

***MIDDLE VILLAGE***  
***Community Development District***

*JULY 12, 2021*

## *AGENDA*

# Middle Village Community Development District

475 West Town Place  
Suite 114  
St. Augustine, Florida 32092

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July 5, 2021

Board of Supervisors  
Middle Village Community Development District  
**Staff Call In # 1-800-264-8432 Code 145824**

Dear Board Members:

The Middle Village Community Development District Board of Supervisors Meeting is scheduled to be held **Monday, July 12, 2021 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments (limited to three minutes)
- III. Approval of Consent Agenda
  - A. Approval of the Minutes of the June 14, 2021 Meeting
  - B. Financial Statements
  - C. Assessment Receipts Schedule
  - D. Check Registers
- IV. Consideration of Moving August Meeting Time From 6:00 p.m. on August 9, 2021 to 2:00 p.m.
- V. Acceptance of Fiscal Year 2020 Audit Report
- VI. Discussion on Bonus Program for Onsite Staff
- VII. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager

D. Operations Manager - Memorandum

VIII. Audience Comments (limited to three minutes) / Supervisor's Requests

IX. Next Scheduled Meeting – August 9, 2021 @ 2:00 p.m. at the Plantation Oaks  
Amenity Center

X. Adjournment

I look forward to seeing you at the meeting. If you have any questions, please feel free to call.

Sincerely,

*James A. Perry*

James A. Perry  
District Manager

### *THIRD ORDER OF BUSINESS*

*A.*

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 14, 2021 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
Tim Hartigan	Supervisor

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 being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the May 10, 2021 Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Mr. Perry stated included in your agenda package are the minutes of the last meeting, financial statements as of April 30th, your assessment receipts schedule showing you are about 99% collected and the check register totaling \$152,390.71.

On MOTION by Mr. Reynolds seconded by Mr. Hartigan with all in favor the consent agenda was approved.

**FOURTH ORDER OF BUSINESS**

**Public Hearing for the Purpose of Adopting Revised Amenity Rates; Consideration of Resolution 2021-06**

On MOTION by Mr. Morris seconded by Mr. Hartigan with all in favor the public hearing was opened.

Mr. Eckert stated you have before you a resolution, which adopts an annual non-resident user rate. Staff has proposed an annual rate of \$2,200 and that is included in the resolution. We will have to pause this to give an opportunity for public comment and then after that I'd like to enter some information into the record of the public hearing, then we would close the public hearing and we would ask you to adopt the resolution with whatever modifications you believe are appropriate. Is there any member of the public who would like to speak to this issue?

There being none, Mr. Eckert continued.

Mr. Eckert stated included in your resolution are certain findings and these are based on some of the work staff has done since we published the notice of the meeting and prior to that. We have analyzed the District's amenities, as well as the cost to construct, reconstruct, install, replace, repair, operate and maintain them. We've analyzed the level of debt service assessments paid and to be paid by unit owners within the community. We've also analyzed the level of operations and maintenance assessments paid by landowners. We've analyzed the wear and tear on community facilities that are anticipated to be created by additional use of the facilities by non-landowners, the cost of which is required to be paid for by the landowners within the District. We've also considered the fact that non-landowner users bear no financial responsibility for general liabilities in the District and the operation of the property. We've also analyzed anticipated treatment of the District facilities by persons using the facilities without a sense of ownership. We've analyzed and considered the possibility of daily user rates and monthly user rates, however landowners who are required to pay assessments don't have that option. They pay an annual fee. Given the costs associated with administering a daily or monthly fee, we believe an annual fee is the most appropriate for this board to consider. With that said, we've also looked at other communities with either similar amenities or lesser amenities and we believe the \$2,200 range is certainly comparable to the annual user rates implemented by other CDDs in the area. I



think yours is still a little bit lower and a little more competitive than that but based on all those factors provided to you today and based on staff research up to today, we'd be happy to answer any questions you may have on this particular proposed rate. If there are no questions, we'd ask for a motion to close the public hearing and a motion to adopt a resolution.

Mr. Morris motioned to close the public hearing.

Mr. Swartz asked will we have the ability years down the road with inflation adjusted etc., to change this without having to go through a public hearing?

Mr. Eckert responded no; you'd have to go through a public hearing again.

Mr. Reynolds seconded the motion made by Mr. Morris. On voice vote with all in favor the public hearing was closed.

On MOTION by Mr. Morris seconded by Mr. Swartz with all in favor Resolution 2021-06, adopting revised amenity rates was approved.

## **FIFTH ORDER OF BUSINESS**

### **Consideration of Moving August Meeting Date to August 9, 2021 and September Meeting Date to September 7, 2021**

Mr. Perry stated the August meeting would be held at 6:00 p.m. and the September meeting would be held at 2:00 p.m.

Mr. Swartz asked we're just switching them, is that what we're doing?

Mr. Perry responded the timing is changing. The budget we're approving today doesn't have an increase in assessments and we need to have it adopted 60 days later and with your sister district's schedule is doesn't work out well, so we're looking to have both of the budgets adopted on September 7<sup>th</sup>.

Mr. Steiner asked do we have a requirement to provide the 6:00 p.m. meetings?

Mr. Perry responded you don't. Typically, you and your sister district have one in the spring to address any changes in the rules and then we typically have one in the August/September timeframe for the budget. With it not being an increase in assessments we don't anticipate there will be a lot of people, so we're proposing the September meeting to be at your normal time.

On MOTION by Mr. Morris seconded by Mr. Steiner with all in favor the meeting date changes to August 9<sup>th</sup> and September 7<sup>th</sup> were approved.

## **SIXTH ORDER OF BUSINESS**

### **Consideration of Resolution 2021-07, Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing Date for Adoption**

Mr. Perry stated you have been provided a copy of the proposed budget. This is the start of the budget process. Today, we would be looking for you to approve a budget and then in September you would be adopting the budget for the next fiscal year. Just a brief overview, the amended budget starts out in the first column for 2021 and our actual results through April 30<sup>th</sup>, what we're projecting for the next five months and total projected through the year, then what we're proposing for fiscal year 2022. Between now and September we will be updating the projected amounts and we might have changes in the individual line items based upon actual results and so forth but we're not changing the total amount of maintenance assessments and we don't anticipate there being any reductions in assessments. There are cost savings and we will put those in the reserve accounts. Regarding the expenditures in the general fund, you'll see they are less by about \$200,000 from last year's budget and the result of that is a transfer out. At the bottom of the page on page one, the last line item, if you recall, we transferred dollars into the capital reserve funds and those were excess dollars that we anticipated the district would have this year. For next year, we're not anticipating any transfers out at all in the general fund. After that, you have short narratives by line item of the specific items in the general fund and then on page number five we get into the recreation fund. You'll see there is in total some increases in the maintenance assessments and that is because of some of the changes in the development units up the road here. On an individual basis, there's not going to be any change in the assessments to the property owners. Regarding the administrative section, you'll see that is somewhat flat, especially when you take into consideration the capital reserve and you'll see we had dollars budgeted for last year into capital reserves. This year, we're not proposing any. For the common area expense, you'll see an increase of about \$80,000 and the bulk of that is related to the increase in security for this next year. We budgeted \$75,000 last year and this budget we have \$150,000. In recreational facility, you'll see about a \$700,000 differential there and again, that's related to

the last line item on page number six where we interfund transferred out \$700,000 to the capital reserve account under last year's budget. On pages seven through fourteen is again a narrative of the individual line items. Then you have the debt service fund for the Series 2018-1 and 2018-2 bonds, along with the amortization schedule. On page eighteen are the assessments for the different product types that are out there. Finally, on page 19 you'll see the capital reserve funds, which will be about \$1,500,000 anticipated at the end of next year. Exhibit A, the last page just shows you the working capital funds that are available and the excess that we have in the different funds, as well as the estimated reserve fund balance. Your district and your sister district are fully funded under the reserves as of now and there are still some excess working capital dollars.

Mr. Steiner asked having to do with the adult pool gas heat, is there any way in the coming year you can track the number of residents using that pool once the heat is turned on?

Mr. Soriano responded yes; we do that now.

Mr. Steiner stated in the past it's been only a few and we're talking about \$30,000 in gas. I know people have been told we have a heated pool available 24/7 twelve months of the year, but it's getting to the point to where that's an awful large expenditure for very few people. We've put the multi heaters in to reduce the cost of equipment dealing with the heating of the pool. I know Jay has played games as to when to put the covers on, when we turn the heat on and everything else, but we're still carrying \$30,000 for heat and it would be good to have some hard figures that shows what is being utilized there by who.

Mr. Soriano stated it remains consistent at five residents. Inconsistently, you're probably talking about 10 or 12 from the months of December through February that come out, but there are about five that use the pool regularly all season.

Mr. Morris asked the hours of use are typically morning?

Mr. Soriano responded yes, these are lap swimmers that like to get their exercise and they're coming out first thing in the morning. That may cut them down a bit when we go to covers because we don't pull the covers until 8:00 in the really cold months, so January and February, and the reason for that is we want the help from the sun when we pull the covers. It's dark at 6:00. It's a great time to exercise but we don't want that heat escaping.

Mr. Morris asked is it your plan to modify when the gas kicks on if we're going to not take the covers off until 8:00 a.m.?

Mr. Soriano responded I don't know how much more modification can be done as far as turning it on. We generally turn them on in November. We don't start pulling the covers right away. The covers will save a lot more of your gas and heat so if we want to modify that we can pull those earlier, but then the complaint we get is since we're using the covers, we cut down that daylight time and we're only available during those hours. We can put the cover back on around 4:00 or 5:00 when staff is leaving, and the sun is coming down. I get all those complaints from residents that they don't get home until a certain time, but of course they were never using it before or at least I never saw them signing in, so we get that complaint and that's why we haven't changed that portion much. I don't know if it's going to make much of a difference. If we want to heat that pool, the way those heaters are running and with the average temperature the way it has been the last couple of years, we're still going to be \$25,000 on a good year.

Mr. Steiner stated we're doing good on budget, but we have an unknown year coming ahead. Hopefully the revenues will come back up on the amenity center, but if they don't, we may have to look at other areas to go ahead and adjust and I wanted to lay the groundwork so we can have the information available to the board before we reach that point.

Mr. Soriano stated I've talked about it before when we get to that October/November timeframe about planning for that year and I'll do it again this year. There are a couple routes, whether we plan for it ahead of time. I close for January and February completely and I just keep the covers on. There's not a lot of use in those months, but it's the fact that we've tried to say in the past we have a heated pool and it's open year-round. It's a nice amenity.

Mr. Swartz stated I think if we could compare that to a cost benefit analysis with the other amenities we have here per person.

Mr. Soriano stated or we go the other route if you want usage. I've mentioned before we could do things like on the weekend opening it up to families. We would have to have a pool monitor and staff, which would offset that savings, but at least it would get used if we want to say we need the amenities to be used. We really have to decide what we want, but that's something I'll talk to you guys about again in October or November.

On MOTION by Mr. Morris seconded by Mr. Steiner with all in favor Resolution 2021-07 approving the proposed budget for fiscal year 2022 and setting a public hearing for September 7, 2021 at 2:00 p.m. was approved.
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**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Eckert informed the Board he had nothing to report this month.

Mr. Hartigan asked did the legislature decide on the ethics training?

Mr. Eckert responded mandatory ethics training for special district Board members did not pass this year.

**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 since I saw you last, we have had our dive-in movies. One on your side and we just had another this last week at your sister district. Those are going well, and we were extremely busy this last month. I was kind of worried we were going to have to stop families from coming to the pool it was so busy. We did it in conjunction with our food truck night and we had five trucks out there that sold out. Yours here was not quite as busy. The trucks did sell out, but we were still in school and what we saw then is what we've seen over this last month. Basically, that last week of school, everybody got out and we went from 0 to 60 in a couple of days. We are completely packed out there and all our amenities are busy. If you look at the amenity usage, that's our tracking that we do for all the amenities, the individual scan-ins for the month. Those numbers are close to the same month back in 2019 so we are getting back to normal usage. We also had our School's Out party, and everybody enjoyed that. That is an event we do at both sides and that was busy. We do have a couple of events coming up. The next dive-in is here at your facility. We take off the month of July because July is so busy anyway and we try not to do those big community events so August will be the next dive-in and then we do the last dive-in of the summer over at your sister district and then we go back to those movies on the green until we open up the pools next year. We have a dog park opening over at your sister district that I'm planning for July. We are waiting on a couple more items. Fencing is still proving

hard to get and we need to get a fence placed around a very large drain culvert that we don't want dogs getting into and then we have signs ordered for around the whole property that are a little slow getting in. That is an event I'll probably handle myself and I won't have staff there. This should basically run itself.

Mr. Steiner stated if I remember correctly, you said the area it was in really didn't lend itself to being open access and it was more for the neighborhood there because parking is limited if any.

Mr. Soriano stated right, there is no parking. It's one of those things that is meant for people to walk to, like our playgrounds, however it's still available. You could park at the Village Center or the school and walk down. That is one of the neighborhoods along Oakleaf Village Parkway.

Mr. Soriano continued. Our pools are fully open. The swim team is in full force. We are done with our swim meets that are here. We've already had two and everything has gone over well. This last weekend would have been the busier weekend. We had a wedding going on in here, we had the swim meet going on and we also had a very large tennis tournament going on. I didn't get called by the police over the weekend so they're doing a good job of being able to get back to operating with all these things going on. There is a standing request every year since they've been open for Oakleaf High School to use the lap pool during their high school season. Mike's office is dealing with the school district so we can get an executed contract for this year for them. If you remember, the school district lawyer stopped in last year so we could update that contract and we will do it again this year. I had talked to Ridgeview. They used the pools last year, so Oakleaf and Ridgeview shared that pool. I don't know that they will be back this year. They would like to be, however it's hard to get practice times in with the two of them and I'm not going to get involved to take time away from one and give it to the other or anything like that so if the teams can't work it out together, then this is Oakleaf's spot and Ridgeview would have to go someplace else. They typically practice at the Y, but the Y shut down during the pandemic and they have gone to instituting a whole list of new rules and expectations for outside programs to come in and also increase the rental rates for the team, so I hate to see Ridgeview put through the ringer like that, but Oakleaf was first to be served here and those kids are a lot of our families.

Mr. Swartz asked would you let them use Double Branch?

Mr. Soriano responded they do. That contract allows them to use both facilities so let's say Ridgeview has a meet here, Oakleaf wouldn't be able to practice that day and Oakleaf would go to Double Branch and so forth, but it's one of those things that I expect the coaches and the assistant directors to work together. They can't dive at Double Branch.

Mr. Swartz stated my kids were originally at Clay and they couldn't dive there so it was just a place to swim laps.

Mr. Soriano stated if they're able to come to a conclusion you may see that request from Ridgeview. It is a better fit facility and there are a lot of families that are our families here too, just not as many as Oakleaf.

Mr. Soriano continued. Aqua Zumba takes place at your sister district and that may change a little bit. I have talked to the group instructor. Your sister district will be changing that room to become part of the fitness floor. Over the years, the group exercise really has not made it big and that room has not been used like we thought it would. In fact, the yoga program that is held here is actually more successful and consistent than many of our programs. People don't want to pay for a group class, they want it to be something we provide for them, so it's not really been able to build up. We are going to use that room for more fitness floor area. It will probably morph into a cardio room. The room that we have now for the equipment will become more strength equipment. However, she is still doing the aqua Zumba. That is a little more successful because we also don't charge her per guest the same way, so she makes a little more money that way. I have tried to get her to use this pool because that pool and deck is perfect for things like that, I just think she really likes that side over there.

Moving on, we are slowly ticking up in those rentals. I would like to ask that as of August 1<sup>st</sup> that we move to full capacity. We have been operating at half capacity up to this point. We have had a lot of tours and a lot of people interested in renting the room, but I think that is one thing that limits them. There are a lot of places that still have those capacity limitations, but they are all getting rid of that. I think that will be one thing that gets us back to normal and gets that room rented more. If you recall, there was a point that we were rented out pretty much every weekend and we're not securing rentals for every weekend right now.

Mr. Morris stated let's do it.

Mr. Swartz stated yeah, that's what I say. Is there a reason we can't do it ASAP?

Mr. Soriano responded most of them are booked now and I'm not trying to go back to the ones that have already said they're going someplace else. We will just start it August 1<sup>st</sup> so that anybody that is coming in and looking at those dates will be allowed to. It's up to you guys.

Mr. Swartz stated you don't have to call those back.

Mr. Soriano stated once it's done, I have to inform everybody. I would feel bad, and I wouldn't want anybody to approach us later with anything considered wrong.

Mr. Morris stated I would say let's just make it available and open it up.

Mr. Hartigan asked does the CDC allow 100%?

Mr. Soriano responded in Florida we can operate at 100%.

Mr. Hartigan asked and we would be covered?

Mr. Eckert responded yes. You still want to have some signage and there's a couple things insurance companies want to see, but other than that they have not had any concerns with opening to full capacity.

Mr. Soriano stated we also have a little bit more protection as of about a month ago with concerns of liability. I don't have concerns that we're adding on 75 more people.

Mr. Steiner stated you had mentioned earlier that we had a very active session with a lot of things going on. Did we run into any of the parking congestion you were concerned with before?

Mr. Soriano responded not congestion. Our swim team starts early so that's not much of a problem, and we've done good over the last couple years with letting people know that if you don't want to deal with a lot of commotion, stay away on swim meet days. Tennis forgot to check with me, and they had this planned early in the spring but didn't give me the date. He thought about canceling and changing, but it was a big tournament, and he just forewarned his people. He did move a lot of his bigger matches, so people that are traveling and ranked better, to later hours that way the swim meet would be done. I haven't heard any complaints out of the wedding so far.

Mr. Steiner asked what did we decide on looking at the increase of parking space out there? Did the Board ask you to get quotes?

Mr. Soriano responded yes; I haven't gotten it yet because I'm still dealing with getting these guys to work on the asphalt expansion at your sister district. The expansion over on that side is about a third of what you are looking at. You are looking at that grass going down the



side behind the softball field there to get you one more row basically. Right now, I've got a verbal quote of \$52,000 just for grading, rock and curbing and that does not include the asphalt so if we end up at \$65,000 for that job, that's what they voted to not exceed earlier this year. You guys are probably looking at \$150,000 or more.

Mr. Steiner stated it sounds like something if we decide to do it, we need to do a little advanced planning on how to work it in.

Mr. Soriano stated moving on, the last couple of months we've been going over policies and I wanted to go through those. I printed the whole packet for you guys and changed the wording on those numbers that we had talked about and reformatted. I have items highlighted in yellow and those are items we have been talking about for the last couple of months. There are six pages that have these highlighted areas. The first one had to do with the adult children or other adult family members moving into a household with them. The adult children or other adult family members may be considered part of the District household for purposes of amenity privileges from the ages of 19 years or older if they meet all residency requirements previously stated in these policies. We did talk about having them come back every year and show the driver's license. They will have to update that every year so in our system it actually turns that card off and they just come in and show it. As long as they show it any time around then the system will turn it back on. The homeowner or lease owner will sign an affidavit saying they do in fact live there. The lease is easy because I can also get that from the company that leased to them stating they've added someone to the lease. I do want the affidavit because we do have issues. For instance, with our apartments the way they work is you pay an extra \$75 and you can get added to the lease and they may not be part of their family. I don't like that, but if they're truly living with them and that's all they ask for, that gets them on the lease. The affidavit is basically just a threatening piece of paper saying if anything is found out different, you may get your privileges taken away too. The next one is on page three. This was that added section I talked about limiting coolers at the pool. They have been doing that this summer and we haven't gotten any pushback. They're still allowed coolers; we're just not allowing those large wheel-in coolers with a full day's spread of drinks and food.

Mr. Swartz stated of course that doesn't apply to the swim meets when they're bringing stuff in for the volunteers.

Mr. Soriano stated yes. Same thing with special events. We have that wording in here, because that's also why we don't allow all the tents and chairs during normal hours either but for swim meets we do.

Mr. Soriano continued. Page eight is our next one and it's regarding pets. We took out the no pets on District property rule because it was a rule, we just had always been lenient and allowed them as long as they were taking care of their dogs correct, they were on a leash, and they were picking up after them. We know especially in this last year or so that has not been as much of a case and the biggest problem we get complaints of is we're being inconsistent. Now we've spelled it out that you can have dogs, but we're going to limit it to certain places. They are not allowed in any of the fenced in areas defining or enclosing any of the sports courts, fields or pools, multi-use fields located next to the baseball/softball fields that the kids practice on, on the grand lawn, any of the mulched playground areas around the District's property, or any of the walkways or hallways or rooms within the District buildings or structures. We also included the wording from the Clay County code underneath. Number two was there would be no skateboards, rollerblades, scooters, golf carts, or any motorized vehicles on any District owned properties. Users may not ride bikes in paver or sidewalk areas in main building areas. Security guards should be telling them they have to get off and walk their bike, they cannot ride their bike in those areas. We also added a rule for the drone issue. Drones may not be flown on District property without first obtaining written permission from onsite management. On page nine there is an addition of the table of rates. We've always had these rates for tables and chairs and things like that, but they were never addressed in the policies themselves so as part of our changeover with the non-resident fee I wanted to list that there so that is listed in our policies at \$2,200 per household and I listed other items that we've voted on in the past so all our rates are included in this policy booklet. Page 10 I added wording explaining how the trespass citation works. It says at any level offense if a user is asked to leave the facilities/grounds by staff and the user refuses, the user may be issued a trespass warning by Clay County Sheriff's Office. If a trespass warning is issued the user may automatically lose district privileges. We've always had in there that they can be trespassed, we've just never spelled out how that happens. We have to ask them to leave first and then I have staff explain to them if they're refusing what that entails to warn them, they could be trespassed. That is everything changing in your policies. Most of it is not additional, it's just clarifying various rules.

Mr. Hartigan asked as crazy as it sounds, underneath number two can you add roller skates? Sure enough somebody is going to say roller skates are not included.

Mr. Soriano responded I don't see that being a problem to add that. Once I go through this with your sister district too, they do have a couple of things that are different such as their dog park now so they will have a section with that, but I tried to reformat everything to match it up as best as I could. All our rules are pretty much the same, you guys just have different types of facilities. Once I go through theirs tonight I will re-type them and I will send it off to Courtney to put on the website and we will have everything finalized.

Mr. Eckert stated you've done a really nice job on this so I don't have many substantive comments, but in terms of the provision talking about if you've been issued a trespass warning you "may" lose your privileges, I would suggest you do lose your privileges until such time that we get to the next board meeting for the Board to evaluate how much longer you will lose your privileges so if when you adopt this by motion, if you don't mind just doing it subject to final District Counsel review so I can tweak that. I don't want them to say it's up to your discretion. If you call the police on somebody and they won't leave, then they ought to lose their privileges until they can get in front of the Board and explain why they did that.

On MOTION by Mr. Swartz seconded by Mr. Steiner with all in favor the amended policies were approved subject to final review by District Counsel.
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Mr. Soriano stated if you've noticed all of the fans, we have one air conditioning unit that has died on us. We have two very large units that handle this room. A couple of years ago we replaced the indoor air handler for unit number one and that has done a great job on this side, it's the other side of the room that is down right now. We did not replace the outdoor unit. We have one indoor unit and there is a second indoor unit downstairs, but you have the two outdoor portions of those A/C units. The outdoor air handler downstairs for that side is what is out. The unit is very old and is the original for this building, so it's been around for 18 summers now. It's also obsolete using R-22. That refrigerant is not easily obtained. Just finding the unit alone, even a newer model has proven tough. I've been quoted \$8,500 to fix it. They didn't give me a final written quote because we can't find one on hand. They started looking last week when they were out here last week. As soon as we get one, I would like to make a purchase. I don't need a vote

because this would be considered an emergency issue. This is as cold as I can get it. That creates a problem when it's 97 degrees out. We had a wedding in here this weekend, and they did not complain. We gave them those fans and we were able to handle it. I can send you guys an email with the final amount once we locate a unit, but just wanted to prepare you for what kind of capital costs we're going to incur here.

Mr. Swartz asked is there any way to do like what you did with the gas on the pool and break it into smaller units?

Mr. Soriano responded there's two units already. To do work like that we would have to add piping to the building so that's a little bit harder than the pools where all the piping was outside. This piping runs through the walls. However, I have gotten our A/C guy to agree that we have the new unit up here, downstairs portion out there is old and the one that went out is the one next to it, but when we get the new one, we're going to swap them so the new one goes with this new inside unit that we have. It will operate better, and it will be more efficient. It is a little more work for him, but once that happens, we will have one old unit and one new unit.

Mr. Morris stated get it done.

Mr. Soriano stated the last thing is, we have our new security company. They have been doing a good job and they have been getting the bumps and bruises enforcing rules, especially trying to enforce some of these new rules without them being officially in place. One thing that was broached last meeting was the purchase of a golf cart. I have looked around quite a bit and gotten pricing anywhere from \$5,000 to \$8,000 for a nice electric golf cart. My biggest concern is I want two of the same carts. They can be used, but I want two of the exact same ones because it makes it easier on us in the future maintenance-wise if I'm buying for the same vehicle. That is what we do for our gas carts right now. We have one that is a 2013 and one that is a 2008. If this is something you guys would look forward to doing, I know Double Branch is really ready to make the move last time, but I wanted to get them in place first. It's not something I'm going to buy tomorrow, but if you guys do want to do this, I would ask for a not to exceed of \$8,000. If I can find two matching ones and they're about \$5,000, then we save some money.

Mr. Steiner asked you're talking about one for each of the communities?

Mr. Soriano responded yes. You would each have your own and they would not be shared.

Mr. Hartigan asked where are they going to be stored?

Mr. Soriano responded we have our nice new storage area so we can do that, or I can have it stored back here. It wouldn't be under cover, but we have a driveway that's gated and locked and that would keep it closer. I think it would just be nicer if it's raining to have them covered.

Mr. Reynolds stated if they're going to have to be charged it's going to have to be a place that can charge them.

Mr. Soriano stated we have electricity.

Mr. Morris asked so what do you need?

Mr. Soriano responded I would do the not to exceed at \$8,000.

Mr. Steiner stated sounds good to me.

On MOTION by Mr. Morris seconded by Mr. Steiner with all in favor purchasing a golf cart at an amount not to exceed \$8,000 was approved.

Mr. Steiner asked the carts are not being rolled into the contract with the security company?

Mr. Soriano responded no; this is going to be our asset. It's a little easier that way. If you remember, we were trying to look at those rates before we approved that had those few dollars an hour added in, but we have so many hours here that after a year we could have just bought our own so that's why we did it this way and I will make sure staff understands that if we need it for something during the day it will be well maintained and cleaned. I don't want the security guards driving around in what seems like a janitorial or maintenance vehicle. That's what the gas carts are for, but I do want them to be able to use it if they need to.

Mr. Morris stated and charged.

Mr. Hartigan asked just out of curiosity, I'm not saying this would actually happen, but if the security guard hits another car, who is responsible for it? We own the cart, but they're driving it.

Mr. Soriano stated that would be a bit of an argument, but they do have their own insurance as a company doing work here and then we do have our own liability insurance so part of that will be an investigation of what exactly happened.

Mr. Swartz stated I spent a lot of time at the pool the last two weekends so I couldn't help but notice a couple of things to put on your list. The family bathroom that we have there, the lock on it doesn't work so people had to stand outside to guard the door.

Mr. Soriano asked the one at the aquatic's office?

Mr. Swartz responded yes. And the fountains just outside of it have rusty stains all down it so it needs to be cleaned up. We have a beautiful pool, and it just looks a little trashy. I noticed some of the pavers are sinking in certain places.

Mr. Soriano stated we can take care of the pavers pretty easy. That's just sand. They're pretty, but a lot of work.

Mr. Swartz stated I know the covers were donated for the dive blocks, but they look terrible so either get rid of them or replace them.

Mr. Soriano stated yes, the dive blocks were painted by the HOA to say Oakleaf Swimming.

Mr. Swartz stated those look great. It's the covers.

Mr. Soriano stated the blue covers that go over top of it were part of it. If you guys want to purchase some that's not a high dollar item. I can go ahead and take care of that. I could just ask the swim teams first to take care of it.

Mr. Swartz stated that was going to be my first suggestion.

Mr. Soriano stated that's where the high school teams fall in to me. Especially Oakleaf; we've never charged them so if it's something they want to help with paying for and donating I look at it like they're the only ones that use the blocks. We're not allowed to put blocks in for anything else other than competitive teams.

Mr. Morris stated find out what the cost is and see if you can split it up between the teams.

Mr. Soriano stated it would be about \$600 or \$700 a piece and then shipping and handling. We don't do logos on those.

## **EIGHTH ORDER OF BUSINESS**

### **Audience    Comments    /    Supervisors' Requests**

A resident at 785 Oakleaf Plantation Parkway stated I just want clarification. I do have a service dog, but I am not requesting special treatment. I just want clarification. As we talked on the phone you were very generous to respond to my phone call. We love the new security people.

My friend and I walk a lot around here and where you say we cannot walk, I get it, it won't happen, but we were under the impression we could only walk on the sidewalk. I just need clarification where we can be on the grass. We carry bags and we pick up.

Mr. Soriano responded these are the big areas. We don't want them in the grass, even on the lawn so if you're walking by that lawn you would need to be on the sidewalks, but you can make your way out. I don't want anybody to walk in the grass. If somebody is walking on the sidewalk and their dog is in the grass, to me it's the same as somebody that decided to camp out on the grass. The dog is going to use the bathroom and there are people paying extra for that so those areas that are listed in here, you cannot be in the grass at all. I do understand the sidewalk gets hot for the dogs' paws, but if that's the case, try to walk in another direction. We have sidewalks in the back too where the dogs could be in the grass. Walking out, that would create more problem because from here where you're at, you would have to in the parking lot or sidewalk area walking to the preserve. In front, if you're up by the road you can be in the grass, but we don't want you in the sports field area because kids practice there. I see you guys all the time and while you guys are responsible and picking up, we have people that are not, and we have kids that dive there so that's why we would rather people stay off completely. There will be areas outside of there that your dog can walk. If you have to be up here for some reason, just keep your dog on the sidewalk in those areas and of course they shouldn't come through the building. That's going to be a bit of a struggle here until people realize where we're asking people to stay away from.

Mr. Swartz asked have we decided if we're adding signage?

Mr. Soriano responded I've already ordered signage that is going to be coming in. We've got a lot of smaller signs asking people to pick up after their dogs and those will go up first and then we have custom signs. Even for the pool deck we redid all those signs so we're just waiting on them.

A resident stated I'm glad for the new rules. I live in Building One that faces what I call the park and I have a little black devil who thinks he's 100 pounds and he's 16 pounds. There are several people in the morning that run around the ball field off leash, and he carries on, but I know with the new signage and security people that is going to help and as far as walking in the grass out here, you have to dodge poop and we have that trouble at the Preserve. Even with dog

poop stations we still find it, so we get it. Thank you all for those rules and we will do our part and tell our neighbors.

**NINTH ORDER OF BUSINESS**

**Next Scheduled Meeting**

Mr. Perry stated our next meeting is going to be July 12, 2021 at 2:00 p.m. at this location.

Mr. Swartz stated just pointing out that September 7<sup>th</sup> is a Tuesday if that's what you meant to do.

Mr. Steiner stated they point out that because September 6<sup>th</sup> is Labor Day we wouldn't be meeting.

Mr. Perry stated yes.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

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Chairman/Vice Chairman



*B.*

# Middle Village

## Community Development District

Unaudited Financial Reporting  
May 31, 2021



**Middle Village**  
**Community Development District**  
**Combined Balance Sheet**  
May 31, 2021

	<u>Governmental Fund Types</u>				<b>Totals</b>
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>(Memorandum Only)</u>
<b><u>Assets:</u></b>					
Cash	\$316,249	\$287,329	\$871,799	---	\$1,475,376
Investments:					
<b><u>Series 2018-1</u></b>					
Revenue	---	---	---	\$790,596	\$790,596
Reserve	---	---	---	\$368,527	\$368,527
Prepayment	---	---	---	\$17	\$17
Principal	---	---	---	\$1	\$1
Interest	---	---	---	\$1	\$1
<b><u>Series 2018-2</u></b>					
Reserve	---	---	---	\$122,880	\$122,880
Prepayment	---	---	---	\$2	\$2
<b><u>Operations</u></b>					
Custody Acct - Gen Fund Excess	\$42,755	---	---	---	\$42,755
Custody Acct - Rec Fund Excess	---	\$11,168	---	---	\$11,168
General Account	\$388,573	---	\$702	---	\$389,275
<b><u>State Board</u></b>					
General Fund	\$92,011	---	---	---	\$92,011
Recreation Fund	---	\$460,529	---	---	\$460,529
Capital Reserve	---	---	\$528,770	---	\$528,770
Due From General Fund	---	\$438,779	\$200,000	---	\$638,779
Due From Debt Service	\$11,750	\$91,163	---	---	\$102,913
Due From Capital Reserve	---	\$5,065	---	---	\$5,065
Due from Other	---	\$28,504	---	---	\$28,504
Electric Deposits	---	\$13,383	---	---	\$13,383
Prepaid Expenses	---	\$479	---	---	\$479
<b>Total Assets</b>	<u><u>\$851,337</u></u>	<u><u>\$1,336,400</u></u>	<u><u>\$1,601,270</u></u>	<u><u>\$1,282,023</u></u>	<u><u>\$5,071,031</u></u>
<b><u>Liabilities:</u></b>					
Accounts Payable	\$200,212	\$35,410	\$5,626	---	\$241,247
Due to General Fund	---	---	---	\$11,750	\$11,750
Due to Rec Fund	\$438,779	---	\$5,065	\$91,163	\$535,007
<b><u>Fund Balances:</u></b>					
Unassigned	\$212,347	\$1,287,607	\$1,590,579	---	\$3,090,533
Nonspendable	---	\$13,383	---	---	\$13,383
Restricted for Debt Service	---	---	---	\$1,179,110	\$1,179,110
<b>Total Liabilities and Fund Equity</b>	<u><u>\$851,337</u></u>	<u><u>\$1,336,400</u></u>	<u><u>\$1,601,270</u></u>	<u><u>\$1,282,023</u></u>	<u><u>\$5,071,031</u></u>

**Middle Village**  
**Community Development District**  
**General Fund**

Statement of Revenues & Expenditures  
For the Period ending May 31, 2021

	Amended Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<b>Revenues:</b>				
Maintenance Assessments - Tax Roll	\$210,540	\$210,540	\$199,473	(\$11,066)
Maintenance Assessments - Direct	\$5,147	\$5,147	\$5,147	\$0
Interest Income	\$5,000	\$3,333	\$205	(\$3,128)
Miscellaneous Income	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$220,687</b>	<b>\$219,020</b>	<b>\$204,826</b>	<b>(\$14,194)</b>
<b>Expenditures:</b>				
<b><u>Administrative</u></b>				
Supervisors Fees	\$12,000	\$8,000	\$8,000	\$0
Travel	\$209	\$139	\$0	\$139
FICA Expense	\$918	\$612	\$612	\$0
Engineering	\$10,500	\$7,000	\$0	\$7,000
Trustee	\$15,144	\$15,144	\$15,100	\$44
Dissemination Agent	\$2,500	\$2,500	\$2,667	(\$167)
Assessment Roll	\$7,928	\$7,928	\$7,550	\$378
Attorney	\$45,000	\$30,000	\$19,528	\$10,472
Attorney-Foreclosure	\$10,000	\$6,667	\$600	\$6,067
Arbitrage	\$750	\$500	\$0	\$500
Annual Audit	\$5,900	\$3,933	\$0	\$3,933
Management Fees	\$59,963	\$39,975	\$39,975	(\$0)
Information Technology	\$2,350	\$1,567	\$1,700	(\$133)
Telephone	\$425	\$283	\$221	\$62
Postage	\$600	\$400	\$325	\$75
Printing & Binding	\$2,700	\$1,800	\$1,351	\$449
Records Storage	\$200	\$133	\$0	\$133
Insurance	\$11,137	\$11,137	\$11,173	(\$36)
Legal Advertising	\$1,500	\$1,000	\$1,078	(\$78)
Other Current Charges	\$150	\$100	\$74	\$26
Office Supplies	\$300	\$200	\$179	\$21
Website Compliance	\$2,250	\$1,500	\$1,500	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Reserves	\$28,088	\$28,088	\$28,088	\$0
Interfund Transfer Out	\$200,000	\$200,000	\$200,000	\$0
<b>Total Administrative</b>	<b>\$420,687</b>	<b>\$368,782</b>	<b>\$339,895</b>	<b>\$28,887</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$200,000)</b>		<b>(\$135,069)</b>	
<b>Fund Balance - Beginning</b>	<b>\$200,000</b>		<b>\$347,415</b>	
<b>Fund Balance - Ending</b>	<b>\$0</b>		<b>\$212,347</b>	

**Middle Village**  
**Community Development District**  
**General Fund**  
Month By Month Income Statement

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Maintenance Assessments - Tax Roll	\$0	\$17,143	\$171,702	\$2,502	\$2,046	\$1,701	\$3,335	\$1,045	\$0	\$0	\$0	\$0	\$199,473
Maintenance Assessments - Direct	\$0	\$5,147	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,147
Interest Income	\$24	\$19	\$17	\$42	\$48	\$18	\$20	\$19	\$0	\$0	\$0	\$0	\$205
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interfund Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$24</b>	<b>\$22,310</b>	<b>\$171,719</b>	<b>\$2,544</b>	<b>\$2,093</b>	<b>\$1,718</b>	<b>\$3,355</b>	<b>\$1,064</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$204,826</b>
<b>Expenditures:</b>													
<b><i>Administrative</i></b>													
Supervisors Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$8,000
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FICA Expense	\$77	\$77	\$77	\$77	\$77	\$77	\$77	\$77	\$0	\$0	\$0	\$0	\$612
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trustee	\$0	\$0	\$0	\$0	\$0	\$15,100	\$0	\$0	\$0	\$0	\$0	\$0	\$15,100
Dissemination Agent	\$208	\$208	\$208	\$458	\$208	\$958	\$208	\$208	\$0	\$0	\$0	\$0	\$2,667
Assessment Roll	\$7,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,550
Attorney	\$3,795	\$1,927	\$3,696	\$3,634	\$2,076	\$2,000	\$2,400	\$0	\$0	\$0	\$0	\$0	\$19,528
Attorney-Foreclosure	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$600
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$4,997	\$0	\$0	\$0	\$0	\$39,975
Information Technology	\$212	\$212	\$212	\$212	\$212	\$212	\$212	\$212	\$0	\$0	\$0	\$0	\$1,700
Telephone	\$34	\$37	\$21	\$44	\$19	\$37	\$14	\$14	\$0	\$0	\$0	\$0	\$221
Postage	\$29	\$35	\$25	\$77	\$26	\$30	\$20	\$83	\$0	\$0	\$0	\$0	\$325
Printing & Binding	\$260	\$120	\$153	\$116	\$186	\$310	\$27	\$179	\$0	\$0	\$0	\$0	\$1,351
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$11,173	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,173
Legal Advertising	\$244	\$0	\$239	\$117	\$117	\$0	\$209	\$152	\$0	\$0	\$0	\$0	\$1,078
Other Current Charges	\$0	\$0	\$74	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74
Office Supplies	\$21	\$27	\$27	\$21	\$21	\$41	\$1	\$21	\$0	\$0	\$0	\$0	\$179
Website Compliance	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$0	\$0	\$0	\$0	\$1,500
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$28,088	\$0	\$0	\$0	\$0	\$0	\$28,088
Interfund Transfer Out	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
<b>Total Expenditures</b>	<b>\$229,963</b>	<b>\$8,829</b>	<b>\$10,916</b>	<b>\$10,941</b>	<b>\$9,126</b>	<b>\$24,950</b>	<b>\$37,440</b>	<b>\$7,730</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$339,895</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$229,939)</b>	<b>\$13,481</b>	<b>\$160,803</b>	<b>(\$8,398)</b>	<b>(\$7,033)</b>	<b>(\$23,231)</b>	<b>(\$34,086)</b>	<b>(\$6,667)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$135,069)</b>

**Middle Village**  
**Community Development District**  
**Recreation Fund**

Statement of Revenues & Expenditures  
For the Period ending May 31, 2021

**Revenues:**

	Amended Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
Maintenance Assessment - Tax Roll	\$1,461,822	\$1,461,822	\$1,547,610	\$85,788
Maintenance Assessment - Direct	\$39,916	\$39,916	\$39,936	\$20
Interest	\$5,000	\$3,333	\$502	(\$2,831)
Miscellaneous Income	\$0	\$0	\$1,456	\$1,456
Amenities Revenue	\$55,000	\$55,000	\$59,053	\$4,053
Cost Share Revenue - South Village/Lighting	\$36,662	\$28,781	\$28,781	\$0

<b>Total Revenues</b>	<b>\$1,598,400</b>	<b>\$1,588,853</b>	<b>\$1,677,338</b>	<b>\$88,486</b>
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**Expenditures:**

**Administrative**

Management Fees - On Site	\$293,904	\$195,936	\$195,936	\$0
Insurance	\$52,534	\$52,534	\$51,938	\$596
Other Current Charges	\$4,000	\$2,667	\$2,205	\$462
Permit Fees	\$1,500	\$1,000	\$667	\$333
Office Supplies	\$500	\$333	\$0	\$333
Capital Reserve	\$31,861	\$31,861	\$31,861	\$0

<b>Total Administrative</b>	<b>\$384,299</b>	<b>\$284,331</b>	<b>\$282,607</b>	<b>\$1,724</b>
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**Common Area**

Security	\$75,000	\$50,000	\$32,457	\$17,543
Security - Clay County Off Duty Sheriff	\$47,000	\$31,333	\$24,223	\$7,110
Electric	\$18,000	\$12,000	\$9,352	\$2,648
Streetlighting	\$32,000	\$21,333	\$19,826	\$1,507
Irrigation Maintenance	\$5,000	\$3,333	\$0	\$3,333
Landscape Maintenance	\$437,143	\$291,429	\$291,428	\$0
Common Area Maintenance	\$54,847	\$36,565	\$36,408	\$157
Lake Maintenance	\$23,668	\$15,779	\$12,152	\$3,627
Misc. Maintenance	\$5,000	\$3,333	\$70	\$3,263

<b>Total Common Area</b>	<b>\$697,658</b>	<b>\$465,105</b>	<b>\$425,917</b>	<b>\$39,189</b>
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**Middle Village**  
**Community Development District**  
**Recreation Fund**

Statement of Revenues & Expenditures  
For the Period ending May 31, 2021

	Amended Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<b><u>Recreation Facility</u></b>				
Amenity Staff	\$145,000	\$96,667	\$63,186	\$33,481
Janitorial	\$49,976	\$33,317	\$29,689	\$3,629
Telephone	\$7,200	\$4,800	\$5,854	(\$1,054)
Electric	\$78,000	\$52,000	\$35,022	\$16,978
Water/Sewer	\$45,000	\$30,000	\$20,963	\$9,037
Gas/Heat (Pool)	\$20,000	\$13,333	\$18,505	(\$5,172)
Refuse Services	\$14,200	\$9,467	\$13,297	(\$3,830)
Pool Maintenance & Chemicals	\$72,318	\$48,212	\$20,686	\$27,526
Cable	\$5,102	\$3,401	\$3,780	(\$378)
Special Events	\$5,000	\$3,333	\$1,391	\$1,942
Office Supplies & Equipment	\$1,500	\$1,000	\$707	\$293
Facility Maintenance	\$47,707	\$31,805	\$32,748	(\$943)
Facility Maintenance - Preventative	\$15,350	\$10,233	\$4,402	\$5,831
Facility Maintenance - Contingency	\$27,600	\$18,400	\$13,282	\$5,118
Elevator Maintenance	\$2,576	\$1,717	\$1,634	\$84
Recreation Passes	\$5,000	\$3,333	\$2,551	\$782
Lighting Repairs	\$10,000	\$6,667	\$6,203	\$464
Tennis Court Maintenance	\$40,680	\$27,120	\$30,111	(\$2,991)
Interfund Transfer Out	\$700,000	\$700,000	\$700,000	\$0
<b>Total Recreation</b>	<b>\$1,292,209</b>	<b>\$1,094,806</b>	<b>\$1,004,010</b>	<b>\$90,796</b>
<b>Total Expenses</b>	<b>\$2,374,166</b>	<b>\$1,844,242</b>	<b>\$1,712,533</b>	<b>\$131,709</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$775,766)</b>		<b>(\$35,195)</b>	
<b>Fund Balance - Beginning</b>	<b>\$775,766</b>		<b>\$1,336,185</b>	
<b>Fund Balance - Ending</b>	<b>\$0</b>		<b>\$1,300,990</b>	

**Middle Village**  
**Community Development District**  
**Recreation Fund**  
Month By Month Income Statement

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Maintenance Assessment - Tax Roll	\$0	\$133,007	\$1,332,144	\$19,408	\$15,873	\$13,195	\$25,876	\$8,107	\$0	\$0	\$0	\$0	\$1,547,610
Maintenance Assessment - Direct	\$0	\$26,458	\$13,477	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$39,936
Interest	\$85	\$85	\$70	\$68	\$53	\$52	\$46	\$44	\$0	\$0	\$0	\$0	\$502
Miscellaneous Income	\$2	\$0	\$749	\$461	\$0	\$0	\$244	\$0	\$0	\$0	\$0	\$0	\$1,456
Amenities Revenue	\$638	\$1,913	\$8,928	\$371	\$5,523	\$10,730	\$17,152	\$13,798	\$0	\$0	\$0	\$0	\$59,053
Cost Sharing Revenue	\$0	\$0	\$304	\$28,477	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,781
<b>Total Revenues</b>	<b>\$725</b>	<b>\$161,463</b>	<b>\$1,355,674</b>	<b>\$48,785</b>	<b>\$21,449</b>	<b>\$23,977</b>	<b>\$43,318</b>	<b>\$21,948</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,677,338</b>

**Expenditures:**

**Administrative**

Management Fees - On Site	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$0	\$0	\$0	\$0	\$195,936
Insurance	\$52,578	\$0	\$0	\$0	\$0	(\$640)	\$0	\$0	\$0	\$0	\$0	\$0	\$51,938
Other Current Charges	\$275	\$148	\$169	\$425	\$309	\$92	\$347	\$440	\$0	\$0	\$0	\$0	\$2,205
Permit Fees	\$0	\$27	\$390	\$223	\$0	\$0	\$27	\$0	\$0	\$0	\$0	\$0	\$667
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$31,861	\$0	\$0	\$0	\$0	\$0	\$31,861
<b>Total Administrative</b>	<b>\$77,345</b>	<b>\$24,667</b>	<b>\$25,051</b>	<b>\$25,140</b>	<b>\$24,801</b>	<b>\$23,944</b>	<b>\$56,727</b>	<b>\$24,932</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$282,607</b>

**Common Area**

Security	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$4,236	\$0	\$7,043	\$0	\$0	\$0	\$0	\$32,457
Security - Clay County Off Duty Sheriff	\$3,723	\$4,788	\$2,523	\$2,268	\$2,243	\$2,355	\$2,841	\$3,484	\$0	\$0	\$0	\$0	\$24,223
Electric	\$972	\$1,066	\$1,135	\$1,199	\$1,023	\$976	\$1,679	\$1,302	\$0	\$0	\$0	\$0	\$9,352
Streetlighting	\$2,507	\$2,430	\$2,476	\$2,476	\$2,476	\$2,487	\$2,487	\$2,487	\$0	\$0	\$0	\$0	\$19,826
Irrigation Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Landscape Maintenance	\$36,429	\$36,429	\$36,429	\$36,429	\$36,429	\$36,429	\$36,429	\$36,429	\$0	\$0	\$0	\$0	\$291,428
Common Area Maintenance	\$3,709	\$3,602	\$3,702	\$5,111	\$4,421	\$4,361	\$5,067	\$6,435	\$0	\$0	\$0	\$0	\$36,408
Lake Maintenance	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$0	\$0	\$0	\$0	\$12,152
Misc. Maintenance	\$70	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70
<b>Total Administrative</b>	<b>\$53,164</b>	<b>\$54,069</b>	<b>\$52,019</b>	<b>\$53,237</b>	<b>\$52,346</b>	<b>\$52,362</b>	<b>\$50,022</b>	<b>\$58,698</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$425,917</b>



**Middle Village**  
**Community Development District**  
**Recreation Fund**  
Month By Month Income Statement

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b><u>Recreation Facility</u></b>													
Amenity Staff	\$12,778	\$4,747	\$6,992	\$4,665	\$3,749	\$8,150	\$9,950	\$12,154	\$0	\$0	\$0	\$0	\$63,186
Janitorial	\$3,535	\$3,535	\$4,240	\$3,535	\$3,535	\$3,535	\$4,240	\$3,535	\$0	\$0	\$0	\$0	\$29,689
Telephone	\$737	\$748	\$742	\$743	\$661	\$659	\$747	\$817	\$0	\$0	\$0	\$0	\$5,854
Electric	\$5,603	\$3,765	\$4,415	\$4,780	\$3,895	\$3,615	\$4,552	\$4,397	\$0	\$0	\$0	\$0	\$35,022
Water/Sewer	\$3,094	\$2,723	\$2,232	\$1,371	\$2,270	\$2,768	\$2,241	\$4,264	\$0	\$0	\$0	\$0	\$20,963
Gas/Heat (Pool)	\$0	\$2,948	\$7,946	\$6,191	\$1,420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,505
Refuse Services	\$1,622	\$1,618	\$1,641	\$1,700	\$1,670	\$1,665	\$1,685	\$1,695	\$0	\$0	\$0	\$0	\$13,297
Pool Maintenance & Chemicals	\$2,586	\$2,586	\$2,586	\$2,586	\$2,586	\$2,586	\$2,586	\$2,586	\$0	\$0	\$0	\$0	\$20,686
Cable	\$394	\$472	\$472	\$480	\$490	\$490	\$491	\$491	\$0	\$0	\$0	\$0	\$3,780
Special Events	\$0	\$183	\$738	\$154	\$0	\$0	\$316	\$0	\$0	\$0	\$0	\$0	\$1,391
Office Supplies & Equipment	\$398	\$0	\$0	\$109	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$707
Facility Maintenance	\$3,975	\$3,981	\$6,193	\$4,465	\$3,827	\$3,472	\$2,864	\$3,971	\$0	\$0	\$0	\$0	\$32,748
Facility Maintenance - Preventative	\$2,060	\$274	\$1,195	\$699	\$0	\$0	\$175	\$0	\$0	\$0	\$0	\$0	\$4,402
Facility Maintenance - Contingency	\$2,300	\$2,297	\$0	\$0	\$2,217	\$2,184	\$1,987	\$2,297	\$0	\$0	\$0	\$0	\$13,282
Elevator Maintenance	\$479	\$0	\$1,155	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,634
Recreation Passes	\$27	\$0	\$0	\$0	\$1,437	\$0	\$0	\$1,088	\$0	\$0	\$0	\$0	\$2,551
Lighting Repairs	\$802	\$830	\$817	\$634	\$825	\$729	\$735	\$831	\$0	\$0	\$0	\$0	\$6,203
Tennis Court Maintenance	\$5,600	\$3,227	\$3,247	\$2,432	\$2,125	\$5,030	\$3,704	\$4,746	\$0	\$0	\$0	\$0	\$30,111
Interfund Transfer Out	\$700,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700,000
<b>Total Recreation</b>	<b>\$745,989</b>	<b>\$33,933</b>	<b>\$44,611</b>	<b>\$34,544</b>	<b>\$30,707</b>	<b>\$34,883</b>	<b>\$36,472</b>	<b>\$42,871</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,004,010</b>
<b>Total Expenditures</b>	<b>\$876,498</b>	<b>\$112,669</b>	<b>\$121,681</b>	<b>\$112,921</b>	<b>\$107,853</b>	<b>\$111,189</b>	<b>\$143,220</b>	<b>\$126,501</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,712,533</b>
<b>Excess Revenues (Expenditures)</b>	<b>(\$875,773)</b>	<b>\$48,794</b>	<b>\$1,233,993</b>	<b>(\$64,136)</b>	<b>(\$86,404)</b>	<b>(\$87,212)</b>	<b>(\$99,902)</b>	<b>(\$104,554)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$35,195)</b>

**Middle Village**  
**Community Development District**  
**Capital Reserve Fund**  
Statement of Revenues & Expenditures  
For the Period ending May 31, 2021

	Adopted Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
<b><u>REVENUES:</u></b>				
Interest Income	\$5,000	\$3,333	\$678	(\$2,655)
Capital Reserve - Transfer In	\$31,861	\$31,861	\$31,861	\$0
General Reserve - Transfer In	\$28,088	\$28,088	\$28,088	\$0
Interfund Transfer In	\$0	\$0	\$900,000	\$900,000
<b>TOTAL REVENUES</b>	<b>\$64,949</b>	<b>\$63,282</b>	<b>\$960,627</b>	<b>\$897,345</b>
<b><u>EXPENDITURES:</u></b>				
Repair And Replacements	\$104,471	\$69,647	\$85,188	(\$15,541)
Capital Projects	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$104,471</b>	<b>\$69,647</b>	<b>\$85,188</b>	<b>(\$15,541)</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$39,522)</b>		<b>\$875,439</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$742,020</b>		<b>\$715,140</b>	
<b>FUND BALANCE - Ending</b>	<b>\$702,498</b>		<b>\$1,590,579</b>	

**Middle Village**  
**Community Development District**  
**Debt Service Fund - 2018-1 and 2018-2**  
Statement of Revenues & Expenditures  
For the Period ending May 31, 2021

Amended Budget	Prorated Budget 5/31/21	Actual 5/31/21	Variance
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**Revenues:**

Interest Income	\$5,000	\$3,333	\$486	(\$2,847)
Special Assessments - Direct	\$63,787	\$63,787	\$43,154	(\$20,633)
Special Assessments - Tax Roll	\$2,081,746	\$2,081,746	\$2,030,125	(\$51,621)
Special Assessments- Prepayment	\$0	\$0	\$678,517	\$678,517

**Total Revenues**

\$2,150,533	\$2,148,866	\$2,752,282	\$603,416
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**Expenditures:**

**Series 2018-1**

Interest Expense - 11/1	\$409,688	\$409,688	\$409,675	\$13
Special Call 11/1	\$0	\$0	\$64,000	(\$64,000)
Interest Expense - 5/1	\$409,689	\$409,689	\$408,402	\$1,287
Principal Expense - 5/1	\$1,044,000	\$1,044,000	\$1,042,000	\$2,000
Special Call 5/1	\$0	\$0	\$605,000	(\$605,000)

**Series 2018-2**

Interest Expense - 11/1	\$63,438	\$63,438	\$63,438	\$0
Special Call 11/1	\$0	\$0	\$10,000	(\$10,000)
Interest Expense - 5/1	\$63,438	\$63,438	\$63,187	\$250
Principal Expense - 5/1	\$120,000	\$120,000	\$120,000	\$0
Special Call 5/1	\$0	\$0	\$75,000	(\$75,000)

**Total Expenditures**

\$2,110,252	\$2,110,252	\$2,860,702	(\$750,450)
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**Excess Revenues (Expenditures)**

\$40,281	(\$108,420)
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**Total Other Sources (Uses)**

\$0	\$0	\$0	\$0
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**Net Change in Fund Balance**

\$40,281	(\$108,420)
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**Fund Balance - Beginning**

\$663,649	\$1,287,530
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**Fund Balance - Ending**

\$703,931	\$1,179,110
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**Middle Village**  
**Community Development District**  
**Capital Projects Fund**

Statement of Revenues & Expenditures  
For the Period ending May 31, 2021

Series 2018-1/2018-2
-------------------------

**Revenues:**

Interest Income	\$0
Bond Proceeds	\$0

<b>Total Revenues</b>	<b>\$0</b>
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**Expenditures:**

Capital Outlay	\$0
Trustee Fees	\$0
Cost of Issuance	\$0

<b>Total Expenditures</b>	<b>\$0</b>
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<b>Excess Revenues (Expenditures)</b>	<b>\$0</b>
---------------------------------------	------------

**Other Sources(Uses):**

Interfund Transfer In (Out)	\$0
Transfer Out- Escrow Agent	\$0

<b>Total Other</b>	<b>\$0</b>
--------------------	------------

<b>Net Change in Fund Balance</b>	<b>\$0</b>
-----------------------------------	------------

<b>Fund Balance - Beginning</b>	<b>\$8,453</b>
---------------------------------	----------------

<b>Fund Balance - Ending</b>	<b>\$8,453</b>
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**Middle Village**  
**Community Development District**  
**Long Term Debt Report**

**Series 2018-1 Special Assessment Refunding Bonds**

Interest Rate:	2.85% - 4.37%
Maturity Date:	5/1/2035
Reserve Fund Definition:	20% Max Annual Debt
Reserve Fund Requirement:	\$370,092
Reserve Fund Balance:	\$368,527
 Bonds outstanding -9/30/2018	 \$22,660,000
Less: May 1, 2019 (Mandatory)	(\$985,000)
Less: May 1, 2019 (Optional)	(\$4,000)
Less: November 1, 2019 (Optional)	(\$7,000)
Less: May 1, 2020 (Mandatory)	(\$1,015,000)
Less: May 1, 2020 (Optional)	(\$5,000)
Less: November 1, 2020 (Optional)	(\$64,000)
Less: May 1, 2021 (Mandatory)	(\$1,042,000)
Less: May 1, 2021 (Optional)	(\$605,000)
 Current Bonds Outstanding	 \$18,933,000

**Series 2018-2 Special Assessment Refunding Bonds**

Interest Rate:	4.5% - 5%
Maturity Date:	5/1/2035
Reserve Fund Definition:	50% Max Annual Debt
Reserve Fund Requirement:	\$123,688
Reserve Fund Balance:	\$122,880
 Bonds outstanding -9/30/2018	 \$2,810,000
Less: May 1, 2019 (Mandatory)	(\$110,000)
Less: November 1, 2019 (Optional)	(\$5,000)
Less: May 1, 2020 (Mandatory)	(\$115,000)
Less: May 1, 2020 (Optional)	(\$5,000)
Less: November 1, 2020 (Optional)	(\$10,000)
Less: May 1, 2021 (Mandatory)	(\$120,000)
Less: May 1, 2021 (Optional)	(\$75,000)
 Current Bonds Outstanding	 \$2,370,000

*C.*

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT**  
**FY2021 Assessments Receipts Summary**

ASSESSED	# UNITS ASSESSED	SERIES 2018A1-2 DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	RESERVE FUND ASSESSED	TOTAL ASSESSED
ODP, LLC (1)	31,789	28,633.03	1,737.13	12,636.07	841.40	43,847.63
JENNINGS POINT (1)	96	14,521.34	3,410.24	24,806.49	1,651.80	44,389.87
<b>TOTAL DIRECT BILLS NET</b>	<b>31,885</b>	<b>43,154.37</b>	<b>5,147.37</b>	<b>37,442.56</b>	<b>2,493.20</b>	<b>88,237.49</b>
NET TAX ROLL ASSESSED NET	301,112	2,048,361.10	201,265.22	1,464,026.34	97,485.61	3,811,138.27
<b>TOTAL ASSESSED</b>	<b>332,997</b>	<b>2,091,515.47</b>	<b>206,412.59</b>	<b>1,501,468.90</b>	<b>99,978.81</b>	<b>3,899,375.77</b>

DUE / RECEIVED	BALANCE DUE (DISCOUNT NOT TAKEN)	TOTAL DEBT SERVICE RECEIVED	GENERAL FUND O&M PAID	RECREATION FUND O&M PAID	RESERVE FUND PAID	TOTAL PAID
ODP, LLC (1)	-	28,633.03	1,737.13	12,636.07	841.40	43,847.63
JENNINGS POINT (1)	-	14,521.34	3,410.24	24,806.49	1,651.80	44,389.87
<b>DIRECT BILLS DUE / RECEIVED</b>	<b>-</b>	<b>43,154.37</b>	<b>5,147.37</b>	<b>37,442.56</b>	<b>2,493.20</b>	<b>88,237.49</b>
TAX ROLL DUE / RECEIVED	<b>33,930.29</b>	2,030,124.67	199,473.38	1,450,992.22	96,617.71	3,777,207.98
<b>TOTAL DUE / RECEIVED</b>	<b>33,930.29</b>	<b>2,073,279.04</b>	<b>204,620.75</b>	<b>1,488,434.78</b>	<b>99,110.91</b>	<b>3,865,445.47</b>

(1) Direct bill is assessed with a 4% discount if paid by 11/30/20. Full balance due by 3/31/21.

SUMMARY OF TAX ROLL RECEIPTS						
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	TOTAL DEBT SERVICE RECEIPTS	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS	RESERVE FUND O&M RECEIPTS
1	11/18/20	324,626.71	174,476.15	17,143.45	124,703.44	8,303.67
2	12/01/20	345,392.76	185,637.21	18,240.10	132,680.60	8,834.85
3	12/04/20	2,470,988.67	1,328,074.89	130,492.27	949,215.76	63,205.75
4	12/17/20	434,946.01	233,769.13	22,969.39	167,081.95	11,125.54
5	01/14/21	47,369.45	25,459.52	2,501.57	18,196.70	1,211.66
6	02/19/21	38,739.89	20,821.41	2,045.84	14,881.70	990.94
7	03/19/21	32,204.25	17,308.72	1,700.70	12,371.07	823.76
8	04/12/21	63,154.58	33,943.50	3,335.18	24,260.46	1,615.44
9	05/11/21	19,785.66	10,634.14	1,044.88	7,600.54	506.10
		-	-	-	-	-
		-	-	-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>3,777,207.98</b>	<b>2,030,124.67</b>	<b>199,473.38</b>	<b>1,450,992.22</b>	<b>96,617.71</b>

PERCENT COLLECTED	DEBT	O&M
% COLLECTED DIRECT BILL	100.00%	100.00%
% COLLECTED TAX ROLL	99.11%	99.11%
<b>TOTAL PERCENT COLLECTED</b>	<b>99.13%</b>	<b>99.13%</b>

*D.*



# Middle Village

## Community Development District

### Check Run Summary

June 30, 2021

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Payroll	6/21/21	50865-50869	\$ 923.50
Sub-Total			\$ 923.50
Accounts Payable	6/11/21	1575-1577	\$ 6,952.27
	6/23/21	1578	\$ 107.00
Sub-Total			\$ 7,059.27
<b>Recreation Fund</b>			
AP- Wells Fargo	6/11/21	8629-8643	\$ 43,832.52
	6/23/21	8644-8664	\$ 84,494.06
Sub-Total			\$ 128,326.58
<b>Capital Reserve Fund</b>			
Accounts Payable	6/11/21	406-406	\$ 1,996.24
	6/23/21	407-410	\$ 7,928.14
Sub-Total			\$ 9,924.38
<b>Total</b>			<b>\$ 146,233.73</b>

# Attendance Sheet

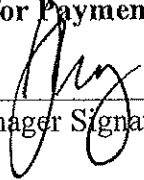
District Name: Middle Village, CDD

Board Meeting Date: June 14, 2021 Meeting

	Name	In Attendance	Fee
1	Rocky Morris <i>Chairman</i>		<u>YES</u> - \$200
2	Michael Steiner <i>Vice Chairman</i>		<u>YES</u> - \$200
3	Mike Reynolds <i>Assistant Secretary</i>		<u>YES</u> - \$200
4	Tim Hartigan <i>Assistant Secretary</i>		<u>YES</u> - \$200
5	Rod Swartz <i>Assistant Secretary</i>		<u>YES</u> - \$200

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

Approved for Payment:

  
District Manager Signature

6/14/21  
Date

PLEASE RETURN COMPLETED FORM TO DANIEL

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
6/11/21	00026	6/01/21 1812	202106 310-51300-34000	JUN MANAGEMENT FEES	*	4,996.92	
		6/01/21 1812	202106 310-51300-52000	JUN WEBSITE ADMIN	*	187.50	
		6/01/21 1812	202106 310-51300-35100	JUN INFORMATION TECH	*	195.83	
		6/01/21 1812	202106 310-51300-31300	JUN DISSEMINATION SERVICE	*	208.33	
		6/01/21 1812	202106 310-51300-35100	JUN IQ NECT EMAIL SERVICE	*	16.65	
		6/01/21 1812	202106 310-51300-51000	OFFICE SUPPLIES	*	20.60	
		6/01/21 1812	202106 310-51300-42000	POSTAGE	*	27.84	
		6/01/21 1812	202106 310-51300-42500	COPIES	*	194.10	
GOVERNMENTAL MANAGEMENT SERVICES							5,847.77 001575
6/11/21	00024	6/01/21 21188	202106 310-51300-32200	AUDIT FYE 9/30/20	*	1,000.00	
GRAU & ASSOCIATES							1,000.00 001576
6/11/21	00117	4/01/21 21-00078	202104 310-51300-48000	NOTICE OF MEETING 4/12/21	*	104.50	
JACKSONVILLE DAILY RECORD							104.50 001577
6/23/21	00117	5/13/21 21-00105	202105 310-51300-48000	NOTICE OF RULEMAKING	*	107.00	
JACKSONVILLE DAILY RECORD							107.00 001578
TOTAL FOR BANK A						7,059.27	
TOTAL FOR REGISTER						7,059.27	

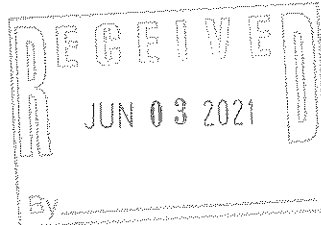
MVIL MIDDLE VILLAGE OKUZMUK

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 1812**Invoice Date:** 6/1/21**Due Date:** 6/1/21**Case:****P.O. Number:****Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Management Fees - June 2021 1-31-513-34		4,996.92	4,996.92
Website Administration - June 2021 1-31-513-52		187.50	187.50
Information Technology - June 2021 1-31-513-351		195.83	195.83
Dissemination Agent Services - June 2021 1-31-513-313		208.33	208.33
IQ Nect Email Services 1-31-513-351		16.65	16.65
Office Supplies 1-31-513-51		20.60	20.60
Postage 1-31-513-42		27.84	27.84
Copies 1-31-513-425		194.10	194.10
26			
<b>Total</b>			<b>\$5,847.77</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$5,847.77</b>

# Grau and Associates

951 W. Yamato Road, Suite 280  
Boca Raton, FL 33431-  
www.graucpa.com

Phone: 561-994-9299

Fax: 561-994-5823

Middle Village Community Development District  
1001 Bradford Way  
Kingston, TN 37763

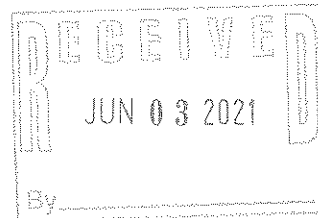
Invoice No. 21188  
Date 06/01/2021

SERVICE	AMOUNT
Audit FYE 09/30/2020	\$ 1,000.00
Current Amount Due	\$ 1,000.00

RECEIVED

JUN 03 2021

1,310,573.322  
24



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
1,600.00	0.00	0.00	0.00	0.00	1,600.00

Payment due upon receipt.

# Jacksonville Daily Record

*A Division of*

**DAILY RECORD & OBSERVER, LLC**

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

April 1, 2021

Date

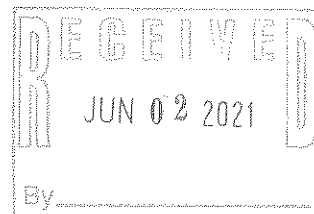
Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092

Payment Due Upon Receipt

Serial #	21-00078C	PO/File #		\$104.50
Notice of Meeting of the Board of Supervisors				Amount Due
				Amount Paid
Middle Village Community Development District				\$104.50
				Payment Due
Case Number				
Publication Dates	4/1			
County	Clay			

*Payment is due before the  
Proof of Publication is released.*

*For your convenience, you  
may remit payment at  
[jaxdailyrecord.com/send-payment](http://jaxdailyrecord.com/send-payment).*



1-31-513-48  
117

Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**Preliminary Proof Of Legal Notice**  
*(This is not a proof of publication.)*

*Please read copy of this advertisement and advise us of any necessary corrections before further publications.*

**MIDDLE VILLAGE  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF MEETING OF  
THE BOARD OF  
SUPERVISORS**

Notice is hereby given that the Board of Supervisors of the Middle Village Community Development District is scheduled to be meet on Monday, April 12, 2021, at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

While it may be necessary to hold the above referenced Meeting during the COVID-19 public health emergency, the District fully encourages public participation in a safe and efficient manner. Toward that end, anyone wishing to participate in the meeting and obtain information about how the meeting will occur should refer to the District's website, [www.MiddleVillageCDD.com](http://www.MiddleVillageCDD.com) or contact the office of the District Manager, c/o Governmental Management Services, LLC at (904) 940-5850 or [jperry@gmsnf.com](mailto:jperry@gmsnf.com) to obtain access information. Additionally, participants are strongly encouraged to submit questions and comments to the District Manager at the phone number or email address above at least 24 hours in advance of the meeting to facilitate the Board's consideration of such questions and comments during the meeting.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. An electronic copy of the agenda for this

meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850) and is expected to also be available on the District's website at [www.MiddleVillageCDD.com](http://www.MiddleVillageCDD.com). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

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

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

If you are unable to participate by telephone please contact the District Manager's office at (904) 940-5850 or [jperry@gmsnf.com](mailto:jperry@gmsnf.com) for further accommodations.

James A. Perry  
District Manager

Apr. 1                      00 (21-00078C)

# Jacksonville Daily Record

*A Division of*  
DAILY RECORD & OBSERVER, LLC

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

May 13, 2021

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092

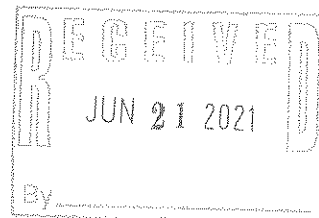
1-31-513-218  
117

Payment Due Upon Receipt

Serial #	21-00105C	PO/File #		\$107.00
Notice of Rulemaking				Amount Due
				Amount Paid
Middle Village Community Development District				\$107.00
				Payment Due
Case Number				
Publication Dates	5/13			
County	Clay			

*Payment is due before the  
Proof of Publication is released.*

*For your convenience, you  
may remit payment at <https://www.jaxdailyrecord.com/send-payment>.*



Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.



**Preliminary Proof Of Legal Notice**  
*(This is not a proof of publication.)*

*Please read copy of this advertisement and advise us of any necessary corrections before further publications.*

**NOTICE OF RULEMAKING BY**

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT**

In accordance with Chapters 120 and 190, *Florida Statutes*, the Middle Village Community Development District ("*District*") hereby gives notice of its intention to develop and revise the fees imposed on persons desiring to utilize the District's facilities ("*Amenity Rates*").

The proposed Amenity Rates are as follows:

Item:	Current Rate	Proposed Rate
Non-Resident Annual Rate	\$1,800.00	\$2,200.00

A public hearing will be conducted by the Board of Supervisors ("*Board*") of the District on June 14, 2021, at 2:00 p.m., at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065. The public hearing will provide an opportunity for the public to address a proposed rule establishing fees related to the use of the District's Facilities.

Prior notice of rule development was published in the *Jacksonville Daily Record*, on May 6, 2021.

Specific legal authority for the Amenity Rates includes, but is not limited to, Sections 190.011, 190.012(3), 190.035(2), 190.011(5), 120.54 and 120.81, *Florida Statutes*.

Any person who wishes to provide the District with a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), *Florida Statutes*, must do so in writing within twenty one (21) days after publication of this notice to the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

This public hearing may be continued to a date, time, and place to be specified on the record at the hearing. If anyone chooses to appeal any decision of the Board with respect to any matter considered at a public hearing, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which such appeal is to be based. At the hearing, staff or Supervisors may participate in the public hearing by speaker telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A copy of the Amenity Rates and additional information on the public hearing may be obtained by contacting the District Manager at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by calling (904) 940-5850.

James Perry, District Manager

May 13

00 (21-00105C)



\*\*\* CHECK DATES 06/01/2021 - 06/30/2021 \*\*\*

MIDDLE VILLAGE - REC FUND  
BANK B REC FUND

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/11/21	00438	5/16/21 687-1142	202106 330-57200-44900	JUN REFUSE	*	1,695.05	
				REPUBLIC SERVICES #687			1,695.05 008639
6/11/21	00261	6/03/21 282	202104 320-57200-46500	APR PRESSURE WASHING	*	850.00	
				RIVERSIDE MANAGEMENT SERVICES, INC			850.00 008640
6/11/21	00261	6/03/21 283	202105 320-57200-46500	MAY PRESSURE WASHING	*	1,885.00	
				RIVERSIDE MANAGEMENT SERVICES, INC			1,885.00 008641
6/11/21	00261	6/01/21 281	202106 330-57200-34200	JUN JANITORIAL SERVICE	*	3,534.83	
				RIVERSIDE MANAGEMENT SERVICES, INC			3,534.83 008642
6/11/21	00412	1/12/21 7496	202101 330-57200-43500	JAN GAS	*	1,607.58	
				WILFORD PROPANE GAS			1,607.58 008643
6/23/21	00830	6/14/21 06142021	202106 300-36900-10300	RENTAL DEPOSIT REFUND	*	150.00	
				ALAINA BELL			150.00 008644
6/23/21	00828	6/14/21 06142021	202106 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				ANITA SULLIVAN			100.00 008645
6/23/21	00509	6/16/21 CAK-1430	202106 330-57200-49300	ACCESS CARDS	*	1,087.69	
				CARDS AND KEYFOBS			1,087.69 008646
6/23/21	00256	6/15/21 SSI10121	202105 320-57200-34510	MAY EMPLOYMENT FEE	*	409.38	
		6/15/21 SSI10121	202105 320-57200-34510	MAY SCHEDULING FEE	*	187.50	
				CLAY COUNTY SHERIFF'S OFFICE			596.88 008647
6/23/21	00063	6/13/21 10040042	202106 330-57200-63100	ELEVATOR MAINTENANCE	*	479.19	
				COASTAL ELEVATOR SERVICE CORP.			479.19 008648
6/23/21	00815	6/14/21 06142021	202106 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
				DANIELLE COOPER			500.00 008649

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#	.....INVOICE..... DATE	....EXPENSED TO... INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT	#
6/23/21	00825	6/14/21	06142021 RENTAL DEPOSIT REFUND	202106	300-36900-10300				DEBORAH BELLINO	*	1,000.00	1,000.00	008650
6/23/21	00814	6/14/21	06142021 RENTAL DEPOSIT REFUND	202106	300-36900-10300				DENISE JORDAN	*	500.00	500.00	008651
6/23/21	00026	6/15/21	1824 MAY FACILITY MAINT - GEN	202105	330-57200-62000					*	3,971.00		
		6/15/21	1824 MAY FACILITY MAINT-CONTIN	202105	330-57200-62200					*	2,297.00		
		6/15/21	1824 MAY LIGHTING REPAIRS	202105	330-57200-46630					*	831.00		
		6/15/21	1824 MAY COMMON AREA MAINT	202105	320-57200-46500					*	4,550.00		
		6/15/21	1824 MAY TENNIS COURT MAINT	202105	330-57200-34400					*	2,955.00		
									GOVERNMENTAL MANAGEMENT SERVICES			14,604.00	008652
6/23/21	00026	6/15/21	1825 MAY FACILITY MAINT-TENNIS	202105	330-57200-34400					*	520.00	520.00	008653
6/23/21	00026	6/15/21	1826 TENNIS REV DEP 6/15/21	202106	300-36900-10200					*	3,522.00	3,522.00	008654
									GOVERNMENTAL MANAGEMENT SERVICES				
6/23/21	00026	6/18/21	1827 EVENT STAFF THRU 6/16/21	202106	300-36900-10300					*	1,003.75	1,003.75	008655
									GOVERNMENTAL MANAGEMENT SERVICES				
6/23/21	00831	6/14/21	06142021 RENTAL DEPOSIT REFUND	202106	300-36900-10300				JAMIE OSWALD	*	100.00	100.00	008656
6/23/21	00827	6/14/21	06142021 RENTAL DEPOSIT REFUND	202106	300-36900-10300				REBECCA WALTERS	*	100.00	100.00	008657
6/23/21	00823	5/15/21	6859 MAY SECURITY OFFICER	202105	320-57200-34500					*	7,042.50	7,042.50	008658
									SECURITY DEVELOPMENT GROUP LLC				
6/23/21	00823	6/01/21	6885 JUN SECURITY OFFICER	202106	320-57200-34500					*	12,195.00	12,195.00	008659
									SECURITY DEVELOPMENT GROUP LLC				
									MVIL MIDDLE VILLAGE OKUZMUK				

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
6/23/21	00829	6/14/21 06142021	202106 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				SHERRY BARFIELD			100.00 008660
6/23/21	00824	6/14/21 06142021	202106 300-36900-10300	RENTAL DEPOSIT REFUND	*	1,900.00	
				SUSAN THORNTON			1,900.00 008661
6/23/21	00704	6/01/21 5492	202106 320-57200-46200	JUN LANDSCAPE MAINTENANCE	*	36,428.53	
				VERDEGO			36,428.53 008662
6/23/21	00832	6/14/21 06142021	202106 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				VONCELIA MOBLEY			100.00 008663
6/23/21	00130	3/15/21 60933	202103 330-57200-34400	HARTRU BAGS & NET	*	2,464.52	
				WELCH TENNIS COURTS, INC.			2,464.52 008664
TOTAL FOR BANK B						128,326.58	
TOTAL FOR REGISTER						128,326.58	

MVIL MIDDLE VILLAGE OKUZMUK



Florida Department of Health  
in Clay County  
Notification of Fees Due

**\*1/5303453\***  
10-BID-5303453

Permit Number

**10-60-00123**

**For: Swimming Pools - Public Pool > 25000 Gallons**

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2021).

Fee Amount: \$250.00

Previous Balance: \$0.00

**Total Amount Due: \$250.00**

Payment Due Date: 06/30/2021 or Upon Receipt

Mail To: Middle Village Community Development District  
475 W Town Place, Suite 114  
Saint Augustine, FL 32092

Please verify all information below at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com) and make changes as necessary.

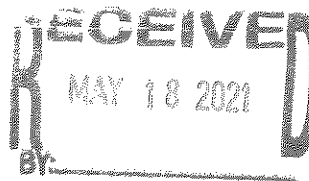
**Account Information:**

Name: Plantation Oaks - Pool  
Location: 845 Oakleaf Plantation Parkway  
Orange Park, FL 32065

Pool Volume: 177,480 gallons  
Bathing Load: 197  
Flow Rate: 1050

**Owner Information:**

Name: Middle Village Community Development District  
Address: 475 W Town Place, Suite 114  
(Mailing) Saint Augustine, FL 32092  
Home Phone: (904) 239-5309 Work Phone: (904) 342-1441



Circle One: MC

Name on Card: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp Date: \_\_\_\_/\_\_\_\_ Security Code (CVV): \_\_\_\_\_

Card's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I Authorize Florida Department of Health in Clay County to charge my credit card account for the following:

Payment Amount: \$\_\_\_\_\_ For: \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please go online to pay fee at:**  
**[www.MyFloridaEHPermit.com](http://www.MyFloridaEHPermit.com)**

Permit Number: 10-60-00123 Bill ID: 10-BID-5303453

Billing Questions call DOH-Clay at: (904) 278-3784

If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

[Please RETURN invoice with your payment]

Batch Billing ID:32938

**PERMIT HOLDERS CAN NOW**

**pay invoices online!**

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- No sign-up cost.
- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information





Florida Department of Health  
in Clay County  
Notification of Fees Due

\*1/5303460\*  
10-BID-5303460

Permit Number

**10-60-1306225**

**For: Swimming Pools - Public Pool > 25000 Gallons**

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2021).

Fee Amount: \$250.00

Previous Balance: \$0.00

**Total Amount Due: \$250.00**

Payment Due Date: 06/30/2021 or Upon Receipt

Mail To: MIDDLE VILLAGE CDD  
475 W town Place, Suite 114  
Saint Augustine, FL 32092

Please verify all information below at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com) and make changes as necessary.

**Account Information:**

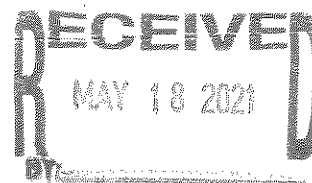
Name: Plantation Oaks - competition pool  
Location: 845 OAKLEAF PLANTATION Parkway  
Orange Park, FL 32065

Pool Volume: 172,300 gallons  
Bathing Load: 191  
Flow Rate: 957

**Owner Information:**

Name: MIDDLE VILLAGE CDD  
Address: 370 OAKLEAF VILLAGE Parkway  
(Mailing) Orange Park, FL 32065  
Home Phone: (904) 239-5309

Work Phone: (904) 342-1441



Circle One: MC

Name on Card: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp Date: \_\_\_\_/\_\_\_\_ Security Code (CVV): \_\_\_\_\_

Card's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I Authorize Florida Department of Health in Clay County to charge my credit card account for the following:

Payment Amount: \$\_\_\_\_\_ For: \_\_\_\_\_

**Signature**

**Date**

**Please go online to pay fee at:  
[www.MyFloridaEHPermit.com](http://www.MyFloridaEHPermit.com)**

Permit Number: **10-60-1306225** Bill ID: **10-BID-5303460**

Billing Questions call DOH-Clay at: (904) 278-3784

If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

[Please RETURN invoice with your payment]

Batch Billing ID:32938

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- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information





For Department Use Only	
Fee Received \$	Date
Check#	From

Application Type: (check box, see instructions on back)

- ☐ Initial Permit      ☐ Modification  
☐ Transfer, change of owner or name  
☐ Renewal

Operating Permit # -60-

**STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
APPLICATION FOR A SWIMMING POOL OPERATING PERMIT**

1. Project /Facility Name: \_\_\_\_\_ County: \_\_\_\_\_

Address of Pool: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

2. Owner Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Building Dept. Name: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_ ( ) \_\_\_\_\_  
Phone Number

4. Design Engineer/Architect Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

5. Pool Water Source (Name of Public Water System): \_\_\_\_\_

6. Lighting (check one): ( ) No Night Swimming  
( ) Outdoor: Three foot candles overhead and 1/2 watt per square foot of pool surface area underwater  
( ) Indoor: Ten foot candles overhead and 8/10 watt per square foot of pool surface area underwater

7. Pool Volume in Gallons: Main Pool \_\_\_\_\_ Spa Pool \_\_\_\_\_ Other \_\_\_\_\_

8. Pool Bathing Load: \_\_\_\_\_ Number & Type of Dwelling Units Served: \_\_\_\_\_

9. Pool Dimensions: Width: \_\_\_\_\_ Length: \_\_\_\_\_ Area: \_\_\_\_\_ Perimeter: \_\_\_\_\_ Depth: Max. \_\_\_\_\_ Min. \_\_\_\_\_

10. Water Treatment Equipment Manufacturer and Model:

(A) Recirculation Pump: \_\_\_\_\_ Flow \_\_\_\_\_ GPM At \_\_\_\_\_ TDH HP \_\_\_\_\_

(B) Filter: \_\_\_\_\_ Area: \_\_\_\_\_ Sq. Ft. Flow Capacity \_\_\_\_\_ GPM

(C) Disinfection Equipment: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD) or (PPD)

(Secondary Disinfection if Applicable): \_\_\_\_\_

(D) pH Adjustment Feeder: \_\_\_\_\_ Capacity \_\_\_\_\_ (GPD)

(E) Test Kit: \_\_\_\_\_

11. Other Equipment Details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### CERTIFICATION OF OWNER

The undersigned owner, or owner's representative, hereby agrees to operate the pool described in this application in accordance with the requirements of Chapter 514 of the Florida Statutes (F.S.), and Chapter 64E-9 of the Florida Administrative Code, and maintain the original construction approved under the Florida Building Code by the jurisdictional building department. **This agreement includes keeping a daily record of the information regarding pool operation on the monthly report form** furnished by the department or on other forms approved by the department and when requested, submission of the completed form to the appropriate county health department.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
(Print or type)

Title: \_\_\_\_\_  
(Print or type) If not the Owner, attach authorization from Owner

#### THIS SECTION FOR DOH USE ONLY:

Building Department Construction Approval Date: \_\_\_\_\_ Approval Number: \_\_\_\_\_

#### CERTIFICATION OF INSPECTION

I hereby certify that an inspection of this pool has been made and the foregoing information is correct to the best of my knowledge and belief. It is recommended the first annual operating permit be granted subject to the provisions of the Florida Administrative Code.

\_\_\_\_\_  
Signature DOH Engineer/Authorized Staff

\_\_\_\_\_  
Date

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

☐ Change data entered into EHD by \_\_\_\_\_ on \_\_\_\_\_

#### Instructions- Before submitting application to DOH:

**For Initial Permit:** Complete the entire application with owner certification. Include the original and one copy of this completed form, a copy of construction plans & specs to be submitted to the building department (electronic copy in PDF, TIF or JPG format is acceptable), and the appropriate fee. The operating permit number will be entered by DOH staff. This application will not be complete until a copy of the final building department inspection is received.

**For Modification:** Enter existing operating permit number, complete items 1 - 4, note proposed or completed changes in the appropriate sections, and complete the owner certification. Include a copy of the construction plans & specs to be submitted to the building department (electronic copy is acceptable). This application will not be complete until a copy of the final building department inspection is received.

**For Transfer:** Enter existing operating permit number, complete items 1 and 2, then note changes in the remarks section, and complete the owner certification. There is no fee or building plans required for a transfer permit reissued due to change of ownership, name of facility, phone number, or mailing address.

**For Renewal:** Enter existing operating permit number, complete items 1 and 2, and complete the owner certification. There is an annual operating permit fee charged for renewal.

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Ron DeSantis**  
Governor

**Scott A. Rivkees, MD**  
State Surgeon General

**Vision:** To be the Healthiest State in the Nation

---

**NOTICE OF THE RENEWAL PROCESS OF OPERATING PERMIT**  
**FOR PUBLIC SWIMMING POOLS AND SPAS**

May 12, 2021

Dear Public Swimming Pool/Spa Owner or Operator:

This is a reminder regarding Florida Department of Health's (DOH) process for the renewal of the Annual Operating Permit, which is required for the operation of the public swimming pool and/or spa and/or water activity feature. To renew the operating permit, compliance with the following is required:

1. **Submit a Complete Renewal Application** – The State of Florida Department of Health's Swimming Pool Operating Permit Renewal Application is included in this correspondence. Please complete the forms and submit the annual operating fee. This may also be completed by using the Permit Invoice **if NO** changes have been made to the pool. Ensure that signatures are on these forms. Ensure the method of payment is indicated on the invoice.
2. **Ensure Corrections Are Completed for Outstanding Florida Building Code Violations** – Per Rule 64E-9.001(4), FAC, the review and approval of the application for the renewal of the operating permit is dependent upon the facility's compliance with the Rule, with the previous operating permit, and with the maintenance of the pool in the same functional, safety, and sanitation conditions as approved by the jurisdictional building department and/or the Florida Department of Health. As such, DOH staff must refer to and use the Florida Building Code, Building Chapter 4, Section 454.1, or its predecessor, as applicable.
3. **Ensure Corrections Are Completed (Previous Closure and/or Unsatisfactory Status)** – Regarding previously cited violations which caused the pool and/or spa to receive an unsatisfactory inspection and/or resulted in its closure, please ensure all violations are corrected and documented appropriately.
4. **Submit a Pool Owner/Operator Verification of Entrapment Safety Features Form** - Included in this correspondence for completion. Please submit this form with the application for renewal of operating permit.
5. **Ensure Facility Access for the Department** - Provide Florida Department of Health the proper access codes, facility keys, and any other access implements to all parts of the public pool or spa, including the equipment room(s), to facilitate efficient service to the operation and to avoid unsatisfactory inspections.
6. **REMINDER** Please be aware that by January 1, 2022, all pools must add "POOL MAXIMUM DEPTH:\_\_\_FEET," in **2-inch** (51 mm) letters to the previously listed pool rules.

Sincerely,

*Ric Mathis*

Environmental Administrator  
Florida Department of Health in Saint Johns County

RM/gk

Enclosures

- Renewal Application Form for Operating Pool/Spa Permit
- Attestation of Pool Owner/Operator Verification of Entrapment Safety Features
- Invoice for Operating Permit

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**Florida Department of Health in St. Johns County**

200 San Sebastian View, Suite 1322, St. Augustine, FL 32084

PHONE: 904-506-6081

**www.StJohns.FloridaHealth.gov**



**Accredited Health Department**  
Public Health Accreditation Board



DOH Permit No. \_\_\_\_\_ County \_\_\_\_\_

## Pool Owner/Operator Verification of Entrapment Safety Features

1. Name of Facility Pool: \_\_\_\_\_

2. Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Facility Phone: \_\_\_\_\_

3. Owner's Name: \_\_\_\_\_  
(Print Name)

4. Owner's Phone: \_\_\_\_\_ Email: \_\_\_\_\_

5. Suction Outlet Drain Cover(s) as required by section 514.0315(1), FS:

Make & Model Number: \_\_\_\_\_  
(You may use additional sheets if facility has more than one device or system.)

Installation Date: \_\_\_\_\_ FL Approved Flow (GPM): \_\_\_\_\_ Life Years: \_\_\_\_\_

6. Type of Safety Device installed as required by section 514.0315(2), FS: (Check one)

☐ a. Safety Vacuum Release System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

☐ b. Suction Limiting Vent System w/Tamper-Resistant Atmospheric Opening

☐ c. Automatic Pump Shut-off System

Make & Model Number: \_\_\_\_\_  
(Use additional sheets if facility has more than one device or system.)

☐ d. Dual Drains (must be on the same drain line & 36" apart on center)

☐ e. Drain Disablement (requires a construction or modification permit)

☐ f. Gravity Drainage with Collector Tank (requires a construction or modification permit)

Installation Date: \_\_\_\_\_

Licensed pool contractor that installed the device/system:

(Installation by a FL licensed pool contractor is a requirement of s. 514.0315(2), Florida Statutes)

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

Phone Number: \_\_\_\_\_ License Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

7. Owner's commitment to have all safety device operation & maintenance manuals on site and readily available, and to conduct routine testing of the device/system in accordance with the manufacturer's recommendations or in accordance with state code testing requirements:

\_\_\_\_\_  
Signature of Duly Authorized Person (owner, permittee, corporate officer or registered agent.)

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

\_\_\_\_\_  
Date



Florida Department of Health  
in Clay County  
Notification of Fees Due

**\*1/5303484\***  
10-BID-5303484

Permit Number

**10-60-00124**

**For: Swimming Pools - Water Activity**

**Notice:** This bill is due and payable in full upon receipt and must be received by the local office by the payment due date (06/30/2021).

Fee Amount: \$125.00

Previous Balance: \$0.00

**Total Amount Due: \$125.00**

Payment Due Date: 06/30/2021 or Upon Receipt

Mail To: Plantation Oaks @ Oakleaf Plantation  
475 W town Place, Suite 114  
Saint Augustine, FL 32092

Please verify all information below at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com) and make changes as necessary.

**Account Information:**

Name: Plantation Oaks - Spray Pool  
Location: 845 Oakleaf Plantation Parkway  
Orange Park, FL 32065

Pool Volume: 11,700 gallons  
Bathing Load: 39  
Flow Rate: 195

**Owner Information:**

Name: Plantation Oaks @ Oakleaf Plantation  
Address: 370 Oakleaf Village Parkway  
(Mailing) Orange Park, FL 32065  
Home Phone: (904) 940-5850

Work Phone: (904) 940-5899

**Please go online to pay fee at:**  
**[www.MyFloridaEHPermit.com](http://www.MyFloridaEHPermit.com)**

Permit Number: **10-60-00124** Bill ID: **10-BID-5303484**

Billing Questions call DOH-Clay at: (904) 278-3784

If you do not pay online, make checks payable to and mail invoice WITH payment to:  
Florida Department of Health in Clay County  
P.O. Box 578  
Green Cove Springs, FL 32043

Circle One: MC

Name on Card: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp Date: \_\_\_\_/\_\_\_\_ Security Code (CVV): \_\_\_\_\_

Card's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I Authorize Florida Department of Health in Clay County to charge my credit card account for the following:

Payment Amount: \$\_\_\_\_\_ For: \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

[Please RETURN invoice with your payment]

Batch Billing ID: 32938



**PERMIT HOLDERS CAN NOW**

# pay invoices online!

The Florida Department of Health now offers a secure system for permit holders to pay invoices and print permits online!

- No sign-up cost.
- Save time. Paying a bill online is faster than mailing a check or hand delivering payment.
- Our safe and secure system will keep your information protected.
- Pay at your convenience. With our online system, you can pay with your credit card or e-check and don't have to worry about envelopes or stamps.

**Pay this invoice online at [www.myfloridaehpermit.com](http://www.myfloridaehpermit.com)**

NOTE: Payments made online will be assessed a small convenience fee. Visit the site for more information




**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 1820

Invoice Date: 4/19/21

Due Date: 4/19/21

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
2.330.572.4100 - Phones - April 2021		88.73	88.73
2.310.513.49300 - Permits / License		26.95	26.95
34.600.538.64000 - Repair and Replacements - April 2021		526.36	526.36
2.330.572.49400 - Special Events - April 2021		315.68	315.68
2.330.572.51000 - Office Supplies - April 2021		199.50	199.50
2.330.572.34400 - MV Tennis Maintenance - April 2021		1,146.52	1,146.52
24			

<b>Total</b>	<b>\$2,303.74</b>
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<b>Payments/Credits</b>	<b>\$0.00</b>
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<b>Balance Due</b>	<b>\$2,303.74</b>
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**\$1,777.38**

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – April 19, 2021

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
3/27/2021	Pinch a Penny	120.34	Repair and Replacement	34.600.538.64000	60.17	2.320.572.63100	60.17	120.34
3/30/2021	Head/Penn	303.65	Tennis Maintenance	2.330.572.34400	303.65			303.65
4/1/2021	ID Zone	399	Rec. Passes	2.330.572.49300	199.5	2.320.572.62000	199.5	399
4/1/2021	Head/Penn	428.58	Tennis Maintenance	2.330.572.34600	428.58			428.58
4/2/2021	Ring Central	176.94	Phones	2.330.572.4100	88.47	2.320.572.4100	88.47	176.94
4/2/2021	Head/Penn	276.67	Tennis Maintenance	2.330.572.34400	276.67			276.67
4/8/2021	Swank	285	Special Event	2.330.572.49400	142.5	2.320.572.49400	142.5	285
4/9/2021	walmart	187.85	Repair and Replacement	34.600.538.64000	93.93	2.320.572.63100	93.92	187.85
4/9/2021	Target	21.49	Special Event	2.310.513.49300	10.75	2.320.572.49400	10.74	21.49
4/9/2021	Pinch a Penny	52.11	Repair and Replacement	34.600.538.64000	26.06	2.320.572.63100	26.05	52.11
4/10/2021	Head/Penn	137.62	Tennis Maintenance	2.330.572.34400	137.62			137.62
4/12/2021	1&1 Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
4/13/2021	Another Bloomin Nursery	200	Repair and Replacement	34.600.538.64000	100	2.320.572.63100	100	200
4/15/2021	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
4/15/2021	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
4/16/2021	Swim Outlet	207.1	Repair and Replacement	34.600.538.64000	103.55	2.320.572.63100	103.55	207.1
4/16/2021	Marine Rescue	51.65	Repair and Replacement	34.600.538.64000	25.83	2.320.572.63100	25.82	51.65
4/16/2021	E-Rigging	45.01	Special Event	2.330.572.49400	22.51	2.320.572.49400	22.5	45.01
4/19/2021	Leslies	279.84	Special Event	2.330.572.49400	139.92	2.320.572.49400	139.92	279.84
4/19/2021	SmartSign	215.64	Repair and Replacement	34.600.538.64000	107.82	2.320.572.63100	107.82	215.64
<b>Totals</b>		<b>\$3,460.39</b>			<b>\$2,303.48</b>		<b>\$1,156.91</b>	<b>\$3,460.39</b>

Totals by GL

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – April 19, 2021

**Double Branch: \$1156.91**

2.320.572.4100 (DB Phones) – \$88.47  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.63100 (DB Repair and Replacements) - \$526.33  
2.320.572.49400 (DB Special Events) – \$315.66  
2.320.572.62000 (DB Rec Passes) – \$199.50

**Middle Village: \$2303.48**

2.330.572.4100 (MV Phones) – \$88.73  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$526.36  
2.330.572.49400 (MV Special Events) – \$315.68  
2.330.572.51000 (MV Office Supplies) – \$199.50  
2.330.572.34400 (MV Tennis Maintenance) – \$1146.52

ANOTHER BLOOMIN NURSERY  
3079 1 RUSSELL RD  
GREEN COVE SPRINGS, FL 32043  
904 287 5000

Bank ID: 0100  
Merchant ID: 000000181047  
Term ID: 000

## Sale

XXXXXXXXXXXX8052

AMEX Entry Method: Chip

Total: \$ 200.00

04/13/21 12:17:34

Inv #: 000014 Appr Code: 833719

Apprvd: Online Batch#: 000710

Relieved Retail 00000014

AMERICAN EXPRESS  
AIB: 000000025010001  
TS1: 1800  
IVR: 0000000000

Customer Copy

THANK YOU  
PLEASE TURN AGAIN





POWERED BY MOOD:

Complete  
Order Date: April 15, 2021

Invoice #1001585905

Items Invoiced				
Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95
				Subtotal
				\$26.95
				Grand Total (Excl.Tax)
				\$26.95
				Tax
				\$0.00
				Grand Total (Incl.Tax)
				\$26.95

Order Information

Shipping Address

Oakleaf Plantation  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065  
United States

Billing Address

Oakleaf Plantation  
GMS LLC  
475 W Town Pl  
orange park, Florida, 32065  
United States

Shipping Method

Free Shipping - Free

Payment Method

Credit Card

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056

**Order ER-295130**

Date Ordered:  
4/16/2021  
Order Number  
ER-295130

E-Rigging.com  
1000 Edwards Ave  
Suite C  
New Orleans, LA 70123

**Billing Address**

Jay Soriano  
GMS llc  
475 west town place  
St. Augustine, FL 32092 - US  
9043421441  
jsoriano@gmsnf.com

**SHIPPING ADDRESS**

Jay Soriano  
GMS llc  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065-4259 - US

Shipping Method:  
UPS - US Postal Service (UPS Surepost)  
(2-8 Days Transit) (4.40lbs.)  
Payment Type:  
Credit Card

Item ID	ITEMS	PRICE	QTY	TOTAL
51731050	5/8" x 1-3/4" Shank Machinery Eye Bolt, Yellow Chromate	\$4.45	8	\$35.60

<b>Subtotal:</b>	\$35.60
<b>Discount(s):</b>	\$0.00
<b>Taxes:</b>	\$0.00
<b>Shipping:</b>	\$9.41
<b>TOTAL:</b>	\$45.01



HEAD/Penn Racquet Sports  
306 South 45th Avenue  
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD  
DBA Oakleaf Plantation  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice		5193239399	
Billing Date 03/29/2021	Ship Date 03/29/2021	Order Date 03/25/2021	Requested Date 03/25/2021
Terms Credit Card preauth.			Due Date
Order No. 5102832610	P.O. Number Ball Trolleys		Order Entered By: OMS3 CPIC
Salesrep: Order Placed By: R118		ELLIS, JEFF	

Ship-to address  
Oakleaf Plantation  
370 Oakleaf Village Pwky  
ORANGE PARK FL 32065

Authorization no.:

150392 21032505942100

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
287256	NEW Ball Trolley (fits for 2 Item 10)		2 PC	149.95	8.000	137.96	275.92

Total Number of Units 2

Shipping Information  
Packing Slip, BOL: 5183140134  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 16.500 LB 7.484 KG

Box Tracking Number  
289180170773845

Total Number of Cartons 2

Items total	275.92	USD
Freight Charge	17.11	USD
Freight Surcharge	10.62	USD
Final amount	303.65	USD
Charged to your American Express *****053	303.65	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).  
This site allows you to see current stock of goods, place orders,  
track orders, and check invoices 24 hours a day!  
To receive your login information please email: [askus@us.head.com](mailto:askus@us.head.com)



HEAD/Penn Racquet Sports  
306 South 45th Avenue  
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD  
DBA Oakleaf Plantation  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice				5193241021
Billing Date	03/31/2021	Ship Date	03/31/2021	Order Date
				03/30/2021
Terms				Requested Date
5% 30 2% 60 NET 61 days				03/31/2021
Order No.	5102834438	P.O. Number	Pro Penn	Due Date
Salesrep:				Order Entered By:
Order Placed By: ELLIS, JEFF				OMS3_CPIC
R118				

Ship-to address  
Oakleaf Plantation  
370 Oakleaf Village Pwky  
ORANGE PARK FL 32065

Authorization no.:

128968 21033006091124

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
522102	PRO PENN MARATHON REGULAR--DU		144 CA	2.73	0.000	2.73	393.12
	Item 10						
	HS Tarrif No.: ..	Country of Origin: China					
Total Number of Units		144					

**Shipping Information**

Packing Slip, BOL: 5183141554  
Shipping Terms: FOB Origin  
Shipment Origin: PHOENIX AZ  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 73.080 LB 33.149 KG

**Box Tracking Number**  
336473670610435

Total Number of Cartons 2

Items total	393.12	USD
Freight Charge	39.98	USD
Freight Surcharge	15.14	USD
CC Discount	5.000 %	19.66- USD
Final amount	428.58	USD
Charged to your American Express *****053	428.58	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).  
This site allows you to see current stock of goods, place orders,  
track orders, and check invoices 24 hours a day!  
To receive your login information please email: [askus@us.head.com](mailto:askus@us.head.com)

Please include stub with your payment			
REMIT TO HEAD/Penn Racquet Sports P.O. Box 53232 Phoenix, AZ 85072-3232	Middle Village CDD	Customer No. 715220 Invoice 5193241021	For payment by EFT or credit card, please contact the office directly. Thank you.
	Amount Enclosed \$		
For questions regarding your order please contact Customer Service (800)289-7366 Option 2			



HEAD/Penn Racquet Sports  
306 South 45th Avenue  
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD  
DBA Oakleaf Plantation  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

Customer No. 715220

<b>Invoice</b>		<b>5193244041</b>	
Billing Date 04/09/2021	Ship Date 04/09/2021	Order Date 04/06/2021	Requested Date 04/07/2021
Terms Credit Card preauth.			Due Date
Order No. 5102837031	P.O. Number Gravity S Demo		Order Entered By: OMS3_CPIC
Salesrep: Order Placed By: ELIS, JEFF R118			

Ship-to address  
Oakleaf Plantation  
370 Oakleaf Village Pwky  
ORANGE PARK FL 32065

Authorization no.:

136739 21040606399754

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
233841	Gravity S 2021 Item 10	U 30	1 PC	136.00	8.000	125.12	125.12

Total Number of Units 1

Shipping information  
Packing Slip, BOL: 5183144104  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 1.700 LB 0.771 KG

Box Tracking Number  
289180170797483

Total Number of Cartons 1

Items total	125.12	USD
Freight Charge	7.68	USD
Freight Surcharge	4.82	USD
Final amount	137.62	USD
Charged to your American Express *****053	137.62	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).  
This site allows you to see current stock of goods, place orders,  
track orders, and check invoices 24 hours a day!  
To receive your login information please email: [askus@us.head.com](mailto:askus@us.head.com)



HEAD/Penn Racquet Sports  
306 South 45th Avenue  
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD  
DBA Oakleaf Plantation  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice		5193241339	
Billing Date	04/01/2021	Ship Date	04/01/2021
Order Date	03/30/2021	Requested Date	03/31/2021
Terms			Due Date
Credit Card preauth.			
Order No.	5102834440	P.O. Number	String/Grip
Salesrep:		Order Entered By:	
Order Placed By: R118		OMS3_CPIC	

Ship-to address  
Oakleaf Plantation  
370 Oakleaf Village Pwky  
ORANGE PARK FL 32065

Authorization no.:

157922 21033006091941

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
285425	Xtreme Soft 60 pcs Box	MX	1 BOX	60.00	8.000	55.20	55.20
	Item 10						
281204	Hawk Touch (set)	17 AN	10 PC	12.75	8.000	11.73	117.30
	Item 20						
281790	Lynx Tour Set	17 CP	10 PC	9.40	8.000	8.65	86.50
	Item 30						
Total Number of Units		21					

Shipping Information

Packing Slip, BOL: 5183141468  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 3.600 LB 1.633 KG

Box Tracking Number

289180170785152

Total Number of Cartons 1

Items total	259.00	USD
Freight Charge	7.70	USD
Freight Surcharge	9.97	USD
Final amount	276.67	USD
Charged to your American Express *****053	276.67	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).

This site allows you to see current stock of goods, place orders,  
track orders, and check invoices 24 hours a day!

To receive your login information please email: [askus@us.head.com](mailto:askus@us.head.com)

P.O. Box 95323 Chicago, IL 60694-5323  
Phone: (800) 910-5987 | Fax: (952) 937-0958  
Email: [sales@IDZone.com](mailto:sales@IDZone.com) | Web: [IDZone.com](http://IDZone.com)

Date	Sale #
3/30/2021	CC6412136

**PAID by CCARD – This invoice is for your record only. Thank you for your business!**





1&1 IONOS Inc.  
791 Lee Road  
Suite 300  
Chesterbrook, PA 19087  
USA

Jay Soriano  
370 Oakleaf Village Pkwy

Orange Park, FL 32065-4259  
UNITED STATES

#### Copy

Invoice Date:	04/10/2021
Invoice:	202032414111
Contract:	85644648
Customer ID:	270980442
Help Center:	ionos.com/help
My IONOS:	my.ionos.com/invoices
Phone support:	1-877-300-8316
E-mail support:	billing@ionos.com
Service hours:	24/7

Please have your personal phone PIN available for quick and secure authentication when speaking with our agents. You can set and manage this by logging in to my.ionos.com.

## Invoice Summary (MyWebsite Creator+)

Billing period starting: 04/06/2021

Item	Service	Charges	Usage	Total
1	Basic Fee 04/06/2021-05/06/2021	\$18.00 a month	1 mo.	\$18.00
<b>Total amount due</b> Please DO NOT send cash, check or money order				<b>\$18.00</b>

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice? Please refer to your Help Center or log in to my.ionos.com for further information.





ORANGE PARK, FL #529  
6001 ARGYLE FOREST BLVD STE 35  
JACKSONVILLE, FL 32244-6127  
904-573-6515

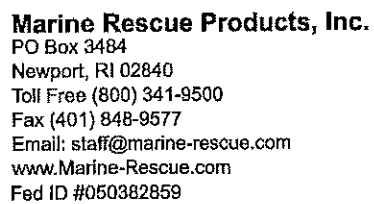
Store: 529 Register: 1  
Date: 4/19/21 Time: 4:55 PM  
Ticket: 45985  
Salesperson: 50654 (Brandi B)  
Customer ID: S00529000004398

Item	Qty	Price	Amount
BLACK ALGAE KILLER QT			
14007	1	27.22	27.22
BLK ALGAE KILLER 1/2GAL			
14024	1	49.49	49.49
50LB POWER POWDER GRANULAR 70			
14208	1	183.14	183.14

Subtotal 259.85  
Tax 19.49

Total\$ 279.34

Amex Purchase 279.34  
Apr 19 2021 04:56 pm Trans# 45985



Order # 99439A  
Invoice Date 04/16/21  
Page 1

Qty	B/O	Ship	Item #	Description	Un. Price	Ds	Amount
2	0	2	LLS RED	LOOP LOCK STRAPS RED	6.95	--	13.90
2	0	2	LLS BLACK	LOOP LOCK STRAPS BLACK	6.95	--	13.90
2	0	2	LLS BLUE	LOOP LOCK STRAPS ROYAL BLUE	6.95	--	13.90
MERCHANDISE INVOICE TOTAL \$							41.70
SHIPPING & HANDLING \$							9.95
INVOICE TOTAL \$							51.65
CR. CARD: VI, APPR:191750 \$							-51.65



POWERED BY MOOD:

Complete

Order Date: April 15, 2021

Invoice #1001585904

Items Invoiced				
Product Name	SKU	Price	Qty Invoiced	Subtotal
Pandora Music Subscription	PMS	\$26.95	1	\$26.95
Subtotal				\$26.95
Grand Total (Excl.Tax)				\$26.95
Tax				\$0.00
Grand Total (Incl.Tax)				\$26.95

Order Information

Shipping Address

Oakleaf Plantation  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065  
United States

Billing Address

Oakleaf Plantation  
GMS LLC  
475 W Town Pl  
orange park, Florida, 32065  
United States

Shipping Method

Free Shipping - Free

Payment Method

Credit Card

Credit Card

Credit Card Type

American Express

Credit Card Number

XXXX-6056

# PINCH A PENNY POOL PATIO SPA

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch A Penny 242  
9715 Crosshill Blvd  
Suite #105  
Jacksonville, FL 32222  
Phone: 904-619-0939

## Sales Receipt

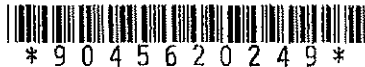
Transaction #: 30242  
Account #: 9045620249  
Date: 3/27/2021 Time: 5:10:28 PM  
Cashier: Saich Register #: 1

BILL TO: Mr. Sorianor

Item	Description	Amount
00907022	ALGAE EATER PLUS 1 GAL.	\$51.96
	4 @ \$12.99	
00921470	OXIDIZING SHOCK & SWIM	\$59.98
	2 @ \$29.99	

Sub Total	\$111.94
Sales Tax	\$8.40
Total	\$120.34

SIDE TERMINAL Tendered	\$120.34
Change Due	\$0.00



Thank you for shopping  
Pinch A Penny 242  
We hope you'll come back soon!

# PINCH-A-PENNY POOL-PATIO-SPA

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch A Penny 242  
9715 Crosshill Blvd  
Suite #105  
Jacksonville, FL 32222  
Phone: 904-619-0939

## Sales Receipt

Transaction #: 30805  
Account #: 9045620249  
Date: 4/9/2021 Time: 12:58:42 PM  
Cashier: Dominick Ruiz Register #: 1

BILL TO: Jay Sorianor

Item	Description	Amount
72420052	STAIN ERASER FOR CONCRE	\$23.99
24321101	LUBETUBE 40Z LUBRICANT/	\$11.49
02120830	METAL VACUUM HANDLE	\$12.99

Sub Total	\$48.47
Sales Tax	\$3.64
Total	\$52.11

SIDE TERMINAL Tendered	\$52.11
Change Due	\$0.00



\* 9 0 4 5 6 2 0 2 4 9 \*

Thank you for shopping  
Pinch A Penny 242  
We hope you'll come back soon!



**Account Number:** (904) 770-4650  
**Statement Date:** 04/02/2021  
**Subscription Name:** RingCentral Office  
Standard

**Bill To:**  
Jay Soriano  
Oakleaf Plantation  
475 west town place ste 114  
St Augustine, FL 32092

**Statement Summary**

**Total Current Charges** **\$176.94**

Your credit card ending in [3053] was charged \$176.94.

This charge will appear as "RingCentral, Inc" on your credit card statement.

## Statement Details

### Charges and credits

Period	Description	Unit Price	Quantity	Amount
03/02/2021 - 04/01/2021	Office Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
03/02/2021 - 04/01/2021	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
03/02/2021 - 04/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2021 - 04/01/2021	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
03/02/2021 - 04/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2021 - 04/01/2021	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
03/02/2021 - 04/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2021 - 04/01/2021	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
03/02/2021 - 04/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2021 - 04/01/2021	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
03/02/2021 - 04/01/2021	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates:				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees*:				\$42.04
<b>Total Charged to Credit Card:</b>				<b>\$176.94</b>



300 Cadman Plaza West, Suite 1303, Brooklyn, NY 11201

## Invoice

Questions? Call (800) 952 1457

### Bill To

Jay Soriano  
GMS LLc  
475 W TOWN PL  
STE 114  
ST AUGUSTINE, FL 32092 3649  
Phone: 904 342 1441  
Email: manager@oakleafresidents.com

### Ship To

Jay Soriano  
GMS LLc  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065  
Phone: 904 342 1441

Order No.: POO-36626	Date: April 17, 2021	Ship by: Two-Day	
CC: AmExCard	Name: Jay Soriano	Card # *****8052	Expiry: 11/25

Item Description	Unit Price	Qty.	Amount
1. All Pets Must Be On A Leash Please Clean Up After Your Pet (pet walking symbol) Color: Green Reversed Size: 18" x 12" Part #: DZ-12x18 • HTC Code: 8310.00.0000	\$35.94/Sign Package: 1 Sign	6 Signs	\$215.64

Product Subtotal : \$215.64

Estimated Shipping Charges : Free

Order Total : **\$215.64**

Please make checks payable to **SmartSign**.

Print

Close

# SWANK

MOTION PICTURES, INC.

10795 Watson Road • St Louis, MO 63127  
Phone: 800-876-5445 • Fax: 314-966-3472

Routing: COKMORGA

## ORIGINAL INVOICE

Order Number: BO 1793965

Order Date: 04/08/21

Bill-To Customer: 0322280-001

Ship-To Customer: 0322280-001

Jay Soriano  
Operations Manager  
Double Branch CDD  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

Jay Soriano  
Operations Manager  
Double Branch CDD  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

Order:1793965

Terms: THIS IS YOUR RECEIPT

--Line--

#	Typ	Qty	Bill Date	Product Description	Unit Price	Total Price
1	RT	1	04/07/21	THE CROODS - A NEW AGE Widescreen DVD	285.00	285.00

Show Dates: 04/09/21 to 04/09/21

For further information, please contact  
Kaitlyn Pollock  
at 1-800-876-5577

PAID

Item Subtotal: 285.00  
Prepayment Amount: 285.00  
BALANCE DUE: \$0.00

Please remit payment to: 2844 Paysphere Circle, Chicago, Illinois 60674





**Thanks for shopping with us, Jay!**

Your order number is SO12104136, placed 04/16/21 at 9:59 AM.

**Ship to:**

Jay Soriano  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065-4259  
(904) 342-1441  
[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)

**Payment:**

American Express

**Shipping:**

Standard Dropship Shipping

## ORDER SUMMARY

**Competitor Stainless Steel Multi Lane Brackets (Pair)**

Qty:1

**\$198.95**

**SUBTOTAL (1 ITEM):**

**\$198.95**

**TAX:**

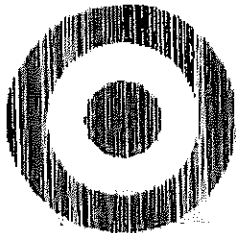
**\$0.00**

**SHIPPING:**

**\$8.15**

**ORDER TOTAL:**

**\$207.10**



Jacksonville West - 904-243-4365  
 9325 Crossfield Blvd  
 Jacksonville, Florida 32212-5812  
 04/09/2021 09:47 AM



ELECTRONICS  
 058109452 DVD \$19.99  
 Return by 05/09/2021

SUBTOTAL \$19.99  
 T = FL TAX 7.50000 on \$19.99 \$1.50  
 TOTAL \$21.49  
 058109452 AMEX CHARGE \$21.49  
 AID: A700000025013801  
 AMERICAN EXPRESS  
 AUTH CODE: 855114

REC#2-1099-2233 0171-3164-0 4000751-250-540

Help make your Target Run better.  
 Take a 2 minute survey soon, today's trip

Info@target.com  
 User ID: 7390 0776 7983  
 Password: 858 354

CUPIENVS EN ESP#0L

Please take this survey within 7 days

Give us feedback @ survey.walmart.com  
 Thank you! ID #:7QBQDS14TK07

**Walmart**

904-214-9411 Mgr: COREY  
 1580 BRANAM FIELD RD  
 MIDDLEBURG FL 32068

STN 0330B	OP# 002859	TER 67	TR# 04354
DVD PLAYER	068113130838	24.96	0
BIC WD TAPE	007033050589	5.48	0
BIC WD TAPE	007033050589	5.48	0
BIC WD TAPE	007033050589	5.48	0
BIC WD TAPE	007033050589	5.48	0
PAPER CLIPS	005050572514	1.37	0
PAPER CLIPS	005050572514	1.37	0
PAPER CLIPS	005050572514	1.37	0
952XL YELLOW	008029685815	35.89	0
HP 952 CHYK	019078095535	107.85	0
		SUBTOTAL	187.85
		TOTAL	187.85
		AMEX TEND	187.85

AMERICAN EXPRESS \*\*\* \*\* 052 I 0  
 APPROVAL N 805856  
 REF N 109900009512  
 TRANS ID - 001398668602404  
 AID 8080000025010801  
 AAC 2089A5A0CE781F85  
 TERMINAL N SC010679

04/09/21 09:28:57  
 CHANGE DUE 0.00  
 N ITEMS SOLD TO

TCN 1924 4972 5098 4170 4656 5

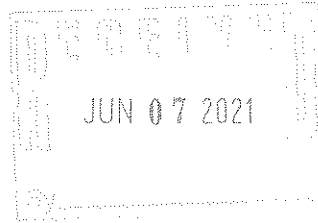


04/09/21 09:29:05  
 \*\*\*CUSTOMER COPY\*\*\*

**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

**Bill To:**  
Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



**Invoice #:** 1813  
**Invoice Date:** 6/1/21  
**Due Date:** 6/1/21  
**Case:**  
**P.O. Number:**

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - June 2021 2.310.513.3400 24		18,629.50	18,629.50

**Total** \$18,629.50

**Payments/Credits** \$0.00

**Balance Due** \$18,629.50

6-7-21  
OK

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 1814

Invoice Date: 6/1/21

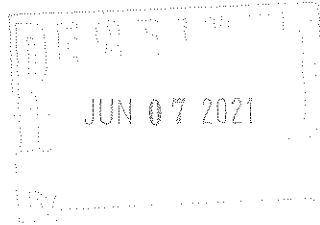
Due Date: 6/1/21

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Tennis - Facility Management - Oakleaf Plantation - June 2021 2.33.572.3430 26		5,862.50	5,862.50

---

**Total** \$5,862.50

---

**Payments/Credits** \$0.00

---

**Balance Due** \$5,862.50

---

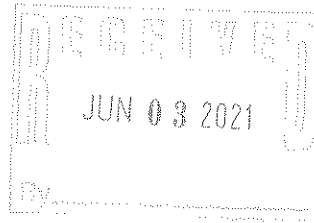
6-7-21  
OR

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 1819**Invoice Date:** 6/4/21**Due Date:** 6/4/21**Case:****P.O. Number:****Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Facility Event Staff through June 3, 2021  2-300-369-103 26	21.5	25.00	537.50
<b>Total</b>			<b>\$537.50</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$537.50</b>

**Governmental Management Services, LLC**

9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

**Middle Village CDD**

**Facility Event Staff Service Hours**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
21.50	Facility Event Staff	\$ 25.00	\$ 537.50

Covers Period End: June 3, 2021

Amenities Revenue # 2-369-103

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 1822

Invoice Date: 6/10/21

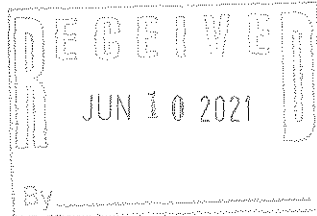
Due Date: 6/10/21

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Tennis Revenue / Funds Deposited 06/07/2021  2-300-369-102 26		3,468.25	3,468.25
<b>Total</b>			<b>\$3,468.25</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$3,468.25</b>

Wells Fargo Bank  
Transaction Receipt

Branch #0066070 07 Deposit

Account Number XXXXXXXXXX4262  
CHK 00182

Cash In \$950.00

Loose Currency

\$100 \$400.00

\$50 \$550.00

Sub total \$950.00

Number of Checks 20

Check Listing

\$125.00

\$125.00

\$135.00

\$40.00

\$125.00

\$48.00

\$24.00

\$24.00

\$175.00

\$500.00

\$125.00

\$125.00

\$125.00

\$300.00

\$125.00

\$187.00

\$249.00

\$125.00

\$187.50

\$125.00

Total Checks Amount \$2,992.50

Total Deposit \$3,942.50

Transaction # 083 2092

02:12PM 06/07/21

Deposit Credit Date: 06/07/21

Thank you, SHIRLEY



# Middle Village CDD

## Breakdown of Revenues 6.7.21

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
--------------	---------	---------	------------------------

6.7.21	\$ 3,742.50	\$ 3,368.25	\$ 374.25
		\$ -	\$ -

Subtotal	\$ 3,742.50	\$ 3,368.25	\$ 374.25
----------	-------------	-------------	-----------

Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
------	------------------------------	---------	------------------------

6.7.21		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
----------	------	------	------

Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
------	---------------	---------	------------------------

6.7.21	\$ 200.00	\$ 100.00	\$ 100.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

\*Stringing  
\*Shirts

Subtotal	\$ 200.00	\$ 100.00	\$ 100.00
----------	-----------	-----------	-----------

Date		League Fees 10%	Middle Village CDD 90%
------	--	-----------------	------------------------

6.7.21			
--------	--	--	--

Subtotal	\$ -	\$ -	\$ -
----------	------	------	------

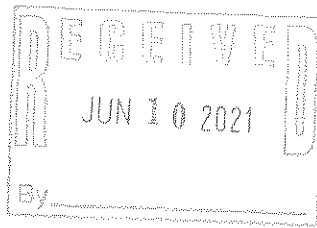
Total Revenues	\$ 3,942.50	\$ 3,468.25	\$ 474.25
----------------	-------------	-------------	-----------

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 1823**Invoice Date:** 6/10/21**Due Date:** 6/10/21**Case:****P.O. Number:****Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
2.330.572.34300 - Walmart		106.43	106.43
2.330.572.34300 - Walmart		154.30	154.30
Dollar Tree		34.25	34.25
Winning Concepts		479.22	479.22
26			

<b>Total</b>	<b>\$774.20</b>
--------------	-----------------

<b>Payments/Credits</b>	<b>\$0.00</b>
-------------------------	---------------

<b>Balance Due</b>	<b>\$774.20</b>
--------------------	-----------------

## PERSONAL REIMBURSEMENT

Out-of-Pocket

**NAME:** Andy Fletcher

6.7.12

DATE	DESCRIPTION	DISTRICT	AMOUNT	
5.10.21	Wal Mart - Microwave	MV	\$106.43	2.330.572.34300
5.10.21	Wal Mart - Ink / Balls	MV	\$154.30	2.330.572.34300
5.27.21	Dollar Tree - Memorial Day	MV	\$34.25	
5.27.21	Winning Concepts - T Shirts	MV	\$479.22	
		<b>TOTAL</b>	<b>\$ 774.20</b>	

Give us feedback @ survey.walmart.com  
Thank you! ID #:7QC1XL10H67Q

**Walmart\***

904-278-1836 Mgr: NATHANIEL  
1505 COUNTY ROAD 220  
ORANGE PARK FL 32003

ST# 02920 OP# 006037 TEN 67 TR# 01185  
MICROWAVE 019087300238 99.00 X  
SUBTOTAL 99.00  
TAX 1 7.500 % 7.43  
TOTAL 106.43  
DEBIT TEND 106.43  
CHANGE DUE 0.00

EFT DEBIT PAY FROM PRIMARY  
106.43 TOTAL PURCHASE

US DEBIT \*\*\*\* \* 5342 I 0

REF # 113000500219

NETWORK ID. 0076 APPR CODE 280554

US DEBIT

AID A0000000980840

RAC CB7F18D989698106

TERMINAL # SC112050

05/10/21 13:30:57

# ITEMS SOLD 1

TCN 3815 1529 3336 1395 7456 0



05/10/21 13:31:02

Give us feedback @ survey.walmart.com  
Thank you! ID #:7QC1XL10H67P

**Walmart\***

904-278-1836 Mgr: NATHANIEL  
1505 COUNTY ROAD 220  
ORANGE PARK FL 32003

ST# 02920 OP# 006037 TEN 67 TR# 01184  
COMBO INK 088989482464 68.89 X  
TENNIS BALL 007240901012  
3 AT 1 FOR 24.88 74.64 X  
SUBTOTAL 143.53  
TAX 1 7.500 % 10.77  
TOTAL 154.30  
DEBIT TEND 154.30  
CHANGE DUE 0.00

EFT DEBIT PAY FROM PRIMARY

154.30 TOTAL PURCHASE

US DEBIT \*\*\*\* \* 5342 I 0

REF # 113000269093

NETWORK ID. 0076 APPR CODE 002776

US DEBIT

AID A0000000980840

RAC 7FD116B45AEA4432

TERMINAL # SC112050

05/10/21 13:30:07

# ITEMS SOLD 4

TCN 0523 9163 0007 2021 3815 4



05/10/21 13:30:26



# DOLLAR TREE

Store# 4212  
9725 Crosshill Blvd  
Jacksonville FL 32222-5812

(904) 701-6953

DESCRIPTION	QTY	PRICE	TOTAL
RWB 72OZ WATER CONTAINER	1	1.00	1.00T
PATRIOTIC TABLECOVER	1	1.00	1.00T
PATRIOTIC TABLECOVER	1	1.00	1.00T
RED ROUND TABLECOVER	1	1.00	1.00T
PATRIOTIC LUNCHEON NAPKIN 18CT	1	1.00	1.00T
PATRIOTIC LUNCHEON NAPKIN 18CT	1	1.00	1.00T
PATRIOTIC LUNCHEON NAPKIN 18CT	1	1.00	1.00T
PATRIOTIC LUNCHEON NAPKIN 18CT	1	1.00	1.00T
PATRIOTIC LUNCHEON NAPKIN 18CT	1	1.00	1.00T
PATRIOTIC SQ PAPER PLATE 12CT	1	1.00	1.00T
PATRIOTIC SQ PAPER PLATE 12CT	1	1.00	1.00T
PATRIOTIC SQ PAPER PLATE 12CT	1	1.00	1.00T
PATRIOTIC SQ PAPER PLATE 12CT	1	1.00	1.00T
PATRIOTIC SQ PAPER PLATE 12CT	1	1.00	1.00T
US FLAG KIT	1	1.00	1.00T
US FLAG KIT	1	1.00	1.00T
US FLAG KIT	1	1.00	1.00T
US FLAG KIT	1	1.00	1.00T
US FLAG KIT	1	1.00	1.00T
US FLAG KIT	1	1.00	1.00T
MINI US FLG W/FBRG 3PK 11.4X6	1	1.00	1.00T
CLIPCLICK BALLPEN BLUE 8CT	1	1.00	1.00T
PLASTIC FORKS 48CT	1	1.00	1.00T



**WINNING  
CONCEPTS USA, INC.**

**950-19 Blanding Blvd.  
Orange Park, FL 32065  
(904) 272-9784  
(904) 272-9787 FAX**

WINNING CONCEPTS USA INC  
950 BLANDING BLVD  
ORANGE PARK FL 32065  
904-272-9784

Terminal ID: \*\*\*\*\*261 \*\*\*3

5/27/21 3:23 PM

Ship To

VISA CREDIT - INSERT  
AID: A0000000031010  
ACCT #: \*\*\*\*\*6346

CREDIT SALE

UID: 114747270825 REF #: 0436  
BATCH #: 090 AUTH #: 027281

DESCRIPTION : \_\_\_\_\_

AMOUNT \$479.22

**APPROVED**

ARQC - 472A0D522448C08A

ALL SALES FINAL  
NO REFUNDS

**CUSTOMER COPY**

Bill To
Oakleaf Tennis

		P.O. No.
Quantity	Description	
26	Screen print full front on left side vertical black imprint On ST420 dri-fit t-shirts White- 4 med, 4 Lg, 4 XL, 1 XXL Yellow- 4 med, 4 Lg, 4 XL, 1 XXL	
26	Screen print full front on left side vertical white imprint On ST420 dri-fit t-shirts Light blue- 4 med, 4 Lg, 4 XL, 1 XXL Kelly-4 med, 4 Lg, 4 XL, 1 XXL	
32	Screen print full back with center vertical print black imprint On LST356 dri-fit racerbacks White-4 xs, 4 sm, 4 med, 2 Lg, 2 XL Lime- 4 xs, 4 sm, 4 med, 2 Lg, 2 XL	
32	Screen print full back with center vertical print white imprint On LST356 dri-fit racerbacks Hot coral-4 xs, 4 sm, 4 med, Lg, 2 XL Pink Raspberry- 4 xs, 4 sm, 4 med, 2 Lg, 2 XL	
4	Add for XXL	
1	Color wash fee	

8.29	215.54
7.99	255.68
7.99	255.68
1.50	6.00
10.00	10.00

Thank you for your business! Daniel McClees 904/272-9784

**Total** \$958.44

We impose a surcharge of 3.5% on the transaction amount on credit card products,  
which is not greater than our cost of acceptance.  
We do not surcharge debit cards, prepaid cards or gift cards.

**Payments/Credits** \$0.00

**Balance Due** \$958.44



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

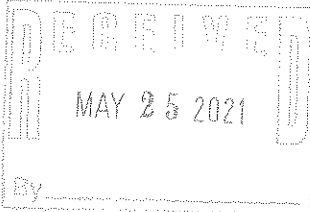
# Invoice

Date 6/1/2021

Invoice # 131295599624

Terms	Net 20
Due Date	6/21/2021
PO #	

<b>Bill To</b>	<b>Ship To</b>
Oakleaf Plantation Middle Village 475 West Town Place Ste 114 St Augustine FL 32092	Oakleaf Plantation/Middle Vlg 845 Oakleaf Plantation Way Orange Park FL 32065

Item ID	Description	Qty	Units	Amount
WM-CHEM-BASE	Water Management Seasonal Billing Rate	1	ea	2,477.55
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
				

Total 2,585.73  
Amount Due \$2,585.73

2.33.572.464  
139

## Remittance Slip

Customer  
13OAK101  
Invoice #  
131295599624

Amount Due \$2,585.73

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

Make Checks Payable To

Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295599624



**REPUBLIC**  
SERVICES

8619 Western Way  
Jacksonville FL 32256-036060

**Customer Service** (904) 731-2456  
RepublicServices.com/Support

**Important Information**

It's easy to go paperless! Sign up for Paperless Billing at RepublicServices.com and enjoy the convenience of managing your account anytime, anywhere, on any device.

**Account Number** 3-0687-3527242  
**Invoice Number** 0687-001142219  
**Invoice Date** May 16, 2021  
**Previous Balance** \$1,695.05  
**Payments/Adjustments** -\$1,695.05  
**Current Invoice Charges** \$1,695.05

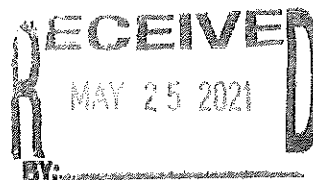
<b>Total Amount Due</b> <b>\$1,695.05</b>	<b>Payment Due Date</b> <b>June 05, 2021</b>
--	---

**PAYMENTS/ADJUSTMENTS**

Description	Reference	Amount
Payment - Thank You 05/10	8596	-\$1,695.05

**CURRENT INVOICE CHARGES**

Description	Reference	Quantity	Unit Price	Amount
Middle Village Cdd 845 Oakleaf Plantation Pkwy Orange Park, FL Contract: 9687024 (C50) 2 Waste Container 6 Cu Yd, 2 Lifts Per Week Pickup Service 06/01-06/30 Container Refresh 06/01-06/30		2.0000	\$1,071.02 \$9.00	\$1,071.02 \$18.00
<b>Total Fuel/Environmental Recovery Fee</b>				\$368.72
<b>Total Franchise - Local</b>				\$237.31
<b>CURRENT INVOICE CHARGES</b>				<b>\$1,695.05</b>



2-33-572-449  
438

Simple account access at your fingertips.

Download the Republic Services app or visit  
RepublicServices.com today.



**REPUBLIC**  
SERVICES

8619 Western Way  
Jacksonville FL 32256-036060

Please Return This  
Portion With Payment

**Total Enclosed**

Return Service Requested

<b>Total Amount Due</b>	<b>\$1,695.05</b>
<b>Payment Due Date</b>	<b>June 05, 2021</b>
<b>Account Number</b>	<b>3-0687-3527242</b>
<b>Invoice Number</b>	<b>0687-001142219</b>

Make Checks Payable To:



MIDDLE VILLAGE CDD  
LISA  
475 W TOWN PL  
STE 114  
ST AUGUSTINE FL 32092-3649



REPUBLIC SERVICES #687  
PO BOX 9001099  
LOUISVILLE KY 40290-1099

30687352724200000011422190001695050001695057



**Riverside Management Services, Inc**

9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

**Invoice**

Invoice #: 282

Invoice Date: 6/3/2021

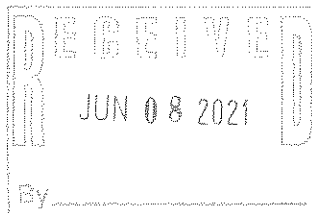
Due Date: 6/3/2021

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Pressure Washing Services - April 2021  Common Area Maint. 2.320.572.4650 261		850.00	850.00
<b>Total</b>			<b>\$850.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$850.00</b>

6-7-21  
CVR

# Riverside Management Services, Inc.

9655 Florida Mining Blvd., Bldg. 300, Suite 305, Jacksonville, FL 32257

## Service Detail

Bill To: Middle Village CDD

Invoice Date: 6/1/21

Due Date: Upon Receipt

Amount Due: \$ 850.00

<u>Date</u>	<u>Description</u>	<u>Amount</u>
4/26/21	Pressure washed Amently Center	\$ 850.00

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

TOTAL AMOUNT DUE:

\$ 850.00

\*\* Pressure Washing according to contract and within budget

Contract Amount \$ 13,348.70

### Invoice:

Oct. 2020	\$ 1,775.00
Nov. 2020	
Dec. 2020	
Jan. 2021	\$ 1,570.00
Feb. 2021	
Mar. 2021	
Apr. 2021	\$ 850.00
May 2021	
June 2021	
July 2021	
Aug. 2021	
Sept. 2021	

Balance: \$ 9,153.70

Should you have any questions, please contact Rich Whetsel @ (904) 759-8923  
or [rwhetsel@gmsnf.com](mailto:rwhetsel@gmsnf.com)

Remit Payment

**Riverside Management Services, Inc**

9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

**Invoice**

Invoice #: 283

Invoice Date: 6/3/2021

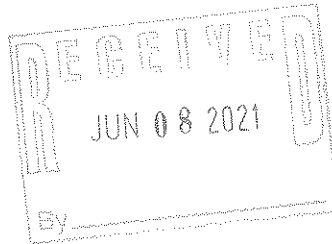
Due Date: 6/3/2021

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Pressure Washing Services - May 2021		1,885.00	1,885.00
Common Area Maint. 2.320.572.4650 201			
<b>Total</b>			<b>\$1,885.00</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$1,885.00</b>

6-7-21  
COT

# Riverside Management Services, Inc.

9655 Florida Mining Blvd., Bldg. 300, Suite 305, Jacksonville, FL 32257

## Service Detail

Bill To: Middle Village CDD

Invoice Date: 6/1/21

Due Date: Upon Receipt

Amount Due: \$1,885.00

### ADDITIONAL PRESSURE WASHING SERVICES

Date	Description	Amount
5/19/21	Pressure washed pool deck surfaces around adult pool and the surfaces under gazebo on pool deck	\$ 617.50
5/26/21	Pressure washed pool deck surface	\$ 650.00
5/27/21	Pressure washed pool deck surface	\$ 617.50
		<u>\$1,885.00</u>

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

**Riverside Management Services, Inc**

9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

**Invoice**

Invoice #: 281

Invoice Date: 6/1/2021

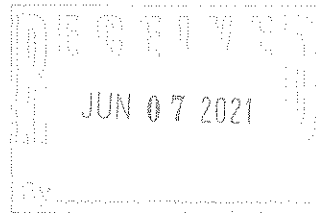
Due Date: 6/1/2021

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Description	Hours/Qty	Rate	Amount
Janitorial Services - June 2021 2.33.572.3420 261		3,534.83	3,534.83
<b>Total</b>			<b>\$3,534.83</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$3,534.83</b>

6-7-21  
CDD

DR-ZONE	20% DEL	GALS.	USE
2-CG	1/07/21	R 600	TH
CR DEL	RUN OUT	G.P. DP	G.P. DAY
HW	1/07/21	RT 1392	
TANK SIZE	GALS. LAST YEAR	CONFIDENCE	
2000	9026	92	
904			
PHONE NO.	PREVIOUS DELIVERY		
582-0249	1/22/20 80 1324		

ACCOUNT NO.	REFERENCE NO.	TEMPERATURE COMPENSATED VOLUME CORRECTED TO 60°F
1-13295	007496	

MIDDLE VILLAGE COMM DIST  
BRING BILL TO WPG OFFICE  
853 OAKLEAF PLNT PKWY  
ORANGE PARK, FL 32065-

OWNER  
DIRECTIONS  
BLANDING S - R OLD JENNING  
RD--R BRANANFELD RD--L OAK  
LEAF PLNTN PKWY--POOL ON  
ON R--TANX BUR'D R FRONT  
GRASS NEX 2 SERVICE DRWY

**WILFORD PROPANE GAS CO., INC.**

706 Kingsley Ave.  
Orange Park, FL 32073  
(904) 264-2311

GAS ORDER		80
DATE	/ /	%
FILL	<input type="checkbox"/> (OR)	AMT:
CASH	<input type="checkbox"/> (OR)	CHARGE <input checked="" type="checkbox"/>
GU	1.035	
4118.62 3.01 P/D		

DELIVERY DATE	P.O. NUMBER
1/12/21	
PCT FULL	SALESMAN
30 80	JP

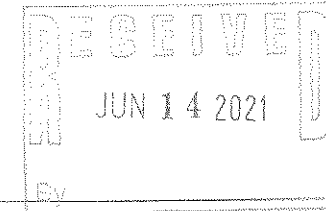
QUANTITY/GALS	PRICE	AMOUNT
595.4270		1607.58
CASH <input type="checkbox"/>		SALES TAX
CHARGE <input type="checkbox"/>		EXCISE TAX
		SPECIAL TRIP CHG.
		SHORT DEL CHG.
AMOUNT DUE		\$1,607.58

X	RECEIVED BY
---	-------------

2-33-572-435

MAY 28 2021

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - ALAINA BELL  
**Date:** June 14, 2021 at 10:24 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – PO PATIO aka Plantation Oaks PATIO (MONDAY) 3:00 P.M. to 7:00 P.M.
  - DATE OF VENUE – JUNE 7, 2021
  - RESIDENT – ALAINA BELL
  - ADDRESS – 3758 TIMBERLINE DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$150.00 - DEPOSIT REFUND and \$50.00 FROM RENTAL due to being overcharged (for a weekday event)
  - RENTAL FEE DEPOSIT was via MASTERCARD (4442)
    - DATED: 05/25/21
    - SEQ#: 4
    - BATCH#: 174
    - INVOICE#: 4
    - APPROVAL CODE: 371172

2-30-369-103  
830

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/25/21	05/25/21	06/07/21	Alaina Bell - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			MC-371172

REFUND \$50.00 FROM RENTAL DUE TO EVENT BEING HELD ON A MONDAY:

05/25/21	05/25/21	06/07/21	Alaina Bell - PO PATIO (MON.)	4	\$ 150.00			MC-353676
----------	----------	----------	-------------------------------	---	-----------	--	--	-----------

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

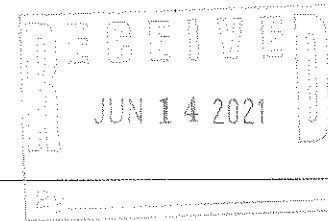
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - ANITA SULLIVAN  
**Date:** June 14, 2021 at 10:37 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – PO PATIO aka Plantation Oaks PATIO (SATURDAY) 2:30 P.M. to 6:30 P.M.
  - DATE OF VENUE – JUNE 5, 2021
  - RESIDENT – ANITA SULLIVAN
  - ADDRESS – 544 THORNBERRY ROAD, ORANGE PARK, FL 32073
  - AMOUNT OF REFUND - \$100.00
  - RENTAL FEE DEPOSIT was via VISA (2459)
    - DATED: 04/13/21
    - SEQ#: 2
    - BATCH#: 163
    - INVOICE#: 2
    - APPROVAL CODE: 096606

2-300-369-103  
828

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/13/21	04/13/21	06/05/21	Anita Sullivan - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-096606

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021. therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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# Invoice / Order Detail



**Limited Lifetime Warranty\***  
**Typical Turnaround 24hrs!**  
**Next Day Delivery Available.**  
**How can we help you today?**  
**1-208-591-4430**



Thank you for ordering at CardsAndKeyfobs.com

## Order Detail

Order ID: #14308  
Invoice: #CAK-14308  
Date Added: 06/16/2021

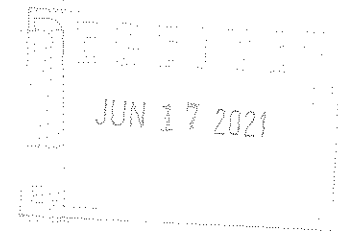
Payment Method: Purchase Order (#JSO06162021)  
Shipping Method: USPS Priority (Weight: 16.00lb)

## Payment Address

Jay Soriano  
GMS LLC  
370 Oakleaf Village Pkwy  
orange park, Florida 32065

## Shipping Address

Jay Soriano  
GMS LLC  
370 Oakleaf Village Pkwy  
orange park, Florida 32065



Product Name	Model	Quantity	Price	Total
Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible	PrtPrx-Kan26	800	\$2.69	\$2,152.00

Code to: 50/50 split  
2-330-572-49300 #1,087.69  
Middle Village Rec Passes  
2-330-572-6200 509  
Double Branch Rec. Passes

Sub-Total: \$2,152.00

USPS Priority (Weight:  
16.00lb): \$23.39

Total: \$2,175.39

For NET30 and check orders:  
Mail payment to:  
CardsAndKeyfobs.com  
PO BOX 205  
SAINT ANTHONY, ID 83445



Remit To: Clay County Sheriff's Office  
PO Box 548/901 N. Orange Ave  
GREEN COVE SPRINGS, FL 32043  
(904) 284-7575

Invoice Number: SSI10121  
Invoice Date: 6/15/2021  
Page: 1

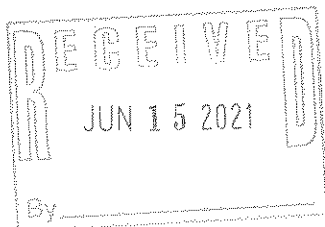
Attn: Fiscal - Accounts Receivable

Bill

To: OAKLEAF PLANTATION CDD  
MVCDD & DBCDD  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK, FL 32065  
JAVIER SORIANO

Ship

To: OAKLEAF PLANTATION CDD  
MVCDD & DBCDD  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK, FL 32065  
JAVIER SORIANO



Due Date 6/30/2021  
Terms Net 15 Days

Customer ID C0000168  
P.O. Number  
P.O. Date 6/15/2021  
Our Order No  
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-MAY 2021		163.75	163.75	5.00	818.75/2 = \$409.38
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2 = \$187.50

2-320-572-34510  
264

Amount Subject to Sales Tax US0  
Amount Exempt from Sales Tax 1,193.75

Subtotal: 1,193.75  
Invoice Discount: 0.00  
Tax: 0.00

Total USD: 1,193.75 / 2  
\$596.88



Welcome Deborah Bell

Home



Help/FAQ



Logout



PERSONNEL

CLIENTS

EVENTS

FORMS/LINKS

ADMIN PANEL

REPORTS

SEARCH

TRAINING

START DATE	END DATE	CLIENT NAME	EVENT TITLE	PERSONNEL ASSIGNED	EVENT HOURS	TOTAL HOURS	EVENT HOURS CONFIRMED	INVOICE CREATED	CREATE INVOICE	VIEW INVOICE
05/01/21 0000	05/01/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	5.00	<u>05-03-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/02/21 0000	05/02/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-03-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/03/21 0000	05/03/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-04-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/04/21 0000	05/04/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-10-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/05/21 0000	05/05/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-10-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/06/21 0000	05/06/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-10-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/07/21 0000	05/07/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	2	0.00	12.00	<u>05-10-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/08/21 0000	05/08/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	2	0.00	12.00	<u>05-10-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/09/21 0000	05/09/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-17-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/10/21 0000	05/10/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-17-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/11/21 0000	05/11/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-17-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/12/21 0000	05/12/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-17-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/13/21 0000	05/13/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-17-2021</u> (Review)	05-17-21		<a href="#">View/Edit</a>
05/14/21 0000	05/14/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	2	0.00	11.00	<u>05-17-2021</u> (Review)	06-01-21		<a href="#">View/Edit</a>
05/15/21 0000	05/15/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	4.75	<u>05-17-2021</u> (Review)	06-01-21		<a href="#">View/Edit</a>
05/16/21 0000	05/16/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-17-2021</u> (Review)	06-01-21		<a href="#">View/Edit</a>
05/17/21 0000	05/17/21 0000	OAKLEAF AMENITIES	<u>OAKLEAF</u> <u>AMENITIES</u>	1	0.00	6.00	<u>05-24-2021</u> (Review)	06-01-21		<a href="#">View/Edit</a>
05/18/21	05/18/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>05-24-2021</u>	06-01-21		<a href="#">View/Edit</a>

0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/19/21	05/19/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>05-24-2021</u>	06-01-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/20/21	05/20/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	5.00	<u>05-24-2021</u>	06-01-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/21/21	05/21/21	OAKLEAF	<u>OAKLEAF</u>	2	0.00	12.00	<u>05-24-2021</u>	06-01-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/22/21	05/22/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>05-24-2021</u>	06-01-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/23/21	05/23/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>06-01-2021</u>	06-01-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/24/21	05/24/21	OAKLEAF	<u>OAKLEAF</u>	0	0.00	0.00	<u>Confirmation</u>	----	
0000	0000	AMENITIES	<u>AMENITIES</u>				Required		
05/25/21	05/25/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>06-01-2021</u>	06-01-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/26/21	05/26/21	OAKLEAF	<u>OAKLEAF</u>	0	0.00	0.00	<u>Confirmation</u>	----	
0000	0000	AMENITIES	<u>AMENITIES</u>				Required		
05/27/21	05/27/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>06-01-2021</u>	06-01-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/28/21	05/28/21	OAKLEAF	<u>OAKLEAF</u>	2	0.00	6.00	<u>06-14-2021</u>	06-14-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/29/21	05/29/21	OAKLEAF	<u>OAKLEAF</u>	0	0.00	0.00	<u>Confirmation</u>	----	
0000	0000	AMENITIES	<u>AMENITIES</u>				Required		
05/30/21	05/30/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>06-03-2021</u>	06-14-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		
05/31/21	05/31/21	OAKLEAF	<u>OAKLEAF</u>	1	0.00	6.00	<u>06-01-2021</u>	06-14-21	<a href="#">View/Edit</a>
0000	0000	AMENITIES	<u>AMENITIES</u>				(Review)		

[Create Invoice](#)

Total Event Hours This Period: 0

Total Personnel Hours This Period (Event Hours \* Personnel): 187.75

Total Personnel (or Admin) Confirmed Hours This Period: 163.75

For help, please email [help@myodiss.com](mailto:help@myodiss.com)Send suggestions to [info@myodiss.com](mailto:info@myodiss.com)For product information, go to [www.myodiss.com](http://www.myodiss.com)

ODISS Technology Solutions Group, 31566 Redwood Canyon Road, Suite 2, Irvine, CA 92618-1112

(949) 274-0899

**CUSTOMER NO.:** 601535  
**DATE:** 6/13/2021  
**INVOICE NO.:** 100400425341

OAKLEAF PLANTATION  
**Due Immediately**  
PLEASE PAY PROMPTLY

**ACCOUNT SUMMARY**

**BUILDING ADDRESS**

OAKLEAF PLANTATION 845 OAKLEAF PLANTATION ORANGE PARK FL 32065-3531

**CONTRACT:** 108362 | TCE05011

**INVOICE NOTES:** FORMER CONTRACT # FORMER CUSTOMER # 00000011

Maintenance Service from 7/1/2021 to 9/30/2021 **\$479.19**

**Code to:**  
**02-330-572-630**  
**Middle Village Elevator Maintenance**  
63

**NET SERVICE CONTRACT AMOUNT**

Sales Tax

**\$479.19**

**\$0.00**

**TOTAL SERVICE CONTRACT AMOUNT DUE**

**\$479.19**

**IMPORTANT MESSAGES**

Your invoice has a new look! This transparent communication is just another way you'll receive the Otis Signature Service promise. To receive invoices by email, please contact your accounts receivable representative below. We appreciate that you've chosen us to be your trusted service provider. Visit our Payment Portal at <https://otis.payinvoicedirect.com> to make a one-time payment or to set up recurring payments.

**QUESTIONS?**

**AR Rep's Email:**  
KaLea.Darling2@otis.com

**AR Rep's Phone#:** 1-561-618-4753  
**Customer Care:** 1-855-249-6847

WE CERTIFY THAT GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 6, 7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 HEREOF.

PAYMENTS NOT RECEIVED WITHIN 30 DAYS OF THE DATE OF THE INVOICE SHALL INCUR AN INTEREST CHARGE OF THE OVERDUE AMOUNT CALCULATED FROM THE PAYMENT DUE DATE OF THE INVOICE AT THE RATE OF ONE AND ONE HALF PERCENT (1.5%) PER MONTH (18% PER ANNUM) OR THE MAXIMUM RATE ALLOWED BY APPLICABLE LAW, WHICHEVER IS LESS.

DETACH DOCUMENT ALONG PERFORATION. ENCLOSE AND RETURN THIS COUPON WITH YOUR PAYMENT.

**COASTAL ELEVATOR SERVICE CORP.**  
RELIABLE · RESPONSIVE · RESPECTED

5500 Village Boulevard West Palm Beach FL 33407

OAKLEAF PLANTATION  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK FL 32065-4259

**CUSTOMER NO.:** 601535  
**DATE:** 6/13/2021  
**INVOICE NO.:** 100400425341  
**TOTAL SERVICE CONTRACT AMOUNT:** \$ 479.19

**MAKE CHECK PAYABLE TO:**

Coastal Elevator Company  
PO Box 730400  
Dallas TX 75373-0400

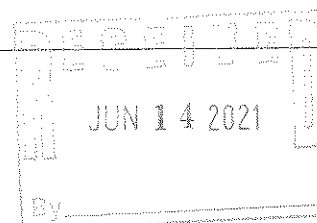
100400425341 0000047919 0

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - DANIELLE COOPER (RENTAL REFUND DUE TO A/C NOT WORKING)  
**Date:** June 14, 2021 at 10:57 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND BANQUET (SUNDAY) 4:00 p.m. to 12:00 a.m. - (8hr pkg)
  - DATE OF VENUE – MAY 23, 2021
  - RESIDENT/CUSTOMER – DANIELLE COOPER
  - ADDRESS – 991 OTTER CREEK DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$500.00 - REFUNDING 50% OF RENTAL FEE DUE TO A/C NOT WORKING
  - RENTAL FEE DEPOSIT was via VISA (7146)
    - **GRAND BANQUET:**
    - DATED: 04/20/21
    - SEQ#: 1
    - BATHC#: 165
    - INVOICE#: 1
    - APPROVAL CODE: 032720
    - AMOUNT: \$1,000.00



2-300-369-103  
826 815

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/20/21	04/20/21	05/23/21	Danielle Cooper - GB	8	\$ 1,000.00			VISA-032720

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

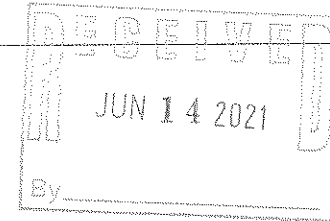
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - DEBORAH BELLINO and RENTAL REFUND DUE TO A/C NOT WORKING  
**Date:** June 14, 2021 at 11:06 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND BANQUET (FRIDAY) 4:00 p.m. to 12:00 a.m. - (8hr pkg)
  - DATE OF VENUE – JUNE 11, 2021
  - RESIDENT/CUSTOMER – DEBORAH BELLINO
  - ADDRESS – 895 THOROUGHbred DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$1,000.00 - DEPOSIT REFUND (\$500.00) and REFUNDING 50% OF RENTAL FEE (\$1,000.00) DUE TO A/C NOT WORKING
  - RENTAL FEE DEPOSIT was via VISA (7542)
    - **GRAND BANQUET RENTAL FEE:**
      - DATED: 03/28/21
      - SEQ#: 1
      - BATCH#: 160
      - INVOICE#: 1
      - APPROVAL CODE: 061319
      - AMOUNT: \$1,000.00
    - **GRAND BANQUET DEPOSIT FEE:**
      - DATED: 3/28/21
      - SEQ#: 2
      - BATCH#: 160
      - INVOICE#: 2
      - APPROVAL CODE: 050304
      - AMOUNT: \$500.00

2.300.369.103  
825

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
03/28/21	03/28/21	06/11/21	Deborah Bellino - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-050304
03/28/21	03/28/21	06/11/21	Deborah Bellino - GB	8	\$ 1,000.00			VISA-061319

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds -- Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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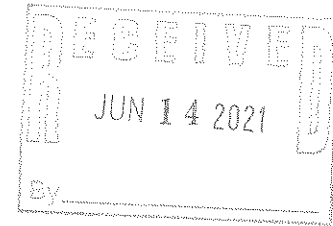
[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - DENISE JORDAN (RENTAL REFUND DUE A/C NOT WORKING)  
**Date:** June 14, 2021 at 10:49 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)

Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND BANQUET (SATURDAY) 4:00 p.m. to 12:00 a.m. - (8hr pkg)
  - DATE OF VENUE – MAY 22, 2021
  - RESIDENT/CUSTOMER – DENISE JORDAN
  - ADDRESS – 2912 PIEDMONT MANOR DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$500.00 - REFUNDING 50% OF RENTAL FEE DUE TO A/C NOT WORKING
  - RENTAL FEE DEPOSIT was via CHECK drawn on VYSTAR CU
    - GRAND BANQUET:
    - DATED: 04/18/21
    - CHECK#: 1391
    - AMOUNT: \$500.00
    - DEPOSITED: 04/19/21



2-300-369-103  
827

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/18/21	04/19/21	05/22/21	Denise Jordan - GB	8	\$ 1,000.00		CK# 1390	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
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**Governmental Management Services, LLC**1001 Bradford Way  
Kingston, TN 37763**Invoice**

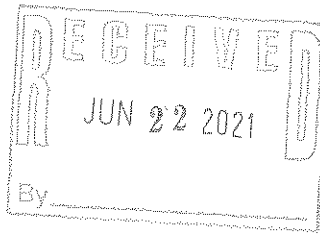
Invoice #: 1824

Invoice Date: 6/15/21

Due Date: 6/15/21

Case:

P.O. Number:

**Bill To:**Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance May 1 - May 31, 2021		15,927.86	15,927.86
Maintenance Supplies		2,306.00	2,306.00
Facility Maint. General #3971 <sup>00</sup> 2.33.572.6200			
Facility Maint. Cont. #2297 <sup>00</sup> 2.33.572.6220			
Lighting Repairs #831 <sup>00</sup> 2.33.572.4663			
Common Area Maint. #4550 <sup>00</sup> 2.320.572.4650			
Tennis Court Maint. #2955 <sup>00</sup> 2.33.572.3440			
<del>Repairs / Replace #3629.86 34.538.6400</del>			
<b>26</b>	<b>Total</b>		<b>\$18,233.86</b>
	<b>Payments/Credits</b>		<b>\$0.00</b>
	<b>Balance Due</b>		<b>\$18,233.86</b>

**\$14,604.00**6-21-21  
CDD

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MAY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/27/21	8	R.M.	Assisted with pressure washing amenity areas
5/3/21	8	T.C.	Worked on pool fence and pavers, made concrete umbrella stands, picked up supplies
5/3/21	2	G.S.	Removed debris in all common areas, treated fire ant mounds in parks
5/3/21	8	L.N.	Install fence and remove pavers
5/3/21	2.5	J.S.	Additional court maintenance
5/4/21	8	E.T.	Clean lap pool filter and pump basket, clean pavers for repair work, help install support pole for shack station on pool deck
5/4/21	8	T.C.	Worked on pool fence and pavers, made concrete umbrella stands, poured concrete in footers
5/4/21	5.5	G.S.	Removed debris in all common areas and ponds
5/4/21	4.5	J.S.	Additional court maintenance
5/5/21	8	E.T.	Repair pavers on pool deck, install fence around pool area
5/5/21	6	T.C.	Worked on fence and pavers at pool, made concrete umbrella stands, picked up supplies
5/5/21	3.5	G.S.	Removed debris in all common areas, cleaned up around shop
5/5/21	8	L.N.	Put fence around pool deck ad paint, put pavers back in place
5/5/21	2.5	J.S.	Additional court maintenance
5/6/21	8	T.C.	Worked on pool fence, made concrete umbrella stands
5/6/21	5	G.S.	Removed debris in all common areas and ponds
5/6/21	4.5	J.S.	Additional court maintenance
5/7/21	8	E.T.	Install fence around pool gazebo area, pour footer for sunshade on lap pool deck
5/7/21	8	T.C.	Set pool shade poles in concrete, hung gate at pool deck
5/7/21	8	L.N.	Install poles for pool covering top, pour concrete
5/7/21	2.5	J.S.	Additional court maintenance
5/10/21	8	T.C.	Set up CDD meeting, worked on pool deck fence
5/10/21	4	G.S.	Removed debris in all common areas and ponds
5/10/21	8	L.N.	Put top on poles and install poles
5/10/21	2.5	J.S.	Additional court maintenance
5/11/21	8	E.T.	Pour cement footer for sunshade on lap pool deck, replace light in bathroom at amenity center, replace lights in Grand Banquet Hall
6/11/21	8	T.C.	Work on pool fence, installed lock on pool gate, replaced pavers on pool deck
5/11/21	7	G.S.	Removed debris in all common areas, maintenance work on EZ-Go
5/11/21	4.5	J.S.	Additional court maintenance
5/12/21	8	E.T.	Assemble sunshade on pool deck, clean family pool filter and adjust chemistry, clean spray ground filter
5/12/21	6	T.C.	Installed pool shade on pool deck
5/12/21	3.5	G.S.	Removed debris in all common areas and ponds
5/12/21	8	L.N.	Worked on pool deck project
5/12/21	2.5	J.S.	Additional court maintenance
5/13/21	8	T.C.	Changed GFI outlet in summer kitchen, changed to LED lights in summer kitchen, changed to LED lights in men's restroom, repaired shower head in ladies restroom
5/13/21	4.5	G.S.	Removed debris in all common areas, removed deceased animal from road, repair and maintenance on tennis cart
5/13/21	4.5	J.S.	Additional court maintenance
5/14/21	8	E.T.	Repaired pool gate on pool deck, repair deck pavers on pool walkway under sunshade, clean up shop
5/14/21	8	T.C.	Worked on next section of pool shade, removed broken tables from Grand Banquet and took to shop
5/14/21	8	L.N.	Worked on pool deck project
5/14/21	2.5	J.S.	Additional court maintenance
5/17/21	2	G.S.	Removed debris in all common areas
5/17/21	8	L.N.	Worked on pool deck project
5/17/21	2.5	J.S.	Additional court maintenance
5/18/21	4	E.T.	Install pavers on pool deck under new sunshade
5/18/21	5	T.C.	Worked on pavers on pool deck
5/18/21	7	G.S.	Removed debris in all common areas and ponds
5/18/21	4.5	J.S.	Additional court maintenance
5/19/21	4	E.T.	Assemble pool sunshade on pool deck, clean pump basket on lap pool
5/19/21	8	T.C.	Worked on pool shade
5/19/21	3.5	G.S.	Removed debris in all common areas
5/19/21	9.5	R.M.	Assisted pressure washing pool deck surfaces around adult pool and surfaces under gazebo on pool deck
5/19/21	2.5	J.S.	Additional court maintenance
5/20/21	4	T.C.	Repaired toilet in men's handicap restroom, installed wipe dispensers in fitness center
5/20/21	3.5	G.S.	Removed debris in all common areas and ponds
5/20/21	4.5	J.S.	Additional court maintenance

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MAY 2021**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/21/21	4	T.C.	Set up from Dive-In Movie
5/21/21	2.5	J.S.	Additional court maintenance
5/24/21	6	T.C.	Worked on tennis court sidewalk project - removed old boards
5/24/21	2	G.S.	Removed debris in all common areas, cleaned up deceased animal at the preserve
5/24/21	2.5	J.S.	Additional court maintenance
5/25/21	8	E.T.	Remove boardwalk and frame out for concrete sidewalk
5/25/21	8	T.C.	Worked on tennis sidewalk project - removed boards and set form for concrete, replaced lane line cables for pool
5/25/21	7	G.S.	Removed debris in all common areas, treated fire ant mounds in parks, repair work on tennis sweeper cart
5/25/21	4.5	J.S.	Additional court maintenance
5/26/21	8	T.C.	Worked on tennis court sidewalk project - mixed and poured concrete
5/26/21	3.5	G.S.	Removed debris in all common areas and ponds
5/26/21	8	L.N.	Poured concrete for sidewalk at tennis court
5/26/21	10	R.M.	Assisted pressure washing pool deck surfaces
5/26/21	2.5	J.S.	Additional court maintenance
5/27/21	8	E.T.	Remove boardwalk and frame out for concrete sidewalk
5/27/21	8	T.C.	Worked on tennis court sidewalk project - removed boards and set up concrete form
5/27/21	4	G.S.	Removed debris in all common areas
5/27/21	9	R.M.	Assisted pressure washing pool deck surfaces
5/27/21	4.5	J.S.	Additional court maintenance
5/28/21	8	T.C.	Worked on tennis court sidewalk project - mixed and poured concrete
5/28/21	8	L.N.	Poured concrete for sidewalk at tennis court
5/28/21	2.5	J.S.	Additional court maintenance
5/31/21	2.5	J.S.	Additional court maintenance

**TOTAL**      449.5

**MILES**      439

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 06/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	5/7/21	13W SW 11K LED 4pk	15.50	T.C.
	5/7/21	13W DL 11K LED 4pk	15.85	T.C.
	5/7/21	6.5W SW Dim 11K LED3 (2)	22.66	T.C.
	5/7/21	11W PL CW Veri ND LED 1pk	9.17	T.C.
	5/7/21	Bosch Xtreme 1/2x6 SDS+ HMR Bit	6.31	T.C.
	5/7/21	Gate Pull Handle	11.48	J.S.
	5/7/21	Signs - Push/Pull	2.94	J.S.
	5/7/21	Keyed Handle Set (2)	64.33	J.S.
	5/7/21	80lb Sakrete (60)	290.49	J.S.
	5/8/21	1/2" Sandply 4x8 Sheet	54.45	J.S.
	5/11/21	Sakrete Paver Base (5)	22.89	T.C.
	5/12/21	Epoxy Gorilla Glue	3.15	T.C.
	5/12/21	9W DL 11K LED 2pk	3.44	T.C.
	5/12/21	9W DL 11K LED 8pk	11.43	T.C.
	5/13/21	Ryobi 40a Battery	159.85	J.S.
	5/13/21	10" Pneumatic Tire	28.73	T.C.
	5/13/21	6CU FT Wheelbarrow	60.94	T.C.
	5/17/21	Cotter Pins	0.56	J.S.
	5/17/21	Angle Iron 4' (2)	21.83	J.S.
	5/18/21	Hose Quick Connect Kit	5.73	J.S.
	5/18/21	Contractor Nozzle Set	6.31	J.S.
	5/18/21	10' Water Hose	17.23	J.S.
	5/19/21	24" Gear Loop Ties	10.83	J.S.
	5/19/21	30 Secon Cleaner 64oz Spray Bottle	6.89	J.S.
	5/19/21	2pk Muratic Acid	7.46	J.S.
	5/19/21	80lb Sakrete (60)	313.02	J.S.
	5/23/21	Graco Handheld LVLP Sprayer	114.43	J.S.
	5/24/21	Blue Nitrile Disposable Gloves 50ct	14.93	T.C.
	5/24/21	Glass Cooktop Cleaner	4.01	T.C.
	5/24/21	Disinfectant Aero Linen	5.66	T.C.
	5/24/21	Lemon Pine Sol	14.78	T.C.
	5/24/21	Terry Towels 10pk	5.74	T.C.
	5/24/21	2x4-92 5/8" Prime Whitewood (4)	36.71	T.C.
	5/24/21	1/2x13/32x8 PVC (7)	28.16	T.C.
	5/24/21	500' Caution Tape	5.73	T.C.
	5/24/21	1x2-18" Stakes 12pc Bundle (3)	20.63	T.C.
	5/27/21	Schlage Lockset Lever	66.65	J.S.
	5/27/21	Schlage Lockset Lever Combo Deadbolt	74.72	J.S.
	5/28/21	Sleeve Anchors (4)	8.05	J.S.
	5/28/21	Red White Splice Connector	6.04	J.S.
	5/28/21	Brush Plate Cover	10.09	J.S.
	5/28/21	Yellow Splice Connector	6.04	J.S.
	5/28/21	80lb Sakrete (60)	312.28	J.S.
	5/31/21	Post Hole Digger	24.73	J.S.
	5/31/21	Edge Trenching Shovel	33.33	J.S.
	5/31/21	Digging Shovel	10.91	J.S.
	5/31/21	Flat Edge Shovel	16.66	J.S.
	6/1/21	80lb Sakrete (60)	312.28	J.S.

TOTAL \$2,306.00

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 1825

Invoice Date: 6/15/21

Due Date: 6/15/21

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance May 1 - May 31, 2021/ Tennis  Tennis Ct. Maint. 2.33.572.3440 24		520.00	520.00

<b>Total</b>	<b>\$520.00</b>
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<b>Payments/Credits</b>	<b>\$0.00</b>
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<b>Balance Due</b>	<b>\$520.00</b>
--------------------	-----------------

6-21-21  
QD

RMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MAY 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/3/21	2	J.S.	Clean and sweep tennis courts.
5/6/21	2	J.S.	Clean and sweep tennis courts.
5/7/21	2	J.S.	Clean and sweep tennis courts.
5/10/21	2	J.S.	Clean and sweep tennis courts.
5/12/21	2	J.S.	Clean and sweep tennis courts.
5/14/21	2	J.S.	Clean and sweep tennis courts.
5/17/21	2	J.S.	Clean and sweep tennis courts.
5/19/21	2	J.S.	Clean and sweep tennis courts.
5/21/21	2	J.S.	Clean and sweep tennis courts.
5/24/21	2	J.S.	Clean and sweep tennis courts.
5/26/21	2	J.S.	Clean and sweep tennis courts.
5/28/21	2	J.S.	Clean and sweep tennis courts.
5/31/21	2	J.S.	Clean and sweep tennis courts.

TOTAL

26

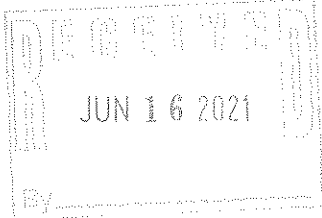
**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 1826**Invoice Date:** 6/15/21**Due Date:** 6/15/21**Case:****P.O. Number:****Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

2-300-369-102  
26

Description	Hours/Qty	Rate	Amount
Tennis Revenue - Funds deposited 06/15/2021		3,522.00	3,522.00
			

<b>Total</b>	<b>\$3,522.00</b>
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<b>Payments/Credits</b>	<b>\$0.00</b>
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<b>Balance Due</b>	<b>\$3,522.00</b>
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Wells Fargo Bank  
Transaction Receipt

Branch #0066070 Q7 Deposit

Account Number - XXXXXXXXX4262  
CHK 00182

Number of Checks 23  
Check Listing

\$125.00  
\$187.50  
\$75.00  
\$375.00  
\$125.00  
\$187.50  
\$125.00  
\$149.00  
\$69.00  
\$125.00  
\$125.00  
\$120.00  
\$125.00  
\$800.00  
\$125.00  
\$125.00  
\$125.00  
\$187.50  
\$125.00  
\$125.00  
\$125.00  
\$175.00  
\$187.50

Total Checks Amount \$4,004.00  
Total Deposit \$4,004.00

Transaction # 072 2084  
01:45PM 06/15/21  
Deposit Credit Date: 06/15/21

Thank you, SHIRLEY



# *Middle Village CDD*

## Breakdown of Revenues 6.15.21

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
6.15.21	\$ 3,800.00	\$ 3,420.00	\$ 380.00
		\$ -	\$ -

Subtotal \$ 3,800.00 \$ 3,420.00 \$ 380.00

Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
6.15.21		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	Miscellaneous	GMS 50%	Middle Village CDD 50%	
6.15.21	\$ 204.00	\$ 102.00	\$ 102.00	*Stringing
		\$ -	\$ -	*Shirts
		\$ -	\$ -	
		\$ -	\$ -	
Subtotal	\$ 204.00	\$ 102.00	\$ 102.00	

Date	League Fees 10%	Middle Village CDD 90%
6.15.21		

Subtotal \$ - \$ - \$ -

Total Revenues \$ 4,004.00 \$ 3,522.00 \$ 482.00

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice****Invoice #:** 1827**Invoice Date:** 6/18/21**Due Date:** 6/18/21**Case:****P.O. Number:****Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

2-300-369-103  
26

Description	Hours/Qty	Rate	Amount
Facility Event Staff through June 16, 2021	40.15	25.00	1,003.75
<div data-bbox="370 1192 685 1402"><div>RECEIVED</div><div>JUN 18 2021</div><div>By _____</div></div>			

<b>Total</b>	<b>\$1,003.75</b>
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<b>Payments/Credits</b>	<b>\$0.00</b>
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<b>Balance Due</b>	<b>\$1,003.75</b>
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**Governmental Management Services, LLC**

9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

Middle Village CDD

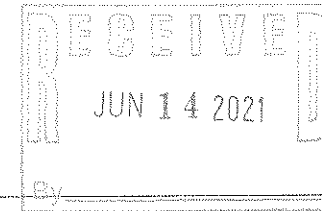
**Facility Event Staff Service Hours**

<b>Quantity</b>	<b>Description</b>	<b>Rate</b>	<b>Amount</b>
40.15	Facility Event Staff	\$ 25.00	\$ 1,003.75

Covers Period End: June 16, 2021

Amenities Revenue # 2-369-103

**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - JAMIE OSWALD  
**Date:** June 14, 2021 at 10:11 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – PO PATIO aka Plantation Oaks PATIO (SATURDAY) 11:30 P.M. to 3:30 P.M.
  - DATE OF VENUE – JUNE 12, 2021
  - RESIDENT – JAMIE OSWALD
  - ADDRESS – 640 CHESTWOOD CHASE DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$100.00
  - RENTAL FEE DEPOSIT was via VISA (3562)
    - DATED: 05/25/21
    - SEQ#: 2
    - BATCH#: 174
    - INVOICE#: 2
    - APPROVAL CODE: 04768D

2-300-369-103  
631

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/25/21	05/25/21	06/12/21	Jamie Oswald - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-04768D

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

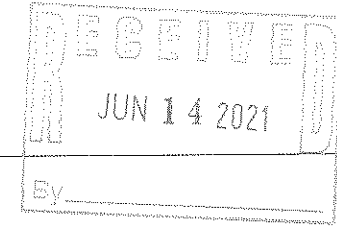
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - REBECCA WALTERS  
**Date:** June 14, 2021 at 10:41 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – PO PATIO aka Plantation Oaks PATIO (SATURDAY) 10:30 A.M. to 2:30 P.M.
  - DATE OF VENUE – JUNE 5, 2021
  - RESIDENT – REBECCA WALTERS
  - ADDRESS – 2991 PIEDMONT MANOR DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$100.00
  - RENTAL FEE DEPOSIT was via MASTERCARD (2483)
    - DATED: 05/11/21
    - SEQ#: 6
    - BATCH#: 172
    - INVOICE#: 6
    - APPROVAL CODE: 58697Z

2-300-369-103  
827

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/11/21	05/11/21	06/05/21	Rebecca Walters - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			MC-58697Z

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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Security Development Group, LLC  
8130 Baymeadows Way W., Suite 302  
Jacksonville, FL 32256  
htillman@sthreesecurity.com  
www.sthreesecurity.com

## INVOICE

**BILL TO**

Middle Village CDD  
475 West Town Place  
Suite 114  
St Augustine, FL 32092

**INVOICE #** 6859**DATE** 05/15/2021**DUE DATE** 05/31/2021**TERMS** End of the month**SERVICE MONTH**

May

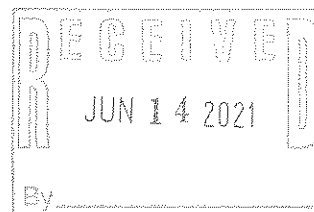
ACTIVITY	QTY	RATE	AMOUNT
<b>Dedicated Officer I</b> 10 hours (3p-1a) dedicated foot patrol Mon-Fri; 12 hours (1p-1a) dedicated foot patrol Sat-Sun; begins 5/15/2021	182	22.50	4,095.00
<b>Dedicated Officer I</b> 7 hours (3p-10p) dedicated basketball court attendant Mon-Fri; 9 hours (1p-10p) dedicated basketball court attendant Sat-Sun; begins 5/15/2021	131	22.50	2,947.50

**BALANCE DUE****\$7,042.50**

# APPROVED

**Code to:**  
**Middle Village Security**  
**2-320-572-345**

823





Security Development Group, LLC  
8130 Baymeadows Way W., Suite 302  
Jacksonville, FL 32256  
htillman@sthreesecurity.com  
www.sthreesecurity.com

## INVOICE

**BILL TO**

Middle Village CDD  
475 West Town Place  
Suite 114  
St Augustine, FL 32092

**INVOICE #** 6885**DATE** 06/01/2021**DUE DATE** 06/30/2021**TERMS** End of the month**SERVICE MONTH**

June

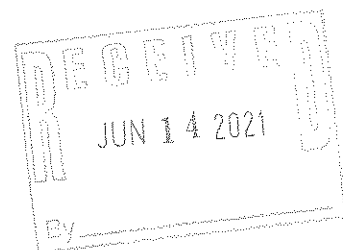
ACTIVITY	QTY	RATE	AMOUNT
<b>Dedicated Officer I</b> 10 hours (3p-1a) dedicated foot patrol Mon-Fri; 12 hours (1p-1a) dedicated foot patrol Sat-Sun	316	22.50	7,110.00
<b>Dedicated Officer I</b> 7 hours (3p-10p) dedicated basketball court attendant Mon-Fri; 9 hours (1p-10p) dedicated basketball court attendant Sat-Sun	226	22.50	5,085.00

**BALANCE DUE****\$12,195.00**

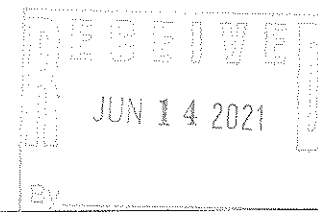
# APPROVED

**Code to:****Middle Village Security****2-320-572-345**

823



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - SHERRY BARFIELD  
**Date:** June 14, 2021 at 10:31 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – PO PATIO aka Plantation Oaks PATIO (FRIDAY) 3:00 P.M. to 7:00 P.M.
  - DATE OF VENUE – JUNE 4, 2021
  - RESIDENT – SHERRY BARFIELD
  - ADDRESS – 1033 DEER VIEW LANE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$100.00
  - RENTAL FEE DEPOSIT was via VISA (1335)
    - DATED: 04/22/21
    - SEQ#: 2
    - BATCH#: 166
    - INVOICE#: 2
    - APPROVAL CODE: 01354C

2-300-369-103  
829

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
04/22/21	04/22/21	06/04/21	Sherry Barfield - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-01354C

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

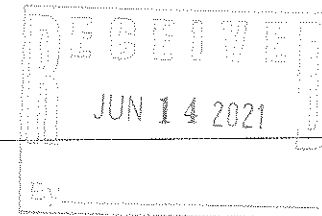
Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - SUSAN THORNTON and RENTAL REFUND DUE TO A/C NOT WORKING  
**Date:** June 14, 2021 at 11:16 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND BANQUET (SATURDAY) 12:00 p.m. to 12:00 a.m. - (12hr pkg)
  - DATE OF VENUE – JUNE 12, 2021
  - RESIDENT/CUSTOMER – SUSAN THORNTON
  - ADDRESS – 659 MINUTE MEN ROAD, VIRGINIA BEACH, VA 23462
  - AMOUNT OF REFUND - \$1,900.00 - DEPOSIT REFUND (\$700.00) and REFUNDING 50% OF RENTAL FEE (\$1,200.00) DUE TO A/C NOT WORKING
  - RENTAL FEE DEPOSIT was via VISA (7542)
    - **GRAND BANQUET RENTAL FEE:**
      - DATED: 03/22/21
      - SEQ#: 1
      - BATCH#: 158
      - INVOICE#: 1
      - APPROVAL CODE: 709022
      - AMOUNT: \$2,400.00
    - **GRAND BANQUET DEPOSIT FEE:**
      - DATED: 3/22/21
      - SEQ#: 2
      - BATCH#: 158
      - INVOICE#: 2
      - APPROVAL CODE: 574022
      - AMOUNT: \$500.00
    - **GRAND LAWN DEPOSIT FEE:**
      - DATED: 3/22/21
      - SEQ#: 3
      - BATCH#: 158
      - INVOICE#: 3
      - APPROVAL CODE: 958022
      - AMOUNT: \$200.00

2,300.369-103  
824

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
03/22/21	03/22/21	06/12/21	Susan Thornton - GB DEPOSIT	DEPOSIT	\$ 500.00			AMEX-574022
03/22/21	03/22/21	06/12/21	Susan Thornton - GL DEPOSIT	DEPOSIT	\$ 200.00			AMEX-958022
03/22/21	03/22/21	06/12/21	Susan Thornton - GB	12	\$ 2,400.00			AMEX-709022

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation



# Invoice

Invoice #: 5492

Date: 06/01/21

Customer PO:

**DUE DATE: 07/01/2021**

## BILL TO

Oakleaf - Middle Village CDD  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

## FROM

VerdeGo  
PO Box 789  
3335 North State Street  
Bunnell, FL 32110  
Phone: 386-437-3122  
[www.verdego.com](http://www.verdego.com)

## DESCRIPTION

#4212 - Standard Maintenance Contract 2021-2022 June 2021

Work order #1846 Zach

## AMOUNT

\$36,428.53

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

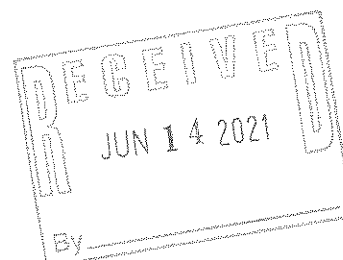
**\$36,428.53**

Code to:

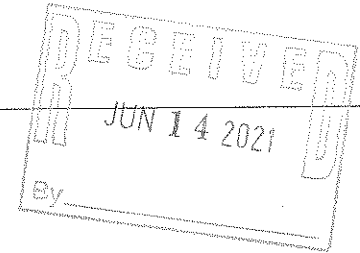
2-320-572-462

Middle Village Landscape Maintenance

704



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - VONCELIA MOBLEY  
**Date:** June 14, 2021 at 10:03 PM  
**To:** Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Daniel Laughlin [dlaughlin@gmsnf.com](mailto:dlaughlin@gmsnf.com)



Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – PO PATIO (SATURDAY) 4:00 P.M. to 8:00 P.M.
  - DATE OF VENUE – JUNE 12, 2021
  - RESIDENT – VONCELIA MOBLEY
  - ADDRESS – 575 OAKLEAF PLANTATION PARKWAY #814, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$100.00
  - RENTAL FEE DEPOSIT was via VISA (4098)
    - DATED: 05/04/21
    - SEQ#: 2
    - BATCH#: 169
    - INVOICE#: 2
    - APPROVAL CODE: 604732

2.300.4369.103  
632

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/04/21	05/04/21	06/12/21	Voncelia Mobley - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-604732

Let me know if you have any questions or require any additional information.

Thank you.

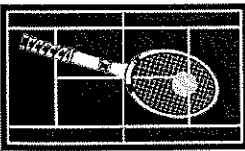
I will be out of the office FRIDAY, JUNE 18, 2021 thru WEDNESDAY, JUNE 23, 2021, therefore, if you require immediate attention please email me or leave a detailed message at 904-770-4661 with your NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. This email and/or attachment(s) may contain material that is privileged or protected from disclosure under applicable law. If you are not the intended recipient, please notify the sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.



# Invoice

Welch Tennis Courts, Inc.  
P.O. Box 7770  
Sun City, FL 33586  
Phone: 813-641-7787  
Fax: 813-641-7795

Date	Invoice #
3/15/2021	60933

Bill To	Ship To
Jay Soriano OakLeaf Plantation 370 Oak Leaf Village Pkwy Orange Park FL 32065	Tennis (Jay or Andy) OakLeaf Plantation 845 Oak Leaf Plantation Pkwy Orange Park FL 32065

Terms	PO #	Due Date
Net 30	Andy	4/14/2021
Sales Rep	Ship Via	Ship Date
Shannon Wilder		3/15/2021

## Notes

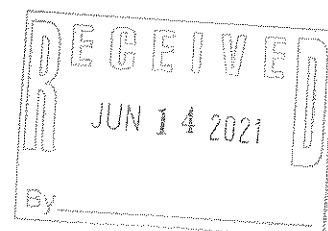
Quantity	Units	Description	Options	Unit Price	Amount
5.6		HarTru in 50# bags. Each pallet is 1.4 tons or 56 bags. 5.6 tons = 4 pallets	Size: 50lb	315.99	1,769.54
2	ea	WTC 3.0 DTS Professional Net (regular price is \$169.99)		159.99	319.98
1		Delivery for East Coast		375.00	375.00

Thank you for your business.	Total	\$2,464.52
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ALL PAST DUE ACCOUNTS ARE SUBJECT TO AN ANNUAL INTEREST CHARGE OF 1-1/2% PER MONTH THIS REPRESENTS AN ANNUAL INTEREST RATE OF 18%. MATERIALS AND EQUIPMENT SHALL REMAIN THE PROPERTY OF WELCH TENNIS COURTS, INC. UNTIL PAID IN FULL. ALL RETURNS ARE SUBJECT TO A RESTOCKING FEE.

Code to:  
Middle Village Tennis Court Maintenance  
2-330-572-344

136



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
6/11/21	00009	4/19/21 1820	202104 600-53800-64000		*	526.36	
		APR REPAIR/REPLACEMENT		GOVERNMENTAL MANAGEMENT SERVICES			526.36 000405
6/11/21	00059	2/24/21 7843	202102 600-53800-64000		*	1,469.88	
		FEB GAS		WILFORD PROPANE GAS			1,469.88 000406
6/23/21	00009	6/15/21 1824	202105 600-53800-64000		*	3,629.86	
		MAY REPAIR/REPLACE		GOVERNMENTAL MANAGEMENT SERVICES			3,629.86 000407
6/23/21	00071	6/21/21 06212021	202106 600-53800-64000		*	900.78	
		ELECTRICAL WORK		ST.AUGUSTINE ELECTRIC MOTOR WORKS			900.78 000408
6/23/21	00036	6/10/21 T0007213	202106 600-53800-64000		*	1,250.00	
		FRIDGE REPAIR		TOOLE TECHNOLOGIES			1,250.00 000409
6/23/21	00070	6/07/21 DZ001767	202106 600-53800-64000		*	2,147.50	
		32 GALLON RECEPTACLES X9		WABASH VALLEY			2,147.50 000410
TOTAL FOR BANK C						9,924.38	
TOTAL FOR REGISTER						9,924.38	

MVIL MIDDLE VILLAGE OKUZMUK

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 1820

Invoice Date: 4/19/21

Due Date: 4/19/21

Case:

P.O. Number:

**Bill To:**

Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
2.330.572.4100 - Phones - April 2021		88.73	88.73
2.310.513.49300 - Permits / License		26.95	26.95
34.600.538.64000 - Repair and Replacements - April 2021		526.36	526.36
2.330.572.49400 - Special Events - April 2021		315.68	315.68
2.330.572.51000 - Office Supplies - April 2021		199.50	199.50
2.330.572.34400 - MV Tennis Maintenance - April 2021		1,146.52	1,146.52
9			
<b>Total</b>			<b>\$2,303.74</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$2,303.74</b>

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – April 19, 2021

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
3/27/2021	Pinch a Penny	120.34	Repair and Replacement	34.600.538.64000	60.17	2.320.572.63100	60.17	120.34
3/30/2021	Head/Penn	303.65	Tennis Maintenance	2.330.572.34400	303.65			303.65
4/1/2021	ID Zone	399	Rec. Passes	2.330.572.49300	199.5	2.320.572.62000	199.5	399
4/1/2021	Head/Penn	428.58	Tennis Maintenance	2.330.572.34600	428.58			428.58
4/2/2021	Ring Central	176.94	Phones	2.330.572.4100	88.47	2.320.572.4100	88.47	176.94
4/2/2021	Head/Penn	276.67	Tennis Maintenance	2.330.572.34400	276.67			276.67
4/8/2021	Swank	285	Special Event	2.330.572.49400	142.5	2.320.572.49400	142.5	285
4/9/2021	walmart	187.85	Repair and Replacement	34.600.538.64000	93.93	2.320.572.63100	93.92	187.85
4/9/2021	Target	21.49	Special Event	2.310.513.49300	10.75	2.320.572.49400	10.74	21.49
4/9/2021	Pinch a Penny	52.11	Repair and Replacement	34.600.538.64000	26.06	2.320.572.63100	26.05	52.11
4/10/2021	Head/Penn	137.62	Tennis Maintenance	2.330.572.34400	137.62			137.62
4/12/2021	l&l Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
4/13/2021	Another Bloomin Nursery	200	Repair and Replacement	34.600.538.64000	100	2.320.572.63100	100	200
4/15/2021	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
4/15/2021	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
4/16/2021	Swim Outlet	207.1	Repair and Replacement	34.600.538.64000	103.55	2.320.572.63100	103.55	207.1
4/16/2021	Marine Rescue	51.65	Repair and Replacement	34.600.538.64000	25.83	2.320.572.63100	25.82	51.65
4/16/2021	E-Rigging	45.01	Special Event	2.330.572.49400	22.51	2.320.572.49400	22.5	45.01
4/19/2021	Leslies	279.84	Special Event	2.330.572.49400	139.92	2.320.572.49400	139.92	279.84
4/19/2021	SmartSign	215.64	Repair and Replacement	34.600.538.64000	107.82	2.320.572.63100	107.82	215.64
<b>Totals</b>		<b>\$3,460.39</b>			<b>\$2,303.48</b>		<b>\$1,156.91</b>	<b>\$3,460.39</b>

Totals by GL

**Double Branch / Middle Village American Express Charges**  
**GMS Statement Closing Date – April 19, 2021**

**Double Branch: \$1156.91**

2.320.572.4100 (DB Phones) – \$88.47  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.63100 (DB Repair and Replacements) - \$526.33  
2.320.572.49400 (DB Special Events) – \$315.66  
2.320.572.62000 (DB Rec Passes) – \$199.50

**Middle Village: \$2303.48**

2.330.572.4100 (MV Phones) – \$88.73  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$526.36  
2.330.572.49400 (MV Special Events) – \$315.68  
2.330.572.51000 (MV Office Supplies) – \$199.50  
2.330.572.34400 (MV Tennis Maintenance) – \$1146.52



RECEIVED  
MAR 05 2021

ACCOUNT NO. 1-13295	REFERENCE NO. 007843	TEMPERATURE COMPENSATED VOLUME CORRECTED TO 60°F 0460	DELIVERY DATE 3/2/21	P.O. NUMBER
MIDDLE VILLAGE COMM DIST BRING BILL TO WPG OFFICE 853 OAKLEAF PENT PKWY ORANGE PARK, FL 32065-			PCT. FULL 80	SALESMAN J.P.
<b>THIS IS YOUR INVOICE</b> <b>DUE AND PAYABLE - 10 DAYS</b>  * * * * * THIRTY (30) DAYS AFTER DELIVERY ANY UNPAID PORTION OF "CHARGE" SALES ARE SUBJECT TO A FINANCE CHARGE AT 1 1/2% MINIMUM 50¢ - ANNUAL RATE 16%  * * * * * In case of default, Purchaser agrees to pay all reasonable costs of collection and attorney fees, not to exceed 15% of the unpaid debt.			QUANTITY/GALS 544.47	PRICE 270
			AMOUNT 149,006.90	
			% SALES TAX	
			EXCISE TAX	
			SPECIAL TRIP CHG.	
CASH <input type="checkbox"/>			SHORT DEL CHG.	
CHARGE <input type="checkbox"/>			AMOUNT DUE \$149,006.90	
WILFORD PROPANE GAS CO., INC. 706 Kingsley Ave. Orange Park, FL 32073 (904) 264-2311			X RECEIVED BY	

FLAMMABLE GAS SAFETY MESSAGES ON BACK

**Code to:**  
**Middle Village Repair and Replacements**  
**34-600-538-64000**

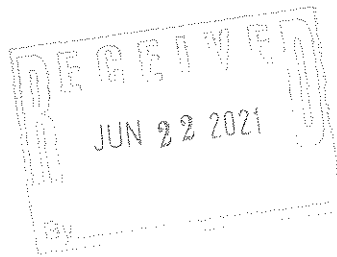
*Gas Tank Delivery*

*59C*

Governmental Management Services, LLC  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

**Bill To:**  
Middle Village CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092



Invoice #: 1824  
Invoice Date: 6/15/21  
Due Date: 6/15/21  
Case:  
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance May 1 - May 31, 2021		15,927.86	15,927.86
Maintenance Supplies		2,306.00	2,306.00
Facility Maint. General #3971 <sup>00</sup> 2.33.572.6200			
Facility Maint. Cont. #2297 <sup>00</sup> 2.33.572.6220			
Lighting Repairs #831 <sup>00</sup> 2.33.572.4663			
Common Area Maint. #4550 <sup>00</sup> 2.320.572.4650			
Tennis Court Maint. #2955 <sup>00</sup> 2.33.572.3440			
Repairs / Replace #3629.86 34.538.6400			

**Total** ~~\$18,233.86~~

**Payments/Credits** \$0.00

**Balance Due** ~~\$18,233.86~~

6-21-21  
CDD

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MAY 2021

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
4/27/21	8	R.M.	Assisted with pressure washing amenity areas
5/3/21	8	T.C.	Worked on pool fence and pavers, made concrete umbrella stands, picked up supplies
5/3/21	2	G.S.	Removed debris in all common areas, treated fire ant mounds in parks
5/3/21	8	L.N.	Install fence and remove pavers
5/3/21	2.5	J.S.	Additional court maintenance
5/4/21	8	E.T.	Clean lap pool filter and pump basket, clean pavers for repair work, help install support pole for shack station on pool deck
5/4/21	8	T.C.	Worked on pool fence and pavers, made concrete umbrella stands, poured concrete in footers
5/4/21	5.5	G.S.	Removed debris in all common areas and ponds
5/4/21	4.5	J.S.	Additional court maintenance
5/5/21	8	E.T.	Repair pavers on pool deck, install fence around pool area
5/5/21	6	T.C.	Worked on fence and pavers at pool, made concrete umbrella stands, picked up supplies
5/5/21	3.5	G.S.	Removed debris in all common areas, cleaned up around shop
5/5/21	8	L.N.	Put fence around pool deck and paint, put pavers back in place
5/5/21	2.5	J.S.	Additional court maintenance
5/6/21	8	T.C.	Worked on pool fence, made concrete umbrella stands
5/6/21	5	G.S.	Removed debris in all common areas and ponds
5/6/21	4.5	J.S.	Additional court maintenance
5/7/21	8	E.T.	Install fence around pool gazebo area, pour footer for sunshade on lap pool deck
5/7/21	8	T.C.	Set pool shade poles in concrete, hung gate at pool deck
5/7/21	8	L.N.	Install poles for pool covering top, pour concrete
5/7/21	2.5	J.S.	Additional court maintenance
5/10/21	8	T.C.	Set up CDD meeting, worked on pool deck fence
5/10/21	4	G.S.	Removed debris in all common areas and ponds
5/10/21	8	L.N.	Put top on poles and install poles
5/10/21	2.5	J.S.	Additional court maintenance
5/11/21	8	E.T.	Pour cement footer for sunshade on lap pool deck, replace light in bathroom at amenity center, replace lights in Grand Banquet Hall
5/11/21	8	T.C.	Work on pool fence, installed lock on pool gate, replaced pavers on pool deck
5/11/21	7	G.S.	Removed debris in all common areas, maintenance work on EZ-Go
5/11/21	4.5	J.S.	Additional court maintenance
5/12/21	8	E.T.	Assemble sunshade on pool deck, clean family pool filter and adjust chemistry, clean spray ground filter
5/12/21	6	T.C.	Installed pool shade on pool deck
5/12/21	3.5	G.S.	Removed debris in all common areas and ponds
5/12/21	8	L.N.	Worked on pool deck project
5/12/21	2.5	J.S.	Additional court maintenance
5/13/21	8	T.C.	Changed GFI outlet in summer kitchen, changed to LED lights in summer kitchen, changed to LED lights in men's restroom, repaired shower head in ladies restroom
5/13/21	4.5	G.S.	Removed debris in all common areas, removed deceased animal from road, repair and maintenance on tennis cart
5/13/21	4.5	J.S.	Additional court maintenance
5/14/21	8	E.T.	Repaired pool gate on pool deck, repair deck pavers on pool walkway under sunshade, clean up shop
5/14/21	8	T.C.	Worked on next section of pool shade, removed broken tables from Grand Banquet and took to shop
5/14/21	8	L.N.	Worked on pool deck project
5/14/21	2.5	J.S.	Additional court maintenance
5/17/21	2	G.S.	Removed debris in all common areas
5/17/21	8	L.N.	Worked on pool deck project
5/17/21	2.5	J.S.	Additional court maintenance
5/18/21	4	E.T.	Install pavers on pool deck under new sunshade
5/18/21	5	T.C.	Worked on pavers on pool deck
5/18/21	7	G.S.	Removed debris in all common areas and ponds
5/18/21	4.5	J.S.	Additional court maintenance
5/19/21	4	E.T.	Assemble pool sunshade on pool deck, clean pump basket on lap pool
5/19/21	6	T.C.	Worked on pool shade
5/19/21	3.5	G.S.	Removed debris in all common areas
5/19/21	9.5	R.M.	Assisted pressure washing pool deck surfaces around adult pool and surfaces under gazebo on pool deck
5/19/21	2.5	J.S.	Additional court maintenance
5/20/21	4	T.C.	Repaired toilet in men's handicap restroom, installed wipe dispensers in fitness center
5/20/21	3.5	G.S.	Removed debris in all common areas and ponds
5/20/21	4.5	J.S.	Additional court maintenance

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
 MAINTENANCE BILLABLE HOURS  
 FOR THE MONTH OF MAY 2021

Date	Hours	Employee	Description
5/21/21	4	T.C.	Set up from Dive-In Movie
5/21/21	2.5	J.S.	Additional court maintenance
5/24/21	6	T.C.	Worked on tennis court sidewalk project - removed old boards
5/24/21	2	G.S.	Removed debris in all common areas, cleaned up deceased animal at the preserve
5/24/21	2.5	J.S.	Additional court maintenance
5/25/21	8	E.T.	Remove boardwalk and frame out for concrete sidewalk
5/25/21	8	T.C.	Worked on tennis sidewalk project - removed boards and set form for concrete, replaced lane line cables for pool
5/25/21	7	G.S.	Removed debris in all common areas, treated fire ant mounds in parks, repair work on tennis sweeper cart
5/25/21	4.5	J.S.	Additional court maintenance
5/26/21	8	T.C.	Worked on tennis court sidewalk project - mixed and poured concrete
5/26/21	3.5	G.S.	Removed debris in all common areas and ponds
5/26/21	8	L.N.	Poured concrete for sidewalk at tennis court
5/26/21	10	R.M.	Assisted pressure washing pool deck surfaces
5/26/21	2.5	J.S.	Additional court maintenance
5/27/21	8	E.T.	Remove boardwalk and frame out for concrete sidewalk
5/27/21	8	T.C.	Worked on tennis court sidewalk project - removed boards and set up concrete form
5/27/21	4	G.S.	Removed debris in all common areas
5/27/21	9	R.M.	Assisted pressure washing pool deck surfaces
5/27/21	4.5	J.S.	Additional court maintenance
5/28/21	8	T.C.	Worked on tennis court sidewalk project - mixed and poured concrete
5/28/21	8	L.N.	Poured concrete for sidewalk at tennis court
5/28/21	2.5	J.S.	Additional court maintenance
5/31/21	2.5	J.S.	Additional court maintenance

TOTAL 449.5

MILES 439

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 06/05/21

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	5/7/21	13W SW 11K LED 4pk	15.50	T.C.
	5/7/21	13W DL 11K LED 4pk	15.85	T.C.
	5/7/21	6.5W SW Dim 11K LED3 (2)	22.66	T.C.
	5/7/21	11W PL CW Vert ND LED 1pk	9.17	T.C.
	5/7/21	Bosch Xtreme 1/2x6 SDS+ HMR BH	6.31	T.C.
	5/7/21	Gate Pull Handle	11.48	J.S.
	5/7/21	Signs - Push/Pull	2.94	J.S.
	5/7/21	Keyed Handle Set (2)	64.33	J.S.
	5/7/21	80lb Sakrete (60)	290.49	J.S.
	5/8/21	1/2" Sandply 4x8 Sheet	54.45	J.S.
	5/11/21	Sakrete Paver Base (5)	22.89	T.C.
	5/12/21	Epoxy Gorilla Glue	3.15	T.C.
	5/12/21	9W DL 11K LED 2pk	3.44	T.C.
	5/12/21	9W DL 11K LED 8pk	11.43	T.C.
	5/13/21	Ryobi 40a Battery	159.85	J.S.
	5/13/21	10" Pneumatic Tire	28.73	T.C.
	5/13/21	6CU FT Wheelbarrow	60.94	T.C.
	5/17/21	Cotter Pins	0.56	J.S.
	5/17/21	Angle Iron 4' (2)	21.83	J.S.
	5/18/21	Hose Quick Connect Kit	5.73	J.S.
	5/18/21	Contractor Nozzle Set	6.31	J.S.
	5/18/21	10' Water Hose	17.23	J.S.
	5/19/21	24" Gear Loop Ties	10.83	J.S.
	5/19/21	30 Secon Cleaner 64oz Spray Bottle	6.89	J.S.
	5/19/21	2pk Muriatic Acid	7.46	J.S.
	5/19/21	80lb Sakrete (60)	313.02	J.S.
	5/23/21	Graco Handheld LVLP Sprayer	114.43	J.S.
	5/24/21	Blue Nitrile Disposable Gloves 50ct	14.93	T.C.
	5/24/21	Glass Cooktop Cleaner	4.01	T.C.
	5/24/21	Disinfectant Aero Linen	5.66	T.C.
	5/24/21	Lemon Pine Sol	14.78	T.C.
	5/24/21	Terry Towels 10pk	5.74	T.C.
	5/24/21	2x4-92 5/8" Prime Whitewood (4)	36.71	T.C.
	5/24/21	1/2x13/32x8 PVC (7)	28.16	T.C.
	5/24/21	500' Cautlon Tape	5.73	T.C.
	5/24/21	1x2-18" Stakes 12pc Bundle (3)	20.63	T.C.
	5/27/21	Schlage Lockset Lever	66.65	J.S.
	5/27/21	Schlage Lockset Lever Combo Deadbolt	74.72	J.S.
	5/28/21	Sleeve Anchors (4)	8.05	J.S.
	5/28/21	Red White Splice Connector	6.04	J.S.
	5/28/21	Brass Plate Cover	10.09	J.S.
	5/28/21	Yellow Splice Connector	6.04	J.S.
	5/28/21	80lb Sakrete (60)	312.28	J.S.
	5/31/21	Post Hole Digger	24.73	J.S.
	5/31/21	Edge Trenching Shovel	33.33	J.S.
	5/31/21	Digging Shovel	10.91	J.S.
	5/31/21	Flat Edge Shovel	16.66	J.S.
	6/1/21	80lb Sakrete (60)	312.28	J.S.

TOTAL \$2,306.00

**St. Augustine Electric Motor Works, Inc.**

14 Center St.  
St. Augustine, FL. 32084  
904-829-8211  
904-829-8030 Fax Line

Invoice- Sales Receipt #HELI

6/21/2021

Cashier: jb

REPRINTED

Cash Sale  
, 32084

**P.O. # DOUBLE BRA**

Part #	Description	Price	Ext Price
6310ZZ	BEARING 6310ZZ	\$98.88	\$98.88
6207ZZ	BEARING 6207 SHIELDED	\$26.28	\$26.28
UFAN	USED FAN	\$12.00	\$12.00
SHOP SUPPLIES 7.5-25	LUBE,PAINT,TAPE FOR 7.5HP-25HP	\$14.00	\$14.00
3116	MINOR REPAIR 15HP &REPAIR LEADS	\$550.00	\$550.00
6309ZZ	BEARING 6309ZZ	\$68.96	\$68.96
6208ZZ	BEARING 6208 SHIELDED	\$47.12	\$47.12
3 THRROD3/8	THREADED ROD 3/8" PER FT.	\$1.31	\$1.74
SHOP SUPPLIES 7.5-25	LUBE,PAINT,TAPE FOR 7.5HP-25HP	\$14.00	\$14.00
3115	MINOR REPAIR 15HP 3PH ODP	\$470.00	\$470.00
6310ZZ	BEARING 6310ZZ	\$98.88	\$98.88
6207ZZ	BEARING 6207 SHIELDED	\$26.28	\$26.28
THRROD5/16	THREADED ROD 5/16" PER FT.	\$4.29	\$6.43
SHOP SUPPLIES 7.5-25	LUBE,PAINT,TAPE FOR 7.5HP-25HP	\$14.00	\$14.00
3116	MINOR REPAIR 15HP WASH,DIP&BAKE	\$560.00	\$560.00
EST	ESTIMATE (MINIMUM CHG.)	\$69.00	(\$207.00)

Subtotal: \$1,801.57  
Tax Exempt Customer 0 % Tax: + \$0.00  
**RECEIPT TOTAL: \$1,801.57**

Total Deposit Taken: \$0.00

DOUBLE BRANCH CDD-

**All WARRANTY ITEMS MUST BE ACCOMPANIED BY RECEIPT and will be REPAIRED or REPLACED per manufacturer.**  
**Electrical components are not returnable - No REFUNDS or EXCHANGES**

**Code to: Split**  
**Double Branch Repair and Replacements**  
**2.320.57200.63100**  
**Middle Village Repair and Replacements**  
**34-600-538-64000 # 908.76**

71

Toole Technologies, Inc.

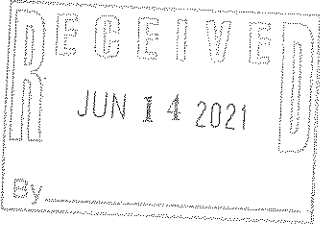
Ph: 904-278-5938  
4134 Carriage Crossing Ln  
Orange Park, FL 32065.

# Invoice

Date	Invoice #
6/10/2021	T0007213

Bill To
Middle Village CDD (Jay Soriano) 845 Oakleaf Plantation Parkway Orange Park, FL 32065

P.O. No.	Terms	Project
		WO4792 - Refrigerant Adde...

Quantity	Description	Rate	Amount
19	RM099 Refrigerant Added refrigerant to the system using electronic gauges. The system was charged as per the manufacturers recommendation.	50.00	950.00
3	Keith Toole Leak checked the 10 ton system. Found a leak in the suction line service valve. Repaired the leak an added refrigerant.	100.00	300.00
Code to: Middle Village Repair and Replacements 34-600-538-64000 36			
			
Total			\$1,250.00

**WABASH VALLEY**

PLASTISOL

**GREEN VALLEY**

RECYCLED

**urbanscape**

POWDER COAT

JUN 17 2021

**WABASH VALLEY**

878 E. Highway 60  
 Monett, MO 65708-9210  
 Toll Free: 800-253-8619  
 Web: wabashvalley.com  
 Remit To Address:  
 29441 Network Place  
 Chicago, IL 60673-1294

Sales Rep: Jack Dzoba  
 JKDZوبا@GMAIL.COM  
 P 561-603-2097  
 F 772-872-7307

Bill To: Double Branch CDD  
 370 Oakleaf Village Parkway  
 City State Zip  
 Orange Park FL 32065  
 Phone: 904-406-2200  
 Fax:  
 Contact: Jay Soriano  
 Email: jsoriano@gmsnf.com

QUOTE  
 Date: 6/7/2021  
 Quote # DZ001767  
 Customers P.O.#

Ship To: Double Branch CDD  
 370 Oakleaf Village Parkway  
 City State Zip  
 Orange Park FL 32065  
 Phone: 904-406-2200  
 Fax:  
 Contact: Jay Soriano  
 Email:

Model	Qty	Description	Price	Total	Wgts
LR300D	9	32 Gallon Receptacle - Diamond	\$258.00	\$2,322.00	603
SB100N	9	Flat Top Solid Bonnet - Inward Opening	\$113.00	\$1,017.00	144
		6 ALL BLACK - 3 ALLGREEN			
LR310N	9	32 Gallon Liner	\$32.00	\$288.00	45
<b>Code to: Split 50/50</b>					
<b>Middle Village Repair and Replacements</b>					
<b>34-600-538-64000 \$ 3147.50</b>					
<b>Double Branch Repair and Replacements</b>					
<b>2.320.57200.63100</b>					

Total Wgt	Tax Exempt Certificate	Terms
792	PLEASE PROVIDE	TBD

Color Selections		
Frame Color	Plastisol Color	Other
TBD	TBD	

Sub Total	\$3,627.00
Freight	\$668.00
Tax	\$0.00
Frft Tax	\$0.00
Total	\$4,295.00

Tax Rate: 0.000%

**Comments:**

Tax will be added if applicable. Quote valid for 30 days. Credit card payments accepted, application required for payment terms. Verify colors with order. Email signed quote to jkdzoba@mail.com to process order. Off loading, assembly NOT included unless listed above. CONTRACT PRICING APPLIED.

Please sign and Fax back to: 772-872-7307

Shipping Lead Time: 20+ WEEKS

Please Print Name &amp; Date: Jay Soriano 6/14/21

\*Tax rate based upon ship to zip code - Percent can change based upon entire ship to address at time of order placement.

\*\* All freight costs include Drop ship only; Extra services such as home delivery, Lift gate and unloading of furniture may incur extra charges.\*\*

\*\*\*Being solely a manufacturer, WVM does not sign purchase order agreements - only WVM terms and conditions apply



## *FIFTH ORDER OF BUSINESS*

**MIDDLE VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2020**

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA**

**TABLE OF CONTENTS**

	<u>Page</u>
INDEPENDENT AUDITOR'S REPORT	1-2
MANAGEMENT'S DISCUSSION AND ANALYSIS	3-6
BASIC FINANCIAL STATEMENTS	
Government-Wide Financial Statements:	
Statement of Net Position	7
Statement of Activities	8
Fund Financial Statements:	
Balance Sheet – Governmental Funds	9
Reconciliation of the Balance Sheet – Governmental Funds to the Statement of Net Position	11
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	11
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	12
Notes to the Financial Statements	13-22
REQUIRED SUPPLEMENTARY INFORMATION	
Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	23
Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Recreation Fund	24
Notes to Required Supplementary Information	25
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	26-27
INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA	28
MANAGEMENT LETTER REQUIRED BY CHAPTER 10.550 OF THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA	29-30



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

951 Yamato Road • Suite 280  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
[www.graucpa.com](http://www.graucpa.com)

## INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors  
Middle Village Community Development District  
Clay County, Florida

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Middle Village Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 24, 2021, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

June 24, 2021

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

Our discussion and analysis of Middle Village Community Development District, Clay County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2020. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

### **FINANCIAL HIGHLIGHTS**

- The liabilities of the District exceeded its assets at the close of the most recent fiscal year resulting in a net position deficit balance of (\$6,392,675).
- The change in the District's total net position in comparison with the prior fiscal year was \$596,822, an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2020, the District's governmental funds reported combined ending fund balances of \$3,686,269, an increase of \$221,439 in comparison with the prior fiscal year. A portion of fund balance is restricted for debt service, non-spendable for prepaid items and deposits, assigned to recreation and subsequent year's expenditures, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

### **OVERVIEW OF FINANCIAL STATEMENTS**

This discussion and analysis are intended to serve as the introduction to the District's financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

#### **Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessment revenues. The District does not have any business-type activities. The governmental activities of the District include the general government (management), maintenance, and recreational functions.

#### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

## OVERVIEW OF FINANCIAL STATEMENTS (Continued)

### Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three individual governmental funds for reporting in conformity with accounting principles generally accepted in the United States of America. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general, recreation, and debt service funds. All of the funds are considered to be major funds.

The District adopts an annual appropriated budget for its general and recreation fund. A budgetary comparison schedule has been provided for the general fund and recreation fund to demonstrate compliance with the budgets.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, liabilities exceeded assets at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION SEPTEMBER 30,		
	2020	2019
Current and other assets	\$ 3,750,518	\$ 3,562,618
Capital assets, net of depreciation	13,487,569	14,276,022
Total assets	17,238,087	17,838,640
Current liabilities	458,510	507,481
Long-term liabilities	23,172,252	24,320,656
Total liabilities	23,630,762	24,828,137
Net position		
Net investment in capital assets	(9,684,683)	(10,044,634)
Restricted	893,269	759,993
Unrestricted	2,398,739	2,295,144
Total net position	\$ (6,392,675)	\$ (6,989,497)

## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations and depreciation expense.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR END SEPTEMBER 30,		
	2020	2019
Revenues:		
Program revenues		
Charges for services	\$ 4,163,781	\$ 4,145,522
Operating grants and contributions	16,736	37,246
Capital grants and contributions	-	10
General revenues	26,459	89,904
Total revenues	4,206,976	4,272,682
Expenses:		
General government	633,253	545,072
Maintenance and operations	2,005,751	2,090,931
Interest	971,150	1,009,048
Total expenses	3,610,154	3,645,051
Change in net position	596,822	627,631
Net position - beginning	(6,989,497)	(7,617,128)
Net position - ending	\$ (6,392,675)	\$ (6,989,497)

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2020 was \$3,610,154. The costs of the District's activities were primarily funded by program revenues. Program revenues are comprised primarily of assessments. The remainder of the current fiscal year revenue includes interest revenue and miscellaneous income. Expenses decreased primarily due to a decrease in maintenance costs.

## GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020. Actual recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020.



## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

At September 30, 2020, the District had \$20,907,155 invested in capital assets for its governmental activities. In the government-wide financial statements, depreciation of \$7,419,586 has been taken, which resulted in a net book value of \$13,487,569. More detailed information about the District's capital assets is presented in the notes of the financial statements.

### Capital Debt

At September 30, 2020, the District had \$23,219,000 in Bonds outstanding for its governmental activities. More detailed information about the District's capital debt is presented in the notes of the financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

The District does not anticipate any major projects or significant changes to its infrastructure maintenance program for the subsequent fiscal year. In addition, it is anticipated that the general operations of the District will remain fairly constant.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Middle Village Community Development District's Finance Department at 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2020**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 949,731
Investments	1,340,106
Due from other	355
Deposits	13,383
Prepaid items	65,651
Restricted assets:	
Investments	1,381,292
Capital assets:	
Nondepreciable	900,000
Depreciable, net	12,587,569
Total assets	<u>17,238,087</u>
<b>LIABILITIES</b>	
Accounts payable	64,249
Accrued interest payable	394,261
Non-current liabilities:	
Due within one year	1,164,000
Due in more than one year	22,008,252
Total liabilities	<u>23,630,762</u>
<b>NET POSITION</b>	
Net investment in capital assets	(9,684,683)
Restricted for debt service	893,269
Unrestricted	2,398,739
Total net position	<u>\$ (6,392,675)</u>

See notes to the financial statements

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

<u>Functions/Programs</u>	<u>Program Revenues</u>			Net (Expense) Revenue and Changes in Net Position
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Primary government:				
Governmental activities:				
General government	\$ 633,253	\$ 209,900	\$ -	\$ (423,353)
Maintenance and operations	2,005,751	1,717,787	-	(287,964)
Interest on long-term debt	971,150	2,236,094	16,736	1,281,680
Total governmental activities	3,610,154	4,163,781	16,736	570,363
General revenues:				
Unrestricted investment earnings				25,169
Miscellaneous				1,290
Total general revenues				26,459
Change in net position				596,822
Net position - beginning				(6,989,497)
Net position - ending				\$ (6,392,675)

See notes to the financial statements

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2020**

	Major Funds			Total Governmental Funds
	General	Recreation	Debt Service	
<b>ASSETS</b>				
Cash	\$ 154,752	\$ 794,979	\$ -	\$ 949,731
Investments	240,118	1,099,988	1,381,292	2,721,398
Due from other funds	-	131,224	-	131,224
Due from other	-	355	-	355
Prepaid items	-	65,651	-	65,651
Deposits	-	13,383	-	13,383
Total assets	<u>\$ 394,870</u>	<u>\$ 2,105,580</u>	<u>\$ 1,381,292</u>	<u>\$ 3,881,742</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 9,993	\$ 54,256	\$ -	\$ 64,249
Due to other funds	37,462	-	93,762	131,224
Total liabilities	<u>47,455</u>	<u>54,256</u>	<u>93,762</u>	<u>195,473</u>
Fund balances:				
Nonspendable:				
Prepaid items and deposits	-	79,034	-	79,034
Restricted for:				
Debt service	-	-	1,287,530	1,287,530
Assigned to:				
Subsequent year's expenditures	200,000	775,766	-	975,766
Recreation fund	-	1,196,524	-	1,196,524
Unassigned	147,415	-	-	147,415
Total fund balances	<u>347,415</u>	<u>2,051,324</u>	<u>1,287,530</u>	<u>3,686,269</u>
Total liabilities and fund balances	<u>\$ 394,870</u>	<u>\$ 2,105,580</u>	<u>\$ 1,381,292</u>	<u>\$ 3,881,742</u>

See notes to the financial statements

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE BALANCE SHEET- GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2020**

Total fund balances - governmental funds \$ 3,686,269

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of applicable accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	20,907,155	
Accumulated depreciation	<u>(7,419,586)</u>	13,487,569

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund financial statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(394,261)	
Bonds payable	<u>(23,172,252)</u>	<u>(23,566,513)</u>
Net position of governmental activities		<u><u>\$ (6,392,675)</u></u>

See notes to the financial statements

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

	Major Funds			Total Governmental Funds
	General	Recreation	Debt Service	
<b>REVENUES</b>				
Assessments	\$ 209,900	\$ 1,628,503	\$ 2,236,094	\$ 4,074,497
Amenity revenue	-	60,818	-	60,818
Cost share revenue	-	28,466	-	28,466
Interest earnings	12,516	12,653	16,736	41,905
Miscellaneous revenue	-	1,290	-	1,290
Total revenues	222,416	1,731,730	2,252,830	4,206,976
<b>EXPENDITURES</b>				
Current:				
General government	160,676	472,577	-	633,253
Maintenance and operations	-	1,217,298	-	1,217,298
Debt service:				
Principal	-	-	1,152,000	1,152,000
Interest	-	-	982,986	982,986
Total expenditures	160,676	1,689,875	2,134,986	3,985,537
Excess (deficiency) of revenues over (under) expenditures	61,740	41,855	117,844	221,439
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in (out)	(11,832)	11,832	-	-
Total other financing sources (uses)	(11,832)	11,832	-	-
Net change in fund balances	49,908	53,687	117,844	221,439
Fund balances - beginning	297,507	1,997,637	1,169,686	3,464,830
Fund balances - ending	\$ 347,415	\$ 2,051,324	\$ 1,287,530	\$ 3,686,269

See notes to the financial statements

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

Net change in fund balances - total governmental funds	\$ 221,439
Amounts reported for governmental activities in the statement of activities are different because:	
Depreciation of capital assets is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	(788,453)
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	1,152,000
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities, but not in the governmental fund financial statements.	15,432
Amortization of Bond discounts/premiums is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	<u>(3,596)</u>
Change in net position of governmental activities	<u><u>\$ 596,822</u></u>

See notes to the financial statements

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - NATURE OF ORGANIZATION AND REPORTING ENTITY**

Middle Village Community Development District ("District") was created by Ordinance 2003-88 enacted by the Board of County Commissioners of Clay County, Florida and effective on October 16, 2003, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. Chapter 190 provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purpose of financing and managing the acquisition, construction, maintenance and operations of the infrastructure within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the qualified electors within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Allocating and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment. Operating-type special assessments for maintenance and debt service are treated as charges for services; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.



## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

### **Assessments**

Assessments are non-ad valorem assessments on benefited property within the District. Operating and maintenance assessments are based upon the adopted budget and levied annually at a public hearing of the District. Debt service assessments are levied when Bonds are issued and assessed and collected on an annual basis. The District may collect assessments directly or utilize the uniform method of collection under Florida Statutes. Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by the County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the debt service assessments on their property subject to various provisions in the Bond documents.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

### **General Fund**

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

### **Recreation Fund**

The recreation fund is a special revenue fund established to account for the financial resources of the District's recreation areas which are funded by assessments.

### **Debt Service Fund**

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)**

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

### **Assets, Liabilities and Net Position or Equity**

#### **Restricted Assets**

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

#### **Deposits and Investments**

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

The State Board of Administration's ("SBA") Local Government Surplus Funds Trust Fund ("Florida PRIME") is a "2a-7 like" pool. A "2a-7 like" pool is an external investment pool that is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The District has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured and any unspent Bond proceeds are required to be held in investments as specified in the Bond Indenture.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

#### **Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### **Capital Assets**

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Assets, Liabilities and Net Position or Equity (Continued)

#### Capital Assets (Continued)

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Entry features	20
Buildings and Infrastructure	40

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

#### Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

#### Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

#### Deferred Outflows/Inflows of Resources

Deferred outflows of resources represent a consumption of net position that applies to future reporting period(s). For example, the District would record deferred outflows of resources on the statement of net position related to debit amounts resulting from current and advance refundings resulting in the defeasance of debt (i.e. when there are differences between the reacquisition price and the net carrying amount of the old debt).

Deferred inflows of resources represent an acquisition of net position that applies to future reporting period(s). For example, when an asset is recorded in the governmental fund financial statements, but the revenue is unavailable, the District reports a deferred inflow of resources on the balance sheet until such times as the revenue becomes available.

#### Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

## **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Assets, Liabilities and Net Position or Equity (Continued)**

#### **Fund Equity/Net Position (Continued)**

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

### **Other Disclosures**

#### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## **NOTE 3 - BUDGETARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general and recreation fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year, the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the upcoming October 1.
- b) Public hearings are conducted to obtain public comments
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

## NOTE 4 - DEPOSITS AND INVESTMENTS

### Deposits

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

### Investments

The District's investments were held as follows at September 30, 2020:

	Amortized Cost	Credit Risk	Maturities
First American Treasury Obligation Funds CL Z	\$ 11,166	S&P AAAm	Weighted average of the fund portfolio: 46 days
Investment in Local Government Surplus Funds Trust Fund (Florida PRIME)	1,180,031	S&P AAAm	Weighted average maturity: 48 days
Federated Gov Oblig #5	1,487,448	S&P AAAm	Weighted average of the fund portfolio: 43 days
US Bank Mmkt 5 - Ct	42,753	N/A	N/A
	<u>\$ 2,721,398</u>		

**Credit risk** – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

**Concentration risk** – The District places no limit on the amount the District may invest in any one issuer.

**Interest rate risk** – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indentures limit the type of investments held using unspent proceeds.

**Fair Value Measurement** – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- **Level 1:** Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- **Level 2:** Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- **Level 3:** Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. Accordingly, the District's investments have been reported at amortized cost above.

#### NOTE 4 - DEPOSITS AND INVESTMENTS (Continued)

##### Investments (Continued)

*External Investment Pool* – With regard to redemption gates, Chapter 218.409(8)(a), Florida Statutes, states that “The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the Executive Director until the Trustees are able to meet to review the necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days.” With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2020, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100% of their account value.

#### NOTE 5 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund receivables and payables at September 30, 2020 were as follows:

Fund	Receivable	Payable
General	\$ -	\$ 37,462
Recreation	131,224	-
Debt service	-	93,762
Total	<u>\$ 131,224</u>	<u>\$ 131,224</u>

The outstanding balances between funds result primarily from the time lag between the dates that transactions are recorded in the accounting system and payments between funds are made. In the case of the District, the balances between the general fund, the recreation fund, and the debt service fund relate primarily to assessments collected in the general fund and debt service fund that have not been transferred to the recreation fund.

Interfund transfers for the fiscal year ended September 30, 2020 were as follows:

Fund	Transfer In	Transfer Out
General	\$ -	\$ 11,832
Recreation	11,832	-
Total	<u>\$ 11,832</u>	<u>\$ 11,832</u>

Transfers are used to move revenues from the fund where collection occurs to the fund where funds have been reallocated for use. In the case of the District, transfers from the general fund to the recreation fund were made to accumulate funds for future capital projects.

## NOTE 6 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2020 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Land	\$ 900,000	\$ -	\$ -	\$ 900,000
Total capital assets, not being depreciated	900,000	-	-	900,000
Capital assets, being depreciated				
Stormwater management	3,847,562	-	-	3,847,562
Neighborhood infrastructure and roads	1,485,931	-	-	1,485,931
Amenity center and recreation	3,262,166	-	-	3,262,166
Entry Feature and Signage	11,411,496	-	-	11,411,496
Total capital assets, being depreciated	20,007,155	-	-	20,007,155
Less accumulated depreciation for:				
Stormwater management	959,616	96,189	-	1,055,805
Neighborhood infrastructure & Roads	370,431	37,148	-	407,579
Amenity center & recreation	1,099,754	78,658	-	1,178,412
Entry Feature and Signage	4,201,332	576,458	-	4,777,790
Total accumulated depreciation	6,631,133	788,453	-	7,419,586
Total capital assets being depreciated, net	13,376,022	(788,453)	-	12,587,569
Governmental activities capital assets	\$ 14,276,022	\$ (788,453)	\$ -	\$ 13,487,569

Depreciation expense was charged to maintenance and operations function.

## NOTE 7 - LONG TERM LIABILITIES

### Series 2018

On April 25, 2018, the District issued \$22,660,000 of Senior Special Assessment Refunding Bonds Series 2018-1 due May 1, 2035, which is comprised of serial Bonds with interest rates ranging from 2.85% to 4.37% and \$2,810,000 of Subordinate Special Assessment Refunding Bonds Series 2018-2 due May 1, 2035, which is comprised of term Bonds with interest rates ranging from 4.5% to 5%. The Bonds were issued to refund the outstanding Series 2004A and 2008A Bonds and pay certain costs associated with the issuance of the Bonds. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2019 through May 1, 2035.

The Series 2018 Bonds are subject to redemption at the option of the District prior to maturity. The Series 2018 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture. This occurred during the current fiscal year as the District collected assessments from lot closings and prepaid \$22,000 of the Series 2018 Bonds. See Note 13 - Subsequent Events for additional call amounts subsequent to the fiscal year end.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2020.

## NOTE 7 - LONG TERM LIABILITIES (Continued)

### Long-term Debt activity

Changes in long-term liability activity for the fiscal year ended September 30, 2020 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental Activities					
Series 2018-1	\$ 21,671,000	\$ -	\$ 1,027,000	\$ 20,644,000	\$ 1,044,000
Series 2018-2	2,700,000	-	125,000	2,575,000	120,000
Original issue discount	(50,344)	-	(3,596)	(46,748)	-
	<u>\$ 24,320,656</u>	<u>\$ -</u>	<u>\$ 1,148,404</u>	<u>\$ 23,172,252</u>	<u>\$ 1,164,000</u>

At September 30, 2020, the scheduled debt service requirements on the long-term debt were as follows:

	Governmental Activities		
Year ending September 30:	Principal	Interest	Total
2021	\$ 1,164,000	\$ 946,252	\$ 2,110,252
2022	1,203,000	907,548	2,110,548
2023	1,246,000	866,026	2,112,026
2024	1,291,000	821,227	2,112,227
2025	1,344,000	772,977	2,116,977
2026-2030	7,587,000	3,019,229	10,606,229
2031-2035	9,384,000	1,273,503	10,657,503
	<u>\$ 23,219,000</u>	<u>\$ 8,606,762</u>	<u>\$ 31,825,762</u>

## NOTE 8 - RELATED PARTY TRANSACTIONS

The Developer, ODP, LLC, owns a portion of benefitted lands within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on that property.

Fieldstone-OLP, LLC, Jennings Point-OLP, LLC, and Millstone-OLP, LLC own a portion of the benefitted lands within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on those properties.

## NOTE 9 - INTERLOCAL AGREEMENTS

In 2004, the District entered into a cost sharing agreement with South Village Community Development District for the maintenance of certain landscape improvements for which they both benefit. In accordance with the agreement, Middle Village will perform required maintenance and South Village will provide 31% of the costs to perform the maintenance. For the fiscal year ended September 30, 2020, the District received \$28,466 from South Village for the cost sharing agreement.

In a prior fiscal year, the District entered into an agreement with Double Branch for joint usage of the amenity center and recreational facilities located within and owned by each respective District.

In a prior fiscal year, the District entered into an interlocal agreement with Double Branch to share the costs for on-site management services. In accordance with the agreement, the Districts share the costs of a full time rental coordinator, a full time community manager, and a part time operations manager.

In a prior fiscal year, the District entered into an impact fee credit agreement with Clay County and Double Branch which provides the District a road impact fee credit equal to approximately \$7.8 million. As of September 30, 2020, none of the credits have been recognized.



**NOTE 10 - MANAGEMENT COMPANY**

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

**NOTE 11 - RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**NOTE 12 – SUBSEQUENT EVENTS**

Subsequent to fiscal year end, the District prepaid a total of \$754,000 of the Series 2018 Bonds. The prepayments were considered extraordinary mandatory redemptions as outlined in the Bond Indenture.

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

	Budgeted Amounts <u>Original &amp; Final</u>	Actual Amounts	Variance with Final Budget - Positive (Negative)
REVENUES			
Assessments	\$ 215,687	\$ 209,900	\$ (5,787)
Interest earnings	5,000	12,516	7,516
Total revenues	<u>220,687</u>	<u>222,416</u>	<u>1,729</u>
EXPENDITURES			
Current:			
General government	220,687	160,676	60,011
Total expenditures	<u>220,687</u>	<u>160,676</u>	<u>60,011</u>
Excess (deficiency) of revenues over (under) expenditures	-	61,740	61,740
OTHER FINANCING SOURCES			
Transfer In (out)	-	(11,832)	(11,832)
Total other financing sources	<u>-</u>	<u>(11,832)</u>	<u>(11,832)</u>
Net change in fund balance	<u>\$ -</u>	49,908	<u>\$ 49,908</u>
Fund balance - beginning		<u>297,507</u>	
Fund balance - ending		<u>\$ 347,415</u>	

See notes to required supplementary information

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL – RECREATION FUND  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020**

	Budgeted Amounts		Variance with Final Budget - Positive (Negative)
	Original & Final	Actual Amounts	
<b>REVENUES</b>			
Assessments	\$ 1,568,932	\$ 1,628,503	\$ 59,571
Amenity revenue	55,000	60,818	5,818
Cost share revenue	36,662	28,466	(8,196)
Interest earnings	5,000	12,653	7,653
Miscellaneous revenue	-	1,290	1,290
Total revenues	<u>1,665,594</u>	<u>1,731,730</u>	<u>66,136</u>
<b>EXPENDITURES</b>			
Current:			
General government	227,162	472,577	(245,415)
Maintenance and operations	1,435,832	1,217,298	218,534
Capital Outlay	104,471	-	104,471
Total expenditures	<u>1,767,465</u>	<u>1,689,875</u>	<u>77,590</u>
Excess (deficiency) of revenues over (under) expenditures	(101,871)	41,855	143,726
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer In (out)	11,832	11,832	-
Carryforward	90,039	-	(90,039)
Total other financing sources	<u>101,871</u>	<u>11,832</u>	<u>(90,039)</u>
Net change in fund balance	<u>\$ -</u>	53,687	<u>\$ 53,687</u>
Fund balance - beginning		<u>1,997,637</u>	
Fund balance - ending		<u>\$ 2,051,324</u>	

See notes to required supplementary information

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
CLAY COUNTY, FLORIDA  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020. Actual recreation fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2020.



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

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## **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Middle Village Community Development District  
Clay County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Middle Village Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated June 24, 2021.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 24, 2021



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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE  
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY  
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors  
Middle Village Community Development District  
Clay County, Florida

We have examined Middle Village Community Development District, Clay County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2020. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2020.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Middle Village Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

June 24, 2021



**MANAGEMENT LETTER PURSUANT TO THE RULES OF  
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors  
Middle Village Community Development District  
Clay County, Florida

**Report on the Financial Statements**

We have audited the accompanying basic financial statements of Middle Village Community Development District, Clay County, Florida ("District") as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 24, 2021.

**Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

**Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 24, 2021, should be considered in conjunction with this management letter.

**Purpose of this Letter**

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Middle Village Community Development District, Clay County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Middle Village Community Development District, Clay County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

June 24, 2021



## **REPORT TO MANAGEMENT**

### **I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS**

None

### **II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS**

None

### **III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2019.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2020.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2020.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2020. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

## *SEVENTH ORDER OF BUSINESS*

*D.*

## Middle Village Community Development District (CDD)

845 Plantation Oaks Parkway, Orange Park, FL 32065

904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### Memorandum

Date: July 2021

To: Board of Supervisors

From: GMS – OakLeaf Operations Manager

#### Community:

##### Special Events

- Upcoming event: Dog Park opening at DB , Summer nights at Oakleaf, Dive in August
- Fall resident run event – Oct. 30

##### Aquatics

- Requests for pool usage during High School Swim Season
- Aqua Zumba taking place at DB pools

##### Amenity Usage

- *Total Facilities Usage – 5441*
- *Average daily usage – 181*

##### *Card counts:*

MV Owners	99
MV Renters	73
MV Replacements	42
MV Updated	44

*Total cards printed: 577 (both districts)*

##### Rentals

- 17 of 30 days rented in June , 3 of 4 weekends rented
- 19 Grand Ballroom rentals, 1 Grand Lawn rental, 1 Bridal Suite rentals, 12 patio rentals
- 27 tours (approx. 68 hours)/77 hours used for scheduling, administrative, etc.

**Middle Village Community Development District (CDD)**

845 Plantation Oaks Parkway, Orange Park, FL 32065

904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

**Memorandum**

**Operations:**

- Discussion of quotes/planning for increased parking lot/additional spaces

**MAINTENANCE**

- Inspect multiple paver areas for repair at Lap Pool
- Repair guest wi-fi connection at Amenity center
- Audit of access cards – ongoing
- Inspect and reset elevator system/computer (fault due to electrical outages)
- Rekey of multiple lock cylinders at Amenity Center- to be completed by August
- Install cork/white boards at Fitness center office
- Re-planting of hibiscus plants for building walkway
- Repair anchors for handrails at lap pool
- Cut backing for new and replacement signs – ongoing
- Prep for reopening of all facilities (to include child room at fitness center, bathrooms, etc...)
- Preventative maintenance performed on gold carts
- Removal of large debris items/ wood from previous projects – taken to Rosemary Hill
- Replacement of multiple lifeguard/pool equipment items through out
- Pressure washing schedule coordination/changes – due to high number of rain days
- Data collection for Florida Department of Labor
- Continual Lake Inspections – all lakes inspected monthly – reports kept on file in Ops. Manager office.
- Continual Park inspections and cleaning - all parks inspected twice monthly – reports kept on file.
- Light Inspections completed – Whitfield, Boulevard, Parkway, and Hamilton Glenn completed 6/11. Forest Brook, Creekview, Oakpoint, and Timberlake completed 6/20.

**Landscaping**

- *Tree Trimming throughout – on going*
- *Mulch replacements throughout roadways and Amenity Center*
- *Round-a-bout planning for tree removals and trimming*
- *Monthly report for June submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

- Jay Soriano, Oakleaf Operations Manager 904-342-1441

[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)







# Middle Village 2013 CDD

## Clay County, Florida

**THE HONORABLE ROGER A. SUGGS, CFA, AAS**  
**CLAY COUNTY PROPERTY APPRAISER**  
**State-Certified General Real Estate Appraiser**  
**RZ2771**

GENERATED BY THE GIS DEPARTMENT 05/02/2013

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