

MIDDLE VILLAGE
Community Development District

APRIL 10, 2023

AGENDA

Middle Village Community Development District

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

April 3, 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, April 10, 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 March 13, 2023 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Registers
- IV. Update Regarding Open Items
 - A. Gates
 - B. Nature Walk Repair
 - C. Replacement of the Preserve Gazebo Cap Stones
- 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 – May 8, 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,

Marílee Gíles

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, March 13, 2023 at 6:00 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
Timothy Hartigan	Vice Chairman (by phone)
Jonel Hicks	Supervisor
Julie Arnau	Supervisor

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo
Bruno Perez	VerdeGo

FIRST ORDER OF BUSINESS

Call to Order

Ms. Giles called the meeting to order and called the roll at approximately 6:15 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of the Minutes of the February 13, 2023 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. I have recommended changes from the Chairman.

On MOTION by Mr. Hicks seconded by Chairman Steiner with all in favor the minutes of the February 13, 2023 minutes were approved as revised.
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Ms. Giles stated next in your package are the financial statements as of January 31, 2023, the assessment receipts schedule showing the assessments are 95% collected, and the check register totaling \$189,815.26.

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

FOURTH ORDER OF BUSINESS

Public Hearing for the Purpose of Adopting Revised Suspension and Termination Rules; Consideration of Resolution 2023-08

Mr. Eckert stated you've seen the rules before at a prior Board meeting. These are changes to your suspension rules and those kick in when somebody either damages District property or violates your amenity rules. It's really not the conduct for which you can have a suspension, that hasn't changed very much, but what we did change is we provided that there would be an administrative reimbursement, because each time we have to suspend somebody, I have to write a letter, which means everybody else in the community that is paying attention to the rules is paying for that and it's an administrative reimbursement of up to \$500 against the person who violated the rules so that they're paying the cost of their misdeeds, not everybody else. There's also a property damage reimbursement. We had that situation here with the slide and I don't know if we've gotten any reimbursement on that.

Mr. Soriano stated we have not.

Mr. Eckert stated this would provide that there are property damage reimbursements due and if either one of the reimbursements are not made, the suspension will automatically continue until those payments are made. In circumstances the Board would approve, it also allows us to suspend the privileges of everybody in the household until such time as those payments are made. Those are the main changes to the rules of procedure so from a process standpoint, we would need to have a motion to open the public hearing, take any public input, motion to close the public hearing, and then the Board would debate on whether or not you want to adopt it as-is or whether or not you want to make any changes.

Chairman Steiner motioned to open the public hearing. Mr. Hicks seconded the motion.

Vice Chairman Hartigan stated there is no timeline as far as when a person is obligated to make payments. For example, administrative fees, that could be paid within 60 days once it's been assessed.

Mr. Eckert stated I think what we would do is when you make your decision at the actual board meeting for the suspension hearing, we would include the days in that resolution, because we have had times before where for whatever circumstances we've wanted to extend that, so we can build that into this when we adopt it today if you want to, but it was anticipated that would be handled at the hearing on a case-by-case basis.

On VOICE VOTE with all in favor, the motion to open the public hearing was approved.
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There being no public comments, the following motion was made to close the public hearing.

On MOTION by Chairman Steiner seconded by Mr. Hicks with all in favor the public hearing was closed.
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Mr. Eckert asked does the Board want to make any modifications to the policies? Like I said, we could put in 30 or 60 days for the reimbursement, or we can handle it on a case-by-case basis.

Chairman Steiner asked is there a way to put in there that the Board will or can stipulate the timeframe? That way we don't have to fix it with the actual length, but we can stipulate that the Board has that authority.

Mr. Eckert responded we certainly can as long as you're applying that even handedly.

Vice Chairman Hartigan stated that's the reason I'd like to have something put in there now.

Chairman Steiner asked if there's nothing in there, how does that differ from simply stipulating that the Board has the authority to do it.

Mr. Eckert stated we can put in there that the Board has the authority, or we can put 30 days or 60 days. What I said is if you are general and say you have the authority to do that, you just can't be arbitrary and said this person is going to get two years to pay and this person is

going to get 10 days. What Supervisor Hartigan is suggesting is to just go ahead and put 30 days or 60 days in now and then it's not an issue later. I'm fine with doing that if we want to. It would be different than would Double Branch adopted, but there's nothing wrong with that. These are your policies.

Vice Chairman Hartigan stated I would prefer it say not to exceed 60 days. This way the Board has the ability to reduce it, but we can't go greater.

Chairman Steiner stated my only concern is wouldn't it apply to infraction? If it's a flat 60 days it doesn't matter if they burn down the amenity center, or they tear up a shrub.

Vice Chairman Hartigan stated let's say we issued the extension of suspension from one year from the date of our hearing, that administrative fee applies 60 days from the date that we agreed that this infraction happened, it's warranted and we're moving forward.

Mr. Eckert stated the way the rule is set up, you could go ahead and put 60 days in there, or not to exceed 60 days, but they're going to be suspended until the payment is made, even if it's not made within the 60 days. The 60 days is just saying, we will give you 60 days to do it, and then at that point we're going to take our option to go to court and that's how you deal with something as significant as burning down the amenity center. This is not going to be our recovery; it's going to be litigation.

Ms. Arnau stated as long as their suspension continues until they pay, I don't think we need to put anything more in there.

Mr. Hicks stated I agree with Julie.

Vice Chairman Hartigan asked if they don't pay the fees within 60 days, then don't we have the ability to suspend the entire household at that point? Or do we have to wait the full year of someone's suspension in order to suspend the entire household?

Mr. Eckert responded that's why I was suggesting you handle it on a case-by-case basis, whether it is going to be 30 or 60 days. I can't imagine it being much longer than that unless you have an exceptional circumstance, so that would be part of the suspension letter that goes out to them is the timeframe and once that timeframe has run, that is the point at which you could suspend the whole household.

Mr. Hicks asked the 60 days is just for the household?

Mr. Eckert responded we would send a letter saying you owe an administrative reimbursement and a property damage reimbursement. That amount needs to be paid within 60

days to the District. If it's not paid within those 60 days, your suspension will continue, and the Board may consider suspending the privileges of the remainder of the household. As long as we're applying that in a fair and even way as we move forward, we can do that each time we hear one of these cases, but the alternative is what Supervisor Hartigan suggested.

Chairman Steiner asked Supervisor Hartigan, is your issue having to deal with the full suspension, or the recovery?

Vice Chairman Hartigan responded it's with both. It's at what point do we move forward and suspend the entire household because I don't want another case coming before us that a person has been combative, and I just want a little more security for the District. I'm happy to go along with what the members of the Board agree to, I was just trying to think it out logically.

Mr. Eckert stated it's a good point. I'll implement the Board's wishes, but I think we can put the time in the suspension letter and that will be the trigger for when we can suspend the whole household. I think as long as we apply that evenly and fairly it works.

Vice Chairman Hartigan stated I'm fine with that.

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor Resolution 2023-08, adopting revised suspension and termination rules was approved.

FIFTH ORDER OF BUSINESS

Discussion of the Fiscal Year 2024 Budget

Ms. Giles stated Jay and I have started looking at some of the agreements and when they expire. We will continue to seek guidance from the Board on any changes you may want to see to agreements or to the budget. We will approve the Fiscal Year 2024 budget at your June 12th meeting and adopt the budget at your August 21st meeting.

SIXTH ORDER OF BUSINESS

Discussion of Landscape Enhancements for Lakeside Fencing

Mr. Soriano stated these are the two quotes we looked at months ago. We said we wanted to hold off, but that is the fence in the back. Originally when they brought them forward, it was so we could pick out one to do what we see here. Our concern is the wedding lawn and things like that. After discussion last time, everybody seemed to like the idea of doing something on both sides, so we stuck to those. You'll see they are a little different; more color on one than the

other. One is \$10,721.90 and the other is \$7,431.40 for a total of \$18,153.30 for the two sides of the fencing if you want to do both of them together.

Chairman Steiner stated we also discussed removal of the concrete arcs that aren't used. This would allow for a walkway to be placed between the two sections that are now apart. Tim, if I'm not mistaken you had brought up wanting to do both sides. Is that something you still want to proceed with?

Vice Chairman Hartigan stated I'd still like to have both sides done. We can do it in phases with one half this year and the other half the following year. I'm good either way.

Chairman Steiner asked how are we on budget?

Mr. Soriano responded I would put this towards capital and we're good on capital. Last year was the first year we started spending a good amount of capital. We had one fencing project, which I'll update on a little later. That was \$150,000 by itself, but other than that we have plenty of money in there to do something like this. Working forward, we're going to talk about the RFP and that is going to change the landscaping costs a bit I'm sure, but that is going to be on our regular annual budget this next fiscal year. For just these two projects alone, we didn't look at using any of that for contractual left this year, right?

Ms. Suchsland responded no, the only thing we discussed is once we take the brick columns, using contractual sod to piece in after the sidewalk.

Mr. Soriano stated so that would be free in that amount, but this other work would not be.

Chairman Steiner stated I took a walk out there and we have the azaleas that are coming up on this side near the tennis courts. Is there any chance of them being incorporated into this, or is that going to wipe them out completely?

Ms. Suchsland responded we wouldn't wipe out; this would be additional to the back fence right here.

Chairman Steiner stated but at this end of the fence where the walkway is, there are azaleas.

Ms. Suchsland stated we can tie them to that.

Chairman Steiner stated the other question I had was taking up that grass that is in that area in front of the fence and behind the fence. Could any of that sodding be used for when we take out the concrete? I'm always looking to reuse and extend where possible.

Mr. Soriano stated I probably wouldn't recommend that there.

Ms. Arnau stated if we're going to take out the cement that is out there now, are we putting in a walkway between?

Chairman Steiner responded the intent was we would be able to put a pathway between there and that would go along with the curvature. I don't know if they're going to make a straight shot, but it does give a little more flexibility.

Mr. Soriano stated the sidewalk I'll bring back to the Board after we look at this next month. We can get moving pretty quickly. We will take out the one first, work on this and then we will see our spacing and I can get you quotes on that. A straight shot between the two curved areas is going to be the cheapest because it's the shortest. There is a curve out there, so if you wanted to follow that it would be a little more expensive. That would be a separate project afterwards.

Ms. Arnau asked would that be reserves?

Mr. Soriano responded that would come out of our capital reserve. There is a project that we have been doing, so we've been slowly getting rid of the wood boardwalk if you've ever been back there and noticed that. Even if it is pressure treated wood, that stuff goes away really quick and we're constantly replacing that, so we started a couple years ago taking out big sections and doing concrete. I have one rather large section left and if I can get a good quote to do both of them together, that is what we will do to get one truck to come in and pour everything.

Chairman Steiner stated on the sidewalk, where it goes by the playground areas and wraps around where you would come up to the amenity center, that's what you're going to connect to the other side.

Mr. Soriano stated yes. On the other side of that fence, there are two sidewalks that go down the right side of the trees and the left side that comes out towards the playground. They both go through the gates. We're basically going to go out in front of that, one to the other straight across. That way if somebody walks up towards the gate, they realize they can't go in that way anymore, they have a way to go out and they're not walking back. That was the request.

Vice Chairman Hartigan stated the only question I have is whether or not we're doing one side or two sides.

Chairman Steiner responded two sides. It's \$18,000.

Vice Chairman Hartigan stated okay, I'm good with it.

On MOTION by Chairman Steiner seconded by Mr. Hicks with all in favor proposal numbers 10920 and 10921 from VerdeGo for landscape improvements along the fence line totaling \$18,153.30 were approved.

Ms. Suchsland asked which do you want on the front side and what do you want on the back side?

Mr. Soriano responded I was looking at that. Since Mike said you have the one with the azaleas in it, we can put that on this side if you want so you'll see the azaleas on the fence and we weren't going to touch the one on the right. We weren't tearing up anything on the right side of the sidewalk, so those azaleas will stay there. They are a little thinner, but at least you'll see color all the way across. If you want to do that one, we can put that on the inside.

Mr. Perez stated when you're doing the wedding photos and stuff, that adds a lot of charm.

Mr. Soriano stated that is the direction we will go.

Ms. Suchsland stated the azaleas are different colors. Do you want to keep them different colors or do the same color?

Chairman Steiner stated I'm going to defer to your expertise to guide us.

Mr. Soriano stated there are a couple of bushes out there that are white and pink right next to each other and it's kind of neat looking.

Chairman Steiner stated it would be nice if we could get the everbloom, but they're not going to be there. You have the crepes going in. Are those going to be pink or white?

Ms. Suchsland responded I put in for purple, but I can change it.

Chairman Steiner stated that's fine. So, we've got the purple crepes, we've got magnolias, and then we've got azaleas.

Ms. Suchsland stated they're hollies, not magnolias.

Chairman Steiner stated okay good, that's even better.

SEVENTH ORDER OF BUSINESS

Discussion of RFP Process

A. Approval of Evaluation Criteria

Chairman Steiner stated because we have been here for so long, we have had in our employ probably all the major contenders that service this area. Is that a fair statement?

Mr. Soriano responded no; we've only had two companies here. We had one turn into another company that kept the same name. There are quite a few out there; BrightView, Yellowstone, Duval are pretty large. They have not worked for us here, but they have been part of the bid process. We have been through this RFP program quite a bit.

Chairman Steiner stated it talks about experience and from that standpoint, that's looking at the experience of the contractor to do the work and familiarity with the area. I'm more concerned with the experience as a district that we've had with these folks and I know at least on one we left not on the best of terms, so I know we have to do these bids, but if we're not experiencing any problems.

Mr. Soriano state we do have to go through the bid process.

Chairman Steiner asked can we go ahead and take into account our history?

Mr. Soriano responded yes. There are a couple of things we have to do and that is vote on the advertisement, which includes our dates and the grading, which you see here. This ran along the lines of what we did last time. However, I would like to suggest some changes for some of those reasons, and we did this in your sister district also. A lot of time organizations focus so much on that price, and we've seen that really concern us in the past. For these criteria, the biggest section is price. I suggest we change that and take some points away from that and put them towards experience. There is a section that does change the pricing also. We talked at the last meeting about the automatic point awarding for the lowest cost, and it's good to keep that in there. It's not just about the bottom dollar, but a lot of times these are set up to give all these points right away if you're just the lowest bidder. That doesn't mean that's the person we really want. We do need that split in there and that helps to grade them based on who turned in the lowest and then everybody else is a percentage of them. There's another section of the price point that you guys can use subjectively and figure out whether you like their pricing compared to what we've seen in the past or compared to each other. Two of the biggest things I pay attention to is experience, and personnel. Do they have enough qualified people, do they have people that come over to this area and work well with us. That's where our current contractors have done well. The first criteria is personnel. What we did in your sister district was 25 points. The next one is experience. We changed that to 30 points. The next is a 20-point section, and

then when we got down to pricing, that's where we got the extra points for experience from. We changed pricing to 25 points instead of 30. Fifteen points is based on lowest price, so whoever comes in at bottom dollar is automatically going to get 15 points. Everybody else is based on a percentage of that, so if they're second lowest and really close, they might be at 13 or 14 points. Then, there is a 10-point section of that price that the Board can subjectively go through. All of those add up to 100 points. There is a subjective side of experience too. You can look at other neighborhoods, do reference checks, and things like that.

Chairman Steiner stated so the experience that is being talked about here is the experience of the company?

Mr. Eckert stated it's the District's experience as well, because it says character integrity and reputation, and if their reputation is not doing a good job based on what they did here, that is a component of their reputation.

Chairman Steiner stated the reason I'm asking is on one hand it's a negative and on the other hand it's a positive.

Ms. Giles stated Jay made some recommendations on the evaluation criteria. If you all agree with his recommendations, we will look for a motion to approve it and if not, we can continue the discussion.

Chairman Steiner asked would you go back through the recommended points again?

Mr. Soriano responded I recommend 25 points for personnel, increasing experience to 30 points, maintaining 20 points for scope of work and understanding, decreasing the price section to 25 total points and the way that will work is 15 points will be awarded to the lowest bid, everybody else will be a percentage of those 15 points, and then 10 points are allocated to reasonableness of unit prices and quantities.

Mr. Hicks asked can you explain this process to me? This is my first time looking at it and it seems this is grading criteria that is used for the different companies that bid.

Mr. Eckert stated yes. What will happen is we will send out an advertisement; that is what you are going to approve next, and it's going to tell anybody who is in this business that is qualified to do a job of this size that we are going to competitively procure our landscaping maintenance services, if you want to bid, here is the package of specifications and the information we need. They will then submit that information to Jay. He will, at a public meeting, not a board meeting, but a public meeting, read out the prices and the names of the vendors who

submitted. He will then get those packages to you all and then you all will review and evaluate them, and you will come up with a score under this evaluation criteria and whoever gets the highest number of points will be the one we will try to negotiate a contract with.

Chairman Steiner asked I assume what we did the last time was chose the board members?

Mr. Soriano responded he's talking about the committee. Every RFP we've had that. We're taking a different route this time.

Mr. Eckert stated otherwise you're going to appoint the Board as a committee.

Mr. Soriano stated I believe the way it was done before is you could actually have somebody else on there, but we never did, we just had the Board, so it doesn't really make sense.

Mr. Hicks asked I assume RFP is an acronym for something?

Mr. Eckert responded request for proposals.

Ms. Giles stated you don't have to have an RFP for every agreement. There is a threshold or dollar amount that by Florida Statute we have to go through the RFP process. A lot of the other agreements for other items on the budget, we use RFP loosely when we say we're going to solicit an RFP for pool chemicals. That's Jay sending out a scope of work to every pool chemical company he can think of, and he will send it to maybe 20 or 30, and maybe 10 will respond to him and then he will bring those back to the Board and then the Board will select which one they want.

Mr. Soriano stated this is one that has certain requirements because of its size and scope that we have to follow, and Mike will tell you there can be legal issues if we don't do things right.

Mr. Eckert stated if the contract is over \$195,000 for the length of the contract, you have to go through the formal process.

Chairman Steiner stated in the past we dealt with the fact that we could go one way and the other district goes another way. How is that going to be handled?

Mr. Soriano responded as I go through with the vendors, the one thing I recommend to them is giving us pricing on not just the district's RFPs, both of you guys are concurrently doing your RFP, but giving us a better price if you were awarded both, because we would make that recommendation that you guys try to award the same company. We did one time accept two

different vendors and that worked out in a way that it lasted about a year and then we went backwards.

Mr. Hicks asked what was the reasoning behind that?

Mr. Soriano responded just the look within the year. It takes a long time to even get this property down, especially the irrigation. The other problem is the residents look at this place like one big area. I live here and I pay for everything. Not really. You pay for this side. They would complain and it caused such problems those two boards decided just to go back to the way it was so it did not work out well. The RFP is not set up in a way to steer it that way. We can't. All we can do is to ask for the pricing and the vendors provide in a fashion that it does better for you guys to select the same companies together. I have a bunch of those things that we did in the past that I want to point out.

On MOTION by Mr. Hicks seconded by Chairman Steiner with all in favor the Board approved the evaluation criteria as revised with 25 points for personnel, 30 points for experience, 20 points for understanding scope of work and 25 total points for price, with a 15/10 split.

B. Approval of RFP Notice

Mr. Soriano stated this is our advertisement that will go out so all of the vendors can see it. We have to publicly notice the RFP. We've set this up in a way that's it's shorter than it's been in the past. This is a quick turnaround and the idea behind it is we were hoping to get as much of this information as possible so that we can have somewhat of an idea of numbers for our first round of the budget. This is something we've never been able to do in the past because we've always started the RFP process at the end of spring or beginning of the summer and we've guesstimated the increase. At times that worked out and at other times we were already automatically behind a little bit. This will be the first time we've done it early enough and we will do it quick enough that you guys could possibly approve at your May meeting and award. We will also be doing our first run of the budgets, so I'll still be guesstimating a little bit, but I will have already gotten an idea of numbers and things like that. The way this is set up, we're going to advertise pretty quickly, so after tonight we're going to start sending stuff out and the packet is ready to be picked up on March 20th. We have a mandatory meeting where all the vendors meet with me on April 4th. This used to be a big process because it is a big neighborhood.

I would meet with all of the vendors for both sides one day and it was a full day process where I rented a van or bus and we drove around both properties showing the whole area so they could get a good idea of it. This was also a time for them to get all of their questions answered and it makes it a little easier. Because of this formal process, when they ask questions, they're going through that packet and something comes up, if they email us or call us, we have to put that in an addendum and we have to send that out to everybody, and they confirm that they've received each addendum. So, they see the questions and answers from another vendor so they don't complain that another vendor got information that they didn't. We are not doing that big tour this year. Everything is going out digitally, so starting March 20th they can email and get the packet. As Mike mentioned earlier, they are all the same companies that have been in the area. Every once in a while, we get a new company that shows up, in fact last time I think we had one out of Orlando. They were ready to open a new office if they were awarded this contract, but they were outrageously priced. I say we're low and we save good money here, but it's still a big contract. They're still going to meet with me, they'll have question and answer time, they'll get the maps, everything like that beforehand so they'll be able to review and come up with their questions for that day. Then, they're going to turn proposals in by April 25th. We will have a public opening and we're going to change the location on that advertisement from Marilee's office to here. All of the vendors will usually wait until the last minutes to turn that in and they'll sit and wait for us to tear those open and announce what every vendor turned in. They're concerned in the pricing, so we mention the total amount, and everybody gets to see what everybody turned in. Then I'm going to take those. I can deliver copies from every vendor to you guys and I'm going to start working on what I call a cheat sheet. I will break down everything in every one of those proposals so that you can compare them side by side without having to flip through everything. I can't do things like references. You would have to do a little bit of that work. You'll have just under two weeks to review until our meeting in May and that's when you guys will be able to score them if you feel comfortable that you've had enough time to review everything, and you can award at that May meeting.

Ms. Giles stated the bid opening is public, anyone can attend it, but like Jay said, all of the ones that are putting in a proposal will sit and wait.

Mr. Eckert stated the bid packets are confidential, so you can't share them. If you get a public records request for them and we can let the requestor know that it is confidential and give

them the statutory citation, which is what we're required to do. Then we just had one change on the advertisement.

Ms. Giles stated the public bid opening has to be in the County in which the District is located, so mistakenly I put the GMS office, which is in St. Augustine, so the drop off and bid opening will be right here at this location. If you want to come to it, you certainly can.

Mr. Soriano stated we announce it and record it the same way, so everybody knows what the other vendors dropped off.

Mr. Hicks asked does this happen every year?

Mr. Soriano responded it's set up right now for a three-year contract with two one-year renewals for a total of five years. The way those one-year renewals work unless the Board has any major concerns they want to address and want me to make any changes, that is the way it works.

Mr. Eckert stated the contract we write has a 30-day termination without cause.

On MOTION by Chairman Steiner seconded by Mr. Hicks with all in favor the RFP notice was approved as revised.

Mr. Soriano stated the scope I'm handing out to you is what goes out to the prospective bidders as part of the packet. This is how they get to understand what is expected of them, i.e. how many times they cut the grass, how many plants they're expected to put in, and things like that. I've given you two. The thicker one that says Exhibit B on the front is new. Mike's office has updated it. The other is the old one that we've used every year. I like some of the language they have in here and it's a little stricter, so I am going to take a couple of items out of my old one and add it into here, because this one is missing a few things I'd like to make sure are in there and I'll go over those with you guys. In the smaller one that says Scope of Services on the top there, there are a couple of points I want to hit on. The first one is going to be on the second page, trimming and palm pruning. The new scope, they have the tree trimming that we do for over the top of the road, but not the palm tree pruning, and I do want that added in. We have a lot of palm trees. We have quite a few in some of our playgrounds, a couple of our entry areas, and our pool deck. In our past RFPs, our palms are pruned twice a year. This is probably the only thing I've been able to see the change to make any kind of savings whatsoever and really isn't needed as much anymore. We have many healthy palms and many of them are tall. I don't know

that we need to prune them twice a year anymore. There are complaints when we don't prune the palm trees up. They start to grow hula skirts, especially the Washingtonians. They're not going to grow that in one year. You might get a couple that hang down. My concern, especially in the areas of the pool deck, are them hanging down. Some of them have big thorns on them and things like that and I don't want that out on the pool deck, so I'm looking to say if they're 25-feet or higher, we can plan on pruning once per year. It's the smaller palms that I have to worry about doing twice per year, or any of the new plantings. If they do die and hang down, they're going to be near people. The Medjools or Date Palms have fronds on them that are about 10-feet long. The palm pruning is going to be put into the scope; however, I'm going to put on there that palms are once per year and then we don't have to worry about the trees that are 25-feet or higher. You do have a few tall ones back by your adult pool. If they start to grow hula skirts and they're too big, we can do that as a one time a year type thing and just pay extra to our landscape company for that one trimming, but this is the yearly one I'm looking at. There was something requested in the meeting before you and they still didn't change it, and it is our annual additions or replacements. This is the contractual amount that we were referring to a little while ago with sod. This is what we get paid for within your contract every year. If we have any concerns with not putting enough plants out, or we want to rebuild our landscaping and add more, this is where we would do it. There are 500 three-gallon plants, and it gives some examples, then 500 one-gallon plants, and 10,000 square feet of Bermuda. There is a section that says it's at my discretion and the reason for that is there are times when we change it around. Let's say instead of putting out 500 three-gallon plants, we put out 300 and we want to switch off the cost of those other 200 that we didn't put out to something else, maybe extra sod or some trees. I usually bring those things to you, but it does allow me the ability to work with the landscapers on our own. This is the part we will put it in if you'd like to change or add anything. The plan was to continue the contract the way that it has been. If we're good, then that's all the direction I need. I'll work with Mike's office on adding these couple items into their scope and then this will go out to all of the vendors.

Ms. Giles asked as they look through that, can they reach out to you if they have any questions?

Mr. Soriano responded yes, you can always email or call me and say I'd really like this, but if it's something that could be a huge monetary change, that is where I'd have concerns that's

it's something that should be directed by the Board as a whole, but those were the only two things I could see being a concern.

Ms. Giles asked if they do have any questions, comments or changes, what is the suspense date for them to get with you?

Mr. Soriano responded I have to be able to change that for the packet to go out on the 20th, so I have seven days.

Chairman Steiner stated you mentioned the additional items.

Mr. Soriano stated that one was one that is not in this one.

Chairman Steiner stated so that's what you're looking to add in.

Mr. Soriano stated yes. The palm tree pruning, and those extra plants were the couple items I really want put into that newer scope. As you read through the newer version of the scope, it covers a lot of those items, but it's not everything. This was pulled from another neighborhood they were recently involved with and like I said, I like some of their wording better. This one is from one of our very first RFPs years ago. When we do the RFP process, it's also not in here, but in the back, there is going to be a detailed list of additional pricing. This includes things like the three-gallon bushes. This would be what it would cost if we requested extra and we refer to this when we're doing these extra projects. Because they're our contracted vendor, I'd like to see them keep to that pricing. It's good to compare vendors because some of them will be all over the board. I could get a 100-gallon tree from one company at \$900 and another company it will be \$2,500. Some vendors might be great at doing daily maintenance, but when it comes to installing plants, they might be outrageously priced. That will go into your decision as you're going through the grading. We talked about reasonableness of unit prices. The RFP packet is a big packet, a couple hundred pages.

Mr. Hicks asked so this is what you hand them all?

Mr. Soriano responded it will be bigger than that. That is just your scope. They also get maps. We're not addressing maps tonight. The maps might change a little bit based on some other discussions down the road. We talked about other areas that are not ours, however until we officially address those, I'm not going to deal with it in the RFP. I'm going to give them the map we've always had and if we end up carving some of those sections out, then I expect a discount that can maybe go towards plants or something like that. I'd rather put it in there to begin with and we will go from there.

Mr. Hicks asked how long as VerdeGo been with us?

Mr. Soriano responded the last five years. We had a company with us before that was here for the previous 14 or 15 years.

EIGHTH ORDER OF BUSINESS

Update on Open Items

A. Gates

Mr. Soriano stated they are going in soon. I was getting ready to forward an angry email that I sent to them about a week ago, because those gates were supposed to be here the week of our last meeting and then they called me. They weren't returning my phone calls so I was getting concerned we might have to go through some legal actions. They sent me an email Friday and said they were going to show up and install them. They didn't show up Friday, but they showed up Saturday and they started installing them in the wrong place. If you've noticed, they drilled into the holes in the very front and they were supposed to drill in behind. I'm glad I was here. They are back to starting. You'll see the posts up on the back here. Those are just your frames. The actual gates themselves are more decorative and that's custom work so they're still working on those. My guys took care of some custom work on the back so we could put crash bars. Even though they're going to be locked all the time they are still required to be there so the days we do use them people can exit. Hopefully that will be finalized soon, but it's been pulling teeth.

Chairman Steiner stated I saw them putting in the posts downstairs. Did they supply the gates?

Mr. Soriano responded we're still waiting on the gates. That is yet to be installed.

B. Nature Walk Repair

Mr. Soriano stated we're about a third of the way. We've been working on some other items. Labor wise you guys are just above \$10,000. Our price to refurbish that thing was somewhere around \$160,000, so even if we're on this kind of schedule, we have two more side sections, if I can finish with \$20,000 to \$40,000 in labor, we will have saved a good amount of money.

Chairman Steiner asked it's remained open the whole time?

Mr. Soriano stated yes. Last month that was part of it is we got a lot of complaints directed towards the maintenance people, but it wasn't because of maintenance, it was because of

vandalism. Kids were going out there and pulling out loose boards and there were big holes in the bottom. I talked to them about making sure as they go through, they only work on the sections of the floorboards if they're also working on rails, because that is what allowed them to be able to reach through and grab those boards in the first place. It just deters them a little bit.

Chairman Steiner asked but we've completed only a third of that?

Mr. Soriano responded yes. It's a big boardwalk.

Chairman Steiner stated it was in the hopes of not having to shut it down that we decided to go this way.

Mr. Soriano stated people don't like to walk through when the guys are out there because it's a little loud, but we haven't had to shut it down.

Chairman Steiner stated you were going to get some more wood for it.

Mr. Soriano stated we're only able to work on it for a day or two until we have to go to the next project. It was set up like that. If we want to pull them away for two or three weeks of solid work, you're not going to get anything else done around the neighborhood.

C. Replacement of the Preserve Gazebo Cap Stones

Chairman Steiner stated we really need to close out the pavilion where we ripped up all of the stones in anticipation of coming back in and putting in the caps and it hasn't happened. In fact, when we were talking, you mentioned your guys should be down there today and they haven't shown up. If we need to pull them off the boardwalk to get that done.

Mr. Soriano stated that happened to do with something else. We got a lot of complaints at your sister district about a lot of little items that I ended up having to pull them to. You share your maintenance hours with your sister district. It's one of the reasons the cost is so low. Unfortunately, when that happened, they didn't do the cap stones. I've talked to them to make it more of a priority so we can get on that this month.

Chairman Steiner stated we just need to bring it to conclusion because we were going to take a couple of stones to see if they'd work in filling out the rest of the wall and they took up all of the cap stones around the lip and they went and fixed the wall, but we're sitting with this new problem area. The other option is if the cap stones that you're forming don't work, we've got to look at seeing if there is anything that is similar, because it's only on that upper lip.

Mr. Soriano stated we can go through that too. Even what I'm ordering right now doesn't look exactly like what was there, so if you want to say we're not as worried about it looking exact, we could just buy other cap stones. We already know we can't match them. The ones on the wall are a bigger problem than the ones on the gazebo. You'll just have a different color cap stone all the way around. What's going to happen is once I run out of your gazebo tops, we also don't have anything to pull from, but that could be years down the road.

Chairman Steiner stated you've got two more gazebos to hit.

Mr. Soriano stated right, so if you wanted to go that route, we could just look at doing another cap stone that we could buy in big blocks, and they'll get brought down in \$1,500 to \$2,000 worth of stone at a time on pallets and we can put them on.

Chairman Steiner stated the thing about it is, where it comes out from the stair area and comes up to where that wall is around the other side, the front part of it where the walkway comes in is concrete. It's not colored. It's a concrete lip that is poured around half of that thing. If we had nothing but similar concrete, no color, but at least it matches the lip, it would at least look like it's done.

Mr. Soriano stated if you want me to do regular poured concrete and not anything decorative, I could look at that too. We could do that at the same time that we're doing the work out here.

Chairman Steiner stated I would just like it to get to finished point where it looks halfway decent. Right now, it's been ripped up and I'm just thankful they haven't started pulling up the pavers that are along the fence. I've already told you they've gotten several of those out already. I just hate that we were going to take out a few of the stones to fix the wall and the next thing you know, the whole wall has been down.

Mr. Soriano stated the way I would of done it was just take one out to make sure that was going to work and they took the whole thing down.

Chairman Steiner stated the problem I've got is we've been doing the wall part of it for 10 years and we finally came up with this solution about a year ago.

Mr. Soriano stated that's worked for the wall, not the gazebos. I completely understand.

Chairman Steiner stated if the slabs don't work, we need to look at other options.

Mr. Soriano stated we've already poured a couple of them so let me see if they can get out there.

Chairman Steiner stated they had trouble with the first one they took down.

Mr. Soriano stated right, I rebuilt the forms myself to make sure they were the right size. That was a measure once, cut twice mistake on their part.

Chairman Steiner stated the key is if it's a problem with what is there we don't know yet, because it hasn't come back in.

Mr. Soriano stated I'll continue to work on it, but I can always bring it back to you to do something different that might be quicker, but it would be at a greater cost than what we were doing before.

Chairman Steiner stated it gets us 50 caps at a time.

Mr. Soriano stated yes, that was never thought about before until this because we were looking at just how do we replace those wall caps, so I'm good with that.

D. Replacement of Exercise Equipment

Mr. Soriano stated the exercise equipment is in. I received a picture from my office while I was in the earlier meeting, so the two bikes are over there. I didn't get them in between meetings. I'm going to wait until tomorrow morning and those bikes will come over here and we will be done with that portion.

Chairman Steiner asked that's what we approved was replacement of those bikes?

Mr. Soriano responded yes. I was against the treadmill issue. If you want, I can bring that back. Those treadmills still have a couple of years in them, and we have a good company that does preventative maintenance and repairs. We had a point that was about a week where all three were down this last month and that did cause a lot of complaints. The biggest problem is they're waiting on parts. If they tell me they can get parts, I feel comfortable that they can, but at times like this where they're not able to get them, it doesn't matter how hard they're working, we can't do anything with those treadmills, and they just become giant paperweights. They are expensive and like I said, if we can get parts, they have a couple more years in them. If that's not the case and they can't get parts from anywhere, we may just have to look at updating to new treadmills.

Chairman Steiner stated at least put a plan in place that says if we haven't gotten it resolved by this time, then we bite the bullet and go forward.

Mr. Soriano stated we have one that is waiting on a whole console, so it's been down since September or October.

Mr. Hicks stated I would assume traffic is going to pick up with summer coming.

Mr. Soriano stated summertime it goes down because everybody goes out to the pool. It's still a problem that there is one sitting there. If I have other treadmills since we're not that busy, then I'm okay. My problems is when the second and third treadmills have problems, even if it's just for a few days a week.

Chairman Steiner stated I believe you mentioned that some of the equipment came from Double Branch.

Mr. Soriano stated that was the bikes, so everything has been replaced. The bikes were old. The treadmills were some of the first things we replaced eight to ten years ago. Your strength machines were replaced five years ago, so those are newer.

Chairman Steiner stated I'm the one that asked Marilee to put these on the agenda. It's just so we don't lose sight of these things. We can drop the exercise equipment because that has been closed. I just want to keep these items on until we bring them to some kind of closure.

Vice Chairman Hartigan stated I think after six months of not having a treadmill operational, we really need to look at replacing it.

Mr. Soriano stated as we go on, I get less confident they're going to be able to get parts and that's my biggest concern. If you want, I can bring back quotes on the treadmills. I really would have liked them to last eight to ten years and we're going into the eighth summer with these. They look great, it's just parts. If they break down you're looking at probably \$1,500 worth of parts compared to \$22,000 or so to replace.

Chairman Steiner stated yes, but at least if one of them is running full time, we can wait on the parts on the other ones. Go ahead and get us a quote on replacing at least one of those three.

Mr. Soriano stated they're seven-year-old models, so they're not going to match anything newer. You're going to be replacing one that doesn't look like the other treadmills.

Chairman Steiner stated if they work and do what they're supposed to, I'm fine.

Mr. Soriano stated I can tell you that doesn't work well in a gym. When you have a brand-new model, everybody is going to get on the new one.

Chairman Steiner stated that's fine. If somebody is on the new one, they'll have to use the old one, but let's at least get one of them in operating shape.

Mr. Soriano stated just the one is down. I only had the one week where three were down. That creates a problem for me because I can't say, you have another one to use.

Chairman Steiner stated get us a quote on a new one and we will decide at the next meeting whether we want to take one in the worst shape out.

A resident stated they are kind of a safety issue, because if you're walking or running on them, sometimes they just stop. A few years back I think somebody tripped on the cord one time. If you're moving on them and they stop, there could be some bad accidents.

Chairman Steiner stated we understand that, but that can happen with a new one. We have some that are not operating at all, which drives more people to the ones that are operating sometimes. You heard the cost. They're not cheap. If everybody is willing to increase their assessments, I'll put nothing but new stuff in there and change it every month if they want, but somebody has to pay for it. What we're trying to do is make sure we have equipment available and that it is in the best working condition we can provide within our abilities. We're going to at least make an effort to get a new one if we can work it into the budget. We can't replace all three of them.

NINTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Eckert stated I'm about 75% through my review of the Trinity Baptist assessments that you asked me to look at. Hopefully by the next meeting I will be 100% through with that. Everything I've seen so far, there has not been any irregularities or concerns but there are a few more documents I want to look at. One other thing we've talked about before is that you have impact fee credits that have just been sitting there. Once I get through Trinity Baptist, I might start looking at some more creative alternatives to see if there is a way to monetize those. The law changed in Florida. It used to be that you could only use them within your DRI area and the statutes changed probably about a year and a half or two years ago to allow us a larger area to try to use those. We don't have a need for them, but we might be able to find another developer that is developing a community that might want to buy them, perhaps at a discount.

Chairman Steiner asked is there anything new or anything on the stuff that you're watching?

Mr. Eckert responded no, it's so early right now. Everybody is throwing bills out there so we will have to wait and see over the next couple of weeks to find out what has legs or not. I

would say at your April meeting we will have a pretty good idea and in May it should be pretty much done.

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 everything has worked out well for Spring Break. We had lifeguards here starting Saturday and we had a busy weekend. We just recently had a movie that got canceled. I was all set up Friday night and once the lightning bolts started coming down I had to clear out. The food trucks stuck around as long as they could. In that lightning storm, right around 7:00 I got an email from our security guard on this side that he watched a lightning bolt strike that back building and he claimed there was smoke. He waited for the rain to clear and toured the property, but he could not find any fires, so not until the next morning did I start getting calls saying various things weren't working. We lost our controller for our tennis courts, and it looks like it caught on fire. The tennis pro sent me a picture. I will need a new controller out here, eight zones out here on the tennis courts if VerdeGo can set that up for me pretty quickly. I don't need water on the courts today or tomorrow, but we will need that in the future. They did lose internet in this building, so we do have one new Comcast router I have to replace, and we lost the drive for the slide. I'm hoping that it just fried a component on the control board, and I'll be able to repair it. I do have multiple drives, so hopefully we will get that back up and running. The motor seems to be fine. I can install a contactor if we need, but when that happens, we run it at full speed and we've had motors in the past eat up and damage themselves during the summer if we have surges or anything like that, which Clay Electric is well known for. There is a reason we bought these drives to protect my motor.

Chairman Steiner asked do we have a spare?

Mr. Soriano stated I do have a spare. It was one that was taken off of an older motor on the Double Branch side, so I'm going to make sure it works.

Chairman Steiner asked do you have an estimated cost?

Mr. Soriano stated those have increased in price. That is a 10-horsepower and I used to be able to get those for right around \$900-\$1,000 and they are now about \$2,200, so if I have to buy one, it's within my amount however it's much more expensive than it was a few years ago.

Chairman Steiner asked that's not a rebuildable component?

Mr. Soriano responded some items are rebuildable, so I'm going to try. Moving on, we are seeing an uptick on our rentals. Your side has been doing better over the last year. Your sister district has not until the last couple of months. We are getting away from the issues with cancellations or rescheduling due to health concerns, so we are seeing our numbers come back up over the last couple of months and now that we're going into springtime, I think that is only going to go up.

TENTH ORDER OF BUSINESS

Audience Comments / Supervisors'
Requests

Audience Comments

There being none, the next item followed.

Supervisor Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting

Ms. Giles stated our next meeting is scheduled for April 10th at 2:00 p.m. here at the Plantation Oaks Amenity Center.

TWELFTH 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
February 28, 2023



Middle Village
Community Development District
Combined Balance Sheet
February 28, 2023

	<u>Governmental Fund Types</u>				
	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Totals</u> <u>(Memorandum Only)</u>
<u>Assets:</u>					
Cash - Wells Fargo	\$43,935	\$232,867	\$122,895	---	\$399,697
Cash - Hancock Whitney	---	\$96,525	---	---	\$96,525
Investments:					
<u>Series 2022</u>					
Revenue	---	---	---	\$1,699,152	\$1,699,152
Reserve	---	---	---	\$156,223	\$156,223
Principal	---	---	---	\$71	\$71
Interest	---	---	---	\$189	\$189
Cost of Issuance	---	---	---	\$16,092	\$16,092
Prepayment	---	---	---	\$1,087	\$1,087
<u>Series 2018-2</u>					
Reserve	---	---	---	\$120,604	\$120,604
Prepayment	---	---	---	\$74	\$74
Sinking Fund	---	---	---	\$3	\$3
Interest	---	---	---	\$5	\$5
<u>Operations</u>					
Custody Account	\$74,256	---	---	---	\$74,256
<u>State Board</u>					
General Fund	\$276,550	---	---	---	\$276,550
Recreation Fund	---	\$1,716,543	---	---	\$1,716,543
Capital Reserve	---	---	\$1,000,331	---	\$1,000,331
Due From General Fund	---	\$80,142	---	---	\$80,142
Due From Debt Service	\$10,705	\$83,057	---	---	\$93,762
Due from Other	---	\$141	---	---	\$141
Electric Deposits	---	\$13,383	---	---	\$13,383
Assessment Receivable	\$1,441	\$13,103	---	\$11,707	\$26,251
Total Assets	<u>\$406,887</u>	<u>\$2,235,761</u>	<u>\$1,123,226</u>	<u>\$2,005,206</u>	<u>\$5,771,080</u>
<u>Liabilities:</u>					
Accounts Payable	\$2,498	\$79,496	\$13,248	---	\$95,242
Due to General Fund	---	---	---	\$10,705	\$10,705
Due to Rec Fund	\$80,142	---	---	\$83,057	\$163,198
<u>Fund Balances:</u>					
Unassigned	\$324,247	\$2,142,882	\$1,109,978	---	\$3,577,107
Nonspendable	---	\$13,383	---	---	\$13,383
Restricted for Debt Service	---	---	---	\$1,911,444	\$1,911,444
Total Liabilities and Fund Equity	<u>\$406,887</u>	<u>\$2,235,761</u>	<u>\$1,123,226</u>	<u>\$2,005,206</u>	<u>\$5,771,080</u>

Middle Village
Community Development District
General Fund

Statement of Revenues & Expenditures
For the Period ending February 28, 2023

Adopted Budget	Prorated Budget 2/28/23	Actual 2/28/23	Variance
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Revenues:

Assessments - Tax Roll	\$214,870	\$208,156	\$208,156	\$0
Assessments - Direct	\$2,317	\$0	\$0	\$0
Interest Income	\$600	\$600	\$10,677	\$10,077
Total Revenues	\$217,787	\$208,756	\$218,833	\$10,077

Expenditures:

Administrative

Supervisors Fees	\$12,000	\$5,000	\$4,800	\$200
Travel	\$200	\$83	\$0	\$83
FICA Expense	\$918	\$383	\$396	(\$14)
Engineering	\$10,500	\$4,375	\$0	\$4,375
Trustee	\$16,200	\$6,750	\$0	\$6,750
Dissemination Agent	\$3,500	\$1,458	\$1,458	(\$0)
Assessment Roll	\$7,550	\$7,550	\$7,550	\$0
Attorney	\$45,000	\$18,750	\$17,308	\$1,442
Attorney-Foreclosure	\$10,000	\$4,167	\$0	\$4,167
Arbitrage	\$750	\$313	\$0	\$313
Annual Audit	\$6,100	\$2,542	\$2,000	\$542
Management Fees	\$64,850	\$27,021	\$27,021	\$0
Information Technology	\$2,550	\$1,062	\$1,063	(\$0)
Telephone	\$600	\$250	\$66	\$184
Postage	\$600	\$250	\$184	\$66
Printing & Binding	\$2,000	\$833	\$370	\$463
Records Storage	\$200	\$83	\$0	\$83
Insurance	\$15,727	\$15,727	\$12,392	\$3,335
Legal Advertising	\$1,500	\$625	\$950	(\$325)
Other Current Charges	\$150	\$63	\$43	\$19
Office Supplies	\$300	\$125	\$3	\$122
Website Compliance	\$2,250	\$938	\$938	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Reserves	\$14,167	\$5,903	\$0	\$5,903

Total Administrative	\$217,787	\$104,425	\$76,716	\$27,709
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Excess Revenues (Expenditures)	\$0	\$142,117
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Fund Balance - Beginning	\$0	\$182,130
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Fund Balance - Ending	\$0	\$324,247
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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 February 28, 2023

	Adopted Budget	Prorated Budget 2/28/23	Actual 2/28/23	Variance
<u>Revenues:</u>				
Assessment - Tax Roll	\$1,958,276	\$1,893,245	\$1,893,245	\$0
Assessment - Direct	\$17,109	\$0	\$0	\$0
Interest	\$500	\$500	\$5,272	\$4,772
Miscellaneous Income	\$6,000	\$2,500	\$1,020	(\$1,480)
Amenities Revenue	\$100,000	\$41,667	\$49,606	\$7,939
Cost Share Revenue - South Village/Lighting	\$33,063	\$0	\$0	\$0
Total Revenues	\$2,114,948	\$1,937,912	\$1,949,143	\$11,231
<u>Expenditures:</u>				
Administrative				
Management Fees - On Site	\$317,416	\$132,257	\$132,257	\$0
Insurance	\$62,717	\$62,717	\$58,610	\$4,107
Other Current Charges	\$5,000	\$2,083	\$1,301	\$782
Permit Fees	\$1,500	\$625	\$81	\$544
Office Supplies	\$500	\$208	\$0	\$208
Total Administrative	\$387,133	\$197,890	\$192,249	\$5,642
Common Area				
Security	\$166,335	\$69,306	\$68,077	\$1,229
Security Clay County	\$59,502	\$24,793	\$17,073	\$7,719
Electric	\$20,000	\$8,333	\$7,730	\$603
Streetlighting	\$35,000	\$14,583	\$14,332	\$251
Irrigation Maintenance	\$5,000	\$2,083	\$0	\$2,083
Landscape Maintenance	\$488,528	\$203,553	\$198,514	\$5,039
Common Area Maintenance	\$70,000	\$29,167	\$27,301	\$1,866
Lake Maintenance	\$21,000	\$8,750	\$7,895	\$855
Miscellaneous Maintenance	\$5,000	\$2,083	\$0	\$2,083
Total Common Area	\$870,365	\$362,652	\$340,922	\$21,730

Middle Village
Community Development District
Recreation Fund

Statement of Revenues & Expenditures
For the Period ending February 28, 2023

	Adopted Budget	Prorated Budget 2/28/23	Actual 2/28/23	Variance
Recreation Facility				
Amenity Staff	\$176,000	\$73,333	\$30,445	\$42,888
Janitorial	\$55,000	\$22,917	\$18,917	\$4,000
Telephone	\$12,000	\$5,000	\$4,586	\$414
Electric	\$64,000	\$26,667	\$29,239	(\$2,572)
Water / Sewer	\$46,000	\$19,167	\$13,581	\$5,586
Gas/Heat (Pool)	\$25,000	\$10,417	\$10,787	(\$371)
Refuse Service	\$25,000	\$10,417	\$14,286	(\$3,869)
Pool Maintenance & Chemicals	\$45,000	\$18,750	\$16,788	\$1,962
Cable	\$8,000	\$3,333	\$2,870	\$463
Special Events	\$5,000	\$2,083	\$4,216	(\$2,132)
Office Supplies and Equipment	\$1,500	\$625	\$189	\$436
Facility Maintenance - General	\$58,000	\$24,167	\$22,715	\$1,452
Facility Maintenance - Preventive Contracts	\$15,950	\$6,646	\$3,141	\$3,505
Facility Maintenance - Contingency	\$5,000	\$2,083	\$1,519	\$564
Elevator Maintenance	\$3,000	\$1,250	\$479	\$771
Recreation Passes	\$5,000	\$2,083	\$1,164	\$919
Lighting Repairs	\$10,000	\$4,167	\$4,134	\$33
Tennis Court Maintenance	\$48,000	\$20,000	\$26,655	(\$6,655)
Capital Reserve	\$250,000	\$104,167	\$0	\$104,167
Total Recreation	\$857,450	\$357,271	\$205,710	\$151,561
Total Expenditures	\$2,114,948	\$917,813	\$738,881	\$178,932
Excess Revenues (Expenditures)	(\$0)		\$1,210,262	
Fund Balance - Beginning	\$0		\$946,003	
Fund Balance - Ending	(\$0)		\$2,156,265	

Month By Month Income Statement

Revenues:

Expenditures:

Common Area

Recreation Facility

Middle Village
Community Development District
Debt Service Fund - 2018-1/2022 and 2018-2
Statement of Revenues & Expenditures
For the Period ending February 28, 2023

Adopted Budget	Prorated Budget 2/28/23	Actual 2/28/23	Variance
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Revenues:

Interest Income	\$1,000	\$1,000	\$14,907	\$13,907
Assessments - Direct	\$21,002	\$0	\$0	\$0
Assessments - Tax Roll	\$1,751,218	\$1,691,496	\$1,691,496	\$0

Total Revenues	\$1,773,220	\$1,692,496	\$1,706,403	\$13,907
-----------------------	--------------------	--------------------	--------------------	-----------------

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)
---------------------------	--------------------	------------------	------------------	--------------------

Excess Revenues (Expenditures)	(\$10,685)	\$1,189,951
---------------------------------------	-------------------	--------------------

Net Change in Fund Balance	(\$10,685)	\$1,189,951
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Fund Balance - Beginning	\$276,073	\$721,493
---------------------------------	------------------	------------------

Fund Balance - Ending	\$265,388	\$1,911,444
------------------------------	------------------	--------------------

Middle Village
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period ending February 28, 2023

	Adopted Budget	Prorated Budget 2/28/23	Actual 2/28/23	Variance
<u>REVENUES:</u>				
Interest Income	\$2,000	\$2,000	\$16,803	\$14,803
Capital Reserve - Rec Fund	\$250,000	\$0	\$0	\$0
Capital Reserve - General Fund	\$14,167	\$0	\$0	\$0
TOTAL REVENUES	\$266,167	\$2,000	\$16,803	\$14,803
<u>EXPENDITURES:</u>				
Repair And Replacements	\$400,775	\$166,990	\$132,144	\$34,845
TOTAL EXPENDITURES	\$400,775	\$166,990	\$132,144	\$34,845
EXCESS REVENUES (EXPENDITURES)	(\$134,608)		(\$115,342)	
FUND BALANCE - Beginning	\$1,165,118		\$1,225,320	
FUND BALANCE - Ending	\$1,030,510		\$1,109,978	

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:	\$156,223
Reserve Fund Requirement:	\$156,223
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:	\$120,604
Reserve Fund Balance:	\$120,604
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)	40,428.03	-	-	-	-	-
DIRECT BILLS DUE / RECEIVED	40,428.03	-	-	-	-	-
TAX ROLL DUE / RECEIVED	123,258.93	1,691,496.14	208,155.98	1,893,245.00	-	3,792,897.12
TOTAL DUE / RECEIVED	163,686.97	1,691,496.14	208,155.98	1,893,245.00	-	3,792,897.12

(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	-
6	01/11/23	52,046.62	23,210.93	2,856.34	25,979.35	-
7	02/07/23	137,551.47	61,343.02	7,548.89	68,659.56	-
8	03/07/23	26,251.18	11,707.09	1,440.68	13,103.41	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
			-	-	-	-
TOTAL TAX ROLL RECEIPTS		3,792,897.12	1,691,496.14	208,155.98	1,893,245.00	-

PERCENT COLLECTED	DEBT	O&M
% COLLECTED DIRECT BILL	0.00%	0.00%
% COLLECTED TAX ROLL	96.85%	96.85%
TOTAL PERCENT COLLECTED	95.70%	95.99%

D.

Middle Village

Community Development District

Check Run Summary

March 31, 2023

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	3/9/23	1674-1675	\$ 6,267.95
	3/16/23	1676	\$ 2,498.47
	3/24/23	1677	\$ 149.50
Sub-Total			\$ 8,915.92
Recreation Fund			
Accounts Payable - HW	3/3/23	176-185	\$ 66,592.63
	3/9/23	186-189	\$ 43,788.83
	3/16/23	190-195	\$ 44,199.05
	3/24/23	196-199	\$ 15,490.02
Sub-Total			\$ 170,070.53
Capital Reserve Fund			
Accounts Payable	3/3/23	542	\$ 11,195.00
	3/9/23	543	\$ 575.00
	3/16/23	544	\$ 1,477.94
Sub-Total			\$ 13,247.94
Total			\$ 192,234.39

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/09/23	00026	3/01/23 2048	202303 310-51300-34000	MAR MANAGEMENT FEES	*	5,404.17	
		3/01/23 2048	202303 310-51300-52000	MAR WEBSITE ADMIN	*	187.50	
		3/01/23 2048	202303 310-51300-35100	MAR INFO TECH	*	212.50	
		3/01/23 2048	202303 310-51300-31300	MAR DISSEM AGENT SRVCS	*	291.67	
		3/01/23 2048	202303 310-51300-51000	OFFICE SUPPLIES	*	.75	
		3/01/23 2048	202303 310-51300-42000	POSTAGE	*	16.14	
		3/01/23 2048	202303 310-51300-42500	COPIES	*	61.80	
		3/01/23 2048	202303 310-51300-41000	TELEPHONE	*	23.92	
GOVERNMENTAL MANAGEMENT SERVICES							6,198.45 001674
3/09/23	00117	3/02/23 23-0080C	202303 310-51300-48000	MAR NOTICE OF MEETING	*	69.50	
JACKSONVILLE DAILY RECORD							69.50 001675
3/16/23	00119	3/15/23 3194249	202302 310-51300-31500	FEB GENERAL SERVICES	*	2,498.47	
KUTAK ROCK LLP							2,498.47 001676
3/24/23	00117	3/16/23 23-00104	202303 310-51300-48000	NOTICE REQUEST PROPOSALS	*	149.50	
JACKSONVILLE DAILY RECORD							149.50 001677
TOTAL FOR BANK A						8,915.92	
TOTAL FOR REGISTER						8,915.92	

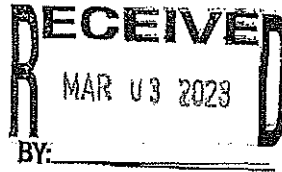
MVIL MIDDLE VILLAGE OKUZMUK

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

Invoice

Bill To:

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



Invoice #: 2048
Invoice Date: 3/1/23
Due Date: 3/1/23
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
General Fund- Management Fees - March 2023	1,310.57	3.340	5,404.17
Website Administration - March 2023	5.20	187.50	187.50
Information Technology - March 2023	351	212.50	212.50
Dissemination Agent Services - March 2023	313	291.67	291.67
Office Supplies	510	0.75	0.75
Postage	420	16.14	16.14
Copies	425	61.80	61.80
Telephone	410	23.92	23.92

Total \$6,198.45

Payments/Credits \$0.00

Balance Due \$6,198.45

Jacksonville Daily Record

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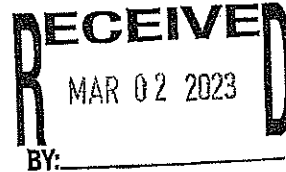
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

March 2, 2023

Date

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



1,310,513,480

Serial #	23-00080C	PO/File #		\$69.50
				Payment Due
Notice of Meeting of the Board of Supervisors				
				\$69.50
Middle Village Community Development District				Publication Fee
Case Number				Amount Paid
Publication Dates	3/2			
County	Clay			

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

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

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

Notice is hereby given that the Board of Supervisors of the Middle Village Community Development District is scheduled to be met on Monday, March 13, 2023, at 6:00 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) 940-5650) 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.

Murilee Giles
District Manager

Mar. 2 00 (23-00080C)

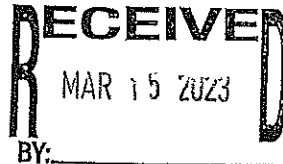
KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

March 15, 2023

**Check Remit To:**

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157

ACH/Wire Transfer Remit To:

ABA #104000016

First National Bank of Omaha

Kutak Rock LLP

A/C # 24690470

Reference: Invoice No. 3194249

Client Matter No. 14323-1

Notification Email: eftgroup@kutakrock.com

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

1,310.513,315

Invoice No. 3194249

14323-1

Re: Middle Village CDD - General

For Professional Legal Services Rendered

02/02/23	M. Eckert	0.20	73.00	Prepare for and attend agenda call
02/04/23	W. Haber	0.30	115.50	Monitor 2023 legislative session for legislation pertaining to or affecting District
02/08/23	K. Haber	1.10	264.00	Correspondence with Giles regarding Trinity property assessment history; telephone conference with Giles regarding same; research property tax exemptions for religious organizations
02/10/23	M. Eckert	0.20	73.00	Prepare for board meeting
02/13/23	M. Eckert	3.20	1,168.00	Review Allied Security correspondence; confer with Soriano and Giles; prepare for, travel to and attend board meeting
02/15/23	K. Haber	0.80	192.00	Prepare landscape request for proposal
02/16/23	K. Haber	0.10	24.00	Correspond with Giles and Soriano

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

KUTAK ROCK LLP

Middle Village CDD

March 15, 2023

Client Matter No. 14323-1

Invoice No. 3194249

Page 2

02/20/23	M. Eckert	0.70	255.50	regarding surplus property Confer with collection law firm for Allied; review draft minutes and provide comments; follow up from board meeting
02/20/23	K. Haber	0.10	24.00	Confer with Soriano regarding surplus property
02/21/23	M. Eckert	0.10	36.50	Follow up from board meeting
02/21/23	K. Haber	0.80	192.00	Prepare revised project completion and engineer's certification; correspond with Ma regarding same; correspond with Giles and Hogge regarding same
02/24/23	K. Haber	0.10	24.00	Confer with Giles regarding surplus furniture resolution
02/27/23	M. Eckert	0.10	36.50	Prepare for board meeting
TOTAL HOURS		7.80		
TOTAL FOR SERVICES RENDERED				\$2,478.00
DISBURSEMENTS				
Travel Expenses			20.47	
TOTAL DISBURSEMENTS				<u>20.47</u>
TOTAL CURRENT AMOUNT DUE				<u>\$2,498.47</u>

Jacksonville Daily Record

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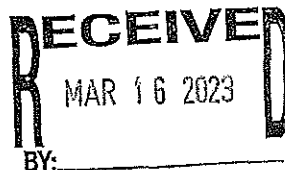
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

March 16, 2023

Date

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



1,310.513.480

Serial # 23-00104C PO/File # \$149.50

Payment Due

Notice of Request for Proposals
Notice of District Meeting to Open Proposals

\$149.50

Publication Fee

Middle Village Community Development District

Case Number

Amount Paid

Publication Dates 3/16

County Clay

Payment Due Upon Receipt

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may remit payment online at
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**NOTICE OF REQUEST
FOR PROPOSALS
NOTICE OF DISTRICT
MEETING TO OPEN
PROPOSALS**

**Landscape and Irrigation
Maintenance
Clay County, Florida**

Notice is hereby given that the Middle Village Community Development District (the "District") will accept proposals from qualified firms interested in providing landscape and irrigation maintenance services for the fiscal year beginning October 1, 2023 and for three fiscal years thereafter, all as more specifically set forth in the Project Manual.

The Project Manual, including contract documents, project scope and any technical specifications, will be available for public inspection and may be obtained beginning Monday, March 20, 2023, at 9:00 a.m. (EST), from Courtney Hogge at chogge@gmsnf.com and Marilee Giles at mgiles@gmsnf.com.

A mandatory pre-proposal meeting will be held on Tuesday, April 4, 2023, 2:00 p.m. (EST) at the offices of the Double Branch Community Development District, 370 Oakleaf Village Parkway, Orange Park, Florida 32065.

Firms desiring to provide services for this project must submit one (1) original and five (5) hard copies of the proposal forms and one (1) electronic version, by no later than 2:00 p.m. (EST), on Tuesday, April 25, 2023, to the Middle Village Community Development District, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065, Attn: Jay Soriano. Proposals shall be submitted in an opaque sealed package, shall bear the name of the proposer on the outside of the package and shall clearly identify the project. Proposals will be publicly opened at the time and date stipulated above; those received after the time and date stipulated above will be returned unopened to the proposer. Any proposal not completed as specified or missing the required proposal documents may be disqualified.

Ranking of proposals will be made on the basis of qualifications according to the Evaluation Criteria contained within the Project Manual. The District has the right to reject any and all proposals

and waive any technical errors, informalities or irregularities if it determines in its discretion it is in the best interest to do so. Any and all questions relative to this project shall be directed in writing only to Middle Village Community Development District by electronic mail to Jay Soriano at jsoriano@gmsnf.com and carbon copies to Marilee Giles at mgiles@gmsnf.com and Michael Eckert at kutakrock.com.

All proposals will be publicly opened at a meeting of the District to be held at 2:00 p.m., April 25, 2023, at 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065. Proposals will be publicly opened at that time and place, with Proposer names and total pricing announced at that time, provided that Proposals may be maintained on a confidential basis to the extent permitted by Florida law. No decisions of the District's will be made at that time. A copy of the agenda for the meeting can be obtained from the District Office at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by phone at (904) 940-5850.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. There may be occasions when one or more Board Supervisors or staff members will participate by telephone. At the above location will be present a speaker telephone so that any Board Supervisor or staff member can attend the meeting and be fully informed of the discussions taking place either in-person or by telephone communication. The meeting may be continued in progress without additional notice to a time, date, and location stated on the record.

Any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (904) 940-5850, at least 48 hours before the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1 or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Middle Village Community
Development District
Marilee Giles, District Manager
Mar. 16 60 (23-00104C)

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/03/23	00971	2/03/23 02032023	202302 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
				ASHLEY CATAGAN			500.00 000176
3/03/23	00975	2/26/23 02262023	202302 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
				DIANA ORTIZ			500.00 000177
3/03/23	00072	2/23/23 02232023	202301 320-57200-34510	1/23 REIMB SECURITY SRVCS	*	1,757.50	
		2/23/23 02232023	202301 320-57200-34510	1/23 REIMB SECURITY SRVCS	*	1,102.00	
				DOUBLE BRANCH CDD			2,859.50 000178
3/03/23	00976	2/26/23 02262023	202302 300-36900-10300	RENTAL DEPOSIT REFUND	*	2,650.00	
				GLENEISHA EMIANTOR			2,650.00 000179
3/03/23	00026	2/20/23 2051	202301 330-57200-62000	FAC MAINT GEN	*	4,625.00	
		2/20/23 2051	202301 330-57200-62200	FAC MAINT CONIT	*	304.00	
		2/20/23 2051	202301 330-57200-46630	LIGHTING REPAIRS	*	833.00	
		2/20/23 2051	202301 320-57200-46500	COMMON AREA MAINT	*	5,415.68	
		2/20/23 2051	202301 330-57200-34400	TENNIS CT MAINT	*	3,108.00	
		2/20/23 2052	202301 330-57200-34400	TENNIS CT MAINT	*	520.00	
				GOVERNMENTAL MANAGEMENT SERVICES			14,805.68 000180
3/03/23	00972	2/28/23 02262023	202302 300-36900-10300	RENTAL DEPOSIT REFUND	*	250.00	
				HAROLD STUBBS, JR.			250.00 000181
3/03/23	00973	2/26/23 02272023	202302 300-36900-10300	RENTAL DEPOSIT REFUND	*	500.00	
				JASON CRAIG			500.00 000182
3/03/23	00139	3/01/23 13129561	202303 330-57200-46400	MARCH POOL CHEMICALS	*	3,816.78	
				POOLSURE			3,816.78 000183
3/03/23	00974	2/26/23 02262023	202302 300-36900-10300	RENTAL DEPOSIT REFUND	*	2,300.00	

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE	EXPENSED TO... INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		2/26/23	02262023	202302	300-36900-10300					*	500.00		
			RENTAL DEPOSIT REFUND										
								SHARON RIVERA				2,800.00	000184
3/28/23	00974	2/26/23	02262023	202302	300-36900-10300					V	2,300.00-		
			RENTAL DEPOSIT REFUND										
		2/26/23	02262023	202302	300-36900-10300					V	500.00-		
			RENTAL DEPOSIT REFUND										
								SHARON RIVERA				2,800.00-	000184
3/03/23	00704	12/01/22	9973	202212	320-57200-46200					*	40,710.67		
			DEC LANDSCAPE MAINTENANCE										
								VERDEGO LLC				40,710.67	000185
3/09/23	00026	2/27/23	2053	202302	300-36900-10300					*	218.75		
			FEB FACILITY EVENT STAFF										
		3/01/23	2049	202303	310-51300-34000					*	20,119.83		
			MAR FACILITY MANAGEMENT										
		3/01/23	2050	202303	310-51300-34000					*	6,331.50		
			MAR FACILITY MGMT TENNIS										
		3/02/23	2054	202303	300-36900-10200					*	1,289.70		
			TENNIS REV DEP 3/2/23										
								GOVERNMENTAL MANAGEMENT SERVICES				27,959.78	000186
3/09/23	00062	3/01/23	76591B	202303	320-57200-46800					*	1,594.00		
			MAR WATER MANAGEMENT										
								THE LAKE DOCTORS				1,594.00	000187
3/09/23	00823	3/01/23	8839	202303	320-57200-34500					*	13,947.05		
			MAR SECURITY SERVICES										
								SECURITY DEVELOPMENT GROUP LLC				13,947.05	000188
3/09/23	00271	2/24/23	101317	202302	330-57200-62100					*	288.00		
			BI-MONTHLY PREVENT MAINT										
								SOUTHEAST FITNESS REPAIR				288.00	000189
3/16/23	00256	3/09/23	SSI11038	202302	320-57200-34510					*	268.13		
			FEB EMPLOYMENT FEE										
		3/09/23	SSI11038	202302	320-57200-34510					*	125.00		
			FEB SCHEDULING FEE										
								CLAY COUNTY SHERIFF'S OFFICE				393.13	000190
3/16/23	00026	3/09/23	2055	202303	300-36900-10200					*	639.00		
			TENNIS REV DEP 3/9/23										
		3/14/23	2056	202303	300-36900-10300					*	756.25		
			MAR FACILITY EVENT STAFF										
								GOVERNMENTAL MANAGEMENT SERVICES				1,395.25	000191
								MVIL MIDDLE VILLAGE OKUZMUK					

*** CHECK DATES 03/01/2023 - 03/31/2023 ***
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 #
3/16/23	00977	3/11/23 03112023	202303 300-36900-10300	GB & GL DEPOSIT REFUND	*	700.00	
				MATAKIA BANKS-BROWN			700.00 000192
3/16/23	00979	3/04/23 03042023	202303 300-36900-10300	DEPOSIT REFUND	*	500.00	
				PETER SPADACCINI JR.			500.00 000193
3/16/23	00978	3/10/23 03102023	202303 300-36900-10300	DEPOSIT REFUND	*	500.00	
				TONIA GAILLARD			500.00 000194
3/16/23	00704	3/01/23 10827	202303 320-57200-46200	MAR LANDSCAPE MAINTENANCE	*	40,710.67	
				VERDEGO LLC			40,710.67 000195
3/24/23	00980	3/18/23 03182023	202303 300-36900-10300	DEPOSIT REFUND	*	500.00	
				DELORES SALMERON			500.00 000196
3/24/23	00026	3/15/23 2057	202302 330-57200-62000	FAC MAIN GEN	*	4,215.00	
		3/15/23 2057	202302 330-57200-62200	FAC MAIN CON	*	302.00	
		3/15/23 2057	202302 330-57200-46630	LIGHTING REPAIRS	*	801.00	
		3/15/23 2057	202302 320-57200-46500	COMMON AREA MAINT	*	4,785.02	
		3/15/23 2057	202302 330-57200-34400	TENNIS CT MAIN	*	3,407.00	
		3/15/23 2058	202302 330-57200-34400	TENNIS FAC MAINT	*	480.00	
				GOVERNMENTAL MANAGEMENT SERVICES			13,990.02 000197
3/24/23	00981	3/15/23 03152023	202303 300-36900-10300	DEPOSIT REFUND	*	300.00	
				SHARON HARRISON			300.00 000198
3/24/23	00852	3/19/23 03192023	202303 300-36900-10300	DEPOSIT REFUND	*	700.00	
				TALORE SMITH			700.00 000199

TOTAL FOR BANK E 170,070.53

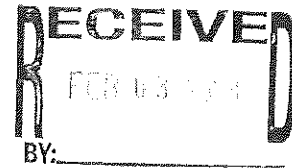
TOTAL FOR REGISTER 170,070.53

MVIL MIDDLE VILLAGE OKUZMUK

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - ASHLEY CATAGAN
Date: February 27, 2023 at 1:00 PM
To: Todd Polvere tpolvere@gmsnf.com

For processing

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



GMS

Begin forwarded message:

From: Oakleaf Venues <venue rentals@oakleafresidents.com>
Subject: MVCDD refund of deposit request - ASHLEY CATAGAN
Date: February 3, 2023 at 8:18:41 PM EST
To: Oksana Kuzmuk <okuzmuk@gmsnf.com>, Tracey Fox <tfox@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmstnn.com>

Good evening Tracey,

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 – JANUARY 7, 2023
 - RESIDENT – ASHLEY CATAGAN
 - ADDRESS – 3088 WILLIAMSBURG COURT, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00 - BOOKING FEE/DEPOSIT
 - BOOKING FEE/DEPOSIT was via VISA(7075):
 - DATED: 11/7/22
 - SEQ#: 7
 - BATCH#: 712
 - INVOICE#: 7
 - APPROVAL CODE: 012823
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH/CRI
11/07/22	11/07/22	01/07/23	ASHLEY CATAGAN - GB DEPOSIT	DEPOSIT	\$ 500.00		VISA-0

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

Thank you.

I will be out of the office February 8 - 10, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, N EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be he 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 c 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 electro

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - DIANA ORTIZ
Date: February 27, 2023 at 9:30 AM
To: Todd Polvere tpolvere@gmsnf.com

For processing

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

RECEIVED
FEB 26 2023
BY: _____

Begin forwarded message:

From: Oakleaf Venues <venue rentals@oakleafresidents.com>
Subject: MVCDD refund of deposit request - DIANA ORTIZ
Date: February 26, 2023 at 9:11:00 PM EST
To: Oksana Kuzmuk <okuzmuk@gmsnf.com>, Tracey Fox <tfox@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmstnn.com>

Good evening Tracey,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (SATURDAY) 8:00 A.M. to 11:00 P.M.
 - DATE OF VENUE – FEBRUARY 4, 2023
 - RESIDENT – DIANA ORTIZ
 - ADDRESS – 10694 SANDY OAKS DRIVE, JACKSONVILLE, FL 32221
 - AMOUNT OF REFUND - \$500.00 - BOOKING FEE/DEPOSIT
 - BOOKING FEE/DEPOSIT was via VISA(4923):
 - DATED: 7/7/22
 - SEQ#: 8
 - BATCH#: 641
 - INVOICE#: 6
 - APPROVAL CODE: 032388
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH/CRI
07/07/22	07/07/22	02/04/23	DIANA ORTIZ - GB DEPOSIT	DEPOSIT	\$ 500.00		VISA-0

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

Thank you.

I will be out of the office March 1-3, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, N. 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, 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 on property is divided between two Districts, appointments are recommended.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venue rentals@oakleafresidents.com
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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 electro

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request

Date	Amount	Authorized By
February 23, 2023	\$1,757.50	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:

1/6/23-1/19/23 Reimb for Security Services
<i>(Attach supporting documentation for request.)</i>

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request

Date	Amount	Authorized By
February 23, 2023	\$1,102.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

ASAP

002-320-57200-34510

Intended Use of Funds Requested:

12/23/22-1/05/23 Reimb for Security Services

(Attach supporting documentation for request.)

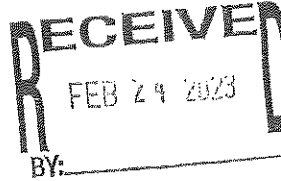
Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person. Attachment(s) may be confidential and intended solely for the 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 laws. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by telephone if you have received this e-mail by mistake. Disclosing this information could violate federal and state confidentiality laws. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by telephone if you have received this e-mail by mistake.

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

Invoice

Invoice #: 2051
Invoice Date: 2/20/23
Due Date: 2/20/23
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 January 1 - January 31, 2023		23,489.17	23,489.17
Maintenance Supplies		1,919.51	1,919.51
Fac. Maint Gen \$4,605 ⁰⁰ 2.33.572.6000			
Fac Maint Comt \$304 ⁰⁰ 2.33.572.6020			
Lighting Repairs \$833 ⁰⁰ 2.33.572.41063			
Common Area Maint \$5,415 ⁰⁸ 2.330.572.41050			
Repair/Replace \$11,195⁰⁰ 34.538.6400			
Tennis Ct. Maint. \$3,108 ⁰⁰ 2.33.572.3440			

Jerry Lambert
2-23-23

Total \$25,408.68

Payments/Credits \$0.00

Balance Due \$25,408.68

- 11,195⁰⁰
Total \$14,213.68

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/2/23	4	A.T.	Removed debris from all common areas
1/3/23	8	T.C.	Took down Christmas tree and décor in Grand Banquet, took down Christmas lights
1/3/23	4	G.S.	Removed debris from all common areas, cleaned up vandalized park
1/3/23	6	R.G.	Sanded doors and shutters for entrance at amenity center, repainted two doors, cleaned up shop and work bench and organized small tool area, covered heated pool, set up for CDD meeting at amenity center
1/3/23	4	M.C.	Sanding doors, organizing shop
1/3/23	10	A.B.	Took down decorative doors, prepped doors for paint, covered pool
1/3/23	8	L.C.	Prepped and painted shutters
1/3/23	6.5	J.R.	Removed bee swarm by baseball, set up for CDD meeting
1/3/23	3.5	J.M.	Additional court maintenance
1/4/23	8	T.C.	Took down shutters from building, took down Christmas lights, picked up supplies
1/4/23	5.5	G.S.	Removed debris from all common areas and ponds
1/4/23	2	R.G.	Inspected area where new window install is going, gathered materials list for fitness center, covered heated pool, continued organizing tool area of shop and started inventory of current tools
1/4/23	4	M.C.	Prepared for window and frame work, cleaned shop
1/4/23	9	A.B.	Prepped doors and painted them, began working on new check in window, covered pool
1/4/23	7.75	L.C.	Painted and prepped doors and shutters
1/4/23	4	J.R.	Removed entrance light and put in storage
1/5/23	8	T.C.	Worked on fitness center window project
1/5/23	3.5	G.S.	Removed debris from all common areas, removed deceased animal from road
1/5/23	4	R.G.	Started taking window out for new install at amenity center/gym entrance
1/5/23	4	M.C.	Started removing windows and existing frame work
1/5/23	8	L.N.	Took down CDD meeting, uncovered pool, put shutters up around property
1/5/23	8	A.B.	Fixed broken door, prepped for paint, painted doors
1/5/23	8.25	L.C.	Fixed broken shutters and painted the rest of shutters, covered pool
1/5/23	7	J.R.	Pressure washed entrance building
1/5/23	3.5	J.M.	Additional court maintenance
1/6/23	8	T.C.	Worked on fitness center window project, picked up supplies
1/6/23	4.5	G.S.	Removed debris from all common areas
1/6/23	5	R.G.	Continued taking out windows, started frame work for new window install
1/6/23	8	M.C.	Continued removal of existing doors and windows, framed in area covered with plywood
1/6/23	2	A.B.	Fixed decorative door
1/6/23	7.75	L.C.	Took down Christmas lights, organized lights, framed wall
1/6/23	5	J.R.	Worked on entrance lamp painting, covered pool
1/7/23	3.5	J.M.	Additional court maintenance
1/9/23	8	T.C.	Set up CDD meeting, worked on fitness center window project, picked up supplies
1/9/23	8	R.G.	Continued working on window install, finished framing in window, installed window and exterior framing plywood along with brackets for countertop
1/9/23	8	M.C.	Worked on amenity center window and frame
1/9/23	7.5	A.B.	Started rehanging decorative doors, worked on new receptionist window
1/9/23	4	A.T.	Removed debris from all common areas
1/10/23	4	T.C.	Prepped and painted shutters for building, picked up supplies
1/10/23	4	G.S.	Removed debris from all common areas
1/10/23	4	M.C.	Worked on hanging shutters and hinges at amenity center
1/10/23	8	A.B.	Installed receptionist window and plywood sheeting on wall, hung decorative doors
1/10/23	9.25	L.C.	Assisted hanging and finished painting shutters, covered pool, fixed wheel from pool rack
1/10/23	4.5	J.S.	Additional court maintenance
1/10/23	2.5	J.M.	Additional court maintenance
1/11/23	7	T.C.	Prepped and painted shutters, worked on fitness center window project, picked up supplies
1/11/23	3.5	G.S.	Removed debris from all common areas
1/11/23	8	M.C.	Worked on hanging shutters back on hinges at amenity center, worked on amenity center window and frame
1/11/23	7.5	A.B.	Hung decorative doors back up
1/11/23	6.75	L.C.	Hung shutters, built fitness equipment
1/11/23	3.5	J.R.	Worked on entrance window install
1/11/23	2.5	J.S.	Additional court maintenance
1/11/23	2.5	J.M.	Additional court maintenance
1/12/23	8	T.C.	Worked on fitness center window project, started digging trench for internet line
1/12/23	4	G.S.	Removed debris from all common areas, removed deceased animal from road
1/12/23	8	M.C.	Worked on amenity center window and frame
1/12/23	9.5	A.B.	Installed countertop at receptionist window, installed latch on decorative door, installed trim around window
1/12/23	6.75	L.C.	Dug trench for internet cords to field house

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/12/23	4.5	J.S.	Additional court maintenance
1/12/23	2.5	J.M.	Additional court maintenance
1/13/23	8	T.C.	Took down CDD meeting, digging trench for Internet line, worked on fitness center window project
1/13/23	3.5	G.S.	Removed debris from all common areas and ponds
1/13/23	8	R.G.	Continued working on window install, installed hardy board and trim for window, continued digging trench for new wire install along fence line of amenity center
1/13/23	8	M.C.	Worked on amenity center window and frame, finished work with hardy board
1/13/23	2	L.N.	Cleaned fitness center window and grand banquet windows
1/13/23	6.5	A.B.	Installed hardy board on outer wall for reception window
1/13/23	7.75	L.C.	Dug trench for Internet cord to field house
1/13/23	2.5	J.R.	Worked on window entrance install
1/13/23	2.5	J.S.	Additional court maintenance
1/13/23	2.5	J.M.	Additional court maintenance
1/14/23	2.5	J.M.	Additional court maintenance
1/15/23	2.5	J.M.	Additional court maintenance
1/16/23	2.5	J.S.	Additional court maintenance
1/17/23	4	T.C.	Worked on fitness center window project, picked up supplies
1/17/23	4	G.S.	Removed debris from all common areas and ponds
1/17/23	4	R.G.	Finished installing hardy board on guard shack window install, cleaned out ditch line for communication cable install and cleaned up jobsite
1/17/23	8	M.C.	Finished installing hardy board on window at amenity center, finished boring hole under cement walkway for cable installation, started work on interior amenity center window bottom drywalled and caulked outer side
1/17/23	8	A.B.	Installed hardy board on new fitness center wall window, sealed in new window and repaired minor damages to wood and hardy board
1/17/23	7.25	L.C.	Painted light caps and shutters, dug trench for cable and filled
1/17/23	7	J.R.	Spray painted shutters for amenity center
1/17/23	4.5	J.S.	Additional court maintenance
1/17/23	2.5	J.M.	Additional court maintenance
1/18/23	4.5	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
1/18/23	2	R.G.	Removed pool covers for cleaning
1/18/23	8	M.C.	Finished drywall hanging and joint compound/tape, added a second coat of joint compound to prepare for sanding, assisted with removal of pool covers
1/18/23	7	A.B.	Painted new wall around fitness center window, dug trench for direct coax
1/18/23	5	L.C.	Worked on window for scanner
1/18/23	2.5	J.R.	Put up shutters at amenity center
1/18/23	2.5	J.S.	Additional court maintenance
1/18/23	3	J.M.	Additional court maintenance
1/19/23	8	T.C.	Ran cable and covered trench, set up for CDD meeting, picked up supplies
1/19/23	4.5	G.S.	Removed debris from all common areas, maintenance work on golf cart
1/19/23	8	R.G.	Finished trenching for new communication cable install, trenched for cable-tie in point to reroute cable into amenity center, installed communication cable from amenity center to basketball court bathrooms
1/19/23	8	M.C.	Caulked outside amenity center new window, painted two coats on outside siding and other connecting pieces, sanded inside same new window drywall, caulked inside window and applied one coat of fresh paint matching current interior color
1/19/23	7	A.B.	Finished digging trench for coax, ran coax through trench and pulled through fitness center building, made replacement panes for light fixtures
1/19/23	6.5	J.R.	Painting lanterns on amenity center
1/19/23	4.5	J.S.	Additional court maintenance
1/19/23	2.5	J.M.	Additional court maintenance
1/20/23	8	T.C.	Finished covering cable trench
1/20/23	4	G.S.	Removed debris from all common areas, removed deceased animal from road
1/20/23	1.5	R.G.	Touch up spots with wood putty and finished caulking around window and sides of hardy board install, finished up communication install at amenity center
1/20/23	1.5	M.C.	Touched up some spots with wood putty and scraped away excess caulk on front window side hardy board
1/20/23	7	A.B.	Made replacement panes for light fixtures, installed new light fixture panes and used old ones to replace broken panes, buried coax in trench
1/20/23	5.25	L.C.	Worked on cleaning and moving materials from amenity center
1/20/23	3.5	J.R.	Painting lanterns on amenity center
1/20/23	2.5	J.S.	Additional court maintenance
1/20/23	3	J.M.	Additional court maintenance
1/21/23	2.5	J.M.	Additional court maintenance
1/22/23	2.5	J.M.	Additional court maintenance

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2023**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/23/23	2	R.G.	Cleaned up inside of gym office from wall repair and collected supplies needed for wood repair
1/23/23	1.5	M.C.	Cleaned two pieces of trim for possible reuse on interior door/window project, swept floor shop
1/23/23	5.5	A.B.	Fixed banquet room chair, touched up paint on light fixtures
1/23/23	4	A.T.	Removed debris from all common areas
1/23/23	2.5	J.S.	Additional court maintenance
1/23/23	2	J.M.	Additional court maintenance
1/24/23	4	G.S.	Removed debris from all common areas
1/24/23	4.5	J.S.	Additional court maintenance
1/24/23	2.5	J.M.	Additional court maintenance
1/25/23	4	T.C.	Prepped and painted lights in breezeway and around building
1/25/23	3.5	G.S.	Cleaned vandalism in park, removed debris from all common areas
1/25/23	2.5	J.S.	Additional court maintenance
1/25/23	3	J.M.	Additional court maintenance
1/26/23	4	T.C.	Prepped and painted building lights
1/26/23	4	G.S.	Removed debris from all common areas and ponds
1/26/23	8	L.N.	Painted light fixtures, stocked supplies
1/26/23	4.5	J.S.	Additional court maintenance
1/26/23	2.5	J.M.	Additional court maintenance
1/27/23	3.5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
1/27/23	2.5	J.S.	Additional court maintenance
1/27/23	3	J.M.	Additional court maintenance
1/28/23	2.5	J.M.	Additional court maintenance
1/30/23	4	A.T.	Removed debris from all common areas
1/30/23	2.5	J.S.	Additional court maintenance
1/31/23	3	G.S.	Removed debris from all common areas
1/31/23	4.5	J.S.	Additional court maintenance
TOTAL	<u>669.25</u>		
MILES	<u>147</u>		*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 2/28/23

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
MY				
MIDDLE VILLAGE				
OAKLEAF	12/30/22	Carb Cleaner	4.69	S.A.
	12/30/22	Fluid Siphon Pump	12.35	S.A.
	1/3/23	Stop Rust Spray- Gloss Black (6)	48.16	J.S.
	1/3/23	Loctite Premium Adhesive	21.53	R.G.
	1/3/23	5/8 Hex Head Self Tappers	5.74	R.G.
	1/3/23	4" Mini Roller Frame	3.89	R.G.
	1/4/23	60yd 60er Duet	8.60	T.C.
	1/4/23	Fine PT BLK Marker 2pk	2.40	T.C.
	1/4/23	Heavy Duty Dewalt Utility Blades	2.29	T.C.
	1/4/23	4x3/8 Shedless Knit 6pk (2)	26.08	T.C.
	1/4/23	Pecan Uners (2)	10.97	T.C.
	1/4/23	12oz Great Stuff (2)	9.16	T.C.
	1/4/23	Gloss Black Spray Paint	8.03	T.C.
	1/5/23	2x4-96" Prime White Wood Stud (12)	51.75	T.C.
	1/5/23	3/8" 4x6 Plywood (2)	49.88	T.C.
	1/5/23	Dackmala III Green 3" Screws 28lbs	131.10	T.C.
	1/6/23	Damprid (2)	8.69	T.C.
	1/6/23	12oz Great Stuff (2)	9.16	T.C.
	1/6/23	Redgard Waterproof 1 Gal'on	60.69	T.C.
	1/6/23	2x8-8' Stud (2)	17.43	T.C.
	1/6/23	Corner Brace (8)	49.98	T.C.
	1/6/23	3/4 4x8 Plywood	63.69	T.C.
	1/6/23	2x4-96" Prime White Wood Stud	4.31	T.C.
	1/6/23	Screws #14x2-1/2 25pc	9.17	T.C.
	1/6/23	Screws #12x1-1/2 50pc	10.32	T.C.
	1/6/23	Screws Hex 1/4x1-1/4 25pc	9.17	T.C.
	1/10/23	Yellow Caution Tape	6.31	T.C.
	1/10/23	Screw Oval #10x1-1/2 20pc (2)	13.73	T.C.
	1/10/23	Tapcon 1/4x1-3/4 75pc	31.69	T.C.
	1/10/23	9" Magnetic Torpedo Level	3.44	T.C.
	1/10/23	Google's	2.76	T.C.
	1/10/23	Safety Glass Anti-Scratch	11.49	T.C.
	1/11/23	2" Flat Brush (3)	6.42	T.C.
	1/11/23	1" Flat Brush (3)	4.73	T.C.
	1/11/23	SQW DIAL Flood Lights (3)	22.87	T.C.
	1/11/23	Artist Brush Set (2)	12.58	T.C.
	1/11/23	8pc Foam Mah Brush Set	8.59	T.C.
	1/11/23	Tiny Trim Kit	3.42	T.C.
	1/12/23	2x4-12 Lumber (2)	14.54	T.C.
	1/12/23	7-14"x12" Hardie Board (10)	128.27	T.C.
	1/12/23	1x2-8 PT Lumber (4)	12.33	T.C.
	1/12/23	2x2-8 Ship (1)	13.71	T.C.
	1/12/23	Wood Screws #23x3/4 (2)	3.17	T.C.
	1/17/23	1/2"x4"x8' Drywall (2)	33.70	T.C.
	1/17/23	45 Min Set Compound	13.78	T.C.
	1/17/23	Bucket with Handle	1.89	T.C.
	1/17/23	Multi Piece Mag Torx Wrench	10.34	T.C.
	1/17/23	Wood Filler	6.89	T.C.
	1/17/23	150' Self Stick Tape	6.31	T.C.
	1/17/23	1/8" 8x1 Drywall Screws	11.26	T.C.
	1/17/23	Dynaflex Caulk (2)	14.44	T.C.
	1/17/23	Black Gloss Spray Paint (6)	48.16	T.C.
	1/18/23	Kwikset Keys (2)	7.98	T.C.
	1/18/23	Behr Satin Paint 128oz	52.88	T.C.
	1/18/23	Socket Set	22.99	R.G.
	1/18/23	Claw Hammer	5.16	R.G.
	1/18/23	Behr Eggshell Paint 128oz	39.08	T.C.
	1/18/23	Polycarb Luan Sheet (2)	47.56	T.C.
	1/20/23	Extension Cord	14.42	G.S.
	1/20/23	Utility Knife	17.22	G.S.
	1/20/23	Water Spray Nozzle	17.23	G.S.
	1/20/23	Roach Spray	7.21	G.S.
	1/20/23	Fire Ant Killer (10)	172.16	G.S.
	1/23/23	Oscillating Multi-Tool Blade Kit	24.14	T.C.
	1/23/23	Black Nitr Glove 40pk	14.36	T.C.
	1/24/23	Drill Bit Set	9.65	R.G.
	1/24/23	9" Roller Frame	2.46	R.G.
	1/24/23	4"x11" Mini Roller Frame	2.00	R.G.
	1/24/23	Husky Tool Box	5.74	R.G.
	1/27/23	Terry Towels 10pk	9.16	T.C.
	1/27/23	Free Set	10.79	T.C.
	1/27/23	Roller Pad	6.03	T.C.
	1/30/23	7-1/4" Fine Finish Diablo Blade	12.35	T.C.
	1/30/23	Caulk Tape	8.31	T.C.
	1/30/23	Husky 3pc 1/4" and 3/8" Adapter Set	8.04	T.C.
	1/30/23	Husky Bit Socket 3/8" Drive T30 Torx	2.52	T.C.
	1/30/23	Husky Tamperproof Torx 8px Socket Set	31.02	T.C.
	1/30/23	Husky 7pc 3/8" 1/2" Hex Bit Socket Set	27.57	T.C.
	1/30/23	Gas for Equipment	75.00	T.C.
	2/2/23	Cutting Wheel	13.70	G.S.
	2/2/23	Disinfecting Spray	6.42	G.S.
	2/2/23	Roach Spray	8.06	G.S.
	2/2/23	Fire Ant Killer (3)	51.65	G.S.
	2/2/23	Fire Ant Twin Pack Killer (3)	93.05	G.S.
	2/3/23	Spout Repair Kit	3.94	T.C.
	2/3/23	Closeit Bolt Set 5/16"x3-1/2"	6.14	T.C.
	2/3/23	Assorted Ring Kit 100pk	7.46	T.C.

TOTAL \$1219.51

RMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/2/23	2	J.M.	Clean and sweep tennis courts.
1/4/23	2	J.M.	Clean and sweep tennis courts.
1/6/23	2	J.M.	Clean and sweep tennis courts.
1/9/23	2	J.M.	Clean and sweep tennis courts.
1/11/23	2	J.S.	Clean and sweep tennis courts.
1/13/23	2	J.S.	Clean and sweep tennis courts.
1/16/23	2	J.S.	Clean and sweep tennis courts.
1/18/23	2	J.S.	Clean and sweep tennis courts.
1/20/23	2	J.S.	Clean and sweep tennis courts.
1/23/23	2	J.S.	Clean and sweep tennis courts.
1/25/23	2	J.S.	Clean and sweep tennis courts.
1/27/23	2	J.S.	Clean and sweep tennis courts.
1/30/23	2	J.S.	Clean and sweep tennis courts.

TOTAL	<u>26</u>
--------------	-----------

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - HAROLD STUBBS, JR.
Date: February 28, 2023 at 7:34 AM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good morning Todd,

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 – JANUARY 27, 2023
 - RESIDENT – HAROLD STUBBS, JR.
 - ADDRESS – 876 THOROUGHbred ROAD, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$250.00 - VIO - (late check/out and cleaning)
 - BOOKING FEE/DEPOSIT was via AMEX(3007):
 - DATED: 11/0822
 - SEQ#: 9
 - BATCH#: 712
 - INVOICE#: 9
 - APPROVAL CODE: 803318
 - AMOUNT: \$500.00

RECEIVED
FEB 28 2023
BY: _____

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CRE
11/08/22	11/08/22	01/27/23	HAROLD STUBBS - GB DEPOSIT	DEPOSIT	\$ 500.00			AMEX-8

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

Thank you.

I will be out of the office March 1-3, 2023.

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; 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. On 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

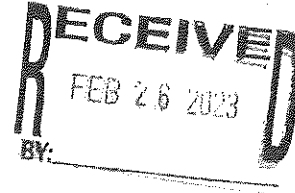
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From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - JASON CRAIG
Date: February 27, 2023 at 9:30 AM
To: Todd Polvere tpolvere@gmsnf.com

For processing to

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

GMS



Begin forwarded message:

From: Oakleaf Venues <venue rentals@oakleafresidents.com>
Subject: MVCDD refund of deposit request - JASON CRAIG
Date: February 26, 2023 at 9:33:04 PM EST
To: Oksana Kuzmuk <okuzmuk@gmsnf.com>, Tracey Fox <tfox@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Allison Mossing <amossing@gmsnf.com>

Good evening Tracey,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (SUNDAY) 2:00 P.M. to 8:00 P.M.
 - DATE OF VENUE – FEBRUARY 26, 2023
 - RESIDENT – JASON CRAIG
 - ADDRESS – 3437 PEBBLE SAND LANE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00 - BOOKING FEE/DEPOSIT
 - BOOKING FEE/DEPOSIT was via VISA(1808):
 - DATED: 2/3/23
 - SEQ#: 72
 - BATCH#: 712
 - INVOICE#: 74
 - APPROVAL CODE: 090107
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CRI
02/03/23	02/03/23	02/26/23	JASON CRAIG - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-0

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

Thank you.

I will be out of the office March 1-3, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, N
EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be he
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 c
time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

www.OakLeafResidents.com

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

Invoice

Date


3/1/2023

Invoice #

131295612974

Terms	Net 20
Due Date	3/21/2023
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	3,708.60
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
2,330,572.464				
				

Subtotal 3,816.78
Shipping Cost (FEDEX GROUND) 0.00
Total 3,816.78
Amount Due \$3,816.78

Remittance Slip

Customer
13OAK101
Invoice #
131295612974

Amount Due \$3,816.78

Amount Paid

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



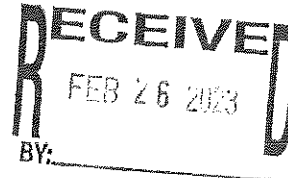
131295612974

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - SHARON RIVERA
Date: February 27, 2023 at 9:30 AM
To: Todd Polvere tpolvere@gmsnf.com

For processing

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

GMS



Begin forwarded message:

From: Oakleaf Venues <venue rentals@oakleafresidents.com>
Subject: MVCDD refund of deposit request - SHARON RIVERA
Date: February 26, 2023 at 9:25:52 PM EST
To: Oksana Kuzmuk <okuzmuk@gmsnf.com>, Tracey Fox <tfox@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmstnn.com>

Good evening Tracey,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (SATURDAY) 3:00 P.M. to 11:00 P.M.
 - DATE OF VENUE – FEBRUARY 25, 2023
 - RESIDENT – SHARON RIVERA
 - ADDRESS – 4273 WARM SPRINGS WAY, MIDDLEBURG, FL 32068
 - AMOUNT OF REFUND - \$2,300.00 - RENTAL FEE & BOOKING FEE/DEPOSIT (CANCELLED)
 - BOOKING FEE/DEPOSIT was via Visa(5926):
 - RENTAL FEE:
 - DATED: 1/12/23
 - SEQ#: 50
 - BATCH#: 712
 - INVOICE#: 51
 - APPROVAL CODE: 092910
 - AMOUNT: \$1800.00
 - BOOKING FEE/DEPOSIT:
 - DATED: 1/12/23
 - SEQ#: 51
 - BATCH#: 712
 - INVOICE#: 52
 - APPROVAL CODE: 052591
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT
01/12/23	01/12/23	02/25/23	SHARON RIVERA - GB	8	\$ 1,800.00			VISA-C
01/12/23	01/12/23	02/25/23	SHARON RIVERA - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-C

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

Thank you.

I will be out of the office March 1-3, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, N EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be he 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 c time on property is divided between two Districts, appointments are recommended.

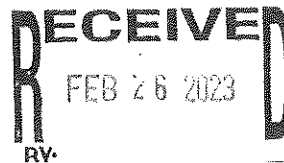
Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation
venue rentals@oakleafresidents.com

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - SHARON RIVERA
Date: February 27, 2023 at 9:30 AM
To: Todd Polvere tpolvere@gmsnf.com

For processing

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

GMS



Begin forwarded message:

From: Oakleaf Venues <venue rentals@oakleafresidents.com>
Subject: MVCDD refund of deposit request - SHARON RIVERA
Date: February 26, 2023 at 9:19:05 PM EST
To: Oksana Kuzmuk <okuzmuk@gmsnf.com>, Tracey Fox <tfox@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmstnn.com>

Good evening Tracey,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- GRAND BANQUET (SATURDAY) 3:00 P.M. to 11:00 P.M.
 - DATE OF VENUE -- FEBRUARY 25, 2023
 - RESIDENT -- SHARON RIVERA
 - ADDRESS -- 4273 WARM SPRINGS WAY, MIDDLEBURG, FL 32068
 - AMOUNT OF REFUND - \$500.00 - BOOKING FEE/DEPOSIT
 - BOOKING FEE/DEPOSIT was via VISA(7006):
 - DATED: 2/16/23
 - SEQ#: 85
 - BATCH#: 712
 - INVOICE#: 87
 - APPROVAL CODE: 002910
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CRI
02/16/23	02/16/23	02/25/23	SHARON RIVERA - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-C

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

Thank you.

I will be out of the office March 1-3, 2023.

Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, N
EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be he
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time on property is divided between two Districts, appointments are recommended.

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Governmental Management Services

www.OakLeafResidents.com

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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 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 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 disclosure under applicable law.



Invoice

Invoice #: 9973

Date: 12/01/22

Customer PO:

DUE DATE: 12/31/2022

BILL TO

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

FROM

VerdeGo
PO Box 789
3335 North State Street
Bunnell, FL 32110
Phone: 386-437-3122
www.verdego.com

DESCRIPTION

#7019 - Standard Maintenance Contract 2022 December 2022

Work order #1846 Zach

AMOUNT

\$40,710.67

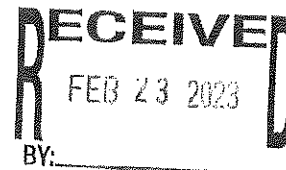
Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$40,710.67

2,320,572.462



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

Invoice

Invoice #: 2049
Invoice Date: 3/1/23
Due Date: 3/1/23
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 Management - Oakleaf Plantation - March 2023 2.310.513.3400		20,119.83	20,119.83
<div>RECEIVED MAR 03 2023 BY: _____</div> <div><i>Jerry Lambert</i> 3-3-23</div>			

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

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

Invoice

Invoice #: 2050
Invoice Date: 3/1/23
Due Date: 3/1/23
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 - March 2023 2.310.513.3400		6,331.50	6,331.50
<div>RECEIVED MAR 03 2023 BY: _____</div> <div><i>Jerry Lambert</i> 3-3-23</div>			

Total \$6,331.50

Payments/Credits \$0.00

Balance Due \$6,331.50

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2053

Invoice Date: 2/27/23

Due Date: 2/27/23

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 February 25, 2023 2.369.103 300	8.75	25.00	218.75
<div><div>RECEIVED</div><div>MAR 6 2 2023</div><div>BY: _____</div></div>			

Total \$218.75**Payments/Credits** \$0.00**Balance Due** \$218.75

3/1/23
Q2

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>
8.75	Facility Event Staff	\$ 25.00	\$ 218.75

Covers Period End: February 25, 2023

Amenities Revenue # 2-369-103

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2054

Invoice Date: 3/2/23

Due Date: 3/2/23

Case:

P.O. Number:

Bill To:

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

2,300.369 - 102

Description	Hours/Qty	Rate	Amount
Tennis Revenue / Funds deposited 3/2/23		1,289.70	1,289.70
<div>RECEIVED MAR 02 2023 BY: _____</div> <div>RECEIVED MAR 02 2023 BY: _____</div>			

Total \$1,289.70**Payments/Credits** \$0.00**Balance Due** \$1,289.70

Middle Village CDD

Breakdown of Revenues

March 2, 2023

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
03/02/23	\$ 1,433.00	\$ 1,289.70	\$ 143.30
		\$ -	\$ -

Subtotal \$ 1,433.00 \$ 1,289.70 \$ 143.30

Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
3/2/2023		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
3/2/2023		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	League Fees	Middle Village CDD 90%
3/2/2023		

Subtotal \$ - \$ - \$ -

Total Revenues \$ 1,433.00 \$ 1,289.70 \$ 143.30

Wells Fargo Bank
Transaction Receipt

Branch #0066070 04 Deposit

Account Number XXXXXXXXX4262
CHK 00182

Number of Checks 14
Check Listing


\$50.00
\$50.00
\$50.00
\$15.00
\$30.00
\$15.00
\$25.00
\$50.00
\$30.00
\$25.00
\$30.00
\$15.00
\$50.00
\$123.00

Total Checks Amount \$1,433.00
Total Deposit \$1,433.00

Transaction #035 2042
02:37PM 03/02/23
Deposit Credit Date: 03/02/23

Thank you, POLLY

MAKE CHECK PAYABLE TO:


The Lake Doctors, Inc.
Post Office 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	3/1/2023	\$1,594.00

The Lake Doctors
Post Office Box 20122
Tampa, FL 33622-0122

00000000027159001000000007659100000015940094

Please Return this portion with your payment

Invoice Due Date 4/1/2023 Invoice 76591B PO #

Invoice Date	Description	Quantity	Amount	Tax	Total
3/1/2023	PLANTATION OAKS BLVD, 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

RECEIVED
MAR 08 2023
BY: _____

Please provide remittance information when submitting payments,
otherwise payments will be applied to the oldest outstanding invoices.

Credits \$0.00

Adjustment \$0.00

AMOUNT DUE

Total Account Balance including this invoice:

\$4632.00

This Invoice Total:

\$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 155
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



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

INVOICE

BILL TO

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

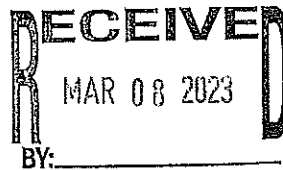
INVOICE # 8839**DATE 03/01/2023****DUE DATE 03/31/2023****TERMS End of the month****SERVICE MONTH**

March

ACTIVITY	QTY	RATE	AMOUNT
Dedicated Officer I Dedicated Officer for 10 hours Monday to Thursday and 12 hours Saturday and Sunday	326	24.95	8,133.70T
Dedicated Officer I Dedicated Officer for 7 hours Monday to Thursday and 9 hours Saturday and Sunday	233	24.95	5,813.35T



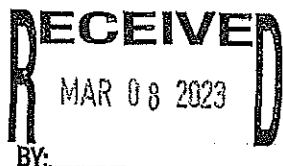
SUBTOTAL	13,947.05
TAX	0.00
TOTAL	13,947.05
BALANCE DUE	\$13,947.05





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

Invoice #101317
Invoice Date: 2/24/2023



Account #101332
Oakleaf Plantation - Double Branch and Middle Village

Invoice

Billing Location Information

Billing Address 370 Oakleaf Village Pkwy
Orange Park, FL 32065-4259

Billing Contact Jay Soriano

Main Number (904) 406-2200

Mobile Number

Email Jsoriano@Gmsnf.Com

Service Information

Services	Qty	Rate	Price
845 Oakleaf Plantation Pkwy, Orange Park, FL 32065-3531			
2/24/2023 PM: Bi-Monthly	1 visit	\$0.00 / visit	\$0.00
Bi-monthly scheduled preventative maintenance			
— Product: PM: Elliptical, Cross-trainer, ARC, AMT	3.00 Ea	\$15.00 / Ea	\$45.00
— Product: PM: Multi-Station	1.00 Ea	\$20.00 / Ea	\$20.00
— Product: PM: Recumbent, Upright Bicycle	2.00 Ea	\$10.00 / Ea	\$20.00
— Product: PM: Single-Station	7.00 Ea	\$5.00 / Ea	\$35.00
— Product: PM: Spin Bike, Rowing Machine	2.00 Ea	\$15.00 / Ea	\$30.00
— Product: PM: Treadmill	3.00 Ea	\$20.00 / Ea	\$60.00
— Product: Travel <60 miles	1.00 Ea	\$90.00 / Ea	\$90.00
— Product: Discount: Discount	1	(\$12.00)	(\$12.00)

Code to:

Middle Village Facility Maint. - Preventative

2-330-572-62100

Pay Now

Discounts:	\$12.00
Subtotal:	\$288.00
Tax:	\$0.00
Total:	\$288.00
Amount Paid:	\$0.00
Balance Due:	\$288.00

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

Billing Receipt - Please Return With Payment Remittance

Bill To:	Jay Soriano 370 Oakleaf Village Pkwy Orange Park, FL 32065-4259	Account	[101332] Oakleaf Plantation - Double Branch and Middle Village
		Invoice #	101317
		Date	Friday, February 24, 2023
Remit To:	Southeast Fitness Repair 14476 Duval Place West #208 Jacksonville, FL 32218	Amount Paid	_____
		Check Number	_____

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



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

(904) 284-7575

Invoice Number: SSI11038
Invoice Date: 3/9/2023
Page: 1

Attn: Fiscal - Accounts Receivable

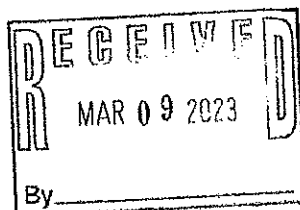
Bill
To: OAKLEAF PLANTATION CDD
MVCDD & DBCDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065
JAVIER SORIANO

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

Due Date 3/24/2023
Terms Net 15 Days

Customer ID C0000168
P.O. Number
P.O. Date 3/9/2023
Our Order No
SalesPerson

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Fees-2nd Employment Admin Fee-FEBRUARY 2023		107.25	107.25	5.00	536.25 $/2 = 268.13$
Fees-2nd Employment Scheduling		10	10	25.00	250.00 $/2 = 125$



2.320.572.34510

Amount Subject to Sales Tax USD
Amount Exempt from Sales Tax 786.25

Subtotal: 786.25
Invoice Discount: 0.00
Tax: 0.00

Total USD: 786.25 $/2 = 393.13$

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

Invoice

Invoice #: 2055
Invoice Date: 3/9/23
Due Date: 3/9/23
Case:
P.O. Number:

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

2,300.369.102

Description	Hours/Qty	Rate	Amount
Tennis Revenue / Funds deposited 3/9/23		639.00	639.00
<div>RECEIVED MAR 09 2023 BY: _____</div>			

Total \$639.00

Payments/Credits \$0.00

Balance Due \$639.00

Wells Fargo Bank
Transaction Receipt

Branch #0066070 02 Deposit

Account Number XXXXXXXXX4262
CHK 00182

Number of Checks 8

Check Listing

\$250.00
\$120.00
\$30.00
\$50.00
\$40.00
\$165.00
\$50.00
\$25.00

Total Checks Amount \$710.00
Total Deposit \$710.00

Transaction #021 2021
12:05PM R 03/09/23
Deposit Credit Date: 03/09/23

Thank you, STASHIA

Middle Village CDD

Breakdown of Revenues

March 9, 2021

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
03/09/21	\$ 710.00	\$ 639.00	\$ 71.00
		\$ -	\$ -

Subtotal \$ 710.00 \$ 639.00 \$ 71.00

Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
3/9/2021		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
3/9/2021		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Subtotal	\$ -	\$ -	\$ -

Date	League Fees	Middle Village CDD 90%
3/9/2021		

Subtotal \$ - \$ - \$ -

Total Revenues \$ 710.00 \$ 639.00 \$ 71.00

PERSONAL REIMBURSEMENT

Out-of-Pocket

NAME: Andy Fletcher

March 9, 2023

DATE	DESCRIPTION	DISTRICT	AMOUNT	
2/19/23	Walmart	MV	\$134.38	2.330.572.34300
2/13/23	Publix	MV	\$9.68	2.330.572.34300
1/11/23	Winning Concepts	MV	\$254.80	2.330.572.34300
		MV		2.330.572.34300
		MV		2.330.572.34300
				2.330.572.34300
				2.330.572.34300
		TOTAL	\$ 398.86	

Publix

Oak Leaf Commons
1675 Oakleaf Planta. on Parkway
Orange Park, FL 32065
Store Manager: Jon Wright
904-291-5108



1169 2DN 033 243

PUBLIX POPS		
1 @ 2 FOR	6.00	3.00 T F
PUBLIX POPS		
1 @ 2 FOR	6.00	3.00 T F
PUBLIX POPS		
1 @ 2 FOR	6.00	3.00 T F
Order Total	9.00	
Sales Tax	0.69	
Grand Total	9.69	
Cash	10.00	
Change	0.32	

Receipt ID: 1169 2DN 033 243

Your cashier was Isaac

02/13/2023 15:26 S1169 R03 3243 C0236

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

Publix Super Markets, Inc.

Give us feedback @ survey.walmart.com
Thank you! ID #:7SH6T110H8JH

Walmart*

904-278-1836 Mgr: NATHANIEL
1505 COUNTY ROAD 220
ORANGE PARK FL 32065
STA 02920 OPH 000011 TEN 68 TAN 09150
9528SUPERCOMB 008909402465 125.00 X
SUBTOTAL 125.00
TAX 1 7.500 % 9.38
TOTAL 134.38
VISA TEND 134.38
VISA CREDIT **** * 6346 1 1
APPROVAL # 019170
REF # 1042000314
TRANS ID - 383050500152980
VALIDATION - P2JK
PAYMENT SERVICE - E
AID 00000000031010
AAC FE9802CE2E700664
TERMINAL B 3C016130

02/19/23 08:53:38 0.00
CHANGE DUE
ITEMS SOLD 1

YCB 4661 0233 4605 6072 0721 B



Walmart*

Become a member
Scan for free 30-day trial



02/19/23 08:53:39
CUSTOMER COPY

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

G
IS USA, INC.

Invoice

Terminal ID: *****261 ***3
1/11/23 2:54 PM

d.
065

Date	Invoice #
8/25/2022	37498

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

CREDIT SALE
UID: 301118879633 REF #: 2834
BATCH #: 556 AUTH #: 011845

DESCRIPTION :
AMOUNT \$254.80

APPROVED

ARQC - 2B7DE6E042929125

ALL SALES FINAL
NO REFUNDS

CUSTOMER COPY

Ship To

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

Invoice

Invoice #: 2056
Invoice Date: 3/14/23
Due Date: 3/14/23
Case:
P.O. Number:

RECEIVED
MAR 15 2023
BY: _____

3/15/23

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>
30.25	Facility Event Staff	\$ 25.00	\$ 756.25

Covers Period End: March 11, 2023

Amenities Revenue # 2-369-103

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - MATAKIA BANKS-BROWN
Date: March 13, 2023 at 8:39 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good evening Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- (for the following venue.
 - LOCATION -- GRAND BANQUET (SATURDAY) 11:00 A.M. to 11:00 P.M.
 - DATE OF VENUE -- MARCH 11, 2023
 - RESIDENT -- MATAKIA BANKS-BROWN
 - ADDRESS -- 8011 SWAMP FLOWER DRIVE E., JACKSONVILLE, FL 32244-6162
 - AMOUNT OF REFUND -- \$700.00 - GB (\$500.00) & GL (\$200.00) DEPOSITS
 - BOOKING FEE/DEPOSIT was via MC(0805):
 - DATE: 9/6/23
 - SEQ#: 3
 - BATCH#: 891
 - INVOICE#: 3
 - APPROVAL CODE: 089748
 - AMOUNT: \$500.00

2,300,369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
09/06/22	09/06/22	03/11/23	MATAKIA BANKS-BROWN - GB DEPOSIT	DEPOSIT	\$ 500.00			MC-08974B
09/06/22	09/06/22	03/11/23	MATAKIA BANKS-BROWN - GL DEPOSIT	DEPOSIT	\$ 200.00			MC-02451B

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

Thank you.

I will be out of the office March 29-31, 2023.

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 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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RECEIVED
MAR 13 2023
BY: _____

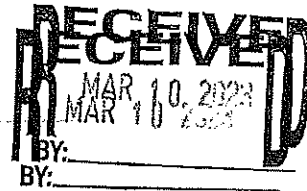
From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - PETER SPADACCINI, JR.
Date: March 10, 2023 at 7:50 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good evening Todd,

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 - MARCH 4, 2023
 - RESIDENT - PETER SPADACCINI, JR.
 - ADDRESS - 3903 PEBBLE BROOKE CIRCLE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via VISA(0570):
 - DATED: 1/23/23
 - SEQ#: 65
 - BATCH#: 712
 - INVOICE#: 57
 - APPROVAL CODE: 053802
 - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
01/23/23	01/23/23	03/04/23	PETER SPADACCINI - GB DEPOSIT	DEPOSIT	\$ 500.00		VISA-053802

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

Thank you.

I will be out of the office March 29-31, 2023.

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 on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

www.OakLeafResidents.com

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

Date: March 13, 2023 at 8:44 PM

To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

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



Good evening Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- GRAND BANQUET (FRIDAY) 4:00 P.M. to 12:00 A.M.
 - DATE OF VENUE -- MARCH 10, 2023.
 - RESIDENT -- TONIA GAILLARD.
 - ADDRESS -- 4563 PLANTATION OAKS BOULEVARD, ORANGE PARK, FL 32065-3660
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via VISA(6528):
 - DATED: 1/9/23
 - SEQ#: 45
 - BATCH#: 712
 - INVOICE#: 46
 - APPROVAL CODE: 012867
 - AMOUNT: \$500.00

2,300.369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
01/09/23	01/09/23	03/10/23	TONIA STALEY-GAILLARD - GB DEP	DEPOSIT	\$ 500.00			VISA-012867

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

Thank you.

I will be out of the office March 29-31, 2023.

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 on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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

Governmental Management Services

www.OakLeafResidents.com

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RECEIVED
MAR 13 2023
BY: _____



Invoice

Invoice #: 10827

Date: 03/01/23

Customer PO:

DUE DATE: 03/31/2023

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

#10346 - Standard Maintenance Contract 2023 March 2023
Work order #1846 Zach

AMOUNT

\$40,710.67

Invoice Notes:

Thank you for your business!

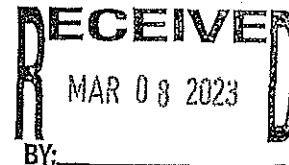
AMOUNT DUE THIS INVOICE

\$40,710.67

Code to:

2-320-572-462

Middle Village Landscape Maintenance



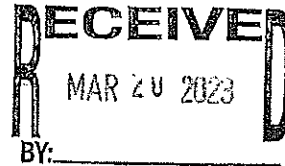
From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - DOLORES SALMERON
Date: March 20, 2023 at 9:32 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue:
 - LOCATION -- GRAND BANQUET (SATURDAY) 12:00 P.M. to 12:00 A.M.
 - DATE OF VENUE -- MARCH 18, 2023
 - RESIDENT -- DOLORES SALMERON
 - ADDRESS -- 387 HEPBURN ROAD, ORANGE PARK, FL 32065-3660
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via VISA(7405):
 - DATED: 8/15/22
 - SEQ#: 3
 - BATCH#: 678
 - INVOICE#: 4
 - APPROVAL CODE: 010279
 - AMOUNT: \$500.00



2.300.369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
08/15/22	08/15/22	03/18/22	DOLORES SALMERON - GB DEPOSIT	DEPOSIT	\$ 500.00		VISA-010279

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

Thank you.

I will be out of the office March 29-31, 2023.

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 on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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venuerentals@oakleafresidents.com
(904) 770-4661 voice email
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Governmental Management Services

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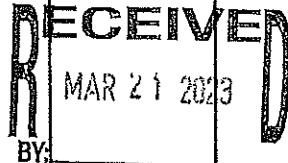
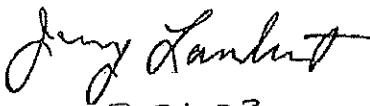
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Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2057
Invoice Date: 3/15/23
Due Date: 3/15/23
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 February 1 - February 28, 2023		12,462.21	12,462.21
Maintenance Supplies		1,047.81	1,047.81
Fac. Main. Gen. \$4,215 ⁰⁰ 2.33.572.6200			
Fac. Main. Con. \$302 ⁰⁰ 2.33.572.6220			
Lighting Repairs \$801 ⁰⁰ 2.33.572.4663			
Common Area Maint. \$4,785 ⁰² 2.320.572.4650			
Tennis Ct. Main. \$3,407 ⁰⁰ 2.33.572.3440			
			
 3-21-23			

Total	\$13,510.02
Payments/Credits	\$0.00
Balance Due	\$13,510.02

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF FEBRUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/23	3.5	G.S.	Removed debris from all common areas and ponds
2/1/23	2.5	J.S.	Additional court maintenance
2/2/23	4.5	G.S.	Removed debris from all common areas, removed deceased animal from road
2/2/23	8	L.N.	Deep cleaned fitness center equipment, baseboards and walls, grand banquet room baseboards cleaned
2/2/23	4.5	J.S.	Additional court maintenance
2/3/23	8	T.C.	Cleaned shop, worked on removing trash receptacles and holders from pool deck, fixed toilet in ladies restroom by breezeway
2/3/23	4	G.S.	Removed debris from all common areas and ponds
2/3/23	2	R.G.	Worked on cleaning up shop and maintenance on chainsaw, organized small tool area inside of shop
2/3/23	8	M.C.	Cleaning and organizing shop, removed six bolted trash receptacles around pool area
2/3/23	6	A.B.	Fixed toilet in men's bathroom, cleaned and organized shop, moved trash receptacles
2/3/23	8	L.C.	Fixed toilet in women's restroom, cleaned shop
2/3/23	2.5	J.S.	Additional court maintenance
2/4/23	2.5	J.M.	Additional court maintenance
2/5/23	2.5	J.M.	Additional court maintenance
2/6/23	4	A.T.	Removed debris from all common areas
2/6/23	2	M.C.	Organizing shop and sorting wood for future use
2/6/23	2	A.B.	Picked up wood for bulkheads
2/6/23	2.5	J.S.	Additional court maintenance
2/6/23	2.5	J.M.	Additional court maintenance
2/7/23	2	T.C.	Worked on drinking water fountain
2/7/23	3	G.S.	Removed debris from all common areas
2/7/23	4.5	J.S.	Additional court maintenance
2/7/23	2.5	J.M.	Additional court maintenance
2/8/23	6	G.S.	Removed debris from all common areas, cleaned up shop, removed debris from tennis courts
2/8/23	3	J.R.	Cleaned overhang roof of first and second floor of the amenity center in prep for meeting, used water nozzle to blast mold/dirt/spider buildup from building
2/8/23	2.5	J.S.	Additional court maintenance
2/8/23	2.5	J.M.	Additional court maintenance
2/9/23	0.5	T.C.	Picked up supplies for decking boards for nature walk
2/9/23	0.5	R.G.	Picked up concrete and materials for fence install
2/9/23	8	M.C.	Worked on boardwalk project, removed empty pallets from trailer and broken some down, removed old wood walkway approximately two sections and replaced floor with plastic wood like decking and completed attaching wooden spindles that were missing
2/9/23	8	A.B.	Worked on boardwalk project
2/9/23	6	J.R.	Worked on nature walk finishing section that was in progress and extended to another section, placed toppers for hand rails on missing segments
2/9/23	4.5	J.S.	Additional court maintenance
2/9/23	2.5	J.M.	Additional court maintenance
2/10/23	5	G.S.	Removed debris from all common areas
2/10/23	8	A.B.	Worked on boardwalk project
2/10/23	7.25	L.C.	Tore up boards at nature walk and replaced with new
2/10/23	2.5	J.S.	Additional court maintenance
2/10/23	2.5	J.M.	Additional court maintenance
2/11/23	2.5	J.M.	Additional court maintenance
2/12/23	2	J.M.	Additional court maintenance
2/13/23	2	T.C.	Set up for CDD meeting
2/13/23	4	A.T.	Removed debris from all common areas
2/13/23	2.5	J.S.	Additional court maintenance
2/14/23	9.25	G.S.	Removed debris from all common areas and ponds, cleaned up around shop and organized, treated fire ant mounds in parks and all common areas
2/14/23	4.5	J.S.	Additional court maintenance
2/14/23	2.5	J.M.	Additional court maintenance
2/15/23	2.5	J.M.	Additional court maintenance
2/16/23	8.5	G.S.	Removed debris from all common areas and ponds
2/16/23	6.5	J.R.	Worked on nature walk project, painted new and old boards, replaced decking side rails
2/16/23	4.5	J.S.	Additional court maintenance
2/16/23	2.5	J.M.	Additional court maintenance
2/17/23	7	L.C.	Closed pool, worked on missing boards at boardwalk
2/17/23	2.5	J.S.	Additional court maintenance
2/17/23	2.5	J.M.	Additional court maintenance

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF FEBRUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/18/23	2.5	J.M.	Additional court maintenance
2/20/23	5.5	L.C.	Laid deck boards on boardwalk
2/20/23	4	A.T.	Removed debris from all common areas
2/20/23	4	J.S.	Additional court maintenance
2/21/23	9	G.S.	Removed debris from all common areas and ponds
2/21/23	6.75	L.C.	Put up railing sections on boardwalk, painted boards for boardwalk
2/21/23	4.5	J.S.	Additional court maintenance
2/21/23	2.5	J.M.	Additional court maintenance
2/22/23	2.5	J.R.	Organized wood pile by tennis courts, hauled off non viable wood
2/22/23	2.5	J.S.	Additional court maintenance
2/22/23	2.5	J.M.	Additional court maintenance
2/23/23	9	G.S.	Removed debris from all common areas and ponds, treated fire ant mounds in common areas
2/23/23	6.5	J.R.	Worked on nature walk project, painted new and old boards, replaced railing
2/23/23	4.5	J.S.	Additional court maintenance
2/23/23	2.5	J.M.	Additional court maintenance
2/24/23	6.5	A.B.	Painted bathrooms, installed trash cans on pool deck
2/24/23	2.5	J.S.	Additional court maintenance
2/24/23	2.5	J.M.	Additional court maintenance
2/25/23	4	J.S.	Additional court maintenance
2/25/23	2.5	J.M.	Additional court maintenance
2/27/23	5	T.C.	Hung urinal in men's pool bathroom, hung soap dispensers and paper towel dispensers in pool bathrooms
2/27/23	5.75	R.G.	Rehung urinal in back men's pool bathroom, hung towel dispensers in men's and women's restroom, hung sanitizer in women's and men's restroom, cleaned up back area of shop
2/27/23	4	A.T.	Removed debris from all common areas
2/27/23	2.68	J.S.	Additional court maintenance
2/27/23	2.72	J.M.	Additional court maintenance
2/28/23	4	T.C.	Cleaned and filled breezeway fountain, cleaned shop and around shop and took trash to dumpsters
2/28/23	4.5	G.S.	Removed debris from all common areas
2/28/23	6.25	J.R.	Worked on replacement trash receptable, moved old ones to shop and put new ones in place
2/28/23	4.72	J.S.	Additional court maintenance
2/28/23	2.57	J.M.	Additional court maintenance

TOTAL 355.44

MILES 49

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 3/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	2/8/23	Spade Bit Set	11.43	J.S.
	2/8/23	Ryobi Engraving Kit	5.69	J.S.
	2/9/23	12' Brown Decking (15)	361.91	T.C.
	2/9/23	Stretch Wrap 20"x500'	17.24	T.C.
	2/15/23	Diablo Bi-Metal Saw Blade Set 3pc	9.19	T.C.
	2/15/23	Microfiber Towels 12pk	7.46	T.C.
	2/15/23	Terry Towels 10pk	9.19	T.C.
	2/16/23	Universal Flat Free Tire	28.74	T.C.
	2/16/23	Husky Pliers and Wrench Set	10.34	T.C.
	2/16/23	Wheelbarrow 6CY with Flat Free Tire	79.93	T.C.
	2/22/23	Fire Ant Killer (4)	124.06	G.S.
	2/22/23	Terry Towels 20pk	18.38	G.S.
	2/27/23	Anchor Kit with Screws and Bit	17.69	R.G.
	2/28/23	Toilet Seat	33.33	T.C.
	2/28/23	Fire Ant Killer (4)	124.06	G.S.
	2/28/23	Gas for Equipment	75.00	T.C.
	3/1/23	1x4 14' Strip	10.20	R.G.
	3/1/23	9-in-1 Screwdriver	10.91	R.G.
	3/1/23	Set Your Own Combo Lock	14.63	R.G.
	3/1/23	800 Lumen Utility Light	4.91	R.G.
	3/1/23	Locking Washer 25pc	7.08	R.G.
	3/1/23	Hex Nut 3/8 50pc	14.88	R.G.
	3/1/23	Hex Bolts 3/8 6" (38)	51.57	R.G.
TOTAL			<u>\$1,047.81</u>	

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

Invoice

Invoice #: 2058
Invoice Date: 3/15/23
Due Date: 3/15/23
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 February 1 - February 28, 2023- (Tennis) 2,33.572.3440		480.00	480.00
<div>RECEIVED MAR 21 2023 BY: _____</div>			
<div>Jimmy Lambert 3-21-23</div>			

Total \$480.00

Payments/Credits \$0.00

Balance Due \$480.00

RMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF FEBRUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/23	2	J.M.	Clean and sweep tennis courts.
2/3/23	2	J.M.	Clean and sweep tennis courts.
2/6/23	2	J.M.	Clean and sweep tennis courts.
2/8/23	2	J.M.	Clean and sweep tennis courts.
2/10/23	2	J.S.	Clean and sweep tennis courts.
2/13/23	2	J.S.	Clean and sweep tennis courts.
2/15/23	2	J.S.	Clean and sweep tennis courts.
2/17/23	2	J.S.	Clean and sweep tennis courts.
2/20/23	2	J.S.	Clean and sweep tennis courts.
2/22/23	2	J.S.	Clean and sweep tennis courts.
2/24/23	2	J.S.	Clean and sweep tennis courts.
2/27/23	2	J.S.	Clean and sweep tennis courts.
TOTAL	<u>24</u>		

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of RENTAL - SHARON HARRISON - REDUCED HOURS
Date: March 15, 2023 at 8:04 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good evening, Todd,

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 11:00 P.M. – NEW HOURS ARE 2:00 P.M. TO 11:00 P.M.
 - DATE OF VENUE – JULY 16, 2023
 - RESIDENT – SHARON HARRISON
 - ADDRESS – 3820 PEBBLE BROOKE CIRCLE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$300.00 (TWO HOUR REDUCTION AT \$150.00 EACH = \$300.00)
 - RENTAL FEE was via CHECK drawn on 121 FINANCIAL:
 - RENTAL FEE:
 - DATED: 1/4/23
 - CHECK#: 3384
 - DEPOSITED: 1/12/23
 - AMOUNT: \$1,450.00 = (8 HR PKG at \$1,000.00 plus three additional hours at \$150.00 each)

2,300.369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD	DEPOSITED
01/09/23	01/12/23	07/16/23	SHARON HARRISON - GB	11	\$ 1,450.00		CK# 3384		1/12/23

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

Thank you.

I will be out of the office March 29-31, 2023.

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 on property over the weekends. Since my time on property is divided between two Districts, appointments are recommended.

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venuerentals@oakleafresidents.com
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RECEIVED
MAR 15 2023
BY: _____

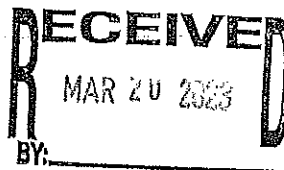
RECEIVED
MAR 15 2023
BY: _____

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - TALORE SMITH
Date: March 20, 2023 at 9:40 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening, Todd,

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 – MARCH 19, 2023.
 - RESIDENT – TALORE SMITH.
 - ADDRESS – 1246 BEDROCK DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$700.00 – \$500.00 GRAND BANQUET and \$200.00 GRAND LAWN
 - BOOKING FEE/DEPOSIT was via DISCOVER(8069):
 - GRAND BANQUET:
 - DATED: 7/5/22
 - SEQ#: 4
 - BATCH#: 639
 - INVOICE#: 4
 - APPROVAL CODE: 00528R
 - AMOUNT: \$500.00
 - GRAND LAWN:
 - DATED: 7/5/22
 - SEQ#: 5
 - BATCH#: 639
 - INVOICE#: 4
 - APPROVAL CODE: 00512R
 - AMOUNT: \$200.00



2.300.369.103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/05/22	07/05/22	03/19/23	TALORE SMITH - GB DEPOSIT	DEPOSIT	\$ 500.00			DISCVR-00528R
07/05/22	07/05/22	03/19/23	TALORE SMITH - GL DEPOSIT	DEPOSIT	\$ 200.00			DISCVR-00512R

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

Thank you.

I will be out of the office March 29-31, 2023.

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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.

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/03/23	00009	2/20/23 2051	202301 600-53800-64000	JAN REPAIR AND REPLACE	*	11,195.00	
				GOVERNMENTAL MANAGEMENT SERVICES			11,195.00 000542
3/09/23	00073	2/17/23 826171	202302 600-53800-64000	EQUIPMENT WIPES	*	575.00	
				ERC WIPING PRODUCTS			575.00 000543
3/16/23	00033	9/23/23 37735	202210 600-53800-64000	SCREEN PRINT ON T-SHIRTS	*	1,477.94	
				WINNING CONCEPTS USA, INC.			1,477.94 000544
TOTAL FOR BANK C						13,247.94	
TOTAL FOR REGISTER						13,247.94	

MVIL MIDDLE VILLAGE OKUZMUK

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

Invoice

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

RECEIVED
FEB 24 2023
BY: _____

Invoice #: 2051
Invoice Date: 2/20/23
Due Date: 2/20/23
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance January 1 - January 31, 2023		23,489.17	23,489.17
Maintenance Supplies		1,919.51	1,919.51
Fac. Maint Gen #4,625 ⁰⁰ 2.33.572.6200			
Fac Maint Cont #304 ⁰⁰ 2.33.572.6220			
Lighting Repairs \$833 ⁰⁰ 2.33.572.4663			
Common Area Maint \$5,415 ⁶⁸ 2.320.572.4650			
Repair/Replace \$11,195⁰⁰ X 34.538.6400			
Tennis Ct. Maint. #3,108 ⁰⁰ 2.33.572.3440			

Jerry Lambert
2-23-23

Total	\$25,408.68
Payments/Credits	\$0.00
Balance Due	\$25,408.68
	- 11,195 ⁰⁰
Total	\$14,213.68

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/2/23	4	A.T.	Removed debris from all common areas
1/3/23	8	T.C.	Took down Christmas tree and décor in Grand Banquet, took down Christmas lights
1/3/23	4	G.S.	Removed debris from all common areas, cleaned up vandalized park
1/3/23	6	R.G.	Sanded doors and shutters for entrance at amenity center, repainted two doors, cleaned up shop and work bench and organized small tool area, covered heated pool, set up for CDD meeting at amenity center
1/3/23	4	M.C.	Sanding doors, organizing shop
1/3/23	10	A.B.	Took down decorative doors, prepped doors for paint, covered pool
1/3/23	8	L.C.	Prepped and painted shutters
1/3/23	6.5	J.R.	Removed bee swarm by baseball, set up for CDD meeting
1/3/23	3.5	J.M.	Additional court maintenance
1/4/23	8	T.C.	Took down shutters from building, took down Christmas lights, picked up supplies
1/4/23	5.5	G.S.	Removed debris from all common areas and ponds
1/4/23	2	R.G.	Inspected area where new window install is going, gathered materials list for fitness center, covered heated pool, continued organizing tool area of shop and started inventory of current tools
1/4/23	4	M.C.	Prepared for window and frame work, cleaned shop
1/4/23	9	A.B.	Prepped doors and painted them, began working on new check in window, covered pool
1/4/23	7.75	L.C.	Painted and prepped doors and shutters
1/4/23	4	J.R.	Removed entrance light and put in storage
1/5/23	8	T.C.	Worked on fitness center window project
1/5/23	3.5	G.S.	Removed debris from all common areas, removed deceased animal from road
1/5/23	4	R.G.	Started taking window out for new install at amenity center/gym entrance
1/5/23	4	M.C.	Started removing windows and existing frame work
1/5/23	8	L.N.	Took down CDD meeting, uncovered pool, put shutters up around property
1/5/23	8	A.B.	Fixed broken door, prepped for paint, painted doors
1/5/23	8.25	L.C.	Fixed broken shutters and painted the rest of shutters, covered pool
1/5/23	7	J.R.	Pressure washed entrance building
1/5/23	3.5	J.M.	Additional court maintenance
1/6/23	8	T.C.	Worked on fitness center window project, picked up supplies
1/6/23	4.5	G.S.	Removed debris from all common areas
1/6/23	5	R.G.	Continued taking out windows, started frame work for new window install
1/6/23	8	M.C.	Continued removal of existing doors and windows, framed in area covered with plywood
1/6/23	2	A.B.	Fixed decorative door
1/6/23	7.75	L.C.	Took down Christmas lights, organized lights, framed wall
1/6/23	5	J.R.	Worked on entrance lamp painting, covered pool
1/7/23	3.5	J.M.	Additional court maintenance
1/9/23	8	T.C.	Set up CDD meeting, worked on fitness center window project, picked up supplies
1/9/23	8	R.G.	Continued working on window install, finished framing in window, installed window and exterior framing plywood along with brackets for countertop
1/9/23	8	M.C.	Worked on amenity center window and frame
1/9/23	7.5	A.B.	Started rehanging decorative doors, worked on new receptionist window
1/9/23	4	A.T.	Removed debris from all common areas
1/10/23	4	T.C.	Prepped and painted shutters for building, picked up supplies
1/10/23	4	G.S.	Removed debris from all common areas
1/10/23	4	M.C.	Worked on hanging shutters and hinges at amenity center
1/10/23	8	A.B.	Installed receptionist window and plywood sheeting on wall, hung decorative doors
1/10/23	9.25	L.C.	Assisted hanging and finished painting shutters, covered pool, fixed wheel from pool rack
1/10/23	4.5	J.S.	Additional court maintenance
1/10/23	2.5	J.M.	Additional court maintenance
1/11/23	7	T.C.	Prepped and painted shutters, worked on fitness center window project, picked up supplies
1/11/23	3.5	G.S.	Removed debris from all common areas
1/11/23	8	M.C.	Worked on hanging shutters back on hinges at amenity center, worked on amenity center window and frame
1/11/23	7.5	A.B.	Hung decorative doors back up
1/11/23	6.75	L.C.	Hung shutters, built fitness equipment
1/11/23	3.5	J.R.	Worked on entrance window install
1/11/23	2.5	J.S.	Additional court maintenance
1/11/23	2.5	J.M.	Additional court maintenance
1/12/23	8	T.C.	Worked on fitness center window project, started digging trench for internet line
1/12/23	4	G.S.	Removed debris from all common areas, removed deceased animal from road
1/12/23	8	M.C.	Worked on amenity center window and frame
1/12/23	9.5	A.B.	Installed countertop at receptionist window, installed latch on decorative door, installed trim around window
1/12/23	6.75	L.C.	Dug trenched for internet cords to field house

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/12/23	4.5	J.S.	Additional court maintenance
1/12/23	2.5	J.M.	Additional court maintenance
1/13/23	8	T.C.	Took down CDD meeting, digging trench for internet line, worked on fitness center window project
1/13/23	3.5	G.S.	Removed debris from all common areas and ponds
1/13/23	8	R.G.	Continued working on window install, installed hardy board and trim for window, continued digging trench for new wire install along fence line of amenity center
1/13/23	8	M.C.	Worked on amenity center window and frame, finished work with hardy board
1/13/23	2	L.N.	Cleaned fitness center window and grand banquet windows
1/13/23	6.5	A.B.	Installed hardy board on outer wall for reception window
1/13/23	7.75	L.C.	Dug trench for internet cord to field house
1/13/23	2.5	J.R.	Worked on window entrance install
1/13/23	2.5	J.S.	Additional court maintenance
1/13/23	2.5	J.M.	Additional court maintenance
1/14/23	2.5	J.M.	Additional court maintenance
1/15/23	2.5	J.M.	Additional court maintenance
1/16/23	2.5	J.S.	Additional court maintenance
1/17/23	4	T.C.	Worked on fitness center window project, picked up supplies
1/17/23	4	G.S.	Removed debris from all common areas and ponds
1/17/23	4	R.G.	Finished installing hardy board on guard shack window install, cleaned out ditch line for communication cable install and cleaned up jobsite
1/17/23	8	M.C.	Finished installing hardy board on window at amenity center, finished boring hole under cement walkway for cable installation, started work on interior amenity center window bottom drywalled and caulked outer side
1/17/23	8	A.B.	Installed hardy board on new fitness center wall window, sealed in new window and repaired minor damages to wood and hardy board
1/17/23	7.25	L.C.	Painted light caps and shutters, dug trench for cable and filled
1/17/23	7	J.R.	Spray painted shutters for amenity center
1/17/23	4.5	J.S.	Additional court maintenance
1/17/23	2.5	J.M.	Additional court maintenance
1/18/23	4.5	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
1/18/23	2	R.G.	Removed pool covers for cleaning
1/18/23	8	M.C.	Finished drywall hanging and joint compound/tape, added a second coat of joint compound to prepare for sanding, assisted with removal of pool covers
1/18/23	7	A.B.	Painted new wall around fitness center window, dug trench for direct coax
1/18/23	5	L.C.	Worked on window for scanner
1/18/23	2.5	J.R.	Put up shutters at amenity center
1/18/23	2.5	J.S.	Additional court maintenance
1/18/23	3	J.M.	Additional court maintenance
1/19/23	8	T.C.	Ran cable and covered trench, set up for CDD meeting, picked up supplies
1/19/23	4.5	G.S.	Removed debris from all common areas, maintenance work on golf cart
1/19/23	8	R.G.	Finished trenching for new communication cable install, trenched for cable-tie in point to reroute cable into amenity center, installed communication cable from amenity center to basketball court bathrooms
1/19/23	8	M.C.	Caulked outside amenity center new window, painted two coats on outside siding and other connecting pieces, sanded inside same new window drywall, caulked inside window and applied one coat of fresh paint matching current interior color
1/19/23	7	A.B.	Finished digging trench for coax, ran coax through trench and pulled through fitness center building, made replacement panes for light fixtures
1/19/23	6.5	J.R.	Painting lanterns on amenity center
1/19/23	4.5	J.S.	Additional court maintenance
1/19/23	2.5	J.M.	Additional court maintenance
1/20/23	6	T.C.	Finished covering cable trench
1/20/23	4	G.S.	Removed debris from all common areas, removed deceased animal from road
1/20/23	1.5	R.G.	Touch up spots with wood putty and finished caulking around window and sides of hardy board install, finished up communication install at amenity center
1/20/23	1.5	M.C.	Touched up some spots with wood putty and scraped away excess caulk on front window side hardy board
1/20/23	7	A.B.	Made replacement panes for light fixtures, installed new light fixture panes and used old ones to replace broken panes, buried coax in trench
1/20/23	5.25	L.C.	Worked on cleaning and moving materials from amenity center
1/20/23	3.5	J.R.	Painting lanterns on amenity center
1/20/23	2.5	J.S.	Additional court maintenance
1/20/23	3	J.M.	Additional court maintenance
1/21/23	2.5	J.M.	Additional court maintenance
1/22/23	2.5	J.M.	Additional court maintenance

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
MAINTENANCE BILLABLE HOURS
FOR THE MONTH OF JANUARY 2023

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
1/23/23	2	R.G.	Cleaned up inside of gym office from wall repair and collected supplies needed for wood repair
1/23/23	1.5	M.C.	Cleaned two pieces of trim for possible reuse on interior door/window project, swept floor shop
1/23/23	5.5	A.B.	Fixed banquet room chair, touched up paint on light fixtures
1/23/23	4	A.T.	Removed debris from all common areas
1/23/23	2.5	J.S.	Additional court maintenance
1/23/23	2	J.M.	Additional court maintenance
1/24/23	4	G.S.	Removed debris from all common areas
1/24/23	4.5	J.S.	Additional court maintenance
1/24/23	2.5	J.M.	Additional court maintenance
1/25/23	4	T.C.	Prepped and painted lights in breezeway and around building
1/25/23	3.5	G.S.	Cleaned vandalism in park, removed debris from all common areas
1/25/23	2.5	J.S.	Additional court maintenance
1/25/23	3	J.M.	Additional court maintenance
1/26/23	4	T.C.	Prepped and painted building lights
1/26/23	4	G.S.	Removed debris from all common areas and ponds
1/26/23	8	L.N.	Painted light fixtures, stocked supplies
1/26/23	4.5	J.S.	Additional court maintenance
1/26/23	2.5	J.M.	Additional court maintenance
1/27/23	3.5	G.S.	Removed debris from all common areas, treated fire ant mounds in parks
1/27/23	2.5	J.S.	Additional court maintenance
1/27/23	3	J.M.	Additional court maintenance
1/28/23	2.5	J.M.	Additional court maintenance
1/30/23	4	A.T.	Removed debris from all common areas
1/30/23	2.5	J.S.	Additional court maintenance
1/31/23	3	G.S.	Removed debris from all common areas
1/31/23	4.5	J.S.	Additional court maintenance

TOTAL 669.25

MILES 147

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 2/05/23

DISTRICT	DATE	SUPPLIES	PRICE	EMPLOYEE
MV				
MIDDLE VILLAGE				
OAKLEAF	12/30/22	Carb Cleaner	4.68	S.A.
	12/30/22	Fluid Siphon Pump	12.35	S.A.
	1/3/23	Stop Rust Spray- Gloss Black (6)	48.16	J.S.
	1/3/23	Loctite Premium Adhesive	21.53	R.G.
	1/3/23	5/8 Hex Head Self Tappers	5.74	R.G.
	1/3/23	4" Mini Rofer Frame	3.99	R.G.
	1/4/23	60yd 6Aier Duct	8.60	T.C.
	1/4/23	Fine PT BLK Marker 2pk	2.40	T.C.
	1/4/23	Heavy Duty Dewalt Utility Blades	2.29	T.C.
	1/4/23	4x3/8 Shedless Knt 6pk (2)	26.08	T.C.
	1/4/23	Petcan Liners (2)	10.97	T.C.
	1/4/23	12oz Greal Shiff (2)	9.15	T.C.
	1/4/23	Gloss Black Spray Paint	8.03	T.C.
	1/5/23	2x4-66" Prime White Wood Stud (12)	51.75	T.C.
	1/5/23	3/8" 4x8 Plywood (2)	49.88	T.C.
	1/5/23	Deckhiale III Green 3" Screws 25lbs	131.10	T.C.
	1/8/23	Dampgrid (2)	8.69	T.C.
	1/8/23	12oz Greal Shiff (2)	9.15	T.C.
	1/8/23	Redgard Waterproof 1 Galon	60.69	T.C.
	1/8/23	2x6-8' Stud (2)	17.43	T.C.
	1/8/23	Corner Brace (8)	49.98	T.C.
	1/8/23	3/4 4x8 Plywood	63.69	T.C.
	1/8/23	2x4-98" Prime White Wood Stud	4.31	T.C.
	1/8/23	Screws #14x2-1/2 25pc	9.17	T.C.
	1/8/23	Screws #12x1-1/2 50pc	10.32	T.C.
	1/8/23	Screws Hex 1/4x1-1/4 25pc	9.17	T.C.
	1/10/23	Yellow Caution Tape	6.31	T.C.
	1/10/23	Screw Oval #10x1-1/2 20pc (2)	13.73	T.C.
	1/10/23	Tapcon 1/4x1-3/4 75pc	31.59	T.C.
	1/10/23	8" Magnetic Torpedo Level	3.44	T.C.
	1/10/23	Goggles	2.75	T.C.
	1/10/23	Safety Glass Ank-Scratch	11.49	T.C.
	1/11/23	2" Flat Brush (3)	5.42	T.C.
	1/11/23	1" Flat Brush (3)	4.73	T.C.
	1/11/23	90W DIM Flood Lights (3)	22.87	T.C.
	1/11/23	Arrel Brush Set (2)	12.58	T.C.
	1/11/23	8pc Foam Roll Brush Set	6.59	T.C.
	1/11/23	Thin Trim Kit	3.42	T.C.
	1/12/23	2x4-12 Lumber (2)	14.54	T.C.
	1/12/23	7-1/4"x12" Hardie Board (10)	126.27	T.C.
	1/12/23	1x2-8 PT Lumber (4)	12.33	T.C.
	1/12/23	2x2-8 Strip (4)	13.71	T.C.
	1/12/23	Wood Screws #23x3/4 (2)	3.17	T.C.
	1/17/23	1/2"x4x8" Drywall (2)	33.70	T.C.
	1/17/23	45 Min Set Compound	13.78	T.C.
	1/17/23	Bucket with Handle	1.89	T.C.
	1/17/23	Half Piece Mag Torx Wrench	10.24	T.C.
	1/17/23	Wood Filer	6.89	T.C.
	1/17/23	160' Self Stick Tape	6.31	T.C.
	1/17/23	18 6x1 Drywall Screws	11.25	T.C.
	1/17/23	Dynaflex Caulk (2)	14.44	T.C.
	1/17/23	Black Gloss Spray Paint (6)	48.18	T.C.
	1/18/23	Kwiksol Keys (2)	7.98	T.C.
	1/18/23	Behr Satin Paint 128oz	52.88	T.C.
	1/18/23	Socket Set	22.99	R.G.
	1/18/23	Crow Hammer	5.16	R.G.
	1/19/23	Behr Eggshell Paint 128oz	39.08	T.C.
	1/19/23	Polycarb Lexan Sheet (2)	47.58	T.C.
	1/20/23	Extension Cord	14.42	G.S.
	1/20/23	Utility Knife	17.22	G.S.
	1/20/23	Water Spray Nozzle	17.23	G.S.
	1/20/23	Roach Spray	7.21	G.S.
	1/20/23	Fire Ant Killer (10)	172.16	G.S.
	1/23/23	Oscillating Multi-Tool Blade Kit	24.14	T.C.
	1/23/23	Black Nitr Gloves 40pk	14.36	T.C.
	1/24/23	Orb Bit Set	9.85	R.G.
	1/24/23	9" Rofer Frame	2.46	R.G.
	1/24/23	4"x11" Mini Rofer Frame	2.00	R.G.
	1/24/23	Husky Tool Box	5.74	R.G.
	1/27/23	Terry Towels 10pk	9.19	T.C.
	1/27/23	Fine Sol	10.79	T.C.
	1/27/23	Rofer Pol	6.03	T.C.
	1/30/23	7-1/4" Fine Finish Diablo Blade	12.35	T.C.
	1/30/23	Caution Tape	6.31	T.C.
	1/30/23	Husky 3pc 1/4" and 3/8" Adapter Set	8.04	T.C.
	1/30/23	Husky Bit Socket 3/8" Drive T30 Torx	2.52	T.C.
	1/30/23	Husky Tamperproof Torz 8pk Socket Set	31.02	T.C.
	1/30/23	Husky 7pc 3/8" Mini Hex Bit Socket Set	27.67	T.C.
	1/30/23	Gas for Equipment	75.00	T.C.
	2/2/23	Cutting Wheel	13.70	G.S.
	2/2/23	Disinfecting Spray	6.42	G.S.
	2/2/23	Roach Spray	6.06	G.S.
	2/2/23	Fire Ant Killer (3)	51.65	G.S.
	2/2/23	Fire Ant Twin Pack Killer (3)	93.05	G.S.
	2/3/23	Spout Repair Kit	3.94	T.C.
	2/3/23	Close Bolt Set 5/16"x3-1/2"	6.14	T.C.
	2/3/23	Assorted Ring Kit 100pk	7.46	T.C.

TOTAL \$1,919.51



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

Order Number	Page
826171	1

Sold-To: 29121
OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065
Phone: (904) 406-2206

Ship-To:
OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065
(904) 406-2206

Order No.	Customer P/O	Ship By	Term	Ship Date	Sales Rep
826171	MIDDLE BRANCH	R & L CARRIERS EXCEP	NET 30	2/17/2023	34

Item	Description	U/M	Order	Ship	B/O	Net Price	Extended
EW3000MAX		CSEE	10	10		57.5000	575.00
<p>Code to: Middle Village Repair and Replacements 34-600-538-64000</p> <p>RECEIVED MAR 08 2023 BY: _____</p>							

THANK YOU FOR YOUR ORDER.
MOST ORDERS WILL SHIP WITHIN 24 HOURS.



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

RECEIVED
MAR 08 2023
BY: _____

Invoice

Date	Invoice #
9/23/2022	37735

Bill To
Oakleaf Tennis
Code to:

Ship To

Middle Village Repair and Replacements

34-600-538-64000		P.O. No.	Terms	Rep
				DCM
Quantity	Description	Rate	Amount	
76	Screen print full front 2 color imprint yellow and white Screen print left sleeve one color imprint white On ST350LS long sleeve t-shirts Forest green- 4 med, 6 Lg, 8 XL, 2 XXL, 2 3XL Iron grey- 4 med, 6 Lg, 8 XL, 2 XXL, 2 3XL On LST353LS long sleeve t-shirts Forest green- 4 XS, 4 Sm, 4 Med, 2 Lg, 2 XL Iron grey- 4 XS, 4 Sm, 4 Med, 2 Lg, 2 XL	11.59	880.84	
38	Screen print full front 2 color imprint yellow and black Screen print left sleeve one color imprint black On ST350LS long sleeve t-shirts White- 4 med, 6 Lg, 8 XL, 2 XXL, 2 3XL On LST353LS long sleeve t-shirts White- 4 XS, 4 Sm, 4 Med, 2 Lg, 2 XL	11.95	454.10	
4	Screen Charge	25.00	100.00	
1	Ink Change	10.00	10.00	
6	Add for XXL	2.00	12.00	
6	Add for 3XL	3.50	21.00	
Thank you for your business! Daniel McClees 904/272-9784		Total	\$1,477.94	
We impose a surcharge of 3.5% on the transaction amount on credit card products, which is not greater than our cost of acceptance. We do not surcharge debit cards, prepaid cards or gift cards.		Payments/Credits	\$0.00	
		Balance Due	\$1,477.94	

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

Community:

Special Events

- Report Spring Break at Pools, report Virtual Egg Hunt
- April Movie on the Green
- Tennis/Pickleball socials
- Upcoming – Pool opens beyond weekends in May, Dive in at DB

Aquatics

- Heaters are off until next winter season
- Alternating Schedules in May
- Lifeguard classes, Swim Team, swim lessons, and new JR. Guards program

Amenity Usage

- *Total Facilities Usage – Unable to calculate due to damaged server*
- *Average daily usage – Unable to calculate due to damaged server*

Card counts:

MV Owners	52
MV Renters	55
MV Replacements	8
MV Updated	4

Total cards printed: 342 (both districts)

Rentals

- 16 of 31 days rented in March ,4 of 4 weekends rented
- 22 Grand Ballroom rentals, 7 Grand Lawn rental, 3 Bridal Suite rentals, 0 patio rentals
- 33 tours (78 approx.hours)/89 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

- Update on fencing/gate installs
- Report on damaged items in February storm
- Gazebo/promenade walls

MAINTENANCE

- Inspect and diagnose issues with Tennis irrigation
- Coordinate repair and replacements of timer, solenoids, and valves at Tennis cts.
- Coordinate repair/replacement of damaged Moca adapter for Tennis internet
- Diagnose connection issues for access control – coordinate replacement of lantronix server
- Diagnose issues with motor control (VFD) on 7.5hp slide motor
- Coordinate repair of motor control
- Remove and replace machines (bikes) at Fitness Center
- Preventative maintenance at FC
- Deliver UTV to repair shop – motor stalling
- Replace bathroom dividers at family pool Men's bathroom
- Replace multiple cross beams at rear pool Gazebo
- Repair sunken pavers at Pool Deck
- Coordinate repairs and inspect multiple pool tiles
- Continued plank cutting and framing prep for boardwalk renovations
- Install of matting under slide at Sprayground
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Coordinate supply order to replace old grids on Filter system
- Coordinate repair of damaged well pump controls on main building (possible storm damage)
- Painting of "weathered" light fixtures
- Remove damaged tables from Deerview (coordinate repair/replacements)
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Multiple drop off trips for refuse removal (rosemary hill)
- Audit of access cards – ongoing (to include audit of adult family members in household)
- Data collection for Florida Department of Labor
- Continual Lake Inspections – all lakes inspected monthly – reports kept on file in Ops. Manager office.
- Continual Park inspections and cleaning – reports kept on file.
- Light Inspections completed – Whitfield, Boulevard, Parkway, and Hamilton Glenn completed 3 /10 Forest Brook, Creekview, Oakpoint, and Timberlake completed 3 /27

Landscaping

- *Install of fresh mulch at Amenity Center*
- *Monthly report for March. 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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