

SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, December 2, 2014 at 6:30 p.m. at the Eagle Landing Golf Club, 3989 Eagle Landing Parkway, Orange Park, Florida.

Present and constituting a quorum were:

Gary Cross	Chairman
Grant Krueger	Vice Chairman
Richard Townsend	Supervisor
Chris Payton	Supervisor
Bobby J. Poole	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Matt Biagetti	East West Partners
Steve Andersen	East West Partners

The following is a summary of the minutes and actions taken at the December 2, 2014 meeting and 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.

**SECOND ORDER OF BUSINESS**

**Organizational Matters**

**A. Oath of Office for Newly Elected Supervisors**

Mr. Oliver being a notary public of the State of Florida administered the oath of office to Mr. Cross, Mr. Krueger and Mr. Poole.

**B. General Information for New Supervisors**

Mr. Oliver briefly reviewed the sunshine law and public records law.

**C. Consideration of Resolution 2015-02 Election of Officers**

Mr. Oliver stated after each election Chapter 190, Florida Statutes requires the board to elect a new slate of officers.

On MOTION by Mr. Payton seconded by Mr. Townsend with all in favor Resolution 2015-02 was approved as follows: Gary Cross chairman, Grant Krueger vice chairman, Christopher Payton, Bobby Poole and Richard Townsend assistant secretaries, Jim Oliver secretary, James Perry treasurer, Patti Powers, Chris Badura, Dave deNagy and Jim Oliver assistant treasurers, Dave deNagy and Rich Hans assistant secretaries.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

A resident stated Gary has been here the longest you should know where the skeletons are in the closet if anybody does. A few meetings ago you expressed concern at the lack of information on budget items and other items that had to do with Eagle Landing. Have you felt better about that, have you gotten more information from them?

Mr. Cross responded no I was waiting for Roger to get off the board so I could talk to him because even though I would have been talking to him as the developer I didn't want anybody to think I was talking to him as a board member. I haven't spoken to him yet. Grant has been working in that area and I really left it up to Grant to do that.

The resident stated Eagle Landing has a unique relationship with how a place is run and what East West has done with its employees and how they are shared between different communities and here and it has always worried me what is going on. As long as you are telling me that you are now looking into that so you will know.

Mr. Krueger stated we are probably going to talk about some of those things later in the meeting.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the October 7, 2014 Meeting**

On MOTION by Mr. Cross seconded by Mr. Krueger with all in favor the minutes of the October 7, 2014 meeting were approved.

**FIFTH ORDER OF BUSINESS**

**Update Regarding Capital Reserve Study**

Mr. Oliver stated there is a copy of the capital reserve study on the website and a hard copy is in front of you for reference. This takes all of the capital assets of the district and puts a replacement or repair cost to a useful life and projects when items will be repaired or replaced. Page 1-2 has the suggested annual contributions as well as the suggested annual expenditures over the next 30 years. The one blank you see for FY 2014/2015 is for the projects that will be considered for approval this year by this board. I will ask the board to work with staff to decide which of the recommended programs you want to move up from subsequent years so they can be taken of this year.

**SIXTH ORDER OF BUSINESS**

**Discussion of Revised Security Camera Proposals**

Mr. Cross stated Matt and I met and discussed some changes and there are some things I'm hoping the HOA will pay for but we need to finalize everything and come up with the money.

**SEVENTH ORDER OF BUSINESS**

**Update Regarding Access to Jennings State Forest**

Mr. Andersen stated there is nothing new to report we are still working with the state.

Mr. Biagetti stated the furniture consisting of kiosk and picnic tables was ordered and will be delivered next Friday so when we get everything else figure out then it will be done quickly.

**EIGHTH ORDER OF BUSINESS**

**Review of FY14 Year End Financials**

Mr. Oliver reviewed the unaudited financials for each fund for the end of the fiscal year and asked that Mr. Krueger be authorized to interact with our accountant at GMS, Patti Powers and the accountants at East West in Virginia so that we can get exactly the type of financial documents that the board needs to provide the maximum detail needed for transparency and analysis. We realize that some things we won't have detail on. Salaries are an example of that. We will have detail on commission based programs because those are dollars that pass through the district.

On MOTION by Mr. Cross seconded by Mr. Townsend with all in favor Mr. Krueger was authorized to work with staff to reformat financials and to represent the board regarding accounting services with East West and with accountants at GMS.

Mr. Oliver stated the first step is to have that conversation, set the standard, determine whether or not this process meets our needs. If the board determines that it doesn't meet our needs then it is time to weigh alternatives. You want to do all of this before you start the budget process.

**NINTH ORDER OF BUSINESS**

**Other Business**

Mr. Krueger stated I think we need to have a reconciliation of the services provided for in the management agreement to make sure we are getting what we are paying for.

Mr. Oliver stated I talked to Matt at Grant's suggestion and Matt has come up with a process to have a reconciliation between budgeted hours and actual hours on a monthly basis.

Mr. Biagetti stated it will take a lot more time for me to break down each department code whether it is lifeguard, pool maintenance but for this past year to give you a rough estimate we scheduled 19,605 hours for all hourly departments and we worked a little bit over that at 19,639 hours. Going forward we will be able to get reports and a breakdown of each department. There is lifeguards, pool maintenance, overall general maintenance, café counter staff, café food staff, café cabana bar staff, resident center front desk, athletic center front desk, the kids club summer camp.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

Mr. Andersen stated the speed limit signs are being taken down on the main artery road and throughout the community. The county is taking down all the signs inside the community with only one entrance sign. You will see some posts still up because I'm hoping we can get some signs back.

The slide needs to be refinished and some coping on the pools needs to be done. One of the residents let us know about a leak that cannot be found. Matt and I will send out a list to the board of things we think are the priority for this year and let you go through it and we can talk about it in January.

Mr. Poole stated one of the residents believe the playground would benefit from some maintenance, painting, etc. He would be more than happy to lead up a team or group to do that.

Ms. Buchanan stated I suggest if there is a group that is interested they bring their proposal to the board so they can hear it as a whole with a date, time and scope of work.

Mr. Cross asked could Bobby send out an email blast to the community and say would you be willing to do a work day on whatever date and if he gets enough people then at that point he can get with Steve and find out what needs to be done and get with you for liability?

Ms. Buchanan responded if you are comfortable with that flexibility then yes.

Mr. Poole stated I'm comfortable.

**C. Manager**

Mr. Oliver stated we have a meeting scheduled for January 6, 2014 at 6:30 p.m. and at that meeting not only will we discuss the items that we discussed tonight but we will go into more detail regarding the accounting issue and the management agreement so everyone has a better understanding of that.

Mr. Cross stated this is going to be a work in progress it is not an overnight fix.

*Mr. Oliver noted: The January 6, 2015 meeting date was erroneously entered on agenda. The next regularly scheduled meeting date is February 3, 2015. A workshop was subsequently scheduled for January 19, 2015.*

**D. Director of Aquatics & Recreation**

There not being any, the next item followed.

**ELEVENTH ORDER OF BUSINESS                      Supervisor's Requests and Audience Comments**

A resident stated I have been to every other community around here and they all have speed signs in them. I'm confused why the county would take 2 miles of road and say you don't need speed signs.

Mr. Cross stated it is basically money, they don't want to make the signs, they don't want to pay for the signs. It has nothing to do with East West it has to do with communities and there are other communities that are 15 mph. I accidently went to a Neighborhood Watch meeting for Oakleaf and people there complained about speeders and I said ours was changed from 15 to 25 and their CDD chair was there and he said our people don't complain so we are not going to get in the middle of it.

A resident asked on the maintenance contract does Eagle Harbor have a reserve study?

Mr. Andersen stated it is a work in progress one caveat is the farther you go out the less reliable it is. They strongly encourage updating it every two years we do it every five years. It is a work in progress.

**TWELFTH ORDER OF BUSINESS**

**Financial Reports**

**A. Approval of Check Register**

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

**B. Balance Sheet & Income Statement**

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

**C. Assessment Receipt Schedule**

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


**THIRTEENTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Tuesday, February 3, 2015 at 6:30 p.m. at Eagle Landing Golf Club, 3989 Eagle Landing Parkway, Orange Park, Florida**

On MOTION by Mr. Cross seconded by Mr. Poole with all in favor the meeting adjourned at 7:45 p.m.

December 2, 2014

South Village CDD



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Secretary/Assistant Secretary



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Chairman/Vice Chairman