

MIDDLE VILLAGE
Community Development District

NOVEMBER 14, 2022

AGENDA

Middle Village Community Development District

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

November 7, 2022

Board of Supervisors
Middle Village Community Development District

Dear Board Members:

The Middle Village Community Development District Board of Supervisors Meeting is scheduled to be held **Monday, November 14, 2022 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 October 10, 2022 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Registers
- IV. Review of Suspension of Amenity Privileges
- V. Consideration of Suspension and Termination of Access Rule
- VI. Consideration of Resolution 2023-01, Declaring Vacancies in Seats 1 and 5 as of November 22, 2022
- VII. Consideration of Resolution 2023-02, Adopting Amendments to the District's Record Retention Policy
- VIII. Consideration of Resolution 2023-03, Amending the Capital Reserve Fund Budget for Fiscal Year 2022
- IX. Other Business

X. Staff Reports

A. District Counsel – Memorandum Regarding Surplus Property Resolutions

B. District Engineer

C. District Manager

D. Operations Manager – Memorandum

XI. Audience Comments (limited to three minutes) / Supervisor Requests

XII. Next Scheduled Meetings – December 12, 2022 @ 2:00 p.m. at the Plantation Oaks Amenity Center

XIII. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles
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, October 10, 2022 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Michael Steiner	Chairman
Tim Hartigan	Vice Chairman
Jeremy Spellman	Supervisor
Jonel Hicks	Supervisor
Jason Mifsud	Supervisor

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo Landscape
Marla Dietrich	S3 Security

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order and called the roll at approximately 4:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

Mr. Conkey stated I am with the water management district and a governmental coordinator and I'm here to help with any issues. Compliance questions come up quite a bit, or if you have conservation properties, anything water related or permit related. This physical complex is under a permit, and you are the permit holder most likely, so you would be the one responsible for any of those compliance issues if anything like that came up. For example, the tree in Forest Hammock that we're dealing with.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the September 12, 2022 Meeting
- B. Financial Statements
- C. Assessment Receipt Schedule

D. Check Register

Ms. Giles stated included in your package are the minutes of the last meeting, the financial statements as of August 31st, your assessment receipts schedule showing you are 100% collected, and the check register totaling \$195,185.47.

On MOTION by Vice Chairman Hartigan seconded by Mr. Mifsud with all in favor the minutes of the September 12, 2022 meeting were approved.

On MOTION by Chairman Steiner seconded by Vice Chairman Hartigan with all in favor the check register was approved.

FOURTH ORDER OF BUSINESS**Other Business**

Mr. Soriano stated last month we had our work authorizations approved. If you remember, for the budget we asked for an increase for those management positions for all the staff that works here at 8% and the work authorization that we presented to you last month included the numbers from FY22, so to do everything correctly and to match the budget, the amounts have been revised. I'm not asking for anything extra. The first work authorization is for the two districts combined. That is for five roles; me, Wanda McReynolds, Susan Raab who is your aquatics director, Christina who does your access system, and Lisa Carter who is the office assistant. Over here you have a separate work authorization that covers the tennis pro, and the tennis pro was also an 8% increase. When you add the tennis pro amount and this amount here, you get the \$317,000 that is in your budget for staffing, so it works out to be at budget. I wanted to bring it back forward so your Chair could finalize the work authorizations, so we will move forward as a ratification for the work authorizations.

On MOTION by Vice Chairman Hartigan seconded by Mr. Hicks with all in favor work authorizations #1 and #3 for GMS, LLC were ratified.

FIFTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

Mr. Eckert stated we have two seats that are up for election in November. Nobody qualified for those two seats with the Clay County Supervisor of Elections so there is a process

set forth in Chapter 190. Basically, we will bring a resolution to the Board in November that will declare those seats vacant two weeks after the general election. This Board will then appoint people to those seats to fill out the next four-year term. We won't meet again in November after that resolution is adopted, so at your December meeting you all will be able to appoint people to those vacancies. The statute also says the existing board members stay in their seat until such time as their successor is chosen and seated. I would ask that everybody that is on the board now attend the December meeting if you can because you're still a board member until somebody is appointed to that replacement. We will follow the statute and what it requires. The requirements for that seat are you must be 18 years of age; you must be registered to vote in the State of Florida with your address being in the Middle Village Community Development District and be a registered elector.

Mr. Hicks asked how do you qualify with the County?

Mr. Eckert responded in June of this year there was a qualification period of about four days where you must turn in your paperwork and usually there is a small fee or you are required to get a certain number of signatures, and then you would be placed on the ballot. Nobody qualified in that four-day period for the 2022 election, so that's why we will have the two vacancies. In 2024 we will have three vacancies, so in June of 2024, three seats will be up for that qualification process.

Ms. Giles asked if a board member wanted to nominate one of those vacant seats with the same supervisor, could they do that?

Mr. Eckert responded yes, we would do that at your December meeting and if an existing board member wanted to continue to serve and the remainder of the Board wanted that board member to continue to serve, certainly somebody who is on the Board now could be appointed to fill that vacancy for the next four years.

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 I want to go through a couple of community events coming up. This week on Friday we have a movie on the green at your sister district with food trucks. Next weekend on October 22nd we have Pumpkin Plunge, which is one of the favorites. Then the following week on October 28th we have our Spooktacular, and this is an event we have not had in five or six years. We usually get 500 or 600 people out there on the tennis and basketball courts of Phase 1 and we have a DJ playing all night and we do food. There will be scare trails and trick-or-treating for the kids. People generally start lining up in the parking lots to get in right after school, so it is a big event.

Vice Chairman Hartigan asked what is the movie?

Mr. Soriano responded I believe it's The Munsters, but I'll double check.

Mr. Soriano continued with his report. I wanted to update you on a couple of the projects. We had to hold off on the cap stones. My guys were pouring about sixteen or seventeen of the big cap stones and they started to get in a rush and didn't do the greatest job pouring. With the open form that I've built them they didn't realize you can make it bigger, so as they went to lay them down, they realized they had made a whole bunch of different heights. They are now repouring. The good news is they took the 30 that they poured and put them on the walls, so the open spots on the promenade have all been taken care of, but we have to get back to the gazebo.

Chairman Steiner stated hopefully they glued them down well.

Mr. Soriano responded they used masonry glue. I'm not a big fan, but that's the way they were originally installed and it's also why after a good amount of rain they started to come up. I think they should have been anchored in better, but that's the design so we can't really mortar them in when the ones next to them aren't mortared.

Mr. Hicks asked they're significantly heavier now though, right?

Mr. Soriano responded yes. It's the equivalent of about four of them. You could still pick them up, but it's a lot different than what they did before. Even the ones before they would get them up and it took a bit to throw them out into the pond. That's the reason they didn't make it too far and we would go in about waist-height to fish them out. While we're waiting on the re-pouring, I've moved the guys to other projects such as the boardwalk. There's a good amount of work there.

Chairman Steiner stated you mentioned at the last meeting that you were looking at anchoring the slabs.

Mr. Soriano stated yes. With the form I want to be able to put a bolt that goes through so we can tighten it into the pavers.

Chairman Steiner stated the lip is chest-height so if one of those kids grab it and it's not put down good that's hefty.

Mr. Soriano stated right now they're just put on with the masonry version of liquid nails. The plan is to anchor them to stop them from pulling them up. That's kind of the way we do a cinderblock wall. You'll see they drive rebar through the hole on the inside and that locks them altogether. That's what I want to do. It does add a little cost to each block. Concrete is not expensive to pour. The forming is the labor work, but all the extra rebar and things like anchors drive up the cost.

Mr. Hicks asked you said you were going to drill into it?

Mr. Soriano responded the new ones when they form will have the bolts going down into the old ones.

Mr. Hicks I was just wondering if they would crack.

Mr. Soriano stated we always have that worry. The ones below them are a little more solid than what was on the top. We haven't had too many issues with those cracking. We do have more of our regular pavers that our everywhere. It's the capstones that we didn't have and have to be custom made.

Mr. Soriano continued. I have a couple things I wanted to bring to you that are not part of the reports. We've had some trespassing issues this last month. Some were issues that I'm not too worried about. Clay County Sheriff's Office caught a couple of kids trying to damage playgrounds and they did a great job of picking them up, calling me and trespassing the kids. I've gone out and looked at them. The playgrounds weren't damaged to the point I couldn't repair them, so that wasn't a concern, but I did want the children trespassed. Some of them were residents and if they want to be back on property their guardians would have to come in and speak to the Board.

Mr. Mifsud asked were the parents there when they were issued the citations by CCSO?

Mr. Soriano responded no. They were able to get a hold of one by phone.

Mr. Mifsud asked so one of the parents might not know.

Mr. Soriano stated right. Once they're done with all their paperwork, we can send a letter saying they're no longer allowed on the property and then they should know.

Mr. Mifsud stated if they were minors, I would think the parents would have to be notified even if an officer drives over there.

Mr. Soriano stated from what I've seen, that is not always the case. Especially if they're under the care of guardians. One left. He was a habitual offender that we have that lived in your sister district. His guardians were his grandparents, and it was extremely hard to communicate with them. I've tried working with them before and I think they've got to the point they don't care anymore. He's gone through the juvenile process a couple of times.

Mr. Eckert stated from a process standpoint, when the Sheriff issues a trespass warrant that means they're not allowed on property by virtue of the county action. You have taken no action related to amenity facilities at this point yet, unless you've turned off their access cards.

Mr. Soriano stated these didn't have cards. When they moved in, they were younger so their parents couldn't get them cards.

Vice Chairman Hartigan asked do we have the ability to bill them for the repairs?

Mr. Eckert responded we're working on developing a policy to bring back to you in November to deal with the administrative and repair costs. Certainly, I think you do under your existing policies, but we're trying to strengthen that up.

Mr. Soriano stated from this there was no damage. They were lifting all the tops off the playgrounds, so it does take a lot of work to climb those things and the officer made them climb back up there that night and put them back on. All I did was go around and make sure they were secure. If they were cracked, those things can be a couple thousand dollars. At this moment, other than administrative costs, we won't have anything from this.

Mr. Eckert stated my point in bringing up the process is from a standpoint of the county does their thing, but we haven't done anything yet in terms of suspending privileges or anything like that. Typically, if we're going to do that then we would write a letter saying you have a right to appear at this hearing and provide an explanation to the Board, but until the Board or Jay tells me their amenity privileges are going to be suspended, that is what the trigger is for that letter going out.

Mr. Soriano stated since they're already trespassed, I usually don't approach it unless the parents come back to us and want us to do something and then we go through that whole process. For the other two we are going to have to go through something. The other two are adults. One is straightforward. It's on the other side at your sister district. I haven't looked into where she

lives. This was during the hurricane. We were closing everything down and sent out the emails to close everything down and I warned the parents to help us out because kids are going to be out of school. That day we started to close a mother wanted to come in and work out at the Double Branch fitness center and brought her 13-year-old child. She's not allowed to be in the fitness facility, so we explained the rules to her. She can be out at the tennis courts, basketball and do that kind of stuff, but she can't be where the weights are. You must be 14 or 15.

Mr. Hicks asked is that for insurance purposes?

Mr. Soriano responded yes. It used to be under 16 and then it was 14 or 15 we allowed with the adults. Then we went a step further a couple years ago that it didn't just have to be mom or dad, it had to be a family member 16 or older that could bring them. This child was 13 so staff went through the rules. She decided it was a stupid rule and she wasn't going to listen to us, so the staff member called a senior staff member. She explained it to her on the phone, and she still didn't want to listen, and she took the child in to work out anyway. After she went in and started working out, the staff member informed her she was going to call the Sheriff's Office and if she didn't leave, they would escort her out and possibly get a trespass citation. She said, fine, do what you want. The Sheriff's Office came and gave her a trespass citation. She hasn't tried to contact me. I have turned off her access and the 13-year-olds, so we will send a letter. She has multiple children in the household, but it does not affect the whole household. If they want a hearing, we can schedule a disciplinary hearing to allow us to decide whether it stands, or if you want me to be lenient.

The one that occurred on your side here wasn't as cut and dry. It was more of an argument between a resident that believes a supervisor doesn't like her and a supervisor that was doing her job. The resident decided to argue with her after she went through a couple of rules with her. This is a normal occurrence with this resident. I started pulling incident reports from this interaction and they've had the same interaction with this person multiple times over the summer and many times over the same issues. One is her choice of swim attire and how she wears it and she gets a little ugly with the staff when they tell her the rules. With this incident, she sat there and berated the staff member at the check-in desk, even to the point where she pulls out her phone to record her reactions with the staff member. The staff member probably could've handled it better, even when she is being yelled at, but eventually she got tired of her and told her to leave her alone and the lady would not leave her alone, to the point where the Sheriff's

Office was called. I spoke to this lady. She was very calm when I spoke to her, and I asked her if the staff member told her she couldn't come to the pool. She said no, I could go in, just to leave her alone, but I didn't like the way she was talking to me. I explained to her that you could've ended it and just left her alone and came to talk to me, or the Board and explained you don't like one of our staff members and you believe they're unprofessional. But because she decided to stay all the way to the point the Sheriff's Office eventually arrives and talks to everybody involved and then gave her a trespass citation. I went through all the reports I had from different lifeguards and different incidents throughout the summer, and they all look exactly the same. So, I believe the staff was doing what they were supposed to do and more of this I put on her for deciding to stay there and continuing to berate and film the staff member. For me, the trespass would stand until she shows up for one of these meetings if we want to assign a disciplinary hearing so she can explain herself to you guys.

Mr. Hicks asked as far as the disciplinary hearing, is that up to the trespassed party?

Mr. Soriano responded kind of. We can set it up, but they can decide not to show. I talked to her and explained she can come to the Board and say her piece, but I will bring my stuff up and if we have a disciplinary hearing, I will give you guys everything I have as far as all of the copies of the reports going back to earlier this summer. Her kids were there, so she can bring her kids as witnesses. It's almost like a court proceeding. She doesn't have to show and a lot of times they won't.

Mr. Mifsud asked how many incidents were there for this same person?

Mr. Soriano responded three and they're all the same kind of reaction. Very passive aggressive. She just doesn't listen to the lifeguards. Most of the time I get that is because they're younger. This supervisor is a grown adult that lives here in the neighborhood, and she is a teacher at Oakleaf High, so I trust she knows how to deal with people. Like I said, some of her reactions when the lady gets ugly, I could work with her on that, but there was really nothing she did that warranted saying she's wrong and the other girl is completely fine. I think this came from her deciding to stay there and beat the issue down.

Vice Chairman Hartigan asked have we deactivated her card?

Mr. Soriano responded I have. That's why we will have to send her a letter, because I've taken her privileges away. The trespass is from the county though, so like Mike said, that is separate. We can always rescind that later if you decide it's a little extreme and maybe I think

that is for what happened, but I already told her I think she was wrong and she would still be in trouble from my point of view. If this was the middle of summer it may be something like in our policies where we tell them they can't be here for a short term, but she gets to come back because she's not trespassed. The county code is different. Once she was requested to leave, and she decided not to, that's how she gets the trespass. If we want to deal with her first, we can do a disciplinary hearing. We would send her a letter first and she may decide it's not worth it.

Mr. Mifsud asked did all the incidents stem from her attire?

Mr. Soriano responded not always. There was one time staff suspected she was drinking. It's an energy drink, but it has alcohol. That leads to behavior on the pool deck and some of that has been noted as what they thought was her problem. I tried to get staff to understand that they shouldn't talk like that. They're not running a breathalyzer and they're not a police officer. I don't want them accusing somebody of being drunk. It could be a sugar issue with a diabetic, so they shouldn't speak like that, but they can write in the incident report what they see and their concerns. Her bikini is revealing, and if she wears it correctly it is a regular bikini, but it's the way she tends to wear it. They talk to her constantly and it's the reaction they get when they ask her to change the way she's wearing her bottoms. I think they've talked to her enough and she feels they're attacking her. They feel like she's just not listening. Like I said, since I did turn off her card, I will send her a letter and she can always ask for that disciplinary hearing.

With the other issue you may have seen the Facebook posts from this past weekend. This happens twice a year, generally twice a year, and the biggest issue surrounding this building is when people want to show up to this building and take prom or homecoming pictures. Many times, we have a wedding up here and they pay extra for this. We've gotten yelled at by weddings because people are disturbing their venue that they paid thousands of dollars for. We've asked people not to take pictures, but we know they're going to because it's a beautiful setting, so a lot of times we just ask them to stay off the stairs. Our staff and security guards will talk to the people and ask them to stay clear. They can go out in the property and get the picture with the building in the background, it's just the stairs is the biggest problem. Our second problem is what you see here in the pictures. This is what they do all the time, and this was from this weekend. That is attached to a report a security officer sent and this was before any of the police officers were involved because we did have off-duty police officers at that time, and they came and talked to them too. They fill up this circle and they park right there. They don't go and park in the

parking lot and walk up here. They park there and then our residents can't get through and it makes it a safety issue. Some people decide to drive over the grass to get to the parking lot because they're not part of this prom or homecoming crowd and then the residents are upset or angry. The off-duty officer and security guard after talking to them called in backup and there ended up being five police officers here to help disburse this crowd because they wouldn't listen to them and leave. With our fencing project, I'm still waiting on gates, but I've told you guys the reason I added gates up here is it will separate and make it a little better. They won't be able to come up the stairs, so at that point we could change how we react in the policy and the rentals get up here, so the weddings shouldn't be upset.

Vice Chairman Hartigan asked was there a wedding up here at the time?

Mr. Soriano responded there was not.

Vice Chairman Hartigan stated we know this happens every year. They come in and take their pictures and then they jet off.

Mr. Soriano stated at least twice a year because of Oakleaf High School prom and homecoming. Usually more than that because we're also a big location for Ridgeview and Middleburg, or they're dating someone over there, so we get the prom and homecoming pictures from each one of those schools, it's just Oakleaf is our largest. So, they will show up all at the same time. This was around 6:30 or 6:45. We did have an accident a couple of years ago if you recall. They come over here and park in the intersection, so they will even park in the median areas and get out and go to the waterfall so they can get a picture there. No one cares about them being on the grass, it's the safety issue of them parking in the roadside that becomes the bigger problem and the Sheriff's Office has tried to address that too.

Mr. Mifsud stated from our past discussions, the policy is pretty much nobody on the stairs regardless of if this is occupied or not.

Mr. Soriano stated we are lenient. I don't make that part of the policy because I can't change the policy like that, but if one family were here, we're not going to get mad at them, it's more of an issue when it occurs like this. Which does it make it hard when someone says, you let them take their pictures last weekend, but it was one family compared to 20 or 30. So, we try to stick to the policy that you should not be out here taking pictures. Plus, you have to remember there is a very big percentage of Oakleaf High School that is not part of our district and that's the first thing people say is it's Oakleaf, so it's all part of the family. It's not. There is Eagle

Landing, GreyHawk, Forest Hammock, and Arbor Mill. We're going to have another one very shortly at the Double Branch side that is not part of the District. The only entrance and exit are through that district. But we try to be lenient and we will allow them to be in other areas as long as they're not bothering anything.

Mr. Mifsud stated once those gates go up, you're going to have to be a resident to use the grounds.

Mr. Soriano stated right. Same thing if they're residents and they have a card and they walk back out there, as long as they're not bothering anybody. If we have a wedding on that lawn, they can't be out there and they're going to have to understand that somebody is paying for that.

Chairman Steiner asked is the major issue with this the parking?

Mr. Soriano responded no, that's the major safety issue. The major issue is disrupting the venues that are up here that pay money for it.

Chairman Steiner stated but you said there was no venue going on.

Vice Chairman Hartigan stated so we have security taking pictures of cars with no event here.

Mr. Soriano stated out there because they were blocking traffic, so they have to address that.

Chairman Steiner stated that's what I'm saying. This all boils down to the fact that you're not supposed to park out there.

Mr. Soriano stated if they had parked out there it probably would have been less of a big deal. The Sheriff's officer that was out here off duty, when she asks somebody to do something and they don't respond well, she's pretty serious. So, this ended up being a bigger deal than what we typically have. We haven't had an issue because we try to work with them, but the policy is still that you can't get pictures on the stairs.

Chairman Steiner stated but again, even the gates that we put in aren't going to impede that.

Mr. Soriano stated they're separating out the wedding, so the wedding will have less concern that they're coming up here. Most of the time if we have a wedding, if somebody is on those stairs, they're not going to come up and walk around.

Chairman Steiner stated I just didn't want it to be misunderstood that the gates that we're putting in will eliminate that and if there is an event going on the Grand Lawn, you don't want people back in this area, but we can only do so much. We've got in the policies that the pictures aren't supposed to be taken on the stairs. But, if there is no wedding going on up here or anything else like that, and these people are residents, I really don't see something we can nail down even more than we already have.

Mr. Soriano stated they didn't call to see if there was a wedding or anything like that, so it's not just about whether there was an event here or not.

Vice Chairman Hartigan stated the only way we could have prevented anything like that is having the officer's patrol car in front of the stairs.

Mr. Soriano stated if we know it's homecoming, we could. In the past there were times I've sent emails to the principal at Oakleaf High to help get the word out that they're not supposed to be using the facilities for that, although realistically it's not their job to put out that information on what services are available or not available. They've helped us one time so we could let people know it was sent out.

Mr. Hicks stated it's obviously a problem and putting a Sheriff's officer car out there seems okay, but my solution would be having a picture day for these kids, like setting a specific time to do what they need to do.

Mr. Soriano stated I've had that too. I had a request from a parent to save the date for them and not book a wedding that day. It makes good sense, we even thought about this until I realized that one, it takes revenue away from you guys and two, this homecoming was not supposed to be this past weekend. It was supposed to be two weekends ago. So, what we would have done is lost revenue by blocking out that weekend and you still would have dealt with the problem this last weekend. Because it wasn't about the policy, it was about the fact that they weren't going to listen to anybody. This was just to inform you about what happened last weekend.

Chairman Steiner stated I have a couple of questions for you. Where do we stand with the roof?

Mr. Soriano responded the company I finalized with was just over \$58,000, so well under the not to exceed. There was a company that was a little bit cheaper at right around \$54,000 but the biggest problem was coordinating with our time. Wanda only has two weekends that are not booked up with weddings between now and January and they couldn't work with that, so we

moved to another vendor. That vendor was the one that offered free sheets of plywood. They know they get from the Monday before after the wedding is done that previous weekend to the next weekend to finish everything up.

Chairman Steiner stated I think based on what happened in the state, getting supplies is going to be a major issue and the longer we wait, the more we damage it.

Mr. Soriano stated I think it's a good idea to clear all that up so we can get this moving.

Vice Chairman Hartigan stated if we only have those dates in the future, can we get the supplies now?

Mr. Soriano stated I don't know. I can ask. We will set up an agreement from our side with that high of a cost.

Mr. Eckert stated we can do a tax-exempt purchase, but there are all kinds of considerations and requirements there. I think what you're suggesting is we would pay the contractor for the supplies now and we would store them.

Vice Chairman Hartigan stated I want to make sure we're able to get the supplies now while we have the chance.

Mr. Soriano stated I hate to say it that way, but that's on them. They gave us the quote for the \$58,000 and they have to figure out a way to get it in a timely fashion. We did it with the fence. We put a three-month time period on it that they had to start. They did a good job, and they started a couple weeks after they signed the contract. We don't have our gates yet, but the fencing was done right away. We can put time limits for that too. We're going to give them a deposit if they need to take care of a supply purchase first.

Mr. Mifsud asked since the vote was done before the hurricane is it feasible to go back to the contractor and confirm they can get everything they need for that November time frame?

Mr. Soriano responded I can. We have a quote that is good for pricing, and I try not to ask if we're still good at that price because it's usually an open door for them to make changes, but it's not something that would be unreasonable if they came back and said they were having trouble. I would hope they wouldn't take the deposit if they couldn't agree to their own contract.

Mr. Eckert stated to answer your question, we would need some kind of an agreement with the supplier, because once we accepted storing that, we've accepted some responsibilities for the destruction or theft of that material.

Mr. Soriano stated I may start off leaving it on them and see if I can get them moving.

Chairman Steiner stated you mentioned the gates. Have you had any movement on that?

Mr. Soriano responded no. They picked up your three gates in the back to do crash bars, but I haven't received them back and on the other gates, I haven't received a date at all.

Chairman Steiner stated there was an issue with the clock tower lighting with the church and that area and talking about the separating of the meters.

Mr. Soriano stated I need a little help from the county and that's where Mike will help me out too. This was a handshake agreement and conversations with how that area would work. We don't have any ownership of anything outside of that circle. We maintain the right of ways, but it's actually county right of way. Right now, the way it's set up, from the county's point of view and the JIS mapping we have out there, they own all the way up to Hinson's property, which is the pads for the commercial buildings. We don't own anything. The county does not like having asphalt parking lots and things like that, so in talking to the public works guys, they don't know how it happened. The original agreement was that section would be ours, but it's not. Some of the things that are being asked for us to look at and do, I don't think we should be doing unless we have true ownership of that. Some of that is continue paying for the lighting in those areas. We have the accounts for the streetlights on the outside, but inside we do not have those. I would look at the developer making deals with the townhomes that are built. That's their entity, so they should be paying the cost for that. Some of the other items like landscaping inside of there, we shouldn't be doing that. We have enough landscaping. So, unless any of the agreements and the area are cleaned up, we have no ownership there right now so I'm leery of us making statements that we're going to continue to take care of or spend money on areas that are not ours.

