

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, November 9, 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 (by phone)
Michael Steiner	Vice Chairman
Rod Swartz	Supervisor
Mike Reynolds	Supervisor
Tim Hartigan	Supervisor (by phone)

Also present were:

Jim Perry	District Manager
Mike Eckert	District Counsel
Jay Soriano	Operations Manager
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 were no members of the public in attendance.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the October 12, 2020 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated in regard to the general fund, you'll note that we finished up favorable to budget under expenditures of about \$48,000 for the year. Our ending fund balance is almost \$350,000. We really need three months' work of working capital in there, which would be about \$60,000. We have excess of about \$300,000 in the general fund and based upon that I'm going to transfer \$200,000 of that excess into the capital reserve fund next month. The recreation fund

if you look at page five, we're favorable to budget by about \$112,000. Based upon that, our ending fund balance is \$1,338,000 and we need about \$500,000 for working capital so that gives an excess of about \$840,000 of which I want to transfer \$700,000 into the reserve fund. With that, we will be at approximately \$1.6 million, which correlates to the fixed asset study that we did which says we should be at about \$1,615,000. We've talked about doing these transfers before. So, you'll be fully funded with your capital reserve funds next month. We also included the assessment receipts schedule showing we're 100% collected. Then you have the check register totaling \$156,362.25.

On MOTION by Mr. Swartz seconded by Mr. Steiner with all in favor the consent agenda was approved.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-01, Authorizing a Change in Registered Agent**

Mr. Perry stated this is a standard form resolution.

On MOTION by Mr. Swartz seconded by Mr. Reynolds with all in favor Resolution 2021-01, authorizing and approving a change in registered agent was approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Eckert stated I want to introduce myself formally on the record. My name is Mike Eckert. I actually worked on this District probably from the time it was established until 2008 or 2009 so I'll be taking over as your lead counsel and then Sarah Sandy of our office will also be working with me, so you'll have two attorneys that know what is going on. You won't see us both at the same meeting unless there's some dramatic reason for us to do that, but you'll probably see me more so in the beginning and then she and I will probably alternate once we get to May, June or July timeframe of next year. I'm always going to be available to take your calls and if I'm not in a meeting I'll call you right back. One of the things I wanted to let you know is the Governor did not extend his order that allows for virtual meetings so we will go back to the requirement that we have to have a quorum of board members physically present, which we have here today. If that changes we will let you know but what we've seen from the state so far is they

don't want to go backwards so I don't necessarily think we will see that, but if we do we will let you know right away.

**B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager**

There being nothing to report, the next item followed.

**D. Operations Manager – Memorandum**

Mr. Soriano stated we have closed the pools and started heating your lap pool in the back for the adults during the winter. Everything has pretty much gone back to normal operating hours. We've gotten rid of those half hour increments at the fitness centers where we kick everybody out to clean. We're no longer asking them to clean, we're just cleaning around them and that has actually worked out well. As I've said before, we really haven't had high usage on anything out here, so it's been easy enough to continue to do that. In fact, since we have cut down a lot of those hours, I've been looking at cutting out that one-hour break we do in the middle of the day. Really, the only reason for that would be we're cleaning around them all day already. Part of that one-hour break in the middle of the day was to do deep cleaning and I don't know that that's needed anymore. We can continue to allow people to work out for that hour. We've already cut some hours out, so it's not increasing staff time and it's not really adding to or taking away from our cleaning ability, so I have been looking at that. I'm still working with the girls that are in charge of the staff because they use that as their splits for their shifts, but we can always adjust that. Unless anybody here has any major concerns for that, I really don't see that it's needed the way we're operating right now. We're not going to get rid of any added extra cleaning anytime soon.

Mr. Soriano continued; this month coming up we have our fun run. We are looking at trying to make this a virtual fun run. That is the trend right now because a lot of people still aren't doing big gathering groups, but it will allow those people that are still getting out every day and exercising to participate with us, even if they don't want to be in that group. I am trying to finalize how we can do that. We will give them a course and we are probably going to set it up like the game we used to do with the Turkey Trot fun run to where it's going to be set up kind of like a

scavenger hunt and they're going to have to take pictures and send them back to us so we can see they actually took part in each section of the race course and they can do it on their own time, whether it's them alone or it's the week of Thanksgiving and they have family in that wants to participate. It is a free event and that will continue to allow it to be free too. I will be sending that out this week. The biggest contributors to that event will have 50 to 70 people come out the day before Thanksgiving and one of the biggest contributors is actually the schools. They send their run/walk club out and unless we do it this way, I don't know that they would.

Mr. Soriano continued; I spoke to our food truck coordinator and we may work with them to do movies in the future the way it worked out for that last movie, bringing a couple of the food trucks in to your sister district the night that we did the movie and had the movie out there and that's kind of our fix compared to the way that we used to do the big camp out with games and bounce houses, which might not be the most popular right now. Everybody seemed to enjoy it so that may be the next few months' worth of monthly events. Not for this month, but starting in December so, we would have a Christmas-time event and then of course for that Black Friday weekend the vendor fair would like to do that again here. I told her at the moment I don't see a problem with it. She was pretty good at following all of our rules and she is one that has a lot of concern for safety and cleanliness. She wants to make sure people are keeping their distance and things like that, so she's given a lot of rules to her vendors, but I haven't seen that as being an issue either. It is not in this room. If you recall, we set it up out in the parking lot down by the end where the softball fields are. I did want to mention one item that's going on over at your sister district. I don't believe it's going to work out here. For the last couple of years, we've had a lot of people asking about doing more with our Christmas lights. You know it takes me about a month to put our Christmas lights up, so usually we're starting right after Halloween. We add more lights to the buildings and to our entries and the bell tower every year and it takes a lot of time, but we always have people ask for more. I've been trying to talk to the residents about getting the HOA involved. To me, that's more of an HOA community program. There is a lady that has talked her HOA into taking lead and they've set up a festivities committee. It's going to be set up like a competition. She has residents from Cannon's Point going against all the other entries and what they're going to do is take lights from us, they're going to set them up and if they want it to be more of a grand entry they can donate lights, we will store them but they will take the time to put them up and then they will compete neighborhood against neighborhood.

They really haven't gotten any hopes for participation from the phase two side yet. I know the HOA here is a little less active. Everything has been done by Facebook and she hasn't gotten much return. I told her I did foresee that because that's the way it's gone, even with our events. When we do events over here, they tend to be smaller compared to events done at your sister district. We are starting on this building and we will be doing the entries that are there if the HOA doesn't get involved; there's really only three of them on this side anyway and then we do the large entry at the bell tower.

Mr. Swartz asked do we decorate the clock tower?

Mr. Soriano responded we could. It's a little hard because it's tall.

Mr. Swartz stated I just couldn't remember if we did or not.

Mr. Soriano stated no. I've looked at it over the years. I don't have an easy way of getting up there. I always hoped I'd figure out a way to make those clocks open up so I could decorate down the tower. If you've ever seen some of those towers decorated sometimes it looks like they have hooks on the outside and it drapes to look like a big Christmas tree. It wasn't really planned out that way and I don't have a way up inside those clocks, but I have looked at that. If you notice, we hang the wreaths on the doors and that's it.

Moving on, we didn't really have much in the way of rentals this month, but I do have a couple asking about November and December so hopefully it will start building up because we are open. I do have a couple items for you on the operations and maintenance side I wanted to go over. They are not on that list there, they are things that are coming up. A couple years ago if you recall, we started going through and replacing some of the furniture out here at the pools so those are things I like to do in the off season. We stopped that this year, and in fact I didn't use more than half of this furniture, we stacked it away so we could limit what was out there, but I do think we need to get back to replacing that old furniture. We were going to do it on a yearly basis, so if we go back and look through, the last purchase that we did was for about 40 of those lounge chairs and that was \$10,000 in 2018. I also have a slide issue I'd like to take care of in this off season. Generally, I would come to you guys in January or February but this year I had concerns with doing that just before we open up because everything is still slow. Manufacturing is slow, shipping items out from places that have opened their plants is slow, so I'm going to operate a little different this year until everything gets back to that normal pace. I would like to get a not to exceed to replace more of the furniture.

Mr. Swartz asked is that going to replace this previous year and next year?

Mr. Soriano responded no; I was just going to get back on track. I didn't want to double up but if you guys want to, we could. I don't think it's needed. I still have a little bit of concern of what it's going to be like next summer.

Mr. Swartz stated I understand but keep us on track with the study that we have?

Mr. Soriano stated oh, no we would have to double up if we wanted to put us back into what I had planned a couple of years ago because we didn't do any purchases this summer.

Mr. Swartz stated that seems reasonable to keep us with the plan that we put in place, as long as you have the staff to handle doing two years' worth of putting it together.

Mr. Soriano stated these are shipped in put together, although we have to unload them from a truck, so whether you guys want to buy \$10,000 worth or \$20,000 worth to catch up it's really up to you guys. I think we would be fine with doing a small section.

