

MIDDLE VILLAGE
Community Development District

OCTOBER 9, 2023

AGENDA

Middle Village Community Development District

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

October 2, 2023

Board of Supervisors
Middle Village Community Development District

Dear Board Members:

The Middle Village Community Development District Board of Supervisors Meeting is scheduled to be held **Monday, October 9, 2023 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following is the advance agenda for the meeting:

- I. Roll Call
- II. Audience Comments (limited to three minutes)
- III. Approval of Consent Agenda
 - A. Approval of the Minutes of the September 11, 2023 Meeting
 - B. Financial Statements
 - C. Assessment Receipts Schedule
 - D. Check Register
- IV. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - D. Operations Manager
 - 1. Memorandum
 - 2. Update on Open Items (Gates, Nature Walk, Treadmills)
- V. Audience Comments (limited to three minutes) / Supervisor Requests

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

VII. Adjournment

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

Sincerely,

Marilee Giles

Marilee Giles
District Manager

THIRD ORDER OF BUSINESS

A.

**MINUTES OF MEETING
MIDDLE VILLAGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Middle Village Community Development District was held Monday, **September 11, 2023** at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Michael Steiner	Chairman
Sherrie Mifsud	Vice Chair
Julie Arnau	Assistant Secretary
Jonel Hicks	Assistant Secretary
Shawn Bland	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Jay Soriano	Field Operations Manager
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FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Audience Comments

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

THIRD ORDER OF BUSINESS

Approval of the Consent Agenda

- A. Minutes of the August 21, 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 August 21st meeting.

On MOTION by Mr. Hicks seconded by Vice Chair Mifsud with all in favor the minutes of the August 21, 2023 meeting were approved.

Ms. Giles stated next are your financial statements as of July 31, 2023, followed by the assessment receipts schedule showing the District is 100% collected, and a summary of your check register totaling \$208,978.61. I saw no unusual variances with the financial statements.

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

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Eckert stated we're still waiting for Trinity Church to sign the agreement that the Board approved regarding the maintenance of the landscaping at that corner. I talked to the County Attorney about two items related to Middle Village. Number one is Clay Electric had requested an easement through a piece of roadway that we own. I asked the County Attorney if they could provide us with a copy of the easement that they would approve because we want to give this roadway to the county as some point and I don't want us giving an easement to Clay Electric to be a reason for the county to object to taking that property. She told me they were currently negotiating a form of easement with Clay Electric somewhere else and that she would send me that form. The other item I talked to her about was the county's plans for that piece of roadway and she was going to talk to engineering and see if there was any reason why that wasn't dedicated to them in the first place and get back to me. She was pretty busy when I talked to her, so I've got it on my calendar to follow up in about another two weeks on that as well as one item I have on Double Branch.

B. District Engineer

There being nothing to report, the next item followed.

C. District Manager

- 1. Consideration of Work Authorization for Onsite Management and Maintenance Contract Administration for FY24**

Ms. Giles stated this work authorization is for onsite services provided to the District by GMS. You'll see it gives a description of those onsite personnel and it breaks out the Middle Village portion of the fee.

Mr. Soriano stated this is the same setup we've had for years with the same employees. It has the tennis employees just for you guys and outside of tennis you share the other five managers with Double Branch; myself, Wanda McReynolds, Stephen Sullivan who does the access and front desk area, Lisa Carter who is your Assistant Manager that helps me on a day-to-day basis in the office, and Susan Raab who is the Aquatics Director.

Vice Chair Mifsud asked how many employees does tennis have?

Mr. Soriano responded there are generally two part time guys who are there year-round, and I have probably three or four assistant pros. It depends on how many private lessons they're doing and which clinics. Andy Fletcher is the guy that is here full-time, and the assistant pros work under him based on how many events and the team players we have out there. John and Jamison are the normal part-time guys, so they work with the kids a lot and handle their own programming, but they are also in charge of tennis maintenance. At a minimum, there will be those two guys and Andy Fletcher, but at a maximum if you come down here during the tennis camps in the summer, there are probably close to eight or nine and they also employ a bunch of high school and college age volunteers to run those camps.

On MOTION by Chairman Steiner seconded by Mr. Hicks with all in favor Work Authorization #1 with GMS, LLC for onsite management and maintenance contract administration was approved.

2. Consideration of Work Authorization for General Maintenance Services

Ms. Giles stated work authorization number two is for general maintenance services provided by RMS as directed by the onsite manager.

Mr. Soriano stated this is the same format. The only thing that has changed is they were your only vendor last year and the rate stayed the same as before. The only reason they were willing to do that is because we were already increasing assessments last year and I tried to work with all of our vendors to stay as low as possible since the overall effect was, we were still going to go out for an increase. Whatever we can do with the ones that work with me the most, which is basically RMS and landscape, they tried to keep their rates low. RMS didn't change at all, but

that does make it to where they are a little low when they pay their maintenance guys. This just handles your hourly ground maintenance type people. This is not your pressure washing contract. We talked about that earlier in the year. That will come in separately and that falls under our repair and replacement line. We've already approved that budget, but that is a big amount when you see the pressure washing guys going up and down the roadway cleaning the fencing and playground structures. We set aside an amount that is approved in our budget. When those guys go out, they no longer get paid that hourly rate. The reason they're coming back is because that original contract was set up in 2010 and they've never increased that, so I pointed out that they were pressure washing the playgrounds for \$150 a playground. They are going to be increasing that, but I will have to bring that amount to you. It's still going to be controlled by the budget, but it's not fair to ask them to work for what amounts to be \$15-\$19 per hour. This is just the everyday work that we send them out to do.

On MOTION by Mr. Bland seconded by Ms. Arnau with all in favor Work Authorization #2 with GMS, LLC for general maintenance services was approved.

3. Consideration of Work Authorization for Professional Tennis Services for FY24

Ms. Giles stated Jay mostly described this already. This is the work authorization for the tennis pros.

Mr. Soriano stated this work authorization is exactly the same as in years past. We didn't have much of an increase here. The only thing that is odd is this includes maintenance items in addition to the staffing. Even the tennis balls fall under tennis maintenance here. It's a line item I use for anything that is just tennis.

On MOTION by Vice Chair Mifsud seconded by Ms. Arnau with all in favor Work Authorization #3 with GMS, LLC for professional tennis services was approved.

D. Operations Manager

1. Memorandum

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

Mr. Soriano stated we just had our final dive-in this last week at your facility. Generally, it's our smallest one because by now there are lots of things going on with the school, but we did have about 70 to 80 people out here enjoying the night. We watched the NeverEnding Story. We were able to do our normal concessions. We got away from that for a couple years because of the pandemic. For most of these events it's me and a couple of the lifeguards running everything, so we don't really pay any staff to put these events on. I use volunteers to do that. We will be moving everything back to your sister district on the multi-use fields until we get back to Spring Break, which is the first movie here next year. The next big event will be our Pumpkin Plunge. We will not do the big Halloween party every single year because it's so expensive, so that is not something we will be doing this year. Short of the fact that the pumpkins got a little more expensive in the last couple of years, it's a few hundred bucks to put on the Pumpkin Plunge and kids get to jump in and have fun. I wanted to remind everybody that our hours have cut back for school time where we have the alternating schedule, so that's why your facility isn't open right now. The adult area is open, but no lifeguards at the front. Tomorrow your pool will be open and Double Branch will shut down, that way with the low usage we have the staff that we're paying focused on one area. When we did that five years ago everybody threw a fit, but it really made sense because I would have four or five staff members out there and maybe one family in the pool. The treadmills were delivered to Jacksonville last week, but I haven't received them here yet, so I guess they're sitting on a warehouse dock. We have moved the treadmill out downstairs to make space for it and I've informed the residents that bug me every week about it that if I'm just waiting on them, so as soon as they come in, they will be installed. Due to the storm, our contractors that were supposed to meet for the boardwalk got pushed back so I did a walk through right before this meeting. He's hopeful he's going to be under what we're looking at. That is Scott's Home Improvements. I've got another I'm meeting with later today and hopefully I will be able to get those written quotes in hand because we will be doing an agreement through Mike's office for them, and I have informed them of that. Even if they are in that not to exceed that we discussed it allows me to move forward, but I still have to go through the process of making sure all of our I's are dotted and T's are crossed.

Vice Chair Mifsud asked did they give you a timeframe for completion?

Mr. Soriano responded I gave them the timeframe. I want it done under a month from when they start, and that is what we will put in the agreement. We will have wording in there

that says if there are extenuating circumstances they have to communicate with our office, the same way we did with the fencing company. The two that are meeting with me are small companies, so they use subs and labor pool. If he thinks he needs five people, but he only has one that he works with on a regular basis, he goes out and hires four temporary people. I spoke to RMS about this and let them know that nobody is upset, it's just the way we're going about it is taking too long, so we're opening it up to outside subcontractors. They did ask if they were allowed to put in a bid and I said yes, but the only way we would do that is it has to be completely different people than what work with me. If not, then we should be able to get it done in house already. I don't know that they would be able to supply that. They would have to agree that they have say five completely different people because my guys here already have other jobs they have to be doing.

Vice Chair Mifsud stated there's a couple of boards that worry me. Is there any way to just temporarily fix those?

Mr. Soriano responded yes. It's not the wood that's bad, the screws have already popped off. My maintenance guys just have to go out there and put some screws in. It's kind of a pain because it's stuff they're going to have to take right back out, but if it takes us a month to get this going because they have to give me something in writing and then we have to go through the agreement process, I don't want loose boards for a whole month.

Mr. Soriano continued with his report stating the only thing that is going to slow me down here with locking the gates is tennis. Tennis has a lot of people that do not live here, and the teams are huge. There are also private lessons, so they pay to come in from outside and that is allowed, but now they have to stop and check in. We're not going to give them cards because that would be too costly, so I have to work with all of the tennis instructors to get lists of who is out here and when so the people downstairs can still look them up.

Chairman Steiner stated I would like to see some terminology that the access is granted for tennis only. I'm not saying we can enforce, but if we do find somebody abusing it, we will have clearly stated it.

Mr. Soriano stated I can put some wording together and that can go in our regular policies because that's almost like a guest. They're a guest of our tennis programs here. That same issue will pop up when we have things like the swim teams. We've seen swim meets and know how busy that gets and there are a lot of people that don't live here that attend swim meets.

Right now even, let's say we were to lock down today. I'm still trying to work with lifeguards to figure out how we keep track of everything. If we lock down today, that creates a problem because you don't have access to this pool right now. The high school teams have to go around back, and a good amount of your high school does not live in Oakleaf so they don't have access cards. Oakleaf High School serves Arbor Mill, Forest Hammock, Eagle Landing and Grey Hawk. We're going to have to have a way for them to check in during their swim meets. Then the visiting team is also going to have to come in and the visiting teams are just not the kids; it's mom, dad and siblings and we have to deal with tracking them and ask that they follow the rules and leave when everything is done. We will have some leniency, but there will be some expectations in there too, so we may have to beef up the wording in our policies. Outside of that, this was a short month for me. If you notice, we had a bit of debris from the storm. I had a couple of broken fence lines from little stuff, but no major damage.

Ms. Arnau asked do we have a date for the yard sale?

Mr. Soriano responded I believe it's October 21st.

Chairman Steiner stated it looks like you took care of the area with the broken lamp posts and the exposed electrical wires.

Mr. Soriano stated everything is capped and under. The wires have been off for a long time, but I didn't want anything exposed. They will have to dig it back up because we are putting a post back in there. When I ordered them, I was told it was going to be a minimum of 20 weeks before poles come in and we are nearing that.

Chairman Steiner stated mainly I was concerned that it was sitting exposed, and you've capped that, so that's been taken care of. The other thing I was going to mention to see if the Board agrees is I've asked Jay to look into getting a chlorinator for this fountain out here. If we're doing things here, using the Grand Lawn for weddings and so forth, I think it would be good if there was a chlorinator on there. Jay thinks the pricing is around \$500 to \$600.

Mr. Soriano stated I wouldn't do anything fancy. It's not like our systems on the pool. It's been 18 years and we've never had chlorine. We just throw tabs in and clean it out once a month, but we do have 90 plus degree heat. We can add a chlorine system to it and it's not that high of a dollar, so unless anyone has an objection.

Chairman Steiner stated I would like for you to pursue it, mainly because if you're having to clean it out every month, that is going to hopefully free up time. It is one of the things you notice when you first walk out there.

Mr. Soriano stated when it's within my amount, unless there are any objections from the Board, I will move forward with it.

Chairman Steiner stated I can make a motion for Jay to look into it.

Mr. Eckert stated Jay has authority to implement it from this point forward.

FIFTH ORDER OF BUSINESS

Audience Comments / Supervisors' Requests

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 9,
2023 @ 2:00 p.m. at the Plantation Oaks
Amenity Center**

Ms. Giles stated the next meeting was scheduled for October 9, 2023 in the same location at 2:00 p.m.

SEVENTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

B.

Middle Village

Community Development District

Unaudited Financial Reporting
August 31, 2023



Middle Village
Community Development District
Combined Balance Sheet
August 31, 2023

Governmental Fund Types

	<u>General</u>	<u>Recreation</u>	<u>Capital Reserve</u>	<u>Debt Service</u>	<u>Totals (Memorandum Only)</u>
<u>Assets:</u>					
Cash - Wells Fargo	\$210,537	\$784,415	\$1,154,159	---	\$2,149,111
Cash - Hancock Whitney	---	\$292,033	---	---	\$292,033
Investments:					
<u>Series 2022</u>					
Revenue	---	---	---	\$222,025	\$222,025
Reserve	---	---	---	\$157,142	\$157,142
Principal	---	---	---	\$417	\$417
Interest	---	---	---	\$80	\$80
Cost of Issuance	---	---	---	\$16,458	\$16,458
Prepayment	---	---	---	\$14	\$14
<u>Series 2018-2</u>					
Reserve	---	---	---	\$121,321	\$121,321
Prepayment	---	---	---	\$10	\$10
Sinking Fund	---	---	---	\$50	\$50
Interest	---	---	---	\$21	\$21
<u>Operations</u>					
Custody Account	\$99,407	---	---	---	\$99,407
<u>State Board</u>					
General Fund	\$4,787	---	---	---	\$4,787
Recreation Fund	---	\$20,048	---	---	\$20,048
Capital Reserve	---	---	\$105,208	---	\$105,208
Due From General Fund	---	\$83,057	---	---	\$83,057
Due from Other	---	\$141	---	\$125	\$266
Electric Deposits	---	\$13,383	---	---	\$13,383
Total Assets	<u>\$314,732</u>	<u>\$1,193,077</u>	<u>\$1,259,367</u>	<u>\$517,663</u>	<u>\$3,284,839</u>
<u>Liabilities:</u>					
Accounts Payable	\$4,812	\$44,384	\$16,359	---	\$65,555
Due to Rec Fund	\$83,057	---	---	---	\$83,057
<u>Fund Balances:</u>					
Unassigned	\$226,863	\$1,135,311	\$1,243,008	---	\$2,605,181
Nonspendable	---	\$13,383	---	---	\$13,383
Restricted for Debt Service	---	---	---	\$517,663	\$517,663
Total Liabilities and Fund Equity	<u>\$314,732</u>	<u>\$1,193,077</u>	<u>\$1,259,367</u>	<u>\$517,663</u>	<u>\$3,284,839</u>

Middle Village
Community Development District
General Fund

Statement of Revenues & Expenditures
For the Period ending August 31, 2023

Adopted Budget	Prorated Budget 8/31/23	Actual 8/31/23	Variance
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Revenues:

Assessments - Tax Roll	\$214,870	\$214,870	\$215,629	\$759
Assessments - Direct	\$2,317	\$2,317	\$2,062	(\$255)
Interest Income	\$600	\$600	\$15,314	\$14,714

Total Revenues	\$217,787	\$217,787	\$233,006	\$15,219
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Expenditures:

Administrative

Supervisors Fees	\$12,000	\$11,000	\$10,600	\$400
Travel	\$200	\$183	\$0	\$183
FICA Expense	\$918	\$842	\$858	(\$17)
Engineering	\$10,500	\$9,625	\$1,881	\$7,744
Trustee	\$16,200	\$16,200	\$19,000	(\$2,800)
Dissemination Agent	\$3,500	\$3,500	\$4,158	(\$658)
Assessment Roll	\$7,550	\$7,550	\$7,550	\$0
Attorney	\$45,000	\$41,250	\$43,903	(\$2,653)
Attorney-Foreclosure	\$10,000	\$9,167	\$0	\$9,167
Arbitrage	\$750	\$688	\$0	\$688
Annual Audit	\$6,100	\$6,100	\$6,500	(\$400)
Management Fees	\$64,850	\$59,446	\$59,446	\$0
Information Technology	\$2,550	\$2,337	\$2,338	(\$0)
Telephone	\$600	\$550	\$233	\$317
Postage	\$600	\$550	\$396	\$154
Printing & Binding	\$2,000	\$1,833	\$799	\$1,035
Records Storage	\$200	\$183	\$0	\$183
Insurance	\$15,727	\$15,727	\$12,392	\$3,335
Legal Advertising	\$1,500	\$1,500	\$1,698	(\$198)
Other Current Charges	\$150	\$138	\$107	\$31
Office Supplies	\$300	\$275	\$9	\$266
Website Compliance	\$2,250	\$2,063	\$2,063	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Reserves	\$14,167	\$14,167	\$14,167	\$0

Total Administrative	\$217,787	\$205,048	\$188,272	\$16,775
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Excess Revenues (Expenditures)	\$0	\$44,733
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Fund Balance - Beginning	\$0	\$182,130
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Fund Balance - Ending	\$0	\$226,863
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Middle Village
Community Development District
General Fund
Month By Month Income Statement

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Assessments - Tax Roll	\$0	\$28,158	\$171,008	\$7,549	\$1,441	\$0	\$4,681	\$2,793	\$0	\$0	\$0	\$0	\$215,629
Assessments - Direct	\$0	\$0	\$0	\$0	\$0	\$0	\$2,062	\$0	\$0	\$0	\$0	\$0	\$2,062
Interest Income	\$309	\$378	\$527	\$4,714	\$4,748	\$792	\$556	\$659	\$807	\$858	\$965	\$0	\$15,314
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interfund Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$309	\$28,537	\$171,535	\$12,263	\$6,189	\$792	\$7,298	\$3,452	\$807	\$858	\$965	\$0	\$233,006
Expenditures:													
<i>Administrative</i>													
Supervisors Fees	\$1,000	\$1,000	\$1,000	\$800	\$1,000	\$800	\$1,200	\$800	\$1,000	\$1,000	\$1,000	\$0	\$10,600
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FICA Expense	\$83	\$83	\$83	\$66	\$83	\$66	\$83	\$66	\$83	\$83	\$83	\$0	\$858
Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,881	\$0	\$0	\$1,881
Trustee	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0	\$4,000	\$0	\$0	\$0	\$0	\$19,000
Dissemination Agent	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$1,042	\$292	\$292	\$492	\$0	\$4,158
Assessment Roll	\$7,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,550
Attorney	\$4,706	\$3,613	\$2,429	\$4,062	\$2,498	\$4,339	\$5,587	\$5,364	\$4,205	\$2,357	\$4,743	\$0	\$43,903
Attorney-Foreclosure	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Audit	\$0	\$0	\$0	\$0	\$2,000	\$0	\$0	\$1,000	\$3,500	\$0	\$0	\$0	\$6,500
Management Fees	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$5,404	\$0	\$59,446
Information Technology	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$213	\$0	\$2,338
Telephone	\$24	\$14	\$0	\$28	\$0	\$24	\$7	\$44	\$14	\$18	\$60	\$0	\$233
Postage	\$45	\$69	\$10	\$45	\$14	\$16	\$33	\$43	\$25	\$49	\$47	\$0	\$396
Printing & Binding	\$82	\$104	\$49	\$90	\$45	\$62	\$58	\$95	\$53	\$128	\$33	\$0	\$799
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$12,392	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,392
Legal Advertising	\$505	\$70	\$139	\$0	\$236	\$289	\$70	\$0	\$139	\$182	\$70	\$0	\$1,698
Other Current Charges	\$7	\$7	\$17	\$6	\$7	\$6	\$7	\$6	\$7	\$7	\$32	\$0	\$107
Office Supplies	\$0	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$0	\$9
Website Compliance	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$188	\$0	\$2,063
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,167	\$0	\$0	\$0	\$14,167
Total Expenditures	\$32,664	\$11,055	\$9,823	\$11,194	\$11,980	\$26,698	\$13,141	\$18,264	\$29,289	\$11,802	\$12,363	\$0	\$188,272
Excess Revenues (Expenditures)	(\$32,355)	\$17,481	\$161,712	\$1,069	(\$5,791)	(\$25,905)	(\$5,843)	(\$14,813)	(\$28,481)	(\$10,943)	(\$11,398)	\$0	\$44,733

Middle Village
Community Development District
Recreation Fund

Statement of Revenues & Expenditures
For the Period ending August 31, 2023

	Adopted Budget	Prorated Budget 8/31/23	Actual 8/31/23	Variance
<u>Revenues:</u>				
Assessment - Tax Roll	\$1,958,276	\$1,958,276	\$1,961,217	\$2,941
Assessment - Direct	\$17,109	\$17,109	\$15,226	(\$1,882)
Interest	\$500	\$500	\$8,776	\$8,276
Miscellaneous Income	\$6,000	\$5,500	\$1,020	(\$4,480)
Amenities Revenue	\$100,000	\$100,000	\$110,358	\$10,358
Cost Share Revenue - South Village/Lighting	\$33,063	\$33,063	\$35,405	\$2,342
Total Revenues	\$2,114,948	\$2,114,448	\$2,132,003	\$17,555
<u>Expenditures:</u>				
Administrative				
Management Fees - On Site	\$317,416	\$290,965	\$290,965	\$0
Insurance	\$62,717	\$62,717	\$58,279	\$4,438
Other Current Charges	\$5,000	\$5,000	\$5,942	(\$942)
Permit Fees	\$1,500	\$1,500	\$1,623	(\$123)
Office Supplies	\$500	\$458	\$0	\$458
Total Administrative	\$387,133	\$360,640	\$356,808	\$3,832
Common Area				
Security	\$166,335	\$152,474	\$151,311	\$1,163
Security Clay County	\$59,502	\$54,544	\$40,282	\$14,262
Electric	\$20,000	\$18,333	\$16,160	\$2,173
Streetlighting	\$35,000	\$32,083	\$29,883	\$2,200
Irrigation Maintenance	\$5,000	\$4,583	\$3,084	\$1,500
Landscape Maintenance	\$488,528	\$447,817	\$442,778	\$5,039
Common Area Maintenance	\$70,000	\$64,167	\$60,165	\$4,002
Lake Maintenance	\$21,000	\$19,250	\$18,872	\$378
Miscellaneous Maintenance	\$5,000	\$4,583	\$0	\$4,583
Total Common Area	\$870,365	\$797,835	\$762,534	\$35,300

Middle Village
Community Development District
Recreation Fund

Statement of Revenues & Expenditures
For the Period ending August 31, 2023

	Adopted Budget	Prorated Budget 8/31/23	Actual 8/31/23	Variance
Recreation Facility				
Amenity Staff	\$176,000	\$161,333	\$166,296	(\$4,962)
Janitorial	\$55,000	\$50,417	\$41,617	\$8,800
Telephone	\$12,000	\$12,000	\$12,114	(\$114)
Electric	\$64,000	\$58,667	\$59,132	(\$465)
Water / Sewer	\$46,000	\$42,167	\$30,917	\$11,250
Gas/Heat (Pool)	\$25,000	\$22,917	\$14,636	\$8,281
Refuse Service	\$25,000	\$25,000	\$33,257	(\$8,257)
Pool Maintenance & Chemicals	\$45,000	\$41,250	\$39,689	\$1,561
Cable	\$8,000	\$7,333	\$6,487	\$846
Special Events	\$5,000	\$5,000	\$9,940	(\$4,940)
Office Supplies and Equipment	\$1,500	\$1,375	\$935	\$440
Facility Maintenance - General	\$58,000	\$53,167	\$50,500	\$2,667
Facility Maintenance - Preventive Contracts	\$15,950	\$14,621	\$4,067	\$10,554
Facility Maintenance - Contingency	\$5,000	\$4,583	\$3,346	\$1,238
Elevator Maintenance	\$3,000	\$3,000	\$7,767	(\$4,767)
Recreation Passes	\$5,000	\$4,583	\$4,164	\$419
Lighting Repairs	\$10,000	\$9,167	\$9,117	\$49
Tennis Court Maintenance	\$48,000	\$48,000	\$64,472	(\$16,472)
Capital Reserve	\$250,000	\$250,000	\$250,000	\$0
Total Recreation	\$857,450	\$814,579	\$808,451	\$6,128
Total Expenditures	\$2,114,948	\$1,973,054	\$1,927,794	\$45,260
Excess Revenues (Expenditures)	(\$0)		\$204,209	
Fund Balance - Beginning	\$0		\$944,484	
Fund Balance - Ending	(\$0)		\$1,148,694	

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

Revenues:

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Assessment - Tax Roll	\$0	\$256,108	\$1,555,374	\$68,660	\$13,103	\$0	\$42,572	\$25,400	\$0	\$0	\$0	\$0	\$1,961,217
Assessment - Direct	\$0	\$0	\$0	\$0	\$0	\$0	\$15,226	\$0	\$0	\$0	\$0	\$0	\$15,226
Interest	\$336	\$1,493	\$1,221	\$1,022	\$1,199	\$3,064	\$82	\$87	\$87	\$91	\$95	\$0	\$8,776
Miscellaneous Income	\$850	\$0	\$170	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,020
Amenities Revenue	(\$3,673)	\$902	\$6,508	\$2,364	\$40,924	\$10,667	\$13,672	\$20,822	\$1,735	\$1,307	\$15,131	\$0	\$110,358
Cost Sharing Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,405	\$0	\$0	\$35,405
Total Revenues	(\$2,487)	\$258,503	\$1,563,272	\$72,046	\$55,226	\$13,731	\$71,552	\$46,310	\$1,821	\$36,803	\$15,225	\$0	\$2,132,003

Expenditures:

Administrative

Management Fees - On Site	\$26,451	\$26,451	\$26,451	\$26,451	\$26,451	\$26,451	\$26,451	\$26,451	\$26,451	\$26,451	\$26,451	\$0	\$290,965
Insurance	\$58,610	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$331)	\$0	\$0	\$0	\$58,279
Other Current Charges	\$402	\$311	\$225	\$183	\$180	\$1,760	\$569	\$691	\$833	\$392	\$396	\$0	\$5,942
Permit Fees	\$377	\$27	\$417	\$27	\$0	\$0	\$0	\$775	\$0	\$0	\$0	\$0	\$1,623
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Administrative	\$85,840	\$26,789	\$27,093	\$26,662	\$26,631	\$28,211	\$27,020	\$27,917	\$26,954	\$26,843	\$26,847	\$0	\$356,808

Common Area

Security	\$14,135	\$13,523	\$13,698	\$14,047	\$12,675	\$13,947	\$13,723	\$13,947	\$13,523	\$14,147	\$13,947	\$0	\$151,311
Security - Clay County Off Duty Sheriff	\$5,828	\$2,134	\$5,258	\$5,247	\$1,961	\$6,661	\$3,341	\$3,395	\$4,284	\$2,174	\$0	\$0	\$40,282
Electric	\$1,641	\$1,696	\$1,603	\$1,322	\$1,468	\$872	\$1,380	\$1,505	\$1,635	\$1,545	\$1,493	\$0	\$16,160
Streetlighting	\$2,930	\$2,930	\$2,824	\$2,824	\$2,824	\$2,788	\$2,595	\$2,595	\$2,595	\$2,489	\$2,489	\$0	\$29,883
Irrigation Maintenance	\$0	\$0	\$0	\$0	\$0	\$2,049	\$0	\$0	\$0	\$0	\$1,035	\$0	\$3,084
Landscape Maintenance	\$35,671	\$40,711	\$40,711	\$40,711	\$40,711	\$40,711	\$40,711	\$40,711	\$40,711	\$40,711	\$40,711	\$0	\$442,778
Common Area Maintenance	\$5,867	\$5,416	\$5,817	\$5,416	\$4,785	\$6,049	\$5,416	\$4,500	\$5,316	\$6,166	\$5,417	\$0	\$60,165
Lake Maintenance	\$2,932	\$1,594	\$1,594	\$1,594	\$1,594	\$1,594	\$1,594	\$1,594	\$1,594	\$1,594	\$1,594	\$0	\$18,872
Misc. Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Administrative	\$69,004	\$68,003	\$71,504	\$71,160	\$66,017	\$74,671	\$68,759	\$68,247	\$69,658	\$68,825	\$66,686	\$0	\$762,534

Recreation Facility

Amenity Staff	\$10,115	\$4,716	\$6,424	\$4,821	\$4,429	\$8,232	\$8,946	\$12,666	\$42,677	\$37,853	\$25,417	\$0	\$166,296
Janitorial	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$3,783	\$0	\$41,617
Telephone	\$1,263	\$886	\$1,088	\$892	\$986	\$984	\$984	\$979	\$1,736	\$1,156	\$1,160	\$0	\$12,114

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

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Electric	\$6,194	\$6,082	\$5,584	\$5,620	\$5,759	\$5,293	\$4,677	\$4,337	\$5,378	\$5,147	\$5,061	\$0	\$59,132
Water/Sewer	\$2,530	\$2,866	\$2,518	\$2,683	\$2,984	\$2,574	\$2,999	\$2,864	\$2,651	\$2,740	\$3,508	\$0	\$30,917
Gas/Heat (Pool)	\$0	\$3,380	\$7,407	\$0	\$0	\$3,848	\$0	\$0	\$0	\$0	\$0	\$0	\$14,636
Refuse Services	\$2,860	\$2,875	\$2,892	\$2,876	\$2,783	\$2,786	\$2,751	\$2,900	\$3,914	\$3,316	\$3,305	\$0	\$33,257
Pool Maintenance & Chemicals	\$3,052	\$3,052	\$3,052	\$3,817	\$3,817	\$3,817	\$3,817	\$3,817	\$3,817	\$3,817	\$3,817	\$0	\$39,689
Cable	\$551	\$551	\$561	\$604	\$604	\$604	\$603	\$603	\$601	\$602	\$604	\$0	\$6,487
Special Events	\$3,270	\$2,269	\$3,158	\$82	\$65	\$153	\$180	\$509	\$254	\$0	\$0	\$0	\$9,940
Office Supplies & Equipment	\$480	\$0	\$0	\$100	\$71	\$0	\$2	\$0	\$282	\$0	\$0	\$0	\$935
Facility Maintenance	\$4,473	\$4,625	\$4,777	\$4,625	\$4,215	\$5,035	\$4,625	\$3,494	\$4,525	\$5,475	\$4,631	\$0	\$50,500
Facility Maintenance - Preventative	\$2,390	\$0	\$288	\$175	\$288	\$0	\$463	\$0	\$288	\$175	\$0	\$0	\$4,067
Facility Maintenance - Contingency	\$0	\$608	\$305	\$304	\$302	\$306	\$304	\$304	\$304	\$304	\$304	\$0	\$3,346
Elevator Maintenance	\$479	\$0	\$479	\$0	\$0	\$829	\$675	\$4,725	\$479	\$0	\$100	\$0	\$7,767
Recreation Passes	\$1,334	\$0	\$0	\$0	\$0	\$0	\$1,543	\$379	\$0	\$909	\$0	\$0	\$4,164
Lighting Repairs	\$759	\$801	\$940	\$833	\$801	\$866	\$833	\$801	\$807	\$835	\$841	\$0	\$9,117
Tennis Court Maintenance	\$7,418	\$8,824	\$4,073	\$3,850	\$5,261	\$6,103	\$4,876	\$7,540	\$5,140	\$5,682	\$5,706	\$0	\$64,472
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Total Recreation	\$50,951	\$45,318	\$47,329	\$35,065	\$36,147	\$45,213	\$42,061	\$49,700	\$326,637	\$71,794	\$58,236	\$0	\$808,451
Total Expenditures	\$205,795	\$140,111	\$145,927	\$132,887	\$128,796	\$148,095	\$137,840	\$145,864	\$423,249	\$167,462	\$151,769	\$0	\$1,927,794
Excess Revenues (Expenditures)	(\$208,282)	\$118,392	\$1,417,345	(\$60,840)	(\$73,570)	(\$134,364)	(\$66,288)	(\$99,554)	(\$421,427)	(\$130,659)	(\$136,543)	\$0	\$204,209

Middle Village
Community Development District
Debt Service Fund - 2018-1/2022 and 2018-2
Statement of Revenues & Expenditures
For the Period ending August 31, 2023

Adopted Budget	Prorated Budget 8/31/23	Actual 8/31/23	Variance
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Revenues:

Interest Income	\$1,000	\$1,000	\$43,180	\$42,180
Assessments - Direct	\$21,002	\$21,002	\$24,151	\$3,149
Assessments - Tax Roll	\$1,751,218	\$1,751,218	\$1,752,225	\$1,007

Total Revenues	\$1,773,220	\$1,773,220	\$1,819,557	\$46,337
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Expenditures:

Series 2022

Interest Expense - 11/1	\$213,140	\$213,140	\$213,140	\$0
Principal Expense- 11/1 (Prepayment)	\$0	\$0	\$219,000	(\$219,000)
Interest Expense - 5/1	\$213,140	\$213,140	\$210,372	\$2,768
Principal Expense - 5/1	\$1,124,000	\$1,124,000	\$1,109,000	\$15,000
Special Call 5/1	\$0	\$0	\$4,000	(\$4,000)

Series 2018-2

Interest Expense - 11/1	\$54,313	\$54,313	\$54,313	\$0
Principal Expense- 11/1 (Prepayment)	\$0	\$0	\$30,000	(\$30,000)
Interest Expense - 5/1	\$54,313	\$54,313	\$53,563	\$750
Principal Expense - 5/1	\$125,000	\$125,000	\$125,000	\$0
Special Call 5/1	\$0	\$0	\$5,000	(\$5,000)

Total Expenditures	\$1,783,905	\$1,783,905	\$2,023,387	(\$239,482)
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Excess Revenues (Expenditures)	(\$10,685)	(\$203,830)
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Net Change in Fund Balance	(\$10,685)	(\$203,830)
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Fund Balance - Beginning	\$276,073	\$721,493
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Fund Balance - Ending	\$265,388	\$517,663
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Middle Village
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For the Period ending August 31, 2023

	Adopted Budget	Prorated Budget 8/31/23	Actual 8/31/23	Variance
<u>REVENUES:</u>				
Interest Income	\$2,000	\$2,000	\$21,680	\$19,680
Capital Reserve - Rec Fund	\$250,000	\$250,000	\$250,000	\$0
Capital Reserve - General Fund	\$14,167	\$14,167	\$14,167	\$0
TOTAL REVENUES	\$266,167	\$266,167	\$285,847	\$19,680
<u>EXPENDITURES:</u>				
Repair And Replacements	\$400,775	\$367,377	\$268,159	\$99,218
TOTAL EXPENDITURES	\$400,775	\$367,377	\$268,159	\$99,218
EXCESS REVENUES (EXPENDITURES)	(\$134,608)		\$17,688	
FUND BALANCE - Beginning	\$1,165,118		\$1,225,320	
FUND BALANCE - Ending	\$1,030,510		\$1,243,008	

Middle Village

Community Development District

Long Term Debt Report

Series 2022 Special Assessment Refunding Bonds

Interest Rate:	1.355% - 3.012%
Maturity Date:	5/1/2035
Reserve Fund Definition:	10% Max Annual Debt
Reserve Fund Balance:	\$157,142
Reserve Fund Requirement:	\$157,142
Bonds outstanding - 1/13/2022	\$17,754,000
Less: May 1, 2022 (Mandatory)	(\$888,000)
Less: May 1, 2022 (Optional)	(\$8,000)
Less: November 1, 2022 (Optional)	(\$219,000)
Less: May 1, 2023 (Mandatory)	(\$1,109,000)
Less: May 1, 2023 (Optional)	(\$4,000)
Current Bonds Outstanding:	\$15,526,000

Series 2018-2 Special Assessment Refunding Bonds

Interest Rate:	4.5% - 5%
Maturity Date:	5/1/2035
Reserve Fund Definition:	50% Max Annual Debt
Reserve Fund Requirement:	\$121,321
Reserve Fund Balance:	\$121,321
Bonds outstanding - 9/30/2018	\$2,810,000
Less: May 1, 2019 (Mandatory)	(\$110,000)
Less: November 1, 2019 (Optional)	(\$5,000)
Less: May 1, 2020 (Mandatory)	(\$115,000)
Less: May 1, 2020 (Optional)	(\$5,000)
Less: November 1, 2020 (Optional)	(\$10,000)
Less: May 1, 2021 (Mandatory)	(\$120,000)
Less: May 1, 2021 (Optional)	(\$75,000)
Less: November 1, 2021 (Optional)	(\$5,000)
Less: May 1, 2022 (Mandatory)	(\$120,000)
Less: May 1, 2022 (Optional)	(\$60,000)
Less: November 1, 2022 (Optional)	(\$30,000)
Less: May 1, 2023 (Mandatory)	(\$125,000)
Less: May 1, 2023 (Optional)	(\$5,000)
Current Bonds Outstanding	\$2,025,000

C.

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT
FY2023 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2022 DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	RESERVE FUND ASSESSED	TOTAL ASSESSED
ODP, LLC (1)	31,789	24,909.56	2,721.59	20,094.70	-	47,725.85
TOTAL DIRECT BILLS NET	31,789	24,909.56	2,721.59	20,094.70	-	47,725.85
NET TAX ROLL ASSESSED NET	301,267	1,746,465.21	214,920.49	1,954,770.36	-	3,916,156.05
TOTAL ASSESSED	333,056	1,771,374.77	217,642.07	1,974,865.06	-	3,963,881.90

DUE / RECEIVED	BALANCE DUE (DISCOUNT NOT TAKEN)	TOTAL DEBT SERVICE RECEIVED	GENERAL FUND O&M PAID	RECREATION FUND O&M PAID	RESERVE FUND PAID	TOTAL PAID
ODP, LLC (1)	6,285.85	24,151.33	2,062.24	15,226.44	-	41,440.00
DIRECT BILLS DUE / RECEIVED	6,285.85	24,151.33	2,062.24	15,226.44	-	41,440.00
TAX ROLL DUE / RECEIVED	(12,915.23)	1,752,224.94	215,629.27	1,961,217.07	-	3,929,071.28
TOTAL DUE / RECEIVED	(6,629.38)	1,776,376.27	217,691.51	1,976,443.51	-	3,970,511.28

(1) Direct bill is assessed with a 4% discount if paid by 11/30/22. Full balance due by 3/31/23. Amounts assume full discount above.

SUMMARY OF TAX ROLL RECEIPTS						
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	TOTAL DEBT SERVICE RECEIPTS	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS	RESERVE FUND O&M RECEIPTS
1	11/09/22	8,603.93	3,837.04	472.19	4,294.70	-
2	11/16/22	109,525.37	48,844.39	6,010.80	54,670.18	-
3	11/28/22	394,953.30	176,135.01	21,675.22	197,143.07	-
4	12/12/22	2,934,596.08	1,308,724.65	161,052.02	1,464,819.41	-
5	12/19/22	129,369.17	57,694.01	7,099.84	64,575.32	-
6	01/11/23	52,046.62	23,210.93	2,856.34	25,979.35	-
7	02/07/23	137,551.47	61,343.02	7,548.89	68,659.56	-
8	03/07/23	26,251.18	11,707.09	1,440.68	13,103.41	-
9	04/07/23	60,878.38	27,149.58	3,341.03	30,387.77	-
10	05/07/23	24,409.31	10,885.68	1,339.59	12,184.04	-
11	06/08/23	14,615.99	6,518.21	802.13	7,295.65	-
TAX CERTIFICATES	06/21/23	36,270.48	16,175.33	1,990.54	18,104.61	-
TOTAL TAX ROLL RECEIPTS		3,929,071.28	1,752,224.94	215,629.27	1,961,217.07	-

PERCENT COLLECTED	DEBT	O&M
% COLLECTED DIRECT BILL	96.96%	75.77%
% COLLECTED TAX ROLL	100.33%	100.33%
TOTAL PERCENT COLLECTED	100.28%	100.07%

D.

Middle Village

Community Development District

Check Run Summary

September 30, 2023

Fund	Date	Check No.	Amount
General Fund			
Accounts Payable	9/25/23	1702-1705	\$ 11,948.50
	9/29/23	1706	\$ 12,826.00
Sub-Total			\$ 24,774.50
Recreation Fund			
Accounts Payable - HW	9/1/23	362-366	\$ 24,665.99
	9/25/23	367-284	\$ 107,730.38
	9/29/23	385-391	\$ 92,785.00
Sub-Total			\$ 225,181.37
Capital Reserve Fund			
Accounts Payable	9/1/23	588-589	\$ 11,502.89
	9/25/23	590-594	\$ 7,722.55
	9/29/23	595	\$ 5,200.00
Sub-Total			\$ 24,425.44
Total			\$ 274,381.31

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/25/23	00026	9/01/23 2230	202309 310-51300-34000	SEP MANAGEMENT FEES	*	5,404.17	
		9/01/23 2230	202309 310-51300-52000	SEP WEBSITE ADMIN	*	187.50	
		9/01/23 2230	202309 310-51300-35100	SEP INFO TECH	*	212.50	
		9/01/23 2230	202309 310-51300-31300	SEP DISSEM AGENT SRVCS	*	291.67	
		9/01/23 2230	202309 310-51300-51000	OFFICE SUPPLIES	*	1.29	
		9/01/23 2230	202309 310-51300-42000	POSTAGE	*	127.26	
		9/01/23 2230	202309 310-51300-42500	COPIES	*	229.80	
GOVERNMENTAL MANAGEMENT SERVICES							6,454.19 001702
9/25/23	00024	9/08/23 24709	202309 310-51300-31600	ARBIT SE2018 FYE 3/31/23	*	600.00	
GRAU & ASSOCIATES							600.00 001703
9/25/23	00117	8/31/23 23-00307	202308 310-51300-48000	NTC OF MTG BOS 8/31/23	*	69.50	
		9/14/23 23-00326	202309 310-51300-48000	NTC OF MTGS 9/14/23	*	82.00	
JACKSONVILLE DAILY RECORD							151.50 001704
9/25/23	00119	9/18/23 3280481	202308 310-51300-31500	AUG GENERAL SERVICES	*	4,742.81	
KUTAK ROCK LLP							4,742.81 001705
9/29/23	00045	9/20/23 19907	202309 300-15500-10000	FY24 INSURANCE RENEWAL	*	12,826.00	
EGIS INSURANCE ADVISORS, LLC							12,826.00 001706
TOTAL FOR BANK A						24,774.50	
TOTAL FOR REGISTER						24,774.50	

MVIL MIDDLE VILLAGE OKUZMUK

1001 Bradford Way
Kingston, TN 37763

Invoice #: 2230
Invoice Date: 9/1/23
Due Date: 9/1/23
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
General Fund- Management Fees - September 2023		5,404.17	5,404.17
Website Administration - September 2023		187.50	187.50
Information Technology - September 2023		212.50	212.50
Dissemination Agent Services - September 2023		291.67	291.67
Office Supplies		1.29	1.29
Postage		127.26	127.26
Copies		229.80	229.80

RECEIVED
SEP 06 2023
BY: [Signature]

Total	\$6,454.19
Payments/Credits	\$0.00
Balance Due	\$6,454.19

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

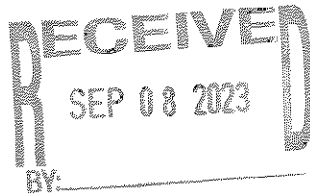
Phone: 561-994-9299

Fax: 561-994-5823

*Middle Village Community Development District
1001 Bradford Way
Kingston, TN 37763*

Invoice No. 24709
Date 09/08/2023

SERVICE	AMOUNT
Project: Arbitrage - Series 2018 FYE 3/31/23 Arbitrage Services	\$ 600.00
Subtotal:	600.00
Total	600.00
Current Amount Due	\$ 600.00



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

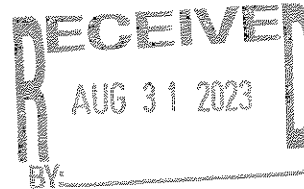
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

August 31, 2023

Date

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



Serial #	<u>23-00307C</u>	PO/File #	<u></u>	<u>\$69.50</u>
				Payment Due
Notice of Meeting of the Board of Supervisors				
<u></u>				<u>\$69.50</u>
Middle Village Community Development District				Publication Fee
<u></u>				
Case Number	<u></u>			Amount Paid
Publication Dates	<u>8/31</u>			
County	<u>Clay</u>			

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

Payment Due Upon Receipt
For your convenience, you
may remit payment online at
[www.jaxdailyrecord.com/
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 23-00307C on your
check or remittance advice.

Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

**Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.**

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

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

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

Notice is hereby given that the Board of Supervisors of the Middle Village Community Development District is scheduled to be meet on Monday, September 11, 2023, at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oaldead Plantation Parkway, Orange Park, Florida 32065.

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

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Marilee Giles

District Manager

Aug. 31

00 (23-00307C)

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

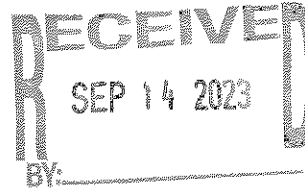
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

September 14, 2023

Date

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



Serial #	23-00326C	PO/File #		\$82.00
				Payment Due
Notice of Meetings				
				\$82.00
				Publication Fee
Middle Village Community Development District				
				Amount Paid
Case Number				
Publication Dates	9/14			
County	Clay			

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

Payment Due Upon Receipt
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may remit payment online at
[www.jaxdailyrecord.com/
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(This is not a proof of publication.)

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

NOTICE OF MEETINGS
MIDDLE VILLAGE
COMMUNITY
DEVELOPMENT DISTRICT

The Board of Supervisors of the Middle Village Community Development District will hold their regularly scheduled public meetings for Fiscal Year 2024 at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065 on the second Monday of each month as follows or otherwise noted:

October 9, 2023
November 13, 2023
December 11, 2023
January 8, 2024
February 12, 2024
March 11, 2024 @ 6:00 p.m.
April 8, 2024
May 13, 2024
June 10, 2024
July 8, 2024
August 19, 2024 @ 6:00 p.m.
(*third Monday)
September 9, 2024

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

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

Each person who decides to appeal any action taken at the meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Marilee Giles
District Manager
Sep. 14 00 (23-00326C)

KUTAK ROCK LLP**TALLAHASSEE, FLORIDA**

Telephone 404-222-4600

Facsimile 404-222-4654

Federal ID 47-0597598

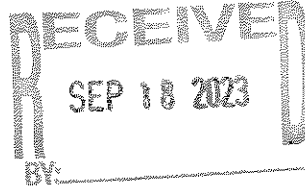
September 18, 2023

Check Remit To:

Kutak Rock LLP

PO Box 30057

Omaha, NE 68103-1157



Reference: Invoice No. 3280481

Client Matter No. 14323-1

Notification Email: eftgroup@kutakrock.com

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

Invoice No. 3280481

14323-1

Re: Middle Village CDD - General

For Professional Legal Services Rendered

08/02/23	M. Eckert	0.50	182.50	Prepare for and attend agenda call
08/14/23	M. Eckert	0.70	255.50	Revise Trinity agreement; confer with Soriano; review proposed Clay Electric easement
08/15/23	K. Haber	1.60	408.00	Correspond with Soriano regarding maintenance responsibilities for church parcel; correspond with Soriano regarding parking enforcement policy; prepare parking enforcement policy and resolution
08/18/23	K. Haber	0.90	229.50	Confer with John regarding landscape maintenance license agreement revisions; prepare board meeting agenda memorandum
08/18/23	K. John	2.60	424.00	Review agenda; prepare board meeting materials
08/20/23	M. Eckert	0.70	255.50	Prepare for board meeting
08/21/23	M. Eckert	4.40	1,606.00	Prepare for, travel to and attend board meeting; return travel; follow up

KUTAK ROCK LLP

Middle Village CDD
September 18, 2023
Client Matter No. 14323-1
Invoice No. 3280481
Page 2

08/21/23	K. John	1.00	265.00	Review agenda; prepare board meeting materials, attend portion of board meeting
08/22/23	M. Eckert	0.50	182.50	Confer with Grimm regarding potential transfer of Plantation Oaks Boulevard; confer with Giles; follow up from board meeting
08/22/23	K. Haber	0.10	25.50	Correspond with Giles regarding new supervisor guide
08/22/23	D. Wilbourn	1.00	165.00	Prepare new supervisor guide
08/23/23	K. Haber	0.80	204.00	Correspond with Bland regarding new supervisor guide; revise landscape maintenance license agreement; correspond with Soriano regarding same
08/24/23	K. Haber	0.10	25.50	Correspond with Giles regarding landscape maintenance license agreement
08/25/23	M. Eckert	0.60	219.00	Confer with Steiner; review draft minutes and provide comments
08/29/23	K. Haber	0.50	127.50	Participate in conference call regarding board meeting agenda; revise landscape maintenance license agreement; correspond with Giles, Soriano, and Hogge regarding same
08/30/23	K. Haber	0.50	127.50	Participate in conference call regarding board meeting agenda; correspond with Eckert regarding same

TOTAL HOURS 16.50

TOTAL FOR SERVICES RENDERED \$4,702.50

DISBURSEMENTS

Travel Expenses 40.31

TOTAL DISBURSEMENTS 40.31

TOTAL CURRENT AMOUNT DUE \$4,742.81



INVOICE

Customer	Middle Village Community Development District
Acct#	288
Date	09/20/2023
Customer Service	Kristina Rudez
Page	1 of 1

Middle Village Community Development District
c/o Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 98,044.00
Payment Amount	
Payment for	Invoice#19907
100123519	

Thank You

Please detach and return with payment



Customer: Middle Village Community Development District

Invoice	Effective	Transaction	Description	Amount
19907	10/01/2023	Renew policy	Policy #100123519 10/01/2023-10/01/2024 Florida Insurance Alliance Package - Renew policy Due Date: 9/20/2023	98,044.00



Total
\$ 98,044.00

Thank You

FY24 Policy Renewal - \$12,826.00

FOR PAYMENTS SENT OVERNIGHT:
Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555		09/20/2023
Atlanta, GA 30374-8555	scilmer@egisadvisors.com	

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/01/23	00072	8/26/23 08262023	202306 320-57200-34510	JUN REIMB SECURITY SRVCS	*	1,491.00	
				DOUBLE BRANCH CDD			1,491.00 000362
9/01/23	00072	8/26/23 08262023	202307 320-57200-34510	JUL REIMB SERCURITY SRVCS	*	1,407.00	
				DOUBLE BRANCH CDD			1,407.00 000363
9/01/23	00026	8/21/23 2226	202307 330-57200-62000	JUL FAC MAIN GEN	*	5,475.00	
		8/21/23 2226	202307 330-57200-62200	JUL FAC MAIN CONT	*	304.21	
		8/21/23 2226	202307 330-57200-46630	JUL LIGHTING REPAIRS	*	835.00	
		8/21/23 2226	202307 320-57200-46500	JUL COMMON AREA MAIN	*	6,166.00	
		8/21/23 2226	202307 330-57200-34400	JUL TENNIS CT MAIN	*	4,651.00	
				GOVERNMENTAL MANAGEMENT SERVICES			17,431.21 000364
9/01/23	00026	8/21/23 2227	202307 330-57200-34400	JUL TENNIS CT MAIN	*	520.00	
				GOVERNMENTAL MANAGEMENT SERVICES			520.00 000365
9/01/23	00139	9/01/23 13129561	202309 330-57200-46400	SEP POOL CHEMICALS	*	3,816.78	
				POOLSURE			3,816.78 000366
9/25/23	00509	7/05/23 CAK-1776	202307 330-57200-49300	PROXIMITY CARD	*	908.89	
				CARDS AND KEYFOBS			908.89 000367
9/25/23	00063	9/12/22 10040092	202210 330-57200-49500	ELEVATOR MAINTENANCE	*	479.19	
		3/17/23 TCE15605	202303 330-57200-49500	ELEVATOR MAINTENANCE	*	350.00	
				COASTAL ELEVATOR SERVICE CORP.			829.19 000368
9/25/23	01051	8/30/23 08302023	202308 300-36900-10300	DEPOSIT REFUND	*	100.00	
				GERALDINE VASQUEZ			100.00 000369
9/25/23	00026	8/29/23 2232	202308 300-36900-10300	AUG FACILITY EVENT STAFF	*	725.00	
		9/01/23 2228	202309 310-51300-34000	SEP TENNIS FAC MANAGEMENT	*	6,331.50	

MVIL MIDDLE VILLAGE OKUZMUK

MIDDLE VILLAGE - REC FUND
BANK E HANCOCK WHITNEY

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
		9/01/23 2229	202309 310-51300-34000		*	20,119.83		
		SEP FACILITY MANAGEMENT						
		9/05/23 2233	202308 330-57200-34400		*	302.57		
		AUG WINNING CONCEPTS						
		9/05/23 2233	202308 330-57200-34400		*	284.95		
		AUG SITE ONE						
		9/05/23 2234	202309 300-36900-10200		*	445.50		
		SEP TENNIS REVENUE						
		9/11/23 2235	202309 300-36900-10300		*	955.00		
		SEP FACILITY EVENT STAFF						
		9/14/23 2236	202308 330-57200-34400		*	520.00		
		AUG FACILITY MAINTENANCE						
		9/14/23 2237	202308 330-57200-62000		*	4,631.00		
		FAC MAINT GEN						
		9/14/23 2237	202308 330-57200-62200		*	304.25		
		FAC MAINT CONT						
		9/14/23 2237	202308 330-57200-46630		*	841.00		
		LIGHTING REPAIRS						
		9/14/23 2237	202308 320-57200-46500		*	5,417.00		
		COMMON AREA MAIN						
		9/14/23 2237	202308 330-57200-34400		*	4,598.00		
		TENNIS CT MAIN						
				GOVERNMENTAL MANAGEMENT SERVICES			45,475.60	000370
9/25/23	01047	9/11/23 09112023	202309 300-36900-10300		*	100.00		
		DEPOSIT REFUND						
				HEATHER WARTHEN			100.00	000371
9/25/23	01050	9/11/23 09112023	202309 300-36900-10300		*	500.00		
		DEPOSIT REFUND						
				LAQUANA CAPERS			500.00	000372
9/25/23	01044	9/11/23 09112023	202309 300-36900-10300		*	100.00		
		DEPOSIT REFUND						
				LESTER COATS			100.00	000373
9/25/23	01046	9/11/23 09112023	202309 300-36900-10300		*	100.00		
		DEPOSIT REFUND						
				LOTTIE OZMORE			100.00	000374
9/25/23	01049	9/11/23 09112023	202309 300-36900-10300		*	500.00		
		DEPOSIT REFUND						
				MELINDA WENZEL			500.00	000375
9/25/23	01052	8/30/23 08302023	202308 300-36900-10300		*	100.00		
		DEPOSIT REFUND						
				MELISSA TAYLOR			100.00	000376
				MVIL MIDDLE VILLAGE OKUZMUK				

*** CHECK DATES 09/01/2023 - 09/30/2023 ***
MIDDLE VILLAGE - REC FUND
BANK E HANCOCK WHITNEY

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/25/23	00949	9/11/23 09112023	202309 300-36900-10300	DEPOSIT REFUND	*	100.00	
				MEREDITH ANIDO			100.00 000377
9/25/23	01045	9/11/23 09112023	202309 300-36900-10300	DEPOSIT REFUND	*	100.00	
				OLYMPIA WATTS			100.00 000378
9/25/23	00956	8/14/23 F1000009	202308 330-57200-49500	ELEVATOR MAINTENANCE	*	100.00	
				OTIS ELEVATOR COMPANY			100.00 000379
9/25/23	01048	9/11/23 09112023	202309 300-36900-10300	DEPOSIT REFUND	*	100.00	
				PRINCESS DABU			100.00 000380
9/25/23	00261	9/01/23 333	202309 330-57200-34200	SEP JANITORIAL SERVICES	*	3,783.33	
				RIVERSIDE MANAGEMENT SERVICES, INC			3,783.33 000381
9/25/23	00823	9/01/23 9348	202309 320-57200-34500	SEP SECURITY SERVICE	*	13,622.70	
				SECURITY DEVELOPMENT GROUP LLC			13,622.70 000382
9/25/23	01043	9/19/23 09192023	202309 300-36900-10300	DEPOSIT REFUND	*	500.00	
				SHIRLEY CHASTAIN			500.00 000383
9/25/23	00704	9/01/23 12617	202309 320-57200-46200	SEP LANDSCAPE MAINTENANCE	*	40,710.67	
				VERDEGO LLC			40,710.67 000384
9/29/23	01010	9/25/23 09252023	202309 300-36900-10300	DEPOSIT REFUND	*	100.00	
				AMANDA THOMER			100.00 000385
9/29/23	01054	9/25/23 09252023	202309 300-36900-10300	DEPOSIT REFUND	*	700.00	
				ANA GLOVER			700.00 000386
9/29/23	00072	9/26/23 09262023	202309 320-57200-34510	REIMB SECURITY SRVCS	*	1,512.00	
		9/26/23 09262023	202309 320-57200-34510	REIMB SECURITY SRVCS	*	1,496.25	
				DOUBLE BRANCH CDD			3,008.25 000387

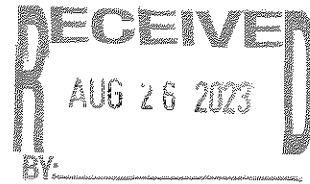
MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK.... AMOUNT #
9/29/23	00234	9/14/23 19658	202309 300-15500-10100		*	1,882.00	
		FY24 WC RENEWAL					
		9/20/23 19907	202309 300-15500-10100		*	85,218.00	
		FY24 INSURANCE RENEWAL					
EGIS INSURANCE ADVISORS, LLC							87,100.00 000388
9/29/23	01055	9/25/23 09252023	202309 300-36900-10300		*	500.00	
		DEPOSIT REFUND					
FLOYD WEBB							500.00 000389
9/29/23	00026	9/21/23 2238	202309 300-36900-10200		*	445.50	
		SEP TENNIS REVENUE					
		9/25/23 2239	202309 300-36900-10300		*	831.25	
		SEP FACILITY EVENT STAFF					
GOVERNMENTAL MANAGEMENT SERVICES							1,276.75 000390
9/29/23	01053	9/25/23 09252023	202309 300-36900-10300		*	100.00	
		DEPOSIT REFUND					
KENNETH KELLER JR							100.00 000391
TOTAL FOR BANK E						225,181.37	
TOTAL FOR REGISTER						225,181.37	

MVIL MIDDLE VILLAGE OKUZMUK

**Middle Village
COMMUNITY DEVELOPMENT DISTRICT**

Rec Fund



Check Request

Date	Amount	Authorized By
August 26, 2023	\$1,491.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

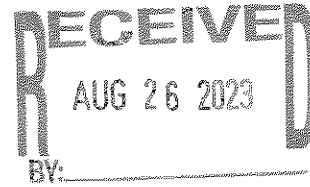
6/23/23-7/6/23 Reimb for Security Services

(Attach supporting documentation for request.)

Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

Check Request



Date	Amount	Authorized By
August 26, 2023	\$1,407.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

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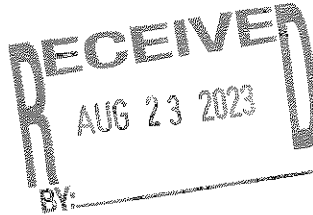
Intended Use of Funds Requested:

7/7/23-7/20/23 Reimb for Security Services
(Attach supporting documentation for request.)

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

Invoice

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



Invoice #: 2226
Invoice Date: 8/21/23
Due Date: 8/21/23
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2023		25,914.34	25,914.34
Maintenance Supplies		2,373.87	2,373.87
Fac. Main Gen. #5475 ⁰⁰ 2.33.572.6200			
Fac. Main Cont. #304 ²¹ 2.33.572.6220			
Lighting Repairs #835 ⁰⁰ 2.33.572.4663			
Common Area Main #6.166 ⁰⁰ 2.320.572.4650			
Repair/Replace #10,857⁰⁰ 34,538.6400			
Tennis Ct. Main. #4,651 ⁰⁰ 2.33.572.3440			
<i>Jerry Lambert</i> 8-23-23			

Total \$28,288.21

Payments/Credits \$0.00

Balance Due ~~\$28,288.21~~

\$17,431.21

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/23	3.3	J.M.	Additional court maintenance
7/2/23	3.08	J.M.	Additional court maintenance
7/3/23	7.53	J.K.	Put up flags around double staircase, painted light fixtures around pool deck, touch up on shutters, removed debris around amenity center
7/3/23	4	C.W.	Put up flags and flowers, removed debris from all common areas
7/3/23	2.7	J.S.	Additional court maintenance
7/3/23	3.08	J.M.	Additional court maintenance
7/4/23	2.5	J.K.	Replaced plants, removed debris from all common areas
7/4/23	2.5	C.W.	Removed debris from all common areas, rehung flowers
7/4/23	2.27	J.R.	Hung plants around kiddy pool area
7/4/23	4.83	J.S.	Additional court maintenance
7/4/23	3.48	J.M.	Additional court maintenance
7/5/23	4	T.C.	Took down and painted shutters
7/5/23	8	J.K.	Rehung painted shutters, prepped another pair of shutters, scraped and sanded shutters, pressure washed shutters, wiped down and dried
7/5/23	8	C.W.	Restored shutters, prepped to paint and put others shutters back
7/5/23	2.65	J.S.	Additional court maintenance
7/5/23	4	J.M.	Additional court maintenance
7/6/23	4	T.C.	Drained splash ground and resecured mat, unloaded boardwalk supplies from trailer
7/6/23	3.53	J.K.	Fixed mat in splash pool, worked on cutting fence vinyl
7/6/23	5.73	J.R.	Worked on signs, unloading equipment, root removal
7/6/23	4.95	J.S.	Additional court maintenance
7/6/23	3.5	J.M.	Additional court maintenance
7/7/23	4	T.C.	Drained splash ground and removed bracket from bottom of pool, installed new soap dispensers at pool bathrooms
7/7/23	8.07	J.K.	Took out bolts sticking out of splash pool, cut the rest of fence vinyl, fixed fencing white vinyl, installed soap dispenser
7/7/23	4.1	C.W.	Removed debris from all common areas
7/7/23	5.62	J.R.	Put up decorative signs
7/7/23	3.02	J.S.	Additional court maintenance
7/7/23	3.22	J.M.	Additional court maintenance
7/8/23	2.98	J.M.	Additional court maintenance
7/10/23	8	T.C.	Set up CDD meeting, cleaned shop, cut boards for boardwalk
7/10/23	4	C.W.	Removed debris from all common areas
7/10/23	6.15	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/10/23	3.5	E.W.	Maintenance and property training
7/10/23	2.67	J.S.	Additional court maintenance
7/10/23	3.75	J.M.	Additional court maintenance
7/11/23	8	T.C.	Replaced boards on nature walk
7/11/23	7.7	J.K.	Measured out boards for nature trail, cut out boards, pulled up five boards, made braces and trusses to reinforce, put down new boards and cleaned debris, replaced board on nature walk
7/11/23	4	C.W.	Removed debris from all common areas
7/11/23	7	C.Z.	Worked on nature boardwalk repair
7/11/23	5.88	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/11/23	7.5	E.W.	Continued maintenance and property training and assisted
7/11/23	4.82	J.S.	Additional court maintenance
7/11/23	3.62	J.M.	Additional court maintenance
7/12/23	8	T.C.	Replaced boards on nature walk
7/12/23	8	J.K.	Replaced boards on nature walk
7/12/23	8.8	C.W.	Redoing boardwalk, adding more support and braces, removing old wood
7/12/23	2	C.Z.	Worked on nature boardwalk repair
7/12/23	5.08	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/12/23	5	B.L.	Maintenance and property training
7/12/23	2.82	J.S.	Additional court maintenance
7/12/23	3.12	J.M.	Additional court maintenance
7/13/23	8	T.C.	Replaced boards on nature walk
7/13/23	7.72	J.K.	Replaced boards on nature walk
7/13/23	8.25	C.W.	Worked on replacing old boards on boardwalk
7/13/23	6	C.Z.	Worked on nature boardwalk repair

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/13/23	6.05	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/13/23	7.5	E.W.	Continued maintenance and property training and assisted
7/13/23	8	B.L.	Continued maintenance and property training and assisted
7/13/23	4.85	J.S.	Additional court maintenance
7/13/23	4.02	J.M.	Additional court maintenance
7/14/23	8	T.C.	Replaced boards on nature walk
7/14/23	8	J.K.	Replaced boards on nature walk
7/14/23	7.67	C.W.	Worked on redoing boardwalk and rebuilding braces, cleaned out shop
7/14/23	8	C.Z.	Worked on nature boardwalk repair, picked up supplies
7/14/23	3.5	A.B.	Installed latches at main gate and side gate for pool
7/14/23	6.5	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/14/23	8	E.W.	Continued maintenance and property training and assisted
7/14/23	2.92	J.S.	Additional court maintenance
7/14/23	3.15	J.M.	Additional court maintenance
7/15/23	3.22	J.M.	Additional court maintenance
7/17/23	8	T.C.	Worked on nature walk replacing boards, picked up supplies
7/17/23	7.02	J.K.	Took measurements and pulled up old boards on nature trail, made braces and runners, replaced old boards with new
7/17/23	7.3	C.W.	Ripping out old boards from boardwalk and replacing them and adding support
7/17/23	4	J.J.	Maintenance and property training
7/17/23	4	E.W.	Removed debris from all common areas
7/17/23	4	B.L.	Worked on boardwalk
7/17/23	4	B.G.	Replaced boardwalk boards
7/17/23	2.85	J.S.	Additional court maintenance
7/17/23	3.18	J.M.	Additional court maintenance
7/18/23	4	T.C.	Worked on nature walk replacing boards
7/18/23	6.83	J.K.	Took measurements and pulled up old boards on nature trail, made braces and runners, replaced old boards with new
7/18/23	7	C.W.	Replaced more wood on boardwalk and added support boards to add stability
7/18/23	8	J.J.	Maintenance and property training
7/18/23	4	E.W.	Removed debris from all common areas
7/18/23	4.67	J.S.	Additional court maintenance
7/18/23	3	J.M.	Additional court maintenance
7/19/23	2	T.C.	Set up CDD meeting
7/19/23	4.2	J.K.	Replaced boards on sidewalk near tennis, painted posts on railing on nature trail
7/19/23	4.23	C.W.	Painted the post on the boardwalk and cleaned off the boardwalk
7/19/23	1	J.J.	Set up CDD meeting
7/19/23	4.6	J.R.	Painted park of the amenity center, cleaned pool filters
7/19/23	4	E.W.	Removed debris from all common areas
7/19/23	3.02	J.S.	Additional court maintenance
7/19/23	3.5	J.M.	Additional court maintenance
7/20/23	4	T.C.	Worked on repainting shutters around main building, picked up supplies
7/20/23	4	J.K.	Wet sanded shutters and set out to dry, painted and touched up shutters
7/20/23	4.27	C.W.	Backwashed pool filters, wet sanded shutters
7/20/23	3	E.W.	Removed debris from all common areas
7/20/23	4.88	J.S.	Additional court maintenance
7/20/23	3	J.M.	Additional court maintenance
7/21/23	2	T.C.	Repaired pavers at adult pool deck
7/21/23	8	J.K.	Fix gate at pool deck, fix netting in kiddie pool, hang shutters back up and take down third pair
7/21/23	8	C.W.	Patched netting in splash pool end fixed fence, put up shutters and took down shutters
7/21/23	8	J.R.	Gate repair, worked on spray feature concrete, worked on shutters
7/21/23	4	E.W.	Removed debris from all common areas
7/21/23	2.5	J.S.	Additional court maintenance
7/21/23	3.95	J.M.	Additional court maintenance
7/22/23	2.5	J.M.	Additional court maintenance
7/24/23	1.73	J.K.	Cleaned pool filters
7/24/23	4	E.W.	Removed debris from all common areas
7/24/23	7.37	J.R.	Cleaned up tree limb that fell, cleaned shop
7/24/23	2.5	J.S.	Additional court maintenance
7/24/23	3	J.M.	Additional court maintenance

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/25/23	4	E.W.	Removed debris from all common areas
7/25/23	5	J.S.	Additional court maintenance
7/25/23	3	J.M.	Additional court maintenance
7/26/23	5	E.W.	Removed debris from all common areas
7/26/23	2.55	J.S.	Additional court maintenance
7/26/23	3	J.M.	Additional court maintenance
7/27/23	7	C.W.	Remove all park parts off the trailer and wet sanding shutters, organize shop
7/27/23	4	E.W.	Removed debris from all common areas
7/27/23	4.98	J.S.	Additional court maintenance
7/27/23	3	J.M.	Additional court maintenance
7/28/23	8	J.K.	Unloaded trailer, wet sanded shutters and dry wipe down, paint shutters, touch up light fixtures
7/28/23	8	C.W.	Unloaded trailer, painted shutters, worked on pavers, cleaned behind shop
7/28/23	4	E.W.	Removed debris from all common areas
7/28/23	4	J.R.	Worked on shutters for amenity center, cleaned up shop
7/28/23	2.7	J.S.	Additional court maintenance
7/28/23	3.15	J.M.	Additional court maintenance
7/29/23	5.87	J.M.	Additional court maintenance
7/31/23	4	T.C.	Repaired fence along Deer View, hung up painted shutters back on building
7/31/23	4	J.K.	Fixed fence along Deer View, hung shutter up
7/31/23	4	C.W.	Unloaded trailer, worked on fence on Deer View, hung up shutters, fixed lifeguard counter
7/31/23	5	E.W.	Removed debris from all common areas
7/31/23	2.85	J.S.	Additional court maintenance
7/31/23	3.68	J.M.	Additional court maintenance

TOTAL 647.28

MILES 52

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

MAINTENANCE BILLABLE PURCHASES

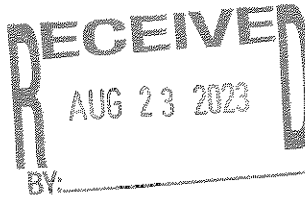
Period Ending 8/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	7/6/23	US Flag Poly Kit (2)	22.95	J.S.
	7/6/23	3M Safety Walk Tape (2)	31.92	J.S.
	7/6/23	Veranda 12ft Planks (20)	455.40	J.S.
	7/6/23	4x8 Sandply Play Wood	26.20	J.S.
	7/6/23	80lb Sakrete (5)	34.16	J.S.
	7/9/23	6lb Max Tabs	51.18	J.S.
	7/11/23	8" Corner Brackets (2)	16.72	J.S.
	7/14/23	12' Veranda Timber Brown (20)	454.94	C.Z.
	7/14/23	Deckmate III 2 1/2" 25lb	131.10	C.Z.
	7/14/23	Sakrete 50lb 5000 Plus (6)	48.02	C.Z.
	7/17/23	Keys (5)	22.83	T.C.
	7/17/23	Split Key Rings	3.75	T.C.
	7/18/23	Sump Pump	165.95	J.S.
	7/18/23	Cobweb Duster	12.62	T.C.
	7/18/23	Deckmate 3" Screws 25lbs	131.10	T.C.
	7/18/23	Black Nitrile Gloves 40pk	17.23	T.C.
	7/18/23	Pro Microfiber Towels 8pk	7.46	T.C.
	7/18/23	Microfiber Towels 12pk	7.46	T.C.
	7/18/23	Wasp/Hornet Spray 2pk (2)	16.03	T.C.
	7/18/23	Microfiber Adjustable Fan Duster	7.62	T.C.
	7/20/23	Fine PT Black Marker 2pk	2.40	T.C.
	7/20/23	Gloss Black Spray Paint (3)	27.53	T.C.
	7/20/23	9x3/8 Shedless Knit 3pk (2)	26.40	T.C.
	7/20/23	4x3/8 Shedless Knit 6pk (3)	39.12	T.C.
	7/20/23	Black Nitrile Gloves 20pk	8.61	T.C.
	7/20/23	Diablo 5-3/8" Blade	9.07	T.C.
	7/20/23	All Purpose Putty	15.80	T.C.
	7/21/23	Corner Brace 1.5" 2pk (2)	10.58	T.C.
	7/21/23	Gorilla Duct Tape	5.74	T.C.
	7/24/23	1/4"x1/4" NPT Adapter	1.89	J.S.
	7/24/23	EPDM Rubber Strap	1.82	J.S.
	7/24/23	Chain Stainless	15.94	J.S.
	7/25/23	Husky 8pc Socket Set	31.02	T.C.
	7/25/23	Husky 3pc Socket Driver Adapter Set	12.62	T.C.
	7/25/23	BLK Nitrile Gloves 80pk	28.73	T.C.
	7/26/23	3/4"x7" Cold Chisel	4.47	T.C.
	7/26/23	6" 10 TPI Torch Metal Cutting	9.76	T.C.
	7/26/23	Diablo 9" 8/10 TPI MTL	11.49	T.C.
	7/26/23	4 1/2" Backing Flange	1.89	T.C.
	7/26/23	Spanner Wrench Locknut	7.92	T.C.
	7/26/23	Diablo 4.5 Metal Cutting Diamond Blade	10.91	T.C.
	7/26/23	Rigid Diablo 4.5" Metal Cutting Dia Blade	10.34	T.C.
	7/27/23	Ryobi 5.5amp Grinder	28.18	T.C.
	7/27/23	Telescopic Pole	19.54	T.C.
	7/27/23	Microfiber Duster	5.74	T.C.
	7/27/23	15amp Tamper GFCI 2pk	34.25	T.C.
	7/31/23	Gas for Equipment	75.00	T.C.
	8/1/23	Bucket	2.58	T.C.
	8/1/23	AA Duracell Battery	10.28	T.C.
	8/1/23	16x3-1/2" Magnesium Float	31.99	T.C.
	8/2/23	32-7/8" 18TPI Bl-Metal Compact Blade	16.09	T.C.
	8/2/23	BLK Nitrile Gloves 40pk	14.36	T.C.
	8/2/23	Stainfree Plumbers Putty	2.69	T.C.
	8/2/23	Dust Mop Head	17.22	T.C.
	8/2/23	Microfiber Clothes 12pk	6.89	T.C.
	8/2/23	Terry Cloths 10pk	9.18	T.C.
	8/2/23	Zinc Cap Nut 1/4-20	1.59	T.C.
	8/2/23	Zinc Lock Nut 1/4-20 50pc	1.73	T.C.
	8/2/23	Zinc Fender Washer 1/4 50pc	7.62	T.C.
	8/2/23	Zinc Lock Washers 50pc	9.51	T.C.
	8/2/23	Zinc Hex Bolt 1/4x4 25pc	8.31	T.C.
	8/2/23	Acelone	12.63	T.C.
	8/2/23	Microfiber Duster	5.74	T.C.
	8/3/23	Plumbers Putty	5.38	T.C.
	8/3/23	Sink Strainer	12.39	T.C.
	8/3/23	Nitrile Coated Work Gloves	8.59	T.C.
	8/3/23	Toilet Seats (2)	66.65	T.C.
	8/3/23	Bottle Water 12pk	2.86	T.C.
TOTAL			<u>\$2,373.87</u>	

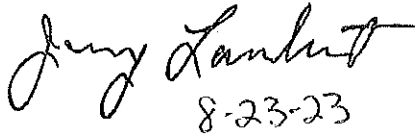
Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

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



Invoice #: 2227
Invoice Date: 8/21/23
Due Date: 8/21/23
Case:
P.O. Number:

Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2023 (Tennis) Tennis Ct. Main. 2.33.572.3440		520.00	520.00
			

Total	\$520.00
Payments/Credits	\$0.00
Balance Due	\$520.00

RMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/3/23	2	J.S.	Clean and sweep tennis courts.
7/5/23	2	J.S.	Clean and sweep tennis courts.
7/7/23	2	J.S.	Clean and sweep tennis courts.
7/10/23	2	J.S.	Clean and sweep tennis courts.
7/12/23	2	J.S.	Clean and sweep tennis courts.
7/14/23	2	J.S.	Clean and sweep tennis courts.
7/17/23	2	J.S.	Clean and sweep tennis courts.
7/19/23	2	J.S.	Clean and sweep tennis courts.
7/21/23	2	J.S.	Clean and sweep tennis courts.
7/24/23	2	J.S.	Clean and sweep tennis courts.
7/26/23	2	J.S.	Clean and sweep tennis courts.
7/28/23	2	J.S.	Clean and sweep tennis courts.
7/31/23	2	J.S.	Clean and sweep tennis courts.
TOTAL	<u>26</u>		



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

Invoice

Date 9/1/2023

Invoice # 131295617035

Terms	Net 20
Due Date	9/21/2023
PO #	

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

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	3,708.60
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<div>RECEIVED AUG 17 2023 BY: _____</div>				

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

Remittance Slip

Customer
13OAK101
Invoice #
131295617035

Amount Due \$3,816.78
Amount Paid _____
Make Checks Payable To
Poolsure
PO Box 55372
Houston, TX 77255-5372



131295617035



Limited Lifetime Warranty!
Typical Turnaround 24hrs!
Next Day Delivery Available.
How can we help you today?
1-208-591-4430



Invoice / Order Detail

Thank you for ordering at CardsAndKeyfobs.com

Order Detail

Order ID: #17760
Invoice: #CAK-17760
Date Added: 07/05/2023

Payment Method: Purchase Order (#JSO07052023)
Shipping Method: USPS Priority (Weight: 20.00lb)

Bill To

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, Florida 32065
United States

Ship To (if different address)

Jay Soriano
GMS LLC
370 Oakleaf Village Pkwy
orange park, Florida 32065
United States

<input type="checkbox"/> Product Name	Model	Quantity	Price	Total
<input type="checkbox"/> Printable Proximity Card - Kantech® ioProx® XSF/26bit P20DYE Compatible - Slot Punch: None	PrtPrx- Kan26	1000	\$1.79	\$1,790.00
Code to: 50/50 split			Sub-Total:	\$1,790.00
2-330-572-49300			USPS Priority (Weight: 20.00lb):	\$27.79
Middle Village Rec Passes			Total:	\$1,817.79 \$908.89
2-330-572-6200				

For NET30 and check orders:
Mail payment to:
CardsAndKeyfobs.com
PO BOX 205
SAINT ANTHONY, ID 83445

Double Branch Rec. Passes

Order Comments

PO Number: JSO07052023

COASTAL ELEVATOR SERVICE CORP.

4801 Executive Park Court Suite 208
Jacksonville, FL 32216

CUSTOMER NO.	DATE	INVOICE NO.
601535	03/17/23	TCE15605001

AMOUNT DUE
350.00

INVOICE**PAYMENT DUE UPON RECEIPT**

MAIL PAYMENT TO: |||||
COASTAL ELEVATOR SERVICE CO
P.O. BOX 730400

DALLAS TX
753730400

OAKLEAF PLANTATION
370 OAKLEAF VILLAGE PARKWAY

ORANGE PARK FL
320654259

ENCLOSE THIS COUPON WITH YOUR PAYMENT.
MAKE CHECK PAYABLE TO: COASTAL ELEVATOR SERVICE CORP

TO PAY YOUR INVOICES ONLINE, OR TO SET UP
RECURRING PAYMENTS, PLEASE VISIT OUR
PAYMENT PORTAL AT:
[HTTPS://OTIS.PAYINVOICEDIRECT.COM/](https://otis.payinvoicedirect.com/)

INVOICE

DETACH RETURN DOCUMENT ALONG PERFORATION
COASTAL ELEVATOR SERVICE CORP
** INVOICE CHARGES **

BUILDING REFERENCE
OAKLEAF PLANTATION
845 OAKLEAF PLANTATION PK

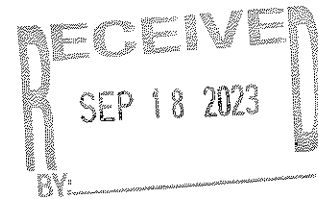
CUSTOMER NO.
601535

DATE
03/17/23

INVOICE NO.
TCE15605001

ORANGE PARK FL
32065

1, HYDRAULIC ELEVATOR, 2022, REQUIRED TEST
WITNESSING AND QEI INSPECTION ;

Code to:**02-330-572-630****Middle Village Elevator Maintenance**

SUBTOTAL	350.00
TAX	.00
FREIGHT	.00
TOTAL AMOUNT DUE	350.00

ANY QUESTIONS CONCERNING THIS INVOICE, CONTACT COASTAL ELEVATOR AT: (844-636-6847)

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

OVERDUE PAYMENTS SHALL BEAR AN INTEREST CHARGE OF THE OVERDUE AMOUNT CALCULATED FROM THE PAYMENT DUE DATE OF THE INVOICE AT THE RATE OF ONE AND ONE HALF PERCENT (1.5%) PER MONTH OR THE MAXIMUM RATE ALLOWED BY APPLICABLE LAW, WHICHEVER IS LESS.

CUSTOMER NO.: 601535
DATE: 9/12/2022
INVOICE NO.: 100400923755

OAKLEAF PLANTATION
Due Immediately
PLEASE PAY PROMPTLY

ACCOUNT SUMMARY

BUILDING ADDRESS

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

INVOICE NOTES: FORMER CONTRACT # FORMER CUSTOMER # 00000011

Maintenance Service from 10/1/2022 to 12/31/2022 **\$479.19**

Code to:

02-330-572-630

Middle Village Elevator Maintenance

NET SERVICE CONTRACT AMOUNT **\$479.19**
Sales Tax **\$0.00**

TOTAL SERVICE CONTRACT AMOUNT DUE **\$479.19**

IMPORTANT MESSAGES

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

RECEIVED
SEP 18 2023
BY: _____

QUESTIONS?

AR Rep's Email:
Hemavathi.B@otis.com

AR Rep's Phone#: 1-959-200-3979
Customer Care: 1-855-249-6847

010

WE CERTIFY THAT GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 6, 7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 HEREOF.
PAYMENTS NOT RECEIVED WITHIN 30 DAYS OF THE DATE OF THE INVOICE SHALL INCUR AN INTEREST CHARGE OF THE OVERDUE AMOUNT CALCULATED FROM THE PAYMENT DUE DATE OF THE INVOICE AT THE RATE OF ONE AND ONE HALF PERCENT (1.5%) PER MONTH (18% PER ANNUM) OR THE MAXIMUM RATE ALLOWED BY APPLICABLE LAW, WHICHEVER IS LESS.

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

COASTAL ELEVATOR SERVICE CORP.
RELIABLE · RESPONSIVE · RESPECTED

11760 US Hwy 1 Suite W600 Palm Beach Gardens FL 33408

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

CUSTOMER NO.: 601535
DATE: 9/12/2022
INVOICE NO.: 100400923755
TOTAL SERVICE CONTRACT AMOUNT: \$ 479.19

MAKE CHECK PAYABLE TO:

Coastal Elevator Company
PO Box 730400
Dallas TX 75373-0400

100400923755 0000047919 8

Compose

Inbox

82

Starred

Snoozed

Sent

Drafts

2

More

Labels

Job Opportunities

From: Oakleaf Venues <venue rentals@oakleafresidents.com>

Subject: MVCDD refund of deposit request - GERALDINE VASQUEZ

Date: August 30, 2023 at 11:06:52 AM EDT

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

Cc: Mariëe Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmsinn.com>

Good morning, Todd,

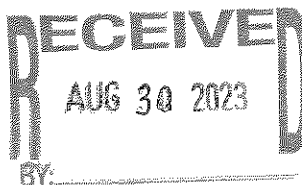
Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SATURDAY) 2:30 P.M. to 6:30 P.M.
 - DATE OF VENUE – AUGUST 26, 2023
 - RESIDENT – GERALDINE VASQUEZ
 - ADDRESS – 3549 SILVER BLUFF BLVD, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(6097):
 - DATED: 7/31/23
 - SEQ#: 4
 - BATCH#: 838
 - INVOICE#: 4
 - APPROVAL CODE: 05076D
 - AMOUNT: 100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
07/31/23	07/31/23	08/26/23	GERALDINE VASQUEZ - PO PATIO DEP	DEPOSIT	\$ 100.00

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

Thank you



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

Invoice

Invoice #: 2228
Invoice Date: 9/1/23
Due Date: 9/1/23
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Tennis- Facility Management - Oakleaf Plantation - September 2023 2,310,513,3400		6,331.50	6,331.50
<div>RECEIVED SEP 06 2023 BY: _____</div> <div><i>Jerry Lambert</i> 9-6-23</div>			

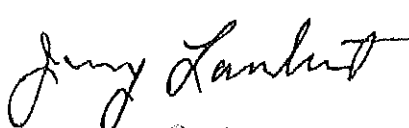
Total	\$6,331.50
Payments/Credits	\$0.00
Balance Due	\$6,331.50

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

Invoice

Invoice #: 2229
Invoice Date: 9/1/23
Due Date: 9/1/23
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Management - Oakleaf Plantation - September 2023 2,310.513.3400		20,119.83	20,119.83
<div>RECEIVED SEP 06 2023 BY: _____  9-6-23</div>			

Total	\$20,119.83
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Payments/Credits	\$0.00
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Balance Due	\$20,119.83
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Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2232
Invoice Date: 8/29/23
Due Date: 8/29/23
Case:
P.O. Number:

Bill To:

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

Description	Hours/Qty	Rate	Amount
Facility Event Staff through August 26, 2023 2-369.103	29	25.00	725.00
<div>RECEIVED AUG 29 2023 BY: _____</div>			

Total \$725.00

Payments/Credits \$0.00

Balance Due \$725.00

8/29/23
CDA

Governmental Management Services, LLC

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

Middle Village CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
29	Facility Event Staff	\$ 25.00	\$ 725.00

Covers Period End: August 26, 2023

Amenities Revenue # 2-369-103

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

Invoice

Invoice #: 2233
Invoice Date: 9/5/23
Due Date: 9/5/23
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
2.330.572.34300- Winning Concepts 8/7/23		302.57	302.57
2.330.572.34300- Site One 8/31/23		284.95	284.95
<div data-bbox="425 1018 730 1199"><p>RECEIVED SEP 05 2023 BY: _____</p></div>			

Total \$587.52

Payments/Credits \$0.00

Balance Due \$587.52

PERSONAL REIMBURSEMENT

Out-of-Pocket

NAME: Andy Fletcher

9.5.23

DATE	DESCRIPTION	DISTRICT	AMOUNT	
8.7.23	Winning Concepts	MV	\$302.57	2.330.572.34300
8.31.23	Site One	MV	\$284.95	2.330.572.34300
				2.330.572.34300
				2.330.572.34300
				2.330.572.34300
				2.330.572.34300
				2.330.572.34300
TOTAL			\$ 587.52	



WINNING
CONCEPTS USA, INC.

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

Invoice

Date	Invoice #
8/7/2023	40207

Bill To
Oakleaf Tennis

Ship To

		P.O. No.	Terms	Rep
				DCM
Quantity	Description	Rate		Amount
21	Screen print full front one color imprint white On LST356 tank tops Royal- 2 xs, 6 sm, 3 med, 4 Lg, 2 XL, 4 XXL	5.99		125.79
22	Screen print full front one color imprint white On ST420LS long sleeve Royal- 4 sm, 6 med, 6 Lg, 6 XL	6.99		153.78
4	Add for XXL	2.00		8.00
1	Screen Charge reorder fee	15.00		15.00
Thank you for your business! Daniel McClees 904/272-9784			Total	\$302.57
We impose a surcharge of 3.5% on the transaction amount on credit card products, which is not greater than our cost of acceptance. We do not surcharge debit cards, prepaid cards or gift cards.			Payments/Credits	\$0.00
			Balance Due	\$302.57

Sales Invoice



Stronger Together

Orange Park FL #128
105 Industrial Loop N
Orange Park, FL 32073-2849
W: (904)269-4159

Sold To:

Riverside Management Services Inc. (#1128666)
9655 Florida Mining Blvd W Ste 305
Jacksonville, FL 32257-2032
W: (904)288-7667

Ship To:

Riverside Management Services Inc. (#1128666)
9655 Florida Mining Blvd W Ste 305
Jacksonville, FL 32257-2032
W: (904)288-7667

For Chemical Emergency Spill, Leak, Fire,
Exposure, or Accident Emergency Response
Assistance, call: CHEMTREC
Day or Night- 1 (800) 424-9300

Ordered	Order#	PO#	Invoiced	Invoice#
08/31/2023	134067043-001	Stock	08/31/2023	134067043-001
Printed	Requested for	Ship Via	Customer Contact	Sales Associate
08/31/2023		Customer Pick up	Andy Flecher	Matthew Moody



LN	Item #	Description	Qty Ordered	Qty Shipped	Qty Open	Net Price	Ext. Price
1	12004SS	Hunter I-20 Adjustable Stainless Steel Rotor 4 in. Riser with Check Valve	12	12	0	22.089 / EA	265.07

PAYMENT: Visa \$284.95
Acct#: *****6346
Auth# 031063
Aid: A0000000031010
Application Label: VISA CREDIT

Subtotal: \$265.07
Sales Tax: \$19.88
Freight: \$0.00
Total: \$284.95
Total Payment: \$284.95
Amount Due: \$0.00

CUSTOMER SIGNATURE:

SiteOne Landscape Supply warrants that all products conform to the description on the label. Because conditions of use, which are of critical importance are beyond our control, seller makes no warranty, expressed or implied, concerning the use of these products. No employee of the company is authorized to make any warranty or representation, expressed or implied, concerning our products. Always follow directions and carefully observe all precautions on the label or manufacturer's instructions. Products used contrary to directions may cause serious plant or personal injury. Buyer assumes all risk of use of handling whether in accordance with direction or not and accepts the products sold to them by this company on these conditions.

Note: Returns subject to 25% restock charge.



**CUSTOMER
OBSESSED**

BRANDON STEELE | Area Business Manager
904-252-5641 | BSteele@SiteOne.com

We are 100% committed to your success. Please do not hesitate to contact me directly at the number above or scan the QR code to take a brief survey about your experience today.

Check out the SiteOne.com
Shop our Catalog, Get Pricing, and Place an Order 24/7/365.
Visit today at siteone.com.
Get 5% off your first order up to \$500 off when you use promo code WELCOME at checkout.

Scan for a Brief Survey




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

Invoice

Invoice #: 2234
Invoice Date: 9/5/23
Due Date: 9/5/23
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Tennis Revenue / Funds deposited 9/1/23		445.50	445.50
			

Total	\$445.50
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Payments/Credits	\$0.00
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Balance Due	\$445.50
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Middle Village CDD

Breakdown of Revenues 9.1.23

Deposit Date	Lessons	GMS 90%	Middle Village CDD 10%
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9.1.23	\$ 495.00	\$ 445.50	\$ 49.50
		\$ -	\$ -

Subtotal	\$ 495.00	\$ 445.50	\$ 49.50
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Date	Ball/Racquet/Machine Rentals	GMS 20%	Middle Village CDD 80%
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9.1.23		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date	Miscellaneous	GMS 50%	Middle Village CDD 50%
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9.1.23		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

Subtotal	\$ -	\$ -	\$ -
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Date		League Fees 10%	Middle Village CDD 90%
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9.1.23			
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Subtotal	\$ -	\$ -	\$ -
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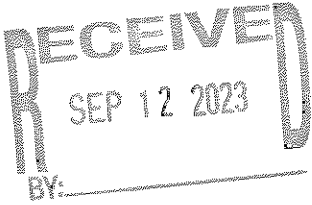
Total Revenues	\$ 495.00	\$ 445.50	\$ 49.50
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Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2235
Invoice Date: 9/11/23
Due Date: 9/11/23
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Event Staff through September 9, 2023 2,369.103	38.2	25.00	955.00
			

Total	\$955.00
Payments/Credits	\$0.00
Balance Due	\$955.00

9/12/23
CS

Governmental Management Services, LLC

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

Middle Village CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
38.2	Facility Event Staff	\$ 25.00	\$ 955.00

Covers Period End: September 9, 2023

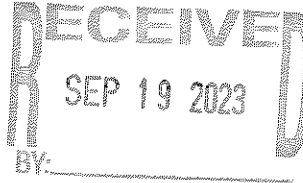
Amenities Revenue # 2-369-103

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

Invoice

Invoice #: 2236
Invoice Date: 9/14/23
Due Date: 9/14/23
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2023 (Tennis) <i>Tennis Ct. Main.</i> <i>2.33.572.3440</i>		520.00	520.00
<i>Jerry Lambert</i> <i>9-19-23</i>			
Total			\$520.00
Payments/Credits			\$0.00
Balance Due			\$520.00

RMS

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/2/23	2	J.S.	Clean and sweep tennis courts.
8/4/23	2	J.S.	Clean and sweep tennis courts.
8/7/23	2	J.S.	Clean and sweep tennis courts.
8/9/23	2	J.S.	Clean and sweep tennis courts.
8/11/23	2	J.S.	Clean and sweep tennis courts.
8/14/23	2	J.S.	Clean and sweep tennis courts.
8/16/23	2	J.S.	Clean and sweep tennis courts.
8/18/23	2	J.S.	Clean and sweep tennis courts.
8/21/23	2	J.S.	Clean and sweep tennis courts.
8/23/23	2	J.S.	Clean and sweep tennis courts.
8/25/23	2	J.S.	Clean and sweep tennis courts.
8/28/23	2	J.S.	Clean and sweep tennis courts.
8/30/23	2	J.S.	Clean and sweep tennis courts.

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

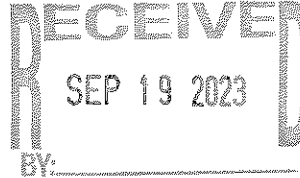
Invoice #: 2237

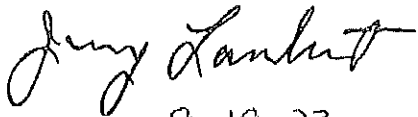
Invoice Date: 9/14/23

Due Date: 9/14/23

Case:

P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2023		18,243.54	18,243.54
Maintenance Supplies		1,437.87	1,437.87
Fac. Maint. Gen. \$4,631 ⁰⁰ 2.33.572.6200			
Fac Maint. Cont. \$304 ²⁵ 2.33.572.6220			
Lighting Repairs \$841 ⁰⁰ 2.33.572.4663			
Common Area Main \$5417 ⁰⁰ 2.320.572.4650			
Repair/Replace \$3,840¹⁶ 24.538.6400			
Tennis Ct. Main \$4,598 ⁰⁰ 2.33.572.3440			
 9-19-23			

Total \$19,681.41**Payments/Credits** \$0.00**Balance Due** ~~\$19,681.41~~

\$15,791.25

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/23	4	E.W.	Removed debris from all common areas
8/1/23	1	C.W.	Worked on unloading trailer
8/1/23	4.77	J.S.	Additional court maintenance
8/1/23	3	J.M.	Additional court maintenance
8/2/23	7.13	J.K.	Pressure washed shutters and prepped, painted and touched up shutters, wet sanded pelican, started repairing bondo on picnic tables
8/2/23	7	C.W.	Pressure washed shutters then painted, moved chairs from splash pool, sanded the slide splash pool, fixed door leading to adult pool
8/2/23	4	E.W.	Removed debris from all common areas
8/2/23	2.75	J.S.	Additional court maintenance
8/2/23	3	J.M.	Additional court maintenance
8/3/23	4	T.C.	Changed sink drain in summer kitchen, changed toilet seats in bathrooms
8/3/23	4	B.L.	Fixed sink in kitchen, fixed toilet seats
8/3/23	8	B.G.	Worked on sink in kitchen and toilet seats
8/3/23	4	E.W.	Removed debris from all common areas
8/3/23	4	E.B.	Fixed toilet seats in amenity center, removed debris around property, changed trash receptacles
8/3/23	4.72	J.S.	Additional court maintenance
8/3/23	3.43	J.M.	Additional court maintenance
8/4/23	4	T.C.	Tightened up toilet seats in all bathrooms, light inspection, changed lights in bathroom
8/4/23	8	C.W.	Repaired picnic tables, worked on pickleball courts, cleaned shop
8/4/23	3	B.L.	Worked on fixing toilet seats, fixed gate at pool
8/4/23	3	B.G.	Fixing gate by the pool
8/4/23	4	E.W.	Removed debris from all common areas
8/4/23	2.83	J.S.	Additional court maintenance
8/4/23	3.27	J.M.	Additional court maintenance
8/5/23	3.28	J.M.	Additional court maintenance
8/7/23	8	T.C.	Worked on pool gate, picked up supplies
8/7/23	4	B.G.	Worked on fixing pool gate
8/7/23	4	E.W.	Removed debris from all common areas
8/7/23	2.75	J.S.	Additional court maintenance
8/7/23	3.12	J.M.	Additional court maintenance
8/8/23	4	T.C.	Worked on pool gate
8/8/23	8.2	J.K.	Applied bondo on picnic table and sanded, fixed fence on pool deck
8/8/23	8	C.W.	Applied bondo on benches and sanded, put braced on gate, cleaned shop
8/8/23	8	B.G.	Repair pool gate, installed new tension wire, painted gate, cleaned maintenance shop
8/8/23	4	E.W.	Removed debris from all common areas
8/8/23	4.55	J.S.	Additional court maintenance
8/8/23	3.17	J.M.	Additional court maintenance
8/9/23	4	E.W.	Removed debris from all common areas
8/9/23	2.52	J.S.	Additional court maintenance
8/9/23	3.12	J.M.	Additional court maintenance
8/10/23	6	T.C.	Set up CDD meeting, light inspection in Grand Banquet Room, changed lights, fixed two ceiling fans in Grand Banquet Room
8/10/23	5.5	J.K.	Sand and painted picnic table, cleaned shop
8/10/23	1	B.G.	Installed hardware to tie gate door
8/10/23	4	E.W.	Removed debris from all common areas
8/10/23	5.07	J.S.	Additional court maintenance
8/10/23	3.3	J.M.	Additional court maintenance
8/11/23	2	T.C.	Worked on pool gates and installing crash bars, picked up supplies
8/11/23	3	J.K.	Worked on locked for gates around amenity center
8/11/23	4.5	E.B.	Fixed crash bars on gates, removed debris, fix hinge on gate
8/11/23	4	B.G.	Installed hardware to fence door
8/11/23	4	E.W.	Removed debris from all common areas
8/11/23	2.87	J.S.	Additional court maintenance
8/11/23	3.1	J.M.	Additional court maintenance
8/12/23	3	J.M.	Additional court maintenance
8/13/23	2	J.M.	Additional court maintenance
8/14/23	2	T.C.	Set up CDD meeting
8/14/23	5	J.K.	Set up CDD meeting, sand picnic table, paint picnic tables

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/14/23	3	B.G.	Set up tables for meeting
8/14/23	4	E.W.	Removed debris from all common areas
8/14/23	2.67	J.S.	Additional court maintenance
8/14/23	3	J.M.	Additional court maintenance
8/15/23	4	E.W.	Removed debris from all common areas
8/15/23	4.68	J.S.	Additional court maintenance
8/15/23	4.05	J.M.	Additional court maintenance
8/16/23	4	J.K.	Replaced rotten bench and bolted down top, put bondo on damaged surface of picnic table, started sanding down bondo
8/16/23	3	B.G.	Worked on fixing picnic table, removing tires from golf cart
8/16/23	4	E.W.	Removed debris from all common areas
8/16/23	2.75	J.S.	Additional court maintenance
8/16/23	3.17	J.M.	Additional court maintenance
8/17/23	4	E.W.	Removed debris from all common areas
8/17/23	4.73	J.S.	Additional court maintenance
8/17/23	3.03	J.M.	Additional court maintenance
8/18/23	6	T.C.	Took down CDD meeting, adjusted Grand Banquet door, fixed water fountain, repaired gate by patio
8/18/23	8	J.K.	Fixed pool filters, fixed gate near janitor closet, fixed water fountain, fixed clubroom door, painted and sanded picnic table, cleaned up shop
8/18/23	5	B.G.	Installed new filters for the pool
8/18/23	4	E.W.	Removed debris from all common areas
8/18/23	2.77	J.S.	Additional court maintenance
8/18/23	3.03	J.M.	Additional court maintenance
8/19/23	2.55	J.M.	Additional court maintenance
8/21/23	3.5	B.G.	Setting up tables for meeting, cleaned fountain filters
8/21/23	4	E.W.	Removed debris from all common areas
8/21/23	1	E.B.	Set up tables and chairs for CDD meeting, cleaned fountain filter
8/21/23	2.85	J.S.	Additional court maintenance
8/21/23	3.07	J.M.	Additional court maintenance
8/22/23	4	E.W.	Removed debris from all common areas
8/22/23	4.68	J.S.	Additional court maintenance
8/22/23	3.72	J.M.	Additional court maintenance
8/23/23	4	E.W.	Removed debris from all common areas
8/23/23	2.73	J.S.	Additional court maintenance
8/23/23	3.03	J.M.	Additional court maintenance
8/24/23	2.65	E.W.	Removed debris from all common areas
8/24/23	4.75	J.S.	Additional court maintenance
8/24/23	3.07	J.M.	Additional court maintenance
8/25/23	4	E.W.	Removed debris from all common areas
8/25/23	2.77	J.S.	Additional court maintenance
8/25/23	3.08	J.M.	Additional court maintenance
8/26/23	2.6	J.M.	Additional court maintenance
8/28/23	2	B.G.	Storm prep stacking tables and chairs
8/28/23	8	J.K.	Inspected property for any damage, cleaned shop
8/28/23	4	E.W.	Removed debris from all common areas
8/28/23	2.57	J.S.	Additional court maintenance
8/28/23	3.18	J.M.	Additional court maintenance
8/29/23	4	T.C.	Storm prep - take down and secure wind screens, stacking and securing tables and chairs, removing umbrellas, picked up supplies
8/29/23	2	B.G.	Storm prep - stack and secure tables and chairs
8/29/23	4	E.W.	Removed debris from all common areas
8/29/23	4.98	J.S.	Additional court maintenance
8/29/23	3.27	J.M.	Additional court maintenance
8/30/23	4	T.C.	Storm prep and assessment - drove neighborhoods looking for downed trees, fences and any debris that needed to be cleared, cleaned and organized shop
8/30/23	5	B.G.	Cleaning and organizing shop
8/30/23	4	J.K.	Storm prep - stack and secure tables and chairs
8/30/23	4	C.W.	Storm prep - stack and secure tables and chairs
8/31/23	4	T.C.	Cleaned up debris from storm, set up chairs, tables and umbrellas on pool deck, assessed and removed tree from fence, set up refurbished picnic tables at tennis

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/31/23	7	B.G.	Moved picnic tables from maintenance shop to landscaping yard, picked up two playground pieces and took them to the landscaping yard, reposition all tables and chairs on pool deck
8/31/23	4.06	E.W.	Removed debris from all common areas
8/31/23	3.13	J.S.	Additional court maintenance
8/31/23	4.65	J.M.	Additional court maintenance

TOTAL 454.72

MILES 123

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 9/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	8/6/23	Large Outdoor Ceiling Fan (2)	628.00	J.S.
	8/7/23	Antisag Gate Klt (4)	68.68	J.S.
	8/7/23	4 1/2" Diablo Blades	6.85	J.S.
	8/7/23	4 1/2" Conical Sander Blade\	5.16	J.S.
	8/7/23	Disinfectant Aero Linen	8.03	T.C.
	8/7/23	Pro Microfiber Towel 8pk	7.46	T.C.
	8/7/23	Microfiber Towel 12pk	7.46	T.C.
	8/7/23	Pinesol	26.53	T.C.
	8/7/23	Diablo 4.5 Metal Cutting Diamond Blade	10.91	T.C.
	8/7/23	Titanium Bit Set	22.99	T.C.
	8/7/23	Return - 32-7/8" 18TPI Bi-Metal Compact Blade	-16.09	T.C.
	8/9/23	5" Sander Pads	17.22	J.S.
	8/9/23	Long Measuring Tape	20.11	T.C.
	8/11/23	Pink Mason Line 500'	11.47	T.C.
	8/14/23	#10x2 PHL/FLT Screw	0.79	T.C.
	8/14/23	15 Qt Bucket	11.47	T.C.
	8/14/23	Dawn Dish Soap	7.98	T.C.
	8/14/23	7-1/4" Rafter Square	6.29	T.C.
	8/14/23	50' Caulk Klt	5.16	T.C.
	8/14/23	12pk Bottled Water	2.86	T.C.
	8/14/23	T-Square 48"	7.46	T.C.
	8/15/23	12pk Bottled Water	2.86	T.C.
	8/16/23	Hunter Green Gloss Spray Paint (2)	18.35	T.C.
	8/21/23	12pk Bottled Water	2.86	T.C.
	8/21/23	24" Auger	22.98	T.C.
	8/22/23	Toilet Seat	33.33	T.C.
	8/23/23	Concrete Form Tube	9.59	J.S.
	8/23/23	1/2" x4 Concrete Wedges	16.65	J.S.
	8/23/23	6x6" Post Bases	91.33	J.S.
	8/24/23	Mop Head Refill	14.34	T.C.
	8/24/23	12pk Bottled Water	2.86	T.C.
	8/24/23	Pinesol	26.53	T.C.
	8/24/23	Trufuel 50:1	13.79	T.C.
	8/24/23	HD Bucket	2.58	T.C.
	8/29/23	Bottled Water 12pk	2.86	T.C.
	8/29/23	3/16"x50' Braided Nylon Rope (6)	75.76	T.C.
	8/29/23	Utility Knife	8.00	T.C.
	8/29/23	Cable Tie 500pk	63.80	T.C.
	8/29/23	3/16"x100' Braided Nylon Rope	75.04	T.C.
	8/29/23	1/4"x25' Braided Nylon Rope	4.60	T.C.
	8/31/23	Gas for Equipment	75.00	T.C.
	9/5/23	3/4" PVC Cap (2)	3.80	T.C.
	9/5/23	PTFE Tape 1/2"x260"	1.13	T.C.
	9/5/23	1/2" PVC Cap (2)	3.01	T.C.

TOTAL \$1,437.87

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - HEATHER WARTHEN

Date: September 11, 2023 at 8:02 PM

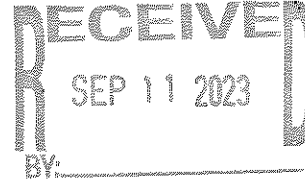
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

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

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SATURDAY) 10:00 A.M. to 2:00 P.M.
 - DATE OF VENUE – SEPTEMBER 9, 2023
 - RESIDENT – HEATHER WARTHEN
 - ADDRESS – 3540 WATERFORD OAKS DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(2644):
 - DATED: 8/23/23
 - SEQ#: 2
 - BATCH#: 854
 - INVOICE#: 2
 - APPROVAL CODE: 064510
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
08/23/23	08/23/23	09/09/23	HEATHER WARTHEN - PO PATIO DEP	DEPOSIT	\$ 100.00		VISA-064510

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

Thank you.

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

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation

venuerentals@oakleafresidents.com

(904) 770-4661 voice email

(904) 375-9285 ext. 3

www.oakleafresidents.com

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - LAQUANA CAPERS

Date: September 11, 2023 at 8:57 PM

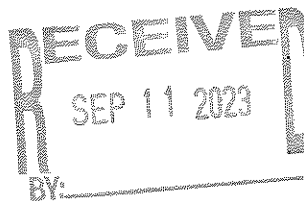
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

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

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (SATURDAY) 2:30 P.M. to 10:30 P.M.
 - DATE OF VENUE – SEPTEMBER 2, 2023
 - RESIDENT – LAQUANA CAPERS
 - ADDRESS – 3620 WOODVIEW DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$500.00
 - BOOKING FEE/DEPOSIT was via VISA(4785):
 - DATED: 4/18/23
 - SEQ#: 2
 - BATCH#: 239
 - INVOICE#: 2
 - APPROVAL CODE: 045972
 - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC	CHECK/CASH	CREDIT CARD
04/18/23	04/18/23	09/02/23	LAQUANA CAPERS - GB DEPOSIT	DEPOSIT	\$500.00			VISA-045972

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

Thank you.

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

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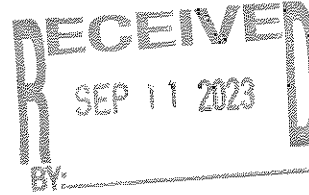
From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - LESTER COATS
Date: September 11, 2023 at 3:57 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- PO PATIO (SATURDAY) 3:00 P.M. to 7:00 P.M.
 - DATE OF VENUE -- SEPTEMBER 2, 2023
 - RESIDENT -- LESTER COATS
 - ADDRESS -- 3025 LAUREL MILL DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(4477):
 - DATED: 8/9/23
 - SEQ#: 6
 - BATCH#: 845
 - INVOICE#: 6
 - APPROVAL CODE: H83306
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
08/09/23	08/09/23	09/02/23	LESTER COATS - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-H83306

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

Thank you.

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

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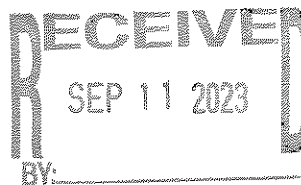
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From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - LOTTIE OZMORE
Date: September 11, 2023 at 7:51 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmsnf.com

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD-- for the following venue.
 - LOCATION -- PO PATIO (SATURDAY) 2:00 P.M. to 6:00 P.M.
 - DATE OF VENUE -- SEPTEMBER 9, 2023
 - RESIDENT -- LOTTIE OZMORE
 - ADDRESS -- 383 BRIER ROSE LANE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND -- \$100.00
 - BOOKING FEE/DEPOSIT was via MASTERCARD(6807):
 - DATED: 7/10/23
 - SEQ#: 17
 - BATCH#: 258
 - INVOICE#: 17
 - APPROVAL CODE: 029395
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/10/23	07/10/23	09/09/23	LOTTIE OZMORE - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00			MC-029395

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

Thank you.

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

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www.oakleafresidents.com

Governmental Management Services

wanda@hntb.com

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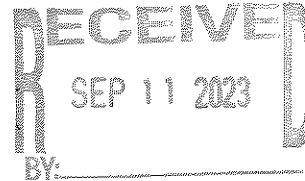
From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - MELINDA WENZEL - NON-RESIDENT
Date: September 11, 2023 at 8:25 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- GRAND BANQUET (FRIDAY) 1:00 P.M. to 9:00 P.M.
 - DATE OF VENUE -- SEPTEMBER 1, 2023
 - RESIDENT -- MELINDA WENZEL
 - ADDRESS -- 1959 BRIDGEWOOD DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$500.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on USAA:
 - DATED: 8/2/23
 - CHECK#: 386
 - DEPOSITED: 8/2/23
 - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
08/02/23	08/02/23	09/01/23	MELINDA WENZEL - GB DEPOSIT	DEPOSIT	\$ 500.00	CK# 386	DEPOSITED 8/2/23

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

Thank you.

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

Wanda McRaynolds -- Community Amenity Coordinator, OakLeaf Plantation
wmcaynolds@oakleafresidents.com
(904) 770-4661 voice email
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Job Opportunities

From: Oakleaf Venues <venue rentals@oakleafresidents.com>

Subject: MVCDD refund of deposit request - MELISSA TAYLOR

Date: August 30, 2023 at 10:58:53 AM EDT

To: Todd Polvere <tpolvere@gsnrf.com>, Oksana Kuzmuk <okuzmuk@gsnrf.com>

Cc: Marilee Giles <mgiles@gsnrf.com>, Alison Mossing <amossing@gsnrf.com>

Good morning, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SATURDAY) 10:30 A.M. to 2:30 P.M.
 - DATE OF VENUE – AUGUST 26, 2023
 - RESIDENT – MELISSA TAYLOR
 - ADDRESS – 785 OAKLEAF PLANTATION PKWY #834, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(4393):
 - DATED: 7/10/23
 - SEQ#: 13
 - BATCH#: 258
 - INVOICE#: 13
 - APPROVAL CODE: 014854
 - AMOUNT: 100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT
07/10/23	07/10/23	08/26/23	MELISSA TAYLOR - PO PATIO DEPOSIT	DEPOSIT	\$ 100

RECEIVED
AUG 30 2023
BY: _____

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - MEREDITH ANIDO

Date: September 11, 2023 at 8:06 PM

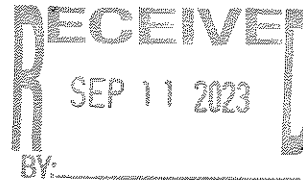
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com

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

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- PO PATIO (SUNDAY) 2:00 P.M. to 6:00 P.M.
 - DATE OF VENUE -- SEPTEMBER 10, 2023
 - RESIDENT -- MEREDITH ANIDO
 - ADDRESS -- 3550 OLD VILLAGE DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(0685):
 - DATED: 7/18/23
 - SEQ#: 4
 - BATCH#: 825
 - INVOICE#: 4
 - APPROVAL CODE: 021373
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
07/18/23	07/18/23	09/10/23	MEREDITH ANIDO - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00		VISA-021373

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

Thank you.

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

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From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - OLYMPIA WATTS

Date: September 11, 2023 at 4:26 PM

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

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

Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SUNDAY) 2:30 P.M. to 5:30 P.M.
 - DATE OF VENUE – SEPTEMBER 3, 2023
 - RESIDENT – OLYMPIA WATTS
 - ADDRESS – 3880-C BUCKTHORNE DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(5597):
 - DATED: 8/21/23
 - SEQ#: 5
 - BATCH#: 853
 - INVOICE#: 5
 - APPROVAL CODE: 075500
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
08/21/23	08/21/23	09/03/23	OLYMPIA WATTS - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00		VISA-075500

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

Thank you.

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

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Signature
Service

INVOICE

Page 1 of 2

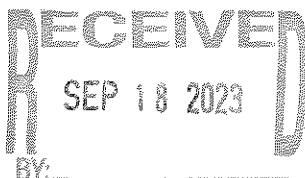
CUSTOMER NO.: 601535
DATE: 8/14/2023
INVOICE NO.: F10000091909

OAKLEAF PLANTATION
DUE: 9/13/2023
PLEASE PAY PROMPTLY

ACCOUNT SUMMARY

BUILDING ADDRESS

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



Logistics and fuel impact fee

Letter of explanation enclosed within

\$100.00

Code to:

02-330-572-630

Middle Village Elevator Maintenance

NET SERVICE CONTRACT AMOUNT

\$100.00

Sales Tax

\$0.00

TOTAL SERVICE CONTRACT AMOUNT DUE

\$100.00

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Invoice Questions: 1-844-636-6847

OTISLINE®: 1-800-233-6847

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

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

OTIS

11760 US Hwy 1 Suite W600 Palm Beach Gardens FL 33408

CUSTOMER NO.:

601535

DATE:

8/14/2023

INVOICE NO.:

F10000091909

TOTAL SERVICE CONTRACT AMOUNT:

\$100.00

MAKE CHECK PAYABLE TO:

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

Otis Elevator Company
PO Box 73579
Chicago IL 60673-3579

F10000091909 0000010000 6



Signature
Service

RE: Fleet maintenance and logistics surcharge

To our valued customer:

We appreciate your business and strive to deliver for you each and every day.

In this inflationary environment, we have worked tirelessly to mitigate cost impact to your account. This includes leveraging technology to optimize routes and improve Service efficiency, piloting the use of electric vehicles, and assessing our overall fleet.

Despite these efforts, the price of new vehicles and repairs continue to increase, which is why we are implementing a fleet maintenance and logistics surcharge across our North America business. This surcharge helps offset some – not all – of the increased costs associated with operating and maintaining our fleet in your local area.

We recognize this surcharge comes amid a challenging economic backdrop and are thankful for your understanding. Please know we remain committed to providing you with the high-quality service and maintenance expertise that you expect from us.

If you have any questions about your account, please contact your local Otis account manager.

Sincerely,

Joe Dragich

Joe Dragich
Vice President, Eastern Region
Otis Americas

From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - PRINCESS DABU
Date: September 11, 2023 at 8:16 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com



Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SUNDAY) 10:00 A.M. to 2:00 P.M.
 - DATE OF VENUE – SEPTEMBER 10, 2023
 - RESIDENT – PRINCESS DABU
 - ADDRESS – 705 BRIAR VIEW DRIVE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND – \$100.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on BOA:
 - DATED: 8/21/23
 - CHECK#: 142
 - DEPOSITED: 8/21/23
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	PAY. CHECK/CASH/CREDIT CARD
08/21/23	08/21/23	09/10/23	PRINCESS DABU - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00	CHEK 142 DEPOSITED 8/21/23

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

Thank you.

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

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

Governmental Management Services

www.OakLeafResidents.com

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

Invoice

Invoice #: 333
Invoice Date: 9/1/2023
Due Date: 9/1/2023
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
2.330.572.3420 - Janitorial Services - September 2023		3,783.33	3,783.33
<div data-bbox="321 1045 630 1228"><p>RECEIVED SEP 06 2023 BY: _____</p></div> <div data-bbox="402 1501 812 1648"><p><i>Jerry Lambert</i> 9-6-23</p></div>			

Total \$3,783.33

Payments/Credits \$0.00

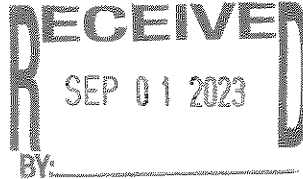
Balance Due \$3,783.33



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

INVOICE

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



INVOICE # 9348
DATE 09/01/2023
DUE DATE 09/30/2023
TERMS End of the month

SERVICE MONTH
September

ACTIVITY	QTY	RATE	AMOUNT
APPROVED Code to: Middle Village Security 2-320-572-345	318	24.95	7,934.10T
	228	24.95	5,688.60T
SUBTOTAL			13,622.70
TAX			0.00
TOTAL			13,622.70
BALANCE DUE			\$13,622.70

From: Oksana Kuzmuk okuzmuk@gmsnf.com
Subject: Fwd: MVCDD refund of deposit request - SHIRLEY CHASTAIN
Date: September 19, 2023 at 9:08 PM
To: Todd Polvere tpolvere@gmsnf.com



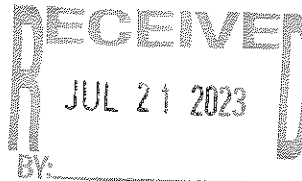
Todd,

Please process it ASAP.

Thanks,

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

GMS



Begin forwarded message:

From: Oakleaf Venues <venue rentals@oakleafresidents.com>
Subject: MVCDD refund of deposit request - SHIRLEY CHASTAIN
Date: July 21, 2023 at 1:31:36 PM EDT
To: Oksana Kuzmuk <okuzmuk@gmsnf.com>, Daniel Laughlin <dlaughlin@gmsnf.com>
Cc: Marilee Giles <mgiles@gmsnf.com>, Alison Mossing <amossing@gmsnf.com>

Good afternoon Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- GRAND BANQUET (FRIDAY) 3:00 P.M. to 11:00 P.M.
 - DATE OF VENUE -- JULY 14, 2023
 - RESIDENT -- SHIRLEY CHASTAIN
 - ADDRESS -- 785 OAKLEAF PLANTATION PARKWAY #713, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND -- \$500.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on VyStar.
 - DATED: 1/24/23
 - CHECK#: 121
 - DEPOSITED: 1/26/23
 - AMOUNT: \$500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/21/23	07/26/23	07/14/23	SHIRLEY CHASTAIN - GB DEPOSIT	DEPOSIT	\$ 500.00		CK# 121	

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

Thank you.

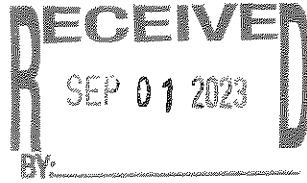
Please email me or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS, EXPECTED DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be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

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

Governmental Management Services

www.OakLeafResidents.com

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Invoice

Invoice #: 12617

Date: 09/01/23

Customer PO:

DUE DATE: 10/01/2023

BILL TO

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

FROM

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

DESCRIPTION	AMOUNT
#10346 - Standard Maintenance Contract 2023 September 2023	\$40,710.67
Work order #1846 Zach	

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE **\$40,710.67**

Code to:

2-320-572-462

Middle Village Landscape Maintenance

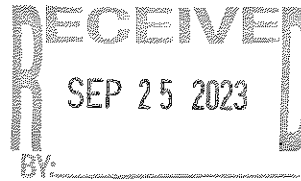


From: Oakleaf Venues venuerentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - AMANDA THOMER
Date: September 25, 2023 at 9:15 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- PO PATIO (SATURDAY) 2:00 P.M. to 6:00 P.M.
 - DATE OF VENUE -- SEPTEMBER 16, 2023
 - RESIDENT -- AMANDA THOMER
 - ADDRESS -- 3716 BRIAR LANE, ORANGE PARK, FL 32085
 - AMOUNT OF REFUND -- \$100.00
 - BOOKING FEE/DEPOSIT was via CHECK drawn on WELLS FARGO:
 - DATED: 8/28/23
 - CHECK#: 1025
 - DEPOSITED: 8/21/23
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
08/28/23	08/29/23	09/16/23	AMANDA WALLACE - PO PATIO DEP	DEPOSIT	\$ 100.00	CK# 1025	

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

Thank you.

I will be out of the office Thursday, October 19, 2023 - Monday, October 23, 2023

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

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

Governmental Management Services

www.OakLeafResidents.com

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From: Oakleaf Venues venue rentals@oakleafresidents.com

Subject: MVCDD refund of deposit request - ANA GLOVER

Date: September 25, 2023 at 9:30 PM

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

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

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – GRAND BANQUET (SATURDAY) 11:00 A.M. to 11:00 P.M.
 - DATE OF VENUE – SEPTEMBER 16, 2023
 - RESIDENT – ANA GLOVER
 - ADDRESS – 3948 VILLAGE VIEW LANE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$700.00 = GB \$500.00 plus GL \$200.00
 - BOOKING FEE/DEPOSIT was via VISA(2278/1517):
 - **GRAND BANQUET:**
 - DATED: 1/2/23
 - SEQ#: 42
 - BATCH#: 712
 - INVOICE#: 43
 - APPROVAL CODE: 088740
 - AMOUNT: \$500.00
 - **GRAND LAWN:**
 - DATED: 6/30/23
 - SEQ#: 6
 - BATCH#: 258
 - INVOICE#: 6
 - APPROVAL CODE: 030913
 - AMOUNT: \$200.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
01/02/23	01/02/23	09/16/23	ANA GLOVER - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-088740

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/30/23	06/30/23	09/16/23	ANA GLOVER - GL DEPOSIT	DEPOSIT	\$ 100.00			VISA-030913

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

Thank you.

I will be out of the office Thursday, October 19, 2023 - Monday, October 23, 2023

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

Wanda McKeynolds – Community Amenity Coordinator, OakLeaf Plantation

venue rentals@oakleafresidents.com

(904) 770-4661 voice email

(904) 375-9285 ext. 3

www.oakleafresidents.com

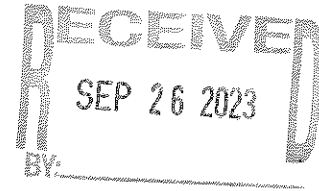
Governmental Management Services

www.OakLeafResidents.com

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Middle Village
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund



Check Request

Date	Amount	Authorized By
September 26, 2023	\$1,512.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

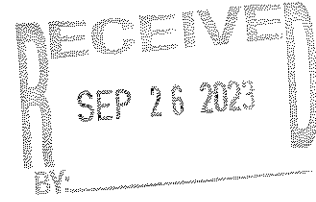
ASAP	002-320-57200-34510
------	---------------------

Intended Use of Funds Requested:

7/21/23-8/3/23 Reimb for Security Services
(Attach supporting documentation for request.)

**Middle Village
COMMUNITY DEVELOPMENT DISTRICT**

Rec Fund



Check Request

Date	Amount	Authorized By
September 26, 2023	\$1,496.25	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

8/4/23-8/17/23 Reimb for Security Services
<i>(Attach supporting documentation for request)</i>



INVOICE

Customer	Middle Village Community Development District
Acct #	288
Date	09/14/2023
Customer Service	Kristina Rudez
Page	1 of 1

Middle Village Community Development District
c/o Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 1,882.00
Payment Amount	
Payment for	Invoice#19658
WC100123519	

Thank You

Please detach and return with payment

Customer: Middle Village Community Development District

Invoice	Effective	Transaction	Description	Amount
19658	10/01/2023	Renew policy	Policy #WC100123519 10/01/2023-10/01/2024 FIA WC Workers Compensation - Renew policy Expense Constant & Terrorism - Renew policy Due Date: 9/14/2023	1,704.00 178.00
<div style="text-align: center;"> BY: _____ </div>				Total
				\$ 1,882.00

FY24 WC Renewal

Thank You

FOR PAYMENTS SENT OVERNIGHT:
Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555	scllmer@egisadvisors.com	09/14/2023
Atlanta, GA 30374-8555		



Insurance & Risk Advisors

Middle Village Community Development District
c/o Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

INVOICE

Customer	Middle Village Community Development District
Acct #	288
Date	09/20/2023
Customer Service	Kristina Rudez
Page	1 of 1

Payment Information	
Invoice Summary	\$ 98,044.00
Payment Amount	
Payment for	Invoice#19907
100123519	

Thank You

Please detach and return with payment



Customer: Middle Village Community Development District

Invoice	Effective	Transaction	Description	Amount
19907	10/01/2023	Renew policy	Policy #100123519 10/01/2023-10/01/2024 Florida Insurance Alliance Package - Renew policy Due Date: 9/20/2023	98,044.00



Total

\$ 98,044.00

Thank You

FOR PAYMENTS SENT OVERNIGHT:

Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349

Remit Payment To: Egis Insurance Advisors

(321)233-9939

Date

P.O. Box 748555

Atlanta, GA 30374-8555

scllmer@eglsadvisors.com

09/20/2023

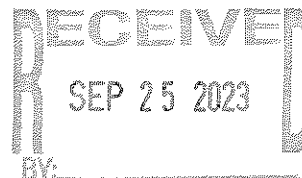


From: Oakleaf Venues venue rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - FLOYD WEBB
Date: September 25, 2023 at 9:37 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
 - LOCATION -- GRAND BANQUET (SATURDAY) 2:00 P.M. to 10:00 P.M.
 - DATE OF VENUE -- SEPTEMBER 23, 2023
 - RESIDENT -- FLOYD WEBB
 - ADDRESS -- 3750 SILVER BLUFF BOULEVARD #1508, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND -- \$500.00
 - BOOKING FEE/DEPOSIT was via VISA(8969):
 - DATED: 8/28/23
 - SEQ#: 2
 - BATCH#: 857
 - INVOICE#: 2
 - APPROVAL CODE: 086373
 - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
08/28/23	08/28/23	09/23/23	FLOYD WEBB - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-086373

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

Thank you.

I will be out of the office Thursday, October 19, 2023 - Monday, October 23, 2023

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

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venue rentals@oakleafresidents.com
(904) 770-4661 voice email
(904) 375-9285 ext. 3
www.oakleafresidents.com

Governmental Management Services

www.OakLeafResidents.com

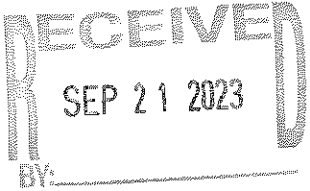
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Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2238**Invoice Date:** 9/21/23**Due Date:** 9/21/23**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Tennis Revenue / Funds deposited 9/20/23		445.50	445.50
			

Total \$445.50**Payments/Credits** \$0.00**Balance Due** \$445.50

Middle Village CDD

Breakdown of Revenues 9.21.23

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

9.21.23	\$ 495.00	\$ 445.50	\$ 49.50
		\$ -	\$ -

Subtotal	\$ 495.00	\$ 445.50	\$ 49.50
-----------------	-----------	-----------	----------

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

9.21.23		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

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

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

9.21.23		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

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

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

9.21.23			
---------	--	--	--

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

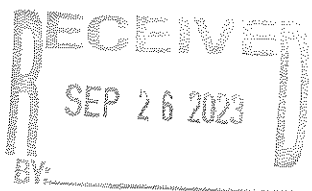
Total Revenues	\$ 495.00	\$ 445.50	\$ 49.50
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Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 2239**Invoice Date:** 9/25/23**Due Date:** 9/25/23**Case:****P.O. Number:****Bill To:**

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

Description	Hours/Qty	Rate	Amount
Facility Event Staff through September 22, 2023 2,369.103	33.25	25.00	831.25
			

Total \$831.25**Payments/Credits** \$0.00**Balance Due** \$831.25

9/26/23
am

Governmental Management Services, LLC

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

Middle Village CDD

Facility Event Staff Service Hours

<u>Quantity</u>	<u>Description</u>	<u>Rate</u>	<u>Amount</u>
33.25	Facility Event Staff	\$ 25.00	\$ 831.25

Covers Period End: September 23, 2023

Amenities Revenue # 2-369-103

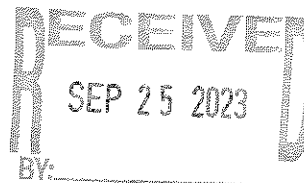


From: Oakleaf Venues venuere rentals@oakleafresidents.com
Subject: MVCDD refund of deposit request - KENNETH KELLER JR
Date: September 25, 2023 at 9:19 PM
To: Todd Polvere tpolvere@gmsnf.com, Oksana Kuzmuk okuzmuk@gmsnf.com
Cc: Marilee Giles mgiles@gmsnf.com, Alison Mossing amossing@gmstnn.com

Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
 - LOCATION – PO PATIO (SATURDAY) 10:00 A.M. to 2:00 P.M.
 - DATE OF VENUE – SEPTEMBER 16, 2023
 - RESIDENT – KENNETH KELLER JR
 - ADDRESS – 3967 PEBBLE BROOKE CIRCLE, ORANGE PARK, FL 32065
 - AMOUNT OF REFUND - \$100.00
 - BOOKING FEE/DEPOSIT was via VISA(3044):
 - DATED: 8/21/23
 - SEQ#: 2
 - BATCH#: 853
 - INVOICE#: 2
 - APPROVAL CODE: 090911
 - AMOUNT: 100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC. CHECK/CASH	CREDIT CARD
08/21/23	08/21/23	09/16/23	KENNETH KELLER, JR. - PO PATIO DEPOSIT		\$ 100.00		VISA-090911

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

Thank you.

I will be out of the office Thursday, October 19, 2023 - Monday, October 23, 2023

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

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

Governmental Management Services

www.OakLeafResidents.com

Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. This email and/or attachment(s) may contain material that is privileged or protected from disclosure under applicable law. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify the sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/01/23	00009	8/21/23 2226	202307 600-53800-64000	JUL REPAIR/REPLACE	*	10,857.00	
				GOVERNMENTAL MANAGEMENT SERVICES			10,857.00 000588
9/01/23	00054	8/09/23 75925574	202308 600-53800-64000	JANITORIAL SUPPLIES	*	645.89	
				THE HOME DEPOT PRO			645.89 000589
9/25/23	00074	4/26/23 22586536	202304 600-53800-64000	LIFEGUARDING	*	84.00	
		5/10/23 22590781	202305 600-53800-64000	LIFEGUARDING	*	336.00	
		6/14/23 22599212	202306 600-53800-64000	LIFEGUARDING	*	294.00	
		6/28/23 22605577	202306 600-53800-64000	LIFEGUARDING	*	252.00	
				AMERICAN RED CROSS TRAINING SERVICE			966.00 000590
9/25/23	00009	9/14/23 2237	202308 600-53800-64000	REPAIR/REPLACE	*	3,890.16	
				GOVERNMENTAL MANAGEMENT SERVICES			3,890.16 000591
9/25/23	00078	9/07/23 3107	202309 600-53800-64000	RPLC PARTS W/ OWNED PARTS	*	142.50	
				INDUSTRIAL CIRCLE ESCORT LLC			142.50 000592
9/25/23	00054	9/07/23 76404260	202309 600-53800-64000	JANITORIAL SUPPLIES	*	88.89	
				THE HOME DEPOT PRO			88.89 000593
9/25/23	00050	9/14/23 12720	202309 600-53800-64000	TROP STORM IDALIA CLEANUP	*	2,635.00	
				VERDEGO LLC			2,635.00 000594
9/29/23	00045	9/01/23 922	202309 600-53800-64000	TEARING OUT WOOD DECK	*	5,200.00	
				K&B CONCRETE SERVICE LLC			5,200.00 000595
TOTAL FOR BANK C						24,425.44	
TOTAL FOR REGISTER						24,425.44	

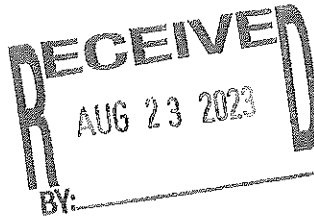
MVIL MIDDLE VILLAGE OKUZMUK

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

Invoice

Invoice #: 2226
Invoice Date: 8/21/23
Due Date: 8/21/23
Case:
P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Maintenance July 1 - July 31, 2023		25,914.34	25,914.34
Maintenance Supplies		2,373.87	2,373.87
Fac. Main Gen. #5475⁰⁰			
2.33.572.6220			
Fac. Main Cont. #30421			
2.33.572.6220			
Lighting Repairs #835⁰⁰			
2.33.572.4663			
Common Area Main #6.166⁰⁰			
2.33.572.4650			
Repair / Replace #10,857 ⁰⁰			
34,538.6400			
Tennis Ct. Main. #4.651⁰⁰			
2.33.572.3440			
<div>Jimmy Lambert 8-23-23</div>			

Total \$28,288.21

Payments/Credits \$0.00

Balance Due ~~\$28,288.21~~

\$10,857.00

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/23	3.3	J.M.	Additional court maintenance
7/2/23	3.08	J.M.	Additional court maintenance
7/3/23	7.53	J.K.	Put up flags around double staircase, painted light fixtures around pool deck, touch up on shutters, removed debris around amenity center
7/3/23	4	C.W.	Put up flags and flowers, removed debris from all common areas
7/3/23	2.7	J.S.	Additional court maintenance
7/3/23	3.08	J.M.	Additional court maintenance
7/4/23	2.5	J.K.	Replaced plants, removed debris from all common areas
7/4/23	2.5	C.W.	Removed debris from all common areas, rehung flowers
7/4/23	2.27	J.R.	Hung plants around kiddy pool area
7/4/23	4.83	J.S.	Additional court maintenance
7/4/23	3.48	J.M.	Additional court maintenance
7/5/23	4	T.C.	Took down and painted shutters
7/5/23	8	J.K.	Rehung painted shutters, prepped another pair of shutters, scraped and sanded shutters, pressure washed shutters, wiped down and dried
7/5/23	8	C.W.	Restored shutters, prepped to paint and put others shutters back
7/5/23	2.65	J.S.	Additional court maintenance
7/5/23	4	J.M.	Additional court maintenance
7/6/23	4	T.C.	Drained splash ground and resecured mat, unloaded boardwalk supplies from trailer
7/6/23	3.53	J.K.	Fixed mat in splash pool, worked on cutting fence vinyl
7/6/23	5.73	J.R.	Worked on signs, unloading equipment, root removal
7/6/23	4.95	J.S.	Additional court maintenance
7/6/23	3.5	J.M.	Additional court maintenance
7/7/23	4	T.C.	Drained splash ground and removed bracket from bottom of pool, installed new soap dispensers at pool bathrooms
7/7/23	8.07	J.K.	Took out bolts sticking out of splash pool, cut the rest of fence vinyl, fixed fencing white vinyl, installed soap dispenser
7/7/23	4.1	C.W.	Removed debris from all common areas
7/7/23	5.62	J.R.	Put up decorative signs
7/7/23	3.02	J.S.	Additional court maintenance
7/7/23	3.22	J.M.	Additional court maintenance
7/8/23	2.98	J.M.	Additional court maintenance
7/10/23	8	T.C.	Set up CDD meeting, cleaned shop, cut boards for boardwalk
7/10/23	4	C.W.	Removed debris from all common areas
7/10/23	6.15	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/10/23	3.5	E.W.	Maintenance and property training
7/10/23	2.67	J.S.	Additional court maintenance
7/10/23	3.75	J.M.	Additional court maintenance
7/11/23	8	T.C.	Replaced boards on nature walk
7/11/23	7.7	J.K.	Measured out boards for nature trail, cut out boards, pulled up five boards, made braces and trusses to reinforce, put down new boards and cleaned debris, replaced board on nature walk
7/11/23	4	C.W.	Removed debris from all common areas
7/11/23	7	C.Z.	Worked on nature boardwalk repair
7/11/23	5.88	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/11/23	7.5	E.W.	Continued maintenance and property training and assisted
7/11/23	4.82	J.S.	Additional court maintenance
7/11/23	3.62	J.M.	Additional court maintenance
7/12/23	8	T.C.	Replaced boards on nature walk
7/12/23	8	J.K.	Replaced boards on nature walk
7/12/23	8.8	C.W.	Redoing boardwalk, adding more support and braces, removing old wood
7/12/23	2	C.Z.	Worked on nature boardwalk repair
7/12/23	5.08	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/12/23	5	B.L.	Maintenance and property training
7/12/23	2.82	J.S.	Additional court maintenance
7/12/23	3.12	J.M.	Additional court maintenance
7/13/23	8	T.C.	Replaced boards on nature walk
7/13/23	7.72	J.K.	Replaced boards on nature walk
7/13/23	8.25	C.W.	Worked on replacing old boards on boardwalk
7/13/23	8	C.Z.	Worked on nature boardwalk repair

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/13/23	6.05	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/13/23	7.5	E.W.	Continued maintenance and property training and assisted
7/13/23	8	B.L.	Continued maintenance and property training and assisted
7/13/23	4.85	J.S.	Additional court maintenance
7/13/23	4.02	J.M.	Additional court maintenance
7/14/23	8	T.C.	Replaced boards on nature walk
7/14/23	8	J.K.	Replaced boards on nature walk
7/14/23	7.67	C.W.	Worked on redoing boardwalk and rebuilding braces, cleaned out shop
7/14/23	8	C.Z.	Worked on nature boardwalk repair, picked up supplies
7/14/23	3.5	A.B.	Installed latches at main gate and side gate for pool
7/14/23	6.5	J.R.	Worked on sign decorating, painting and mounting at amenity center
7/14/23	8	E.W.	Continued maintenance and property training and assisted
7/14/23	2.92	J.S.	Additional court maintenance
7/14/23	3.15	J.M.	Additional court maintenance
7/15/23	3.22	J.M.	Additional court maintenance
7/17/23	8	T.C.	Worked on nature walk replacing boards, picked up supplies
7/17/23	7.02	J.K.	Took measurements and pulled up old boards on nature trail, made braces and runners, replaced old boards with new
7/17/23	7.3	C.W.	Ripping out old boards from boardwalk and replacing them and adding support
7/17/23	4	J.J.	Maintenance and property training
7/17/23	4	E.W.	Removed debris from all common areas
7/17/23	4	B.L.	Worked on boardwalk
7/17/23	4	B.G.	Replaced boardwalk boards
7/17/23	2.85	J.S.	Additional court maintenance
7/17/23	3.18	J.M.	Additional court maintenance
7/18/23	4	T.C.	Worked on nature walk replacing boards
7/18/23	6.83	J.K.	Took measurements and pulled up old boards on nature trail, made braces and runners, replaced old boards with new
7/18/23	7	C.W.	Replaced more wood on boardwalk and added support boards to add stability
7/18/23	8	J.J.	Maintenance and property training
7/18/23	4	E.W.	Removed debris from all common areas
7/18/23	4.67	J.S.	Additional court maintenance
7/18/23	3	J.M.	Additional court maintenance
7/19/23	2	T.C.	Set up CDD meeting
7/19/23	4.2	J.K.	Replaced boards on sidewalk near tennis, painted posts on railing on nature trail
7/19/23	4.23	C.W.	Painted the post on the boardwalk and cleaned off the boardwalk
7/19/23	1	J.J.	Set up CDD meeting
7/19/23	4.6	J.R.	Painted park of the amenity center, cleaned pool filters
7/19/23	4	E.W.	Removed debris from all common areas
7/19/23	3.02	J.S.	Additional court maintenance
7/19/23	3.5	J.M.	Additional court maintenance
7/20/23	4	T.C.	Worked on repainting shutters around main building, picked up supplies
7/20/23	4	J.K.	Wet sanded shutters and set out to dry, painted and touched up shutters
7/20/23	4.27	C.W.	Backwashed pool filters, wet sanded shutters
7/20/23	3	E.W.	Removed debris from all common areas
7/20/23	4.88	J.S.	Additional court maintenance
7/20/23	3	J.M.	Additional court maintenance
7/21/23	2	T.C.	Repaired pavers at adult pool deck
7/21/23	8	J.K.	Fix gate at pool deck, fix netting in kiddie pool, hang shutters back up and take down third pair
7/21/23	8	C.W.	Patched netting in splash pool and fixed fence, put up shutters and took down shutters
7/21/23	8	J.R.	Gate repair, worked on spray feature concrete, worked on shutters
7/21/23	4	E.W.	Removed debris from all common areas
7/21/23	2.5	J.S.	Additional court maintenance
7/21/23	3.95	J.M.	Additional court maintenance
7/22/23	2.5	J.M.	Additional court maintenance
7/24/23	1.73	J.K.	Cleaned pool filters
7/24/23	4	E.W.	Removed debris from all common areas
7/24/23	7.37	J.R.	Cleaned up tree limb that fell, cleaned shop
7/24/23	2.5	J.S.	Additional court maintenance
7/24/23	3	J.M.	Additional court maintenance

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/25/23	4	E.W.	Removed debris from all common areas
7/25/23	5	J.S.	Additional court maintenance
7/25/23	3	J.M.	Additional court maintenance
7/26/23	5	E.W.	Removed debris from all common areas
7/26/23	2.55	J.S.	Additional court maintenance
7/26/23	3	J.M.	Additional court maintenance
7/27/23	7	C.W.	Remove all park parts off the trailer and wet sanding shutters, organize shop
7/27/23	4	E.W.	Removed debris from all common areas
7/27/23	4.98	J.S.	Additional court maintenance
7/27/23	3	J.M.	Additional court maintenance
7/28/23	8	J.K.	Unloaded trailer, wet sanded shutters and dry wipe down, paint shutters, touch up light fixtures
7/28/23	8	C.W.	Unloaded trailer, painted shutters, worked on pavers, cleaned behind shop
7/28/23	4	E.W.	Removed debris from all common areas
7/28/23	4	J.R.	Worked on shutters for amenity center, cleaned up shop
7/28/23	2.7	J.S.	Additional court maintenance
7/28/23	3.15	J.M.	Additional court maintenance
7/29/23	5.87	J.M.	Additional court maintenance
7/31/23	4	T.C.	Repaired fence along Deer View, hung up painted shutters back on building
7/31/23	4	J.K.	Fixed fence along Deer View, hung shutter up
7/31/23	4	C.W.	Unloaded trailer, worked on fence on Deer View, hung up shutters, fixed lifeguard counter
7/31/23	5	E.W.	Removed debris from all common areas
7/31/23	2.85	J.S.	Additional court maintenance
7/31/23	3.68	J.M.	Additional court maintenance

TOTAL 647.28

MILES 52

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

MAINTENANCE BILLABLE PURCHASES

Period Ending 8/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	7/6/23	US Flag Poly Kit (2)	22.95	J.S.
	7/8/23	3M Safety Walk Tape (2)	31.92	J.S.
	7/8/23	Veranda 12ft Planks (20)	455.40	J.S.
	7/8/23	4x8 Sandply Play Wood	26.20	J.S.
	7/8/23	80lb Sakrete (5)	34.18	J.S.
	7/9/23	6lb Max Tabs	51.18	J.S.
	7/11/23	8" Corner Brackets (2)	16.72	J.S.
	7/14/23	12' Veranda Timber Brown (20)	454.94	C.Z.
	7/14/23	Deckmate III 2 1/2" 25lb	131.10	C.Z.
	7/14/23	Sakrete 60lb 5000 Plus (6)	46.02	C.Z.
	7/17/23	Keys (5)	22.83	T.C.
	7/17/23	Split Key Rings	3.75	T.C.
	7/18/23	Sump Pump	165.95	J.S.
	7/18/23	Cobweb Duster	12.62	T.C.
	7/18/23	Deckmate 3" Screws 25lbs	131.10	T.C.
	7/18/23	Black Nitrile Gloves 40pk	17.23	T.C.
	7/18/23	Pro Microfiber Towels 8pk	7.46	T.C.
	7/18/23	Microfiber Towels 12pk	7.46	T.C.
	7/18/23	Wasp/Hornet Spray 2pk (2)	16.03	T.C.
	7/18/23	Microfiber Adjustable Fan Duster	7.62	T.C.
	7/20/23	Fine PT Black Marker 2pk	2.40	T.C.
	7/20/23	Gloss Black Spray Paint (3)	27.53	T.C.
	7/20/23	9x3/8 Shedless Knit 3pk (2)	26.40	T.C.
	7/20/23	4x3/8 Shedless Knit 6pk (3)	39.12	T.C.
	7/20/23	Black Nitrile Gloves 20pk	8.61	T.C.
	7/20/23	Diablo 5-3/8" Blade	9.07	T.C.
	7/20/23	All Purpose Putty	15.80	T.C.
	7/21/23	Corner Brace 1.5" 2pk (2)	10.58	T.C.
	7/21/23	Gorilla Duct Tape	5.74	T.C.
	7/24/23	1/4"x1/4" NPT Adapter	1.89	J.S.
	7/24/23	EPDM Rubber Strap	1.82	J.S.
	7/24/23	Chain Stainless	15.94	J.S.
	7/25/23	Husky 8pc Socket Set	31.02	T.C.
	7/25/23	Husky 3pc Socket Driver Adapter Set	12.62	T.C.
	7/25/23	BLK Nitrile Gloves 80pk	28.73	T.C.
	7/26/23	3/4"x7" Cold Chisel	4.47	T.C.
	7/26/23	6" 10 TPI Torch Metal Cutting	9.76	T.C.
	7/26/23	Diablo 9" 8/10 TPI MTL	11.49	T.C.
	7/26/23	4 1/2" Backing Flange	1.89	T.C.
	7/26/23	Spanner Wrench Locknut	7.92	T.C.
	7/26/23	Diablo 4.5 Metal Cutting Diamond Blade	10.91	T.C.
	7/26/23	Rigid Diablo 4.5" Metal Cutting Dia Blade	10.34	T.C.
	7/27/23	Ryobi 5.5amp Grinder	28.18	T.C.
	7/27/23	Telescopic Pole	19.54	T.C.
	7/27/23	Microfiber Duster	5.74	T.C.
	7/27/23	15amp Tamper GFCI 2pk	34.25	T.C.
	7/31/23	Gas for Equipment	75.00	T.C.
	8/1/23	Bucket	2.58	T.C.
	8/1/23	AA Duracell Battery	10.28	T.C.
	8/1/23	16x3-1/2" Magnesium Floet	31.99	T.C.
	8/2/23	32-7/8" 18TPI Bi-Metal Compact Blade	16.09	T.C.
	8/2/23	BLK Nitrile Gloves 40pk	14.36	T.C.
	8/2/23	Stainfree Plumbers Putty	2.69	T.C.
	8/2/23	Dust Mop Head	17.22	T.C.
	8/2/23	Microfiber Clothes 12pk	6.89	T.C.
	8/2/23	Terry Cloths 10pk	9.19	T.C.
	8/2/23	Zinc Cap Nut 1/4-20	1.59	T.C.
	8/2/23	Zinc Lock Nut 1/4-20 50pc	1.73	T.C.
	8/2/23	Zinc Fender Washer 1/4 50pc	7.82	T.C.
	8/2/23	Zinc Lock Washers 50pc	9.51	T.C.
	8/2/23	Zinc Hex Bolt 1/4x4 25pc	8.31	T.C.
	8/2/23	Acelone	12.63	T.C.
	8/2/23	Microfiber Duster	5.74	T.C.
	8/3/23	Plumbers Putty	5.38	T.C.
	8/3/23	Sink Strainer	12.39	T.C.
	8/3/23	Nitrile Coated Work Gloves	8.59	T.C.
	8/3/23	Toilet Seats (2)	66.65	T.C.
	8/3/23	Bottle Water 12pk	2.86	T.C.

TOTAL \$2,373.87

HDSUPPLY

Formerly Home Depot Pro Institutional

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

- °
- °
- °

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

Invoice Detail

Customer ID: 645245
Invoice Number: 759255748
Invoice Date: 8/9/2023
Order Number: 51453690
Purchase Order: LISA

Shipped To:

DOUBLE BRANCH
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065

Home Depot Pro Notes:

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

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

559004 PUMICE SCOURING STICK

i\$7.95 Handling Charge

Delivery information for this invoice may be

found at: www.HomeDepotPro.com/Institutional

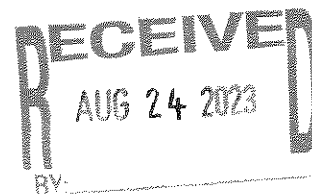
DB Repair & Replacement
2.320.572.63100

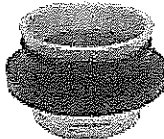
MV Repair & Replacement
34.600.538.64000

To be split between DB & MV
50/50

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

Invoice Total ~~\$1,291.79~~
\$645.89



Description	Item Number	Quantity Ordered	Quantity Shipped	Unit Price	Total
	ZEP COMM STAINLESS STEEL <u>203759588</u>	4	4	\$7.50	\$30.00
	RENOWN LNR 40X48 12MIC NAT <u>REN14512-CA</u>	10	10	\$56.09	\$560.90
	RENOWN LNR 40X46 .74MIL WHT <u>REN24512-CA</u>	10	10	\$47.07	\$470.70
	1-1/2"X 1-1/2" BRASS SPUD ASSEMBLY <u>806850</u> Old Item Number: 147777	4	4	\$16.71	\$66.84
	APPEAL HAND SOAP DISP BLK 1000ML <u>APP17104</u>	15	15	\$10.36	\$155.40

Subtotal \$1,283.84
 Shipping & Handling \$7.95
 Tax \$0.00
 Web Discount -\$0.00
 Invoice Total \$1,291.79

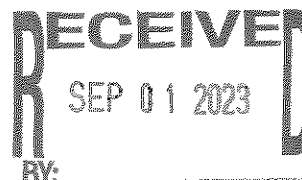
Send Payment To:

American Red Cross
Training Services
25688 Network Place
Chicago IL 60673-1256

INVOICE	
Invoice No:	22586536
Invoice Date:	04-26-2023
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$84.00
Payment Terms:	NET 30
Due Date:	05-26-2023

GMS, LLC-MIDDLE VILLAGE CDD
ATTN:JAY SORIANO
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

2491



More than 1 million households are safer thanks to the Red Cross Sound the Alarm campaign. Sound the alarm.....save a life.

ORDER	CRS/ OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR/ STUDENT NAME	TOTAL
O-0014547180	CLS-03523867	04-09-23	Lifeguarding	2	Susan Raab	\$84.00
Subtotal						\$84.00
Payment						\$0.00
Sales Tax						\$0.00
Invoice Total:						\$84.00

Code to:

Middle Village Repair and Replacements

34-600-538-64000

Thank you for supporting the American Red Cross! Visit us at www.redcross.org/TSBilling to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to billing@redcross.org.

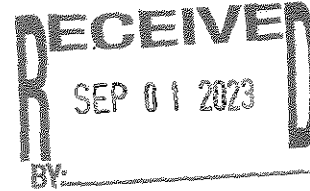
**Send Payment To:**

American Red Cross
Training Services
25688 Network Place
Chicago IL 60673-1256

INVOICE	
Invoice No:	22590781
Invoice Date:	05-10-2023
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$336.00
Payment Terms:	NET 30
Due Date:	06-09-2023

GMS, LLC-MIDDLE VILLAGE CDD
ATTN:JAY SORIANO
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

2-591



More than 1 million households are safer thanks to the Red Cross Sound the Alarm campaign. Sound the alarm.....save a life.

ORDER	CRS OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR STUDENT NAME	TOTAL
O-0014652524	CLS-03597846	05-07-23	Lifeguarding	8	Shannon Mullis	\$336.00
Subtotal						\$336.00
Payment						\$0.00
Sales Tax						\$0.00
Invoice Total:						\$336.00

Code to:

Middle Village Repair and Replacements

34-600-538-64000

Thank you for supporting the American Red Cross! Visit us at www.redcross.org/TSBilling to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to billing@redcross.org.

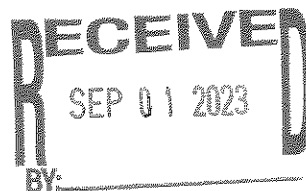
**Send Payment To:**

American Red Cross
Training Services
25688 Network Place
Chicago IL 60673-1256

INVOICE	
Invoice No:	22599212
Invoice Date:	06-14-2023
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$294.00
Payment Terms:	NET 30
Due Date:	07-14-2023

GMS, LLC-MIDDLE VILLAGE CDD
ATTN:JAY SORIANO
370 OAKLEAF VILLAGE PKWY
ORANGE PARK FL 32065-4259

3-910



It's CPR+AED Awareness Week. Do you know where your company's AED is located? If not, take 2 minutes today to find out. Saving lives starts here.

ORDER	CRS OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR/ STUDENT NAME	TOTAL
O-0014815506	CLS-03699528	05-31-23	Lifeguarding	7	Shannon Mullis	\$294.00
Subtotal						\$294.00
Payment						\$0.00
Sales Tax						\$0.00
Invoice Total:						\$294.00

Code to:

Middle Village Repair and Replacements

34-600-538-64000

Thank you for supporting the American Red Cross! Visit us at www.redcross.org/TSBilling to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to billing@redcross.org.

**Send Payment To:**

American Red Cross
Training Services
25688 Network Place
Chicago IL 60673-1256

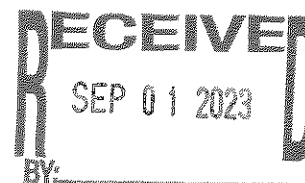
INVOICE	
Invoice No:	22605577
Invoice Date:	06-28-2023
Customer Number:	P0041375
Org ID:	GMSLLCMIDDLE
Invoice Total:	\$252.00
Payment Terms:	NET 30
Due Date:	07-28-2023

GMS, LLC-MIDDLE VILLAGE CDD

ATTN:JAY SORIANO

370 OAKLEAF VILLAGE PKWY

ORANGE PARK FL 32065-4259



It's CPR+AED Awareness Week. Do you know where your company's AED is located? If not, take 2 minutes today to find out. Saving lives starts here.

ORDER	GRS/ OFFERING ID	DATE	DESCRIPTION	QUANTITY	INSTRUCTOR/ STUDENT NAME	TOTAL
O-0014928376	CLS-03772335	06-17-23	Lifeguarding	6	Shannon Mullis	\$252.00
Subtotal						\$252.00
Payment						\$0.00
Sales Tax						\$0.00
Invoice Total:						\$252.00

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

Thank you for supporting the American Red Cross! Visit us at www.redcross.org/TSBilling to learn how to read your invoice. For questions or to make a credit card payment, please call 888-284-0607. You may also email your questions to billing@redcross.org.

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

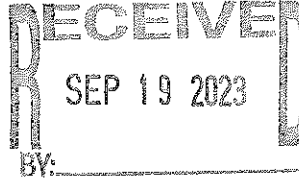
Invoice #: 2237

Invoice Date: 9/14/23

Due Date: 9/14/23

Case:

P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance August 1 - August 31, 2023		18,243.54	18,243.54
Maintenance Supplies		1,437.87	1,437.87
Fac. Maint. Gen. \$4,631.00			
2 33 572.6200			
Fac. Maint. Cont. \$304.25			
2 33 572.6220			
Lighting Repairs \$841.00			
2 33 572.4663			
Common Area Main \$5417.00			
2 33 572.4650			
Repair / Replace \$3,890.16			
34.538.6400			
Fennis Ct. Main \$4,548.00			
2 33 572.3440			
<i>Jerry Landolt</i> 9-19-23			

Total \$19,681.41**Payments/Credits** \$0.00**Balance Due** ~~\$19,681.41~~

\$3,890.16

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/1/23	4	E.W.	Removed debris from all common areas
8/1/23	1	C.W.	Worked on unloading trailer
8/1/23	4.77	J.S.	Additional court maintenance
8/1/23	3	J.M.	Additional court maintenance
8/2/23	7.13	J.K.	Pressure washed shutters and prepped, painted and touched up shutters, wet sanded pelican, started repairing bondo on picnic tables
8/2/23	7	C.W.	Pressure washed shutters then painted, moved chairs from splash pool, sanded the slide splash pool, fixed door leading to adult pool
8/2/23	4	E.W.	Removed debris from all common areas
8/2/23	2.75	J.S.	Additional court maintenance
8/2/23	3	J.M.	Additional court maintenance
8/3/23	4	T.C.	Changed sink drain in summer kitchen, changed toilet seats in bathrooms
8/3/23	4	B.L.	Fixed sink in kitchen, fixed toilet seats
8/3/23	8	B.G.	Worked on sink in kitchen and toilet seats
8/3/23	4	E.W.	Removed debris from all common areas
8/3/23	4	E.B.	Fixed toilet seats in amenity center, removed debris around property, changed trash receptacles
8/3/23	4.72	J.S.	Additional court maintenance
8/3/23	3.43	J.M.	Additional court maintenance
8/4/23	4	T.C.	Tightened up toilet seats in all bathrooms, light inspection, changed lights in bathroom
8/4/23	8	C.W.	Repaired picnic tables, worked on pickleball courts, cleaned shop
8/4/23	3	B.L.	Worked on fixing toilet seats, fixed gate at pool
8/4/23	3	B.G.	Fixing gate by the pool
8/4/23	4	E.W.	Removed debris from all common areas
8/4/23	2.83	J.S.	Additional court maintenance
8/4/23	3.27	J.M.	Additional court maintenance
8/5/23	3.28	J.M.	Additional court maintenance
8/7/23	8	T.C.	Worked on pool gate, picked up supplies
8/7/23	4	B.G.	Worked on fixing pool gate
8/7/23	4	E.W.	Removed debris from all common areas
8/7/23	2.75	J.S.	Additional court maintenance
8/7/23	3.12	J.M.	Additional court maintenance
8/8/23	4	T.C.	Worked on pool gate
8/8/23	8.2	J.K.	Applied bondo on picnic table and sanded, fixed fence on pool deck
8/8/23	8	C.W.	Applied bondo on benches and sanded, put braced on gate, cleaned shop
8/8/23	8	B.G.	Repair pool gate, installed new tension wire, painted gate, cleaned maintenance shop
8/8/23	4	E.W.	Removed debris from all common areas
8/8/23	4.55	J.S.	Additional court maintenance
8/8/23	3.17	J.M.	Additional court maintenance
8/9/23	4	E.W.	Removed debris from all common areas
8/9/23	2.52	J.S.	Additional court maintenance
8/9/23	3.12	J.M.	Additional court maintenance
8/10/23	6	T.C.	Set up CDD meeting, light inspection in Grand Banquet Room, changed lights, fixed two ceiling fans in Grand Banquet Room
8/10/23	5.5	J.K.	Sand and painted picnic table, cleaned shop
8/10/23	1	B.G.	Installed hardware to tie gate door
8/10/23	4	E.W.	Removed debris from all common areas
8/10/23	5.07	J.S.	Additional court maintenance
8/10/23	3.3	J.M.	Additional court maintenance
8/11/23	2	T.C.	Worked on pool gates and installing crash bars, picked up supplies
8/11/23	3	J.K.	Worked on locked for gates around amenity center
8/11/23	4.5	E.B.	Fixed crash bars on gates, removed debris, fix hinge on gate
8/11/23	4	B.G.	Installed hardware to fence door
8/11/23	4	E.W.	Removed debris from all common areas
8/11/23	2.87	J.S.	Additional court maintenance
8/11/23	3.1	J.M.	Additional court maintenance
8/12/23	3	J.M.	Additional court maintenance
8/13/23	2	J.M.	Additional court maintenance
8/14/23	2	T.C.	Set up CDD meeting
8/14/23	5	J.K.	Set up CDD meeting, sand picnic table, paint picnic tables

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/14/23	3	B.G.	Set up tables for meeting
8/14/23	4	E.W.	Removed debris from all common areas
8/14/23	2.67	J.S.	Additional court maintenance
8/14/23	3	J.M.	Additional court maintenance
8/15/23	4	E.W.	Removed debris from all common areas
8/15/23	4.68	J.S.	Additional court maintenance
8/15/23	4.05	J.M.	Additional court maintenance
8/16/23	4	J.K.	Replaced rotten bench and bolted down top, put bondo on damaged surface of picnic table, started sanding down bondo
8/16/23	3	B.G.	Worked on fixing picnic table, removing tires from golf cart
8/16/23	4	E.W.	Removed debris from all common areas
8/16/23	2.75	J.S.	Additional court maintenance
8/16/23	3.17	J.M.	Additional court maintenance
8/17/23	4	E.W.	Removed debris from all common areas
8/17/23	4.73	J.S.	Additional court maintenance
8/17/23	3.03	J.M.	Additional court maintenance
8/18/23	6	T.C.	Took down CDD meeting, adjusted Grand Banquet door, fixed water fountain, repaired gate by patio
8/18/23	8	J.K.	Fixed pool filters, fixed gate near janitor closet, fixed water fountain, fixed clubroom door, painted and sanded picnic table, cleaned up shop
8/18/23	5	B.G.	Installed new filters for the pool
8/18/23	4	E.W.	Removed debris from all common areas
8/18/23	2.77	J.S.	Additional court maintenance
8/18/23	3.03	J.M.	Additional court maintenance
8/19/23	2.55	J.M.	Additional court maintenance
8/21/23	3.5	B.G.	Setting up tables for meeting, cleaned fountain filters
8/21/23	4	E.W.	Removed debris from all common areas
8/21/23	1	E.B.	Set up tables and chairs for CDD meeting, cleaned fountain filter
8/21/23	2.85	J.S.	Additional court maintenance
8/21/23	3.07	J.M.	Additional court maintenance
8/22/23	4	E.W.	Removed debris from all common areas
8/22/23	4.68	J.S.	Additional court maintenance
8/22/23	3.72	J.M.	Additional court maintenance
8/23/23	4	E.W.	Removed debris from all common areas
8/23/23	2.73	J.S.	Additional court maintenance
8/23/23	3.03	J.M.	Additional court maintenance
8/24/23	2.65	E.W.	Removed debris from all common areas
8/24/23	4.75	J.S.	Additional court maintenance
8/24/23	3.07	J.M.	Additional court maintenance
8/25/23	4	E.W.	Removed debris from all common areas
8/25/23	2.77	J.S.	Additional court maintenance
8/25/23	3.08	J.M.	Additional court maintenance
8/26/23	2.6	J.M.	Additional court maintenance
8/28/23	2	B.G.	Storm prep stacking tables and chairs
8/28/23	8	J.K.	Inspected property for any damage, cleaned shop
8/28/23	4	E.W.	Removed debris from all common areas
8/28/23	2.57	J.S.	Additional court maintenance
8/28/23	3.18	J.M.	Additional court maintenance
8/29/23	4	T.C.	Storm prep - take down and secure wind screens, stacking and securing tables and chairs, removing umbrellas, picked up supplies
8/29/23	2	B.G.	Storm prep - stack and secure tables and chairs
8/29/23	4	E.W.	Removed debris from all common areas
8/29/23	4.98	J.S.	Additional court maintenance
8/29/23	3.27	J.M.	Additional court maintenance
8/30/23	4	T.C.	Storm prep and assessment - drove neighborhoods looking for downed trees, fences and any debris that needed to be cleared, cleaned and organized shop
8/30/23	5	B.G.	Cleaning and organizing shop
8/30/23	4	J.K.	Storm prep - stack and secure tables and chairs
8/30/23	4	C.W.	Storm prep - stack and secure tables and chairs
8/31/23	4	T.C.	Cleaned up debris from storm, set up chairs, tables and umbrellas on pool deck, assessed and removed tree from fence, set up refurbished picnic tables at tennis

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

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
8/31/23	7	B.G.	Moved picnic tables from maintenance shop to landscaping yard, picked up two playground pieces and took them to the landscaping yard, reposition all tables and chairs on pool deck
8/31/23	4.06	E.W.	Removed debris from all common areas
8/31/23	3.13	J.S.	Additional court maintenance
8/31/23	4.65	J.M.	Additional court maintenance

TOTAL	<u>454.72</u>
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MILES	<u>123</u>
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*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

MAINTENANCE BILLABLE PURCHASES

Period Ending 9/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	8/6/23	Large Outdoor Ceiling Fan (2)	628.00	J.S.
	8/7/23	Antisag Gate Klt (4)	68.68	J.S.
	8/7/23	4 1/2" Diablo Blades	6.85	J.S.
	8/7/23	4 1/2" Conical Sander Blade\	5.16	J.S.
	8/7/23	Disinfectant Aero Linen	8.03	T.C.
	8/7/23	Pro Microfiber Towel 8pk	7.46	T.C.
	8/7/23	Microfiber Towel 12pk	7.46	T.C.
	8/7/23	Pinesol	26.53	T.C.
	8/7/23	Diablo 4.5 Metal Cutting Diamond Blade	10.91	T.C.
	8/7/23	Titanium Bit Set	22.99	T.C.
	8/7/23	Return - 32-7/8" 18TPI Bi-Metal Compact Blade	16.09	T.C.
	8/9/23	5" Sander Pads	17.22	J.S.
	8/9/23	Long Measuring Tape	20.11	T.C.
	8/11/23	Pink Mason Line 500'	11.47	T.C.
	8/14/23	#10x2 PHL/FLT Screw	0.79	T.C.
	8/14/23	15 Qt Bucket	11.47	T.C.
	8/14/23	Dawn Dish Soap	7.98	T.C.
	8/14/23	7-1/4" Rafter Square	6.29	T.C.
	8/14/23	50' Caulk Kit	5.16	T.C.
	8/14/23	12pk Bottled Water	2.86	T.C.
	8/14/23	T-Square 48"	7.46	T.C.
	8/15/23	12pk Bottled Water	2.86	T.C.
	8/16/23	Hunter Green Gloss Spray Paint (2)	18.35	T.C.
	8/21/23	12pk Bottled Water	2.86	T.C.
	8/21/23	24" Auger	22.98	T.C.
	8/22/23	Toilet Seat	33.33	T.C.
	8/23/23	Concrete Form Tube	9.59	J.S.
	8/23/23	1/2" x4 Concrete Wedges	16.65	J.S.
	8/23/23	6x6" Post Bases	91.33	J.S.
	8/24/23	Mop Head Refill	14.34	T.C.
	8/24/23	12pk Bottled Water	2.86	T.C.
	8/24/23	Pinesol	26.53	T.C.
	8/24/23	Trufuel 50:1	13.79	T.C.
	8/24/23	HD Bucket	2.58	T.C.
	8/29/23	Bottled Water 12pk	2.86	T.C.
	8/29/23	3/16"x50' Braided Nylon Rope (6)	75.76	T.C.
	8/29/23	Utility Knife	8.00	T.C.
	8/29/23	Cable Tie 500pk	63.80	T.C.
	8/29/23	3/16"x100' Braided Nylon Rope	75.04	T.C.
	8/29/23	1'4"x25' Braided Nylon Rope	4.60	T.C.
	8/31/23	Gas for Equipment	75.00	T.C.
	9/5/23	3/4" PVC Cap (2)	3.80	T.C.
	9/5/23	PTFE Tape 1/2"x260"	1.13	T.C.
	9/5/23	1/2" PVC Cap (2)	3.01	T.C.

TOTAL \$1,437.87

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



BILL TO
Oakleaf Plantation
370 oakleaf village pwky
orange park, fl 32065

SHIP TO
Oakleaf Plantation
370 oakleaf village pwky
orange park, fl 32065

INVOICE 3107

DATE 09/07/2023 TERMS Net 30

DUE DATE 10/07/2023

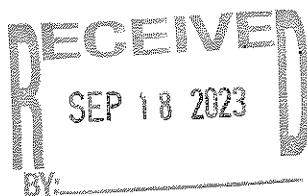
DATE	ACTIVITY DESCRIPTION	QTY	RATE	AMOUNT
	Labor Replace parts with customer owned parts	3	95.00	285.00

SUBTOTAL 285.00

TAX 0.00

TOTAL 285.00

TOTAL DUE ~~\$285.00~~



\$142.50

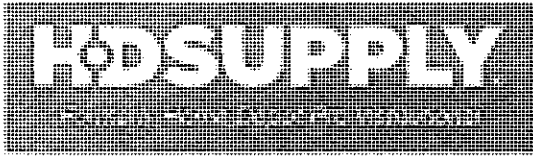
Code to: Split 50/50

Middle Village Repair and Replacements

34-600-538-64000

Double Branch Repair and Replacements

034.600.538.621



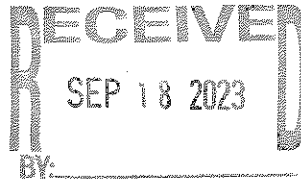
- My Account Number 647283
- Currently Shopping As 647283 - MIDDLE VILLAGE CDD
- Current Ship-To Address MIDDLE VILLAGE CDD 370 OAKLEAF VILLAGE PARKWAY ORANGE PARK, FL 32065

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

Invoice Detail

Customer ID: 647283
Invoice Number: 764042602
Invoice Date: 9/7/2023
Order Number: 51931392
Purchase Order: Lisa

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



Shipped To:

MIDDLE VILLAGE CDD
370 OAKLEAF VILLAGE PARKWAY
ORANGE PARK, FL 32065

Home Depot Pro Notes:

CALL JAY 904-562-0249 30 MIN BEFORE DELIVERY
Items NOT shown here are being shipped from our
Jacksonville warehouse.

Invoice Total ~~\$177.78~~
\$88.89

TO be split between
both DB and MV
districts 50/50,

Description | Item Number

Quantity Quantity Unit
Ordered Shipped Price Total

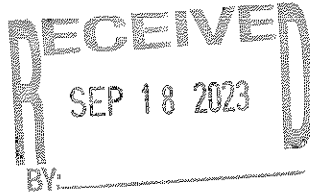


SUPERSTITCH BLEND MOP BLU LG 5IN
RCPD25306BL

6

\$29.63 \$177.78

Subtotal \$177.78
Shipping & Handling \$0.00
Tax \$0.00
Web Discount -\$0.00
Invoice Total \$177.78



Invoice

Invoice #: 12720

Date: 09/13/23

Customer PO:

DUE DATE: 10/13/2023

BILL TO

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

FROM

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

DESCRIPTION

AMOUNT

#12890 - Tropical Storm Idalia Clean up

Provide Labor to Clean up, chip debris and remove from property

Landscape Enhancement

\$2,635.00

Disposal Fee (Other)

1.00

\$100.00

\$100.00

Fuel charge (Other)

1.00

\$150.00

\$150.00

sub: Storm clean up (Sub)

1.00

\$2,385.00

\$2,385.00

Invoice Notes:

Thank you for your business!

AMOUNT DUE THIS INVOICE

\$2,635.00

Code to:

Middle Village Repair and Replacements

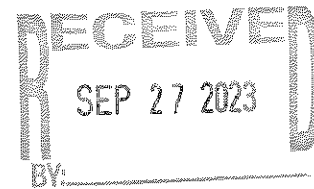
34-600-538-64000

K&B Concrete Service LLC
 217 Pamela Street, Interlachen, Florida
 Lic#17000236386 Ins#172322-78495894-17
 Phone# (850)370-0560
 Email-ksuggs1970@gmail.com

Quote / Invoice

Date	Invoice#
9/01/23	922

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



		P.O. No.	Terms	Project
			Due on receipt	
Description	Qty	Rate		Amount
<p>Tearing out wood deck that is roughly 80'x5' and disposing of old wood then forming, grading and packing same size area and pouring 3000 psi concrete with fiber broom finish and expansions cut every 10' to prevent cracking.</p> <p>Second area which is 65'x4' area will be formed, graded and packed and then poured with 3000psi concrete with fiber broom finish and expansions cut every 10' to prevent cracking</p> <p>Labor and supplies</p> <p>total:\$5200.00</p>		<p>Code to:</p> <p>Middle Village Repair and Replacements</p> <p>34-600-538-64000</p>		\$5200.00
		Total		\$5,200.00
		Payments/Credits		\$0.00

FOURTH ORDER OF BUSINESS

D.

1.

Middle Village Community Development District (CDD)

845 Plantation Oaks Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

Memorandum

1Date: October 2023
To: Board of Supervisors
From: GMS – OakLeaf Operations Manager

Community:

Special Events

- Upcoming – October Movie on the Green, Pumpkin Plunge
- November events : Turkey Shoot, Movie in the park, Fall community yard sale

Aquatics

- Pool/lifeguard/monitor Operational hours end in October
- Swim meets at MV, overflow usage at DB lap pool ending in October

Amenity Usage

- *Total Facilities Usage – 7131*
- *Average daily usage – 238*

Card counts:

MV Owners	59
MV Renters	67
MV Replacements	8
MV Updated	7

Total cards printed: 266 (both districts)

Rentals

- 16 of 30 days rented in September , 2 of 4.5 weekends rented
- 16 Grand Ballroom rentals, 1 Grand Lawn rental, 1 Bridal Suite rentals, 1 patio rentals
- 36 tours (approx.70 hours)/89 hours used for scheduling, administrative, etc.

Middle Village Community Development District (CDD)

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Memorandum

Operations: Open Items

- Update on fencing/gate installs
- Update on Boardwalk
- Update on Tennis Surfacing

MAINTENANCE

- Complete agreement for Boardwalk repair
- Work completed on Parking resolution, meet with ASAP Towing for coordination
- Replace GFCI at Tennis building
- Inspect and coordinate repairs for breaker (controlling soda machine)
- Take delivery of(2) new treadmills
- Coordinate order for replacement sprayground motor and seal
- Repair “rain bucket” at Sprayground
- Move fitness equipment to accommodate all new equipment
- Coordinate repair of older treadmills
- Coordinate install of one new 20a outlet for 4th treadmill
- Inspect and replaced lights at Deerview entries
- Coordinate repair – flush valves at Tennis building, lap pool women’s bathroom
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Repair leaking cold water pipe at men’s bathroom sink
- Coordinate repair – Flush valve at women’s handicap stall at Grand banquet
- Install of new “emergency exit” signage at gates
- Place forms for multiple sidewalk - tennis and rear amenity walkway
- Fill dirt placed for sidewalk at rear tennis court lap pool project
- Walkthrough with multiple bidders for boardwalk project
- Inspect and coordinate “short term” repairs for boardwalk before start of complete project
- Coordinate large purchase – Supplies for boardwalk project
- Dispose of multiple large electronics equipment (hazardous waste refuse)
- Multiple drop off trips for refuse removal (rosemary hill)
- Audit of access cards – ongoing (to include audit of adult family members in household)
- Data collection for Florida Department of Labor
- Continual Lake Inspections – all lakes inspected monthly – reports kept on file in Ops. Manager office.
- Continual Park inspections and cleaning – reports kept on file.
- Light Inspections completed – Whitfield, Boulevard, Parkway, and Hamilton Glenn completed 9/11 Forest Brook, Creekview, Oakpoint, and Timberlake completed 9 /26

Landscaping

- Monthly report for Sep submitted and filed at Operations office

For questions, comments, or clarification, please contact:

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

jsoriano@gmsnf.com



Middle Village 2013 CDD

Clay County, Florida

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

GENERATED BY THE GIS DEPARTMENT 05/02/2013

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