

MIDDLE VILLAGE
Community Development District

DECEMBER 12, 2022

AGENDA

Middle Village Community Development District

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

December 5, 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, December 12, 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. Organizational Matters
 - A. Oath of Office for Newly Elected Supervisor
 - B. Consideration of Appointing New Supervisors to Fill Seats 1 and 5
 - C. Oath of Office for Newly Appointed Supervisors
 - D. Consideration of Resolution 2023-04, Designating Officers
- IV. Approval of Consent Agenda
 - A. Approval of the Minutes of the November 14, 2022 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Registers
- V. Consideration of Resolution 2023-05, Setting a Public Hearing for the Purpose of Adopting Revised Suspension and Termination of Access Rules
- VI. Other Business

VII. Staff Reports

- A. District Counsel
- B. District Engineer
- C. District Manager
- D. Operations Manager – Memorandum

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

IX. Next Scheduled Meetings – January 9, 2023 @ 2:00 p.m. at the Plantation Oaks
Amenity Center

X. Adjournment

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

Sincerely,

Marílee Gíles

Marilee Giles
District Manager

THIRD ORDER OF BUSINESS

D.

RESOLUTION 2023-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
MIDDLE VILLAGE COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING THE OFFICERS OF THE
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

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

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Middle Village Community Development District:

SECTION 1. _____ is appointed Chairman.

SECTION 2. _____ is appointed Vice Chairman.

SECTION 3. _____ is appointed Secretary and Treasurer.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Treasurer.

_____ is appointed Assistant Secretary.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 12TH DAY OF DECEMBER, 2022.

ATTEST

**MIDDLE VILLAGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH 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, November 14, 2022 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

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

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order and called the roll at approximately 2:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being no audience members present, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the October 10, 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 September 30th, your assessment receipts schedule showing you are 100% collected, and the check register totaling \$1,264,292.76.

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

FOURTH ORDER OF BUSINESS**Review of Suspension of Amenity Privileges**

Mr. Eckert stated before you today you have a suspension hearing for Noel Green. The relevant dates are September 24, 2022, which is the day of the incident, October 25, 2022 was the date the notice of suspension of amenity privileges was mailed, and your hearing date is November 14th, which is what we're here for today. The Board has been provided with copies of the suspension letter, witness statements, and some videos that were submitted by Ms. Green, as well as the Middle Village CDD policies, which were last revised in June of 2021. The suspendee has been provided with a copy of the suspension letter via regular and certified mail. At this point in time, your suspension of privileges rule, which is currently in place, says that a person can be subject to suspension or termination by the Board if a person exhibits unsatisfactory behavior, deportment or appearance, fails to abide by the rules, regulations and policies, engages in conduct that is improper, likely to endanger welfare, safety and reputation of the center or its management, or enters the facilities by any unauthorized means or remains in the facilities after being asked to leave by the facility staff. Our goal is to promote a safe and enjoyable environment for all facility users and any inappropriate behavior, any of the above listed actions are never permitted. At this point in time the persons amenity privileges have been suspended until today's meeting. That is something staff is authorized to do. I would ask Jay to provide information on what occurred on the date of the incident.

Mr. Soriano stated this was a resident that was upset at the approach of an employee. The employee is here today if you want to ask any questions. This resident believes the employee personally has it out for her and that all this was caused by her unprofessionalism. These were her videos she was taking. You can hear her trying to argue more with the employee to basically try to get her to do something wrong. I've talked to the resident and explained if she had a problem with the professionalism or the process the employees went through that she should have talked to me. She should've have created more of a problem at the scene. She is an adult and she pointed that out a couple times. She could have talked to us afterwards, whether it was me or she didn't want to agree to me. It's not her job to sit there and try to correct the employees or try to punish them. She goes to the security guard in one video to get the security guard to do something to the supervisor, Emmy. Her statement to me also was that not only is Emmy not

telling the truth, but any other statements we have would not be the truth either because she's never had a single problem here. Although, I have other statements from other dates, which she tells me are all false. There are four or five other employees that gave statements. I did not bring them in today. They are minors. Mike explained that can create a bit of a problem, however I don't want to bring in minors every time a resident wants to argue and tell us the lifeguards are lying about them or anything like that. I'll never be able to keep staff if we're constantly doing stuff like that. I do take their statements and I do explain to them that it is public knowledge for something like this, so when they give a statement, it has to be honest and factual because it can be questioned in the future, especially by the resident. I do believe a lot of the reactions were more personal on her side. She was very upset and almost insulted by the supervisor. I don't think that something as extreme as a trespass would normally be the route we would want to go, especially with something dealing with attire. We're not trespassing because of attire, but we tell them the rules and hope that they listen to the rules. This has been an ongoing problem, it's just one more example of them not caring to listen to staff, which creates a different problem. I talked to the resident, I thought she was going to be here today. She told me she would be here to argue her side, but I do believe more of this is an argument with staff. One of her first statements when I told her we were going to bring her in for this hearing was, "Well, what is going to happen to the staff member, is she going to get fired over this?" That's really what she wants and to me leads to what I believe her attitude is about the situation.

Mr. Eckert stated my understanding is that at some point she was told just go on in?

Mr. Soriano responded correct. She admitted that much to me that she was told she could just go in the pool, it was more, just going forward leave me alone type thing. Ms. Green's statement was that she couldn't go in because she hadn't finished signing her children in, so that's why she stayed, and they didn't give her the clipboard, which I have multiple statements from other guards that she was given the clipboard. That is what she is hinging that on is that's the reason I didn't go in. It might have been a policy violation and I might have had to call and talk to her, but she wouldn't have been trespassed. The trespass is a county codes violation, and that was explained to her by the officers and that was going a little too far. She wanted to sit there and berate the staff, video tape them, and get another staff member to try to prove she was wrong. She was going beyond that and sitting there when she was told she could just go.

Mr. Eckert stated and after she was told she could go in, she didn't go in, and then at some point was she told she should leave the facility?

Mr. Soriano responded yes.

Mr. Eckert stated and then after that was when the police were called. Can you briefly say what the police did?

Mr. Soriano responded the police were called. In that time when they were called, she left to go get the security guard, so she wasn't down here waiting for the police. She was going to get the security guard so she could come back and address the supervisor with the security guard there. When she got back here is when CCSO arrived. At first, they did talk to her. They contacted me and let me know through a message, I didn't talk to the officer directly, that while her bikini might have been revealing, it was not a thong and it was not any worse than we've seen at these pools before, which I get, but that's not a part of the rules. They explained they went through everything with her and that she was going to be trespassed. If she wasn't there, it wouldn't have been a problem, but because she stayed, they were trespassing her after talking to the supervisor.

Vice Chairman Hartigan asked so CCSO gave her every opportunity to leave the premises prior to?

Mr. Soriano responded not quite. I do have a concern with that, but I can't tell CCSO they did something wrong. His statement to her when he first showed up, was, let me go talk to them. I don't think it'll be that big of a problem and you can just go about your business. Then he goes and talks to Emmy and when he came back, he gave her the trespass. He explained what a trespass was, but if he hadn't of made that statement, I think she would've taken it a little more seriously. The way she explained it to me is he was siding with her and she's going to hinge on that too, that she believes the officer saw it wasn't that big of a problem and it was all coming from the staff member.

Vice Chairman Hartigan asked Ms. Emmy, how long have you been a supervisor of the District?

Ms. Emmy responded this summer is my first year.

Vice Chairman Hartigan stated it's challenging at times I can imagine.

Ms. Emmy responded it is, but for the most part it's enjoyable. I hope I can come back next year. I really enjoy it. For the most part, the residents here are amazing. I try to make it very welcoming for everyone to come in. I've never had any issues with anybody else but her.

Vice Chairman Hartigan stated according to Clay County's report, it says she refused to sign the document.

Mr. Soriano stated they can, but they still have to leave. They don't have to agree with it. It's the same as a citation for speeding. She didn't believe that she was doing anything wrong, and she still does not believe that from when I last talked to her. She's received the trespass and she knows she's been trespassed. She's also gotten the information from us.

Vice Chairman Hartigan asked so had she wore shorts for example, this probably would've never come up.

Mr. Soriano stated that wasn't the original problem. That was a problem and she's had multiple problems here, but this stemmed from the interaction of her with Emmy at the desk, not about her attire. Her attire was one of the things that came up later. You constantly have a problem here with the bottoms and you see other guards have given statements that she does do that a lot and constantly picking them out. That discussion was part of that after she got into an argument with her just because of her attitude. She says that Emmy is always rude to her at the front when she comes in, so that's why she decided to be rude to her when she came in that time. So, she was preemptively striking at Emmy walking through the door and being rude to her and that's when this whole interaction started.

Vice Chairman Hartigan asked Ms. Emmy, you've never denied anybody whether you like them or not?

Ms. Emmy responded never. As a matter of fact, I'm extremely polite to her intentionally because every time I say hello to her, she ignores me. The first time I ever met her I said hello as I greet everyone and she ignored me, grabbed the board and started writing her children's names. I turned around and looked because I was flustered as to why she didn't respond. Her demeanor was very aggressive, and the lifeguards said she's always like that. Watching her attire, she wears bikinis like thongs, which is clearly inappropriate for a family. I've had other guests ask if she should be wearing that, so our lifeguards have addressed her, but she continues to ignore it, continues to stay there and doesn't cover up.

Mr. Mifsud stated I understand the bikini was not the original issue that started this, but it was later in the conversation. With her longevity and history, has that been addressed with her specifically?

Mr. Soriano responded yes, that's been talked about and that's why I got statements from the other guards to ask them about that. Our policy says thongs and G-strings. There are some very revealing cuts and we're not going to go out there with a ruler and measure anything, but a lot of it is if another resident comes to us and complains about that, we do have to address it. We go talk to them and let them know. We even have a printed picture. It's on the front of our website when you go to the pool section. They have it printed up at the desk down there to show people what is acceptable and what is not. We show it to them so they can understand they're not supposed to wear it out here whether they agree that it's appropriate or not. There are lots of people here from other areas where it's not looked at like much of a concern, but it is one of our rules. We did address that with her, and it's been multiple times. Like I said, it's not a thong, it's just what happens a lot of times with her, and it happens normally, but we're going to continue to ask them to wear it more appropriately or ask them to cover up. A lot of women will come in with smaller suits and will wear a sarong or cover up type thing so when they're up and walking, they're not offending anybody.

Vice Chairman Hartigan stated she's currently under a CCSO trespass for the next two years?

Mr. Eckert responded if they issued a trespass warrant, then that would be two years by Clay County. The Board has the option I think to ask the Sheriff to shorten that or withdraw it after a certain period of time. Her privileges have been suspended until today's hearing, so really all we can do is deal with how much longer the Board wants the suspension to be, if at all. Either today or at some point in the future if there was a board member that wanted the Sheriff to reduce the trespass warrant to less than the two years, then that's something the Board could consider as well. You have the authority to do both those things, but you can't tell the Sheriff what to do. You can just say given what happened, we'd like it to coincide with our suspension. Jay, is it fair to say this is the first time we've had a suspension of this resident?

Mr. Soriano responded correct. Even the cases where she's had issues before, they were all minor issues. This to me would have been a minor issue had she just gone in and left the staff alone, but because it went to the point of a trespass. The one thing I have staff do here is document

everything, so even if it's not a major policy violation, if somebody comes up and is yelling at them for no reason, they don't cuss or threatening to where somebody feels unsafe, it's not against our policies, but it's not something we want to see here, so they note everything. They take reports and submit that to Susie so we can keep it on file and pull from it. We can go back through all the pictures and check-ins and know John Smith had a problem this day and started yelling at the lifeguards. That way, when they have their first big issue usually I can go to them and explain, I've seen this issue before and I'll be able to pull the reports and I can give the Board all of that information if it comes to a trespass. I think this one is a little extreme for the case, but she made it a problem.

Vice Chairman Hartigan stated the pattern remains consistent over time.

Mr. Soriano stated like I said, she will still argue that the lifeguards are spreading falsehoods.

Mr. Hicks stated she's not here today.

Mr. Soriano stated you never know, she may show up or she may say she had a different understanding of the date. She was given a letter. She received it and she contacted both me and Marilee. When I get statements from four or five different staff members and they all coincide, I have to believe they were doing everything right. I talked to Ms. Noel about this and asked do you think there could have been a problem coming from your side at all? The whole time it was no, this is all them, they're lying. I don't know that her thoughts would change on any of it.

Mr. Eckert stated if we can go through each board member if you have any questions, we can go through them one by one and there's a couple things we need to say, and then we will get a recommendation from staff.

Chairman Steiner stated the only question I have, and I believe it's the one you're going to ask, is what Jay's recommendation is based on the level of severity and the fact that I'm not sure that the full two years meets the issue. That's not diminishing your staff at all. It's just the fact that it is the first time. The problem is that it's the first time only in the fact that it has gone to this level. There has been a history, therefore I feel there should be some retribution, but I'm not sure it should be the full two year that is in the trespass. Jay has provided enough information, so this isn't he said/she said. There is some collaboration there that supports the complaint.

Vice Chairman Hartigan stated there's clearly a pattern in the past. I would have no hesitation to run the suspension concurrent with CCSO's order, with Mr. Green having the right to appeal the Board at any given time to have it reduced.

Mr. Mifsud stated I just want to clarify and make sure I understand what you said before. The Sheriff's citation is for two years, correct?

Mr. Eckert responded that is my understanding. I'm not sure if it's this district or another district, but we did one that was a year suspension for some pretty egregious behavior and then I think the Board asked the Sheriff to shorten the warrant to a year instead of the full two years as part of our one-year suspension.

Mr. Mifsud stated so if the Board does reduce or go to full reinstatement of her privileges, if the Sheriff's office doesn't want to reduce that warrant, she still will not be allowed on the premises?

Mr. Eckert responded that is correct, under that warrant and the premises that it relates to.

Mr. Spellman asked what about the alcohol situation?

Mr. Soriano responded unless we can prove it's them, we don't do much. I had to talk to Emmy because she did let Ms. Green get under her skin a little bit and she came back at her with an accusation. The problem is, you don't want to accuse unless you have that proof. There have been multiple cases that they reported she would be there with a group of people and getting a little out of control sometimes and when they left, they would find cans in the trash can. Unless we see them drinking it, I can't really do anything. She was not drinking at this point, she had just come in. This was from earlier issues that they had noted with her. The staff does know if they start to become belligerent or seem like they're drunk, they can ask them to leave. I've also had to warn them about that because there are times that people will seem like they're drunk, but it's a health situation. They're trained in that too, so hopefully they can see that. Even then, it starts off with asking them to leave. We don't call Clay County right away.

Mr. Hicks stated I really wish she was here to defend herself, but her absence speaks a lot to her and her patterns. It's almost like she doesn't care or is admitting everything that has happened. She got the letter so she was notified and if everything that Jay was saying, like how she said that everything the employees said was false, I personally feel like she should be here to solidify that. I would stick with the two years or however it's supposed to play out.

Vice Chairman Hartigan asked did S3 ever file a report?

Mr. Soriano responded no. They sent me a report that night saying there was an issue with the pool and the staff handled it and Clay County was involved. They weren't really involved that much. I do have concern with the one video that you see where she's talking to the security guard and the security guard sides with her before he ever goes and talks to our staff first. Security should be trained better in that aspect to find out what's going on before they make any comments.

Chairman Steiner stated the suspension of privileges, is that her entire household?

Mr. Soriano responded no. We only deal with the person that was problematic and that was at fault. Those cards are individual.

Chairman Steiner stated from a legal standpoint, if she was to be brought in by a guest, she would still fall under the trespass.

Mr. Soriano stated right. The trespass goes a little farther, so if we were to rescind the trespass, yes she could get away from our rules by coming in as a guest, because the guests just get punched in. There's no scanning. If I don't have Emmy here, they may not know who Ms. Green is. It's the card that is turned off and there's a note in there that they are no longer allowed to be in the facilities. With the trespass, if she's caught here, she could be arrested.

Mr. Spellman asked and she's aware of that?

Mr. Soriano responded yes.

Mr. Eckert stated if there are no other questions, I'd ask that the relevant portions of the Middle Village CDD amenity policies be entered into the record along with the letter of suspension and the witness statements that have been provided, along with the minutes of this meeting. At this point in time, I ask staff for their disciplinary recommendation in terms of either terminating the suspension, or lengthening the suspension. It would be up to the Board to provide that. I've alluded to this incident earlier, and I try to make sure that the Board is fairly consistent with what we've done on property before. The last time we had somebody that didn't leave and was issued a trespass warrant, I believe they received a one-year suspension. I would say that situation was a little more egregious than this particular situation so I would recommend you not look to go beyond a year in terms of your suspension. What the Sheriff does is a whole different discussion that you can have today or later. She has the opportunity to appeal what decision you make today at a future meeting and hopefully she would be there to talk to the Board to express

her position, as well as if there were things she wouldn't do in the future that may have happened before. I would just caution against anything that is dramatically different than what we've done before.

Mr. Soriano stated I agree with that. Not only that, but I always look at the districts as year by year, especially since everybody's usage of the place is paid by their tax dollars for that year. Like I said earlier, I think the trespass is a little extreme, however because of issues like that and people finding ways to get around our rules, either way she is not allowed here, so I would be comfortable even if that was left in place as backup. She can come in any time and ask the Board for a change. She is still allowed in meetings, so she can say her peace, and if the Board changes after six months that would be one thing, but I would leave that in place and I would make a recommendation for a year. I have spoken to Emmy because Emmy doesn't take this personally. You can ask her about it, and she agrees that the trespass seems extreme. That day, she felt threatened and nobody else is here to help her at that time and security wasn't right there, they went to get here, so she didn't find anybody. She is the only adult here, so a lot of times that is their only outlet is to call Clay County. This is before our off-duty officer was here, but the outcome of having her trespassed and possibly arrested, I don't think she felt like that was needed at this point for two years later, but if you want, you can ask her. I feel comfortable shortening it to a year or making it to where we review it in a year. If she wants to come in at the beginning of the summer and say her piece, or even apologize, that's what I recommend that we review it at that time.

Chairman Steiner stated I feel the two years is extreme, but again that is out of our control. Likewise, six months really isn't going to be much impact because we're coming up on winter and the primary usage is probably the pool. I'm leaning more to one year from the incident. That would take us into September of next year. If she wishes to come in prior to the closing of the pool, she can come to the Board at that time to see if there is any indication or showing of remorse for her behavior and the Board could shorten it at that time. Again, it's all contingent whether the Sheriff agrees with us. If they don't reduce the trespass we can restore the privileges, but she still can't come on property. The bigger issue is to give some sign of punitive for what occurred. I believe if he would have come in with a year, the Sheriff's department may align with us.

Vice Chairman Hartigan stated so you're saying to review the suspension at twelve months?

Chairman Steiner stated a year suspension, an appeal to the Sheriff and she has the ability to come in next season to discuss it to see if we're willing to make it shorter.

Mr. Mifsud stated I agree. I think this is a pool issue, so if you reinstate the privileges now, she's not here to say if she uses any other amenities, so I definitely think it should be into next summer.

Mr. Hicks stated I would stick with two and at a year, give her a chance to come in and say her piece and try to show some type of acknowledgement or remorse for what happened and if it doesn't, just let it continue. She's an adult. We're not talking about a minor or somebody that doesn't understand basic rules. This is something that happens over and over again with her.

Vice Chairman Hartigan stated we're never taking away her right to appeal.

Mr. Hicks stated right. She's not here to defend herself. In any other court, when you're summoned, you have to show up and if you don't, they just issue a judgment.

Vice Chairman Hartigan stated to Mr. Eckert's point, we've had cases in the past to where the term has been shortened. I don't want to set a precedent for it.

Mr. Eckert stated my suggestion is let's look at these as two different issues. You have the Sheriff that does their own thing. All you can do is ask the Sheriff at some point in time to shorten it, and if you don't the Sheriff is just going to do what they're going to do. So, today, you should focus on what is the appropriate amount of suspension from the amenity privileges if it's going to go beyond today for how long you're going to do that. I wouldn't automatically tie it to what the Sheriff does, because you're looking at your rules and he's dealing with the State statute in terms of how they deal with things. I would suggest focusing on what the suspension from the amenities would be today based on the behavior, the conduct as well as trying to be consistent with what you've done before. She could come and appeal next month and you all may decide that you've heard the other side of the story and you now want to shorten it, or you say we don't want to shorten it at all. Then just leave the issue with the Sheriff alone and you may want to revisit that next month, or a year from now.

Vice Chairman Hartigan I would much rather have the year suspension effective from today's meeting with Ms. Green to have the right to come in at any time to appeal her case. In my opinion, she had time to come in and present herself. She verified with Jay that she received the notice, so therefore it should be effective from today.

On MOTION by Vice Chairman Hartigan seconded by Chairman Steiner with all in favor suspending the amenity privileges of Ms. Green effective one year from November 14, 2022 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Suspension and Termination of Access Rule

Mr. Eckert stated as the Board is aware, we have been working on a revised disciplinary and suspension rule. That will not apply to what you just dealt with in any way, so if she appeals, it will still be under the old rules because the incident happened when the old rules were in place. Essentially, this rule is designed to provide a lot more protection for the District and for the District's residents in terms of District assets. We had a situation where some minors set fire to a playground slide. It was about \$6,000 as a result of that, and the District has not had a meaningful recovery from that. I think we've had one family who was going to be paying on a monthly basis and the other two we have not been able to get a hold of. So, what that means is the rest of the residents are bearing the brunt of that cost through their assessments and that's not fair because the other residents didn't do anything wrong. So, what we tried to do is build in a little bit more enforcement into this that provides that when you suspend somebody's amenities for damage to District property, you may say it's going to be 90 days and then we're going to ask you to pay the administrative cost, as well as the cost of replacing the property, so even if you get a 90-day suspension, if you haven't paid the administrative costs, or for the damage, your suspension will continue until you do so. The other thing it provides is that in the event the damage is not paid for and those administrative costs aren't reimbursed, that the Board would have the ability to suspend the remaining members of the household in case you have a situation where it's a minor and the parents are just not going to pay any attention to that, then you would be able to suspend the privileges of everyone in the household until the amounts are paid. I'm not asking anybody to adopt this rule today. What I'd like to do, if I have a consensus from the Board, is to authorize rulemaking proceedings at your December meeting and then we will probably have a hearing on this at your January or February meeting depending on how the timing works out, so you probably have 60 to 90 days to review this and propose any changes you want to make, but I wanted to get a consensus that you want me to bring back this document to start the process in December.

Chairman Steiner stated I'm in favor.

Vice Chairman Hartigan stated I'm in favor, but I have a question. If we administratively have a \$500 fine and the playground was \$6,000 and the homeowner agrees to pay then decides to move out of the District, how are we protecting ourselves? Are we able to once administrative and fines are established, to file a lien against the real property?

Mr. Eckert responded no. You're not able to lien that amount in Florida as a local government. You'd have to pursue them in County court. I wish you could because people have suggested making it a part of their assessment bill next time and put it on their tax bill. You can't do that. Cities and counties have been wanting to do that for a really long time and they can't do it.

Vice Chairman Hartigan stated if we did sue them, they would incur the whole cost and at that point once a judgment is received, we can then put it to secure the property.

Mr. Eckert stated yes, if you get a court judgment, you could file a certificate of judgment against the property and that would operate as a lien, but you would have had to go through the expense of getting a court judgment. Unfortunately, you may or may not be able to recover your attorney's fees going through that process. In the United States, unless there is an exception, it's each party pays their own attorney's fees. There are some exceptions that we would certainly try to invoke, but you can't count on it. We will bring it back in December and we can start that process. If anybody has any thoughts on it, please get it to me, because we can make this work product better, I think.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Declaring Vacancies in Seats 1 and 5 as of November 22, 2022

Mr. Eckert stated we had two seats that were up for qualified electors through the Supervisor of Elections election in November. Those two seats, seats one and five, nobody qualified for those seats, so by adopting this resolution you would be declaring those seats vacant as of November 22nd, which means you can't appoint them today, but you can declare them vacant as of November 22nd, and then we will deal with the vacancies after November 22nd.

On MOTION by Chairman Steiner seconded by Vice Chairman Hartigan with all in favor Resolution 2023-01, declaring vacancies in Seats 1 and 5 as of November 22, 2022 was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2023-02,
Adopting Amendments to the District's
Record Retention Policy**

Mr. Eckert stated a long time ago this Board adopted a records retention schedule, which basically said, we're going to just keep everything. In looking back at that, at the time it made a lot of sense, but there are two things we'd like to address now. One is to say, even though we say we're going to keep everything, we don't have to keep transitory messages. Transitory messages are messages that don't have a lot of substance to them. Like, a voicemail that says the meeting is going to be at 6:00 tonight. Text messages that are like that too. They aren't really conducting business. We want to make sure nobody has to keep those. The second thing it does is it designates the electronic copy of the record as the official record. That helps move us into more of an electronic age, so we can start getting rid of some of the boxes of paper that we have once those documents are scanned in and that becomes the official record. There are certain documents we won't get rid of, like an original deed, or an original easement. We will keep those documents. They're already on the county's website, but we like to have the original in case there is ever a question there. It would allow us to start working with your District Manager over the next several years in getting rid of a lot of that paper that is just built up over the years that the District has been storing

On MOTION by Chairman Steiner seconded by Mr. Mifsud with all in favor Resolution 2023-02, adopting amendments to the District's Record Retention Policy was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Resolution 2023-03,
Amending the Capital Reserve Fund Budget
for Fiscal Year 2022**

Ms. Giles stated you'll see we budgeted \$125,000 for expenditures from the Capital Reserve Fund for Fiscal Year 2022, but we actually spent \$342,656. We still have funds available in this Capital Reserve Fund, but for audit purposes, it's a requirement to amend the budget to show the actual amounts spent.

Chairman Steiner stated if I understand correctly, this is due to some of the major projects that we as a Board approved.

Mr. Soriano stated the total is not just from those major projects. The major projects are what take us over by that much. We've never really spent this much in capital. This was one of

the first years we've rebuilt that capital. We've been saving up until this point and just spending a few thousand bucks here and there. The Capital Reserve Fund budget is two lines combined. One is our normal everyday repairs. So, if I buy lightbulbs for \$3, it goes to the same code that the \$13,000 air conditioning unit went to. However, we just haven't done a lot of \$13,000 projects until this point. I think we've only done an amendment one other time in the past and it's just to make sure our auditors are happy, and the numbers match up. We weren't planning on spending that, so if we amend this now, the auditors won't give us a negative mark on our audit at the end of the year. The District has more than enough money. A lot of those items are planned in there, and yes, the Board approves them all the time beforehand. Anything over \$2,500 I don't typically do without bringing it to you and when we do have something, I have to bring it to the Board to ratify it. Just to forewarn you, I didn't look at that number for this next year either. We've never really spent that much capital, so even in this next budget we didn't plan on some high expense.

Mr. Mifsud asked was any part of the fence included in that?

Mr. Soriano responded yes, that is in there. Right now, the fence work is under the not to exceed the Board gave me. We're right at \$153,000, so \$153,000 of that amount is just one project. I'm looking at a spreadsheet right now of everything I've spent this year and the next biggest thing was a \$13,000 heat pump. One other big purchase was a \$7,000 slide, which was our brand-new pool slide for the spray ground. All those things add up and on the capital side, we spent \$150,000 more than we've ever spent.

Vice Chairman Hartigan stated not including the roof we're about to get.

Mr. Soriano stated yes, that's not on there because they haven't started. That is going to come out of this year's budget, so we already know that this year I have one \$53,000 project that is coming out.

On MOTION by Mr. Spellman seconded by Mr. Hicks with all in favor Resolution 2023-03, amending the Capital Reserve Fund Budget for Fiscal Year 2022 was approved.

The following item was taken out of order of the agenda.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel – Memorandum Regarding Surplus Property Resolution

Mr. Eckert stated in your agenda package is a memorandum on the different options that the Board has when we have surplus property. Surplus property is property we don't need anymore. There is a distinction between if it's property that's valued over \$5,000 or under \$5,000 and then also you have two different options on where you can transfer that property or dispose of it. We don't need to go into detail on it now, I just provided it for the Board. Once we have surplus property, I'll work with Jay and Marilee to determine which two resolutions you can choose from based on whether it's under or over \$5,000. We will put both those resolutions in the agenda package and then the Board will choose one of the two in terms of do you want to give it to a local government, a nonprofit, or are you going to be auctioning it off. I wanted you to be aware of what our options are under the current statutes when we have surplus property, which we will have from time to time. There will be a couple of slight tweaks to the first resolution that will give you an option to give it to the County or another local government within the County. The language in the statute is very strange and it says you can give it to any local government that is within the District. No government is entirely within the District, but the County is certainly within the District, just not entirely. So, we're just going to broaden that up a little bit, which we have the right to do. There's nothing that you have to take any action on today, just wanted you to be aware because we are looking at this for several other districts and we felt like it was appropriate to update the Board on this.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

There being nothing to report, the next item followed.

D. Operations Manager – Memorandum

Mr. Soriano stated we have been loaded with special events this last month. I mentioned in our last meeting that we had something going on every week. It stretches our staff a little thin, but this is the time of year where there are a lot of events out there and residents enjoy that. We had an October movie and food truck night. The following night we had the Pumpkin Plunge and we had quite a turnout for that. The nice part is we're usually left with a bunch of rotting pumpkins because I always buy a little extra in case some people show up that didn't sign up. Those got used at the next event the following Friday, which was the Spooktacular. I was a little

worried. If you remember seeing emails that night that yes, we're still having this event. We pay thousands for that event and it's one of the biggest that we do. We ended up having a small pre-registration, but that night there was a lot of people showing up at the door when the rain cleared. We had one family that gave out \$110 to get the whole family and guests in. We had a little over 300 people there. It's still one of our smallest Spooktacular events, but it's a big event for us. Everybody had a lot of fun. We had our yard sale and the last movie in the park this past Friday. After the storm went through, I sent out an email saying we were doing the movie and it ended up being great weather. We showed up Halloween shorts, Thanksgiving, and even broke into Christmas at the end. We do have a couple of events coming up. The Turkey Shoot, which is our virtual event for Thanksgiving, and then we will get back to Cocoa with Claus this year. It's been missed for a couple of years, but Santa Claus feels comfortable coming out and being here with everybody.

Moving on to aquatics, our pools are closed except for your lap pool, so that is when it turns into an adult only pool. We turned our heaters on and tested them out last week. Everything is good except one heater I have a sensor issue that I'm going to have to get checked out. The best part about it is we're going on our fourth year, so have been taken care of for three years as part of a contract under warranty. This will be the first time we have to pay for it. Even if we have to replace a whole unit, it still comes out to be a lot more cost effective than what we were doing before. My biggest issue now is we were a little low on gas and it got cold yesterday so that thing has been running. We will start using the covers after Thanksgiving break so from then until December, we will shorten our operating hours. Once it gets dark, we pull those covers to save some of that cost of heating the pools. We did agree last year that for January and February we would cut the usage of that pool, so the pool is not a 12-month, year-round pool. We have so few people that it's not worth it to spend thousands for the months of January and February on gas for a hand full of people. We will make sure everybody understands that. In March to get ready for spring break we will turn the heaters back on for a couple of weeks to finish out the heated season in the lap pool and in March the kids can be in the other pool for Spring Break.

You'll see our usage is staying up pretty well for this time of year. We are increasing our numbers for rentals in this room again. In fact, it got a little sketchy trying to schedule the roof work. We have signed a contract with the roofers. I mentioned before it ended up being about \$53,000, which is under that not to exceed the Board gave me. They are doing the gutter work,

which is important, because they're going to tear those up. The hard part was Wanda kept all of the weddings and large parties away for me on weekends, but we just had so many events. The HOAs are doing their annual meetings right now and we have district meetings in here, so I've worked with the roofing company to try to squeeze in a week here in November. If they can't get supplies in time there is one week in December but they have until the end of the year to finish up per the contract.

I wanted to go over one issue I've had this last month that is not in the report, and it deals with the fitness equipment downstairs. I have two pieces that are getting old and hard to deal with, so we end up sinking more money into them. They're the bikes; one incumbent bike and one upright bike. It was about 12 years ago now that Double Branch built their new fitness center. They had just gotten newer equipment over there, so they brought that over here because with construction of that big building, they bought brand new stuff. We had already replaced the treadmills I believe six or seven years ago, but those bikes are the original bikes from back then. They are really well used, and it seems like they break down every other week right now. I just got a report that one of the consoles we have to replace. That console costs about \$1,000, so almost a third of what we could buy something else with. I have a couple of suggestions for you to purchase an incumbent bike and an upright bike to make the residents happy. I'm not looking to change the treadmills. They've been asking for that too, but I think it's a little too early. This District makes repairs on that from time to time, but up until this year, we have not paid for that because it's been covered under warranty. Now, we're paying for those treadmills, and they are starting to get up there in age, but I would try to push them until the nine- or ten-year mark and then we can look at replacing them. Treadmills can be anywhere from \$5,000 to \$11,000 depending on what brand we're getting. The bikes are not as bad. We did get new free weight plate loaded style machines over at Double Branch. The company I'm working with gave us a great deal. We have five machines coming in and they're just starting to get delivered. Because I'm already working with this company for thousands of dollars I was hoping they could do a little better than this, but this is the cost for a remanufactured brand, the same as what we have downstairs. Life Fitness is what we used in the past. It was also our treadmills before we changed to the current treadmills. They are a commercial brand. There is a second option, another high-end commercial brand, but these are remanufactured, and they come with a warranty that is almost the same, if not better than what you get when they're new and this company has been

good to work with, so I don't have a problem recommending this, especially since it comes out to being anywhere from \$1,000 to \$2,000 cheaper than a brand new one. Right now we're waiting on brand new equipment. The reason we're going with this company to provide the plate loading machines over at Double Branch is that originally, I went with Hammer Strength brand, and right now it is the hardest brand to get. They are two years out from stocking anything unless you have a \$200,000 order with them and even then, it would be a year because after the pandemic everybody wants their own home gym and these are great machines to have, so we ended up having to drop the Hammer Strength order and go to another company. They've been great so far and given us really good deals. As long as they stand behind their warranty, I'll be happy. We're looking at probably \$3,500 once I get everything shipped as a not to exceed for each bike if this is the route we want to go.

Vice Chairman Hartigan asked how old are the treadmills?

Mr. Soriano responded the treadmills are nearing seven years. The biggest problem with the treadmills is we bought those before we changed that into a staffed facility, and I always recommend against doing anything like a 24-hour unstaffed facility for this reason. People just abuse equipment, and when you can't keep eyes on it all the time it makes it hard. With cardio, one thing that happens when people damage it, they turn it off and reset it, but then if they're not telling anybody and there's damage going on it gets to the point we can't fix it. So, two years into purchasing those treadmills we changed that facility downstairs to where it was now staffed. Everything has been so much nicer since then. Because we started addressing those problems, the company gave us an extended three years on the warranty, so that's why we're just running out now.

Mr. Mifsud asked do we need to make a motion?

Mr. Soriano responded if we want to make this purchase, I would say let's do a not to exceed \$7,000. I'm going to try to work with the company to get the best deal I can. I'm hoping they will do a lot better. The TechnoGym one is a really nice brand, the only problem I have is the only option they gave us was one with a TV and we don't want the TV because I can't wire it to the TV. We only have so many boxes for that little facility downstairs anyway. If they can give us a regular console, not only would it make it cheaper, but probably quicker to get a hold of.

Chairman Steiner stated it's something else to break too. You're looking for a not to exceed \$7,000 for two bikes, and they come with a one-year warranty?

Mr. Soriano responded yes. Anywhere from a one-year to a three-year depending on the brand. These were just the two that I recommend a lot. There's another brand called Cybex and that's the strength machine you have downstairs. Almost all of them give you the same warranty, but there are some brands that are just built better and last longer, so I try to go with them first.

Chairman Steiner asked are they about the same price?

Mr. Soriano responded yes. These would probably be \$2,000 and they are probably a little more expensive, so if I can find a Cybex it would probably be \$100 to \$200 less than the TechnoGym. The other part is, I'd like to get them pretty quickly, so if they tell me they can get me one, but we may be waiting seven months, then I'm automatically going to go to the next brand that I can get sooner.

Chairman Steiner asked and this is an item that fits into our reserve plan?

Mr. Soriano responded yes and no. Your fitness equipment was lumped together, so I have small amounts to make repairs and replacements each year and then it's another six or seven years out to replace everything, so we have quite a while.

Chairman Steiner stated I'm going to make a motion to give Jay a not to exceed \$7,000 to replace the bikes and I'm going to ask that he look at a long-range plan for replacing the treadmills.

On MOTION by Chairman Steiner seconded by Mr. Mifsud all in favor an amount not to exceed \$7,000 for replacement of the exercise bikes was approved.

Mr. Soriano stated this District had two issues that are not reported on here because I haven't been able to do anything except clean them up. You had two signs taken out and they are going to amount to a lot of money. The day after our last meeting there was a sign taken out here, the main marquee. It was a car accident where the car slid up the median and took out the whole sign. There is one decorative pole that I will have to replace. Oddly enough, after your meeting, the Double Branch board had a discussion about those signs. They don't like them and want to get rid of them. We pushed that off in that meeting so we will talk about it more today, but that leads me to question whether you want me to replace it or not. That sign doesn't serve

just Oakleaf, everybody drives past that sign. I don't know that we need to replace it. I'm in discussions with their insurance company. Everything was reported to me and I was there after the accident, so we will get costs for replacement, however I don't know that we want to replace that sign.

Chairman Steiner stated that was primarily for posting meetings here and if I remember correctly, it wasn't even lit.

Mr. Soriano stated correct, it's not lit, and we've had the discussion before that we're not able to light it.

Vice Chairman Hartigan stated so for all practical purposes it's obsolete.

Chairman Steiner stated right. I would suggest not replacing it. I don't think it has value. There are other things such as a new type of signage, but at this point in time I see it being low on the priority list.

Mr. Soriano stated I don't think we need to vote on it, it's just direction because I'm not even done dealing with quotes for the insurance company so they can give us a check from the accident. I'll have it in my report next month, but I did want some kind of direction from the Board.

Mr. Mifsud asked there's no issue with notification of meetings since there are other forms?

Mr. Eckert responded right; it's not required to be on a sign. The only requirements are the website and the newspaper in your rules of procedure and the State statute.

Mr. Soriano stated we go well beyond that. We post on our billboards here on the property, we have a website and emails too, so we meet those requirements. Your other sign will be a lot more expensive and that one does have to be replaced. That is the Whitfield sign. This is the third time this has been taken out. You have two that are constantly hit. Hamilton Glen has been hit a couple times too. I don't know if it's the speed turning in, but they always take out the brick platform that the sign sits on and this one took out everything. I was not contacted by CCSO, but our off-duty officers were able to find a report number for me. At the time, the paperwork hadn't been finished, so once I get their insurance information I will proceed. I can see that being about \$10,000. It's hard to get that same brick. The last time we had a major issue getting those bricks was the column on the Phase 1 sign. It does look good, but you can still see the difference between that one column and the other three that are out there. What we did at

Hamilton Glen was different. I was able to find a veneer. It's a thinner brick and it wasn't the same Boston Clean color. We agreed to force that by sticking the small cinder blocks on the sides, so now if somebody hits that thing nothing will happen to that. I'm going to look to do the same work at Whitfield, but then you also have to have the sign itself replaced, so I have to have multiple people working on that including our masonry team. That is the same gentleman that will be doing sidewalks. He's done a lot of concrete work for us.

Vice Chairman Hartigan asked where are the gates at?

Mr. Soriano responded I sent an email to them last week letting them know they need to get them in by the end of this week, or at least give me visuals of the designs so they can start putting them in, or I'm going to start looking for a refund. The decorative gate downstairs was included in the first \$150,000. We paid for that already. There was a third check for about \$7,000 with which we paid for the gates up here to be done and we haven't seen any of those yet. They did sign a contract on the first one, but not the second one, so we have a little leeway to push them if they can't get this done. I know they were left in a bad spot with the project manager who was handling ours, but by now they should have them together and know what they're doing.

Vice Chairman Hartigan asked what would the next course of action be?

Mr. Eckert responded whenever he says I've done everything I can do, he can turn it over to me and we can make a recommendation. I have to look back at the contract to figure out what they're obligated to do. The contracts that we write have an attorney fee shifting provision in them, so if for some reason they won't give us their money back for services they didn't perform, they should end up paying your attorney fees for pursuing.

Mr. Soriano stated I'm hoping after this email they will understand it's pretty serious and we've been waiting. We need those gates so we can finalize.

Vice Chairman Hartigan asked if they don't, do we have an alternate provider?

Mr. Soriano responded I do. There's a smaller gate company and the reason I didn't go with him is because it's kind of a one-man show. I wanted somebody larger, but he can handle just the gates.

NINTH ORDER OF BUSINESS

Other Business

Mr. Eckert stated I understood that there may be one or more supervisors that may desire to resign from the Board, and I thought we ought to have an open discussion about that so we can coordinate so we don't lose quorum either at this meeting or at the December meeting. That may involve a resignation today and then somebody filling the vacancy, so we have three board members who are not holdovers when we get to our December meeting, because again, the vacancies aren't created until November 22nd for those elector positions, not counting anybody who wishes to resign today due to whatever changes in circumstances they have. So, maybe we could just talk about that, figure out who needs to resign and then let's talk about the process, so we make sure we don't lose quorum.

Mr. Mifsud stated unfortunately I've had some advances at work so I have new conflicts.

Mr. Spellman stated I'm going to be moving to the Bartram area December 1st.

Mr. Eckert stated so we have two board members who I think want to resign today.

Mr. Mifsud stated that was my plan. Does another month help?

Mr. Eckert responded it's not necessary. Let's talk through what the Board could do. You could resign today. Mr. Hicks has indicated a desire to stay on the Board even though his term expires on the 22nd. If the Board was amenable and would like Mr. Hicks to stay on the Board you could accept a resignation from Mr. Mifsud, you could accept a resignation from Mr. Hicks, and then you could appoint Mr. Hicks to Mr. Mifsud's seat so when we get to December we would have three board members whose terms would expire in 2024, and then we would have two vacancies that would need to be filled at that point in time. Mr. Spellman could resign at the end of the meeting, because he has to resign by December 1st anyway if he is moving out of the neighborhood on that date. The other option is both gentlemen could resign today, you could not appoint anybody to fill those seats, but then when you get to your December meeting, each of the three remaining board members have to be there otherwise you don't have quorum, and then you'll have a holdover who can't vote for filling his vacancy because there's a conflict because he's entitled to compensation. If we did it today like I just proposed, that would alleviate some concerns later on. It's not impossible for us to do it in December, but at least we would have three board members that would then be picking board member numbers four and five or saying here is the process we're going to use for those board members. That also has to be something Mr. Hicks is amenable to if we were to do that.

Vice Chairman Hartigan asked your intent would be to come back for a longer term?

Mr. Hicks responded absolutely.

Mr. Eckert stated the only effect of that is if you did what I suggested here today that Mr. Hicks would go into a two-year term instead of a four-year term.

Chairman Steiner stated at the end of that two-year you can renew for four years. That term has already started and that's why he has two years left.

Mr. Eckert stated so maybe we can just have a brief discussion among the board members as to what you want to do. If you don't want to go through with two people resigning and Mr. Hicks being appointed, all you need to do is take the two resignations at the end of the meeting.

Vice Chairman Hartigan stated my thoughts are let the two gentlemen resign and Mr. Hicks take over.

Mr. Mifsud stated effective immediately I'd like to provide by resignation to the Middle Village CDD Board of Directors.

On MOTION by Chairman Steiner seconded by Vice Chairman Hartigan with all in favor Mr. Mifsud's resignation was accepted.

Chairman Steiner stated I want to thank you for being on the Board. I wish you had stayed longer, but I do understand.

Mr. Mifsud stated I thoroughly enjoyed being on the Board and the board members and staff. I wish I could stay; I really do.

Mr. Eckert asked Supervisor Hicks, do you wish to resign from Seat 5?

Mr. Hicks responded yes. I would like to submit my resignation for Seat 5.

On MOTION by Chairman Steiner seconded by Vice Chairman Hartigan with all in favor Mr. Hicks resignation from Seat 5 was accepted. Motion passed 3-0.

Mr. Eckert stated we have two vacancies. Seat 4, which was vacated by Mr. Mifsud, is there a motion to nominate anyone to fill the unexpired term?

On MOTION by Vice Chairman Hartigan seconded by Chairman Steiner with all in favor appointing Mr. Hicks to fill Seat 4 was approved. Motion passed 3-0.

Ms. Giles being a notary public for the State of Florida administered an oath of office to Mr. Hicks.

Mr. Eckert stated Mr. Spellman, if you wanted to resign at this point in time, we still have quorum of three board members and there a couple of business items we have left.

Mr. Spellman stated effectively immediately I would like to announce my resignation from the Middle Village CDD.

On MOTION by Chairman Steiner seconded by Vice Chairman Hartigan with all in favor Mr. Spellman's resignation was accepted. Motion passed 3-0.
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Mr. Eckert stated at this point in time we have three board members, all of which have terms to 2024, and then we have two vacancies. We have no audience here to provide comments, or we would have asked them before we voted on everything for their input. How does the Board wish to proceed with a process to filling the two vacancies?

Vice Chairman Hartigan stated with a notice.

Chairman Steiner stated yes, I think we need to make a notice. From the standpoint of anybody that has recommendations for anybody in their neighborhoods that feel they may be an asset, or would like to undergo joining the Board, please ask them to notify Marilee. If she can get what she has to have from them prior to the December meeting, then we can go ahead.

Mr. Soriano stated so then we will go through that step first of trying to find somebody, getting them to Marilee and after the December meeting I'll send a notice out?

Chairman Steiner stated I would like you to send an email notification as well as whatever else we're going to do, because I don't want to be sitting with only three board members.

Mr. Soriano stated my next email will go out this week because we have the Turkey Shoot, so I have one that is going out next week and I can add that to it if we want to do a public notice for resumes.

Chairman Steiner stated I think it would be beneficial. We've pretty much done it in the past through a recommendation of a seated board, but we really need to make sure we can continue to have quorum for these meetings and that means of the three of us, nobody can be out.

Mr. Eckert stated so I'm hearing, go ahead and put a notice out right away and if any board members know anybody they think might be interested, provide a resume or letter of interest to Marilee.

Chairman Steiner stated yes.

Mr. Eckert stated I think that takes care of all those items. The two board members, there will be a final financial form you'll have to file with the Supervisor of Elections office and Marilee can get with you on that.

Ms. Giles stated it's the Form 1F and you will have 60 days to file that. You can do it electronically. Courtney will probably send you the email address you can mail it to. If not, you can take it to the administrative building in Green Cove Springs. Can we go back to what you said, Mike? Are we doing it simultaneously where if you know someone, you're going to have them send their resume to me, but also send a notice?

Chairman Steiner responded if we know somebody who is interested, then they will send information to you. Jay is going to send a notice out. The only other thing I would suggest is because we have switched seat numbers, the website needs to be updated for all three seats.

Vice Chairman Hartigan asked will Jo have to refile with the County on the seat?

Mr. Eckert stated he may have to file a Form 1 for that seat, and they will just notify the county that he's in the other seat. They will care about that in 2024.

ELEVENTH ORDER OF BUSINESS	Audience	Comments	/	Supervisors'
	Requests			

There were no audience members present.

Chairman Steiner stated you're probably already aware of it, but there was some playground equipment that needed attention in one of the play lots.

Mr. Soriano stated that's this one here. We have a wooden lot. There was a lady that got on Facebook, and I have three or four emails that have the same picture. I sent the guys out there to review the wood. I did get requests to start looking at the other playgrounds. They are older. People started looking at Phase 1 because we've replaced a few. They have 11. This District has three, so they are on a bigger plan to replace a couple each year. Those are \$50,000-\$60,000 each just to purchase them. We did this one here on the cheaper end for about \$48,000. We can start looking at that, but that was not something I had planned anytime soon. We are replacing parts and cleaning them up, but they are 17 years old.

Chairman Steiner stated was the one that they lifted the roof off one of ours?

Mr. Soriano responded that was Double Branch. Like I said, they have a lot more so they did have to have extensive planning because there's no way we can spend \$200,000 in one year to replace playgrounds.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting

Ms. Giles stated our next meeting is scheduled for December 12th at 2:00 p.m. here at the Plantation Oaks Amenity Center.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Middle Village

Community Development District

Unaudited Financial Reporting
October 31, 2022



Middle Village
Community Development District
Combined Balance Sheet
October 31, 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	\$21,379	\$218,931	\$42,163	---	\$282,473
Cash - Hancock Whitney	---	\$11,701	---	---	\$11,701
Investments:					
<u>Series 2022</u>					
Revenue	---	---	---	\$10,044	\$10,044
Reserve	---	---	---	\$154,423	\$154,423
Principal	---	---	---	\$71	\$71
Interest	---	---	---	\$213,140	\$213,140
Cost of Issuance	---	---	---	\$15,907	\$15,907
Prepayment	---	---	---	\$219,567	\$219,567
<u>Series 2018-2</u>					
Reserve	---	---	---	\$119,114	\$119,114
Prepayment	---	---	---	\$30,000	\$30,000
Sinking Fund	---	---	---	\$3	\$3
Interest	---	---	---	\$54,313	\$54,313
<u>Operations</u>					
Custody Account	\$30,496	---	---	---	\$30,496
<u>State Board</u>					
General Fund	\$93,086	---	---	---	\$93,086
Recreation Fund	---	\$461,608	---	---	\$461,608
Capital Reserve	---	---	\$1,185,236	---	\$1,185,236
Due From Debt Service	\$10,705	\$83,057	---	---	\$93,762
Electric Deposits	---	\$13,383	---	---	\$13,383
Assessment Receivable	\$8,800	\$76,074	---	\$73,684	\$158,557
Total Assets	<u>\$164,467</u>	<u>\$864,752</u>	<u>\$1,227,399</u>	<u>\$890,264</u>	<u>\$3,146,882</u>
<u>Liabilities:</u>					
Accounts Payable	\$5,386	\$13,661	\$11,550	---	\$30,597
Due to General Fund	---	---	---	\$10,705	\$10,705
Due to Rec Fund	---	---	---	\$83,057	\$83,057
<u>Fund Balances:</u>					
Unassigned	\$159,080	\$837,708	\$1,215,849	---	\$2,212,637
Nonspendable	---	\$13,383	---	---	\$13,383
Restricted for Debt Service	---	---	---	\$796,502	\$796,502
Total Liabilities and Fund Equity	<u>\$164,467</u>	<u>\$864,752</u>	<u>\$1,227,399</u>	<u>\$890,264</u>	<u>\$3,146,882</u>

Middle Village
Community Development District
General Fund

Statement of Revenues & Expenditures
For the Period ending October 31, 2022

Adopted Budget	Prorated Budget 10/31/22	Actual 10/31/22	Variance
-------------------	-----------------------------	--------------------	----------

Revenues:

Assessments - Tax Roll	\$214,870	\$6,483	\$6,483	\$0
Assessments - Direct	\$2,317	\$2,317	\$2,317	\$0
Interest Income	\$600	\$50	\$309	\$259
Total Revenues	\$217,787	\$8,850	\$9,110	\$259

Expenditures:

Administrative

Supervisors Fees	\$12,000	\$1,000	\$1,000	\$0
Travel	\$200	\$17	\$0	\$17
FICA Expense	\$918	\$77	\$83	(\$6)
Engineering	\$10,500	\$875	\$0	\$875
Trustee	\$16,200	\$1,350	\$0	\$1,350
Dissemination Agent	\$3,500	\$292	\$292	(\$0)
Assessment Roll	\$7,550	\$7,550	\$7,550	\$0
Attorney	\$45,000	\$3,750	\$4,706	(\$956)
Attorney-Foreclosure	\$10,000	\$833	\$0	\$833
Arbitrage	\$750	\$63	\$0	\$63
Annual Audit	\$6,100	\$508	\$0	\$508
Management Fees	\$64,850	\$5,404	\$5,404	\$0
Information Technology	\$2,550	\$212	\$213	(\$0)
Telephone	\$600	\$50	\$24	\$26
Postage	\$600	\$50	\$45	\$5
Printing & Binding	\$2,000	\$167	\$82	\$85
Records Storage	\$200	\$17	\$0	\$17
Insurance	\$15,727	\$15,727	\$12,392	\$3,335
Legal Advertising	\$1,500	\$125	\$0	\$125
Other Current Charges	\$150	\$13	\$7	\$6
Office Supplies	\$300	\$25	\$0	\$25
Website Compliance	\$2,250	\$188	\$188	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Reserves	\$14,167	\$1,181	\$0	\$1,181

Total Administrative	\$217,787	\$39,647	\$32,159	\$7,488
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Excess Revenues (Expenditures)	\$0	(\$23,049)
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Fund Balance - Beginning	\$0	\$182,130
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Fund Balance - Ending	\$0	\$159,080
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Middle Village
Community Development District
General Fund
Month By Month Income Statement

[illegible]

Middle Village
Community Development District
Recreation Fund

Statement of Revenues & Expenditures
For the Period ending October 31, 2022

	Adopted Budget	Prorated Budget 10/31/22	Actual 10/31/22	Variance
<u>Revenues:</u>				
Assessment - Tax Roll	\$1,958,276	\$58,965	\$58,965	\$0
Assessment - Direct	\$17,109	\$17,109	\$17,109	\$0
Interest	\$500	\$42	\$336	\$295
Miscellaneous Income	\$6,000	\$500	\$850	\$350
Amenities Revenue	\$100,000	\$8,333	\$951	(\$7,382)
Cost Share Revenue - South Village/Lighting	\$33,063	\$2,755	\$0	(\$2,755)
Total Revenues	\$2,114,948	\$87,704	\$78,211	(\$9,493)
<u>Expenditures:</u>				
Administrative				
Management Fees - On Site	\$317,416	\$26,451	\$26,451	\$0
Insurance	\$62,717	\$62,717	\$58,610	\$4,107
Other Current Charges	\$5,000	\$417	\$402	\$15
Permit Fees	\$1,500	\$125	\$0	\$125
Office Supplies	\$500	\$42	\$0	\$42
Total Administrative	\$387,133	\$89,752	\$85,463	\$4,289
Common Area				
Security	\$166,335	\$13,861	\$14,135	(\$274)
Security Clay County	\$59,502	\$4,959	\$670	\$4,289
Electric	\$20,000	\$1,667	\$1,641	\$26
Streetlighting	\$35,000	\$2,917	\$2,930	(\$13)
Irrigation Maintenance	\$5,000	\$417	\$0	\$417
Landscape Maintenance	\$488,528	\$40,711	\$32,482	\$8,229
Common Area Maintenance	\$70,000	\$5,833	\$0	\$5,833
Lake Maintenance	\$21,000	\$1,750	\$1,519	\$231
Miscellaneous Maintenance	\$5,000	\$417	\$0	\$417
Total Common Area	\$870,365	\$72,530	\$53,378	\$19,153

Middle Village
Community Development District
Recreation Fund

Statement of Revenues & Expenditures
For the Period ending October 31, 2022

	Adopted Budget	Prorated Budget 10/31/22	Actual 10/31/22	Variance
Recreation Facility				
Amenity Staff	\$176,000	\$14,667	\$10,054	\$4,612
Janitorial	\$55,000	\$4,583	\$0	\$4,583
Telephone	\$12,000	\$1,000	\$810	\$190
Electric	\$64,000	\$5,333	\$6,194	(\$861)
Water / Sewer	\$46,000	\$3,833	\$2,530	\$1,303
Gas/Heat (Pool)	\$25,000	\$2,083	\$0	\$2,083
Refuse Service	\$25,000	\$2,083	\$2,860	(\$777)
Pool Maintenance & Chemicals	\$45,000	\$3,750	\$3,052	\$698
Cable	\$8,000	\$667	\$551	\$116
Special Events	\$5,000	\$417	\$776	(\$359)
Office Supplies and Equipment	\$1,500	\$125	\$0	\$125
Facility Maintenance - General	\$58,000	\$4,833	\$0	\$4,833
Facility Maintenance - Preventive Contracts	\$15,950	\$1,329	\$2,390	(\$1,061)
Facility Maintenance - Contingency	\$5,000	\$417	\$0	\$417
Elevator Maintenance	\$3,000	\$250	\$0	\$250
Recreation Passes	\$5,000	\$417	\$909	(\$492)
Lighting Repairs	\$10,000	\$833	\$0	\$833
Tennis Court Maintenance	\$48,000	\$4,000	\$2,306	\$1,694
Capital Reserve	\$250,000	\$20,833	\$0	\$20,833
Total Recreation	\$857,450	\$71,454	\$32,431	\$39,023
Total Expenditures	\$2,114,948	\$233,736	\$171,272	\$62,464
Excess Revenues (Expenditures)	(\$0)		(\$93,061)	
Fund Balance - Beginning	\$0		\$944,152	
Fund Balance - Ending	(\$0)		\$851,091	

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

[illegible]

Expenditures:

Administrative

[illegible]

Common Area

[illegible]

Recreation Facility

[illegible]

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

[illegible]

Middle Village
Community Development District
Debt Service Fund - 2018-1/2022 and 2018-2
Statement of Revenues & Expenditures
For the Period ending October 31, 2022

Adopted Budget	Prorated Budget 10/31/22	Actual 10/31/22	Variance
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Revenues:

Interest Income	\$1,000	\$1,000	\$1,325	\$325
Assessments - Direct	\$21,002	\$21,002	\$21,002	\$0
Assessments - Tax Roll	\$1,751,218	\$52,681	\$52,681	\$0

Total Revenues	\$1,773,220	\$74,684	\$75,009	\$325
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Expenditures:

Series 2022

Interest Expense - 11/1	\$213,140	\$0	\$0	\$0
Interest Expense - 5/1	\$213,140	\$0	\$0	\$0
Principal Expense - 5/1	\$1,124,000	\$0	\$0	\$0

Series 2018-2

Interest Expense - 11/1	\$54,313	\$0	\$0	\$0
Interest Expense - 5/1	\$54,313	\$0	\$0	\$0
Principal Expense - 5/1	\$125,000	\$0	\$0	\$0

Total Expenditures	\$1,783,905	\$0	\$0	\$0
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Excess Revenues (Expenditures)	(\$10,685)	\$75,009		
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Net Change in Fund Balance	(\$10,685)	\$75,009		
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Fund Balance - Beginning	\$276,073	\$721,493		
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Fund Balance - Ending	\$265,388	\$796,502		
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Middle Village
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period ending October 31, 2022

	Adopted Budget	Prorated Budget 10/31/22	Actual 10/31/22	Variance
<u>REVENUES:</u>				
Interest Income	\$2,000	\$167	\$1,708	\$1,541
Capital Reserve - Rec Fund	\$250,000	\$0	\$0	\$0
Capital Reserve - General Fund	\$14,167	\$0	\$0	\$0
TOTAL REVENUES	\$266,167	\$167	\$1,708	\$1,541
<u>EXPENDITURES:</u>				
Repair And Replacements	\$400,775	\$33,398	\$11,179	\$22,219
TOTAL EXPENDITURES	\$400,775	\$33,398	\$11,179	\$22,219
EXCESS REVENUES (EXPENDITURES)	(\$134,608)		(\$9,471)	
FUND BALANCE - Beginning	\$1,165,118		\$1,225,320	
FUND BALANCE - Ending	\$1,030,510		\$1,215,849	

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:	\$154,423
Reserve Fund Requirement:	\$156,269
Bonds outstanding - 1/13/2022	\$17,754,000
Less: May 1, 2022 (Mandatory)	(\$888,000)
Less: May 1, 2022 (Optional)	(\$8,000)
Current Bonds Outstanding:	\$16,858,000

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:	\$119,114
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
FY2023 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2022 DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	RESERVE FUND ASSESSED	TOTAL ASSESSED
ODP, LLC (1)	31,789	21,002.07	2,317.18	17,108.78	-	40,428.03
TOTAL DIRECT BILLS NET	31,789	21,002.07	2,317.18	17,108.78	-	40,428.03
NET TAX ROLL ASSESSED NET	301,267	1,746,465.21	214,920.49	1,954,770.36	-	3,916,156.05
TOTAL ASSESSED	333,056	1,767,467.28	217,237.67	1,971,879.14	-	3,956,584.09

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)	-	21,002.07	2,317.18	17,108.78	-	40,428.03
DIRECT BILLS DUE / RECEIVED	-	21,002.07	2,317.18	17,108.78	-	40,428.03
TAX ROLL DUE / RECEIVED	3,798,026.75	52,681.43	6,482.99	58,964.88	-	118,129.30
TOTAL DUE / RECEIVED	3,798,026.75	73,683.50	8,800.17	76,073.66	-	158,557.33

(1) Direct bill is assessed with a 4% discount if paid by 11/30/22. Full balance due by 3/31/23. 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	11/09/22	8,603.93	3,837.04	472.19	4,294.70	-
2	11/16/22	109,525.37	48,844.39	6,010.80	54,670.18	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
TOTAL TAX ROLL RECEIPTS		118,129.30	52,681.43	6,482.99	58,964.88	-

PERCENT COLLECTED	DEBT	O&M
% COLLECTED DIRECT BILL	100.00%	100.00%
% COLLECTED TAX ROLL	3.02%	3.02%
TOTAL PERCENT COLLECTED	4.17%	3.88%

D.

Middle Village

Community Development District

Check Run Summary

November 30, 2022

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	11/3/22	1657-1658	\$ 680.08
	11/14/22	1659-1661	\$ 11,058.82
Sub-Total			\$ 11,738.90
Recreation Fund			
Accounts Payable - HW	11/3/22	58-63	\$ 6,261.50
	11/14/22	64-78	\$ 42,622.51
Sub-Total			\$ 48,884.01
Capital Reserve Fund			
Accounts Payable	11/3/22	514-515	\$ 10,619.00
	11/14/22	516-517	\$ 931.25
Sub-Total			\$ 11,550.25
Total			\$ 72,173.16

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/03/22	00121	9/30/22 4924849 FY23; 7767659	202209 310-51300-48000	CA FLORIDA HOLDINGS,LLC	*	505.08	505.08 001657
11/03/22	00050	10/03/22 86709 FY23 SPECIAL DISTRICT FEE	202210 310-51300-54000	DEPARTMENT OF ECONOMIC OPPORTUNITY	*	175.00	175.00 001658
11/14/22	00026	11/01/22 2010 NOV MANAGEMENT FEES	202211 310-51300-34000		*	5,404.17	
		11/01/22 2010 NOV WEBSITE ADMIN	202211 310-51300-52000		*	187.50	
		11/01/22 2010 NOV INFORMATION TECH	202211 310-51300-35100		*	212.50	
		11/01/22 2010 NOV DISSEMINATION SERVICE	202211 310-51300-31300		*	291.67	
		11/01/22 2010 OFFICE SUPPLIES	202211 310-51300-51000		*	.93	
		11/01/22 2010 POSTAGE	202211 310-51300-42000		*	68.76	
		11/01/22 2010 COPIES	202211 310-51300-42500		*	103.80	
		11/01/22 2010 TELEPHONE	202211 310-51300-41000		*	14.02	
				GOVERNMENTAL MANAGEMENT SERVICES			6,283.35 001659
11/14/22	00117	11/03/22 22-00350 MEETING NOTICE	202211 310-51300-48000	JACKSONVILLE DAILY RECORD	*	69.50	69.50 001660
11/14/22	00119	11/09/22 3138015 OCT GENERAL COUNSEL	202210 310-51300-31500	KUTAK ROCK LLP	*	4,705.97	4,705.97 001661
TOTAL FOR BANK A						11,738.90	
TOTAL FOR REGISTER						11,738.90	

MVIL MIDDLE VILLAGE OKUZMUK

LOCALiQ

FLORIDA

ACCOUNT NAME

Middle Village Cdd

ACCOUNT #

760172

PAGE #

1 of 1

INVOICE #

0004924849

BILLING PERIOD

Sep 1- Sep 30, 2022

PAYMENT DUE DATE

October 20, 2022

PREPAY
(Memo Info)

\$0.00

UNAPPLIED
(Included in amt due)

\$0.00

TOTAL AMOUNT DUE

\$505.08

BILLING ACCOUNT NAME AND ADDRESS

Middle Village Cdd
475 W. Town Pl. Ste. 114
Saint Augustine, FL 32092-3649



BILLING INQUIRIES/ADDRESS CHANGES

1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID

47-2390983

Legal Entity: Gannett Media Corp.

Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.

All funds payable in US dollars.

00007601720000000000000049248490005050867176

Starting in October ad placements will be assessed a monthly creative processing fee to cover fees associated with award winning ad design, toning, imaging, and sizing. Previous Account Number: MOR_36767

Date	Description	Amount
9/1/22	Balance Forward	\$0.00

Package Advertising:

Start-End Date	Order Number	Description	PO Number	Package Cost
9/15/22	7767659	Fiscal Year 2023		\$505.08

121A
1. 310.57300.48000
RECEIVED
OCT 17 2022
BY

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

LOCALiQ

FLORIDA

ACCOUNT NAME

Middle Village Cdd

PAYMENT DUE DATE

October 20, 2022

AMOUNT PAID

ACCOUNT NUMBER

760172

INVOICE NUMBER

0004924849

CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120+ DAYS PAST DUE	UNAPPLIED PAYMENTS	TOTAL AMOUNT DUE
\$505.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$505.08

REMITTANCE ADDRESS (Include Account# & Invoice# on check)

CA Florida Holdings, LLC
PO Box 631244
Cincinnati, OH 45263-1244

TO PAY WITH CREDIT CARD PLEASE FILL OUT BELOW:

☐ VISA ☐ MASTERCARD ☐ DISCOVER ☐ AMEX

Card Number

Exp Date

Signature

CVV Code

Date

00007601720000000000000049248490005050867176

LOCALiQ

FLORIDA

PO Box 631244 Cincinnati, OH 45263-1244

PROOF OF PUBLICATION

Middle Village Cdd
Middle Village Cdd
475 W Town PL # 114
Saint Augustine FL 32092-3649

STATE OF FLORIDA, COUNTIES OF DUVAL AND CLAY

The Florida Times-Union, a daily newspaper published in Jacksonville in Duval and Clay County, Florida; And of general circulation in Duval and Clay County; and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated or by publication on the newspaper's website, if authorized, on:

09/15/2022

and that the fees charged are legal.

Sworn to and subscribed before on 09/15/2022

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$505.08

Order No: 7767659

Customer No: 760172

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

NOTICE OF MEETINGS MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Middle Village Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2023 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 on the second Monday of each month as follows or otherwise noted:

October 10, 2022
November 14, 2022
December 12, 2022
January 9, 2023
February 13, 2023

March 13, 2023 @ 6:00 p.m.

April 10, 2023

May 8, 2023

June 12, 2023

July 10, 2023

August 21, 2023 @ 6:00 p.m. (*third Monday)

September 11, 2023

The meetings are open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. Copies of the agendas for each meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850), or by visiting the District's website at www.MiddleVillageCDD.com. The meetings may be continued to a date, time, and place to be specified on the record of the meetings. There may be occasions when one or more Supervisors will participate by telephone.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations of these meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-953-8771 (TTY) / 1-800-953-8770 (Voice), for aid in contacting the District Office.

Each person who decides to appeal any action taken at the meetings is advised that 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 such appeal is to be based.

Mariah Gilka
District Manager

MARIAH VERHAGEN
Notary Public
State of Wisconsin

Florida Department of Economic Opportunity, Special District Accountability Program
FY 2022/2023 Special District Fee Invoice and Update Form
 Required by Sections 189.064 and 189.018, Florida Statutes, and Chapter 73C-24, Florida Administrative Code

Invoice No.: 86709			Date Invoiced: 10/03/2022
Annual Fee: \$175.00	Late Fee: \$0.00	Received: \$0.00	Total Due, Postmarked by 12/02/2022: \$175.00

STEP 1: Review the following information, make changes directly on the form, and sign and date:

1. Special District's Name, Registered Agent's Name, and Registered Office Address:



Middle Village Community Development District
 Mr. Michael C. Eckert
 Kutak Rock LLP
 107 West College Avenue
 Tallahassee, FL 32301

- 2. Telephone: (850) 692-7300
- 3. Fax: (850) 692-7319
- 4. Email: Michael.Eckert@KutakRock.com
- 5. Status: Independent
- 6. Governing Body: Elected
- 7. Website Address: www.middlevillagecdd.com
- 8. County(ies): Clay
- 9. Function(s): Community Development
- 10. Boundary Map on File: 09/11/2009
- 11. Creation Document on File: 11/20/2003
- 12. Date Established: 10/16/2003
- 13. Creation Method: Local Ordinance
- 14. Local Governing Authority: Clay County
- 15. Creation Document(s): County Ordinances 2003-88, 2005-48, and 2006-20
- 16. Statutory Authority: Chapter 190, Florida Statutes
- 17. Authority to Issue Bonds: Yes
- 18. Revenue Source(s): Assessments
- 19. Most Recent Update: 03/07/2022

I do hereby certify that the information above (changes noted if necessary) is accurate and complete as of this date.

Registered Agent's Signature: [Signature] Date 10/11/22

STEP 2: Pay the annual fee or certify eligibility for the zero fee:

a. **Pay the Annual Fee:** Pay the annual fee online by following the instructions at www.Floridajobs.org/SpecialDistrictFee or by check payable to the Department of Economic Opportunity.

b. **Or, Certify Eligibility for the Zero Fee:** By initialing each of the following items, I, the above signed registered agent, do hereby certify that to the best of my knowledge and belief, ALL of the following statements contained herein and on any attachments hereto are true, correct, complete, and made in good faith as of this date. I understand that any information I give may be verified.

- 1. ☐ This special district and its Certified Public Accountant determined the special district is not a component unit of a local general-purpose government.
- 2. ☐ This special district is in compliance with the reporting requirements of the Department of Financial Services.
- 3. ☐ This special district reported \$3,000 or less in annual revenues to the Department of Financial Services on its Fiscal Year 2020/2021 Annual Financial Report (if created since then, attach an income statement verifying \$3,000 or less in revenues).

Department Use Only: Approved: _____ Denied: _____ Reason: _____

STEP 3: Make a copy of this form for your records.

STEP 4: Mail this form and payment (if paying by check) to the Department of Economic Opportunity, Bureau of Budget Management, 107 E. Madison Street, MSC 120, Tallahassee, FL 32399-4124. Direct any questions to (850) 717-8430.

SOA
 1-310, 51300, 54000
 FY23 Spec. Dist.
 Fee

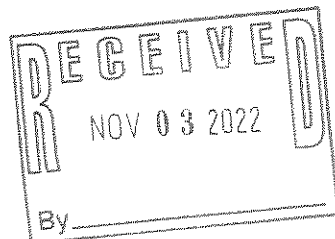
Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2010**Invoice Date:** 11/1/22**Due Date:** 11/1/22**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 - November 2022 1-31-513-34		5,404.17	5,404.17
Website Administration - November 2022 1-31-513-52		187.50	187.50
Information Technology - November 2022 1-31-513-33		212.50	212.50
Dissemination Agent Services - November 2022 1-31-513-313		291.67	291.67
Office Supplies 1-31-513-51		0.93	0.93
Postage 1-31-513-42		68.76	68.76
Copies 1-31-513-425		103.80	103.80
Telephone 1-31-513-41		14.02	14.02

**Total** \$6,283.35**Payments/Credits** \$0.00**Balance Due** \$6,283.35

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

INVOICE

November 3, 2022

Date

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

Serial #	22-00350C	PO/File #		\$69.50
				Payment Due
	Notice of Meeting of the Board of Supervisors			
				\$69.50
				Publication Fee
	Middle Village Community Development District			
Case Number				Amount Paid
Publication Dates	11/3			
County	Clay			

*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 # 22-00350C on your
check or remittance advice.

1-31-513-48
117

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 met on Monday, November 14, 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

Nov. 3 00 (22-00350C)

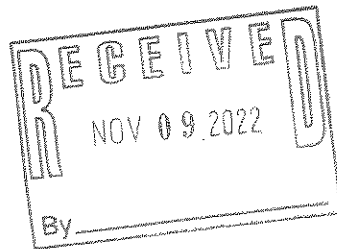
KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

November 9, 2022



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

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. 3138015
 Client Matter No. 14323-1

1-31-513-315
 119

Invoice No. 3138015
 14323-1

Re: Middle Village CDD - General

For Professional Legal Services Rendered

10/03/22	M. Eckert	1.20	420.00	Review agenda package; review direct collect assessment issue; review bonds outstanding on financial statements and 2022 bond documents; confer with Fulks and Giles
10/07/22	M. Eckert	0.10	35.00	Review audit engagement letter
10/09/22	M. Eckert	0.60	210.00	Research off roll assessments; confer with Fulks and Giles
10/10/22	M. Eckert	3.20	1,120.00	Prepare for, travel to and attend board meeting; return travel; follow up
10/10/22	K. Haber	0.20	45.00	Correspondence with Soriano regarding suspension letter
10/11/22	M. Eckert	0.10	35.00	Review and complete DEO registration form
10/16/22	M. Eckert	0.30	105.00	Research and draft disciplinary and suspension rule
10/17/22	K. Haber	1.60	360.00	Prepare resident suspension letter;

KUTAK ROCK LLP

Middle Village CDD

November 9, 2022

Client Matter No. 14323-1

Invoice No. 3138015

Page 2

				telephone conference with Soriano regarding same; correspondence with Soriano regarding same; prepare suspension hearing outline
10/18/22	M. Eckert	0.60	210.00	Review draft minutes and provide comments
10/23/22	M. Eckert	0.20	70.00	Prepare Green suspension letter
10/24/22	K. Haber	1.80	405.00	Prepare real estate due diligence; review updates to suspension letter
10/25/22	M. Eckert	0.20	70.00	Prepare revised suspension and disciplinary rule
10/25/22	K. Haber	3.50	787.50	Prepare real estate due diligence
10/26/22	M. Eckert	0.20	70.00	Confer with Mifsud regarding suspensions; review suspension issues
10/26/22	K. Haber	0.90	202.50	Prepare roof replacement agreement; correspondence with Soriano regarding same
10/27/22	M. Eckert	0.10	35.00	Distribute new draft suspension policy
10/27/22	K. Haber	1.60	360.00	Finalize roof replacement agreement; correspondence with Soriano regarding same; correspondence with Giles regarding assessment history
10/28/22	M. Eckert	0.30	105.00	Prepare records retention memorandum and resolution; prepare surplus property memorandum and resolution
10/31/22	M. Eckert	0.10	35.00	Prepare for board meeting
TOTAL HOURS		16.80		
TOTAL FOR SERVICES RENDERED				\$4,680.00
DISBURSEMENTS				
Meals			5.50	
Travel Expenses			20.47	
TOTAL DISBURSEMENTS				<u>25.97</u>
TOTAL CURRENT AMOUNT DUE				<u>\$4,705.97</u>

*** CHECK DATES 11/01/2022 - 11/30/2022 ***
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 #
11/03/22	00072	10/26/22 10262022	202209 320-57200-34510 9/2-9/15 SEC SRVS REIMBUR	DOUBLE BRANCH CDD	*	1,729.00	1,729.00 000058
11/03/22	00072	10/26/22 1596.00	202208 320-57200-34510 8/19-9/1 SEC SRVS REIMBUR	DOUBLE BRANCH CDD	*	1,596.00	1,596.00 000059
11/03/22	00026	10/28/22 2008	202210 300-36900-10300 FAC EVNT STAFF THRU 10/22	GOVERNMENTAL MANAGEMENT SERVICES	*	962.50	962.50 000060
11/03/22	00560	10/25/22 125445	202210 330-57200-62100 ANNL QTRLY SPRINKLER INSP	JSC SYSTEMS	*	1,149.00	1,149.00 000061
11/03/22	00854	10/27/22 10272022	202210 300-36900-10300 RENTAL DEPOSIT REFUND	MALESIA ADAMS	*	700.00	700.00 000062
11/03/22	00956	9/30/22 F1000000	202209 330-57200-49500 ONE TIME IMPACT FEE	OTIS ELEVATOR COMPANY	*	125.00	125.00 000063
11/14/22	00256	11/07/22 SSI10842	202210 320-57200-34510 OCT ADMIN FEE		*	482.50	
		11/07/22 SSI10842	202210 320-57200-34510 OCT SCHEDULING FEE	CLAY COUNTY SHERIFF'S OFFICE	*	187.50	670.00 000064
11/14/22	00026	10/12/22 2005	202210 300-36900-10200 TENNIS REV DEP 10/11/22	GOVERNMENTAL MANAGEMENT SERVICES	*	1,288.80	1,288.80 000065
11/14/22	00026	10/31/22 2009	202210 300-36900-10200 TENNIS REV DEP 10/24/22	GOVERNMENTAL MANAGEMENT SERVICES	*	1,017.00	1,017.00 000066
11/14/22	00026	11/01/22 2011	202211 310-51300-34000 NOV REC FACILITY MANAGE	GOVERNMENTAL MANAGEMENT SERVICES	*	20,119.83	20,119.83 000067
11/14/22	00026	11/01/22 2012	202211 310-51300-34000 NOV TENNIS FACILITY MNGMT	GOVERNMENTAL MANAGEMENT SERVICES	*	6,331.50	6,331.50 000068

MVIL MIDDLE VILLAGE OKUZMUK

AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN 11/29/22	PAGE 2
*** CHECK DATES 11/01/2022 - 11/30/2022 ***												
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 #
11/14/22	00026	11/09/22 2014	202211 300-36900-10200	TENNIS REV DEP 11/8/22	*	1,008.00	
							1,008.00 000069
GOVERNMENTAL MANAGEMENT SERVICES							
11/14/22	00026	11/11/22 2013	202211 300-36900-10300	EVENT STAFF THRU 11/5/22	*	506.25	
							506.25 000070
GOVERNMENTAL MANAGEMENT SERVICES							
11/14/22	00026	9/28/22 1999	202209 300-36900-10200	TENNIS REV DEP 9/27/22	*	656.50	
							656.50 000071
GOVERNMENTAL MANAGEMENT SERVICES							
11/14/22	00026	9/28/22 2000	202209 330-57200-34300	WINNING CONCEPTS	*	254.80	
		9/28/22 2000	202209 330-57200-34300	WALMART	*	30.01	
		9/28/22 2000	202209 330-57200-34300	WALMART	*	68.70	
		9/28/22 2000	202209 330-57200-34300	WALMART	*	186.28	
							539.79 000072
GOVERNMENTAL MANAGEMENT SERVICES							
11/14/22	00139	11/01/22 13129561	202211 330-57200-46400	NOV POOL CHEMICALS	*	3,051.51	
							3,051.51 000073
POOLSURE							
11/14/22	00261	11/01/22 320	202211 330-57200-34200	NOV JANITORIAL SERVICES	*	3,783.33	
							3,783.33 000074
RIVERSIDE MANAGEMENT SERVICES, INC							
11/14/22	00957	11/13/22 11132022	202211 300-36900-10300	RENTAL DEPOSIT REFUND	*	700.00	
							700.00 000075
SHEILA LEONARD							
11/14/22	00958	11/08/22 11082022	202211 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
							500.00 000076
STEFHANIE LINDSAY							
11/14/22	00959	11/08/22 11082022	202211 300-36900-10300	RENTAL DEPOSIT REFUND	*	1,950.00	
							1,950.00 000077
TERRY POSEY							
11/14/22	00758	11/06/22 11062022	202211 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
							500.00 000078
ZACHA GONZALEZ							
TOTAL FOR BANK E						48,884.01	

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
TOTAL FOR REGISTER						48,884.01	

MVIL MIDDLE VILLAGE OKUZMUK

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request

Date	Amount	Authorized By
October 26, 2022	\$1,729.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #724

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

9/2/22-9/15/22 Reimb for Security Services
(Attach supporting documentation for request.)

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request

Date	Amount	Authorized By
October 26, 2022	\$1,596.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72 <i>€</i>

Date Check Needed:

Budget Category:

ASAP

002-320-57200-34510

Intended Use of Funds Requested:

8/19/22-9/1/22 Reimb for Security Services
<i>(Attach supporting documentation for request.)</i>

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

Invoice

Invoice #: 2008
Invoice Date: 10/28/22
Due Date: 10/28/22
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 Event Staff through October 22, 2022 2.369.103 26 E	38.5	25.00	962.50
Total			\$962.50
Payments/Credits			\$0.00
Balance Due			\$962.50

10/27/22
Gdy

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>
38.5	Facility Event Staff	\$ 25.00	\$ 962.50

Covers Period End: October 22, 2022

Amenities Revenue # 2-369-103



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

INVOICE

Invoice Date	Invoice #
10/25/2022	125445
Customer PO #	

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

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

Site of Service/Delivery:
Oakleaf- Plantation Oaks Ameni
845 Oakleaf Plantation Parkway

Orange Park, FL 32065

JSC Job #	Terms	Date Shipped	Ship Via
X060657	Due Upon Receipt	10/25/2022	

Quantity	Item / Description	Unit Price	Amount
1.00	(1) Annual (3) quarterly Sprinkler Inspections \$1149.00	1,149.00	1,149.00
Code to: 5602 Middle Village Facility Maint. - Preventative 2-330-572-62100			

Sub-Total	1,149.00
Tax	0.00
Total Invoice Amount	1,149.00

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.

From: Oakleaf Venues venue rentals@oakleafresidents.com

Subject: MVCDD refund of deposit request - MALESIA ADAMS

Date: October 27, 2022 at 6:46 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 - GRAND BANQUET(GB) & GRAND LAWN(GL) - (SATURDAY) 12:00 P.M. to 12:00 A.M.
 - DATE OF VENUE - OCTOBER 22, 2022
 - RESIDENT - MALESIA ADAMS
 - ADDRESS - 1360 AKRON OAKS DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$700.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on WELLS FARGO(GB) & 121 FINANCIAL(GL):
 - GRAND BANQUET:
 - DATED: 5/18/22
 - CHECK#: 1196
 - DEPOSITED: 5/18/22
 - AMOUNT: \$500.00
 - GRAND LAWN:
 - DATED: 10/17/22
 - CHECK#: 5773
 - DEPOSITED: 10/18/22
 - AMOUNT: \$200.00

2 - 300-36900-103
854 E
RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/18/22	05/18/22	10/22/22	MALESIA ADAMS - GB DEPOSIT	DEPOSIT	\$ 500.00		CK# 1196	DEPOSITED 5/18/22
PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
10/17/22	10/18/22	10/22/22	MALESIA ADAMS - GL DEPOSIT	DEPOSIT	\$ 200.00		CK# 5773	DEPOSITED 10/18/22

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

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.



Signature
Service

INVOICE

Page 1 of 2

CUSTOMER NO.: 601535
DATE: 9/30/2022
INVOICE NO.: F10000008206

OAKLEAF PLANTATION
DUE: 10/30/2022
PLEASE PAY PROMPTLY

ACCOUNT SUMMARY

BUILDING ADDRESS

OAKLEAF PLANTATION 845 OAKLEAF PLANTATION ORANGE
PARK FL 32065-3531
CONTRACT: 108362 | TCE05011

Logistics and fuel impact fee

Letter of explanation enclosed within

\$125.00

Code to:

956 E

02-330-572-630

Middle Village Elevator Maintenance

NET SERVICE CONTRACT AMOUNT

\$125.00

Sales Tax

\$0.00

TOTAL SERVICE CONTRACT AMOUNT DUE

\$125.00

IMPORTANT MESSAGES

We are pleased to offer the convenience and flexibility of paperless billing and e-payment options! To automate your payment, opt in to paperless billing, or to change your billing address, please visit our e-payment site at <https://otis.payinvoicedirect.com>.

QUESTIONS?

AR: 1-844-636-6847

OTISLINE®: 1-800-233-6847

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

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

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

OTIS

11760 US Hwy 1 Suite W600 Palm Beach Gardens FL 33408

AB 01 008453 25807 H 27 A



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

CUSTOMER NO.:

601535

DATE:

9/30/2022

INVOICE NO.:

F10000008206

TOTAL SERVICE CONTRACT AMOUNT:

\$125.00

MAKE CHECK PAYABLE TO:

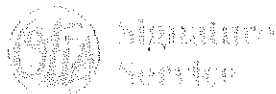
Otis Elevator Company
PO Box 73579
Chicago IL 60673-3579



F10000008206 0000012500 6

008453 1/1

6



11760 US-1
Suite W600
Palm Beach Gardens, FL 33408

RE: Logistics and fuel impact fee

Dear customer,

Following the global pandemic, with restrictions loosening, we were optimistic that business would return to pre-pandemic state.

Unfortunately, inflation over the past 12 months has driven up fuel and logistics costs, directly impacting our business. According to the Bureau of Labor and Statistics, fuel (+75.6%), energy (+44.9%) and logistics (+9.2%) prices have increased significantly in the past 12 months.

In lieu of a permanent price increase we ask that you pay this one-time impact fee to help offset the unexpected cost burden related to logistics and fuel costs.

Your payment of \$125.00 is attached and payable upon receipt.

Thank you for your business and continued loyalty to Otis Elevator.

Sincerely,

Joe Dragich

Joe Dragich
Vice President, Eastern Region
Otis Americas



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

(904) 284-7575

Invoice Number: SSI10842
Invoice Date: 11/7/2022

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 11/22/2022
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 11/7/2022
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-OCTOBER 2022		193	193	5.00	965.00/2 = \$482.50
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2 = \$187.50

2.32.572.34510
256

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 1,340.00

Subtotal: 1,340.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,340.00 / 2

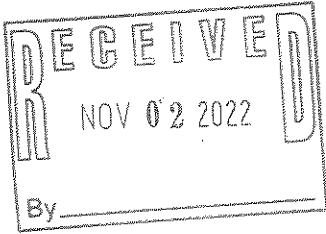
= \$670.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2005**Invoice Date:** 10/12/22**Due Date:** 10/12/22**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Tennis Revenue/ Funds deposited 10/11/22		1,288.80	1,288.80
2-300-369-102 26			
			
Total			\$1,288.80
Payments/Credits			\$0.00
Balance Due			\$1,288.80

Middle Village CDD

Breakdown of Revenues October 11, 2022

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
10/11/2022	\$ 1,432.00	\$ 1,288.80	\$ 143.20
		\$ -	\$ -

Subtotal \$ 1,432.00 \$ 1,288.80 \$ 143.20

Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
10/11/2022		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
10/11/2022		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date		League Fees 10%	Middle Village CDD 90%
10/11/2022			

Subtotal \$ - \$ - \$ -

Total Revenues \$ 1,432.00 \$ 1,288.80 \$ 143.20

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2009**Invoice Date:** 10/31/22**Due Date:** 10/31/22**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Tennis Revenue / funds deposited 10/24/2022		1,017.00	1,017.00
<div>2300.369.102 26</div> <div>RECEIVED NOV 02 2022 By _____</div>			
Total			\$1,017.00
Payments/Credits			\$0.00
Balance Due			\$1,017.00

Middle Village CDD

Breakdown of Revenues

October 24, 2022

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

10/24/2022	\$ 1,130.00	\$ 1,017.00	\$ 113.00
		\$ -	\$ -

Subtotal	\$ 1,130.00	\$ 1,017.00	\$ 113.00
----------	-------------	-------------	-----------

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

10/24/2022		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

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

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

10/24/2022		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

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

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

10/24/2022

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

Total Revenues	\$ 1,130.00	\$ 1,017.00	\$ 113.00
----------------	-------------	-------------	-----------

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

Invoice

Invoice #: 2011
Invoice Date: 11/1/22
Due Date: 11/1/22
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - November 2022 2.310.513.3400 26		20,119.83	20,119.83
<div data-bbox="393 1081 738 1348"><p>RECEIVED NOV 07 2022 By _____</p></div> <div data-bbox="354 1564 782 1696"><p><i>Jerry Lambert</i> 11-7-22</p></div>			

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 #: 2012

Invoice Date: 11/1/22


Due Date: 11/1/22

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Tennis - Facility Management - Oakleaf Plantation - November 2022 2,310.513,3400 26		6,331.50	6,331.50
<div data-bbox="418 995 732 1205"><div>RECEIVED</div><div>NOV 07 2022</div><div>By _____</div></div> <div data-bbox="370 1541 797 1696"> 11-7-22</div>			

Total	\$6,331.50
-------	------------

Payments/Credits	\$0.00
------------------	--------

Balance Due	\$6,331.50
-------------	------------

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2014**Invoice Date:** 11/9/22**Due Date:** 11/9/22**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Tennis Revenue / Funds deposited 11/8/2022		1,008.00	1,008.00
<div>20300.369.102 24</div> <div>RECEIVED NOV 11 2022 By _____</div>			
Total			\$1,008.00
Payments/Credits			\$0.00
Balance Due			\$1,008.00

Middle Village CDD

Breakdown of Revenues

November 8, 2022

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

11/8/2022	\$ 1,120.00	\$ 1,008.00	\$ 112.00
		\$ -	\$ -

Subtotal	\$ 1,120.00	\$ 1,008.00	\$ 112.00
----------	-------------	-------------	-----------

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

11/8/2022		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

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

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

11/8/2022		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

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

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

11/8/2022			
-----------	--	--	--

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

Total Revenues	\$ 1,120.00	\$ 1,008.00	\$ 112.00
----------------	-------------	-------------	-----------

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2013**Invoice Date:** 11/11/22**Due Date:** 11/11/22**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 Event Staff through November 5, 2022 300 2369.103 26	20.25	25.00	506.25
<div>RECEIVED NOV 09 2022 By _____</div>			
Total			\$506.25
Payments/Credits			\$0.00
Balance Due			\$506.25

11/9/22
DP

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>
20.25	Facility Event Staff	\$ 25.00	\$ 506.25

Covers Period End: November 5, 2022

Amenities Revenue # 2-369-103

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 1999**Invoice Date:** 9/28/22**Due Date:** 9/28/22**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Tennis Revenue / funds deposited 9/27/22		656.50	656.50
<div>2.300.369.102 26</div> <div>RECEIVED NOV 02 2022 By _____</div>			
Total			\$656.50
Payments/Credits			\$0.00
Balance Due			\$656.50

Middle Village CDD

Breakdown of Revenues

September 27, 2022

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
9/27/2022	\$ 685.00	\$ 616.50	\$ 68.50
		\$ -	\$ -

Subtotal \$ 685.00 \$ 616.50 \$ 68.50

Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
9/27/2022	\$ 200.00	\$ 40.00	\$ 160.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ 200.00	\$ 40.00	\$ 160.00

Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
9/27/2022		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	League Fees 10%	Middle Village CDD 90%
9/27/2022		

Subtotal \$ - \$ - \$ -

Total Revenues \$ 885.00 \$ 656.50 \$ 228.50

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2000**Invoice Date:** 9/28/22**Due Date:** 9/28/22**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
2.330.572.34300 - Winning Concepts		254.80	254.80
2.330.572.34300 - Walmart		30.01	30.01
2.330.572.34300 - Walmart		68.70	68.70
2.330.572.34300 - Walmart		186.28	186.28
<div>2.33.572.343 26</div> <div>RECEIVED NOV 02 2022 By _____</div>			
Total			\$539.79
Payments/Credits			\$0.00
Balance Due			\$539.79

PERSONAL REIMBURSEMENT

Out-of-Pocket

NAME: Andy Fletcher

9.26.22

DATE	DESCRIPTION	DISTRICT	AMOUNT	
8/25/22	Winning Concepts	MV	\$254.80	2.330.572.34300
8/31/22	Wal Mart	MV	\$30.01	2.330.572.34300
9/19/22	Wal Mart	MV	\$68.70	2.330.572.34300
9/22/22	Wal Mart	MV	\$186.28	2.330.572.34300
				2.330.572.34300
				2.330.572.34300
				2.330.572.34300
TOTAL			\$ 539.79	



WINNING
CONCEPTS USA, INC.

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

Paul

Invoice

Date	Invoice #
8/25/2022	37496

Bill To
Oakleaf Tennis

Ship To

		P.O. No.	Terms	Rep
				DCM
Quantity	Description	Rate		Amount
11	Screen print center back one color imprint white On LST356 tank tops Royal- 1 xs, 8 sm, 1 med, 1 Lg	10.99		120.89
9	Screen print left sleeve one color white On ST420LS long sleeve Royal- 5 sm, 2 med, 1 Lg, 1 XXL	12.99		116.91
1	Add for XXL	2.00		2.00
1	Screen Charge reorder fee	15.00		15.00
Thank you for your business! Daniel McClees 904/272-9784			Total	\$254.80
We impose a surcharge of 3.5% on the transaction amount on credit card products, which is not greater than our cost of acceptance. We do not surcharge debit cards, prepaid cards or gift cards.			Payments/Credits	\$0.00
			Balance Due	\$254.80

Give us feedback @ survey.walmart.com
Thank you! ID #:7RH00C14TDKD

Walmart *

904-214-9411 Mr: COREY
1580 BRANAN FIELD RD
MIDDLEBURG FL 32068

ST# 03308 OP# 000072 TE# 16 TR# 00081
TENNIS BALL 007248901026

22 AT 1 FOR 2.77 60.94 X
TENNIS BALL 007248901026 2.77 X

** VOIDED ENTRY **

TENNIS BALL 007248901026 2.77-X

SUPER COMP 072479432987 2.97 X

SUBTOTAL 63.91

TAX 1 7.500 % 4.79

TOTAL 68.70

VISA TEND 68.70

VISA CREDIT **** * 6346 I 1

APPROVAL # 019391

REF # 226200066426

TRANS ID - 382262781193908

VALIDATION - HTGB

PAYMENT SERVICE - E

AID A0000000031010

AAC 9C671AB1FDF883AE

TERMINAL # SC010100

09/19/22 17:42:02

CHANGE DUE 0.00

ITEMS SOLD 23

TC# 7808 8309 8973 8991 0636



Walmart *

Become a member

Scan for free 30-day trial

09/19/22 17:42:03

CUSTOMER COPY

Give us feedback @ survey.walmart.com
Thank you! ID #:7RH0B014TQB5

Walmart *

904-214-9411 Mr: COREY
1580 BRANAN FIELD RD
MIDDLEBURG FL 32068

ST# 03308 OP# 000189 TE# 16 TR# 09467

TENNIS BALL 007248901012

6 AT 1 FOR 28.88 173.28 X

SUBTOTAL 173.28

TAX 1 7.500 % 13.00

TOTAL 186.28

VISA TEND 186.28

VISA CREDIT **** * 6346 I 1

APPROVAL # 022114

REF # 226600762088

TRANS ID - 382265710711027

VALIDATION - TFRP

PAYMENT SERVICE - E

AID A0000000031010

AAC 38163DA38EBB9EA9

TERMINAL # SC010220

09/22/22 15:44:32

CHANGE DUE 0.00

ITEMS SOLD 6

TC# 5266 0944 8915 0903 9674 7



Walmart *

Become a member

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09/22/22 15:44:32

CUSTOMER COPY

Give us feedback @ survey.walmart.com
Thank you! ID #:7RGPVF14TFJP

Walmart *

904-214-9411 Mr: COREY
1580 BRANAN FIELD RD
MIDDLEBURG FL 32068

ST# 03308 OP# 004636 TE# 14 TR# 01020

25QT MARINE 003422350109 27.92 X

SUBTOTAL 27.92

TAX 1 7.500 % 2.09

TOTAL 30.01

VISA TEND 30.01

VISA CREDIT **** * 6346 I 1

APPROVAL # 031643

REF # 224300390320

TRANS ID - 382243427066106

VALIDATION - MB64

PAYMENT SERVICE - E

AID A0000000031010

AAC BA22EC78FD41E332

TERMINAL # SC010109

08/31/22 07:51:48

CHANGE DUE 0.00

ITEMS SOLD 1

TC# 7796 9839 6509 5338 737



Walmart *

Become a member

Scan for free 30-day trial

08/31/22 07:51:48

CUSTOMER COPY



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

Invoice

Date 11/1/2022

Invoice # 131295610590

Terms	Net 20
Due Date	11/21/2022
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-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

RECEIVED
OCT 25 2022

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

2-33-572-464
139

Remittance Slip

Customer
13OAK101
Invoice #
131295610590

Amount Due \$3,051.51

Amount Paid

Make Checks Payable To

PoolSure
PO Box 55372
Houston, TX 77255-5372



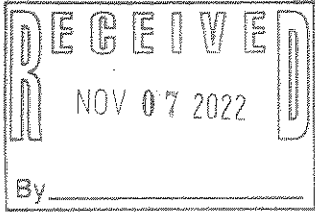
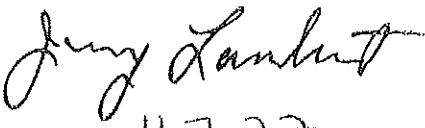
131295610590

Riverside Management Services, Inc
9655 Florida Mining Blvd. W.
Building 300, Suite 305
Jacksonville, FL 32257

Invoice

Invoice #: 320
Invoice Date: 11/1/2022
Due Date: 11/1/2022
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
2.330.572.3420 - Janitorial Services - November 2022 241   11-7-22		3,783.33	3,783.33

Total \$3,783.33

Payments/Credits \$0.00

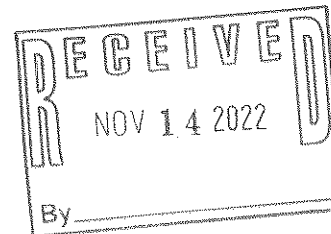
Balance Due \$3,783.33

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Re: MVCDD refund of deposit request - SHEILA LEONARD
Date: November 13, 2022 at 9:13 PM
To: Daniel Laughlin dlaughlin@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Daniel,
Please see attached for processing.
Thank you,

Oksana Kuzmuk
Governmental Management Services
393 Palm Coast Pkwy SW Unit 4
Palm Coast, Florida 32137
Office: (904) 940-5850 ext. 404
Cell: (386) 237-8444

GMS



On Oct 7, 2022, at 4:17 PM, Oakleaf Venues <van@oakleafvenues.com> wrote:

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) 10:30 A.M. to 10:30 P.M.
 - DATE OF VENUE – OCTOBER 1, 2022
 - RESIDENT – SHEILA LEONARD
 - ADDRESS – 3271 WOODGLEN DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$700.00
 - BOOKING FEE/DEPOSIT was via VISA (4156):
 - GRAND BANQUET:
 - DATED: 5/17/22
 - SEQ#: 2
 - BATCH#: 594
 - INVOICE#: 4
 - APPROVAL CODE: H43086
 - AMOUNT: \$500.00
 - GRAND LAWN:
 - DATED: 5/17/22
 - SEQ#: 3
 - BATCH#: 594
 - INVOICE#: 5
 - APPROVAL CODE: H13204
 - AMOUNT: \$200.00

2-300-369-103
957

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH/CREDIT CARD
05/17/22	05/17/22	10/01/22	DESIREE LEONARD - GB DEPOSIT	DEPOSIT	\$ 500.00	VISA-H43086
05/17/22	05/17/22	10/01/22	DESIREE LEONARD - GL DEPOSIT	DEPOSIT	\$ 200.00	VISA-H13204

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 mail 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 McRynolds – Community Amenity Coordinator, Oakleaf Plantation
wmcryns@oakleafresidents.com
(904) 770-4661 voice email
(904) 770-9285 cell
www.oakleafresidents.com

Governmental Management Services

www.OakleafResidents.com

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - STEFHANIE LINDSEY
Date: November 8, 2022 at 5:22 PM
To: Daniel Laughlin dlaughlin@gmsnf.com

Oksana Kuzmuk
Governmental Management Services
393 Palm Coast Pkwy SW Unit 4
Palm Coast, Florida 32137
Office: (904) 940-5850 ext. 404
Cell: (386) 237-6444

GMS

Begin forwarded message:

From: Oakleaf Venues <venues@oakleafresidents.com>
Subject: MVCDD refund of deposit request - STEFHANIE LINDSEY
Date: November 8, 2022 at 5:21:19 PM EST
To: Margaret Bronson <mbronson@gmsnf.com>, Oksana Kuzmuk <okuzmuk@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmsnf.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) 12:00 P.M. to 12:00 A.M.
 - DATE OF VENUE – NOVEMBER 5, 2022
 - RESIDENT – STEFHANIE LINDSEY
 - ADDRESS – 1079 MOOEHEAD DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via VISA (3242):
 - GRAND BANQUET
 - DATED: 7/12/22
 - SEQ#: 4
 - BATCH#: 645
 - INVOICE#: 4
 - APPROVAL CODE: 012209
 - AMOUNT: \$500.00

2-300-369-103
958

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/12/22	07/12/22	11/05/22	STEFHANIE LINDSAY - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-012209

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

Thank you.

The District office will be closed on Friday, November 11, 2022 in observance of Veterans' Day.

Please email me, or leave a detailed message at 904-779-4661 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 your 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
venues@oakleafresidents.com
(904) 770-4661 voice email
(904) 779-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

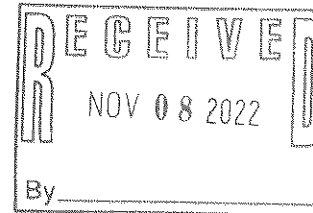
www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your e-mail 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 attachments may be confidential and intended solely for the use of the individual or entity to which it is addressed. This email and/or attachments 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: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD CANCELLATION refund request - TERRY POSEY
Date: November 8, 2022 at 5:22 PM
To: Daniel Laughlin dlaughlin@gmsnf.com

Oksana Kuzmuk
Governmental Management Services
393 Palm Coast Pkwy SW Unit 4
Palm Coast, Florida 32137
Office: (904) 940-5850 ext. 404
Cell: (386) 237-8444

GMS



Begin forwarded message:

From: Oakleaf Venues <venues@oakleafresidents.com>
Subject: MVCDD CANCELLATION refund request - TERRY POSEY
Date: November 8, 2022 at 5:12:38 PM EST
To: Margaret Bronson <mbronson@gmsnf.com>, Oksana Kuzmuk <okuzmuk@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Allison Mossing <amossing@gmsnf.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) 12:00 P.M. to 12:00 A.M.
 - DATE OF VENUE – FEBRUARY 25, 2023
 - RESIDENT – TERRY POSEY
 - ADDRESS – 1435 SCENIC OAKS DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$1950.00 - 50% of GB DEPOSIT (\$250.00) + GB RENTAL (\$1500.00) + GL DEPOSIT (\$200.00) - (cancelled via email on 11/8/22)
 - BOOKING FEE/DEPOSIT was via VISA (7928):
 - **GRAND BANQUET:**
 - DATED: 9/23/22
 - SEQ#: 1
 - BATCH#: 697
 - INVOICE#: 2
 - APPROVAL CODE: 165197
 - AMOUNT: \$1500.00
 - **GRAND BANQUET DEPOSIT:**
 - DATED: 9/23/22
 - SEQ#: 2
 - BATCH#: 697
 - INVOICE#: 3
 - APPROVAL CODE: 100504
 - AMOUNT: \$500.00
 - **GRAND LAWN DEPOSIT:**
 - DATED: 9/23/22
 - SEQ#: 3
 - BATCH#: 697
 - INVOICE#: 4
 - APPROVAL CODE: 100242
 - AMOUNT: \$200.00

2.300.369.103
959

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
09/23/22	09/23/22	02/25/23	TERRY POSEY - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-100504
09/23/22	09/23/22	02/25/23	TERRY POSEY - GL DEPOSIT	DEPOSIT	\$ 200.00			VISA-100242

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

Thank you.

The District office will be closed on Friday, November 11, 2022 in observance of Veteran's Day.

Please email me, or leave a detailed message at 904-720-4001 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 convenience.

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - ZACHA GONZALEZ
Date: November 6, 2022 at 7:26 PM
To: Daniel Laughlin dlaughlin@gmsnf.com

Oksana Kuzmuk
Governmental Management Services
393 Palm Coast Pkwy SW Unit 4
Palm Coast, Florida 32137
Office: (904) 940-5850 ext. 404
Cell: (386) 237-8444

GMS

Begin forwarded message:

From: Oakleaf Venues <venues@oakleafresidents.com>
Subject: MVCDD refund of deposit request - ZACHA GONZALEZ
Date: November 6, 2022 at 3:48:45 PM EST
To: Margaret Bronson <mbronsn@gmsnf.com>, Oksana Kuzmuk <okuzmuk@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmsnf.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) 4:00 P.M. to 12:00 A.M.
 - DATE OF VENUE -- OCTOBER 29, 2022
 - RESIDENT -- ZACHA GONZALEZ
 - ADDRESS -- 674 CRYSTAL WAY, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via VISA (7058):
 - GRAND BANQUET
 - DATED: 9/30/21
 - SEQ#: 7
 - BATCH#: 210
 - INVOICE#: 7
 - APPROVAL CODE: 03666D
 - AMOUNT: \$500.00

2-300-369-103
758

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
09/30/21	09/30/21	10/29/22	Zacha Gonzalez - GB DEPOSIT	DEPOSIT	\$ 500.00		VISA-03666D

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

Thank you.

I will be out of the office on Friday, November 4, 2022 and Wednesday, November 9, 2022 through Friday, November 11, 2022.

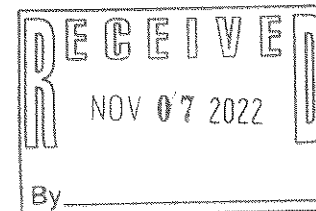
Please email me, or leave a detailed message at (904) 778-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS, PREFERENCE, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on your e-mail 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 McKinley - Community Amenity Coordinator, Oakleaf Plantation
venues@oakleafresidents.com
(904) 778-4661 voice email
(904) 375-9285 ext. 1
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 attachments may be confidential and intended solely for the use of the individual or entity to which it is addressed. This email and/or attachments 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.



CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
11/03/22	00001	10/24/22	QUOTE 12 202210 600-53800-64000 RPLC VGBMD CVRGRATES-3PLS	CROWN POOLS, INC	*	4,262.00	4,262.00 000514
11/03/22	00050	10/26/22	9650 202210 600-53800-64000 IAN STORM CLEANUP-DEBRIS		*	3,165.00	
		10/26/22	9651 202210 600-53800-64000 IN STORM CLEAN UP-DEBRIS	VERDEGO LLC	*	3,192.00	6,357.00 000515
11/14/22	00054	10/18/22	71269703 202210 600-53800-64000 MAINTENANCE SUPPLIES	THE HOME DEPOT PRO	*	385.40	385.40 000516
11/14/22	00054	8/24/22	70336437 202208 600-53800-64000 MAINTENANCE SUPPLIES	THE HOME DEPOT PRO	*	545.85	545.85 000517
TOTAL FOR BANK C						11,550.25	
TOTAL FOR REGISTER						11,550.25	

MVIL MIDDLE VILLAGE OKUZMUK

Crown Pools Inc

3002 Phillips Highway
Jacksonville, FL
904-858-4300
904-858-4330

Quote

10/24/2022
Quote # 12802
Entered by - KEITH
Valid through -

Bill To:
OPERATIONS OFFICE
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065

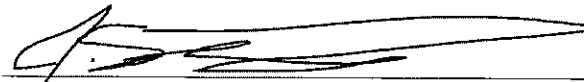
Ship To:
OPERATIONS OFFICE
370 OAKLEAF VILLAGE PKWY
ORANGE PARK, FL 32065

904-342-1441

Item	Description	QTY	Proposed Price
SERVICE LABOR	LABOR, MATERIALS & DIVE FEE TO REPLACE ALL VGB MD COVER GRATES IN (3) POOLS	1	\$4,262.00
Group Subtotal			\$4,262.00
Subtotal			\$4,262.00
Tax			\$0.00
Total			\$4,262.00

Notes

Quote Accepted By:



Jay Soriano Print/Sign

Date: 10/24/22

Code to:

Middle Village Repair and Replacements

34-600-538-64000

1.C



Invoice

Invoice #: 9650

Date: 10/26/22

Customer PO:

DUE DATE: 11/25/2022

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

AMOUNT

#9752 - Ian storm clean up

Providing Labor (2 days) and equipment to chip up piled debris around property and utilize chippings on Nature trail to cover larger roots with bobcat.

Landscape Enhancement

\$6,330.00

Fuel charge (Other)

1.00 \$330.00 \$330.00

sub: Storm clean up (Sub)

1.00 \$6,000.00 \$6,000.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$6,330.00

\$ 3,165.00

Code to: Split

Double Branch Repair and Replacements

2.320.57200.63100

SDC

Middle Village Repair and Replacements

34-600-538-64000



Invoice

Invoice #: 9651

Date: 10/26/22

Customer PO:

DUE DATE: 11/25/2022

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

#9754 - Ian storm clean-up

Provide Labor and equipment to chip up piled debris around property and removed Larger logs with bobcat in front of pool area of Larger Pine removed before storm. Hauled debris off property.

Landscape Enhancement

\$3,192.00

Fuel charge (Other)

1.00 \$330.00 \$330.00

sub: Storm clean up (Sub)

1.00 \$2,862.00 \$2,862.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$3,192.00

Code to:

Middle Village Repair and Replacements

34-600-538-64000

SDC



Powered by HD Supply

PO BOX 2317
Jacksonville FL 32203-2317

INVOICE

Page 1 of 1

INVOICE DATE	10/18/2022
INVOICE NUMBER	712697036
ACCOUNT NUMBER	647283
ORDER NO.	MULTIPLE

FOR INQUIRIES CALL: (866) 412-6726
FAX: (877) 712-6726

www.HomeDepotPro.com/Institutional
customer@supplyworks.com

Please mail payments to the remit address at the bottom of this bill

SOLD TO:

5110 1 SP 0.600 E0081X 10117 09807675997 S2 P9317475 0001:0001



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

ENROLLMENT ACCOUNT #:	ENROLLMENT TOKEN
AMS647283	VFQ HBQ LFP

SHIPPED TO:

MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK FL 32065

ORDER NO.	CONTROL NO.	CUSTOMER P.O.	SHIPPED VIA				TERMS		CASH DISCOUNT AMT			
MULTIPLE							NET 30 DAYS		0.00			
LN	ITEM NO.	CAT	DESCRIPTION	ORDER	SHIP	B/O	UOM	LIST PRICE	PRICE	EXT. AMT.	TAX	CODE
1	FRS3WDS80-LAV	1	WAVE 3D URINAL SCREEN FABULOUS - LA	1	1	0	CA		167.16			167.16
2	REN06132-WB	8	CONTROLLED HARD ROLL TOWEL NATURAL	6	6	0	CA		83.12			498.72
3	193010	1	ZURN CLOSET REPAIR KIT 3.5GPF (A-38)	4	4	0	EA		26.23			104.92
Old Item Number: 190462												
<div>RECEIVED NOV 03 2022 By _____</div> <div>Repair & Replacement To be split between both districts 50/50 DB 2,320,572.63100 MV 34,600.538.64000-\$385.40 54</div>												
NET MERCHANDISE TOTAL				TAX TOTAL				SPECIAL CHARGES			INVOICE TOTAL	
770.80				0.00				0.00			770.80	

TERMS AND CONDITIONS FROM CURRENT CATALOG & ONLINE APPLY. CLAIMS FOR SHORTAGES OR DAMAGED GOODS MUST BE MADE IMMEDIATELY UPON RECEIPT OF SHIPMENT IN ACCORDANCE WITH CURRENT RETURN GOODS POLICY. NO RETURNS ACCEPTED WITHOUT PRIOR AUTHORIZATION.

RETAIN THIS PORTION OF THE INVOICE FOR YOUR RECORDS

RETURN THIS PORTION WITH YOUR REMITTANCE TO THE REMIT ADDRESS BELOW



Powered by HD Supply

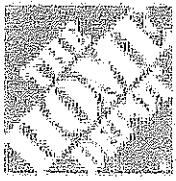
ACCOUNT NUMBER	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT DUE
647283	712697036	10/18/2022	770.80
			NET DUE DATE 11/17/22
			NET AMOUNT PAID

SOLD TO:

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

REMIT TO:

THE HOME DEPOT PRO
PO BOX 844727
DALLAS TX 75284-4727



Pro

Institutional

Powered by HD Supply*

- My Account Number 647283
- Currently Shopping As 647283 - MIDDLE VILLAGE CDD
- Current Ship-To Address MIDDLE VILLAGE CDD 370
OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065

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Invoice Detail

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Customer ID: 647283
Invoice Number: 712697036
Invoice Date: 10/18/2022
Order Number: 46805162
Purchase Order:

Shipped To:

Invoice Total \$603.64

MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PARKWAY

ORANGE PARK, FL 32065

Home Depot Pro Notes:

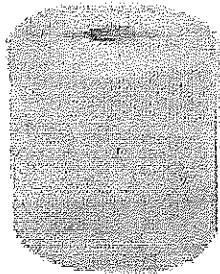
CALL JAY 904-562-0249 30 MIN BEFORE DELIVERY

The following 1 item(s) have been shipped from our
Lombard warehouse.

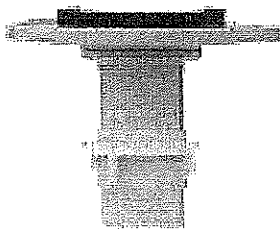
Item#..... Description.....

FRS3WDS60-LA WAVE 3D URINAL SCREEN FABULOUS

Description Item Number	Quantity Ordered	Quantity Shipped	Unit Price	Total
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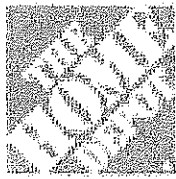
CONTROLLED HARD ROLL TOWEL NATURAL <u>REN06132-WB</u>	6	6	\$83.12	\$498.72
--	---	---	---------	----------



ZURN CLOSET REPAIR KIT 3.5GPF (A-38-A) <u>193010</u>	4	4	\$26.23	\$104.92
---	---	---	---------	----------

Old Item Number:
190462

Subtotal	\$603.64
Shipping & Handling	\$0.00
Tax	\$0.00
Web Discount	-\$0.00
Invoice Total	\$603.64



Pro

Institutional

Powered by HD Supply

- My Account Number 647283
- Currently Shopping As 647283 - MIDDLE VILLAGE CDD
- Current Ship-To Address MIDDLE VILLAGE CDD 370
OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065

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Customer ID: 647283

Invoice Number: 712697036

Invoice Date: 10/18/2022

Order Number: 46805161

Purchase Order:

Shipped To:

Invoice Total \$167.16

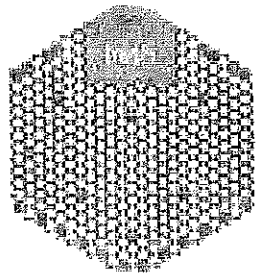
MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PARKWAY

ORANGE PARK, FL 32065

Home Depot Pro Notes:

CALL JAY 904-562-0249 30 MIN BEFORE DELIVERY

Items NOT shown here are being shipped from our
Jacksonville warehouse.



Description Item Number	Quantity		Unit Price	Total
	Ordered	Shipped		
WAVE 3D URINAL SCREEN FABULOUS <u>FRS3WDS60-LAV</u>	6	6	\$27.86	\$167.16

Subtotal	\$167.16
Shipping & Handling	\$0.00
Tax	\$0.00
Web Discount	-\$0.00
Invoice Total	\$167.16

PO BOX 2317
Jacksonville FL 32203-2317

STATEMENT DATE 09/23/2022

ACCOUNT NUMBER 645245

FOR BILLING AND OTHER INQUIRIES
CALL: 866-412-6726
FAX: 877-712-6726
customer@supplyworks.com

SOLD TO:

363 1 AB 0.491 E0063X 10064 D9705166819 S2 P9269845 0001:0001



DOUBLE BRANCH
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

STATEMENT

Page 1 of 1

STATEMENT DATE 09/23/2022

ACCOUNT NUMBER 645245

DOUBLE BRANCH

PLEASE RETURN THIS STUB
WITH YOUR REMITTANCE TO:

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

PLEASE INDICATE INVOICES BEING PAID
BY YOUR REMITTANCE WITH AN "X"

LINE	DATE	DESCRIPTION	INVOICE/REF. NO.	CUSTOMER P.O.	ITEM BALANCE
------	------	-------------	------------------	---------------	--------------

OPEN INVOICE ITEMS:

1	08/24/22	INVOICE	703364372		1,091.69
SUB-TOTAL OF OPEN INVOICE ITEMS					1,091.69
GRAND TOTAL					1,091.69

X	INVOICE/REF. NO.	ITEM BALANCE
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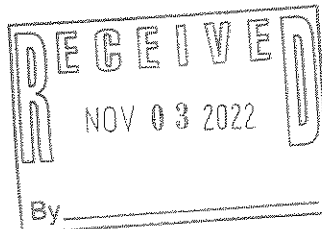
<input type="checkbox"/>	703364372	1,091.69
--------------------------	-----------	----------

Repair & Replacement
To be split between both
districts 50/50

DB 2,320.572.63100

MV 34,600.538.64000-#545.85

54



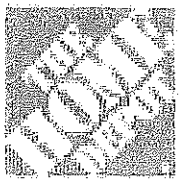
CURRENT	31 - 60 DAYS PAST DUE	61 - 90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	AMOUNT DUE
1,091.69	0.00	0.00	0.00	1,091.69

RETAIN THIS PORTION OF THE STATEMENT FOR YOUR RECORDS

A 1.5% SERVICE CHARGE WILL BE ADDED TO ALL PAST DUE BALANCES. TERMS ARE BASED ON
INVOICE DATE. NO DISCOUNT ALLOWED FOR PAYMENTS MADE BY CREDIT CARD. TERMS AND
CONDITIONS FROM CURRENT CATALOG & ONLINE APPLY.

RETURN THIS PORTION WITH YOUR REMITTANCE

AMOUNT DUE
1,091.69



Pro

Institutional

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- My Account Number 645245
- Currently Shopping As 645245 - DOUBLE BRANCH
- Current Ship-To Address DOUBLE BRANCH 370 OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065

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Invoice Detail

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Customer ID: 645245

Invoice Number: 703364372

Invoice Date: 8/24/2022

Order Number: 45866703

Purchase Order:

Shipped To:

Invoice Total **\$1,091.69**

DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY

ORANGE PARK, FL 32065

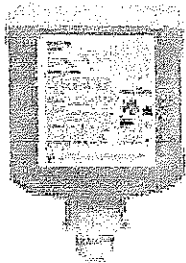
Home Depot Pro Notes:

i\$7.95 Handling Charge

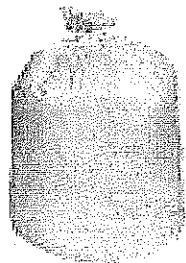
Delivery information for this invoice may be

found at: www.HomeDepotPro.com/Institutional

Description Item Number	Quantity Ordered	Quantity Shipped	Unit Price	Total
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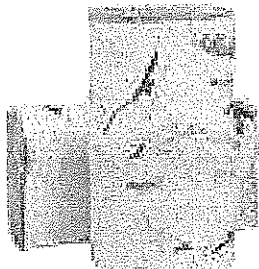
APPEAL GEN PURP FOAM HAND SOAP <u>APP17100-04</u>	20	20	\$11.52	\$230.40
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RENOWN LNR 40X46 .74MIL WHT <u>REN24512-CA</u>	8	8	\$46.67	\$373.36
--	---	---	---------	----------



RENOWN LNR 40X48 12MIC NAT <u>REN14512-CA</u>	8	8	\$48.98	\$391.84
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RENOWN GS MULTI- FOLD TOWEL NATURAL 9-1/8 <u>REN06003-WB</u>	3	3	\$29.38	\$88.14
---	---	---	---------	---------

Subtotal	\$1,083.74
Shipping & Handling	\$7.95
Tax	\$0.00
Web Discount	-\$0.00
Invoice Total	\$1,091.69

FIFTH ORDER OF BUSINESS

RESOLUTION 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE DATE, TIME AND LOCATION OF A PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING REVISED SUSPENSION AND TERMINATION RULES.

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*, being situated entirely within Clay County, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) is authorized by Sections 190.011(5), *Florida Statutes*, to adopt rules and orders pursuant to Chapter 120, *Florida Statutes*.

WHEREAS, to provide for efficient and effective District operations, the Board finds that it is in the best interests of the District to adopt a revised Suspension and Termination of Access Rule (“Suspension and Termination Rules”).

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

SECTION 1. The Board will hold a public hearing to adopt revised Suspension and Termination Rules, a proposed copy of which is attached hereto as **Exhibit A**. The Board will hold a public hearing on March 13, 2023, at 6:00 p.m., at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 12th DAY OF DECEMBER 2022.

ATTEST:

**MIDDLE VILLAGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

EXHIBIT A: Proposed Revised Suspension and Termination of Access Rule

EXHIBIT A

Proposed Revised Suspension and Termination of Access Rule

SUSPENSION AND TERMINATION OF ACCESS RULE

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

Effective Date: _____, 2023

In accordance with Chapters 190 and 120 of the Florida Statutes, and on _____, 2023 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.

SEVENTH ORDER OF BUSINESS

D.

Middle Village Community Development District (CDD)

845 Plantation Oaks Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Date: December 2022

To: Board of Supervisors

From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Turkey Shoot
- Upcoming Events – Coco with Clause
- Tentative Calendar

Aquatics

- Pool Heaters on, Covers in use (limited schedule), will allow for open swim time on weekends

Amenity Usage

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

Card counts:

MV Owners	39
MV Renters	23
MV Replacements	4
MV Updated	1

Total cards printed:138 (both districts)

Rentals

- 14 of 30 days rented in November , 3 of 4 weekends rented
- 18 Grand Ballroom rentals, 3 Grand Lawn rental, 3 Bridal Suite rentals, Opatio rentals
- 21 tours (approx.59 hours)/ 72 hours used for scheduling, administrative, etc.

Middle Village Community Development District (CDD)

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Memorandum

MAINTENANCE

- Coordinate...Inspection and awaiting quotes for damaged marquee signage and Whitfield entry sign
- Install Christmas decorations and lighting at neighborhood signage
- Replace multiple wreaths and bows throughout
- Install/replacement of VGB drain covers – ratify invoice
- Walkthrough with Health Department for first inspection of permit year
- Complete minor repairs of items noted on Health department walkthrough
- Playground repairs on wooden structure at Amenity center
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Remove wooden benches at Playground area (rotten supports)
- Lighting repairs – columns at Deerview
- Coordinate removal of small hedges at Deerview entry signage
- Coordination timing for roof work – placement of dumpster, resident notifications, etc...
- Reconnect access system branches (due to final failure of server)
- Replace and re-program access server and desktop/windows
- Prepare for install of “mirror server”
- Coordinate coil cleaning at Fitness center HVAC unit
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Inspect issues with amenity bathroom HVAC unit
- 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 11/4 Forest Brook, Creekview, Oakpoint, and Timberlake completed 11/22

Landscaping

- *Tree trimming completed at pool decks*
- *Chipping of tree material at roadsides*
- *Monthly report for Nov submitted and filed at Operations office*

For questions, comments, or clarification, please contact:

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

jsoriano@gmsnf.com



Middle Village 2013 CDD

Clay County, Florida

THE HONORABLE ROGER A. SUGGS, CFA, AAS
CLAY COUNTY PROPERTY APPRAISER
State-Certified General Real Estate Appraiser
RZ2771

GENERATED BY THE GIS DEPARTMENT 05/02/2013

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