

SOUTH VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday March 5, 2019 at 6:30 p.m. at the Eagle Landing Residents Club, 3975 Eagle Landing Parkway, Orange Park, Florida

Present and constituting a quorum were:

Chris Payton	Chairman
Grant Krueger	Vice Chairman
Kelly Hermening	Supervisor (by telephone)
Randy Smith	Supervisor
Rick Smith	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel (by telephone)
Keith Hadden	District Engineer
Jim Hahn	General Manager, Honours Golf
Matt Biagetti	Director of Operations, Honours Golf
Josh Heintzman	Golf Professional, Honours Golf
Alan Slaughter	Golf Course Superintendent, Honours Golf

The following is a summary of the actions taken at the March 5, 2019 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

Affidavit of Publication

Mr. Oliver stated we have recievedf a copy of the affidavit of publication of the required notices for the POS Workshop which was held earlier this evening and tonight's public hearing regarding the uniform method of collection for Phase 6 assessments.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the February 5, 2019 Meeting

On MOTION by Mr. Payton seconded by Mr. Rick Smith with all in favor the minutes of the February 5, 2019 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Acceptance of Minutes of the February 5, 2019 Budget Workshop

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the minutes of the February 5, 2019 budget workshop were accepted.

SIXTH ORDER OF BUSINESS

Matters Related to Series 2019 Bonds for Phase 6 (Westbank)

A. Public Hearing Regarding Uniform Collection Method, Resolution 2019-10

Mr. Oliver stated for collection of CDD assessments, we use what is called the uniform method. We collect assessments through the tax collector via property tax bills. For the Series 2019 Bonds, one of the requirements is that we use the uniform method and we are required to have a public hearing before we adopt that resolution.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the public hearing was opened.

Mr. Oliver asked are there any comments or questions regarding the uniform method for the Series 2019 Bonds for Phase 6. When those lots are platted and built, we are going to collect the assessments via the tax collector like we do with lots in Phases 1-5.

There being no comments,

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the public hearing was closed.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor Resolution 2019-10 was approved.

B. Resolution Ratifying All Actions Taken Related to Bond Issue, Resolution 2019-11

Mr. Oliver stated the next resolution ratifies all actions taken related to the 2019 bond issue and that is Resolution 2019-11.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor Resolution 2019-11 was approved.

C. Consideration of Series 2019 Requisitions 2 - 4

This item taken under the engineer's report.

SEVENTH ORDER OF BUSINESS

Update Regarding Series 2016 Capital Projects

A. Update of Projects in Progress

Mr. Hadden stated Phase 6 is under construction, the property has pretty much been cleared, they are moving a lot of dirt. One of the two ponds in the project was built in conjunction with Tynes and it is being dressed up around the sides. The other is being constructed at this time. The dirt from that is going over to the other side, which will be Phase 7. Rick was asking me when Phase 5 will be tied to Phase 6 and we are probably six months away from having the roads in Phase 5 through Phase 6 tying into Tynes. Tynes will probably be open within four months. The road itself is done. I met this morning with Clay Electric they will be running their main lines from the roundabout through Phase 6 and tying into Two Creeks. That will also feed into Eagle Landing so you will have a back feed for electric and water and reuse and roadways. There will be two roads from Tynes going through Phase 5, one through the existing Phase 5A and one through Phase 5B when it is built in the next nine months.

B. Consideration of Requisitions and Invoices

Mr. Hadden stated requisitions 2 – 4 are payable to WB Investment Company, basically that is the Westbank Partnership and they have paid for everything up to date. Requisition 2 for \$234,719.23 is for surveys, ecological and geotechnical, the traffic study, engineering my company provided. This is money they spent over the last two or more years to get it to where it is today and now that the bonds are in place, they are asking for reimbursement for that.

Requisitions 3 and 4 are current invoices. You are going to see every invoice that comes through.

On MOTION by Mr. Randy Smith seconded by Mr. Krueger with all in favor Requisitions 2 – 4 from the Series 2019 Bond Issue were approved.

Mr. Oliver stated we have requisition #81 that was emailed to you earlier today. It is a payment to Texascraft for chairs and tables in the amount of \$3,806.82.

On MOTION by Mr. Payton seconded by Mr. Rick Smith with all in favor requisition no. 81 payable to Texascraft in the amount of \$3,806.82 was approved.

C. Update Regarding 2016 Capital Projects

Mr. Hahn stated we did select the contractor and the schedule of installation of the room dividers will be the middle of May. We are working around a couple big events at the club to make sure we don't interfere with that.

D. Construction Fund Available Balance

Mr. Oliver stated the available balance right now is roughly \$9,000. The balance as of January 31st on the balance sheet shows \$48,000, the balance as of today according to the bank is \$31,000 and taking out the requisition for \$3,806.82 brings the balance to \$28,000 roughly and we have \$19,000 reserved for the room divider. We still do not have a check cleared from the tennis court surfacing company.

Mr. Payton asked can we send them another note and tell him that if he doesn't respond by a certain date we will consider the matter closed?

Ms. Buchanan stated we can do that. He may not consider the matter closed but we can certainly try to prompt him along.

EIGHTH ORDER OF BUSINESS

Consideration of Fiscal Year 2019 Budget Amendment, Resolution 2019-12

Mr. Oliver stated at the last two meetings we talked about moving some money over from the general fund to the recreation fund as well as the golf fund. If you will remember when we adopted the budget in September for FY19 we put a personnel line item in the general fund budget in the amount of \$199,000 realizing that those maintenance and staffing dollars would be spread over the other budgets. This budget amendment reallocates most of those funds. The first page after the resolution is the general fund and you will see the personnel line items balance started at \$198,408. The amendment transfers \$88,000 to the recreation fund and \$51,000 to the golf fund. The next page is the recreation fund and it shows the receipt of the \$88,000 and under expenses it shows how those will be allocated with \$23,000 in payroll going to tennis and \$65,000 going to G&A payroll. The next page shows the golf course fund and that shows \$51,000 moving over into that budget. With that information Honours Golf will update their budgets so they can break those funds out to specific line items in the golf operations budget.

On MOTION by Mr. Krueger seconded by Mr. Payton with all in favor Resolution 2019-12 was approved.

NINTH ORDER OF BUSINESS

Appointment of Audit Committee

Mr. Oliver stated section 218, F.S. requires that forms of government in Florida go through the RFP process to select an auditor. We recommend that the board members serve as the audit committee so we can ensure committee quorum by scheduling committee meetings in conjunction with CDD meetings.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the board members were appointed to sit as the audit committee.

TENTH ORDER OF BUSINESS

Discussion of Board Priorities

Mr. Payton stated you have the priority list and you should note that some of these have already been completed or are underway. We had a POS workshop today, we had a website presentation last month. The next major item is wood bridge repair and if you can bring to the next board meeting a couple of solutions for consideration on that. If you have any questions about the other ones you can work with the board member that was assigned to that area.

Mr. Randy Smith stated the aquatics piece, I have not looked to see how severe that need is to be repaired.

Mr. Hahn stated we have taken care of the worst of the wood along the lake house. We are looking at replacing wood throughout the deck and patio behind the residents' center leading over to the cabana bar. We will replace any and all wood that is there and our goal would be to get that pressure washed and stained within the next 60 to 90 days.

Mr. Krueger stated the other thing on there is the walkway to the cabana bar, the pavers are uneven.

Mr. Hahn stated if you look at all the pavers along the wood I believe they were built that way to keep water from going onto the wood and it is shedding away from the wood. We will look at it because some are uneven. There is one big dip in the middle of the walkway that we could raise and level out but we will look at all the pavers.

Mr. Randy Smith asked is the opinion of the board based on the numbers that the top of the list working down is the priority we would like him to work on first? Some are quantifiable and some are not.

Mr. Payton stated some aren't his like the long-term planning is more of a board responsibility. For those items that are the management company I sorted them from most important to least important.

Mr. Hermening stated I would like to give input again on the bridges and there are a couple that are in such bad shape going from 3 to 4 I have seen screws at the end of the bridge that have fallen off of golf carts, whether they are member carts or fleet carts I don't know. Something really needs to be done to save expenses on cart repairs as well.

Mr. Payton stated according to our study the bridges are not falling down but we are concerned about the surface ride.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. General Manager

1. Report

Mr. Hahn gave an overview of current projects, new projects as well as what was most recently completed along with the priorities and a report tracking the financials, revenues and expenses compared to budget. He then reviewed the detailed monthly operations report, which was included in the agenda package.

2. Consideration of Landscape Enhancement Projects

Mr. Biagetti stated I have the proposal for the hanging baskets in the amount of \$3,766.50. We used to have hanging baskets hanging from the light posts in the medians from Oakleaf Plantation to Glen Eagles wall. We do have the irrigation there and this pricing includes a check of that irrigation, the hanging baskets as well as the pots and the planters.

Mr. Krueger stated we have \$30,000 in landscape contingency and we used \$8,200 of that.

On MOTION by Mr. Randy Smith seconded by Mr. Payton with all in favor the proposals from Tree Amigos for the hanging baskets in the amount of \$3,766.50 and landscape enhancements in the amount of \$6,675.50 were approved, the funds to come from landscape contingency.

B. District Counsel

There being none, the next item followed.

C. District Manager

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

The following topics were raised and discussed by supervisors, staff and residents: installation of new window in gym, request more road patrols from Clay County Sheriff's Department, golf carts not allowed past certain intersections, speed traps, workshop on key performance indicators scheduled for May 9, 2019 at 6:30 p.m., condition of certain trees due to too much shade, painting the gym, parking for neighborhood parks, additional speed limit signs, digital speed limit signs, invitation to attend Soaring Eagles Men's Group, issue notice of

violation to non-registered golf carts and possible loss of amenity privileges due to non-compliance, suggestions for park equipment, coolers in golf carts, keep off the grass signs, availability of parking at clubhouse during golf tournaments, impact of smoking on diners on patio at clubhouse, calendar of events to be posted on the website, and a proposal to establish a golf academy. GM will further evaluate the golf academy request.

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of January 31, 2019 and Statement of Revenues and Expenses for the Period Ending January 31, 2019

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

FIFTEENTH ORDER OF BUSINESS

Next Meeting Scheduled for Tuesday, April 2, 2019 at 6:30 p.m. at Eagle Landing Residents Club

Mr. Oliver stated the next meeting is April 2, 2019 at 6:30 p.m.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the meeting adjourned at 8:37 p.m.


Secretary/Assistant Secretary


Chairman/Vice Chairman