

**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 Monday, **August 21, 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
Sherrie Mifsud	Vice Chair
Julie Arnau	Assistant Secretary
Jonel Hicks <i>by phone</i>	Assistant Secretary
Shawn Bland	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo
Kate John <i>by phone</i>	Kutak Rock

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being no comments, the next item followed.

The following two items were taken out of order of the agenda.

FIFTH ORDER OF BUSINESS

Consideration of Reciprocal License Agreement with Trinity Church

Mr. Eckert stated a couple of meetings ago the pastor of Trinity Church wanted to talk to the District about clarifying some maintenance responsibilities. They have the southwest corner of the roundabout and normally we wouldn't have a lot to do with that, except for the fact that we own a piece of Plantation Oaks Boulevard. They are in the process of building their church

August 21, 2023

Middle Village CDD

and they want to make sure they can have appropriate landscaping out front. The property line runs through a grassy median, so that caused a little bit of concern. You have this agreement in front of you, the purpose of which is to delineate the maintenance responsibilities between the CDD and the church. We're not taking on anymore responsibilities than we have right now, but we're making sure we clarify who is going to be doing what on which pieces of land. We have a typical license agreement, which either party can terminate if we don't like it anymore. There is also a map attached to it and there will be a slight change to that because they want to maintain more area than what was on the initial map. Specifically, their main entrance. What we're asking for today is for the Board to approve the document in substantial form with the authority for the Chair to execute after approval by the Chair, the operations manager and District counsel.

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor the reciprocal license agreement with Trinity Church was approved in substantial form, subject to final approval by the Chair, the operations manager and District counsel.

Mr. Eckert stated I don't understand why the CDD owns this piece of Plantation Oaks Boulevard. I've asked the question of the engineer and it looks like it was a left over piece that just got deeded to the CDD, so I have to talk to the County attorney about some other issues here at Oakleaf Plantation and I want to, on behalf of the Board, talk to them about them taking ownership of this property since they own the roads all the way around it. Unless the Board objects to me doing that, I'm going to try to get that meeting scheduled in September.

There were no objections from the Board.

SIXTH ORDER OF BUSINESS

Discussion of Right-of-Way Easement for Clay Electric

Mr. Eckert stated Clay Electric has sent us a request for an easement over the piece of road that I've been talking to you about. Two things with this easement that I have questions about. Number one is we don't want to own this roadway, so we don't want to agree to a form of an easement that will encumber the property and then go to the county and say we'd like you to take this property and then the county says, we'd love to, but you put this easement on it and we don't use that form of easement and we won't accept it because you've put this easement on it. I want to make sure the county is okay with the form of the easement. The second part about it is I

August 21, 2023

Middle Village CDD

think they want to go under the roadway, but they want an easement over the entire roadway, and I want to know where they're going to be and how much of the roadway they're going to disturb if any. I think we need to narrow down the focus of the area of the easement. So, you have the language in the easement I have to run by the county, and then you have the area where they're actually going to be going underneath the roadway. At this point in time, we don't recommend approval today unless there's some time sensitive reason for this, but we just want you to know we got this request from Clay Electric and we're looking into those two issues. Once we get those two issues resolved, we will be recommending that the Board work with Clay Electric to make that happen. It's typical use of a right-of-way, but it needs to be limited.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Acceptance of Resignation of Tim Hartigan

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor Tim Hartigan's resignation was accepted.

B. Consideration of Appointing a New Supervisor to Fill the Vacancy

Ms. Giles stated we included your board vacancy policy in your agenda package. Under section four it outlines your four options: candidates can be nominated by a board member to fill the vacancy, any resident of the District can express their desire to be considered for the vacancy by contacting the District manager, the Board can formally post a notice of the vacancy, and the Board may choose to allow the remaining term of the vacant seat. We had a resident reach out to Jay and submit his resume and I've given that to you.

Mr. Eckert stated when you fill the vacancy, you're only filling for the remainder of that person's term. It's not a new two-year or four-year term.

Chairman Steiner stated I believe that seat just went through the election process this last year.

Ms. Giles stated yes, so it expires November of 2026.

Chairman Steiner stated Mr. Bland, thank you for submitting your resume. You've lived in the area for quite some time.

Mr. Bland stated yes, sir. I purchased a home in Hamilton Glen in 2010 and my family has been there ever since. I just retired from the military after 28 years on August 3rd, so I've

August 21, 2023

Middle Village CDD

been in and out over the last 12 or 13 years, but my family has been in this area, and we've stayed in this house. Now I teach history over at Oakleaf High School.

Mr. Soriano stated Mr. Bland has been asked multiple times in the past but unfortunately, he's had to decline because of his position in the military. There are a lot of rules, and they don't like them taking a governmental seat, but he has been in consideration before.

Chairman Steiner stated you have a very impressive resume. There would be no reason for us not to appoint or nominate.

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor appointing Mr. Shawn Bland to fill the vacant seat was approved.
--

C. Oath of Office for Newly Appointed Supervisor

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

Ms. Giles stated you are now a government official in the State of Florida and like any other government official in this capacity, you are subject to comply by the Sunshine Law. If any business is to be discussed about Middle Village CDD, you can talk to anyone, but you may only talk to the other supervisors at a publicly noticed meeting such as this one. You're also subject to the Florida public records law, meaning any document you may acquire or generate pertaining to the District is subject to public records requests. We ask that any document, including electronic communication be kept segregated in the event a request is made. GMS's office stores and archives all of the District's records in the event there is a request, so we typically can handle them for you. The first thing you should do if you get a request is contact myself and if it's something I can't handle, we will reach out to District counsel. You can create an email address just for CDD business if you'd like. Before you is a packet that has questions and answers about District business, Chapter 190 of the Florida Statutes and some information on the ethics and Sunshine Law. Mr. Eckert is District counsel, I'm your District manager, Mr. Soriano is the operations manager, Ms. Suchsland is landscape and usually we have security here.

Mr. Eckert stated the Sunshine Law applies to all forms of communication, including emails and text messages. I personally suggest you don't use text messages for District business because it can be hard to save and produce them. It also applies to competing social media posts.

August 21, 2023

Middle Village CDD

The way that would work is one supervisor posts on Facebook and says, “I think we ought to invest more into landscaping.” And then the other supervisor says, “That’s a great idea, let’s talk about it at the next meeting.” You all have just had a communication, so I’m a big fan of staying off social media if you’re a board member. The other part is the public records law. Anything that comes from my office or Marilee’s office, we have copies, so you don’t have to keep that, but we do get public records requests often and when we do get them, you’ll need to comb through your emails, so that’s why creating a separate email address is the way to go. A couple of other laws that are going to affect you is you’re subject to a lot of the same ethics laws as a County Commissioner, so for example, if you had a relative that had a pool cleaning business and they were going to be competing for the pool cleaning work here, you would want to talk to me about that in advance to find out if it is a conflict of interest because it’s all based on how close of a relative it is. If you are going to be an owner of a business or you have a relative that may be wanting to get on the board, those are the kinds of things that you can talk to me about and we will work through it. There are some things that would require a conflict form, and you’d need to abstain from voting and from the discussion on the item that comes up.

D. Consideration of Resolution Designating Officers

Ms. Giles stated Tim Hartigan was your Vice Chair, so this is the opportunity for the Board to consider appointing another Vice Chair. Right now, Mr. Steiner is the Chair, and Mr. Hicks, Ms. Arnau, and Ms. Mifsud are Assistant Secretaries.

Chairman Steiner asked is there anybody that would like to volunteer to serve as Vice Chair? In the event that I’m not here, you would be authorized to sign documents.

Mr. Eckert stated there’s not really a lot of extra duties that any board member has, even as the Chair. We work with the Chair on the agenda, and that’s most of what the Chair does. The Vice Chair doesn’t do that unless the Chair is on vacation.

Vice Chair Mifsud stated I can do that.

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor designating Supervisor Mifsud as the Vice Chair was approved.

August 21, 2023

Middle Village CDD

Ms. Giles stated there is no change on the officers from GMS’s office. I’m still your Secretary and Treasurer and the Assistant Secretaries and Assistant Treasurers are Daniel Laughlin, Jim Oliver, Darrin Mossing and Howard McGaffney. With that, there is resolution 2023-14 designating officers, adding Shawn Bland as an Assistant Secretary and appointing Sherrie Mifsud as Vice Chair.

On MOTION by Chairman Steiner seconded by Mr. Bland with all in favor Resolution 2023-14, designating officers as detailed above was approved.

FOURTH ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the July 10, 2023 Board of Supervisors Meeting**
- B. Financial Statements**
- C. Assessment Receipts Schedule**
- D. Check Register**

Ms. Giles stated included in your agenda package are the minutes of the July 10th meeting.

On MOTION by Vice Chair Mifsud seconded by Mr. Hicks with all in favor the minutes of the July 10, 2023 meeting were approved.

Ms. Giles stated next are your financial statements as of June 30, 2023, followed by the assessment receipts schedule showing the District is 100% collected, and a summary of your check register totaling \$188,393.21. I’ve looked over your check register and I see no unusual variances.

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

SEVENTH ORDER OF BUSINESS

Public Hearings for the Purpose of Adopting the Fiscal Year 2024 Budget and Imposing Special Assessments

Ms. Giles stated as a reminder, this budget has four funds: the general fund, the recreation fund, the debt service fund for the 2018 and 2022 bonds and then the capital reserve fund. There is no increase in the assessments.

August 21, 2023

Middle Village CDD

On MOTION by Chairman Steiner seconded by Mr. Bland with all in favor the public hearing on the Fiscal Year 2024 budget and imposition of special assessments was opened.

Ms. Giles stated this is one public hearing to welcome comments from the public regarding both adoption of the 2024 budget and also the resolution to consider imposing special assessments and certifying an assessment roll for Fiscal Year 2024. The budget is staying flat this year.

There were no public comments.

On MOTION by Chairman Steiner seconded by Vice Chair Mifsud with all in favor the public hearing on the Fiscal Year 2024 budget and imposition of special assessments was closed.

Ms. Giles stated this is the Board's opportunity to discuss the budget. Jay, is there anything you want to go over?

Mr. Soriano responded the only thing I wanted to point out is we had a question last time about special events. I did go back and look at it. We had cut yours down last year to \$5,000 from \$10,000. We have always been under, but that created a problem, because last year we did that large Halloween party, which was about \$8,000 or \$9,000, but it is one of the few that we get a return on because we charge a few dollars per person to get in. We make about \$1,000 off the event, so it offsets, but nowhere near what we spend. It's done at your sister district, however it's an event for all residents, so we split everything 50/50. There are some bills when you see them, especially on the credit card bills that will come through on the next agenda package for things like pizza. I throw a party here and I get 12 to 14 pizzas for your crowd and over there, I get ten. Usually, I just code it off to Middle Village here and then the ten there, so it does come in a little higher. I can go back and split all those 50/50, because realistically, a lot of the people up here probably live over there. That's why we've always done that. It's just because I ordered it here, so I put it on the books for here. We're going to be above that \$5,000 this year no matter what because of that party, but even if I adjust by the time we're done in September, our financials will end up seeing \$5,000 over, which means \$9,000 or \$10,000 under over there. We won't have that party this next year, so I won't have any concerns, but even if I were to go \$1,000 over, it just comes out of the rest of our budget. Usually, we are so far under that when

August 21, 2023

Middle Village CDD

we throw a party it's not a concern, but it may be something to look at if we see that again and we decide \$5,000 is too low. We do like to have events for our neighborhood, so pretty much every month we have something that goes on whether it's here on this side, or on the other side. Coming up we will have our last dive-in of the summer here and after that, all the movies go to your sister district. Our next big event here is usually our Christmas event, so you get a while over here where we're not spending a ton of money here. I don't think we will spend much more than \$15,000 to \$20,000 between the two districts.

Ms. Arnau stated on security, I know we're going to be cutting the guards, so I understand that, but on the Clay County Security, that went down. Are you cutting some of their hours?

Mr. Soriano responded kind of. We can't go over specifics, but if you recall, we did adjust them a little bit due to the fact that they increased their rates greatly last year. We do have a lot of hours, and some of them just didn't get used. During the summer, to have them out here every day, and sometimes we would have two off-duty officers, it's a little more needed, but even then, it's not used as much. We make that contract with them for a whole year, so off-season they're out here that much and we were the largest Clay County off-duty employer, so they do like all those hours, but they jumped up almost \$8 an hour last year. Police officers don't get paid enough most of the time, but if we have that many hours, it adds up to \$90,000 or more that we're paying for off-duty, and I'd like to cut that back a little bit. I couldn't cut it down to be exact, so Marilee and our accountant worked through it the best they could because that was something that just started about three months ago. We've been doing it for the summer, and it's worked out well, but that will stay in place for this next budget.

A. Resolution 2023-12, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2024

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor Resolution 2023-12, relating to annual appropriations and adopting the budget for Fiscal Year 2024 was approved.
--

B. Resolution 2023-13, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024

August 21, 2023

Middle Village CDD

On MOTION by Chairman Steiner seconded by Mr. Hicks with all in favor Resolution 2023-13, imposing special assessments and certifying an assessment roll for Fiscal Year 2024 was approved.

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

There being nothing to report, the next item followed.

B. District Engineer – Acceptance of the Annual Engineer’s Report

Mr. Soriano stated this is a pretty extensive report. It shows some of the concerns we have as the neighborhood gets older. One thing that’s on there is a lot of sidewalk concerns. That’s been building over the years to where the concrete guy we employ is pretty much staying busy out here every month. I’ve mentioned it before, I like our vendors and they do a good job, but there’s nothing that’s exclusive. Even our landscape. We go through Chalon for everything, but realistically you guys are able to put a special project out to bid. I don’t, because they do a great job for us, but when it comes to some of our smaller vendors, if I may have to get a second sidewalk guy so we can make sure we’re hitting a lot of these spots because they did mark out quite a few. Some of them you can see have been fixed in the past. If there’s a reason for it, whether it’s erosion or a tree, that’s one of those things that until we take care of the problem like cutting down a tree or taking out its roots, you’re going to have to come back to that spot every few years and fix it again, kind of like our pavers. Even the promenade, that is part of my report. We’ve made it halfway, but they pointed out the second half. That needs to be replaced, but we’re already in the midst of that. The concern for added time on some of those contractors is really it. Some of these things were done already or should be done in the next week or two. The mason was supposed to have the sandstone back today for the Whitfield sign.

Chairman Steiner stated you have a gentleman that travels the promenade to take care of the trash. Does he report back to you on any items that need to be looked at? Because those pavers that were reported in here, those have been out for several months.

Mr. Soriano responded he does. This gentleman is newer. The gentleman that has been with us almost nine years retired. He was great because he knew that route so well, so when it came to something like the pavers, if he could adjust his schedule to take an extra hour to sit on the promenade, he would get it done. Edward is still learning your route. It’s one guy that takes care of all of Oakleaf, not just Middle Village. Those seven days a week we have somebody on

August 21, 2023

Middle Village CDD

that cart, and they have to hit everywhere at least once. If we can do a second time, we do. I got a call last month from Whitfield because those three trash cans that sit on that back sidewalk by the highway had been forgotten about. He didn't know that walkway was back there because it's not on most of our maps, so we had to take him back there so he could learn that area. Once he learns that, he is a maintenance guy too. Unfortunately, we have to use him to pick up more trash. There are 163 trash cans in your outer area. Once he gets that down, he will be able to take some maintenance time to help with fixing a signpost, or fixing pavers. But noting any needed repairs is part of what he does.

Chairman Steiner stated the thing that worries me with that is those are trip and fall hazards where they're missing completely and it's the small pavers, not the ones on the wall.

Mr. Soriano stated if it's larger pavers, I treat it like the sidewalks, and they go through the concrete guy.

Chairman Steiner stated what I'm talking about are the gray ones that line the red brick. They're close to the beds, but there's places where there's not one missing, there's five or six. It's a concern with people walking through there. The other thing you and I have had discussion on is the length of time to get that boardwalk finished in the back because of what is going on over here now.

Vice Chair Mifsud stated that is a concern for me too, because I travel it frequently.

Chairman Steiner stated I don't know if we need to make that a priority so your guys can get on it and get it fixed like they did with the gazebo on the lake. It just seems to be dragging out.

Mr. Soriano stated like I've mentioned before, the way we did it was to do it with our daily projects. You guys probably aren't more than around \$30,000 to \$40,000 for the year and your quotes were more like \$160,000 or \$170,000 for that boardwalk, so if I need more people and more time to get it done quicker, rather than with their daily jobs it is going to be high.

Chairman Steiner stated we've stretched it out for over a year. We were going to have it completed before school started because of the kids going through that area and it's now only halfway. I understand you're trying to do it with the daily jobs, but not at the expense where it's going to be two years to get that taken care of. We've had enough people that have complained that are concerned about the loose boards that are still there. I do understand your efforts to be

August 21, 2023

Middle Village CDD

cost effective, but we're almost getting to the point of not gaining anything because it seems like by the time we get done with the last board at this end, the other end is going to have a problem.

Mr. Soriano stated you just have to free up more money. I've only had one person email me about that boardwalk and when I explained to them the difference between the costs, they said they understood.

Chairman Steiner stated it's understandable, but the problem is at the time had we known it was going to be a two-year job, we may not have made that decision. At the time I thought we were going to finish it up over the summer so things would be ready when we went back to school last year.

Mr. Soriano stated except with this you still have work like the gate work that didn't get done by the gate company, they had to do. It's the same with the pool work, they had to do it. You only have so many guys. With my increase I was able to ask RMS for an extra guy, and you have one extra guy now.

Chairman Steiner stated we may need to rank some of this stuff so we can say work this until it's completed and then go on to the next one rather than spending a short amount of time laying boards, pulling them off to work on a sidewalk and they're constantly pulling the equipment away. That takes time. As I said about the tot lot out there, I noticed two of the benches have rotted away and have been removed, but there is a the 3x3 hole that the legs were set into. It might be good to have a plug on it or something so nobody gets hurt until we get around to getting the benches replaced. I know you're doing a great job with trying to spend our money wisely, but I'm concerned we're not catching up. We seem to fall further back. We add more to the to-do list and we're not getting anything off that we had already started.

Mr. Soriano stated I don't want to make it sound like I'm not going to catch up, but this district is 20 years old and there's always going to be a lot of this stuff. When it comes to the big projects, if we want to hurry up and get it out of the way, I would just need a lot more money.

Vice Chair Mifsud stated from the dates on these pictures of the boardwalk, it's been a month I think today that there hasn't been any work on the boardwalk. Also, some of these boards are pretty bad. Can we go in and just replace those boards?

Mr. Soriano stated as they pull off old ones, they've been replacing some of those holes farther up. They also used it to create your frame. Underneath there is a wood frame. We don't

August 21, 2023

Middle Village CDD

have a recycled material frame on that. We needed more wood for that because we needed a lot more framing underneath there.

Ms. Arnau asked is this a reserve project?

Mr. Soriano responded yes.

Ms. Arnau stated so don't we have some extra if we have to use it?

Mr. Soriano responded. You spent a lot last year, but we do have a big bank account, so we can free that money up. It is based on the fact that you should have spent \$170,000 on this. We've been putting it towards other things like our new treadmills.

Chairman Steiner stated we fixed the roof. I don't know of any other big projects.

Mr. Soriano stated last year was the roof, which was over \$100,000 and the fence, which was \$150,000. We did set aside money for multiple things like motors, controllers and salt cells so we were around \$300,000 for the year.

Chairman Steiner stated I just think we need to look at that.

Mr. Soriano stated last meeting you made it to where I could spend \$10,000. That gets a lot of these sidewalks. He gave us a good deal on the sidewalk that is going to stretch from one side to the other at just under \$6,000. He's out here, so he can do these other things. Repairing sidewalks is not going to cost anywhere near what putting in a new sidewalk would be. As long as it stays under that \$10,000, I can go to subcontractors for that. If they don't have to do that, they can go to the boardwalk. If you want, I'll get another subcontractor for the boardwalk, it's just going to be a lot of money. Even if I did it in sections, I'm probably going to be over my \$10,000 limit.

Chairman Steiner stated I think we need to look at something and get that project completed.

Mr. Soriano stated if you wanted, we could do a not to exceed on that. It's taken me \$40,000 to get to the halfway point, so if we have a not to exceed of probably \$50,000, I can see if I can hire somebody to come in and complete it faster.

Vice Chair Mifsud asked do we already have the materials?

Mr. Soriano responded no, that's going to be with theirs. We just buy the material from Home Depot, so supplies would be part of their quote. I have to see if I can get it, but if you give me a not to exceed now, it stops me from having to come back to the Board.

Ms. Arnau stated it would still be less than the \$170,000.

August 21, 2023

Middle Village CDD

Mr. Soriano stated yes, it would be. If I have somebody that can finish it in the next month, I'm good with it.

Ms. Giles asked and that would come out of capital reserves?

Mr. Soriano responded it comes out of capital, whether I'm taking it out for the in-house guys doing it, or we pay somebody else.

Mr. Bland asked is there any budgeting for preventative maintenance on that?

Mr. Soriano responded yes, there is a repair and replacement line item in the budget that handles the common area maintenance and then capital handles everything.

Mr. Bland stated I'm just thinking long-term does something need to be addressed where they've put more money annually into it, so you build surplus.

Mr. Soriano stated it's already in there.

Mr. Bland asked but it's not its own line item?

Mr. Soriano responded not for just the boardwalk. You have so much stuff, we wouldn't be able to do individual items like that. It's all under common area maintenance. But, what the district does have is the reserve study. A third party comes in and goes through all the buildings, pool equipment, playgrounds, parks, etc. and how much it costs on a yearly basis and its life expectancy. They plan out how much it should cost us in ten years to replace that and they give us a big report. That's on our website if you get a chance to look at it.

Mr. Bland asked so next month you'll have more quotes?

Ms. Giles responded the two options Jay has presented is he can get quotes and bring them back to the next meeting for the Board to consider, or if you want to give him a not to exceed amount of \$50,000, he will still get those same quotes, but with your not to exceed he can proceed with selecting a vendor and he won't have to wait until the next meeting.

Mr. Soriano stated based on what I'm seeing right now, it doesn't mean I'm going to be able to find a contractor. If I pick out four or five guys and they measure everything out and say it's going to cost \$70,000 in supplies and labor, I can't move forward with one because you've set that not to exceed at \$50,000.

Chairman Steiner motioned to complete the nature walk repair at an amount not to exceed \$50,000. Vice Chair Mifsud seconded the motion.
--

August 21, 2023

Middle Village CDD

Mr. Bland asked is it better to wait until we see the quotes before we put a price on it? Because what if it comes back at \$55,000?

Chairman Steiner responded we still get a chance to look at it at that time. What we're doing is allowing Jay to get started tomorrow if he can get what he needs.

Mr. Soriano stated at least if \$55,000 is the lowest that makes me feel better but we still have to wait because the not to exceed amount was \$50,000.

Chairman Steiner stated we're basically cutting 30 days off the time by doing the not to exceed. Like I said, this has been one project that has been out there for a couple of years. I do appreciate Jay's conscious efforts to save us money, but my point is I think we may be hurting ourselves in the long run by pulling people off and having them do other things and we end up with two things halfway done. One of the things I have concerns with, and I don't know if it's related to the lightning strike we had, but several of the posts at the elbow has been pulled out from the pole and the wires are bare. I know they may have been checking to see what might have shorted out.

Mr. Soriano stated we have a couple where the hand holes are missing, but this one in the picture where it looks like somebody was trying to pull on it is not ours. That is on Cambridge. We gave them an agreement to run through our property. There are quite a few items on there that I'm going to have to pass along to somebody else. I can get Lake Doctors to clean out the wiers, but that's just algae. This summer has been bad with the heat, but when it's that thick, it stops the water flow. I don't think any of our ponds are high, but that's something they have to take care of. There is a note on there about the one behind Briar Oaks. That is the outflow. It mentions there's no barrier, but that's the way ETM designed those things. I think the reason they're looking at it is because you can see a trail where people walk through there. That's the one that leads to the school. It wasn't supposed to be a recreational area, but because it is, that might be why they're looking at it. None of our outflow holes have handrails or anything like that on them. We have 45 ponds that we manage and that are treated by Lake Doctors and that one is no different, so we may have to spend money to put up a handrail or something now if that is the concern.

On VOICE VOTE with all in favor, completing the nature walk repair at an amount not to exceed \$50,000 was approved.
--

August 21, 2023

Middle Village CDD

On MOTION by Chairman Steiner seconded by Vice Chair Mifsud with all in favor the 2023 annual engineer's report was accepted.

Mr. Soriano stated like I said, some of those items I'll pass on to somebody else. They have a picture of the lights in the roundabout and that's what we were talking about earlier. Those lights are not even in the church those are on the other quadrant, which is probably a good 10 years away from being sold. There's no interest whatsoever that I've heard of in either of those two quadrants.

Chairman Steiner stated on that stop sign, you'll notify Clay, or is that something we have to take care of?

Mr. Soriano responded I can get it taken care of. They won't put them up when they're on decorative posts.

Chairman Steiner asked was that area a little bit further down going out on the lake gazebo where they show that drop off. I don't remember it being level. I think they called it a wash-out.

Mr. Soriano stated yes, you can see the grass. It's been like for a long time. They're concern is the step off from the sidewalk. That would be one we could give to Chalon. If we have to, we dig that up a little bit, throw in some soil and put sod on top of it to bring it level with the sidewalk.

C. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2024

Ms. Giles stated I compared these dates against Federal holidays. October 9th is Columbus Day, so it's up the Board if you want to change that, but I don't see it as a problem for this district. We have two night meetings, March and August.

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor the Fiscal Year 2024 meeting schedule was approved as presented.

D. Operations Manager

1. Memorandum
2. Update on Open Items (Gates, Nature Walk Repair, Treadmills)

August 21, 2023

Middle Village CDD

Mr. Soriano stated we're coming to the end of summer, and it's scheduled to change a bit. I wanted to ask you about the Tuesday night food trucks. This worked out great for the summer, although at the beginning we said it would just be for the summer. The food trucks did great. They were constantly selling out and the residents enjoyed it. I think a big part of that is the pool use, so I think that's going to fall off, but they've asked if they can continue. I don't think it's a bad idea. Here my only concern is this room. You don't have a lot of weddings on Tuesday night. It does happen every once and a while, but that would be something I would coordinate with Wanda to make sure if somebody was planning an event up here that they know we have two or three food trucks that sit outside. It could be something where they come to us saying it's November and we're seeing nights where we're struggling and they'll stop, but if you guys are okay with it, I think it would be good to continue.

Vice Chair Mifsud asked if there were no issues with traffic or parking?

Mr. Soriano responded I had to get on to the food trucks a couple times. A lot of times they would come in and would line up in the wrong lane so the window was on the outside and I want the windows on the inside so people can stay on the sidewalk.

Chairman Steiner stated I don't see a problem with continuing.

Mr. Soriano stated as I've mentioned earlier, we have had a couple of events. Our back-to-school party, Double Branch had their last dive-in, we will have one more this month here and then we go back to Double Branch for movies on the green all the way up until Spring Break of next year. Our residents are used to it, but we do have two high school swim teams that practice here. Both Ridgeview and Oakleaf use that pool. We've tried to work it out with them so that when one has a meet the other is away at another meet so there's not much of an issue, but Double Branch does grant them the ability to go over there for swim practice if needed. I don't have Ridgeview's schedule yet, but I do have Oakleaf's so as soon as Ridgeview gives me theirs, we can let everybody know. With the high school swim meets, the whole pool is closed off for a couple of hours unlike practice.

Ms. Arnau asked did we mention that Bishops Snyder or one of the other schools wanted to use it too?

Mr. Soriano responded we thought they were going to ask, but they haven't approached us. They have approached us for tennis in the past, so they do use the tennis courts over at Double Branch, but they were having issues with practicing. I guess they were over at South

August 21, 2023

Middle Village CDD

Village across the street and that was a concern because there's not a lot of people on their teams that live in the neighborhood. I don't know what came of that, but they didn't approach me to come here. We're not going to move one to make room for another.

Mr. Soriano continued with his report stating you'll see our numbers our increasing and we are renting out this room more. Not quite to where we were, but it is getting busier, which hopefully means this next year we will start to see us bringing in revenue for usage of the rooms.

Vice Chair Mifsud asked is the elevator in working order?

Mr. Soriano responded we use it strictly for ADA access. That is why it had to be installed. We had signs up and it's actually been in the contract for the last couple of years that it's not for vendors to use as a freight elevator. Almost every time someone will hold the door open and the way that elevator is designed, if you prop that door open, it shuts down because it thinks somebody is stuck on their walker or wheelchair. In your financials you should have seen an emergency bill for a few thousand dollars for two hours of repair. That was just because I had to get them out. What we've gone to is shutting it off. It's not a public room anymore, so unless someone needs it for a meeting or a wedding, we turn it off. The gates shut down and people don't come up here and walk around like they did. That's in my open items. We're still probably about a month away from that, but that will allow us to protect that elevator. Moving on to the open items, the fencing and gate was installed. I was able to get Atlantic out. We had an issue with our fire alarm panel, and they do the monitoring work and repairs on that, so I set up a full day for them to come out and work on our other items. We did get our last bars on the gate, so if you've been out there you see there are the fire escape style bars, and the locks are ready to go. Downstairs the one thing they still have to do is program a controller. Basically, what will happen is residents can come up, scan their card and it will open that gate. What I want is for the staff sitting at the window to check people in and then go through the gate, so we're not going to make people open and close that gate all the time, it's going to be propped open. If somebody really wants to try to run through the staff, the security guards will yell after them, but people are going to be checking in right there. However, I was looking at things like our early morning hours. We can't do early morning hours where staff might not be here, but say we want to open up at 5:00 in the morning instead of 6:00. That gate would have access control so they can scan and go right from there into the fitness center. Nothing else will be open because we don't have lights and as we get into the later part of the year, it's going to be too dark so you can't play

August 21, 2023

Middle Village CDD

tennis at 6:00 in the morning. Our pools are the same way. It has to be light out to be in the pool. Things like the fitness center we could have early access. I don't see as much of a problem with early access as I do with late access. That's when we have our problematic people. So, if I can get that controller downstairs, next month we can talk about our hours of operation and if we want to adjust anything. We will also be able to adjust our security. I've talked to the security company and that's what I'm looking at for October. I'm looking at putting up signage and having people check in and learning everything for the month of September if I can get that controller this month. Then October 1st, we shut those gates back there and engage the locks so they have to check in downstairs. I had the promenade walls on my report, but that was just because that was open. We finished the one gazebo, but the mason will now be moving to the sidewalk before he moves to the next gazebo. If we're going to be shutting down that gate in October, then the concern is as people are walking outside to get to that locked gate they have a way to cut over and keep walking instead of having to walk back towards the boardwalk. The other open item was the treadmill. We already ordered those, and the invoice is in the agenda package. They gave me a timeline of about 12 weeks. I went down there and looked and we're going to fit all four in there. They will be a little closer, but if you recall years ago they were right next to each other. We spread everything out with COVID and had every other machine caution taped off. Now we're kind of back to normal so we will push them back together. Until I get a date from them, I don't have an update on when those two will be installed. The last thing I wanted to go over with you guys is not on the report, but I dealt with it last month and we just finalized it about a week ago. Almost two months ago we had to go through changing our software system. You guys may have received emails about our payroll. Trax Payroll who does your direct deposit and all of my staff, they were bought out by a company called Bamboo HR. I was hoping since they are a software company that it was going to be an easy changeover, but that didn't happen. I ended up spending the last month going through everybody's payroll and luckily, I was able to migrate their ACH information so I didn't have to get everybody to sign new banking information. This goes for you guys too. As far as I know, all of your information went over well, but this will be our first payroll after this meeting on the new system, so if it gives me any kickback, I will call you and say I need to update this information on there. That was a hectic time to do it because we are a seasonal company so off season there is a total of between five and eight employees between Double Branch and here. Then during the season

August 21, 2023

Middle Village CDD

there is about 75, so going through that was a lot of work and we did have a few errors, but luckily all the lifeguards were understanding.

NINTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

There were no audience comments.

Chairman Steiner stated along the promenade there are several places, especially right as you enter the Preserve area where there are two big trees. That area just wasn't good for the plants that were there, and you came through and put in the pine straw and it looks great. Going further down, there are several places where it was put in and that pine straw makes it pop. The only problem I've got is in the middle of that pine straw is a dead bush. There's one in one bed, you got a little bit further down towards the second gazebo behind Cambridge and there's five or six dead bushes. I was wondering if we could make one pass through there, pull the dead bushes and put pine straw over the holes?

Ms. Suchsland stated we can do that.

Mr. Hicks stated I was wondering about the park benches at the park here at Deerview.

Mr. Soriano stated we took tables out of there. I know some of the park benches are getting pretty old and beat up, so we have to replace quite a bit and I've talked to Supervisor Steiner about this. We've repaired tables, but you guys have three playground areas and Double Branch has 11. Double Branch has started because you guys are at about 20 years for Double Branch and 19 summers for you guys. All of the playground structures and all of those types of things are nearing the end of their life and they need to be replaced. We go through and repair things, patch them up and paint the ones that get graffiti on them, but it's really time to start replacing a lot of those items. Those park benches were about \$2,000. I can plan that easier for you guys. The other side has started a big process where we do two playgrounds at a time. We've done four over there. I just got one in last week and it's a huge playground, so they will be working on that this next month. We haven't even addressed some of yours. The park benches are easy, so we can start with those and the tables. The playground structures would be next. When you buy them, they're about \$40,000 and then of course you have to have somebody install them. I would probably say Hamilton Glen is the worst and then Deerview is second. We do have a bunch of kids that like to hang out there and tear everything up. Last would be Whitfield.

August 21, 2023

Middle Village CDD

Chairman Steiner stated why don't you go ahead and put something together.

Mr. Soriano stated I can start with the benches and tables. I think that's what Jonel was referring to.

Mr. Hicks stated yes, the tables. I'm aware it was damaged and kids burned it up.

Mr. Soriano stated you will get a repaired table back. It doesn't look as good as a new one, but it's also not \$8,000 so we were just going to put that back out there. If any of you have been down to tennis, that's what they have too. If you look closely, you can tell it's not thermoplastic. We coat it all and after it dries, we sand it down and paint it. When you buy them, they're dipped in a big vat of plastic. It's a very hard material and that's why it's expensive. So, you were going to get the repaired one back, but we do need to look at replacing them too.

A resident asked can I ask about the resurfacing of the tennis courts? Do they have that scheduled yet?

Mr. Soriano responded I was given two dates. He hasn't finalized our agreement, but he was hoping to start this week or the week of September 4th. Because he hasn't finalized that, I don't think I will see him this week. He does have to get that agreement to us before he can start anything.

Chairman Steiner there is a light post that has snapped off right in front of the landscaping where the workshop is.

Mr. Soriano stated that is the one that was vandalized.

Chairman Steiner stated I believe we discussed that they were going to take the light pole from up here at the dumpsters and move it down there and get something different for the dumpsters.

Mr. Soriano stated it's too short. We still have to put it in the ground, so you're taking out two or three feet once we stick it in the ground, so I ordered four fiberglass poles. If I don't order them, I can get them quicker from Clay Electric. Clay Electric charges me \$1,200 a pole whether they install it or not and they won't install it on our property, so I used a fiberglass supplier.

Chairman Steiner stated down along the promenade, there are still a couple of lights that are not LED.

Mr. Soriano stated they are going through those, because that is one of the ones that caused your big breaker problem and it's the one that still has a ballast in it.

Ms. Giles asked are those with Clay Electric?

August 21, 2023

Middle Village CDD

Chairman Steiner responded no, those are our lights and we've got a timer down by Townering Oaks. Luckily this time it's on rather than off, so the lights are on all the time. Jay has put in a lot of LEDs where we had incandescent before.

TENTH ORDER OF BUSINESS

Next Scheduled Meeting – September 11, 2023 @ 2:00 p.m. at the Plantation Oaks Amenity Center

Ms. Giles stated the next meeting was scheduled for September 11, 2023 in the same location at 2:00 p.m.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

DocuSigned by:
Marilee Giles
A38999D0EDC14F4...
Secretary/Assistant Secretary

DocuSigned by:
Michael Steiner
FFB7F92090414F7...
Chairman/Vice Chairman