Mr. Steiner stated the only thing about it is it could be phased. We could get \$10,000 now and later on as we progress through the summer and we see a need we can go ahead and do it at that time as well. Plus, you're going to end up with twice as much furniture that has to be stored until this stuff gets moved out and the manpower to do it.

Mr. Swartz asked you're going to throw it out, aren't you?

Mr. Soriano stated we stored them for those times we were worried we would need extra or doing the movies we had out here. We got rid of the ones that had too many broken straps and joint and things like that, but the ones that were still good, just old looking we kept.

Mr. Swartz stated if you feel like you only want to do the \$10,000 and that's going to handle it.

Mr. Soriano stated that's a good amount right now. If there are hopes to continue, we can bring this back in January or February like I normally would. Like I said, things will be slower, but we will have already placed this order so we should be good.

Mr. Perry stated let's say not to exceed \$12,000 just in case there is a price increase, and you have to add shipping too.

On MOTION by Mr. Swartz seconded by Mr. Steiner with all in favor purchasing lounge chairs for an amount not to exceed \$12,000 was approved.
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Mr. Soriano stated the next item for money will be our slide. If you recall, we shut down in the spring because of a hole in one of the joints. I did order up a piece because of plants shutting down and I wasn't able to get it. They opened the plant back up at the end of the summer. This is a \$500 or \$600 part that comes from Ontario, and it costs another \$1,500 just to ship and they are one of the few people that will ship that type of slide so I can't really get them anywhere else around here.

Mr. Steiner asked we're talking about the slide in the splash area?

Mr. Soriano responded yes; the kids slide. We finally did open that spray ground up because if you remember for a while it was closed anyway and when we finally did open, that corkscrew slide was just shut down. It does have five pieces so if I were to go around and fix each one it would still cost us in excess of \$10,000 buying those one at a time and getting them shipped out. The plant is open now but I did start collecting quotes from other companies just to swap that slide out and do a whole brand-new slide. They are a little expensive. The one company that installed these do not carry that type of slide anymore; that was Compaq and that is one of those companies that works with us on a lot of installs. Right now, to do a straight slide that would fit in that area would be \$17,659 and they have quoted \$5,048.33 for labor. Because we are one of the preferred customers it's about a 40% discount. It's still going to come out about \$15,000 for them to do it, closer to \$10,000 or \$11,000 if we do it in house. I was hoping to have some lower quotes by now, but I haven't come up with much just because those slides are kind of hard to get. It's something I think we need to move on, and it is in our capital plan to replace a lot of that equipment, not just the slide. Some of it we've made last and will continue to make last. I'm not planning on replacing those big upright metal arms or the big barrel or anything like that anytime soon even though it's listed in the capital assessment plan. I've tried to make that stuff work and it looks good, but the slide is broken, and I have to address that.

Mr. Steiner stated you said that slide is made up of several sections. If we were to go ahead and keep the current configuration, I'd strongly push that we go ahead and replace all five sections, only because if one of them is weakened, you put a good one in there and you're going to have another failure shortly behind it. I think if we're going to compare numbers between the straight slide that you had mentioned and repairing the current one, repairing the current one should include all five sections.

Mr. Soriano stated the purchase price on all five would be about \$10,000. I put in there my labor too. If it ends up saving hours when my guys do it, especially off season, Compaq is not going to give us money back if they're under.

Mr. Steiner asked what is the cost comparison between doing all five sections, or going with the straight slide? Is the straight slide a single unit?

Mr. Soriano responded it is, at least that's what they put in here. One, polyethylene unit going all the way down. If they give us the 40% discount the same way as they normally do, that's \$10,600 for the straight slide.

Mr. Perry asked plus labor?

Mr. Soriano responded no, that's just to purchase. Their labor was \$5,048.33.

Mr. Steiner stated so \$15,000 for that and what did you say for other one?

Mr. Soriano responded anywhere from \$11,000 to \$15,000. It's going to be \$10,000 to purchase it and then it's just how fast my guys can put it together. We're using the in-house maintenance crew for that, so it's just based on hours.

Mr. Swartz stated we've already planned on this in the capital plan, right? What are we discussing it for?

Mr. Steiner stated only which configuration to take.

Mr. Swartz asked which one would you prefer Jay?

Mr. Soriano stated it seems more expensive, but with the straight slide I don't have to worry about joints anymore and little bolts getting loose and scratching kids up.

On MOTION by Mr. Steiner seconded by Mr. Swartz with all in favor replacing the current slide in the kid's area with the straight slide was approved.
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Mr. Soriano stated we have discussed putting a gate on the adult pool deck before. Before we talked about it because we were going to section off and almost separate out the adults and the families. After seeing this year and operating it as a family pool, I think it would be beneficial to move that gate back so those families can use those bathrooms. One of the big concerns back then was the gazebo was one of the only shade areas. We have lots of shade now with those shade sails we bought so we don't really require just that little gazebo area and then the way everybody worked together this year since it did become a family pool, it was easy. I think the



lifeguards and my aquatics manager have always been concerned with kids running back there, but there really wasn't an issue. I think moving that gate back so a second gate farther back to where the steps go down the competition pool that marks the adult only side, this front gate is really only used for our off season. The rest of the time that will be open and they can go into the bathroom and they can get to the water fountain and aquatics office without having to scan their card or anything like that. I don't think we need a car reader. I don't need to make the adults carry their card just to use the bathroom a few feet away. We can just have the four-foot child safety lock. Really what we need is the lifeguards to keep an eye on it and the residents to keep control. If there's kids back there and they're not supposed to be back there, they tell us about it right away so it's not an issue of keeping the kids out. I don't think we're going to need to incur this cost to do anything other than add the aluminum fencing, which is going to stretch right across the front of that gazebo over to the edge of the building with the bathrooms. The yellow line would be the part where there's a gate in it so we can walk through to the pool. The red line is just slid aluminum fencing. I do not have quotes on that though. That is not our typical fence guy that does the vinyl and the basketball courts. It's a whole other fence company that comes out to do those. They are a little more expensive, but I will bring you guys quotes if there's no big concerns. Back then we went back and forth on whether we should change that area. I think it's a little different these days than what our discussion was back then but it's something that would be beneficial.

Mr. Swartz asked would it cause an issue when we have swim meets though?

Mr. Soriano responded it would create a funnel that's harder to get through, because now you have a second gate, but I think it will help to section it out. We use that gazebo for the visiting team usually so it will section that out and everybody won't be stuck in that walkway, so I don't see it affecting the swim meets too much other than when they're trying to get back there everybody has to go through another gate.

Mr. Swartz asked they're going to want to keep it open with the swim meets?

Mr. Soriano stated yes and that's what we did with the big gate.

Mr. Morris stated I love it.

Mr. Swartz stated I don't have any trepidation.

Mr. Steiner stated I think it's a good idea making that other bathroom available and will probably ease some complaints.

Mr. Soriano stated if there are no major concerns with that, I will bring some quotes back for the fencing install and we will move from there.

Mr. Swartz asked I have a question on the wedding rentals. Do we have extra requirements or anything shooting off red flags?

Mr. Soriano stated we are at half capacity, but other than that no. People are looking, but not really taking it.

Mr. Swartz asked has that capacity issue been brought up?

Mr. Soriano responded nobody has been concerned with capacity. With weddings an issue is you have people traveling in from other states so that was also a concern is what if I book a wedding and my parents are sick, or they can't fly and then they want to cancel their wedding because they can't have people visit them. It's already a little tough to make those big plans right now. It's nice we're available because there are still a lot of places that haven't opened back up yet, but that one is definitely a hard one to coordinate. We have some of the smaller meetings going on in here, for instance the HOA have started to get back out and do their monthly meetings or quarterly meetings and most of them will be coming into this room to do their annual meetings so they've already booked. Those are different. It's not like a wedding and it's just one of those things, everybody wants everything open, but whether they're actually using it that's a little different.

Mr. Steiner stated I don't think we're the reason for the delay. I think there's still a lot of people that are concerned.

Mr. Soriano stated we do have a list of concerns for them. We do mention there's a possibility of shutting down to clean just before the wedding. It makes it tough when you're planning something that is that important to everybody.

Mr. Swartz stated it's just that time of year too.

Mr. Soriano stated I believe some of the things we were getting requests from for November and December they may be weddings, but I think that's more just a way to get the family together. We typically do get requests for holiday get togethers this time of year. If they can get it done and we can accommodate them, great.

**SIXTH ORDER OF BUSINESS****Audience Comments / Supervisors' Requests**

Mr. Steiner asked have you received any complaints about motorized vehicles on the promenade?

Mr. Soriano responded I have. We've heard about that quite a bit.

Mr. Steiner stated there seems to be two younger gentlemen. One has a motorized bike and one has a dirt bike and while I don't mind the motorized traffic, it's the speed that concerns me. They come flying down there and they seem to come up and go through this area back here. I don't know any way we can do anything about it.

Mr. Soriano stated there really isn't much. When we can catch them we can get our off duty officers if they're here involved. What I've been told by one of the residents at Cambridge is they've called a couple times and gotten the officers to come out and have just missed them where they've kind of got an open investigation waiting to catch some of these guys. I've heard about one on a motored bike, but I've also heard of some kids on the little skateboard things.

Mr. Swartz asked what's our policy over there?

Mr. Soriano responded you can't even have a regular bike out there because it can be dangerous if you hit somebody or run somebody over. We're the owners of that property so someone could allege we are liable.

Mr. Swartz asked they're not allowed to ride their bicycles on the property?

Mr. Soriano stated right now, on our sidewalks and that's considered a sidewalk, it's no bicycling, no skateboarding anything of that nature because it's more of a safety issue.

Mr. Steiner stated that's really the whole community is the bicycles are supposed to be on the bicycle path in Clay County. They're not supposed to be riding on the pedestrian area of the sidewalks.

Mr. Soriano stated when we catch them up here, we will ask them to get off their bike and walk them. When it comes to the motorized things, we hear them but by the time we get over there, they're gone, and we can only do something when we have an officer here. I've had a little bit more requests lately. I've had more requests lately, mostly out of some of the residents of Cambridge to add signage there because some of them have been getting a little rude and getting too close to people. We've tried to stay away from that, because you'd have to add signage everywhere, but if you remember, we did add signs to the promenade, and we can add extra signs out there to cut down on the vehicle traffic too.

Mr. Steiner stated I was mainly concerned with the fact if it was me being irritated by it, or whether there were other concerns because I don't know a solution and I don't think signage is going to be different either because they're going to be going by it so fast they won't have time to read it.

Mr. Reynolds stated I saw the guys on the motorized bicycle going 40-45 miles per hour in Whitfield.

Mr. Reynolds stated he whips around here, and he does it checking his phone.

Mr. Soriano stated I believe catching them and getting the sheriff's office involved will be the solution. Even if they give them the understanding that it's actually not legal in any aspect and it's not supposed to be on the sidewalk. We really need them to catch him and say something.

Mr. Swartz stated I don't think signage is a horrible idea. This is a very transient city and people have different ideas of what is right and wrong.

Mr. Soriano stated signs to me are one of those things we know don't do enough, but a lot of times it's expected to have those signs out and people will even argue with us that there is no sign even if it's written in our policies or you show them the law.

Mr. Swartz stated they put no parking signs in places where it's clear you shouldn't be parking, so there's a reason to do it.

Mr. Steiner stated and they still park there.

Mr. Swartz stated sometimes yes, but at least then when they're towed away, they can't fight us and get all upset.

Mr. Soriano stated if there is a consensus with you guys, I will add a couple of signs there. It's not hard. I hate to look at it like it's wasted money, but if you guys want to, we can.

Mr. Swartz stated I think something simple such as no motorized vehicles.

Mr. Steiner asked where do you post it?

Mr. Soriano responded I would probably just stick it right under the alligator sign. It's already got a post.

Mr. Steiner asked are any of them at the entrance points and exit points? Having it in front of where I live over here is not going to do much good.

Mr. Swartz stated it's not only for the perpetrator, it's for anyone around that can say hey, didn't you see that sign.

Mr. Steiner stated that's why I was asking Jay if he had heard anything. There are people that are already aware of this.

Mr. Swartz stated they're aware of it but they're probably in the same vein like well I guess it's allowed.

Mr. Steiner stated no, if they thought it was allowed, they wouldn't have called him.

Mr. Soriano responded most of them are understanding. I had one about a month ago and her complaints were that her dogs were going to get run over. That's one thing they ask for too is for us to put out signs. We put out signs for everything in this neighborhood. I don't know that it's going to help and that's why for extra signage I leave it to you guys. I can put something on every single policy that we have.

Mr. Swartz stated let's not go that extreme. Just no motorized vehicles and put it on the alligator post and see if that helps. What do the signs cost, \$10 a piece?

Mr. Perry responded it's not expensive, we can do it.

**SEVENTH ORDER OF BUSINESS**                      **Next Scheduled Meeting**

Mr. Perry stated our next meeting is going to be December 14, 2020 at 2:00 p.m. at this location.

**EIGHTH ORDER OF BUSINESS**                      **Adjournment**

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

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman