

MINUTES OF MEETING
MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Middle Village Community Development District was held on Monday, June 11, 2018 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Rocky Morris	Chairman
Michael Steiner	Supervisor
Rod Swartz	Supervisor
John Jarrett	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	GMS Operations Manager

FIRST ORDER OF BUSINESS

Call to Order

Mr. Perry called the meeting to order.

SECOND ORDER OF BUSINESS

Public Comment

There were no audience members in attendance.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the May 14, 2018 Meeting
- B. Financial Statements
- C. Assessment Receipt Schedule
- D. Check Register

Mr. Perry stated we are almost 100% collected on the roll.

On MOTION by Mr. Morris seconded by Mr. Jarrett with all in favor the consent agenda was approved.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2018-07,
Approving the Proposed Budget for Fiscal
Year 2019 and Setting a Public Hearing
Date for Adoption**

Mr. Perry stated in regards to the budget, this is the start of the process. We will ask for the board to consider approving the budget and we're looking at our August 20th meeting for adoption, which is at 6:00. That will give us plenty of time to consider the proposals for landscaping that we will be receiving and we can adjust the budget for that. Just a couple of quick things in regards to the budget itself; if you'll recall we refinanced the bonds so the 2018 bonds are reflected in the budget, which means there is a decrease in your total assessments. The O&M assessments we are keeping at the same level as we had last year. We had discussions about maybe increasing the assessments to offset the decrease in the debt but in looking at the budget for this year we are proposing we keep things where they are. We think we're continuing to have some cost savings and we are sound right now. Even looking in the future right now we do not see any issues for which we would need to raise assessments. That coupled with the change in staffing here gives us some minimal cost savings in the budget but we expect even more. Jay can talk a little bit more about that. We will revisit a change in assessments next year and if we think we do need to increase them because of whatever factors, we will propose that to the board but we feel fairly confident in where they are today. The budget is pretty straightforward. It's basically building on what we had last year. There are some line items where there are some changes just because of changes in conditions and reflecting what we are actually incurring right now. We will refine the budget as we go along and in August we will have a final one for you. The thought on the landscaping side is if the proposals come in lower than what we currently have, we will probably just adjust some line items in the reserves to increase that going forward, but not reduce assessments. We don't expect the numbers to come in materially different than what we have but from talking with other Districts that have gone out for bid recently, the pricing for landscaping has been relatively flat. I don't think we're looking at a real large increase.

On MOTION by Mr. Morris seconded by Mr. Steiner with all in favor Resolution 2018-07 approving the proposed budget for Fiscal Year 2019 and setting a public hearing date for August 20, 2018 at 6:00 p.m. at the Plantation Oaks Amenity Center was approved.

FIFTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Walters stated since the pre-closing on the refinancing I've been in communication with the attorneys for the developer who has the tax certificate in relation to the settlement agreement for our SPE parcel. I got word that they have taken title to that parcel so they are moving forward full speed ahead and they requested wire instructions so they can wire the deposit which is required per the agreement.

B. District Engineer

Mr. Perry stated Peter is not here but he had a request for the board to consider the signage at Chestnut Ridge. If you recall, the signage there has spots for six businesses that could be put in there and he wants to utilize that for those businesses that are there.

Mr. Soriano stated the reason the developer is looking at it is there is going to be the one business that is coming in. I'm not sure if it's planned by the beginning of the school year, but there is a daycare facility that has a sign up there and he wants to start with that. The question was what do we do with the other spots if that's something the District is going to handle and do we charge to put up signs. It's our signage. We never really had plans to make money off of it. The Chestnut Ridge sign sits on top and it's separated from the six other rectangular signs. Those could go towards his businesses. There is another business that is popping up on the corner. I'm not familiar with what that is.

Mr. Swartz asked you mean over by the Publix? It's a dentist's office.

Mr. Soriano responded okay. I've heard all kinds of things. I was hoping for a gas station. It was just a question of if he could use it for signage. For us going forward it would be a question of if we take care of it, or let them take care of it. We've gone back and forth about that area because of how it was owned before. We do handle the plants and the costs for the watering of the front island. There are multiple islands behind it but we don't handle those, Chestnut Ridge is supposed to. Although, in the conveyance somehow they didn't get the islands

Mr. Jarrett asked is that why they took the trees down and didn't take the island down?

Mr. Soriano responded yes.

Mr. Morris stated what I propose is if we're incurring any expense on that, to offset that with some kind of rental fee on those sign spaces.

Mr. Soriano asked Jason, do you have any thoughts on how we go forward?

