

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, July 13, 2020 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 (by phone)
Mike Reynolds	Supervisor
Tim Hartigan	Supervisor

Also present were:

Jim Perry	District Manager
Jason Walters	District Counsel (by phone)
Jay Soriano	Operations Manager
Chalon Suchsland	VerdeGo Landscape
Daniel Laughlin	GMS

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Jacqlyn Santana, 785 Oakleaf Plantation Parkway, stated I currently live here with my handicap son and the reason I'm here today, and what I want to address, is in my specific case my son has severe mental retardation and he has a history of seizures. There's a couple of things I want to point out that I think would help the entire community for anyone that has special needs. About a week ago I went to the pool with my son. We were still under the COVID regulations where no guests are allowed, but my son has a CNA and there's a reason why he has a CNA, obviously. People who have severe health issues and have someone with a healthcare background assisting them should be allowed to enter the pool to have access with that person. God forbid I were in the pool with him and he were to have a seizure and there are no lifeguards. The reason he has a CNA is because there are situations that could arise with him that could be life threatening for him and being in the pool is one of the very minimal things I can enjoy. Not

being able to have his nurse with him in case anything was to arise puts him at risk. I just think that is one exception. I understand all of the COVID regulations that are in place, but there has to be some leeway when it comes to someone who has special needs or severe health issues in that sense. I understand no visitors are allowed because it's not fair to the residents to have to wait because there is a visitor inside the pool, but I'm sure they can also understand if it's about someone who has health issues.

Mr. Morris stated I'm all for it. I don't know what we need to do, Jay.

Mr. Hartigan stated I'm the father of a special needs child as well. I understand that. I apologize that even happened. You're right, there should be no reason why a CNA wouldn't be able to come with your son.

Mr. Morris stated we have the policy of no guests right now.

Mr. Soriano stated it's not just the policy of no guests, but when it comes to something like CNA we would have to add in some wording because you are basically allowing someone else in the household access and we don't have a way to do that right now. I talked to Ms. Santana and she understands that. We have a lot of families that would utilize a CNA or personal therapist so we would have to come up with a way to add to our policy and create paperwork that they're going to turn in. For her, it would be easy. The same CNA would be easier because then we can basically give them a card. I do have over at your sister district a gentleman who is blind, and he's asked about this before, but his biggest problem was he doesn't want to give that information to anybody, and we don't have a way to do that. We have to have a card to check them in to let staff know who is on the pool deck. He wants to be able to bring anybody with him that day.

Mr. Hartigan asked should we put on their card, CNA?

Mr. Soriano stated it doesn't matter if it's a CNA. You can designate them as a caregiver. There are other special needs where they are not required to be a CNA, but it would have to be some kind of wording and understanding in our policies to allow us to do that, because right now we would be making an exception. She does understand she's just one, but with almost 7,000 units that can add a lot of people to our usage. Typically, the family would do it with them. The problem is when they have family there and they are adding somebody else. He's not coming with somebody else; he's coming with the family and the CNA, so we have to have a way to clarify that with our residents. Typically, we have not had a problem with this in the past because

they just sign them in as a guest, it's just right now because of the no guest policy she doesn't have a way to do it. I talked to her about coming here so we can clarify how we can do it.

Mr. Morris asked Jason, do we need you to help us with some language in this that we can make some type of exception?

Mr. Walters stated yes, I can work with Jay to look at our policies as they stand now and come up with appropriate language that we think strikes that appropriate balance and we can get that implemented if the Board so desires.

Mr. Steiner stated I don't have any issue with it, other than the fact of how do we control it? The problem we have is we have people who legitimately need this, and we have those that abuse it. We went through this with the nanny passes. I think the biggest drawback we've got is the system that is used to check-in, is it's not detailed enough to be able to deal with that. I think if we can go ahead and right now we have the ability to allow house guests, so if we can set up some wording that during this period of time that if the resident comes to you with the supporting paperwork to identify the person, then Jay can go ahead and issue a house pass or something like that, that allows them to come in during this period of time. Then we can work out the details necessary to handle all of the cases.

Mr. Hartigan stated I agree with that. This was a medical need, so I completely understand that, but things like personal trainers and things like that goes into another field.

Mr. Soriano stated we already have a trainer issue, but these are therapists so I get a lot of times a doctor will write a note saying they are obese and need to work out or need to use the pool so they need to bring a therapist with them and they will argue that they're allowed to have their therapist, but they're not. There are rehab pools and facilities available and of course they have to pay a membership, but they live here and want to use what's here. It doesn't allow for that right now and we have to be careful how we word that.

Mr. Morris stated along with my motion Jason would work with Jay on the appropriate language and since it is a temporary policy during this time.

Mr. Perry stated just for clarification, because you probably don't want to wait a whole month for that to be implemented, that the Board is giving Jay the authority with appropriate documentation to provide some type of guest pass?

Mr. Morris stated yes, immediately.

On MOTION by Mr. Morris motioned to allow District staff to work with District counsel to add language to the District policies allowing for special needs assistance. Mr. Hartigan seconded the motion.

Ms. Santana stated I really appreciate you listening to me and taking it into consideration. Another thing I've noticed because I actually went through it a couple of days ago, I know there are ramps and the pools are ramp accessible and because of how things are happening, at times we have to wait in line in the extreme heat. It's very difficult to have that person waiting in line because they don't understand. I think maybe the staff could have a separate entrance for people who are in wheelchairs or have any handicap or health issues to come in instead of waiting out in the heat.

Mr. Morris stated let's conclude this motion first and then we can come back to that, if that's okay.

On voice vote with all in favor District staff working with District counsel to add language to the District policies allowing for special needs assistance was approved.

Mr. Morris stated Jay, if you could work out something to accommodate, that's great. I don't know if there's anything we can do.

Mr. Soriano stated that one is a little bit tougher because we have limited entries for a reason. Right now, it is a little tougher and I know it's hot outside, but everybody is expected to stay away from each other. It does create a line, even though we're not really that packed out there, so anytime we can do what we're able to, but it might be a case by case situation. The staff will try to help you out with whatever they can, but there's usually going to be a complaint if I have a line there and we bring anybody in. Even if they're in a wheelchair, I promise you they will start getting yelled at by other residents. Right now, we are still trying to get people through. We even got yelled at about this when we started with the COVID procedures because we were so worried about those lines building up out there, we weren't really checking cards. They would just come in and flash their cards, so we knew they were residents. Until we started making them scan and check in, we didn't start building up lines. I have people using that against us and saying we weren't following the rules and yelling at us for not doing our part to keep people out. We

do only have one entry, but we can try to get them through as quick as we can. There's not a real long line right now.

Mr. Steiner stated I haven't been up there when there's been a line, but is it possible to utilize some of the shaded area underneath this walk here, so basically the line starts back here and they are motioned to come up to the entrance when it's time to go in?

Mr. Soriano stated it was set up like that just because we don't have a real big line. It was set up to go two different directions so there actually is shade over there, however it still goes through that one small door. We don't have a big line right now, so they just stand in one line on their own on the sidewalk. Originally it was set up to go under the shade that way and back under the shade this way too. We didn't really want them standing in that middle, it's just that's where they all go, but we haven't had a really long line. We are going to talk about the daily guests later. We haven't had capacity issues.

Mr. Morris stated I would just say let's attempt to accommodate as we can on a case by case basis.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the June 8, 2020 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Steiner stated the only thing I would mention is what I talked to Jim about, is to get the model of assessments adjusted so it's not reflecting an assessment increase.

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

Discussion of the Fiscal Year 2021 Budget

Mr. Perry stated a copy of the budget is included in the agenda package. The item that Mr. Steiner referenced earlier is on page 19. With the model that we allocate certain costs to the different product types, such as single family, multi family, high density multi family, and aquatics and commercial office, you'll see there under the current allocations there are some changes from last year on a per unit basis. They are less than \$1, but when we bring the model back for adoption, we will be allocating some of the revenues and carry forward surplus so that

balances out and there's no increase at all. The way the model is designed unfortunately there is no way around it, but when you have changes in the mix of costs, it changes the allocations. The intent is that we're keeping assessments at the same level as we had last year and the year before. Other than that, there are no changes currently to the budget and this item is just for a placeholder. We will be updating the financials for next month and looking at certain line items, we might change some of the allocations and then also, once we adopt the budget and close out the year, we are going to be transferring some funds back to the capital reserve account that are in excess of what we need.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Walters stated just to update the Board, we've been closely monitoring all of the Governor's directives and those on the state and local levels. One of those being, in the past we had some executive orders that allowed for virtual meetings, which we held for a few months and transitioned back to in person, however those orders have extended through the end of this month. We will keep an eye on that to see if that extends further in the future and we can adjust accordingly if the Board so chooses. There was an order that came out last week, which extended the State of Emergency. We will keep the staff and supervisors in the loop.

B. District Engineer – Acceptance of the 2020 Annual Engineer's Report

Mr. Perry stated the report included in your agenda package is produced by England Thims & Miller. They just review the assets and make sure we have insurance coverage and so forth. It is a requirement of the bonds. There is no action needed other than for the Board to accept that and then we will provide it to the bondholders.

On MOTION by Mr. Morris seconded by Mr. Steiner with all in favor the 2020 annual engineer's report was accepted.

C. District Manager

Mr. Perry stated we will be bringing to you next month the meeting schedule for next year.

Mr. Steiner stated we were talking about moving some excess funds into the reserves. Are our reserves fully funded at this point in time?

Mr. Perry stated it's a little bit short, but the preliminary numbers I ran between the general fund and the recreation fund we would probably move about \$700,000 to \$900,000 into the capital reserve fund, which currently stands at about \$800,000, so you'll be more than adequately funded

D. Operations Manager – Memorandum

Mr. Soriano stated we have moved along in our opening. We opened the spray grounds earlier this month and this last week we opened the slides, so we have kind of gone on to more normal operations. Our lifeguards are there, they're not really considered pool monitors anymore. They are tending to the slides and here we actually have an extra one, because we're trying to keep them in line properly so it does force us to have an extra staff member and they're kind of taking it out of their work that everybody else is doing on the pool because they're back there behind the slide tower. It was easier at your sister district because that guard can sit there at the front of the slide tower and still help out with the rest of the pool. Here, they're taking that away, so for a little while we will have an extra person. However, kids will be going back to school in about a month so we will probably go back to that limited schedule that we normally operate. We didn't do it in the spring, but I do think once kids go back to school here in the fall we will go back to a more normal operating schedule where you guys alternate being open during the week and then Friday, Saturday and Sunday you are both open. Your lap pool is back to normal operation also, so last week we started telling families they could no longer be back there. They were enjoying that, and everything worked out well. That has increased the capacity a bit on these front pools, but we are still well under everything we need. We're at 140 for the front, which is still less than 50% of our normal operating capacity. We are allowed to be higher than 50%, we just have not made that move yet because we have not had a day where we're come close to that 140 yet. We've had some days where we've had between 100 to 120 and that is about as close as we got. We do operate with the front, so there are no facilities that are use at your own risk, everything is staffed or monitored in some manner. With that being said, moving along to more of a norm, that is one thing I want to leave for your discussion here. I sent you guys emails on the daily guests. That would be something that would fix some of these other problems if we did it. It is also something that would affect rentals. I've mentioned to you guys that we could do rentals for some of these areas beginning in August. There are some facilities that have gone back to renting out their rooms whether it's for showers or family get togethers,

but they may be limited by capacity. We can do limited capacity and if people want to rent it out, they're going to have to understand they're going to have less people. However, it is very hard if they're not allowed to bring people that don't live in this neighborhood, especially for something like a birthday party. I didn't want to make that decision. I agree with the house guests because it's easy to track and control. I know exactly who is here at all times and who has been on deck. With the daily guests we don't have that control, but it is something we normally have, and we've had a few people asking for it. At the same time, a lot of residents are happy with the way we're doing things because they feel safer.

Mr. Morris stated with it being hopefully a temporary situation, let's just keep it the way it is for now. Hopefully, it won't be too much longer, and we can lift it and go back to normal, but I wouldn't change it.

Mr. Soriano stated there is really not much of a concern on my side either if we end up limiting ourselves for some of those rentals because we've been able to adjust the budget. We've been out rental income since February. It's nice to have that extra money, but we're able to get everything done so it's one of those things that can go either way.

Mr. Steiner stated I would be inclined to go along with Rocky, because right now with what we're seeing in the news, however factual or whatever, it doesn't seem to be going back and I really see some things coming down the line that's going to cause even further rollback rather than opening up. We can only keep doing this for so long.

Mr. Soriano stated I agree with that, but at the same time I have some operational things here that go against that, but it's because I have to operate and part of that is what she's talking about. When we first went through this, some of the suggestions coming out of the organizations, whether it's for operating facilities like this, insurance, or the CDC, we even had suggestions of even removing all of the chairs just to be safe. I didn't like that idea because I know people will bring all of their stuff. We were going to provide just enough for the capacity that is out there, and we were going to clean it every half hour, which we've been doing. It is hot and one problem I have is with things like the water fountains. I get that it's not the safest or the cleanest, but right now I have adults that are finding ways to turn these things back on. People rip the plastic when we have them taped off so they can get to the water heads. They're going to use it anyway. It's almost like change to an operation where I can put tables, chairs and umbrellas back out, use the water fountains, and we will just have to up our cleaning. The people that are out there, especially

the ones doing those things just have to understand they are taking responsibility for themselves. It's kind of unfortunate I can't do everything to protect them, they're going to do their own thing anyway. I definitely don't want heat exhaustion. I did have to put up umbrellas for our guards because they can't sit out in that heat all day long, but then you look around and there's no umbrellas for the residents. There are some shaded areas, but there's not a lot, so I am going to move to putting the tables, chairs and umbrellas back out unless somebody has some objections, and even move to using the water fountains, and I'll just have to get with janitorial.

Mr. Reynolds stated I agree. People just have to learn to use their own common sense.

Mr. Steiner stated it's just a matter of we're not increasing the body count. It's basically going to extend the time necessary to do the cleaning, but it's just the fact of what is going on. As long as we're not upping the count going out there, and providing resources for those that are there.

Mr. Soriano stated I plan on leaving those numbers the same. We're still going to operate at those limited capacities for an hour and a half at a time to give staff time to clean every section before the next group comes in. I actually haven't gotten a lot of pushback. There are one or two people that would like to be there for two or three hours, but most people are happy because it gives them a chance to get their kids out of the water and people are happy we're doing what we are doing to keep them safe. I think some of those other things, especially with this heat right now I just have to be able to have them.

Mr. Morris stated yes, go ahead.

Mr. Hartigan stated absolutely.

Mr. Soriano stated moving on, we've had some classes, so we have all of our lifeguard staff. I did want to forewarn you guys if you're paying attention to staffing, our lifeguards started this past week, however our payroll started with the beginning of July. I will be paying our supervisors from that July 1st date. I hadn't thought about it until I talked to a couple of them. Our supervisors generally in the spring get paid as pool monitors and are here just to walk around and watch the pool. They make a couple dollars extra an hour to supervise and they've been stuck working at that low rate. We really thought we were going to move along in those phases a lot quicker, and it hasn't happened. We made this decision based on a lot of other communities are opening up their spray grounds and slides. We have these water parks that are open, even though originally these things weren't planned until that phase three, so here we're kind of

pushing everything. They were kind of stuck making that lower wage, so I have told them we would pay them from July 1st. We have saved on staffing. Everything else has operated as normal this year. We still have to pay for chemicals and repairs but staffing we have had savings because everybody was getting paid that low rate. I want to be able to give the supervisors a little something extra. We will have the high school swim team starting soon. I have talked to the athletic director over there and I'm going to redo some of our usage agreements to add in some wording for safety, especially concerning Coronavirus with kids and coaches on property, just as if they were employees.

I wanted to touch on events really quick. I already talked about rentals. We can move through some of them, whichever does not involve a lot of guests, daily guests, but we can limit capacities if we need to so I will be going through with Wanda what we are able to do. However, we do have District events that I am looking at for the fall or winter that we may need to adjust, cancel or add on. We have had residents asking when we're going to get back to things. There are some events that I think we can do, such as movies on the green. We can set up the movie screen and stay apart from each other if we still have these concerns months down the road. My concern is more for some of those specialized events, for instance Cocoa with Claus in December. We have no Claus and it's getting kind of hard to find anybody that will agree to do this, which I understand. It would be an extremely awkward conversation with any of the families and kids if I have to cancel last minute, so unfortunately that may be something I have to figure out how to cancel before then. I do have another event that is really pushing; it is the Oakleaf vendor event, if you remember the lady came in and we gave her approval around Thanksgiving last year and it worked out well. She was supposed to be doing an Easter event at your sister district and that got canceled out and her and the vendors really wanted to do something. I've been holding them off because we're not doing events yet, so it doesn't make sense to allow anybody else to do events on the property. She is asking for an event in October and I'm hoping we can get to something, but she wants to really get some kind of answer so I'm bringing it to you guys. I'm hoping by October it will be safe. I really don't have much control on those other events. She has given me a list of things that she said she can do. The vendors can make sure they're wearing masks and they're trying to keep social distancing enforced. She is limiting the size of the vendors, but it's just one of those things that if it's an outside organization doing this, we don't have much control over it, but I did tell her I would pass it along to the Board. She's

looking to do the October event at your sister district and her Thanksgiving time event here at your district, so it's really a discussion on your thoughts and if you would like to direct me to move forward or hold off.

Mr. Reynolds. stated the problem is we don't know where we're going to be in October.

Mr. Soriano stated that's kind of the same way I get when I'm talking to some of our rentals. Right now, Wanda has rentals in August that we've offered to cancel now, but they're really holding on and asking us every day. We just don't know and that's the hard part. Some of these are weddings where they need to know something.

Mr. Steiner stated I think none of us have a crystal ball to be able to tell what it's going to be like in that period of time, but at this point in time, yes let's authorize them to go forward with it with them meeting all of the criteria that is in effect at that time, with the understanding that he criteria could mean we have to shut it down. As I understood, some of this stuff we were concerned between the regulations of the state and the regulations of the county. The county could come out here and say no, you cannot operate that way and we have to shut down, so folks have to understand that's just the way things are right now.

Mr. Soriano stated if you guys are comfortable with me allowing her to plan and just let her know the rug might be pulled out from underneath you a week before, we just don't know.

Mr. Steiner stated yes and she's going to be facing that with her vendors that they will commit to coming but at that time they may not, but she has to do her planning.

Mr. Soriano stated a month or two ago I would have said yes by October we would be fine, but everything has slowed down.

Mr. Hartigan asked where is she planning on doing it?

Mr. Soriano responded in the parking lot where they used to do the expo at your sister district would be the October one, and the one around Thanksgiving she did here was in this back parking lot closest to the Preserve buildings behind the baseball fields. That one was small so if she can institute some of those measures to make sure everybody is staying safe and even things like vendors would have to sign waivers releasing us since it is our property, but it's the same way with all the residents that come in right now. As far as rentals, Jason I will need to ask you for some special wording. I do have concerns with things like renting out a facility, even if we give them the list of things to comply with like 50% capacity. Right now, we have the requirement that if we have a positive case amongst staff or anybody in the building, we're

supposed to shut these buildings down and do deep cleanings. What happens if I have a case on Friday night and we have a rental Saturday? I have to have some ability to let them know their event might be canceled, and canceling a wedding can cause lots of pushback. They have to understand from the very beginning that we may be in that position for a couple of months, if not until next year and that puts us in a precarious position because when it comes to a wedding, we've had threats of litigation before.

Mr. Steiner stated we're not unique in this problem, neither are they in any way, no matter what venue they're dealing with. It's just something that we have to understand and that they have to understand along with us that there is no guarantee at this time.

Mr. Soriano stated at the moment I will let her know she can work on planning for October, but like I said, that one is at your sister district so I'm going to have to go through this with them to make sure, and then yours for that Thanksgiving time.

Mr. Soriano continued, the only other open item I had was for SMS service. For the last few years I had started letting residents know by Twitter when the pools were closed and it worked out great, because if you remember years ago everybody used to complain when they would come out to the pool it could be thunder and lightning everywhere and they still didn't understand the pool was going to be closed so they come up here and yell at us because they had no way of knowing it was going to be closed. So, Twitter had what was called a Fast Follow service where you could sign up on your phone and you didn't have to have a Twitter account as long as you could receive SMS. We had a special code that we gave out and when we closed, the last thing we did before packing up the computer was send out an update that we were closing and would be closed until the thunder stops and then when we opened we would send out a notice that we were opening again. It was about the middle of last summer that Twitter actually stopped that, so unless you had a Twitter account you couldn't sign up for it. From what I hear, there is a high percentage of people that will not use Twitter or social media so they just won't sign up for it so I don't really have another way to notify residents and I'm starting to look at SMS services, which are paid services. The Twitter service was free. Now we will have to pay for it every time we send out a notification, so I wanted to make sure I brought that to you guys. It shouldn't be a high cost. We pay to send out emails to update residents currently.

Mr. Morris stated on your report I see a repair to damage the Whitfield entry sign. What is that?

Mr. Soriano stated a car ran into your sign and took out the front corner of bricks. It didn't mess up the sign itself. It's the same mason that has worked on some of our other pillars. I believe it was a motorcycle, because I found some parts in the plants.

Mr. Morris asked so it was a hit and run?

Mr. Soriano stated yes. It was not something we could have the police involved with.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

Mr. Steiner stated at the top part of budget where you have your percentages and everything else, we have a line item up there that was aquatics pool. That last year was there because that was the money that went to cover staffing before we took it over. That line item doesn't appear anywhere any longer, so we have the percentages up at the top, but down where you break out the expenses right underneath it, there's no line item there so it needs to be addressed when you're cleaning up the model.

Mr. Perry stated okay.

Mr. Hartigan stated just one clarification, we are still prohibiting daily guests?

Mr. Perry stated yes.

SEVENTH ORDER OF BUSINESS

Next Scheduled Meeting

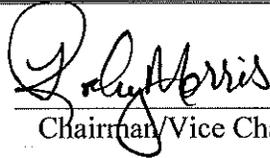
Mr. Perry stated our next meeting is going to be August 17, 2020 at 6:00 p.m. Your sister district will meet the week before at 6:00 p.m.

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