

*South Village  
Community Development District*

*February 6, 2018*

# *South Village*

## *Community Development District*

---

*475 West Town Place, Suite 114*

*Phone: 904-940-5850 - Fax: 904-940-5899*

January 31, 2018

Board of Supervisors  
South Village Community  
Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the South Village Community Development District will be held Tuesday, February 6, 2018 at 6:30 p.m. at the Eagle Landing Residents Club, 3975 Eagle Landing Parkway, Orange Park, Florida 32065.

Following is the advance agenda for this meeting:

- I. Roll Call
- II. Audience Comments
- III. Approval of Minutes of the January 9, 2018 Meeting and the January 24, 2018 Continued Meeting
- IV. Request for Space Regarding a Mental Health First Aid Seminar
- V. Update Regarding Management Proposals Process
- VI. Golf Update
- VII. Consideration of Resolution 2018-04, Amending the Fiscal Year 2018 Recreational Fund Budget
- VIII. Update Regarding Capital Projects
  - A. Review of Cost to Complete Schedule
  - B. Remaining Construction Funds – Obligated and Unobligated
  - C. Status of Remaining Projects
  - D. Consideration of Series 2016 A1/2 and Series 2016 A3 Requisitions
- IX. Update Regarding POS Systems Proposals
- X. Other Business
- XI. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
  - D. Golf Course General Manager
  - E. Director of Aquatics & Recreation
  - F. Operations Manager - Report
- XII. Supervisor's Request and Audience Comments
- XIII. Financial Reports
  - A. Balance Sheet as of December 31, 2017 and Statement of Revenues and Expenses for the Period Ending December 31, 2017

- B. Assessment Receipt Schedule
- C. Approval of Check Register
- D. Golf Course
- XIV. Next Scheduled Meeting: 03/06/18 @ 6:30 p.m. @ Eagle Landing Residents Club
- XV. Adjournment

Enclosed for your review and approval are the minutes of the January 9, 2018 meeting and the January 24, 2018 continued meeting.

Enclosed under the fourth order of business is a flyer pertaining to the seminar.

The seventh order of business is consideration of Resolution 2018-04, which is enclosed for your review.

Enclosed under the sixth order of business are copies of requisitions for ratification.

Enclosed is a copy of the Operations Manager's report.

Enclosed for your review and approval is a copy of the balance sheet and income statement, assessment receipt schedule, check registers and the golf operations financials.

The balance of the agenda is routine in nature and any additional support material will be presented and discussed at the meeting. If you have any questions, please feel free to contact me.

Sincerely,



James Oliver  
District Manager

cc:	Katie Buchanan	Rachael Welch	Keith Hadden
	Bois Farrar	Danny Tyler	Batey McGraw
	Deborah Axman	Matt Biagetti	Steve Andersen
	Gabriel McKee	Darrin Mossing	
	Jude Barwig		

## *AGENDA*

*South Village  
Community Development District  
Agenda*

Tuesday  
February 6, 2018  
6:30 p.m.

Eagle Landing Residents Club  
3975 Eagle Landing Parkway  
Orange Park, Florida 32065  
**Call In # 1-800-264-8432 Code 537347**

- I. Roll Call
- II. Audience Comments
- III. Approval of Minutes of the January 9, 2018 Meeting and the January 24, 2018 Continued Meeting
- IV. Request for Space Regarding a Mental Health First Aid Seminar
- V. Update Regarding Management Proposals Process
- VI. Golf Update
- VII. Consideration of Resolution 2018-04, Amending the Fiscal Year 2018 Recreational Fund Budget
- VIII. Update Regarding Capital Projects
  - A. Review of Cost to Complete Schedule
  - B. Remaining Construction Funds – Obligated and Unobligated
  - C. Status of Remaining Projects
  - D. Consideration of Series 2016 A1/2 and Series 2016 A3 Requisitions
- IX. Update Regarding POS Systems Proposals
- X. Other Business

- XI. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. Manager
  - D. Golf Course General Manager
  - E. Director of Aquatics & Recreation
  - F. Operations Manager - Report
- XII. Supervisor's Request and Audience Comments
- XIII. Financial Reports
  - A. Balance Sheet as of December 31, 2017 and Statement of Revenues and Expenses for the Period Ending December 31, 2017
  - B. Assessment Receipt Schedule
  - C. Approval of Check Register
  - D. Golf Course
- XIV. Next Scheduled Meeting: 03/06/18 @ 6:30 p.m.@ Eagle Landing Residents Club
- XV. Adjournment

**Board Oversight**

- A. *Chairman Cross* – Parks
- B. *Vice Chairman Krueger* – Aquatics Center
- C. *Supervisor Payton* – Gym/Tennis
- C. *Supervisor Poole* – Landscape Maintenance
- D. *Supervisor Hermening* - Golf

## *MINUTES*

SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, January 9, 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 (by telephone)
Chris Payton	Supervisor
Bobby J. Poole	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Michelle Kim	Hopping Green & Sams
Matt Biagetti	Director of Aquatics & Recreation
Steve Andersen	Operations Manager
Corey Hamlin	Region Manager, Century Golf Partners
Dan Steiner	GM, Eagle Landing Golf
Josh Heintzman	Professional, Eagle Landing Golf
Roger Johnson	Tree Amigos Landscape Maintenance

The following is a summary of the actions taken at the January 9, 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**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the December 5,  
2017 Meeting**



On MOTION by Mr. Poole seconded by Mr. Krueger with all in favor the minutes of the December 5, 2017 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Golf Update**

Mr. Hamlin gave an overview of the financials for the golf course operations and reviewed all the new membership offerings.

Mr. Steiner gave an overview of the events held in December, previewed the upcoming January events, highlighted menu changes and reported that the bunker renovation started yesterday with an expected completion in 30 days.

**FIFTH ORDER OF BUSINESS**

**Ratification of Agreement with Clay County Sheriff's Office**

Mr. Oliver stated the sheriff's office off duty personnel provides security and patrol services of CDD owned facilities. CCSO has a hourly rate change for 2018. We needed to update the agreement in advance of the January 1<sup>st</sup> start date. I executed the agreement and request the Board to ratify that action.

On MOTION by Mr. Cross seconded by Mr. Poole with all in favor the agreement with the Clay County Sheriff's Office for off duty sheriff's officers was ratified.

**SIXTH ORDER OF BUSINESS**

**Update Regarding Capital Improvements**

**A. Review of Cost to Complete Schedule**

**B. Remaining Construction Funds – Obligated and Unobligated**

A copy of the breakdown of funds for the capital projects was included in the agenda package.

**C. Status of Remaining Projects**

Mr. Andersen stated the tennis court construction is on schedule with a March completion. The new fans and televisions have been installed outside the clubhouse. We had sound proofing in the ceiling but it wasn't doing a lot if anything and Kelly came up with a good idea when he talked to a sound engineer on how this works. We are going to put 17 photos

mounted on sound proofing material around the walls. A divider made out of sound proof material will go in the dining room, a screen material that will block the sun but you can still see the golf course through it will go over the windows and tint will go on the doorways. We have additional furniture to purchase for this room and the bar because we are getting more use.

Mr. Andersen then outlined the changes that will be made in the bar with an eight-week construction timeline once permits are received and reported that they will be working to determine the cause of the smell emanating from the shower trap in the women's restroom/shower area.

**D. Ratification of Series 2016 A1/2 and Series 2016 A3 Requisitions**

Mr. Biagetti stated there are outstanding items on the fitness equipment and gym that need to be addressed and I will follow-up on those.

Mr. Cross stated I prefer not to pay the requisition until these things are complete.

Mr. Oliver stated the requisition has been processed for payment.

On MOTION by Mr. Krueger seconded by Mr. Cross with all in favor requisitions 39 and 40 out of the Series 2016A1/3 Bonds were ratified.

**SEVENTH ORDER OF BUSINESS**

**Discussion of Process and Scope of Services  
for Purpose of Soliciting Proposals for  
Management Services (Golf, Food &  
Beverage, Operations, Amenities)**

Mr. Oliver stated you have in front of you the RFP with the scope of services for golf management services including restaurant services, although they may be bid separately, amenity management services, general manager/operations manager and a separate proposal for restaurant management services. The timeline we are looking at is to release some or all of these RFPs at the end of January with mandatory onsite meetings in late February with proposals due in late March. Do you want these four proposals to go out on the same timeline or a staggered approach and as we look at the restaurant proposal do we want to give some tightened parameters on what type of food service we are looking at? Do we want to put it out to a broad spectrum so that we get everything from fast food to fine dining. When we go through the

process and have the onsite meeting we may have a better idea of our expectations. Do you want to send out four scopes at the same time?

Mr. Krueger asked are we going to have another meeting this month to go over these and perfect them before they go out?

Mr. Oliver stated you can continue this meeting or assign a supervisor to work with staff prior to issuance.

Mr. Cross asked what are the benefits of doing them all at once or staggered?

Mr. Oliver stated if you hire a general manager first, the new general manager can be involved in the proposals processes for golf, F&B and recreation management. Additionally, some of these processes may take longer than others. You may be able to fill one of these needs after three months and the others may take longer. I imagine in all of these cases you are going to be invite the finalists for these different proposals for an in-depth presentation and Q&A.

We will continue to scrub these documents and give them to you before your next meeting. Before we end this meeting, we need to determine when we are going to meet next in January.

#### **EIGHTH ORDER OF BUSINESS**

#### **Ratification of Agreements for Tennis Court Construction Project**

On MOTION by Mr. Cross seconded by Mr. Payton with all in favor the agreement with Premier Tennis Courts, Inc. for construction of two Har-Tru hydro tennis courts in the total amount of \$172,809.00 and the agreement with Premier Tennis Courts, Inc. for the construction of two asphalt tennis courts in the total amount of \$178,176.00 were ratified.

#### **NINTH ORDER OF BUSINESS**

#### **Update Regarding POS Systems Proposals**

Mr. Biagetti stated from our standpoint everything is manageable except for the concern of a connection if the clubhouse were to house the server we still don't have that direct fiber line straight connection from the clubhouse to the resident's club and vice versa to the tennis center. We are rerouted and attached to the sales center still. Our concern is that our existing conduit has been crushed and we couldn't fish a direct connection at this point. We are seeking proposals of what it would cost and what is the process of running new conduit to run a direct fiber.

Mr. Cross stated we have bond money that has to be used for a capital project and we may end up running conduit underground from here to the recreation facility and to the clubhouse and gym.

Mr. Biagetti stated the best case scenario would be to run new conduit to all the buildings.

This item was deferred to the next regular meeting.

Mr. Hermening left the telephone conference call at this time.

#### **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**

There being no additional report, the next item followed.