Chairman Steiner stated that's my question is are we in a position to where we're not paying?

Mr. Soriano responded no; we're still doing a lot of that work. I want the county to figure out exactly what they want to do there. I can tell you they don't want that asphalt. If they really want it, I think we should be happy to give it to them. There's a lot of liability in an asphalt parking lot and roadways, so if they absorbed it and said they were going to keep it that way, then fine. As far as the lighting, that is something for Hinson to correct. We have a cost share agreement with them right now and they have been good at paying their share of everything, but if it's not ours, then split it with the townhomes and not us. You guys can direct us to go back to Hinson to talk about that cost share agreement.

Chairman Steiner stated if we're not supposed to be paying for anything that we don't own, we need to get it separated no matter what the agreement was, so where we're not in violation of that position.

Mr. Eckert stated it's not just what we own, it's also that we have an easement over it and it's our infrastructure that is there that we funded with bonds or funded otherwise, so it's not strictly based on ownership, but unless you have some sort of property right to have it there and unless it's actually your property that is there, then I would agree that we should not be involved in paying whatever that maintenance cost is.

Mr. Soriano stated one of the directions in that agreement was the sidewalk continues down this road and cuts through that area. It goes back farther, and it cuts into that property so that was one of the understandings we have to take care of it because of the sidewalk. We're definitely not going to absorb liability for that sidewalk, but the lighting, I get that. The other thought was there were plans for the pocket parks someplace in those quadrants and there was supposed to be one there so that you could access that area from the promenade, there might be a green space or playground area off of the promenade going towards that commercial area. That did not get carved out when they built those townhomes, so we lost it. That was another reason for why we were going to light that area up and the District was going to maintain it. That is no longer there though. I can get where it came from in the beginning and after asking Peter and I think Mike has looked, we don't have anything in writing so there's nothing that says we have an understanding that we would continue to maintain it. So, I guess we're at the point we have to decide what we want to continue to do and what we should continue to do.

Chairman Steiner stated I'm just concerned that we're getting more development up there and that is going to mean more activity through those slip lanes and the next thing you know, we're getting hit with repair for the parking lot because we're lighting it. That whole area has been redesigned. It was never planned for the church to be there or for the townhomes to be there. Those were supposed to be four-high condo buildings and the area that is up there for the business part of it has not developed beyond the doctor's office, so I want to make sure this issue that you brought to the Board doesn't get dropped and all the sudden we're getting impacted through the budget with costs to maintain something we shouldn't be.

Mr. Soriano stated I don't want anybody to think it could be dropped, but I'm leery because we still deal with these developers. Hinson still owns the rest of the quadrant, so we still work him a bit and I don't want to make it seem like we don't want to work with him at all.

Chairman Steiner stated the clock tower repair got pushed back to us.

Mr. Soriano stated we do own that.

Chairman Steiner stated at one time they used to do the landscaping in that area and now we're taking care of the area around there. I may be coming in on the tail end of this. All those things happened 12 to 16 years ago, so those agreements were made, and you and I have uncovered several like the wall going down all the way through and completing things up on the promenade and the power and all those other issues that were somewhat of a handshake and a wink.

Mr. Soriano stated that still happens. That's development, but what I would say is if you can allow us to work with them. We almost have to get new agreements for the way we want to do the neighborhood now.

Chairman Steiner stated I'm not saying you're letting it slide, what I'm saying is I don't want to see it get buried under all the other stuff you have going on. These were items that were probably before this Board several years ago, but they got lost in the development and we were worried about that property down there not having any developer on it.

Mr. Soriano stated it does open the door for other problems. The church has constantly asked us to handle their lights and the same explanation I gave to them is we don't own the area and they are not streetlights. The streetlights are on the outside and we already pay for those. To me, it's a parking lot and the parking lot is there for the church so it's their responsibility. When the other quadrants get built, I'm sure we will be asked the same question.

Ms. Suchsland asked since we missed it last month, do you want to bring up Ace Hardware?

Mr. Soriano responded that one is a little more straightforward. We definitely don't own that area. As you go up and down the road there are a lot of areas that we do not own that is completely county of right of way and we don't even own the patch where there would typically be a vinyl fence and sidewalk. Even with Publix, we don't own that area. We cut on the sidewalk side and the sidewalk between the road going down the road, however we're not going to go back into the property. I believe more of it has to do with them changing hands. Now they've

sold it to Ace Hardware. We don't own anything inside of that, so we're not going to travel inside of that. Chalon's group was nice enough to cut back a little bit and deal with the hedge line, but I've instructed her not to go back.

Mr. Mifsud asked have they said they don't want to take any responsibility of it?

Ms. Suchsland responded they mow up to the hedge, so I'm just not sure if they're aware they need to come out to the sidewalk. We cut it before Labor Day weekend so it would look consistent, but it could be a liability as well, so we've not done anything with it.

Mr. Soriano stated they have their own irrigation there so we would become liable for it, so I'd rather not go onto people's property, even though it looks like it's an area we should be maintaining.

Vice Chairman Hartigan asked are we going to take a look at the kid's playground and the benches?

Mr. Soriano stated I just told them to start ripping them out if they're rotten. Between termites and the heat and sun, they're going to rot so I'd probably rather have larger posts on those benches, but that's what they put in.

Vice Chairman Hartigan asked is there a completion date on the fencing contractually?

Mr. Soriano responded yes, we're past that, however the gates were not part of that because they were extra. We had a separate payment section for the gates, so I don't think we have much of a leg to stand on other than just bugging them. We haven't paid for that portion either, but I'd rather not go to another company and start over. They did a good job putting this up, but once they lost their project manager, they forgot about us.

Vice Chairman Hartigan stated not having those gates up is costing us thousands of dollars per month.

Mr. Soriano stated it's not extra, we still put it in the budget, but I'd like to make that savings.

SIXTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

There were no audience comments or supervisor requests.

SEVENTH ORDER OF BUSINESS

Next Scheduled Meeting

Ms. Giles stated our next meeting is scheduled for November 14th at 2:00 p.m. here at the Plantation Oaks Amenity Center.

EIGHTH ORDER OF BUSINESS

Adjournment

On MOTION by Vice Chairman Hartigan seconded by Mr. Spellman with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Middle Village

Community Development District

Unaudited Financial Reporting
September 30, 2022



Middle Village
Community Development District
Combined Balance Sheet
September 30, 2022

	<u>Governmental Fund Types</u>				Totals
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>(Memorandum Only)</u>
<u>Assets:</u>					
Cash - Wells Fargo	\$43,214	\$734,058	\$728,487	---	\$1,505,758
Cash - Hancock Whitney	---	\$77,106	---	---	\$77,106
Investments:					
<u>Series 2022</u>					
Revenue	---	---	---	\$202,623	\$202,623
Reserve	---	---	---	\$154,145	\$154,145
Principal	---	---	---	\$71	\$71
Interest	---	---	---	\$75,660	\$75,660
Acquisition & Construction	---	---	---	\$15,878	\$15,878
Prepayment	---	---	---	\$219,323	\$219,323
<u>Series 2018-2</u>					
Reserve	---	---	---	\$118,875	\$118,875
Prepayment	---	---	---	\$28,677	\$28,677
Sinking Fund	---	---	---	\$3	\$3
Interest	---	---	---	\$2	\$2
<u>Operations</u>					
Custody Account	\$30,435	---	---	---	\$30,435
<u>State Board</u>					
General Fund	\$92,838	---	---	---	\$92,838
Recreation Fund	---	\$461,271	---	---	\$461,271
Capital Reserve	---	---	\$1,183,528	---	\$1,183,528
Due From Debt Service	\$10,705	\$83,057	---	---	\$93,762
Electric Deposits	---	\$13,383	---	---	\$13,383
Prepaid Expenses	\$12,392	\$57,225	---	---	\$69,617
Total Assets	<u>\$189,584</u>	<u>\$1,426,100</u>	<u>\$1,912,015</u>	<u>\$815,255</u>	<u>\$4,342,954</u>
<u>Liabilities:</u>					
Accounts Payable	\$6,949	\$476,823	\$686,149	---	\$1,169,921
Due to General Fund	---	---	---	\$10,705	\$10,705
Due to Rec Fund	---	---	---	\$83,057	\$83,057
<u>Fund Balances:</u>					
Unassigned	\$182,635	\$935,894	\$1,225,866	---	\$2,344,395
Nonspendable	---	\$13,383	---	---	\$13,383
Restricted for Debt Service	---	---	---	\$721,493	\$721,493
Total Liabilities and Fund Equity	<u>\$189,584</u>	<u>\$1,426,100</u>	<u>\$1,912,015</u>	<u>\$815,255</u>	<u>\$4,342,954</u>

Middle Village
Community Development District
General Fund

Statement of Revenues & Expenditures
For the Period ending September 30, 2022

Adopted Budget	Prorated Budget 9/30/22	Actual 9/30/22	Variance
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Revenues:

Assessments - Tax Roll	\$209,368	\$209,368	\$210,372	\$1,004
Assessments - Direct	\$6,319	\$6,319	\$12,536	\$6,217
Interest Income	\$350	\$350	\$1,196	\$846
Total Revenues	\$216,037	\$216,037	\$224,104	\$8,067

Expenditures:

Administrative

Supervisors Fees	\$12,000	\$12,000	\$10,800	\$1,200
Travel	\$200	\$200	\$0	\$200
FICA Expense	\$918	\$918	\$868	\$50
Engineering	\$10,500	\$10,500	\$2,010	\$8,490
Trustee	\$15,100	\$15,100	\$16,200	(\$1,100)
Dissemination Agent	\$3,500	\$3,500	\$3,017	\$483
Assessment Roll	\$7,550	\$7,550	\$7,550	\$0
Attorney	\$45,000	\$45,000	\$28,389	\$16,611
Attorney-Foreclosure	\$10,000	\$10,000	\$600	\$9,400
Arbitrage	\$750	\$750	\$0	\$750
Annual Audit	\$6,100	\$6,100	\$6,300	(\$200)
Management Fees	\$61,762	\$61,762	\$61,812	(\$50)
Information Technology	\$2,550	\$2,550	\$2,556	(\$6)
Telephone	\$425	\$425	\$536	(\$111)
Postage	\$600	\$600	\$3,196	(\$2,596)
Printing & Binding	\$2,700	\$2,700	\$3,959	(\$1,259)
Records Storage	\$200	\$200	\$0	\$200
Insurance	\$12,251	\$12,251	\$11,527	\$724
Legal Advertising	\$1,500	\$1,500	\$1,866	(\$366)
Other Current Charges	\$150	\$150	\$49	\$101
Office Supplies	\$300	\$300	\$26	\$274
Website Compliance	\$2,250	\$2,250	\$2,250	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Reserves	\$19,556	\$19,556	\$19,556	\$0

Total Administrative	\$216,037	\$216,037	\$183,242	\$32,795
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Excess Revenues (Expenditures)	\$0	\$40,862
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Fund Balance - Beginning	\$0	\$141,773
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Fund Balance - Ending	\$0	\$182,635
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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
Revenues:													
Assessments - Tax Roll	\$0	\$30,658	\$164,260	\$2,216	\$3,372	\$2,053	\$3,045	\$1,427	\$3,339	\$0	\$0	\$0	\$210,372
Assessments - Direct	\$0	\$1,815	\$10,721	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,536
Interest Income	\$9	\$9	\$12	\$40	\$47	\$27	\$63	\$124	\$231	\$165	\$217	\$253	\$1,196
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
Total Revenues	\$9	\$32,482	\$174,993	\$2,256	\$3,418	\$2,080	\$3,108	\$1,552	\$3,570	\$165	\$217	\$253	\$224,104
Expenditures:													
<i>Administrative</i>													
Supervisors Fees	\$1,000	\$800	\$1,000	\$1,000	\$800	\$1,000	\$400	\$800	\$1,000	\$1,000	\$1,000	\$1,000	\$10,800
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FICA Expense	\$77	\$61	\$77	\$77	\$66	\$83	\$33	\$66	\$83	\$83	\$83	\$83	\$868
Engineering	\$0	\$0	\$195	\$0	\$0	\$0	\$0	\$582	\$0	\$1,233	\$0	\$0	\$2,010
Trustee	\$0	\$0	\$0	\$0	\$0	\$15,000	\$1,200	\$0	\$0	\$0	\$0	\$0	\$16,200
Dissemination Agent	\$175	\$408	\$208	\$208	\$208	\$558	\$208	\$208	\$208	\$208	\$208	\$208	\$3,017
Assessment Roll	\$7,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,550
Attorney	\$3,241	\$3,095	\$2,191	\$2,258	\$1,884	\$1,933	\$1,752	\$805	\$1,933	\$2,419	\$3,715	\$3,164	\$28,389
Attorney-Foreclosure	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$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	\$3,000	\$3,300	\$0	\$0	\$6,300
Management Fees	\$5,197	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$61,812
Information Technology	\$219	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$2,556
Telephone	\$48	\$26	\$67	\$59	\$61	\$37	\$52	\$26	\$48	\$52	\$27	\$33	\$536
Postage	\$7	\$12	\$7	\$23	\$82	\$78	\$8	\$24	\$16	\$2,846	\$27	\$65	\$3,196
Printing & Binding	\$87	\$6	\$42	\$24	\$65	\$45	\$30	\$24	\$56	\$3,345	\$74	\$161	\$3,959
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$11,527	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,527
Legal Advertising	\$70	\$0	\$139	\$0	\$147	\$70	\$157	\$60	\$139	\$947	\$0	\$139	\$1,866
Other Current Charges	\$0	\$0	\$0	\$0	\$6	\$7	\$3	\$6	\$7	\$7	\$7	\$7	\$49
Office Supplies	\$0	\$7	\$6	\$1	\$1	\$1	\$0	\$1	\$1	\$7	\$1	\$0	\$26
Website Compliance	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$2,250
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,556	\$0	\$0	\$0	\$19,556
Total Expenditures	\$29,558	\$9,963	\$9,479	\$9,197	\$8,866	\$24,358	\$9,391	\$8,149	\$31,594	\$21,593	\$10,689	\$10,406	\$183,242
Excess Revenues (Expenditures)	(\$29,550)	\$22,519	\$165,514	(\$6,940)	(\$5,448)	(\$22,277)	(\$6,282)	(\$6,597)	(\$28,023)	(\$21,428)	(\$10,472)	(\$10,153)	\$40,862

Middle Village
Community Development District
Recreation Fund

Statement of Revenues & Expenditures
For the Period ending September 30, 2022

	Adopted Budget	Prorated Budget 9/30/22	Actual 9/30/22	Variance
<u>Revenues:</u>				
Assessment - Tax Roll	\$1,545,858	\$1,545,858	\$1,553,268	\$7,410
Assessment - Direct	\$46,657	\$46,657	\$92,561	\$45,904
Interest	\$1,000	\$1,000	\$562	(\$438)
Miscellaneous Income	\$2,500	\$2,500	\$14,644	\$12,144
Amenities Revenue	\$85,000	\$85,000	\$125,743	\$40,743
Cost Share Revenue - South Village/Lighting	\$36,662	\$36,662	\$33,063	(\$3,599)
Total Revenues	\$1,717,677	\$1,717,677	\$1,819,840	\$102,163
<u>Expenditures:</u>				
Administrative				
Management Fees - On Site	\$293,904	\$293,904	\$293,904	\$0
Insurance	\$52,916	\$52,916	\$55,081	(\$2,165)
Other Current Charges	\$4,000	\$4,000	\$5,641	(\$1,641)
Permit Fees	\$1,500	\$1,500	\$769	\$731
Office Supplies	\$500	\$500	\$0	\$500
Total Administrative	\$352,820	\$352,820	\$355,395	(\$2,575)
Common Area				
Security	\$150,000	\$150,000	\$142,986	\$7,014
Security Clay County	\$47,000	\$47,000	\$42,916	\$4,084
Electric	\$18,000	\$18,000	\$18,243	(\$243)
Streetlighting	\$32,000	\$32,000	\$30,915	\$1,085
Irrigation Maintenance	\$5,000	\$5,000	\$2,077	\$2,923
Landscape Maintenance	\$450,256	\$450,256	\$447,470	\$2,786
Common Area Maintenance	\$65,000	\$65,000	\$75,135	(\$10,135)
Lake Maintenance	\$20,000	\$20,000	\$18,209	\$1,791
Miscellaneous Maintenance	\$5,000	\$5,000	\$0	\$5,000
Total Common Area	\$792,256	\$792,256	\$777,950	\$14,306

Middle Village
Community Development District
Recreation Fund

Statement of Revenues & Expenditures
For the Period ending September 30, 2022

	Adopted Budget	Prorated Budget 9/30/22	Actual 9/30/22	Variance
Recreation Facility				
Amenity Staff	\$160,000	\$160,000	\$157,974	\$2,026
Janitorial	\$55,000	\$55,000	\$45,400	\$9,600
Telephone	\$8,800	\$8,800	\$9,894	(\$1,094)
Electric	\$64,000	\$64,000	\$59,143	\$4,857
Water / Sewer	\$46,000	\$46,000	\$36,850	\$9,150
Gas/Heat (Pool)	\$25,000	\$25,000	\$20,876	\$4,124
Refuse Service	\$20,000	\$20,000	\$25,850	(\$5,850)
Pool Maintenance & Chemicals	\$45,000	\$45,000	\$34,378	\$10,622
Cable	\$5,800	\$5,800	\$6,625	(\$825)
Special Events	\$5,000	\$5,000	\$2,402	\$2,598
Office Supplies and Equipment	\$1,500	\$1,500	\$342	\$1,158
Facility Maintenance - General	\$55,500	\$55,500	\$55,463	\$37
Facility Maintenance - Preventive Contracts	\$15,350	\$15,350	\$2,878	\$12,472
Facility Maintenance - Contingency	\$3,651	\$3,651	\$3,613	\$38
Elevator Maintenance	\$3,000	\$3,000	\$1,233	\$1,767
Recreation Passes	\$5,000	\$5,000	\$3,494	\$1,506
Lighting Repairs	\$10,000	\$10,000	\$9,957	\$43
Tennis Court Maintenance	\$44,000	\$44,000	\$42,383	\$1,617
Total Recreation	\$572,601	\$572,601	\$518,757	\$53,844
Total Expenitures	\$1,717,677	\$1,717,677	\$1,652,102	\$65,575
Excess Revenues (Expenditures)	(\$0)		\$167,738	
Fund Balance - Beginning	\$0		\$781,539	
Fund Balance - Ending	(\$0)		\$949,277	

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

Revenues:

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Assessment - Tax Roll	\$0	\$226,364	\$1,212,807	\$16,365	\$24,894	\$15,159	\$22,485	\$10,540	\$24,654	\$0	\$0	\$0	\$1,553,268
Assessment - Direct	\$0	\$13,400	\$79,161	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$92,561
Interest	\$21	\$22	\$11	\$7	\$7	\$15	\$24	\$46	\$67	\$93	\$117	\$131	\$562
Miscellaneous Income	\$45	\$0	\$463	\$0	\$135	\$918	\$0	\$3,143	\$144	\$0	\$25	\$9,770	\$14,644
Amenities Revenue	\$15,216	\$4,001	\$4,634	\$3,915	\$4,422	\$11,790	\$22,318	\$13,734	\$5,881	\$20,732	\$4,908	\$14,191	\$125,743
Cost Sharing Revenue	\$0	\$0	\$0	\$0	\$32,761	\$301	\$0	\$0	\$0	\$0	\$0	\$0	\$33,063
Total Revenues	\$15,282	\$243,787	\$1,297,077	\$20,287	\$62,219	\$28,184	\$44,827	\$27,463	\$30,746	\$20,826	\$5,051	\$24,093	\$1,819,840

Expenditures:

Administrative

Management Fees - On Site	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$24,492	\$293,904
Insurance	\$55,081	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,081
Other Current Charges	\$433	\$864	\$403	\$321	\$304	\$217	\$493	\$642	\$543	\$491	\$641	\$289	\$5,641
Permit Fees	\$27	\$27	\$394	\$27	\$27	\$42	\$225	\$0	\$0	\$0	\$0	\$0	\$769
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Administrative	\$80,033	\$25,383	\$25,289	\$24,840	\$24,823	\$24,751	\$25,210	\$25,134	\$25,035	\$24,983	\$25,133	\$24,781	\$355,395

Common Area

Security	\$12,758	\$10,733	\$11,993	\$12,324	\$10,041	\$12,375	\$11,790	\$12,456	\$11,990	\$12,194	\$12,251	\$12,083	\$142,986
Security - Clay County Off Duty Sheriff	\$5,221	\$3,432	\$2,698	\$4,536	\$3,551	\$4,739	\$2,273	\$5,451	\$5,352	\$3,050	\$2,022	\$593	\$42,916
Electric	\$3,072	\$1,581	\$1,422	\$1,177	\$1,310	\$857	\$1,198	\$1,646	\$1,463	\$1,614	\$1,419	\$1,484	\$18,243
Streetlighting	\$2,487	\$2,487	\$2,535	\$2,535	\$2,511	\$2,511	\$2,552	\$2,617	\$2,617	\$2,670	\$2,670	\$2,723	\$30,915
Irrigation Maintenance	\$0	\$0	\$2,077	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,077
Landscape Maintenance	\$36,592	\$36,592	\$36,592	\$37,521	\$37,521	\$37,521	\$37,521	\$37,521	\$37,521	\$37,521	\$37,521	\$37,521	\$447,470
Common Area Maintenance	\$5,505	\$4,874	\$6,073	\$5,911	\$6,406	\$5,635	\$6,886	\$7,103	\$8,588	\$7,604	\$7,047	\$3,502	\$75,135
Lake Maintenance	\$1,519	\$1,519	\$1,519	\$3,019	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$0	\$1,519	\$18,209
Misc. Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Administrative	\$67,154	\$61,218	\$64,908	\$67,024	\$62,859	\$65,157	\$63,740	\$68,313	\$69,051	\$66,172	\$62,930	\$59,424	\$777,950

Recreation Facility

Amenity Staff	\$9,624	\$4,891	\$8,208	\$4,731	\$4,310	\$8,940	\$7,530	\$11,873	\$35,030	\$29,684	\$19,150	\$14,004	\$157,974
Janitorial	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$45,400
Telephone	\$771	\$894	\$838	\$838	\$833	\$834	\$834	\$824	\$799	\$799	\$819	\$810	\$9,894

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
Electric	\$3,434	\$4,185	\$4,378	\$4,316	\$3,840	\$3,686	\$5,209	\$5,163	\$5,969	\$6,456	\$5,572	\$6,935	\$59,143
Water/Sewer	\$3,403	\$2,641	\$2,229	\$2,530	\$2,898	\$2,989	\$3,304	\$4,125	\$4,123	\$2,481	\$2,835	\$3,293	\$36,850
Gas/Heat (Pool)	\$0	\$8,253	\$2,031	\$4,292	\$3,365	\$2,935	\$0	\$0	\$0	\$0	\$0	\$0	\$20,876
Refuse Services	\$1,695	\$2,007	\$2,023	\$2,021	\$2,015	\$2,055	\$2,194	\$2,187	\$2,187	\$2,276	\$2,286	\$2,906	\$25,850
Pool Maintenance & Chemicals	\$2,586	\$2,586	\$2,833	\$2,833	\$2,833	\$2,833	\$2,833	\$2,833	\$3,052	\$3,052	\$3,052	\$3,052	\$34,378
Cable	\$522	\$587	\$561	\$550	\$549	\$550	\$551	\$550	\$549	\$552	\$552	\$552	\$6,625
Special Events	\$328	\$370	\$75	\$0	\$98	\$175	\$148	\$625	\$0	\$0	\$583	\$0	\$2,402
Office Supplies & Equipment	\$11	\$9	\$9	\$42	\$69	\$192	\$9	\$0	\$0	\$0	\$0	\$0	\$342
Facility Maintenance	\$3,971	\$3,537	\$4,445	\$5,124	\$5,625	\$4,625	\$4,621	\$4,897	\$4,662	\$4,664	\$4,667	\$4,625	\$55,463
Facility Maintenance - Preventative	\$175	\$0	\$274	\$175	\$288	\$0	\$463	\$0	\$0	\$175	\$0	\$1,328	\$2,878
Facility Maintenance - Contingency	\$304	\$0	\$0	\$607	\$505	\$301	\$304	\$303	\$305	\$341	\$339	\$304	\$3,613
Elevator Maintenance	\$0	\$0	\$479	\$0	\$0	\$0	\$754	\$0	\$0	\$0	\$0	\$0	\$1,233
Recreation Passes	\$0	\$236	\$1,137	\$0	\$242	\$0	\$0	\$970	\$909	\$0	\$0	\$0	\$3,494
Lighting Repairs	\$729	\$789	\$745	\$829	\$832	\$835	\$833	\$894	\$881	\$879	\$878	\$833	\$9,957
Tennis Court Maintenance	\$2,027	\$3,398	\$2,597	\$2,907	\$6,192	\$2,694	\$2,298	\$2,410	\$4,945	\$5,543	\$4,111	\$3,262	\$42,383
Total Recreation	\$33,364	\$38,165	\$36,645	\$35,578	\$38,278	\$37,430	\$35,668	\$41,437	\$67,194	\$60,684	\$48,626	\$45,687	\$518,757
Total Expenditures	\$180,551	\$124,766	\$126,842	\$127,442	\$125,960	\$127,338	\$124,618	\$134,884	\$161,280	\$151,838	\$136,690	\$129,892	\$1,652,102
Excess Revenues (Expenditures)	(\$165,269)	\$119,021	\$1,170,234	(\$107,154)	(\$63,741)	(\$99,155)	(\$79,792)	(\$107,421)	(\$130,535)	(\$131,012)	(\$131,639)	(\$105,800)	\$167,738

Middle Village
Community Development District
Debt Service Fund - 2018-1/2022 and 2018-2
Statement of Revenues & Expenditures
For the Period ending September 30, 2022

	Adopted Budget	Prorated Budget 9/30/22	Actual 9/30/22	Variance
Revenues:				
Interest Income	\$700	\$700	\$2,511	\$1,811
Assessments - Direct	\$79,111	\$79,111	\$28,633	(\$50,478)
Assessments - Tax Roll	\$1,997,844	\$1,997,844	\$2,007,421	\$9,577
Assessments- Prepayment	\$0	\$0	\$798,286	\$798,286
Total Revenues	\$2,077,656	\$2,077,656	\$2,836,851	\$759,196
Expenditures:				
<i>Series 2018-1</i>				
Interest Expense - 11/1	\$379,658	\$379,658	\$379,658	\$0
Principal Expense- 11/1 (Prepayment)	\$0	\$0	\$12,000	(\$12,000)
Interest Expense - 5/1	\$379,658	\$0	\$0	\$0
Principal Expense - 5/1	\$1,042,000	\$0	\$0	\$0
<i>Series 2022</i>				
Interest Expense - 5/1	\$131,561	\$131,561	\$131,561	(\$0)
Principal Expense - 5/1	\$888,000	\$888,000	\$888,000	\$0
Special Call 5/1	\$0	\$0	\$8,000	(\$8,000)
<i>Series 2018-2</i>				
Interest Expense - 11/1	\$58,638	\$58,638	\$58,613	\$25
Principal Expense- 11/1 (Prepayment)	\$0	\$0	\$5,000	(\$5,000)
Interest Expense - 5/1	\$58,638	\$58,638	\$58,488	\$150
Principal Expense - 5/1	\$120,000	\$120,000	\$120,000	\$0
Special Call 5/1	\$0	\$0	\$60,000	(\$60,000)
Total Expenditures	\$3,058,152	\$1,636,494	\$1,721,319	(\$84,825)
Excess Revenues (Expenditures)	(\$980,497)		\$1,115,533	
Other Sources (Uses):				
Bond Proceeds	\$0	\$0	\$17,754,000	\$17,754,000
Transfer Out to Escrow	\$0	\$0	(\$19,072,766)	(\$19,072,766)
Cost of Issuance	\$0	\$0	(\$300,290)	(\$300,290)
Total Other Sources (Uses)	\$0	\$0	(\$1,619,056)	(\$1,619,056)
Net Change in Fund Balance	(\$980,497)		(\$503,524)	
Fund Balance - Beginning	\$758,833		\$1,225,017	
Fund Balance - Ending	(\$221,664)		\$721,493	

Middle Village
Community Development District
Capital Reserve Fund

Statement of Revenues & Expenditures
For the Period ending September 30, 2022

	Adopted Budget	Prorated Budget 9/30/22	Actual 9/30/22	Variance
<u>REVENUES:</u>				
Interest Income	\$1,200	\$1,200	\$4,504	\$3,304
General Reserve - Transfer In	\$19,556	\$19,556	\$19,556	\$0
TOTAL REVENUES	\$20,756	\$20,756	\$24,060	\$3,304
<u>EXPENDITURES:</u>				
Repair And Replacements	\$125,000	\$125,000	\$342,656	(\$217,656)
Capital Projects	\$0	\$0	\$3,530	(\$3,530)
TOTAL EXPENDITURES	\$125,000	\$125,000	\$346,186	(\$221,186)
EXCESS REVENUES (EXPENDITURES)	(\$104,244)		(\$322,126)	
FUND BALANCE - Beginning	\$742,020		\$1,547,991	
FUND BALANCE - Ending	\$637,776		\$1,225,866	

Middle Village
Community Development District
Long Term Debt Report

Series 2022 Special Assessment Refunding Bonds

Interest Rate:	1.355% - 3.012%
Maturity Date:	5/1/2035
Reserve Fund Definition:	10% Max Annual Debt
Reserve Fund Balance:	\$154,145
Reserve Fund Requirement:	\$156,269
Bonds outstanding - 1/13/2022	\$17,754,000
Less: May 1, 2022 (Mandatory)	(\$8,888,000)
Less: May 1, 2022 (Optional)	(\$8,000)
Current Bonds Outstanding:	\$8,858,000

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:	\$118,125
Reserve Fund Balance:	\$118,875
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)
Less: November 1, 2021 (Optional)	(\$5,000)
Less: May 1, 2022 (Mandatory)	(\$120,000)
Less: May 1, 2022 (Optional)	(\$60,000)
Current Bonds Outstanding	\$2,185,000

C.

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
FY2022 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)	31,945	28,633.03	1,814.84	13,399.76	-	43,847.63
DR HORTON (1)	156	-	10,292.52	75,994.34	-	86,286.86
TOTAL DIRECT BILLS NET	32,101	28,633.03	12,107.36	89,394.10	-	130,134.49
NET TAX ROLL ASSESSED NET	301,111	1,997,844.31	209,367.88	1,545,858.08	-	3,753,070.27
TOTAL ASSESSED	333,212	2,026,477.34	221,475.24	1,635,252.18	-	3,883,204.76

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	1,814.84	13,399.76	-	43,847.63
DR HORTON (1)	(3,595.28)	-	10,721.37	79,160.77	-	89,882.14
DIRECT BILLS DUE / RECEIVED	(3,595.28)	28,633.03	12,536.21	92,560.53	-	133,729.77
TAX ROLL DUE / RECEIVED	(17,990.89)	2,007,421.27	210,371.52	1,553,268.37	-	3,771,061.16
TOTAL DUE / RECEIVED	(21,586.17)	2,036,054.30	222,907.73	1,645,828.90	-	3,904,790.93

(1) Direct bill is assessed with a 4% discount if paid by 11/30/21. Full balance due by 3/31/22. Amounts assume full discount above.

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	11/10/21	91,260.23	48,579.89	5,091.02	37,589.32	-
2	11/24/21	458,311.85	243,969.78	25,567.28	188,774.79	-
3	12/06/21	2,866,838.44	1,526,083.03	159,928.76	1,180,826.65	-
4	12/20/21	77,643.39	41,331.34	4,331.40	31,980.65	-
5	01/13/22	39,730.91	21,149.66	2,216.42	16,364.83	-
6	02/11/22	60,437.15	32,172.06	3,371.53	24,893.56	-
7	03/11/22	36,804.31	19,591.77	2,053.16	15,159.38	-
8	04/14/22	54,590.60	29,059.81	3,045.38	22,485.41	-
9	05/19/22	25,588.29	13,621.23	1,427.46	10,539.60	-
10	06/06/22	12,786.64	6,806.62	713.31	5,266.71	-
TAX CERTS	06/14/22	47,069.35	25,056.08	2,625.80	19,387.47	-
TOTAL TAX ROLL RECEIPTS		3,771,061.16	2,007,421.27	210,371.52	1,553,268.37	-

PERCENT COLLECTED	DEBT	O&M
% COLLECTED DIRECT BILL	100.00%	103.54%
% COLLECTED TAX ROLL	100.48%	100.48%
TOTAL PERCENT COLLECTED	100.47%	100.65%

D.

Middle Village

Community Development District

Check Run Summary

October 31, 2022

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	10/10/22	1652-1654	\$ 11,334.41
	10/14/22	1655	\$ 6,246.47
	10/21/22	1656	\$ 3,164.36
Sub-Total			\$ 20,745.24
Recreation Fund			
Accounts Payable - WF	10/10/22	9066-9077*	\$ 464,166.73
	10/14/22	9078-9080	\$ 27,713.83
Sub-Total			\$ 491,880.56
Accounts Payable - HW	10/21/22	45-57	\$ 65,343.37
Sub-Total			\$ 65,343.37
Capital Reserve Fund			
Accounts Payable	10/10/22	507-510**	\$ 669,722.89
	10/21/22	511-513	\$ 16,600.70
Sub-Total			\$ 686,323.59
Total			\$ 1,264,292.76

* Check # 9076 for \$400,000 is investing funds with State Board of Administration.

** Check # 509 for \$400,000 is investing funds with State Board of Administration.

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/10/22	00026	9/15/22 1994	202210 310-51300-31400		*	7,550.00	
		FY23 ASSESSMENT ROLL CERT		GOVERNMENTAL MANAGEMENT SERVICES			7,550.00 001652
10/10/22	00117	9/29/22 22-00294	202209 310-51300-48000		*	69.50	
		NTC OF MTG BOS 9/29/22		JACKSONVILLE DAILY RECORD			69.50 001653
10/10/22	00119	9/16/22 3109300	202208 310-51300-31500		*	3,714.91	
		AUG GENERAL SERVICES		KUTAK ROCK LLP			3,714.91 001654
10/14/22	00026	10/01/22 2001	202210 310-51300-34000		*	5,404.17	
		OCT MANAGEMENT FEES					
		10/01/22 2001	202210 310-51300-52000		*	187.50	
		OCT WEBSITE ADMIN					
		10/01/22 2001	202210 310-51300-35100		*	212.50	
		OCT INFORMATION TECH					
		10/01/22 2001	202210 310-51300-31300		*	291.67	
		OCT DISSEM AGENT SERVICES					
		10/01/22 2001	202210 310-51300-42000		*	45.04	
		POSTAGE					
		10/01/22 2001	202210 310-51300-42500		*	81.60	
		COPIES					
		10/01/22 2001	202210 310-51300-41000		*	23.99	
		TELEPHONE					
				GOVERNMENTAL MANAGEMENT SERVICES			6,246.47 001655
10/21/22	00119	10/14/22 3124377	202209 310-51300-31500		*	3,164.36	
		SEP GENERAL SERVICES		KUTAK ROCK LLP			3,164.36 001656
TOTAL FOR BANK A						20,745.24	
TOTAL FOR REGISTER						20,745.24	

MVIL MIDDLE VILLAGE OKUZMUK

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

Invoice

Invoice #: 1994
Invoice Date: 9/15/22
Due Date: 9/15/22
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Assessment Roll Certification - FY 2023		7,550.00	7,550.00
1.310.513.314 26A			
Total			\$7,550.00
Payments/Credits			\$0.00
Balance Due			\$7,550.00

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

INVOICE

September 29, 2022

Date

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

Serial #	<u>22-00294C</u>	PO/File #	<u></u>	<u>\$69.50</u>
				Payment Due
Notice of Meeting of the Board of Supervisors				
				<u>\$69.50</u>
Middle Village Community Development District				Publication Fee
Case Number	<u></u>			Amount Paid
Publication Dates	<u>9/29</u>			
County	<u>Clay</u>			

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

Payment Due Upon Receipt
For your convenience, you
may remit payment online at
[www.jaxdailyrecord.com/
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 22-00294C on your
check or remittance advice.

1. 310.593.480
117A

Your notice can be found at www.jaxdailyrecord.com

**Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.**

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, October 10, 2022**, at **2:00 p.m.** at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

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 on the District's website, 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.

Marilee Giles
District Manager

Sep. 29 00 (22-00294C)

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

September 16, 2022

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3109300

Client Matter No. 14323-1

9/19 approved

Marilee Giles
Middle Village CDD
Governmental Management Services – St. Augustine
Suite 114
475 West Town Place
St. Augustine, FL 32092

119A
1.310.513.315

Invoice No. 3109300
14323-1

Re: Middle Village CDD - General

For Professional Legal Services Rendered

08/01/22	M. Eckert	0.10	35.00	Prepare for Board meeting
08/01/22	K. Haber	0.10	22.50	Forward disclosure of public financing documents to Giles
08/04/22	M. Eckert	0.50	175.00	Attend agenda call
08/05/22	M. Eckert	0.10	35.00	Review and distribute FDEP correspondence
08/08/22	M. Eckert	0.40	140.00	Prepare budget and assessment resolutions; distribute same
08/08/22	D. Wilbourn	0.40	60.00	Prepare and disseminate budget and assessment resolutions
08/10/22	M. Eckert	0.20	70.00	Review and research suspension of amenity privileges issues
08/12/22	W. Haber	0.40	140.00	Prepare for Board meeting; confer with Eckert regarding same
08/15/22	W. Haber	3.40	1,190.00	Prepare for and participate in Board meeting
08/16/22	M. Eckert	0.10	35.00	Follow up from Board meeting
08/16/22	K. Haber	1.60	360.00	Prepare project completion and assessment finalization resolution

PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

KUTAK ROCK LLP

Middle Village CDD
September 16, 2022
Client Matter No. 14323-1
Invoice No. 3109300
Page 2

08/17/22	M. Eckert	0.10	35.00	Review disclosure of public financing; arrange for recording
08/18/22	K. Haber	0.30	67.50	Correspondence with Giles regarding Series 2004 and Series 2008 project completion
08/26/22	M. Eckert	0.60	210.00	Review draft minutes and provide comments
08/30/22	M. Eckert	0.30	105.00	Attend agenda call; prepare for Board meeting
08/30/22	D. Wilbourn	0.40	60.00	Prepare and disseminate resolution declaring board vacancy
08/31/22	K. Haber	2.80	630.00	Revise project completion resolution for Series 2004A and 2008A projects

TOTAL HOURS 11.80

TOTAL FOR SERVICES RENDERED \$3,370.00

DISBURSEMENTS

Filing and Court Fees	156.00
Freight and Postage	1.92
Meals	12.77
Travel Expenses	174.22

TOTAL DISBURSEMENTS 344.91

TOTAL CURRENT AMOUNT DUE ~~\$3,714.91~~

UNPAID INVOICES:

August 11, 2022	Invoice No. 3093877	2,418.53
-----------------	---------------------	----------

TOTAL DUE \$6,133.44

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

Invoice

Invoice #: 2001
Invoice Date: 10/1/22
Due Date: 10/1/22
Case:
P.O. Number:

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

Description		Hours/Qty	Rate	Amount
General Fund - Management Fees - October 2022 1. 310.513.340			5,404.17	5,404.17
Website Administration - October 2022 520			187.50	187.50
Information Technology - October 2022 357			212.50	212.50
Dissemination Agent Services - October 2022 313			291.67	291.67
Postage 420			45.04	45.04
Copies 425			81.60	81.60
Telephone 410			23.99	23.99
Total				\$6,246.47
Payments/Credits				\$0.00
Balance Due				\$6,246.47



KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

October 14, 2022

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3124377

Client Matter No. 14323-1

10/17 Approved by M.G.

Marilee Giles

Middle Village CDD

Governmental Management Services — St. Augustine

Suite 114

475 West Town Place

St. Augustine, FL 32092

1,310.573.315
119A

Invoice No. 3124377

14323-1

Re: Middle Village CDD - General

For Professional Legal Services Rendered

09/09/22	M. Eckert	0.10	35.00	Review publication requirements
09/12/22	M. Eckert	2.60	910.00	Prepare for, travel to and attend board meeting; return travel; meeting follow up
09/13/22	M. Eckert	0.10	35.00	Prepare vacancy resolution
09/13/22	D. Wilbourn	0.10	15.00	Confer with Eckert regarding resolution declaring board vacancies
09/17/22	M. Eckert	0.60	210.00	Research and draft new disciplinary and enforcement rule for suspensions and terminations of amenity access
09/20/22	K. Haber	0.40	90.00	Review and revise project completion resolution
09/21/22	K. Haber	0.30	67.50	Revise project completion resolution
09/22/22	M. Eckert	0.60	210.00	Review draft minutes and provide comments; follow up on impact fee research
09/23/22	M. Eckert	1.00	350.00	Research project completion issues

PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION AND/OR WORK PRODUCT

KUTAK ROCK LLP

Middle Village CDD

October 14, 2022

Client Matter No. 14323-1

Invoice No. 3124377

Page 2

09/23/22	K. Haber	1.80	405.00	Revise project completion resolution for 2004A and 2008A bond series; correspondence with Giles, Soriano, and Ma regarding same
09/26/22	K. Haber	0.20	45.00	Research public record retention requirements and prepare memorandum regarding same; prepare resolution and revisions to district record retention policies
09/27/22	K. Haber	3.10	697.50	Prepare resolution finalizing 2002A, 2005A, and 2013A bond series
09/29/22	M. Eckert	0.20	70.00	Prepare for and attend agenda call

TOTAL HOURS 11.10

TOTAL FOR SERVICES RENDERED \$3,140.00

DISBURSEMENTS

Travel Expenses 24.36

TOTAL DISBURSEMENTS 24.36TOTAL CURRENT AMOUNT DUE \$3,164.36

UNPAID INVOICES:

September 16, 2022 Invoice No. 3109300 3,714.91

TOTAL DUE \$6,879.27

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/10/22	00261	9/26/22 317	202209 320-57200-46500	SEP PRESSURE WASHING SRV	*	100.00	
				RIVERSIDE MANAGEMENT SERVICES, INC			100.00 009075
10/10/22	00119	9/30/22 09302022	202209 300-15100-10300	TRFER EXCESS FUNDS-SBA AC	*	400,000.00	
				STATE BOARD OF ADMINISTRATION			400,000.00 009076
10/10/22	00704	8/01/22 8911	202208 320-57200-46200	AUG LANDSCAPE MAINTENANCE	*	37,521.40	
				VERDEGO			37,521.40 009077
10/14/22	00026	10/01/22 2002	202210 310-51300-34000	REC-FAC MGT-OCT 2022	*	20,119.83	
		10/01/22 2003	202210 330-57200-34300	TENNIS-FAC MGT-OCT 2022	*	6,331.50	
		10/14/22 2004	202210 300-36900-10300	FAC EVENT STAFF THRU 10/8	*	662.50	
				GOVERNMENTAL MANAGEMENT SERVICES			27,113.83 009078
10/14/22	00953	10/11/22 10112022	202210 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
				MARGARET THAM			500.00 009079
10/14/22	00952	10/11/22 10112022	202210 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
				STACY ROCHAY			100.00 009080
TOTAL FOR BANK B						491,880.56	

MVIL MIDDLE VILLAGE OKUZMUK

AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN 11/01/22	PAGE 3
*** CHECK DATES 10/01/2022 - 10/31/2022 ***												
MIDDLE VILLAGE - REC FUND												
BANK E HANCOCK WHITNEY												

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
10/21/22	00954	10/19/22 10192022	202210 300-36900-10300	RENTAL DEPOSIT REFUND	*	100.00	
							100.00 000045
BRITTANY RANDOLPH							
10/21/22	00509	10/17/22 CAK-1662	202210 330-57200-49300	PROXIMITY CARDS (1000 CT)	*	908.90	
							908.90 000046
CARDS AND KEYFOBS							
10/21/22	00256	10/11/22 SSI10794	202209 320-57200-34510	SEP EMPLOYMENT ADMIN FEE	*	405.00	
		10/11/22 SSI10794	202209 320-57200-34510	SEP EMPLOYMENT SCHEDULING	*	187.50	
							592.50 000047
CLAY COUNTY SHERIFF'S OFFICE							
10/21/22	00026	10/13/22 2006	202209 330-57200-62000	SEP FAC MAINTENANCE GEN	*	4,625.00	
		10/13/22 2006	202209 330-57200-62200	SEP FAC MAINTENANCE CONT	*	304.00	
		10/13/22 2006	202209 330-57200-46630	SEP LIGHTING REPAIRS	*	833.00	
		10/13/22 2006	202209 320-57200-46500	SEP COMMON AREA MAINT	*	3,401.87	
		10/13/22 2006	202209 330-57200-34400	SEP TENNIS CT MAINTENANCE	*	2,511.00	
							11,674.87 000048
GOVERNMENTAL MANAGEMENT SERVICES							
10/21/22	00026	10/13/22 2007	202209 330-57200-34400	SEP TENNIS CT MAINTENANCE	*	520.00	
							520.00 000049
GOVERNMENTAL MANAGEMENT SERVICES							
10/21/22	00955	10/10/22 32744	202210 330-57200-49400	10/28 & 10/29 EVENT	*	775.54	
							775.54 000050
JACKSONVILLE BOUNCE HOUSE RENTALS							
10/21/22	00664	10/19/22 10192022	202210 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
							500.00 000051
KATHERINE PERLEY							
10/21/22	00062	1/19/22 630476	202201 320-57200-46800	TRIPLOID GRASS CARP STOCK	*	1,500.00	
		10/12/22 36119B	202210 320-57200-46800	OCT LAKE MAINTENANCE	*	1,519.00	
							3,019.00 000052
THE LAKE DOCTORS							
10/21/22	00308	10/12/22 46228	202210 330-57200-62100	OCT PEST CONTROL	*	175.00	
							175.00 000053
PAULA'S PEST CONTROL INC							
MVIL MIDDLE VILLAGE OKUZMUK							

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/21/22	00823	10/01/22 8392	202210 320-57200-34500		*	14,135.40	
		OCT SECURITY		SECURITY DEVELOPMENT GROUP LLC			14,135.40 000054
10/21/22	00271	10/17/22 100613	202210 330-57200-62100		*	360.00	
		BIMONTHLY PREVENT MAINT		SOUTHEAST FITNESS REPAIR			360.00 000055
10/21/22	00852	10/19/22 10192022	202210 300-36900-10300		*	100.00	
		RENTAL DEPOSIT REFUND		TALORE SMITH			100.00 000056
10/21/22	00704	10/01/22 9417	202210 320-57200-46200		*	32,482.16	
		OCT LANDSCAPE MAINTENANCE		VERDEGO			32,482.16 000057
TOTAL FOR BANK E						65,343.37	
TOTAL FOR REGISTER						557,223.93	

MVIL MIDDLE VILLAGE OKUZMUK

From: Oakleaf Venues venuereals@oakleafresidents.com
Subject: MVCDD refund of deposit request - ANDREA SAUNDERS
Date: September 23, 2022 at 11:20 AM
To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good morning Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue:
 - LOCATION – PO PATIO (SATURDAY) 2:00 P.M. to 6:00 P.M.
 - DATE OF VENUE – SEPTEMBER 17, 2022
 - RESIDENT – ANDREA SAUNDERS
 - ADDRESS – 700 TIMBERMILL LANE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via MC (8503):
 - DATED: 02/29/22
 - SEQ#: 6
 - BATCH#: 686
 - INVOICE: 6
 - APPROVAL CODE: 04044M
 - AMOUNT: \$100.00

950.B -
2-300-369-10300

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
08/29/22	08/29/22	09/17/22	ANDREA SAUNDERS - PO PATIO DEP	DEPOSIT	\$ 100.00			MC-04044M

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

Thank you.

Please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venuereals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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SMARTHOMES.BIZ
SMART HOME SPECIALISTS

Tel. 904-743-8444
www.smarthome.biz
sales@smarthome.biz

Plantation Oaks
370 Oakleaf Village Parkway
Orange Park

PLEASE PAY BY	AMOUNT	INVOICE DATE
09/05/2022	\$1,040.04	08/15/2022

INVOICE NO. 259511

Site: 845 Oakleaf Plantation Pkwy
Orange Park
Site Address: 845 Oakleaf Plantation Pkwy
Orange Park FL 32073
Period: 09/01/2022 to 08/31/2023
Recurring No.: 7339
Job Name: Middle Village CDD
Order No.:

Description

Please find attached invoice for your Annual monitoring services.

Monthly Security Monitoring

Item	Quantity	Unit Price	Total
Security Phone Line Monitoring	12.00	\$23.33	\$279.96
Fire Phone Line Monitoring	12.00	\$31.67	\$380.04
Elevator Monitoring	12.00	\$31.67	\$380.04
Sub-Total ex Tax			\$1,040.04
Tax			\$0.00
Total			\$1,040.04

**Thank you—we really appreciate your business! Please send payment within 21 days of receiving this invoice.*

IMPORTANT: Please remember to test your system monthly.

Need automation for your home? Visit us online at www.smarthome.biz

There will be a 1.5% interest charge per month on late invoices.

Sub-Total ex Tax	\$1,040.04
Tax	\$0.00
Total inc Tax	\$1,040.04
Amount Applied	\$0.00
Balance Due	\$1,040.04

Code to:

31 B

Middle Village facility preventative

2-330-572-621



SMARTHOMES.BIZ
SMART HOME SPECIALISTS

Tel. 904-743-8444
www.smarthome.biz
sales@smarthome.biz

PLEASE PAY BY	AMOUNT	INVOICE DATE
09/05/2022	\$1,040.04	08/15/2022

INVOICE NO. 259511

How To Pay



Credit Card (MasterCard, Visa, Amex)

Credit Card No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card Holder's Name: _____ CCV: _____

Expiry Date: / Signature: _____

NAME: **Plantation Oaks**



Mail

Detach this section and mail check to:

Atlantic Security
1714 Cesary Blvd
Jacksonville, FL 32211

DUE DATE: **09/05/2022** AMOUNT DUE: **\$1,040.04**

Please Reference: **259511**

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - AUDRELE FLEURMONS
Date: September 23, 2022 at 11:13 AM
To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good morning Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue:
 - LOCATION – GRAND BANQUET (SATURDAY) 2:00 P.M. to 12:00 A.M.
 - DATE OF VENUE – SEPTEMBER 17, 2022
 - RESIDENT – AUDRELE FLEURMONS
 - ADDRESS – 951 MUSGROVE COURT, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on BANK OF AMERICA:
 - GRAND BANQUET
 - DATED: 9/2/22
 - CHECK#: 387
 - DEPOSITED:
 - AMOUNT \$500.00

951 B.
2 - 300-369-103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
09/02/22	09/02/22	09/17/22	AUDRELE FLEURMONS - GB DEPOSIT	DEPOSIT	\$ 500.00		CK# 387	DEPOSITED 9/2/22

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

Thank you.

Please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

www.OakLeafResidents.com

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Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request

Date	Amount	Authorized By
September 27, 2022	\$1,467.75	Oksana Kuzmuk

Payable to:

Double Branch CDD #72 <i>B</i>

Date Check Needed:

Budget Category:

ASAP	002-320-57200-34510
------	---------------------

Intended Use of Funds Requested:

7/22/22-8/4/22 Reimb for Security Services
<i>(Attach supporting documentation for request.)</i>

**Middle Village
COMMUNITY DEVELOPMENT DISTRICT**

Rec Fund

Check Request

Date	Amount	Authorized By
September 27, 2022	\$1,396.50	Oksana Kuzmuk

Payable to:

Double Branch CDD #72 <i>B</i>

Date Check Needed:

Budget Category:

ASAP	002-320-57200-34510
------	---------------------

Intended Use of Funds Requested:

8/5/22-8/18/22 Reimb for Security Services
<i>(Attach supporting documentation for request.)</i>



Middle Village Community Development District
c/o Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

INVOICE

Customer	Middle Village Community Development District
Acct #	288
Date	09/22/2022
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 1,864.00
Payment Amount	
Payment for:	Invoice#17187
WC100122519	

Thank You



Please detach and return with payment

Customer: Middle Village Community Development District

Invoice	Effective	Transaction	Description	Amount
17187	10/01/2022	Renew policy	Policy #WC100122519 10/01/2022-10/01/2023 FIA WC Workers Compensation - Renew policy TRIA & EC - Renew policy Due Date: 9/22/2022	1,686.00 178.00

284B
2,310.53.450

				Total
				\$ 1,864.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:
Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555	sclimer@egisadvisors.com	09/22/2022
Atlanta, GA 30374-8555		

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

Invoice

Invoice #: 1996
Invoice Date: 9/15/22
Due Date: 9/15/22
Case:
P.O. Number:

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

26.13

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1- August 31, 2022		28,688.61	28,688.61
Maintenance Supplies		2,642.42	2,642.42
Fac. Main Gen 24,667 ⁰⁰ 2.33.572.6200			
Fac. Main Cont. 16339 ⁰⁰ 2.33.572.6220			
Lighting Repairs 878 ⁰⁰ 2.33.572.4663			
Common Area Main 15,987 ⁰³ 2.320.570.4650			
Repair / Replace 45,904⁰⁰ 34,538.6400			
Tennis Ct. Main 3,551 ⁰⁰ 2.33.572.3440			
<div>July Lambert 9-21-22</div>			

Total \$31,331.03

Payments/Credits \$0.00

Balance Due \$31,331.03

\$15,422.03

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/22	8	T.C.	Worked on Nature Walk project
8/1/22	8	S.A.	Worked on boardwalk project, repaired bell tower fence, dug out old concrete around fence, installed new anchoring concrete on fence post
8/1/22	8	A.B.	Worked on Nature Walk project
8/1/22	8	L.C.	Worked on Nature Walk project
8/1/22	4	A.T.	Removed debris from all common areas
8/1/22	8	R.M.	Worked on boardwalk, removed wood, paint, replace
8/1/22	2.5	J.S.	Additional court maintenance
8/2/22	4	T.C.	Worked on Nature Walk project, picked up supplies
8/2/22	3.5	G.S.	Removed debris from all common areas
8/2/22	8	L.C.	Worked on walkway project
8/2/22	4.5	J.S.	Additional court maintenance
8/2/22	3	J.M.	Additional court maintenance
8/3/22	8	T.C.	Fixed leaking sink in summer kitchen, replaced faucet in Grand Banquet Kitchen, worked on Nature Walk project
8/3/22	5	G.S.	Removed debris from all common areas, cleaned deceased animal from road
8/3/22	8	S.A.	Worked on boardwalk project, removed broken concrete from sidewalk, pour new concrete for sidewalk
8/3/22	8	A.B.	Worked on boardwalk project
8/3/22	8	L.C.	Worked on walkway project
8/3/22	7	R.M.	Worked on boardwalk, removed wood, paint
8/3/22	2.5	J.S.	Additional court maintenance
8/3/22	2.5	J.M.	Additional court maintenance
8/4/22	8	T.C.	Worked on Nature Walk project
8/4/22	4	G.S.	Removed debris from all common areas
8/4/22	8	L.N.	Worked on boardwalk project
8/4/22	8	A.B.	Worked on boardwalk project
8/4/22	8	L.C.	Worked on boardwalk project
8/4/22	4.5	J.S.	Additional court maintenance
8/4/22	3	J.M.	Additional court maintenance
8/5/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/5/22	3.5	G.S.	Removed debris from all common areas and ponds
8/5/22	7	S.A.	Worked on boardwalk project
8/5/22	8	L.N.	Worked on boardwalk project
8/5/22	8	A.B.	Worked on boardwalk project
8/5/22	8	L.C.	Worked on boardwalk project
8/5/22	8	R.M.	Worked on boardwalk, remove wood, paint
8/5/22	2.5	J.S.	Additional court maintenance
8/5/22	2.5	J.M.	Additional court maintenance
8/6/22	2.5	J.M.	Additional court maintenance
8/8/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/8/22	3	G.S.	Removed debris from all common areas and ponds
8/8/22	7	S.A.	Worked on boardwalk project, cleaned fountain
8/8/22	6	A.B.	Worked on boardwalk project
8/8/22	8	L.C.	Worked on boardwalk project
8/8/22	8	R.M.	Worked on boardwalk, remove wood, paint
8/8/22	4	A.T.	Removed debris from all common areas
8/8/22	2.5	J.S.	Additional court maintenance
8/9/22	6	T.C.	Worked on Nature Walk project, picked up supplies
8/9/22	6.5	G.S.	Maintenance work on tennis sweeper cart, cleaned shop
8/9/22	8	A.B.	Worked on boardwalk project
8/9/22	8	L.C.	Worked on boardwalk project
8/9/22	4.5	J.S.	Additional court maintenance
8/9/22	2.5	J.M.	Additional court maintenance
8/10/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/10/22	3.5	G.S.	Removed debris from all common areas and ponds
8/10/22	6	S.A.	Worked on boardwalk project, repaired urinal at adult pool bathroom
8/10/22	8	A.B.	Worked on boardwalk project
8/10/22	8	R.M.	Worked on boardwalk, remove wood, paint spindles
8/10/22	2.5	J.S.	Additional court maintenance
8/10/22	2.5	J.M.	Additional court maintenance
8/11/22	8	T.C.	Worked on Nature Walk project, set up CDD meeting, picked up supplies
8/11/22	3.5	G.S.	Removed debris from all common areas, maintenance work on tennis sweeper cart

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/11/22	8	A.B.	Worked on boardwalk project, set up for board meeting
8/11/22	4.5	J.S.	Additional court maintenance
8/11/22	2.5	J.M.	Additional court maintenance
8/12/22	4	T.C.	Worked on boardwalk project
8/12/22	5	S.A.	Worked on boardwalk project
8/12/22	8	A.B.	Worked on boardwalk project
8/12/22	8	R.M.	Worked on boardwalk, clean up old wood, paint new and reused wood
8/12/22	4	A.T.	Removed debris from all common areas
8/12/22	2.5	J.S.	Additional court maintenance
8/12/22	3	J.M.	Additional court maintenance
8/13/22	2.5	J.M.	Additional court maintenance
8/15/22	8	T.C.	Set up CDD meeting, worked on Nature walk project
8/15/22	8	A.B.	Worked on boardwalk project
8/15/22	8	L.C.	Worked on boardwalk project
8/15/22	5	R.M.	Worked on boardwalk project
8/15/22	4	A.T.	Removed debris from all common areas
8/15/22	2.5	J.S.	Additional court maintenance
8/16/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/16/22	8	A.B.	Worked on boardwalk project
8/16/22	8	L.C.	Worked on boardwalk project
8/16/22	4.5	J.S.	Additional court maintenance
8/16/22	2.5	J.M.	Additional court maintenance
8/17/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/17/22	8	A.B.	Worked on boardwalk project
8/17/22	8	L.C.	Worked on boardwalk project
8/17/22	8	R.M.	Worked on boardwalk project
8/17/22	6	J.R.	Worked on Nature Walk project
8/17/22	2.5	J.S.	Additional court maintenance
8/17/22	3	J.M.	Additional court maintenance
8/18/22	4	T.C.	Worked on Nature Walk project, picked up supplies
8/18/22	8	A.B.	Worked on boardwalk project
8/18/22	8	L.C.	Worked on boardwalk project
8/18/22	4	J.R.	Worked on Nature Walk project
8/18/22	4	A.T.	Removed debris from all common areas
8/18/22	4.5	J.S.	Additional court maintenance
8/18/22	2.5	J.M.	Additional court maintenance
8/19/22	4	T.C.	Worked on Nature Walk project
8/19/22	8	A.B.	Worked on boardwalk project
8/19/22	4	L.C.	Worked on boardwalk project
8/19/22	9	R.M.	Worked on boardwalk project, golf cart refit
8/19/22	4	A.T.	Removed debris from all common areas
8/19/22	2.5	J.S.	Additional court maintenance
8/19/22	2.5	J.M.	Additional court maintenance
8/20/22	3	J.S.	Additional court maintenance
8/20/22	2.5	J.M.	Additional court maintenance
8/22/22	8	T.C.	Worked on Nature Walk project, making pavers, picked up supplies
8/22/22	7	S.A.	Reset elevator, cleaned out fountain, worked on boardwalk, poured concrete form
8/22/22	8	A.B.	Assess and measure brick pavers on back walkway, develop and build mold for new pavers, pour concrete for new pavers
8/22/22	8	L.C.	Worked on paver project
8/22/22	7	R.M.	Worked on boardwalk project, worked on paver molds
8/22/22	4.5	J.R.	Made pavers for boardwalk
8/22/22	4	A.T.	Removed debris from all common areas
8/22/22	2.5	J.S.	Additional court maintenance
8/23/22	8	T.C.	Worked on Nature Walk project, worked on making pavers, picked up supplies
8/23/22	8	A.B.	Use concrete filler to repair loose pavers on brick walkway, removed new pavers from mold, pour new pavers
8/23/22	8	L.C.	Created pavers and poured concrete for walkway
8/23/22	4.5	J.R.	Re-seated pavers on boardwalk
8/23/22	4.5	J.S.	Additional court maintenance
8/23/22	2.5	J.M.	Additional court maintenance
8/24/22	8	T.C.	Worked on Nature Walk project, worked on making pavers
8/24/22	7	S.A.	Light inspection on promenade, pulled concrete out of form, cleaned and rebuild form, poured concrete in new form

GMS

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/24/22	8	A.B.	Worked on boardwalk project, new pavers
8/24/22	8	L.C.	Worked on boardwalk project
8/24/22	7	R.M.	Make pavers and mold walkways
8/24/22	5	J.R.	Worked on boardwalk project
8/24/22	2.5	J.S.	Additional court maintenance
8/24/22	2.5	J.M.	Additional court maintenance
8/25/22	8	T.C.	Worked on Nature Walk project, worked on making pavers
8/25/22	8	A.B.	Cleaned shop, worked on new pavers
8/25/22	6	L.C.	Worked on boardwalk project
8/25/22	6	J.R.	Painted beams for Nature's Walk project, made pavers for boardwalk
8/25/22	4	A.T.	Removed debris from all common areas
8/25/22	4.5	J.S.	Additional court maintenance
8/25/22	2.5	J.M.	Additional court maintenance
8/26/22	1	S.A.	Poured concrete form
8/26/22	2	A.B.	Worked on new pavers
8/26/22	4	L.C.	Poured concrete for walkway project
8/26/22	4	A.T.	Removed debris from all common areas
8/26/22	2.5	J.S.	Additional court maintenance
8/26/22	3	J.M.	Additional court maintenance
8/27/22	2.5	J.M.	Additional court maintenance
8/29/22	2	T.C.	Making pavers for promenade, poured concrete
8/29/22	6	S.A.	Built new concrete form for promenade project, poured concrete in form, cleaned fountain, reset timer at bell tower, picked up supplies
8/29/22	2	A.B.	Poured pavers for pergola
8/29/22	4	A.T.	Removed debris from all common areas
8/29/22	2.5	J.S.	Additional court maintenance
8/30/22	2	T.C.	Poured concrete pavers for promenade
8/30/22	4.5	G.S.	Maintenance work on golf cart, removed debris from all common areas
8/30/22	2.5	J.M.	Additional court maintenance
8/31/22	2	T.C.	Made pavers, poured concrete for promenade
8/31/22	5	G.S.	Removed debris from all common areas and ponds, fixed garage door
8/31/22	1.5	R.M.	Worked on concrete mold, worked in shop
8/31/22	2.5	J.S.	Additional court maintenance
8/31/22	2.5	J.M.	Additional court maintenance
TOTAL	816		
MILES	289		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 09/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	8/2/22	Strainer Nut & Washer	5.99	T.C.
	8/2/22	Change Faucet Tool	13.39	T.C.
	8/2/22	1/2"x260" PTFE Fastape	4.77	T.C.
	8/2/22	Plumbers Putty	5.14	T.C.
	8/2/22	Supply Line (2)	15.94	T.C.
	8/2/22	Kitchen Faucet	79.35	T.C.
	8/2/22	Pine Sol	14.24	T.C.
	8/2/22	Bleach	6.30	T.C.
	8/5/22	2x6-16' PT Lumber (6)	128.13	T.C.
	8/5/22	12' Brown Decking (20)	482.54	T.C.
	8/5/22	20"-500' Stretch Wrap	17.24	T.C.
	8/8/22	Deckmate Green Screws 3" 25lbs	132.25	T.C.
	8/8/22	Utility Gloves	7.29	T.C.
	8/8/22	Fluorescent Orange Spray Paint	12.05	T.C.
	8/9/22	Windex Spray	6.89	T.C.
	8/9/22	Windex Refill	6.60	T.C.
	8/10/22	1/4" Tubing 25'	5.70	J.S.
	8/10/22	75' Hose	45.98	J.S.
	8/10/22	12' Brown Decking (15)	361.91	T.C.
	8/10/22	2x6-16' PT Lumber (4)	80.82	T.C.
	8/10/22	S/S Cap Nut (6)	9.52	S.A.
	8/10/22	S/S Flat Washer (2)	3.17	S.A.
	8/10/22	S/S 1/4 x 2 1/2 (3)	4.76	S.A.
	8/10/22	S/S Metric Screw (2)	6.33	S.A.
	8/10/22	6MM Metric Cap Nut (3)	4.31	S.A.
	8/10/22	Metric Lock Washer	1.44	S.A.
	8/10/22	Metric Flat Washer	1.44	S.A.
	8/11/22	Lemon Breeze Lysol	17.73	T.C.
	8/11/22	Blk Nitrile Gloves 40pk	17.23	T.C.
	8/12/22	Utility Pump	79.93	J.S.
	8/12/22	1 1/4" Spade Bit	3.90	J.S.
	8/12/22	1 1/2" Spade Bit	4.42	J.S.
	8/16/22	2x6-16' PT Lumber (4)	80.82	T.C.
	8/16/22	12' Brown Decking (20)	482.54	T.C.
	8/18/22	Spray Bottles	4.53	T.C.
	8/18/22	60W 8pk NDIM	13.55	T.C.
	8/18/22	2x2-42" End Baluster	57.78	T.C.
	8/19/22	2 Gal Plastic Bucket	5.73	T.C.
	8/19/22	Keys	9.41	T.C.
	8/19/22	Pine Sol 216oz	21.36	T.C.
	8/23/22	Construction Adhesive (3)	71.24	T.C.
	8/23/22	4x3/8 Shedless Knit 6pk	11.89	T.C.
	8/23/22	Caulk Gun	15.27	T.C.
	8/29/22	1/2" Sanded Plywood	66.76	S.A.
	8/29/22	5 Gallon Bucket	5.73	S.A.
	8/29/22	80lb Sakrete Bags (15)	102.98	S.A.
	8/29/22	3/8" x 48" Rebar (6)	32.29	S.A.
	9/1/22	Outdoor Torch	34.49	T.C.
	9/1/22	Fuel Tank	39.38	T.C.

TOTAL \$2,642.42

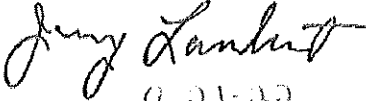
Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 1997
Invoice Date: 9/15/22
Due Date: 9/15/22
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 August 1- August 31, 2022 - Tennis		560.00	560.00
Tennis Ct. Maint. 2.33 572.3440			
 9-21-22			
Total			\$560.00
Payments/Credits			\$0.00
Balance Due			\$560.00

RMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/22	2	J.S.	Clean and sweep tennis courts.
8/3/22	2	J.S.	Clean and sweep tennis courts.
8/5/22	2	J.S.	Clean and sweep tennis courts.
8/8/22	2	J.S.	Clean and sweep tennis courts.
8/10/22	2	J.S.	Clean and sweep tennis courts.
8/12/22	2	J.S.	Clean and sweep tennis courts.
8/15/22	2	J.S.	Clean and sweep tennis courts.
8/17/22	2	J.S.	Clean and sweep tennis courts.
8/19/22	2	J.S.	Clean and sweep tennis courts.
8/22/22	2	J.S.	Clean and sweep tennis courts.
8/24/22	2	J.S.	Clean and sweep tennis courts.
8/26/22	2	J.S.	Clean and sweep tennis courts.
8/29/22	2	J.S.	Clean and sweep tennis courts.
8/31/22	2	J.S.	Clean and sweep tennis courts.

TOTAL	<u>28</u>
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Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 1998
Invoice Date: 9/30/22
Due Date: 9/30/22
Case:
P.O. Number:

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

26 \$

Description	Hours/Qty	Rate	Amount
Facility Event Staff through September 24, 2022 2√ 369-103 300	17.5	25.00	437.50

Total \$437.50

Payments/Credits \$0.00

Balance Due \$437.50

9/30/22
GMS

Governmental Management Services, LLC
9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

Middle Village CDD

Facility Event Staff Service Hours

Quantity	Description	Rate	Amount
17.5	Facility Event Staff	\$ 25.00	\$ 437.50

Covers Period End: September 24, 2022

Amenities Revenue # 2-369-103



5021 Stepp Avenue
Jacksonville, FL 32216
Phone (904) 737-3511

INVOICE

Remit Payments To:
P.O. Box 551629
Jacksonville, FL 32255

Invoice Date	Invoice #
9/12/2022	124666
Customer PO #	



E-MAILED
9/15/22

Bill To: OA003
Double Branch Systems
Middle Village
370 Oak Leaf Village Pkwy
Orange Park, FL 32065

Site of Service/Delivery:
Oakleaf Plantation
Full Service Fire Alarm
370 Oakleaf Village Parkway
Orange Park FL 32065

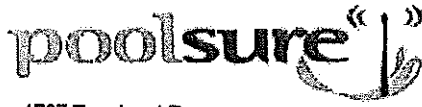
JSC Job #	Terms	Date Shipped	Ship Via
JSVF-036	Due Upon Receipt	09/12/2022	

Quantity	Item / Description	Unit Price	Amount
1.00	Annual Full Service Fire Alarm Maintenance and Inspection for the period of 10/01/2022 - 09/30/2023.	706.00	706.00
Code to: 560B			
2-330-572-621			
Middle Village Preventative contract			

Sub-Total	706.00
Tax	0.00
Total Invoice Amount	706.00

Conditions of Sale

JSC Systems, Inc. (JSC) shall have the title to and the right to possession of the equipment until the receipt of total payment. All accounts are payable in Duval County, Florida. Failure to pay the amount due shall constitute a default and JSC may repossess the equipment without notice. Purchaser agrees to pay JSC's cost and expense of collection and/or repossession, including the maximum attorney's fees permitted by law.



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


Invoice

Date 10/1/2022

Invoice # 131295609855

Terms	Net 20
Due Date	10/21/2022
PO #	

Bill To Oakleaf Plantation Middle Village 475 West Town Place Ste 114 St Augustine FL 32092	Ship To Oakleaf Plantation/Middle Vlg 845 Oakleaf Plantation Way Orange Park FL 32065
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Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	2,725.31
WM Surcharge	WM Surcharge	1	ea	218.02
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
 2-330-572-464 139B				

Subtotal 3,051.51
Shipping Cost (FEDEX GROUND) 0.00
Total 3,051.51
Amount Due \$3,051.51

Remittance Slip

Customer
130AK101
Invoice #
131295609855

Amount Due \$3,051.51

Amount Paid

Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



431205609855

Invoice

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

9/26/22
CJ

Riverside Management Services, Inc.
 5555 Middle Village Road, Building 500, Suite 205, Jacksonville, FL 32257

Service Detail

Bill To: Middle Village CDD

Invoice Date: 8/1/22

Due Date: Upon Receipt

Amount Due: \$ 100.00

<u>Date</u>	<u>Description</u>	<u>Amount</u>
8/1/22	Pressure washed surfaces at Hampton Glenn	\$ 50.00
8/1/22	Pressure washed surfaces at Whitefield Park	\$ 50.00

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

TOTAL AMOUNT DUE: \$ 100.00

** Pressure Washing according to contract and within budget

Contract Amount:	\$	13,348.70
Invoice:		
Oct. 2021	\$	521.00
Nov. 2021		
Dec. 2021	\$	150.00
Jan. 2022	\$	1,044.00
Feb. 2022	\$	220.00
Mar. 2022	\$	1,405.00
Apr. 2022	\$	2,738.00
May 2022	\$	2,638.35
June 2022	\$	578.00
July 2022	\$	1,000.00
Aug. 2022	\$	100.00
Sept. 2022		
		<u>2,898.35</u>

Balance:

Should you have any questions, please contact Jerry Lambert @ (904) 280-7687
 or j.lambert@rmanet.com

Remit Payment:



Invoice

Invoice #: 8911

Date: 08/01/22

Customer PO:

DUE DATE: 08/31/2022

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

DESCRIPTION

#7019 - Standard Maintenance Contract 2022 August 2022
Work order #1846 Zach

AMOUNT

\$37,521.40

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$37,521.40

Code to:

2-320-572-462

Middle Village Landscape Maintenance

704 B

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

Invoice

Invoice #: 2002
Invoice Date: 10/1/22
Due Date: 10/1/22
Case:
P.O. Number:

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

26B

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - October 2022		20,119.83	20,119.83
2.310.513.340			
RECEIVED OCT 04 2022			

Total \$20,119.83

Payments/Credits \$0.00

Balance Due \$20,119.83

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

Invoice

Invoice #: 2003
Invoice Date: 10/1/22
Due Date: 10/1/22
Case:
P.O. Number:

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

26 B

Description	Hours/Qty	Rate	Amount
Tennis - Facility Management - Oakleaf Plantation - October 2022		6,331.50	6,331.50
2,330.572.343			
RECEIVED OCT 04 2022			

Total	\$6,331.50
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Payments/Credits	\$0.00
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Balance Due	\$6,331.50
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Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2004
Invoice Date: 10/14/22
Due Date: 10/14/22
Case:
P.O. Number:

Bill To:
Middle Village CDD
476 West Town Place
Suite 114
St. Augustine, FL 32082

Description	Hours/Qty	Rate	Amount
Facility Event Staff through October 8, 2022	26.5	25.00	662.50
2,369.103			
300			
Total			\$662.50
Payments/Credits			\$0.00
Balance Due			\$662.50

10/10/22
CDD



Governmental Management Services, LLC
9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

Middle Village CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
26.5	Facility Event Staff	\$ 25.00	\$ 662.50

Covers Period End: October 8, 2022

Amenities Revenue # 2-369-103

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - MARGARET THAM
Date: October 11, 2022 at 6:11 PM
To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmsnnc.com

Good evening Margaret and Oksana,

Please make the following refund at your earliest opportunity.

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (SATURDAY) 8:00 A.M. to 4:00 P.M.
 - DATE OF VENUE – OCTOBER 8, 2022
 - RESIDENT – MARGARET THAM
 - ADDRESS – 3587 LIVE OAK HOLLOW DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via VISA (2334):
 - GRAND BANQUET:
 - DATED: 7/8/22
 - SEQ#: 2
 - BATCH#: 642
 - INVOICE#: 4
 - APPROVAL CODE: 091512
 - AMOUNT: \$500.00

953 B
2-300-369-103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
07/08/22	07/08/22	10/08/22	MARGARET THAM - GB DEPOSIT	DEPOSIT	\$ 500.00		VISA-091512

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

Thank you.

Please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

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 or the individual responsible for delivering to 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.

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - STACY ROCHAY

Date: October 11, 2022 at 6:26 PM

To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening Margaret and Oksana.

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SUNDAY) 2:00 P.M. to 8:00 P.M.
 - DATE OF VENUE – OCTOBER 9, 2022
 - RESIDENT – STACY ROCHAY
 - ADDRESS – 4100 PLANTATION OAKS BLVD #1011, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(0482):
 - DATED: 9/21/22
 - SEQ#: 2
 - BATCH#: 695
 - INVOICE: 2
 - APPROVAL CODE: 051316
 - AMOUNT: \$100.00

952B

2-300-369-103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
09/21/22	09/21/22	10/09/22	STACY ROCHAY - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00		VISA-051316

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

Thank you.

Please email me, or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS.** I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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Governmental Management Services

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 or the individual responsible for delivering to 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.

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - BRITTANY RANDOLPH
Date: October 19, 2022 at 3:54 PM
To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue:
 - LOCATION – PO PATIO (SATURDAY) 10:00 A.M. to 2:00 P.M.
 - DATE OF VENUE – OCTOBER 15, 2022
 - RESIDENT – BRITTANY RANDOLPH
 - ADDRESS – 549 ACORN RIDGE LANE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on VyStar:
 - DATED: 9/27/22
 - CHECK#: 127
 - DEPOSITED: 9/27/22
 - AMOUNT: \$100.00

954 B
2 - 300 - 349 000 = 103 00
RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
09/27/22	09/27/22	10/15/22	BRITTANY RANDOLPH - PO PATIO DEP	DEPOSIT	\$ 100.00		CK# 127	

DEPOSITED 9/27/22

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

Thank you.

Please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

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Invoice / Order



Limited Lifetime Warranty*
Typical Turnaround 24hrst
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: #16621
Invoice: #CAK-16621
Date Added: 10/17/2022

Payment Method: Purchase Order (#ISO10172022)
Shipping Method: USPS Priority (Weight: 20.00lb)

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 - Slot Punch: None	PrtPrx- Kan26	1000	\$1.79	\$1,790.00

Sub-Total: \$1,790.00

Code to: 50/50 split

2-330-572-49300 509B

USPS Priority (Weight:
20.00lb): \$27.79

*Middle Village Rec Passes

2-330-572-6200

Total: \$1,817.79 / 2
\$908.90

Double Branch Rec. Passes

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

Order Comments

PO Number: JSO10172022



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

(904) 284-7575

Invoice Number: SSI10794
Invoice Date: 10/11/2022

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 10/26/2022
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 10/11/2022
Our Order No
SalesPerson

Item/Description	Unit	Order Qtv	Quantitv	Unit Price	Total Price
Fees-2nd Employment Admin Fee - SEPTEMBER 2022		162	162	5.00	810.00 / 2 = 405.
Fees-2nd Employment Scheduling - SEPTEMBER 2022		15	15	25.00	375.00 / 2 = 187.5

Code to: split 50/50

Double Branch Security (CCSO)

2.320.57200.34510

Middle Village Security (CCSO)

2.320.57200.34510

256 B

Amount Subject to Sales Tax USD
Amount Exempt from Sales Tax 1,185.00

Subtotal: 1,185.00 / 2 = 592.5
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,185.00 / 2 = 592.5

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

Invoice

Invoice #: 2006
Invoice Date: 10/13/22
Due Date: 10/13/22
Case:
P.O. Number:

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

26B

Description	Hours/Qty	Rate	Amount
Facility Maintenance September 1- September 30, 2022		21,615.49	21,615.49
Maintenance Supplies		1,786.38	1,786.38
Facility Maint. Gen. \$4,162.50 ⁰⁰ 2.33.572.6200			
Facility Maint. Con. \$304 ⁰⁰ 2.33.572.6220			
Lighting Repairs \$833 ⁰⁰ 2.33.572.4663			
Common Area Maint. \$3,401 ⁸⁷ 2.320.572.4650			
Repairs/Replace \$11,727⁰⁰ 34.538.6400			
Tennis Cl. Maint. \$2511 ⁰⁰ 2.33.572.3440			
<i>Jerry Lambert</i> 10-17-22			

Total \$23,401.87

Payments/Credits \$0.00

Balance Due \$23,401.87

\$ 11,674.87

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/1/22	4	T.C.	Made pavers for promenade
9/1/22	5	G.S.	Removed debris from all common areas and ponds
9/1/22	2	A.B.	Poured concrete for pergola
9/1/22	5.5	J.S.	Additional court maintenance
9/1/22	2.5	J.M.	Additional court maintenance
9/2/22	2	T.C.	Set up for Dive In Movie
9/2/22	3.5	G.S.	Removed debris from all common areas
9/2/22	6	S.A.	Worked on boardwalk, cleaned fountain, reset timers
9/2/22	2	A.B.	Poured concrete for pergola
9/2/22	8.5	L.C.	Worked on walkway project
9/2/22	2.5	J.S.	Additional court maintenance
9/2/22	2.5	J.M.	Additional court maintenance
9/3/22	2.5	J.M.	Additional court maintenance
9/5/22	2.5	J.S.	Additional court maintenance
9/6/22	4	G.S.	Removed debris from all common areas and ponds
9/8/22	8	A.B.	Begun installing more side railings on boardwalk, painted boards for boardwalk, poured concrete for pergola
9/6/22	8	L.C.	Worked on walkway project
9/6/22	6	R.M.	Worked on boardwalk, removed broken sign, worked on concrete mold
9/6/22	4.5	J.S.	Additional court maintenance
9/6/22	2.5	J.M.	Additional court maintenance
9/7/22	5	G.S.	Removed debris from all common areas, picked up supplies
9/7/22	3	S.A.	Performed light inspection around full property
9/7/22	6	A.B.	Installed railing on boardwalk, concrete for pergola project
9/7/22	8	L.C.	Worked on paver walkway project
9/7/22	7.5	R.M.	Worked on bridge walkway, installed and painted wood, worked on concrete mold
9/7/22	5	J.R.	Poured/stored concrete pavers for boardwalk project
9/7/22	2.5	J.S.	Additional court maintenance
9/7/22	3	J.M.	Additional court maintenance
9/8/22	4	T.C.	Poured concrete for pavers, picked up supplies
9/8/22	4	G.S.	Removed debris from all common areas and ponds
9/8/22	6	L.N.	Worked on walkway for gazebo
9/8/22	6	L.C.	Worked on paver project
9/8/22	8	J.R.	Made concrete pavers for boardwalk project
9/8/22	4.5	J.S.	Additional court maintenance
9/8/22	2.5	J.M.	Additional court maintenance
9/9/22	4	T.C.	Inspected and cleaned debris from lakes, in-falls and outfall structures, removed debris around lakes
9/9/22	3.5	G.S.	Removed debris from all common areas and ponds
9/9/22	3	S.A.	Replaced all lights that were out
9/9/22	4	A.B.	Inspected and cleaned debris from lakes, in-falls and outfall structures, removed debris around lakes
9/9/22	8	L.N.	Build walk up for gazebo
9/9/22	5	L.C.	Worked on concrete for paver project
9/10/22	3	J.M.	Additional court maintenance
9/12/22	8	T.C.	Set up CDD meeting, made pavers for promenade
9/12/22	8	A.B.	Worked on paver project
9/12/22	6	S.A.	Take apart and repair water fountain, look up part numbers for replacement, reset timers on all lights
9/12/22	4	A.T.	Removed debris from all common areas
9/12/22	2	J.R.	Worked on pavers for gazebo
9/12/22	1.5	J.M.	Additional court maintenance
9/13/22	8	T.C.	Light Inspection, changed lights of chandeliers in grand banquet room, worked on making pavers for promenade
9/13/22	3	G.S.	Removed debris from all common areas
9/13/22	8	L.C.	Worked on amenity center, took down plants and replaced light bulbs
9/13/22	2	A.B.	Worked on pavers for gazebo
9/13/22	7	J.R.	Worked on pavers for gazebo
9/13/22	2.5	J.M.	Additional court maintenance
9/14/22	8	T.C.	Painted tops of trash receptacles around amenity center, worked on pavers for promenade
9/14/22	5	G.S.	Removed debris from all common areas and ponds
9/14/22	8	L.C.	Worked on concrete for walkways
9/14/22	5	J.R.	Worked on pavers for gazebo
9/15/22	8	T.C.	Worked on pavers and promenade project
9/15/22	4	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
9/15/22	6.25	S.A.	Removed old brick pavers from retaining wall

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/15/22	6	L.C.	Changed lightbulbs and cleaned cobwebs at amenity center
9/15/22	2	A.B.	Removed old pavers from gazebo
9/15/22	8	L.N.	Cleaned shop, worked on walkway promenade project
9/15/22	2.5	J.M.	Additional court maintenance
9/16/22	8	T.C.	Worked on pavers and promenade project
9/16/22	3.5	G.S.	Removed debris from all common areas, maintenance work on storm drains
9/16/22	5.5	S.A.	Clean retaining wall mounting surface, install concrete caps on retaining wall, removed concrete caps from retaining wall
9/16/22	8	L.C.	Worked on walkway project
9/16/22	8	A.B.	Attempted to install new pavers at gazebo, replaced old pavers along pergola
9/16/22	8	L.N.	Worked on walkway promenade project
9/16/22	5	J.R.	Worked on paver project
9/17/22	2.5	J.M.	Additional court maintenance
9/19/22	8	T.C.	Worked painted gazebo
9/19/22	3	G.S.	Removed debris from all common areas
9/19/22	8	A.B.	Painted over graffiti at gazebo on lake, replaced lightbulbs on amenity center
9/19/22	8	L.N.	Painted gazebo
9/19/22	5	J.R.	Painting gazebo on lake
9/19/22	1.5	J.M.	Additional court maintenance
9/20/22	4	T.C.	Weed eat and cleaned up pool pack area and around shop building, removed debris along roads
9/20/22	5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
9/20/22	8	L.C.	Cleaned up shop, removed debris around roadways
9/20/22	8	A.B.	Painted nature walk, cleaned up shop, weed eat driveway, removed debris
9/20/22	8	J.R.	Removed debris from all common areas
9/20/22	2.5	J.M.	Additional court maintenance
9/21/22	8	T.C.	Worked on nature walk project - painting, worked on setting up ice machine for tennis, picked up supplies
9/21/22	4	G.S.	Removed debris from all common areas, maintenance work in shop
9/21/22	4	S.A.	Cleaned fountain, repair backpack blower, painted gazebo vent covers
9/21/22	8	L.C.	Worked on ice maker at tennis courts
9/21/22	8	A.B.	Worked on ice maker at tennis courts, removed debris
9/21/22	5	J.R.	Trimmed plants at amenity center, painted boards, removed debris
9/21/22	2.5	J.S.	Additional court maintenance
9/21/22	2.5	J.M.	Additional court maintenance
9/22/22	8	T.C.	Worked on finishing hooking up ice machine for tennis, worked on nature walk project, picked up supplies
9/22/22	6	L.C.	Worked on and finished inside portion of ice maker and drains for ice maker
9/22/22	8	A.B.	Painted boards for nature walk, worked on tennis court ice maker
9/22/22	4	A.T.	Removed debris from all common areas
9/22/22	8	J.R.	Painted boards, installed ice machine at tennis courts
9/22/22	4.5	J.S.	Additional court maintenance
9/22/22	2.5	J.M.	Additional court maintenance
9/23/22	8	T.C.	Worked on nature walk project, cut down dead tree
9/23/22	5	L.C.	Worked on outside portion of ice maker at tennis courts
9/23/22	4	A.T.	Removed debris from all common areas
9/23/22	5	J.R.	Worked on nature walk project
9/23/22	2.5	J.S.	Additional court maintenance
9/23/22	2.5	J.M.	Additional court maintenance
9/24/22	2.5	J.M.	Additional court maintenance
9/26/22	4	T.C.	Preparations for upcoming hurricane, cleaning storm drains
9/26/22	2	S.A.	Cut down dead tree, cleaned fountain and filter
9/26/22	8	L.C.	Cleaned storm drains in preparation for hurricane
9/26/22	4	A.T.	Removed debris from all common areas
9/26/22	4	J.R.	Cleaned gutters in preparation for hurricane
9/26/22	2.5	J.S.	Additional court maintenance
9/27/22	4	T.C.	Preparations for upcoming hurricane, secured loose debris and limbs, picked up supplies
9/27/22	3	G.S.	Removed debris from all common areas, maintenance work in shop
9/27/22	8	L.C.	Cleaned storm drains and outfalls in preparation for hurricane
9/27/22	4.5	J.S.	Additional court maintenance
9/27/22	2.5	J.M.	Additional court maintenance
9/28/22	4	T.C.	Preparations for upcoming hurricane, secured pool furniture
9/28/22	4.5	G.S.	Removed debris from all common areas, treated ant mounds in parks
9/28/22	2.5	J.S.	Additional court maintenance
9/28/22	2.5	J.M.	Additional court maintenance

GMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/29/22	2	T.C.	Checked facility for any items not secured, any damage and debris in storm drains
9/30/22	5	G.S.	Post hurricane clean up, removed debris from all common areas
9/30/22	2.5	J.S.	Additional court maintenance
9/30/22	3	J.M.	Additional court maintenance
TOTAL	<u>614.75</u>		
MILES	<u>223</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 10/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	9/6/22	Green Key	4.57	S.A.
	9/6/22	Blue Key	4.57	S.A.
	9/6/22	Trigger Snap	6.41	S.A.
	9/6/22	3/8" x 48" Repair (8)	43.06	S.A.
	9/7/22	Electrical Tape 10 pack	13.77	S.A.
	9/8/22	BLK Nitrile Gloves 40pk	17.23	T.C.
	9/8/22	60lb Sakrete Concrete (10)	34.16	T.C.
	9/8/22	Garage Door Handle	6.88	G.S.
	9/8/22	Outlet Cover	10.33	G.S.
	9/8/22	Toggle Switch Cover	5.73	G.S.
	9/13/22	40 W Clear Light Bulb 8pk	14.35	T.C.
	9/13/22	40 W Clear DL Light Bulb 8pk	14.35	T.C.
	9/13/22	Bleach	5.04	T.C.
	9/13/22	Plna Sol	21.36	T.C.
	9/14/22	2" Utility Flat Brush (4)	18.31	T.C.
	9/14/22	4x3/8" Shedless Knit 6pk	11.89	T.C.
	9/14/22	Pelican Liner 3pk (2)	10.97	T.C.
	9/14/22	Terry Towels 10pk	8.79	T.C.
	9/14/22	All Purpose Mix Container (5)	12.54	T.C.
	9/14/22	Gloss Black Spray Paint (4)	48.21	T.C.
	9/16/22	Work Light	11.48	G.S.
	9/16/22	Protective Glasses	11.47	G.S.
	9/16/22	Husky Star Bit Driver	14.92	G.S.
	9/16/22	Fire Ant Killer (4)	103.36	G.S.
	9/21/22	Set Your Own Combo Lock 2pk	42.30	T.C.
	9/21/22	2" Hole Saw	11.49	T.C.
	9/21/22	1"x10"x12" Drill Bit	18.96	T.C.
	9/21/22	2x6-12 PT Lumber (4)	49.13	T.C.
	9/21/22	2x6-10 PT Lumber (4)	43.16	T.C.
	9/22/22	1/4"x1/4" Adapter for Hose	4.57	T.C.
	9/22/22	20' Vinyl Hose	5.19	T.C.
	9/22/22	Animated Halloween Décor	229.43	J.S.
	9/27/22	2 Cycle Oil	5.74	T.C.
	9/27/22	50:1 Pre-Mixed Fuel	4.01	T.C.
	9/27/22	Chain Oil Gallon	14.93	T.C.
	9/27/22	Firm Grip Utility - Large	7.29	T.C.
	9/27/22	3/16"x50' Braided Nylon Rope	12.63	T.C.
	9/27/22	25"x1' Ratchet Strap 4pk	22.98	T.C.
	9/27/22	Carburetor Cleaner	4.58	G.S.
	9/27/22	Starting Spray (2)	8.00	G.S.
	9/27/22	WD-40	13.78	G.S.
	9/27/22	10W30 Oil (2)	12.14	G.S.
	9/27/22	Fire Ant Killer (8)	137.72	G.S.
	9/28/22	3/16"x100' Clotheslines (3)	34.21	T.C.
	9/28/22	25"x16' Ratchet Strap 2pk (2)	25.23	T.C.
	9/28/22	Bucket	2.86	T.C.
	9/28/22	6ft Surge Protector	21.88	J.S.
	9/28/22	1/4hp Sump Pump (2)@99	113.85	J.S.
	9/28/22	Purple Primer	5.01	J.S.
	9/30/22	8" Zip Ties 1000pk	48.16	J.S.
	9/30/22	Gas for Equipment	75.00	T.C.
	10/1/22	Animated Clown	114.43	J.S.
	10/4/22	Zip Ties 500pk (3)	175.19	G.S.
	10/4/22	Fire Ant Killer (4)	68.86	G.S.

TOTAL \$1,786.38

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

Invoice

Invoice #: 2007
Invoice Date: 10/13/22
Due Date: 10/13/22
Case:
P.O. Number:

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

10/17 Approved

Description	Hours/Qty	Rate	Amount
Facility Maintenance September 1- September 30, 2022 (Tennis)		520.00	520.00
Tennis Ct. Maint. 2.33.572.3440			
Jury Lambert 10-17-22			
Total			\$520.00
Payments/Credits			\$0.00
Balance Due			\$520.00

RMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/2/22	2	J.S.	Clean and sweep tennis courts.
9/5/22	2	J.S.	Clean and sweep tennis courts.
9/7/22	2	J.S.	Clean and sweep tennis courts.
9/9/22	2	J.S.	Clean and sweep tennis courts.
9/12/22	2	J.M.	Clean and sweep tennis courts.
9/14/22	2	J.M.	Clean and sweep tennis courts.
9/16/22	2	J.M.	Clean and sweep tennis courts.
9/19/22	2	J.M.	Clean and sweep tennis courts.
9/21/22	2	J.S.	Clean and sweep tennis courts.
9/23/22	2	J.S.	Clean and sweep tennis courts.
9/26/22	2	J.S.	Clean and sweep tennis courts.
9/28/22	2	J.S.	Clean and sweep tennis courts.
9/30/22	2	J.S.	Clean and sweep tennis courts.
TOTAL	<u>26</u>		



Jacksonville Bounce House Rentals

8725 Youngerman Court Suite 111 **Important Information - Please Read Below!**

Jacksonville, Florida 32244

(904) 707-5324

www.Jacksonvillebouncehouse.com

Invoice/Receipt # 32744

955B

10/28/2022 05:00pm, 10/29/2022 11:30am

Jay Soriano

382 oakleaf village parkway

Orange Park, FL 32065

Residentassistant@oakleafresidents.com

904-708-1134/904-375-9285

Order Created by: Larry

Customer Comments:

Code to: Split \$775.54 - 50/50

2-330-572-49400

Middle Village Special Event

2-320-572-49400

Double Branch Special Event

Fri, 10/28 5:00 pm - Sat, 10/29 11:30 am



35'x 8 Element Obstacle Course

\$370.00 x 1 = \$370.00



Fun Fair Park Playland Obstacle Course

\$345.00 x 1 = \$345.00



*Interactive Bounce House + Interactive
Built in game system NEW Age Bounce
House (Click for Video)

\$295.00 x 1 = \$295.00



Generator

\$75.00 x 1 = \$75.00

SubTotal \$1,085.00

Travel Fee for Orange Park \$25.00 \$1,110.00

Coupon: Military / Church -\$75.95 \$1,034.05

Tax: 0.00% \$0.00 \$1,034.05

Total \$1,034.05

admin1 - 10/06/2022 01:49pm Credit Card (Visa, MC, Disc, Amex) Payment (3053) \$258.51

Due \$775.54

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - KATIE PERLEY
Date: October 19, 2022 at 4:00 PM
To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (SATURDAY) 7:00 A.M. to 7:00 P.M.
 - DATE OF VENUE – OCTOBER 15, 2022
 - RESIDENT – KATIE PERLEY
 - ADDRESS – 2937 THORNCREST DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$500.00
 - BOOKING FEE/DEPOSIT was via VISA (2334):
 - GRAND BANQUET:
 - DATED: 12/28/21
 - SEQ#: 2
 - BATCH#: 223
 - INVOICE#: 2
 - APPROVAL CODE: 02834R
 - AMOUNT: \$500.00

664B
2-300-22300-10000
RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH/CREDIT CARD
12/28/21	12/28/21	10/15/22	Katie Perley - GB DEPOSIT	DEPOSIT	\$ 500.00	DISCVR-02834R

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

Thank you.

Please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

www.OakLeafResidents.com

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MAKE CHECK PAYABLE TO:



Po Box 20122
Tampa, FL 33622-0122
(904) 262-5500

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER	EXP. DATE
SIGNATURE	AMOUNT PAID

ADDRESSEE

☐ Please check if address below is incorrect and indicate change on reverse side

MIDDLE VILLAGE CDD
JAY SORIANO
370 OAKLEAF VILLAGE PARKWAY Pkwy
ORANGE PARK, FL 32065

ACCOUNT NUMBER	DATE	BALANCE
711194	10/12/2022	\$1,519.00

The Lake Doctors
Po Box 20122
Tampa, FL 33622-0122

00000000027159001000000003611900000015190080

Please Return this portion with your payment

Invoice 36119B

PO #

Date	Description	Quantity	Amount	Tax	Total
PLANTATION OAKS BLVD, ORANGE PARK, FL ORANGE PARK, FL 32065					
10/1/2022	Water Management - Monthly		\$1519.00	\$0.00	\$1519.00

Please remit payment for this month's invoice.

Code to:

2-320-572-4680

6213

Middle Village Lake Maintenance

Credits	\$0.00
Adjustment	\$0.00

AMOUNT DUE

\$1519.00

Account# 711194

Lic#:



4651 Salisbury Rd., Suite #155, Jacksonville FL 32256
(904) 431-3914

INVOICE

Invoice #	630476
Account #	711194
Invoice Date	1/19/2022
Due Date	1/29/2022
Rep	JB

Bill To
MIDDLE VILLAGE COMMUNITY DEV DISTR 370 OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065

Invoice Questions:
AR@LakeDoctors.com

Purchase Order Number	Terms
	NET 10 DAYS

Item	Description	Amount
	Triploid Grass Carp Stocking (200) @ \$7.00 each Code to: 62B 2-320-572-4680 Middle Village Lake Maintenance	1,500.00
Total Invoice		\$1,500.00

Please include your account number and invoice number on your check with your remittance stub.

Please remit payments to: The Lake Doctors, Inc
LOCKBOX
PO Box 20122
Tampa, FL 33622-0122

Remittance Stub

Amount Enclosed

Invoice #	630476
Account #	711194
Date	1/19/2022

Bill To
MIDDLE VILLAGE COMMUNITY DEV DISTR 370 OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065
For address and contact updates, please email us at: Customerservice@LakeDoctors.com

IF PAYING BY CREDIT CARD, FILL OUT BELOW

___ Mastercard ___ Visa ___ American Express

Card # _____

Card Verification # _____

Exp. Date # _____

Print Name _____

Billing Address: _____ Check box if same as above

Signature _____

I N V O I C E

PAULA'S PEST CONTROL
1548 Glendale St,
Jacksonville, Fla 32205
(904) 389-3419

INVOICE: 46228 QT
DATE: 10/12/22 10:30a
ACCOUNT: 1032 Oakleaf
ROUTE: 0
LAST: 7/13/22 Paula
Paula Douglas

BILL TO
Middle Village CDD
14785-4 St. Augustine Rd.
Jacksonville, FL 32258

SERVICE TO
Plantation Oaks
845 Oakleaf Plantation Parkway
Orange Park, FL 32065

904-375-9625 Lisa 904-708-1134

DESCRIPTION	QTY	PRICE	AMOUNT
General Pest Control PEST		175.00	175.00
		SUBTOTAL	175.00
		PREVIOUS BALANCE	0.00
		TOTAL DUE	175.00

Code to:

Middle Village Facility Maintenance - Preventative

2-330-572-621

308B

Products

___ Advion RG	___ EC	<input checked="" type="checkbox"/> Suspend Polyzone
___ Demand CS	___ Niban GB	___ Suspend SC
___ Demon Max	___ Precor 2000	

Other: _____

Comments: _____

EFFECTIVE June 1, 2013
MAKE Checks Payable to:

Paula's Pest Control Inc.
1548 Glendale St.
Jacksonville, FL 32205

Note: All returned Checks will be assessed a \$50.00 FEE

THANK YOU FOR YOUR BUSINESS!
HAVE A WONDERFUL DAY!



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

INVOICE

BILL TO

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

INVOICE # 8392**DATE 10/01/2022****DUE DATE 10/31/2022****TERMS End of the month****SERVICE MONTH**

October

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I Dedicated Officer for 10 hours Monday to Thursday and 12 hours Saturday and Sunday	330	24.95	8,233.50T
Dedicated Officer I Dedicated Officer for 7 hours Monday to Thursday and 9 hours Saturday and Sunday	237	24.95	5,913.15T
Dedicated Officer I Credit for Missed Hours In September	-0.50	22.50	-11.25T

SUBTOTAL	14,135.40
TAX	0.00
TOTAL	14,135.40
BALANCE DUE	\$14,135.40

APPROVED

Code to:*823B***Middle Village Security****2-320-572-345**

SoutheastFITNESS

R E P A I R

Equipment Repair & Maintenance

Southeast Fitness Repair
14476 Duval Place West #208
Jacksonville, FL 32218

Invoice #100613
Invoice Date: 10/17/2022

Account #101332
Oakleaf Plantation - Double Branch and Middle Village

Invoice

Billing Location Information

Billing Address	370 Oakleaf Village Pkwy, Orange Park, FL 32065-4259	Billing Contact	Jay Soriano
		Main Number	(904) 406-2200
		Mobile Number	
		Email	Jsoriano@Gmsnf.Com

Service Information

Services	Qty	Rate	Price
370 Oakleaf Village Pkwy, Orange Park, FL 32065-4259			
10/17/2022 PM: Bi-Monthly	1 visit	\$0.00 / visit	\$0.00
Bi-monthly scheduled preventative maintenance			
— Product: PM: Elliptical, Cross-trainer, ARC, AMT	3.00 Ea	\$15.00 / Ea	\$45.00
— Product: PM: Multi-Station	1.00 Ea	\$20.00 / Ea	\$20.00
— Product: PM: Recumbent, Upright Bicycle	2.00 Ea	\$10.00 / Ea	\$20.00
— Product: PM: Single-Station	5.00 Ea	\$10.00 / Ea	\$50.00
— Product: PM: Spin Bike, Rowing Machine	1.00 Ea	\$10.00 / Ea	\$10.00
— Product: PM: Stepper, Stepmill, Jacobs Ladder, Wave	2.00 Ea	\$15.00 / Ea	\$30.00
— Product: PM: Treadmill	3.00 Ea	\$20.00 / Ea	\$60.00
— Product: Flat Rate Fee	1.00 Ea	\$125.00 / Ea	\$125.00
Subtotal:			\$360.00
Tax:			\$0.00
Total:			\$360.00
Amount Paid:			\$0.00
Balance Due:			\$360.00

Pay Now

Payment is due within 30 days of invoice date.
Thank you for your business!

Billing Receipt - Please Return With Payment Remittance

Bill To:	Jay Soriano 370 Oakleaf Village Pkwy, Orange Park, FL 32065-4259	Account	[101332] Oakleaf Plantation - Double Branch and Middle Village
		Invoice #	100613
		Date	Monday, October 17, 2022
Remit To:	Southeast Fitness Repair 14476 Duval Place West #208 Jacksonville, FL 32218	Amount Paid	_____
		Check Number	_____

Payment is due within 30 days of invoice date.
Thank you for your payment!

Code to:

Middle Village Facility Maint. - Preventative

2-330-572-62100

271B

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - TALORE SMITH
Date: October 19, 2022 at 3:48 PM
To: Margaret Bronson mbronson@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SUNDAY) 12:00 P.M. to 4:00 P.M.
 - DATE OF VENUE – OCTOBER 16, 2022
 - RESIDENT – TALORE SMITH
 - ADDRESS – 1246 BEDROCK DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$100.00
 - BOOKING FEE/DEPOSIT was via AMEX(9376):
 - DATED: 10/3/22
 - SEQ#: 2
 - BATCH#: 703
 - INVOICE: 2
 - APPROVAL CODE: 162958
 - AMOUNT: \$100.00

852B
2-300-22300-1000
ROR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
10/03/22	10/03/22	10/16/22	TALORE SMITH - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			AMEX-162958

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

Thank you.

Please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed until I return to the office. I am typically not on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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Invoice

Invoice #: 9417

Date: 10/01/22

Customer PO:

DUE DATE: 10/31/2022

BILL TO

Oakleaf - Double Branch 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

DESCRIPTION

#7020 - Standard Maintenance Contract 2022 October 2022

AMOUNT

\$32,482.16

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$32,482.16

Code to:

704B

2-320-572-462

Middle Village Landscape Maintenance

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
10/10/22	00009	9/15/22 1996	202208 600-53800-64000		*	15,909.00	
		RPLC FAC MAINT 8/01-8/31		GOVERNMENTAL MANAGEMENT SERVICES			15,909.00 000507
10/10/22	00006	9/26/22 318	202209 600-53800-64000		*	325.00	
		ADDTL PRSS WSH SRV 9/2022		RIVERSIDE MANAGEMENT SERVICES, INC			325.00 000508
10/10/22	00057	9/30/22 09302022	202209 600-15100-00300		*	650,000.00	
		TRFER EXCESS FUNDS-SBA AC		STATE BOARD OF ADMINISTRATION			650,000.00 000509
10/10/22	00050	9/23/22 9357	202209 600-53800-64000		*	3,488.89	
		RPLC PROMENADE TREE		VERDEGO LLC			3,488.89 000510
10/21/22	00009	10/13/22 2006	202209 600-53800-64000		*	11,727.00	
		SEP MAINTENANCE REPAIRS		GOVERNMENTAL MANAGEMENT SERVICES			11,727.00 000511
10/21/22	00054	7/11/22 69531835	202207 600-53800-64000		*	910.00	
		ICE MAKER					
		9/27/22 70904840	202207 600-53800-64000		*	3,789.00	
		FREESTANDING ICE MAKER		THE HOME DEPOT PRO			4,699.00 000512
10/21/22	00021	10/18/22 W0337058	202210 600-53800-64000		*	174.70	
		LIGHT BULBS		1000 BULBS			174.70 000513
TOTAL FOR BANK C						686,323.59	
TOTAL FOR REGISTER						686,323.59	


MVIL MIDDLE VILLAGE OKUZMUK

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

Invoice

Invoice #: 1996
Invoice Date: 9/15/22
Due Date: 9/15/22
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 August 1- August 31, 2022		28,688.61	28,688.61
Maintenance Supplies		2,642.42	2,642.42
Fac. Main Gen 2.33.572.6200 74,667 ⁰⁰			
Fac. Main Cont. 2.33.572.6220 16339 ⁰⁰			
Lighting Repairs 2.33.572.4663 878 ⁰⁰			
Common Area Main 2.320.572.4650 5,987 ⁰³			
Repair / Replace 34,538.6400 15,909 ⁰⁰			
Tennis Ct. Main 2.33.572.3440 3,551 ⁰⁰			
 9-21-22			

Total \$31,331.03

Payments/Credits \$0.00

Balance Due \$31,331.03

\$15,909.00 ✓

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/22	8	T.C.	Worked on Nature Walk project
8/1/22	8	S.A.	Worked on boardwalk project, repaired bell tower fence, dug out old concrete around fence, installed new anchoring concrete on fence post
8/1/22	8	A.B.	Worked on Nature Walk project
8/1/22	8	L.C.	Worked on Nature Walk project
8/1/22	4	A.T.	Removed debris from all common areas
8/1/22	8	R.M.	Worked on boardwalk, removed wood, paint, replace
8/1/22	2.5	J.S.	Additional court maintenance
8/2/22	4	T.C.	Worked on Nature Walk project, picked up supplies
8/2/22	3.5	G.S.	Removed debris from all common areas
8/2/22	8	L.C.	Worked on walkway project
8/2/22	4.5	J.S.	Additional court maintenance
8/2/22	3	J.M.	Additional court maintenance
8/3/22	8	T.C.	Fixed leaking sink in summer kitchen, replaced faucet in Grand Banquet Kitchen, worked on Nature Walk project
8/3/22	5	G.S.	Removed debris from all common areas, cleaned deceased animal from road
8/3/22	8	S.A.	Worked on boardwalk project, removed broken concrete from sidewalk, pour new concrete for sidewalk
8/3/22	8	A.B.	Worked on boardwalk project
8/3/22	8	L.C.	Worked on walkway project
8/3/22	7	R.M.	Worked on boardwalk, removed wood, paint
8/3/22	2.5	J.S.	Additional court maintenance
8/3/22	2.5	J.M.	Additional court maintenance
8/4/22	8	T.C.	Worked on Nature Walk project
8/4/22	4	G.S.	Removed debris from all common areas
8/4/22	8	L.N.	Worked on boardwalk project
8/4/22	8	A.B.	Worked on boardwalk project
8/4/22	8	L.C.	Worked on boardwalk project
8/4/22	4.5	J.S.	Additional court maintenance
8/4/22	3	J.M.	Additional court maintenance
8/5/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/5/22	3.5	G.S.	Removed debris from all common areas and ponds
8/5/22	7	S.A.	Worked on boardwalk project
8/5/22	8	L.N.	Worked on boardwalk project
8/5/22	8	A.B.	Worked on boardwalk project
8/5/22	6	L.C.	Worked on boardwalk project
8/5/22	8	R.M.	Worked on boardwalk, remove wood, paint
8/5/22	2.5	J.S.	Additional court maintenance
8/5/22	2.5	J.M.	Additional court maintenance
8/6/22	2.5	J.M.	Additional court maintenance
8/8/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/8/22	3	G.S.	Removed debris from all common areas and ponds
8/8/22	7	S.A.	Worked on boardwalk project, cleaned fountain
8/8/22	6	A.B.	Worked on boardwalk project
8/8/22	8	L.C.	Worked on boardwalk project
8/8/22	8	R.M.	Worked on boardwalk, remove wood, paint
8/8/22	4	A.T.	Removed debris from all common areas
8/8/22	2.5	J.S.	Additional court maintenance
8/9/22	6	T.C.	Worked on Nature Walk project, picked up supplies
8/9/22	6.5	G.S.	Maintenance work on tennis sweeper cart, cleaned shop
8/9/22	8	A.B.	Worked on boardwalk project
8/9/22	8	L.C.	Worked on boardwalk project
8/9/22	4.5	J.S.	Additional court maintenance
8/9/22	2.5	J.M.	Additional court maintenance
8/10/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/10/22	3.5	G.S.	Removed debris from all common areas and ponds
8/10/22	6	S.A.	Worked on boardwalk project, repaired urinal at adult pool bathroom
8/10/22	8	A.B.	Worked on boardwalk project
8/10/22	8	R.M.	Worked on boardwalk, remove wood, paint spindles
8/10/22	2.5	J.S.	Additional court maintenance
8/10/22	2.5	J.M.	Additional court maintenance
8/11/22	8	T.C.	Worked on Nature Walk project, set up CDD meeting, picked up supplies
8/11/22	3.5	G.S.	Removed debris from all common areas, maintenance work on tennis sweeper cart

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/11/22	8	A.B.	Worked on boardwalk project, set up for board meeting
8/11/22	4.5	J.S.	Additional court maintenance
8/11/22	2.5	J.M.	Additional court maintenance
8/12/22	4	T.C.	Worked on boardwalk project
8/12/22	5	S.A.	Worked on boardwalk project
8/12/22	8	A.B.	Worked on boardwalk project
8/12/22	8	R.M.	Worked on boardwalk, clean up old wood, paint new and reused wood
8/12/22	4	A.T.	Removed debris from all common areas
8/12/22	2.5	J.S.	Additional court maintenance
8/12/22	3	J.M.	Additional court maintenance
8/13/22	2.5	J.M.	Additional court maintenance
8/15/22	8	T.C.	Set up CDD meeting, worked on Nature walk project
8/15/22	8	A.B.	Worked on boardwalk project
8/15/22	8	L.C.	Worked on boardwalk project
8/15/22	5	R.M.	Worked on boardwalk project
8/15/22	4	A.T.	Removed debris from all common areas
8/15/22	2.5	J.S.	Additional court maintenance
8/16/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/16/22	8	A.B.	Worked on boardwalk project
8/16/22	8	L.C.	Worked on boardwalk project
8/16/22	4.5	J.S.	Additional court maintenance
8/16/22	2.5	J.M.	Additional court maintenance
8/17/22	8	T.C.	Worked on Nature Walk project, picked up supplies
8/17/22	8	A.B.	Worked on boardwalk project
8/17/22	8	L.C.	Worked on boardwalk project
8/17/22	8	R.M.	Worked on boardwalk project
8/17/22	6	J.R.	Worked on Nature Walk project
8/17/22	2.5	J.S.	Additional court maintenance
8/17/22	3	J.M.	Additional court maintenance
8/18/22	4	T.C.	Worked on Nature Walk project, picked up supplies
8/18/22	8	A.B.	Worked on boardwalk project
8/18/22	8	L.C.	Worked on boardwalk project
8/18/22	4	J.R.	Worked on Nature Walk project
8/18/22	4	A.T.	Removed debris from all common areas
8/18/22	4.5	J.S.	Additional court maintenance
8/18/22	2.5	J.M.	Additional court maintenance
8/19/22	4	T.C.	Worked on Nature Walk project
8/19/22	8	A.B.	Worked on boardwalk project
8/19/22	4	L.C.	Worked on boardwalk project
8/19/22	9	R.M.	Worked on boardwalk project, golf cart refit
8/19/22	4	A.T.	Removed debris from all common areas
8/19/22	2.5	J.S.	Additional court maintenance
8/19/22	2.5	J.M.	Additional court maintenance
8/20/22	3	J.S.	Additional court maintenance
8/20/22	2.5	J.M.	Additional court maintenance
8/22/22	8	T.C.	Worked on Nature Walk project, making pavers, picked up supplies
8/22/22	7	S.A.	Reset elevator, cleaned out fountain, worked on boardwalk, poured concrete form
8/22/22	8	A.B.	Assess and measure brick pavers on back walkway, develop and build mold for new pavers, pour concrete for new pavers
8/22/22	8	L.C.	Worked on paver project
8/22/22	7	R.M.	Worked on boardwalk project, worked on paver molds
8/22/22	4.5	J.R.	Made pavers for boardwalk
8/22/22	4	A.T.	Removed debris from all common areas
8/22/22	2.5	J.S.	Additional court maintenance
8/23/22	8	T.C.	Worked on Nature Walk project, worked on making pavers, picked up supplies
8/23/22	8	A.B.	Use concrete filler to repair loose pavers on brick walkway, removed new pavers from mold, pour new pavers
8/23/22	8	L.C.	Created pavers and poured concrete for walkway
8/23/22	4.5	J.R.	Re-seated pavers on boardwalk
8/23/22	4.5	J.S.	Additional court maintenance
8/23/22	2.5	J.M.	Additional court maintenance
8/24/22	8	T.C.	Worked on Nature Walk project, worked on making pavers
8/24/22	7	S.A.	Light inspection on promenade, pulled concrete out of form, cleaned and rebuild form, poured concrete in new form

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF AUGUST 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/24/22	8	A.B.	Worked on boardwalk project, new pavers
8/24/22	8	L.C.	Worked on boardwalk project
8/24/22	7	R.M.	Make pavers and mold walkways
8/24/22	5	J.R.	Worked on boardwalk project
8/24/22	2.5	J.S.	Additional court maintenance
8/24/22	2.5	J.M.	Additional court maintenance
8/25/22	8	T.C.	Worked on Nature Walk project, worked on making pavers
8/25/22	8	A.B.	Cleaned shop, worked on new pavers
8/25/22	6	L.C.	Worked on boardwalk project
8/25/22	6	J.R.	Painted beams for Nature's Walk project, made pavers for boardwalk
8/25/22	4	A.T.	Removed debris from all common areas
8/25/22	4.5	J.S.	Additional court maintenance
8/25/22	2.5	J.M.	Additional court maintenance
8/26/22	1	S.A.	Poured concrete form
8/26/22	2	A.B.	Worked on new pavers
8/26/22	4	L.C.	Poured concrete for walkway project
8/26/22	4	A.T.	Removed debris from all common areas
8/26/22	2.5	J.S.	Additional court maintenance
8/26/22	3	J.M.	Additional court maintenance
8/27/22	2.5	J.M.	Additional court maintenance
8/29/22	2	T.C.	Making pavers for promenade, poured concrete
8/29/22	6	S.A.	Built new concrete form for promenade project, poured concrete in form, cleaned fountain, reset timer at bell tower, picked up supplies
8/29/22	2	A.B.	Poured pavers for pergola
8/29/22	4	A.T.	Removed debris from all common areas
8/29/22	2.5	J.S.	Additional court maintenance
8/30/22	2	T.C.	Poured concrete pavers for promenade
8/30/22	4.5	G.S.	Maintenance work on golf cart, removed debris from all common areas
8/30/22	2.5	J.M.	Additional court maintenance
8/31/22	2	T.C.	Made pavers, poured concrete for promenade
8/31/22	5	G.S.	Removed debris from all common areas and ponds, fixed garage door
8/31/22	1.5	R.M.	Worked on concrete mold, worked in shop
8/31/22	2.5	J.S.	Additional court maintenance
8/31/22	2.5	J.M.	Additional court maintenance

TOTAL 816

MILES 289

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 09/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	8/2/22	Strainer Nut & Washer	5.99	T.C.
	8/2/22	Change Faucet Tool	13.39	T.C.
	8/2/22	1/2"x260" PTFE Fastape	4.77	T.C.
	8/2/22	Plumbers Putty	5.14	T.C.
	8/2/22	Supply Line (2)	15.94	T.C.
	8/2/22	Kitchen Faucet	79.35	T.C.
	8/2/22	Pine Sol	14.24	T.C.
	8/2/22	Bleach	6.30	T.C.
	8/5/22	2x6-16' PT Lumber (6)	128.13	T.C.
	8/5/22	12' Brown Decking (20)	482.54	T.C.
	8/5/22	20"-500' Stretch Wrap	17.24	T.C.
	8/8/22	Deckmate Green Screws 3" 25lbs	132.25	T.C.
	8/8/22	Utility Gloves	7.29	T.C.
	8/8/22	Fluorescent Orange Spray Paint	12.05	T.C.
	8/9/22	Windex Spray	6.89	T.C.
	8/9/22	Windex Refill	6.60	T.C.
	8/10/22	1/4" Tubing 25'	5.70	J.S.
	8/10/22	75' Hose	45.98	J.S.
	8/10/22	12' Brown Decking (15)	361.91	T.C.
	8/10/22	2x6-16' PT Lumber (4)	80.82	T.C.
	8/10/22	S/S Cap Nut (6)	9.52	S.A.
	8/10/22	S/S Flat Washer (2)	3.17	S.A.
	8/10/22	S/S 1/4 x 2 1/2 (3)	4.76	S.A.
	8/10/22	S/S Metric Screw (2)	6.33	S.A.
	8/10/22	6MM Metric Cap Nut (3)	4.31	S.A.
	8/10/22	Metric Lock Washer	1.44	S.A.
	8/10/22	Metric Flat Washer	1.44	S.A.
	8/11/22	Lemon Breeze Lysol	17.73	T.C.
	8/11/22	Blk Nitrile Gloves 40pk	17.23	T.C.
	8/12/22	Utility Pump	79.93	J.S.
	8/12/22	1 1/4" Spade Bit	3.90	J.S.
	8/12/22	1 1/2" Spade Bit	4.42	J.S.
	8/16/22	2x6-16' PT Lumber (4)	80.82	T.C.
	8/16/22	12' Brown Decking (20)	482.54	T.C.
	8/18/22	Spray Bottles	4.53	T.C.
	8/18/22	60W 8pk NDIM	13.55	T.C.
	8/18/22	2x2-42" End Baluster	57.78	T.C.
	8/19/22	2 Gal Plastic Bucket	5.73	T.C.
	8/19/22	Keys	9.41	T.C.
	8/19/22	Pine Sol 216oz	21.36	T.C.
	8/23/22	Construction Adhesive (3)	71.24	T.C.
	8/23/22	4x3/8 Shedless Knit 6pk	11.89	T.C.
	8/23/22	Caulk Gun	15.27	T.C.
	8/29/22	1/2" Sanded Plywood	66.76	S.A.
	8/29/22	5 Gallon Bucket	5.73	S.A.
	8/29/22	80lb Sakrete Bags (15)	102.98	S.A.
	8/29/22	3/8" x 48" Rebar (6)	32.29	S.A.
	9/1/22	Outdoor Torch	34.49	T.C.
	9/1/22	Fuel Tank	39.38	T.C.

TOTAL \$2,642.42

Riverside Management Services, Inc
9855 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 318
Invoice Date: 9/26/2022
Due Date: 9/26/2022
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
<div>60</div> <div>Additional Pressure Washing Services - September 2022</div> <div>Repair / Replace</div> <div>34,538.6400</div> <div>600</div>		325.00	325.00
Total			\$325.00
Payments/Credits			\$0.00
Balance Due			\$325.00

9/26/22
CDD

Riverside Management Services, Inc.
2224 Florida Highway Blvd., Building 322, Suite 103 Jacksonville, FL 32257

Service Detail

Bill To: Middle Village CDD

Invoice Date: 9/11/22

Due Date: Upon Receipt

Amount Due: \$ 325.00

ADDITIONAL PRESSURE WASHING SERVICES:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
8/25/22	Pressure wash surface of half of the pavers around clock tower	\$ 325.00

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

TOTAL AMOUNT DUE: \$ 325.00

Should you have any questions, please contact Jerry Lambert @ (904) 288-7687
or jlambert@rmsnfl.com

Remit Payment

**Middle Village
COMMUNITY DEVELOPMENT DISTRICT**

Rec Fund

Check Request

Date	Amount	Authorized By
September 30, 2022	\$650,000.00	Oksana Kuzmuk

Payable to:

State Board of Administration #57 ✓

Date Check Needed:

Budget Category:

ASAP	034-600-15100-00300
------	---------------------

Intended Use of Funds Requested:

Transfer excess funds to SBA acc

(Attach supporting documentation for request.)

Please return the signed
check to Oksana



Invoice

Invoice #: 9357

Date: 09/23/22

Customer PO:

DUE DATE: 10/23/2022

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

DESCRIPTION

AMOUNT

#8139 - Promenade Tree replacement

Replace Declining River Birch trees with Crepe Myrtle trees for color to match existing Myrtle trees already along the Promenade.

Landscape Enhancement

\$3,488.89

Crepe Myrtle (Material)	10.00	\$183.43	\$1,834.25
Delivery (Other)	1.00	\$150.00	\$150.00
Disposal Fee (Other)	1.00	\$50.00	\$50.00
Irrigation Allowance (Labor)	3.00	\$127.60	\$382.80
Labor and Prep (Labor)	24.00	\$44.66	\$1,071.84

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$3,488.89

Code to:

500

Middle Village Repair and Replacements

34-600-538-64000

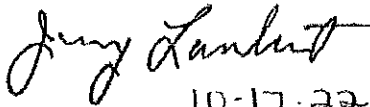
Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2006
Invoice Date: 10/13/22
Due Date: 10/13/22
Case:
P.O. Number:

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

9C

Description	Hours/Qty	Rate	Amount
Facility Maintenance September 1- September 30, 2022		21,615.49	21,615.49
Maintenance Supplies		1,786.38	1,786.38
Facility Maint. Gen. \$4,625 ⁰⁰ 2.33.572.6200			
Facility Maint. Con. \$304 ⁰⁰ 2.33.572.6220			
Lighting Repairs \$833 ⁰⁰ 2.33.572.4663			
Common Area Maint. \$3,401 ⁸⁷ 2.320.572.4650			
Repairs/Replace \$11,727 ⁰⁰ 34.538.6400			
Tennis Ct. Maint. \$2511 ⁰⁰ 2.33.572.3440			
 10-17-22			

Total \$23,401.87

Payments/Credits \$0.00

Balance Due \$23,401.87

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/1/22	4	T.C.	Made pavers for promenade
9/1/22	5	G.S.	Removed debris from all common areas and ponds
9/1/22	2	A.B.	Poured concrete for pergola
9/1/22	5.5	J.S.	Additional court maintenance
9/1/22	2.5	J.M.	Additional court maintenance
9/2/22	2	T.C.	Set up for Dive In Movie
9/2/22	3.5	G.S.	Removed debris from all common areas
9/2/22	6	S.A.	Worked on boardwalk, cleaned fountain, reset timers
9/2/22	2	A.B.	Poured concrete for pergola
9/2/22	8.5	L.C.	Worked on walkway project
9/2/22	2.5	J.S.	Additional court maintenance
9/2/22	2.5	J.M.	Additional court maintenance
9/3/22	2.5	J.M.	Additional court maintenance
9/5/22	2.5	J.S.	Additional court maintenance
9/6/22	4	G.S.	Removed debris from all common areas and ponds
9/6/22	8	A.B.	Begun installing more side railings on boardwalk, painted boards for boardwalk, poured concrete for pergola
9/6/22	8	L.C.	Worked on walkway project
9/6/22	6	R.M.	Worked on boardwalk, removed broken sign, worked on concrete mold
9/6/22	4.5	J.S.	Additional court maintenance
9/6/22	2.5	J.M.	Additional court maintenance
9/7/22	5	G.S.	Removed debris from all common areas, picked up supplies
9/7/22	3	S.A.	Performed light inspection around full property
9/7/22	6	A.B.	Installed railing on boardwalk, concrete for pergola project
9/7/22	8	L.C.	Worked on paver walkway project
9/7/22	7.5	R.M.	Worked on bridge walkway, installed and painted wood, worked on concrete mold
9/7/22	5	J.R.	Poured/stored concrete pavers for boardwalk project
9/7/22	2.5	J.S.	Additional court maintenance
9/7/22	3	J.M.	Additional court maintenance
9/8/22	4	T.C.	Poured concrete for pavers, picked up supplies
9/8/22	4	G.S.	Removed debris from all common areas and ponds
9/8/22	6	L.N.	Worked on walkway for gazebo
9/8/22	6	L.C.	Worked on paver project
9/8/22	8	J.R.	Made concrete pavers for boardwalk project
9/8/22	4.5	J.S.	Additional court maintenance
9/8/22	2.5	J.M.	Additional court maintenance
9/9/22	4	T.C.	Inspected and cleaned debris from lakes, in-falls and outfall structures, removed debris around lakes
9/9/22	3.5	G.S.	Removed debris from all common areas and ponds
9/9/22	3	S.A.	Replaced all lights that were out
9/9/22	4	A.B.	Inspected and cleaned debris from lakes, in-falls and outfall structures, removed debris around lakes
9/9/22	8	L.N.	Build walk up for gazebo
9/9/22	5	L.C.	Worked on concrete for paver project
9/10/22	3	J.M.	Additional court maintenance
9/12/22	8	T.C.	Set up CDD meeting, made pavers for promenade
9/12/22	8	A.B.	Worked on paver project
9/12/22	6	S.A.	Take apart and repair water fountain, look up part numbers for replacement, reset timers on all lights
9/12/22	4	A.T.	Removed debris from all common areas
9/12/22	2	J.R.	Worked on pavers for gazebo
9/12/22	1.5	J.M.	Additional court maintenance
9/13/22	8	T.C.	Light Inspection, changed lights of chandeliers in grand banquet room, worked on making pavers for promenade
9/13/22	3	G.S.	Removed debris from all common areas
9/13/22	8	L.C.	Worked on amenity center, took down plants and replaced light bulbs
9/13/22	2	A.B.	Worked on pavers for gazebo
9/13/22	7	J.R.	Worked on pavers for gazebo
9/13/22	2.5	J.M.	Additional court maintenance
9/14/22	8	T.C.	Painted tops of trash receptacles around amenity center, worked on pavers for promenade
9/14/22	5	G.S.	Removed debris from all common areas and ponds
9/14/22	8	L.C.	Worked on concrete for walkways
9/14/22	5	J.R.	Worked on pavers for gazebo
9/15/22	8	T.C.	Worked on pavers and promenade project
9/15/22	4	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
9/15/22	6.25	S.A.	Removed old brick pavers from retaining wall

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/15/22	6	L.C.	Changed lightbulbs and cleaned cobwebs at amenity center
9/15/22	2	A.B.	Removed old pavers from gazebo
9/15/22	8	L.N.	Cleaned shop, worked on walkway promenade project
9/15/22	2.5	J.M.	Additional court maintenance
9/16/22	8	T.C.	Worked on pavers and promenade project
9/16/22	3.5	G.S.	Removed debris from all common areas, maintenance work on storm drains
9/16/22	5.5	S.A.	Clean retaining wall mounting surface, install concrete caps on retaining wall, removed concrete caps from retaining wall
9/16/22	8	L.C.	Worked on walkway project
9/16/22	8	A.B.	Attempted to install new pavers at gazebo, replaced old pavers along pergola
9/16/22	8	L.N.	Worked on walkway promenade project
9/16/22	5	J.R.	Worked on paver project
9/17/22	2.5	J.M.	Additional court maintenance
9/19/22	8	T.C.	Worked painted gazebo
9/19/22	3	G.S.	Removed debris from all common areas
9/19/22	8	A.B.	Painted over graffiti at gazebo on lake, replaced lightbulbs on amenity center
9/19/22	8	L.N.	Painted gazebo
9/19/22	5	J.R.	Painting gazebo on lake
9/19/22	1.5	J.M.	Additional court maintenance
9/20/22	4	T.C.	Weed eat and cleaned up pool pack area and around shop building, removed debris along roads
9/20/22	5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
9/20/22	8	L.C.	Cleaned up shop, removed debris around roadways
9/20/22	8	A.B.	Painted nature walk, cleaned up shop, weed eat driveway, removed debris
9/20/22	8	J.R.	Removed debris from all common areas
9/20/22	2.5	J.M.	Additional court maintenance
9/21/22	8	T.C.	Worked on nature walk project - painting, worked on setting up ice machine for tennis, picked up supplies
9/21/22	4	G.S.	Removed debris from all common areas, maintenance work in shop
9/21/22	4	S.A.	Cleaned fountain, repair backpack blower, painted gazebo vent covers
9/21/22	8	L.C.	Worked on ice maker at tennis courts
9/21/22	8	A.B.	Worked on ice maker at tennis courts, removed debris
9/21/22	5	J.R.	Trimmed plants at amenity center, painted boards, removed debris
9/21/22	2.5	J.S.	Additional court maintenance
9/21/22	2.5	J.M.	Additional court maintenance
9/22/22	8	T.C.	Worked on finishing hooking up ice machine for tennis, worked on nature walk project, picked up supplies
9/22/22	6	L.C.	Worked on and finished inside portion of ice maker and drains for ice maker
9/22/22	8	A.B.	Painted boards for nature walk, worked on tennis court ice maker
9/22/22	4	A.T.	Removed debris from all common areas
9/22/22	8	J.R.	Painted boards, installed ice machine at tennis courts
9/22/22	4.5	J.S.	Additional court maintenance
9/22/22	2.5	J.M.	Additional court maintenance
9/23/22	8	T.C.	Worked on nature walk project, cut down dead tree
9/23/22	5	L.C.	Worked on outside portion of ice maker at tennis courts
9/23/22	4	A.T.	Removed debris from all common areas
9/23/22	5	J.R.	Worked on nature walk project
9/23/22	2.5	J.S.	Additional court maintenance
9/23/22	2.5	J.M.	Additional court maintenance
9/24/22	2.5	J.M.	Additional court maintenance
9/26/22	4	T.C.	Preparations for upcoming hurricane, cleaning storm drains
9/26/22	2	S.A.	Cut down dead tree, cleaned fountain and filter
9/26/22	8	L.C.	Cleaned storm drains in preparation for hurricane
9/26/22	4	A.T.	Removed debris from all common areas
9/26/22	4	J.R.	Cleaned gutters in preparation for hurricane
9/26/22	2.5	J.S.	Additional court maintenance
9/27/22	4	T.C.	Preparations for upcoming hurricane, secured loose debris and limbs, picked up supplies
9/27/22	3	G.S.	Removed debris from all common areas, maintenance work in shop
9/27/22	8	L.C.	Cleaned storm drains and outfalls in preparation for hurricane
9/27/22	4.5	J.S.	Additional court maintenance
9/27/22	2.5	J.M.	Additional court maintenance
9/28/22	4	T.C.	Preparations for upcoming hurricane, secured pool furniture
9/28/22	4.5	G.S.	Removed debris from all common areas, treated ant mounds in parks
9/28/22	2.5	J.S.	Additional court maintenance
9/28/22	2.5	J.M.	Additional court maintenance

GMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF SEPTEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
9/20/22	2	T.C.	Checked facility for any items not secured, any damage and debris in storm drains
9/30/22	5	G.S.	Post hurricane clean up, removed debris from all common areas
9/30/22	2.5	J.S.	Additional court maintenance
9/30/22	3	J.M.	Additional court maintenance
TOTAL	<u>614.75</u>		
MILES	<u>223</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 10/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	9/6/22	Green Key	4.57	S.A.
	9/6/22	Blue Key	4.57	S.A.
	9/6/22	Trigger Snap	6.41	S.A.
	9/6/22	3/8" x 48" Repair (8)	43.06	S.A.
	9/7/22	Electrical Tape 10 pack	13.77	S.A.
	9/8/22	BLK Nitrile Gloves 40pk	17.23	T.C.
	9/8/22	60lb Sakrete Concrete (10)	34.16	T.C.
	9/8/22	Garage Door Handle	6.88	G.S.
	9/8/22	Outlet Cover	10.33	G.S.
	9/8/22	Toggle Switch Cover	5.73	G.S.
	9/13/22	40 W Clear Light Bulb 8pk	14.35	T.C.
	9/13/22	40 W Clear DL Light Bulb 8pk	14.35	T.C.
	9/13/22	Bleach	5.04	T.C.
	9/13/22	Pine Sol	21.36	T.C.
	9/14/22	2" Utility Flat Brush (4)	18.31	T.C.
	9/14/22	4x3/8" Shedless Knit 6pk	11.89	T.C.
	9/14/22	Pelican Liner 3pk (2)	10.97	T.C.
	9/14/22	Terry Towels 10pk	8.79	T.C.
	9/14/22	All Purpose Mix Container (5)	12.54	T.C.
	9/14/22	Gloss Black Spray Paint (4)	48.21	T.C.
	9/16/22	Work Light	11.48	G.S.
	9/16/22	Protective Glasses	11.47	G.S.
	9/16/22	Husky Star Bit Driver	14.92	G.S.
	9/16/22	Fire Ant Killer (4)	103.36	G.S.
	9/21/22	Set Your Own Combo Lock 2pk	42.30	T.C.
	9/21/22	2" Hole Saw	11.49	T.C.
	9/21/22	1"x10"x12" Drill Bit	18.96	T.C.
	9/21/22	2x6-12 PT Lumber (4)	49.13	T.C.
	9/21/22	2x6-10 PT Lumber (4)	43.15	T.C.
	9/22/22	1/4"x1/4" Adapter for Hose	4.57	T.C.
	9/22/22	20' Vinyl Hose	5.19	T.C.
	9/22/22	Animated Halloween Décor	229.43	J.S.
	9/27/22	2 Cycle Oil	5.74	T.C.
	9/27/22	50:1 Pre-Mixed Fuel	4.01	T.C.
	9/27/22	Chain Oil Gallon	14.93	T.C.
	9/27/22	Firm Grip Utility - Large	7.29	T.C.
	9/27/22	3/16"x50' Braided Nylon Rope	12.63	T.C.
	9/27/22	25"x1' Ratchet Strap 4pk	22.98	T.C.
	9/27/22	Carburetor Cleaner	4.58	G.S.
	9/27/22	Starting Spray (2)	8.00	G.S.
	9/27/22	WD-40	13.78	G.S.
	9/27/22	10W30 Oil (2)	12.14	G.S.
	9/27/22	Fire Ant Killer (8)	137.72	G.S.
	9/28/22	3/16"x100' Clotheslines (3)	34.21	T.C.
	9/28/22	25"x16' Ratchet Strap 2pk (2)	25.23	T.C.
	9/28/22	Bucket	2.86	T.C.
	9/28/22	6ft Surge Protector	21.88	J.S.
	9/28/22	1/4hp Sump Pump (2)@99	113.85	J.S.
	9/28/22	Purple Primer	5.01	J.S.
	9/30/22	8" Zip Ties 1000pk	48.16	J.S.
	9/30/22	Gas for Equipment	75.00	T.C.
	10/1/22	Animated Clown	114.43	J.S.
	10/4/22	Zip Ties 500pk (3)	175.19	G.S.
	10/4/22	Fire Ant Killer (4)	68.86	G.S.
TOTAL			<u>\$1,786.38</u>	



PO BOX 2317
Jacksonville, FL 32203-2317

SHIPPED TO:
MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

INVOICE DATE 07/11/22
INVOICE NUMBER 695318352
ACCOUNT NUMBER 647283
ORDER NUMBER 45043304

SOLD TO:
MIDDLE VILLAGE CDD
370 OAKLEAF PLANTATION PKWY
DBA OAKLEAF PLANTATION
ORANGE PARK FL 32065

FOR INQUIRIES:
(866) 412-6726 FAX (877) 712-6726
www.HomeDepotPro.com/Institutional
FEDERAL ID 52-2418852

ORDER DATE	ORDER NO.	CUSTOMER P.O.	SHIPPED VIA	TERMS	SALESPERSON
07/08/22	45043304	JAY-2	DROPSHIP	NET 30 DAYS	WILLIAM WOODR

LN	ITEM NO.	CAT	DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT	AMT	T
1	517161320086179		FBZBJSKF-E120F001V1	1	1	0	EA	855.00	855.00		

PRICE QUOTE ONLY
Quote#: 39326641
Expected Delivery is 1-2 WEEKS after order.
Special Order Item Nonreturnable.
Estimated freight charges are: \$55.00
Delivery information for this invoice may be found at: www.HomeDepotPro.com/Institutional

Code to:
Middle Village Repair and
Replacements

34-600-538-64000

54C

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
855.00	55.00	0.00	0.00	910.00

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS
RETURN THIS PORTION WITH YOUR REMITTANCE



ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT DUE
647283	07/11/22	695318352	910.00

BILL TO:

MIDDLE VILLAGE CDD
370 OAKLEAF PLANTATION PKWY
DBA OAKLEAF PLANTATION
ORANGE PARK FL 32065

NET
AMOUNT
PAID

REMIT TO:

The Home Depot Pro
PO Box 404468
Atlanta, GA 30384-4468

CURRENT TERMS AND CONDITIONS APPLY. CLAIMS FOR SHORTAGES OR DAMAGED GOODS MUST BE MADE WITHIN THREE (3) DAYS OF RECEIPT OF SHIPMENT IN ACCORDANCE WITH CURRENT RETURN GOODS POLICY. NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.

Rob User

From: Jay Soriano jsoriano@gmsnf.com
Subject: Re: Middle Village CDD- HD Pro Institutional invoices
Date: October 20, 2022 at 2:13 PM
To: Margaret Bronson mbronson@gmsnf.com
Cc: Oksana Kuzmuk okuzmuk@gmsnf.com, Alison Mossing amossing@gmstnn.com, Marilee Giles mgiles@gmsnf.com



They are both ice machines. Two different buildings at MV. These were already ordered and recieved. We just received the large one last week but we have been waiting for these for about 2 months.

On Thu, Oct 20, 2022 at 2:04 PM Margaret Bronson <mbronson@gmsnf.com> wrote:
Hello Jay,

Are you ordering two ice machines?

The Home Depot Pro invoices are both for ice makers. Is that correct?

The model # fbzbjskf-e120f001v1 for \$855.00 is a high yield ice machine as is the \$3,789.00 freestanding ice maker.

Please advise.

Thank you,

Margaret Bronson
Governmental Management Services, LLC (GMS)
393 Palm Coast Pkwy SW, Suite 4
Palm Coast, Florida 32137
Office: (904) 940-5850 ext. 410
Cell: (904) 814-3970
mbronson@gmsnf.com

Begin forwarded message:

From: Jay Soriano <jsoriano@gmsnf.com>
Subject: HD Pro Institutional invoices
Date: October 20, 2022 at 11:24:32 AM EDT
To: Margaret Bronson <mbronson@gmsnf.com>, Oksana Kuzmuk <okuzmuk@gmsnf.com>, Alison Mossing <amossing@gmstnn.com>

2 invoices attached from Supplyworks/ HD Pro Institutional

--

Jay Soriano - Operations Manager

Double Branch & Middle Village CDDs

Governmental Management Services

jsoriano@gmsnf.com



PO BOX 2317
Jacksonville, FL 32203-2317

SHIPPED TO:
MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

INVOICE DATE 09/27/22
INVOICE NUMBER 709048409
ACCOUNT NUMBER 647283
ORDER NUMBER 45043548

SOLD TO:
MIDDLE VILLAGE CDD
370 OAKLEAF PLANTATION PKWY
DBA OAKLEAF PLANTATION
ORANGE PARK FL 32065

FOR INQUIRIES
(866) 412-8726 FAX (877) 712-6726
www.HomeDepotPro.com/Institutional
FEDERAL ID 52-2418852

ORDER DATE	ORDER NO.	CUSTOMER P.O.	SHIPPED VIA	TERMS	SALESPERSON			
07/08/22	45043548	JAY-1	DROPSHIP	NET 30 DAYS	WILLIAM WOODR			
LN ITEM NO.	CAT DESCRIPTION	ORDERED	SHIPPED	B/O	UOM	PRICE	EXT AMT	T
1 499131NPCIM500M	FREESTANDING ICE MAKER	1	1	0	EA	3789.00	3,789.00	
PRICE QUOTE ONLY								
Quote#: 39327063								
Expected Delivery is PENDING after order.								
Special Order Item Nonreturnable.								
Special Orders may be Subject to								
Freight Charges.								
Delivery information for this invoice may be								
found at: www.HomeDepotPro.com/Institutional								

Code to:

Middle Village Repair and

Replacements

Code to:
Middle Village Repair and
Replacements

34-600-538-64000

540

NET MERCHANDISE TOTAL	FREIGHT	HANDLING	TAX	INVOICE TOTAL
3,789.00	0.00	0.00	0.00	3,789.00

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS
RETURN THIS PORTION WITH YOUR REMITTANCE



ACCOUNT NUMBER	INVOICE DATE	INVOICE NUMBER	INVOICE AMOUNT DUE
647283	09/27/22	709048409	3,789.00

BILL TO:

MIDDLE VILLAGE CDD
370 OAKLEAF PLANTATION PKWY
DBA OAKLEAF PLANTATION
ORANGE PARK FL 32065

NET
AMOUNT
PAID

REMIT TO:

The Home Depot Pro
PO Box 40468
Atlanta, GA 30384-4468

CURRENT TERMS AND CONDITIONS APPLY. CLAIMS FOR SHORTAGES OR DAMAGED GOODS MUST BE MADE WITHIN THREE (3) DAYS OF RECEIPT OF SHIPMENT IN ACCORDANCE WITH CURRENT RETURN GOODS POLICY. NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.

Web User

1000Bulbs.com

Invoice #W03370584

Invoice Date: Oct 18, 2022

Order #: 13245821

Order Date: 2022-10-18 10:13:37

Customer #: 1705529

Email: manager@oakleafresidents.com

Terms: Paid by Net 30

P.O. #: JS 101822

Tracking Numbers:

FedEx: 279301842723 (https://www.fedex.com/apps/fedextrack/?action=track&tracknumber_list=279301842723)

Bill To:

Double Branch CDD
Attention: Jay Soriano
370 Oakleaf Village Pkwy
Orange Park, FL 32065
904-562-0249

Ship To:

Double Branch CDD
Attention: Attn: Jay Soriano
370 Oakleaf Village Pkwy
ORANGE PARK, FL 32065

Product	Shipped	Price	Cost
PLTS-11980 39,000 Lumens - 300 Watt - 4000 Kelvin - LED Parking Lot Fixture	6	\$258.91	\$1,553.46
PLT-11564 Slipfitter Mount - 2 3/8 In.	6	\$28.06	\$168.36
PLTS-12047 2790 Lumens - 18 Watt - 4000 Kelvin - LED Corn Bulb	8	\$25.61	\$204.88

Code to:

Net Invoice:	Double Branch Repair and Replacements	\$1,926.70
Freight:	2.320.57200.63100 (\$1896.51)	\$0.00
Sales Tax:	Middle Village Repair and Replacements	\$144.50
Sub Total:	34-600-538-64000 (\$174.70) 21C	\$2,071.20

FIFTH ORDER OF BUSINESS

SUSPENSION AND TERMINATION OF ACCESS RULE

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2022)

Effective Date: _____, 202__

In accordance with Chapters 190 and 120 of the Florida Statutes, and on _____, 202__ at a duly noticed public meeting, the Board of Supervisors (“Board”) of the Middle Village Community Development District (“District”) adopted the following rules / policies to govern disciplinary and enforcement matters. All prior rules / policies of the District governing this subject matter are hereby rescinded for any violations occurring after the date stated above.

1. Introduction. This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District (“Amenities” or “Amenity”).

2. General Rule. All persons using the Amenities and entering District properties are responsible for compliance with the rules and policies established for the safe operations of the District’s Amenities.

3. Access Cards / Key Fobs. Access cards and key fobs are the property of the District. The District may request surrender of, or may deactivate, a person’s access card or key fob for violation of the District’s rules and policies established for the safe operations of the District’s Amenities.

4. Suspension and Termination of Rights. The District shall have the right to restrict, suspend, or terminate the Amenity access of any person and members of their household to use all or a portion of the Amenities for any of the following acts (each, a “Violation”):

- a. Submitting false information on any application for use of the Amenities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of a key fob or access card or otherwise facilitates or allows unauthorized use of the Amenities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Amenity Rules);
- g. Treating the District’s staff, contractors, representatives, residents, landowners [Patrons] or guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
- i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;

- j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests;
- k. Committing or is alleged, in good faith, to have committed a crime on or off District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests is likely endangered;
- l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
- m. Such person's guest or a member of their household commits any of the above Violations.

Termination of Amenity access shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, landowners [Patrons] or guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of Amenity access.

5. Administrative Reimbursement. The Board may in its discretion require payment of an administrative reimbursement of up to Five Hundred Dollars (\$500) in order to offset the legal and/or administrative expenses incurred by the District as a result of a Violation ("Administrative Reimbursement"). Such Administrative Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Property Damage Reimbursement (defined below).

6. Property Damage Reimbursement. If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property ("Property Damage Reimbursement"). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances, and/or any Administrative Reimbursement.

7. Removal from Amenities. The District Manager, General Manager, Amenity Manager and onsite staff each have the independent ability to remove any person from the Amenities if a Violation occurs, or if in his or her discretion, it is in the District's best interest to do so.

8. Initial Suspension from Amenities. The District Manager, General Manager, Amenity Manager or his or her designee may at any time restrict or suspend for cause or causes, including but not limited to a Violation, any person's access to the Amenities until a date not later than the next regularly scheduled meeting date of the Board that is scheduled to occur at least twenty-one (21) days after the date of initial suspension. In the event of such a suspension, the District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

9. Hearing by the Board; Administrative Reimbursement; Property Damage Reimbursement.

a. At the Board meeting referenced in the letter sent under Section 8 above, or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled, a hearing shall be held at which both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed Florida attorney at such hearing.

b. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person's escalation or de-escalation of the situation, and any prior Violations and/or suspensions

c. The Board shall also determine whether an Administrative Reimbursement is warranted and, if so, set the amount of such Administrative Reimbursement.

d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such Property Damage Reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.

e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board's determination at such hearing.

10. Suspension by the Board. The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 8, and the hearing shall be conducted in accordance with Section 9.

11. Automatic Extension of Suspension for Non-Payment. Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Administrative Reimbursements and Property Damage Reimbursements have been paid to the District. If an Administrative Reimbursement or Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all access cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.

12. Appeal of Board Suspension. After the hearing held by the Board required by Section 9, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of an Administrative Reimbursement or Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The

Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 9(e), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination, and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

13. Legal Action; Criminal Prosecution; Trespass. If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at an Amenity Facility, such Person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenities after expiration of a suspension imposed by the District.

14. Severability. If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section.

SIXTH ORDER OF BUSINESS

RESOLUTION 2023-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT DECLARING VACANCIES IN CERTAIN SEATS ON THE BOARD OF SUPERVISORS PURSUANT TO SECTION 190.006(3)(b), *FLORIDA STATUTES*; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Middle Village Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, on November 8, 2022, three (3) members of the Board of Supervisors (“**Board**”) are to be elected by the “**Qualified Electors**” of the District, as that term is defined in Section 190.003, *Florida Statutes*; and

WHEREAS, the District published a notice of qualifying period set by the Supervisor of Elections at least two (2) weeks prior to the start of said qualifying period; and

WHEREAS, at the close of the qualifying period there were no Qualified Electors qualified to run for two (2) of the seats available for election by the Qualified Electors of the District; and

WHEREAS, pursuant to Section 190.006(3)(b), *Florida Statutes*, the Board shall declare the seats vacant, effective the second Tuesday following the general election; and

WHEREAS, Qualified Electors are to be appointed to the vacant seats within 90 days thereafter; and

WHEREAS, the Board finds that it is in the best interests of the District to adopt this Resolution declaring the seats available for election as vacant.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT:

1. DECLARATION OF VACANT BOARD SUPERVISOR SEATS. The following seats are hereby declared vacant effective as of November 22, 2022:

Seat #1 (currently held by Jeremy Spellman)

Seat #5 (currently held by Jonel Hicks)

2. INCUMBENT BOARD SUPERVISORS. Until such time as the Board nominates Qualified Electors to fill the vacancies declared in Section 1 above, the incumbent Board Supervisors of those respective seats shall remain in office.

3. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

4. EFFECTIVE DATE. This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 14th day of November 2022.

ATTEST:

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT
DISTRICT**

Print Name:_____

Chairperson, Board of Supervisors

SEVENTH ORDER OF BUSINESS

MEMORANDUM

TO: Middle Village Community Development District

FROM: Michael C. Eckert

DATE: November 14, 2022

RE: Retention Requirements for Transitory Messages and Electronic Records Updates

On May 10, 2010, the District approved Resolution 2010-02, adopting a policy relating to the retention and disposition of its public records. The District's Record Retention Policy currently remains in full force and effect. In order to ensure the District's record retention practices remain economically feasible and technologically practical, we are offering some clarification regarding the retention period for records of short-term value. Additionally, we propose modifications to designate the electronic record as the official record of the district and allow for disposal of paper duplicate copies unless prohibited by any law, rule or ordinance.

According to the *General Records Schedule for State and Local Government Agencies* ("GS1-SL")¹ with which all community development districts must comply, records retention requirements "apply to records regardless of the format in which they reside."² This means that electronic communications, which include emails, instant messages, text messages, multimedia messages, chat messages, social networking, voicemail/ voice messaging, or other communications via electronic messaging technology or device, must be retained in accordance with the applicable section of the GS1-SL. Retention periods for electronic communications "are determined by the content, nature, and purpose of records, and are set based on their legal, fiscal, administrative, and historical values, regardless of the format in which they reside or the method by which they are transmitted."³

Electronic communications "created primarily to communicate information of short-term value" may fall under the Transitory Messages schedule set forth in GS1-SL.⁴ Transitory Messages do not "formalize or perpetuate knowledge and do not set policy, establish guidelines or

¹ Incorporated by reference in Rule 1B-24.003(1)(a), F.A.C.

² *General Records Schedule for State and Local Government Agencies*, Section V, Electronic Records.

³ *Id.* at Records Retention Schedules, Electronic Communications.

⁴ *Id.* at Records Retention Schedules, Transitory Messages, Item #146.

procedures, certify a transaction, or become a receipt.” Examples of Transitory Messages include, but are not limited to:

- reminder messages (“don’t forget the upcoming meeting”);
- email messages with short-lived or no administrative value (“thank you”)
- telephone messages lacking content (“Ms. Smith called – please return her call”);
- recipient copies of announcements of District sponsored events (“daily events email”); and,
- news releases received by the District strictly for informational purposes and unrelated to District programs or activities.

The retention requirement for Transitory Messages is “[r]etain until obsolete, superseded or administrative value is lost.”⁵ For example, an email message notifying employees of an upcoming meeting would only have value until the meeting has been attended or the employee receiving the message has marked the date and time in the calendar, at which time the message could be disposed of. In other words, an electronic communication intended for short-term value does not need to be retained once it is no longer needed. Unlike most other public records, the District may dispose of a transitory message once it is obsolete, superseded, or has lost its administrative value without having to document the disposition of the record, unless the record has been microfilmed or scanned and will serve as the record copy.⁶

⁵ *Id.*

⁶ *See* Rule 1B-24.003(9)(d), F.A.C.

RESOLUTION 2023-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT ADOPTING CERTAIN AMENDMENTS TO THE DISTRICT'S RECORD RETENTION POLICY; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Chapter 190, Florida Statutes, authorizes the Middle Village Community Development District ("**District**") to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business; and

WHEREAS, on May 10, 2010, the Board of Supervisors of Middle Village Community Development District ("**Board**"), adopted Resolution 2010-02 providing for the adoption of the District's Record Retention Policy ("**Policy**"); and

WHEREAS, the Policy requires the District "retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same"; and

WHEREAS, the Board finds that it is in the best interest of the District to amend the Record Retention Policy as described in more detail in paragraph 2 below; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT:

1. CONFLICTS. This Resolution is intended to amend, in part, Resolution 2010-02, which remains in full force and effect except as otherwise provided herein. All terms of Resolution 2010-02 that are not amended by this Resolution apply as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

2. AMENDMENT. The Records Retention Policy is hereby amended by inserting the language indicated in single underlined text (indicated textually in the same manner as the following example: underlined text) and by deleting the language indicated by strikethrough text (indicated textually in the same manner as the following example: ~~stricken text~~) as set forth herein:

The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), Florida Statutes, the rules adopted by the Division of Library and Information Services of the Department of State ("**Division**") pursuant to Section 257.36, Florida Statutes, and the General Records Schedules established by the Division. However, the District hereby extends the minimum

retention guidelines contained in the General Records Schedules so that the District will retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same. Notwithstanding the foregoing, the District shall retain Transitory Messages until the Transitory Message is obsolete, superseded or administrative value is lost in accordance with the General Records Schedule for State and Local Government Agencies, Item #146, as incorporated by reference in Rule 1B-24.003(1)(a), Florida Administrative Code. The District hereby determines the electronic record shall be considered the official record of all public records relating to District business and any paper originals are designated as duplicates which may be disposed of unless prohibited by any law, rule or ordinance. To the extent the above statute, rules, or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement provided that such automatic amendment does not permit the disposition of District records without further action of the Board. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

3. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

4. EFFECTIVE DATE. This Resolution shall take effect as of November 14, 2022.

Introduced, considered favorably, and adopted this 14th day of November 2022.

ATTEST:

**MIDDLE VILLAGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

EIGHTH ORDER OF BUSINESS

RESOLUTION 2023-03

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of the Middle Village Community Development District, hereinafter referred to as "District", adopted Capital Reserve Fund Budget for fiscal year 2022, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT TO THE FOLLOWING:

1. The Capital Reserve Fund Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 14th day of November 2022 and be reflected in the monthly and fiscal Year End 9/30/22 Financial Statements and Audit Report of the District

*Middle Village
Community Development District*

by: _____
Chairman

Attest:

by: _____
Secretary

MIDDLE VILLAGE CDD
RESOLUTION 2023-03

EXHIBIT A

Middle Village Community Development District

Capital Reserve Fund

Budget Amendment

For the Period ending September 30, 2022

	Adopted FY 2022 Budget	Increase (Decrease)	Amended FY 2022 Budget	Actual 9/30/22
<u>REVENUES:</u>				
Carry Forward Surplus	\$ 1,578,027	\$ (30,035)	\$ 1,547,991	\$ 1,547,991
Interest Income	\$ 1,200	\$ 3,304	\$ 4,504	\$ 4,504
General Reserve - Transfer In	\$ 19,556	\$ -	\$ 19,556	\$ 19,556
TOTAL REVENUES	\$ 1,598,783	\$ (26,731)	\$ 1,572,051	\$ 1,572,051
<u>EXPENDITURES:</u>				
Repair And Replacements	\$ 125,000	\$ 217,656	\$ 342,656	\$ 342,656
Capital Projects	\$ -	\$ 3,530	\$ 3,530	\$ 3,530
TOTAL EXPENDITURES	\$ 125,000	\$ 221,186	\$ 346,186	\$ 346,186
EXCESS REVENUES (EXPENDITURES)	\$ 1,473,783	\$ (247,917)	\$ 1,225,866	\$ 1,225,866

TENTH ORDER OF BUSINESS

A.



MEMORANDUM

TO: Middle Village CDD Board of Supervisors
FROM: Michael C. Eckert
DATE: November 1, 2022
RE: Proper Use of Surplus Property Resolutions

Summary

The purpose of this memorandum is to provide the District guidance on when to use the Surplus Property Resolutions (**attached hereto as Exhibits A, B, and C**). Property may be classified as surplus if the District determines the property is obsolete or the continued use of the property is uneconomical or inefficient, or the property does not serve a useful function. Florida law provides Districts with two avenues for the disposal of surplus property – a procedure for offering the property to governmental units and nonprofits according to s. 274.05; and another, alternative procedure that is laid out in s. 274.06. The procedure for disposal under s. 274.05 is the same regardless of the surplus property's value (unlike s. 274.06, where the procedure changes if the surplus property is valued at \$5,000.00 or more). If the District does not want to follow the procedure outlined in s. 274.05, it must utilize s. 274.06, which has a different procedure for property valued under \$5,000.00 than it does for property that is valued at \$5,000.00 or more. Thus, the District must use one of three (3) resolutions (**attached hereto as Exhibits A, B, and C**) when disposing of surplus property.

Authorizing Disposition of Surplus Tangible Personal Property Pursuant To F.S. § 274.05¹

The District may want to use this Resolution if it wants to offer the surplus property for sale or donation to governmental units or nonprofit agencies. The District can use this Resolution to dispose of the surplus property if it has considered (i) the best interests of the District; (ii) the condition and value of the

¹ See Exhibit A

property; and (iii) the probability that the buyer or donee will want the property. The procedure is as follows: first, the surplus property must be offered to other governmental units within the District (such as schools) for sale or donation or to private 273.01 nonprofit agencies for sale or donation. *See* F.S. 273.01 for the definition of a 273.01 nonprofit:

“private nonprofit agency” means a nonprofit charitable organization, no part of the net earnings of which inures or may lawfully inure to the benefit of any private shareholder or individual, which has been held to be tax-exempt under the provisions of s. 501 of the Internal Revenue Code of 1954, and which has as its principal mission:

- (a) Public health and welfare;
- (b) Education;
- (c) Environmental restoration and conservation;
- (d) Civil and human rights; or
- (e) The relief of human suffering and poverty.

Next, if the surplus property is offered for sale to these two entities and no bid has been received in a reasonable time, the District may then offer the surplus property to other governmental units outside the District or to any other private nonprofit agencies, as long as the offer discloses the value and condition of the property, the best bid is accepted, and the cost of shipping or transference of the property is paid by the buyer or donee. If the District chooses to use s. 274.05 to dispose of surplus property, the District should use the resolution attached hereto as **Exhibit A**.

If the District fails to succeed in the sale or donation of the surplus property following s. 274.05, it can follow the procedure laid out in s. 274.06, as described below. However, the District is not required to use s. 274.05 prior to using the alternative procedure found in s. 274.06.

Authorizing Disposition of Surplus Tangible Personal Property Pursuant To F.S. § 274.06

The District may elect to use this alternative procedure using its reasonable discretion, but still must consider the best interests of the District. The District has more potential buyers or donees utilizing s. 274.06: the surplus property may be offered for value (e.g., sold) to any person, the state (without bids), a governmental unit, or to any political subdivision as defined in s.1.01 (e.g., counties, cities, towns, villages, special tax school districts, special road and bridge districts, bridge districts, and all other districts in this state).

Surplus Property Valued at Less Than \$5,000.00²

If the surplus property is valued at less than \$5,000.00, it may be disposed of it in the most efficient and cost-effective means as determined by the District. If the surplus property is determined by the District to be without commercial value, it may be donated (to whomever the District desires), destroyed, or abandoned (one way the District may determine the surplus property to be without commercial value is if no sale or donation could be accomplished by following the procedure in s. 274.05). There is no hard and fast rule for how the District may determine the commercial property to be without value. If the District has surplus property valued at less than \$5,000.00 and wishes to use s. 274.06 for its disposal, the District should use the resolution attached hereto as **Exhibit B.**

Surplus Property Valued at \$5,000.00 or More³

Surplus property valued at \$5,000.00 or more must only be sold to either (1) the highest responsible bidder; or (2) by public auction. The publication of notice required must be not less than one (1) week or more than (2) weeks prior to sale in a newspaper that has a general circulation in the county or District where the District has its official office. It must be published in additional newspapers if the District determines that such would be in the best interests of the District (i.e., the District's interests would be served by additional notices, provided that nothing would require the sheriff of a county to advertise the sale of miscellaneous items that are valued at less than \$5,000.00). If the District has surplus property valued at \$5,000.00 or more and wishes to use s. 274.06 for its disposal, the District should use the resolution attached hereto as **Exhibit C.**

² See Exhibit B.

³ See Exhibit C.

Exhibit A

RESOLUTION 20__-__

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY PURSUANT TO F.S. § 274.05; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Middle Village Community Development District (“District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, as such, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* (“Governmental Unit”); and

WHEREAS, the District has purchased and owns certain furniture, equipment, and/or other personal property as listed in more detail in the attached **Exhibit A** (“Surplus Property”); and

WHEREAS, the District desires to classify the Surplus Property as surplus tangible personal property, and to determine that the Surplus Property is obsolete and that continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function; and

WHEREAS, the District has considered the best interests of the District, the value and condition of the Surplus Property, and the probability of the Surplus Property’s being desired by prospective donees or purchasers; and

WHEREAS, the District desires to dispose of the Surplus Property for sale or donation to another Governmental Unit within the District or to a private nonprofit agency as defined in Section 273.01(3), and if the Surplus Property is offered for sale and no acceptable bid is received within a reasonable time, to offer the Surplus Property to a Governmental Unit outside the District and other private nonprofit agency for sale or donation; and

WHEREAS, the District has disclosed in its offer the value and condition of the Surplus Property, accepted the best bid if the Surplus Property was disposed of by sale, acknowledged the cost of transfer of the Surplus Property will be met by the Purchaser or Receiver; and

WHEREAS, the District believes that it is in its best interests to dispose of the Surplus Property in this fashion.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE
MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. INCORPORATION OF RECITALS. All of the representations, findings and determinations contained within the recitals stated above are recognized as true and accurate and are expressly incorporated into this Resolution.

SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby classifies the Surplus Property as surplus tangible personal property, and hereby determines that the continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function.

SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby directs and authorizes Staff to dispose of the Surplus Property by giving for value or donating it either to another Governmental Unit within the District or to a private nonprofit agency as defined in Section 273.01(3), *Florida Statutes*; or, if no acceptable bid is received within a reasonable time, Staff may dispose of the Surplus Property by giving for value or donating it to a Governmental Unit outside the District or other private nonprofit agency. Staff will accept the best bid for the Surplus Property if it is disposed of by sale, and the Purchaser or Receiver will be responsible for the cost of transfer of the Surplus Property. Staff may dispose of the respective pieces of Surplus Property to different persons, at different times. Although referenced jointly, it is the intent of the District to dispose of the Surplus Property separately to the extent it is in the best interest of the District.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon the passage and adoption of this Resolution by the Board of Supervisors of the District.

PASSED AND ADOPTED this ____ day of _____, 20__.

ATTEST:

**MIDDLE VILLAGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A

List of the Property

Exhibit B

RESOLUTION 20__-__

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY PURSUANT TO F.S. § 274.06; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

[FOR PROPERTY VALUED AT LESS THAN \$5,000.00]

WHEREAS, the Middle Village Community Development District (“District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, as such, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* (“Governmental Unit”); and

WHEREAS, the District has purchased and owns certain furniture, equipment, and/or other personal property as listed in more detail in the attached **Exhibit A** (“Surplus Property”); and

WHEREAS, the District desires to classify the Property as surplus tangible personal property, and to determine that the Property is obsolete and that continued use of the Property is uneconomical, inefficient to maintain, and/or serves no useful function; and

WHEREAS, the District has considered the best interests of the District, and the value and condition of the Property, and

WHEREAS, the District desires to dispose of the Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; or, if neither sale nor donation can reasonably be accomplished, the District hereby determines that the Property is without commercial value and desires to destroy or abandon it, all in accordance with the provisions of Chapter 274, *Florida Statutes*; and

WHEREAS, the District believes that disposing of the Property in this fashion is the most efficient and cost-effective means of disposing of the Property; and

WHEREAS, the District has estimated the value of the respective pieces of Property to be less than Five Thousand Dollars (\$5,000), or without commercial value; and

WHEREAS, the District believes that it is in its best interests to dispose of the Property in this fashion.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. INCORPORATION OF RECITALS. All of the representations, findings and determinations contained within the recitals stated above are recognized as true and accurate and are expressly incorporated into this Resolution.

SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby classifies the Property as surplus tangible personal property, and hereby determines that the continued use of the Property is uneconomical, inefficient to maintain, and/or serves no useful function.

SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby directs and authorizes staff to dispose of the Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; or, if neither sale nor donation can reasonably be accomplished, by destroying or abandoning it, all in accordance with the provisions of Chapter 274, *Florida Statutes*. Staff may dispose of the respective pieces of Property to different persons, at different times. Although referenced jointly, it is the intent of the District to dispose of the Property separately to the extent it is in the best interest of the District.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon the passage and adoption of this Resolution by the Board of Supervisors of the District.

PASSED AND ADOPTED this ____ day of _____, 20__.

ATTEST:

**MIDDLE VILLAGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A

List of the Property

Exhibit C

RESOLUTION 20__-__

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT CLASSIFYING SURPLUS TANGIBLE PERSONAL PROPERTY; AUTHORIZING DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY PURSUANT TO § 274.06; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

[FOR PROPERTY VALUED AT \$5,000.00 OR MORE]

WHEREAS, the Middle Village Community Development District (“District”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, as such, the District is a governmental unit within the meaning of Chapter 274, *Florida Statutes* (“Governmental Unit”); and

WHEREAS, the District has purchased and owns certain furniture, equipment, and/or other personal property as listed in more detail in the attached **Exhibit A** (“Surplus Property”); and

WHEREAS, the District desires to classify the Surplus Property as surplus tangible personal property, and to determine that the Surplus Property is obsolete and that continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function; and

WHEREAS, the District has considered the best interests of the District, and the value and condition of the Surplus Property; and

WHEREAS, the District desires to dispose of the Surplus Property for value to any person, or for value without bids to the state, to any Governmental Unit, or to any political subdivision as defined in Section 1.01, *Florida Statutes*; and

WHEREAS, the District has estimated the value of the respective pieces of Surplus Property to be Five Thousand Dollars (\$5,000) or more; and

WHEREAS, the District believes that it is in its best interests to dispose of the Surplus Property in this fashion.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. INCORPORATION OF RECITALS. All of the representations, findings and determinations contained within the recitals stated above are recognized as true and accurate and are expressly incorporated into this Resolution.

SECTION 2. CLASSIFICATION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby classifies the Surplus Property as surplus tangible personal property, and hereby determines that the continued use of the Surplus Property is uneconomical, inefficient to maintain, and/or serves no useful function.

SECTION 3. DISPOSITION OF SURPLUS TANGIBLE PERSONAL PROPERTY. The District hereby directs and authorizes staff to dispose of the Surplus Property for value to the highest responsible bidder, or by public auction, after publication of notice prior to the sale pursuant to Section 274.06, *Florida Statutes*. Staff may dispose of the respective pieces of Surplus Property to different persons, at different times. Although referenced jointly, it is the intent of the District to dispose of the Surplus Property separately to the extent it is in the best interest of the District.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon the passage and adoption of this Resolution by the Board of Supervisors of the District.

PASSED AND ADOPTED this ____ day of _____, 20__.

ATTEST:

**MIDDLE VILLAGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A

List of the Property

D.

Middle Village Community Development District (CDD)

845 Plantation Oaks Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Date: November 2022
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- October Movie and food truck night
- Pumpkin Plunge
- Halloween Spooktacular
- Fall Yard Sale
- Final 2022 Movie in the park
- Upcoming Events – Turkey Shoot, Coco with Clause

Aquatics

- Pool Heaters on, Covers to be implemented in December – Limited Schedule

Amenity Usage

- *Total Facilities Usage – 6311*
- *Average daily usage – 204*

Card counts:

MV Owners	57
MV Renters	33
MV Replacements	6
MV Updated	3

Total cards printed: 199 (both districts)

Rentals

- 17 of 31 days rented in October , 5 of 5 weekends rented
- 20 Grand Ballroom rentals, 2 Grand Lawn rental, 3 Bridal Suite rentals, 3 patio rentals
- 25 tours (approx.63 hours)/81 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

Memorandum

MAINTENANCE

- Install of new signage at pool decks – Rules and new code requirements
- Clean/Blow-off Boardwalk, will continue with plank replacements in Nov
- Removal of damaged marquee signage (car damage)
- Coordinate replacement quotes for Marquee
- Work with CCSO and insurance companies for multiple card damage issues
- Removal of debris from damaged Whitfield sign
- Coordinate Quotes for masonry work
- Coordinate replacement quotes for Whitfield Sign
- Install/replacement of VGB drain covers – ratify invoice
- Put out Yard Sale signage for Community Yard Sale
- Set up and breakdown for Pumpkin Plunge Event
- Set up and Breakdown for Halloween Spooktacular
- Remove yard Sale signage after community yard sale
- Replace multiple lights at Basketball cts
- Replace drivers on multiple LED lights at tennis cts
- Reset multiple timers due to time change
- Preventative maintenance completed on Fitness equipment
- Install of new signage at pool decks
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Place plants at Front walkway, move planters from Pool Check in area
- Coordinate landscape work (plant removal) at tennis areas
- Coordination timing for roof work (1 week in November/1 week in December)
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Multiple drop off trips for refuse removal (rosemary hill)
- Audit of access cards – ongoing (to include audit of adult family members in household)
- 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 – reports kept on file.
- Light Inspections completed – Whitfield, Boulevard, Parkway, and Hamilton Glenn completed 10/5. Forest Brook, Creekview, Oakpoint, and Timberlake completed 10/21.

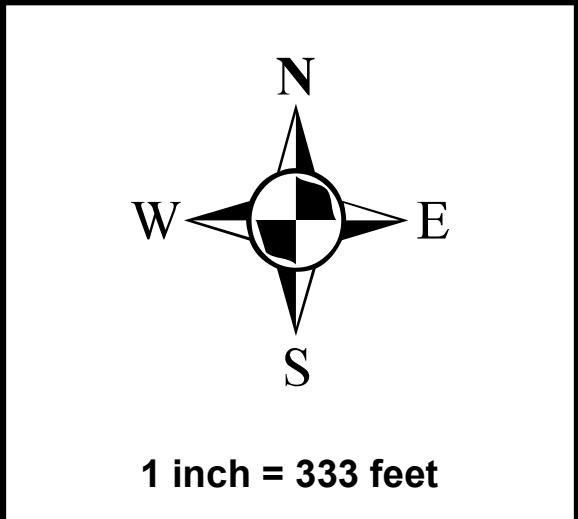
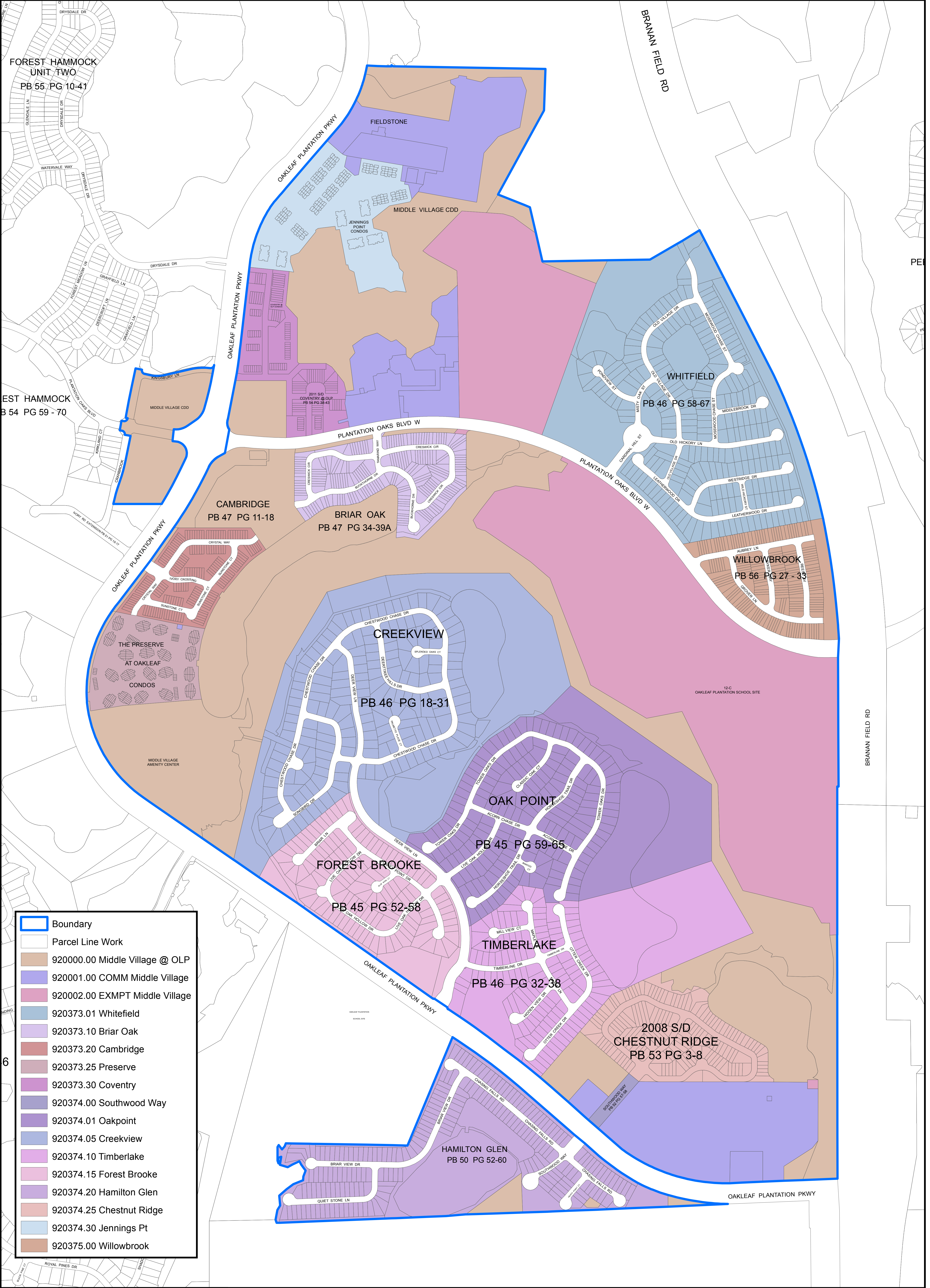
Landscaping

- *Cutbacks of grasses along main roads*
- *Annual rotations completed*
- *Pinestraw installs*
- *Monthly report for Oct submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

- Jay Soriano, Oakleaf Operations Manager 904-342-1441

isoriano@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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