

MIDDLE VILLAGE
Community Development District

JANUARY 9, 2023

AGENDA

Middle Village Community Development District

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

January 2, 2023

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, January 9, 2023 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments (limited to three minutes)
- III. Approval of Consent Agenda
 - A. Approval of the Minutes of the December 12, 2022 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Registers
- IV. Other Business
- V. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - D. Operations Manager – Memorandum
- VI. Audience Comments (limited to three minutes) / Supervisor Requests

VII. Next Scheduled Meeting – February 13, 2023 @ 2:00 p.m. at the Plantation Oaks Amenity Center

VIII. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles
District Manager

THIRD ORDER OF BUSINESS

A.

MINUTES OF MEETING
MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Middle Village Community Development District was held on Monday, December 12, 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
Jonel Hicks	Supervisor
Julie Arnau	Supervisor
Sherrie Mifsud	Supervisor

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
Marla Dietrich	S3 Security

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order and called the roll at approximately 2:11 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office for Newly Elected Supervisor

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

Ms. Giles stated although you've served as a Supervisor, I would like to remind you in this capacity you are subject to comply by the Sunshine Law and if any business is to be discussed about Middle Village CDD, you can talk to anyone, but you may only speak to the other supervisors at a publicly noticed meeting such as this one.

B. Consideration of Appointing New Supervisors to Fill Seats 1 and 5

Chairman Steiner stated I believe the board members have received both candidate's resumes. Are there any questions for the candidates?

Vice Chairman Hartigan stated not from me. I'd like to nominate Sherrie Mifsud for Seat 1. I've known her for a long time and she's obviously an outstanding character.

On MOTION by Vice Chairman Hartigan seconded by Chairman Steiner with all in favor appointing Sherrie Mifsud to Seat 1 of the Board of Supervisors was approved.
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Ms. Giles administered an oath of office to Ms. Mifsud.

Chairman Steiner stated I'd like to nominate Julie Arnau for Seat 5. I have known Julie for quite a few years, and I think she would be a good choice for the Board.

On MOTION by Chairman Steiner seconded by Vice Chairman Hartigan with all in favor appointing Julie Arnau to Seat 5 of the Board of Supervisors was approved.

Ms. Giles administered an oath of office to Ms. Arnau.

Mr. Eckert stated for the new board members, welcome and thank you for serving on the Board. A couple things I want to go over with you. As members of the CDD Board of Supervisors it's a little bit different than being on an HOA board. You are a public official and subject to a lot of the same laws as county commissioner or a city councilperson is subject to. A couple of those laws we will talk about briefly. You are subject to the Sunshine Law, which means that any conversation you have with another board member about matters that may come before this Board for action, you must have those conversations in a publicly noticed meeting. If you were to see the Chairman at the grocery store, you can talk about family, sports, gardening, whatever you want to talk about, but you can't talk about not being happy with the CDD landscaper and at the next meeting we should look for proposals. So, if you think it could come before the Board for discussion, I would shy away from those topics. The Sunshine Law applies to all forms of communication, so it applies to emails, text messages, verbal conversations, and competing social media posts. So, if one board member were to post on social media and another board member posted in response to that, it would be a problem. The thing about the Sunshine Law is

it's kind of like a tennis match. One board member hits the ball over the net, and once you hit the ball over the net talking to another board member, you don't know if they're going to hit it back or not and once they hit it back, both people have a problem. So, I even discourage one-way communications because you can't control whether that becomes a two-way communication. If you have any questions on that, let me know. It does not apply to staff, so you can talk to Jay, Marilee, or myself anytime you want outside of a publicly noticed meeting. The question we normally get is if I want to talk to the other board members, how do I get that on the agenda so we can have that discussion? That is when you contact Marilee and she would make arrangements to make that happen.

The other law you should be aware of is the public records law. In Florida, any document you receive or create in the course of your service as a CDD supervisor is a public record. Any documents you get from my office, or from Jay or from Marilee, we have copies of those, so you don't need to retain those copies. However, once you start marking on them or creating notes, then you've created a new public record and you would be required to retain that. Emails, text messages, all those things are considered public records. I don't suggest you use text messages for conducting District business just because they're hard to reproduce and hard to save, so email is better. When we talk about email, it's best to get an email address that is District/CDD specific, because every email you get can be kept in one place, so if we ever did get a public records request, you or us aren't sorting through your personal or business emails trying to figure out which ones are related to CDD and which ones are not, because you either have a separate email address, which is ideal, or at least a separate mail box within your email address so that you drag all the CDD stuff to it. I recommend also if you get a text message or email on your personal email address and you have a CDD email, just go ahead and email those to that CDD email address so you have it all in one place. Beyond that, we're pretty informal. We don't follow Robert's Rules of Order intentionally, because we're not training anybody on that and it's a little bit more formalistic than Florida Law requires us to be, so when we have an agenda item come up, there will probably be a little bit of discussion, you'll hear somebody make a motion, somebody make a second, there's another opportunity for discussion and then it's a simple majority vote of the Board will prevail in any kind of vote. If it's a tie, that means nothing happens; it's just status quo. One of the other things I'd suggest is maybe we set 15 or 30 minutes later this week or next week where we can talk on the phone and I can get you up to speed on

some of the issues that have been going on at the District. Jay and Marilee are great resources and do a great job at providing any information the board members need.

D. Consideration of Resolution 2023-04, Designating Officers

Ms. Giles stated this resolution is to add Mr. Hartigan, Ms. Mifsud and Ms. Arnau as officers of the District. The current slate of officers is Mr. Steiner as the Chair, Mr. Hartigan as the Vice Chair, and Mr. Hicks is an Assistant Secretary. Unless we may any changes to that slate of officers, Ms. Arnau and Ms. Mifsud would also be Assistant Secretaries. From the GMS staff, I am your Secretary and Treasurer, Daniel Laughlin, Jim Oliver, Darrin Mossing and a recently hired gentleman Howard McGaffney will serve as Assistant Secretaries and Assistant Treasurers.

On MOTION by Vice Chairman Hartigan seconded by Mr. Hicks with all in favor Resolution 2023-04 was approved with the slate of officers as detailed above.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the November 14, 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 October 31st, your assessment receipts schedule showing the collection process has started for Fiscal Year 2023, and the check register totaling \$72,173.16.

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

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2023-05,
Setting a Public Hearing for the Purpose of
Adopting Revised Suspension and
Termination of Access Rules**

Mr. Eckert stated at your last board meeting we talked about having some revised disciplinary and suspension rules. When people use the amenities, sometimes they do so in a way that causes damage to the amenities, or not following the rules, which is disruptive to the people trying to enjoy the amenities, so we took a stab at rewriting those disciplinary rules and

we presented them at the last board meeting. All this resolution does is it sets a public hearing for March 13, 2023 on those revised rules of procedure.

Ms. Giles stated that is your first night meeting of the year at 6:00 p.m.

On MOTION by Vice Chairman Hartigan seconded by Mr. Hicks with all in favor Resolution 2023-05, setting a public hearing for March 13, 2023 at 6:00 p.m. for the purpose of adopting revised suspension and termination rules was approved.

SIXTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Eckert stated we sent the one-year suspension letter to resident Green. I haven't heard anything in relation to that.

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 had the virtual Turkey Trot at the end of November. I had about 29 families taking part, so almost 100 people. We did three gift cards as prizes, and everybody had a lot of fun. It's an event we've stuck with since the pandemic when we couldn't get together to do the normal run. It makes it a lot easier because everybody has a week and a half to do this event and send us pictures. We have Cocoa with Claus coming up. This is an event we haven't had since 2019. That will be in this room on Thursday night. Next month I'll have a tentative event calendar with you. The only thing I was going to try to throw back in there that we haven't done in a couple of years is the Camp Out. That is typically done at your sister district, and everybody enjoys it, but it's a little tougher to keep everybody clean so we cut that out a couple of years ago. We also do get togethers with food such as smores, which we weren't going to do back then. I've had a lot of requests for it. I think we will only do it once during that calendar

year whereas before we did it twice; we had a spring camp out and a fall camp out. Instead of doing those, we've done a lot more movies over the last couple of years. Everybody enjoys them and they run a lot quicker and easier. I don't have to run events all night long into the morning hours and I don't pay extra staff to do everything. So, we will bring it back, but we will just do one. Of course, we do our four dive-ins, two here and two at your sister district in the summer. We do take July off because it's extremely busy during the month of July. Unless there are any requests for different events or any changes, I'll bring that calendar back to you next month and that is what we will put out in January to all of the residents, but we will let them know things could change.

After our last meeting I sent out an email that we were having issues with our heaters. I mentioned we had one, but we had two more that ended up having problems, so we are running with three for the most part. We are waiting on parts for them. We need a new sensor on one and a control board on another. I have a leak in one coil and it's expensive, about \$1,000 by itself. These heaters brand new were only over a little over \$2,000 a piece anyway. I'll work with it and see if it's worth it to change that out. We can run on three heaters. They work pretty much all night long like that. We've been able to keep the pool right at about 76 degrees in our coldest nights, so when we have warm weather, it's been fine. After this week we will get to using the covers. We only have the pool uncovered during daylight hours. If we want to keep the pool closed to keep the heat in, that will be fine too for the three heaters. Right now, we only have two deliveries for this season. If we get the February and March delivery earlier in the year that will go on this one, but it's really stored up for next year. So far this year we're at almost \$8,000 worth of gas.

Chairman Steiner stated you say that three is basically the minimum we can operate on, so I think it's sort of defeating the purpose of going to multiple heaters so that if we lost one we didn't have a major impact.

Mr. Soriano stated that's what we wanted so that when we had this case, we didn't have a problem. The size was originally for about four of these heaters. The original two million BTU was slightly oversized. We have 2,400,000 BTUs out there so we can always handle one less, possibly two; three is a push. If we want to go all winter, they're going to run 24 hours when it's cold and that's going to cost us a lot in gas.

Chairman Steiner stated you were fixing to leave what we have now.

Mr. Soriano stated no, we ordered parts. We're not leaving it. We're running on them right now, but they're going to get repaired unless you have concerns.

Vice Chairman Hartigan stated the only one I'm worried about is the coil.

Mr. Soriano stated I would prefer to put the coil in at first and if it comes back that there are other parts that are causing problems in this next year, then we will look at that one being the first one to be replaced. We've made it almost four years on these things and they've done a good job. They are a little more expensive as far as efficiency. They're not as efficient as the big broiler we had back there. The biggest problem with that is when it had a problem it took out the whole thing. These burn a little more gas but cost wise on maintenance it wasn't until this last year that we picked up any maintenance costs because we had three years' worth of warranties.

Chairman Steiner stated you said that these units run about \$2,000?

Mr. Soriano responded \$2,400 or \$2,500 I think is what we paid for each one.

Chairman Steiner stated and the coil is about \$1,000. That's your guys putting it in?

Mr. Soriano responded the gas guys do it. We can take it apart, but I can't put it back in, licensed guys have to do it.

Vice Chairman Hartigan asked so we can keep the old one for spare parts?

Mr. Soriano responded we can. One of them just has a faulty control panel and it was \$80 for that panel. They worked out pretty well as far as purchasing this set up instead of doing the one giant heater.

Vice Chairman Hartigan asked so is the one that has a coil leak being repaired? Does it have something else that has to be repaired with it?

Mr. Soriano responded I don't know yet. It won't run like that, so I have to put the coil in first so I can get a new coil and even if it were to last three years, unless the Board just wants to get a new one.

Chairman Steiner stated what I'd like to propose is that you go ahead and order a replacement and keep this one as a spare and if one of the others go out and has a good coil, you can get them to rebuild from that, but it seems foolish to spend almost 50% of what a new one would cost.

Mr. Soriano stated that is the only part of these things that really cost that much and that's why a lot of people will make a decision like that. It's up to the Board. I can use it as a backup.

We've gotten into keeping backups for impellers, motors and things like that and it's worked out well. If you want me to move forward with buying a new unit, I can do that.

Vice Chairman Hartigan asked what would you need to cap at?

Mr. Soriano responded I would probably ask for an extra thousand because I still have to get it delivered and somebody to install it, so maybe \$3,500. If for some reason it comes out a little bit more, we can come back and ratify it.

Chairman Steiner stated I just think it would be a good idea to go ahead and replace it at this point. It has usage on it. We bought this so we didn't end up to where one unit goes down and shuts us down completely.

Mr. Soriano stated even if there was a change in that, I have a good amount of time because it's only the one unit that is really giving me problems.

On MOTION by Chairman Steiner seconded by Vice Chairman Hartigan all in favor an amount not to exceed \$3,500 for purchasing a new pool heater was approved.
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Mr. Soriano stated you'll notice the amenity usage portion of the report is blank. After our last meeting we were having issues with our server and Double Branch pointed it out. This outrageously complicated access system that we have was installed years ago. There's only one company that really services it. I'm pretty much the only person that can work on it out here. We repaired the server, which sits in your sister district, but that was a short-lived repair. Whatever was going on with it took out the hard drive of that computer, so I had to replace it. I've loaded that server software onto a new computer since then. The biggest problem though is in the two weeks' time it took to do all that IT work, there were lots of numbers of people that didn't get reported. They scan their card in and it beeps at them, but it's not really reporting anything for us. We can't see their picture pop up and we can't see that they've checked in that day when it's down like that. Once I got the server back up it pulls everything back in, but at that point I didn't have records for slightly more than two weeks. It's back up and operating. I do have some connection issues with some of the doors here, but that is a little easier to deal with the software install company. When I called the install company, which is Atlantic Security, we were six to eight weeks before they could get to us, so that's one of the reasons I've learned to do all the work on it. They allow me to do most of the work, but there are certain things that I can't touch

because the manufacturer wants to work with the installer. Next month we should be back to being able to see the usage. Also, on the maintenance side you'll see a change in numbers. I heard back from Woolard Fence. Everything was going to powder coat and they promised me they would be here Wednesday to start installing gates.

Vice Chairman Hartigan asked including the decorative one downstairs?

Mr. Soriano responded that was the word. So, once all the gates go in, I have the ability to lock everything down and we will start working on the window downstairs, so that will sit on the outside and we will build a counter just like a check-in. They will scan their card and that lets them into everything in here. If they want to go to the heated pool, they will check in, whereas the heated pool has never really been checked in well. Now, everything will go through the front and everything can be tracked. Tennis is the same way. I do have to work with them because they have multiple teams. Some of those team members are not residents and we've talked about this before. They do pay to come here because of those teams, so I had to have a way for them to check in. If not, we will get lines building up down there with people waiting to get in the gates. I'll come up with ways for them to check in as team players. As a team they can't come over here any time. They come over here for practice times, clinics, special instructions with the pros and things like that. When the gates went up everybody had lots of questions. Some people didn't like it, but more people once they saw them did like them, but not until we really shut it down will we hear from those people.

Chairman Steiner stated but you're still getting reports of non-residents in the area.

Mr. Soriano stated yes, until we lock it down that's going to happen. For 16 years this place has been open so if people wanted to go the playground, they went to the playground, if they wanted to play on the sports field, they went to the sports field. It's the same problem with your sister district. Everybody almost looks at it like a city or county municipal park. We don't have a problem generally unless people are doing something they're not supposed to be doing. We don't have enough staff to go out there and card everybody, but we do have signs up everywhere. This just allows us to lock everything down and check in from the front, so we have more control. Unless there are any questions on the second page of the report, a lot of this month has been spent on Christmas decorations.

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

Vice Chairman Hartigan I went back over the application for renting the ballroom. When we talked about cancellation and cancellation fees, what I read was different from what I thought we were going to be doing in the future. In the cancellation policy it says basically that once you rent the ballroom, you automatically lose 50% of whatever funds that you put down. It says if you cancel 61 days or more, you get 50% back. The question I have is if somebody rents the room or puts a deposit down on the room say six months to a year in advance, if they cancel say between 60 and 90 days before that event, they could cancel without any penalty and still give the association enough time to rent this room.

Mr. Soriano stated that's the way our old policy was. The reason for that change is that weddings book out six months to a year. We could book for a meeting maybe, but our weekends are taken up with weddings, so when somebody books and they wait until those 60 or 90 days down, we're pretty much out for a weekend event and we lose that revenue. Most places have a policy like this that we did a study on years ago when we last increased our rates. Internally we give about a week or so if somebody finds something and they're waiting and they have to meet with different locations and vendors and they're trying to decide but they know they just have to drop their deposit, internally we would give them about a week and we can put that into the policy. There is always going to be a timeline like that where it has to cut off because it does become hard to fill it for a wedding. The weekdays are not as big of a problem, but Friday, Saturday or Sunday with a 60-to-90-day cancellation, we're not going to fill that for a wedding.

Vice Chairman Hartigan stated sure, but we also have somewhat restricted hours as far as couples being able to view the grand ballroom.

Mr. Soriano stated not really. There is one person that has to handle it. Most places are like this. You'll go through with a coordinator for that venue, and you have to meet around their schedule. In fact, usually they give you the appointment, not the other way around. We try to give the residents a chance for an appointment. This is a nice facility, but in comparison, there are facilities out there that are \$5,000 to \$15,000 for a wedding at 150 people. If you look at the hours that they do touring right now, Wanda generally works 40 to 50 hours a week doing administrative and touring for this room and the other rooms. That role is split between the two districts, but we don't rent the little rooms out as much. This one is the biggest. So, to get more hours than that is very tough.

Vice Chairman Hartigan stated we don't offer anybody an opportunity for even a Saturday to do it.

Mr. Soriano stated because Saturdays are generally booked, so it's hard to do tours when people are in here setting up. No, we don't do a lot of tours on the weekends, it's usually going to be during the week. We have the stuff online, but our coordinator does have to go through a lot of the stuff in person. You can really only pay in person because you have to it by credit card, and we do not take credit cards over the phone. That's something we've worked out with our bank. We have too many issues with charge backs and things like that and the District has actually lost money on things like that. Somebody will say they didn't get this and go to their credit card company, and we lose out. So, we prefer everything in person with a credit card. You can drop off a check in the mailboxes without us being there. I think there are always ways to make it better. We try to keep it low key, but our highest revenue year was almost \$90,000 in weddings here and that's busy. We haven't made it back to that yet. I know we're going to talk about setting a rate hearing or policy hearing tonight. One thing we should do with that is generally a rate increase hearing. I don't have any suggestions right now for this room rate to increase, just because we're still trying to recover from the pandemic. We're nowhere near renting this place out for that much revenue in one year, so I wouldn't increase the rate yet, but we've always been lower in costs compared to other facilities comparable to this. The District definitely can make more money. We've tried to limit people making money off us. Multiple times we've gotten people that rent multiple times a year. They're party planners and they're renting for somebody else under their name, so we made policies to get rid of that in years past and that has helped because it's \$700 for a resident. This is a very cheap room to get a full-blown wedding at 150 people for \$700. We're still really low, but like I said, since we haven't recovered from the pandemic, I'm not in a hurry to increase this rate. I will talk about the possibility of increasing the rate for your room downstairs. If you guys have been down there since this last summer, when we put the fence, up, we also reused some of the fencing we had in other areas, and I closed off the party area downstairs. Typically, just to rent for birthday parties it's \$150 and you get 35 people in. Those 35 can be guests. Typically, you'd pay \$3 or \$6 for a weekend for guests. So, let's say you have a weekend party at 35 people, it's actually \$180 something worth of guest passes you're getting. That's an amazing value right there and our residents should be eating that up. Right now, it's the same cost here as it is over there, but we've increased the

size of this where we can hold almost 55 people in this one down here and they have a private concession stand now, whereas with the other one people have to be able to walk by the concession stand, they don't have any gated off area because that's where the ramp is. So, this one is definitely nicer and larger so I would make a recommendation on that, but as far as this room I think we can stay for now. We still keep everything low key whether it's the booking or our cost. I think we're going to get back to where it's busy.

Mr. Hicks asked you said it's \$700 for this room?

Mr. Soriano responded if you're a resident, yes. If you're not a resident, it's double. That's the problem we were seeing is a lot of people rent, but it wasn't all just residents and sometimes the same residents time after time. That's why we have that one policy that talks about the renter. If you're renting it for your family, that's a benefit as a resident, but you have to be there. We want to know that is actually your family. We would get people that would check in with the attendant and then they would disappear, and we wouldn't see them all night long, especially when there was a problem. We'd ask for them to call them and they wouldn't show up until the end to check out, so we were wondering is this really your family or just somebody you know. Those policies we added in make it seem strict, but there are good reasons for why we're doing it the way we are.

Chairman Steiner asked and they pretty much align with other venues?

Mr. Soriano responded many of the other nicer venues are going to be stricter, for good reason. We've also stepped away for that reason. We're almost trying to cut our liability a little bit if we're lower key. We don't do anything like demand a certain caterer. You're just renting this place from us. You have to do everything else such as put up your decorations, your chairs, your tables and we also ask that you take care of them and let us know when something is damaged.

Chairman Steiner stated what I meant by that was the policies having to do with refunds and that kind of thing.

Mr. Soriano stated yes. There's always going to be an issue with time. When we put in a policy that says they pay us, but they have one month to change their mind, if their event is two months from now that cuts down the time for somebody else that could have rented the room two months from now. We want to have as much time as possible to rebook that room.

Vice Chairman Hartigan stated I like the fact that you put a deposit down and you have 30 days to change your mind and the reason I say that is there are a lot of situations to where people just can't. You may have one party that can get a room, but not the other party and when the party doesn't have the ability to take off and since we don't have openings on the weekends, it's hard for the party to see. We have to have some sort of leeway, at least in the beginning.

Chairman Steiner stated I think the thing you're going to run into is if you have a 30-day return on anything, there has to be an additional pardon if you pick up this room 30 days before you plan to use it.

Vice Chairman Hartigan stated yeah if you're booking at least 90 days out.

Mr. Soriano stated if you want, look at those policies and give me a couple of options. We can do just about anything within there. That's not something we have to do a public hearing for, just when we're doing rates so we can change some wording to give a little more time. Like I said, internally we do, we just don't advertise it. Now, if you booked a year ago and you get to me with six months to go, there were six months we could have been booking that date out. If we want to create a policy or change wording around, we can do that. The idea is to cut our losses too because it really just takes away from the District.

NINTH ORDER OF BUSINESS**Next Scheduled Meeting**

Ms. Giles stated our next meeting is scheduled for January 9th at 2:00 p.m. here at the Plantation Oaks Amenity Center.

TENTH ORDER OF BUSINESS**Adjournment**

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Middle Village

Community Development District

Unaudited Financial Reporting
November 30, 2022



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

Governmental Fund Types

	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Totals (Memorandum Only)</u>
<u>Assets:</u>					
Cash - Wells Fargo	\$8,551	\$156,465	\$30,613	---	\$195,629
Cash - Hancock Whitney	---	\$12,700	---	---	\$12,700
Investments:					
<u>Series 2022</u>					
Revenue	---	---	---	\$239,318	\$239,318
Reserve	---	---	---	\$154,782	\$154,782
Principal	---	---	---	\$71	\$71
Interest	---	---	---	\$187	\$187
Cost of Issuance	---	---	---	\$15,944	\$15,944
Prepayment	---	---	---	\$1,077	\$1,077
<u>Series 2018-2</u>					
Reserve	---	---	---	\$119,417	\$119,417
Prepayment	---	---	---	\$73	\$73
Sinking Fund	---	---	---	\$3	\$3
Interest	---	---	---	\$5	\$5
<u>Operations</u>					
Custody Account	\$314,839	---	---	---	\$314,839
<u>State Board</u>					
General Fund	\$93,387	---	---	---	\$93,387
Recreation Fund	---	\$463,101	---	---	\$463,101
Capital Reserve	---	---	\$1,189,069	---	\$1,189,069
Due From General Fund	---	\$256,108	---	---	\$256,108
Due From Debt Service	\$10,705	\$83,057	---	---	\$93,762
Electric Deposits	---	\$13,383	---	---	\$13,383
Assessment Receivable	\$163,369	\$1,481,928	---	\$1,329,727	\$2,975,024
Total Assets	<u>\$590,852</u>	<u>\$2,466,742</u>	<u>\$1,219,682</u>	<u>\$1,860,602</u>	<u>\$6,137,878</u>
<u>Liabilities:</u>					
Accounts Payable	\$4,118	\$115,650	\$8,503	---	\$128,271
Due to General Fund	---	---	---	\$10,705	\$10,705
Due to Rec Fund	\$256,108	---	---	\$83,057	\$339,165
<u>Fund Balances:</u>					
Unassigned	\$330,626	\$2,337,708	\$1,211,180	---	\$3,879,514
Nonspendable	---	\$13,383	---	---	\$13,383
Restricted for Debt Service	---	---	---	\$1,766,841	\$1,766,841
Total Liabilities and Fund Equity	<u>\$590,852</u>	<u>\$2,466,742</u>	<u>\$1,219,682</u>	<u>\$1,860,602</u>	<u>\$6,137,878</u>

Middle Village
Community Development District
General Fund

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

Adopted Budget	Prorated Budget 11/30/22	Actual 11/30/22	Variance
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Revenues:

Assessments - Tax Roll	\$214,870	\$189,210	\$189,210	\$0
Assessments - Direct	\$2,317	\$2,317	\$2,317	\$0
Interest Income	\$600	\$600	\$688	\$88
Total Revenues	\$217,787	\$192,127	\$192,215	\$88

Expenditures:

Administrative

Supervisors Fees	\$12,000	\$2,000	\$2,000	\$0
Travel	\$200	\$33	\$0	\$33
FICA Expense	\$918	\$153	\$165	(\$12)
Engineering	\$10,500	\$1,750	\$0	\$1,750
Trustee	\$16,200	\$2,700	\$0	\$2,700
Dissemination Agent	\$3,500	\$583	\$583	(\$0)
Assessment Roll	\$7,550	\$7,550	\$7,550	\$0
Attorney	\$45,000	\$7,500	\$8,319	(\$819)
Attorney-Foreclosure	\$10,000	\$1,667	\$0	\$1,667
Arbitrage	\$750	\$125	\$0	\$125
Annual Audit	\$6,100	\$1,017	\$0	\$1,017
Management Fees	\$64,850	\$10,808	\$10,808	\$0
Information Technology	\$2,550	\$425	\$425	(\$0)
Telephone	\$600	\$100	\$38	\$62
Postage	\$600	\$100	\$114	(\$14)
Printing & Binding	\$2,000	\$333	\$185	\$148
Records Storage	\$200	\$33	\$0	\$33
Insurance	\$15,727	\$15,727	\$12,392	\$3,335
Legal Advertising	\$1,500	\$250	\$575	(\$325)
Other Current Charges	\$150	\$25	\$14	\$11
Office Supplies	\$300	\$50	\$1	\$49
Website Compliance	\$2,250	\$375	\$375	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Reserves	\$14,167	\$2,361	\$0	\$2,361

Total Administrative	\$217,787	\$55,841	\$43,719	\$12,122
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Excess Revenues (Expenditures)	\$0	\$148,496
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Fund Balance - Beginning	\$0	\$182,130
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Fund Balance - Ending	\$0	\$330,626
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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 November 30, 2022

	Adopted Budget	Prorated Budget 11/30/22	Actual 11/30/22	Variance
<u>Revenues:</u>				
Assessment - Tax Roll	\$1,958,276	\$1,720,927	\$1,720,927	\$0
Assessment - Direct	\$17,109	\$17,109	\$17,109	\$0
Interest	\$500	\$500	\$1,829	\$1,329
Miscellaneous Income	\$6,000	\$1,000	\$850	(\$150)
Amenities Revenue	\$100,000	\$16,667	(\$2,771)	(\$19,438)
Cost Share Revenue - South Village/Lighting	\$33,063	\$0	\$0	\$0
Total Revenues	\$2,114,948	\$1,756,203	\$1,737,945	(\$18,258)
<u>Expenditures:</u>				
Administrative				
Management Fees - On Site	\$317,416	\$52,903	\$52,903	\$0
Insurance	\$62,717	\$62,717	\$58,610	\$4,107
Other Current Charges	\$5,000	\$833	\$713	\$120
Permit Fees	\$1,500	\$250	\$0	\$250
Office Supplies	\$500	\$83	\$0	\$83
Total Administrative	\$387,133	\$116,786	\$112,226	\$4,561
Common Area				
Security	\$166,335	\$27,723	\$27,658	\$64
Security Clay County	\$59,502	\$9,917	\$5,715	\$4,202
Electric	\$20,000	\$3,333	\$3,337	(\$4)
Streetlighting	\$35,000	\$5,833	\$5,860	(\$27)
Irrigation Maintenance	\$5,000	\$833	\$0	\$833
Landscape Maintenance	\$488,528	\$81,421	\$73,193	\$8,229
Common Area Maintenance	\$70,000	\$11,667	\$11,283	\$384
Lake Maintenance	\$21,000	\$3,500	\$3,113	\$387
Miscellaneous Maintenance	\$5,000	\$833	\$0	\$833
Total Common Area	\$870,365	\$145,061	\$130,159	\$14,901

Middle Village
Community Development District
Recreation Fund

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

	Adopted Budget	Prorated Budget 11/30/22	Actual 11/30/22	Variance
Recreation Facility				
Amenity Staff	\$176,000	\$29,333	\$14,770	\$14,563
Janitorial	\$55,000	\$9,167	\$7,567	\$1,600
Telephone	\$12,000	\$2,000	\$1,609	\$391
Electric	\$64,000	\$10,667	\$12,276	(\$1,609)
Water / Sewer	\$46,000	\$7,667	\$5,396	\$2,270
Gas/Heat (Pool)	\$25,000	\$4,167	\$3,380	\$786
Refuse Service	\$25,000	\$4,167	\$5,735	(\$1,568)
Pool Maintenance & Chemicals	\$45,000	\$7,500	\$6,103	\$1,397
Cable	\$8,000	\$1,333	\$1,102	\$232
Special Events	\$5,000	\$833	\$1,741	(\$908)
Office Supplies and Equipment	\$1,500	\$250	\$0	\$250
Facility Maintenance - General	\$58,000	\$9,667	\$9,098	\$569
Facility Maintenance - Preventive Contracts	\$15,950	\$2,658	\$2,390	\$268
Facility Maintenance - Contingency	\$5,000	\$833	\$608	\$225
Elevator Maintenance	\$3,000	\$500	\$0	\$500
Recreation Passes	\$5,000	\$833	\$909	(\$76)
Lighting Repairs	\$10,000	\$1,667	\$1,560	\$107
Tennis Court Maintenance	\$48,000	\$8,000	\$14,377	(\$6,377)
Capital Reserve	\$250,000	\$41,667	\$0	\$41,667
Total Recreation	\$857,450	\$142,908	\$88,620	\$54,288
Total Expenditures	\$2,114,948	\$404,756	\$331,005	\$73,750
Excess Revenues (Expenditures)	(\$0)		\$1,406,940	
Fund Balance - Beginning	\$0		\$944,152	
Fund Balance - Ending	(\$0)		\$2,351,091	

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 November 30, 2022

Adopted Budget	Prorated Budget 11/30/22	Actual 11/30/22	Variance
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Revenues:

Interest Income	\$1,000	\$1,000	\$3,256	\$2,256
Assessments - Direct	\$21,002	\$21,002	\$21,002	\$0
Assessments - Tax Roll	\$1,751,218	\$1,537,541	\$1,537,541	\$0

Total Revenues	\$1,773,220	\$1,559,543	\$1,561,800	\$2,256
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Expenditures:

Series 2022

Interest Expense - 11/1	\$213,140	\$213,140	\$213,140	\$0
Principal Expense- 11/1 (Prepayment)	\$0	\$0	\$219,000	(\$219,000)
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	\$54,313	\$54,313	\$0
Principal Expense- 11/1 (Prepayment)	\$0	\$0	\$30,000	(\$30,000)
Interest Expense - 5/1	\$54,313	\$0	\$0	\$0
Principal Expense - 5/1	\$125,000	\$0	\$0	\$0

Total Expenditures	\$1,783,905	\$267,452	\$516,452	(\$249,000)
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Excess Revenues (Expenditures)	(\$10,685)	\$1,045,347
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Net Change in Fund Balance	(\$10,685)	\$1,045,347
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Fund Balance - Beginning	\$276,073	\$721,493
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Fund Balance - Ending	\$265,388	\$1,766,841
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Middle Village
Community Development District
Capital Reserve Fund

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

	Adopted Budget	Prorated Budget 11/30/22	Actual 11/30/22	Variance
<u>REVENUES:</u>				
Interest Income	\$2,000	\$2,000	\$5,541	\$3,541
Capital Reserve - Rec Fund	\$250,000	\$0	\$0	\$0
Capital Reserve - General Fund	\$14,167	\$0	\$0	\$0
TOTAL REVENUES	\$266,167	\$2,000	\$5,541	\$3,541
<u>EXPENDITURES:</u>				
Repair And Replacements	\$400,775	\$66,796	\$19,682	\$47,114
TOTAL EXPENDITURES	\$400,775	\$66,796	\$19,682	\$47,114
EXCESS REVENUES (EXPENDITURES)	(\$134,608)		(\$14,141)	
FUND BALANCE - Beginning	\$1,165,118		\$1,225,320	
FUND BALANCE - Ending	\$1,030,510		\$1,211,180	

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:	\$154,782
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)
Less: November 1, 2022 (Optional)	(\$219,000)
Current Bonds Outstanding:	\$16,639,000

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:	\$119,417
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)
Less: November 1, 2022 (Optional)	(\$30,000)
Current Bonds Outstanding	\$2,155,000

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	339,108.20	1,595,235.10	196,310.07	1,785,502.68	-	3,577,047.85
TOTAL DUE / RECEIVED	339,108.20	1,616,237.17	198,627.25	1,802,611.46	-	3,617,475.88

(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	-
3	11/28/22	394,953.30	176,135.01	21,675.22	197,143.07	-
4	12/12/22	2,934,596.08	1,308,724.65	161,052.02	1,464,819.41	-
5	12/19/22	129,369.17	57,694.01	7,099.84	64,575.32	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
TOTAL TAX ROLL RECEIPTS		3,577,047.85	1,595,235.10	196,310.07	1,785,502.68	-

PERCENT COLLECTED	DEBT	O&M
% COLLECTED DIRECT BILL	100.00%	100.00%
% COLLECTED TAX ROLL	91.34%	91.34%
TOTAL PERCENT COLLECTED	91.44%	91.42%

D.

Middle Village

Community Development District

Check Run Summary

December 31, 2022


Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	12/12/22	1662-1664	\$ 6,730.42
	12/29/22	1665-1666	\$ 3,623.13
Sub-Total			\$ 10,353.55
Recreation Fund			
Accounts Payable - HW	12/14/22	98-127	\$ 139,582.71
	12/29/22	128-138	\$ 27,257.45
Sub-Total			\$ 166,840.16
Capital Reserve Fund			
Accounts Payable	12/12/22	518-523	\$ 61,746.50
	12/29/22	524-527	\$ 11,820.91
Sub-Total			\$ 73,567.41
Total			\$ 250,761.12

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
12/12/22	00121	10/01/22 00050172	202210 310-51300-48000	LEGAL ADS	*	505.08	
				CA FLORIDA HOLDINGS,LLC			505.08 001662
12/12/22	00026	12/01/22 2015	202212 310-51300-34000	DEC MANAGEMENT FEES	*	5,404.17	
		12/01/22 2015	202212 310-51300-52000	DEC WEBSITE ADMIN	*	187.50	
		12/01/22 2015	202212 310-51300-35100	DEC INFORMATION TECH	*	212.50	
		12/01/22 2015	202212 310-51300-31300	DEC DISSEMINATION SERVICE	*	291.67	
		12/01/22 2015	202212 310-51300-51000	OFFICE SUPPLY	*	.54	
		12/01/22 2015	202212 310-51300-42000	POSTAGE	*	10.26	
		12/01/22 2015	202212 310-51300-42500	COPIES	*	49.20	
				GOVERNMENTAL MANAGEMENT SERVICES			6,155.84 001663
12/12/22	00117	12/01/22 22-00377	202212 310-51300-48000	NTC OF MET BOS 12/12/22	*	69.50	
				JACKSONVILLE DAILY RECORD			69.50 001664
12/29/22	00122	12/12/22 12122022	202212 310-51300-49000	T HARTIGAN COMMISSION FEE	*	10.00	
				FLORIDA DIVISION OF ELECTIONS			10.00 001665
12/29/22	00119	12/13/22 3154140	202211 310-51300-31500	NOV GENERAL COUNSEL	*	3,613.13	
				KUTAK ROCK LLP			3,613.13 001666
TOTAL FOR BANK A						10,353.55	
TOTAL FOR REGISTER						10,353.55	

MVIL MIDDLE VILLAGE OKUZMUK

LOCALiQ


FLORIDA


ACCOUNT NAME Middle Village Cdd		ACCOUNT # 760172	PAGE # 1 of 1
STATEMENT # 0005017229	BILLING PERIOD Oct 1- Oct 31, 2022	PAYMENT DUE DATE November 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	
<p>Legal Entity: Gannett Media Corp.</p> <p>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.</p> <p>All funds payable in US dollars.</p>			

00007601720000000000000050172290005050867178

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
10/1/22	Balance Forward	\$505.08

RECEIVED
DEC 07 2022
BY: 

RECEIVED
NOV 14 2022
BY: 

121

1310 51300 48000

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

LOCALiQ

FLORIDA

ACCOUNT NAME Middle Village Cdd		PAYMENT DUE DATE November 20, 2022		AMOUNT PAID		
ACCOUNT NUMBER 760172		STATEMENT NUMBER 0005017229				
CURRENT DUE \$0.00	30 DAYS PAST DUE \$505.08	60 DAYS PAST DUE \$0.00	90 DAYS PAST DUE \$0.00	120+ DAYS PAST DUE \$0.00	UNAPPLIED PAYMENTS \$0.00	TOTAL AMOUNT DUE \$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

00007601720000000000000050172290005050867178

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 2015

Invoice Date: 12/1/22

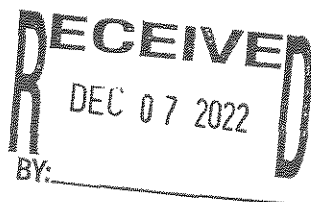
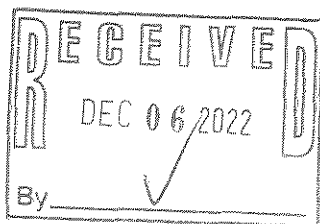
Due Date: 12/1/22

Case:

P.O. Number:

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

Description	1310 513	Hours/Qty	Rate	Amount
General Fund - Management Fees - December 2022	34000		5,404.17	5,404.17
Website Administration - December 2022	52000		187.50	187.50
Information Technology - December 2022	221000		212.50	212.50
Dissemination Agent Services - December 2022	313000		291.67	291.67
Office Supplies	51000		0.54	0.54
Postage	42000		10.26	10.26
Copies	42500		49.20	49.20

**Total** \$6,155.84**Payments/Credits** \$0.00**Balance Due** \$6,155.84

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

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

INVOICE

December 1, 2022

Date

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

Serial # 22-00377C

PO/File #

\$69.50

Payment Due

Notice of Meeting of the Board of Supervisors

\$69.50

Publication Fee

Middle Village Community Development District

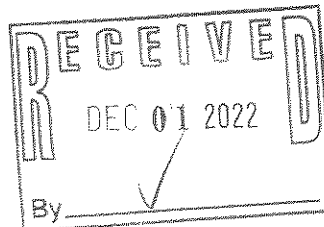
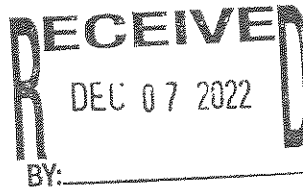
Case Number

Amount Paid

Publication Dates 12/1

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 # 22-00377C on your
check or remittance advice.

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.

117
1310 5/300 48.11
NTC OF MEETING BOS 12/12/22

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

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

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

Notice is hereby given that the Board of Supervisors of the Middle Village Community Development District is scheduled to be meet on **Monday, December 12, 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

Dec. 1 00 (22-00377C)

MIDDLE VILLAGE
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
OATH OF OFFICE

I, Timothy Hartigan CITIZEN OF THE STATE OF FLORIDA AND OF THE UNITED STATES OF AMERICA, AND BEING EMPLOYED BY OR AN OFFICER OF MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT AND A RECIPIENT OF PUBLIC FUNDS AS SUCH EMPLOYEE OR OFFICER, DO HEREBY SOLEMNLY SWEAR OR AFFIRM THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND OF THE STATE OF FLORIDA.

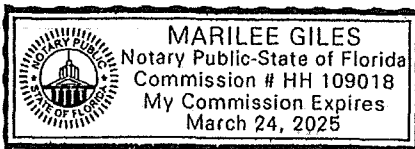
[Signature]
Board Supervisor

ACKNOWLEDGMENT OF OATH BEING TAKEN

STATE OF FLORIDA
COUNTY OF CLAY

The foregoing oath was administered before me this 12 day of Dec, 2022, by Timothy Hartigan, who personally appeared before me, and is personally known to me or has produced _____ as identification, and is the person described in and who took the aforementioned oath as a Member of the Board of Supervisors of Middle Village Community Development District and acknowledged to and before me that he/she took said oath for the purposes therein expressed.

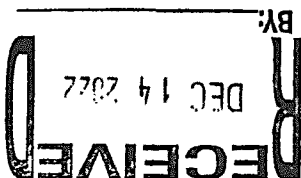
(NOTARY SEAL)



[Signature]
Notary Public, State of Florida

Print Name: Marilee Giles

Commission No.: HH109018 Expires: Mar 24, 2025



122
001 310 513, 490, 1

OATH OF OFFICE

(Art. II, § 5(b), Fla. Const.)

STATE OF FLORIDA

County of Clay

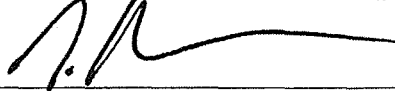
I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State, and that I will well and faithfully perform the duties of

Supervisor of the Middle Village Community Development District

(Title of Office)

on which I am now about to enter, so help me God.

[NOTE: If you affirm, you may omit the words "so help me God." See § 92.52, Fla. Stat.]



Signature



Sworn to and subscribed before me by means of physical presence or
online notarization, this 12 day of December, 2022



Signature of Officer Administering Oath or of Notary Public

Marilee Giles

Print, Type, or Stamp Commissioned Name of Notary Public

Personally Known ☒ OR

Produced Identification ☐

Type of Identification Produced _____

ACCEPTANCE

I accept the office listed in the above Oath of Office.

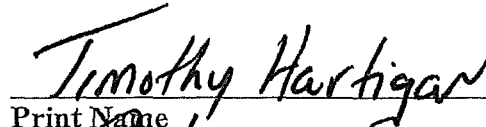
Mailing Address: ☒ Home ☐ Office

3855 Aubrey Ln

Street or Post Office Box

ORANGE PARK, FL 32065

City, State, Zip Code



Print Name



Signature

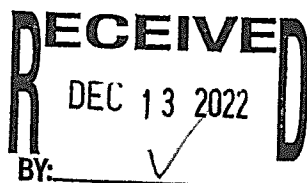
KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

December 13, 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. 3154140

Client Matter No. 14323-1

119
001310513, 315, 1

Invoice No. 3154140
14323-1

Re: Middle Village CDD - General

For Professional Legal Services Rendered

11/02/22	K. Haber	0.80	180.00	Research assessments for Trinity Church; confer and correspond with Giles regarding same; correspondence with Soriano regarding suspension hearing; confer with Soriano regarding same
11/02/22	D. Wilbourn	0.40	60.00	Prepare and disseminate memorandum and resolutions regarding amendment to records retention policy
11/03/22	M. Eckert	0.60	210.00	Prepare for and attend agenda call
11/03/22	K. Haber	0.40	90.00	Confer with Soriano and Giles regarding board meeting agenda
11/07/22	M. Eckert	0.20	70.00	Review agenda package; prepare for board meeting
11/08/22	M. Eckert	0.10	35.00	Confer with Giles regarding vacancy; research same
11/08/22	K. Haber	0.10	22.50	Correspondence with Soriano regarding suspension hearing

KUTAK ROCK LLP

Middle Village CDD

December 13, 2022

Client Matter No. 14323-1

Invoice No. 3154140

Page 2

11/08/22	K. Haber	0.20	45.00	Revise record retention policy resolution
11/09/22	K. John	0.30	85.50	Revise surplus property memorandum
11/10/22	K. Haber	0.60	135.00	Prepare board meeting agenda memorandum; revise suspension hearing memorandum
11/13/22	M. Eckert	0.20	70.00	Prepare for board meeting
11/14/22	M. Eckert	4.20	1,470.00	Prepare for, travel to and attend board meeting; return travel; follow up from board meeting
11/15/22	M. Eckert	0.30	105.00	Follow up from board meeting
11/15/22	D. Wilbourn	0.30	45.00	Board meeting follow-up
11/16/22	M. Eckert	0.10	35.00	Confer with Steiner
11/16/22	K. Haber	1.00	225.00	Prepare one year suspension letter for Green; prepare notice of rulemaking, notice of rule development, resolution setting hearing, and resolution adopting rule for revised amenity suspension and termination rules
11/19/22	M. Eckert	0.10	35.00	Prepare suspension letter to Green
11/22/22	M. Eckert	1.00	350.00	Review draft minutes and provide comments; follow up from board meeting
11/25/22	M. Eckert	0.40	140.00	Draft rule making resolutions and notices
11/28/22	K. Haber	0.20	45.00	Correspondence with Giles, Hogge, and Soriano regarding revised resolution and notices for amenity suspension and termination rule; review revised resolutions and notices
11/30/22	M. Eckert	0.40	140.00	Prepare for and attend agenda call
TOTAL HOURS		11.90		

KUTAK ROCK LLP

Middle Village CDD
December 13, 2022
Client Matter No. 14323-1
Invoice No. 3154140
Page 3

TOTAL FOR SERVICES RENDERED	\$3,593.00
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DISBURSEMENTS

Travel Expenses	20.13
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TOTAL DISBURSEMENTS	<u>20.13</u>
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TOTAL CURRENT AMOUNT DUE	<u>\$3,613.13</u>
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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/14/22	00963	11/20/22 112022	202211 300-36900-10300	DEPOSIT REFUND	*	500.00	
				BERNARD HALL			500.00 000098
12/14/22	00256	11/07/22 SSI10842	202210 320-57200-34510	OCT EMPLOYMENT FEES	*	482.50	
		11/07/22 SSI10842	202210 320-57200-34510	OCT SCHEDULING FEES	*	187.50	
		11/07/22 SSI10842	202210 320-57200-34510	OCT EMPLOYMENT FEES	V	482.50-	
		11/07/22 SSI10842	202210 320-57200-34510	OCT SCHEDULING FEES	V	187.50-	
				CLAY COUNTY SHERIFF'S OFFICE			.00 000099
12/14/22	00072	11/28/22 11282022	202210 320-57200-34510	REIMB SECURITY 9/16-9/29	*	1,140.00	
				DOUBLE BRANCH CDD			1,140.00 000100
12/14/22	00072	11/28/22 11282022	202210 320-57200-34510	REIMB SECURITY 9/30-10/13	*	1,653.00	
				DOUBLE BRANCH CDD			1,653.00 000101
12/14/22	00026	11/18/22 2018	202210 330-57200-62000	OCT FACILITY MAINT	*	4,473.00	
		11/18/22 2018	202210 330-57200-46630	OCT LIGHTING REPAIRS	*	759.00	
		11/18/22 2018	202210 320-57200-46500	OCT COMMON AREA MAINT	*	5,016.82	
		11/18/22 2018	202210 330-57200-34400	OCT TENNIS CRT MAINT	*	3,321.00	
		11/18/22 2018	202210 330-57200-49400	OCT SPECIAL EVENTS	*	383.86	
				GOVERNMENTAL MANAGEMENT SERVICES			13,953.68 000102
12/14/22	00026	11/18/22 2019	202210 330-57200-34400	TENNIS CT MAINTENANCE	*	520.00	
				GOVERNMENTAL MANAGEMENT SERVICES			520.00 000103
12/14/22	00026	11/16/22 2021	202211 300-36900-10200	NOV TENNIS REVENUE	*	603.00	
				GOVERNMENTAL MANAGEMENT SERVICES			603.00 000104
12/14/22	00026	11/25/22 2020	202211 300-36900-10300	FACILITY EVENT STAFF	*	1,237.50	
				GOVERNMENTAL MANAGEMENT SERVICES			1,237.50 000105
				MVIL MIDDLE VILLAGE OKUZMUK			

AP300R	YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER										RUN 12/29/22	PAGE 2
*** CHECK DATES 12/01/2022 - 12/31/2022 ***												
MIDDLE VILLAGE - REC FUND												
BANK E HANCOCK WHITNEY												

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/14/22	00026	12/01/22 2016	202212 310-51300-34000	DEC FACILITY MAINTENANCE	*	20,119.83	
				GOVERNMENTAL MANAGEMENT SERVICES			20,119.83 000106
12/14/22	00026	12/01/22 2017	202212 330-57200-34300	DEC TENNIS FACILITY MAINT	*	6,331.50	
				GOVERNMENTAL MANAGEMENT SERVICES			6,331.50 000107
12/14/22	00026	12/09/22 2022	202212 300-36900-10300	STAFF EVENT 12/03/2022	*	437.50	
				GOVERNMENTAL MANAGEMENT SERVICES			437.50 000108
12/14/22	00026	8/17/22 1992	202210 300-36900-10200	TENNIS REVENUE DEP 8/17	*	829.80	
				GOVERNMENTAL MANAGEMENT SERVICES			829.80 000109
12/14/22	00026	8/07/22 1993	202210 300-36900-10200	TENNIS REVENUE DEP 9/07	*	1,488.60	
				GOVERNMENTAL MANAGEMENT SERVICES			1,488.60 000110
12/14/22	00964	11/30/22 11132022	202211 300-36900-10300	DEPOSIT REFUND	*	500.00	
				JIGMASA DABHI			500.00 000111
12/14/22	00062	11/01/22 43750B	202211 320-57200-46800	NOV LAKE MAINTENANCE	*	1,594.00	
				THE LAKE DOCTORS			1,594.00 000112
12/14/22	00062	12/02/22 56978B	202212 320-57200-46800	DEC LAKE MAINTENANCE	*	1,594.00	
				THE LAKE DOCTORS			1,594.00 000113
12/14/22	00960	11/20/22 11112022	202211 300-36900-10300	DEPOSIT REFUND	*	500.00	
				MARCIA DUKES			500.00 000114
12/14/22	00962	12/05/22 12042022	202212 300-36900-10300	DEPOSIT REFUND	*	500.00	
				MARLENA PORTER			500.00 000115
12/14/22	00961	12/05/22 12052022	202212 300-36900-10300	DEPOSIT REFUND 12/03/22	*	500.00	
				MONIQUE BLUE			500.00 000116
12/14/22	00139	12/21/22 13129561	202212 330-57200-46400	DEC POOL CHEMICALS	*	3,051.51	
				POOLSURE			3,051.51 000117

MVIL MIDDLE VILLAGE OKUZMUK

*** CHECK DATES 12/01/2022 - 12/31/2022 ***

MIDDLE VILLAGE - REC FUND
BANK E HANCOCK WHITNEY

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
12/14/22	00437	9/19/22 1270016	202210 330-57200-49400	SPOOKTACULAR 10/28/22	*	256.17	
				PROGRESSIVE ENTERTAINMENT			256.17 000118
12/14/22	00261	12/01/22 321	202212 330-57200-34200	DEC JANITORIAL SERVICES	*	3,783.33	
				RIVERSIDE MANAGEMENT SERVICES, INC			3,783.33 000119
12/14/22	00261	12/06/22 322	202210 320-57200-46500	SEPT PRESSURE WASHING	*	850.00	
				RIVERSIDE MANAGEMENT SERVICES, INC			850.00 000120
12/14/22	00823	11/01/22 8485	202211 320-57200-34500	NOV SECURITY SERVICES	*	13,522.90	
				SECURITY DEVELOPMENT GROUP LLC			13,522.90 000121
12/14/22	00823	12/01/22 8571	202212 320-57200-34500	DEC SECURITY SERVICES	*	13,697.55	
				SECURITY DEVELOPMENT GROUP LLC			13,697.55 000122
12/14/22	00965	11/20/22 11122022	202211 300-36900-10300	DEPOSIT REFUND	*	500.00	
				SOPHIA BRISON			500.00 000123
12/14/22	00704	11/01/22 9688	202211 320-57200-46200	NOV LANDSCAPE MAINTENANCE	*	40,710.67	
				VERDEGO			40,710.67 000124
12/14/22	00130	11/21/22 69347	202211 330-57200-34400	HARTRU BAGS 50LB	*	2,913.92	
				WELCH TENNIS COURTS, INC.			2,913.92 000125
12/14/22	00130	8/03/22 67893	202210 330-57200-34400	HARTRU BAGS 50LB	*	2,913.92	
				WELCH TENNIS COURTS, INC.			2,913.92 000126
12/14/22	00412	11/23/22 010680	202211 330-57200-43500	AQUATICS POOL GAS HEAT	*	3,380.33	
				WILFORD PROPANE GAS			3,380.33 000127
12/29/22	00256	12/07/22 SSL10885	202211 320-57200-34510	NOV EMPLOYMENT FEE	*	341.25	
		12/07/22 SSL10885	202211 320-57200-34510	NOV SCHEDULING FEE	*	125.00	
				CLAY COUNTY SHERIFF'S OFFICE			466.25 000128

MVIL MIDDLE VILLAGE OKUZMUK

*** CHECK DATES 12/01/2022 - 12/31/2022 ***
MIDDLE VILLAGE - REC FUND
BANK E HANCOCK WHITNEY

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/29/22	00072	12/28/22 DEC28202	202212 320-57200-34510		*	1,539.00	
			REIMB SEC 10/28-11/10/22				
				DOUBLE BRANCH CDD			1,539.00 000129
12/29/22	00072	12/28/22 12282022	202210 320-57200-34510		*	1,786.00	
			REIMB SEC 10/14-10/27/22				
				DOUBLE BRANCH CDD			1,786.00 000130
12/29/22	00966	12/17/22 12172022	202212 300-36900-10300		*	500.00	
			REIMB DEPOSIT 12/17/22				
				FELICIA CARTER			500.00 000131
12/29/22	00026	12/09/22 2023	202211 330-57200-62000		*	4,625.00	
			NOV FACILITY MAINTENANCE				
		12/09/22 2023	202211 330-57200-62200		*	608.00	
			NOV FACILITY MAINT CONT				
		12/09/22 2023	202211 330-57200-46630		*	801.00	
			NOV LIGHTING REPAIRS				
		12/09/22 2023	202211 320-57200-46500		*	5,416.15	
			NOV COMMON AREA MAINT				
		12/09/22 2023	202211 330-57200-49400		*	325.42	
			NOV SPECIAL EVENTS				
		12/09/22 2023	202211 330-57200-34400		*	3,664.00	
			NOV TENNIS COURT MAINT				
				GOVERNMENTAL MANAGEMENT SERVICES			15,439.57 000132
12/29/22	00026	12/09/22 2024	202211 330-57200-34400		*	520.00	
			NOV TENNIS COURT MAINT				
				GOVERNMENTAL MANAGEMENT SERVICES			520.00 000133
12/29/22	00026	12/07/22 2025	202212 300-36900-10200		*	855.00	
			TENNIS REV DEPOSIT 12/07				
				GOVERNMENTAL MANAGEMENT SERVICES			855.00 000134
12/29/22	00026	12/07/22 2026	202211 330-57200-34400		*	25.13	
			COSTCO				
		12/07/22 2026	202211 330-57200-34400		*	14.06	
			HOME DEPOT				
		12/07/22 2026	202211 330-57200-34400		*	30.94	
			PUBLIX				
		12/07/22 2026	202211 330-57200-34400		*	45.15	
			PUBLIX				
		12/07/22 2026	202211 330-57200-34400		*	408.52	
			CONFAREE AND PENN				
				GOVERNMENTAL MANAGEMENT SERVICES			523.80 000135

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
12/29/22	00026	12/14/22 2027	202212 300-36900-10200	TENNIS REV DEPOSIT 12/14	*	1,107.00	
				GOVERNMENTAL MANAGEMENT SERVICES			1,107.00 000136
12/29/22	00026	12/23/22 2031	202212 300-36900-10300	DEC FACILITY EVENT STAFF	*	737.50	
				GOVERNMENTAL MANAGEMENT SERVICES			737.50 000137
12/29/22	00261	10/01/22 319	202210 330-57200-34200	OCT JANITORIAL SERVICES	*	3,783.33	
				RIVERSIDE MANAGEMENT SERVICES, INC			3,783.33 000138
TOTAL FOR BANK E						166,840.16	
TOTAL FOR REGISTER						166,840.16	

MVIL MIDDLE VILLAGE OKUZMUK

From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - BERNARD HALL
Date: November 20, 2022 at 10:27 PM
To: Oksana Kuzmuk okuzmuk@gmsnf.com, Daniel Laughlin dlaughlin@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (FRIDAY) 11:00 A.M. to 9:00 P.M.
 - DATE OF VENUE – NOVEMBER 18, 2022
 - RESIDENT – BERNARD HALL
 - ADDRESS – 106 RED CEDAR DRIVE, ST. JOHNS, FL 32259
 - AMOUNT OF REFUND – \$500.00
 - BOOKING FEE/DEPOSIT was via VISA (6353):
 - GRAND BANQUET
 - DATED: 7/26/22
 - SEQ#: 7
 - BATCH#: 658
 - INVOICE#: 7
 - APPROVAL CODE: 316107
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
07/26/22	07/26/22	11/18/22	BERNARD HALL II - GB DEPOSIT	DEPOSIT	\$ 500.00		VISA-316107

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

Thank you.

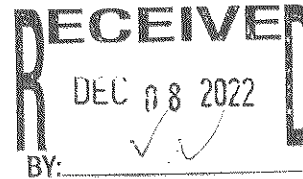
The office will be closed Thursday and Friday in observance of Thanksgiving.
Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond 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

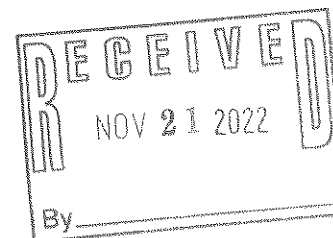
Governmental Management Services

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.



2300 369 103





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 = \$ 478
Fees-2nd Employment Scheduling		15	15	25.00	375.00/2 = \$ 187.50

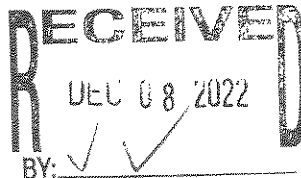
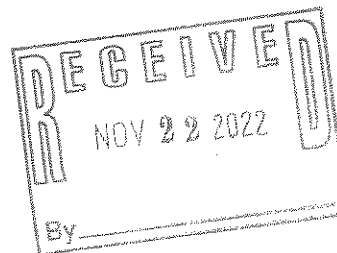
Code to: split 50/50

Double Branch Security (CCSO)

2.320.57200.34510

Middle Village Security (CCSO)

2.320.57200.34510



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

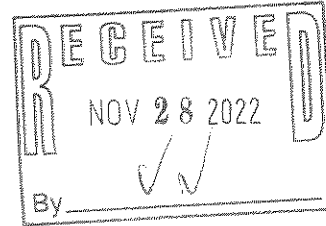
Subtotal: 1,340.00
Invoice Discount: 0.00
Tax: 0.00

Total USD: 1,340.00/2
\$ 670.00

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request



Date	Amount	Authorized By
November 28, 2022 A	\$1,140.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

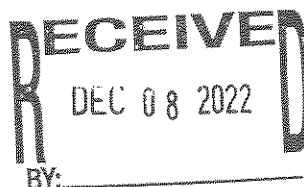
Budget Category:

ASAP	002-320-57200-34510
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Intended Use of Funds Requested:

9/16/22-9/29/22 Reimb for Security Services

(Attach supporting documentation for request)



FIELD EXEMPT

RECEIVED
DEC 08 2022
BY: ✓

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

RECEIVED
NOV 28 2022
By: _____

Check Request

Date	Amount	Authorized By
November 28, 2022	\$1,653.00	Oksana Kuzmuk

Payable to:
Double Branch CDD #72

Date Check Needed:	Budget Category:
ASAP	002-320-57200-34510

Intended Use of Funds Requested:
9/30/22-10/13/22 Reimb for Security Services
(Attach supporting documentation for request.)

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2018

Invoice Date: 11/18/22

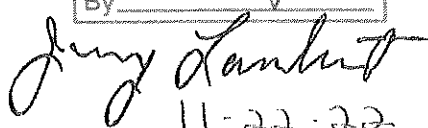
Due Date: 11/18/22

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance October 1 - October 31, 2022		12,495.32	12,495.32
Maintenance Supplies		1,458.36	1,458.36
Fac. Maint. General \$4,473 ⁰⁰ 2.33.572.6200			
Lighting Repairs \$759 ⁰⁰ 2.33.572.4663			
Common Area Maint. \$5,016 ⁸² 2.320.572.4650			
Tennis Ct. Maint \$3,321 ⁰⁰ 2.33.572.3440			
Special Events \$383 ⁸⁶ 2.330.572.49400			
<div>RECEIVED NOV 22 2022 By  11-22-22</div>			

Total \$13,953.68**Payments/Credits** \$0.00**Balance Due** \$13,953.68

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2019

Invoice Date: 11/18/22

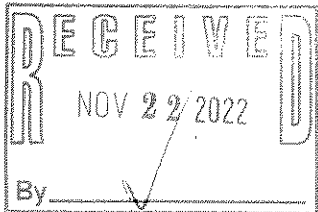
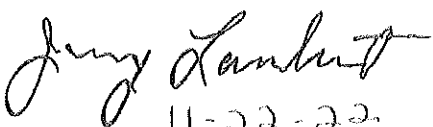
Due Date: 11/18/22

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance October 1 - October 31, 2022 (Tennis) Tennis Ct. Maint. 2.33.572 3440 26   11-22-22.		520.00	520.00

Total \$520.00

Payments/Credits \$0.00

Balance Due \$520.00

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/3/22	2	J.S.	Clean and sweep tennis courts.
10/5/22	2	J.S.	Clean and sweep tennis courts.
10/7/22	2	J.S.	Clean and sweep tennis courts.
10/10/22	2	J.S.	Clean and sweep tennis courts.
10/12/22	2	J.M.	Clean and sweep tennis courts.
10/14/22	2	J.M.	Clean and sweep tennis courts.
10/17/22	2	J.M.	Clean and sweep tennis courts.
10/19/22	2	J.M.	Clean and sweep tennis courts.
10/21/22	2	J.S.	Clean and sweep tennis courts.
10/24/22	2	J.S.	Clean and sweep tennis courts.
10/26/22	2	J.S.	Clean and sweep tennis courts.
10/28/22	2	J.S.	Clean and sweep tennis courts.
10/31/22	2	J.S.	Clean and sweep tennis courts.

TOTAL	<u>26</u>
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Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2021

Invoice Date: 11/16/22

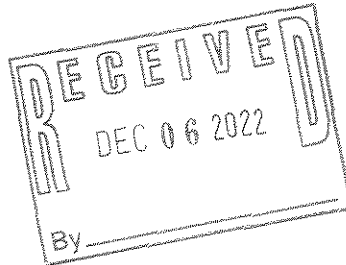
Due Date: 11/16/22

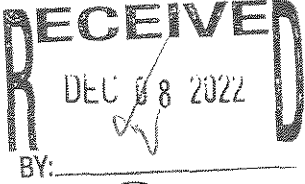
Case:

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 11/16/2022		603.00	603.00
<div><p>BY: <i>[Signature]</i></p><p>2 300 369.11 102.11 Tennis REV DEP 11/16/22</p></div>			
Total			\$603.00
Payments/Credits			\$0.00
Balance Due			\$603.00

Wells Fargo Bank
Transaction Receipt

Branch #0066070 01 Deposit

Account Number XXXXXXXXX4262
CHK 00182

Number of Checks 9
Check Listing

\$50.00
\$120.00
\$135.00
\$50.00
\$50.00
\$75.00
\$50.00
\$125.00
\$15.00

Total Checks Amount \$670.00
Total Deposit \$670.00

Transaction #040 1049
02:49PM 11/15/22
Deposit Credit Date: 11/15/22

Thank you, SARA

Middle Village CDD

Breakdown of Revenues November 15, 2022

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
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11/15/22	\$ 670.00	\$ 603.00	\$ 67.00
		\$ -	\$ -

Subtotal	\$ 670.00	\$ 603.00	\$ 67.00
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Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
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11/15/22		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
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11/15/22		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date		League Fees 10%	Middle Village CDD 90%
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11/15/22			
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Subtotal	\$ -	\$ -	\$ -
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Total Revenues	\$ 670.00	\$ 603.00	\$ 67.00
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Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2020

Invoice Date: 11/25/22

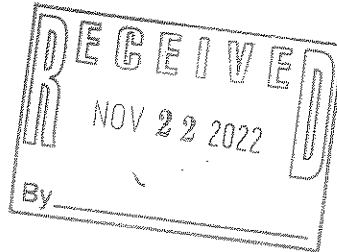
Due Date: 11/25/22

Case:

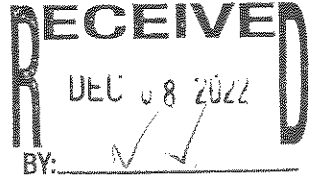
P.O. Number:

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 19, 2022 26 2300 369.103... FACILITY EVENT 11/19/22	49.5	25.00	1,237.50

**Total** \$1,237.50**Payments/Credits** \$0.00**Balance Due** \$1,237.50

11-22-22

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>
49.5	Facility Event Staff	\$ 25.00	\$ 1,237.50

Covers Period End: November 19, 2022

Amenities Revenue # 2-369-103

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 2016

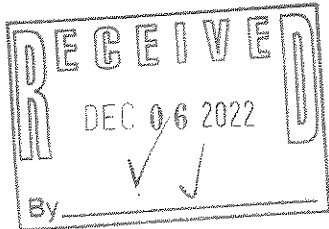

Invoice Date: 12/1/22

Due Date: 12/1/22

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 - December 2022 2.310.513.3400		20,119.83	20,119.83
<div data-bbox="433 1071 760 1297"></div> <div data-bbox="371 1304 834 1386">DEC REC FAC MNA</div> <div data-bbox="506 1457 613 1509">26</div> <div data-bbox="332 1545 760 1682"> 12-6-22</div>			

Total \$20,119.83**Payments/Credits** \$0.00**Balance Due** \$20,119.83

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 2017

Invoice Date: 12/1/22

Due Date: 12/1/22

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 - December 2022		6,331.50	6,331.50
<div><div>RECEIVED DEC 8 2022 BY: _____</div><div>RECEIVED DEC 06 2022 By _____ <i>26</i></div><div>DEC TENNIS FAC MAINT 2310 513, 34...</div></div>			

Total \$6,331.50**Payments/Credits** \$0.00**Balance Due** \$6,331.50

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/1/22	4	T.C.	Put pool furniture back out and cleaned pool deck post hurricane
10/1/22	8	S.A.	Post hurricane clean up
10/1/22	3.5	J.M.	Additional court maintenance
10/3/22	4	A.T.	Removed debris from all common areas
10/3/22	2.5	J.S.	Additional court maintenance
10/4/22	5	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds in parks
10/4/22	2	A.B.	Light inspection around property
10/4/22	2	J.R.	Light inspection around property
10/4/22	4.5	J.S.	Additional court maintenance
10/4/22	2.5	J.M.	Additional court maintenance
10/5/22	4	G.S.	Removed debris from all common areas and ponds
10/5/22	5	S.A.	Worked on polaris ranger, cleaned lakes and outfalls from storm debris
10/5/22	2.5	J.S.	Additional court maintenance
10/5/22	2.5	J.M.	Additional court maintenance
10/6/22	4	G.S.	Removed debris from all common areas and ponds
10/6/22	8	L.N.	Put flowers up around grand banquet, blew leaves and debris off boardwalk, dusted patio, cleaned shop
10/6/22	6	L.C.	Worked on boardwalk project
10/6/22	4.5	J.S.	Additional court maintenance
10/6/22	2.5	J.M.	Additional court maintenance
10/7/22	4.5	G.S.	Removed debris from all common areas, cleaned shop
10/7/22	7.5	S.A.	Worked on polaris electrical system, rearranged windscreens, put up windscreens, picked up supplies
10/7/22	4	A.B.	Created sign backings for pool signs
10/7/22	6	L.C.	Cleaned outfalls around ponds and lakes
10/7/22	4	J.R.	Created sign backings for pool signs
10/7/22	2.5	J.S.	Additional court maintenance
10/7/22	2.5	J.M.	Additional court maintenance
10/8/22	2.5	J.M.	Additional court maintenance
10/10/22	4	S.A.	Blew leaves and debris off boardwalk, storm clean up
10/10/22	4	A.B.	Light inspection around property
10/10/22	7	L.C.	Cleaned outfalls around lakes
10/10/22	4	A.T.	Removed debris from all common areas
10/10/22	2.5	J.S.	Additional court maintenance
10/11/22	4	G.S.	Removed debris from all common areas
10/11/22	6	S.A.	Cleaned lake outfalls
10/11/22	6	A.B.	Cut out sign backing for new pool signs and routed the edges, sealed sign backs with waterproof stain
10/11/22	4	J.R.	Blew leaves and debris off sidewalks, graffiti cleanup
10/11/22	4.5	J.S.	Additional court maintenance
10/11/22	2.5	J.M.	Additional court maintenance
10/12/22	5	G.S.	Removed debris from all common areas, removed deceased animal at park
10/12/22	6.5	A.B.	Painted new sign backings with black resin paint, began removing old signs and digging post holes for new
10/12/22	3.5	J.R.	Worked on pool signs
10/12/22	2.5	J.S.	Additional court maintenance
10/12/22	2.5	J.M.	Additional court maintenance
10/13/22	4	G.S.	Removed debris from all common areas, maintenance work on golf cart
10/13/22	3.25	A.B.	Finished installing signs
10/13/22	2	J.R.	Worked on pool signs
10/13/22	4.5	J.S.	Additional court maintenance
10/13/22	2.5	J.M.	Additional court maintenance
10/14/22	4	G.S.	Removed debris from all common areas
10/14/22	2.5	J.S.	Additional court maintenance
10/14/22	2.5	J.M.	Additional court maintenance
10/15/22	2.5	J.M.	Additional court maintenance
10/17/22	5	A.B.	Adjusted positioning of new sign on splash, cleaned pool
10/17/22	2	J.R.	Cleaned pool
10/17/22	5.5	P.W.	Park inspection, cleaned pool filters, vacuumed the pool
10/17/22	4	A.T.	Removed debris from all common areas
10/17/22	2.5	J.S.	Additional court maintenance
10/18/22	5	G.S.	Maintenance work on blower, cleaned shop
10/18/22	3	J.M.	Additional court maintenance
10/19/22	4.5	G.S.	Removed debris from all common areas, cleaned shop and hauled trash
10/19/22	2.5	J.S.	Additional court maintenance

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
10/19/22	2.5	J.M.	Additional court maintenance
10/20/22	4.5	G.S.	Removed debris from all common areas
10/20/22	4	A.T.	Removed debris from all common areas
10/20/22	4.5	J.S.	Additional court maintenance
10/20/22	2.5	J.M.	Additional court maintenance
10/21/22	4.5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
10/21/22	2.5	J.S.	Additional court maintenance
10/21/22	2.5	J.M.	Additional court maintenance
10/22/22	2.5	J.M.	Additional court maintenance
10/24/22	4	T.C.	Trained how to clean pool filters, back wash and general pool maintenance, removed debris around amenity center
10/24/22	2	A.B.	Cleaned pool filters
10/24/22	3	J.R.	Pool filter cleaning
10/24/22	1.75	P.W.	Worked on cleaning pool filters
10/24/22	4	A.T.	Removed debris from all common areas
10/24/22	2.5	J.S.	Additional court maintenance
10/25/22	4	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
10/25/22	8	S.A.	Picked up lift, repaired lights on tennis courts
10/25/22	4.5	J.S.	Additional court maintenance
10/25/22	2.5	J.M.	Additional court maintenance
10/26/22	4	G.S.	Removed debris from all common areas
10/26/22	2.5	J.S.	Additional court maintenance
10/26/22	2.5	J.M.	Additional court maintenance
10/27/22	4.5	G.S.	Removed debris from all common areas, maintenance work on blower
10/27/22	4.5	J.S.	Additional court maintenance
10/27/22	2.5	J.M.	Additional court maintenance
10/28/22	3.5	G.S.	Removed debris from all common areas and ponds
10/28/22	2.5	J.S.	Additional court maintenance
10/28/22	2.5	J.M.	Additional court maintenance
10/29/22	4	J.S.	Additional court maintenance
10/29/22	3.5	J.M.	Additional court maintenance
10/31/22	3.5	J.R.	Worked on Whitfield sign, cleaned shop
10/31/22	4	A.T.	Removed debris from all common areas
10/31/22	2.5	J.S.	Additional court maintenance

TOTAL 353.5

MILES 276

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

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2022

Invoice Date: 12/9/22

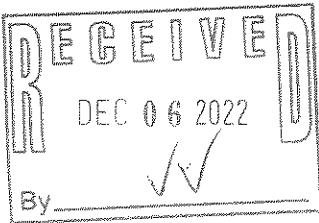
Due Date: 12/9/22

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Event Staff through December 3, 2022 2.369.103 2 300 369 103  26 Facility Event 12/3/22	17.5	25.00	437.50

Total \$437.50

Payments/Credits \$0.00

Balance Due \$437.50

12/10/22
CAF

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>
17.5	Facility Event Staff	\$ 25.00	\$ 437.50

Covers Period End: December 3, 2022

Amenities Revenue # 2-369-103

MAINTENANCE BILLABLE PURCHASES

Period Ending 11/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	9/28/22	15' Towering Phantom Décor	114.43	J.S.
	10/5/22	NGK Spark Plugs (2)	11.10	S.A.
	10/7/22	7" Minin Roller Tray (2)	8.00	S.A.
	10/7/22	Clear Wood Sealer	45.97	S.A.
	10/7/22	Handi Painter	3.42	S.A.
	10/7/22	1/2" 4x8 Sanded Plywood (2)	113.97	S.A.
	10/13/22	LED Bulbs (2)	34.43	J.S.
	10/13/22	9" Plastic Roller Tray	2.86	J.S.
	10/13/22	Mop Refill	10.89	J.S.
	10/18/22	Bucket Steel Handle	5.14	J.S.
	10/18/22	5 Gallon Bucket with Rope Handles	14.93	J.S.
	10/18/22	24" Squeegee	32.17	J.S.
	10/18/22	24" Rough surfaces Broom	41.37	J.S.
	10/18/22	24" Squeegee	16.09	J.S.
	10/18/22	30" Mixing Handle	9.99	J.S.
	10/18/22	1/2" Steel Conduit Nipple	11.17	J.S.
	10/19/22	Trash Picker	45.93	G.S.
	10/19/22	6" Plier	13.77	G.S.
	10/19/22	Dish Detergent	13.19	G.S.
	10/19/22	Fire Ant Killer (4)	119.46	G.S.
	10/19/22	4" Roller Covers	6.64	J.S.
	10/19/22	3" Roller Covers	6.28	J.S.
	10/25/22	Firm Grip Utility Work Gloves	7.29	T.C.
	10/25/22	Nifty Nabber	11.49	T.C.
	10/25/22	Bucket	2.86	T.C.
	10/25/22	16-Tine Rake	14.36	T.C.
	10/26/22	Pine Sol	26.53	T.C.
	10/27/22	6' Casket Halloween Décor	57.21	J.S.
	10/27/22	10x25 Polysheeting	72.51	J.S.
	10/27/22	Duct Tape	12.40	J.S.
	10/27/22	10x25 Polysheeting	120.84	J.S.
	10/27/22	Wingnut Wire Connectors 50pk	8.61	T.C.
	10/27/22	Husky Bit Socket 3/8" Drive 3/8" Hex	2.12	T.C.
	10/27/22	Husky Bit Socket 3/8" Drive 1/4" Hex	2.12	T.C.
	10/27/22	Husky Bit Socket 3/8" Drive 5/16" Hex	2.12	T.C.
	10/27/22	1/8" 3/32" Clamp Set Pack	25.79	T.C.
	10/27/22	WD-40	6.89	T.C.
	10/27/22	1/16 Wire Rope Clamp Set	3.19	T.C.
	10/27/22	1/8" 3/32" Clamp Set	5.16	T.C.
	10/31/22	Orange Duct Tape	3.04	J.S.
	10/31/22	Black Duct Tape	3.44	J.S.
	10/31/22	Gas for Equipment	75.00	T.C.
	11/3/22	Mason Line	6.89	T.C.
	11/3/22	Steel Carpenter Square	3.73	T.C.
	11/3/22	Orange Spray Paint	12.05	T.C.
	11/3/22	SIKA Fast Set Adhesive (2)	61.00	T.C.
	11/3/22	Stakes 12pc Bundle	14.93	T.C.
	11/3/22	Wheelbarrow Tire	40.23	G.S.
	11/3/22	Fire Ant Killer (2)	59.73	G.S.
	11/3/22	Duct Tape	14.92	G.S.
	11/3/22	Insect Spray (2)	6.60	G.S.
	11/3/22	One Shot Fire Ant Killer (2)	34.43	G.S.
	11/3/22	32 Gallon Trash Bags (2)	59.73	G.S.

TOTAL \$1,458.36

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 1992**Invoice Date:** 8/17/22**Due Date:** 8/17/22**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 8/17/2022		829.80	829.80
<div data-bbox="121 882 430 1081">RECEIVED DEC 13 2022 BY: <u>✓</u></div> <div data-bbox="251 1092 365 1165">26</div> <div data-bbox="219 1186 755 1270">2300 369,102,11</div>			

Total \$829.80**Payments/Credits** \$0.00**Balance Due** \$829.80

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 1993**Invoice Date:** 9/7/22**Due Date:** 9/7/22**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 9/7/22		1,488.60	1,488.60
<div data-bbox="138 892 438 1165"><p>RECEIVED DEC 13 2022 BY: ✓ 26</p></div> <div data-bbox="154 1176 755 1270"><p>2300 36900 102.1</p></div>			
Total			\$1,488.60
Payments/Credits			\$0.00
Balance Due			\$1,488.60

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - JIGNASA DABHI
Date: November 20, 2022 at 10:21 PM
To: Oksana Kuzmuk okuzmuk@gmsnf.com, Daniel Laughlin dlaughlin@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET - (SUNDAY) 3:00 P.M. to 11:00 P.M.
 - DATE OF VENUE – NOVEMBER 13, 2022
 - RESIDENT – JIGNASA DABHI
 - ADDRESS – 3872 WESTRIDGE DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on REGIONS:
 - GRAND BANQUET:
 - DATED: 9/13/22
 - CHECK#: 2167
 - DEPOSITED: 9/13/22
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
09/13/22	09/13/22	11/13/22	JIGNASABEN DABHI - GB DEPOSIT	DEPOSIT	\$ 500.00	CK# 2167	

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

Thank you.

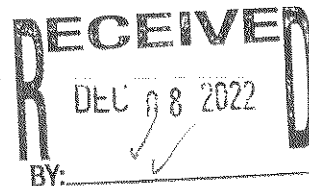
The office will be closed Thursday and Friday in observance of Thanksgiving. Please email me or leave a detailed message at (904) 770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond 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 McKeynolds – Community Amenity Coordinator, OakLeaf Plantation
wmckeynolds@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-5285 ext. 3
www.oakleafresidents.com

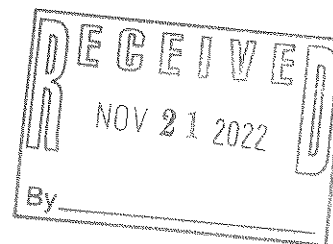
Governmental Management Services

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.



2300 369 103
964



MAKE CHECK PAYABLE TO:



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

ADDRESSEE

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

MIDDLE VILLAGE CDD
JAY SORIANO
370 Oakleaf Village Parkway Pkwy
Orange Park, FL 32065

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ACCOUNT NUMBER	DATE	BALANCE
711194	12/2/2022	\$1,594.00

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

00000000027159001000000005697800000015940090

Please Return this portion with your payment

Invoice 56978B

PO #

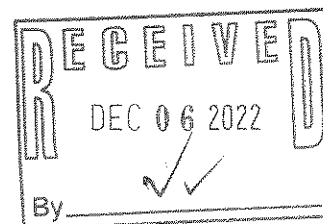
Date	Description	Quantity	Amount	Tax	Total
12/2/2022	PLANTATION OAKS BLVD, ORANGE PARK, FL ORANGE PARK, FL 32065 Water Management - Monthly		\$1594.00	\$0.00	\$1594.00

Please remit payment for this month's invoice.

Code to:

2-320-572-4680

Middle Village Lake Maintenance



Credits \$0.00

Adjustment \$0.00

AMOUNT DUE

\$1594.00

To submit payment by ACH: Ameris Bank // Routing # 061201754 // Account # 2049360148

Customer Account #: 711194
Portal Registration #: 2D189A4D

Corporate Address
4651 Salisbury Rd, Suite 15
Jacksonville, FL 32256

Customer Portal Link: www.lakedoctors.com/contact-us/make-a-payment/

Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information

MAKE CHECK PAYABLE TO:



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

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



CARD NUMBER

EXP. DATE

SIGNATURE

AMOUNT PAID

ADDRESSEE

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

MIDDLE VILLAGE CDD
JAY SORIANO
370 Oakleaf Village Parkway Pkwy
Orange Park, FL 32065

ACCOUNT NUMBER	DATE	BALANCE
711194	11/1/2022	\$1,594.00

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

00000000027159001000000004375000000015940099

Please Return this portion with your payment

Invoice 43750B

PO #

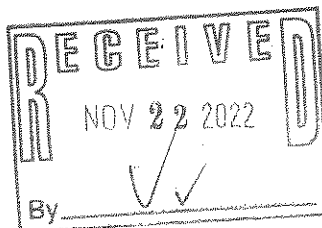
Date	Description	Quantity	Amount	Tax	Total
11/1/2022	PLANTATION OAKS BLVD, ORANGE PARK, FL ORANGE PARK, FL 32065 Water Management - Monthly		\$1594.00	\$0.00	\$1594.00

Code to:

2-320-572-4680

Middle Village Lake Maintenance

Please remit payment for this month's invoice.



Credits \$0.00
Adjustment \$0.00

AMOUNT DUE

\$1594.00

Account# 711194

Lic#:

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - MARCIA DUKES
Date: November 20, 2022 at 9:59 PM
To: Oksana Kuzmuk okuzmuk@gmsnf.com, Daniel Laughlin dlaughlin@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue:
 - LOCATION – GRAND BANQUET (FRIDAY) 12:00 P.M. to 12:00 A.M.
 - DATE OF VENUE – NOVEMBER 11, 2022
 - RESIDENT – MARCIA DUKES
 - ADDRESS – 542 OAKMONT DRIVE, ORANGE PARK, FL 32085
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via VISA (2764):
 - GRAND BANQUET
 - DATED: 6/22/22
 - SEQ#: 2
 - BATCH#: 627
 - INVOICE#: 4
 - APPROVAL CODE: 050335
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/22/22	06/22/22	11/11/22	MARCIA DUKES - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-050335

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

Thank you.

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

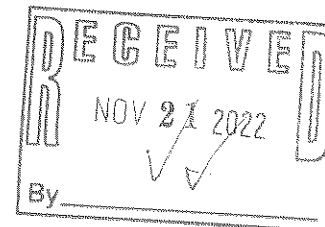
Wanda McReynolds - Community Amenity Coordinator, OakLeaf Plantation
venuerentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

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960 2 300 369 103



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

Date: December 5, 2022 at 3:52 PM

To: Oksana Kuzmuk okuzmuk@gmsnf.com, Daniel Laughlin dlaughlin@gmsnf.com

Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good afternoon Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET - (SUNDAY) 12:00 P.M. to 12:00 A.M.
 - DATE OF VENUE – DECEMBER 4, 2022
 - RESIDENT – MARLENA PORTER
 - ADDRESS – 644 CHESTWOOD CHASE DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on JAX FEDERAL(replaced with MONEY ORDER# 19-437219554 on 11/2/22):
 - GRAND BANQUET:
 - DATED: 9/1/22
 - CHECK#: 0008
 - DEPOSITED: 9/1/22
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
09/01/22	09/01/22	12/04/22	MARLENA PORTER - GB DEPOSIT	DEPOSIT	\$ 500.00	CK# 0008	

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

Thank you.

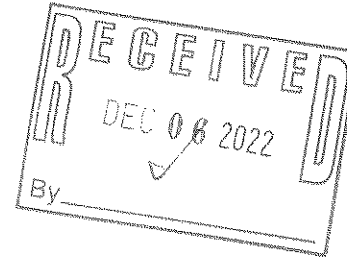
Please email me or leave a detailed message at (904) 770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number 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 limited between two Florida apartments, appointments are recommended.

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

Governmental Management Services

www.OakleafResidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - MONIQUE BLUE
Date: December 5, 2022 at 5:00 PM
To: Oksana Kuzmuk okuzmuk@gmsnf.com, Daniel Laughlin dlaughlin@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good afternoon 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 – DECEMBER 3, 2022
 - RESIDENT – MONIQUE BLUE
 - ADDRESS – 1639 CROOKED OAK DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on NAVY FEDERAL:
 - GRAND BANQUET:
 - DATED: 8/15/22
 - CHECK#: 275
 - DEPOSITED: 8/16/22
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
08/15/22	08/16/22	12/03/22	MONIQUE BLUE - GB DEPOSIT	DEPOSIT	\$ 500.00		CK# 275	

DEPOSITED 8/16/22

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

Thank you.

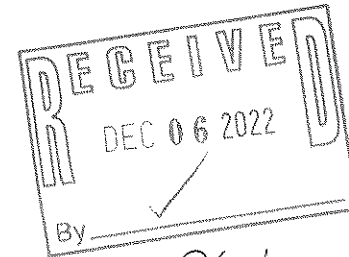
Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be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

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

Governmental Management Services

www.OakLeafResidents.com

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2300 369 103



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

Invoice

Date 12/1/2022

Invoice # 131295611088

Terms	Net 20
Due Date	12/21/2022
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
<div>RECEIVED DEC 08 2022 BY: RECEIVED NOV 21 2022 BY: 139 230 572.464.11 DEC POOL CHEM</div>				

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

Remittance Slip

Customer
13OAK101
Invoice #
131295611088

Amount Due \$3,051.51

Amount Paid

Make Checks Payable To

Poolsure
PO Box 55372
Houston, TX 77255-5372



131295611088



Total Entertainment Services

Invoice

Mailing Correspondence Address: 1623 Troy Lynn Trail, Jacksonville, FL 32225

(904) 645-9068 Fax: (904) 645-9082

E-mail: bookme@progressiveent.com

www.progressiveent.com

Invoice date: 9/19/2022

Invoice # 1270016

Terms: Due by event

PO#

Customer name:

Double Branch CDD- Oakleaf (Phase 1)

Type of Event: Spooktacular

Billing address:

370 Oakleaf Village Parkway, Orange Park, FL 32065

Original contact person:

Lisa Carter **Wk:** 904-375-9285 ext. 7

E-mail/ fax: residentassistant@oakleafresidents.com

At event contacts with cell:

Jay Soriano Cell-904-342-1441 manager@oakleafresidents.com

Event date: Friday October 28, 2022

Hours of event: 6:30 pm-9:00 pm

Hours of service: Same

Approximate set up time:

Between: 5:00 and 5:30 pm

Location name and address:

Soccer Field- 370 Oakleaf Village Parkway, Orange Park, FL 32065

Where to set up at location:

Under covering

Power within 75': Yes

Set up-grass or pavement:

GR

Water within 75': NA

Covered area for entertainer: Yes

Notes:

SERVICES NEEDED:

* Interactive Mobile DJ Services

* 10 x 10 Tent for DJ (no charge)

Reg. Rate	\$	600.00	Your Cost	\$	495.00
Reg. Rate	\$	50.00	Your Cost	\$	-
Reg. Total	\$	650.00	Your Total	\$	495.00
Total Savings		\$	155.00		

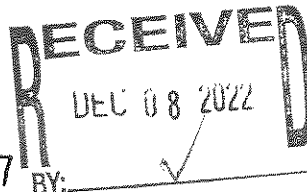
Code to: 50/50 split

2-320-572-49400

Double Branch Special Event

2-330-572-49400 \$256.17

Middle Village Special Event

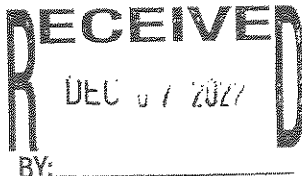


Sub Total:	\$	495.00
Sales Tax:	\$	-
Invoice Total:	\$	495.00
Credit Card Fee	\$	17.35
Total with Card	\$	512.35
50 % Deposit required	\$	Waived
Balance due at set up	\$	512.35
Payments received	\$	-
Current Balance	\$	512.35

CANCELLATION, RE-SCHEDULING, INCLEMENT WEATHER POLICY

Any cancellation of this agreement by customer must be in writing at least 30 days prior to event date with specific reasons with verification by Progressive Entertainment. Any stopping of delivery/service of Progressive Entertainment must be at least 24 hrs. in advance to avoid labor costs. No penalties or loss of deposit occur if event is re-scheduled within 60 days of original event date. A 50% cancellation fee of total amount occurs when not within these terms. Other arrangements must be noted by Progressive Entertainment. For customer pick up- customer is responsible for theft or damage to equipment or materials while in possession. Progressive Entertainment is not responsible for any acts of nature which prevent event from taking place or being shortened. Service reserves the right to stop service if guests cause a safety or behavior issue to service.

Customer signature required x _____ Date: _____



437

2 330 572 00 49400

SPOOKTACULAR

10/28/22

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


Invoice

Invoice #: 321
Invoice Date: 12/1/2022
Due Date: 12/1/2022
Case:
P.O. Number:

Bill To:

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

261

Description	Hours/Qty	Rate	Amount
2.330.572.3420 - Janitorial Services - December 2022		3,783.33	3,783.33
<div>RECEIVED DEC 06 2022 By _____</div> <div>RECEIVED DEC 07 2022 BY: _____  12-6-22</div>			

Total \$3,783.33

Payments/Credits \$0.00

Balance Due \$3,783.33

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

Invoice

Invoice #: 322
Invoice Date: 12/6/2022
Due Date: 12/6/2022
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - September 2022 Common Area Maint. 261 2.320.573.4650		850.00	850.00
<div>RECEIVED DEC 06 2022 By: ✓</div> <div>RECEIVED DEC 07 2022 BY: _____ <i>Jerry Lambert</i> 12-6-22</div>			

Total \$850.00

Payments/Credits \$0.00

Balance Due \$850.00

Riverside Management Services, Inc.
9656 Florida Wining Blvd., Building 300, Suite 305 Jacksonville, FL 32257

Service Detail

Bill To: Middle Village CDD

Invoice Date: 10/1/22

Due Date: Upon Receipt

Amount Due: \$ 850.00

<u>Date</u>	<u>Description</u>	<u>Amount</u>
9/14/22	Pressure washed amenity center	\$ 850.00

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

TOTAL AMOUNT DUE: \$ 850.00

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

Contract Amount \$ 13,348.70

<u>Invoice:</u>		
Oct. 2021	\$	521.00
Nov. 2021		
Dec. 2021	\$	150.00
Jan. 2022	\$	1,044.00
Feb. 2022	\$	220.00
Mar. 2022	\$	1,405.00
Apr. 2022	\$	2,738.00
May 2022	\$	2,636.35
June 2022	\$	578.00
July 2022	\$	1,060.00
Aug. 2022	\$	100.00
Sept. 2022	\$	850.00
	\$	<u>2,046.35</u>

2896.35

Balance:

Should you have any questions, please contact Jerry Lambert @ (904) 288-7667
or jlambert@msnf.com

Remit Payment



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

Invoice Number: SSI10885
Invoice Date: 12/7/2022
Page: 1

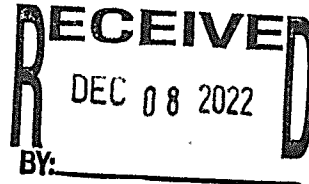
Attn: Fiscal - Accounts Receivable

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

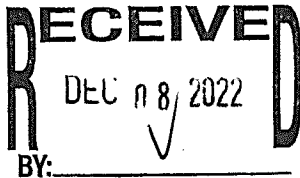


BY: *Blue 50%*

Due Date 12/22/2022
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 12/7/2022
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee- NOVEMBER 2022		136.5	136.5	5.00	<i>341.25</i> 682.50 / 2 = 341.25
Fees-2nd Employment Scheduling		10	10	25.00	<i>125.00</i> 250.00 / 2 = 125



BY: *250*
002
002 300 572, 34510
MIDDLE VILLAGE

Amount Subject to Sales Tax US0
Amount Exempt from Sales Tax 932.50

Subtotal: 932.50
Invoice Discount: 0.00
Tax: 0.00
Total USD: 932.50

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request

Date	Amount	Authorized By
December 28, 2022	\$1,539.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

10/28/22-11/10/22 Reimb for Security Services ✓ 208
(Attach supporting documentation for request.)

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request

Date	Amount	Authorized By
December 28, 2022	\$1,786.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

10/14/22-10/27/22 Reimb for Security Services
(Attach supporting documentation for request.)

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - FELICIA CARTER
Date: December 19, 2022 at 5:52 PM
To: Oksana Kuzmuk okuzmuk@gmsnf.com, tbox@gmsnf.com, Daniel Laughlin dlaughlin@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amosing@gmstnn.com

Good afternoon Oksana,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET - (SATURDAY) 2:00 P.M. to 12:00 A.M.
 - DATE OF VENUE – DECEMBER 17, 2022
 - RESIDENT – FELICIA CARTER
 - ADDRESS – 12379 DEWHURST CIRCLE, JACKSONVILLE, FL 32218
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on VYSTAR:
 - DATED: 6/30/22
 - CHECK#: 3977
 - DEPOSITED: 7/1/22
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT
06/30/22	07/01/22	12/17/22	FELICIA CARTER - GB DEPOSIT	DEPOSIT	\$ 500.00		CK# 3977	

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 a earliest opportunity. Any messages left on the office phone will not be heard until I return to the office; repeat your name and number twice. Messages left on voice email will be heard, however, only emergencies will be addressed unt property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

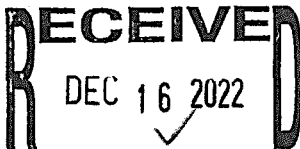
Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. 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 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 protect

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**Invoice #: 2023
Invoice Date: 12/9/22
Due Date: 12/9/22
Case:
P.O. Number:**Bill To:**Middle Village CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Maintenance November 1 - November 30, 2022		17,942.71	17,942.71
Maintenance Supplies		1,827.86	1,827.86
Fac. Maint. Gen ^{\$4,625.00} 2.33.572.6200			
Fac. Maint. Cont. ^{\$608.00} 2.33.572.6220			
Lighting Repairs ^{\$801.00} 2.33.572.4663			
Common Area Main ^{\$5,416.15} 2.320.572.4650			
* Repairs/Replace ^{\$4,331.00} *			
34.538.6400			
Special Events ^{\$325.42} 2.330.572.49400			
Tennis Ct. Maint. ^{\$3,664.00} 2.33.572.3440			



BY: _____

Total \$19,770.57

Payments/Credits \$0.00

Balance Due \$19,770.57

- 4331.00
\$15,439.57

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/1/22	3	G.S.	Removed debris from all common areas, deep cleaned edge of forest
11/1/22	8	S.A.	Open section of fence for basketball court, trim tree from blocking light, repaired light on basketball court, close section of fence, move brush pile from tree branches
11/1/22	2	A.B.	Cleaned pool filters
11/1/22	1.5	J.R.	Cleaned pool filters
11/1/22	4.5	J.S.	Additional court maintenance
11/1/22	2.5	J.M.	Additional court maintenance
11/2/22	4.5	G.S.	Removed debris from all common areas, cleaned carburetor on blower
11/2/22	3	J.R.	Follage clean up around property
11/2/22	2.5	J.S.	Additional court maintenance
11/2/22	3	J.M.	Additional court maintenance
11/3/22	4	T.C.	Worked on fixing pavers at pergola
11/3/22	4	G.S.	Removed debris from all common areas, repaired pavers
11/3/22	8	S.A.	Worked on woodchipper to get it running, chipped brush pile
11/3/22	2	A.B.	Cleaned pool filters
11/3/22	2	P.W.	Cleaned pool filters, assisted in repairing concrete block wall
11/3/22	4.5	J.S.	Additional court maintenance
11/3/22	2.5	J.M.	Additional court maintenance
11/4/22	5	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
11/4/22	2.5	J.S.	Additional court maintenance
11/4/22	3	J.M.	Additional court maintenance
11/5/22	2.5	J.M.	Additional court maintenance
11/7/22	3	S.A.	Removed sign and debris from Whitfield entrance
11/7/22	4	A.T.	Removed debris from all common areas
11/7/22	2.5	J.S.	Additional court maintenance
11/8/22	3	G.S.	Removed debris from all common areas
11/8/22	8	S.A.	Reset and reprogram light timers, worked on blower, fixed toilet in field house, worked on chainsaw
11/8/22	4.5	J.S.	Additional court maintenance
11/8/22	3	J.M.	Additional court maintenance
11/9/22	4.5	G.S.	Removed debris from all common areas
11/9/22	4	A.B.	Tore up deck at boardwalk
11/9/22	2.5	J.S.	Additional court maintenance
11/9/22	3.5	J.M.	Additional court maintenance
11/10/22	1.5	T.C.	Drove around looking for and removing debris
11/10/22	4	G.S.	Hurricane cleanup, removed debris from all common areas
11/10/22	2	L.N.	Prepared grand banquet room for three day event
11/10/22	2.5	A.B.	Painted wood for boardwalk
11/10/22	2.5	J.R.	Worked on nature walk project
11/10/22	4.5	J.S.	Additional court maintenance
11/11/22	1.5	T.C.	Cleaned up debris from storm
11/11/22	5	G.S.	Hurricane cleanup, removed debris from all common areas and ponds
11/11/22	7.5	S.A.	Hurricane cleanup, repaired fences
11/11/22	6	A.B.	Vacuumed pools, cleaned pool filters
11/11/22	2.5	J.S.	Additional court maintenance
11/11/22	3.5	J.M.	Additional court maintenance
11/12/22	3.5	J.M.	Additional court maintenance
11/14/22	3	T.C.	Set up CDD meeting, repaired and replaced broken rotten wood at playground, picked up supplies
11/14/22	8	S.A.	Worked on boardwalk, removed and replaced rotten wood from playground
11/14/22	7.5	A.B.	Worked on boardwalk
11/14/22	4	J.R.	Worked on nature walk project
11/14/22	4	A.T.	Removed debris from all common areas
11/14/22	2.5	J.S.	Additional court maintenance
11/15/22	4	G.S.	Removed debris from all common areas
11/15/22	6	S.A.	Worked on boardwalk, replaced lights at belltower, picked up supplies
11/15/22	7	A.B.	Worked on boardwalk
11/15/22	4	J.R.	Worked on nature walk project
11/15/22	4.5	J.S.	Additional court maintenance
11/15/22	2.5	J.M.	Additional court maintenance
11/16/22	4.5	G.S.	Removed debris from all common areas, maintenance work on tennis courts
11/16/22	3.5	A.B.	Cleaned shop, took out Christmas lights
11/16/22	4	J.R.	Worked on nature walk project

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/16/22	2.5	J.S.	Additional court maintenance
11/16/22	2.5	J.M.	Additional court maintenance
11/17/22	5.5	T.C.	Started putting up Christmas lights at entrance, picked up supplies
11/17/22	4.5	G.S.	Removed debris from all common areas, maintenance work on golf cart
11/17/22	7.75	P.W.	Installed Christmas lights at entrance
11/17/22	6	L.N.	Installed Christmas decorations along the highway
11/17/22	5.25	L.C.	Installed Christmas lights at entrance
11/17/22	6.5	J.R.	Installed Christmas lights at entrance
11/17/22	4.5	J.S.	Additional court maintenance
11/17/22	3.5	J.M.	Additional court maintenance
11/18/22	4	T.C.	Installed Christmas lights at entrance
11/18/22	4	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
11/18/22	3.5	S.A.	Blew leaves and debris off boardwalk, cleaned cobwebs off building
11/18/22	2	P.W.	Installed Christmas lights at entrance
11/18/22	4	L.N.	Installed Christmas decorations along the highway
11/18/22	3	A.B.	Installed Christmas lights
11/18/22	2.5	J.S.	Additional court maintenance
11/18/22	2.5	J.M.	Additional court maintenance
11/19/22	2.5	J.M.	Additional court maintenance
11/21/22	8	T.C.	Installing Christmas lights, picked up supplies
11/21/22	8	S.A.	Put up Christmas lights
11/21/22	2	R.G.	Put up Christmas lights
11/21/22	3.5	J.R.	Worked on Christmas lights
11/21/22	4	A.T.	Removed debris from all common areas
11/21/22	2.5	J.S.	Additional court maintenance
11/21/22	3	J.M.	Additional court maintenance
11/22/22	8	T.C.	Putting up Christmas lights, picked up supplies
11/22/22	3.5	G.S.	Removed debris from all common areas and ponds
11/22/22	8	S.A.	Worked on Christmas lights
11/22/22	4	R.G.	Removed debris from all common areas
11/22/22	4.5	J.S.	Additional court maintenance
11/22/22	2.5	J.M.	Additional court maintenance
11/23/22	4.5	G.S.	Removed debris from all common areas, removed deceased animal from road
11/23/22	8	S.A.	Worked on Christmas lights
11/23/22	8	L.C.	Put up Christmas lights around amenity center
11/23/22	2.5	J.S.	Additional court maintenance
11/23/22	2.5	J.M.	Additional court maintenance
11/25/22	3	T.C.	Swept building for cobwebs
11/25/22	3.5	G.S.	Removed debris from all common areas and ponds
11/25/22	4	S.A.	Worked on Christmas lights
11/25/22	3	R.G.	Cleaned building of cobwebs
11/25/22	2.5	J.S.	Additional court maintenance
11/25/22	3	J.M.	Additional court maintenance
11/26/22	4	J.S.	Additional court maintenance
11/26/22	3	J.M.	Additional court maintenance
11/28/22	6	T.C.	Installed Christmas lights
11/28/22	3	S.A.	Worked on Christmas lights
11/28/22	8	P.W.	Installed Christmas lights at entrance and clubhouse
11/28/22	6	R.G.	Put up Christmas lights at amenity center and entrance by Publix
11/28/22	8.25	L.C.	Put up Christmas lights around driveway
11/28/22	3.5	J.R.	Installed Christmas lights, blew leaves and debris
11/28/22	4	A.T.	Removed debris from all common areas
11/28/22	2.5	J.S.	Additional court maintenance
11/29/22	6	T.C.	Installing Christmas lights, picked up supplies
11/29/22	3.5	G.S.	Removed debris from all common areas
11/29/22	7	P.W.	Worked on Christmas lights at entrance, redid some lights that were not working, some lights changed due to wrong color, ran more lights on the pine trees at the clubhouse
11/29/22	6	R.G.	Worked on Christmas lights

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/29/22	4.5	J.S.	Additional court maintenance
11/29/22	2.5	J.M.	Additional court maintenance
11/30/22	5	G.S.	Removed debris from all common areas, treated fire ant mounds
11/30/22	4	A.B.	Worked on Christmas lights at entrance
11/30/22	3	J.R.	Worked on cleaning up property
11/30/22	2.5	J.S.	Additional court maintenance
11/30/22	2.5	J.M.	Additional court maintenance

TOTAL	<u><u>509.75</u></u>
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MILES	<u><u>228</u></u>
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*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 12/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	11/7/22	60 lbs Concrete (30)	155.25	S.A.
	11/7/22	Wire Lock Pin	5.46	S.A.
	11/8/22	150 Watt Bulb	50.46	S.A.
	11/9/22	42" Ballaster (64)	108.19	S.A.
	11/9/22	2x6-16' PT Lumber (4)	68.45	T.C.
	11/9/22	12' Brown Decking (10)	241.27	T.C.
	11/10/22	4x3/8 Shedless Knit 6pk	13.04	T.C.
	11/10/22	Pelican Liner 3pk	5.49	T.C.
	11/11/22	Spray Bottles (2)	8.00	T.C.
	11/11/22	Black Paint Pen	2.29	T.C.
	11/11/22	Gloss Clear Spray Paint	7.45	T.C.
	11/14/22	2x8-8 PT Lumber	11.94	T.C.
	11/14/22	2x6-8 PR Lumber (2)	10.88	T.C.
	11/14/22	5 Gallon Bucket Grid	4.88	S.A.
	11/14/22	5-n-1 Pail Opener	6.88	S.A.
	11/14/22	5 Gallon Pouring Spout	2.85	S.A.
	11/14/22	80 ct Black Nitril Gloves	28.73	S.A.
	11/14/22	Deckover 5000 5 Gallon Bucket	244.95	S.A.
	11/15/22	Diablo Reciprocating Saw Blade	13.77	T.C.
	11/16/22	1/4x1/4 Brass Adapter	7.10	T.C.
	11/16/22	6' Banquet Tables (2)	126.45	T.C.
	11/16/22	2' Fan Type Extension Cord	11.48	T.C.
	11/16/22	25' Inline Outlet Cord (2)	57.45	T.C.
	11/16/22	Hex Screws 25pc	5.16	T.C.
	11/17/22	1/4" Cable Clamps 18pk (2)	4.00	T.C.
	11/17/22	3/8" Cable Clamps	1.00	T.C.
	11/17/22	Zinc Screws 100pc	6.87	T.C.
	11/21/22	Microfiber Clothes 24pk	11.48	T.C.
	11/21/22	Pine Sol Cleaner	26.53	T.C.
	11/21/22	4'x6' Cool White Net Lights	34.47	T.C.
	11/23/22	12.5" Tree Bow (11)	63.00	S.A.
	11/23/22	Clamp Set	4.45	S.A.
	11/25/22	2pk Dimmer	17.55	T.C.
	11/25/22	3/8" Cable Clamps	5.00	T.C.
	11/25/22	Photocontrol Timer (2)	32.15	T.C.
	11/25/22	2pk 15A GFCI White	32.02	T.C.
	11/25/22	150L Cool White Net Lights	14.36	T.C.
	11/25/22	12.5" Bow	5.73	T.C.
	11/28/22	Handheld Shower Head	36.78	S.A.
	11/28/22	Shower Hose	14.35	S.A.
	11/28/22	3 Way Diverter with Mount	25.28	S.A.
	11/29/22	24" Wreath Decorations	68.91	J.S.
	11/29/22	50' Garland	11.48	J.S.
	11/29/22	12" Pine Garland (5)	34.39	J.S.
	11/29/22	16" Bows (2)	9.15	T.C.
	11/29/22	75W SW 1pk	12.13	T.C.
	11/29/22	3-to-1 Green Adapters	29.98	T.C.
	11/29/22	12' Pine Garland (2)	13.75	T.C.
	11/29/22	55' Green Outdoor Extension Cords (2)	40.20	T.C.
	11/30/22	Gas for Equipment	75.00	T.C.

TOTAL \$1,827.86

Wells Fargo Bank
Transaction Receipt

Branch #0066070 01 Deposit

Account Number
CHK 00162

XXXXXXXXXX4262

Number of Checks
Check Listing

8

\$125.00

\$135.00

\$50.00

\$15.00

\$600.00

\$250.00

\$25.00

\$30.00

Total Checks Amount

\$1,230.00

Total Deposit

\$1,230.00

Transaction #079 2090

03:45PM 12/14/22

Deposit Credit Date: 12/14/22

Thank you, SARA

Middle Village CDD

Breakdown of Revenues 12.14.22

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
12.14.22	\$ 1,230.00	\$ 1,107.00	\$ 123.00
		\$ -	\$ -

Subtotal \$ 1,230.00 \$ 1,107.00 \$ 123.00

Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
12.14.22		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
12.14.22		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	League Fees	Middle Village CDD 90%
12.14.22		

Subtotal \$ - \$ - \$ -

Total Revenues \$ 1,230.00 \$ 1,107.00 \$ 123.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2024

Invoice Date: 12/9/22

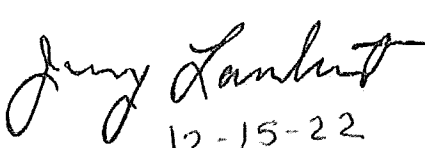
Due Date: 12/9/22

Case:

P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance November 1 - November 30, 2022 (Tennis) Tennis Ct. Maint. 024 2.33 572.3440		520.00	520.00
<div>RECEIVED DEC 16 2022 BY: </div>			

Total	\$520.00
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Payments/Credits	\$0.00
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Balance Due	\$520.00
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MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF NOVEMBER 2022

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/2/22	2	J.S.	Clean and sweep tennis courts.
11/4/22	2	J.S.	Clean and sweep tennis courts.
11/7/22	2	J.S.	Clean and sweep tennis courts.
11/9/22	2	J.S.	Clean and sweep tennis courts.
11/11/22	2	J.S.	Clean and sweep tennis courts.
11/14/22	2	J.S.	Clean and sweep tennis courts.
11/16/22	2	J.S.	Clean and sweep tennis courts.
11/18/22	2	J.S.	Clean and sweep tennis courts.
11/21/22	2	J.S.	Clean and sweep tennis courts.
11/23/22	2	J.S.	Clean and sweep tennis courts.
11/25/22	2	J.S.	Clean and sweep tennis courts.
11/28/22	2	J.S.	Clean and sweep tennis courts.
11/30/22	2	J.S.	Clean and sweep tennis courts.

TOTAL	<u>26</u>
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Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 2025

Invoice Date: 12/7/22

Due Date: 12/7/22

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 12/07/2022		855.00	855.00
<div><div>RECEIVED DEC 13 2022 BY: _____</div><div>026 2 300 369.11 1021</div></div>			
Total			\$855.00
Payments/Credits			\$0.00
Balance Due			\$855.00

Wells Fargo Bank
Transaction Receipt

Branch #0066340 22 Deposit

Account Number XXXXXXXXXX4262
CHK 00182

Number of Checks 19
Check Listings

\$15.00
\$45.00
\$30.00
\$50.00
\$120.00
\$50.00
\$50.00
\$50.00
\$50.00
\$15.00
\$105.00
\$15.00
\$30.00
\$30.00
\$30.00
\$50.00
\$50.00
\$120.00

Total Checks Amount \$950.00
Total Deposit \$950.00

Transaction #062 2076
0315104 12/07/22

Deposit Credit Date: 12/07/22

Thank you, BERNALIZA

Middle Village CDD

Breakdown of Revenues 12.7.22

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
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12.7.22	\$ 950.00	\$ 855.00	\$ 95.00
		\$ -	\$ -

Subtotal	\$ 950.00	\$ 855.00	\$ 95.00
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Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
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12.7.22		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
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12.7.22		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date	League Fees	Middle Village CDD 90%
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12.7.22		
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Subtotal	\$ -	\$ -	\$ -
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Total Revenues	\$ 950.00	\$ 855.00	\$ 95.00
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Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2026**Invoice Date:** 12/7/22**Due Date:** 12/7/22**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 - Costco		25.13	25.13
2.330.572.34300 - Home Depot		14.06	14.06
2.330.572.34300 - Publix		30.94	30.94
2.330.572.34300 - Publix		45.15	45.15
2.330.572.34300 - Confaree and Penn		408.52	408.52

RECEIVED
DEC 13 2022
BY: _____

Total	\$523.80
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Payments/Credits	\$0.00
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Balance Due	\$523.80
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PERSONAL REIMBURSEMENT

Out-of-Pocket

NAME: Andy Fletcher

12.7.22

DATE	DESCRIPTION	DISTRICT	AMOUNT	
10/4/22	Costco	MV	\$25.13	2.330.572.34300
10/17/22	Home Depot	MV	\$14.06	2.330.572.34300
11/26/22	Publix	MV	\$30.94	2.330.572.34300
11/26/22	Publix	MV	\$45.15	2.330.572.34300
12/4/22	Conqaree and Penn	MV	\$408.52	2.330.572.34300
				2.330.572.34300
				2.330.572.34300
TOTAL			\$ 523.80	

Congaree and Penn

11830 Old Kings Road
Jacksonville, FL 32219
(904) 527-1945
<http://www.congareeandpenn.com>

Dec 4, 2022
9:11 PM
Karis

Ticket: Covered Patio 16
Authorization: 004866
Receipt: 31Hf

VISA CREDIT
AID A0 00 00 00 03 10 10

Total	\$1,008.52
Visa 6346 (Contactless)	\$408.52

Additional Tip

Total

x

[Handwritten Signature]

Visa Cardholder

I agree to pay the above total amount
according to my card issuer agreement.

CUSTOMER COPY

Publix

Oakleaf Plantation Center
9518 Argyle Forest Blvd
Jacksonville, FL 32222
Store Manager: Dave Lawson
904-311-3733



0128 BRM 080 390

KORBEL BRUT 14.39 T
KORBEL EXT/DRV 14.39 T

Order Total 28.78
Sales Tax 2.16
Grand Total 30.94
Credit Payment 30.94
Change 0.00

IN THE MARKET *
FOR \$1,000 IN GROCERIES? *

www.PublixSurvey.com *

Store Number 0128 *
Survey Code 1126012801080390 *

Receipt ID: 0128 BRM 080 390

PRESTO!
Trace #: 083086
Reference #: 0267348013
Acct #: XXXXXXXXXXXX5117
Purchase Discover
Amount: \$30.94
Auth #: 02617R

CREDIT CARD PURCHASE
0000001523010 Discover
Entry Method: Chip Read
Tender

Cashier Confirmed - Age Over 21

Your cashier was Abby

11/26/2022 9:31 S0128 R108 0390 C0257

Join the Publix family!
Apply today at apply.publix.jobs.
We're an equal opportunity employer.

Publix

Oak Leaf Commons
1075 Oakleaf Plantation Parkway
Orange Park, FL 32065
Store Manager: Jon Wright
904-291-5108



1169 BRM 074 232

PUBLIX OJ 5.99 F
PUBLIX OJ 5.99 F
Voided Item
PUBLIX OJ -5.99 F
PUB CUP COLOR 180Z 6.99 F
BANANAS
6.31 lb @ 0.69/lb 4.35 F

Order Total 42.72
Sales Tax 2.43
Grand Total 45.15
Cash 60.00
Change 14.85

Receipt ID: 1169 BRM 074 232

Cashier Confirmed - Age Over 21

Your cashier was Walt

11/26/2022 9:04 S1169 R107 4232 C0107

Join the Publix family!
Apply today at apply.publix.jobs.
We're an equal opportunity employer.

Publix Super Markets, Inc.



8000 Parramore Rd
Jacksonville, FL 32244

SELF-CHECKOUT

Member 111923050536
1479425 AIRWICK 9+1 15.99 A
0000286331 /1479425 4.30-A
SUBTOTAL 23.38
TAX 1.75
**** TOTAL 25.13

XXXXXXXXXX6346 CHIP Read

Card# 202237 App#: 004331
sa Resp: APPROVED
an ID#: 227700202237....

APPROVED - Purchase
Amount: \$25.13

Visa 25.13
CHANGE 0.00

7.500% TAX 1.75
TOTAL TAX 1.75
TOTAL NUMBER OF ITEMS SOLD = 2

10/04/2022 11:27 1294 202 62 702



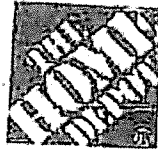
21129420200622210041127

#702 Name: SCO

Thank You!

use:1294 Trn:202 Trn:62 OP:702

Items Sold: 2
A6 10/04/2022 11:27



How does
get more done

1575 COUNTY ROAD 220
ORANGE PARK, FL 32003 (904)541-0114

6369 00052 49123 10/17/22 03:45 PM
SALE SELF CHECKOUT

736511500584 68SCHLAGEKEY <A>
68 KEY SCHLAGE
4@3.27

SUBTOTAL 13.08
SALES TAX 0.98
TOTAL \$14.06

XXXXXXXXXXXX5342 DEBIT

AUTH CODE 000446
Chip Read
AID A0000000980840

USD\$ 14.06

Verified By PIN
US DEBIT



6369 52 49123 10/17/2022 7327

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 01/15/2023

WILL MAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H88 104904 98587
PASSWORD: 22517 98545

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2027

Invoice Date: 12/14/22

Due Date: 12/14/22

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 12/14/2022		1,107.00	1,107.00
<div data-bbox="110 829 414 1003">RECEIVED DEC 16 2022 BY: <u>✓</u></div> <div data-bbox="316 1018 462 1081">026</div> <div data-bbox="349 1092 885 1165">002300 369,102.00</div>			
Total			\$1,107.00
Payments/Credits			\$0.00
Balance Due			\$1,107.00

Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 2031

Invoice Date: 12/23/22

Due Date: 12/23/22

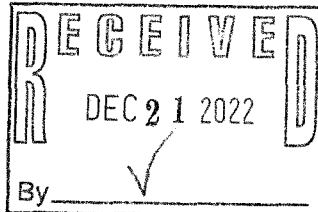
Case:

P.O. Number:

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

026

Description	Hours/Qty	Rate	Amount
Facility Event Staff through December 17, 2022 300 2.369.103	29.5	25.00	737.50



Total	\$737.50
Payments/Credits	\$0.00
Balance Due	\$737.50

12/20/22
CDD

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

Middle Village CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
------------------------	---------------------------	--------------------	----------------------

29.5	Facility Event Staff	\$ 25.00	\$ 737.50
------	----------------------	----------	-----------

Covers Period End: December 17, 2022

Amenities Revenue # 2-369-103

002
002 300 269.06 10300

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

Invoice #: 319
Invoice Date: 10/1/2022
Due Date: 10/1/2022
Case:
P.O. Number:

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

Jerry Lambert
10-7-22

Total	\$3,783.33
Payments/Credits	\$0.00
Balance Due	\$3,783.33

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
12/12/22	00073	10/28/22 885385	202210 600-53800-64000		*	992.50	
		MAX ROLL QTY 15					
				ERC WIPING PRODUCTS			992.50 000518
12/12/22	00078	11/17/22 2748	202212 600-53800-64000		*	275.00	
		BATTERY CHARGER					
				INDUSTRIAL CIRCLE LLC			275.00 000519
12/12/22	00083	8/29/22 AM22-245	202212 600-53800-64000		*	57,300.00	
		REPAIR/REPLACE ROOF					
				JADA ROOFING, LLC			57,300.00 000520
12/12/22	00006	12/06/22 324	202210 600-53800-64000		*	1,140.00	
		OCT PRESSURE WASHING					
				RIVERSIDE MANAGEMENT SERVICES, INC			1,140.00 000521
12/12/22	00006	12/06/22 323	202210 600-53800-64000		*	1,825.00	
		PRESSURE WASHING 9/2022					
				RIVERSIDE MANAGEMENT SERVICES, INC			1,825.00 000522
12/12/22	00050	10/25/22 9634	202210 600-53800-64000		*	214.00	
		GRIND STUMP ON OPP					
				VERDEGO LLC			214.00 000523
12/29/22	00009	12/09/22 2023	202211 600-53800-64000		*	4,331.00	
		NOV REPAIRS AND REPLACE					
				GOVERNMENTAL MANAGEMENT SERVICES			4,331.00 000524
12/29/22	00054	12/14/22 72196764	202212 600-53800-64000		*	19.53	
		REPAIR & REPLACE					
				THE HOME DEPOT PRO			19.53 000525
12/29/22	00054	12/14/22 72196763	202212 600-53800-64000		*	575.38	
		JANITORIAL SUPPLIES					
				THE HOME DEPOT PRO			575.38 000526
12/29/22	00026	12/08/22 J592	202212 600-53800-64000		*	6,895.00	
		RECUMBENT & UPRIGHT BIKE					
				10-S TENNIS SUPPLY			6,895.00 000527
TOTAL FOR BANK C						73,567.41	
TOTAL FOR REGISTER						73,567.41	

MVIL MIDDLE VILLAGE OKUZMUK



19 Bennett Street • Lynn, MA 01905
 1-800-225-9473 (WIPE)
 781-593-4000 • Fax 781-593-4020
 email: erc@ercwipe.com • www.ercwipe.com

Invoice Number	Page
885385	1
12/08/2022	

Bill-To #: 29121
 OAKLEAF PLANTATION
 370 OAKLEAF VILLAGE PARKWAY
 ORANGE PARK, FL 32065

Ship-To #:
 OAKLEAF PLANTATION
 370 OAKLEAF VILLAGE PARKWAY
 ORANGE PARK, FL 32065

Order No.	Customer P/O	Ship Via	Terms	Sales Rep
819478	DOUBLE BRANCH	R & L CARRIERS EXCEPT	NET 30	SHOPPING CART

Item	Description	U/M	Order	Ship	B/O	Net Price	Extended
EW3000MAX	MAX ROLL	CSE	15	15		57.5000	862.50
Billing Instructions: RE-INVOICED WITHOUT SALES TAX REPLACES INVOICE 880592 Tracking/Pro #:749550798 <div style="text-align: center;"> </div>							
<h1>Invoice</h1>							
<h2>RAGS • TOWELS • PAPER WIPERS</h2>							
<i>Thank You For Your Business</i>							

FINANCES CHARGES OF 1.5% PER MONTH (18% PER ANNUM)
 WILL BE CHARGED ON INVOICES OVER 30 DAYS

ALL FEES AND EXPENSES INVOLVED IN THE COLLECTION OF PAST DUE ACCOUNTS OR
 BAD CHECKS WILL BE PAID BY THE CUSTOMER



AT	Sub Total:	862.50
	Sales Tax:	.00
DUE DATE:	Shipping:	130.00
1/07/2023		
Please Remit To:	Deposits:	.00
19 Bennett St		
Lynn MA 01905	Balance:	992.50

Industrial Circle Escort LLC
2761 Blanding Blvd
Middleburg, FL 32068 US
(904) 237-8659
industrialcircle@gmail.com

ic INDUSTRIAL
C I R C L E
Affordable Golfcart Repair

BILL TO

Oakleaf Plantation
370 oakleaf village pwky
orange park, fl 32065

SHIP TO

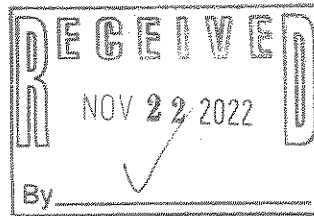
Oakleaf Plantation
370 oakleaf village pwky
orange park, fl 32065

INVOICE 2748

DATE 11/17/2022 TERMS Net 30

DUE DATE 12/17/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Battery Charger, Lester Summit Series II, 36-48V Auto Ranging Voltage 13-27A , EZGO Powerwise	Battery Charger, Lester Summit Series II, 36-48V Auto Ranging Voltage 13-27A , EZGO Powerwise	1	550.00	550.00T



SUBTOTAL

550.00

TAX

41.25

TOTAL

591.25

TOTAL DUE

\$591.25

Code to: Split

Double Branch Repair and Replacements

2.320.57200.63100

Middle Village Repair and Replacements

34-600-538-64000 - \$ 275.00

78

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: JADA roofing check
Date: December 8, 2022 at 3:38 PM
To: Tracey Fox tfox@gmsnf.com



Tracey,

Please see below the instruction from Jay. Let me know if you have any questions. This is for Middle Village.

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

GIVE CHECK
TO MERRILEE

Begin forwarded message:

From: Jay Soriano <jsoriano@gmsnf.com>
Subject: JADA roofing check
Date: November 22, 2022 at 9:45:00 AM EST
To: Oksana Kuzmuk <okuzmuk@gmsnf.com>, Daniel Laughlin <dlaughlin@gmsnf.com>, Alison Mossing <amossing@gmstnn.com>
Cc: Marilee Giles <mgiles@gmsnf.com>

Please generate a check for the attached agreement. Please cut a check for JADA at \$57,300.00 and give it to Marilee to hold. They will be completing work the first week of December.

#083

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

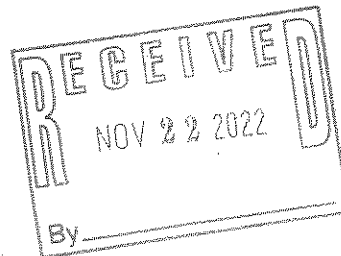
--

Jay Soriano - Operations Manager

Double Branch & Middle Village CDDs



RESIDENTIAL ROOF REPLACEMENT



Prepared For:

Mr. Jay Soriano

845 Oakleaf Plantation Parkway

Orange Park, Florida 32065

JADA - \$57,300.00

MV

34-600-538-64



PROJECT/CONTRACT PROPOSAL

Job#: AM22-245

Date: 08/29/2022

Customer: Mr. Jay Soriano **Phone:** 904-562-0249

Job Location: 845 Oakleaf Plantation Parkway, Orange Park, FL 32065

SCOPE OF WORK: JADA Roofing LLC hereby proposes to furnish the county permit, material, labor, and all equipment required for the completion of:

Roof Replacement

- ❖ Remove and dispose of existing shingles down to the plywood deck on entire roof (excluding metal dormers).
- ❖ Remove half round gutters and *leave* downspouts for new aluminum gutters.
- ❖ Replace any compromised plywood, fascia, or flashing in roof assembly. **Please note extras below.*
- ❖ Complete re-nail of existing roof deck with 8d ring shank nails, spaced per code requirement.
- ❖ Install new GAF Two-Ply Feltbuster synthetic underlayment at entire roof deck.
- ❖ Install new peel and stick through valleys and around penetrations.
- ❖ Install new factory painted drip edge to roof perimeter. Apply 4" bead of roof cement over top edge to create a proper seal for starter shingle.
- ❖ Install new GAF Pro Start starter shingles to eaves.
- ❖ Install new lead boots at existing plumbing vents / paint to match shingles.
- ❖ Install new GAF Timberline HDZ asphalt shingles fastened with (6) nails per shingle.
- ❖ Install new off ridge vents per code.
- ❖ Install new GAF TimberTex premium cap shingles to hips and ridges. Upgraded wind protection!
- ❖ Chimney flashing, caps and spark arrestors are optional upgrades and are **not** included in proposal price.

- ❖ If you have spray foam insulation, we must know in advance as it will slightly change the underlayment application code requirement. ☐ Yes, I have spray foam insulation. ☐ No, I do NOT have spray foam insulation.

Extras/Clarifications: (only when required to bring the roof current to Florida code)

- Replace sheathing at an extra \$85 per sheet or \$8.00 per lineal ft. *(two complimentary sheets included)*
- Replace ¾ CDX at an extra \$110 per sheet
- Replace framing and fascia board at an extra \$8 per lineal ft. *(painting is **not** included)*
- Replace furring strip at an extra \$3 per lineal ft. *(painting is **not** included)*
- Replace required wall and chimney flashing at \$8.00 per lineal ft. *(siding and/or stucco repairs and painting is **not** included)*
- Unforeseen additional shingle layers *(roof overs)* will be billed at \$65 per square, per layer.

Total Cost: ☐ \$53,500.00
☐ \$3,800.00

***Includes our GAF Silver Pledge Warranty**
***New 6" Seamless Gutters**

The Silver Pledge Roofing Warranty is a phenomenal warranty offered by GAF. Only GAF Certified Master Elite Roofing Contractors can offer this warranty. GAF Silver Pledge covers workmanship for 10 years in addition to the 50-year manufacturer warranty.



PAYMENT TERMS:

- ❖ All insurance claims require an upfront deposit equal to the specific insurance policy deductible.
- ❖ Payment to be made in full within five (5) days of customer's receipt of a request for payment from contractor.
- ❖ Late fees will be assessed after 10 days delinquent at a rate of 2% of contract price, and every ten days thereafter.
- ❖ If payment in full has not been received within 30 days of original invoice due date, roof warranty will become **VOID**.
- ❖ Acceptable payment forms: Check, Cash, Money Order, Cashier's Check, CCinO Financing Partner.
- ❖ All credit card payments will incur a 3% service charge.

Pricing is only valid for 30 days from the date provided on the proposal. All work is to be completed in a workmanlike manner according to standard practices. Any change or deviation from the scope of work identified herein that results in additional cost to JADA ROOFING, LLC ("Contractor") will be charged to the Customer as a cost that is separate from and in addition to the quoted price. Contractor's employees will be covered by Worker's Compensation Insurance. If there are any persons or materials, other than Contractor's employee(s) or the materials supplied by Contractor to perform Contractor's scope of work, on the roof during the project or after the Contractor has completed its work, then any warranty issued by Contractor to Customer for the project will immediately become null and void without exception. The Contract Documents consist of this Proposal, the Terms and Conditions, all documents referenced therein, the Work Authorization (if applicable) and the Limited Workmanship Warranty (if any), which are incorporated herein by reference. Customer agrees that his/her signature to any one of the Contract Documents constitutes his/her receipt and acceptance of all of the Contract Documents and Statutory Warnings. The parties agree that there is adequate consideration for this Proposal, the receipt and sufficiency of which is hereby acknowledged.

I HAVE READ AND UNDERSTAND THIS PROPOSAL, THE TERMS AND CONDITIONS AND ALL DOCUMENTS REFERENCED THEREIN AND AGREE TO BE BOUND BY THEIR TERMS.

CUSTOMER ACCEPTANCE OF PROPOSAL:

The above prices, specifications and conditions are understood, satisfactory and are hereby accepted. Contractor is authorized to do the work as specified. By signing below, Customer acknowledges that Customer is the owner of the property where work is to be performed.

Customer Signature: _____

Date: _____

JADA ROOFING, LLC:

Authorized Signature: Jeff McCarthy

By: Jeff McCarthy _____

Its: Licensed Contractor / Owner _____

From: Oakleaf Manager manager@oakleafresidents.com
Subject: Fwd: Downspouts
Date: December 8, 2022 at 6:19 PM
To: Marilee Giles Mgiles@gmsnf.com, tfox@gmsnf.com



Attached

----- Forwarded message -----
From: **JADA Roofing, LLC** <info@jadaroofting.com>
Date: Thu, Dec 8, 2022, 5:09 PM
Subject: Re: Downspouts
To: <manager@oakleafresidents.com>
Cc: Austin McCarthy <austin@jadaroofting.com>

Good afternoon Mr. Soriano.

I hope you have enjoyed a wonderful Thursday!!

We sure appreciate the opportunity to have earned your business. We value the trust you placed in Austin and hope that he has indeed met your expectations. If there is anything that we can do to further assist you as we begin to wrap up the roofing process please never hesitate to reach out as we are always happy to help. Thank you again for choosing JADA Roofing as your preferred contractor. It genuinely means a great deal to us as we continue to expand our footprint in our hometown.

Per your request, attached please find our current W9. Our office address is as follows:

JADA Roofing LLC
4137 Pinto Road
Middleburg, Florida 32068

Many thanks. Wishing you a terrific weekend ahead!!

Kindest Regards,

Dawn McCarthy / Owner
CCC1331050
Office: 904.606.ROOF
Website: www.JADARoofting.com

W-9 Form 9999-0000 Department of the Treasury Internal Revenue Service		Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.		Give Form to the requester. Do not send to the IRS.
1 Name (see instructions for general tax return filer) (Name is required on this form; do not leave this line blank) JADA Roofing, LLC				
2 Business name/disregarded entity name, if different from above JADA Roofing, LLC				
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes: <input checked="" type="checkbox"/> Individual sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company (Enter the tax classification (C-Corporation, S-Corporation, Partnership, etc.) in the space below the box.) Note: Check the appropriate box at the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.				
4 Exemption codes apply only to certain entities, not individuals; see instructions on page 3: Exempt paper code (if any) _____ Exemption from FATCA reporting code (if any) _____				


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

Invoice

Invoice #: 324
Invoice Date: 12/6/2022
Due Date: 12/6/2022
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - October 2022 Repair 1 Replace 34.538.6400 Q 0341000 538 64		1,140.00	1,140.00
<div><div>RECEIVED DEC 08 2022 BY ✓</div><div>RECEIVED DEC 06 2022 By _____</div></div> <div> 12-6-22</div>			

Total \$1,140.00

Payments/Credits \$0.00

Balance Due \$1,140.00

Riverside Management Services, Inc.
8655 Florida Lining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

Service Detail

Bill To: Middle Village CDD

Invoice Date: 11/1/22

Due Date: Upon Receipt

Amount Due: \$ 1,140.00

ADDITIONAL PRESSURE WASHING SERVICES:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/4/22	Pressure washed sidewalk at amenity center	\$ 750.00
10/6/22	Pressure washed batting cage and dugouts	\$ 390.00

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

TOTAL AMOUNT DUE: \$ 1,140.00

Should you have any questions, please contact Jerry Lambert @ (904) 288-7867
or jlambert@rmsnf.com

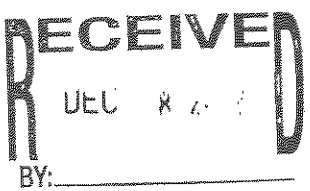
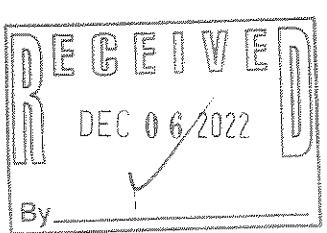
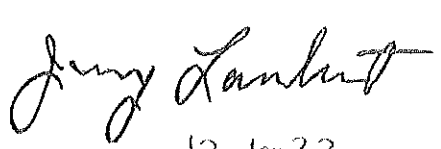
Remit Payment

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

Invoice

Invoice #: 323
Invoice Date: 12/6/2022
Due Date: 12/6/2022
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Additional Pressure Washing Services - September 2022 Repair / Replace 34.538.6400 024600 538.6400    12-6-22		1,825.00	1,825.00

Total \$1,825.00

Payments/Credits \$0.00

Balance Due \$1,825.00

Riverside Management Services, Inc.
8655 Florida Mining Blvd., Building 300, Suite 305 Jacksonville, FL 32267

Service Detail

Bill To: Middle Village CDD

Invoice Date: 10/1/22

Due Date: Upon Receipt

Amount Due: \$ 1,825.00

ADDITIONAL PRESSURE WASHING SERVICES:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
9/8/22	Pressure washed pavers at clock tower	\$ 325.00
9/13/22	Pressure washed sidewalk at amenity center	\$ 750.00
9/27/22	Pressure washed car port and staircase	\$ 750.00

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

TOTAL AMOUNT DUE: \$ 1,825.00

Should you have any questions, please contact Jerry Lambert @ (904) 288-7667
or jlambert@msnf.com

Remit Payment



Invoice

Invoice #: 9634

Date: 10/25/22

Customer PO:

DUE DATE: 11/24/2022

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

#8987 - stump grind Of large Oak stump on OPP

As requested, provide equipment and labor to grind stump in front of vacant building along Oakleaf Plantation Pkwy.

Landscape Enhancement

\$214.00

Fuel charge (Other)

1.00

\$55.00

\$55.00

Stump Grinding (Sub)

1.00

\$159.00

\$159.00

Invoice Notes:

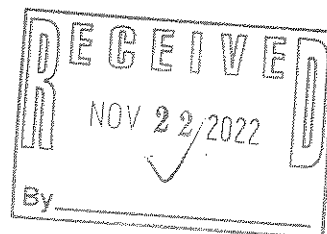
Thank you for your business!

AMOUNT DUE THIS INVOICE

\$214.00

Middle Village Repair and Replacements

34-600-538-64000



Governmental Management Services, LLC1001 Bradford Way
Kingston, TN 37763**Invoice**

Invoice #: 2023

Invoice Date: 12/9/22

Due Date: 12/9/22

Case:

P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance November 1 - November 30, 2022		17,942.71	17,942.71
Maintenance Supplies		1,827.86	1,827.86
Fac. Maint. Gen \$4,625 ⁰⁰ 2.33.572.6200			
Fac. Maint. Cont. \$608 ⁰⁰ 2.33.572.6220			
Lighting Repairs \$801 ⁰⁰ 2.33.572.4663			
Common Area Main \$5,416.15 2.320.572.4650			
* Repairs/ Replace \$4,331 ⁰⁰ *			
34.538.6400			
Special Events \$325 ⁴² 2.330.572.49400			
Tennis Ct. Maint. \$3,664 ⁰⁰ 2.33.572.3440			

RECEIVED
DEC 16 2022Jung Lambert
12-15-22

BY: _____

Total \$19,770.57

Payments/Credits \$0.00

Balance Due \$19,770.57

Total \$4,331.00

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/1/22	3	G.S.	Removed debris from all common areas, deep cleaned edge of forest
11/1/22	8	S.A.	Open section of fence for basketball court, trim tree from blocking light, repaired light on basketball court, close section of fence, move brush pile from tree branches
11/1/22	2	A.B.	Cleaned pool filters
11/1/22	1.5	J.R.	Cleaned pool filters
11/1/22	4.5	J.S.	Additional court maintenance
11/1/22	2.5	J.M.	Additional court maintenance
11/2/22	4.5	G.S.	Removed debris from all common areas, cleaned carburetor on blower
11/2/22	3	J.R.	Follage clean up around property
11/2/22	2.5	J.S.	Additional court maintenance
11/2/22	3	J.M.	Additional court maintenance
11/3/22	4	T.C.	Worked on fixing pavers at pergola
11/3/22	4	G.S.	Removed debris from all common areas, repaired pavers
11/3/22	8	S.A.	Worked on woodchipper to get it running, chipped brush pile
11/3/22	2	A.B.	Cleaned pool filters
11/3/22	2	P.W.	Cleaned pool filters, assisted in repairing concrete block wall
11/3/22	4.5	J.S.	Additional court maintenance
11/3/22	2.5	J.M.	Additional court maintenance
11/4/22	5	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
11/4/22	2.5	J.S.	Additional court maintenance
11/4/22	3	J.M.	Additional court maintenance
11/5/22	2.5	J.M.	Additional court maintenance
11/7/22	3	S.A.	Removed sign and debris from Whitfield entrance
11/7/22	4	A.T.	Removed debris from all common areas
11/7/22	2.5	J.S.	Additional court maintenance
11/8/22	3	G.S.	Removed debris from all common areas
11/8/22	8	S.A.	Reset and reprogram light timers, worked on blower, fixed toilet in field house, worked on chainsaw
11/8/22	4.5	J.S.	Additional court maintenance
11/8/22	3	J.M.	Additional court maintenance
11/9/22	4.5	G.S.	Removed debris from all common areas
11/9/22	4	A.B.	Tore up deck at boardwalk
11/9/22	2.5	J.S.	Additional court maintenance
11/9/22	3.5	J.M.	Additional court maintenance
11/10/22	1.5	T.C.	Drove around looking for and removing debris
11/10/22	4	G.S.	Hurricane cleanup, removed debris from all common areas
11/10/22	2	L.N.	Prepared grand banquet room for three day event
11/10/22	2.5	A.B.	Painted wood for boardwalk
11/10/22	2.5	J.R.	Worked on nature walk project
11/10/22	4.5	J.S.	Additional court maintenance
11/11/22	1.5	T.C.	Cleaned up debris from storm
11/11/22	5	G.S.	Hurricane cleanup, removed debris from all common areas and ponds
11/11/22	7.5	S.A.	Hurricane cleanup, repaired fences
11/11/22	6	A.B.	Vacuumed pools, cleaned pool filters
11/11/22	2.5	J.S.	Additional court maintenance
11/11/22	3.5	J.M.	Additional court maintenance
11/12/22	3.5	J.M.	Additional court maintenance
11/14/22	3	T.C.	Set up CDD meeting, repaired and replaced broken rotten wood at playground, picked up supplies
11/14/22	8	S.A.	Worked on boardwalk, removed and replaced rotten wood from playground
11/14/22	7.5	A.B.	Worked on boardwalk
11/14/22	4	J.R.	Worked on nature walk project
11/14/22	4	A.T.	Removed debris from all common areas
11/14/22	2.5	J.S.	Additional court maintenance
11/15/22	4	G.S.	Removed debris from all common areas
11/15/22	6	S.A.	Worked on boardwalk, replaced lights at belltower, picked up supplies
11/15/22	7	A.B.	Worked on boardwalk
11/15/22	4	J.R.	Worked on nature walk project
11/15/22	4.5	J.S.	Additional court maintenance
11/15/22	2.5	J.M.	Additional court maintenance
11/16/22	4.5	G.S.	Removed debris from all common areas, maintenance work on tennis courts
11/16/22	3.5	A.B.	Cleaned shop, took out Christmas lights
11/16/22	4	J.R.	Worked on nature walk project

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/16/22	2.5	J.S.	Additional court maintenance
11/16/22	2.5	J.M.	Additional court maintenance
11/17/22	5.5	T.C.	Started putting up Christmas lights at entrance, picked up supplies
11/17/22	4.5	G.S.	Removed debris from all common areas, maintenance work on golf cart
11/17/22	7.75	P.W.	Installed Christmas lights at entrance
11/17/22	6	L.N.	Installed Christmas decorations along the highway
11/17/22	5.25	L.C.	Installed Christmas lights at entrance
11/17/22	6.5	J.R.	Installed Christmas lights at entrance
11/17/22	4.5	J.S.	Additional court maintenance
11/17/22	3.5	J.M.	Additional court maintenance
11/18/22	4	T.C.	Installed Christmas lights at entrance
11/18/22	4	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
11/18/22	3.5	S.A.	Blew leaves and debris off boardwalk, cleaned cobwebs off building
11/18/22	2	P.W.	Installed Christmas lights at entrance
11/18/22	4	L.N.	Installed Christmas decorations along the highway
11/18/22	3	A.B.	Installed Christmas lights
11/18/22	2.5	J.S.	Additional court maintenance
11/18/22	2.5	J.M.	Additional court maintenance
11/19/22	2.5	J.M.	Additional court maintenance
11/21/22	8	T.C.	Installing Christmas lights, picked up supplies
11/21/22	8	S.A.	Put up Christmas lights
11/21/22	2	R.G.	Put up Christmas lights
11/21/22	3.5	J.R.	Worked on Christmas lights
11/21/22	4	A.T.	Removed debris from all common areas
11/21/22	2.5	J.S.	Additional court maintenance
11/21/22	3	J.M.	Additional court maintenance
11/22/22	8	T.C.	Putting up Christmas lights, picked up supplies
11/22/22	3.5	G.S.	Removed debris from all common areas and ponds
11/22/22	8	S.A.	Worked on Christmas lights
11/22/22	4	R.G.	Removed debris from all common areas
11/22/22	4.5	J.S.	Additional court maintenance
11/22/22	2.5	J.M.	Additional court maintenance
11/23/22	4.5	G.S.	Removed debris from all common areas, removed deceased animal from road
11/23/22	8	S.A.	Worked on Christmas lights
11/23/22	8	L.C.	Put up Christmas lights around amenity center
11/23/22	2.5	J.S.	Additional court maintenance
11/23/22	2.5	J.M.	Additional court maintenance
11/25/22	3	T.C.	Swept building for cobwebs
11/25/22	3.5	G.S.	Removed debris from all common areas and ponds
11/25/22	4	S.A.	Worked on Christmas lights
11/25/22	3	R.G.	Cleaned building of cobwebs
11/25/22	2.5	J.S.	Additional court maintenance
11/25/22	3	J.M.	Additional court maintenance
11/26/22	4	J.S.	Additional court maintenance
11/26/22	3	J.M.	Additional court maintenance
11/28/22	6	T.C.	Installed Christmas lights
11/28/22	3	S.A.	Worked on Christmas lights
11/28/22	8	P.W.	Installed Christmas lights at entrance and clubhouse
11/28/22	6	R.G.	Put up Christmas lights at amenity center and entrance by Publix
11/28/22	8.25	L.C.	Put up Christmas lights around driveway
11/28/22	3.5	J.R.	Installed Christmas lights, blew leaves and debris
11/28/22	4	A.T.	Removed debris from all common areas
11/28/22	2.5	J.S.	Additional court maintenance
11/29/22	6	T.C.	Installing Christmas lights, picked up supplies
11/29/22	3.5	G.S.	Removed debris from all common areas
11/29/22	7	P.W.	Worked on Christmas lights at entrance, redid some lights that were not working, some lights changed due to wrong color, ran more lights on the pine trees at the clubhouse
11/29/22	6	R.G.	Worked on Christmas lights

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
11/29/22	4.5	J.S.	Additional court maintenance
11/29/22	2.5	J.M.	Additional court maintenance
11/30/22	5	G.S.	Removed debris from all common areas, treated fire ant mounds
11/30/22	4	A.B.	Worked on Christmas lights at entrance
11/30/22	3	J.R.	Worked on cleaning up property
11/30/22	2.5	J.S.	Additional court maintenance
11/30/22	2.5	J.M.	Additional court maintenance

TOTAL	<u><u>509.75</u></u>
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MILES	<u><u>228</u></u>
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*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 12/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	11/7/22	60 lbs Concrete (30)	155.25	S.A.
	11/7/22	Wire Lock Pin	5.46	S.A.
	11/8/22	150 Watt Bulb	50.46	S.A.
	11/9/22	42" Ballaster (64)	108.19	S.A.
	11/9/22	2x6-16' PT Lumber (4)	68.45	T.C.
	11/9/22	12' Brown Decking (10)	241.27	T.C.
	11/10/22	4x3/8 Shedless Knit 6pk	13.04	T.C.
	11/10/22	Pelican Liner 3pk	5.49	T.C.
	11/11/22	Spray Bottles (2)	8.00	T.C.
	11/11/22	Black Paint Pen	2.29	T.C.
	11/11/22	Gloss Clear Spray Paint	7.45	T.C.
	11/14/22	2x8-8 PT Lumber	11.94	T.C.
	11/14/22	2x6-8 PR Lumber (2)	10.88	T.C.
	11/14/22	5 Gallon Bucket Grid	4.88	S.A.
	11/14/22	5-n-1 Pail Opener	6.88	S.A.
	11/14/22	5 Gallon Pouring Spout	2.85	S.A.
	11/14/22	80 ct Black Nitril Gloves	28.73	S.A.
	11/14/22	Deckover 5000 5 Gallon Bucket	244.95	S.A.
	11/15/22	Diablo Reciprocating Saw Blade	13.77	T.C.
	11/16/22	1/4x1/4 Brass Adapter	7.10	T.C.
	11/16/22	6' Banquet Tables (2)	126.45	T.C.
	11/16/22	2' Fan Type Extension Cord	11.48	T.C.
	11/16/22	25' Inline Outlet Cord (2)	57.45	T.C.
	11/16/22	Hex Screws 25pc	5.16	T.C.
	11/17/22	1/4" Cable Clamps 18pk (2)	4.00	T.C.
	11/17/22	3/8" Cable Clamps	1.00	T.C.
	11/17/22	Zinc Screws 100pc	6.87	T.C.
	11/21/22	Microfiber Clothes 24pk	11.48	T.C.
	11/21/22	Pine Sol Cleaner	26.53	T.C.
	11/21/22	4'x6' Cool White Net Lights	34.47	T.C.
	11/23/22	12.5" Tree Bow (11)	63.00	S.A.
	11/23/22	Clamp Set	4.45	S.A.
	11/25/22	2pk Dimmer	17.55	T.C.
	11/25/22	3/8" Cable Clamps	5.00	T.C.
	11/25/22	Photocontrol Timer (2)	32.15	T.C.
	11/25/22	2pk 15A GFCI White	32.02	T.C.
	11/25/22	150L Cool White Net Lights	14.36	T.C.
	11/25/22	12.5" Bow	5.73	T.C.
	11/28/22	Handheld Shower Head	36.78	S.A.
	11/28/22	Shower Hose	14.35	S.A.
	11/28/22	3 Way Diverter with Mount	25.28	S.A.
	11/29/22	24" Wreath Decorations	68.91	J.S.
	11/29/22	50' Garland	11.48	J.S.
	11/29/22	12" Pine Garland (5)	34.39	J.S.
	11/29/22	16" Bows (2)	9.15	T.C.
	11/29/22	75W SW 1pk	12.13	T.C.
	11/29/22	3-to-1 Green Adapters	29.98	T.C.
	11/29/22	12' Pine Garland (2)	13.75	T.C.
	11/29/22	55' Green Outdoor Extension Cords (2)	40.20	T.C.
	11/30/22	Gas for Equipment	75.00	T.C.

TOTAL \$1,827.86

Wells Fargo Bank
Transaction Receipt

Branch #0066070 01 Deposit

Account Number

XXXXXXXXXX4262

CHK 00162

Number of Checks

8

Check Listing

\$125.00

\$135.00

\$50.00

\$15.00

\$600.00

\$250.00

\$25.00

\$30.00

Total Checks Amount

\$1,230.00

Total Deposit

\$1,230.00

Transaction #079 2090

03:45PM 12/14/22

Deposit Credit Date: 12/14/22

Thank you, SARA

Middle Village CDD

Breakdown of Revenues 12.14.22

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
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12.14.22	\$ 1,230.00	\$ 1,107.00	\$ 123.00
		\$ -	\$ -

Subtotal	\$ 1,230.00	\$ 1,107.00	\$ 123.00
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Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
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12.14.22	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
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12.14.22	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date		League Fees 10%	Middle Village CDD 90%
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12.14.22			
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Subtotal	\$ -	\$ -	\$ -
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Total Revenues	\$ 1,230.00	\$ 1,107.00	\$ 123.00
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Powered by HD Supply

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

-
-
-

- [Home](#)
- [Account](#)
- [Invoice History](#)
- [Invoice Detail](#)

Invoice Detail

Customer ID: 645245
Invoice Number: 721967644
Invoice Date: 12/14/2022
Order Number: 47778821

Purchase Order:

Shipped To:

DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065

Home Depot Pro Notes:

Delivery information for this invoice may be
found at: www.HomeDepotPro.com/Institutional



Description Item Number	Quantity		Unit Price	Total
	Ordered	Shipped		
CLEANERPINESOL60FL.OZ 10166311	3	3	\$13.02	\$39.06

Subtotal \$39.06
Shipping & Handling \$0.00
Tax \$0.00
Web Discount -\$0.00
Invoice Total \$39.06

Repair & Replacement

DB - 2.320.572 - 63100

MV - 34.600.538 - 64000

TO be split 50/50 to DB and MV.

[Back to Order History](#) [Save as PDF](#) [Print this page](#)



Invoice Total \$39.06/2 =
\$19.53

Pro[™] Institutional

Powered by HD Supply[®]

- 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](#)

Invoice Detail

Customer ID: 645245
 Invoice Number: 721967636
 Invoice Date: 12/14/2022
 Order Number: 47778819
 Purchase Order:

Shipped To:

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

Repair & Replacement

DB - 2,320,572.63100
 84 84
 *MV - 34,600,538.64000

To be split 50/50 to DB and MV.

[Back to Order History](#) [Save as PDF](#) [Print this page](#)



Invoice Total \$1,150.77 / 2 =
 = 575.38

Description	Item Number	Quantity Ordered	Quantity Shipped	Unit Price	Total
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RENOWN GS MULTI-FOLD TOWEL NATURAL 9-1/8	REN06003-WB	3	3	\$40.18	\$120.54
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RENOWN LNR 40X48 12MIC NAT	REN14512-CA	3	3	\$56.09	\$168.27
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RENOWN LNR 40X46 .74MIL WHT	REN24512-CA	3	3	\$41.61	\$124.83
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Description Item Number		Quantity Ordered	Quantity Shipped	Unit Price	Total
	1/2 Fold Recycled Toilet Seat Cover <u>309330284</u>	2	2	\$78.00	\$156.00
	RENOWN MECH TWL DISP BLK 7.5 <u>REN05174-WB</u>	3	3	\$28.12	\$84.36
	6% EPA REG BLEACH GAL <u>KIK55GB</u>	18	18	\$4.79	\$86.22
	RENOWN SINGLE ROLL BATH TISSUE 2PLY <u>REN06125-WB</u>	2	2	\$83.97	\$167.94
	REN CONTROL RL TWL NAT WHT <u>REN06133-WB</u>	3	3	\$78.22	\$234.66

Subtotal	\$1,142.82
Shipping & Handling	\$7.95
Tax	\$0.00
Web Discount	-\$0.00
Invoice Total	\$1,150.77



537 Stone Road Suite F, Benicia, CA 94510
FitnessSuperstore.com - (925) 215-2927

Sales Quote

Quote # J592
Date 12/8/2022
Expires 1/7/2023

Billing Information

Jay Soriano - GMS LLC
Middle Village CDD
jsoriano@gmsnf.com

Shipping Information

Jay Soriano - GMS LLC
Middle Village CDD
370 Oakleaf Village Pkwy
Orange Park, FL 32065
(904)342-1441

Sales Contact

Jonathan
Office: 925-215-2927
hello@fitnesssuperstore.com

Description	Unit Price	QTY	Taxed	Total Amount
 Cybex Cyclone 530r Recumbent Bike (Remanufactured) Processing Time: Ships from our Warehouse in 2-4 Weeks + Transit Time Full Assembly & Installation: No Thanks, Curbside Delivery Only Paint Color: Standard Colors (As seen in Primary Picture)	\$ 2,749.00	1	X	\$ 2,749.00
 Cybex Cyclone 530r Recumbent Bike (Remanufactured) - 3 Years Parts & Labor (Commercial)	\$ 499.00	1	X	\$ 499.00
 Cybex Sigma C 530C Upright Stationary Bike (Remanufactured) Processing Time: Ships from our Warehouse in 2-4 Weeks + Transit Time Full Assembly & Installation: No Thanks, Curbside Delivery Only Paint Color: Standard Colors (As seen in Primary Picture)	\$ 2,749.00	1	X	\$ 2,749.00
 Cybex Sigma C 530C Upright Stationary Bike (Remanufactured) - 3 Years Parts & Labor (Commercial)	\$ 499.00	1	X	\$ 499.00

Comments

Code to: 24

Middle Village Repair and Replacements

34-600-538-64000

RECEIVED
DEC 09 2022

BY: _____

Thank you for your business!

85

TOTAL	\$ 6,496.00
USA Shipping & Handling	\$ 399.00
Tax	\$ -
Grand Total	\$ 6,895.00

FIFTH 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: January 2023
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Coco with Clause
- Tentative Calendar

Aquatics

- Pools will be closed for the coldest weeks of the year. Pool Heaters stay on with lowered temperature points. Pools will reopen March 1.

Amenity Usage

- *Total Facilities Usage – 6111*
- *Average daily usage – 197*

Card counts:

MV Owners	37
MV Renters	27
MV Replacements	3
MV Updated	2

Total cards printed: 108 (both districts)

Rentals

- 14 of 31 days rented in December , 2 of 4.5weekends rented
- 20 Grand Ballroom rentals, 1 Grand Lawn rental, 1 Bridal Suite rentals, 0 patio rentals
- 26 tours (approx.78 hours)/ 86 hours used for scheduling, administrative, etc.

Middle Village Community Development District (CDD)

845 Plantation Oaks Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

Operations: Open Items

- Install/replacement of VGB drain covers – ratify invoice

MAINTENANCE

- Coordinate...Inspection and awaiting quotes for damaged marquee signage and Whitfield entry sign
- Begin Removal of Christmas lights and décor
- Repaint men's bathroom at Tennis Building
- Repair wall (drywall patching) and repaint women's bathroom at Tennis Building
- Repaint kitchen at Grand Banquet room
- Remove and repair wall/counters at Kitchen for Larger Ice machine
- Repair ceiling (drywall patching) and repaint – Grand banquet room
- Install of new light fixtures at kitchen in Grand Banquet room
- Install of Childproof latching on rear pool gates noted on Health department walkthrough
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Finalize roof work – Coordination of gutter work
- Install of new gutters and downspouts on entire building
- Removal and painting of black "vented" shutters on building
- Design and order new signage throughout for new gates and access
- Prep for install of counter and access window at main hallway in Amenity building
- Coordinate Install of rear gates
- Coordinate crash bar and deadbolt installs at rear gates
- Update on install of "mirror server"
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Coordinate repair of 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 12/3 Forest Brook, Creekview, Oakpoint, and Timberlake completed 12/21

Landscaping

- *Monthly report for Dec. 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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