

SOUTH VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, April 3, 2018 at 6:30 p.m. at the Eagle Landing Residents Club, 3975 Eagle Landing Parkway, Orange Park, Florida

Present and constituting a quorum were:

Gary Cross	Chairman
Grant Krueger	Vice Chairman
Kelly Hermening	Supervisor
Chris Payton	Supervisor
Bobby J. Poole	Supervisor (by telephone)

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Sarah Warren	Hopping Green & Sams
Matt Biagetti	Director of Aquatics & Recreation
Steve Andersen	Operations Manager
Corey Hamlin	Regional Manager, Century Golf Partners
Josh Heintzman	Eagle Landing Golf Professional
Alan Slaughter	Eagle Landing Golf Course Supervintendant
Dan Steiner	Eagle Landing Golf GM
Kristie Coates	Eagle Landing Golf, F&B/Catering Manager
Alan Slaughter	Eagle Landing Golf Course Superintendent
Ernesto Torres	GMS, LLC
William Holloman	Will Power Athletics

The following is a summary of the actions taken at the April 3, 2018 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:30 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

A resident stated my comments from the last meeting were not included in the minutes.

Mr. Oliver stated thank you for making that point. The Board certainly heard your comments at the meeting. These minutes are not intended to be a transcript. They are intended to

document Board and staff attendance and the decisions and votes that the board makes The minutes usually run 3 or 4 pages and meet statutory requirements. In some cases, such as litigation, a transcriptionist may be contracted to ensure we have verbatim minutes.

A resident asked who on the board had an issue with dogs being at the clubhouse? Was it a board member or management issue?

Mr. Cross stated it was not an issue with dogs per se it was an issue that we didn't have a policy pertaining to animals at the restaurant. At this point we have decided to not allow animals at the clubhouse and we will discuss it further and it could change. It is a restaurant and if I allow you to bring your dog and someone else wants to bring three dogs and someone else brings a pet at what point do we stop the animals.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the March 6, 2018 Meeting

On MOTION by Mr. Cross seconded by Mr. Krueger with all in favor the minutes of the March 6, 2018 meeting were approved as submitted.

FOURTH ORDER OF BUSINESS

Presentation by Will Power Athletics

Mr. Holloman of Will Power Athletics gave an overview of his background and his company that provides basketball training and opportunities to Eagle Landing; the timing of which to be at the discretion of the board.

Mr. Biagetti stated we can get together for a day and time and at the present time we don't have any fitness classes planned for Friday evening and from 7:30 to 8:30 on most other nights and prior to 6:00. We talked about the flexibility of using a half court only and we can pull the curtain and still allow our recreational players on the other side.

Mr. Holloman stated it is also about the demand, for instances Heritage Landing signed with me and put it out that training would be starting at the end of April and 59 kids signed up and there is no way I can do 59 kids in an hour so they are going to split the group into two hours.

Mr. Poole stated if they have some sort of marketing plan for the community to do this we can run with this for a period of time and see what the response is. The income/sharing I would leave to staff to work out and recommend.

Ms. Buchanan stated we may want to look at the pricing I think we charge nominal amounts for other vendors such as \$10 per week per hour the vendor pays us and when we are talking about \$35 times 20 kids then you get to a point where you are starting to use a public facility for private business. I don't think it is off the table I just want to look at it.

Mr. Cross stated I don't know that we need board approval at this point since we are still working out the details but from what I'm hearing I don't see that you would have a problem if the details are worked out.

FIFTH ORDER OF BUSINESS

Initial Board Review of On-Site Management Services Proposals

Mr. Oliver gave a slide presentation on the process and timeline of soliciting proposals for the various operations and stated tonight is our first review of the proposals and we discussed the probability of having a second meeting a week from now on April 11th to go over the proposals in more detail and hopefully by the end of that session you are going to have a good idea which of these vendors you want to bring back for a formal presentation as well as any interview and Q&A you want to have with them.

Mr. Oliver gave an overview of the areas that each proposal included along with pricing and stated I will send out evaluation criteria to the board that was included in the RFP and you can talk to your constituents to get input and when you come to the continued meeting we can go through each proposal and rank them broadly in each area and by the end of that process you will probably have reached some consensus of who you want to present and who doesn't make the cut and you can look at the middle firms and decide if you want to bring them back.

Ms. Buchanan stated I would appreciate it if you would give me direction as to how much involvement you want from our firm. Our firm frequently goes through RFP proposals and analyzes them and gives you some notes to highlight the differences but at the same time there are 13 proposals and I don't want to commit to that much time without you expressly understanding and agreeing to that.

Mr. Cross stated we need to focus on what we are interested in then at that time I would want you to go through it. We will go through the proposals before the next meeting and determine which ones we are interested in.

Mr. Hermening asked are these proposals available online to the public?

Ms. Buchanan stated generally the responses don't become available to the public until the district's makes their decision on the intent of award.

SIXTH ORDER OF BUSINESS

Golf Update

Mr. Hamlin presented the golf update that included the financials, the number of rounds, merchandise cost, food and beverage cost, payroll, operating expenses, revenue and payroll.

Mr. Slaughter gave an update on the ongoing golf course maintenance.

Mr. Heintzman reported on membership efforts and results.

Driving Range

Mr. Andersen stated we have a nice positive slope now to drain the driving range and we were able to use some of the dirt in the swale area, which will cover a couple aeration lines. The grading is done, we are going to drag it and smooth it out and next week 18,000 square feet of sod will be delivered, Tree Amigos will install the sod.

Cart Path Repair and Root Pruning

Mr. Hamlin stated you had asked us to gather information about root pruning, the feasibility and what that would look like in terms of root pruning and cart path repair. I reached out to a concrete company and the ballpark price is about \$10 per square foot. Right now the cart paths are 8 feet by 8 feet slab by 4" deep and we are looking at \$650 to \$700 per slab. Some slabs are 12 ½ feet by 7 ½ feet, which would in the 86 square foot range and in the \$900 range for that slab. We believe there are 10 to 15 slabs out there that could use repair but prior to any of that the root pruning would be the first step. Alan has a vendor who could possibly do that. I reached out to a vendor as well to get a ballpark idea. You can contract the service and have a third party do that and that would probably be our recommendation or to purchase a root pruner and have that onsite and that is more of a luxury for a golf course to have a root pruner.

Mr. Cross stated we toured the paths today and on sidewalks the county takes a look at it and determine whether they can grind it down or if they need to take it up. Some of those areas we could grind.

Mr. Slaughter stated the problem is if you don't get rid of the root it is going to come back.

Mr. Cross stated we would cut the root and grind down the ones that could be done that way without having to replace all of them.

Mr. Slaughter stated we could try it. I don't have much experience with a grinder but Dan talked about having some experience with it and we can try that before we go another route and spending \$800 per panel.

Mr. Krueger stated I recommend getting the roots cut as soon as we can and then we can deal with the concrete.

Mr. Hermening asked I would like to move forward with these things.

Mr. Payton asked can we have them use their vendor to cut the roots and I have to understand the cost of the rest of it.

Mr. Cross stated we are meeting again next week, why don't we approve a contract Southeastern Turf for root pruning.

Mr. Oliver stated you can just direct him to do that.

Mr. Slaughter stated I will do that and bring back costs for the concrete.

SEVENTH ORDER OF BUSINESS

Update Regarding Capital Projects

A. Review of Cost to Complete Schedule

B. Remaining Construction Funds – Obligated and Unobligated

C. Status of Remaining Projects

Mr. Andersen stated the tennis courts are still being built and they are making good progress. The clubhouse is ready to be opened April 6th as promised. We have a punch list that is being worked on, we went through some issues with the cabinets, the big mistake they made was with the front apron of the bar and that was ripped out today and it will be put back in tomorrow. The cleaners are coming in tonight and they will start cleaning, Century is going to start stocking the bar tomorrow. Tomorrow we have an electrical final with the county. The fire marshal will be here Thursday and he does the final inspection. We are slightly below budget, we are on time and I think it is going to be a really good improvement and the sound is phenomenal. The ceiling that was designed by Kelly and Myself turned out pretty good.

The lights in the dining room work again, we got the pieces from the manufacturer, the sound attenuation panels are due to come in at the end of next week.

D. Ratification of Requisition 54

Mr. Oliver stated this requisition was approved at the March meeting and you don't have to repeat that action.

EIGHTH ORDER OF BUSINESS

Discussion of CDD User Rate Structure

Mr. Oliver stated there is a non-resident annual fee that gives non-residents access to all facilities and I believe the fee is around \$3,000. We are required to offer that since these facilities were built with tax-exempt bond funds but rarely do non-residents avail themselves of the amenities at that price.

NINTH ORDER OF BUSINESS

Consideration of Proposals

Mr. Biagetti stated I sent an email out and you have a paper copy in front of you about the maintenance cart. At one point in time we used for our general community and facility maintenance a Toro Workman that we had and it is the same cart that Alan's guys have that has dwindled down over the years and we have had damage to ours and I think we used parts from others to keep others going. For the past few years we have been using a general golf cart that should be in the fleet to be out on the golf course. The concern from the golf guys is that we have that cart out on most days while it could be in rotation for golfers out on the course and with the trash can on the back it does get scratched. We want to keep the carts on the course in good shape.

I had three different companies provide a couple options, the first is First Coast Custom Carts, provided three options (1) \$4,650 for a used 2014 Club Car Carryall, I will bring a proposal to the next meeting for a second cart.

Mr. Oliver stated this will be funded from your capital reserve fund.

On MOTION by Mr. Cross seconded by Mr. Hermening with all in favor the purchase from First Cost Custom Carts for a used Club Car Carryall in the amount of \$4,650 was approved.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

There being none, the next item followed.

D. Golf Course General Manager

Mr. Hamlin asked where are we coding the sod for the golf course driving range?

Mr. Oliver stated we are going to have to have that discussion, it may be from a different funding source whether it is golf capital reserve, the existing capital reserve and some funding may be from the 2016 capital projects. This was a qualified project for the Series 2016 Bonds. We may pay immediately from one fund so we can have the sod laid and then reimburse from the Series 2016 bond fund.

Ms. Coates, the new food and beverage manager/catering director updated the board on new menu items, specialty cocktails and upcoming special events.

E. Director of Aquatics & Recreation

Mr. Biagetti gave an overview of the amenity center report and distributed a report that tracked the number of residents coming into the athletic center, pool area, weekday and weekend guests, and court reservations for tennis and pickle ball, and the number of rentals.

Mr. Biagetti stated we will monitor the number of guests especially on holidays and may recommend an increase in guest fees in the future. We also have an issue where some residents don't agree with our policy on grandchildren being able to use the pool unaccompanied by the resident.

Mr. Poole stated the resident came to me on that issue and Matt said that staff agreed that they would not make any changes. If we make that decision we need a mechanism to communicate with the resident that asked the question. The question that is still out there is, if you are concerned about identification why not issue the grandkids or guests some form of identification that ties them to the resident who is supporting the amenities in Eagle Landing.

Mr. Hermening asked if you are doing a guest pass and getting \$20, can't a picture be put in there and cut them off after seven days?

Mr. Biagetti stated that is not the issue. The issue is them feeling that we are just charging \$20 to get money from people and I don't think that is the case.

Ms. Buchanan stated I think your issue is do you want to allow unsupervised grandchildren. You don't want to allow them in unsupervised for free. That is the first question. That is our current policy. Do you want to change that? I think that is what Bobby is asking.

Mr. Payton stated Bobby is asking us to issue cards.

Mr. Biagetti stated our issue from a membership standpoint, whenever we do a membership appointment and have family members we run into the issue of there is going to be 15 people in the house when we know full well there are not 15 people in that house, everybody is trying to add people on to their account.

Mr. Cross asked right now is it more of an honesty basis, if I came and told you my 30 year old son is living with me because he lost his house and he, his daughter and wife are living with me it is really honesty at that point, am I right?

Mr. Biagetti stated before we add them into a database we need them to change their driver's license or ID that shows that as their address. If it is a minor we need some sort of affidavit, we need proof they are moving in and living with you.

Mr. Cross stated then we don't take it on an honor basis. If we go to the grandchild being added on their household then we would have to move them to the honesty basis.

Mr. Biagetti stated yes, because we wouldn't have any documentation saying this child is living with that family.

Mr. Cross stated we are sitting here discussing having too many people in the pool and now we are opening it up to allow more people to come to the pool.

Mr. Poole stated the question that is out there is, if somebody buys a guest pass for \$20 or a grandchild or whatever there is no requirement for the resident to attend, so how is that going

to be different from the standpoint of if the person is a temporary member of the household and they use one of their guest passes to come. We should be consistent about the oversight of the minor or the person coming to the pool.

Mr. Cross asked do you mind if we table this tonight? I'm sure we are not the only community that has this issue and I will call around to see what other communities do instead of us trying to reinvent the wheel. I will look into it further and see what other communities do.

F. Operations Manager

Mr. Andersen gave an overview of the operations report.

TWELFTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

Mr. Cross stated behind the clubhouse the fence around the pond needs to be repaired or replaced and the irrigation system may not be working because the grass looks pretty bad. I talked to Dan and on the outside we have two TVs coming out on pedestals on the other end it is a little lower and we had a smaller pedestal and I think you can see the TV better from the other end because people at the other end can't see the TV. The weight room floor padding is coming apart and we never had that problem before.

Mr. Biagetti stated I think we can remove the dumb bell rack closest to the stairwell, have it reset a little bit further then set the dumb bell rack again. I'm not sure why it is shifting that way.

Mr. Krueger stated before we go to audience comments I know it is going to come up and I'm the one that asked Dan to bring it up the issue of dogs because people had asked me about it.

Mr. Cross stated the issue with the board was that there was no policy.

A resident stated I think if there is going to be a policy it should be fair. If there was a situation it should have been nipped in the bud and not been an issue for the board. I have been here five years and have never been inconvenienced by somebody's dog. There were a lot of other issues I have been inconvenienced by but 99% of the time I can email someone or talk to Steve and nip it in the bud. Dogs have never been an issue until just recently.

Mr. Steiner stated when we were asked to bring it up at a management meeting one of the things we were concerned about as a management partner was from the insurance standpoint if something happens.

Mr. Krueger stated this was not a one-time situation. I have been up there numerous times when dogs have run around free, they bring them through the clubhouse into the bar. I have seen individuals out there eating and the dogs come up and sniff their food.

A resident asked is it against the law to have a pet where you are eating unless it is a service animal? Did you read your covenants and restrictions that no dogs are allowed on the golf course or the cart paths? There are rules in place it is not something that is new.

Mr. Cross stated we will check our insurance and see what it says and we will go from there.

A resident stated some years ago the board purchased a golf cart to be used for volunteers and police service to patrol the neighborhood. I haven't seen that for a while.

Mr. Cross stated I was actually involved in that at the time, the HOA purchased it and gave it to the sheriff's office with the understanding that they would use it within the community. Since then the volunteers and police services has been disbanded so it is not being used in the community so they have taken it up but that is not to stay that it won't come back if we get volunteers that want to use it here. I can't speak for the sheriff I don't what his intentions are but that is the reason it hasn't been in the neighborhood.

A resident stated you talked about food and beverage and cost of goods and food and beverage revenue. Do we know if the change in the all inclusive package made an impact on that if any?

Mr. Hamlin stated I don't have the specific data but I can get that. We brought it to the last meeting and Kelly asked for more information.

Mr. Hermening stated I can show you that.

A resident stated the two doors at the end of the dining room can you get shades or covers. Is there a presumption that Trivia is going to continue in the dining room or is that going to move back to the bar?

Mr. Hamlin stated we will probably keep it in the dining room.

A resident stated getting back to what was said about the RFP I think the residents need to have some detail about what you folks are going to discuss next before next week. You can get some valuable input from us.

Mr. Cross stated I don't know how to do that since I don't know what questions I have yet.

A resident asked are there any homeowners involved in any of these proposals?

Mr. Oliver responded no.

A resident asked are any employees involved in any of these proposals?

Mr. Cross stated current contractors have submitted proposals.

THIRTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of February 28, 2018 and Statement of Revenues and Expenses for the Period Ending February 20, 2018

The balance sheet and income statement were included as part of the agenda package.

B. Assessment Receipt Schedule

The assessment receipt Schedule was included as part of the agenda package.

C. Approval of Check Register

On MOTION by Mr. Cross seconded by Mr. Krueger with all in favor the check register was approved.

D. Golf Report

A copy of the golf financials were included in the agenda package.

FOURTEENTH ORDER OF BUSINESS Next Meeting Scheduled for May 1, 2018 at 6:30 p.m. at Eagle Landing Residents Club

Mr. Oliver stated we are going to continue this meeting to April 11, 2018.

On MOTION by Mr. Cross seconded by Mr. Krueger with all in favor the meeting was continued to April 11, 2018.



Secretary/Assistant Secretary



Chairman/Vice Chairman