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# MINUTES OF MEETING
# MIDDLE VILLAGE
# COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Middle Village Community Development District was held Monday, **September 14, 2026,** 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:

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| Sherrie Mifsud | Vice Chair |
| Eric Marx | Assistant Secretary |
| Kenneth Hardison | Assistant Secretary |

Also present were:

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| Marilee Giles | District Manager, GMS |
| Mike Eckert | District Counsel, Kutak Rock |
| Pong Lanh *by phone* | District Engineer, DCCM |
| Jay Soriano | GMS |

**FIRST ORDER OF BUSINESS** **Roll Call**

Ms. Giles called the meeting to order at 6:00 p.m. Three Supervisors were in attendance constituting a quorum.

**SECOND ORDER OF BUSINESS** **Audience Comments (Limited to three minutes)**

Ms. Giles invited members of the public to provide comments on items listed on the agenda and explained that additional opportunities for public comment would be provided during the budget and assessment public hearings, as well as at the end of the meeting for matters not previously discussed. A member of the public indicated that their comments concerned the proposed increase and was advised that the comments would be more appropriately addressed during the budget public hearing under Item 4. No additional audience comments were received.

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**THIRD ORDER OF BUSINESS** **Approval of Consent Agenda**

**A. Approval of the Minutes of the August 10, 2026, Meeting**

Ms. Giles stated item three on the agenda is approval of consent agenda items. The Board reviewed the August 10, 2026, meeting minutes.

> On MOTION by Ms. Mifsud seconded by Mr. Marx with all in favor, the Minutes of the August 10, 2026, Meeting, were approved.

**B. Financial Statements**

**C. Assessment Receipts Schedule**

**D. Check Register**

The Board reviewed the unaudited financial statements as of July 31, 2026, and the assessment receipt schedule reflecting 100% collection. The check register totaling $160,492.13 was also presented, with no unusual variances noted.

> On MOTION by Mr. Marx, seconded by Mr. Hardison, with all in favor, the Check Register Totaling $160,492.13, was approved.

**FOURTH ORDER OF BUSINESS** **Public Hearings for the Purpose of Adopting the Budget and Imposing Special Assessments for Fiscal Year 2027**

**A. Consideration of Resolution 2026-05, Relating to Annual Appropriations and Adopting the Budget**

Ms. Giles explained that two public hearings would be conducted, one for the FY2027 budget and one for the assessments. She noted that Resolution 2026-05 adopts the budget and that the adopted figures would subsequently be incorporated into the assessment resolution.

> On MOTION by Ms. Mifsud, seconded by Mr. Marx, with all in favor, Opening the Public Hearing, was approved.

Ms. Giles provided a high-level overview of the proposed FY2027 budget, noting that it consists of four funds: the General Fund, Recreation Fund, Debt Service Fund, and Capital Reserve Fund. She referenced the side-by-side comparison included in the budget showing the proposed increase from the prior fiscal year.

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Ms. Deshonda Buchanan, an Oakleaf Plantation condominium owner, expressed concern regarding the cumulative financial burden on property owners and questioned whether reasonable alternatives had been exhausted before increasing assessments. She discussed existing mortgage and HOA expenses, noted that this was the second public meeting within a month concerning an assessment increase, and asked whether expenses could be reduced, delayed, renegotiated, or funded differently. Ms. Buchanan also expressed concern regarding property owners' involvement in the decision-making process and requested that the Board meaningfully consider residents' concerns before imposing additional financial obligations.

It was also noted for the District's record that a written objection to the assessment had been received.

Ms. Giles asked for a motion to close the public hearing.

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| On MOTION by Ms. Mifsud, seconded by Mr. Marx, with all in favor, Closing the Public Hearing, was approved. |

Ms. Giles discussed Resolution 2026-05, relating to the annual appropriations and adoption of the FY2027 budget. She indicated that the budget had been reviewed over the preceding several months and no additional changes were requested.

Ms. Giles asked for a motion to approve Resolution 2026-05, Relating to Annual Appropriations and Adopting the Budget.

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| On MOTION by Mr. Marx, seconded by Ms. Mifsud with all in favor, Resolution 2026-05, Relating to Annual Appropriations and Adopting the Budget, was approved. |

**B. Consideration of Resolution 2026-06, Imposing Special Assessments and Certifying an Assessment Roll**

Ms. Giles asked for a motion to open the public hearing to consider Resolution 2026-06, relating to the imposition of assessments for Fiscal Year 2027.

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| On MOTION by Ms. Mifsud, seconded by Mr. Marx, with all in favor, Opening the Public Hearing, was approved. |

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A resident expressed concern regarding the proposed assessment increase, the financial impact on residents, particularly those on fixed incomes, and the amount of advance notice provided regarding the increase. The resident also questioned whether additional methods could be used to notify property owners of proposed assessment changes.

Staff explained that required notices are mailed to the address of record with the Clay County Property Appraiser and that the proposed budget and assessment increase had been discussed at several prior Board meetings. The Board discussed the District's responsibility for maintaining its facilities and amenities, increasing operating and maintenance costs, efforts to control expenses, and the need to maintain adequate reserves. It was noted that the District had gone several years without an assessment increase and had previously refinanced its bonds when interest rates were favorable to reduce costs.

Discussion continued regarding revenues generated by District amenities, including facility rentals and other programs, as well as the distinction between CDD assessments and charges associated with the HOA, county, school district, and other entities. Staff clarified that the proposed increase for multifamily units was approximately $37.55 annually and that the increase for single-family units was approximately $44.74 annually.

Ms. Giles asked for a motion to close the public hearing.

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| On MOTION by Mr. Marx, seconded by Mr. Hardison, with all in favor, Closing the Public Hearing, was approved. |

Following additional discussion and clarification regarding the assessments, Ms. Giles asked for a motion to approve Resolution 2026-06, Imposing Special Assessments and Certifying an Assessment Roll.

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| On MOTION by Ms. Mifsud, seconded by Mr. Hardison, with all in favor, Resolution 2026-06, Imposing Special Assessments and Certifying an Assessment Roll, was approved. |

**FIFTH ORDER OF BUSINESS Staff Reports**

**A. District Counsel**

Ms. Giles stated item seven on the agenda is District staff reports. We'll start with District Counsel.

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Mr. Eckert reported that he had been working with the District's insurance defense counsel regarding a pending trip-and-fall claim. A complaint had been filed against the District alleging that an individual fell on CDD-owned property, and the matter had been turned over to the District's insurance carrier. Due to the pending litigation, counsel did not discuss the matter in detail but offered to provide individual Board Members with additional information as appropriate.

**B. District Engineer – Acceptance of the 2025 Annual Engineer's Report**

Ms. Giles stated item B is District Engineer and asked Mr. Soriano for the report.

Mr. Soriano presented the revised 2025 Annual Engineer's Report, noting that approximately seven items had been removed from the original report. Several items involved cracks in asphalt, roads, and sidewalks that, although located within the District's boundaries, are owned and maintained by the County and are therefore not the District's responsibility. Other items were removed following further review of the facilities.

Mr. Soriano explained that the report will serve as a starting point for addressing identified maintenance and repair items throughout the year. As items are completed, the engineer will periodically update the report to reflect the work performed and remaining items.

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| On MOTION by Mr. Marx, seconded by Mr. Hardison, with all in favor, Accepting the 2025 Annual Engineer's Report, was approved. |

**C. District Manager**

**1. Discussion of the Fiscal Year 2027 Meeting Schedule**

Ms. Giles presented the FY2027 meeting schedule and recommended moving the budget adoption meeting from September 13, 2027, at 6:00 p.m. to July 12, 2027, at 6:00 p.m. It was explained that holding the budget adoption meeting in September, during hurricane season, could create scheduling and noticing issues if the meeting had to be cancelled due to adverse weather and rescheduled before the September 30 statutory deadline.

The August 9, 2027, meeting will remain scheduled for 4:00 p.m., and the September 13, 2027, meeting will be held at the regular time of 2:00 p.m.

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| On MOTION by Ms. Mifsud seconded by Mr. Marx, with all in favor, the Fiscal Year 2027 Meeting Schedule with Changing the |

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| July 12, 2027, Meeting to 6:00 p.m. for Adoption of the FY2027 Budget, was approved. |

**2. Update to Agreement for Amenity Management and Operations & Maintenance Onsite Services**

Ms. Giles provided an update regarding the District's amenity management and onsite operations and maintenance services. It was explained that GMS currently provides both District management and onsite services; however, the onsite services are proposed to transition to CALM (Community Association and Lifestyle Management), while GMS would continue providing District management and financial services. The transition would not result in changes to personnel, pricing, job descriptions, or the services currently being provided. Instead of the existing work authorizations through GMS, the onsite services would be governed by a separate agreement with CALM.

Staff initially requested authorization for District Counsel and the Chair or Vice Chair to review and approve the agreement between meetings, with ratification at the next Board meeting. District Counsel advised that the agreement would need to be reviewed carefully to ensure there were no conflicts or overlap between the related agreements and that indemnification and insurance provisions were consistent.

The Board discussed the request and expressed a preference to receive and review the written agreement before taking action. Staff advised that the agreement could be included with the next agenda package and that the proposed October 1 effective date could be addressed accordingly. The Board agreed to defer consideration until the next meeting so the agreement could be reviewed before approval. No action was taken.

Additional discussion was held regarding District communications and public access to information. Staff explained that meeting notices, agendas, budgets, minutes, and other official District information are available on the District's website, while residents may separately sign up for community newsletters containing information regarding events and other community matters. Staff also clarified that the District does not maintain an official Facebook page and cautioned Board members regarding participation in social media discussions involving District business due to Sunshine Law considerations.

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The Board and residents also briefly discussed meeting times, public participation, and the possibility of viewing meetings virtually. Staff noted that virtual viewing may be possible, but the District is not currently set up to conduct fully interactive virtual meetings.

A resident raised concerns regarding vehicles parked on County-owned roads, including vehicles that appeared abandoned or were being worked on in the roadway. Staff explained that the District does not own or control the roads and therefore has limited enforcement authority. Residents may contact the County Sheriff's Office regarding safety hazards or County Code Enforcement regarding potentially abandoned or improperly maintained vehicles.

**D. Operations Manager – Memorandum**

Ms. Giles stated Jay's report starts on page 241.

Mr. Soriano presented the report and provided an update on community events, facility usage, and ongoing maintenance. The final dive-in movie of the season was expected to be cancelled due to weather and may be rescheduled for the fall or early spring. The final live music event of the summer will feature 7th Street Band and will be an adults-only event. Holiday events will begin in October and continue through December.

Pool hours are beginning to transition to the fall schedule. Beginning in October, the family pools will operate on weekends only, while the main pool will remain open daily through January. The main pool typically closes during January and February due to the difficulty and expense of maintaining adequate water temperatures, with the adult-only pool remaining available during that period. Overall facility usage remained high due to continued warm weather, with strong use of the pools, tennis courts, and basketball facilities.

Maintenance projects have progressed more slowly due to frequent rain and staffing being redirected between projects. The playground replacement at Whitfield has been delayed because wet conditions have prevented excavation and concrete work.

Mr. Soriano also reported that the drive for the enclosed slide was damaged by a lightning-related surge. One slide remains operational while the enclosed slide is currently out of service and staff is awaiting availability of the replacement equipment.

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**SIXTH ORDER OF BUSINESS** **Audience Comments (limited to three minutes) / Supervisor Requests**

Ms. Giles stated item eight on the agenda is audience comments and Supervisor's request.

A resident asked about obtaining a pool/access pass after not receiving a pool key through the condominium leasing office. Staff clarified that the condominium pools are separate from the District's facilities and are operated by the HOA/developer. For access to District facilities, including the fitness center and tennis courts, residents must provide identification matching the property address. For rental properties, access privileges may be assigned to the tenant in accordance with District procedures.

A resident raised concerns regarding landscape maintenance, including piles of tree debris remaining for extended periods and inconsistent trimming along certain areas. Staff explained that tree work is performed by a separate crew from routine mowing and that debris should generally be removed within approximately one to two weeks. Recent weather has affected scheduling, and staff will follow up with the landscape contractor regarding debris removal and maintenance concerns.

Additional discussion was held regarding maintenance along roadways and sidewalks. Staff clarified that the District may only perform work on District-owned property and that many roads, sidewalks, and rights-of-way are County-owned. Residents and the HOA may have maintenance responsibilities in certain areas adjacent to private property.

A resident asked about electric bicycles being used near the pond and on the boardwalk. Staff advised that the District could address activity occurring on District property, but enforcement on County roads and sidewalks falls under the County's jurisdiction. Security personnel may instruct individuals to leave District property when appropriate; however, law enforcement assistance may be necessary for trespassing or other enforcement matters. Staff noted that the District's security cameras are operational but advised that specific camera locations and security details could not be discussed during the public meeting.

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**SEVENTH ORDER OF BUSINESS** **Next Scheduled Meeting – October 12, 2026 @ 2:00 p.m. at the Plantation Oaks Amenity Center**

Ms. Giles stated the next meeting is scheduled for October 12, 2026, at 2:00 p.m. at the same location.

**EIGHTH ORDER OF BUSINESS** **Adjournment**

Ms. Giles asked for a motion to adjourn.

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| On MOTION by Ms. Mifsud seconded by Mr. Marx, with all in favor the meeting was adjourned. |

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

Signed by:
Sherrie Mifsud
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Chairman/Vice Chairman