

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.
--

March 13, 2023

Middle Village CDD

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.

March 13, 2023

Middle Village CDD

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.

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.

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

March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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 12<sup>th</sup> meeting and adopt the budget at your August 21<sup>st</sup> 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

March 13, 2023

Middle Village CDD

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.

March 13, 2023

Middle Village CDD

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.

March 13, 2023

Middle Village CDD

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**



March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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 20<sup>th</sup>. We have a mandatory meeting where all the vendors meet with me on April 4<sup>th</sup>. This used to be a big process because it is a big neighborhood.

March 13, 2023

Middle Village CDD

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 20<sup>th</sup> 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 an 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 25<sup>th</sup>. 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

March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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 20<sup>th</sup>, 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.



March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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.

March 13, 2023

Middle Village CDD

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.

March 13, 2023

Middle Village CDD

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.

March 13, 2023

Middle Village CDD

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.

March 13, 2023

Middle Village CDD

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

March 13, 2023

Middle Village CDD

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?

March 13, 2023

Middle Village CDD

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 10<sup>th</sup> 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.

DocuSigned by:  
*Marilee Giles*  
3B3269E1043B434...

Secretary/Assistant Secretary

DocuSigned by:  
*Michael Steiner*  
835D57052CED44D...

Chairman/Vice Chairman