##### **E. Director of Aquatics & Recreation**

Mr. Biagetti stated I have a request from Kristi Baldwin, a social studies teacher at Oakleaf Plantation High School, for a proposed event that is put together by the students at Oakleaf. They need space to have an event called Canine Carnival. The Safe Animal Shelter of Middleburg and Clay County Animal Care and Control would bring pets for adoption and there will be food trucks, small games, bounce houses, DJ, raffle. I see no problem with something like this directed by the students, some of whom are our residents.

Mr. Cross asked where is she? When people request things from us I expect to see them here.

Mr. Biagetti stated it is the students making the request.

Mr. Cross asked is this a non-profit?

Mr. Biagetti stated no this is just a student group not for profit but they are not a non-profit either.

Mr. Cross stated the only problem I have is the food trucks. I have always wanted food trucks here but I understand they take away from our restaurants. I'm not saying no but that is the only problem I have with it.

Ms. Buchanan asked is this something we would want to take up at the continued meeting? That still gives them time.

Mr. Cross stated yes I would like to see a representative here to answer our questions.

This item tabled to the continued meeting.

Mr. Biagetti stated tonight is the first spin class and they are looking to put a permanent banner at the lake house to let people know this is available.

Mr. Payton stated they put temporary Zumba signs on the street when they have Zumba why can't they do that for the spin classes?

Mr. Cross stated I agree with Chris. If they market it correctly through the email blast and our webpage they will get more advertising than with a banner.

Mr. Biagetti stated the Salvation Army sent us a thank you letter for our involvement in the Angel Tree program.

Mr. Cross stated when they started on the fitness facility they did a great job then just walked away and there are things that still need to be done. I would appreciate it if you could get them to finish it.

Mr. Biagetti stated we still have a lot. The ceiling tiles, the lighting, thermostats, and paint downstairs. We talked about in the capital improvement program, painting the downstairs, flooring in the athletic center, flooring in the kids club.

Mr. Cross stated let's get the ones we have going finished so we can move forward.

## **F. Operations Manager - Report**

Mr. Andersen stated Dan and I are looking at replacement of the HVAC systems and we will have options to present to the board at the next meeting.

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

Mr. Krueger stated when I was looking to become a member of the golf course I got some paperwork that was outdated and referenced East West. We need to make sure that all of the documents associated with our amenities has been updated to remove all references to East West.

Mr. Hamlin stated our attorney is looking at documents we use and we will work with Katie to make sure they are all in sync.

Mr. Payton stated we need to revisit the maintenance/repair list that we worked on briefly a few months ago. We talked about adding \$20,000 to \$30,000 extra and the money has been spent but then things come up like the HVAC units that need repair. We need to know as a board what is outstanding on our list. There are a number of things that I see as I walk around the facility that I don't know if these things are on the list. We need a list so that I can look at the list and if it is not there I can point it out to you.

Matt needs a reservation system for the gym. People have tried to make reservations for pickle ball and it looks like the current method is to tape a note to the door. Let's figure out a reservation system.

As far as court reservations we talked about making a rotating schedule. There is a group of adults in the neighborhood who play Sunday morning basketball. If there is no objection from the board unless there is less than a full court activity going on then let the two smaller courts be used. That is the way the YMCA works. On Sundays we could rotate weeks with full court and on off weeks all four pickle ball courts.

I would like to work with Matt on the golf cart issue. When you are in neighborhoods that allow golf carts there are signs that say golf carts share the road and when you leave the area there is a sign that says no golf carts beyond this point. I would like to work with Matt or Steve to get some of that signage.

Mr. Biagetti stated we have a sign at the entrance.

Mr. Payton stated I think we should have a sign at the exit. I would also like to work with Steve on revamping our sign out front. The design is okay but the lighting is horrible.

Steve, neighborhood markers some of them need to be pressure washed. Is that something our landscape company can do or something we should talk about?

Mr. Biagetti stated we can do that, we have a portable pressure washer.

Mr. Cross stated the election is this year and I'm not running again so if you are thinking about running or know someone who wants to run now is the time to start thinking about it.

A resident stated we talked about how to grow and maintain membership. Since you have been involved part of our fulltime membership included an all-inclusive breakfast, lunch and drinks program. I walked into the shop this morning and was told that is no longer available to you if you want breakfast, lunch or drinks it is \$6. To me that amounts to a 25% increase in my membership cost. The second issue is I have no communication that was going on other than the counter guy at the pro shop told me that. There was nothing that said this was coming be prepared. That is not the way to encourage membership.

Mr. Cross stated I apologize for the lack of communication. I believe that should have been communicated to them, they are members and valued customers. If you are going to tell your manager and employees something it should also be communicated to the members. As to the cost, we were always talking about doing away with that completely.

Mr. Hamlin stated I apologize the club should have communicated that to you.

A resident stated we have a lot of people who are only here in the winter they should be included in seasonal offerings.

Mr. Hamlin stated I can see some of these membership offerings changing over time. One of the things that Katie and I discussed is that we need to make sure that we cross all the "t's" and dot all the "i's". I don't see anybody purchasing a seasonal offering in mid-February. At some point in August, September and October you will see a seasonal snowbird offering. The incentive program is to grow and make it simple. We are focused on growing memberships and from a financial standpoint the dues are flow through dollars that hit the bottom line versus 38,000 public rounds that are a little suspect, there is not a loyalty involved. There is a loyalty of member revenues. As we focus on member revenue you will see more stable financials going forward.

A resident asked do all the contracts expire at the same time?

Mr. Oliver stated yes, September 30<sup>th</sup>.

A resident asked are the actions you are taking this evening put you in a position to transition at September 30<sup>th</sup>?

Mr. Cross responded yes, that is our goal.

A resident stated I believe you are going to have to extend the contracts at the pace you are going.

Mr. Cross stated that is why we said we are going to have to have more than one meeting a month to get this done.

A resident stated we have already paid for the fitness center equipment and it is not working properly. You did this with Vallencourt and have done it again with the fitness center. I can't encourage you enough to stop paying people for work that is not completed.

Mr. Payton stated we didn't know it was paid.

Mr. Oliver asked what specifically is faulty with the equipment without regard to the connection with the television and Wi-Fi?

Mr. Cross stated we are missing equipment, all the Bluetooth is not working yet, not all of them connect through the app.

Mr. Poole asked who on staff approved this for payment?

Mr. Oliver stated it was signed by staff and we have a prompt payment act requirement to process a requisition within 30 days of billing. To clarify this fitness equipment, you brought up three issues, two of the issues are likely not the responsibility of the fitness equipment company. Typically a third party is hired to work with the cable or satellite company to hook up to the Wi-Fi connections. If we are missing equipment, we should not have submitted the invoice for processing.

Mr. Biagetti stated when we did the final setup we did not receive the bike and that was the Southeast Fitness repair to provide the delivery and installation.

Mr. Payton stated the bike is still not here. Why are we even considering paying the bill?

Mr. Cross stated we need better communication with the board. Obviously, we are on different pages.

Mr. Biagetti stated all these things are going to happen.

Mr. Payton asked is it possible for us to set a threshold such as \$10,000 that no final payment of a bill over \$10,000 gets paid without board approval?



Mr. Oliver stated let's not ratify any requisitions. Let's bring them all to the meeting, especially since you are going to meet twice a month anyway. We meet monthly at a minimum and in most of my districts we don't process and ratify requisitions prior to full board approval unless there is an emergency. In those rare cases, the Chairman or Vice Chairman can approve, with Board ratification to follow. Also as a Board, please review the requisitions included in each agenda package and ask questions of staff about the requisitions and invoices before they get approved.

A resident stated item seven on the agenda going out for RFPs as I read that we are not going out for an RFP for a "general manager".

Mr. Oliver stated one of the four scopes is for a general manager/operations manager.

A resident stated I see four separate operations mentioned and it doesn't talk about a general manager for all the functions.

Mr. Oliver stated to clarify the four documents that the Board has been reviewing are scopes general manager, F&B management, golf management, and amenities management. Right now the operations management contract is not for a fulltime position. This Board is considering taking that funding for the operations manager and transitioning to a fulltime general manager with operations management responsibilities.

A resident asked would the other functions report to that general manager?

Mr. Oliver stated that is one model being explored..

A resident asked doesn't the agreement with East West expire on September 30<sup>th</sup> depending on the percentage of homes that are occupied?

Mr. Oliver responded it is not tied to a percentage of homes. It is an agreement with the district with an expiration date of September 30<sup>th</sup>. Based on what we have seen in other districts, there is no reason any of these four processes should not be concluded by September 30<sup>th</sup>.

### **THIRTEENTH ORDER OF BUSINESS      Financial Reports**

#### **A. Balance Sheet as of November 30, 2017 and Statement of Revenues and Expenses for the Period Ending November 30, 2017**

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. Krueger seconded by Mr. Payton with all in favor the check register was approved.

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

Mr. Oliver stated the next scheduled meeting is February 6, 2018 but we are going to continue this meeting to January 24, 2018 at 6:30 p.m. and the location will be determined and it will probably be at the residents club.

On MOTION by Mr. Cross seconded by Mr. Poole with all in favor the meeting was continued to Wednesday, January 24, 2018 at 6:30 p.m.

---

Secretary/Assistant Secretary

---

Chairman/Vice Chairman



SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The January 9, 2018 meeting of the Board of Supervisors of the South Village Community Development District was continued and reconvened Tuesday, January 24, 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

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel
Matt Biagetti	Director of Aquatics & Recreation
Corey Hamlin	Regional Manager, Century Golf Partners
Josh Heintzman	Eagle Landing Golf Professional

The following is a summary of the actions taken at the January 24, 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 continued meeting to order at 6:30 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Consideration of Request for Use of SVCDD  
Common Area for Fundraiser Event Venue**

Mr. Biagetti stated at the last meeting I was provided a handout in regard to having an event on the green sponsored by the students at the high school for their canine carnival. Ms.

Krisit Baldwin, a teacher at Oakleaf High School, is here to address the board regarding the educational project and a request for assistance in hosting the event.

Ms. Baldwin stated I teach global perspectives and this class every year gets a chance to do a local project and I ask the question if you have a chance to improve your community what would you do. This year all three classes chose to do animals and I am more impressed with these kids than I have been in 18 years of teaching. These kids have gone above and beyond, they made fliers, made announcements about fostering animals, the adoption process, everything. They had a charity drive and we filled three vans full of items to take to two shelters that will be participating in the canine carnival. This Saturday we have 60+ kids with their parents volunteering at the Green Cove animal shelter. They have created an Instagram and facebook page to get the word out. The carnival is the culmination of everything that has been done so far. The hopeful dates are February 17<sup>th</sup> or 24<sup>th</sup>, the 17<sup>th</sup> would be better for them. It will be an hour set up before and an hour breakdown afterwards. There is a list of activities we will have, games, bounce house, dunking tank, music, raffle, prizes have been donated and face painting. The directors and trainers will bring all the animals and take them back.

Mr. Poole stated I would like our lawyer to speak to the issue of liability.

Ms. Baldwin the directors will bring cages and walking territories and they are not bringing any aggressive animals.

Ms. Buchanan stated normally when an event is held the organizer will have an insurance policy and name us an additional insured. I don't think this is a formal event so I don't think the school will be able to do that, we can follow-up to determine whether the shelters have insurance policies and can give us some comfort on that level.

Mr. Payton stated this paper says it is an adoption event.

Ms. Baldwin stated it is two-fold for the students it is for adoption and for me it is to teach the students.

On MOTION by Mr. Cross seconded by Mr. Hermening with all in favor the request for use of the green for the canine carnival was approved subject to final approval by district counsel on liability insurance.
--

#### **FOURTH ORDER OF BUSINESS**

#### **Review of Updated Scopes of Management Services**

Mr. Oliver reviewed the slide presentation that covered the three current on-site management contracts for golf, recreation and operations, process timeline to issue proposals, rank proposals and interview proposers.

Mr. Oliver stated our timeline goal is for the Board to make selections prior to the August budget hearing. Over the next couple of days, I will refine the proposal solicitation documents so they can be released to the market of service providers. The most important steps going forward are the onsite meetings with potential proposers, addendums to be issued as additional questions are asked and supplementary information is requested. Once the Board receives proposals after the late March 2018 deadlines, , it can review the proposals. Based on that review, the Board can determine the next step, whether you are ready to make a decision, or perhaps paring down the list of proposers to the top vendors for a subsequent presentation at a CDD meeting. We will proactively reach out to companies that provide these services in Northeast Florida. In some cases, service providers may be statewide, regional or even national. If any board member knows of a company that provides these services, let me know so they can be invited to bid.

Mr. Cross stated in April we will probably have two meetings so we may want to continue a meeting. Mr. Cross asked would the onsite meetings be public so the board is there?

Mr. Oliver stated I prefer that they the initial meetings with potential vendors are working sessions limited to CDD staff and with those vendors. However, for each of these four functional areas seeking management proposals, it would be beneficial to have one Board supervisor for each one of those areas to participate. Having an elected official included in the process will give the opportunity to provide input from the executive level and I think it carries weight with the vendors, also.

Mr. Cross stated we probably need to decide tonight or at the next meeting which supervisors will be representing the Board at those meetings.

The board then discussed specifics of the scopes and suggested changes that will be incorporated into the final documents.

On MOTION by Mr. Cross seconded by Mr. Krueger with all in favor staff was authorized to finalize the documents and issue the solicitation for proposals.
---

Mr. Cross asked do we want to determine which ones will be at the February pre-bid meetings?

Mr. Oliver stated the first one is amenities management February 20<sup>th</sup> at 10:00 a.m. and GM and operations manager at 2:00 p.m.

Mr. Krueger stated I will be there for the amenities management.

Mr. Payton stated I will be there for the GM and operations management.

Mr. Oliver stated the next one is golf management on February 22<sup>nd</sup> at 10:00 a.m. and food & Beverage is at 2:00 p.m.

Mr. Hermening stated I can do golf management.

Mr. Cross stated I can do the 2:00 p.m. food and beverage.

Mr. Oliver stated I will send out a recap of this discussion in the meeting notes so you have those dates and assignments for your calendars.

#### **FIFTH ORDER OF BUSINESS**

#### **Other Business**

There being none, the next item followed.

#### **SIXTH ORDER OF BUSINESS**

#### **Supervisor's Requests and Audience Comments**

Mr. Krueger stated I have a couple questions that relate to the golf course. Where do we stand on the membership documents and when do we start offering memberships to new people who want to join?

Mr. Hamlin stated I received from our legal counsel a redline document. I'm waiting to see the rest of those from our legal counsel and we also shared those with your district counsel. Once both counsels are in agreement we can go ahead and make sure all those documents are in place.

Mr. Krueger stated it has taken a month so far.

Mr. Cross stated let's make it a priority.

Ms. Buchanan stated assuming I get comments in a relatively short time I should be able to turn that around before the next meeting.

Mr. Hamlin stated part of the conversations that Katie and I have had to make sure we do it correctly was whether it would be a promotional offer or a-normal offer. We talked about the notice of process.

Ms. Buchanan stated most of the rates they are proposing to use fall within the range that we previously adopted so there won't be any modifications necessary. If there is a new category that we haven't previously adopted they are able to implement it immediately under the professional rate option then we have the opportunity to formally adopt it if we want to.

Mr. Hamlin stated it looks like they were adopted June 2016.

Mr. Krueger stated it is almost two years later and that is something we may want to review again.

Mr. Cross stated I think we should do it annually.

Ms. Buchanan stated we will circulate it. It is a relatively large range that they adopted.

Mr. Hermening stated right now anybody can join at this rate and I think we are missing categories. I'm not happy. The second issue with pricing is the change the club made on the all-inclusive pricing. We dropped our golf rate \$6 from what it was and we are giving people the opportunity to spend an extra \$6 to pay what they used to pay if they want to get the all-inclusive. On that call they talked about they had only 25% of the people have not opted to take the all-inclusive. In my opinion we are losing money. That is only on weekdays. I went in today had a drink after golf the server wrote me up as an all-inclusive person. I said I was not all-inclusive. We have no means of tracking and we are not tracking who is doing what and when I told the server I need to pay for this I saw her go into her personal pocketbook to get the change. I am of the belief that we should have kept the rates where they were and we are giving money away.

Mr. Cross stated I agree. Isn't it simpler to have that one rate?

Mr. Hamlin stated I can bring a breakdown of how all-inclusive works and how it drives rounds. We allocate \$6 in cost, we took away the \$6 we moved the rate from \$35 to \$29 to try to drive rounds, we felt an all-inclusive adds value to weekend rounds. We felt we needed to drive the \$52 or \$42 rate on the weekends we need to value add to hold that rate but on weekends we felt we could drive rates stand alone at \$29 and possibly capture \$6 in food and beverage revenue. The challenge is not driving weekend rounds the challenge is driving weekday rounds, how do we get a person to play Monday through Thursday. I can give a full breakdown on February 5<sup>th</sup> of how all-inclusive affects rounds but we are wholly dependent on 38,000 public rounds a year and we have to find ways to drive rounds and we were trying to do that with food now we are trying to drive rounds with rates and add food.



Mr. Krueger asked how does that compare to the competition?

Mr. Hamlin stated when we did the call with Mr. Hermening I gave a full breakdown of how our rate compares to seven other competitors. We were second in rate on weekends and third in rate on weekdays. We are totally dependent on 49,000 rounds a year 38,000 of those being daily fee rounds. Your competitors run anywhere from 25,000 rounds a year to 37,000 rounds a year. They are already missing 12,000 to 15,000 rounds per year at a blend from \$25 to \$30 and that is an impact.

Mr. Hamlin asked have you seen an increase in rounds since you lowered the price?

Mr. Hamlin stated we have a small sample with the weather we really haven't seen that.

Mr. Hermening stated my takeaway was they are the experts and I want to give some lead time to be able to determine this but if he comes back in February in two weeks and we are missing two weeks of this month because of weather so we give them another one if we are losing money now we are pushed to April and then we have a change and we have to notice that then we are in May before we get it fixed.

Mr. Heintzman stated the price that was going to golf is still going to golf, we took the food away. The impact to rounds if there is a decrease in that revenue it would come from people not playing.

Mr. Poole stated you really have to be able to track what is happening with the money and the fees.

Mr. Hamlin stated I can provide information to show how many times Kelly plays weekdays versus weekends versus mornings versus afternoons.

Mr. Hermening stated but you can't tell me how many beers I have had.

Mr. Hamlin stated we need to tighten our processes.

Mr. Poole stated find an adequate mechanism to track and measure what you do and until you get to that point everything else is kind of a hypotheses.

Mr. Hamlin stated I will provide at the next meeting what we included for all-inclusive expenses versus rounds.

Mr. Krueger asked when do we have to have the driving range sodded?

Mr. Hamlin stated Steve Andersen should have an update in February.

Mr. Krueger stated Steve and I and Vallencourt walked the area and we told them what needed to be done and apparently Vallencourt is dragging their feet.

Mr. Cross stated let me talk to Mike he is the owner.

Mr. Hermening asked can't we get a letter from legal to them that they have been paid but the work is not done.

Ms. Buchanan stated yes but I would like to discuss my concerns about that after the meeting.

Mr. Poole stated Steve did a lot of coordination on this activity so why don't we give him some deadlines to make the situation whole.

Mr. Cross stated I need to know a date by which these things have to be done.

Mr. Hamlin stated I will ask Alan Slaughter tomorrow.

Mr. Payton stated there were some invoices they are asking us to discuss and pay as per our new process for that.

Mr. Oliver stated Steve discussed with me yesterday or the day before that he had a number of capital invoices that he wanted to get processed as requisitions, but we wanted to bring the invoices to the board first. This is based on the is matter that was discussed last meeting about the gym equipment was that was the final payment. Many of these are down payments, some are progress payments and some are for electrical service. None are for final payment as was the gym equipment. If there are any invoices on that that catch your eye, we can discuss in more detail. Otherwise, based on the information that I just provided, Steve and Keith can start the process to prepare the requisitions and then have them certified. Again, the big sticking point of what we discussed at the last meeting was the fact that it was the final payment. In the future, to maintain leverage over vendors or contractor, we want to be careful not to relase final payments until goods or services are determined to be complete and satisfactory .

Mr. Payton stated he wants two checks for the electrical. Is one a final payment?

Mr. Oliver stated he wants to hold the checks and give the down payment now and hold the final payment check.

Mr. Payton stated then we are doing the same thing.

Mr. Oliver stated we can just approve the first check.

On MOTION by Mr. Payton seconded by Mr. Cross with all in favor all the invoices were approved except the second payment for Digital Security Systems and pay only the first 50% to the cabinet contractor and hold 50%.
--

Mr. Hermening stated we have a serious heating and a/c issues at the clubhouse. He is still working on that and I believe he has been in contact with Jim to get other names.

Mr. Oliver stated I asked our operations side to provide additional HVAC contacts.

A resident asked once the documents are finalized for the bidders, will you be able to publish those?

Mr. Oliver responded yes.

A resident stated I didn't see in the RFPs anything that was branding of Eagle Landing that whoever comes in whether it be one or four vendors that they will be working to brand and improve Eagle Landing rather than their own little pieces. There needs to be one cohesive goal and that goal is to improve Eagle Landing for all of the residents. It basically lays out and explains it to all these different vendors.

I don't see anything that says that maybe a preference would be to have one vendor do everything. That would generate a better review from the board than any individual pieces.

Mr. Cross stated to your first point I think that is going to be management letting them know that is our goal to brand the second part is I don't know yet whether I want one person to run everything. They have that choice to bid it that way.

Mr. Payton stated I feel the same. Are you making an assumption that there is better value if one company manages the entire place?

A resident stated I'm making an assumption from a resident's perspective I want to see the entire entity improve and to do that part of it is branding and part of it is cohesiveness between all the different management organizations or if you want to call it the Eagle Landing organization.

Mr. Cross stated I think we can also achieve that through a general manager if we had one, that would be his job to make sure they work together as a team. We may end up with one we don't know yet.

A resident stated if you are going to go separate then you have to explain that the general manager is like the general, that person is the person that everyone else reports to.

Mr. Payton stated it is explained in one of these documents, it talks about the structure.

A resident asked if there are no bids for a general manager, what are you going to do?

Mr. Cross stated that is a bridge we will cross when we get there. We don't know that we are going with that option we are still looking at whether we want the board to control it or hire a general manager.

Mr. Payton stated the basis to have the open ended RFPs is because this district has never bid these contracts and we are still working with the same management company that was here from day one. I don't know the value of our amenities contracts and is it better to be one or better to be separate. I'm looking forward to people coming in and bidding that and we will decide what we think.

A resident stated I recommend for the general manager position that you contact veteran organizations and see if there is a retired major or colonel that may be available.

Mr. Oliver stated the idea of military veterans with leadership experience is a great idea. In these solicitations, the CDD is trying to hire an individual, but rather contracting with a company that provides general management services. If there is a personnel issue with the GM which is not satisfactory for the CDD, it will be the contracted company's responsibility to replace the GM with someone else.

A resident stated thanks for finally fixing the exit to Eagle Landing. On top of what Kelly was saying about the lack of control on the all-inclusive cards it also carries over to other things in the restaurant. The night of the wine tasting there were eight couples at our table of the 45 people and nobody was asked to pay the \$15 fee. I find that interesting that you are trying to make things work and nobody had a clue that they were supposed to pay.

Mr. Hermening stated I think one of the things moving forward and lessons learned is that Dan is looking at is if we have reservation type things that costs dollars to charge our cards. We ran into the same thing for new year's they did a good job of collecting money for the first hour but not when people showed up later. I know that not everybody paid.

A resident stated I represent the Golden Eagles and we are planning on putting on a function and were working with Dan for quite a while and we had a tasting last night with 19 people selected to taste what the new menu was going to be like. It came out very well, it was presented very well and the tastings went very well. One of the problems is we were planning to put together a Valentines Day party and one of the concerns was when we went back to the fact about the holidays we had during Christmastime involved getting money. We pretty much talked to Dan that we are going to require that they pay upfront automatically. If they want to

decide not to go that is fine but the money you paid in will go because somebody has to cover the cost of the food, time and beverage and things that go in. I think we were all in agreement on that and that is what we are trying to do to counteract that situation to make the funding is there for these functions.

**SEVENTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Tuesday,  
February 6, 2018 at 6:30 p.m. at Eagle  
Landing Residents Club**

Mr. Oliver stated the next meeting is February 6, 2018 at 6:30 p.m.

On MOTION by Mr. Krueger seconded by Mr. Poole with all in favor the meeting adjourned at 8:06 p.m.
--

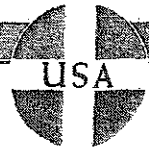
---

Secretary/Assistant Secretary

---

Chairman/Vice Chairman

## *FOURTH ORDER OF BUSINESS*



# FREE Youth Mental Health First Aid Training

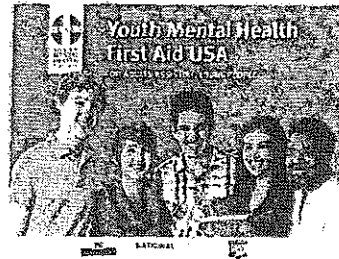
MENTAL  
HEALTH  
FIRST AID

**FREE Training**, receive a three year certification in Youth Mental Health First Aid Provided by Mental Health America through the Project AWARE Community Grant

Mental Health First Aid is the initial help offered to a person developing a mental health challenge or experiencing a mental health crisis. The first aid is given until appropriate treatment and support are received or until the crisis resolves.

## What Participants Learn:

- Risk factors and warning signs of mental health concerns
- Information on depression, anxiety, trauma, psychosis and substance use
- A 5-step action plan to help someone developing a mental health concern or in crisis
- Available evidence-based professional, peer and self-help resources
- Prevalence of mental health problems
- Signs and symptoms of depression, anxiety, psychosis and substance use disorders
- Crisis first aid for:
  - Traumatic events
  - Acute psychosis
  - Overdose and withdrawal
  - Suicidal thoughts and behaviors
  - Panic attacks



## Who Can Benefit From This Training:

Anyone in the community... Organization, Corporations, Non-Profits, Parents, Volunteers, Churches, Educators, Law Enforcement, Juvenile Court, Bailiffs, Juvenile Justice, ETC.

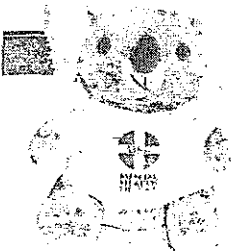
To schedule a training, contact Jill Hill, Project AWARE-C Program Coordinator

[jill@mhajax.org](mailto:jill@mhajax.org) or (904) 683-7947

or register at

Jacksonville Children's Commission, 1905 A Philip Randolph Blvd. Jacksonville, Florida 32206

To register go to <https://jaxkids.gosignmeup.com/public/course/browse>



## ALICE: the Mental Health First Aid Action Plan

- Assess for risk of suicide or harm
- Listen nonjudgmentally
- Give reassurance and information
- Encourage appropriate professional help
- Encourage self-help and other support strategies

## Questions?

Contact [jill@mhajax.org](mailto:jill@mhajax.org) or call 904-683-7947

Mental Health First Aid USA is coordinated by the National Council for Community Behavioral Healthcare, the Maryland Department of Health and Mental Hygiene, and the Missouri Department of Mental Health.

## *FIFTH ORDER OF BUSINESS*



# Proposal Solicitation Timeline

1. Announced Solicitation of Proposals or RFP -  
February 1 – Scopes available for vendors
2. On Site Mandatory Pre-Bid Meetings –  
February 20 – Amenities Mgt and GM/Ops Mgt  
February 22 – Golf Mgt and F&B Mgt
3. Proposals Due –  
March 26 - Amenities Mgt and GM/Ops Mgt  
March 29 – Golf Mgt and F&B Mgt
4. Begin Review of Proposals – April 2018

## *SEVENTH ORDER OF BUSINESS*

RESOLUTION 2018-04

WHEREAS, the Board of Supervisors, hereinafter referred to as the "Board", of the South Village Community Development District, hereinafter referred to as "District", adopted a Recreational Fund Budget for fiscal year 2018, and

WHEREAS, the Board desires to reallocate funds budgeted to re-appropriate Revenues and Expenses approved during the Fiscal Year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE SOUTH VILLAGE COMMUNITY DEVELOPMENT DISTRICT TO THE FOLLOWING:

1. The Recreational Fund Budget is hereby amended in accordance with Exhibit "A" attached.
2. This resolution shall become effective this 8<sup>th</sup> day of February, 2018 be reflected in the monthly and fiscal Year End 9/30/18 Financial Statements and Audit Report of the District.

*South Village  
Community Development District*

by: \_\_\_\_\_  
Chairman

Attest:

by: \_\_\_\_\_

# South Village

## Community Development District

Recreation Fund - FY2018

Budget Amendment 2018-04

	<u>Adopted Budget FY2018</u>	<u>Proposed Increase/ (Decrease)</u>	<u>Proposed Amended Budget</u>
<b><u>Expenses:</u></b>			
<b><u>Tennis:</u></b>			
Management Fees	\$254,800	(\$32,184)	\$222,616
<b><u>Pool:</u></b>			
Management Fees	\$219,800	\$297	\$220,097
<b><u>Café:</u></b>			
Management Fees	\$37,900	\$13	\$37,913
<b><u>Administrative</u></b>			
Management Fees	\$38,300	(\$25,960)	\$12,340
<b><u>Kids Club Programs:</u></b>			
Management Fees	\$31,800	\$17	\$31,817
<b>Total Expenses</b>	<u>\$582,600</u>	<u>(\$57,817)</u>	<u>\$524,783</u>

## EXHIBIT B

### RECREATIONAL BUDGET

SVCDD 2017-2018  
Proposed Budget

#### RECREATIONAL FUND

##### REVENUES

Maintenance Assessments- Tax Collector	\$646,712
Swim & Tennis Revenue	\$241,770

##### TOTAL REVENUES

\$888,482

##### EXPENDITURES

###### *Swim & Tennis*

General & Administrative	\$98,000
Management Fee	\$12,340
Tennis	\$74,000
Management Fee	\$222,616
Pools	\$103,700
Management Fee	\$220,097
RC Snack Shop & Store	\$62,600
Management Fee	\$37,913
Kids Club	\$16,900
Management Fee	\$31,817
Lakehouse	\$1,700

##### TOTAL EXPENDITURES

\$881,683

##### EXCESS REVENUES/(EXPENDITURES)

\$6,799

##### PLATTED LOTS

Assessments- Platted Lots	1,233
Net- Assessment Rate	\$1,010.50
Total Net Assessments – Tax Collector	\$1,245,947
Gross Assessment (6% Discount)	\$1,325,475
Gross Assessment- Per Unit	\$1,075.00

##### DFH Lots (Admin Only)

Assessments – Platted Lots	99
Net-Assessment Rate	\$70.41
Total Net Assessments – Tax Collector	\$6,971
Gross Assessment (6% discount)	\$7,415
Gross Assessment – Per Unit	\$74.90

##### ALLOCATION OF On ROLL ASSESSMENT

Total Net – Tax Collector Platted	\$1,245,947
Total Net – Tax Collector Admin Only	<u>\$6,971</u>
Total Assessment – Tax Collector	\$1,252,917

General Fund	\$606,205
Recreation Fund	<u>\$646,712</u>

##### TOTAL NET

\$1,252,917

Direct Invoices  
Eagle Landing LP

FY 2018  
\$1,267

*EIGHTH ORDER OF BUSINESS*

*D.*




# HADDEN ENGINEERING, INC.

CONSULTING ENGINEERS LAND PLANNERS ENVIRONMENTAL PERMITTING

January 26, 2018

Patti Powers  
5385 N Nob Hill Road  
Sunrise, FL 33351

1-26-2018  
 **SCANNED**

RE: South Village CDD  
Contractor Pay Request  
2016 – A1/2 Special Assessment Bonds

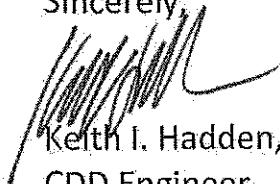
Dear Patti:

Enclosed is a copy of Steve Andersen's Memorandum dated January 25, 2018 summarizing the Contractors' Invoices that are being submitted for payment by the SVCDD in the amount of \$42,040. 86.

Attached is the Signed and Sealed ENGINEER'S CERTIFICATION for Requisition(s) Numbers 41 - 47. I have reviewed, approved and certified this Invoice.

Please have the check's sent to Steve Andersen for distribution. Steve will obtain Release of Lien from the Contractor.

Sincerely,



Keith I. Hadden, P.E.  
CDD Engineer  
KIH/jg

Enclosure

Cc: FILE  
Linda Hadden/Project Coordinator  
Linda Bossinger/Accounts Manager

SA.patti.COVER.ltr4Invoices.SVCDD2016SABonds.1.26.2018

Post Office Box 9509 Fleming Island, FL 32006-0030  
keithhadden@haddeneng.com  
OFFICE: (904) 269-9999



**South Village CDD Operations**  
**2105 HARBOR LAKE DR**  
**ORANGE PARK FL. 32003**  
**(904) 509-6445**  
**SVCDDoperations@gmail.com**

<b>DATE:</b> January 25, 2018  <b>TO:</b> Keith Hadden, CDD Engineer  <b>FROM:</b> Steve Andersen, SVCDD Operations Manager <i>SA</i>  <b>RE:</b> 2016-A1/2 SPECIAL ASSESSMENT BONDS
--

Please process for payment the following invoices

Req	VENDOR / CONTRACTOR:	AMOUNT:	REQUISITION
41	Mike Brown Plumbing Inv. 13900, Clubhouse bathroom refurbishment	\$ 2,889.94 \$ 2,889.94	41
42	Jon Flores Inv. 553, Tennis Court Drawings	\$ 500.00 Total \$ 500.00	42
43	Digital Security Systems Inv 3, Clubhouse sound system upgrades	\$ 2,560.00 \$ 2,560.00	43
44	Island Paint and More Inv. 998, Clubhouse bathroom/dining room renovation Inv. 101, Clubhouse bar area renovation 50% deposit	\$ 3,526.00 \$ 14,929.00 \$ 18,455.00	44
45	All American Electrical Inv. 17-1533, Clubhouse electrical work	\$ 1,323.25 Total \$ 1,323.25	45
46	Inter Cabinets Inc Inv. 21, Clubhouse Bar build 50%	\$ 13,397.50 Total \$ 13,397.50	46
47	Steve Andersen Reimburse for Dining room chandeliers from 1stoplighting Tax refund from Best Buy TV purchase Tax refund from Best Buy TV purchase Return lights and purchase new lights Reimburse for Clubhouse outdoor lights from Progress lighting Reimburse for Bathroom paper towel dispensers from Uline	\$ 3,016.01 \$ (452.90) \$ (59.50) \$ (48.16) \$ 185.58 \$ 274.14 \$ 2,915.17	47

<b>TOTAL FOR 2016-A1/2 BONDS:</b>	<b>\$ 42,040.86</b>
-----------------------------------	---------------------

*Please mail all Checks to Steve Andersen for distribution*

**REQUISITION FORM**  
**Series 2016 -A1/2**  
**Special Assessment Bonds**

The undersigned, an Authorized Officer of South Village Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of January 1, 2005 (the "Master Indenture"), as amended and supplemented by the Second and Third Supplemental Indenture from the District to the Trustee, dated as of June 1, 2016 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A)    **Requisition No.:**     41
- (B)    **Payee:**                    Mike Brown Painting
- (C)    **Amount Payable:** \$2,889.94
- (D)    **Invoice(s) :**                #13900
- (E)    **Series 2016-A1/2 Special Assessment Bonds**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Districtwide Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Districtwide Project and each represents a Cost of the Districtwide Project, and has not previously been paid.

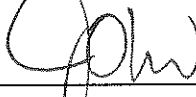
The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

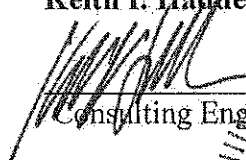
**SOUTH VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

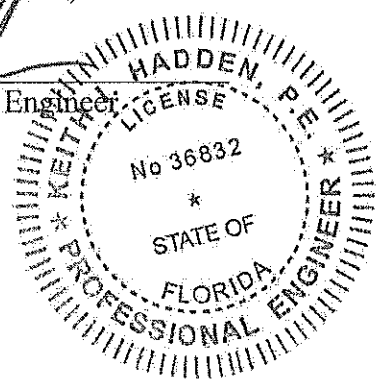
  
\_\_\_\_\_  
By: Secretary  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Districtwide Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Districtwide Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer attached as an Exhibit to the Second and Third Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

**Keith I. Hadden, P.E.**

  
\_\_\_\_\_  
Consulting Engineer



Professional Engineer Seal for Keith I. Hadden, P.E., License No. 36832, State of Florida. The seal is circular with a dashed border. Inside the border, the text reads: "KEITH I. HADDEN, P.E." at the top, "LICENSE" in the middle, "No 36832" below that, a small star, "STATE OF FLORIDA" below the star, and "PROFESSIONAL ENGINEER" at the bottom.

Mike Brown Plumbing Co.

8622 Emerald Isle Circle North

Jacksonville, FL 32216

PH # (904) 645-7636

Fax # (904) 645-9177

# Invoice

DATE	INVOICE #
12/14/2017	13900

BILL TO
EAGLE LANDING COUNTRY CLUB 3989 EAGLE LANDING PARKWAY ORANGE PARK, FL 32065

		S.O. #	FIELD TICKET #	TERMS	JOB NAME
			194276	Due on receipt	3989 EAGLE LANDING PKWY
ITEM	QTY	DESCRIPTION		RATE	AMOUNT
2 MAN LABOR	2.75	12-5-17 -ARRIVED TO CHECK FOR SEWER SMELL IN LADIES ROOM AND ISSUES WITH FLUSH VALVES ON WATER CLOSETS. DETERMINED SMELL WAS COMING FROM LADIES SHOWER (WATER IN TRAP EVAPORATED FROM NO USE). RECEIVED APPROVAL FROM MR. ANDERSON TO REPLACE WALL WATER CLOSETS AND FLUSH VALVES IN BOTH BATHROOMS.		125.00	343.75
2 MAN LABOR	7.5	12-8-17 -SUPPLY AND INSTALL TWO NEW ADA WATER CLOSETS AND FOUR STANDARD WATER CLOSETS WITH FLUSH VALVES		125.00	937.50
MATERIAL		LUMP SUM		1,608.69	1,608.69
		Sales Tax		7.00%	0.00
<b>APPROVED FOR PAYMENT</b> Steve Andersen Date: <u>1/23/18</u> Amt: <u>\$2,889.94</u> Source: <u>2016 11/12 Bon L</u>					
THANK YOU VERY MUCH !				Total	\$2,889.94

**REQUISITION FORM**  
**Series 2016 -A1/2**  
**Special Assessment Bonds**

The undersigned, an Authorized Officer of South Village Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of January 1, 2005 (the "Master Indenture"), as amended and supplemented by the Second and Third Supplemental Indenture from the District to the Trustee, dated as of June 1, 2016 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A)    **Requisition No.:**     42
- (B)    **Payee:**                     Jon Flores
- (C)    **Amount Payable:** \$ 500.00
- (D)    **Invoice(s) :**                #553
- (E)    **Series 2016-A1/2 Special Assessment Bonds**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Districtwide Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Districtwide Project and each represents a Cost of the Districtwide Project, and has not previously been paid.

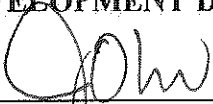
The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

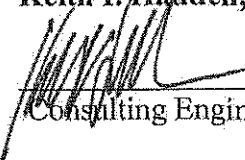
**SOUTH VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

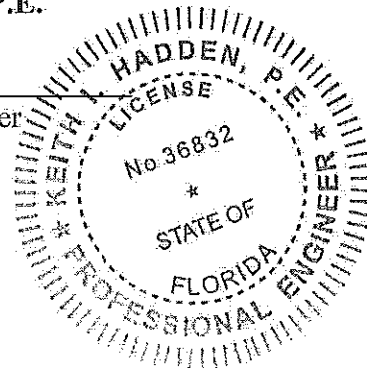
  
\_\_\_\_\_  
By: Secretary  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Districtwide Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Districtwide Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer attached as an Exhibit to the Second and Third Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

**Keith I. Hadden, P.E.**

  
\_\_\_\_\_  
Consulting Engineer



# Invoice

Jon Flores  
J-FLO Industries LLC  
12301 Kernan Forest Blvd. #2603  
Jacksonville, FL 32225

Date: 1/13/2018  
Invoice #: 553  
Customer ID: ECLLNDG

To: Chris Payton  
Eagle Landing  
3989 Eagle Landing Parkway  
Orange Park, FL 32065

Eagle Landing Tennis Courts Site plan schematic

1.00	12/5/17: Color Schematic for Tennis court renovations	\$	500.00	\$	500.00
------	---	----	--------	----	--------

APPROVED FOR PAYMENT

Steve Andersen  
Date: 1/23/18 Amt: 500.00  
Source: 2016 H/A2

Subtotal \$ 500.00

Total due \$ 500.00

Please make all checks payable to J-FLO Industries LLC  
Thank you for your business!  
Phone: (904) 651-0914 Email: JonFlores@Live.com

**REQUISITION FORM**  
**Series 2016 -A1/2**  
**Special Assessment Bonds**

The undersigned, an Authorized Officer of South Village Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of January 1, 2005 (the "Master Indenture"), as amended and supplemented by the Second and Third Supplemental Indenture from the District to the Trustee, dated as of June 1, 2016 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A)    **Requisition No.:**     43
- (B)    **Payee:**            Digital Security Systems
- (C)    **Amount Payable:** \$ 2,560.00
- (D)    **Invoice(s) :**            #3
- (E)    **Series 2016-A1/2 Special Assessment Bonds**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Districtwide Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Districtwide Project and each represents a Cost of the Districtwide Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

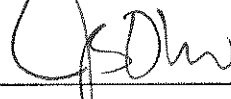
The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.



Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

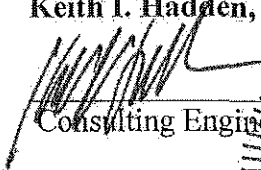
**SOUTH VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

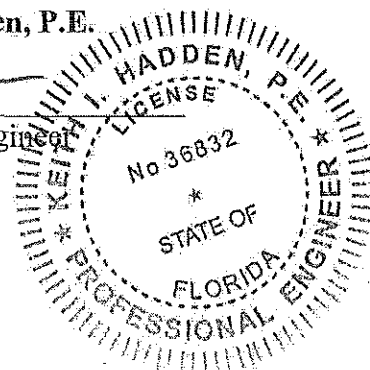
  
By: JAMES OLIVER  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Districtwide Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Districtwide Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer attached as an Exhibit to the Second and Third Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Keith I. Hadden, P.E.

  
Consulting Engineer



DSS FL.

716 David Allen Dr.  
Jacksonville, FL. 32220

# DIGITAL SECURITY SYSTEMS

Max Johnson, Security System Analyst  
Phone: (904) 834-9775

E-mail: [mjohnson@dssfl.com](mailto:mjohnson@dssfl.com)  
Website: [www.dssfl.com](http://www.dssfl.com)

## Statement

Date: January 25, 2018

Bill To: Eagle Landing  
Club House  
3973 Eagle Landing Parkway  
Orange Park, FL 32065

Date	Invoice#	QTY	Description	Rate	Amount
			8" OUTDOOR SPEAKERS WHITE 175W 8" WOOFER 3" MIDRANGE 1"		
		4	TWEETER	\$300	\$ 1,200.00
		1	SONOS CONNECT AMP	\$535	\$ 535.00
			RG6 COAXIAL CABLE		
		8	INSTALLATION	\$75	\$ 600.00
			18" INCEILING SPEAKERS (bathrooms)		
		2	(men, women)	\$75	\$ 150.00
		2	TV BRACKET TILT	\$75	\$ 75.00
	After install	2	TV INSTALLATION	\$198	\$
	After install	1	INSTALLATION LABOR SMALL PARTS	\$700	\$
			Sub-Total		\$ 2,560.00
			Tax 7%		
Terms: Balance of product due before install.			Total		\$2,560.00

Total Amount Due:

Amount Due Today:

Product Balance Due:

Thank you for your Business!

APPROVED FOR PAYMENT

Steve Andersen  
Date: 1/25/18 Amt: \$2,560<sup>00</sup>  
Source:

2016 M/AZ Bonds

**REQUISITION FORM**  
**Series 2016 -A1/2**  
**Special Assessment Bonds**

The undersigned, an Authorized Officer of South Village Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of January 1, 2005 (the "Master Indenture"), as amended and supplemented by the Second and Third Supplemental Indenture from the District to the Trustee, dated as of June 1, 2016 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A)    **Requisition No.:**     44
- (B)    **Payee:**            **Island Paint and More**
- (C)    **Amount Payable:** \$ 18,455.00
- (D)    **Invoice(s) :**            **# 998 & 101**
- (E)    **Series 2016-A1/2 Special Assessment Bonds**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Districtwide Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Districtwide Project and each represents a Cost of the Districtwide Project, and has not previously been paid.

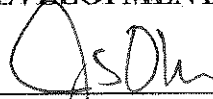
The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

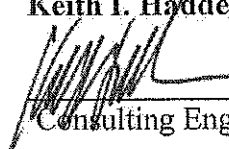
**SOUTH VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

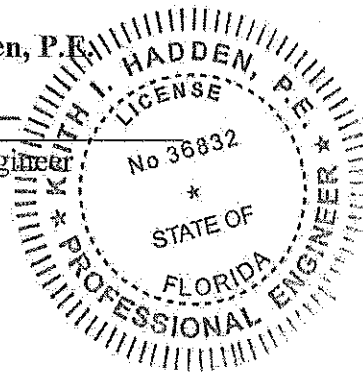
  
By: Secretary  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Districtwide Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Districtwide Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer attached as an Exhibit to the Second and Third Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Keith I. Hadden, P.E.

  
Consulting Engineer



# INVOICE

Island Paint & More, LLC

INVOICE 998#  
DATE: DECEMBER 29, 2017

5000 US Hwy 17, Ste 18 #166  
Fleming Island, FL 32003  
Phone 904-940-4500  
Islandpaintmore@att.net

TO SVCDD Eagle Landing  
3973 Eagle Landing Pkwy  
Orange Park, FL 32065  
904-509-6445

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Eagle landing Golf Club	Due on receipt	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	2 urinals and valves.		
	Women's bath ceiling and hall ceiling repair and mold treatment from leak during job.		
	40 panels of sound proofing install/uninstall patch holes and paint.		
	Patch and paint 4 wall light boxes.		
	Install 10 exterior fans.		
	Plumbing repair.		
	5 transitions.		
	Marble threshold, 2bags grout, 1 bag thin set.		
	Additional tile work at sinks		

APPROVED FOR PAYMENT

Steve Andersen  
Date: 1/3/18 Amt: \$3,526.00  
Source: 2016 A1/2 Bonds

SUBTOTAL	\$3526.00
SALES TAX	
TOTAL	\$3526.00

Make all checks payable to Island Paint & More, LLC

THANK YOU FOR YOUR BUSINESS!

# INVOICE

## Island Paint & More, LLC

[Company Slogan]

5000 US Hwy 17, Ste 18 #166  
Fleming Island, FL 32003  
Phone 904-940-4500  
Islandpaintmore@att.net

INVOICE 101  
DATE: JANUARY 22, 2018

TO SVDD Eagle Landing  
3973 Eagle Landing Pkwy  
Orange Park, FL 32065  
904-509-6445

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Golf club bar		

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Fill in and finish exterior and interior on double exterior door at bar end.		\$29,858.00
	Quarter round and stain. (135Lft).		
	Demo bar and cabinets save floor.		
	V-groove paneling and stain (160Lft).		
	Straightening out ceiling over bar to wall and out smooth.		
	Extending lights, sprinklers, speakers and painting A/C vents black.		
	Plumbing on 3-sink extension, 2-GFI plugs.		
	Painting of walls stain block and paint.		
	Remove bar floor install vinyl.		
	Remove drop ceiling and install black grind/acoustic panels		
	Permit's and fees		
	Roll-off dumpster		

APPROVED FOR PAYMENT  
Stove Andersen  
Date: 1/23/18 Amt: \$14,929.00  
Source: 2016 A1142

SUBTOTAL	\$29,858.00
DEPOSIT	\$14,929.00
TOTAL	\$14,929.00

Make all checks payable to Island Paint & More, LLC

THANK YOU FOR YOUR BUSINESS!

**REQUISITION FORM**  
**Series 2016 -A1/2**  
**Special Assessment Bonds**

The undersigned, an Authorized Officer of South Village Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of January 1, 2005 (the "Master Indenture"), as amended and supplemented by the Second and Third Supplemental Indenture from the District to the Trustee, dated as of June 1, 2016 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A)    **Requisition No.:**     45
- (B)    **Payee:**            All American Electrical
- (C)    **Amount Payable:** \$ 1,323.25
- (D)    **Invoice(s) :**            # 17-1533
- (E)    **Series 2016-A1/2 Special Assessment Bonds**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Districtwide Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Districtwide Project and each represents a Cost of the Districtwide Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

**SOUTH VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

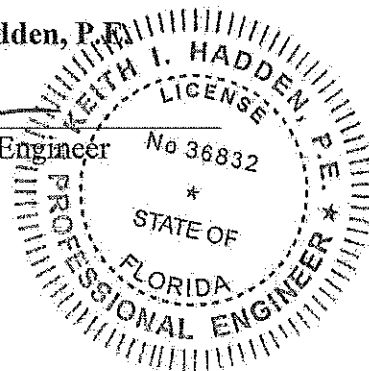
  
By: Secretary  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Districtwide Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Districtwide Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer attached as an Exhibit to the Second and Third Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Keith I. Hadden, P.E.

  
Consulting Engineer





All American Electrical of N. FL  
4541 St. Augustine Rd. Ste. 4  
Jacksonville, FL 32207



# Invoice

Date	Invoice #
12/25/2017	17-1533

Bill To
Eagle Landing 3989 Eagle Landing Pkwy. Orange Park, FL 32065

Due Date	Job Address
12/25/2017	

Date	Description	Quantity	Rate	Amount
12/11/2017	1st Hour Labor - 9:05-10:05 Truck # 721	1	150.00	150.00
12/11/2017	10:05-2:50 Hourly Rate billed per 1/2hr. Truck # 721	5	100.00	500.00
12/11/2017	Provide labor and materials to complete the following:  * Installed (2) outlets in ceiling on back patio for TV's. * Installed (1) outlet in banquet room for TV. * Installed (1) outlet in breezeway for TV. * Installed (4) white round metal blank plates in banquet room where sconces were.	1	0.00	0.00
12/11/2017	(4) single gang pop-in boxes (3) white tamper resistant and WP receptacles (1) duplex receptacle (1) duplex plate (2) white bell outdoor covers (1) brown outdoor cover (1) 4" square metal box (1) 4" square blank 25' 12/2 MC 125' 12/2 romex	1	203.70	203.70
12/21/2017	9:00-12:00 Hourly Rate billed per 1/2hr. Truck # 704	3	100.00	300.00

Thank you for your business.

**Total**

Phone #
904-253-3113

E-mail	Web Site
ebreedon@aacnfl.com	www.aacnfl.com

All American Electrical of N. FL  
4541 St. Augustine Rd. Ste. 4  
Jacksonville, FL 32207



# Invoice

Date	Invoice #
12/25/2017	17-1533

<b>Bill To</b>
Eagle Landing 3989 Eagle Landing Pkwy. Orange Park, FL 32065

Due Date	Job Address
12/25/2017	

Date	Description	Quantity	Rate	Amount
12/21/2017	Provide labor and materials to complete the following:  * Added (1) outlet in dining room for TV. * Added (1) outlet outside for TV. * Added (1) outlet in electrical room for data.	1	0.00	0.00
12/21/2017	(3) cut in boxes (3) TR outlets (3) duplex plates (1) box (1) roll 12/2 romex (1) fine tool blade	1	169.55	169.55

## APPROVED FOR PAYMENT

Date: 1/23/18 Steve Andersen  
Source: 2016 1/18 Bonds Amt: \$1,323.25

Thank you for your business.

**Total**

**\$1,323.25**

<b>Phone #</b>
904-253-3113

<b>E-mail</b>
cbreedon@aaenfl.com

<b>Web Site</b>
www.aaenfl.com

**REQUISITION FORM**  
**Series 2016 -A1/2**  
**Special Assessment Bonds**

The undersigned, an Authorized Officer of South Village Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of January 1, 2005 (the "Master Indenture"), as amended and supplemented by the Second and Third Supplemental Indenture from the District to the Trustee, dated as of June 1, 2016 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A)    **Requisition No.:**     46
- (B)    **Payee:**            Inter. Cabinets, Inc.
- (C)    **Amount Payable:** \$13,397.50
- (D)    **Invoice(s) :**            # 21
- (E)    **Series 2016-A1/2 Special Assessment Bonds**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Districtwide Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Districtwide Project and each represents a Cost of the Districtwide Project, and has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

**SOUTH VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

By: \_\_\_\_\_

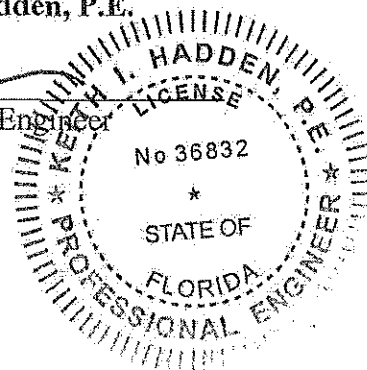
*Secretary*  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Districtwide Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Districtwide Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer attached as an Exhibit to the Second and Third Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

**Keith I. Hadden, P.E.**

*[Signature]*  
Consulting Engineer



Inter Cabinets Inc  
337 Foxridge rd  
Orange Park, FL 32065

# Invoice

Date	Invoice #
12/30/2017	21

Bill To
Steve Andersen SVCOO Clubhouse 3989 Eagle Landing Pkwy Orange Park, FL 32065

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
31	bar face from	375.00	11,625.00
30	back wall bookcase	375.00	11,250.00
98	granite	40.00	3,920.00
<p>APPROVED FOR PAYMENT Steve Andersen Date: <u>1/25/18</u> Amt: <u>\$13,395<sup>50</sup></u> Source: <u>2016 A1/A2 Bond</u></p>			
		506	13,395 <sup>50</sup>
		<b>Total</b>	\$26,795.00

**REQUISITION FORM**  
**Series 2016 -A1/2**  
**Special Assessment Bonds**

The undersigned, an Authorized Officer of South Village Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the District to U.S. Bank National Association, Orlando, Florida, as trustee (the "Trustee"), dated as of January 1, 2005 (the "Master Indenture"), as amended and supplemented by the Second and Third Supplemental Indenture from the District to the Trustee, dated as of June 1, 2016 (the Master Indenture as amended and supplemented is hereinafter referred to as the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A)    **Requisition No.:**     47
- (B)    **Payee:**             Steve Andersen
- (C)    **Amount Payable:** \$ 2,915.17
- (D)    **Invoice(s) :**             Reimbursement
- (E)    **Series 2016-A1/2 Special Assessment Bonds**

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Districtwide Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Districtwide Project and each represents a Cost of the Districtwide Project, and has not previously been paid.


The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Costs of Issuance Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving this requisition or the approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

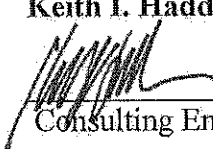
Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

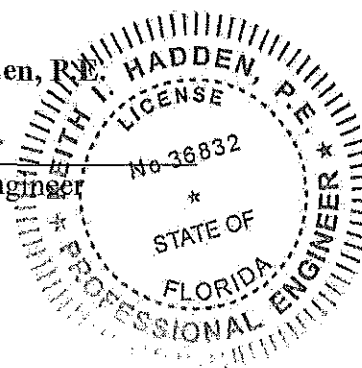
**SOUTH VILLAGE COMMUNITY  
DEVELOPMENT DISTRICT**

  
By: Secretary  
Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE AND  
CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Districtwide Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Districtwide Project with respect to which such disbursement is being made; and, (ii) the report of the Consulting Engineer attached as an Exhibit to the Second and Third Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Keith I. Hadden, P.E.  
  
Consulting Engineer



KEITH I. HADDEN, P.E.  
LICENSE  
No. 36832  
\*  
STATE OF  
FLORIDA  
\*  
PROFESSIONAL ENGINEER

From: Sales at 1STOPlightingPRO.com customer\_service@1stoplighting.com  
Subject: ORDER #5394328 CONFIRMATION RECEIPT - 1STOPlightingPRO.com  
Date: January 4, 2018 at 5:58 PM  
To: Steve Andersen sandersen@gmsnf.com



Hello Steve Andersen, here is your order confirmation.

**1STOPLIGHTING** *pro*

**855-300-9232**  
Monday - Friday: 8:00am - 4:30pm PST  
Saturday & Sunday CLOSED  
customer\_service@1stoplighting.com

Date: 1/4/2018 2:58:04 PM

This email confirms the product(s) you have ordered. We will check the availability of your product(s) and confirm your credit card information. If there are any issues with product availability or credit card processing we will contact you.

The status of your order can always be viewed on our site or by clicking this link: [View Status](#).

**ORDER #:**  
**5394328**

**Delivery Information**

Steve Andersen  
Steve Andersen, 2105 Harbor  
Lake Dr, Fleming Island, Florida,  
32003  
sandersen@gmsnf.com  
904-509-6445

**Billing Information**

Steve Andersen  
Steve Andersen, 2255 Eagle  
Harbor Pkwy, Fleming Island,  
Florida, 32003  
sandersen@gmsnf.com  
904-509-6445

**Payment Method (Credit Card)**

Steve Andersen  
Visa  
9658

**PRODUCT DETAILS**

BRAND	PRODUCT DESCRIPTION	UNIT PRICE	QTY	TOTAL PRICE
Kichler Lighting	42381MIZ Lacey - Five Light Chandelier - Mission Bronze Finish with Cased Opal Glass with Metallic Frosted Shade	\$580.00	4	\$1,856.01
Kichler Lighting	42383MIZ Lacey - Twelve Light Chandelier - Mission Bronze Finish with Cased Opal Glass with Metallic Frosted Shade	\$1,450.00	1	\$1,160.00

Reg. Subtotal \$3,770.02

Your Loyalty Program Discount \$754.00

Your Subtotal \$3,016.01

Shipping to Fleming Island, FL FREE

Grand Total **\$3,016.01**

**APPROVED FOR PAYMENT**

Date: 1/28/18 Amt: \$3,016.01  
Source: Steve Andersen

*2016 H1/A2 Bond*

Items that are in stock will ship out immediately. If the estimated delivery date for your order changes or if a product on



Nov  
27  
2017**Order Number:** BBY01-805514767266**Order Status:** Completed  
11 items**Payment Method**

Visa \*\*\*\*9658 \$6,922.80

**Refunds**

Credits -\$452.90

**Order Summary**

Product Total	\$6,469.90
Sales Tax, Fees & Surcharges	\$452.90
<b>Order Total</b>	<b>\$6,922.80</b>
Credits	-\$452.90

**APPROVED FOR PAYMENT**

Steve Andersen  
 Date: 1/18/18 Amt: \$452.90  
 Source: \_\_\_\_\_

2016 11/12

**Item Details**

**Samsung - 75" Class (74.5" Diag.) - LED -  
 2160p - Smart - 4K Ultra HD TV with High  
 Dynamic Range**

Model: UN75MU8000FXZA  
 SKU: 5774200  
 Quantity: 1

**Delivery Address**

Dan Steiner  
 3989 EAGLE LANDING PKWY  
 ORANGE PARK, FL 32065 US

**Item Total** \$2,460.99

Product Price	\$2,299.99
Sales Tax, Fees & Surcharges	\$161.00

**Status:** Delivered**Delivery Date:** 12/06/2017 **Time:** 12PM - 4PM

**Samsung - 65" Class (64.5" Diag.) - LED -  
 2160p - Smart - 4K Ultra HD TV**

Model: UN65MU6290FXZA  
 SKU: 6061115  
 Quantity: 1

**Delivery Address**

Dan Steiner  
 3989 EAGLE LANDING PKWY  
 ORANGE PARK, FL 32065 US

**Item Total** \$909.49

Product Price	\$849.99
Sales Tax, Fees & Surcharges	\$59.50

**Status:** Delivered**Delivery Date:** 12/06/2017 **Time:** 12PM - 4PM**Samsung - 65" Class (64.5" Diag.) - LED -****Delivery Address****Item Total**

\$909.49

**2160p - Smart - 4K Ultra HD TV**

Model: UN65MU6290FXZA  
SKU: 6051115  
Quantity: 1

Dan Steiner  
3989 EAGLE LANDING PKWY  
ORANGE PARK, FL 32065 US

Product Price	\$849.99
Sales Tax, Fees & Surcharges	\$59.50

**Status: Delivered**

Delivery Date: 12/06/2017      Time: 12PM - 4PM

**Samsung - 65" Class (64.5" Diag.) - LED -  
2160p - Smart - 4K Ultra HD TV**

Model: UN65MU6290FXZA  
SKU: 6051115  
Quantity: 1

**Delivery Address**

Dan Steiner  
3989 EAGLE LANDING PKWY  
ORANGE PARK, FL 32065 US

**Item Total      \$909.49**

Product Price	\$849.99
Sales Tax, Fees & Surcharges	\$59.50

**Status: Delivered**

Delivery Date: 12/06/2017      Time: 12PM - 4PM

**Samsung - 55" Class (54.6" Diag.) - LED -  
1080p - Smart - HDTV**

Model:  
UN55J6200AFXZA/UN55J6  
201AFXZA  
SKU: 7068146  
Quantity: 1

**Delivery Address**

Dan Steiner  
3989 EAGLE LANDING PKWY  
ORANGE PARK, FL 32065 US

**Item Total      \$481.49**

Product Price	\$449.99
Sales Tax, Fees & Surcharges	\$31.50

**Status: Delivered**

Delivery Date: 12/06/2017      Time: 12PM - 4PM

**5-Year Standard Geek Squad Protection**

Model: 5YR 400-449.99  
LCD GSP  
SKU: 6914724  
Quantity: 1

**Plan Holder**

Steve Andersen  
2255 EAGLE HARBOR PKWY  
FLEMING ISLAND, FL 32003 US

**Item Total      \$96.29**

Product Price	\$89.99
Sales Tax, Fees & Surcharges	\$6.30

**Status: Activated**

**Samsung - 55" Class (54.6" Diag.) - LED - 1080p - Smart - HDTV**

Model:  
UN55J6200AFXZA/UN55J6  
201AFXZA  
SKU: 7068146  
Quantity: 1

**Delivery Address**

Dan Steiner  
3989 EAGLE LANDING PKWY  
ORANGE PARK, FL 32065 US

**Item Total****\$481.49**

Product Price	\$449.99
Sales Tax, Fees & Surcharges	\$31.50

**Status: Delivered****Delivery Date:** 12/06/2017 **Time:** 12PM - 4PM**5-Year Standard Geek Squad Protection**

Model: 5YR 400-449.99  
LCD GSP  
SKU: 6914724  
Quantity: 1

**Plan Holder**

Steve Andersen  
2255 EAGLE HARBOR PKWY  
FLEMING ISLAND, FL 32003 US

**Item Total****\$96.29**

Product Price	\$89.99
Sales Tax, Fees & Surcharges	\$6.30

**Status: Activated****Samsung - 55" Class (54.6" Diag.) - LED - 1080p - Smart - HDTV**

Model:  
UN55J6200AFXZA/UN55J6  
201AFXZA  
SKU: 7068146  
Quantity: 1

**Delivery Address**

Dan Steiner  
3989 EAGLE LANDING PKWY  
ORANGE PARK, FL 32065 US

**Item Total****\$481.49**

Product Price	\$449.99
Sales Tax, Fees & Surcharges	\$31.50

**Status: Delivered****Delivery Date:** 12/06/2017 **Time:** 12PM - 4PM**5-Year Standard Geek Squad Protection**

Model: 5YR 400-449.99  
LCD GSP  
SKU: 6914724  
Quantity: 1

**Plan Holder**

Steve Andersen  
2255 EAGLE HARBOR PKWY  
FLEMING ISLAND, FL 32003 US

**Item Total****\$96.29**

Product Price	\$89.99
Sales Tax, Fees & Surcharges	\$6.30

**Status: Activated**

Nov  
27  
2017**Order Number:** BBY01-805514799786**Order Status:** Delivered  
2 items**Payment Method**

Visa \*\*\*\*9658 \$909.49

**Refunds**

Credits -\$59.50

**Order Summary**

Product Total \$849.99

Sales Tax, Fees &amp; Surcharges \$59.50

**Order Total \$909.49**

Credits -\$59.50

**Item Details****Samsung - 65" Class (64.5" Diag.) - LED -  
2160p - Smart - 4K Ultra HD TV**Model: UN65MU6290FXZA  
SKU: 6051115  
Quantity: 1**Delivery Address**Dan Steiner  
3989 EAGLE LANDING PKWY  
ORANGE PARK, FL 32065 US**Item Total \$909.49**

Product Price \$849.99

Sales Tax, Fees &  
Surcharges \$59.50**Status:** Delivered**Delivery Date:** 12/06/2017 **Time:** 1PM - 3PM**APPROVED FOR PAYMENT**Date: 12/18/18 Steve Andersen  
Source: Amt: \$-59.50

2016 A1/2 Bonds

Clubhouse



LOWE'S HOME CENTERS, LLC  
1700 BLANDING BOULEVARD  
HIDDELBURG, FL 32060 (904) 889-3022

- RETURN 18422 -

SALES# R S2970J21 2363068 TRANS# 18731279 11-03-17

RET 36749 AR HERINGTN 3-LT BN FRST 71.90-  
ORIG. STORE: 2970 DATE: 103017 INV: 11403  
RET 36749 AR HERINGTN 3-LT BN FRST 71.90-  
ORIG. STORE: 2970 DATE: 103017 INV: 11403

SUBTOTAL: 143.96-  
TAX: 10.00-  
TOTAL RETURN: 154.04-  
VISA: 154.04-

VISA:XXXXXXXXXXXX9658 AMOUNT: 154.04-  
KEYED REFID: 11/03/17 13:48:07  
STORE: 2970 TERMINAL: 18 11/03/17 13:40:07

STORE MANAGER: JOEL BAILEY

LOWE'S PRICE MATCH GUARANTEE  
FOR MORE DETAILS, VISIT LOWES.COM/PRICEMATCH

\*\*\*\*\*  
YOUR OPINIONS COUNT!  
REGISTER FOR A CHANCE TO BE  
ONE OF FOUR 4999 WINNERS AMONG 49999999

Clubhouse



More saving.  
More doing.™

9751 CROSSHILL BLVD  
JACKSONVILLE, FL 32222 (904) 7713228

6890 00001 95271 11/02/17 02:45 PM  
CASHIER ALEXANDRIA

718212280003 SCORCE <A> <P>  
LED SCORCE DNI  
2054.97 109.94  
MAX REFUND VALUE \$98.95/2  
10% Off Military Discount  
109.94 Military Discount (Pilot) -10.99  
MUST RETURN ALL ITEMS FOR A FULL REFUND

SUBTOTAL 58.95  
SALES TAX 6.93  
TOTAL 115.88

XXXXXXXXXXXX9658 VISA

USD\$ 115.88  
TA

AUTH CODE 06429D/7010313  
Chip Read  
AID A0000000031010  
TVR 0080008000  
IAD 06010A03602002  
TSI F800  
ARC 00

VISA CREDIT

<M> = Military Appreciation



6890 01 95271 11/02/2017 8332

APPROVED FOR PAYMENT

Date: 1/23/18 Amt: \$48.16  
Source: Steve Andersen

2016 H1/A2 Bonds

**Order #67796476**

Status: Order Received

Purchased On: LightingDirect.com

Placed On: 12/28/2017

Your order will appear as "Build-Charge.com" on your credit card statement.

**Shipping:**

Steve Andersen  
SVCDD  
2105 Harbor Lake DR  
Fleming Island, FL 32003  
904-509-6445

Standard Delivery

**Billing:**

Steve Andersen  
SVCDD  
2255 Eagle Harbor Pkwy  
Fleming Island, FL 32003  
904-509-6445

\*\*\*\* \* 9658

Expires 02/20



Progress Lighting P8935-WB Roman Coach 1 Light 10" Tall Outdoor Wall Sconce with Etched Glass Panels  
Color/Finish: Brushed Nickel  
\$92.79 (Qty. 2)

\$185.58

Subtotal:  
Shipping:  
Tax:

\$185.58  
--  
\$0.00

**Grand Total:**

**\$185.58**

**APPROVED FOR PAYMENT**

Date: 11/3/18 Steve Andersen Amt: \$185<sup>58</sup>  
Source: \_\_\_\_\_

2016 A1/A2

**ULINE**

1-800-295-5510

**ORDER SUMMARY**[email](#) [print](#)

Thank you for shopping with Uline. The following order was successfully submitted to Uline.  
You will receive an email confirmation after this order has been processed.

Order Number: 97896686  
Customer: 10980916  
Purchase Order:

Order Date: 11/15/2017  
Will Ship: 11/15/2017  
Ship Via: UPS GROUND

**Billing Information**

~~CROSSINGS AT FLEMING ISLAND, FL~~ SVCOD Clubhouse  
2105 HARBOR LAKE DR  
FLEMING ISLAND, FL 32003-7795

**Shipping Information**

EAGLE HARBOR  
2105 HARBOR LAKE DR  
FLEMING ISLAND, FL 32003-7795

ATTN STEVE ANDERSEN

**Payment Method**

Net 30

Model #	Description	Unit Cost	Qty	Ext. Cost
S-7127	Uline Deluxe Multi-Fold Towels 4,000 sheets/case	\$35.00/CT	2	\$70.00
H-2275	Folded Towel Dispenser - Brushed Steel	\$42.00/EA	4	\$168.00
Subtotal=				\$238.00
Tax=				\$0.00
Shipping/Handling=				\$36.14
Total=				\$274.14

[close window](#)**APPROVED FOR PAYMENT**

Date: 1/23/18 Steve Andersen Amt: \$274.14  
Source: \_\_\_\_\_

2016 A1/A2 Bonds

*Paid*  
*1/3/17*

## *NINTH ORDER OF BUSINESS*



*F.*

# South Village Community Development District Operations Report

Date: Feb 2018  
To: SVCDD, BOARD OF SUPERVISORS  
From: CDD Operations Manager, Aquatics Director, Tennis Director  
Re: Monthly Operations Report

## **Amenity Centers:**

1. Aquatic Center/Kids Club
  - a. Painted all table legs white and stained/refinished tops.
  - b. Performed lock maintenance on doors.
  - c. New timer installed in lakehouse for exterior lights
  - d. Cintas performed extinguisher inspections, exit sign and emergency light inspections.
  - e. Replaced two stop signs in community.
  - f. Anchored fence posts with concrete at Club Lake Park
2. Athletic Center
  - a. Installed LED replacement T8 bulbs in front half of workout. Back to follow
  - b. Remaining rubber flooring on order to workout facility.
  - c. Yellow part of basketball court walls in process of being painted blue.
  - d. Guest wifi and connectivity to cardio equipment to be finished 1.31.18.
  - e. Comcast mini MDTA system ordered to eliminate individual boxes & remotes to cardio equip.
  - f. Installed new basketball hoop nets.
3. Activities
  - a. 17 participants for Biggest Loser
  - b. 15 facility rentals in January.
  - c. Open house pickleball and volleyball scheduled alternating Sundays 8a-11a.
  - d. 7 Kids at 1.20 Fun and Fitness KOP.
  - e. 40 kids total sum of 1.2, 1.3, and 1.15 Schools Out Camp.
  - f. Rachael had 15 membership meetings in January.
4. Tennis Facility
  - a. Irrigation box on court 7 was damaged and replaced.
  - b. Light bulb on court 2 was replaced.

## **Common Areas & Retention Ponds:**

1. All lakes have been treated and inspected by the Lake Doctors. Written reports are submitted after each treatment.

## **Landscaping:**

1. District Operations Manager confers with Tree Amigos Landscape on a weekly basis. Grounds are being maintained per the contract.
2. Maintenance services provided to Eagle Landing by Tree Amigos for January 1st through January 31st, 2018:
  - a. Continue to spot treat brown patch in St. Augustine Turf throughout.

- b. Continue cut backs of plant material and removal of dead debris/limbs from bed areas.
- c. Dead head and manual weed removal in all Annual beds.
- d. Treatment of select broadleaf weeds in Bermuda and St. Augustine.
- e. Awaiting approval for the irrigation repairs indicated in our proposal last month.
- f. Adjusted irrigation to allow proper coverage for flowers and current temp
- g. Liquid fertilizer and fungicide applied to all Annual Flowers 2nd application.
- h. Pre Emergent herbicide application completed in pinestraw areas.
- i. Worth noting that we are removing numerous amounts of dead wood from bed areas

**Misc:**

- 1. Answered numerous phone calls, emails and visits from residents, contractors, vendors and other persons with inquiries. The subjects included, CCUA billing and repairs, golf course maintenance, easement encroachments, alligators, lake maintenance, FEMA, directions, repairs, drainage (both County and CDD owned), dead trees, vandalism, security, etc
- 2. Facilities are inspected on a weekly basis
- 3. Sand park is inspected weekly and required repairs are made.
- 4. Daily trash pickup along parkway, park sites and common areas.

**Questions/Comments:**

Should you have any questions or comments regarding the above information, please feel free to contact Steve Andersen at [Svcddoperations@gmail.com](mailto:Svcddoperations@gmail.com) , 904-509-6445.