Mr. Walters responded I talked to Peter Ma about that. It's kind of a unique sign if you think of all the other entrance signs. To me, it's really a board decision. We own that sign and we constructed it. At the end of the day there's a big sign there for that shopping center but if we had non-corporate style block letter directional indicating there are these locations I think that would be more appropriate than any sort of corporate-style signage like you see there. I don't have one like this in any of my other projects but I have seen those directional type signs. The other option is we could remove that additional block underneath there and not have to deal with it.

Mr. Morris stated my preference would be just to remove them. I don't know that there's a need for them.

Mr. Walters stated no. I think it was due to the uncertain nature of what all may go where.

Mr. Morris stated I'm just thinking from the perspective of the homeowners in Chestnut Ridge. If I were a homeowner there I would prefer there not be these six signs.

Mr. Walters stated perhaps we could look at redesigning it.

Mr. Soriano stated Peter was just concerned about the one that is going in there now. There are five more that would be empty but he really doesn't need the one there now. He could move that all to Sembler. We will take that down. We're already working on removing the Hamilton Glen sign this month. We can look at getting a rebuilt frame to make the Chestnut Ridge sign look larger to match the other side and that way we can be done with it. I can bring that back to the board next month but I want to talk to Peter first.

Mr. Morris asked Don owns that parcel?

Mr. Soriano responded yes.

Mr. Morris stated okay do that. Get with Jason and Peter and see what we can do.

Mr. Jarrett asked is there a reason why that one corner spot can't have a gas station besides someone not buying it? They initially cleared it like three years ago and that's what was supposed to go in there.

Mr. Morris stated First Coast Energy still owns that piece.

Mr. Jarrett stated I didn't know if there was something wrong with the property that didn't allow them to build because now it would be a home run with all the people cutting through.

Mr. Morris stated I don't think there is. Peter said First Coast Energy still owns it so I don't know.

C. District Manager

Mr. Perry stated I've been in contact with the Board in regards to the open seats for the election. Please file your papers if you intend to run.

Mr. Swartz asked that's by this Friday at noon, right?

Mr. Perry responded June 18th. You can pre-file.

D. Operations Manager – Report

Mr. Soriano stated it is getting extremely busy. Kids are out of school now and we are operating full time for the summer. This last weekend was packed. We had our first home swim meet, which was with one of the other very large teams of the league. Everything went really smooth. Everybody enjoyed themselves and the weather was good so we had a lot of people on the basketball courts, tennis courts were full, and of the course the pool with the swim meet going on. We had minimal complaints for as busy as it was, too. Our next big day like that will be at the end of this month on June 30th. We also have a tennis tournament going on. It's one of the first we're going to do here in Oakleaf. The foundation putting it on does a lot here in Jacksonville for the underprivileged. It will bring money into Oakleaf also. We get a percentage for hosting the tournament so this will be a good program. It will last for two nights and then they have finals and exhibits with all the pros Saturday night. They start at 8:00 in the morning, the swim meet will be going on at 8:00, and I'm sure we have this room booked for a wedding then also so it will be extremely busy out here.

I'm working with the aquatics group to put on more events. They've never really done a lot of the community events during the summer because they have enough to worry about usually. I would like to see some of those additional events so I'm working with them on a couple of dive-ins. We haven't had those in a long time but I figure if we can set them up in a different format, maybe during the week, it will help. It doesn't have to be done on a Saturday night. We could show it at 8:00. I think this would be something that would make the residents happy that have been asking for those kinds of events for years. I was planning one for the end

of July here and then in about two weeks over at your sister district. I've worked with aquatics staff on being recreational specialists, not just lifeguards so throughout the week they will do poolside activities. During the week there are times they can get down and play games with the kids and have fun. If you think about resorts they have hours where they have games like poolside Bingo or water games. That's what I want them to do here. They've really been excited this year and they're doing a lot more work for me than they have in the past. I'm hoping they will like that aspect too and they'll build a little better rapport with the residents that way.

We have the full schedule at the pool from 10:00 to 8:00 every night. We've had one issue at the pool where our slide was down last week. A lot of our equipment was new. That was a motor that was put in a little over a year ago. It actually did its job where it shut down and protected itself. I was able to hunt down the wire and the electrician was out and had it back up and running for the weekend so everything worked out. We're going to have some errors here and there but by doing what we have the last couple of years and stockpiling equipment we are much quicker.

You will see by our numbers we're staying busy and getting into that rental time of year. Pretty much every weekend we will be packed until October. I really don't have a lot for you. It's a busy time of year and there's a lot of maintenance going on. The biggest thing I have going on right now is getting ready for this RFP. This is a couple month long process. If you remember we went through it five years ago. I gave you a little packet that is a shortened version of the large packet that the vendors will get. I will email it to you this week so you can look through the full packet which includes a copy of the contract but I wanted to point out a couple of the key points. Usually we ask the board to become the committee for approving that. You will have a couple of months to look over things and discuss. There is a grading scale in the front of the packet so you'll look through those bids and you can give them so many points based on their personnel, experience, etc. We used to have a special caveat last year that there were so many points that were automatically given to the company that was here because they installed everything and they had the most experience. I've taken that out because that's no longer the case. The people that installed it are gone. The company that bought in is still learning everything. They are getting better. They've had it for almost a full year now so they're learning but to give them an automatic 20 points above everybody else is not the fair

case anymore. Not only that but some of the guys that were with the company that installed this now work for other companies and they will be vendors. One of the original partners of the old company went to another company years ago that has bid the last couple times. You'll now base experience on references and what they've done at other districts. We will get some that have no district experience but they do commercial jobs. The biggest area is going to be price. We normally give an award to the lowest bidder. They set the scale and everyone goes from there from a percentage and that's a mathematical equation. A lot of that I can do but if you guys want to check references you're welcome to call, you can drive through neighborhoods, things like that. Some of it will be personal thought, but some of it will be mathematical and I'll take care of that for you. The bids will be due July 27th so we have a good amount of time. I do a tour with them on the 21st where all the vendors will come out, I'll rent a bus, and we will go through the whole property. It takes all day and they get to ask questions and everyone gets the same responses so they get a good understanding of what we expect. After that, I give them about a month to put their packets together. As soon as I get those bids in I will bring them to you and you can start looking through them right away. We will be discussing them at the August 20th meeting. We will already have a price then so we can adjust the budget. If we need to adjust up or down, we will find money in other areas of the budget to try and match it out. Our budget will not be going up as far as assessments to handle these landscape bids. After the 20th I will finalize all the scoring and at the next meeting give the official award. The month after that is the start of the fiscal year so I was hoping the contracts would start with that October.

Mr. Perry stated we may ask the board to appoint themselves, along with staff members as the landscape committee in case we want to meet prior to the August 20th meeting. A committee meeting does not require a quorum but designating each of the board members as part of the committee gives you some more flexibility so you can meet prior to the 20th.

Mr. Swartz asked isn't that what we did last time and we met over in Phase 1?

Mr. Perry responded correct.

On MOTION by Mr. Morris seconded by Mr. Swartz with all in favor a landscape committee comprised of the Board of Supervisors, Community Manager, District Manager, District Engineer and District Counsel was approved.

Mr. Perry stated we will see what dates will work and we will have to advertise a week before the meeting.

Mr. Soriano stated just to point out the scope as you go through; all of these have been the same for 15 years. This is the original contract. The only thing that I've done is reworded certain things. I added in changes for things like mulch. Over the last couple of years I've tried to get rid of a lot of the pine straw. We get so many thousands of bales of pine straw. It really doesn't affect the pricing so it was just a trade off for pine bark. The pine bark lasts longer. They constantly have to replenish the pine straw so to me it's more labor intensive. Other than that, there's not much that has been added or changed over the years.

Mr. Steiner asked does this take into account those islands?

Mr. Soriano responded it does. You'll see it when I email you the full version. There is a big map that they get and on the map the islands are circled out. When we did the original map there weren't on there because they were county right-of-way. I also put in three little odd lots in Whitfield that I've asked them to take under their contract and that's just because they get left out so much. They're not truly our property. They're kind of out in no-man's land. They sit out at the end of the cul-de-sacs. The properties were too small to build lots on and they're still kind of owned by AFI. What I've ended up doing is once every other month I just ask them to cut it and they've never had a problem doing it but I went ahead and put it on the map so they remember to do it. If it takes our costs up \$100 extra during the summer months, to me that's worth it because nobody else is going to do it and we're going to hear from those neighbors.

Mr. Swartz asked you say that property is owned by who?

Mr. Soriano responded they were odd lots when you go in the first three roads, that cul-de-sac in Whitfield to your right. When you hit the berm if you look to the left there is a spot that looks like it's almost big enough for a house but it's not so they couldn't build anything there. All three cul-de-sacs are like that. One does have pine trees, which helps out because there's not a grass that grows back there but the other two are pretty empty and they grow a good amount of weeds.

Mr. Swartz stated I'm not familiar with where those are but is it enough hassle for those owners that they could turn them over and then we can turn them into a park space or green space?

Mr. Morris stated it would make nice park settings.

Mr. Jarrett stated one of them is right down from Rocky's. A buddy of mines son lives down there and on the left side you have an opening that goes to the main trail. It's all open and it's always like that and because people know that they park back there.

Mr. Soriano stated it's something I can continue to work with Jason on. He's been working with some of those leftover areas that never got conveyed to us. We had quite a few in Oakleaf. Once they become ours we can do whatever we want with them. I'm not sure why they were ever left out.

The way we do the pricing everything is broken down. This allows me to do things like ask for a credit or change out anything. Everything they do, all the way down to the number of cuts they do on roadways is broken down per price so let's say they do 35 cuts instead of 40 and I know that cut costs us \$80 each day. We then have a few hundred dollars we can use towards something else. I don't haggle with them that much but there are a few things I will get on them about. They don't overseed which we ask them no to do every fourth year. That helps with getting the grass thicker and leaner. That overseed is listed in there at \$4,000 so I expect that \$4,000 to go towards something else or they take it off our bill. In the past it has gone towards extra plantings. That's why I'd like to keep the pricing that way. I'd like to keep the RFP as we have the last few years so we can go through and compare to years past and get an apples to apples from all these vendors now. We can negotiate with them as part of the award process but to get the original bids it's easy enough to put this out so I can get apples to apples on everything. I'll send you guys the full RFP. They were able to start picking them up last week. We've had two companies come in so far but we have quite a few on the list that are interested and of course we will see the same large commercial companies that we did the last few RFPs.

Mr. Steiner asked how bad was the vandalism at the adult pool?

Mr. Soriano responded it's that time of year where we're getting petty vandalism. Really nothing we haven't been able to handle. The biggest thing right now is I have a sign that was damaged that tells operating hours so I need a new one. I can go to Pinch a Penny and get a cheap one that says the pool is open from dusk until dawn or I can pay for the nice one to get rebuilt. It will cost a few hundred bucks and time but nothing real bad so far.

Mr. Steiner asked it's just the battery that was dealt with?

Mr. Soriano responded the battery is probably the most expensive thing. That battery pump is about \$380.

Mr. Swartz asked do we still not have cameras that look in there?

Mr. Soriano responded not at the pool. At the big pool we have the one camera that sits on the gazebo. You can see people but not faces. It's pretty far back and has a whole overview of the deck. I'm looking at adding more cameras. It's not something I need a board motion on because it's just going to add a few hundred dollars at a time. We have an expensive camera system. It doesn't work for what it's worth but there are things I think are needed. We had a break in during our swim team practice two weeks ago. It was a rainy night but we were able to have practice and that's really all that was going on and some kids were checking cars and broke in. Nobody was paying attention so they were able to break in and go. I don't have a way to put cameras out there cheap but it will be well under my discretion amount if I add some wireless housings out there to go to our wireless system. The most expensive part about that is getting electricity out there. I have to bring an electrician in to add a booster and converter for me and then I can put a camera housing on one of the light poles. I'm not going to see that whole parking lot but if I have one or two cameras it may help us a little bit. I hate hearing people getting taken advantage of but when I come out here on a weekday there are thousands of people out here and those cars are packed. It's very distracting so when I here about times like that I know cops have their hands full. There's really not much you can do so I'm going to try to add some camera out there.

SEVENTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Mr. Swartz stated I was out at the pool this last weekend and it looks tremendous with the new windscreens with the logos. Nice work. I felt like I just walked on a cruise ship. The new chairs gave it nice color. Well done.

Mr. Jarrett stated I'll second that. Jay was out here at 5:30 in the morning getting things set up before there were at least 500 people running around between the adults and the kids. He gets here early and gets set up, and his attitude with being on the pool deck all day and it's hot. It was a great weekend and I think the kids had a blast. I think the families enjoyed the pool as much as the kids racing. I think a lot of credit goes to you.

Mr. Soriano stated I do want to point out that a little different this year, I've always kind of worked that way even when it was another company that was supposed to be running it. I kind of took it personally. My kids were on the swim team plus I'm the one everyone sees out on the deck. Even if things are going good they're still going to come to me but this year it did help out that it's our program now. We will see a deposit for the swim team of almost \$19,000. Once we pay out the coaches, take care of things like t-shirts for the swimmers we're going to make quite a bit of money that we didn't before. We were usually just paying extra because we would hire the lifeguards. Now that money goes to us. We don't have the swim lessons on this side, but that's big money.

Mr. Jarrett stated that was another thing that was noticeable was having lifeguards here at 7:30 in the morning because the kids have to be here at 7:45 to practice before they start and you can see them already in their uniforms walking around the pool and checking things out. Very noticeable this year compared to the two or three years my kid has been in it.

Mr. Soriano stated it's been a lot of work changing over the staffing and how we're operating some of the things this year. Doing it a month or two earlier probably would've given me more time but it's working out great and I think everybody is enjoying it.

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting – July 9, 2018 at 2:00 p.m. at the Plantation Oaks Amenity Center

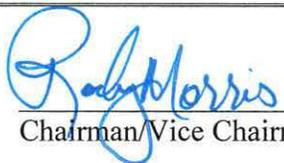
Mr. Perry stated the next scheduled meeting is July 9, 2018 at 2:00 p.m. at this location.

NINTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Morris seconded by Mr. Swartz with all in favor the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman