomplished, by destroying or abandoning it, all in accordance with the provisions of Chapter 274, *Florida Statutes*. Staff may dispose of the respective pieces of Property to different persons, at different times. Although referenced jointly, it is the intent of the District to dispose of the Property separately to the extent it is in the best interest of the District.

**SECTION 4. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 5. EFFECTIVE DATE.** This Resolution shall take effect immediately upon the passage and adoption of this Resolution by the Board of Supervisors of the District.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

**BRANDY CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors



**Exhibit A**

**List of the Property**

**Exhibit C**

**RESOLUTION 20\_\_-\_\_**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY PURSUANT TO § 274.06; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**[FOR PROPERTY VALUED AT \$5,000.00 OR MORE]**

**WHEREAS**, the Brandy Creek Community Development District (“District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, as such, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* (“Governmental Unit”); and

**WHEREAS**, the District has purchased and owns certain furniture, equipment, and/or other personal property as listed in more detail in the attached **Exhibit A** (“Surplus Property”); and

**WHEREAS**, the District desires to classify the Surplus Property as surplus tangible personal property, and to determine that the Surplus Property is obsolete and that continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function; and

**WHEREAS**, the District has considered the best interests of the District, and the value and condition of the Surplus Property; and

**WHEREAS**, the District desires to dispose of the Surplus Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; and

**WHEREAS**, the District has estimated the value of the respective pieces of Surplus Property to be Five Thousand Dollars (\$5,000) or more; and

**WHEREAS**, the District believes that it is in its best interests to dispose of the Surplus Property in this fashion.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. INCORPORATION OF RECITALS.** All of the representations, findings and determinations contained within the recitals stated above are recognized as true and accurate and are expressly incorporated into this Resolution.

**SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY.** The District hereby classifies the Surplus Property as surplus tangible personal property, and hereby determines that the continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function.

**SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY.** The District hereby directs and authorizes staff to dispose of the Surplus Property for value to the highest responsible bidder, or by public auction, after publication of notice prior to the sale pursuant to Section 274.06, *Florida Statutes*. Staff may dispose of the respective pieces of Surplus Property to different persons, at different times. Although referenced jointly, it is the intent of the District to dispose of the Surplus Property separately to the extent it is in the best interest of the District.

**SECTION 4. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 5. EFFECTIVE DATE.** This Resolution shall take effect immediately upon the passage and adoption of this Resolution by the Board of Supervisors of the District.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

**BRANDY CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A**

**List of the Property**

*D.*



# Brandy Creek CDD

## *Field Operation Manager's Report*

*Date of report: November 9, 2022*

*Submitted by: Jim Masters*

### **YELLOWSTONE/LANDSCAPING:**

- Off season: we receive service 1 day every week; mow, edge and blow.
- Over the next couple of months, Yellowstone will be cutting back Palmetto's and plants around the Amenity Centers.
- Yellowstone is proposing a 3% increase for services (discussions ongoing)

### **LAKE DOCTORS:**

- The ponds are inspected twice a month and Lake Doctors will come out additionally based on pond conditions.
- (Service reports attached)

### **POOLSURE (Pool chemical supplier)**

- Poolsure's current annual cost is \$13,365. Poolsure's new annual cost will be \$16,706.28. I am looking at other vendors, but the cost is very similar.

### **SPLASH POOL LEAK**

- We will be closing the Splash Pool for the month of December to find the leak. It has been warm and the kiddies are still using the Splash Pool.

## **FLORIDA POWER AND LIGHT EASEMENT PROPOSAL UPDATE**

- Will be meeting with legal counsel, Robert Yerkes our legal counsel, and FP&L project manager on site Thursday, November 3 to discuss our concerns.
- Discussion with Board

## **FLOCK / LPR READERS**

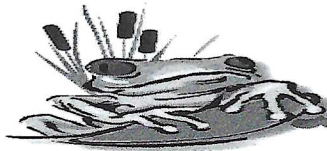
- Discussion with Board

## **PROJECTS UNDERWAY/COMPLETED:**

- Mulching refresh was completed around entrances and Amenity Centers. Cost was \$2,200.
- All three playgrounds will receive a layer of playground mulch in the next month.
- The main entrance on 2209 will be pressure washed and sealed over the next couple of weeks. Estimated cost is \$2,500.
- Have ordered three new dog stations for replacement of worn-out stations.
- Will be replacing swings: chains and seats for the phase 1 and phase 2 playground.

## **REGULAR SERVICES:**

- Regular services and cleaning done according to contract
- Fitness Center cleaned four days per week
- Restrooms cleaned three times per week
- Off Season – pools will be cleaned three days a week and chemicals checked daily.
- Playground equipment inspected monthly
- Dog stations emptied and restocked weekly
- Trash pickup Monday through Friday, Amenity Centers, common areas and entrances
- Trash pickup on County Road 2209 once per week



**The Lake Doctors, Inc.**  
Aquatic Management Services

Corporate Headquarters: 4651 Salisbury Rd: Suite No. 155: Jacksonville, FL, 32256

Service Branch Location: 11621 Columbia Park Dr W

**Work Order Number**

1703576

**Account Number**

709617

**Services Were Completed On:**

10/31/2022

**Services Performed for:**

BRANDY CREEK CDD-JOHNS CREEK  
JIM MASTERS  
JOHNS CREEK PKWY, ST AUGUSTINE, FL  
ST. AUGUSTINE, FL 32092

**Billing Address:**

BRANDY CREEK CDD-JOHNS CREEK  
JIM MASTERS  
224 JOHNS CREEK PARKWAY Pkwy  
ST. AUGUSTINE, FL 32092

**Environmental Conditions:**

Sky  
Sunny

Temperature

81.63

Humidity:

76.0000

Wind Speed:

1.99

Wind

East

**Services Provided During This Visit**

Pond 5A- Treated pond for algae and shoreline grasses  
Pond 5B- Treated pond for algae  
Pond 10- Treated for algae  
Pond 3- Treated for algae

Treated for Algae, Treated Shoreline Weeds

Observations

Observation

Recommendation

Responsibility

Ranking

Recommendation Notes

Lake Doctors Pond Report

10-31-22

Jim Masters

Thank you

Technician Signature

*Eric*

Customer Signature (when required)





**The Lake Doctors, Inc.**  
Aquatic Management Services

Corporate Office  
2045 State Road 419  
Winter Springs, FL 32788  
1-888-446-2253  
lakelake@lakedoctors.com  
www.lakedoctors.com

## SERVICE REPORT

Customer BRANDY CREEK CDD-JOHNS CREEK Account # 709617

Biologist ERIC WOOD Cell # \_\_\_\_\_ Date 10/11/22 Time AM-PM

Pond #	1	2	3	4	5A	5B	6	7	8	9	10			
Algae	✓				✓	✓			✓					
Emergent														
Underwater														
Floating														
Terrestrial														
Dye														
Outfall Insp.														
Trash														
Restricted # of Days	1				∅	1			1					

Method	Water Level	Clarity	Carp Program	Water Testing
Boat	Low	Tannic	Introduce Carp	Chemistry
Backpack	Normal	Clear	Re-Stock Recom.	DO _____
Air Boat	High	Turbid	Barriers Inspected	
ATV		Planktonic		

### Fish/Wildlife Observed

Alligator	Otter	Snakes	Coots	Osprey	Egrets
Bream	Bass	Carp	Catfish	Turtles	Tilapia

### Native/Beneficial Vegetation

Pickeralweed	Naiad	Bulrush	Blue Flag Iris	Lily
Arrowhead	Bacopa	Chara	Spikerush	Canna

Other \_\_\_\_\_

Comments \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



## SERVICE REPORT

Customer BRANDY CREEK CDD-JOINS CREEK Account # 709617

Biologist ERIC WOOD Cell # \_\_\_\_\_ Date 9/30/22 Time AM-PM

Pond #	1	2	3	4	5A	5B	6	7	8	9	10			
Algae						✓		✓	✓	✓	✓			
Emergent							✓							
Underwater														
Floating														
Terrestrial														
Dye														
Outfall Insp.														
Trash														
Restricted # of Days							1	120	∅	∅	∅	∅		

Method	Water Level	Clarity	Carp Program	Water Testing
Boat	Low	Tannic	Introduce Carp	Chemistry
Backpack	Normal	Clear	Re-Stock Recom	DO _____
Air Boat	High	Turbid	Barriers Inspected	
ATV		Planktonic		

### Fish/Wildlife Observed

Alligator	Otter	Snakes	Coots	Osprey	Egrets
Bream	Bass	Carp	Catfish	Turtles	Tilapia

### Native/Beneficial Vegetation

Pickershrub	Naiad	Bulrush	Blue Flag Iris	Lily
Arrowhead	Bacopa	Chara	Spikerush	Canna

Other \_\_\_\_\_

Comments Treated ponds for weeds listed.

Thanks, Eric

*E.*



## ***Amenities Manager Report***

**November 9, 2022**

*Submitted by Jennifer Meadows*

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### **Administration:**

- Continuing to find the best ways to communicate information to our residents.
- Continuous updates of the Atrium system.
- Continuing with regular office duties, i.e. invoices, banking, newsletters, assisting residents, etc.

### **Activities- Ongoing:**

#### **Fitness Classes:**

- Fit-n-Fifty is now in session. Held at our phase 2 community room on Mondays and Wednesdays at 5:30pm.

### **Special Events:**

#### **Recent Events:**

- On Saturday, October 22 we hosted our annual Halloween Trail of Fun event. Based off previous years, we estimated about 100-120 residents would attend. Imagine our surprise when nearly 300 residents showed up to enjoy in the festivities! We had lots of candy to give away, games with prizes, a craft station, snacks with Vampire Blood and Bat Juice to enjoy. It



was a beautiful evening with a great breeze and no heat for once! By far the best event of the year! \*Pictures attached on last page\*

**Future Events:**

- Concert on the Green with North of 40. We will have a band playing an array of musical genres on Saturday, November 9 from 4pm-7pm at our phase 1 activity lawn. Hot Diggity Dawg will be on hand with some delicious hotdogs, sausage dawgs, and steak subs for residents to purchase and enjoy. The smell alone will have your mouth watering!
- 5k Turkey Trot – Friday, November 25
- Santa Meet and Greet – Saturday, December 17





*SIXTEENTH ORDER OF BUSINESS*

*A.*



# *Brandy Creek*

*Community Development District*

*Unaudited Financial Reporting*

*September 30, 2022*



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**Brandy Creek**  
**Community Development District**  
**Combined Balance Sheet**  
**September 30, 2022**

	General	Capital Reserve	Debt Service	Total Governmental Funds
<b>Assets:</b>				
Cash - WellsFargo	---	\$111,010	---	\$111,010
Cash - Hancock Bank	\$90,448	---	---	\$90,448
Investments:				
<b><u>Series 2013A</u></b>				
Reserve A	---	---	\$31,776	\$31,776
Revenue A	---	---	\$71,760	\$71,760
<b><u>Series 2015</u></b>				
Reserve	---	---	\$89,540	\$89,540
Revenue	---	---	\$42,741	\$42,741
<b><u>Operations:</u></b>				
State Board - Reserve	\$68	\$125,023	---	\$125,092
Custody Acct - General Account	\$220,714	---	---	\$220,714
Custody Acct - Capital Reserve	---	\$38,035	---	\$38,035
Prepaid Expenses	\$1,146	---	---	\$1,146
Due From Other	\$5	---	---	\$5
Electric Deposits	\$2,000	---	---	\$2,000
<b>Total Assets</b>	<b>\$314,381</b>	<b>\$274,069</b>	<b>\$235,817</b>	<b>\$824,267</b>
<b>Liabilities:</b>				
Accounts Payable	\$8,607	---	---	\$8,607
Accrued Expenses	\$19,873	---	---	\$19,873
<b>Total Liabilities</b>	<b>\$28,480</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,480</b>
<b>Fund Balances:</b>				
Restricted for Debt Service	---	---	\$235,817	\$235,817
Nondspendable	\$2,000	---	---	\$2,000
Assigned	---	\$274,069	---	\$274,069
Unassigned	\$283,901	---	---	\$283,901
<b>Total Fund Balances</b>	<b>\$285,901</b>	<b>\$274,069</b>	<b>\$235,817</b>	<b>\$795,787</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$314,381</b>	<b>\$274,069</b>	<b>\$235,817</b>	<b>\$824,267</b>

**Brandy Creek**  
**Community Development District**  
**General Fund**  
**Statement of Revenues & Expenditures**  
**For the Period ending September 30, 2022**

	Adopted Budget	Prorated Budget Thru 09/30/22	Actual Thru 09/30/22	Variance
<b>Revenues:</b>				
Maintenance Assessments	\$768,724	\$768,724	\$770,114	\$1,390
Interest Income	\$0	\$0	\$163	\$163
Rental/Miscellaneous Income	\$8,000	\$8,000	\$8,701	\$701
Cost Sharing Revenue	\$8,435	\$8,435	\$8,467	\$32
Special Events Revenue	\$0	\$0	\$7,645	\$7,645
<b>Total Revenues</b>	<b>\$785,159</b>	<b>\$785,159</b>	<b>\$795,090</b>	<b>\$9,931</b>
<b>Expenditures:</b>				
<b>Administrative</b>				
Supervisor Fees	\$6,000	\$6,000	\$6,000	\$0
FICA Expense	\$459	\$459	\$459	\$0
Engineering	\$5,000	\$5,000	\$10,443	(\$5,443)
Arbitrage	\$1,200	\$1,200	\$600	\$600
Trustee	\$8,000	\$8,000	\$7,939	\$61
Assessment Roll	\$5,000	\$5,000	\$5,000	\$0
Attorney	\$25,000	\$25,000	\$19,140	\$5,860
Annual Audit	\$3,505	\$3,505	\$3,505	\$0
Management Fees	\$50,598	\$50,598	\$50,598	\$0
Computer Time	\$1,250	\$1,250	\$1,250	(\$0)
Telephone	\$300	\$300	\$192	\$108
Postage	\$1,000	\$1,000	\$658	\$342
Records Storage	\$100	\$100	\$0	\$100
Insurance	\$9,348	\$9,348	\$8,252	\$1,096
Printing & Binding	\$1,800	\$1,800	\$1,045	\$755
Legal Advertising	\$1,420	\$1,420	\$1,282	\$138
Other Current Charges	\$1,400	\$1,400	\$1,271	\$129
Office Supplies	\$150	\$150	\$33	\$117
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
<b>Total Administrative</b>	<b>\$121,705</b>	<b>\$121,705</b>	<b>\$117,842</b>	<b>\$3,863</b>
<b>MAINTENANCE</b>				
Insurance	\$18,782	\$18,782	\$18,263	\$519
Facility Administration/Events Coordinator	\$31,968	\$31,968	\$31,968	\$0
Facility Staffing (Contingency)	\$5,000	\$5,000	\$0	\$5,000
Pool Monitors	\$36,613	\$36,613	\$27,986	\$8,627
Field Operations Manger	\$61,484	\$61,484	\$61,484	\$0
Office Supplies/Mailings/ Printing	\$1,200	\$1,200	\$543	\$657
Pool Maintenance Service (Vesta)*	\$27,262	\$27,262	\$28,853	(\$1,591)
Pool Chemicals (Poolsure)	\$13,500	\$13,500	\$12,293	\$1,208
Permit Fees	\$925	\$925	\$925	\$0
Landscape Maintenance	\$124,478	\$124,478	\$123,505	\$973
Landscape Contingency	\$25,000	\$25,000	\$19,023	\$5,977
Storm Cleanup	\$0	\$0	\$3,000	(\$3,000)
Irrigation Maintenance	\$8,500	\$8,500	\$12,323	(\$3,823)
Sign Repairs	\$2,500	\$2,500	\$3,234	(\$734)
Lake Maintenance	\$10,248	\$10,248	\$10,248	\$0
General Facility Maintenance	\$25,000	\$25,000	\$25,177	(\$177)
Pet Waste Disposal	\$9,501	\$9,501	\$6,329	\$3,172
Streetlighting	\$36,000	\$36,000	\$34,856	\$1,144
Telephone	\$2,400	\$2,400	\$2,633	(\$233)
Cable	\$2,300	\$2,300	\$2,164	\$137
Electric	\$26,000	\$26,000	\$26,084	(\$84)
Water/Sewer/Irrigation	\$48,000	\$48,000	\$41,677	\$6,323
Security	\$8,000	\$8,000	\$7,650	\$350
Security Camera Lease & Maintenance	\$16,750	\$16,750	\$5,218	\$11,532
Security - License Plate Reader System	\$10,000	\$10,000	\$0	\$10,000
Refuse Service	\$8,800	\$8,800	\$11,252	(\$2,452)
Janitorial	\$25,843	\$25,843	\$25,843	\$0
Community Web Site Services	\$1,800	\$1,800	\$750	\$1,050
Special Events	\$10,000	\$10,000	\$11,485	(\$1,485)
Recreation Passes	\$1,200	\$1,200	\$325	\$875
Performance Incentive	\$3,400	\$3,400	\$7,600	(\$4,200)
Capital Reserve - Transfer Out	\$85,000	\$85,000	\$85,000	\$0
<b>Total Maintenance</b>	<b>\$687,454</b>	<b>\$687,454</b>	<b>\$647,690</b>	<b>\$39,763</b>
<b>TOTAL EXPENSES</b>	<b>\$809,159</b>	<b>\$809,159</b>	<b>\$765,533</b>	<b>\$43,626</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$24,000)</b>		<b>\$29,557</b>	
<b>Fund Balance - Beginning</b>	<b>\$24,000</b>		<b>\$256,344</b>	
<b>Fund Balance - Ending</b>	<b>\$0</b>		<b>\$285,901</b>	

\* Phase 1 Pump System and Sump Pump Repair

**Brandy Creek**  
**Community Development District**  
**General Fund**  
*Month By Month Income Statement*  
*Fiscal Year 2022*

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Maintenance Assessments	\$0	\$64,710	\$232,333	\$451,541	\$10,813	\$1,327	\$3,756	\$0	\$5,633	\$0	\$0	\$0	\$770,114
Interest Income	\$1	\$0	\$1	\$1	\$2	\$2	\$3	\$3	\$2	\$2	\$2	\$146	\$163
Rental/Miscellaneous Income	\$2,050	\$255	\$130	\$210	\$250	\$160	\$490	\$0	\$2,350	\$0	\$2,480	\$326	\$8,701
Cost Sharing Revenue	\$8,467	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,467
Special Events Revenue	\$1,500	\$3,000	\$0	\$0	\$0	\$145	\$0	\$0	\$0	\$0	\$3,000	\$0	\$7,645
<b>Total Revenues</b>	<b>\$12,017</b>	<b>\$67,966</b>	<b>\$232,464</b>	<b>\$451,752</b>	<b>\$11,065</b>	<b>\$1,635</b>	<b>\$4,249</b>	<b>\$3</b>	<b>\$7,984</b>	<b>\$2</b>	<b>\$5,482</b>	<b>\$472</b>	<b>\$795,090</b>
<b>Expenditures:</b>													
<b>Administrative</b>													
Supervisor Fees	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000	\$6,000
FICA Expense	\$0	\$77	\$0	\$77	\$0	\$77	\$0	\$77	\$0	\$77	\$0	\$77	\$459
Engineering	\$0	\$0	\$0	\$437	\$195	\$0	\$0	\$2,156	\$1,630	\$5,780	\$0	\$245	\$10,443
Arbitrage	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Trustee	\$5,510	\$0	\$0	\$0	\$0	\$2,429	\$0	\$0	\$0	\$0	\$0	\$0	\$7,939
Assessment Roll	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Attorney	\$0	\$3,453	\$544	\$1,637	\$474	\$1,400	\$898	\$3,001	\$2,315	\$1,621	\$1,823	\$1,976	\$19,140
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,505	\$0	\$0	\$0	\$3,505
Management Fees	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$4,217	\$50,598
Computer Time	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$104	\$1,250
Telephone	\$3	\$21	\$0	\$13	\$37	\$50	\$16	\$0	\$36	\$0	\$16	\$0	\$192
Postage	\$12	\$10	\$145	\$21	\$43	\$15	\$13	\$8	\$312	\$24	\$30	\$25	\$658
Record Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$8,252	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,252
Printing & Binding	\$58	\$1	\$94	\$1	\$91	\$65	\$13	\$0	\$543	\$7	\$134	\$37	\$1,045
Legal Advertising	\$0	\$72	\$0	\$76	\$76	\$0	\$0	\$144	\$638	\$0	\$276	\$0	\$1,282
Other Current Charges	\$60	\$244	\$162	\$58	\$61	\$73	\$286	\$61	\$61	\$70	\$60	\$76	\$1,271
Office Supplies	\$6	\$0	\$12	\$1	\$6	\$6	\$1	\$0	\$1	\$1	\$0	\$0	\$33
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
<b>Total Administrative</b>	<b>\$23,995</b>	<b>\$9,197</b>	<b>\$5,278</b>	<b>\$7,641</b>	<b>\$5,303</b>	<b>\$9,436</b>	<b>\$5,547</b>	<b>\$10,768</b>	<b>\$13,361</b>	<b>\$12,900</b>	<b>\$6,659</b>	<b>\$7,756</b>	<b>\$117,842</b>

**Brandy Creek**  
**Community Development District**  
**General Fund**  
*Month By Month Income Statement*  
*Fiscal Year 2022*

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>MAINTENANCE</b>													
Insurance	\$18,263	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,263
Facility Administration/Events Coordinator	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$2,664	\$31,968
Facility Staffing (Contingency)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Monitors	\$0	\$0	\$0	\$0	\$0	\$2,977	\$3,341	\$3,306	\$7,423	\$7,467	\$3,183	\$288	\$27,986
Field Operations Manger	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$5,124	\$61,484
Office Supplies/Mailings/ Printing	\$157	\$104	\$0	\$104	\$177	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$543
Pool Maintenance Service (Vesta)*	\$3,194	\$2,272	\$2,941	\$2,272	\$2,272	\$2,272	\$2,272	\$2,272	\$2,272	\$2,272	\$2,272	\$2,272	\$28,853
Pool Chemicals (Poolsure)	\$825	\$825	\$1,031	\$1,031	\$1,031	\$1,031	\$1,031	\$1,031	\$1,114	\$1,114	\$1,114	\$1,114	\$12,293
Permit Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$925	\$0	\$0	\$0	\$925
Landscape Maintenance	\$10,170	\$10,170	\$10,170	\$10,170	\$10,170	\$10,170	\$10,170	\$10,170	\$10,537	\$10,537	\$10,537	\$10,537	\$123,505
Landscape Contingency	\$3,323	\$2,397	\$0	\$0	\$810	\$2,443	\$0	\$9,400	\$0	\$0	\$0	\$650	\$19,023
Storm Cleanup	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000
Irrigation Maintenance	\$569	\$0	\$0	\$1,767	\$0	\$0	\$1,028	\$636	\$1,318	\$1,727	\$5,279	\$0	\$12,323
Sign Repairs	\$0	\$1,630	\$0	\$0	\$0	\$1,375	\$0	\$0	\$229	\$0	\$0	\$0	\$3,234
Lake Maintenance	\$854	\$854	\$854	\$854	\$854	\$854	\$854	\$854	\$854	\$854	\$854	\$854	\$10,248
General Facility Maintenance	\$3,102	\$1,639	\$1,229	\$1,678	\$1,476	\$3,659	\$3,885	\$2,067	\$2,039	\$765	\$2,211	\$1,428	\$25,177
Pet Waste Disposal	(\$89)	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$6,329
Streetlighting	\$2,831	\$2,831	\$2,831	\$2,831	\$2,949	\$2,949	\$2,949	\$2,949	\$2,949	\$2,889	\$2,949	\$2,949	\$34,856
Telephone	\$198	\$196	\$197	\$197	\$499	\$196	\$196	\$184	\$185	\$191	\$198	\$194	\$2,633
Cable	\$176	\$188	\$180	\$180	\$180	\$180	\$180	\$180	\$180	\$180	\$180	\$180	\$2,164
Electric	\$1,753	\$1,731	\$1,827	\$2,102	\$1,827	\$1,930	\$2,248	\$2,223	\$2,551	\$2,649	\$2,641	\$2,602	\$26,084
Water/Sewer/Irrigation	\$3,912	\$4,153	\$4,504	\$3,850	\$3,166	\$2,884	\$2,622	\$3,172	\$3,633	\$3,530	\$3,081	\$3,170	\$41,677
Security	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$825	\$825	\$7,650
Security Camera Lease & Maintenance	\$1,497	\$1,497	\$1,497	\$728	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,218
Refuse Service	\$858	\$868	\$875	\$875	\$872	\$941	\$978	\$975	\$975	\$1,015	\$1,019	\$1,000	\$11,252
Janitorial	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$2,154	\$25,843
Community Web Site Services	\$150	\$0	\$150	\$0	\$0	\$150	\$0	\$0	\$150	\$0	\$150	\$0	\$750
Special Events	\$1,351	\$2,730	\$860	\$50	\$225	\$464	\$545	\$223	\$2,052	\$278	\$54	\$2,654	\$11,485
Recreation Passes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$325	\$0	\$0	\$0	\$0	\$325
Performance Incentive	\$0	\$0	\$0	\$7,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,600
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,000	\$0	\$0	\$0	\$0	\$85,000
<b>Total Maintenance</b>	<b>\$63,636</b>	<b>\$45,209</b>	<b>\$40,271</b>	<b>\$47,413</b>	<b>\$37,633</b>	<b>\$45,598</b>	<b>\$43,424</b>	<b>\$136,092</b>	<b>\$50,509</b>	<b>\$46,592</b>	<b>\$47,071</b>	<b>\$44,242</b>	<b>\$647,690</b>
<b>Total Expenses</b>	<b>\$87,631</b>	<b>\$54,406</b>	<b>\$45,549</b>	<b>\$55,054</b>	<b>\$42,937</b>	<b>\$55,035</b>	<b>\$48,971</b>	<b>\$146,860</b>	<b>\$63,870</b>	<b>\$59,491</b>	<b>\$53,730</b>	<b>\$51,998</b>	<b>\$765,533</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$75,614)</b>	<b>\$13,559</b>	<b>\$186,915</b>	<b>\$396,698</b>	<b>(\$31,871)</b>	<b>(\$53,400)</b>	<b>(\$44,722)</b>	<b>(\$146,857)</b>	<b>(\$55,886)</b>	<b>(\$59,490)</b>	<b>(\$48,249)</b>	<b>(\$51,526)</b>	<b>\$29,557</b>

**Brandy Creek**  
**Community Development District**  
**Capital Reserve Fund**  
*Statement of Revenues & Expenditures*  
*For the Period ending September 30, 2022*

	Adopted Budget	Prorated Budget Thru 09/30/22	Actual Thru 09/30/22	Variance
<b>Revenues:</b>				
Interest Income	\$250	\$250	\$1,082	\$832
General Fund Transfer In	\$85,000	\$85,000	\$85,000	\$0
<b>Total Revenues</b>	<b>\$85,250</b>	<b>\$85,250</b>	<b>\$86,082</b>	<b>\$832</b>
<b>Expenditures</b>				
Capital Outlay - Equipment/Facilities	\$30,000	\$30,000	\$48,771	(\$18,771)
Other Current Charges	\$450	\$450	\$269	\$181
Repair and Replacement	\$30,000	\$30,000	\$31,255	(\$1,255)
<b>Total Expenditures</b>	<b>\$60,450</b>	<b>\$60,450</b>	<b>\$80,295</b>	<b>(\$19,845)</b>
<b>OTHER SOURCES/(USES)</b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>Total Other</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$24,800</b>		<b>\$5,787</b>	
<b>Fund Balance - Beginning</b>	<b>\$244,555</b>		<b>\$268,281</b>	
<b>Fund Balance - Ending</b>	<b>\$269,355</b>		<b>\$274,069</b>	

**Brandy Creek**  
**Community Development District**  
**Debt Service Fund - Series 2013A**  
*Statement of Revenues & Expenditures*  
*For the Period ending September 30, 2022*

	Adopted Budget	Prorated Budget Thru 09/30/22	Actual Thru 09/30/22	Variance
<b>Revenues:</b>				
Assessments Tax Roll	\$318,983	\$318,983	\$319,569	\$586
Interest Income	\$50	\$50	\$513	\$463
<b>Total Revenues</b>	<b>\$319,033</b>	<b>\$319,033</b>	<b>\$320,082</b>	<b>\$1,049</b>
<b>Expenditures</b>				
<b>Series 2013A</b>				
Interest Expense - 11/1	\$54,800	\$54,800	\$54,800	\$0
Principal Expense-Prepayment 11/1	\$0	\$0	\$5,000	(\$5,000)
Interest Expense - 5/1	\$54,800	\$54,800	\$54,710	\$89
Principal Expense - 5/1	\$210,000	\$210,000	\$210,000	\$0
Principal Expense-Prepayment 5/1	\$0	\$0	\$5,000	(\$5,000)
<b>Total Expenditures</b>	<b>\$319,599</b>	<b>\$319,599</b>	<b>\$329,510</b>	<b>(\$9,911)</b>
<b>Other Sources/(Uses)</b>				
Interfund Transfer In	\$0	\$0	\$0	\$0
Interfund Transfer Out	\$0	\$0	\$0	\$0
<b>Total Other Sources (Uses)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$566)</b>		<b>(\$9,428)</b>	
<b>Fund Balance - Beginning</b>	<b>\$78,314</b>		<b>\$112,964</b>	
<b>Fund Balance - Ending</b>	<b>\$77,748</b>		<b>\$103,536</b>	



**Brandy Creek**  
**Community Development District**  
**Debt Service Fund - Series 2015**  
**Statement of Revenues & Expenditures**  
**For the Period ending September 30, 2022**

	Adopted Budget	Prorated Budget Thru 09/30/22	Actual Thru 09/30/22	Variance
<b>Revenues:</b>				
Special Assessments	\$180,950	\$180,950	\$181,282	\$332
Interest Income	\$0	\$0	\$425	\$425
<b>Total Revenues</b>	<b>\$180,950</b>	<b>\$180,950</b>	<b>\$181,708</b>	<b>\$758</b>
<b>Expenditures</b>				
<b><u>Series 2015</u></b>				
Interest Expense - 11/1	\$38,484	\$38,484	\$38,484	\$0
Principal Expense-Prepayment 11/1	\$0	\$0	\$5,000	(\$5,000)
Interest Expense - 5/1	\$37,857	\$37,857	\$37,764	\$93
Principal Expense - 5/1	\$105,000	\$105,000	\$100,000	\$5,000
Special Call - 5/1	\$0	\$0	\$5,000	(\$5,000)
<b>Total Expenditures</b>	<b>\$181,341</b>	<b>\$181,341</b>	<b>\$186,248</b>	<b>(\$4,907)</b>
<b>Other Sources/(Uses)</b>				
Interfund Transfer In/(Out)	\$0	\$0	\$0	\$0
<b>Total Other Sources/(Uses)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$391)</b>		<b>(\$4,540)</b>	
<b>Fund Balance - Beginning</b>	<b>\$45,436</b>		<b>\$136,821</b>	
<b>Fund Balance - Ending</b>	<b>\$45,045</b>		<b>\$132,281</b>	

*Brandy Creek*  
*Community Development District*  
**Long Term Debt Report**

<b>Series 2013 Special Assessment Refunding Bonds</b>	
Interest Rate:	6.350%
Maturity Date:	5/1/34
Reserve Fund Definition:	10% Max Annual
Reserve Fund Requirement:	\$31,656
Reserve Fund Balance:	\$31,776
Bonds outstanding - 9/30/2013	\$4,545,000
Less: November 1, 2013 (Prepayment)	\$0
Less: May 1, 2014 (Mandatory)	(\$160,000)
Less: May 1, 2015 (Mandatory)	(\$165,000)
Less: May 1, 2015 (Prepayment)	(\$10,000)
Less: May 2, 2016 (Mandatory)	(\$170,000)
Less: May 1, 2017 (Mandatory)	(\$175,000)
Less: November 1, 2017 (Prepayment)	(\$5,000)
Less: May 1, 2018	(\$180,000)
Less: November 1, 2018 (Prepayment)	(\$5,000)
Less: May 1, 2019	(\$190,000)
Less: May 1, 2020	(\$195,000)
Less: May 1, 2020 (Prepayment)	(\$10,000)
Less: November 1, 2020 (Prepayment)	(\$5,000)
Less: May 1, 2021	(\$200,000)
Less: May 1, 2021 (Prepayment)	(\$5,000)
Less: November 1, 2021 (Prepayment)	(\$5,000)
Less: May 1, 2022	(\$210,000)
Less: May 1, 2022 (Prepayment)	(\$5,000)
Current Bonds Outstanding	\$2,850,000

<b>Series 2015 Special Assessment Bonds</b>	
Interest Rate:	3.700%
Maturity Date:	5/1/36
Reserve Fund Definition:	50% Max Annual
Reserve Fund Requirement:	\$89,678
Reserve Fund Balance:	\$89,540
Bonds outstanding - 10/30/2015	\$2,535,000
Less: May 2, 2016	(\$15,000)
Less: May 1, 2017	(\$85,000)
Less: November 1, 2017 (Prepayment)	(\$5,000)
Less: May 1, 2018	(\$90,000)
Less: November 1, 2018 (Prepayment)	(\$5,000)
Less: May 1, 2019	(\$95,000)
Less: May 1, 2020	(\$95,000)
Less: May 1, 2020 (Prepayment)	(\$5,000)
Less: November 1, 2020 (Prepayment)	(\$5,000)
Less: May 1, 2021	(\$100,000)
Less: November 1, 2021 (Prepayment)	(\$5,000)
Less: May 1, 2022	(\$100,000)
Less: May 1, 2022 (Prepayment)	(\$5,000)
Current Bonds Outstanding	\$1,925,000

*B.*

**Brandy Creek Community Development District  
Fiscal Year 2022 Assessment Receipts Summary**

<b>ASSESSED</b>	<b># UNITS ASSESSED</b>	<b>SERIES 2003 / 2013 DEBT ASMT</b>	<b>SERIES 2006 / 2015 DEBT ASMT</b>	<b>FY22 O&amp;M ASMT</b>	<b>TOTAL ASSESSED</b>
NET ASSESSMENTS TAX ROLL	583	318,983.07	180,950.00	768,702.17	1,268,635.24

<b>ST JOHNS COUNTY DISTRIBUTION</b>	<b>DATE RECEIVED</b>	<b>SERIES 2003 / 2013 DEBT RECEIPTS</b>	<b>SERIES 2006 / 2015 DEBT RECEIPTS</b>	<b>O&amp;M RECEIPTS</b>	<b>TOTAL RECEIVED</b>
1	11/4/2021	1,057.89	600.11	2,549.36	4,207.36
2	11/17/2021	8,718.16	4,945.56	21,009.48	34,673.20
3	11/22/2021	17,076.34	9,686.92	41,151.47	67,914.73
4	12/8/2021	28,854.36	16,368.26	69,534.75	114,757.37
5	12/20/2021	67,555.41	38,322.26	162,798.59	268,676.26
6	1/14/2022	187,368.76	106,288.96	451,531.09	745,188.81
INTEREST	1/21/2022	4.05	2.29	9.75	16.09
7	2/16/2022	4,487.06	2,545.38	10,813.15	17,845.59
8	3/7/2022	550.70	312.39	1,327.10	2,190.19
9	4/7/2022	1,558.76	884.24	3,756.40	6,199.40
10	6/21/2022	1,702.15	965.58	4,101.94	6,769.67
TAX CERTS	6/16/2022	635.19	360.32	1,530.70	2,526.21
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
		-	-	-	
<b>TOTAL RECEIVED</b>		<b>319,568.83</b>	<b>181,282.27</b>	<b>770,113.78</b>	<b>1,270,964.88</b>

	<b>SERIES 2003 / 2013 DEBT</b>	<b>SERIES 2006 / 2015 DEBT</b>	<b>O&amp;M</b>	<b>TOTAL</b>
<b>BALANCE DUE</b>	<b>(585.76)</b>	<b>(332.27)</b>	<b>(1,411.61)</b>	<b>(2,329.64)</b>
<b>PERCENT COLLECTED</b>	<b>100.18%</b>	<b>100.18%</b>	<b>100.18%</b>	<b>100.18%</b>

*C.*

# Brandy Creek Community Development District

## Check Run Summary - General Fund

8/1/22 thru 9/30/22

<i>Fund</i>	<i>Date</i>	<i>Check No.s</i>	<i>Amount</i>
<b><i>General Fund</i></b>			
<i>Payroll</i>	9/22/22	50595-50599	\$ 923.50
			\$ 923.50
<i>Accounts Payable</i>	8/1/22 - 8/31/22	2061-2080	\$ 45,835.53
	9/1/22 - 9/30/22	2081-2095	\$ 49,661.14
			\$ 95,496.67
<b><i>Capital Reserve Fund</i></b>			
<i>Accounts Payable</i>	8/18/22	145	\$ 9,198.00
			\$ 9,198.00
<b><i>Utilities and Autopayments</i></b>			
	8/7/22	JEA	\$ 3,080.83
	8/8/22	Republic Services	\$ 1,019.44
	8/15/22	AT&T	\$ 197.59
	8/23/22	HWB Credit Card	\$ 197.83
	8/29/22	FPL	\$ 5,590.43
	9/2/22	JEA	\$ 3,170.25
	9/7/22	Republic Services	\$ 1,000.15
	9/15/22	AT&T	\$ 194.49
	9/26/22	HWB Credit Card	\$ 244.75
	9/27/22	FPL	\$ 5,551.19
		<b>TOTAL UTILITIES PAID ONLINE OR AUTOPAY</b>	<b>\$ 20,246.95</b>
<b>Total</b>			<b>\$ 125,865.12</b>

**\* Fedex Invoices available upon request**

BR040M-A  
CMPY-001

BRANDY CREEK - GENERAL FUND  
BANK-P

CHECKS WRITTEN LISTING

AS OF 9/30/2022  
BRANDY - GENERAL

RUN 11/01/2022

PAGE 1

CHECK#	TYPE	SYSTEM	CHECK DATE	CHECK AMT	EMP/CUS/VEN#	DESCRIPTION
050595	R	PR	09/22/2022	184.70	15	ALTON F CHAMBERLAIN
050596	R	PR	09/22/2022	184.70	8	BARBARA J LITTLE
050597	R	PR	09/22/2022	184.70	16	CLARENCE A BLALOCK II
050598	R	PR	09/22/2022	184.70	9	MEREDITH PAYNE
050599	R	PR	09/22/2022	184.70	17	SHAWN JOLLY
			BANK TOTAL	923.50		
			COMPANY TOTAL	923.50		

# Attendance Sheet

District Name: Brandy Creek, CDD

Board Meeting Date: September 21, 2022

	<b>Name</b>	<b>In Attendance</b>	<b>Fee</b>
1	Clarence Blalock	<input checked="" type="checkbox"/>	Yes - \$200
2	Shawn Jolly	<input checked="" type="checkbox"/>	Yes - \$200
3	Alton Chamberlain	<input checked="" type="checkbox"/>	Yes - \$200
4	Meredith Payne	<input checked="" type="checkbox"/>	Yes - \$200
5	Barbara Little	<input checked="" type="checkbox"/>	Yes- \$200

The Supervisors present at the above-referenced meeting should be compensated accordingly.

Approved for Payment:

  
\_\_\_\_\_  
District Manager Signature

9/21/2022  
\_\_\_\_\_  
Date

**PLEASE RETURN COMPLETED FORM TO BERNADETTE PEREGRINO**



CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/02/22	00280	7/23/22	115544	202207	320	57200	42000		HIGHSPEED INTERNET	*	125.00		
									FLORIDA HIGH SPEED INTERNET			125.00	002061
8/02/22	00372	5/13/22	3051518	202204	310	51300	31500		APR GENERAL SERVICES	*	897.50		
		6/08/22	3064666	202205	310	51300	31500		MAY GENERAL COUNSEL	*	3,001.19		
		7/14/22	3079903	202206	310	51300	31500		JUN GENERAL COUNSEL	*	2,314.67		
									KUTAK ROCK LLP			6,213.36	002062
8/02/22	00019	7/01/22	668742	202207	320	57200	46800		JUL LAKE MAINTENANCE	*	854.00		
									THE LAKE DOCTORS INC			854.00	002063
8/12/22	00304	7/25/22	84458	202207	320	57200	46300		BACKFLOW TEST	*	400.00		
		8/04/22	84753	202208	320	57200	46300		BACKFLOW TEST	*	3,233.48		
									BOB'S BACKFLOW & PLUMBING SERVICES			3,633.48	002064
8/12/22	00378	6/15/22	4696035	202206	310	51300	48000		BUDGET HEARING FY22-23	*	539.10		
		6/22/22	4696035	202206	310	51300	48000		BUDGET HEARING FY22-23	*	99.28		
									CA FLORIDA HOLDINGS,LLC			638.38	002065
8/12/22	00334	6/15/22	5968	202206	320	57200	46600		FASTENERS	*	3.21		
		7/15/22	845517	202207	320	57200	46600		FASTENERS ORIG #6031	*	11.26		
		7/18/22	6035	202207	320	57200	46600		PUMP CHANNEL	*	35.09		
		7/25/22	6049	202207	320	57200	46600		MINI BRUSH & RUST REMVR	*	10.42		
									CRONIN ACE HARDWARE			59.98	002066
8/12/22	00013	6/06/22	203207	202205	310	51300	31100		STORM WATER ANALYSIS	*	1,766.00		
		7/11/22	203760	202206	310	51300	31100		JUN PROFESSIONAL SERVICES	*	195.00		
		7/11/22	203761	202207	310	51300	31100		STORM WATER ANALYSIS	*	3,965.00		
		7/11/22	203763	202206	310	51300	31100		PUBLIC FACILITIES REPORT	*	1,435.00		
									ENGLAND, THIMS & MILLER, INC.			7,361.00	002067

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/12/22	00030	8/01/22	288	202208	310-51300	34000	AUG MANAGEMENT FEES	*	4,216.50		
8/01/22		288	202208	310-51300	35100	AUG INFORMATION TECH	*	104.17			
8/01/22		288	202208	310-51300	51000	OFFICE SUPPLIES	*	.39			
8/01/22		288	202208	310-51300	42000	POSTAGE	*	30.17			
8/01/22		288	202208	310-51300	42500	COPIES	*	133.65			
8/01/22		288	202208	310-51300	41000	TELEPHONE	*	16.04			
GOVERNMENTAL MANAGEMENT SERVICES										4,500.92	002068
8/12/22	00296	7/12/22	07122022	202207	320-57200	34500	7/12-7/30 SECURITY(15HRS)	*	600.00		
LAUREN MARIA LEDOUX										600.00	002069
8/12/22	00341	8/01/22	13129560	202208	320-57200	46250	AUG POOL CHEMICALS	*	1,113.75		
POOLSURE										1,113.75	002070
8/12/22	00335	8/01/22	2834	202208	320-57200	34300	AUG MAINT & NEWSLETTER	*	150.00		
ROBERTA G NAGLE DBA UNICORN										150.00	002071
8/12/22	00286	6/30/22	400688	202206	320-57200	46600	POOL SUPPLIES;EBLAST	*	764.03		
7/31/22		401534	202207	320-57200	49400	FRIDAY FUN DAY EVENT	*	50.00			
7/31/22		401790	202207	320-57200	46600	POOL SUPPLIES	*	154.26			
VESTA PROPERTY SERVICES, INC.										968.29	002072
8/12/22	00044	7/20/22	07202022	202207	320-57200	42000	JUL INTERNET SERVICE	*	54.95		
8/20/22		08202022	202208	320-57200	42000	AUG INTERNET SERVICE	*	54.95			
WAVEFLY										109.90	002073
8/12/22	00271	7/30/22	JAX40812	202207	320-57200	46300	RPLCD VALVE MAINLINE RPR	*	1,327.36		
8/01/22		JAX41196	202208	320-57200	46100	AUG LANDSCAPE MAINTENANCE	*	10,536.67			
8/03/22		JAX41047	202208	320-57200	46300	RPLCD CONTROLLER	*	2,045.25			
YELLOWSTONE LANDSCAPE										13,909.28	002074
BC -BRANDY CREEK- BPEREGRINO											

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/29/22	00323	8/08/22	399738	202208	320	57200	46600		NABC GAL REFUSE LINERS ALL BRITE	*	147.09	147.09	002075
8/29/22	00033	8/17/22	260751	202208	320	57200	46600		HARDWIRED SENSORS-2 DOORS ATLANTIC SECURITY	*	257.50	257.50	002076
8/29/22	00013	8/08/22	204250	202207	310	51300	31100		PROFESS SRVS THRU 7/30/22	*	1,175.00		
		8/08/22	204252	202207	310	51300	31100		PUBLIC FACILITIES REPORT ENGLAND, THIMS & MILLER, INC.	*	640.00	1,815.00	002077
8/29/22	00379	8/18/22	266361	202208	320	57200	46600		INSPECT SPLASH POOL PH1 RED RHINO OF FL, INC DBA	*	1,135.00	1,135.00	002078
8/29/22	00286	5/31/22	399878	202205	320	57200	46600		POOL SUP-RPLC D.E. ELMNT VESTA PROPERTY SERVICES, INC.	*	764.60	764.60	002079
8/29/22	00271	5/18/22	JAX36968	202205	320	57200	46300		IRRIG RPRS HUFFNER HILL	*	636.00		
		6/23/22	JAX38819	202206	320	57200	46300		NODE RPLCMNT	*	476.00		
		8/22/22	JAX41679	202206	320	57200	46300		JUL IRRIGATION REPAIRS YELLOWSTONE LANDSCAPE	*	367.00	1,479.00	002080
9/02/22	00280	8/23/22	116886	202208	320	57200	42000		AUG HIGHSPEED INTERNET FLORIDA HIGH SPEED INTERNET	*	125.00	125.00	002081
9/02/22	00286	9/01/22	401909	202209	320	57200	34700		SEPT FIELD MGT SRVS	*	5,123.63		
		9/01/22	401909	202209	320	57200	34400		SEPT OFC ADMIN& EVENT CRD	*	2,664.00		
		9/01/22	401909	202209	320	57200	34200		SEPT JANITORIAL SRVS	*	2,153.58		
		9/01/22	401909	202209	320	57200	46200		SEPT POOL SRVS	*	2,271.83		
		9/01/22	401909	202209	320	57200	46700		SEP PET WASTE DISP SRVS VESTA PROPERTY SERVICES, INC.	*	583.44	12,796.48	002082

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT ACCT#	SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/13/22	00030	9/01/22	289	202209	310-51300-34000		SEP MANAGEMENT FEES	*	4,216.50		
9/01/22		289	202209	310-51300-35100		SEP INFO TECH	*	104.17			
9/01/22		289	202209	310-51300-42000		POSTAGE	*	24.82			
9/01/22		289	202209	310-51300-42500		COPIES	*	37.35			
GOVERNMENTAL MANAGEMENT SERVICES										4,382.84	002083
9/13/22	00372	8/11/22	3093884	202207	310-51300-31500		JUL GENERAL COUNSEL	*	1,621.08		
KUTAK ROCK LLP										1,621.08	002084
9/13/22	00365	8/23/22	90005843	202208	320-57200-46600		PROFESSIONAL CLEANING SRV	*	300.00		
AARON SEMMENS DBA										300.00	002085
9/13/22	00341	9/01/22	13129560	202209	320-57200-46250		SEP POOL CHEMICALS	*	1,113.75		
POOLSURE										1,113.75	002086
9/13/22	00324	6/15/22	35104699	202206	320-57200-46600		TISSUE PAPER	*	288.42		
STAPLES										288.42	002087
9/13/22	00286	8/01/22	400948	202208	320-57200-34700		AUG FIELD MGT SERVICES	*	5,123.63		
8/01/22		400948	202208	320-57200-34400		AUG OFC ADMIN & EVENT CRD	*	2,664.00			
8/01/22		400948	202208	320-57200-34200		AUG JANITORIAL SERVICES	*	2,153.58			
8/01/22		400948	202208	320-57200-46200		AUG POOL SERVICES	*	2,271.83			
8/01/22		400948	202208	320-57200-46700		PET WASTE DISPOSAL SRVS	*	583.44			
VESTA PROPERTY SERVICES, INC.										12,796.48	002088
9/23/22	00334	8/03/22	6067	202208	320-57200-46600		CONCRETE FOR POLE INSTALL	*	8.58		
8/11/22		6083	202208	320-57200-46600		LATITUDE LEVER	*	37.79			
8/15/22		6093	202208	320-57200-46600		FASTENERS	*	15.69			
CRONIN ACE HARDWARE										62.06	002089

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
9/23/22	00372	9/16/22 3109360	202208 310-51300-31500	AUG GENERAL COUNSEL KUTAK ROCK LLP	*	1,822.50	1,822.50 002090
9/23/22	00296	8/06/22 08062022	202208 320-57200-34500	8/5-8/29 SECURITY LAUREN MARIA LEDOUX	*	825.00	825.00 002091
9/23/22	00311	9/07/22 1717	202209 320-57200-49400	50% DEP HOLIDAY LIGHTS M&G HOLIDAY AND EVENT LIGHTING	*	2,634.15	2,634.15 002092
9/23/22	00227	9/09/22 6005539	202209 320-57200-46600	SEP PEST CONTROL 6007550 202209 320-57200-46600 SEP PEST CONTROL PESTBEAR	*	110.37	188.28 002093
9/23/22	00286	7/31/22 401489	202207 320-57200-34600	JUL POOL MONITOR HOURS 8/31/22 402513 202208 320-57200-34600 AUG POOL MONITOR HOURS VESTA PROPERTY SERVICES, INC.	*	7,466.82	10,650.15 002094
9/23/22	00044	9/01/22 09012022	202209 320-57200-42000	SEP INTERNET SERVICE WAVEFLY	*	54.95	54.95 002095
TOTAL FOR BANK C						95,496.67	
TOTAL FOR REGISTER						95,496.67	

**Florida High Speed Internet**  
 1311 Bedford Drive  
 Melbourne, FL 32940 US  
 (321) 205-1100  
 qb@flhsi.com  
 http://flhsi.com



# INVOICE

**BILL TO**

Jim Masters  
 Brandy Creek CDD  
 251 Huffner Hill Circle  
 St. Augustine, FL 32092

**INVOICE #** 115544

**DATE** 07/23/2022

**DUE DATE** 07/23/2022

**TERMS** Due on receipt

DATE	ACCOUNT SUMMARY	AMOUNT
06/23/2022	Balance Forward	125.00
	Other payments and credits after 06/23/2022 through 07/22/2022	-125.00
07/23/2022	Other invoices from this date	0.00
	New charges (details below)	125.00
	<b>Total Amount Due</b>	<b>125.00</b>

ACTIVITY	QTY	RATE	AMOUNT
<b>Note</b> **NOTE**	0	0.00	0.00

John's Creek Phase 2 Community Room 251  
 Huffner Hill Circle.

<b>Commercial Internet Service</b>	1	125.00	125.00
Commercial Internet Service - upgraded and ports opened for CCTV - static IP			

7-24-22  
 Jim Masters  
 [Signature]

TOTAL OF NEW  
 CHARGES  
 BALANCE DUE

125.00

**\$125.00**

RECEIVED

1.320.572.420  
 2800 07 2022

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

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

Federal ID 47-0597598

May 13, 2022

**Check Remit To:**

Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016  
First National Bank of Omaha  
Kutak Rock LLP  
A/C # 24690470  
Reference: Invoice No. 3051518  
Client Matter No. 3323-1

Mr. Jim Oliver  
Brandy Creek CDD  
GMS - North Florida  
Suite 114  
475 W. Town Place  
St. Augustine, FL 32092

3720  
1.310.573.315

Invoice No. 3051518  
3323-1

Re: Brandy Creek CDD-General Counsel

For Professional Legal Services Rendered

04/06/22	M. Eckert	0.10	32.50	Review publication options under new legislation to reduce costs
04/18/22	M. Eckert	0.70	227.50	Review FPL easement documents; research property and plat records
04/20/22	K. Haber	1.40	315.00	Prepare revisions to FPL easement agreement
04/25/22	D. Wilbourn	0.20	30.00	Prepare budget approval resolution
04/29/22	M. Eckert	0.30	97.50	Draft revisions to FPL proposed easement; research easement parcels
04/30/22	M. Eckert	0.60	195.00	Review plats and HOA declaration regarding lake bank maintenance; research applicable permits
TOTAL HOURS		3.30		

**KUTAK ROCK LLP**

Brandy Creek CDD

May 13, 2022

Client Matter No. 3323-1

Invoice No. 3051518

Page 2

TOTAL FOR SERVICES RENDERED \$897.50

TOTAL CURRENT AMOUNT DUE \$897.50



**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

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

Federal ID 47-0597598

June 8, 2022

**Check Remit To:**

Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016  
First National Bank of Omaha  
Kutak Rock LLP  
A/C # 24690470  
Reference: Invoice No. 3064666  
Client Matter No. 3323-1

Mr. Jim Oliver  
Brandy Creek CDD  
GMS - North Florida  
Suite 114  
475 W. Town Place  
St. Augustine, FL 32092

3720  
1.310.573.315

Invoice No. 3064666  
3323-1

Re: Brandy Creek CDD-General Counsel

For Professional Legal Services Rendered

05/02/22	M. Eckert	1.30	422.50	Research permit requirements for lake bank maintenance; confer with Weeber; attend agenda call; review and provide comments on draft stormwater maintenance plan
05/02/22	K. Haber	0.30	67.50	Revise electric utility easement with FPL
05/11/22	M. Eckert	4.50	1,462.50	Review budget; prepare for, travel to and attend board meeting; follow up
05/12/22	M. Eckert	0.40	130.00	Follow up from board meeting; research sheriff issue with not enforcing trespass; prepare Lake Doctors agreement
05/12/22	D. Wilbourn	2.00	300.00	Prepare aquatic maintenance agreement; prepare fiscal year budget documents; prepare notices of rule development and making
05/13/22	M. Eckert	1.20	390.00	Review comparable annual user rates; confer with Oliver; prepare

✓

**KUTAK ROCK LLP**

Brandy Creek CDD  
June 8, 2022  
Client Matter No. 3323-1  
Invoice No. 3064666  
Page 2

				budget and assessment notices and resolutions
05/13/22	D. Wilbourn	1.00	150.00	Prepare mailed and published notices
05/16/22	D. Wilbourn	0.40	60.00	Prepare budget and assessment hearing notices
TOTAL HOURS		11.10		
TOTAL FOR SERVICES RENDERED				\$2,982.50
DISBURSEMENTS				
Travel Expenses			18.69	
TOTAL DISBURSEMENTS				<u>18.69</u>
TOTAL CURRENT AMOUNT DUE				\$3,001.19
UNPAID INVOICES:				
May 13, 2022	Invoice No. 3051518			897.50
TOTAL DUE				<u>\$3,898.69</u>

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

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

Federal ID 47-0597598

July 14, 2022

**Check Remit To:**

Kutak Rock LLP  
PO Box 30057  
Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016  
First National Bank of Omaha  
Kutak Rock LLP  
A/C # 24690470  
Reference: Invoice No. 3079903  
Client Matter No. 3323-1

3720  
1,310.53.315

Mr. Jim Oliver  
Brandy Creek CDD  
GMS - North Florida  
Suite 114  
475 W. Town Place  
St. Augustine, FL 32092

Invoice No. 3079903  
3323-1

Re: Brandy Creek CDD-General Counsel

For Professional Legal Services Rendered

06/07/22	M. Eckert	0.70	227.50	Review policy and history related to non-profit request to use amenity center
06/08/22	M. Eckert	0.30	97.50	Confer with Masters regarding FPL; revise agreement; confer with Oliver and Weeber
06/09/22	D. Wilbourn	1.10	165.00	Revise utility easement agreement
06/11/22	M. Eckert	0.70	227.50	Review draft audit and provide comments; research bond requirements for audit verification
06/12/22	M. Eckert	0.10	32.50	Confer with Sweeting
06/13/22	K. Haber	2.10	472.50	Review trespass enforcement caselaw; prepare memorandum regarding research
06/13/22	D. Wilbourn	0.30	45.00	Prepare and send registered agent resolution to district manager
06/16/22	K. Haber	2.20	495.00	Prepare memorandum regarding trespass research
06/22/22	M. Eckert	0.50	162.50	Review draft minutes and provide



**KUTAK ROCK LLP**

Brandy Creek CDD  
July 14, 2022  
Client Matter No. 3323-1  
Invoice No. 3079903  
Page 2

06/23/22	M. Eckert	0.40	130.00	comments; review Masters email Revise and distribute revised FPL easement; confer with Masters
06/24/22	M. Eckert	0.20	65.00	Research trespass authority
06/24/22	K. Haber	0.20	45.00	Revise trespass enforcement research memorandum
06/27/22	M. Eckert	0.10	32.50	Review candidate status for Board of Supervisors November election

TOTAL HOURS 8.90

TOTAL FOR SERVICES RENDERED \$2,197.50

DISBURSEMENTS

Computer Research 117.17

TOTAL DISBURSEMENTS 117.17

TOTAL CURRENT AMOUNT DUE \$2,314.67

UNPAID INVOICES:

May 13, 2022 Invoice No. 3051518 897.50  
June 8, 2022 Invoice No. 3064666 3,001.19

TOTAL DUE \$6,213.36



4651 Salisbury Rd., Suite 155, Jacksonville, FL 32256  
 PH: (904) 431-3914

# INVOICE

Invoice #	668742
Account #	709617
Invoice Date	7/1/2022
Due Date	7/31/2022
Rep	MAS

<b>Bill To</b>
BRANDY CREEK CDD-JOHNS CREEK VESTA PROPERTY SERVICES 224 JOHNS CREEK PARKWAY ST. AUGUSTINE, FLORIDA 32092

Invoice Questions: AR@LakeDoctors.com
--

Purchase Order Number	Terms	Invoice Date Reflects Month of Service Provided
	NET 30 DAYS	

Item	Description	Amount
	Monthly Water Management Service (R)	854.00
7-18-22 Jim Masters 1.320.578.468 19C		
<b>OUTSTANDING BALANCE</b>	<b>\$854.00</b>	

Thank you! For your business!	<b>Total Invoice</b>	<b>\$854.00</b>
-------------------------------	----------------------	-----------------

Please include your account number and invoice number on your check with your remittance stub.  
 Please remit payments to: The Lake Doctors, Inc.  
 LOCKBOX  
 PO Box 20122 -  
 Tampa, FL 33622-0122

Remittance Stub

Amount Enclosed

Invoice #	668742
Account #	709617
Date	7/1/2022

<b>Bill To</b>
BRANDY CREEK CDD-JOHNS CREEK VESTA PROPERTY SERVICES 224 JOHNS CREEK PARKWAY ST. AUGUSTINE, FLORIDA 32092

IF PAYING BY CREDIT CARD, FILL OUT BELOW	
<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa <input type="checkbox"/> American Express
Card #	_____
Card Verification #	_____
Exp. Date #	_____
Print Name	_____
Billing Address:	____ Check box if same as above
Signature	_____

**For address and contact updates, please email us at  
 customerservice@lakedoctors.com.**

**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244

**Invoice**  
**84458**  
 Invoice Date  
 7/25/2022

<b>Bill To</b>
Brandy Creek CDD 224 Johns Creeks Parkway Saint Augustine, FL 32092

<b>Job Location</b>
Brandy Creek CDD Various Saint Augustine, FL 32092

**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244  
 Phone # 904-268-8009 Fax # 904-292-4403

Please detach and return top portion with payment

P.O. Number	Terms	Due Date
	Net 30	8/24/2022

Serviced	Description	Quantity	Price Each	Amount
	Proposal will follow for repairs needed to be in compliance with water utility provider.  <div style="text-align: center;"> <p>304C</p> <p>1.320.572.463</p> </div>			

Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

<b>Total</b>	\$400.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$400.00

**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244

③  
**Invoice**  
**84458**  
 Invoice Date  
 7/25/2022

<b>Bill To</b>
Brandy Creek CDD 224 Johns Creeks Parkway Saint Augustine, FL 32092

<b>Job Location</b>
Brandy Creek CDD Various Saint Augustine, FL 32092

**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244  
 Phone # 904-268-8009 Fax # 904-292-4403

Please detach and return top portion with payment

<b>P.O. Number</b>	<b>Terms</b>	<b>Due Date</b>
	Net 30	8/24/2022

Serviced	Description	Quantity	Price Each	Amount
7/22/2022	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider	10	40.00	400.00
	251 Huffner Hill Cir Irrigation: 2" Wilkins 975XL Serial# 3645543 - Failed Potable: 1" Wilkins 975XL Serial# 3604401 - Passed			
	16 Avery Garden Lane Irrigation: 2" Wilkins 950XLT Serial# 3083382 - Failed			
	104 Field Crest Dr S Irrigation: 1" Febco 850 Serial# HC08773 - Passed			
	1707 Antler Hill Ct Irrigation: 1" Wilkins 950XLT Serial# 3605145 - Passed			
	224 Johns Creek Pkwy Potable: 2" Wilkins 975XL2 Serial# 4579956 - Failed			
	907 Hawk Run Ct Irrigation: 1" Wilkins 350 Serial# A330617 - Passed			
	371 Johns Creek Pkwy Irrigation: 1 1/2" Wilkins 975XL2 Serial# 4827738 - Passed			
	306 Johns Creek Pkwy Irrigation: 1" Wilkins 950XLT Serial# 2579088 - Passed			
	277 Johns Creek Pkwy Irrigation: 1 1/2" Wilkins 975XL2 Serial# 4648055 - Failed			

8-3-22  
 Jim Masters

Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

<b>Total</b>
<b>Payments/Credits</b>
<b>Balance Due</b>

**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244

**Invoice**  
**84753**

**Invoice Date**  
 8/4/2022

3040  
 1.320.57200.46300  
 Irrig maintenance

<b>Bill To</b>
Brandy Creek CDD 224 Johns Creeks Parkway Saint Augustine, FL 32092

<b>Job Location</b>
Brandy Creek CDD Various Saint Augustine, FL 32092

**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244  
 Phone # 904-268-8009 Fax # 904-292-4403

Please detach and return top portion with payment

<b>P.O. Number</b>	<b>Terms</b>	<b>Due Date</b>
	Net 30	9/3/2022

Serviced	Description	Quantity	Price Each	Amount
7/22/2022	2" Wilkins 975XL2 S#: 4579956 - Potable 224 Johns Creek Pkwy. Labor to replace #1 & #2 check rubber, RV rubber kit, clean, flush, test, and certify Wilkins RK114-950XLR 950/975 Double Check Kit 1.25"-2" 2 Each Wilkins RK114-975RV 975 Relief Valve Kit 1 1/4"-2" Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider - Passed Device Subtotal	1.75 1 1 1	90.00 72.00 67.00 0.00	157.50 72.00 67.00 0.00 296.50
	1-1/2" Wilkins 975XL2 S#:4648055 - Irrigation 277 Johns Creek Pkwy. Labor 2 Men to replace the #2 ball valve and test. Wilkins #2 Ball Valve Outlet 850BVLV-112 1 1/2"**** LEAD FREE Piping & Materials Insulation to protect the device against future freeze damage. Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider - Passed Device Subtotal	1.5 1 1 1 1	180.00 156.98 40.00 50.00 0.00	270.00 156.98 40.00 50.00 0.00 516.98
	2" Wilkins 975XL S#:3645523 - Irrigation 251 Huffner Hill Cir. Labor 2 Men to replace the existing backflow preventer, clean, flush, test, and certify. Replace badly rusted galvanized piping and insulate. 2" Wilkins 975XL2 - New serial# ACJ8197 Piping & Materials Insulation to protect the device against future freeze damage. Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider - Passed Device Subtotal	2 1 1 1 1	180.00 785.00 70.00 50.00 0.00	360.00 785.00 70.00 50.00 0.00 1,265.00
	2" Wilkins 950XLT S#:3083382 - Irrigation 16 Avery Garden Lane			

Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

<b>Total</b>
<b>Payments/Credits</b>
<b>Balance Due</b>



**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244

**Invoice  
 84753**

**Invoice Date  
 8/4/2022**

<b>Bill To</b>
Brandy Creek CDD 224 Johns Creeks Parkway Saint Augustine, FL 32092

<b>Job Location</b>
Brandy Creek CDD Various Saint Augustine, FL 32092

**Bob's Backflow & Plumbing Services, Inc.**  
 4640 Subchaser Ct, Ste 113  
 Jacksonville, FL 32244  
 Phone # 904-268-8009 Fax # 904-292-4403

Please detach and return top portion with payment

<b>P.O. Number</b>	<b>Terms</b>	<b>Due Date</b>
	Net 30	9/3/2022

Serviced	Description	Quantity	Price Each	Amount
	Labor 2 Men to replace the existing backflow preventer, clean, flush, test, and certify.	1.5	180.00	270.00
	2" Wilkins 975XL2 - New serial# ACJ8207	1	785.00	785.00
	Piping & Materials	1	50.00	50.00
	Insulation to protect the device against future freeze damage.	1	50.00	50.00
	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider - Passed	1	0.00	0.00
	Device Subtotal			1,155.00

8-4-22  
 Jim Masters  
 [Signature]

Thank you for your business. We appreciate your prompt payment.

Please make checks payable to Bob's Backflow and include your invoice number.

<b>Total</b>	\$3,233.48
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$3,233.48




## BACKFLOW ASSEMBLY TEST REPORT

Name of premises (company, person) Brandy Creek CDD		Owner or agent's name Jim Masters	
Service Address: 277 Johns Creek Pkwy Saint Augustine, FL 32092		Mailing address 224 Johns Creeks Pkwy Saint Augustine, FL 32092	
Physical location of device W.S. road		Contact phone number	
JEA account number 4349957804		Meter number 67133289 Scan number 60812649	
Commercial test purpose		<input checked="" type="checkbox"/> Annual <input type="checkbox"/> Repair <input type="checkbox"/> Replacement <input type="checkbox"/> New Installation	
Commercial service type		<input type="checkbox"/> Fire <input checked="" type="checkbox"/> Irrigation <input type="checkbox"/> Process / Isolation <input type="checkbox"/> Potable <input type="checkbox"/> Fire Bypass    Reclaimed water is supplied <input type="checkbox"/>	
Residential test purpose		<input type="checkbox"/> Annual <input type="checkbox"/> Repair <input type="checkbox"/> Replacement <input type="checkbox"/> New Installation	
Residential service type		<input type="checkbox"/> Potable <input type="checkbox"/> Irrigation    Reclaimed water is supplied <input type="checkbox"/>	
DeviceType: RPZ	Manufacturer: Wilkins	Size: 1-1/2"	Model: 975XL2    Serial Number: 4648055    Install Date: 02-28-19
INITIAL TEST	Check valve #1 <input checked="" type="checkbox"/> Closed tight at <u>7.9</u> psi <input type="checkbox"/> Leaked	Check valve #2 <input checked="" type="checkbox"/> Closed tight at <u>1.6</u> psi <input type="checkbox"/> Leaked	Differential pressure relief valve <input checked="" type="checkbox"/> Opened at <u>2.4</u> lbs reduced pressure <input type="checkbox"/> Did not open
FINAL TEST	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Opened at _____ lbs reduced pressure <input type="checkbox"/> Satisfactory
Remarks: #2 BV replaced			
Initial test performed by Josh Clarkson	Company affiliation Bob's Backflow & Plumbing Services, Inc.	BFDT certificate number J06-21-14104	Test date 07-22-22
Repaired by	Company affiliation	BFDT certificate number	Repair date
Final test performed by	Company affiliation	BFDT certificate number	Test date
<b>PASS / FAIL CERTIFICATION</b>			
I hereby certify the assembly described above <input checked="" type="checkbox"/> passed / <input type="checkbox"/> failed and supportive data is accurate.			
Signature			Date <u>07-22-22</u>



## BACKFLOW ASSEMBLY TEST REPORT

Name of premises (company, person) <b>Brandy Creek CDD</b>		Owner or agent's name <b>Jim Masters</b>	
Service Address: <b>251 Huffner Hill Cir Saint Augustine, FL 32092</b>		Mailing address <b>224 Johns Creeks Pkwy Saint Augustine, FL 32092</b>	
Physical location of device <b>Front rt side of property</b>		Contact phone number	
JEA account number <b>4349957804</b>		Meter number <b>74759588</b> Scan number	
Commercial test purpose	<input type="checkbox"/> Annual	<input type="checkbox"/> Repair	<input checked="" type="checkbox"/> Replacement <input type="checkbox"/> New Installation
Commercial service type	<input type="checkbox"/> Fire	<input checked="" type="checkbox"/> Irrigation	<input type="checkbox"/> Process / Isolation <input type="checkbox"/> Potable
	<input type="checkbox"/> Fire Bypass	Reclaimed water is supplied <input type="checkbox"/>	
Residential test purpose	<input type="checkbox"/> Annual	<input type="checkbox"/> Repair	<input type="checkbox"/> Replacement <input type="checkbox"/> New Installation
Residential service type	<input type="checkbox"/> Potable	<input type="checkbox"/> Irrigation	Reclaimed water is supplied <input type="checkbox"/>
DeviceType: <b>RPZ</b>	Manufacturer: <b>Wilkins</b>	Size: <b>2"</b>	Model: <b>975XL2</b>
			Serial Number: <b>ACJ8197</b>
			Install Date: <b>08-03-22</b>
INITIAL TEST	Check valve #1	Check valve #2	Differential pressure relief valve
	<input checked="" type="checkbox"/> Closed tight at <u>7.8</u> psi	<input checked="" type="checkbox"/> Closed tight at <u>1.6</u> psi	<input checked="" type="checkbox"/> Opened at <u>2.6</u> lbs reduced pressure
	<input type="checkbox"/> Leaked	<input type="checkbox"/> Leaked	<input type="checkbox"/> Did not open
FINAL TEST	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Opened at _____ lbs reduced pressure
			<input type="checkbox"/> Satisfactory
Remarks: <b>This device replaced old sn#3645523</b>			
Initial test performed by <b>Matthew Smith</b>	Company affiliation <b>Bob's Backflow &amp; Plumbing Services, Inc.</b>	BFDT certificate number <b>V02-21-10852</b>	Test date <b>08-03-22</b>
Repaired by	Company affiliation	BFDT certificate number	Repair date
Final test performed by	Company affiliation	BFDT certificate number	Test date
<b>PASS / FAIL CERTIFICATION</b>			
I hereby certify the assembly described above <input checked="" type="checkbox"/> passed / <input type="checkbox"/> failed and supportive data is accurate.			
Signature <u></u>			Date <u>08-03-22</u>



## BACKFLOW ASSEMBLY TEST REPORT


Name of premises (company, person) <b>Brandy Creek CDD</b>		Owner or agent's name <b>Jim Masters</b>	
Service Address: <b>16 Avery Garden Lane Saint Augustine, FL 32092</b>		Mailing address <b>224 Johns Creeks Pkwy Saint Augustine, FL 32092</b>	
Physical location of device <b>Left hand side of road near pool loop entrance</b>		Contact phone number	
JEA account number <b>4349957804</b>		Meter number <b>69808378</b> Scan number	
Commercial test purpose <input type="checkbox"/> Annual <input type="checkbox"/> Repair <input checked="" type="checkbox"/> Replacement <input type="checkbox"/> New Installation			
Commercial service type <input type="checkbox"/> Fire <input checked="" type="checkbox"/> Irrigation <input type="checkbox"/> Process / Isolation <input type="checkbox"/> Potable			
<input type="checkbox"/> Fire Bypass    Reclaimed water is supplied <input type="checkbox"/>			
Residential test purpose <input type="checkbox"/> Annual <input type="checkbox"/> Repair <input type="checkbox"/> Replacement <input type="checkbox"/> New Installation			
Residential service type <input type="checkbox"/> Potable <input type="checkbox"/> Irrigation    Reclaimed water is supplied <input type="checkbox"/>			
DeviceType:	Manufacturer:	Size:	Model:
<b>RPZ</b>	<b>Wilkins</b>	<b>2"</b>	<b>975XL2</b>
			Serial Number:
			<b>ACJ8207</b>
			Install Date:
			<b>08-03-22</b>
INITIAL	Check valve #1	Check valve #2	Differential pressure relief valve
TEST	<input checked="" type="checkbox"/> Closed tight at <u>8.2</u> psi	<input checked="" type="checkbox"/> Closed tight at <u>1.8</u> psi	<input checked="" type="checkbox"/> Opened at <u>2.4</u> lbs reduced pressure
	<input type="checkbox"/> Leaked	<input type="checkbox"/> Leaked	<input type="checkbox"/> Did not open
FINAL	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Opened at _____ lbs reduced pressure
TEST			<input type="checkbox"/> Satisfactory

Remarks: **This device replaced old sn#3083382**

Initial test performed by <b>Matthew Smith</b>	Company affiliation <b>Bob's Backflow &amp; Plumbing Services, Inc.</b>	BFDT certificate number <b>V02-21-10852</b>	Test date <b>08-03-22</b>
Repaired by	Company affiliation	BFDT certificate number	Repair date
Final test performed by	Company affiliation	BFDT certificate number	Test date

**PASS / FAIL CERTIFICATION**

I hereby certify the assembly described above  passed /  failed and supportive data is accurate.

Signature  Date 08-03-22



## BACKFLOW ASSEMBLY TEST REPORT

Name of premises (company, person) Brandy Creek CDD		Owner or agent's name Jim Masters	
Service Address: 224 Johns Creek Pkwy Saint Augustine, FL 32092		Mailing address 224 Johns Creeks Pkwy Saint Augustine, FL 32092	
Physical location of device Front of Prop		Contact phone number	
JEA account number 4349957804		Meter number 81842844 Scan number 54858187	
Commercial test purpose		<input checked="" type="checkbox"/> Annual <input type="checkbox"/> Repair <input type="checkbox"/> Replacement <input type="checkbox"/> New Installation	
Commercial service type		<input type="checkbox"/> Fire <input type="checkbox"/> Irrigation <input type="checkbox"/> Process / Isolation <input checked="" type="checkbox"/> Potable <input type="checkbox"/> Fire Bypass    Reclaimed water is supplied <input type="checkbox"/>	
Residential test purpose		<input type="checkbox"/> Annual <input type="checkbox"/> Repair <input type="checkbox"/> Replacement <input type="checkbox"/> New Installation	
Residential service type		<input type="checkbox"/> Potable <input type="checkbox"/> Irrigation    Reclaimed water is supplied <input type="checkbox"/>	
Device Type:	Manufacturer:	Size:	Model:
RPZ	Wilkins	2"	975XL2
Serial Number:		Install Date:	
4579956		02-28-19	
INITIAL TEST	Check valve #1	Check valve #2	Differential pressure relief valve
	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Closed tight at _____ psi	<input type="checkbox"/> Opened at _____ lbs reduced pressure
	<input checked="" type="checkbox"/> Leaked	<input checked="" type="checkbox"/> Leaked	<input checked="" type="checkbox"/> Did not open
FINAL TEST	<input checked="" type="checkbox"/> Closed tight at <u>7.6</u> psi	<input checked="" type="checkbox"/> Closed tight at <u>1.8</u> psi	<input checked="" type="checkbox"/> Opened at <u>2.4</u> lbs reduced pressure
			<input type="checkbox"/> Satisfactory
Remarks: Complete rebuild			
Initial test performed by Josh Clarkson		Company affiliation Bob's Backflow & Plumbing Services, Inc.	
Repaired by		Company affiliation	
Final test performed by Matthew Smith		Company affiliation Bob's Backflow & Plumbing Services, Inc.	
BFD certificate number J06-21-14104		Test date 07-22-22	
BFD certificate number		Repair date 08-03-22	
BFD certificate number V02-21-10852		Test date 08-03-22	
PASS / FAIL CERTIFICATION			
I hereby certify the assembly described above <input checked="" type="checkbox"/> passed / <input type="checkbox"/> failed and supportive data is accurate.			
Signature			Date <u>08-03-22</u>

# LOCALIQ

FLORIDA

Brandy Creek Cdd

765150

1 of 1

INVOICE #

0004696035

BILLING PERIOD

Jun 1- Jun 30, 2022

PAYMENT DUE DATE

July 20, 2022

PREPAY  
(Memo Info)

\$0.00

UNAPPLIED  
(Included in amt due)

\$0.00

TOTAL AMOUNT DUE

\$638.38

BILLING ACCOUNT NAME AND ADDRESS

Brandy Creek Cdd  
475 W. Town Pl. Ste. 114  
Saint Augustine, FL 32092-3649



BILLING INQUIRIES/ADDRESS CHANGES

1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID

47-2390983

Legal Entity: Gannett Media Corp.

Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.

All funds payable in US dollars.

0000765150000000000000000046960350006383867173

To sign-up for E-mailed invoices and online payments please contact [abgspecial@gannett.com](mailto:abgspecial@gannett.com). Previous account number: MOR\_18412

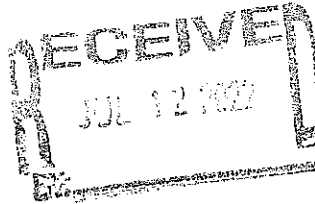
Date	Description	Amount
6/1/22	Balance Forward	\$143.61
6/27/22	PAYMENT - THANK YOU	-\$143.61

**Legal Advertising:**

Date range	Product	Order Number	Description	PO Number	Runs	Ad Size	Net Amount
6/15/22	SAG St Augustine Record	7409428	Brandy Creek Budget Assess		1	3.0000 x 15 in	\$539.10

**Package Advertising:**

Start-End Date	Order Number	Description	PO Number	Package Cost
6/22/22	7366819	Budget Hearing FY22-23		\$99.28



3780  
1,310.53.480

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

# LOCALIQ

FLORIDA

ACCOUNT NAME

Brandy Creek Cdd

PAYMENT DUE DATE

July 20, 2022

AMOUNT PAID

ACCOUNT NUMBER

765150

INVOICE NUMBER

0004696035

CURRENT DUE

\$638.38

30 DAYS PAST DUE

\$0.00

60 DAYS PAST DUE

\$0.00

90 DAYS PAST DUE

\$0.00

120+ DAYS PAST DUE

\$0.00

UNAPPLIED PAYMENTS

\$0.00

TOTAL AMOUNT DUE

\$638.38

REMITTANCE ADDRESS (include Account# & Invoice# on check)

CA Florida Holdings, LLC  
PO Box 631244  
Cincinnati, OH 45263-1244

TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:

VISA  MASTERCARD  DISCOVER  AMEX

Card Number \_\_\_\_\_

Exp Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature \_\_\_\_\_

CVV Code \_\_\_\_\_

Date \_\_\_\_\_

0000765150000000000000000046960350006383867173

# LOCALIQ<sup>®</sup>

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

## **PROOF OF PUBLICATION**

Brandy Creek Cdd  
Brandy Creek Cdd  
475 W Town Place  
ROOM 114

Saint Augustine FL 32092

STATE OF FLORIDA, COUNTY OF ST JOHNS

The St Augustine Record, a daily newspaper published in St Johns County, Florida; and of general circulation in St Johns County; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

06/15/2022

and that the fees charged are legal.  
Sworn to and subscribed before on 06/15/2022

*Mentah Verhagen*  
\_\_\_\_\_  
Legal Clerk

*Vicky Felty*  
\_\_\_\_\_  
Notary, State of WI, County of Brown  
*9/19/25*

My commission expires

Publication Cost: \$539.10  
Order No: 7409428 # of Copies:  
Customer No: 765150 1  
PO #:

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

VICKY FELTY  
Notary Public  
State of Wisconsin

# LOCALiQ

FLORIDA

<b>ACCOUNT NAME</b> Brandy Creek Cdd		<b>ACCOUNT #</b> 765150	<b>PAGE #</b> 1 of 1
<b>INVOICE #</b> 0004696035	<b>BILLING PERIOD</b> Jun 1- Jun 30, 2022	<b>PAYMENT DUE DATE</b> July 20, 2022	
<b>PREPAY (Memo Info)</b> \$0.00	<b>UNAPPLIED (Included in amt due)</b> \$0.00	<b>TOTAL AMOUNT DUE</b> \$638.38	
<b>BILLING ACCOUNT NAME AND ADDRESS</b>  Brandy Creek Cdd 475 W. Town Pl. Ste. 114 Saint Augustine, FL 32092-3649		<b>BILLING INQUIRIES/ADDRESS CHANGES</b> 1-877-736-7612 or smb@ccc.gannett.com	<b>FEDERAL ID</b> 47-2390983
<p><b>Legal Entity:</b> Gannett Media Corp.  <b>Terms and Conditions:</b> Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.  <b>All funds payable in US dollars.</b></p>			

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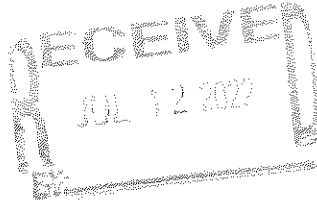
Date	Description	Amount
6/1/22	Balance Forward	\$143.61
6/27/22	PAYMENT - THANK YOU	-\$143.61

**Legal Advertising:**

Date range	Product	Order Number	Description	PO Number	Runs	Ad Size	Net Amount
6/15/22	SAG St Augustine Record	7409428	Brandy Creek Budget Assess		1	3.0000 x 15 in	\$539.10

**Package Advertising:**

Start-End Date	Order Number	Description	PO Number	Package Cost
6/22/22	7366819	Budget Hearing FY22-23		\$99.28



378C  
1.310.513.480

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

# LOCALiQ

FLORIDA

<b>ACCOUNT NAME</b> Brandy Creek Cdd		<b>PAYMENT DUE DATE</b> July 20, 2022		<b>AMOUNT PAID</b>		
<b>ACCOUNT NUMBER</b> 765150		<b>INVOICE NUMBER</b> 0004696035				
<b>CURRENT DUE</b> \$638.38	<b>30 DAYS PAST DUE</b> \$0.00	<b>60 DAYS PAST DUE</b> \$0.00	<b>90 DAYS PAST DUE</b> \$0.00	<b>120+ DAYS PAST DUE</b> \$0.00	<b>UNAPPLIED PAYMENTS</b> \$0.00	<b>TOTAL AMOUNT DUE</b> \$638.38

**REMITTANCE ADDRESS** (Include Account# & Invoice# on check)  
  
CA Florida Holdings, LLC  
PO Box 631244  
Cincinnati, OH 45263-1244

**TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:**

VISA     MASTERCARD     DISCOVER     AMEX

Card Number \_\_\_\_\_  
Exp Date \_\_\_\_/\_\_\_\_/\_\_\_\_    CVV Code \_\_\_\_\_  
Signature \_\_\_\_\_    Date \_\_\_\_\_

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# LOCALIQ FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

## PROOF OF PUBLICATION

Brandy Creek Cdd  
Brandy Creek Cdd  
475 W Town Place  
ROOM 114

Saint Augustine FL 32092

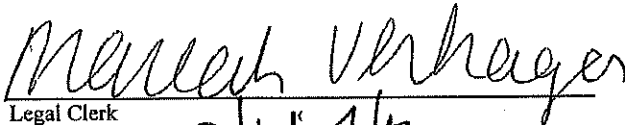
STATE OF FLORIDA, COUNTY OF ST JOHNS

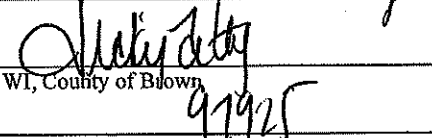
The St Augustine Record, a daily newspaper published in St Johns County, Florida; and of general circulation in St Johns County; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

06/22/2022

and that the fees charged are legal.

Sworn to and subscribed before on 06/22/2022

  
\_\_\_\_\_  
Legal Clerk

  
\_\_\_\_\_  
Notary, State of WI, County of Blown  
91925

My commission expires

Publication Cost: \$99.28

Order No: 7366819

# of Copies:

Customer No: 765150

1

PO #:

**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

VICKY FELTY  
Notary Public  
State of Wisconsin

BRANDY CREEK COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF PUBLIC HEARING  
TO CONSIDER THE ADOPTION  
OF THE FISCAL YEAR 2022/2023  
BUDGETS; AND NOTICE OF  
REGULAR BOARD OF SUPERVI-  
SORS' MEETING.

The Board of Supervisors ("Board") of the Brandy Creek Community Development District ("District") will hold a public hearing on July 13, 2022 at 6:30 p.m. at the Phase II Amenity Center, 251 Huffner Circle, St. Augustine, Florida 32092, for the purpose of hearing comments and objections on the adoption of the proposed budgets ("Proposed Budget") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it. A copy of the agenda and Proposed Budget may be obtained at the offices of the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("District Manager's Office"), during normal business hours, or by visiting the District's website at [www.brandycreekcdd.com](http://www.brandycreekcdd.com).

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

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

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

James Oliver  
District Manager  
SAR 6/22/22

**BRANDY CREEK COMMUNITY DEVELOPMENT DISTRICT**

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2022/2023 BUDGET; NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.**

Upcoming Public Hearings, and Regular Meeting

The Board of Supervisors ("Board") for the Brandy Creek Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: July 13, 2022  
 TIME: 6:30 p.m.  
 LOCATION: Phase II Amenity Center 261 Huffner Hill  
 Circle St. Augustine, Florida 32092

The first public hearing is being held pursuant to Chapter 190, Florida Statutes, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). The second public hearing is being held pursuant to Chapters 190 and 197, Florida Statutes, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2022/2023; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business.

Description of Assessments

The District imposes O&M Assessments on benefited property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The table below shows the schedule of the proposed O&M Assessments, which are subject to change at the hearing:

Land Use	Total # of Units / Acres	EAU Factor	Current Annual O&M	Proposed O&M Assessment (including collection costs / early payment discounts)	Change in Annual O&M
Residential	583/Units	1	\$1,402.69	\$1,563.80	\$161.11

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which St. Johns County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), Florida Statutes, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), Florida Statutes, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2022/2023.

For Fiscal Year 2022/2023, the District intends to have the County tax collector collect the assessments imposed on all benefited property. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

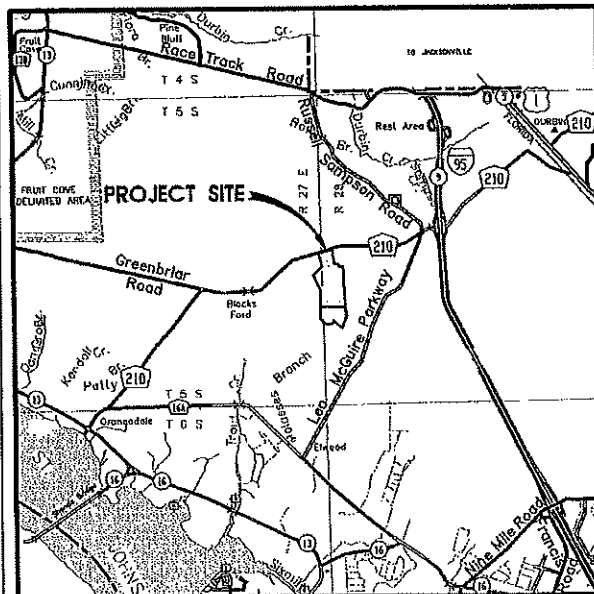
Additional Provisions

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meeting may be obtained at the offices of the District Manager, located at 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5860 ("District Manager's Office"), during normal business hours. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.

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

Please note that all affected property owners have the right to appear at the public hearings and meeting and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

James Oliver  
 District Manager



**VICINITY MAP**

# STATEMENT

PAGE: 1  
**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

CLOSING DATE: 7/31/22  
 DUE DATE : 8/31/22  
 ACCT: 10065

CLOSING  
 DATE : 7/31/22  
 DUE DATE: 8/31/22

CRONIN ACE HARDWAR  
 BRANDY CREEK/JOHNS  
 ACCOUNT : 10065

BRANDY CREEK/JOHNS CREEK  
 224 JOHNS CREEK PARKWAY  
 ST AUGUSTINE FL 32092-3649



PLEASE DETACH AND RETURN  
 REMITTANCE STUB WITH YOUR PAYMENT

DATE	REFERENCE	ST	C	DESCRIPTION	DEBIT	CREDIT	REFERENCE	AMOUNT	
				Thank you for your business!					
				PREV BALANCE	26.44		PREV BAL	26.44	
7/15/22	845517	1	I	ORG#006031	11.26		845517	11.26	
7/18/22	6035	1	I	INVOICE	35.09		6035	35.09	
7/25/22	6049	1	I	INVOICE	10.42		6049	10.42	
				NEW BALANCE	83.21				
<div style="font-size: 2em; font-weight: bold; margin-top: 20px;">\$</div> <div style="font-size: 2em; font-weight: bold; margin-top: 10px;">8-3-22</div> <div style="font-size: 1.5em; font-weight: bold; margin-top: 10px;">Jim Masters</div> <div style="font-size: 1.5em; font-weight: bold; margin-top: 10px;">[Signature]</div>					<div style="font-size: 1.5em; font-weight: bold;">1,320.57</div> <div style="font-size: 1.5em; font-weight: bold;">72.44</div> <div style="font-size: 1.5em; font-weight: bold;">3340</div>				
CURRENT	56.77	Current	26.44	over 30	0.00	over 60	0.00	over 90	0.00
							NEW BAL.	83.21	

TERMS: NET EOM

10065

A - Adjustment  
 B - Balance Forward

Transaction Codes  
 C - Credit  
 F - Finance Charge

I - Invoice  
 P - Payment

This statement covers transactions on your account for the period ending on the date above. Charges, payments, and credits received after the above date will be shown on your next statement.

<b>AMOUNT PAID</b>

SC 1111 OUT HERE 1111

POST PAGE FOR THE STATEMENT REPORT (RSM) FOR CRONIN ACE HARDWARE

NUMBER OF STATEMENTS : 1  
 TOTAL STATEMENT BALANCE: 83.21

DATE OF REQUEST: 8/ 1/22  
 TIME OF REQUEST: 18:14:11  
 TERMINAL ID : 566  
 USER ID : ACW

OPTIONS DEFINED:

START DATE : 7/ 1/22  
 CLOSING DATE : 7/31/22  
 PRINTER : 0091  
 OPTIONS : CDOS  
 # STMT ALIGN : \_

- A = INCLUDE ACTIVE ZERO BALANCE ACCOUNTS
- C = INCLUDE CREDIT BALANCE ACCOUNTS
- D = SUPPRESS DELETED TRANSACTIONS
- E = EXTEND INVOICE/CREDITS FROM QUICKRECALL
- G = SUPPRESS AGED TOTALS
- H = AGE UNAPPLIED CREDITS FOR OPEN ITEM ACCOUNTS  
 BASED ON DUE DATE
- I = REPRINT INVOICES/CREDITS FROM QUICKRECALL
- J = SUPPRESS STATEMENT POST PAGE
- K = PRINT RX INFORMATION
- L = INCLUDE PREVIOUS MTD PURCHASE SUMMARY FROM  
 CUSTOMER DEPARTMENT HISTORY
- M = INCLUDE MTD PURCHASE SUMMARY FROM CUSTOMER  
 DEPARTMENT HISTORY
- N = NEW PAGE AFTER EACH INV/CREDIT (QUICKRECALL)
- O = SUPPRESS PAID OPEN ITEMS FROM PREVIOUS MONTH
- P = PRINT PAST DUE BALANCE ACCOUNTS ONLY
- Q = PRINT DUE DATE AFTER UNPAID INVOICES
- R = SUPPRESS REVOLVING CREDIT LIMIT
- S = PRINT ALPHABETICALLY BY SORT NAME
- T = PRINT STATEMENT POST PAGE ONLY
- U = COMBINE JOBS IN DATE ORDER
- V = PRINT IN ZIP CODE ORDER
- W = INCLUDE YTD PURCHASE SUMMARY FROM CUSTOMER  
 DEPARTMENT HISTORY
- X = SUPPRESS TERMS DISC FOR PAST DUE ACCOUNTS
- Y = PRINT FINANCE CHARGES YTD
- Z = INCLUDE ZERO BALANCE ACCOUNTS

COPIES : 1  
 DISC CUTOFF : \_\_\_\_\_

	FROM	TO
DISCOUNT DATE :	_____	_____
CUSTOMER NAME :	_____	_____
CUSTOMER NUMBER:	10065	10065
JOB NUMBER :	___	999
ZIP CODE :	_____	_____

	CODES	EXCLUSION
ACCOUNT :	_____	NNNN
BAL METHOD :	_	N
TERMS CODE :	_	N

STMT MESSAGE : Thank you for your business!

---

**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 PHONE: (904) 217-3324

06/15/22 10:29AM JOB 553 SALE  
 56 3 EA .97 EA \*N  
 MISC. FASTENERS 1.11  
 56 3 EA .40 EA \*N  
 MISC. FASTENERS 1.20  
 56 3 EA .90 EA \*N  
 MISC. FASTENERS .90  
 SUB-TOTAL: \$ 3.21 TAX: \$ .00  
 TOTAL: \$ 3.21  
 CHARGE AMT: 3.21

Total Items: 9



==>> JRN#136424 INV# 5968/1 <<==  
 CUST NO: 10065  
 Customer Copy

\*\*\*\*\*  
 Tell us about your experience today and  
 Enter to win a \$50 Ace gift card!  
 \*\*\*\*\*

- To participate:  
 \* Visit TalkToAcehardware.com  
 \* This survey invitation is valid for 72 hours  
 \* Store # 16059  
 \* Survey approximately 5 minutes

No purchase necessary.  
 Must be 18 or older to  
 enter sweepstakes. Void  
 where prohibited. See rules  
 at: TalkToAcehardware.com

**X** Received By

INV # 005968/1  
 DATE : 6/15/22  
 CLERK: JDB  
 TERM # 553  
 TIME : 10:29  
 \*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*

CUST # 10065  
 TERMS: NET EOM

EK Y  
 92-3649

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
MISC. FASTENERS	.37	.37 /EA	1.11*N
MISC. FASTENERS	.40	.40 /EA	1.20*N
MISC. FASTENERS	.30	.30 /EA	.90*N
<p>1.320.572.444                      334C</p>			
** AMOUNT CHARGED TO ACCOUNT **			
	3.21	TAXABLE	0.00
		NON-TAXABLE	3.21
		SUB-TOTAL	3.21
		TAX AMOUNT	0.00
		TOTAL INVOICE	3.21

(JIM MASTERS )

**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 PHONE: (904) 217-3324

THANK YOU FOR SHOPPING AT  
 CRONIN ACE HARDWARE  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

07/15/22 12:40PM ALR 555 SALE  
 44640 2 EA 4.59 EA N 9.18  
 CLAMP 5"TO 7" SS .30 EA #N 3.00  
 MISC. FASTENERS  
 SUB-TOTAL: \$ 12.18 TAX: \$ .00  
 DISCOUNT: -.92 TOTAL: \$ 11.26  
 CHARGE AMT: 11.26  
 Total Items: 12



==>> JRWL145354 INV# 603171 OFFLN  
 CUST NO: 10065  
 Customer Copy

YOU SAVED \$ .92 BY SHOPPING AT  
 CRONIN ACE HARDWARE

INV # 006031/1  
 DATE : 7/15/22  
 CLERK: ALR  
 TERM # 555  
 TIME : 12:40  
 \*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*  
 \* OFFLINE \*\*\*\*\*

CUST # 10065  
 TERMS: NET EOM

2-3649

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
LAMP 5"TO 7" SS	4.59	4.59 /EA	9.18 N
MISC. FASTENERS	.30	.30 /EA	3.00*N
** AMOUNT CHARGED TO ACCOUNT **			11.26
TAXABLE			0.00
NON-TAXABLE			12.18
SUB-TOTAL			12.18
DISCOUNT			0.92
TAX AMOUNT			0.00
TOTAL INVOICE			11.26

(JIM MASTERS )

X

Received By

**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 PHONE: (904) 217-3324

INV # 006035/1  
 DATE : 7/18/22  
 CLERK : MT  
 TERM # 553  
 TIME : 12:19  
 \*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*

CUST # 10065  
 TERMS: NET EOM

-3649

THANK YOU FOR SHOPPING AT  
 CRONIN ACE HARDWARE  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

07/18/22 12:19PM MT 553 SALL  
 21592 1 EA 38.99 LA N 38.99  
 P.LIER 16" PUMP CHANNEL LK  
 SUB TOTAL: \$ 38.99 TAX: \$ .00  
 DISCOUNT: 3.90 TOTAL: \$ 35.09  
 CHARGE AMT: 35.09

Total Items: 1



==> JRN# 146396 TIV# 6035/1 <==  
 CUST NO: 10065  
 Customer Copy

YOU SAVED \$ 3.90 BY SHIPPING AT  
 CRONIN ACE HARDWARE

\*\*\*\*\*  
 Tell us about your experience today and  
 Enter to win a \$50 Ace gift card!  
 \*\*\*\*\*

- To participate:  
 \* Visit [TalkToAceHardware.com](http://TalkToAceHardware.com)  
 \* This survey invitation is valid for 72 hours  
 \* Store # 16059  
 \* Survey approximately 5 minutes

No purchase necessary.  
 Must be 18 or older to  
 enter sweepstakes. Void  
 where prohibited. See rules  
 at: [TalkToAceHardware.com](http://TalkToAceHardware.com)

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
16" PUMP CHANNEL LK	38.99	38.99 /EA	38.99 N
AMOUNT CHARGED TO ACCOUNT **			
	35.09		
			TAXABLE 0.00
			NON-TAXABLE 38.99
			SUB-TOTAL 38.99
			DISCOUNT 3.90
			TAX AMOUNT 0.00
			TOTAL INVOICE 35.09

(JIM MASTERS )

**CRONIN ACE HARDWARE**  
**2843 COUNTY ROAD 210 WEST**  
**SUITE 101**  
**SAINT JOHNS, FL 32259**  
**PHONE: (904) 217-3324**

INV # 006049/1  
 DATE : 7/25/22  
 CLERK: MT  
 TERM # 555  
 TIME : 12:28  
 \*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*

CUST # 10065  
 TERMS: NET EOM

K  
 2-3649

THANK YOU FOR SHOPPING AT  
 CRONIN ACE HARDWARE  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

07/25/22 12:27PM MT 555 SALT  
 11935 1 EA 6.99 EA N  
 REMOVR RUST NAVL JELY80Z 6.99  
 12172 1 EA 4.59 EA N  
 WIRE BRUSH MINI SS 3PK 4.59  
 SUR-TOTAL:\$ 11.58 TAX:\$ .00  
 DISCOUNT: -1.16 TOTAL:\$ 10.42  
 CHARGE AMT: 10.42

Total Items: 2



==> JRM#I48342 INV# 0049/1 <<==  
 CUST NO: 10065  
 Customer Copy

YOU SAVED \$ 1.16 BY SHOPPING AT  
 CRONIN ACE HARDWARE

\*\*\*\*\*  
 Tell us about your experience today and  
 Enter to win a \$50 Ace gift card!  
 \*\*\*\*\*

To participate:  
 \* Visit TalkToAcehardware.com

\* This survey invitation is valid  
 for 72 hours

\* Store # 16059  
 \* Survey approx imately 5 minutes

No purchase necessary.  
 Must be 18 or older to  
 enter sweepstakes. Void  
 where prohibited. See rules  
 at: TalkToAcehardware.com

DESCRIPTION	SUG.PRICE	PRICE/PER	EXTENSION
EMOVR RUST NAVL JELY80Z	6.99	6.99 /EA	6.99 N
WIRE BRUSH MINI SS 3PK	4.59	4.59 /EA	4.59 N
* AMOUNT CHARGED TO ACCOUNT **			
	10.42	TAXABLE	0.00
		NON-TAXABLE	11.58
		SUB-TOTAL	11.58
		DISCOUNT	1.16
		TAX AMOUNT	0.00
		TOTAL INVOICE	10.42

(JIM MASTERS )





POST PAGE FOR THE STATEMENT REPORT (RSM) FOR CRONIN ACE HARDWARE

NUMBER OF STATEMENTS : 1  
 TOTAL STATEMENT BALANCE: 26.44

DATE OF REQUEST: 7/ 1/22  
 TIME OF REQUEST: 13:01:45  
 TERMINAL ID : 566  
 USER ID : ACW

OPTIONS DEFINED:

START DATE : 6/ 1/22  
 CLOSING DATE : 6/30/22  
 PRINTER : 0091  
 OPTIONS : CDOS  
 # STMT ALIGN : \_

COPIES : 1  
 DISC CUTOFF : \_\_\_\_\_

	FROM	TO
DISCOUNT DATE :	_____	_____
CUSTOMER NAME :	_____	_____
CUSTOMER NUMBER:	10065	10065
JOB NUMBER :	___	999
ZIP CODE :	_____	_____

- A = INCLUDE ACTIVE ZERO BALANCE ACCOUNTS
- C = INCLUDE CREDIT BALANCE ACCOUNTS
- D = SUPPRESS DELETED TRANSACTIONS
- E = EXTEND INVOICE/CREDITS FROM QUICKRECALL
- G = SUPPRESS AGED TOTALS
- H = AGE UNAPPLIED CREDITS FOR OPEN ITEM ACCOUNTS  
 BASED ON DUE DATE
- I = REPRINT INVOICES/CREDITS FROM QUICKRECALL
- J = SUPPRESS STATEMENT POST PAGE
- K = PRINT RX INFORMATION
- L = INCLUDE PREVIOUS MTD PURCHASE SUMMARY FROM  
 CUSTOMER DEPARTMENT HISTORY
- M = INCLUDE MTD PURCHASE SUMMARY FROM CUSTOMER  
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- S = PRINT ALPHABETICALLY BY SORT NAME
- T = PRINT STATEMENT POST PAGE ONLY
- U = COMBINE JOBS IN DATE ORDER
- V = PRINT IN ZIP CODE ORDER
- W = INCLUDE YTD PURCHASE SUMMARY FROM CUSTOMER  
 DEPARTMENT HISTORY
- X = SUPPRESS TERMS DISC FOR PAST DUE ACCOUNTS
- Y = PRINT FINANCE CHARGES YTD
- Z = INCLUDE ZERO BALANCE ACCOUNTS

	CODES	EXCLUSION
ACCOUNT :	_____	NNNN
BAL METHOD :	_	N
TERMS CODE :	_	N

STMT MESSAGE : Thank you for your business!

---



VISION • EXPERIENCE • RESULTS

Brandy Creek CDD  
c/o GMS, L.L.C.  
475 West Town Place Suite 114  
St. Augustine, FL 32092

June 06, 2022  
Project No: 00273.40000  
Invoice No: 0203207

Project 00273.40000 Brandy Creek CDD - Storm Water Needs Analysis (WA#20)

**Professional Services rendered through May 28, 2022**

Task 01 Professional Services

**Professional Personnel**

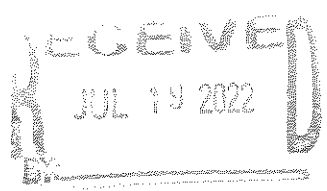
	Hours	Rate	Amount
Principal - Vice President Clem, Juanitta	3.00	257.00	771.00
Project Manager Graf, Alexa	2.00	190.00	380.00
Senior Engineer Weeber, Bradley	3.00	205.00	615.00
Totals	8.00		1,766.00
<b>Total Labor</b>			<b>1,766.00</b>

	Current	Prior	To-Date
Total Billings	1,766.00	0.00	1,766.00
Contract Limit			10,000.00
Remaining			8,234.00
<b>Total this Task</b>			<b>\$1,766.00</b>

Task XP Expenses Total this Task 0.00

130  
1.310.573.311

Invoice Total this Period \$1,766.00



**England-Thims & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-646-9485  
CA-60002684 LC-0000316



VISION • EXPERIENCE • RESULTS

Jim Oliver  
Brandy Creek CDD  
c/o GMS, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

July 11, 2022  
Project No: 00273.39000  
Invoice No: 0203760

Project 00273.39000 Brandy Creek CDD - 2021/2022 General Consulting Engineering Services (WA#19)

**Professional Services rendered through July 2, 2022**

Task 01 General Consulting Engineering Services for 2021/2022

**Professional Personnel**

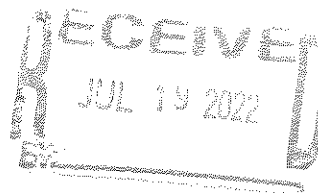
		Hours	Rate	Amount
Senior Engineer				
Weeber, Bradley	6/11/2022	1.00	195.00	195.00
Totals		1.00		195.00
<b>Total Labor</b>				<b>195.00</b>

	Current	Prior	To-Date
Total Billings	195.00	1,365.00	1,560.00
Contract Limit			5,000.00
Remaining			3,440.00
<b>Total this Task</b>			<b>\$195.00</b>

Task	XP	Expenses	Total this Task
			0.00

130  
1,310,573.311

Invoice Total this Period \$195.00



**England-Thims & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14776 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-646-9485  
CA-00002584 LC-0000316





Brandy Creek CDD  
 c/o GMS, LLC  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

July 11, 2022  
 Project No: 00273.40000  
 Invoice No: 0203761

Project 00273.40000 Brandy Creek CDD - Storm Water Needs Analysis (WA#20)  
Professional Services rendered through July 2, 2022

Task 01 Professional Services  
**Professional Personnel**

	Hours	Rate	Amount
CADD/GIS Technician			
Gallegos, Caranne	5.00	125.00	625.00
Assoc. Project Manager			
East, Eva-Marie	7.50	90.00	675.00
Senior Engineer			
Newland, Ann Marie	7.00	205.00	1,435.00
Weeber, Bradley	6.00	205.00	1,230.00
Totals	25.50		3,965.00
<b>Total Labor</b>			<b>3,965.00</b>
	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	3,965.00	1,766.00	5,731.00
Contract Limit			10,000.00
Remaining			4,269.00
	<b>Total this Task</b>		<b>\$3,965.00</b>

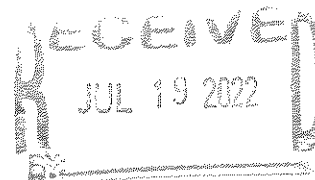
Task XP Expenses  
**Total this Task 0.00**

**Invoice Total this Period \$3,965.00**

*13C  
 1.310573.311*

**Outstanding Invoices**

Number	Date	Balance
0203207	6/6/2022	1,766.00
<b>Total</b>		<b>1,766.00</b>



✓



VISION • EXPERIENCE • RESULTS

Jim Oliver  
Brandy Creek CDD  
c/o GMS, LLC  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

July 11, 2022  
Project No: 00273.41000  
Invoice No: 0203763

Project 00273.41000 Brandy Creek CDD - Public Facilities Report WA#21

**Professional Services rendered through July 2, 2022**

Task 01 Professional Services

**Professional Personnel**

			Hours	Rate	Amount
Senior Engineer					
Newland, Ann Marie	6/11/2022		.50	205.00	102.50
Newland, Ann Marie	6/25/2022		2.50	205.00	512.50
Weeber, Bradley	6/11/2022		1.00	205.00	205.00
Weeber, Bradley	7/2/2022		3.00	205.00	615.00
Totals			7.00		1,435.00
<b>Total Labor</b>					<b>1,435.00</b>

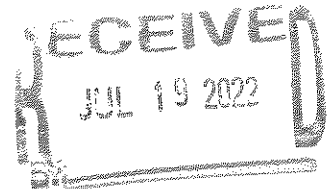
	Current	Prior	To-Date
Total Billings	1,435.00	0.00	1,435.00
Contract Limit			3,500.00
Remaining			2,065.00
<b>Total this Task</b>			<b>\$1,435.00</b>

Task XP Expenses

**Total this Task 0.00**

13C  
1,310.573, 311

**Invoice Total this Period \$1,435.00**



**England-Thimms & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
14775 Old St. Augustine Road • Jacksonville, Florida 32259 • tel 904-642-8900 • fax 904-648-9485  
CA-00002684 LC-0000316



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 288  
Invoice Date: 8/1/22  
Due Date: 8/1/22  
Case:  
P.O. Number:

**Bill To:**

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

300

Description	Hours/Qty	Rate	Amount
Management Fees - August 2022	1,310.573	4,216.50	4,216.50
Information Technology - August 2022	.340	104.17	104.17
Office Supplies	.351	0.39	0.39
Postage	.510	30.17	30.17
Copies	.420	133.65	133.65
Telephone	.425	16.04	16.04
	.410		

<b>Total</b>	<b>\$4,500.92</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,500.92</b>





7/12 6p-12a Tuesday

**Phase 1**

There was a large amount of residents at the pool upon arrival. By 7ish most had left. There was a very serious game of tennis going on. The pool and pool patio were clear of anyone resident/guest before 8pm. Around 9 we started to get more gym goers and their guest. There was not a lot of visitors this evening. The area was quiet well before the court lights shut off for the evening.

**Phase 2**

Pool area was clear, the Big sign definitely helps, because obviously people can't read signs that have been in place since the opening of the pool.

There were two vehicles owned by the same owner in the parking lot, after making contact with the owner I learned the car had hit a large nail after leaving Publix. The owner was waiting for a tow truck which arrived shortly after I made contact. There was a local family out on the courts.

Besides the few families with small kids this area was calm. I checked the area multiple times throughout the evening. The area was also well behaved. I drove the area to check on neighbors.

7/15 645-945p Friday

**Phase 1**

Upon arrival the area was calm. There was one family at the pool and a couple playing tennis. By 830 the area was vacant All areas found free of resident and their guest.

**Phase 2**

Upon arrival there were residents in the pool area. By 8pm they all exited. All doors found secured and all areas found resident free. Lots of dog walkers, just not a lot of kids.

I was stopped by a resident walking his dog, who stated he thought there were homeless people hanging out at the kiddie park at S. Field Crest and Huffner Hill Cir. I made contact with both who reside in the neighborhood. The female stated they were having a bad day and the man was waiting on an uber for the evening. Reference to SJSO22CAD156980

I checked the area out upon one of my patrol and found a subject who came out of the bathroom and stated he was going to grab his belonging from the patio chairs. I reminded him this area was closed.

7/27 815p-1115p Wednesday

**Phase 1**

Upon arrival the area was quiet. The evening was being hit with rain so most of those out had either left or will return. Bathrooms checked pool patio, playground and courts all found clear of residents. There was a Meeting this evening at 6 at phase one. The office light was left on, I left an increase rate letter in the mailbox. Other than the normal few gym goers it was quiet.

**Phase 2**

Also due to weather the area was quiet and found empty of any residents/guest. The parking lot and all green spaces/courts were empty. All doors to the party room found secured.

**7:30 7-10P Saturday ITS ALMOST TIME FOR SCHOOL TO START BACK!!!!**

**PHASE 1**

The pool area was only occupied by a few residents/guest upon arrival. I observed a large group of juveniles on the tennis courts and most of their vehicles came back to Johns Creek. By 7:50 the last group of littles and their parents exited the pool. I had my normal juveniles in the gym, they appeared to be behaving themselves. The area was quiet by 9ish.

**Phase 2**

Upon arrival there were only a few vehicles in the parking lot and only a few people even visible outside. By 8 pm the area was clear of any pool goers. After checking the pool, party room and patio area a small family pulled in and I had to remind them the pool was closed before 8 pm. They then went to the playground to play instead. Drove circles around the neighborhood. I stopped a golf cart on S. Field Crest at Johns Creek Pkwy this evening, spoke to the family and provided them the information to make their new toy street legal. They were given a pamphlet with laws and told they could not operate this vehicle on the roads or sidewalks till it was registered. There is a new Couple in the neighborhood and although we haven't had a lot of calls in reference to them they always seem to be verbally fighting with one another. I have spoken to them a few times as they are renters



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

**Invoice**

Date 8/1/2022

Invoice # 131295608495

Terms	Net 20
Due Date	8/21/2022
PO #	

<b>Bill To:</b> Brandy Creek CDD A/P dept Brandy Creek CDD 224 John's Creek Parkway St. Augustine FL 32092	<b>Ship To:</b> Brandy Creek CDD 224 John's Creek Parkway St. Augustine FL 32092
--	---

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,031.25
WM Surcharge	WM Surcharge	1	ea	82.50

RECEIVED  
8/30/2022

7-24-22  
Jim Masters  
Masters

Subtotal 1,113.75  
Shipping Cost (FEDEX GROUND) 0.00  
Total 1,113.75  
Amount Due \$1,113.75

1,320.572.46250  
341c

**Remittance Slip**

Customer  
13BRA025  
Invoice #  
131295608495

Amount Due \$1,113.75

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295608495

RECEIVED

8/7/2022



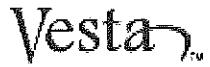
# Invoice

Date	Invoice #
8/1/2022	2834

Bill To
GOVERNMENTAL MANAGEMENT SERVICES, LLC BRANDY CREEK CDD 475 WEST TOWN PLACE, SUITE 114 WORLD GOLF VILLAGE ST. AUGUSTINE, FL 32092

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	MONTHLY MAINTENANCE AND NEWSLETTER - BRANDY CREEK CDD  <i>1. 220.57200.34300 3350</i>	150.00	150.00
		<b>Total</b>	\$150.00



**Invoice**

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

**Invoice #** 400688  
**Date** 6/30/2022  
**Terms** Net 30  
**Due Date** 7/30/2022  
**Memo**

**Bill To**  
Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Billable Expenses			386.03
Pool Supplies			378.00
J.MASTERS - Constant Contact - Eblast			764.03
Total Billable Expenses			

2860

**Total** \$764.03

1.320.572.466

# EMAIL



HX - FC - JACKSONVILLE - 34  
 8297 PHILLIPS HWY \* JACKSONVILLE, FL 32256  
 PHONE: 904-730-9555 \* FAX: 904-730-5672

Invoice	954569
Document	737540
Date	06/08/22
Print Time	8:03PM

<b>Sold To:</b>	340900	PHONE: 904-355-1831	<b>Ship To:</b>	SAME
	VESTA PROPERTY SVCS			VESTA PROPERTY SVCS
	245 RIVERSIDE AVE STE 300			245 RIVERSIDE AVE STE 300
	JACKSONVILLE, FL 32202			JACKSONVILLE, FL 32202

Customer PO Number	Order Taken By	Time	Terms	Order Pulled By:
JOHNS CREEK	CTW	7:52AM	1% 10TH/N 20TH NET 20 TH	Order Checked Out By:
Order Date	Carrier	Ship Date	Order Picked Up By:	Order Delivered By: _____ Route: CTR
05/18/22	COUNTER	06/08/22		

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
18		18	FG-2417	EA	UNICEL ANTHONY 17.5in X 24in REPLACEMENT D.E. ELEMENT ***** CALL 904-716-1370 *****		19.95	359.10

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.  <b>RECEIVED BY:</b> _____ <b>PLEASE SIGN AND PRINT NAME IN BLACK INK</b>	<b>PAYMENT RECEIVED</b>		<b>Subtotal</b>	359.10
	Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/>		<b>Discount/Fa</b>	
	Number: _____		<b>Taxable Subtotal</b>	359.10
	Amount: _____		<b>Tax</b>	26.93
	Received By: _____		<b>Freight</b>	.00
			<b>Total</b>	386.03





Print

**Billing Activity - Payments**

*Brandy Creek CDD  
Attn: James Masters  
245 Riverside Ave  
Suite 250  
Jacksonville FL 32202  
US  
P: 9042304208*

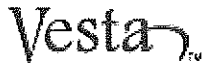
*Today's Date: 07/06/2022  
User Name:*

**Payments from 01/03/2022 to 07/06/2022**

Date	Description	Charge Amount	Credit Amount
06-23-2022 03:11:22 AM	Payment - Credit Card (American Express) *****1018		\$378.00

**Billing questions? Contact Support**

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US



**Invoice**

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

**Invoice #** 401534  
**Date** 7/31/2022  
**Terms** Net 30  
**Due Date** 8/30/2022  
**Memo** Billable Mileage

**Bill To**  
Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Friday Fun Day Event	2	25.00	50.00

**Total** \$50.00

286C  
1.320.572.494







**Invoice**

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

**Invoice #** 401790  
**Date** 7/31/2022  
**Terms** Net 30  
**Due Date** 8/30/2022  
**Memo**

**Bill To**  
Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Billable Expenses			154.26
Pool Supplies			154.26
Total Billable Expenses			154.26

286<sup>C</sup> Total \$154.26  
1.320 STR-466

# EMAIL



HX - FC - JACKSONVILLE - 34  
 8297 PHILLIPS HWY \* JACKSONVILLE, FL 32256  
 PHONE: 904-730-9555 \* FAX: 904-730-5672

Invoice	003976
Document	785313
Date	07/15/22
Print Time	9:30PM

<b>Sold To:</b>	340900	PHONE: 904-355-1831	<b>Ship To:</b>	SAME
	VESTA PROPERTY SVCS			VESTA PROPERTY SVCS
	245 RIVERSIDE AVE STE 300			245 RIVERSIDE AVE STE 300
	JACKSONVILLE, FL 32202			JACKSONVILLE, FL 32202

<b>Customer PO Number</b>	<b>Order Taken By</b>	<b>Time</b>	<b>Terms</b>	<b>Order Pulled By:</b>
JOHNS CREEK	JKH	12:50PM	1% 10TH/N 20TH NET 20 TH	
<b>Order Date</b>	<b>Carrier</b>		<b>Ship Date</b>	<b>Order Checked Out By:</b>
07/14/22	COUNTER		07/15/22	
				<b>Order Picked Up By:</b>
				<b>Order Delivered By:</b> _____ <b>Route:</b> CTR

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
1		1	LO-PHOS-MAX-G	EA	LO-CHLOR LO-PHOS MAX PHOSPHATE REMOVER 1 GALLON JUG		94.45	94.45
3		3	LO-FTC-1	EA	LO-CHLOR FILTER & TILE CLEANER		16.35	49.05

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

**RECEIVED BY:** \_\_\_\_\_  
**PLEASE SIGN AND PRINT NAME IN BLACK INK**

**PAYMENT RECEIVED**  
 Cash  Check  Credit Card   
 Number: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Received By: \_\_\_\_\_

<b>Subtotal</b>	143.50
<b>Discount/Fa</b>	
<b>Taxable Subtotal</b>	143.50
<b>Tax</b>	10.76
<b>Freight</b>	.00
<b>Total</b>	154.26



Wavefly  
 2220 CR 210 W Ste 108  
 PMB 360  
 Jacksonville, FL 32259  
 904-940-9525

79CK20U111E' EG 35528  
 SSSO CB 510 M 210 108 5MB 380  
 WAVEFLY  
 020-002701

**Due Date**

8/20/22

**Account Summary**

Thank you for being a Wavefly customer. We appreciate your business.

Billing Date 8/1/2022  
 BRANDY CREEK CDD  
 224 JOHNS CREEK PKWY  
 ST AUGUSTINE FL 32092-5054

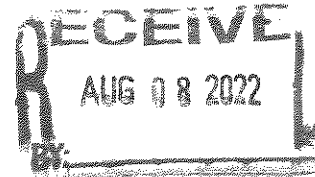
Payments through: 7/31/22  
 Previous balance \$54.95  
 (-) Payments \$0.00  
 (=) After Payments \$54.95

**Current Month Activity**

**Billing Questions Please Call:**  
 904-940-9525

Date	Description of Service	Amount
8/1/2022	Extreme 100/20 MB	8/1-8/31 \$79.99
8/1/2022	Extreme Discount	8/1-8/31 (\$25.04)
	<b>Total Current Charges</b>	<b>\$54.95</b>
	<b>Total Due</b>	<b>\$109.90</b>

Call Center hours:  
 8:00 AM - 10:00 PM  
 7 days a week  
 904-940-9525



1.320.572.420  
 44C

July inv#  
 07202022 A \$54.95  
 Full Internet Service

Aug inv#  
 08202022  
 Aug Internet Service

**Service Address:**

224 JOHNS CREEK PKWY  
 ST AUGUSTINE FL 32092-5054

Please detach at the perforation, and enclose this portion with your payment. Thank you!

Due Date	Account No.	Previous Bal.	Payments	Current Charges	Amount Due	Amt Enclosed
8/20/22	020-002701	\$54.95	\$0.00	\$54.95	\$109.90	\$

Please indicate the amount enclosed, do not send cash!  
 Please make check or money order payable to:

Wavefly  
 2220 CR 210 W Ste 108  
 PMB 360  
 Jacksonville, FL 32259

BRANDY CREEK CDD  
 475 W TOWN PL STE 114  
 ST AUGUSTINE FL 32092-3649

Wavefly  
 2220 CR 210 W Ste 108 PMB 360  
 Jacksonville, FL 32259





**INVOICE**

INVOICE #	INVOICE DATE
JAX 408126	7/30/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Johns Creek  
c/o Vesta Property Services  
224 Johns Creek Pkwy  
St Augustine, FL 32092

**Property Name:** Johns Creek

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** August 29, 2022

**Invoice Amount:** \$1,327.36

Description	Current Amount
-------------	----------------

Valve replacement and mainline repair from direct lightning strike  
Irrigation Repairs \$1,327.36

July 11, 2022

**Invoice Total** **\$1,327.36**

1.320572.463  
2710

8-2-22

Jim Masters

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**INVOICE**

INVOICE #	INVOICE DATE
JAX 411964	8/1/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Johns Creek  
c/o Vesta Property Services  
224 Johns Creek Pkwy  
St Augustine, FL 32092

**Property Name:** Johns Creek

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** August 31, 2022

**Invoice Amount:** \$10,536.67

Description	Current Amount
Monthly Landscape Maintenance August 2022	\$10,536.67

**Invoice Total** **\$10,536.67**

8-4-22  
*J. Martens*

1.320.572.461  
271C

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**INVOICE**

INVOICE #	INVOICE DATE
JAX 410477	8/3/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Johns Creek  
c/o Vesta Property Services  
224 Johns Creek Pkwy  
St Augustine, FL 32092

**Property Name:** Johns Creek

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** September 2, 2022

**Invoice Amount:** \$2,045.25

Description	Current Amount
Controller replacement due to direct lighting strike	\$2,045.25

8-2-22  
Jim Masters

**Invoice Total** \$2,045.25

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

1.320 572.463

2710



2204 Haines Street  
 Jacksonville FL 32206  
 904-354-4687 \* Fed. I.D. #59-0863850  
 Website: http://www.all-britesales.com

Cleaning Equipment and Chemicals  
 for Buildings & Industry  
 Since 1954

# INVOICE

Bill To: BRANDY CREEK CDD-VESTA  
 224 JOHNS CREEK PKWY  
 CLOSED ON THURSDAY  
 904-716-1370 CALL JIM TO MEET  
 ST AUGUSTINE FL 32092

Ship To: Phone #: 904-230-4208  
 BRANDY CREEK CDD-VESTA  
 224 JOHNS CREEK PKWY  
 CLOSED ON THURSDAY  
 904-716-1370 CALL JIM TO MEET  
 ST AUGUSTINE FL 32092

Invoice#	Order#	Customer#	Customer P.O.#	Terms	Salesperson
Invoice Dt	Order Dt			Ship Via	
399738	427502	6169		NET 30 DAYS	07
08/08/22	08/03/22			OUR TRUCK	

Quantity	U/M	Item # /Description	HM*	Unit Price	Amount
2	CS	181-BR58 LOC001 LINER 38X58 BLACK 100/CS 1.80 MIL, XX-HEAVY ROLL 55GAL RM6181, RT-3858-XXH GATRL60SXH		44.39	88.78
		BIN: 06001			
1	CS	907-7496-1 LOC001 NABC GALLON 4/CS		53.31	53.31
		BIN: 07006			
Subtotal					142.09
FUEL SURCHARGE					5.00
Tax #: 85-8012869385C5					
Total Due On 09/07/22					147.09

8-11-22  
 Jim Musters  
 J. Musters

3230  
 1.300.572.46p

gk

DELIVERED BY

\*HM=  
 Hazardous/MSDS required

DATE RECEIVED / RECEIVED BY

By acceptance of these goods buyer agrees to pay a reasonable Attorneys fee if buyer's account is turned over to an attorney for collection.





**SMARTHOME.BIZ**  
SMART HOME SPECIALISTS

Tel. 904-743-8444  
www.smarthome.biz  
sales@smarthome.biz

Johns Creek Amenities  
224 Johns Creek Pkwy  
St Augustine FL 32092

PLEASE PAY BY	AMOUNT	INVOICE DATE
09/14/2022	\$257.50	08/17/2022

**INVOICE NO. 260751**

**Site:** 224 Johns Creek Pkwy St  
Augustine  
**Site Address:** 224 Johns Creek Pkwy  
St Augustine FL 32092  
**Job No.:** 72334  
**Job Name:**  
**Order No.:**

**Description**

This is a billable service call.

Customer needs hard-wired sensors reconnected to 2 doors.  
251 Huffner Hill Circle  
POC: Mr. Masters - (904)716-1370

1.320 572.466<sup>00</sup>  
330

**Service - Security**

Item	Quantity	Unit Price	Total
Service Fee	1.00	\$35.00	\$35.00
Service commercial	1.48 hrs	\$150.00	\$222.50
<b>Sub-Total ex Tax</b>			<b>\$257.50</b>
<b>Tax</b>			<b>\$0.00</b>
<b>Total</b>			<b>\$257.50</b>

"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](http://www.smarthome.biz)

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

<b>Sub-Total ex Tax</b>	\$257.50
<b>Tax</b>	\$0.00
<b>Total Inc Tax</b>	\$257.50
<b>Amount Applied</b>	\$0.00
<b>Balance Due</b>	\$257.50

8-19-22  
Jim Masters  
Masters



Jim Oliver  
 Brandy Creek CDD  
 c/o GMS, LLC  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

August 08, 2022  
 Project No: 00273.39000  
 Invoice No: 0204250

Project 00273.39000 Brandy Creek CDD - 2021/2022 General Consulting Engineering Services (WA#19)

**Professional Services rendered through July 30, 2022**

Task 01 General Consulting Engineering Services for 2021/2022

**Professional Personnel**

		Hours	Rate	Amount
Principal - Vice President				
Weeber, Bradley	7/16/2022	3.00	245.00	735.00
Weeber, Bradley	7/23/2022	1.00	245.00	245.00
Senior Engineer				
Newland, Ann Marie	7/30/2022	1.00	195.00	195.00
Totals		5.00		1,175.00
<b>Total Labor</b>				<b>1,175.00</b>

	Current	Prior	To-Date
Total Billings	1,175.00	1,560.00	2,735.00
Contract Limit			5,000.00
Remaining			2,265.00

**Total this Task \$1,175.00**

Task XP Expenses

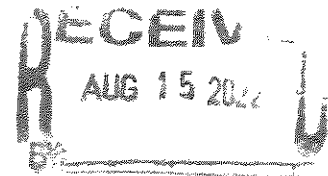
**Total this Task 0.00**

**Invoice Total this Period \$1,175.00**

**Outstanding Invoices**

Number	Date	Balance
0203760	7/11/2022	195.00
<b>Total</b>		<b>195.00</b>

130  
 1,310.93,311



**England-Thimly & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
 14775 Old St. Augustine Road • Jacksonville, Florida 32228 • Tel 904-642-8990 • Fax 904-648-9485  
 CA-00002584 LC-0000316



Jim Oliver  
 Brandy Creek CDD  
 c/o GMS, LLC  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

August 08, 2022  
 Project No: 00273.41000  
 Invoice No: 0204252

Project 00273.41000 Brandy Creek CDD - Public Facilities Report WA#21  
 FINAL INVOICE

**Professional Services rendered through July 30, 2022**

Task 01 Professional Services  
 Professional Personnel

		Hours	Rate	Amount
ADMINISTRATIVE SUPPORT				
Weeber, Bradley	6/25/2022	1.00	320.00	320.00
Weeber, Bradley	7/16/2022	1.00	320.00	320.00
Totals		2.00		640.00
<b>Total Labor</b>				<b>640.00</b>

	Current	Prior	To-Date
Total Billings	640.00	1,435.00	2,075.00
Contract Limit			3,500.00
Remaining			1,425.00
<b>Total this Task</b>			<b>\$640.00</b>

Task	XP	Expenses	Total this Task
			0.00

**Invoice Total this Period \$640.00**

**Outstanding Invoices**

Number	Date	Balance
0203763	7/11/2022	1,435.00
<b>Total</b>		<b>1,435.00</b>

13C  
 1,310.513.311  
**RECEIVED**  
 AUG 15 2022

# Invoice

**BILL TO**  
**Brandy Creek CDD**  
 224 Johns Creek Pkwy  
 St Augustine, FL 32092

**JOB SITE**  
**Brandy Creek CDD**  
 224 Johns Creek Pkwy  
 St Augustine, FL 32092

**BALANCE DUE**  
**\$1,135.00**

DESCRIPTION OF WORK	QUANTITY	PRICE	TOTAL
Pool - Gutters (11-20)	1	\$895.00	\$895.00

**Commercial Pool Leak Detection**

- Includes testing of the pool shell, plumbing lines and equipment
- 60 day warranty

*Note: Bodies of water can lose up to 1/4 inch a day from evaporation under normal operating conditions.*

*Disclaimer: Fees for services will apply if water loss is due to evaporation.*

*Disclaimer: Red Rhino Leak Detection is not responsible for the purchase or replacing of gutter grates that have been Diamond Brited over or that have rusted screws. All gutter grates will have to be removed at the time of inspection in order to pressure test the gutter lines.*

Floor Returns	1	\$100.00	\$100.00
---------------	---	----------	----------

Price is per 10 or less floor returns

Floor Returns - Additional	14	\$10.00	\$140.00
----------------------------	----	---------	----------

Per floor return over 10.

*8-18-22*  
*Inspection of Splash  
 Pool - Phase 1 - Leaks*

Subtotal:	\$1,135.00
Tax:	\$0.00
Payments:	\$0.00

**Balance Due: \$1,135.00**

**Results & Findings**

*8-19-22*

*Jim Masters*  
*[Signature]*

*379C*

*1.320.572.442*

THURSDAY

**Aug 18, 2022**

• **Deck:**Pavers

**Surface:**

Bone

- Gutter lines are losing a small amount of pressure, this pressure loss is coming from fittings that do not appear to be glued to the gutter pipes. Several of these fittings are not seal properly to the shell of the pool. Recommend proper repair.
  - Found leak in a cracked section inside the fiberglass surge tank. Needs to be replaced.
  - It appears there is a pipe break on the main suction line of the main circulation pump. Unable to determine the location without having the filter grids removed, this is not something Red Rhino is able to do. Once the grids are removed I will return to pressure test and locate this break.
  - [Pressure testing suction lines to main recirculation tank.]
- 

## Warranties & Disclaimers

Payment is expected at time of service. License #CPC1457457

**Note:**

Customer is responsible for refilling water and balancing chemicals. Please monitor water levels for 48 hours. Contact RRLD with any questions or concerns.

**Change Order Disclaimer:**

A change order will be issued if RRLD discovers any unforeseen or unexpected work not specified above. An additional quote will be issued at that time.

**Deck Disclaimer:**

RRLD does not offer custom staining or textures. We will make every attempt to match the deck when applying deck patches. If an exact match is desired (color and texture), customer will need to hire a professional deck company to apply the patch.

**Patch Disclaimer:**

Red Rhino Leak Detection (RRLD) will make every attempt to match the existing surface when applying patches. However, due to variations of the product from the manufacturer and aging of the existing surface, it is impossible to achieve an exact match when patching. Refinishing the entire surface is the only way to ensure a consistent appearance without variation. Therefore, RRLD cannot be held responsible for color and texture variations which are unavoidable when patching.

# Pool Leak #266361

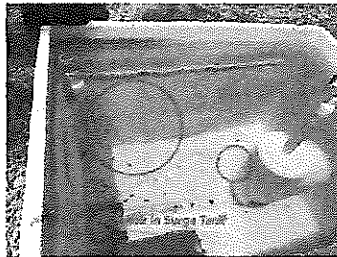
## Findings Report | Brandy Creek CDD

 My Rhino:  
Trey Cusick

Thursday, August 18, 2022 appointment

### Leaks

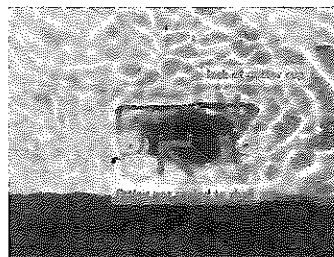
Found leak in a cracked section inside the fiberglass surge tank. Needs to be replaced.



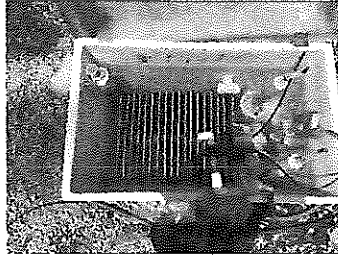
[Pressure testing suction lines to main recirculation tank.]

### Miscellaneous

Gutter lines are losing a small amount of pressure, this pressure loss is coming from fittings that do not appear to be glued to the gutter pipes. Several of these fittings are not seal properly to the shell of the pool. Recommend proper repair.



I appears there is a pipe break on the main suction line of the main circulation pump. Unable to determine the location without having the filter grids removed, this is not something Red Rhino is able to do. Once the grids are removed I will return to pressure test and locate this break.

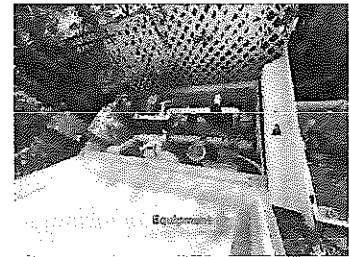
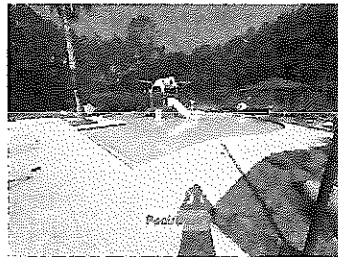


### Pool Status

**Deck:** Pavers

**Surface:**

Bone





**Invoice**

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

**Invoice #** 399878  
**Date** 5/31/2022  
**Terms** Net 30  
**Due Date** 6/30/2022  
**Memo**

**Bill To**

Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Billable Expenses			
Pool Supplies / REPLACEMENT D.E. ELEMENT			579.05
Pool Supplies			185.55
Total Billable Expenses			764.60

**Total** \$764.60

2860  
1,320.572.494



# EMAIL



HX - FC - JACKSONVILLE - 34  
 8297 PHILLIPS HWY \* JACKSONVILLE, FL 32256  
 PHONE: 904-730-9555 \* FAX: 904-730-5672

Invoice	922777
Document	728537
Date	05/13/22
Print Time	7:25PM

<b>Sold To:</b>	340900	PHONE: 904-355-1831	<b>Ship To:</b>	SAME
	VESTA PROPERTY SVCS			VESTA PROPERTY SVCS
	245 RIVERSIDE AVE STE 300 JACKSONVILLE, FL 32202			245 RIVERSIDE AVE STE 300 JACKSONVILLE, FL 32202

<b>Customer PO Number</b>	<b>Order Taken By</b>	<b>Time</b>	<b>Terms</b>	<b>Order Pulled By:</b>
JOHNS CREEK	CTW	1:23PM	1% 10TH/N 20TH NET 20 TH	Order Checked Out By:
<b>Order Date</b>	<b>Carrier</b>	<b>Ship Date</b>	<b>Order Picked Up By:</b>	
05/06/22	COUNTER	05/13/22	Order Delivered By: _____ Route: CTR	

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
27		27	FG-2417	EA	UNICEL ANTHONY 17.5in X 24in REPLACEMENT D.E. ELEMENT		19.95	538.65

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

**RECEIVED BY:** \_\_\_\_\_  
**PLEASE SIGN AND PRINT NAME IN BLACK INK**

**PAYMENT RECEIVED**  
 Cash  Check  Credit Card   
 Number: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Received By: \_\_\_\_\_

<b>Subtotal</b>	538.65
<b>Discount/Fa</b>	
<b>Taxable Subtotal</b>	538.65
<b>Tax</b>	40.40
<b>Freight</b>	.00
<b>Total</b>	579.05



# EMAIL



HX - FC - JACKSONVILLE - 34  
 8297 PHILLIPS HWY \* JACKSONVILLE, FL 32256  
 PHONE: 904-730-9555 \* FAX: 904-730-5672

Invoice	932999
Document	737506
Date	05/19/22
Print Time	8:25PM

<b>Sold To:</b>	340905	PHONE: 904-355-1831	<b>Ship To:</b>	SAME
	VESTA PROPERTY SVCS NOTAX			VESTA PROPERTY SVCS NOTAX
	245 RIVERSIDE AVE STE 300 JACKSONVILLE, FL 32202			245 RIVERSIDE AVE STE 300 JACKSONVILLE, FL 32202

<b>Customer PO Number</b>	<b>Order Taken By</b>	<b>Time</b>	<b>Terms</b>	<b>Order Pulled By:</b>
JOHNS CREEK	GMB	7:37AM	1% 10TH/N 20TH NET 20 TH	
<b>Order Date</b>	<b>Carrier</b>		<b>Ship Date</b>	<b>Order Checked Out By:</b>
05/18/22	COUNTER		05/19/22	
				<b>Order Picked Up By:</b>
				<b>Order Delivered By:</b> _____ <b>Route:</b> CTR

QTY ORD	QTY B.O	QTY SHIP'D	Part Number	UM	Description	Bin location	Unit	Total
4		4	LO-PHOS-MAX-QT	EA	LO-CHLOR LO-PHOS MAX PHOSPHATE REMOVER 1 QT BOTTLE		24.10	96.40
3		3	LO-ZYMEPRO-Q	EA	LO-CHLOR ULTRA ZYME PRO QUART		16.00	48.00
2		2	LO-FTC-1	EA	LO-CHLOR FILTER & TILE CLEANER		14.10	28.20

Standard Terms: Account disputes must be reported to Credit Department within 60 days of invoice date. Past due accounts and Credit Card payments are not entitled to discounts. Amounts not paid by the Due Date bear interest at 18% per annum and all cost of collection, including attorney's fees, are the obligation of the customer.

**RECEIVED BY:** \_\_\_\_\_  
**PLEASE SIGN AND PRINT NAME IN BLACK INK**

**PAYMENT RECEIVED**  
 Cash  Check  Credit Card   
 Number: \_\_\_\_\_  
 Amount: \_\_\_\_\_  
 Received By: \_\_\_\_\_

<b>Subtotal</b>	172.60
<b>Discount/Fa</b>	
<b>Taxable Subtotal</b>	172.60
<b>Tax</b>	12.95
<b>Freight</b>	.00
<b>Total</b>	185.55





**INVOICE**

INVOICE #	INVOICE DATE
JAX 369688	5/18/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Johns Creek  
c/o Vesta Property Services  
224 Johns Creek Pkwy  
St Augustine, FL 32092

**Property Name:** Johns Creek

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** June 17, 2022

**Invoice Amount:** \$636.00

Description	Current Amount
Irrigation repairs on Huffner Hill from vandalism	
Irrigation Repairs	\$636.00

**Invoice Total** \$636.00

1.320.572.463

www.yellowstonelandscape.com | 271C

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**INVOICE**

INVOICE #	INVOICE DATE
JAX 388191	6/23/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Johns Creek  
c/o Vesta Property Services  
224 Johns Creek Pkwy  
St Augustine, FL 32092

**Property Name:** Johns Creek

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** July 23, 2022

**Invoice Amount:** \$476.00

Description	Current Amount
Node replacement	
Irrigation Repairs	\$476.00

Invoice Total

\$476.00

(Resend) original 6/27/2022

1.320.572.463

271C

*Jim Motes*  
*[Signature]*  
8-26-22

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286



**INVOICE**

INVOICE #	INVOICE DATE
JAX 416790	8/22/2022
TERMS	PO NUMBER
Net 30	

**Bill To:**

Johns Creek  
c/o Vesta Property Services  
224 Johns Creek Pkwy  
St Augustine, FL 32092

**Property Name:** Johns Creek

**Remit To:**

Yellowstone Landscape  
PO Box 101017  
Atlanta, GA 30392-1017

**Invoice Due Date:** September 21, 2022

**Invoice Amount:** \$367.00

Description	Current Amount
July Irrigation Repairs	
Irrigation Repairs	\$367.00

8-26-22  
Jim Motes  
[Signature]

**Invoice Total**

**\$367.00**

4000 ... 2710

1.320.572.463

**Should you have any questions or inquiries please call (386) 437-6211.**

Yellowstone Landscape | Post Office Box 849 | Bunnell FL 32110 | Tel 386.437.6211 | Fax 386.437.1286

**Florida High Speed Internet**

1311 Bedford Drive  
Melbourne, FL 32940 US  
(321) 205-1100  
qb@flhsi.com  
http://flhsi.com



# INVOICE

**BILL TO**

Jim Masters  
Brandy Creek CDD  
251 Huffner Hill Circle  
St. Augustine, FL 32092

**INVOICE #** 116886

**DATE** 08/23/2022

**DUE DATE** 08/23/2022

**TERMS** Due on receipt

DATE	ACCOUNT SUMMARY	AMOUNT
07/23/2022	Balance Forward	125.00
	Other payments and credits after 07/23/2022 through 08/22/2022	-125.00
08/23/2022	Other invoices from this date	0.00
	New charges (details below)	125.00
	<b>Total Amount Due</b>	<b>125.00</b>

ACTIVITY	QTY	RATE	AMOUNT
<b>Note</b> **NOTE**	0	0.00	0.00

John's Creek Phase 2 Community Room 251  
Huffner Hill Circle.

<b>Commercial Internet Service</b>	1	125.00	125.00
Commercial Internet Service - upgraded and ports opened for CCTV - static IP			

TOTAL OF NEW CHARGES 125.00  
BALANCE DUE

**\$125.00**

*Jim Masters*  
*J. Masters*  
*8-23-22*

*2800*  
*1.320.572.420*



**Invoice**

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

**Invoice #** 401909  
**Date** 9/1/2022  
**Terms** Net 30  
**Due Date** 10/1/2022  
**Memo** Monthly Fees

**Bill To**

Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

286A

Description	Quantity	Rate	Amount
Field Management Services 1.320.57200.34700	1	5,123.63	5,123.63
Office Administrator & Events Coordinator 1.320.572.34400	1	2,664.00	2,664.00
Janitorial Services 1.320.57200.34200	1	2,153.58	2,153.58
Pool Maintenance 1.320.57200.46200	1	2,271.83	2,271.83
Pet Waste Disposal Services 1.320.57200.46700	1	583.44	583.44

We appreciate your prompt payment.

**Total** \$12,796.48

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 289  
Invoice Date: 9/1/22  
Due Date: 9/1/22

**Bill To:**

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

Case:  
P.O. Number:

9/6 Approved

300

Description	Hours/Qty	Rate	Amount
Management Fees - September 2022	1.310.573.340	4,216.50	4,216.50
Information Technology - September 2022	357	104.17	104.17
Postage	420	24.82	24.82
Copies	425	37.35	37.35

**Total** \$4,382.84

**Payments/Credits** \$0.00

**Balance Due** \$4,382.84



**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

August 11, 2022

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3093884

Client Matter No. 3323-1

8/12 Approved

372C 1.310.51300.31500

Mr. Jim Oliver  
Brandy Creek CDD  
GMS - North Florida  
Suite 114  
475 W. Town Place  
St. Augustine, FL 32092

Invoice No. 3093884  
3323-1

---

Re: Brandy Creek CDD-General Counsel

For Professional Legal Services Rendered

07/01/22	M. Eckert	0.20	65.00	Confer with Masters regarding FPL issues
07/07/22	D. Wilbourn	0.30	45.00	Communications with district manager regarding budget documents
07/10/22	M. Eckert	0.30	97.50	Revise policies for organizational rentals
07/12/22	M. Eckert	0.20	65.00	Review policy questions; confer with Payne and staff
07/13/22	M. Eckert	3.70	1,202.50	Review agenda package; prepare for, travel to and attend board meeting; return travel; meeting follow up
07/15/22	M. Rigoni	0.10	26.50	Prepare memorandum regarding statutory changes to publication requirements
07/18/22	M. Eckert	0.10	32.50	Review FPL issues and eminent domain lawyers; confer with Oliver
07/27/22	K. Haber	0.30	67.50	Finalize trespass enforcement memorandum; forward same to

**KUTAK ROCK LLP**

Brandy Creek CDD  
August 11, 2022  
Client Matter No. 3323-1  
Invoice No. 3093884  
Page 2

Oliver

TOTAL HOURS	5.20	
TOTAL FOR SERVICES RENDERED		\$1,601.50
DISBURSEMENTS		
Travel Expenses	19.58	
TOTAL DISBURSEMENTS		<u>19.58</u>
TOTAL CURRENT AMOUNT DUE		<u>\$1,621.08</u>



INVOICE	#90005843
INVOICE DATE	Aug 23, 2022
DUE	Net 30
AMOUNT DUE	<b>\$300.00</b>

Brandy Creek CDD  
 224 Johns Creek Pkwy.  
 St. Augustine, FL 32092

SERVICE ADDRESS  
 251 Huffner Hill Cir  
 St. Augustine, FL 32092

(904) 504-1904  
 brandycreekmanager@yahoo.com

CONTACT US  
 86 Elk Grove  
 St. Johns , FL 32259

(904) 813-1401  
 aaron@steamlux.com

8-26-22  
 Jim Masters  
 [Signature]

Service completed by: Aaron Semmens

INVOICE

Description	Qty	Rate/Unit	Amount
Commercial Floor Cleaning Services Clean Johns Creek Phase 2 amenity center	1.0	\$300.00	\$300.00
Subtotal			\$300.00
Tax			\$0.00
Duval (7%)			\$0.00
<b>Total</b>			<b>\$300.00</b>

Handwritten notes: 1,320 572.46600  
365e

Thank you for doing business with us. We always look forward to serving you.



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

# Invoice

Date 9/1/2022

Invoice # 131295609332

Terms	Net 20
Due Date	9/21/2022
PO #	

<b>Bill To</b> Brandy Creek CDD A/P dept Brandy Creek CDD 224 John's Creek Parkway St. Augustine FL 32092	<b>Ship To</b> Brandy Creek CDD 224 John's Creek Parkway St. Augustine FL 32092
---	--

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	1,031.25
WM Surcharge	WM Surcharge	1	ea	82.50
<p>1,320.572.46250 311C</p>				

8-19-22  
Jim Masters  
*[Signature]*

Subtotal 1,113.75  
Shipping Cost (FEDEX GROUND) 0.00  
Total 1,113.75  
Amount Due \$1,113.75

**Remittance Slip**

Customer  
13BRA025  
Invoice #  
131295609332

Amount Due \$1,113.75

Amount Paid \_\_\_\_\_

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295609332



# Order# 7358929148

Order placed: June 15, 2022

### Accounting Information

Budget Center  
FACILITIES: BILLABLE

### Billing address

475 WEST TOWN PL  
SAINT AUGUSTINE, FL 32092

### Shipping address

BRANDY CREEK CDD  
JENNIFER MEADOWS  
224 JOHNS CREEK PKWY  
SAINT AUGUSTINE, FL 32092

Invoice # 3510469966

### INVOICE ISSUED

Items(s) Shipped

Item#	Item Description	Price	Quantity	Subtotal
181001	Scott Pro High Capacity Hard Roll Paper Towel, 1-Ply, White, 1150'/Roll, 6 Rolls/Carton (25702) <b>On Contract</b>	\$74.82	2	\$149.64
812375	Scott Essential Coreless Toilet Paper, 2-Ply, White, 1000 Sheets/Roll, 36 Rolls/Carton (04007)	\$69.39	2	\$138.78

### Method of payment

Invoiced - \$288.42

Merchandise Total: \$288.42

Total Invoiced: \$288.42

General Facility Maintenance

1.320.572.464

324C



Bill to:

VESTA PROPERTY SERVICES  
BRANDY CREEK CDD  
475 WEST TOWN PL  
SAINT AUGUSTINE FL 32092

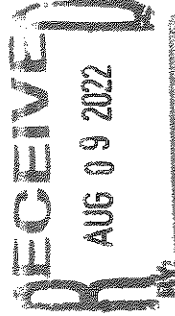
RUN DATE	CUSTOMER	PAGE NUMBER	ACCOUNT BALANCE
07/30/22	AT80987	1 of 1	288.42

# Statement of Account

Trans. Date	Dis. Date	Summary Invoice	Trans. No. Invoice	Order No.	Rel. No.	Purchase Order Number	Release	Current	07-30	07-30	07-30	07-30	07-30	07-30	07-30	07-30	07-30	07-30	
08162022	07162022	8066589877	3510489966	7355829148	000				.00	.00	288.42	.00	.00	.00	.00	.00	.00	.00	.00
<b>TOTALS</b>										.00	.00	288.42	.00	.00	.00	.00	.00	.00	.00

Remit to: PO BOX 105748, ATLANTA GA 30348-5748  
Make checks payable to STAPLES

Federal ID #: 04-3390816



For billing inquiries call 888-753-4103

Staples



100609-0001319-0000003 of 0000004-C01-b1-5197-



Invoice

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

Invoice # 400948  
Date 8/1/2022  
Terms Net 30  
Due Date 8/31/2022  
Memo Monthly Fees

Bill To  
Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

Aug 286  
1. 320.57 2. 347  
342  
462  
467

Description	Quantity	Rate	Amount
Field Management Services	1	5,123.63	5,123.63
Office Administrator & Events Coordinator	1	2,664.00	2,664.00
Janitorial Services	1	2,153.58	2,153.58
Pool Maintenance	1	2,271.83	2,271.83
Pet Waste Disposal Services	1	583.44	583.44

We appreciate your prompt payment.

Total \$12,796.48

# STATEMENT

PAGE: 1  
**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

CLOSING DATE: 8/31/22  
 DUE DATE : 9/30/22  
 ACCT: 10065

CLOSING  
 DATE : 8/31/22  
 DUE DATE: 9/30/22

BRANDY CREEK/JOHNS CREEK  
 224 JOHNS CREEK PARKWAY  
 ST AUGUSTINE FL 32092-3649

CRONIN ACE HARDWAR  
 BRANDY CREEK/JOHNS  
 ACCOUNT : 10065



PLEASE DETACH AND RETURN  
 REMITTANCE STUB WITH YOUR PAYMENT

DATE	REFERENCE	ST	C	DESCRIPTION	DEBIT	CREDIT	REFERENCE	AMOUNT
				Thank you for your business!				
				PREV BALANCE	83.21		PREV BAL	83.21
8/ 3/22	6067	1	I	INVOICE	8.58		6067	8.58
8/11/22	6083	1	I	INVOICE	37.79		6083	37.79
8/15/22	6093	1	I	INVOICE	15.69		6093	15.69
8/22/22	I56248	1	P	PAYMENT - THANK YOU		59.98	I56248	-59.98
				NEW BALANCE	85.29			

334C  
 8-6-22 1,320.572.466  
 Jim Masters

CURRENT 62.06	Current 23.23	Over 30 0.00	over 60 0.00	over 90 0.00	NEW BAL: 85.29
------------------	------------------	-----------------	-----------------	-----------------	----------------

TERMS: NET EOM

10065

Transaction Codes  
 A - Adjustment      C - Credit      I - Invoice  
 B - Balance Forward      F - Finance Charge      P - Payment

This statement covers transactions on your account for the period ending on the date above. Charges, payments, and credits received after the above date will be shown on your next statement.

AMOUNT PAID

SEE OTHER SIDE



POST PAGE FOR THE STATEMENT REPORT (RSM) FOR CRONIN ACE HARDWARE

NUMBER OF STATEMENTS : 1  
 TOTAL STATEMENT BALANCE: 85.29

DATE OF REQUEST: 9/ 5/22  
 TIME OF REQUEST: 14:37:19  
 TERMINAL ID : 566  
 USER ID : ACW

OPTIONS DEFINED:

START DATE : 8/ 1/22  
 CLOSING DATE : 8/31/22  
 PRINTER : 0091  
 OPTIONS : CDOS  
 # STMT ALIGN : \_

COPIES : 1  
 DISC CUTOFF : \_\_\_\_\_

	FROM	TO
DISCOUNT DATE :	_____	_____
CUSTOMER NAME :	_____	_____
CUSTOMER NUMBER:	10065	10065
JOB NUMBER :	___	999
ZIP CODE :	_____	_____

- A = INCLUDE ACTIVE ZERO BALANCE ACCOUNTS
- C = INCLUDE CREDIT BALANCE ACCOUNTS
- D = SUPPRESS DELETED TRANSACTIONS
- E = EXTEND INVOICE/CREDITS FROM QUICKRECALL
- G = SUPPRESS AGED TOTALS
- H = AGE UNAPPLIED CREDITS FOR OPEN ITEM ACCOUNTS  
 BASED ON DUE DATE
- I = REPRINT INVOICES/CREDITS FROM QUICKRECALL
- J = SUPPRESS STATEMENT POST PAGE
- K = PRINT RX INFORMATION
- L = INCLUDE PREVIOUS MTD PURCHASE SUMMARY FROM  
 CUSTOMER DEPARTMENT HISTORY
- M = INCLUDE MTD PURCHASE SUMMARY FROM CUSTOMER  
 DEPARTMENT HISTORY
- N = NEW PAGE AFTER EACH INV/CREDIT (QUICKRECALL)
- O = SUPPRESS PAID OPEN ITEMS FROM PREVIOUS MONTH
- P = PRINT PAST DUE BALANCE ACCOUNTS ONLY
- Q = PRINT DUE DATE AFTER UNPAID INVOICES
- R = SUPPRESS REVOLVING CREDIT LIMIT
- S = PRINT ALPHABETICALLY BY SORT NAME
- T = PRINT STATEMENT POST PAGE ONLY
- U = COMBINE JOBS IN DATE ORDER
- V = PRINT IN ZIP CODE ORDER
- W = INCLUDE YTD PURCHASE SUMMARY FROM CUSTOMER  
 DEPARTMENT HISTORY
- X = SUPPRESS TERMS DISC FOR PAST DUE ACCOUNTS
- Y = PRINT FINANCE CHARGES YTD
- Z = INCLUDE ZERO BALANCE ACCOUNTS

	CODES	EXCLUSION
ACCOUNT :	_____	NNNN
BAL METHOD :	_	N
TERMS CODE :	_	N

STMT MESSAGE : Thank you for your business!

**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 PHONE: (904) 217-3324

INV # 006067/1  
 DATE : 8/03/22  
 CLERK : MT  
 TERM # 553

TIME : 11:37  
 \*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*

CUST # 10065  
 TERMS: NET EOM

2-3649

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
ISC. FASTENERS	.35	.35 /EA	1.75*N
CONCRETE MIX 60#QUIKRETE	7.59	7.59 /EA	7.59 N
<p>Concrete to install pole at phase 2</p> <p>No Soliciting Sign</p>			
** AMOUNT CHARGED TO ACCOUNT **			8.58
TAXABLE			0.00
NON-TAXABLE			9.34
SUB-TOTAL			9.34
DISCOUNT			0.76
TAX AMOUNT			0.70
TOTAL INVOICE			8.58

(JIM MASTERS )

THANK YOU FOR SHOPPING AT  
 CRONIN ACE HARDWARE  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

8/3/22 11:37AM MT 503 SALE  
 56 MISC. FASTENERS 5 EA .35 EA \*N 1.75  
 52375 CONCRETE MIX 60#QUIKRETE 1 EA 7.59 EA \*N 7.59

SUB-TOTAL: \$ 9.34 TAX: \$ .00  
 DISCOUNT: -.76 TOTAL: \$ 8.58

total items: 6



==>> JRN#150889 ITR# 6067/1 <<==  
 CUST NO. 10065  
 Customer Copy

YOU SAVED \$ .76 BY SHOPPING AT  
 CRONIN ACE HARDWARE

\*\*\*\*\*  
 Tell us about your experience today and  
 enter to win a \$50 Ace gift card!  
 \*\*\*\*\*

To participate:  
 \* Visit TalkToAceHardware.com

\* This survey invitation is valid  
 for 72 hours

\* Store # 16059  
 \* Survey approximately 5 minutes

No purchase necessary.  
 Must be 18 or older to  
 enter sweepstakes. Void  
 where prohibited. See rules  
 at: TalkToAceHardware.com

**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 PHONE: (904) 217-3324

THANK YOU FOR SHOPPING AT  
 CRONIN ACE HARDWARE  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

08/11/22 11:32AM MT 553 SAIF  
 5005684 1 EA 41.99 LA N 41.99  
 LATITUDE PSSGE LEVER MB 41.99  
 SUB-TOTAL:\$ 41.99 TAX: \$ .00  
 DISCOUNT: -4.20 TOTAL: \$ 37.79  
 CHARGE AMT: 37.79

Total Items: 1



==> JRNLS75311 TRVP 8/083/1 <<==  
 CUST NO: 10065  
 Customer Copy

YOU SAVED \$ 4.20 BY SHIPPING AT  
 CRONIN ACE HARDWARE

\*\*\*\*\*  
 Tell us about your experience today and  
 enter to win a \$50 Ace gift card!  
 \*\*\*\*\*

To participate:  
 \* Visit talkto.Acehardware.com

\* This survey invitation is valid  
 for 72 hours

\* Store # 16069  
 \* Survey approximately 5 minutes

No purchase necessary.  
 Must be 18 or older to  
 enter sweepstakes. Void  
 where prohibited. See rules  
 at: Talkto.Acehardware.com

Received By

INV # 006083/1  
 DATE : 8/11/22  
 CLERK: MT  
 TERM # 553  
 TIME : 11:32  
 \*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*

CUST # 10065  
 TERMS: NET EOM

EEK  
 AY

2092-3649

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
LATITUDE PSSGE LEVER MB	41.99	41.99 /EA	41.99 N
** AMOUNT CHARGED TO ACCOUNT **			
	37.79	TAXABLE	0.00
		NON-TAXABLE	41.99
		SUB-TOTAL	41.99
		DISCOUNT	4.20
		TAX AMOUNT	0.00
		TOTAL INVOICE	37.79

(JIM MASTERS )

**CRONIN ACE HARDWARE**  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 PHONE: (904) 217-3324

INV # 006093/1  
 DATE : 8/15/22  
 CLERK: MT  
 TERM # 553

TIME : 11:30  
 \*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*

CUST # 10065  
 TERMS: NET EOM

FEK  
 AY  
 092-3649

THANK YOU FOR SHOPPING AT  
 CRONIN ACE HARDWARE  
 2843 COUNTY ROAD 210 WEST  
 SUITE 101  
 SAINT JOHNS, FL 32259  
 (904) 217-3324

08/15/22 11:29AM HI 553 SALE  
 56 MISC. FASTENERS 1 EA .69 EA \*N .69  
 56 MISC. FASTENERS 1 EA .79 EA \*N .79  
 56 MISC. FASTENERS 6 EA .37 EA \*N 2.22  
 56 MISC. FASTENERS 10 EA .30 EA \*N 3.00  
 5072681 STUD PINE BROWN 2X4X8' 1 EA 9.99 EA \*N 9.99  
 SUB-TOTAL: \$ 16.69 TAX: \$ .00  
 DISCOUNT: -1.00 TOTAL: \$ 15.69  
 CHARGE AMT: 15.69  
 Total Items: 19



==>> JRN# 154272 IN# 6093/1 <<==  
 CUST NO: 10065  
 Customer Copy

You saved \$ 1.00 BY SHOPPING AT  
 CRONIN ACE HARDWARE

\*\*\*\*\*  
 Tell us about your experience today and  
 Enter to win a \$50 Ace gift card!  
 \*\*\*\*\*  
 To participate:  
 \* Visit TalktoAcehardware.com  
 \* This survey invitation is valid  
 for 72 hours  
 \* Store # 16059  
 \* Survey approximately 5 minutes  
 No purchase necessary.

DESCRIPTION	SUG. PRICE	PRICE/PER	EXTENSION
MISC. FASTENERS	.69	.69 /EA	.69*N
MISC. FASTENERS	.79	.79 /EA	.79*N
MISC. FASTENERS	.37	.37 /EA	2.22*N
MISC. FASTENERS	.30	.30 /EA	3.00*N
STUD PINE BROWN 2X4X8'	9.99	9.99 /EA	9.99 N
** AMOUNT CHARGED TO ACCOUNT **			15.69
TAXABLE			0.00
NON-TAXABLE			16.69
SUB-TOTAL			16.69
DISCOUNT			1.00
TAX AMOUNT			0.00
TOTAL INVOICE			15.69

*Mount Supplies*

(JIM MASTERS )

**KUTAK ROCK LLP**

**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 16, 2022

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

**Wire Transfer Remit To:**

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3109360

Client Matter No. 3323-1

Mr. Jim Oliver  
Brandy Creek CDD  
GMS - North Florida  
Suite 114  
475 W. Town Place  
St. Augustine, FL 32092

9/19 approved

Invoice No. 3109360

3323-1

3720

1.310.573.315

Re: Brandy Creek CDD-General Counsel

For Professional Legal Services Rendered

08/01/22	K. Haber	3.40	765.00	Prepare real estate due diligence
08/02/22	K. Haber	3.40	765.00	Prepare real estate due diligence
08/05/22	M. Eckert	0.10	32.50	Review and distribute FDEP correspondence
08/09/22	M. Eckert	0.10	32.50	Follow up on FPL issue; confer with Oliver
08/10/22	M. Eckert	0.20	65.00	Review and research suspension of amenity privileges issues
08/13/22	M. Eckert	0.10	32.50	Confer with Oliver regarding FPL issues
08/19/22	M. Eckert	0.40	130.00	Review draft minutes and provide comments
TOTAL HOURS		7.70		

**KUTAK ROCK LLP**  
Brandy Creek CDD  
September 16, 2022  
Client Matter No. 3323-1  
Invoice No. 3109360  
Page 2

TOTAL FOR SERVICES RENDERED \$1,822.50

TOTAL CURRENT AMOUNT DUE \$1,822.50

UNPAID INVOICES:

August 11, 2022 Invoice No. 3093884 1,621.08

TOTAL DUE \$3,443.58

# JOHNS CREEK

<b>Officer's Name</b>	<b>SSN</b>	<b>Officer's Department</b>
Lauren LeDoux 177 Orient Dr. St Augustine, FL 32092 (904)392-8288	On file	ST. JOHNS CO. SO

Day	Date	Start Time	End Time	Hours Worked	Sheriff's Office Report #
Friday	8/5	645	1045	4	SJSO22CAD173662
Wednesday	8/17	4	615P	2.25	SJSO22CAD183459
Wednesday	8/17	815	10	1.75	SJSO22CAD183619
Saturday	8/20	610p	1210a	6	SJSO22CAD186086
Monday	8/29	520	620p	1	SJSO22CAD194813
				Total: 15	
TOTAL HOURS: 15 HOURS AT \$55.00 AN HOUR					
TOTAL : 825.00					

<b>ACTIVITY</b>	<b>Parking Tickets:</b>
Citations:	Field Contacts:
Warnings:	Reports:
Arrests:	
<p>8-6-22</p> <p>Jim Masters</p> <p><i>[Signature]</i></p>	

**8/5 645p-1045p Friday COUNTING DOWN THE DAYS FOR SCHOOL**

**Phase 1**

Upon arrival there was groups of residents on the courts. There wasn't anyone in the pool upon arrival but a few families came in after what I would consider dinner time. I reminded the last few it was time to go, and I believe the child has learning disabilities. I walked the property and reminded a male resident to wear a shirt in the gym. Other than that it was just quiet. I'm guessing school shopping is exhausting or families are taking their last small summer vacation. Around 9 ish a van pulled into an empty parking lot and parked in the back of the parking lot behind the palm bush. After several minutes of no movement of people exiting the vehicle, I drove to them to make sure they were not doing anything illegal. I was met with 3 males in a vehicle about to go play basketball. I explained I was there to make sure there weren't breaking the law as their parking job was suspicious. They apologized and exited the vehicle to go play basketball.

**Phase 2**

Upon arrival there was only a few residents in the pool area. There were no vehicles in the parking lot. At 8pm I came to check the area. I found a small family with 4 littles still in the pool area. I reminded the family that the pool closed 15 min prior to my arrival. Everyone left with no issues. I checked the party room to find only the side door by the restrooms available to pull open. Bathrooms were clear of residents but felt like an oven. So hot and humid in there.

**8/17 4-615p WEDNESDAY Food Truck Wednesday (El Chamo Criollo)**

**Phase 1**

Upon arrival it quiet. I observed the green spaces and courts and found them all empty. One food truck was in the parking lot and the weather looked iffy. I ran vehicles tags as they came through the parking lot. By 530 the parking lot was slammed with residents and the weather was changing for rain. There were groups of people everywhere, the courts, the green spaces the patio and the pool area. Rain will change that soon! At 6pm the skys opened with a wild storm.

**Phase 2**

Upon arrival there were a few vehicles in the parking lot and a few people inside the pool area.

**8/17 815-10p Wednesday**

**Phase 1**

Area was calm there was a couple in the gym and two young ladies that were found in the fenced area of the pool patio. They were reminded the area was closed and when asked if they were waiting for a ride they stated they were going to the gym.

**Phase 2**

Storm clouds still lingering the area was now empty and clear of any residents. Checked the pool patio and restrooms, found all doors and gates secured.

**8/31 520-620p Wednesday Raining most of the afternoon**

**PHASE 1**

I talked to Tracey with the pool exercise, who due to weather had no one show up. No food trucks seen. I thought there was a neighborhood meeting but I must have confused it with something else, because there was no meeting this evening. Life is Busy! Drove around to assist with slowing residents down, due to weather being nasty

**Phase 2**

Pool area stated closed but it is Wednesday, so we either have really well behaved residents or they walked around the sign. Haha



**M&G Holiday Lighting**

4845 Belle Terre Pkwy  
 Palm Coast, FL 32164 US  
 mgbusinessventures@gmail.com



*Notes*

**INVOICE**  
 BILL TO *Brandy Creek*  
 Johns Creek  
 224 Johns Creek Parkway  
 St. Augustine, FL 32092

**INVOICE** 1717  
 DATE 09/07/2022  
 TERMS Due on receipt  
 DUE DATE 09/07/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Holiday Lighting - Reinstall Re-install C7 lights all roofline / fascia / gutter (original, 6 seasons)	1	1,395.80	1,395.80
	Holiday Lighting - Reinstall Re-install neighborhood sign C7's (replaced 2021)	1	235.00	235.00
	Holiday Lighting - Replacement of Lights / Equipment Replacement of all C7's and wire for palm trees and main building - NEW	1	1,484.00	1,484.00
	Miscellaneous - Wire - Plugs, Supplies, etc Miscellaneous - Wire - Plugs, Supplies, etc	1	125.00	125.00
	Equipment charges Boom Rental for Install and Removal	1	600.00	600.00
	Storage Storage of Holiday lights and decor till the next season	1	50.00	50.00
	Removal Removal of Lights and Decor at the end of the season	1	250.00	250.00
	Holiday Lighting - Reinstall Phase 2 -Re-Install C7 WW lights to pool facing fascia only (both buildings)	1	294.00	294.00
	Holiday Lighting - Reinstall Phase 2 - Re-Install C7 WW lights to North entrance @ fence arch	1	479.50	479.50
	Miscellaneous - Wire - Plugs, Supplies, etc Miscellaneous - Wire - Plugs, Supplies, etc	1	75.00	75.00
	Removal Removal of Lights and Decor at the end of the season	1	250.00	250.00
	Storage Storage of Holiday lights and decor till the next season	1	30.00	30.00

BALANCE DUE **\$5,268.30**

*50%*  
 Dep Holiday Lighting \$ 2,634.15

*1.320.572.444*  
*311C*

PESTBEAR JACKSONVILLE  
 5274 Ramona Blvd.  
 Jacksonville, FL 32205  
 813-818-9898

**Service Slip/Invoice**

INVOICE: 6005539  
 DATE: 9/9/2022  
 ORDER: 6005539



Bill To: [275238]  
 BRANDY CREEK  
 224 JOHNS CREEK PKWY  
 ST AUGUSTINE, FL 32092-5054

Work Location: [275238] 904-230-4208  
 BRANDY CREEK CDD  
 224 JOHNS CREEK PKWY  
 ST.AUGUSTINE, FL 32092-5054

Work Date	Time	Target Pest	Technician	Time In
9/9/2022	08:08 AM		WJACK7278	Will Jackson
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 10	9/9/2022		

Service	Description	Price
PS	Pest Control Service	\$110.37
<p>Today I diagnosed your residence and applied corrective insecticide treatment. I applied insecticide through the tubes running in the walls of your home. I also cleaned all of the eaves for spider webs and applied insecticide in landscaping for active Roach control. I treated the cracks and crevices around your doors and windows. I knocked down some flying insect nests. Please have children or pets not touch treated areas until dry. Allow treatment up to 7 to 10 days for maximum pesticide results to be achieved. I also treated perimeter by the base of the house for active roaches. We are pleased to have you as a customer.</p>		
<b>SUBTOTAL</b>		<b>\$110.37</b>
<b>TAX</b>		<b>\$7.73</b>
<b>AMT. PAID</b>		<b>\$0.00</b>
<b>TOTAL</b>		<b>\$118.10</b>
<b>AMOUNT DUE</b>		<b>\$118.10</b>

**With the Coronavirus (COVID-19) making a stronger impact on the communities we serve, we want our customers to know that we are actively working to ensure that we will continue to provide our essential services. It is our goal to protect your family and home safely with little to no interruptions, at the same level of excellence you have come to expect. If you have any questions or concerns do not hesitate to call our office for assistance. Thank You and stay safe!**

227C  
 1.320.572.466  
 Pest control

Balances outstanding over 30 days from the date of service may be subject to a late fee of the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay associated expenses in the event of collection.

Please print name, address, and phone number on all correspondence and return to the pest control service company.

**PLEASE PAY FROM THIS INVOICE**

PESTBEAR JACKSONVILLE  
 5274 Ramona Blvd.  
 Jacksonville, FL 32205  
 813-818-9898

**Service Slip/Invoice**

INVOICE: 6007550  
 DATE: 9/9/2022  
 ORDER: 6007550



Bill To: [275238]  
 BRANDY CREEK  
 224 JOHNS CREEK PKWY  
 ST AUGUSTINE, FL 32092-5054

Work Location: [488124]  
 BRANDY CREEK CDD  
 251 HUFFNER HILL CIRCLE  
 ST AUGUSTINE, FL 32092

Work Date	Time	Target Pest	Technician	Time In
9/9/2022	08:29 AM		WJACK7278	
Purchase Order	Terms	Last Service	Map Code	Time Out
	NET 10	9/9/2022		

Service	Description	Price
PS	Pest Control Service	\$77.91
<p>Today I diagnosed your residence and applied corrective insecticide treatment. I also cleaned all of the eaves for spider webs and applied insecticide in landscaping for active Roach control. I treated the cracks and crevices around your doors and windows. I knocked down some flying insect nests. Please have children or pets not touch treated areas until dry. Allow treatment up to 7 to 10 days for maximum pesticide results to be achieved. I also treated perimeter by the base of the house for active roaches. We are pleased to have you as a customer.</p>		<p><b>SUBTOTAL</b> \$77.91  <b>TAX</b> \$0.00  <b>AMT. PAID</b> \$0.00  <b>TOTAL</b> \$77.91</p>
<b>AMOUNT DUE</b>		<b>\$77.91</b>

**With the Coronavirus (COVID-19) making a stronger impact on the communities we serve, we want our customers to know that we are actively working to ensure that we will continue to provide our essential services. It is our goal to protect your family and home safely with little to no interruptions, at the same level of excellence you have come to expect. If you have any questions or concerns do not hesitate to call our office for assistance. Thank You and stay safe!**

227C  
 1,320.572.466  
 Sept Pest Control

Balances outstanding over 30 days from the date of service may be subject to late fee at the lesser of 1.5% per month (18% per year) or the maximum allowed by law. Customer agrees to pay accrued expenses in the event of collection.

This invoice is valid only if the work has been completed. It is not a receipt and does not constitute a contract. Payment is required.

**PLEASE PAY FROM THIS INVOICE**



**Invoice**

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

**Invoice #** 401489  
**Date** 7/31/2022  
**Terms** Net 30  
**Due Date** 8/30/2022  
**Memo** Lifeguard Hours

**Bill To**  
Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Pool monitor hours for July	388.29	19.23	7,466.82

Thank you for your business.

**Total** \$7,466.82

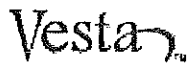
1.320.57200.34600  
286C

<b>Lifeguards</b>	<b>Pay Rate/ Billable Rate</b>	<b>Hours</b>	<b>Gross Pay</b>
Christopher Czepiel	\$19.23	46.15 \$	887.46
Jacob Czepiel	\$19.23	63.72 \$	1,225.34
Virginia Del Prado	\$19.23	0 \$	-
Haley Drake	\$19.23	10.35 \$	199.03
Isebella Korman	\$19.23	35.61 \$	684.78
Robbin McGraw	\$19.23	24.09 \$	463.25
Rachel McMillan	\$19.23	8 \$	153.84
Jennifer Meadows	\$19.23	0 \$	-
Artur Mydlyk	\$19.23	64.88 \$	1,247.64
Anna Noll	\$19.23	70.93 \$	1,363.98
Carol Novak	\$19.23	5.02 \$	96.53
Merrel Payne	\$19.23	59.54 \$	1,144.95
Luke Schake	\$19.23	0 \$	-
<b>Total</b>		<b>388.29 \$</b>	<b>7,466.82</b>

<b>Total Lifeguard Staff</b>	<b>388.29</b>	<b>7,466.82</b>
<b>Total</b>		<b>7,466.82</b>

Sep-22

DISTRICTS	Bern	Amount	Non Standard	Total
Aberdeen		\$0.00		\$0.00
Bannon Lakes		\$0.00		\$0.00
Bartram Park		\$0.00		\$0.00
Bartram Springs		\$0.00		\$0.00
Bay Laurel		\$0.00		\$0.00
Baytree		\$0.00		\$0.00
Bonnet Creek		\$0.00		\$0.00
Brandy Creek		\$0.00		\$0.00
Candler Hills		\$0.00		\$0.00
Canopy		\$0.00		\$0.00
Capital Regions		\$0.00		\$0.00
Championsgate		\$0.00		\$0.00
Championsgate HOA		\$0.00		\$0.00
Championsgate Condo POA		\$0.00		\$0.00
Deer Run		\$0.00		\$0.00
Dowden West		\$0.00		\$0.00
Durbin Crossing		\$0.00		\$0.00
Falcon Trace		\$0.00		\$0.00
Founders Ridge		\$0.00		\$0.00
Gardens @ HB		\$0.00		\$0.00
GMS NF		\$0.00		\$0.00
GMS CFL		\$0.00		\$0.00
Heritage Park		\$0.00		\$0.00
Heron Isles		\$0.00		\$0.00
Isles of Bartram Park		\$0.00		\$0.00
indigo		\$0.00		\$0.00
Indigo East		\$0.00		\$0.00
Lakeside Plantation		\$0.00		\$0.00
Meadow View at Twin Creeks		\$0.00		\$0.00
Narcoossee		\$0.00		\$0.00
Bella Collina		\$0.00		\$0.00
Pine Ridge Plantation		\$0.00		\$0.00
Poinciana		\$0.00		\$0.00
Poinciana West		\$0.00		\$0.00
Premium Pointe /Elavation		\$0.00		\$0.00
Randal Park		\$0.00		\$0.00
Randal Park RPOA		\$0.00		\$0.00
Randal Park THOA		\$0.00		\$0.00
Ravaudage		\$0.00		\$0.00
Remington		\$0.00		\$0.00
Reunion East		\$0.00		\$0.00
Reunion West		\$0.00		\$0.00
Ridgewood Trails		\$0.00		\$0.00
Rolling Oaks		\$0.00		\$0.00
Shingle Creek		\$0.00		\$0.00
Six Mile Creek		\$0.00		\$0.00
St Augustlne Lakes CDD		\$0.00		\$0.00
Stoney Brook South		\$0.00		\$0.00
Storey Park		\$0.00		\$0.00
Sweetwater Creek		\$0.00		\$0.00
Tapestry		\$0.00		\$0.00
Tesoro		\$0.00		\$0.00
TIFA		\$0.00		\$0.00
Tohoqua		\$0.00		\$0.00
TSR		\$0.00		\$0.00
Turnbull Creek		\$0.00		\$0.00
Valencia		\$0.00		\$0.00
Vlera East		\$0.00		\$0.00
Villages Of Bloomingdale		\$0.00		\$0.00
Westside		\$0.00		\$0.00
Willford Preserve		\$0.00		\$0.00
Windsor At Westside		\$0.00		\$0.00
Windward		\$0.00		\$0.00
TOTAL	0	\$0.00	\$0.00	\$0.00



# Invoice

Vesta Property Services, Inc.  
245 Riverside Avenue  
Suite 300  
Jacksonville FL 32202

Invoice # 402513  
Date 8/31/2022  
Terms Net 30  
Due Date 9/30/2022  
Memo Lifeguard Hours

Bill To  
Brandy Creek C.D.D.  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine FL 32092

Description	Quantity	Rate	Amount
Pool monitor hours for August	165.54	19.23	3,183.33

Thank you for your business.

**Total** \$3,183.33

286C  
1.320.572.346

<b>Lifeguards</b>	<b>Pay Rate/ Billable Rate</b>	<b>Hours</b>	<b>Gross Pay</b>
Christopher Czepiel	\$19.23	31.23 \$	600.55
Jacob Czepiel	\$19.23	31.74 \$	610.36
Virginia Del Prado	\$19.23	4.98 \$	95.77
Isebella Korman	\$19.23	6.93 \$	133.26
Robbin McGraw	\$19.23	10.45 \$	200.95
Artur Mydlyk	\$19.23	40.3 \$	774.97
Anna Noll	\$19.23	39.91 \$	767.47
<b>Total</b>		<b>165.54 \$</b>	<b>3,183.33</b>

<b>Total Lifeguard Staff</b>	<b>331.08</b>	<b>6,366.67</b>
<b>Total</b>		<b>6,366.67</b>



BRANDY CREEK - GENERAL FUND

9/23/2022

VENDOR NUMBER/NAME: 44 WAVEFLY

CHECK #: 002095

INV DATE INV# AMOUNT DISCOUNT  
20220901 09012022 54.95

NET  
54.95 SEP INTERNET SERVICE

TOTAL \$54.95

BRANDY CREEK - GENERAL FUND

9/23/2022

VENDOR NUMBER/NAME: 44 WAVEFLY

CHECK #: 002095

INV DATE INV# AMOUNT DISCOUNT  
20220901 09012022 54.95

NET  
54.95 SEP INTERNET SERVICE

TOTAL \$54.95

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES

002095

BRANDY CREEK CDD  
GENERAL FUND  
475 W TOWN PLACE STE 114  
ST AUGUSTINE FL 32092  
(904) 940-5850

HANCOCK/WHITNEY BANK  
JACKSONVILLE FL

63-1278/631

DATE AMOUNT  
9/23/2022 \$54.95\*

FIFTY-FOUR DOLLARS & 95 CENTS \*\*\*\*\*

PAY  
TO THE ORDER OF: WAVEFLY  
2220 CR 210 W  
STE 108 PMB 360  
JACKSONVILLE FL 32259

AUTHORIZED SIGNATURE

⑈002095⑈ ⑆063112786⑆0047997825⑈

Wavefly  
 2220 CR 210 W Ste 108  
 PMB 360  
 Jacksonville, FL 32259  
 904-940-9525

Thank you for being a Wavefly customer. We appreciate your business.

Account Number	Due Date
020-002701	9/20/22

**Account Summary**

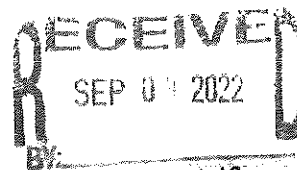
Billing Date 9/1/2022      Payments through: 8/31/22  
 BRANDY CREEK CDD      Previous balance      \$109.90  
 224 JOHNS CREEK PKWY      (-) Payment (8/29/2022)      (\$109.90)  
 ST AUGUSTINE FL 32092-5054      (=) After Payments      \$0.00

**Billing Questions Please Call:**  
 904-940-9525

Call Center hours:  
 8:00 AM - 10:00 PM  
 7 days a week  
 904-940-9525

**Current Month Activity**

Date	Description of Service	Amount
9/1/2022	Extreme 100/20 MB	9/1-9/30 \$79.99
9/1/2022	Extreme Discount	9/1-9/30 (\$25.04)
<b>Total Current Charges</b>		<b>\$54.95</b>
<b>Total Due</b>		<b>\$54.95</b>



44c  
 1,320.572.420  
 sept Internet service

**Service Address:**

224 JOHNS CREEK PKWY  
 ST AUGUSTINE FL 32092-5054

Please detach at the perforation, and enclose this portion with your payment. Thank you!

Due Date	Account No.	Previous Bal.	Payments	Current Charges	Amount Due	Amt Enclosed
9/20/22	020-002701	\$109.90	(\$109.90)	\$54.95	\$54.95	\$

Please indicate the amount enclosed, do not send cash!  
 Please make check or money order payable to:

Wavefly  
 2220 CR 210 W Ste 108  
 PMB 360  
 Jacksonville, FL 32259

BRANDY CREEK CDD  
 475 W TOWN PL STE 114  
 ST AUGUSTINE FL 32092-3649

Wavefly  
 2220 CR 210 W Ste 108 PMB 360  
 Jacksonville, FL 32259



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/18/22	00051	8/08/22 6923	202208 600-53800-61000 RPLC CHAIR LIFTS PH1&2	POOL LIFT SPECIALISTS LLC	*	9,198.00	9,198.00 000145
TOTAL FOR BANK B						9,198.00	
TOTAL FOR REGISTER						9,198.00	

**Pool Lift Specialists**

16814 MELLE LANE  
JUPITER, FL 33478 US  
(561) 465 6010  
contact@poolliftspecialists.com  
poolliftspecialists.com

**Pool Lift Specialists**

**INVOICE**

**BILL TO**  
Brandy Creek CDD  
224 Johns Creek Parkway  
St Augustine  
Florida  
32092

**SHIP TO**  
Jim Masters  
Vesta Property Services  
224 Johns Creek Parkway  
St. Augustine, Florida 32092

**INVOICE** 6923  
**DATE** 08/08/2022  
**TERMS** Due on receipt  
**DUE DATE** 08/08/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT
Ranger 2	Ranger 2 - Tan	2	3,799.00	7,598.00
Standard Installation	Standard Installation	2	800.00	1,600.00

5 Year Manufacturer warranty.  
Anchor to be supplied by Pool Lift Specialists.

SUBTOTAL 9,198.00  
 TAX 0.00  
 TOTAL 9,198.00

BALANCE DUE **\$9,198.00**

Phase 1  
&  
Phase 2

8-11-2022

Jim Masters  
J. Masters

Carp Rsv R/R  
33,600.53800.61000  
51 B

Replacement  
Chair lifts