

***MIDDLE VILLAGE***  
***Community Development District***

***MAY 13, 2024***

# *AGENDA*

# Middle Village Community Development District

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

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May 6, 2024

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, May 13, 2024 at 2:30 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 April 8, 2024 Meeting
  - B. Financial Statements
  - C. Assessment Receipts Schedule
  - D. Check Register
- IV. Discussion of the Proposed Fiscal Year 2025 Budget
- V. Consideration of Resolution 2024-01, Confirming Use of the Clay County Supervisor of Elections Office to Conduct the District's 2024 Election of Supervisors
- VI. Staff Reports
  - A. District Counsel
  - B. District Engineer
  - C. District Manager – Report on the Number of Registered Voters (4,374)
  - D. Operations Manager

1. Memorandum
  2. Update on Open Items (Gates & Pool Heater)
- VII. Audience Comments (limited to three minutes) / Supervisor Requests
- VIII. Next Scheduled Meeting – June 10, 2024 @ 2:30 p.m. at the Plantation Oaks Amenity Center
- IX. 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, **April 8, 2024** at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Michael Steiner	Chairman
Sherrie Mifsud	Vice Chair
Jonel Hicks <i>by phone</i>	Assistant Secretary
Julie Arnau	Assistant Secretary
Shawn Bland	Assistant Secretary

Also present were:

Marilee Giles	District Manager
Mike Eckert	District Counsel
Alex Acree <i>by phone</i>	District Engineer
Jay Soriano	Field Operations Manager

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 2:30 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Shantoya Jones stated the gates were brought up at our HOA meeting a couple weeks ago. And I wanted more clarification about that. I don't know if I have to comment or if I can ask a question. They were mentioning gates alongside the lake in the back area to separate off, I guess, each community.

Mr. Soriano stated that was just part of our discussion in the past. Not that we're going to do that, but that was one of the things we talked about to deter our ATV and minibike issues. These are not gates that you would have to check in and scan the card. The discussion was so that they don't have this long, straight away to ride their motorbikes and everything. They would

have to actually get off, walk through the gate, open it up, get back on their bikes or ATVs and drive, which would deter it a little bit. But that was the discussion for that. It's not for any other type of gates like the gates we have here. That's a little different.

Shantoya Jones stated that was my understanding. I just wanted to mention that I've been here before, too, and I feel like those type of gates would just be, I'll race you to the gate and back. So, I don't know that that would necessarily deter that.

Chairman Steiner stated what we're trying to look at is, there are two entrance points that can be used to access the promenade by motorized vehicles that we're trying to control. There are two onramps, so to speak. Down at the new townhome area, there at Towering Oaks. The main thing is that is the only community that doesn't have the wall. All the other communities have a wall. So, in order to get onto the promenade, they're having to probably come into or out of that area. They also can come in through any of these areas here and enter in the area where the wall stops down by the Preserve condos. What I've got a strong concern about is the speed that these vehicles are traveling and they are flying down that area. And there's quite a few people who walk. And I'm concerned that somebody, either a child, an animal, or a person is going to get hurt. And we've been trying to deal with this for probably ten years before the condos were built. We used to have golf carts going back and forth through here. One of the things that's been looked at, and we'll discuss later in the meeting, is the fact that trying to come up with some way to control or hinder that without impacting those people who need ADA access or those people who ride bicycles and are courteous to pedestrians. I'm afraid that, you know, if we come in and make it too locked down, then we're going to go ahead and impact some of our residents that do utilize it. If you're hearing things, I'm glad. We need more residents to try and identify who these people are that are flying up and down so that we can at least track back. They may not even be residents of Middle Village. They may be coming in from other areas. I believe there's been some sightings over in phase one in Double Branch, where they were over in that area causing issues. The gating is not meant to keep anybody out. It's a way for us to come up with some way to deal with what I'm considering it to be a potentially dangerous environment.

Shantoya Jones stated that was my understanding that it was to prohibit or, deter those on the motorized vehicles. But I just wanted to present also, it may also encourage in those vicinities racing to the gate and back. But I thought that this was like a meeting to vote yes or no on the



gates. And so I was like, this is the first time I'm hearing about this, let me come and see what's going on.

Chairman Steiner stated no, at this point in time we're trying to look at what options are available. I've got concerns with the fact that we've had vandalism going on in these locked gates out here. Right now, it is a big issue. So as far as any kind of gates going along that promenade, I got a feeling they're going to get torn up faster than we can repair them, probably, but we are needing input. If anybody has some suggestions, or if anybody can get photographs or provide information or know where these people are coming from. If we go and contact the sheriff's department, they have to be here. These people are coming through at random times. So, if we bring in the sheriff's department to go and put an off duty officer out there, we end up having to pay for that. And it's a matter, if we had a good, firm schedule as to when they're coming through, then we can have them come in for a couple hours and sit down there and take care of it. So, anyway, that's the issue. It's not a new issue. It's an old problem that we're coming back to look at again.

Ms. Giles stated so the gates on the agenda is something different. Jay is going to talk about that later.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Minutes of the March 11, 2024 Board of Supervisors Meeting**
- B. Financial Statements**
- C. Assessment Receipts Schedule**
- D. Check Register**

Ms. Giles stated the first item on the consent agenda is the minutes of the March 11th meeting. It's on page seven. Unless there's any comments or corrections, I just look for a motion to approve.

On MOTION by Chairman Steiner seconded by Ms. Arnau with all in favor the minutes of the March 11, 2024 meeting were approved.

Ms. Giles stated on page 24 are the financial statements as of February 29th, followed by the assessment receipt schedule on page 36 showing the District is 95% collected. And then your check register is on page 38. It's in the amount of \$202,580.90. It's a little higher, but that's due to

the FY24 debt assessment payments. You'll see those assessment invoices there following the check register. The general fund is for \$49,859. The rec fund is \$144,955.64. And the capital reserve fund, is \$7,766.03. Unless there's any comments or questions about the check register, I just look for a motion to approve.

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

**FOURTH ORDER OF BUSINESS**

**Discussion of the Proposed Fiscal Year  
2025 Budget**

Ms. Giles stated I just want to have the budget on the agenda to give the board the opportunity to talk about things that they want to see added, taken away, or changed. Any board guidance that you have for staff. If not, we'll prepare the budget based on historical invoices and what we know to be true at the time. Sometimes we'll get emails from the vendors. Jay, do we have Poolsure here? That's one that usually they give us an increase after we've already approved our budget. And then Clay County Sheriff's Department went up in January of 2024. So those are the things that we watch the invoices and that we just know to adjust on the budget. But if there's anything specific you want to see this month and next month is the time to tell us. I know we talked about additional maintenance staff and how adding one person is going to affect several line items, but Jay and the accountant and I will work on that. But if there's a capital improvement or anything like that.

Chairman Steiner stated I was going to ask Jay if we have any major projects.

Mr. Soriano stated not in the report for this year that was expected, but there are some that we've forgone in the past that I would probably look at this year. One of them, this was kind of dealing with Mike's complaint of wanting to paint. It was actually set up for a couple years ago to paint this whole building. We do touch up constantly, but we've never painted this whole building. That would be a very large project and very costly. It was already set in our capital plan to have been done years past, but I didn't do it. We've done things like replace the roof. It looks much better. But a good paint job all around would be good. So, I'll move that tentatively into this year. Since we didn't do it last year, that could easily be a \$30,000 job for this building.

Chairman Steiner stated that should come out of capital.

Mr. Soriano stated right. So that would be a capital item, which still runs into our budget if I don't have that plan. But as far as in the reserve study right now, there's no major expenses for this year. In fact, the one I was worried about coming up in the next few years, we've actually already done; the roof. The roof we did a little earlier. So, at the moment we don't have any concerns with A/C units or anything like that. At least not planning. It doesn't mean something couldn't happen. Just not planning that right now. My concerns are going to be more for the things like landscaping increases. Not only that, but we've constantly been doing more enhancements outside of the contract. That's extra. And usually, I'll take that out of repair and replacement, common area maintenance, or capital if it's a very big project. It's still all going to come out of your budget, but those are extras above and beyond that normal landscape line. The extra maintenance is hourly. That's ongoing every year. And then also just our day-to-day staffing is actually going to be a big increase. If everybody recalls, our minimum wage plan in Florida goes up \$1 every year. Things like my lifeguards I actually have to go up even more because they're giving a dollar while the guys coming in behind them are going to be matching the same rate if they're minimum wage. Most of ours that was part of us undertaking lifeguards by ourselves was we would pay better than minimum wage, which we did. That means I might be at \$1.50, \$1.75, \$2 an hour increase a year for the next three years of total. I haven't brought that staffing line up yet. We've been holding on to that for two years, and that was the original number from way back when we had a contractor doing it years ago. We've been keeping that same staffing number. I think it will have to go up. So, when we look at things like that, that's where we're going to kind of see increases in those lines. But that's where we're also looking for if there's anything in specific you guys want to see here when we do this year that I just have to plan for.

Mr. Bland stated did we ever come up with a systematic maintenance schedule for the boilers and replacements?

Mr. Soriano stated no, we didn't put it down. We did talk about planning on quicker replacement. So, not letting them get to that 7th winter or anything like that, that we would actually replace a couple every, say, three years, even if they're not bad, we will go through and try to track them, whichever ones have you had an inkling of problems. The first of two or three we want to replace and go through that. So, we did talk about it, but I didn't finalize anything and set it kind of as an internal policy, which I can do because unlike our regular A/C units, I

shouldn't have to plan to replace them early. We know that's going to happen with the pool heaters. Just the wear and tear even if you're buying nice titanium heat exchangers, chemically treated water is going to tear those down. There's a reason they have that short lifespan compared to like an A/C or heat or building pools are different. We're just planning on doing it a little earlier so we don't get stuck waiting on it this year. So, I can put that in place. And luckily it's low enough. It already kind of fits into our capital. But basically, we'll be ahead of the game where three years from now, even though they're not out, let's go ahead and replace two. And we know that expense is going to be back.

Chairman Steiner stated these are in the neighborhood between \$2,000 and \$3,000 for the heaters right now.

Mr. Soriano stated right now that's what I get. It doesn't mean a couple years from now they won't be more expensive. They're a little more expensive than they were when we installed them, but I'm able to get lower pricing now. Mostly it goes through my contracts because of all the motors we bought, all the equipment we buy, we get it like we're the builders, so I've gotten good pricing.

Mr. Bland stated and if we have a scheduled-out maintenance plan, that will help the price as well. You know, it'll lock them into a price.

Mr. Soriano stated it kind of negates any kind of warranty, but it's like our motors. When you go on to stock piling motors and equipment, we lose the warranty time on it. As soon as I buy that, I lose that partial warranty for a year or two years or three years, it's just sitting on the shelf, but I know it's ready to go, which makes it quicker and easier. And we will have gotten the purchase price at that time not three years from now.

Chairman Steiner stated maybe I misunderstood, Shawn, in your thought process, the maintenance plan that you're looking or talking about would be applied to the installer.

Mr. Bland stated correct.

Chairman Steiner stated at this time, Jay is pretty much that maintenance guy. So, it's internal at this point in time. The only thing that we would be dealing with is the licensed plumber or whoever we go to get may not be the same one each time. It just needs to be a licensed tradesman. So the maintenance plan is really laid on Jay to ensure that we keep adequate spares. And to make a trial and error over time decision as to how frequently we need to get in there so that we don't end up not being able to use the pool because of that maintenance plan.

Mr. Bland stated I was talking about parts not the actual installment.

Chairman Steiner stated so from that, the best we can do is when we order one, we order two and build up the supply on the shelf, whatever Jay feels comfortable with and what we find is the failure rate, that would pretty much drive how many we keep on the shelf.

Mr. Bland stated right. But we can add that to the budget. That's all I'm saying.

Chairman Steiner stated from that standpoint, if we were getting \$10,000, \$20,000 worth of supply put on the shelf, then I'd say that, yeah, we need to be cautious because as Jay says, the warranty starts the minute we put it on the shelf, whether it's in use or not. But so far these have held up very well and it's a risk. But we're risking a much smaller dollar amount than that big boiler.

Mr. Soriano stated yes, for us to stockpile, three, four, or even six of them, at our rate, we're doing a \$15,000 job. Just one of those boilers we were looking at \$50,000. So going this route, it's still going to be better. Those smaller numbers, when you look at something that's just \$3,000, \$4,000, so even our pool motors, when you go through that capital reserve, it doesn't actually break out and say, you're going to replace slide number one or slide number two. When it's just a motor at a time, \$3,000 still sounds like a lot for an electric motor. But he puts an allowance in there each year and that's already built into what we kind of bank away and that allows me to buy those. So that's what I'll be looking for is almost to increase that allowance, not putting a big project every second. So, the roof that was actually a spelled out project. I think the original number was closer to \$70,000. Fifty grand is still a lot for roof, but that was in there as one big project at a certain point, I think it was still two years away so we did a little. That's kind of the input that we're looking for to make sure we have that planned out in there. We're doing good with our capital reserve, but we're also starting to really spend a lot more, so just to plan out properly and make sure we don't put ourselves in any kind of problematic place eight years from now, ten years from now, or anything like that.

Ms. Arnau stated I don't know if this has anything to be involved in putting it on the budget per se, but it's maintenance. The old fencing around the basketball court looks awful, especially on the walkway side. Can that be repaired?

Mr. Soriano stated the one on the walkway side is actually going to change a bit as part of this. So, we didn't have this company do that work, but that's going to get increased because we want a ten-foot height on that, sort of like we did with the tennis courts.

Ms. Arnau stated so will it be the same kind of fencing or will it be the wrought iron?

Mr. Soriano stated you're talking about the mesh, right? Yeah, it'll still be that type, but it's going to be taller, but it will be new so you won't see any of it curled up.

Ms. Arnau stated yeah, because they destroyed it on the bottom.

Mr. Soriano stated the newer stuff on the inside, we can replace that because that's curled up, too. However, now that you've got control on this, I would say kind of wait and see. Years ago, when we didn't have this fence and they weren't worried as much about that, there was actually never a fence around that basketball court. We added that later. It wasn't because of people saying, well, you got to keep the balls in. It was because they wanted to enclose all that, and have that security guard sitting there watching who came in and out. Now we don't need that as much. It's check in station downstairs. You can always get rid of some of that fencing. I would still keep something, even if it was a shorter fence, to help with them not chasing the balls now. But it's the back fence that I'm worried about. It needs to be high enough so nobody's jumping and trying to get in other ways. We have a ten-foot fence over at Double Branch, and every once in a while, we still have kids that like to try to climb up. It's a lot rarer since we got rid of the smaller fences and put up that ten foot, but it still happens.

Ms. Giles stated we'll have this on the next agenda also, and before I move forward, as soon as we finished roll call, Alex Acree called in. So just for the record.

Mr. Hicks stated the pool is my baby. I talked about this last year. We had an issue with the concrete being pushed up by the tree roots, causing a resident to trip and fall. I was wondering, has that issue been dealt with? And if it hasn't, is there any way we can deal with that while fitting it into the budget without causing any extra problems?

Mr. Soriano stated the one you're talking about. Yes, that one actually ended up getting repoured. And we mentioned this last year that it wasn't one that we could grind down. The tree root underneath of it was so massive, it was pushing it up more than just like a quarter or half inch. So, we had to break that up and actually pour a new one. That was done before the pool opening last year. Now, one about two slabs in front of that starting to get pushed up a little bit, too. If we can grind it enough, we will. If not, we'll have to break that one up too. We do constant sidewalk repairs out here for things like that. And you have to go kind of in that level where when they're higher, they're priority, and then all the way down to the lowest, which is about a half to a quarter inch before we have to start looking at them. Not that we don't want

them all flat. It would be nice, but yeah, that would be pretty much the whole job would be going around doing our sidewalks at that level. I mean, if you look right now, you're actually getting sidewalk work from Jacksonville as you go out around the clock tower. And I believe the main reason for it is Clay County is doing a ton of sidewalk work in the area. So, they've been cutting up our sidewalks. And if you go over that bridge, you'll see everything going towards Double Branch amenity center on both sides they've been working for the last month, month and a half of replacing that, both sides. So, because they're in the area doing the work, I'm sure that pushed Jacksonville a little bit. And now they're doing work down there, too, which is good. I like to get that, but that's the same thing. There's so many linear miles of sidewalk in this county. We have a ton of our own right here at the amenity centers. Our little spots that go back to other areas that are not really the amenity center, but they're recreational areas, our playgrounds. That's all stuff we have to deal with. So, we do already do that, Joe. But increasing that, it just increases the repair and replacement line, which is always a good idea because we can get to it faster. So, we talked about the extra staff person. I've already mentioned that once. I have an extra staff person now. It would be nice to put another one on. I've got more now than I've ever had in the time I've been here. This will be my 12th summer. And you know, it's nice to have all this extra hour, but that also increases our expenses because I have to get them more supplies. It's not just the hourly for the person themselves, but I got to be able to supply them too, to do whatever work I'm sending them to do. So, it's a little exponential. It's not just, I have a plan on their hourly rate or anything like that. I have to plan on everything they're going to do, too. So that repair and replacement line does go up. And if we're doing extra projects, then that's what we're going to see. And some of it is, I really want to do this for safety minded side something like the sidewalks, because we're at 20 years, so a lot of these trees are definitely getting bigger, pushing on more sidewalks. So, we know we're going to see it more now. I definitely have more sidewalks repaired than I did ten years ago. So, we just have to put in so that will be in there. I do believe, the repair and replacement line and the capital line will have to go up to handle a lot of these projects we want to get done on a regular basis.

Mr. Hicks stated okay. Honestly, I was just concerned because I was specifically talking about the pool area. Because, when you're talking about the pool area, you get a lot of people walking around barefooted and to have that concrete sticking up like that, it could be a problem. That's all.

Mr. Soriano stated not that I lay it on them either, but it is something that's noted. We just had our inspections last week for our pools and they do that kind of stuff. They'll come around and walk. They want to make sure not only is your pool clean and water great, but they do check pavers and sidewalks and they point out any concerns. There are a couple sidewalks, I have concerns, but they didn't see any. Doesn't mean they're not there. It just means they weren't as concerned with them. The one that you're speaking of that we brought up last year was one of our last real big ones that I was worried about.

Chairman Steiner stated Jay, how are we on the pool furniture? Any of those issues coming up?

Mr. Soriano stated some of the first sets that we bought a few years ago right before we slowed down from the pandemic, they were starting to kind of fade and even rip a little bit. So, I did purchase this year, extra webbing. It's that canvas that goes in between the slings, and we just changed them all out. So, you got about 20 new chairs. They look new. They're not really new. All the fabric on them is new, the green fabric. But the frames themselves are the ones we bought now four years ago, five summers ago. If you recall, the reason I went with those slings is it's much easier than those old strap chairs where we got to boil the straps and stretch them one at a time and wrap them in. It takes a long time. These, you pop off the caps at the bottom. It takes a little power to pull them out, but they basically slide out and the new ones slide in place and lock back in. So, we were able to do all those and get them up and running for the first weekend. We try to get a lot done for spring break, but we're not going to get everything done. We still are working right now, but we're open on weekends now for families out there, so lifeguards are out there on weekends. So try to get everything as much as possible up and going. So all the furniture has been redone. The one thing we did when we started that purchasing process, Mike, is I did cut the numbers down a little bit, and we went in three sections. One year we bought whatever it was, 50 or 60 lounges, and the next year we bought another. There's a few hundred chairs and lounges out there. We didn't go back to that full number, and I don't know that we need to. Years ago, we were seeing issues of overcrowding. One thing we did to stop that was put computers at the pool, and that helped slow it down quite a bit. And then, of course, we had our pandemic issues, and that slowed it down even more. Last year, it's finally getting back to normal, but we haven't seen that overcrowding issue yet. So unless there's a special request, I wouldn't say we could go back out there and start packing in all the lounge chairs where we had



probably the highest point, somewhere around four to 500 pieces of furniture between chairs and lounge chairs out there. We can hold 700 people on that day. We haven't been anywhere near that in years. So, I don't know that I would rush to get back.

Chairman Steiner stated I thought we were where we need to be. But I know, we're always trying to identify things ahead of time. I just want to make sure that we're still okay in that environment.

Mr. Soriano stated it's on my list of things. Yeah, we can definitely put a lot back on that deck. I just don't think the need is there. And I haven't gotten that request from residents either. That's when I start to really see it. People will come out and say, it's too packed. I don't get a chair, and I come down all the time. You know, of course, Saturdays are always going to be a little busier, but the rest of the time, if we have 500 lounge chairs out there and only 80 of them get used Monday through Friday, but Saturday is packed, then there's another issue. So right now, we're good on those, but it's still one of those things I keep an eye on. I would love to have the place look like a big resort, but there are other things out there I think we need deal with first.

## **FIFTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. District Counsel**

Mr. Eckert stated I have no report at this meeting. I'm still working on the impact fee memo that I told you all about and hopefully I'll have that done by next month. That's what I anticipate.

#### **B. District Engineer**

Mr. Acree stated I have the documents from Jay to review regarding the lighting at the intersection as well as the proposal for the foundation, so I will be looking at those.

#### **C. District Manager**

Ms. Giles stated I just wanted to remind you as often as possible. Don't forget your Form 1 is online and it's due by July 1. I finished mine up last week and it even gave me a receipt that I submitted it. So if you haven't done it yet and you need any help, just give me a call. I feel pretty comfortable that I could talk you through it over the phone. You did it on paper before and scanned it or took it down to the Supervisor of Elections office, but now it's a requirement online

and then your ethics training. I know, Mike, you're finished. And if you want to email me and say, hey, I finished whatever courses, I maintain all those emails. If not, there's no requirement for you to. You're not going to get a certificate, there's no requirement for you to show proof, but if you want to exchange an email with me, I'm happy to do that with you.

#### **D. Operations Manager**

##### **1. Memorandum**

##### **2. Update on Open Items (Gates & Pool Heater)**

Mr. Soriano stated we've had a couple of district events. We were in spring break during our last meeting. Everything went well. We did just have our resident run event. This was the vendor market that was done twice a year by different residents and passed on to a new resident now. So, this was her first time running it. There were some minor issues but all in all it went well, it was this past weekend. I did have a lot of complaints with parking and there are probably about 30 cars that got towed. That falls a little between sport's and hers. But I always tell them, the more they communicate with each other beforehand and the more they communicate with parents, that's going to be helpful. And I just didn't see that enough. So, it's something she's going to have to learn. We did put those expectations in there, but it's going to happen. We get towing on regular weekends when it gets packed over there, sometimes people pull up and make their own parking spots. In fact, one of our supervisors called me, wanted me to tow a JSO car. They parked on the grass. So right where Clay County's doing all the sidewalk work, these guys were pulling up over top of brand new sidewalks, going to the grass, because they didn't want to go park in the parking lots at the school or the Village Center. Now, by the time I got there, I took some pictures, sent them to the sports. They had people go out and moving them. So, the tow truck didn't get any of those guys, but we had many others in the past, and that was. That was just a regular sports event. So, when you throw those extra things into the mix, I know it can get tough. That's why we asked them to do things like provide an off-duty officer, help them with parking, help with cleaning. She did send me pictures of a parking lot, nice and clean after the event to say, we did our part. But, there's little things I think she's going to have to learn. Her next event will be over here on your side. We do it in this back parking lot. And that's normally the one that she's been doing for Halloween the last two years. So this lady keeps the same schedule. That's what I'll expect to see. So as soon as I have a date from her, I'll

let you guys know. We have our movie on the green coming up. This is our last movie on the green because in May, we start our dive in movies. So we go back and forth between the two pools. We start off over there at your sister district for the first one in May, and then we come here in June. We take July off. We're not trying to pack in the pool anymore. In July, it's already busy enough, usually. And then we come back there in August and September, you guys have the last one. Then October, we get back to using the green because the pools are a little too cool. And then, of course, our yard sale. We put that on the website and sent it out by email. But when I can, I'll try to communicate with the HOAs. We don't always have updated management information for all the HOAs, but we'll let them know because many of them have gates or things they would need to coordinate to make sure if they want to take part in the community yard sale, they have to do. And then moving on. I do have some items for you on our maintenance side, and there's one thing on here that I want to give you an update on. This was recent, so it wasn't there in time for my meeting. Alex should be involved in this one a little bit. It is for the lighting at the median, so really just discussion. But I did want to let you know that Clay Electric contacted me last week about another project on the other side at your sister district but I took a few minutes to talk to him about this issue here at your median and these big lights. He let me know that you can only do two lights. So, the two that are there are the only ones that can be lit up. We cannot get the other two back. He has been out there to look at it and kind of measured everything out. But where they cut away the turn lane and made the median. He doesn't feel comfortable putting in that big concrete pole in that small amount of space anymore. They feel it's a liability issue. They don't want to put those two poles back so that already cuts out a little bit of our problem. We do have two that are there that stand up right now with lights that don't work. So, we still have to do a lot of the jetting which will become expensive. However, that's the only two that they would turn back on. So, Alex, looking from your side, it's really input on any requirements that the district has to be the one to put this up. I did talk to Clay Electric about that. He didn't see anything that he knew of. It was more of a kind of aesthetic issue. But he said the two lights that are there that are left would serve more of the ramp side, which I think would fall on FDOT. So, if they had concerns with that being lit up, maybe that's something they can take over the median for. I don't know. But that's what we're looking for really is what requirements there are. If we don't own the median, we don't own the property on either side except for the big bell tower. For us to be the one handling the cost for those two

lights. And then I'll get with Chalon to update. It will be a little trenching that would come off if we don't have to do the other two. But the jetting work and the bigger amount, the expensive stuff to get under the road and over to the electric box, that's still all going to be the same, whether it's two lights or four lights. And then to go through those other open items, the fences, if you guys have been out here, walk around, for most of this month, everything has been shut down. We are still kind of intermittent, but there's no schedule to it now when I have it, for the most part, the last couple weeks these have been shut. When we're working on something, we'll open them up that way when people see us there they don't stop and ask, hey, can we go through your open gate? We just let them go. So, there are times we're still doing things down there. There are a few people that have not accepted it very well. So, we have had three cases of vandalism already. We've had our signs stolen. And the gate that was already ripped off once has been damaged twice. They actually grabbed the handles. So the little crash bars have handles on the outside just big enough to put your fingers in so you can pull the gate. They've actually pulled that handle off now twice when you got bigger bolts. And then they just keep wrenching on it, pulling it until they get it off. These last ones are quarter inch bolts, so they're not coming off easy. But there are some people that just don't want to walk around, or they just don't have cards and they know they can't get in. Even though we're not being strict yet, we're informing people you have to get your cards. No one's really getting turned away. And whether they're actually residents, I don't know, but we let them know. If you live here, that is a requirement. You have to have your card to use the property. That's always been the case, it's just different because now you have to check in downstairs. So, I've ordered new signs for the gates to let everybody know it's emergency exit only. They're not supposed to be going in and out. They are supposed to check in at the front. And we moved our other ones to be on the outside. So there's just a temporary sign that you'll see hanging from the gates on the inside. But we've also moved to adjusting our security. We've talked about that. I can't really give specifics, but if any of you want to know how we've done that, we've cut that back a little bit and we'll continue to get to the point that we wanted to be with this fence here. And I'm hoping that'll take the next month or so and kind of get everybody in the mood. By the time we're at summer, everybody should expect that these are the rules, I got my card, this is how I check in guests, this is where I go. Things like that. They know what's expected of them. So still maybe two months away, but we will get to that point. And we've warned everybody that we're being lenient now, but we will get more

strict. Then update on the pressure washing items. They're working on playgrounds this month and then moving to roadside going up towards Hamilton Glen. We've gotten some of the bigger roadsides done with Deerview and Whitfield, but one of the next big projects you'll see for them is our building. I haven't had these guys do the building yet this year and we're coming into weddings. That is a separate bill not included with the fence lines. But it is going to be a little different. If you recall the RMS contract that we had years ago, 2010, they would wash this building. It was like \$300. They can't do that anymore. It's going to be a little more expensive. So just to forewarn you but it is something I want to get done for wedding season. Because of those low prices and that old 2010 contract and pricing, they would do this building three or four times a year. I'm not looking at doing that. I want them to wash it really well and if we can make it through the second time at the most, but that's not typical to wash three or four times a year in any commercial building. I know it gets used a lot. I know the weddings want it to look nice and clean, but to do it three or four times, I think that's a bit of a waste.

Chairman Steiner stated will you include the benches in that cleaning of this building?

Mr. Soriano stated yes, the benches and I do the circle sidewalks out there just because after a long time, you look down there and you'll see the rain and the flowers and things you get that kind of builds up on those sidewalks and that's the wedding lawn. So, we tend to do those sidewalks there also.

Chairman Steiner stated are we looking at any policy changes or the need for any policy changes or fees? We have the cost in for the grand lawn down there. And now that we've split that up a little bit, are we looking at having to change any of that?

Mr. Soriano stated no, not policy. Wanda bugs me a lot about getting pricing changes to increase those, but that's different. A lot of times we would do that later in the year. We can do it planning for the budget to see if it brings in more money but we are still extremely low on our usage for rooms and patio, things like that. And I know she looks at it and sees, well, if you're renting out bottom of the barrel, it's nice because you're used every weekend, but also it doesn't give any value to your buildings. So, I know she's constantly looking to increase that. I don't like to increase every year. So, I'd like to look at it and see it's really needed this year. Great. We can discuss that. As far as policy and rules, I think we're pretty much where we've been for the last few years. Actually, we haven't changed any policies over the years. The only thing we've done is go through some of the wording to make sure that it's directing what we need. And nobody can

make an argument of things like how a guest pass works or anything like that, or who's a resident or how that works. I have gotten one that pushed back with the fences, actually, because it was a caregiver. We actually just went through that kind of stuff and put that in and spelled out how that works a little better. Over the last couple years, we've added that policy. So I think we're good on the policy part. I don't think the next thing we'll have will be until pricing, and we can look at that as part of budgeting and do that at the end of the year with our public meeting, because we'll have to advertise that when we do it. If we do any price changes, we have to advertise that as a rate here in the meeting.

Chairman Steiner stated just off the top of your head, do you have an idea of the rentals as far as owner, non-owner, or nonresident?

Mr. Soriano stated our nonresident has gone down a little bit, and I think that has more to do with the last policy change we had probably about six years ago. We made the rules that you could only rent one time a year and that kind of made some change in how we saw that. We do have some families that come to us and want to rent for a wedding three times a year. How many people in your house are you going to marry this year? And what we were seeing was, they're renting it out for a friend. I know some people would look at that like, oh, that's my benefit for living here. And I paid into this so I can do that. But we have such a drastic change in resident price versus nonresident price. Really, all you're doing is taking away from our neighborhood. That costs us, and it's an expense, and we're giving a benefit to the resident at a loss now. So, we've changed that, and that's helped out a lot. I don't know that there would be any change in that policy either. But what we may want to do, that's the same thing with pricing is looking at changing those two prices. We talked about keeping the resident rate really low so you can get this room for a wedding for 150 people and it's \$700. That to me, is still bottom of the barrel. And the problem I have with that is it's a nice benefit for living here, but at the same time, it means I don't care about this place if I wreck it. Even if you keep my \$500 as the deposit. You know, that's a lot of times what we see and Wanda has to deal with it. So, she's the one constantly asking about it. I agree with that a little bit. But I do like that it's a low cost and you can do it relatively cheaper. But then you go to the non-resident and it's \$1,500. So there's that big disparity.

Chairman Steiner stated we had a lot of issues with wedding planners.

Mr. Soriano stated yes, that has helped with that.

Chairman Steiner stated what I was looking at was whether or not the room was being utilized more heavily by residents versus nonresidents. Because we are competing with across the way in this general area. I think you've mentioned the fact that even our nonresident has got many advantages here than it does over there because of catering and all that other.

Mr. Soriano stated right. Our nonresident rental is still high. It's kind of evened out a bit now with that policy because people aren't trying to just rent it for their friends anymore. They want to keep it for themselves. We do every once in a while get one that kind of makes us think, is that really your household? But I always tell Wanda and the rest of the staff that we're not there to be detectives or anything like that. As long as there's not a problem and they swear to us this is my daughter or whatever. Okay, \$700. Make sure you're here for the wedding so we know it's you and your family. That's helped out with that. But as far as changing, whether it's just residents or not, we get a lot of nonresident rate because we're still really low for nonresident. The fact that you get this room for 150 people. Our chairs and table rentals are even lower. You don't have to go to that outside company if you want ours. Ours are kind of clean, but that's really low. You're paying a couple bucks for each unit and you don't have to worry about somebody trucking it here before and after your event. You don't have to be forced to go through a certain caterer where when you do these other places, you have to go through their caterer or like across the street at Eagle Landing, you have to go through them. That makes them more money. We don't do that. You're getting the room. So, it is extremely low. To me, though it wouldn't be the policy. I think our policy is done well.

Chairman Steiner stated what I mentioned is mainly the pricing.

Mr. Soriano stated I think we do need to look at that. And years ago, when we first did that increase, Wanda and I made calls and look at other facilities that would be comparable to see and made up a little chart for you guys so you can look at it and feel comfortable saying we're the bottom, we don't need to be the cheapest thing out there. Doesn't mean we need to be really expensive because they're just getting the room. We're not doing all that extra work. We had talked about that at one point, too. Do we want to pay for staff to be here to set the place up for them or anything like that? I'd rather not. I'd rather just push the room. But it doesn't mean we need to be dirt cheap. So, we can look at that and I can direct staff to start making some calls, and we can put that table together for looking at that. And like I said, after the budget process, when we go through that last meeting, to make it easier, we could advertise that as a rate hearing.

Since we have to do the public hearing with the budget, too, that makes it easier to do it all in one night.

Chairman Steiner stated the key thing is this facility is a revenue generating offset to what we must charge in assessments. So, from that standpoint, and at one time we were getting up close to \$80,000.

Mr. Soriano stated almost \$90,000 was our highest year.

Chairman Steiner stated that's a substantial offset and helps manage the cost increases of everything else.

Ms. Giles stated we have a couple of months before August, and that's the month Jay's referencing. So just look at the policy, think about it, and let me know if that's something that we want to put on the agenda. There's a requirement for 28 days and 29 days for a public hearing. So basically 30 days that we must advertise for that. So, if you'll just look at the policy and maybe let me know in May.

Chairman Steiner stated I'll take a look. My terminology was a little off. I was talking rate schedule. I don't think we have any problems with our policies. It's mainly focused in on the rate schedule. And we did have rate schedules for the grand lawn and beyond.

Ms. Giles stated if we increase those rates, we have to have a hearing.

Chairman Steiner stated yeah, that's what I would get into more than the policy.

## **SIXTH ORDER OF BUSINESS**

### **Audience Comments / Supervisor Requests**

Shantoya Jones stated I'm having an event in here on Friday evening. Wanda just sent me an email that there's no glitter allowed. However, in the long contract and all the stuff she had to sign, that was not mentioned. So, I don't know if that's going to be included in there or not.

Mr. Soriano stated you're not supposed to have glitter.

Shantoya Jones stated I'm not planning to have glitter anyway because I don't want to have to sweep it and clean it up.

Mr. Soriano stated the biggest problem is we can vacuum and we do mop quite a bit, but even then much of it sticks in and that's a textured vinyl floor. So it sticks. Yeah, it stinks that, after we have one or two, they're going to do it. That one I don't view as a major damage or anything like that. We've never kept any deposit, but we still warn them and we put it into the emails. So, between the emails and the long contract, you'll see a lot of rules for that reason, if



we did have any kind of damage, then we can keep the security deposit. I get that. And you'll see tape on our walls because it rips the paint eventually and I still get people to do it.

Shantoya Jones stated I don't know if this is really appropriate for this setting, but I don't like that I have to mop this entire thing and clean the bathrooms. But if there was like an extra cleanup fee that I could have paid in addition to my rental, I definitely would have gone that route because I'm probably going to contact a janitorial service or cleaning service.

Mr. Soriano stated we've discussed that too. We have discussed that kind of stuff. Just like I talked about our attendants could put on the tables and break them down. And I've even gone back and forth with Wanda about that because it does help me when I have a broken chair or a broken table, if it's our staff putting it down, we find it right away where when they do it, they don't mention to us and we don't find it, until a week or two later with the next wedding and we pull out a table and the table legs completely snapped off or something and they just folded it up and put it away and then we got to pull it out. And hopefully we're not too short for that wedding. So, we've discussed that. But then it also creates a harder problem of I have to have staff here early enough and scheduling. So, we have an issue. You may have seen it. There is a timeline of so many weeks out, even for our little stuff like downstairs. Because I have to have that attendant available. I may not have somebody that can do extra cleanup hours or anything like that, but we can always bring that back. I've had lots of people ask me about that and usually that's what I'll do is direct them towards janitorial staff.

Chairman Steiner stated that's what I was going to say. Do we want to take that or do we want to simply go ahead and provide them with a contact point? If you desire that feature, rather than get it from us, here's where you go. Because they're going to have the supplies, they're going to bring up people to get the job done and what have you. So, I think in your case or with me I have no problem where it comes from, just so long as I can. So from that standpoint, I think rather than us maintaining staff or having staff available or putting additional strain on our staff, we'd be better off to maybe provide you with a contact point. Not that we endorse them, but somebody you can call.

Ms. Giles stated any supervisor comments?

Chairman Steiner stated we talked about it a little bit earlier on, but these motor scooter riders, we have some pictures. What is the probability of us being able to post those pictures so that we can possibly find out if anybody knows this person or has any information on this event.

The intent is not so much for us to correct as maybe the fact of a parent or whomever seeing it and corrects it for us. We've got the problem with the vandalism. We've got the vehicles that are flying up and down. Somebody's going to get hurt.

Mr. Soriano stated these are not still photos from any of our cameras. These are things that residents have passed along to us to say I encountered this kid, almost ran me over the day. And I've got some great pictures. I know people have sent stuff to Mike. Actually, Cambridge, one of their HOA members will send me stuff because he lives right there with his back porch on the promenade, and he's dealt with it a lot. So, I've got great pictures. One of them I was describing earlier as kids sitting on a little electric motorbike thing, and it's not as fast as the gas ones, but still, if they hit somebody. He's sitting there, he's got his finger up, but you can see his face clear. This one doesn't look like a minor. I think that's the concern, is are we allowed to share information and send it out and ask if anybody has information or if you know this person, can you contact them?

Mr. Eckert stated certainly with an adult, it's not an issue, but with a minor, there's a couple things that we need to kind of consider about that. Not necessarily with the posting, but what happens after the posting? You know, somebody says, oh, yeah, that's so and so who lives at this address. And his parents don't get home till six. We don't want to go down that road.

Mr. Soriano stated not social media. We don't have social media. So, this is more us sending out, like an email blast. You guys may not have noticed, especially not being on board, but a few years ago we had kids. Some of them were kids. Some of them were breaking into our slide area. And what they were doing at the time was, these were a lot of our kids that would rip the soaps off the wall so they could squeeze the soap onto the slide or lotion themselves up, and they're going down the slide because the slides not on, but they can sneak into our pool. We have a camera right there, so we have a lot of great face shots. So we did put that out on our email blast, but it's not social media.

Mr. Eckert stated everything that I see blasted out on email ends up on social media. Just give me a couple days to dust off the research. I just did this for another community not too long ago because there's various federal laws as well as state laws. I just want to make sure there's no changes to those, and I'll let you know. But certainly, with the adults, it's no problem, but with the minors, there may be a couple of considerations we want to take into account.

Chairman Steiner stated our problem is, if I call CCSO, the first thing I hear is that's private property. Then if we use one of the off-duty police officers, we have to have him sit near the location in hopes that they'll come by, and they may not come by for days. And then we're paying them for the time that they're sitting there. So, I guess I'm just simply trying to find some way. I'm not looking so much punitive. I'm looking just simply to stop. If they go riding up and down the sidewalks out here, that's somebody else's problem. I'm just concerned down here on our property, we are in a situation. I mean, we're covered in our policies. This states no motorized except for the ADA. So we're restricting it. We just don't have a way to enforce it.

Mr. Eckert stated I understand. It's a very good motive that the board has in doing that, but that won't make a difference in terms of what my answer is.

Mr. Soriano stated I think this was more discussion, too, to see how you guys felt as far as if you wanted go that to route, too. We don't typically put out our email blast for anything even slightly negative. All my stuff has to do with upcoming events and hours at the pool or the fitness center, things like that, or warning people something the county might be doing, like shutting down roads. We don't typically do anything like that. Like I said, we've done it one time here, and it was helpful, but I think that was to figure out whether this was a route you guys would go. And then if we're allowed to go, what kind of rules we had to follow before we even do something. So, we're not planning on doing this yet. This was more to see how everybody thinks about it.

Mr. Bland stated I would just say rather than photos, maybe just a public service announcement, you know, start off with that. See something, say something. A lot of people will take their own photos and put them on their own social media. Do you know what I mean? So, if people know that it's not allowed and if it's brought to their attention this is not right. See something, say something. Maybe the problem will solve itself a little bit. Maybe it just brings awareness to the community of. A lot of people look at certain things and they think like, I can't believe they allow that. And it's not allowed. But you're in a pickle. We're in pickle. And you're trying to prevent something, but it's kind of difficult without injuring patrons that actually deserve the right to be able to come and go as they please out there on the pavilion, so it's a tough nut to crack, but at least saying something. Letting people know that it's not allowed, reminding them about that.

Ms. Giles stated is that something we can put out?

Mr. Soriano stated yes.

Mr. Eckert stated and if they could say if they know any of the identity of the people who are doing it, they can contact you.

**SEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – May 13, 2024  
@ 2:30 p.m. at the Plantation Oaks  
Amenity Center**

**EIGHTH ORDER OF BUSINESS**

**Adjournment**

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

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

*B.*

***Middle Village***  
***Community Development District***

***Unaudited Financial Reporting***  
***March 31, 2024***



**Middle Village**  
**Community Development District**  
**Combined Balance Sheet**  
**March 31, 2024**

	General Fund	Recreation Fund	Debt Service Fund	Capital Reserve Fund	Totals Governmental Funds
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account	\$ 356,635	\$ 964,630	\$ -	\$ 301,846	\$ 1,623,111
Due from Other	-	141	-	-	141
Due from General Fund	-	48,542	9,515	-	58,057
<b>Investments:</b>					
State Board of Administration (SBA)	4,945	1,025,552	-	872,602	1,903,100
Custody Account	7,322	-	-	-	7,322
<b>Series 2022</b>					
Revenue	-	-	1,673,666	-	1,673,666
Reserve	-	-	154,135	-	154,135
Principal	-	-	429	-	429
Interest	-	-	28	-	28
Cost of Issuance	-	-	16,942	-	16,942
Prepayment	-	-	7,643	-	7,643
<b>Series 2018-2</b>					
Reserve	-	-	119,354	-	119,354
Prepayment	-	-	5,727	-	5,727
Sinking	-	-	51	-	51
Interest	-	-	8	-	8
Assessments Receivable	5,363	48,778	43,112	-	97,253
Deposits	-	13,383	-	-	13,383
<b>Total Assets</b>	<b>\$ 374,265</b>	<b>\$ 2,101,027</b>	<b>\$ 2,030,611</b>	<b>\$ 1,174,447</b>	<b>\$ 5,680,350</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 70	\$ 20,647	\$ -	\$ 55,587	\$ 76,303
Due to Debt Service	9,515	-	-	-	9,515
Due to Recreation Fund	48,542	-	-	-	48,542
<b>Total Liabilities</b>	<b>\$ 58,126</b>	<b>\$ 20,647</b>	<b>\$ -</b>	<b>\$ 55,587</b>	<b>\$ 134,360</b>
<b>Fund Balance:</b>					
Nonspendable:					
Deposits	\$ -	\$ 13,383	\$ -	\$ -	\$ 13,383
Restricted for:					
Debt Service - Series	-	-	2,030,611	-	2,030,611
Assigned for:					
Capital Reserve Fund	-	-	-	1,118,860	1,118,860
Unassigned	316,139	2,066,997	-	-	2,383,136
<b>Total Fund Balances</b>	<b>\$ 316,139</b>	<b>\$ 2,080,380</b>	<b>\$ 2,030,611</b>	<b>\$ 1,118,860</b>	<b>\$ 5,545,990</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 374,265</b>	<b>\$ 2,101,027</b>	<b>\$ 2,030,611</b>	<b>\$ 1,174,447</b>	<b>\$ 5,680,350</b>

**Middle Village**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 217,187	\$ 217,187	\$ 213,082	\$ (4,105)
Interest Income	2,000	1,000	612	(388)
<b>Total Revenues</b>	<b>\$ 219,187</b>	<b>\$ 218,187</b>	<b>\$ 213,694</b>	<b>\$ (4,493)</b>
<b>Expenditures:</b>				
<b>General &amp; Administrative:</b>				
Supervisors Fees	\$ 12,000	\$ 6,000	\$ 4,600	\$ 1,400
Travel	200	100	-	100
FICA Expense	918	459	363	96
Engineering	7,000	3,500	-	3,500
Trustee	19,000	9,500	-	9,500
Dissemination Agent	3,710	1,855	1,855	(0)
Assessment Roll	8,003	8,003	8,003	-
Attorney	50,000	25,000	14,173	10,827
Arbitrage	600	300	-	300
Annual Audit	6,600	6,600	6,500	100
Management Fees	68,741	34,371	34,371	(0)
Information Technology	2,703	1,352	1,352	-
Telephone	300	150	137	13
Postage	600	300	291	9
Printing	2,000	1,000	199	801
Insurance	13,621	13,621	12,826	795
Legal Advertising	2,500	1,250	69	1,181
Other Current Charges	150	75	63	12
Office Supplies	200	100	4	96
Website Compliance	2,385	1,193	1,193	-
Dues, Licenses & Subscriptions	175	175	175	-
Capital Reserve Funding	17,781	-	-	-
<b>Total General &amp; Administrative Expenditures</b>	<b>\$ 219,187</b>	<b>\$ 114,903</b>	<b>\$ 86,172</b>	<b>\$ 28,730</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 103,284</b>	<b>\$ 127,522</b>	<b>\$ 24,238</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 103,284</b>	<b>\$ 127,522</b>	<b>\$ 24,238</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 188,617</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 316,139</b>	





**Middle Village**  
**Community Development District**  
**Recreation Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 1,975,385	\$ 1,975,385	\$ 1,938,048	\$ (37,337)
Interest Income	5,000	5,000	5,413	413
Miscellaneous Revenue	3,000	1,500	-	(1,500)
Amenities Revenue	100,000	50,000	55,290	5,290
Cost Share Revenue-South Village	33,063	33,063	36,022	2,959
<b>Total Revenues</b>	<b>\$ 2,116,448</b>	<b>\$ 2,064,948</b>	<b>\$ 2,034,773</b>	<b>\$ (30,175)</b>
<b>Expenditures:</b>				
<b><i>Administrative:</i></b>				
Management Fees - On Site Staff	\$ 336,461	\$ 168,231	\$ 168,231	\$ 0
Insurance	84,897	84,897	87,100	(2,203)
Other Current Charges	6,000	3,000	2,564	436
Permit Fees	1,650	825	-	825
<b>Subtotal Administrative</b>	<b>\$ 429,008</b>	<b>\$ 256,953</b>	<b>\$ 257,895</b>	<b>\$ (942)</b>
<b><i>Maintenance:</i></b>				
Security	\$ 136,335	\$ 68,168	\$ 90,386	\$ (22,218)
Security Clay County	44,627	22,313	16,407	5,906
Electric	20,000	10,000	7,005	2,995
Streetlighting	35,000	17,500	14,652	2,848
Irrigation Maintenance	5,000	5,000	9,781	(4,781)
Landscape Maintenance	524,770	262,385	255,190	7,195
Common Area Maintenance	70,000	35,000	31,277	3,723
Lake Maintenance	22,000	11,000	9,564	1,436
<b>Subtotal Maintenance</b>	<b>\$ 857,731</b>	<b>\$ 431,366</b>	<b>\$ 434,262</b>	<b>\$ (2,896)</b>

**Middle Village**  
**Community Development District**  
**Recreation Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b><i>Recreation Facility:</i></b>				
Amenity Staff	\$ 176,000	\$ 88,000	\$ 50,612	\$ 37,388
Janitorial	58,300	29,150	24,350	4,800
Telephone	12,000	6,000	7,447	(1,447)
Electric	75,000	37,500	23,139	14,361
Water / Sewer	40,000	20,000	18,114	1,886
Gas/Heat (Pool)	20,000	10,000	10,276	(276)
Refuse Service	35,000	17,500	21,062	(3,562)
Pool Maintenance & Chemicals	38,000	19,000	23,568	(4,568)
Cable	8,000	4,000	3,732	268
Special Events	5,000	2,500	3,282	(782)
Office Supplies and Equipment	1,500	750	454	296
Facility Maintenance - General	58,000	29,000	22,228	6,772
Facility Maintenance - Preventive Contracts	15,950	7,975	2,059	5,916
Facility Maintenance - Contingency	5,000	2,500	2,080	420
Elevator Maintenance	10,000	5,000	479	4,521
Recreation Passes	4,000	2,000	1,624	376
Lighting Repairs	10,000	5,000	3,483	1,517
Tennis Court Maintenance	62,000	31,000	35,437	(4,437)
Capital Reserve Funding	195,959	-	-	-
<b>Subtotal Recreation Facility</b>	<b>\$ 829,709</b>	<b>\$ 316,875</b>	<b>\$ 253,427</b>	<b>\$ 63,448</b>
<b>Total Expenditures</b>	<b>\$ 2,116,448</b>	<b>\$ 1,005,193</b>	<b>\$ 945,583</b>	<b>\$ 59,610</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 1,059,755</b>	<b>\$ 1,089,190</b>	<b>\$ 29,435</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 1,059,755</b>	<b>\$ 1,089,190</b>	<b>\$ 29,435</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 991,190</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 2,080,380</b>	





**Middle Village**  
**Community Development District**  
**Debt Service Fund**  
**Series 2022 & 2018-2 Special Assessment Bonds**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 1,772,220	\$ 1,772,220	\$ 1,712,935	\$ (59,285)
Interest Income	10,000	10,000	20,970	10,970
<b>Total Revenues</b>	<b>\$ 1,782,220</b>	<b>\$ 1,782,220</b>	<b>\$ 1,733,905</b>	<b>\$ (48,315)</b>
<b>Expenditures:</b>				
<i>Series 2022</i>				
Interest 11/1	\$ 200,884	\$ 200,884	\$ 200,884	\$ -
Interest 5/1	200,884	-	-	-
Principal 5/1	1,130,000	-	-	-
<i>Series 2018-2</i>				
Interest 11/1	50,625	50,625	50,625	-
Interest 5/1	50,625	-	-	-
Principal 5/1	125,000	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,758,019</b>	<b>\$ 251,509</b>	<b>\$ 251,509</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 24,201</b>	<b>\$ 1,530,711</b>	<b>\$ 1,482,396</b>	<b>\$ (48,315)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 24,201</b>	<b>\$ 1,530,711</b>	<b>\$ 1,482,396</b>	<b>\$ (48,315)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 317,123</b>		<b>\$ 548,215</b>	
<b>Fund Balance - Ending</b>	<b>\$ 341,324</b>		<b>\$ 2,030,611</b>	

**Middle Village**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending March 31, 2024**

	Adopted Budget	Prorated Budget Thru 03/31/24	Actual Thru 03/31/24	Variance
<b>Revenues</b>				
Transfer In from General Fund	\$ 17,781	\$ -	\$ -	\$ -
Transfer In from Recreation Fund	195,959	-	-	-
Interest	15,000	15,000	16,910	1,910
<b>Total Revenues</b>	<b>\$ 228,740</b>	<b>\$ 15,000</b>	<b>\$ 16,910</b>	<b>\$ 1,910</b>
<b>Expenditures:</b>				
Repairs & Replacements	\$ 688,044	\$ 344,022	\$ 122,608	\$ 221,414
<b>Total Expenditures</b>	<b>\$ 688,044</b>	<b>\$ 344,022</b>	<b>\$ 122,608</b>	<b>\$ 221,414</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (459,304)</b>		<b>\$ (105,698)</b>	
<b>Net Change in Fund Balance</b>	<b>\$ (459,304)</b>		<b>\$ (105,698)</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 1,537,848</b>		<b>\$ 1,224,558</b>	
<b>Fund Balance - Ending</b>	<b>\$ 1,078,544</b>		<b>\$ 1,118,860</b>	

# 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 Requirement	\$ 154,135
Reserve Fund Balance	154,135

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	\$ 119,354
Reserve Fund Balance	119,354

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

## FY2024 Assessments Receipts Summary

	# UNITS ASSESSED	SERIES 2022 DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED NET	333,047	1,741,355.40	216,617.33	1,970,203.68	3,928,176.42

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	DEBT SERVICE RECEIPTS	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS	TOTAL RECEIVED
1	11/06/23	4,403.95	547.83	4,982.72	9,934.50
2	11/14/23	48,115.34	5,985.35	54,438.63	108,539.32
3	11/28/23	211,165.39	26,268.09	238,916.67	476,350.15
4	12/12/23	1,285,839.18	159,953.02	1,454,823.68	2,900,615.88
5	12/22/23	77,395.54	9,627.68	87,566.83	174,590.05
6	01/10/24	15,127.35	1,881.78	17,115.39	34,124.52
7	02/05/24	18,261.67	2,271.67	20,661.61	41,194.95
8	03/19/24	9,514.63	1,183.58	10,765.04	21,463.25
9	04/09/24	43,112.01	5,362.95	48,777.78	97,252.74
		-	-	-	
		-	-	-	
		-	-	-	
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>1,712,935.06</b>	<b>213,081.95</b>	<b>1,938,048.35</b>	<b>3,864,065.36</b>

<b>TAX ROLL DUE / RECEIVED - (DISCOUNTS NOT TAKE)</b>	<b>28,420.34</b>	<b>3,535.38</b>	<b>32,155.33</b>	<b>64,111.06</b>
---	------------------	-----------------	------------------	------------------

PERCENT COLLECTED	DEBT	O&M	TOTAL
<b>TOTAL PERCENT COLLECTED</b>	<b>98.37%</b>	<b>98.37%</b>	<b>98.37%</b>

*D.*

# Middle Village

## Community Development District

### Check Run Summary

April 30, 2024

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Accounts Payable	4/5/24	1733-1735	\$ 21,699.58
	4/26/24	1736	9,514.63
		<u>Sub-Total</u>	<u>\$ 31,214.21</u>
<b>Recreation Fund</b>			
Accounts Payable - HW	4/5/24	550-558	\$ 55,679.38
	4/12/24	559-562	56,891.91
	4/19/24	563-569	2,142.50
	4/26/24	570-573	5,752.50
		<u>Sub-Total</u>	<u>\$ 120,466.29</u>
<b>Capital Reserve Fund</b>			
Accounts Payable	4/5/24	653-660	\$ 54,001.49
	4/12/24	661-665	5,826.18
		<u>Sub-Total</u>	<u>\$ 59,827.67</u>
<b>Total</b>			<b>\$ 211,508.17</b>

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #		
4/05/24	00026	4/01/24	2304	202404	310	51300	34000			*	5,728.42				
				APR MANAGEMENT FEES											
4/01/24		4/01/24	2304	202404	310	51300	52000			*	198.75				
				APR WEBSITE ADMIN											
4/01/24		4/01/24	2304	202404	310	51300	35100			*	225.25				
				APR INFO TECH											
4/01/24		4/01/24	2304	202404	310	51300	31300			*	309.17				
				APR DISSEM AGENT SRVCS											
4/01/24		4/01/24	2304	202404	310	51300	51000			*	.48				
				OFFICE SUPPLIES											
4/01/24		4/01/24	2304	202404	310	51300	42000			*	72.38				
				POSTAGE											
4/01/24		4/01/24	2304	202404	310	51300	42500			*	72.60				
				COPIES											
4/01/24		4/01/24	2304	202404	310	51300	41000			*	23.03				
				TELEPHONE											
				GOVERNMENTAL MANAGEMENT SERVICES									6,630.08	001733	
4/05/24	00116	3/13/24	41701	202404	310	51300	31200			*	15,000.00				
				FY24 SE2018-2 TRUSTEE FEE											
				HANCOCK WHITNEY BANK									15,000.00	001734	
4/05/24	00117	3/28/24	24-00105	202403	310	51300	48000			*	69.50				
				NTC OF BOS 3/28											
				JACKSONVILLE DAILY RECORD									69.50	001735	
4/26/24	00124	4/26/24	04262024	202404	300	20700	10300			*	9,514.63				
				FY24 ASSESSMENTS											
				HANCOCK WHITNEY BANK									9,514.63	001736	
				TOTAL FOR BANK A											31,214.21
				TOTAL FOR REGISTER											31,214.21

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 2304  
**Invoice Date:** 4/1/24  
**Due Date:** 4/1/24  
**Case:**  
**P.O. Number:**

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
General Fund- Management Fees -April 2024		5,728.42	5,728.42
Website Administration - April 2024		198.75	198.75
Information Technology - April 2024		225.25	225.25
Dissemination Agent Services - April 2024		309.17	309.17
Office Supplies		0.48	0.48
Postage		72.38	72.38
Copies		72.60	72.60
Telephone		23.03	23.03

**RECEIVED**  
APR 02 2024  
BY: \_\_\_\_\_

**Total** \$6,630.08

**Payments/Credits** \$0.00

**Balance Due** \$6,630.08



**HANCOCK  
WHITNEY**

MIDDLE VILLAGE COMMUNITY DEVELOPMENT  
DISTRICT  
475 WEST TOWN PLACE, SUITE 114  
ST AUGUSTINE FL 32092

Invoice: 41701  
03/13/2024

*Fee Invoice*

Issuer: MIDDLE VILLAGE SUBORDINATE SERIES 2018-2

Ref: MIDVILCDD18B1

Billing Period: 04/02/2024 - 04/01/2025

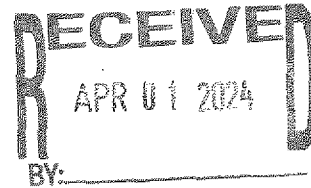
FLAT FEE CHARGES  
ANNUAL TRUSTEE FEE

\$15,000.00

=====

TOTAL DUE

\$15,000.00



Please remit payment to:  
Hancock Whitney Bank  
Corporate Trust Division  
2510 14th Street, Suite #220  
Gulfport, MS 39501

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

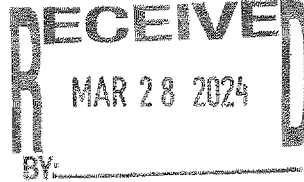
P.O. Box 1769  
 Jacksonville, FL 32201  
 (904) 356-2466

## INVOICE

March 28, 2024

Date

Attn: Courtney Hogge  
 GMS, LLC  
 475 West Town Place, Ste 114  
 Saint Augustine FL 32092



Serial # 24-00105C PO/File # \_\_\_\_\_ \$69.50

**Payment Due**

Notice of Meeting of the Board of Supervisors

\$69.50

**Publication Fee**

Middle Village Community Development District

**Amount Paid**

Case Number \_\_\_\_\_

Publication Dates 3/28

**Payment Due Upon Receipt**

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

County Clay

If your payment is being mailed, please reference Serial # 24-00105C on your check or remittance advice.

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

**Your notice was published on both [jaxdailyrecord.com](http://jaxdailyrecord.com) and [floridapublicnotices.com](http://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, April 8, 2024, at 2:30 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. An electronic copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850) and on the District's website, [www.MiddleVillageCDD.com](http://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

Mar. 28 00 (24-00105C)

**Middle Village  
COMMUNITY DEVELOPMENT DISTRICT**

**General Fund**

**Check Request**

Date	Amount	Authorized By
April 26, 2024	\$9,514.63	Oksana Kuzimuk

Payable to:

Hancock Whitney Bank #124
---------------------------

Date Check Needed:	Budget Category:
ASAP	001.300.20700.10300

Intended Use of Funds Requested:

FY24 Debt Service Assessment
<i>(Attach supporting documentation for request.)</i>

**!!! PLEASE RETURN THE SIGNED CHECK BACK TO OKSANA !!!**

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/05/24	01081	3/27/24	03272024	202403	300	36900	10300		DEPOSIT REFUND	*	500.00		
									GINGER RISSEW			500.00	000550
4/05/24	00026	3/19/24	2309	202402	330	57200	34400		FEB FACILITY MAINTENANCE	*	960.00		
									GOVERNMENTAL MANAGEMENT SERVICES			960.00	000551
4/05/24	00026	3/19/24	2310	202402	330	57200	62000		FEB FACILITY MAINTENANCE	*	4,833.33		
		3/19/24	2310	202402	330	57200	62200		FEB FACILITY MAINT CONT	*	416.67		
		3/19/24	2310	202402	320	57200	46500		FEB COMMON AREA MAINT	*	5,833.33		
		3/19/24	2310	202402	330	57200	46630		FEB LIGHTING REPAIRS	*	833.33		
		3/19/24	2310	202402	330	57200	34400		FEB TENNIS COURT MAINT	*	5,166.67		
									GOVERNMENTAL MANAGEMENT SERVICES			17,083.33	000552
4/05/24	00026	4/01/24	2305	202404	310	51300	34000		APR FACILITY MANAGEMENT	*	20,991.42		
									GOVERNMENTAL MANAGEMENT SERVICES			20,991.42	000553
4/05/24	00026	4/01/24	2306	202404	310	51300	34000		APR TENNIS FAC MANAGEMENT	*	7,047.00		
									GOVERNMENTAL MANAGEMENT SERVICES			7,047.00	000554
4/05/24	01082	3/27/24	03272024	202403	300	36900	10300		DEPOSIT REFUND	*	500.00		
									MANISH PATEL			500.00	000555
4/05/24	00139	4/01/24	13129562	202404	330	57200	46400		APR POOL CHEMICALS	*	4,039.30		
									POOLSURE			4,039.30	000556
4/05/24	00261	4/01/24	341	202404	330	57200	34200		APR JANITORIAL SERVICES	*	4,058.33		
									RIVERSIDE MANAGEMENT SERVICES, INC			4,058.33	000557
4/05/24	01083	4/01/24	04012024	202404	300	36900	10300		DEPOSIT REFUND	*	500.00		
									STEPHANIE WALKER			500.00	000558
4/12/24	00026	4/09/24	2312	202404	300	36900	10300		APR FACILITY EVENT STAFF	*	212.50		
									GOVERNMENTAL MANAGEMENT SERVICES			212.50	000559

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/12/24	00062	4/01/24	170485B	202404	320	57200	46800		APR LAKE MANAGEMENT THE LAKE DOCTORS	*	1,594.00	1,594.00	000560
4/12/24	00823	4/01/24	9940	202404	320	57200	34500		APR SECURITY SERVICES SECURITY DEVELOPMENT GROUP LLC	*	11,315.20	11,315.20	000561
4/12/24	00704	4/01/24	15399	202404	320	57200	46200		APR LANDSCAPE MAINTENANCE VERDEGO LLC	*	43,770.21	43,770.21	000562
4/19/24	00256	4/10/24	261	202404	320	57200	34510		APR ADMIN FEE 4/10/24 261 202404 320-57200-34510 APR ADMIN SCHED CLAY COUNTY SHERIFF'S OFFICE	*	450.00	642.50	000563
4/19/24	01086	4/15/24	04152024	202404	300	36900	10300		DEPOSIT REFUND GINA FRITZ	*	100.00	100.00	000564
4/19/24	01081	4/15/24	04152024	202404	300	36900	10300		DEPOSIT REFUND GINGER RISSEW	*	200.00	200.00	000565
4/19/24	01088	4/16/24	04162024	202404	300	36900	10300		DEPOSIT REFUND IMELDA BELLO	*	500.00	500.00	000566
4/19/24	01085	4/15/24	04152024	202404	300	36900	10300		DEPOSIT REFUND MARIA PONDEVIDA	*	100.00	100.00	000567
4/19/24	01084	4/15/24	04152024	202404	300	36900	10300		DEPOSIT REFUND SHAWNTOYA JONES	*	500.00	500.00	000568
4/19/24	01087	4/15/24	04152024	202404	300	36900	10300		DEPOSIT REFUND TORRIAN DANIELS	*	100.00	100.00	000569
4/26/24	00072	4/24/24	04242024	202402	320	57200	34510		REIMB SEC SRVC 2/16-29/24 DOUBLE BRANCH CDD	*	1,600.00	1,600.00	000570

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/26/24	00072	4/24/24	04242024	202403	320	57200	34510			*	1,950.00		
			REIMB SEC SRVCS				3/1-14/24		DOUBLE BRANCH CDD			1,950.00	000571
4/26/24	00026	4/16/24	2317	202403	330	57200	34400			*	1,040.00		
			MAR TENNIS FACILITY MAINT						GOVERNMENTAL MANAGEMENT SERVICES			1,040.00	000572
4/26/24	00026	4/23/24	2318	202404	300	36900	10300			*	1,162.50		
			APR FACILITY EVENT STAFF						GOVERNMENTAL MANAGEMENT SERVICES			1,162.50	000573
TOTAL FOR BANK E											120,466.29		
TOTAL FOR REGISTER											120,466.29		

MVIL MIDDLE VILLAGE OKUZMUK

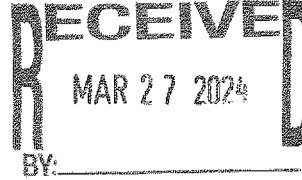
**From:** Oakleaf Venues [venuereals@oakleafresidents.com](mailto:venuereals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - GINGER RISSEW - NR  
**Date:** March 27, 2024 at 8:29 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)



Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND BANQUET (SATURDAY) 11:00 A.M. to 12:00 A.M.
  - DATE OF VENUE – MARCH 16, 2024
  - RESIDENT – GINGER RISSEW
  - ADDRESS – 843 BENT BAUM ROAD, JACKSONVILLE, FL 32205
  - AMOUNT OF REFUND – \$500.00
  - BOOKING FEE/DEPOSIT was via VISA (9957):
    - GRAND BANQUET
    - DATED: 9/15/23
    - SEQ#: 2
    - BATCH#: 965
    - INVOICE#: 2
    - APPROVAL CODE: 763227
    - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
09/15/23	09/15/23	03/16/24	GINGER RISSEW - GB DEPOSIT	DEPOSIT	\$ 500.00	9957		VISA-763227

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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  
[venuereals@oakleafresidents.com](mailto:venuereals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://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.

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

# Invoice

Invoice #: 2309  
Invoice Date: 3/19/24  
Due Date: 3/19/24  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance February 1 - February 29, 2024 (Tennis) <i>Tennis Ct. Maint. 2330.572.3440</i>		960.00	960.00

**RECEIVED**  
MAR 28 2024  
BY: \_\_\_\_\_

*Jerry Lambert*  
3-28-24

<b>Total</b>	\$960.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$960.00

RMS

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024

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<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/2/24	2	J.M.	Clean and sweep tennis courts.
2/5/24	2	J.S.	Clean and sweep tennis courts.
2/7/24	2	J.S.	Clean and sweep tennis courts.
2/9/24	2	J.S.	Clean and sweep tennis courts.
2/12/24	2	J.S.	Clean and sweep tennis courts.
2/14/24	2	J.S.	Clean and sweep tennis courts.
2/16/24	2	J.S.	Clean and sweep tennis courts.
2/19/24	2	J.S.	Clean and sweep tennis courts.
2/21/24	2	J.S.	Clean and sweep tennis courts.
2/23/24	2	J.S.	Clean and sweep tennis courts.
2/26/24	2	J.S.	Clean and sweep tennis courts.
2/28/24	2	J.S.	Clean and sweep tennis courts.

**TOTAL**      24

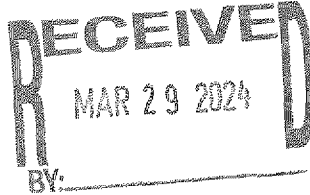


**Governmental Management Services, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

Invoice #: 2310  
 Invoice Date: 3/19/24  
 Due Date: 3/19/24  
 Case:  
 P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Maintenance February 1 - February 29, 2024		27,866.93	27,866.93
<b>Code to:</b>			
<b>Middle Village Facility Maintenance</b>			
2.320.572.466 - (\$4,833.33)			
<b>Middle Village Facility Maint. Contingency</b>			
2.330.572.622 - (\$416.67)			
<b>Middle Village Common Area Maint</b>			
2.320.572.46500 - (\$5,833.33)			
<b>Middle Village Lighting repairs</b>			
2.320.572.??? - (\$833.33)			
<b>Middle Village Tennis Court Maint.</b>			
2.330.572.344 - (\$5,166.67)			
<del>Middle Village Repair and Replacements</del>			
<del>34,600.538.64000 - (\$10,785.00)</del>			
<b>Total</b>			\$27,866.93
<b>Payments/Credits</b>			\$0.00
<b>Balance Due</b>			<del>\$27,866.93</del>

**\$17,083.33**

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/24	8	T.C.	Worked on painting boardwalk, picked up supplies
2/1/24	8	B.G.	Painting the boardwalk
2/1/24	7.3	J.K.	Prepped and paint the boardwalk
2/1/24	7.35	C.W.	Painting the boardwalk
2/1/24	8.05	A.J.	Painting the boardwalk
2/1/24	3	E.W.	Removed debris from all common areas
2/1/24	5.13	J.S.	Additional court maintenance
2/1/24	3.02	J.M.	Additional court maintenance
2/2/24	8	B.G.	Worked on painting boardwalk
2/2/24	8	J.K.	Prepped and paint the boardwalk
2/2/24	8	C.W.	Painting the boardwalk
2/2/24	5	A.J.	Painting the boardwalk
2/2/24	4	E.W.	Removed debris from all common areas
2/2/24	1	J.M.	Additional court maintenance
2/3/24	2.5	J.M.	Additional court maintenance
2/5/24	7	T.C.	Worked on painting boardwalk
2/5/24	8	B.G.	Painting the boardwalk
2/5/24	6.95	J.K.	Painting the boardwalk
2/5/24	7	C.W.	Painting the boardwalk the pickets and headers front and back
2/5/24	4.03	E.W.	Removed debris from all common areas
2/5/24	3.5	J.S.	Additional court maintenance
2/5/24	3.02	J.M.	Additional court maintenance
2/6/24	8	T.C.	Worked on painting boardwalk, picked up supplies
2/6/24	8	B.G.	Painting the boardwalk
2/6/24	7.42	J.K.	Painting the boardwalk
2/6/24	5	C.W.	Painted posts and backsides
2/6/24	8	A.J.	Painting the boardwalk
2/6/24	3.98	E.W.	Removed debris from all common areas
2/6/24	3.23	J.M.	Additional court maintenance
2/7/24	8	T.C.	Repaired amenity center back gate, worked on painting boardwalk, picked up supplies
2/7/24	8	B.G.	Fixing hinges for gate door, painting the boardwalk
2/7/24	7.77	J.K.	Painting the boardwalk
2/7/24	8	C.W.	Painted the pickets and back sides
2/7/24	8	A.J.	Painting the boardwalk
2/7/24	4.03	E.W.	Removed debris from all common areas
2/7/24	3	J.S.	Additional court maintenance
2/7/24	3.03	J.M.	Additional court maintenance
2/8/24	8	T.C.	Re-installed amenity center back gate, worked on painting boardwalk, picked up supplies
2/8/24	6.53	C.W.	Painting the boardwalk rails backside, put up fence
2/8/24	8	A.J.	Painting the boardwalk
2/8/24	3.48	E.W.	Removed debris from all common areas
2/8/24	5.07	J.S.	Additional court maintenance
2/8/24	3.33	J.M.	Additional court maintenance
2/9/24	8	T.C.	Made sign backers for signs needing to be posted, cleaned up shop
2/9/24	8	B.G.	Worked on cutting up wood for signs, cleaning up shop, removing bushes at tennis courts
2/9/24	7.5	J.K.	Painting the boardwalk
2/9/24	8	A.J.	Painting the boardwalk
2/9/24	4	E.W.	Removed debris from all common areas
2/9/24	2.97	J.S.	Additional court maintenance
2/9/24	3.32	J.M.	Additional court maintenance
2/10/24	5.4	J.S.	Additional court maintenance
2/10/24	2.52	J.M.	Additional court maintenance
2/12/24	8	T.C.	Fixed two toilets, worked on amenity gate, painted nature walk
2/12/24	8	B.G.	Removing bushes from the tennis court, cleaning shop, spray painting cut out wood for emergency exit doors, digging holes to add cement to pole's for emergency exit doors, installing bar's to three exit doors
2/12/24	7.5	J.K.	Painted boardwalk backside, pulled up the rest of bushes at tennis
2/12/24	8	A.J.	Painting the boardwalk, cleaning grand fountain
2/12/24	3.8	E.W.	Removed debris from all common areas

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/12/24	5.08	J.S.	Additional court maintenance
2/12/24	1.52	J.M.	Additional court maintenance
2/13/24	2	T.C.	Worked on amenity gate
2/13/24	3.82	E.W.	Removed debris from all common areas
2/13/24	2.98	J.M.	Additional court maintenance
2/14/24	4	E.W.	Removed debris from all common areas
2/14/24	3.1	J.S.	Additional court maintenance
2/14/24	3	J.M.	Additional court maintenance
2/15/24	1	T.C.	Fixed toilet flusher valve
2/15/24	3.43	E.W.	Removed debris from all common areas
2/15/24	5.15	J.S.	Additional court maintenance
2/15/24	3.03	J.M.	Additional court maintenance
2/16/24	4	T.C.	Installing locks on amenity gates
2/16/24	8	B.G.	Drill out holes installed keylock on fence gates
2/16/24	4	E.W.	Removed debris from all common areas
2/16/24	3.4	J.S.	Additional court maintenance
2/16/24	3.05	J.M.	Additional court maintenance
2/17/24	2.52	J.M.	Additional court maintenance
2/19/24	4	T.C.	Working on amenity center gates and locks, picked up supplies
2/19/24	8	B.G.	Installing key lock on emergency exits
2/19/24	4	E.W.	Removed debris from all common areas
2/19/24	3.77	J.S.	Additional court maintenance
2/19/24	2.95	J.M.	Additional court maintenance
2/20/24	8	T.C.	Worked on locks and gate stop for amenity gates, picked up supplies
2/20/24	8	B.G.	Worked on gate door cutting and drilling holes on metal plate to make door stopper and spray paint
2/20/24	4.5	J.K.	Pressure washed gazebo on pool deck by guard shack
2/20/24	4.5	C.W.	Pressure washed lifeguard shacks gazebos, filled in cracks with caulk and paint
2/20/24	4	E.W.	Removed debris from all common areas
2/20/24	5.28	J.S.	Additional court maintenance
2/20/24	3.37	J.M.	Additional court maintenance
2/21/24	8	T.C.	Replacing rotten wood on pool deck gazebo and prep and paint, picked up supplies
2/21/24	8	B.G.	Clean shop and dump all garbage receptacles, replacing gazebo damaged wood and cutting to size new wood to be installed
2/21/24	7.8	J.K.	Painting gazebo by lifeguard shack
2/21/24	8	C.W.	Painted gazebo on pool deck
2/21/24	4	E.W.	Removed debris from all common areas
2/21/24	3.2	J.S.	Additional court maintenance
2/21/24	2.98	J.M.	Additional court maintenance
2/22/24	8	T.C.	Replacing rotten wood on pool deck gazebo and prep and paint, picked up supplies
2/22/24	8	B.G.	Installing wood boards on gazebo and painting boards
2/22/24	2	C.W.	Finished columns on gazebo
2/22/24	4	E.W.	Removed debris from all common areas
2/22/24	5.15	J.S.	Additional court maintenance
2/22/24	3.12	J.M.	Additional court maintenance
2/23/24	8	T.C.	Replacing rotten wood on pool deck gazebo and prep and paint, picked up supplies
2/23/24	8	B.G.	Cutting more wood boards and painting for gazebo, removing old damage wood
2/23/24	1	C.W.	Moved headers from shop to pool deck
2/23/24	4	E.W.	Removed debris from all common areas
2/23/24	3	J.S.	Additional court maintenance
2/23/24	3.13	J.M.	Additional court maintenance
2/24/24	3.23	J.M.	Additional court maintenance
2/25/24	2.52	J.M.	Additional court maintenance
2/26/24	4	T.C.	Prepped spray feature at splash pool
2/26/24	8	B.G.	Power washing gutters at the lifeguard building
2/26/24	3	J.K.	Put up last truss on gazebo by guard shack, pressure wash gutters and trusses on pool deck
2/26/24	2	C.W.	Pressure washed lifeguard shack
2/26/24	3.85	E.W.	Removed debris from all common areas
2/26/24	3.07	J.S.	Additional court maintenance
2/26/24	4.1	J.M.	Additional court maintenance

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/27/24	8	B.G.	Prepping shutters and doors stripping old paint and wiping out door on lifeguard shack, installing scaffolding equipment, removing bushes from tennis court
2/27/24	1	J.K.	Put up scaffolding in front of guard shack and prep
2/27/24	3.22	E.W.	Removed debris from all common areas
2/27/24	5.2	J.S.	Additional court maintenance
2/27/24	3.02	J.M.	Additional court maintenance
2/28/24	8	T.C.	Prep spray feature at splash pool, picked up supplies
2/28/24	8	B.G.	Spray paint shutters and entry doors, painted a second coat to the men's bathroom, removed more bushes from the tennis courts
2/28/24	7.7	J.K.	Paint blue slide at slide tower
2/28/24	4	E.W.	Removed debris from all common areas
2/28/24	3.02	J.S.	Additional court maintenance
2/28/24	3.48	J.M.	Additional court maintenance
2/29/24	8	T.C.	Painted pool bathroom floors, painted pool deck shutters, painted spray feature, picked up supplies
2/29/24	8	B.G.	Added second coat to the gazebo, painted women's bathroom at the lifeguard shack
2/29/24	7.28	J.K.	Pressure washed and cleaned out slide tower
2/29/24	4	G.W.	Prepping pool deck pressure washing to paint
2/29/24	5.58	A.J.	Prepped and paint pool house bathrooms
2/29/24	4	E.W.	Removed debris from all common areas
2/29/24	5.1	J.S.	Additional court maintenance
2/29/24	3.08	J.M.	Additional court maintenance

**TOTAL**      695.01

**MILES**      149.5

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

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

# Invoice

Invoice #: 2305  
Invoice Date: 4/1/24  
Due Date: 4/1/24  
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 -April 2024 2,310.513.3400		20,991.42	20,991.42

**RECEIVED**  
APR 02 2024  
BY: \_\_\_\_\_

*Jerry Lambert*  
4-2-24

<b>Total</b>	<b>\$20,991.42</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$20,991.42</b>

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2306  
Invoice Date: 4/1/24  
Due Date: 4/1/24  
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 - April 2024 2,310.513.3400		7,047.00	7,047.00

**RECEIVED**  
APR 02 2024  
BY: \_\_\_\_\_

*Jerry Lambert*  
4-2-24

<b>Total</b>	\$7,047.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$7,047.00

**From:** Oakleaf Venues [venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - MANISH PATEL - NR  
**Date:** March 29, 2024 at 6:45 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto: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 12:00 A.M.
  - DATE OF VENUE -- MARCH 23, 2024
  - RESIDENT -- MANISH PATEL
  - ADDRESS -- 1236 HARBOUR TOWN DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND -- \$500.00
  - BOOKING FEE/DEPOSIT was via CHECK drawn on VyStar:
    - DATED: 1/24/24
    - CHECK#: 108
    - DEPOSITED: 12/25/24
    - AMOUNT: 500.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
01/24/24	01/25/24	03/23/24	MANISH PATEL - GB DEPOSIT	DEPOSIT	\$ 500.00		CK# 108	1/25/2024

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venuere rentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**RECEIVED**  
**R** MAR 29 2024 **D**  
 BY: \_\_\_\_\_



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

# Invoice

Date 4/1/2024

Invoice # 131295620596

Terms	Net 20
Due Date	4/21/2024
PO #	

<b>Bill To</b> Oakleaf Plantation Middle Village 475 West Town Place Ste 114 St Augustine FL 32092	<b>Ship To</b> 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	3,931.12
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18

**RECEIVED**  
MAR 19 2024  
BY: \_\_\_\_\_

Subtotal 4,039.30  
Shipping Cost (FEDEX GROUND) 0.00  
Total 4,039.30  
Amount Due \$4,039.30

### Remittance Slip

Customer  
13OAK101  
Invoice #  
131295620596

Amount Due \$4,039.30

Amount Paid \_\_\_\_\_

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



131295620596



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

# Invoice

Invoice #: 341  
Invoice Date: 4/1/2024  
Due Date: 4/1/2024  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
2.330.572.3420 - Janitorial Services - April 2024		4,058.33	4,058.33

**RECEIVED**  
APR 02 2024  
BY: \_\_\_\_\_

*Jerry Lambert*  
4-2-24

<b>Total</b>	<b>\$4,058.33</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,058.33</b>

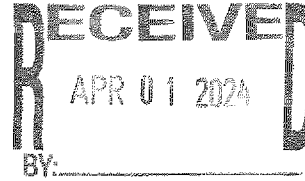
From: Oakleaf Venues [venue rentals@oakleafresidents.com](mailto:venue rentals@oakleafresidents.com)  
 Subject: MVCDD refund of deposit request - STEPHANIE WALKER-NR  
 Date: April 1, 2024 at 4:29 PM  
 To: Todd Polvere [tpolvere@gmsnrf.com](mailto:tpolvere@gmsnrf.com), Oksana Kuzmuk [okuzmuk@gmsnrf.com](mailto:okuzmuk@gmsnrf.com)  
 Cc: Marilee Giles [mgiles@gmsnrf.com](mailto:mgiles@gmsnrf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND BANQUET (SATURDAY) 4:00 P.M. to 12:00 A.M.
  - DATE OF VENUE – MARCH 30, 2024
  - RESIDENT – STEPHANIE WALKER - NON-RESIDENT
  - ADDRESS – 4131 HALIFAX LANE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$500.00
  - BOOKING FEE/DEPOSIT was via VISA (9926):
    - GRAND BANQUET:
    - DATED: 2/1/24
    - SEQ#: 2
    - BATCH#: 926
    - INVOICE#: 2
    - APPROVAL CODE: 060900
    - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
02/01/24	02/01/24	03/30/24	STEPHANIE WALKER - GB DEPOSIT	DEPOSIT	\$ 500.00	9926		VISA-060900

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venue rentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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

# Invoice

Invoice #: 2312  
Invoice Date: 4/9/24  
Due Date: 4/9/24  
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 April 6, 2024 2,300.369,103	8.5	25.00	212.50

**RECEIVED**  
APR 09 2024  
BY: \_\_\_\_\_

<b>Total</b>	\$212.50
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$212.50

4/9/24  
*[Signature]*

# **Governmental Management Services, LLC**

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

## **Middle Village CDD**

### **Facility Event Staff Service Hours**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
8.5	Facility Event Staff	\$ 25.00	\$ 212.50

Covers Period End: April 6, 2024

Amenities Revenue # 2,300,369,103

MAKE CHECK PAYABLE TO:

PLEASE FILL OUT BELOW IF PAYING BY CREDIT CARD



The Lake Doctors, Inc.  
2424 Highway 17 North  
Tampa, FL 33622-0122

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



CARD NUMBER                      EXP. DATE  
SIGNATURE                          AMOUNT PAID

ADDRESSEE

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

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

ACCOUNT NUMBER	DATE	BALANCE
711194	4/1/2024	\$1,594.00

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

00000000027159001000000017048500000015940091

Please Return this invoice with your payment and notify us of any changes to your contact information.

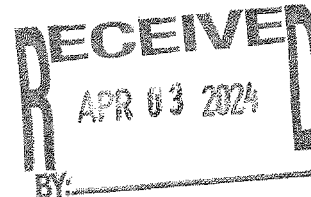
**MIDDLE VILLAGE CDD**                      **PLANTATION OAKS BLVD, ORANGE PARK, FL**    **ORANGE PARK, FL 3206**  
**Invoice Due Date 4/11/2024**                      **Invoice 170485B**                      **PO #**

Invoice Date	Description	Quantity	Amount	Tax	Total
4/1/2024	Water Management - Monthly		\$1594.00	\$0.00	\$1594.00

Please remit payment for this month's invoice.

**Code to:**

**2-320-572-4680**



**Middle Village Lake Maintenance**

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

**Credits**                      \$0.00  
**Adjustment**                      \$0.00

**AMOUNT DUE**

<b>Total Account Balance including this invoice:</b>	\$1594.00	<b>This Invoice Total:</b>	\$1594.00
--	-----------	----------------------------	-----------

**Click the "Pay Now" link to submit payment by ACH**

**Customer #:** 711194  
**Portal Registration #:** 2D189A4D  
**Customer E-mail(s):** manager@oakleafresidents.com, JSORIANO@GMSNF.COM  
**Customer Portal Link:** www.lakedoctors.com/contact-us/

**Corporate Address**  
4651 Salisbury Rd, Suite 155  
Jacksonville, FL 32256

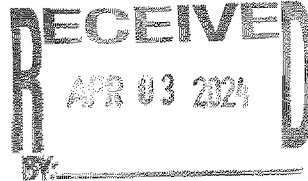
Set Up Customer Portal to pay invoices online, set up recurring payments, view payment history, and edit contact information



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

# INVOICE

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



**INVOICE #** 9940  
**DATE** 04/01/2024  
**DUE DATE** 04/30/2024  
**TERMS** End of the month

**SERVICE MONTH**  
 April

ACTIVITY	QTY	RATE	AMOUNT
[REDACTED]	316	27.20	8,595.20T
[REDACTED]	39	27.20	1,060.80T
[REDACTED]	39	27.20	1,060.80T
[REDACTED]	25	27.20	680.00T
[REDACTED]	25	27.20	680.00T
[REDACTED]	-28	27.20	-761.60T

SUBTOTAL 11,315.20  
 TAX 0.00  
 TOTAL 11,315.20  
**BALANCE DUE \$11,315.20**

# APPROVED

**Code to:**  
**Middle Village Security**  
**2-320-572-345**



# Invoice

Invoice #: 15399

Date: 04/01/24

Customer PO:

**DUE DATE: 05/01/2024**

### 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

#14274 - Standard Maintenance Contract 2024 April 2024  
Work order #1846 Zach

### AMOUNT

\$43,770.21

### Invoice Notes:

Thank you for your business!

### AMOUNT DUE THIS INVOICE

\$43,770.21

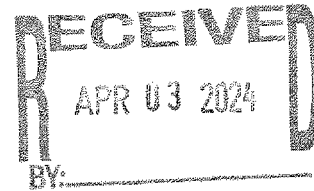
Please See Our  
Updated Remittance  
Information

**Remit to Address:**  
VerdeGo Landscape  
PO Box 200341  
Dallas, TX 75320-0341

**ACH Account Information:**  
Bank Name: Wells Fargo Bank N.A.  
Routing Number: 121000248  
Account Number: 4945950657  
Remittance Information:  
AR@verdego.com

**Code to:**

**2-320-572-462**



**Middle Village Landscape Maintenance**



Please include Customer Number and make checks payable to: Clay County Sheriff's Office

**General Invoice**

Customer Copy

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
OAKLEAF PLANTATION CDD	04/10/2024	261	\$0.00	04/25/2024	\$1,285.00

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
OFF DUTY ADMIN MARCH 2024	180.00	\$5.000000	EACH	\$900.00	\$0.00	\$0.00	<del>\$900.00</del>
OFF DUTY SCHEDULING FEE	1.00	\$385.000000	EACH	\$385.00	\$0.00	\$0.00	<del>\$385.00</del>
<b>Invoice Total:</b>							<b>\$1,285.00</b>

$\$450 + \$192.50 = \$642.50$

**RECEIVED**  
APR 15 2024  
BY: \_\_\_\_\_

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



Please include Customer Number and make checks payable to: Clay County Sheriff's Office

**General Invoice**

Remit Portion

Invoice Date	04/10/2024
Invoice Number	261
Customer Number	30
Amount Paid	
Due Date	04/25/2024
Invoice Total Due	\$1,285.00

OAKLEAF PLANTATION CDD  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL 32065

Please include Customer Number and make checks payable to: Clay County Sheriff's Office



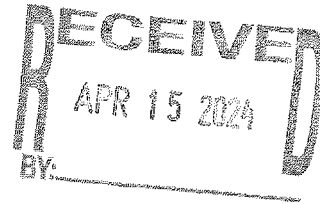
**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - GINA FRITZ  
**Date:** April 15, 2024 at 5:28 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto: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) 10:30 A.M. to 2:30 P.M.
  - DATE OF VENUE – APRIL 14, 2024
  - RESIDENT – GINA FRITZ
  - ADDRESS – 1542 COTTON CLOVER DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$100.00
  - BOOKING FEE/DEPOSIT was via VISA (7317):
    - DATED: 3/8/24
    - SEQ#: 6
    - BATCH#: 942
    - INVOICE#: 6
    - APPROVAL CODE: 096757
    - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
03/08/24	03/08/24	04/14/24	GINA FRITZ - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00	7317		VISA-096757

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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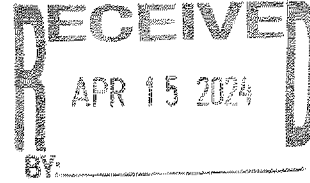
**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - GINGER RISSEW - NR  
**Date:** April 15, 2024 at 4:00 PM  
**To:** Todd Polvere [tpolvare@gmsnf.com](mailto:tpolvare@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND LAWN (SATURDAY) 2:00 P.M. to 6:00 P.M.
  - DATE OF VENUE – MARCH 16, 2024
  - RESIDENT – GINGER RISSEW
  - ADDRESS – 813 BENT BAUM ROAD, JACKSONVILLE, FL 32205
  - AMOUNT OF REFUND - \$200.00
  - BOOKING FEE/DEPOSIT was via VISA (9957):
    - GRAND LAWN
    - DATED: 9/15/23
    - SEQ#: 3
    - BATCH#: 965
    - INVOICE#: 3
    - APPROVAL CODE: 763676
    - AMOUNT: \$200.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
09/15/23	09/15/23	03/16/24	GINGER RISSEW - GL	DEPOSIT	\$ 200.00	9557		VISA-763676

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - IMELDA BELLO

**Date:** April 16, 2024 at 6:08 PM

**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)

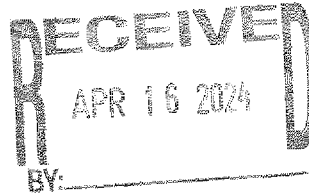
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good evening, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD – for the following venue.
  - LOCATION – GRAND BANQUET (SATURDAY) 9:00 A.M. to 12:00 A.M.
  - DATE OF VENUE – APRIL 13, 2024
  - RESIDENT – IMELDA BELLO
  - ADDRESS – 3331 HIGHLAND MILL LANE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$500.00
  - BOOKING FEE/DEPOSIT was via VISA (6645):
    - GRAND BANQUET
    - DATED: 8/4/23
    - SEQ#: 5
    - BATCH#: 842
    - INVOICE#: 5
    - APPROVAL CODE: 10361D
    - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
08/04/23	08/04/23	04/13/24	IMELDA BELLO - GB DEPOSIT	DEPOSIT	\$ 500.00			VISA-10361D

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venuerentals@oakleafresidents.com)  
(904) 770-4661 voice email  
(904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - MARIA PONDEVIDA

**Date:** April 15, 2024 at 5:25 PM

**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)

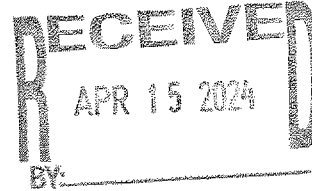
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)



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 6:30 P.M.
  - DATE OF VENUE – APRIL 14, 2024
  - RESIDENT – MARIA PONDEVIDA
  - ADDRESS – 3659 MIDDLEBROOK DRIVE, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$100.00
  - BOOKING FEE/DEPOSIT was via VISA (1735):
    - DATED: 3/26/24
    - SEQ#: 4
    - BATCH#: 957
    - INVOICE#: 4
    - APPROVAL CODE: 054460
    - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
03/26/24	03/26/24	04/14/24	MARIA PONDEVIDA - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00	1735		VISA-054460

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venuerentals@oakleafresidents.com)

(904) 770-4661 voice email

(904) 375-9285 ext. 3

[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://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.

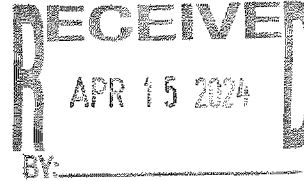
**From:** Oakleaf Venues [venue rentals@oakleafresidents.com](mailto:venue rentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - SHAWNTOYA JONES  
**Date:** April 15, 2024 at 4:10 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good afternoon, Todd,

Please make the following refund at your earliest opportunity:

- REFUND FROM MVCDD -- for the following venue.
  - LOCATION -- GRAND BANQUET (FRIDAY) 3:30 P.M. to 11:30 P.M.
  - DATE OF VENUE -- APRIL 12, 2024
  - RESIDENT -- SHAWNTOYA JONES
  - ADDRESS -- 3955 IVORY CROSSING, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$500.00
  - BOOKING FEE/DEPOSIT was via VISA (0534):
    - GRAND BANQUET:
    - DATED: 3/8/24
    - SEQ#: 8
    - BATCH#: 942
    - INVOICE#: 8
    - APPROVAL CODE: 04113D
    - AMOUNT: \$500.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
03/08/24	03/08/24	04/12/24	SHAWNTOYA JONES - GB DEPOSIT	DEPOSIT	\$ 500.00	0534		VISA-04113D

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venue rentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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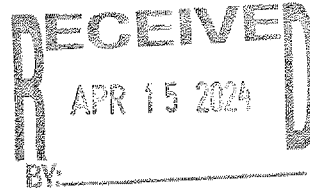
**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** MVCDD refund of deposit request - TORRIAN DANIELS  
**Date:** April 15, 2024 at 5:32 PM  
**To:** Todd Polvere [tpolvere@gmsnf.com](mailto:tpolvere@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto: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) 2:30 P.M. to 6:30 P.M.
  - DATE OF VENUE – APRIL 13, 2024
  - RESIDENT – TORRIAN DANIELS
  - ADDRESS – 4190 PLANTATION OAKS PKWY #1412, ORANGE PARK, FL 32065
  - AMOUNT OF REFUND - \$100.00
  - BOOKING FEE/DEPOSIT was via VISA (7263):
    - DATED: 3/11/24
    - SEQ#: 6
    - BATCH#: 945
    - INVOICE#: 6
    - APPROVAL CODE: 339286
    - AMOUNT: \$100.00



PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
03/11/24	03/11/24	04/13/24	TORRIAN DANIELS - PO PATIO DEPOSIT	DEPOSIT	\$ 100.00	7263		VISA-339286

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

Thank you.

I will be out of the office MON 5/6/24 thru THUR 5/9/24 and THUR 6/13/24 thru FRI 6/14/24

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](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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Middle Village  
COMMUNITY DEVELOPMENT DISTRICT

Rec Fund

RECEIVED  
APR 24 2024  
BY: \_\_\_\_\_

Check Request

Date	Amount	Authorized By
April 24, 2024	\$1,600.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

ASAP

002-320-57200-34510

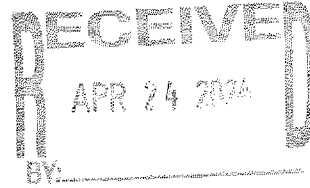
Intended Use of Funds Requested:

2/16/24-2/29/24 Reimb for Security Services
<i>(Attach supporting documentation for request.)</i>

**Middle Village  
COMMUNITY DEVELOPMENT DISTRICT**

**Rec Fund**

**Check Request**



Date	Amount	Authorized By
April 24, 2024	\$1,950.00	Oksana Kuzmuk

Payable to:

Double Branch CDD #72

Date Check Needed:

Budget Category:

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

Intended Use of Funds Requested:

3/1/24-3/14/24 Reimb for Security Services
<i>(Attach supporting documentation for request.)</i>



**Governmental Management Services, LLC**

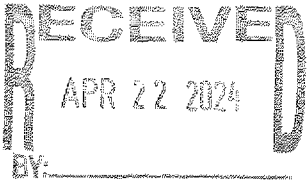
1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2317  
Invoice Date: 4/16/24  
Due Date: 4/16/24  
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 March 1 - March 31, 2024 (Tennis) 2,330.572.3440    <i>Jerry Lambert</i> 4-22-24		1,040.00	1,040.00
<b>Total</b>			\$1,040.00
<b>Payments/Credits</b>			\$0.00
<b>Balance Due</b>			\$1,040.00

MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF MARCH 2024

---

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
3/1/24	2	J.M.	Clean and sweep tennis courts.
3/4/24	2	J.S.	Clean and sweep tennis courts.
3/6/24	2	J.S.	Clean and sweep tennis courts.
3/8/24	2	J.S.	Clean and sweep tennis courts.
3/11/24	2	J.S.	Clean and sweep tennis courts.
3/13/24	2	J.S.	Clean and sweep tennis courts.
3/15/24	2	J.S.	Clean and sweep tennis courts.
3/18/24	2	J.S.	Clean and sweep tennis courts.
3/20/24	2	J.S.	Clean and sweep tennis courts.
3/22/24	2	J.S.	Clean and sweep tennis courts.
3/25/24	2	J.S.	Clean and sweep tennis courts.
3/27/24	2	J.S.	Clean and sweep tennis courts.
3/29/24	2	J.S.	Clean and sweep tennis courts.

TOTAL      26

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2318  
Invoice Date: 4/23/24  
Due Date: 4/23/24  
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 April 20, 2024 2,300.369.103	46.5	25.00	1,162.50
<b>Total</b>			<b>\$1,162.50</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$1,162.50</b>

RECEIVED  
APR 23 2024  
BY: \_\_\_\_\_

4/23/24  
CA

**Governmental Management Services, LLC**

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

**Middle Village CDD**

**Facility Event Staff Service Hours**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
46.5	Facility Event Staff	\$ 25.00	\$ 1,162.50

Covers Period End: April 20, 2024

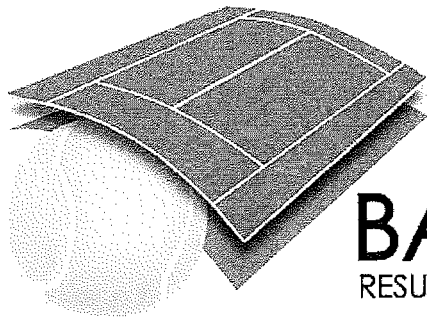
Amenities Revenue # 2.300.369.103

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
4/05/24	00091	12/03/23	12032024	202403	600	53800	64000		50% DEP HAR-TRU RESURF DAVID BULLOCK INC DBA BAB TENNIS	*	17,200.00	17,200.00	000653
4/05/24	00091	12/03/23	12032024	202403	600	53800	64000		FINAL PMT HAR-THRU RESURF DAVID BULLOCK INC DBA BAB TENNIS	*	17,200.00	17,200.00	000654
4/05/24	00096	3/25/24	Q-90387	202403	600	53800	64000		REPAIR FENCE ITEMS FENCESCREEN LLC	*	334.03	334.03	000655
4/05/24	00009	3/19/24	2310	202402	600	53800	64000		FEB REPAIR & MAINTENANCE GOVERNMENTAL MANAGEMENT SERVICES	*	10,783.60	10,783.60	000656
4/05/24	00009	3/19/24	2311	202403	600	53800	64000		MAINTENANCE SUPPLIES GOVERNMENTAL MANAGEMENT SERVICES	*	2,431.34	2,431.34	000657
4/05/24	00097	3/27/24	Q.103729	202403	600	53800	64000		BIKE RACKS/BENCH/BLEACHER PLAYCORE GROUP, INC.& SUBSIDIARIES	*	1,218.07	1,218.07	000658
4/05/24	00006	3/27/24	342	202402	600	53800	64000		FEB PRESSURE WASH SRVCS RIVERSIDE MANAGEMENT SERVICES, INC	*	1,629.45	1,629.45	000659
4/05/24	00050	3/28/24	15186	202403	600	53800	64000		NEW SIDEWALK ENHANCEMENT VERDEGO LLC	*	3,205.00	3,205.00	000660
4/12/24	00074	3/13/24	22669985	202403	600	53800	64000		LIFEGUARDING AMERICAN RED CROSS TRAINING SERVICE	*	690.00	690.00	000661
4/12/24	00098	4/04/24	D21	202404	600	53800	64000		STONE WORK EARTH SOURCE LLC	*	1,871.00	1,871.00	000662
4/12/24	00060	4/04/24	04042024	202404	600	53800	64000		CARGO CLIMB ROPE INTERNATIONAL CORDAGE EAST LTD DBA	*	2,369.50	2,369.50	000663
4/12/24	00054	3/25/24	79622878	202403	600	53800	64000		JANITORIAL SUPPLIES THE HOME DEPOT PRO	*	806.79	806.79	000664

MVIL MIDDLE VILLAGE OKUZMUK

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/12/24	00054	3/25/24 79622878	202403 600-53800-64000		JANITORIAL SUPPLIES	*	88.89	
								88.89 000665
-----								
							TOTAL FOR BANK C	59,827.67
							TOTAL FOR REGISTER	59,827.67

MVIL MIDDLE VILLAGE OKUZMUK



# BAB Tennis Courts

RESURFACING CONSTRUCTION MAINTENANCE

## Har-Tru Resurfacing Estimate Oakleaf Tennis Center

<b>Name:</b> Oakleaf Tennis Club	<b>From:</b> Brian Bullock
<b>Attention:</b> Director of Tennis Andy Fletcher	<b>Date:</b> 12.3.23
<b>Address-</b> Tennis@oakleafresidents.com	<b>Phone Number:</b> 352-572-0179

Andy,

Here is the estimate that we spoke about for the resurfacing of your 4 clay courts.

- Resurfacing to include removal all existing lines and nails, the removal of existing dead material and scarify entire surface. We will then install **10 tons** of new Har-Tru material per court via our laser leveling system.

•  
Installation of new lines and nails and sanding and repainting of existing net posts. Re-installation of existing net. Rolling of courts until appropriate compaction.

Owner is responsible for rolling courts for firmness after completion.

B.A.B has a strict quality control program and we are extremely careful when administering services and we supply our customers with a 12 month warranty on work performed, however we are not responsible for any patios, pavers, concrete, asphalt or landscape damage while working in the area .

Customer must provide a properly functioning irrigation system (with a minimum of 40 psi) and water and power within 50ft.

Cost per court for with 10 tons per court- \$8,600.00 (4)-  
\$34,400.00 - \$17,200.00 (50% deposit)

If you have any questions or concerns or if you would like to make any changes to the estimate, please do not hesitate to call or email.

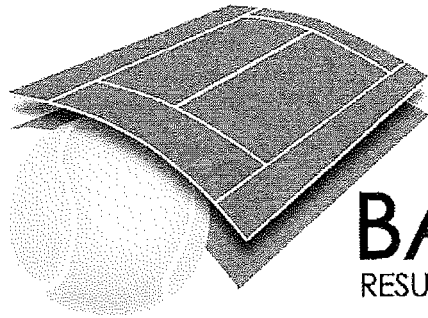
Thanks and best,  
Brian Bullock  
B.A.B. Tennis Courts

P.O Box 5212 Ocala, FL 34478 352-572-0179 [www.babtennis.com](http://www.babtennis.com)

**Code to:**  
**Middle Village Repair and Replacement**  
**34.600.538.64000**

RECEIVED  
MAR 29 2024  
BY: \_\_\_\_\_





# BAB Tennis Courts

RESURFACING CONSTRUCTION MAINTENANCE

## Har-Tru Resurfacing Estimate Oakleaf Tennis Center

<b>Name:</b> Oakleaf Tennis Club	<b>From:</b> Brian Bullock
<b>Attention:</b> Director of Tennis Andy Fletcher	<b>Date:</b> 12.3.23
<b>Address-</b> Tennis@oakleafresidents.com	<b>Phone Number:</b> 352-572-0179

Andy,

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- Resurfacing to include removal all existing lines and nails, the removal of existing dead material and scarify entire surface. We will then install **10 tons** of new Har-Tru material per court via our laser leveling system.

•  
Installation of new lines and nails and sanding and repainting of existing net posts. Re-installation of existing net. Rolling of courts until appropriate compaction.

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B.A.B has a strict quality control program and we are extremely careful when administering services and we supply our customers with a 12 month warranty on work performed, however we are not responsible for any patios, pavers, concrete, asphalt or landscape damage while working in the area .

Customer must provide a properly functioning irrigation system (with a minimum of 40 psi) and water and power within 50ft.

Cost per court for with 10 tons per court- \$8,600.00 (4)-  
\$34,400.00 - \$17,200.00 (50% Final Payment)

If you have any questions or concerns or if you would like to make any changes to the estimate, please do not hesitate to call or email.

Thanks and best,  
Brian Bullock  
B.A.B. Tennis Courts

P.O Box 5212 Ocala, FL 34478 352-572-0179 [www.babtennis.com](http://www.babtennis.com)

**Code to:**

**Middle Village Repair and Replacement**  
**34.600.538.64000**

**RECEIVED**  
MAR 29 2024  
BY: \_\_\_\_\_



FenceScreen, LLC  
 22961 Arroyo Vista  
 Rancho Santa Margarita, CA 92688  
 www.fencescreen.com  
 (888)313-6313

# Quote

#Q-90387

3/25/2024

**Bill To**  
 Jay Soriano  
 GMS LLC  
 475 W. Town Pl.  
 Suite 114  
 St Augustine FL 32092  
 United States  
 (904) 342-1441

**Ship To**  
 Jay Soriano  
 GMS LLC  
 370 OAKLEAF VILLAGE PKWY  
 orange park FL 32065  
 United States

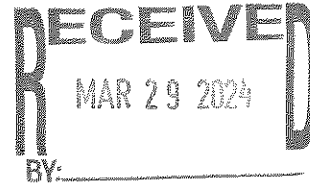
**TOTAL**

**\$809.26**

**Expires: 4/24/2024**

**Terms** Prepay      **PO #**      **Sales Rep** Drew Robertson      **Shipping Method** FREE Ground Shipping

Quantity	Item	Rate	Amount
1	<b>ASM-1711403825431 (Custom Fab.) 200 Series, Jet Black, 10 ft. (9 ft. 8 in.), 90% Blockage</b> 200 Series, Jet Black, 10 ft. (9 ft. 8 in.), 90% Blockage Total Linear Length: 84 ft. 11 in. • Section 1: 4-ft 3-in • Section 2: 4-ft 3-in • Section 3: 13-ft 2-in • Section 4: 42-ft 10-in • Section 5: 20-ft 5-in • Center binding strip • Solid brass grommets and triple grommet corners • Upgraded 12-in grommet spacing • 300-GSM black binding on all sides  (2) 4'-3" x 9'-8" (1) 13'-2" x 9'-8" (1) 42'-10" x 9'-8" (1) 20'-5" x 9'-8"	\$594.04	\$594.04
1	<b>ASM-1711484456985 (Custom Fab.) 200 Series, Jet Black, 8 ft. (7 ft. 8 in.), 90% Blockage</b> 200 Series, Jet Black, 8 ft. (7 ft. 8 in.), 90% Blockage Total Linear Length: 144 ft. 0 in. • Section 1: 50-ft 0-in • Section 2: 50-ft 0-in • Section 3: 22-ft 8-in • Section 4: 5-ft 4-in • Section 5: 5-ft 4-in • Section 6: 5-ft 4-in • Section 7: 5-ft 4-in • Solid brass grommets and triple grommet corners • Standard 24-in grommet spacing • 150-GSM black binding on all sides  (2) 50'-0" x 7'-8" (1) 22'-8" x 7'-8" (4) 5'-4" x 7'-8"	\$417.53	\$417.53
	<b>Subtotal</b>		\$1,011.57
	Subtotal		
	<b>Dealer-Discount-20 20% Discount</b>	-20%	\$-202.31
	20% Discount		



Custom sized and/or fabricated panels are non-returnable. Double check all information. Providing payment is considered an approval of this quote & all information provided.



Q-90387



FenceScreen, LLC  
22961 Arroyo Vista  
Rancho Santa Margarita, CA 92688  
www.fencescreen.com  
(888)313-6313

# Quote

#Q-90387

3/25/2024

**Code to: Split MV/DB:**

**Double Branch Repair/Replacement**

**34.600.53800.6200**

**(\$475.23)**

**Middle Village Repair and Replacement**

**34.600.538.64000**

**(\$334.03)**

Subtotal	\$809.26
Discount	
Shipping Cost	\$0.00
Handling Cost	\$0.00
Tax Total (%)	\$0.00
Total	\$809.26

Custom sized and/or fabricated panels are non-returnable. Double check all information. Providing payment is considered an approval of this quote & all information provided.



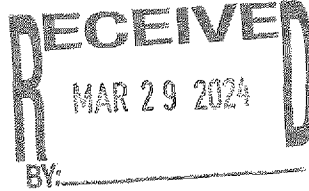
Q-90387

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

# Invoice

Invoice #: 2310  
 Invoice Date: 3/19/24  
 Due Date: 3/19/24  
 Case:  
 P.O. Number:

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



Description	Hours/Qty	Rate	Amount
Facility Maintenance February 1 - February 29, 2024		27,866.93	27,866.93
<b>Code to:</b>			
<del>Middle Village Facility Maintenance</del>			
<del>2.320.572.466 - (\$4,833.33)</del>			
<del>Middle Village Facility Maint. Contingency</del>			
<del>2.330.572.622 - (\$416.67)</del>			
<del>Middle Village Common Area Maint</del>			
<del>2.320.572.46500 - (\$5,833.33)</del>			
<del>Middle Village Lighting repairs</del>			
<del>2.320.572.??? - (\$833.33)</del>			
<del>Middle Village Tennis Court Maint.</del>			
<del>2.330.572.344 - (\$5,166.67)</del>			
Middle Village Repair and Replacements			

34.600.538.64000 - (\$10,783.60)

Total \$27,866.93

Payments/Credits \$0.00

Balance Due ~~\$27,866.93~~

*\$10,783.60*

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/1/24	8	T.C.	Worked on painting boardwalk, picked up supplies
2/1/24	8	B.G.	Painting the boardwalk
2/1/24	7.3	J.K.	Prepped and paint the boardwalk
2/1/24	7.35	C.W.	Painting the boardwalk
2/1/24	8.05	A.J.	Painting the boardwalk
2/1/24	3	E.W.	Removed debris from all common areas
2/1/24	5.13	J.S.	Additional court maintenance
2/1/24	3.02	J.M.	Additional court maintenance
2/2/24	8	B.G.	Worked on painting boardwalk
2/2/24	8	J.K.	Prepped and paint the boardwalk
2/2/24	8	C.W.	Painting the boardwalk
2/2/24	5	A.J.	Painting the boardwalk
2/2/24	4	E.W.	Removed debris from all common areas
2/2/24	1	J.M.	Additional court maintenance
2/3/24	2.5	J.M.	Additional court maintenance
2/5/24	7	T.C.	Worked on painting boardwalk
2/5/24	8	B.G.	Painting the boardwalk
2/5/24	6.95	J.K.	Painting the boardwalk
2/5/24	7	C.W.	Painting the boardwalk the pickets and headers front and back
2/5/24	4.03	E.W.	Removed debris from all common areas
2/5/24	3.5	J.S.	Additional court maintenance
2/5/24	3.02	J.M.	Additional court maintenance
2/6/24	8	T.C.	Worked on painting boardwalk, picked up supplies
2/6/24	8	B.G.	Painting the boardwalk
2/6/24	7.42	J.K.	Painting the boardwalk
2/6/24	5	C.W.	Painted posts and backsides
2/6/24	8	A.J.	Painting the boardwalk
2/6/24	3.98	E.W.	Removed debris from all common areas
2/6/24	3.23	J.M.	Additional court maintenance
2/7/24	8	T.C.	Repaired amenity center back gate, worked on painting boardwalk, picked up supplies
2/7/24	8	B.G.	Fixing hinges for gate door, painting the boardwalk
2/7/24	7.77	J.K.	Painting the boardwalk
2/7/24	8	C.W.	Painted the pickets and back sides
2/7/24	8	A.J.	Painting the boardwalk
2/7/24	4.03	E.W.	Removed debris from all common areas
2/7/24	3	J.S.	Additional court maintenance
2/7/24	3.03	J.M.	Additional court maintenance
2/8/24	8	T.C.	Re-installed amenity center back gate, worked on painting boardwalk, picked up supplies
2/8/24	6.53	C.W.	Painting the boardwalk rails backside, put up fence
2/8/24	8	A.J.	Painting the boardwalk
2/8/24	3.48	E.W.	Removed debris from all common areas
2/8/24	5.07	J.S.	Additional court maintenance
2/8/24	3.33	J.M.	Additional court maintenance
2/9/24	8	T.C.	Made sign backers for signs needing to be posted, cleaned up shop
2/9/24	8	B.G.	Worked on cutting up wood for signs, cleaning up shop, removing bushes at tennis courts
2/9/24	7.5	J.K.	Painting the boardwalk
2/9/24	8	A.J.	Painting the boardwalk
2/9/24	4	E.W.	Removed debris from all common areas
2/9/24	2.97	J.S.	Additional court maintenance
2/9/24	3.32	J.M.	Additional court maintenance
2/10/24	5.4	J.S.	Additional court maintenance
2/10/24	2.52	J.M.	Additional court maintenance
2/12/24	8	T.C.	Fixed two toilets, worked on amenity gate, painted nature walk
2/12/24	8	B.G.	Removing bushes from the tennis court, cleaning shop, spray painting cut out wood for emergency exit doors, digging holes to add cement to pole's for emergency exit doors, installing bars to three exit doors
2/12/24	7.5	J.K.	Painted boardwalk backside, pulled up the rest of bushes at tennis
2/12/24	8	A.J.	Painting the boardwalk, cleaning grand fountain
2/12/24	3.8	E.W.	Removed debris from all common areas

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/12/24	5.08	J.S.	Additional court maintenance
2/12/24	1.52	J.M.	Additional court maintenance
2/13/24	2	T.C.	Worked on amenity gate
2/13/24	3.82	E.W.	Removed debris from all common areas
2/13/24	2.98	J.M.	Additional court maintenance
2/14/24	4	E.W.	Removed debris from all common areas
2/14/24	3.1	J.S.	Additional court maintenance
2/14/24	3	J.M.	Additional court maintenance
2/15/24	1	T.C.	Fixed toilet flusher valve
2/15/24	3.43	E.W.	Removed debris from all common areas
2/15/24	5.15	J.S.	Additional court maintenance
2/15/24	3.03	J.M.	Additional court maintenance
2/16/24	4	T.C.	Installing locks on amenity gates
2/16/24	8	B.G.	Drill out holes installed keylock on fence gates
2/16/24	4	E.W.	Removed debris from all common areas
2/16/24	3.4	J.S.	Additional court maintenance
2/16/24	3.05	J.M.	Additional court maintenance
2/17/24	2.52	J.M.	Additional court maintenance
2/19/24	4	T.C.	Working on amenity center gates and locks, picked up supplies
2/19/24	8	B.G.	Installing key lock on emergency exits
2/19/24	4	E.W.	Removed debris from all common areas
2/19/24	3.77	J.S.	Additional court maintenance
2/19/24	2.95	J.M.	Additional court maintenance
2/20/24	8	T.C.	Worked on locks and gate stop for amenity gates, picked up supplies
2/20/24	8	B.G.	Worked on gate door cutting and drilling holes on metal plate to make door stopper and spray paint
2/20/24	4.5	J.K.	Pressure washed gazebo on pool deck by guard shack
2/20/24	4.5	C.W.	Pressure washed lifeguard shacks gazebos, filled in cracks with caulk and paint
2/20/24	4	E.W.	Removed debris from all common areas
2/20/24	5.28	J.S.	Additional court maintenance
2/20/24	3.37	J.M.	Additional court maintenance
2/21/24	8	T.C.	Replacing rotten wood on pool deck gazebo and prep and paint, picked up supplies
2/21/24	8	B.G.	Clean shop and dump all garbage receptacles, replacing gazebo damaged wood and cutting to size new wood to be installed
2/21/24	7.8	J.K.	Painting gazebo by lifeguard shack
2/21/24	8	C.W.	Painted gazebo on pool deck
2/21/24	4	E.W.	Removed debris from all common areas
2/21/24	3.2	J.S.	Additional court maintenance
2/21/24	2.98	J.M.	Additional court maintenance
2/22/24	8	T.C.	Replacing rotten wood on pool deck gazebo and prep and paint, picked up supplies
2/22/24	8	B.G.	Installing wood boards on gazebo and painting boards
2/22/24	2	C.W.	Finished columns on gazebo
2/22/24	4	E.W.	Removed debris from all common areas
2/22/24	5.15	J.S.	Additional court maintenance
2/22/24	3.12	J.M.	Additional court maintenance
2/23/24	8	T.C.	Replacing rotten wood on pool deck gazebo and prep and paint, picked up supplies
2/23/24	8	B.G.	Cutting more wood boards and painting for gazebo, removing old damage wood
2/23/24	1	C.W.	Moved headers from shop to pool deck
2/23/24	4	E.W.	Removed debris from all common areas
2/23/24	3	J.S.	Additional court maintenance
2/23/24	3.13	J.M.	Additional court maintenance
2/24/24	3.23	J.M.	Additional court maintenance
2/25/24	2.52	J.M.	Additional court maintenance
2/26/24	4	T.C.	Prepped spray feature at splash pool
2/26/24	8	B.G.	Power washing gutters at the lifeguard building
2/26/24	3	J.K.	Put up last truss on gazebo by guard shack, pressure wash gutters and trusses on pool deck
2/26/24	2	C.W.	Pressure washed lifeguard shack
2/26/24	3.85	E.W.	Removed debris from all common areas
2/26/24	3.07	J.S.	Additional court maintenance
2/26/24	4.1	J.M.	Additional court maintenance

**MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF FEBRUARY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
2/27/24	8	B.G.	Prepping shutters and doors stripping old paint and wiping out door on lifeguard shack, installing scaffolding equipment, removing bushes from tennis court
2/27/24	1	J.K.	Put up scaffolding in front of guard shack and prep
2/27/24	3.22	E.W.	Removed debris from all common areas
2/27/24	5.2	J.S.	Additional court maintenance
2/27/24	3.02	J.M.	Additional court maintenance
2/28/24	8	T.C.	Prep spray feature at splash pool, picked up supplies
2/28/24	8	B.G.	Spray paint shutters and entry doors, painted a second coat to the men's bathroom, removed more bushes from the tennis courts
2/28/24	7.7	J.K.	Paint blue slide at slide tower
2/28/24	4	E.W.	Removed debris from all common areas
2/28/24	3.02	J.S.	Additional court maintenance
2/28/24	3.48	J.M.	Additional court maintenance
2/29/24	8	T.C.	Painted pool bathroom floors, painted pool deck shutters, painted spray feature, picked up supplies
2/29/24	8	B.G.	Added second coat to the gazebo, painted women's bathroom at the lifeguard shack
2/29/24	7.28	J.K.	Pressure washed and cleaned out slide tower
2/29/24	4	C.W.	Prepping pool deck pressure washing to paint
2/29/24	5.58	A.J.	Prepped and paint pool house bathrooms
2/29/24	4	E.W.	Removed debris from all common areas
2/29/24	5.1	J.S.	Additional court maintenance
2/29/24	3.08	J.M.	Additional court maintenance

**TOTAL**      695.01

**MILES**      149.5

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



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2311

Invoice Date: 3/19/24

Due Date: 3/19/24

Case:

P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Maintenance Supplies		2,431.34	2,431.34
<b>Code to:</b> <b>Middle Village Repair and Replacement</b> <b>34.600.538.64000</b>			
<b>RECEIVED</b> MAR 29 2024 BY: _____			

**Total** \$2,431.34

**Payments/Credits** \$0.00

**Balance Due** \$2,431.34

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 3/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
MV				
MIDDLE VILLAGE				
OAKLEAF	2/8/24	1/4" Brass Compression Sleeve	2.38	J.S.
	2/6/24	8ga Split Bolt Connector (2)	13.23	J.S.
	2/6/24	4x3/8 Shedless Knit 8pk	13.04	T.C.
	2/6/24	2" Utility Flat Brush (6)	27.46	T.C.
	2/6/24	Deckover Paint	244.95	T.C.
	2/6/24	5 Gallon Bucket	5.04	T.C.
	2/6/24	1/4x3" Toggle Bolt (2)	6.85	T.C.
	2/6/24	Titanium Bit Set	16.95	T.C.
	2/6/24	Anchors Flip Toggle 2pk (2)	7.59	T.C.
	2/6/24	Bar Flat Strip	33.27	T.C.
	2/6/24	8x1 Screw 25pc	6.87	T.C.
	2/6/24	Black Gloss Spray Paint	11.46	T.C.
	2/7/24	Deckover Paint	244.95	T.C.
	2/7/24	Digging Shovel	34.48	T.C.
	2/7/24	#10x3/4 Pan Screw 25pc	6.87	T.C.
	2/7/24	#12x1 Pan Screw 20pc	7.90	T.C.
	2/8/24	1/4x1-1/2 Mach Screw 10pc	8.02	T.C.
	2/8/24	Anchor Flip Toggle 10pk	13.78	T.C.
	2/8/24	M8x10 FLT Screw (3)	9.49	T.C.
	2/8/24	M8 FLN Nut 2pc (2)	2.88	T.C.
	2/8/24	M8 FLT Washer 6pc	3.16	T.C.
	2/8/24	M8 Lock Nut (2)	2.88	T.C.
	2/13/24	2 gal Sprayer	9.76	J.S.
	2/13/24	1 gal Protector/Sealer (2)	87.35	J.S.
	2/13/24	ASST Machine Screws	11.47	T.C.
	2/13/24	Tube Square 72x1x1/16	56.89	T.C.
	2/14/24	Machine Screw Combo 50pc	8.02	T.C.
	2/14/24	BLK Nitrile Gloves 20pk	8.61	T.C.
	2/14/24	Latch Shield Outswing 3"x7" (3)	43.40	T.C.
	2/15/24	4x11 Mini Roller Frame	3.99	T.C.
	2/15/24	Terry Towels 18pk	13.79	T.C.
	2/19/24	1-1/2 PVC Male Adapter (4)	11.41	T.C.
	2/19/24	1-1/2 PVC Elbow (3)	9.83	T.C.
	2/19/24	1-1/2 PVC PWD/MW Pipe (2)	13.25	T.C.
	2/20/24	Spring Link (2)	36.50	J.S.
	2/20/24	1/4-20 Hex Nut	2.86	T.C.
	2/20/24	1/4-20x3 Carriage Bolt (4)	11.45	T.C.
	2/20/24	4.5" Metal Cutting Blade	10.34	T.C.
	2/20/24	Sheet Metal 18x6x16GA	17.17	T.C.
	2/20/24	Toilet Seat	33.33	T.C.
	2/20/24	Bar Flat Strip 48x1-1/2x1/8	30.97	T.C.
	2/20/24	Sheet Metal 18x6x16GA (2)	34.34	T.C.
	2/20/24	Black Gloss Spray Paint (2)	16.05	T.C.
	2/20/24	Fender Washer SS 1/4 20pc	6.87	T.C.
	2/20/24	Hex Nut 1/4-20 (2)	5.73	T.C.
	2/20/24	1/4-20x3 Carriage Bolt (8)	22.91	T.C.
	2/21/24	Hex Nut Galv 5/8 50pc	31.29	T.C.
	2/21/24	Flat Washer Galv 5/8 25pc	15.48	T.C.
	2/21/24	#10x1.5 Hex Screw 100ct	18.99	T.C.
	2/21/24	18 GA ZMAX Hurricane Tie (60)	29.53	T.C.
	2/21/24	Threaded Galv Rod 24x5/8-11 (10)	177.91	T.C.
	2/22/24	3/4INx16IN Speedemon Spade Bit	6.20	T.C.
	2/22/24	Supreme Silicone Clear 10.1 oz (2)	29.85	T.C.
	2/23/24	Black Nitrile Gloves 40 ct	17.23	T.C.
	2/23/24	#10x1.5 Hex Screw 100ct	18.99	T.C.
	2/23/24	18 Gauge Hurricane Tie (2)	8.74	T.C.
	2/26/24	5x5 Scaffold Frame	111.87	J.S.
	2/26/24	Scaffold Cross Brace (2)	124.17	J.S.
	2/28/24	Nitrile Gloves 20pk	5.11	T.C.
	2/28/24	Gloss Black Spray Paint (6)	44.71	T.C.
	2/29/24	4x3/8 Shedless Knit Mini 6pk	12.12	T.C.
	2/29/24	9x3/8 Knit Poly Roller 6pk	10.90	T.C.
	2/29/24	Flat Basic Brush (4)	18.31	T.C.
	2/29/24	Tray Liner 10pk	9.17	T.C.
	2/29/24	5/8" Dia x 150' Water Hose	80.48	T.C.
	2/29/24	Glacier Gray Deco Chips (2)	43.65	T.C.
	2/29/24	Floor Epoxy	243.80	T.C.
	2/29/24	Gas for Equipment	75.00	T.C.
	3/1/24	Rust Remover Bath	17.24	J.S.
	3/4/24	Builders paper 35"	6.04	J.S.
	3/4/24	Brown Painting Paper 9"	4.35	J.S.
	3/4/24	1qt Paint Bucket (3)	7.52	J.S.
	3/4/24	2.5qt Paint Bucket (2)	6.85	J.S.
	3/4/24	Stop Rust Aerosol (3)	24.08	J.S.

TOTAL \$2,431.34

# thepark AND FACILITIES

C A T A L O G

Highland Products Group/The Park Catalog  
 931 Village Blvd Ste 905-354  
 West Palm Beach, FL 33409  
 Phone : 561-620-7878  
 Email : sales@theparkcatalog.com

<b>Bill to:</b> Jay Soriano Double Branch Community Development District -GMS 475 West Town Place Saint Augustine, Florida, 32092 United States T: 904-342-1441	<b>Ship to:</b> Jay Soriano Double Branch CDD 370 Oakleaf Village Parkway Orange Park, Florida, 32065 United States T: 904-342-1441	<b>Quote Proposal</b> 103729 <b>Date of Proposal</b> Mar 27, 2024 <b>Proposal valid until</b> Apr 25, 2024 ( 29 days )  <b>Sales Rep:</b> Carrie Georgopoulos Carrie@theparkcatalog.com
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This quote comes with our BEST PRICE GUARANTEE! If we are not your lowest delivered quote for equivalent product, we will BEAT it!  
 (Exclusions may apply)

Product Image	Product Name	Item #	QTY	Price	Your Price	Discount	Subtotal
	5-Bike Single-Sided Grid Bike Rack, Mounting Option=No Mount, Finish=Powder Coat Black  <i>FREE FREIGHT</i>	398-6033-1481123	2	\$334.00	\$300.00	\$34.00	\$600.00
	Recycled Plastic 'Sport' Bench, Color=Cedar, Size=4 Ft.  <i>FREE FREIGHT</i>	289-4009-1-3	4	\$339.00	\$322.00	\$17.00	\$1,288.00
	3 Row Aluminum Bleachers - Baseline Series, Length=7' 6" Long	569-1302-1	2	\$802.00	\$715.00	\$87.00	\$1,430.00
	5 Bike Wave Rack - 2 3/8in Heavy-Duty, Mount Type=Surface Mount, Color=Black  <i>FREE FREIGHT</i>	398-8003-112	1	\$313.00	\$281.00	\$32.00	\$281.00

NOTIFY BEFORE DELIVERY IS INCL IN FREIGHT EST ONLY

<b>Adjustment Quote</b>	- \$342.00
<b>Subtotal</b>	\$3,599.00
<b>Shipping &amp; Handling</b>	\$332.13
<b>Tax</b>	\$0.00
<b>Grand Total</b>	\$3,931.13

**Code to: Split MV/DB:**

**Double Branch Repair/Replacement**

**34.600.53800.6200**

**(\$2713.06)**

**Middle Village Repair and Replacement**

**34.600.538.64000**

**(\$1218.07)**

**RECEIVED**  
 MAR 29 2024  
 BY: \_\_\_\_\_

**Riverside Management Services, Inc**

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

**Invoice**

Invoice #: 342

Invoice Date: 3/27/2024

Due Date: 3/27/2024

Case:

P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - February 2024  <b>Code to:</b>  <b>Middle Village Repair and Replacement</b>  <b>34.600.538.64000</b>		1,629.45	1,629.45

**RECEIVED**  
MAR 29 2024  
BY: \_\_\_\_\_

**Total** \$1,629.45

**Payments/Credits** \$0.00

**Balance Due** \$1,629.45

Riverside Management Services, Inc.  
9855 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

Service Detail

Bill To: Middle Village CDD

Invoice Date: 3/1/24

Due Date: Upon Receipt

Amount Due: \$ 1,829.45

<u>Description</u>	<u>Amount</u>
February 2024 Pressure Washing Pressure washed sidewalks, playground equipment and all fencing throughout Whitfield Park	\$ 750.00
Pressure washed 1,353 ft of vinyl fence along front of neighborhood and back of neighborhood at Whitfield	\$ 879.45

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

TOTAL AMOUNT DUE: \$ 1,829.45

Should you have any questions, please contact Jerry Lambert @ (904) 286-7667  
or [jlambert@rmsnf.com](mailto:jlambert@rmsnf.com)

Remit Payment



# Invoice

Invoice #: 15186

Date: 03/28/24

Customer PO:

**DUE DATE: 04/27/2024**

### 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

#13683 - New sidewalk enhancement

Provide Labor to Enhance the new sidewalk area behind black fence line with the following trees and bushes at the four corners.

#### *Landscape Enhancement*

*\$3,205.00*

Azalea Fashion - (e) (Kit)	16.00	\$20.00	\$320.00
Boxwood, Japanese - (e) (Kit)	20.00	\$22.00	\$440.00
Camellia 'Sasanqua' - (e) (Kit)	2.00	\$115.00	\$230.00
Disposal Fee (Other)	1.00	\$50.00	\$50.00
fuel charge (Other)	1.00	\$165.00	\$165.00
Irrigation Allowance (Kit)	1.00	\$300.00	\$300.00
Labor and Prep (Labor)	24.00	\$45.00	\$1,080.00
Little Gem Southern Magnolia - (e) (Kit)	2.00	\$310.00	\$620.00

### Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$3,205.00**

Please See Our  
Updated Remittance  
Information

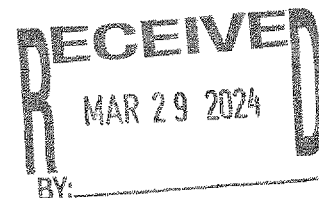
Remit to Address:  
VerdeGo Landscape  
PO Box 200341  
Dallas, TX 75320-0341

ACH Account Information:  
Bank Name: Wells Fargo Bank N.A.  
Routing Number: 121000248  
Account Number: 4945950657  
Remittance Information:  
AR@verdego.com

### Code to:

**Middle Village Repair and Replacement**

**34.600.538.64000**





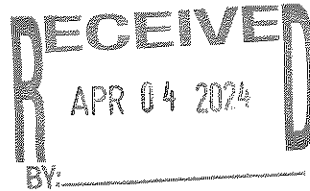
# Earth Source

Complete your purchase

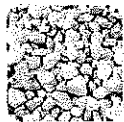
Continue to checkout

or Visit our store

#D21



## Order summary



**Limestone Rock Gravel × 5**  
1 Yard

**\$460.00**



**Paver Base × 14**  
1 Yard

**\$1,232.00**



**179.00 Delivery Charge × 1**

**\$179.00**

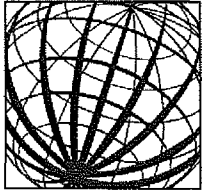
Subtotal

**\$1,871.00**



Subtotal	<b>\$1,871.00</b>
Estimated taxes	<b>\$0.00</b>
Total	<b>\$1,871.00</b>

If you have any questions, reply to this email or contact us at  
[earthsourcejax@gmail.com](mailto:earthsourcejax@gmail.com)



**INCORDE**

226 Upton Road  
Colchester, CT 06415  
Phone: (860) 537-1414  
Fax: (860) 537-7393

Proposal ID: 4224QM47240-1

Date: 4/4/2024  
Valid For: 30 Days  
Terms: American Express  
Current Lead-Time ARO: 10-15 Business Days

**Quinn McKenna**  
Sales Manager  
qmckenna@incord.com  
(860) 705-7553

**Bill To:**  
50-MIDD02  
Middle Village Comm. Dev. Dist  
475 west townplace  
St. Augustine, FL 32065  
USA

**Contact:**  
Jay Soriano  
(904) 562-0249  
jsoriano@gmsnf.com

**Ship To:**  
Middle Village CDD  
, 845 Oakleaf Plantation Pkwy,  
Orange Park ,, FL 32065.  
USA

**For customers with credit terms, InCord will require a 50% deposit if ship date exceeds 120 days from order date. The order must ship no later than 180 days from date order is processed. Storage fees or price increases may be applied if ship date is more than 180 days from the date the order is processed.**

**Freight quotes for prepaid shipping are valid for 30 days and subject to change. After 30 days, InCord reserves the right to requote freight.**

#	Quantity	Item #	Description	Tag	Unit Price	Amount
1	1.00	CCRN	Cargo Climb Rope Net Rope Style: 5/8IN 3-Strand Polyester Rope Color: Sand Mesh Size: 3IN Net Size: 5.16FT x 7.5FT		\$1,953.00	\$1,953.00
2	1.00	P360KS-75	#360 Knotted Polyester 3in Diamond Mesh PermaBlend Sand 38in Wide Strip Length: 75.00 Color of Mesh: Sand Border - No Border - Heat Cut		\$1,406.00	\$1,406.00
3	1.00	815	N815 Knotless HTPP 2" Sq Width: 5.16FT Length: 7.5FT Color: Sand Border: 1/4IN Sand Polyester Sewn		\$124.00	\$124.00
4	1.00	RPYB025SD-N	1/4" Polyester Braid Sand 1000 ft spool		\$151.00	\$151.00

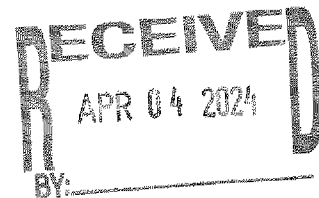
**Code to: Split DB/MV - DO NOT PAY TAX**

**Double Branch Repair and Repl.**

**34.600.53800.6200 (\$1849.50)**

**Middle Village Repair and Replacement**

**34.600.538.64000 (\$2369.50)**



<p>FOB: Colchester, CT  InCord must be advised if any of the following delivery options apply to shipments: lift gates, residential, guaranteed, job site or notification/appointment. Additional Charges will apply.</p> <p>Without a confirmed Ship-To Address, we can't determine taxability amount. Quoted sales tax is subject to change. We accept Visa, Master Card and AMEX</p>	Subtotal	\$3,634.00
	PPD ADD    Freight	\$585.00
	Sales Tax	\$316.44
	Total	\$4,535.44
<p>To place the order please send Purchase order and/or sign &amp; date here:</p>	<p>Sign: _____</p> <p>Date: _____</p>	

## STANDARD TERMS AND CONDITIONS OF SALE

### 1. Offer to Sell.

International Cordage East, LTD, Baynets, and East Coast Lifting Products (collectively referred to herein as "InCord" or the "Company") and operating under the trade or d/b/a name "InCord" or "Baynets" or "East Coast Lifting Products" as the case may be, hereby offers to sell the products described in this Standard Terms and Conditions of Sale (the "Products"), but only on the specific terms and conditions described herein. If Buyer submits to Company a purchase order or other documentation with terms and conditions other than the terms and conditions described in this Standard Terms and Conditions of Sale, Company hereby objects to those terms and does not assent to them. No such term shall be considered to be a part of any contract between the parties. The terms of Company's Standard Terms and Conditions of Sale, except for these Conditions of Sale, are not binding, and do not constitute an offer. Moreover, these Terms and Conditions of Sale, are subject to change without notice at any time and from time to time.

### 2. Payment Terms.

Terms of sale, including terms of payment and charges, for each purchase are agreed to be those specified on the face of each invoice. Invoices will be sent at the time of shipment. Payment terms for customers with approved credit are determined by Company. Any payments not received within terms of the invoice shall be subject to a late payment charge of 1% per month on the unpaid balance of any overdue amount. Should credit availability be granted by Company, all decisions with respect to the extension or continuation shall be in the sole discretion of the Company. The Company may terminate any credit availability within its sole discretion at any time.

### 3. Taxes.

The quoted purchase price may be increased to the extent that Company's cost of the Products may be increased as a result of (1) any agreements, codes, or legislative enactments made or enacted pursuant to federal, state or municipal legislation; and (2) increase in the cost of labor or raw materials. In addition to paying the quoted purchase price, Buyer is solely liable for any excises, levies or taxes which Company may be required to pay or collect, under any existing or future law, upon or with respect to the sale, purchase, delivery, storage, processing, use, consumption or transportation of any of the Products, and Buyer agrees to pay the amount thereof on the same terms as it shall pay the quoted purchase price. All sales of Products or Services may be subject to sales or use tax unless a valid Exempt Purchase Certificate or Resale Certificate is provided prior to the invoice date.

### 4. Return Material Authorization.

No Products shall be returned for credit without first obtaining written consent from an officer of Company. Custom orders are non-returnable and non-refundable.

### 5. Claims and Shortages

Claims by Buyer for shortages or errors in delivery must be made within thirty (30) days after the delivery of the Products.

### 6. Cancellation.

Orders accepted by Company are subject to cancellation by Buyer only upon the express written consent of Company. Upon such cancellation and consent, Company shall cease work and hold for Buyer all completed and partially completed articles and work in progress as well as remaining inventory and Buyer shall pay Company for all work and materials that have been committed to and/or identified with respect to Buyer's order plus a cancellation charge as prescribed by Company either in the purchase order or as subsequently determined by the Company upon receipt of the Buyer's cancellation.

### 7. Warranty.

Company Limited warrants its products to be free from defect in materials or workmanship for a period of (1) one year from the date of shipment during normal use and installation. This warranty does not cover failures resulting from impact greater than the designated working load of the Product, misuse, or alterations of Products, substandard interface components or failure to follow proper procedures to assure maximum product strength.

Installation of the Product for use other than that as outlined in provided instructions or Product literature will void this warranty, as will Product alterations, modifications, or substitution of components without the Company's prior written authorization.

This Warranty covers either replacement or repair, at Company's discretion. Transportation and installation or other on-site costs, are not covered by this warranty, except where specific arrangements are made with prior written approval from Company.

**THERE ARE NO OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND THE WARRANTY INCLUDED ABOVE IN THIS SECTION 7 IS SPECIFICALLY LIMITED TO TWELVE MONTHS FROM THE DATE OF PURCHASE AND TO THE EXTENT PERMITTED BY LAW, ANY AND ALL IMPLIED WARRANTIES ARE SPECIFICALLY EXCLUDED. THE WARRANTY IN THIS SECTION 7 IS THE EXCLUSIVE REMEDY AND LIABILITY FOR CONSEQUENTIAL AND INCIDENTAL DAMAGES UNDER ANY AND ALL WARRANTIES ARE EXCLUDED TO THE EXTENT EXCLUSION IS PERMITTED BY LAW.**

### 8. Shipment.

Delivery terms are F.O.B. Shipping Point. Buyer shall assume all risk of loss or damage upon pickup by the carrier at the point of shipment. Scheduled dates of delivery are determined from the date of Company's acceptance of any order or orders placed by Buyer, and are estimates of approximate dates of delivery, not a guaranty of a particular date of delivery. Company is not responsible for any delivery delay due to security clearance issues or any other form of driver delay that is outside of Company's control. Company shall not be liable for any damages caused by failure or delay in shipping the Products, if such failure or delay is due to any war, embargo, riot, fire, flood, accident, mill condition, strike or other labor difficulty, an act of God, an act of God, an act of a governmental authority, transportation shortage or failure, inability to obtain sufficient fuel, labor, materials or manufacturing facilities, or any other cause beyond the reasonable control of Company. For shipments being billed to ship Prepaid to the Buyer, all reasonable efforts must and shall be made by the Buyer to declare, disclose, or understand any and all accessorial charges, special circumstances and requirements or lack thereof for successful delivery ahead of time of shipment. Company is not liable for additional shipping charges incurred from accessorial charges billed to Company after delivery, unless otherwise known ahead of time and approved and paid for by Company. Any such additional undeclared accessorial charges shall be billed back to the Buyer accordingly. Accessorials include, but are not limited to- Lift Gate Delivery, Inside Delivery, Arrival Notifications, Residential Delivery, and Limited Access Sites. Limited Access Sites are defined as: Commercial establishments not open to general public during normal business hours, Construction Sites, Fairs/Carnivals, Military Bases, Prisons, Schools, Churches, Piers/Wharfs, Convention/Expo Centers, Airports, Sites with extensive security processes, Hospitals, Casinos, Power/Nuclear and Water Treatment Plants, Resorts, Golf Course/Country Clubs, Funeral Homes, Utility Sites, Ports, Amusement Parks/Zoos, Marinas & State/National Parks.

9. Security Interest.

Shipments, deliveries and performance of work by Company shall at all times be subject to the approval of and requirements of the credit department of Company, including the requirement that Buyer pay part or all of the purchase price in advance. Company shall at times retain a purchase money security interest in all Products not paid for in full, notwithstanding that the Products have been delivered to Buyer, and Buyer hereby authorizes Seller to execute and file financing statements describing the Products, and other document which may be requested by Company to evidence its continuing purchase money security interest.

10. Limitation of Liability

Company's liability to buyer, whether in contract, in tort, under any warranty, in negligence or otherwise, shall not exceed in any case the return of the amount of the purchase price paid by buyer and under no circumstances shall Company be liable for special, in direct or consequential damages. The price stated for the products is consideration for limiting Company's liability. No action, regardless of form, arising out of the transactions under this invoice may be brought by buyer more than one (1) year after the date of this invoice. Without limitation of the foregoing, in no event will Company be responsible or liable for (a) penalties or penalty clauses of any description, or (b) indemnification of buyer or others for costs, damages, reasonable attorneys' fees or expenses arising out of or related to the products.

11. Indemnification.

In addition to the foregoing, Buyer agrees to save and hold Company harmless from any claims, demands, liabilities, costs, expenses or judgments arising in whole or in part, directly or indirectly, out of the negligence or lack of care by Buyer or Buyer's customers, agents, employees or invitees involving the use of the Products supplied by Company. This indemnification shall include all costs, attorney's fees and other expenses paid or incurred by or imposed upon Company in connection with the defense of any such claim.

12. Governing Law.

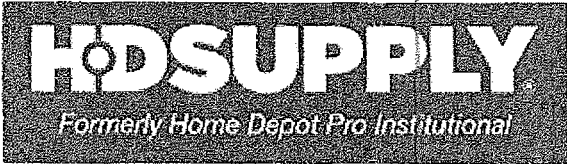
Any agreement arising out of this transaction shall be deemed to have been made in the state of Connecticut. The parties agree that the validity, interpretation and performance of any agreement arising out of this transaction shall be governed by the laws of the State of Connecticut without regard to any rules or principles conflicts of interest laws. Buyer and Company hereby submit to the exclusive jurisdiction for the resolution of any disputes hereunder, to the federal and state courts in Connecticut and specifically those federal and state courts located in New London County, Connecticut. This shall be the sole and exclusive jurisdiction and venue for the purpose of adjudication of any rights and liabilities hereunder.

13. Default.

In the case of default or breach by Buyer in the performance of any or all of the provisions of this agreement, Company may cancel any outstanding purchase order from Buyer and declare all obligations immediately due and payable, and shall in addition have all remedies afforded by any applicable law. Buyer shall in addition, be liable for Company's expenses incurred in exercising any remedies available to it, including reasonable attorney's fees, costs of collection and other expenses.

14. Company Compliance to CA Proposition 65

Company products, materials and processes are compliant with California Proposition 65, Health Hazard Assessment Code. Company considers the safety of its products to be foremost in respect to function and safe handling.



- 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: 796228781  
 Invoice Date: 3/25/2024  
 Order Number: 55383898  
 Purchase Order: LISA

#### Shipped To:

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

#### Home Depot Pro Notes:

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

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

RCPD25306BL SUPERSTITCH BLEND MOP BLU LG 5

i\$7.95 Handling Charge

Delivery information for this invoice may be found at: [www.HomeDepotPro.com/Institutional](http://www.HomeDepotPro.com/Institutional)

CALL JAY 904-562-0249 30 MIN BEFORE DELIVERY

DB Repair & Replacement

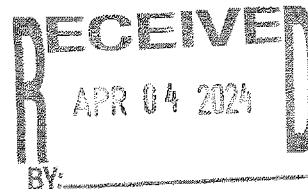
2.320.572.63100

MV Repair & Replacement  
 34.600.538.64000

To be split between  
 DB & MV districts 50/50

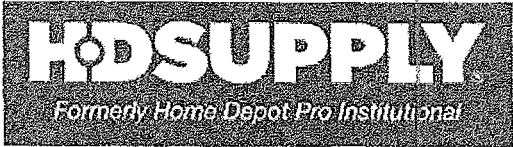
[Back to Order History](#) [Save as PDF](#) [Print this page](#)

Invoice Total ~~\$1,613.59~~  
 \$806.79



Description   Item Number	Quantity Ordered	Quantity Shipped	Unit Price	Total
 RENOWN SINGLE ROLL BATH TISSUE 2PLY <u>REN06125-WB</u>	5	5	\$79.25	\$396.25
 RENOWN LNR 40X48 12MIC NAT <u>REN14512-CA</u>	5	5	\$58.49	\$292.45
 RENOWN LNR 40X46 .74MIL WHT <u>REN24512-CA</u>	5	5	\$35.72	\$178.60
 RENOWN 36"X5" 4PLY WHITE HEAVY DUTY <u>REN02321-1R</u>	6	6	\$9.30	\$55.80
 CONTROLLED HARD ROLL TOWEL NATURAL <u>REN06132-WB</u>	5	5	\$84.36	\$421.80
 LYSOL 19OZ CRISP LINEN DISINFECT 12/CS <u>REC74828</u>	5	5	\$14.15	\$70.75
 BAGGIE PET WASTE 300CNT 10CA <u>323158230</u>	1	1	\$189.99	\$189.99

Subtotal \$1,605.64  
 Shipping & Handling \$7.95  
 Tax \$0.00  
 Web Discount -\$0.00  
 Invoice Total \$1,613.59



- 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: 796228781A  
 Invoice Date: 3/25/2024  
 Order Number: 55383899  
 Purchase Order: LISA

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

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

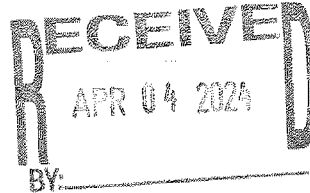
#### Shipped To:

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.



Description   Item Number	Quantity Ordered	Quantity Shipped	Unit Price	Total
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SUPERSTITCH BLEND MOP BLU LG 5IN RCPD25306BL	6	6	\$29.63	\$177.78
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Subtotal	\$177.78
Shipping & Handling	\$0.00
Tax	\$0.00
Web Discount	-\$0.00
Invoice Total	\$177.78

DB Repair & Replacement  
 2.320.572.63100

MV Repair & Replacement  
 34.600.538.64000

TO be split between  
 DB & MV districts 50/50



*FIFTH ORDER OF BUSINESS*

**RESOLUTION 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT CONFIRMING THE DISTRICT’S USE OF THE CLAY COUNTY SUPERVISOR OF ELECTIONS TO CONDUCT THE DISTRICT’S ELECTION OF SUPERVISORS IN CONJUNCTION WITH THE GENERAL ELECTION**

**WHEREAS**, the Middle Village Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Clay County, Florida;

**WHEREAS**, the District is run by a Board of Supervisors consisting of five members;

**WHEREAS**, the Board of Supervisors of Middle Village Community Development District (hereinafter the “Board”) previously implemented section 190.006(3)(a)2.c., Florida Statutes, and has used the Clay County Supervisor of Elections (the “Supervisor”) to conduct the District’s previous supervisor elections in conjunction with the General Election;

**WHEREAS**, the Supervisor has requested the District adopt a resolution confirming the District’s use of the Supervisor for the purpose of conducting the District’s future supervisor elections in conjunction with the General Election; and

**WHEREAS**, the District desires to continue to use the Supervisor for the purpose of conducting the District’s supervisor elections in conjunction with the General Election.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF MIDDLE VILLAGE COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. The Board is currently made up of the following individuals:

Michael J. Steiner – 785 Oakleaf Plantation Parkway, Unit 1123, Orange Park, FL 32065;  
Sherrie Mifsud – 3140 Tower Oaks Drive, Orange Park, FL 32065;  
Shawn Bland – 872 Quiet Stone Lane, Orange Park, FL 32065;  
Jonel Hicks – 605 Chestwood Chase Drive, Orange Park, FL 32065;  
Julie Arnau – 785 Oakleaf Plantation Parkway, Unit 1212, Orange Park, FL 32065;

Section 2. The term of office for each member of the Board is as follows:

<u>Supervisor &amp; Seat</u>	<u>Term (Including Expiration Date)</u>
Sherrie Mifsud – Seat 1	12/2022 – 11/2026
Michael J. Steiner – Seat 2	11/2020 – 11/2024
Shawn Bland – Seat 3	08/2023 – 11/2026
Jonel Hicks – Seat 4	11/2022 – 11/2024
Julie Arnau – Seat 5	12/2022 – 11/2026

Section 3. Seats 2 and 4 are scheduled for the General Election in November 2024.

Section 4. Members of the Board may receive \$200 per meeting for their attendance but no Board member shall receive more than \$4,800 per year.

Section 5. The term of office for the individuals elected to the Board in the November 2024 General Election is four years.

Section 6. The newly elected supervisors assume office on the second Tuesday following their election.

Section 7. The District hereby instructs the Supervisor to conduct the District's General Elections. Pursuant to section 100.011(4)(a), Florida Statutes, the District understands that it will be responsible to pay for its proportionate share of the general election cost and agrees to pay the same within a reasonable time after receipt of an invoice from the Supervisor.

**PASSED AND ADOPTED THIS 13TH DAY OF MAY, 2024.**

**MIDDLE VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

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**CHAIRMAN/VICE CHAIRMAN**

**ATTEST:**

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**SECRETARY/ASSISTANT SECRETARY**

*SIXTH ORDER OF BUSINESS*

*C.*



# Chris H. Chambless

Supervisor of Elections  
Clay County, Florida

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April 15, 2024

Middle Village Community Development District  
Attn.: Michael C. Eckert  
107 West College Avenue  
Tallahassee, Florida 32301

Dear Mr. Eckert,

I have queried the number of eligible voters residing within the Middle Village Community Development District as of April 15, 2024. At this time, there are 4,374 registered voters residing within the district.

Please provide the contact information and term expiration dates for the current CDD Board Members. I can be reached via the contact information at the bottom of this page or via email at [Lynn.Gaver@ClayElections.gov](mailto:Lynn.Gaver@ClayElections.gov).

In an effort to keep our records updated please notify us of any changes to the Board due to resignations or appointments.

*Thank you,*

*Lynn Gaver, MFCEP*  
Clay County Supervisor of Elections Office  
P.O. Box 337 | 500 North Orange Ave.  
Green Cove Springs, FL 32043  
(904) 269-6350 Fax (904) 284-0935

*D.*

*1.*



**Middle Village Community Development District (CDD)**

845 Plantation Oaks Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

**Memorandum**

**Date:** May 2024  
**To:** Board of Supervisors  
**From:** GMS – OakLeaf Operations Manager

**Community:**

**Special Events**

- Report – Movie on the Green, Yard sale
- Upcoming – Dive- In movie at DB, School’s Out party at the pools

**Aquatics**

- Pools are on alternating schedule now – will be full operating schedule as of Memorial Day Weekend
- Oakleaf Recreational Swim Team has started
- Weekend aqua aerobics at Db has returned
- Discussion of High School swim teams returning in August
- Schedule of Lifeguard classes, swim lessons, and community classes ( cpr , first aid , babysitting ) released

**Amenity Usage**

- *Total Facilities Usage – 5638*
- *Average daily usage – 188*

*Card counts:*

MV Owners	67
MV Renters	95
MV Replacements	26
MV Updated	17

*Total cards printed: 395 (both districts)*

**Rentals**

- 13 of 30 days rented in April , 3 of 4 weekends rented
- 16 Grand Ballroom rentals, 2 Grand Lawn rental, 2 Bridal Suite rentals ,6 patio rentals
- 50 tours (62 approx.hours)/ 126 hours used for scheduling, administrative, etc.

## **Middle Village Community Development District (CDD)**

845 Plantation Oaks Parkway, Orange Park, FL 32065

*904-375-9285; manager@oakleafresidents.com*

### **Memorandum**

#### **Operations: Open Items**

- Update on fencing/gate operating procedures
- Update of column work on Deerview
- Update of Pressure Washing items
- Discussion of painting at Amenity Center
- Discussion of purchase of “old” playground structure

#### **MAINTENANCE**

- Coordinate repairs of items at Fitness Center – Arc Trainer – motor ordered
- Install of new windscreen on multiple areas of storage fencing
- Sand and prep slide gel coat (interior) for new gel coat
- Gel Coat completed on open slide
- Coordinate replacement of cargo netting on Sprayground
- Coordinate prep work for tennis paver areas (enhancements)
- Take delivery of gravel and paver base for Tennis project
- Finalize and walkthrough of Tennis clay refurbishment project
- Meet with multiple foundation repair contractors for column at Deerview
- Coordinate new agreement for column repair
- Inspect sidewalk areas for future repairs (cutting and grinding)
- Install of first light pole at Dumpster are ( multiple light poles delivered for repairs)
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Inspect Spayground for leaks – need second inpection on specialty lines
- 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 4/08 Forest Brook, Creekview, Oakpoint, and Timberlake completed 4/22

#### **Landscaping**

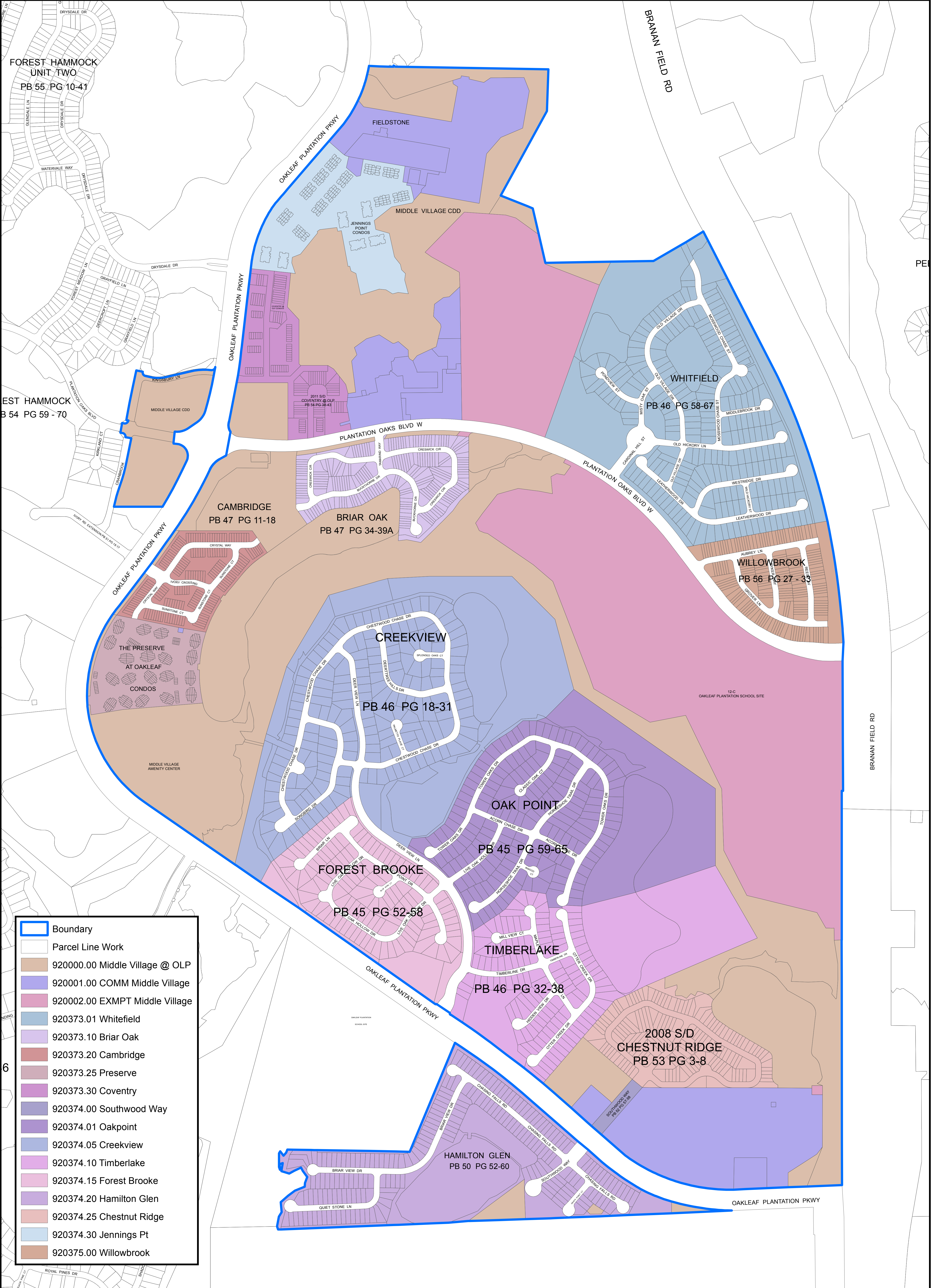
- Install of new plantings on pool decks
- Monthly report for April submitted and filed at Operations office

**For questions, comments, or clarification, please contact:**

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

[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)

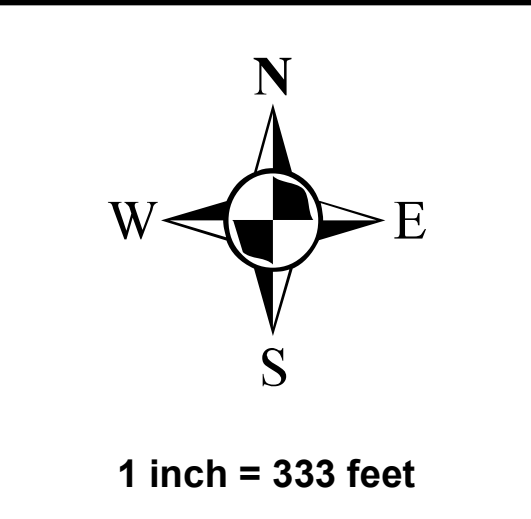




FOREST HAMMOCK  
UNIT TWO  
PB 55 PG 10-41

EST HAMMOCK  
B 54 PG 59 - 70

	Boundary
	Parcel Line Work
	920000.00 Middle Village @ OLP
	920001.00 COMM Middle Village
	920002.00 EXMPT Middle Village
	920373.01 Whitefield
	920373.10 Briar Oak
	920373.20 Cambridge
	920373.25 Preserve
	920373.30 Coventry
	920374.00 Southwood Way
	920374.01 Oakpoint
	920374.05 Creekview
	920374.10 Timberlake
	920374.15 Forest Brooke
	920374.20 Hamilton Glen
	920374.25 Chestnut Ridge
	920374.30 Jennings Pt
	920375.00 Willowbrook



# 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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