

SOUTH VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, July 7, 2020 at 6:55 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
Randy Smith	Supervisor
Rick Smith	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel (by telephone)
Keith Hadden	District Engineer (by telephone)
Jim Hahn	General Manager, Honours Golf
Matt Biagetti	Director of Operations, Honours Golf

The following is a summary of the actions taken at the July 7, 2020 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 6:55 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 June 2, 2020 Meeting

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the minutes of the June 2, 2020 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Update Regarding Open Items

A. State Attorney Investigation Regarding Fire Destruction of Trailer with Stored Pine Straw

Mr. Biagetti stated this case has been sitting in the hands of the detective of the state fire marshal's office and it has been presented to the state attorney's office. We are waiting on any decision they come to so we as a district can handle what we need to do.

B. Phase 5B Park – Required Improvements

Mr. Oliver stated Keith Hadden checked with Clay County and there are no required improvements for that park.

Mr. Hadden stated the board can do what they want to do; they can plant trees, put up a fence or just let it grow up with palmettos to keep people out.

C. Sidewalk Repairs/Completion

Mr. Hadden stated the repairs have not yet been made. I called the cable company and the phone company and left voicemails to give me an update before tonight's meeting and I have not heard back. Previously, they both said they had it scheduled to be moved so I could have a contractor pull out that small piece of sidewalk, but I don't know when those two utilities are going to have their pedestal boxes relocated.

Mr. Biagetti stated I did an inventory and we have 38 areas throughout the community with a similar situation.

D. Security Company Options

On MOTION by Mr. Randy Smith seconded by Mr. Payton with all in favor Mr. Rick Smith was authorized to work with district counsel to prepare an agreement with View Point Security & Protection Agency.

E. Minors in Adult Only Pool Area

Mr. Biagetti stated the occurrences where we have a child or someone under 18 doesn't warrant us to change current policy. We feel that we can properly manage with a reminder to the aquatic staff to check for the young ones as they are checking on everything else.

F. Summer Camp Cancellation Due to COVID-19

Mr. Hahn stated we cancelled summer camp and were going to reevaluate in July and under the circumstances it doesn't make sense to have summer camp.

G. Installation of Additional Streetlights

Mr. Payton stated at the board's request I approached the HOA after the last meeting of the cost from the Clay County Utility to install three streetlights on Eagle Landing Parkway and Crooked Oak. The CDD owns the property along the sidewalk and I requested three streetlights, one at the intersection and two an equal distance from the other ones there and it was \$13,000. Most of that cost is from the need to hand dig the lines because there are so many utilities in the ground. I did ask the HOA and their answer is no. I'm still working with the resident HOA member and there may be more to come on that. It may not be a dead issue, but they did ask for a list of other projects that the HOA could do that would be more appropriate. Installing an item on CDD property is what they did for parks.

H. Installation of Access Control Devices

Mr. Biagetti stated around the tennis facility and the front door to the athletic center we have gates that were open and we talked about access cards that is a big expense. We have moved forward with a good option of a pin code control at the front door of the athletic center and between courts 5 and 6 and 3 and 4 that goes to the golf parking lot to the cart barn. We will need access once we open early morning and late gym access. We will give the code to the residents so they have access into the facility and also keep those that should be in, out.

Mr. Hahn stated it should be completed this week.

FIFTH ORDER OF BUSINESS

**Discussion of Matters Related to Golf Cart
Community Designation**

Mr. Payton stated there are required signage and we need to provide that and we will put them up. Between the agenda call and tonight we found the order signed by the Clay County Commissioners that has Phases 1-4 listed. That order doesn't stipulate any signage required but it does say things that if things are required, the appropriate authority would be responsible for putting them up. They are county roads and we are trying to determine the appropriate authority

and Katie is trying to locate any specific guidance in the state regulations. If the county says it is us, we will have staff do that.

We also asked about the process to include the new phases 5A, 5B and 6 and we received today that process from the county. Originally, that was spearheaded by the developer and in the new phases there are three developers. This is usually completed by a homeowners' association or homeowners' group or individual homeowners. I suggest that the homeowners association would spearhead the effort. They are in essence the same people who did it the first time since the developer still controls the HOA. I haven't yet made that suggestion to the HOA, but I think we should attempt to have the HOA run that process through the county. I will approach the HOA and see what their feedback is.

SIXTH ORDER OF BUSINESS

Update Regarding Phase 6 Construction Matters

A. Update Regarding West Bank Construction

Mr. Hadden stated the written update prepared by Dean Vincent gives a synopsis of lot sales, home construction in the two phases of the project under construction and gives the contract dates for when paving and curb will be down.

B. Consideration of Series 2019 Requisitions

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor requisitions 68 payable to Baker Construction in the amount of \$173,955.82 and #69 payable to ETM in the amount of \$4,063.58 from the series 2019 bonds were approved.

C. Ratification of Change Orders

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Ratification of Series 2016 Requisitions (83)

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor requisition #83 to reimburse the general fund for the partitions was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Amendment to Agreement with Tree Amigos for Landscape Maintenance Services

This item tabled.

NINTH ORDER OF BUSINESS

Approval of Bonus Policy Designed to Set forth Guidelines and Metrics for the Evaluation of Honours Golf Company, LLC for bonus Eligibility

Ms. Buchanan stated many months ago we discussed a bonus policy in which we were going to use the questionnaire that Honours Golf prepared and used internally as the structure for our bonus evaluation. We put together an evaluation form that allows board members to go through and rank all the criteria and implement a process by which the board member's scores are averaged and depending on the final score you would have a tiered bonus compensation. The ranking should be completed by each Board member after the end of the fiscal year on September 30, and provided to the District Manager prior to the October 6 CDD meeting.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the bonus policy, guidelines and metrics to evaluate Honours Golf at the end of the fiscal year was approved.

TENTH ORDER OF BUSINESS

Actions Related to Fiscal Year 2021 Approved Budget (budget hearing is 08/04/20)

Mr. Oliver stated our budget hearing is August 4th and we do have the ability to use the at Middel Village CDD meeting facility across the street if a large crown is anticipated. However, in the absence of mailed notice since assessments are not increasing, I think we can continue to meet at the Residents Club.

Mr. Payton will work with district counsel and Mr. Arrowsmith and bring back to the board the details for the sale of the Cottages lots.

ELEVENTH ORDER OF BUSINESS

Update Regarding Damaged Weir

Mr. Hahn stated four contractors came out and we received a quote from one and are waiting for a quote from two others. Two of the contractors are looking for engineering specs to be supplied to them so that it can be built to the specs provided by the district. I talked to Keith about this so that we can move forward with this project.

Mr. Hadden stated everybody who has looked at it agree that the problem was caused by the trash grates. The trash grates worked, but once they filled up the water builds up and breached the top of the bank to relieve the water out of that pond. I'm working on the plans now and I will have them for next month's meeting.

Mr. Payton stated I don't necessarily have to see the plans, rather than delay this any long if Keith can do the plans and provide them to the contractors we can possibly have bids at the next meeting.

Mr. Hadden stated I will get the plans and specs out and bid them and have bids for you to consider at the next meeting.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. General Manager - Report

Mr. Hahn gave an overview of the operations report that included the operations of the amenity center, athletic center, tennis facility, golf and clubhouse operations, common areas and retention ponds and landscaping.

B. District Counsel

There being none, the next item followed.

C. District Manager

There being none, the next item followed.

D. District Engineer

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Randy Smith asked can you let us know where we stand on the PGA certification?

Mr. Hahn stated I will.

Mr. Rick Smith asked do we know who did the damage to the landscaping?

Mr. Hahn responded no, we have it on video but nothing to identify the car, the license plate was not visible.

Mr. Rick Smith asked can we spray for mosquitoes around the tee boxes?

Mr. Hahn stated they are scheduling a time to spray all the areas along the cart paths that will help the golf course and the residents.

Mr. Rick Smith asked have you given consideration to tree removal on 11?

Mr. Hahn stated it is my understanding that we own that property between 13 and the woods that are just as thick as they are on 11. We are going to look at clearing all the underbrush out and open it up to get more airflow.

Mr. Rick Smith asked who is responsible for the pedestrian crosswalks?

Mr. Payton stated the cart path crossings are our responsibility.

Mr. Hermening stated with regard to prior members and understanding that there is a potential drive coming up my position would be that they paid their initiation fee before, some used to pay a lot some paid \$2,000 and some paid \$1,500 and some paid \$1,000. If they paid the fee before and we know that let them just pay their membership. The drain boxes look nice, but I think we are setting ourselves up for a potential liability even though people don't belong up there. Can we paint those with yellow paint?

Mr. Hahn responded yes.

Mr. Payton what if we consider half price initiation fee for initial first time members if you are a resident and I agree on a returning members that are residents, waiving the fee.

Mr. Hahn stated I think it is only fair. Now that the CDD owns it, the residents are helping to fund this and that tells me we should consider returning members do not have to pay the initiation fee again. If they haven't then half price is what we have always done in our summer offering. I wouldn't be opposed to that. These are guidelines put in place by this board and if you want to change that, I don't think it is wrong and it will be well received by those that take advantage of it. At the same time do we want to try to get dues paid up from earlier because they aren't paying an initiation fee?

Mr. Payton asked is that the purpose of the initiation fee?

Mr. Hahn stated it is one of the purposes. You don't want to let someone join and play for three months and walk away because you have no money in the game; there is nothing to hold you here if you just decide to quit. You can insist that you have to pay 6 months upfront and 6 months in another three months. There can be some kind of payment plan that is fair to the resident as we waive the initiation fee.

Mr. Payton stated I think we can waive the fee even without a prepayment plan. If it becomes an issue you can bring it to the board. Do we need to take some board action to change that policy?

Mr. Hermening stated it is still within the pricing guidelines so it should be okay.

Mr. Payton stated I am aware there is one ladies tennis team that is trying to finish a season, which to me is the difference. I know we told the incoming swim team they can't use the facility in the upcoming season, which I think is the same for upcoming tennis season. There hasn't been anybody trying to use the facilities because half our teams are guests, but Ms. Lyle has a tennis season she has tried to finish and has one playoff match that was existing before all this. I don't have an issue with them finishing that match so they can move on to the next otherwise they forfeit and their entire season is out.

Mr. Hahn stated you have that right to do that. I'm comfortable with that.

FOURTEENTH ORDER OF BUSINESS Audience Comments

A resident stated the new tennis league starts July 17th and we have non-residents on the team and they can't come here and play tennis. I would like to open it up so non-residents can play tennis for leagues and come here and practice.

Mr. Payton stated that goes against the policies, we are not doing that for any other sport. We just told the swim team the same thing.

A resident asked when it comes to the membership, last year you had a drive if you paid for a year you got 13 months if you paid upfront. I thought that was ongoing, but it seems that it is not. I also hear that if you go monthly you don't know when the bill is coming, there seems to be a disconnect on the billing. I think it would be an incentive to get the money upfront for the entire year and maybe get the extra month and I recommend it be done again.

Mr. Hahn stated we can offer something like that to get our money upfront and you get an extra month.

FIFTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of May 31, 2020 and Statement of Revenues and Expenses for the Period Ending May 31, 2020

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. Hermening with all in favor the check register was approved.

SIXTEENTH ORDER OF BUSINESS

Next Meeting Scheduled for Tuesday, August 4, 2020 at 6:30 p.m. at Eagle Landing Residents Club

Mr. Oliver stated the next meeting is set for August 4, 2020 at 6:30 p.m. at this location. It will include the public hearing for adoption of the FY21 budget.

On MOTION by Mr. Payton seconded by Mr. Hermening with all in favor the meeting adjourned at 9:00 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman