

SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, October 6, 2020 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
Randy Smith	Supervisor
Rick Smith	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel (via Phone)
Jim Hahn	General Manager, Honours Golf
Matt Biagetti	Director of Operations, Honours Golf
Dean Vincent	East West Partners

The following is a summary of the actions taken at the October 6, 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 6:30 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 September 1, 2020 Meeting**

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the minutes of the September 1, 2020 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Update Regarding Open Items**

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

Mr. Hahn stated two arrests were made and two court dates scheduled for October. Once the hearings are held all the information will be released and we should have the official information from the state attorneys' office. The state attorneys' office will also work with us on any restitution, we told them the dollar amounts. In November it should be over, and we can take action on the individuals involved as far as suspension of privileges.

**B. Sidewalk Repairs/Completion**

Mr. Biagetti stated at the last meeting we had gotten all the communication boxes moved and I submitted a quote to the HOA board to see if they would like to pay for the sidewalk repair. There was one of our resident members on the board who knew someone at Vintage Estate Homes and he restarted that communication with them. Hopefully, by the end of next week we will have that section poured at no cost to the HOA or the CDD.

**C. Additional Streetlights**

Mr. Biagetti stated we have talked about potentially adding three streetlights on Eagle Landing Parkway across from the Oakmont neighborhood. We originally received a quote from Clay Electric to install three lights at \$13,198. We finally received a quote from T&M Electric to see if he can bring the cost down by doing part of the work then Clay Electric does the final installation. That unfortunately increased the amount and came in at \$7,000 and Clay Electric's portion was \$9,000. If we would like to move forward with this project our best option is to stick with the original quote from Clay Electric of \$13,198.

Mr. Payton moved to authorize staff to contract with Clay Electric for the three streetlights at a cost of \$13,198 and there being no second, the motion died for lack of a second.

**D. Consideration of Proposals to Construct Replacement Weir**

Mr. Payton stated at the last meeting we decided to talk to another engineering firm. I met with the gentleman from ETM, who is also an Eagle Landing resident, and the suggestion was that we change the type of storm structure from the damaged structure to a box type. Keith sent out

the new plans based on that conversation and it will be similar to what we have in the other lakes and also fill in the berm. Keith informed me last week that the plans had been sent to the state for approval and he hopes by the next meeting we will have something to approve.

**E. Amendment to Purchase & Sale Agreement**

**F. Funding Contribution Agreement with Eagle Landing at Oakleaf Plantation Homeowners Association**

Ms. Buchanan stated I would like to discuss item E and F at the same time. As you will recall at the last board meeting, we discussed a request from the HOA to allow the HOA to deposit \$200,000 with the district in lieu of depositing it directly with the developer. No one had an objection to that so the next two documents would put that in place. The first is an amendment to the purchase and sale agreement. As you will see it would increase the price by \$200,000 to \$638,000 and adds the \$200,000 to the initial payment that we had contemplated would be \$300,000 and change the conditions precedent to closing to instead of having it deposited with the developer it would be deposited with the CDD. It has not been circulated to the developer yet but conceptually I think it accomplishes what we discussed last month.

The funding agreement was prepared by the HOA’s attorney and it details the transfer of the \$200,000 from the HOA to the CDD. The one thing I will note is that in paragraph 5 it requires the transfer of funds prior to February 28, 2021 and I suggest we move that out a month because we don’t anticipate closing in February. We anticipate closing in March.

It is the same conditions we discussed last month that we would agree to accept the \$200,000 but we would agree that in exchange for that funding we would only use the property in accordance with Chapter 190 and if we sell the property and there is a profit we split it proportionately.

These two documents together allow for the HOA to contribute funds directly to the CDD and we have updated our purchase and sale agreement terms to accommodate the transaction.

On MOTION by Mr. Randy Smith seconded by Mr. Rick Smith with four in favor and Mr. Payton voting no, the amendment to the purchase and sale agreement and the funding contribution agreement with Eagle Landing at Oakleaf Plantation Homeowners Association were approved in substantial form.

**G. Cost Share Agreement with Armstrong CDD**

Ms. Buchanan stated Matt was successful in getting a price proposal from the vendor that identifies how much money the portion of the pond in Armstrong CDD is going to cost and it is approximately \$175 per month. We went back and forth a little bit with the vendor to try to understand how he came to that calculation and ultimately it is an analysis of the linear footage of the two ponds. I have spoken with the developer at Greyhawk about this cost and he is completely comfortable with paying the \$175. I proposed that he pay it on an annual basis rather than Jim having to submit a funding request every month. At this point we are wrapping up the written agreement and we will execute it between meetings.

Mr. Oliver stated I think we have approval on this already.

Ms. Buchanan stated correct.

**FIFTH ORDER OF BUSINESS**

**Update Regarding Phase 6 Construction Matters**

**A. Update Regarding West Bank Construction**

Mr. Vincent stated in one small cul-de-sac we are doing a slight redesign on the drainage; 100% of the work is done other than striping and signage. We are in the process of going through a series of punch list items from CCUA and the county and expect that to be done by the end of the week. We did a walk through on Monday and we will have a follow-up walk through at the end of this week. I'm working on the closeout documents now and within the next week we will be ready to get the county to take it to the board of county commissioners for acceptance with the exception of signs. Matt and I have worked together and have 41 signposts pulled out in the existing sections, had them painted and I picked them up today and they all look good. When we are done switching out Tynes Boulevard section 1 and doing section 2 there will be 10 remaining for you to put the squeeze on Dream Finders.

In terms of the lake park, Baker is done and in terms of the restroom building, the rough work is done and the water meter and reuse meter are set and we are trying to get the pressure test from the plumber. We are going to get a change order for the increase in lumber and we will have a change order to offset that lumber increase. The way the funding is structured I'm paying 100% of the change order. Tree Amigos told me they would be done with all the irrigation on the dog park and ballfield area and it appears they are, but it appears that the rain from Sunday and Monday

has slowed them down a bit. The sod is supposed to go down this week. The playground equipment is in and will be ready for installation the first week of November.

**B. Consideration of Series 2019 Requisitions (77-79)**

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor requisitions 77-79 from the 2019 construction account were approved.

**SIXTH ORDER OF BUSINESS**

**Honours Golf Performance/Bonus Plan**

**A. FY 20 Evaluation Results**

Mr. Oliver stated we received allsupervisor submitted rankings after the end of the fiscal year. I circulated those results late yesterday showing the total rankings of each of the five supervisors. It resulted in a final score of 4.006 on a scale of 1-5. Based on the criteria set forth at the beginning of the fiscal year, a bonus amount of \$15,120 is to be awarded.

**B. Discussion of FY 21 Evaluation Metrics**

Mr. Oliver asked are there any suggested revisions to the evaluation criteria for FY 21?

The following suggestions were made some of the items need to be better defined such as clubhouse amenities; better descriptions or definitions; determination of what one through five mean for consistency; would help. We need to determine as a board what one through five mean for consistency to provide more clarity in each area of ranking; breakout of tennis and swim centers and breakout by functional areas for staff interaction ranking

**SEVENTH ORDER OF BUSINESS**

**Consideration of Proposal from The Lake Doctors for Fiscal Year 2021**

Mr. Biagetti stated Lake Doctors put this proposal together for the new ponds that we are adding into the current agreement in Phase 5B and Phase 6. We discussed the cost share agreement and in total we are looking at an increase of \$650 minus the \$175 from Armstrong so we are looking at a net \$477 increase.

On MOTION by Mr. Hermening seconded by Mr. Payton with all in favor the proposal from Lake Doctors in the amount of \$2,862 monthly for fiscal year 2021 was approved.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Audit Engagement Letter from Berger Toombs Elam Gaines & Frank**

Mr. Oliver stated Berger Toombs is the CPA firm selected through the RFP process. The budgeted amount of \$7,000 the same as the proposal cost.

On MOTION by Mr. Krueger seconded by Mr. Payton with all in favor the engagement letter with Berger Toombs to perform the fiscal year 2020 audit was approved.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. General Manager - Report**

A copy of the operations report was included as part of the agenda package and 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**

Mr. Oliver stated our next meeting is scheduled for November 3<sup>rd</sup>, election night and it may make sense to move that to another night.

Mr. Payton stated I suggest we move it to the week after.

**D. District Engineer**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisor's Requests**

The following items were discussed: Guests access to facilities and capacity levels for rentals and events, suggestion that a fitness instructor be employed so that group classes are free

to the residents to include tennis, but a personal trainer would be fee based, proposed improvements to clubhouse smoking area to reduce impact on the adjacent no-smoking area, golf course improvement, security patrol service, new menu items, possible adjustment to cabana bar season & hours, actions related to kids trespassing on golf course, future installation of aerators to reduce algae growth in lake, reduce negative impact on irrigation system, new beverage cart after December, security cameras, prioritize capital projects with projected start dates quarterly, pocket park in 5B installation of trees to block access by golf carts, washout behind hole #18, concrete cart staging area with cart path, engineering services, community yard sale, additional message board, make the website more user friendly.

On MOTION by Mr. Hermening seconded by Mr. Payton staff was authorized to issue an RFQ for engineering services.

**ELEVENTH ORDER OF BUSINESS                      Audience Comments**

A resident asked is there a comprehensive list of everyone in the community or do you need to collaborate with the HOA to send a letter from the HOA to ask residents to register with Rachel for all future communications. I'm not certain everyone is registered.

Mr. Biagetti stated everyone is not on the list. We have 1,500 registered email addresses in our database and there could be two in one household.

A resident asked is there a maintenance issue on the golf course equipment?

Mr. Hahn responded I will work with our mechanic. Hydraulic leaks happen but I don't think it is on the maintenance side. I will have him check all the hoses again.

**TWELFTH ORDER OF BUSINESS                      Financial Reports**

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

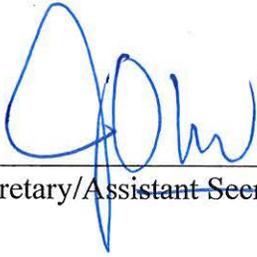
**C. Approval of Check Register**

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

**THIRTEENTH ORDER OF BUSINESS**      **Next Meeting Scheduled for Tuesday, November 10, 2020 at 6:30 p.m. at Eagle Landing Residents Club**

Mr. Oliver stated the next meeting will be November 10, 2020 at 6:30 p.m.

On MOTION by Mr. Krueger seconded by Mr. Payton with all in favor the meeting adjourned at 8:40 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman