

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, October 14, 2019 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	Vice Chairman
Rod Swartz	Supervisor
Mike Reynolds	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel
Jay Soriano	Operations Manager
Bruno Perez	VerdeGo Landscape
Chalon Suchsland	VerdeGo Landscape

FIRST ORDER OF BUSINESS

Call to Order

Mr. Perry called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the September 9, 2019 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated you are a little over 100% collected on the assessment receipts schedule.

On MOTION by Mr. Morris seconded by Mr. Steiner with all in favor the consent agenda was approved.
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FOURTH ORDER OF BUSINESS

**Ratification of the Engagement Letter with
Grau & Associates for the Fiscal Year 2019
Audit**

Mr. Perry stated if you'll recall, Grau was the number one ranked firm when we did the rankings of the audit proposals. Their fees are consistent with their proposal for year 2019 at \$5,900 and of course they do have options for two additional years with fees that are consistent with their proposal. I've already signed this so that they can get started on preliminary field work.

On MOTION by Mr. Morris seconded by Mr. Steiner with all in favor the engagement letter with Grau & Associates was ratified.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Walters stated I don't recall if I discussed the rules of procedure changes. We will circulate those prior to the next meeting. Essentially, for our longer serving board members, you will probably recall we have a pretty comprehensive rules of procedure that govern district operations; everything from meetings to procurement and the audit selection, and about every four years or so we like to update those because 85% of that is based on statute so as we go through a few sessions we get some changes and amendments to the statutes that govern our operations and we like to come in and do a comprehensive re-write so for the next meeting the purpose will just be to set the public hearing because once we amend those rules we have to do so by public hearing and we will include a memo outlining all of the changes and then a redline showing word for word the changes on each one so feel free to ask any questions if you choose. At the hearing we will finally adopt so you'll have some time to digest them.

B. District Engineer

There being none, the next item followed.

C. District Manager

Mr. Steiner stated at the last meeting we went ahead and voted for giving authorization for the Chair to approve some changes I believe you were submitting.

Mr. Perry stated those were the work authorizations.

Mr. Steiner stated yes. I assume there were no problems.

Mr. Perry stated I have them for his signature. The other board is going to be approving them today. One of the work authorizations has shared costs with your sister district so I was going to wait until today.

Mr. Steiner stated I just wanted to make sure we didn't run into any hiccups with it.

Mr. Perry stated no.

D. Operations Manager – Report

Mr. Soriano stated we've had two events since I saw you guys last. We had the Camp Out at your sister district and this past Friday we had a Movie on the Green. If you remember, last year I changed the special events to where we would have an event pretty much every month. Some months we have two or even three events, and this one was just a small event with just a movie where the families can come out and watch and there are concessions stands with food available for purchase. We had about 70 people out there. It was perfect weather, and we had the food truck event going on at the Village Greens, so a lot of people were able to go there and get their dinner and then come enjoy the movie, so everything went well. Our next event will be the Pumpkin Plunge on Saturday the 26th and that is done at your sister district. Everybody jumps in and swims around and wrestles with a floating pumpkin and they get to take their pumpkin home to decorate for Halloween. Then we have just a couple of events left for the calendar year. The Turkey Trot is in November and then Cocoa with Claus, which is in this room in December.

The pools are now closed for the season. This past weekend was the last weekend. I have gotten emails, although I get them every year at this time asking to keep them open longer. It is great weather this year compared to other years but still there's nobody here so just like every other year I wouldn't recommend changing our operational hours based on one or two people that would like to be here. Our pool in the back is still available for the adults only and that is the one in which the heater will be turning on in the next couple of weeks because that water really starts to cool down. As far as lifeguards and pool monitors for the families we are done for the season and will be back open for Spring Break.

Mr. Swartz asked what does it cost the District to keep a pool open for a day?

Mr. Soriano stated it depends on where you're talking. Here we have seven lifeguards and with the way we pay, say \$10.50 an hour, we have 10 operating hours each day so right around \$1,000 plus the fact that I have to bring in pool cleaning and chemicals to keep them at a

current level for the health department. I'd guesstimate somewhere between \$1,000 and \$1,200 a day just for that simple staffing.

Mr. Swartz stated it's good to know when they start asking to add extra days that it's not as easy as flipping a switch.

Mr. Soriano stated over the years we've actually added hours, but it may be adding it to just monitors so the slide wouldn't be available, but we could do that. In the future if we're doing well, like we have been the last couple of years, we can always add that on where we say if we have a warm winter and we just want to have weekends available we can do that. I wouldn't recommend that yet because last year was the first year we took over district staffing and this year it's going to be a lot closer because we had no rain where we shut down, so we didn't get a lot of savings. Next year if we're saving \$5,000 or \$10,000 every year and we say we want two more weekends or even a month of weekends we could, I just wouldn't recommend that yet. We've had this operational plan for 12 years now and we've always closed in October. I get the same question every year whether it's cold or it's warm and it has been unseasonably warm this year and I see that continuing. It only takes a couple days and that water cools down and people will not be in that water.

Moving on to the maintenance items, I don't really have anything open for you guys right now. We will see hopefully in the next couple of months work on our storage building in the back. I still have to work on permit approvals and a couple minor things and of course we have to cut them a check before we can get that going. I may come to you guys just for the concrete pad to make sure I have enough money for the pad. We have more than enough money for the building so we should be good there but other than that everything has been running smooth.

Mr. Reynolds asked where are we with the lights in front of the school?

Mr. Soriano stated I actually have some good news. I have measured everything out so I will be able to give you guys a good price for what it's going to cost us to spend just to pay for the lights and wiring and things like that. There's 1,320 square feet of trenching so that alone just for the labor is going to be about \$10 a foot. Once we add in all of the lights we have about a few thousand dollars' worth of supplies. The biggest thing that is going to add money is to figure out how we're putting it in. We talked about using Willowbrook's meter. I went back there to do some more investigation. I'm hoping to bring in Clay Electric and our electrician. They actually have another sign with lights on the other side so they have a conduit already

underneath there so I'd have to get permission to dig it up and our electrician can figure out if we can pull cable through their conduit. If we can do that it will save us about \$1,500 to \$2,000 because we won't have to jet underneath that road. If it's enough room that we can run our own breaker wire off too we could also put in our own meter. They've already agreed to it and I think you guys aren't too worried about running off their meter we could just save that if you want, however I still want that estimate from Clay Electric to say yes you have 46 LED lights, 1,300 feet of wiring and we know you're going to be averaging this many kilowatt hours. It should be \$40-\$50 a month so when Jason goes to do an agreement with them, we have an understanding of what we're going to pay. I don't want to get a bill where all the sudden their meter jumps up \$100 a month just for some tree lights but it does look like as long as we can use that conduit it will be a little easier to get across that road and to the trees than I had thought before.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Mr. Steiner asked in next year's budget do we have anything allocated for some major repair work to the pavilion out here at the lake? That walkway is getting to be in bad shape and I know you've been fighting the vandalism but the building itself looks rather poor as well.

Mr. Soriano stated Rod had mentioned the walkway last time. We had it as part of our regular capital, but I didn't list it out as one that I definitely want to attack next year but we have a good amount of money; it would just be if you guys want to move it around. I just told Rod before the meeting I don't know about moving that project up or doing that for the walkway. It's \$150,000 but it's ten years from now. That's kind of a full replacement and I don't know that we need to do anything like that. Right now, we're doing the boards one at a time.

Mr. Steiner stated the top railing along the side rails is all twisted out of shape. The main walkway looks okay.

Mr. Soriano stated I think the railing on each side would be what I would focus on. Not only is it where your eyes go but also for safety reasons.

Mr. Steiner stated I didn't notice too much damage with the decking but when you get into the pavilion area you can see on the columns Jay has had to do quite a bit of repair work.

Mr. Soriano stated the columns were vandalized and we did some fiberglass work. The wood deck and rails are planned for this year. The asset cost was \$10,360 and the future cost was \$12,010 so they planned on about \$12,000 worth of repair so we can look at that this year.

We paint every year. It actually has it broken down, wood deck and rails, the metal roof is not until 2035 and there's \$15,000 on that so it does add up to quite a bit. We can look at that. If we want to come back to that maybe after I get that building up and moving, we can plan for it because I prefer it to be something we work on in the winter; if possible before Spring Break because it's very hot out there.

SEVENTH ORDER OF BUSINESS


Next Scheduled Meeting

Mr. Perry stated our next meeting is going to be November 4th at 2:00 p.m.

EIGHTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman