

SOUTH VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, November 10, 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 (by telephone)
Jim Hahn	General Manager, Honours Golf
Matt Biagetti	Director of Operations, Honours Golf
Jason Merritt	Hopping Green & Sams (by telephone)
Dean Vincent	East West Partners

The following is a summary of the actions taken at the November 10, 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 October 6,
2020 Meeting**

On MOTION by Mr. Payton seconded by Mr. Hermening with all in favor the minutes of the October 6, 2020 meeting were approved.

FOURTH ORDER OF BUSINESS**Update Regarding Open Items****A. Update on Purchase of Cottages Parcel****1. Phase 1 Environmental Site Assessment****2. Survey of Parcel**

Mr. Merritt stated we entered into a contract to acquire the Cottages Lot Parcel and the contract provided for a preliminary due diligence period, which is scheduled to expire this coming Monday. A provision of the contract provides that the district could have a one-time 14-day extension of the due diligence period. As part of our activities we reviewed the title search reports and that did not reveal any items of concern, we have obtained and reviewed a Phase 1 environmental site assessment and there were no areas of concern or recommended actions. The field work and the desk work for the survey have been completed as well and I'm working with the surveyor to work out some issues with respect to legal description but in my view those are matters we should get resolved very quickly. A funding agreement with the homeowners' association was approved at a previous meeting that has been reviewed and approved in substantial form. The only item necessary to finalize that is having a final legal description for the property. At the present time we have not identified any issues that in our view necessarily require us to extend the inspection period and the board can allow the inspection period to run its course at the close of business on Monday. If the board chooses to exercise the extension we can do that as well. The primary reason the matter is before you tonight is to update you and ask for your general input and direction on how you would like to proceed with respect to this contract.

Mr. Payton stated it looks like we are okay with letting the inspection period expire on Monday.

Mr. Merritt stated we will continue to move forward with finalizing the remaining outstanding items then we will move forward to closing in early March.

Mr. Merritt left the meeting at this time.

3. Discussion of Proposed Improvements

Mr. Hahn outlined a conceptual idea of possible use of the land as depicted in the sketch in the agenda package.

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

Mr. Hahn stated we spoke with the state attorney’s office again this month; hearings for both boys are scheduled for November 18th and at that point we should have all the information that we need to move forward. Once the hearing is conducted regardless of the outcome we will know the names and take action as your management company, send a letter to the families suspending the privileges of the three that were involved and letting them know they are welcome to come to the next board meeting to discuss it.

Mr. Oliver stated the management company can temporarily suspend them until the next board meeting at which time the board will make the determination on length of suspension.

C. Sidewalk Repairs/Completion

Mr. Biagetti stated the sidewalk has been completed at no cost to the HOA or the CDD.

D. Weir Repairs

Mr. Payton stated we have two sets of plans, the original plans to put the weir back as it was and we have a second set of plans that Hadden Engineering prepared. I made calls to companies that had bid before to see if they received the updated plans and none had received them. I was hoping to get some indication tonight if we were headed towards a more expensive repair or similar price repair. One vendor felt that we should go back to the original design with a few minor changes. We have a design and the board can direct staff to send that design out for bid if we want to move this along.

It was the consensus of the board to postpone this decision until a new engineer is on board.

FIFTH ORDER OF BUSINESS

Discussion of HOA Proposal Regarding Funding for Pocket Park Improvements

This item tabled.

SIXTH ORDER OF BUSINESS

Update Regarding Phase 6 Construction Matters

A. Update Regarding West Bank Construction

Mr. Vincent stated in terms of section 2 all improvements except a redesign on the cul-de-sac are done to the satisfaction of the CEL. We are trying to get the county to finish reviewing as-

builds and I believe they will get to it in the next day or two. All utilities have been accepted by CCUA. The lake park site is not growing in because it is too muddy and needs to dry out. In a few days Southern Rec will be done, the punch list will be done, and the fencing on the dog park. Then it is up to Tree Amigos to get the rest of the sod in and this week they will get the trees and shrubs in but we need several days to dry to get the rest of the sod down. 'Give the fields at least a month to grow in before you schedule any sporting events. All the work is done on the pocket parks except the work by Tree Amigos, but they will be done by Christmas.

B. Consideration of Series 2019 Requisitions

There being none, the next item followed.

C. Consideration of Change Orders

On MOTION by Mr. Rick Smith seconded by Mr. Randy Smith with all in favor the change order with Bing Brothers Construction in the amount of \$20,260 was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Ranking of Qualifications
(Engineering RFQ)**

Mr. Oliver stated the board directed staff to issue an RFQ (Request for Qualifications) for engineering services. This process is required by the Consultants' Competitive Negotiations Act, or CCNA. We received qualifications from two firms for Board consideration. Once you rank the proposals, the board can appoint a representative to negotiate with the top ranked firm. Typically, the negotiation is a matter of that engineering firm giving you their rate sheet showing the hourly fees for the different levels of engineers and other staff members. Bringing on an engineering firm does not mean that you need to terminate services of your current engineer, as there may be value in retaining the option to use both firms for different projects.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor Matthews Design Group was ranked no. 1 and JMT was ranked no. 2.

Mr. Payton was authorized to negotiate and execute a contract for services with Matthews Design Group to be brought back to the board for ratification at a future meeting.

EIGHTH ORDER OF BUSINESS

Discussion of Evaluation Metrics

Mr. Randy Smith reviewed the breakout areas to be considered in the evaluation metrics being golf, restaurant and bar, tennis, fitness and pool to clearly evaluate the weaknesses and strengths and proposed to remove the category of quality of interaction with Honours Golf & staff.

Mr. Payton suggested the board come to a consensus on what each rating means.

NINTH ORDER OF BUSINESS

Consideration of Proposal from Tree Amigos for Landscape and Buffer at Phase 5B Park

No action was taken on this item.

TENTH ORDER OF BUSINESS

Consideration of Proposal from Southern Recreation for Playground Equipment

This item tabled.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. General Manager - Report

Mr. Hahn proposed leasing a beverage cart and the board directed him to come back to the next meeting with a 36-month lease agreement with EZ-Go for board action. He discussed the capital projects budget and priority by quarter for fiscal year 2021, with three items to be done in the first quarter and anything over \$10,000 will need to be approved by the board prior to implementation. It was suggested to do the cart staging area first since the weir improvements were not going to be done in the first quarter. He discussed the impact of the increase in the minimum wage, discussed a proposed a rate increase to be implemented in the fall within the guidelines presently in place.

Mr. Hahn reviewed the operations report, copy of which was included in the agenda package.

B. District Counsel

There being none, the next item followed.

C. District Manager

Mr. Oliver stated just a reminder that our next meeting we will have organizational matters including oaths of office for the two new supervisors and election of officers.

D. District Engineer

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Supervisor's Requests

The following items were discussed: rates updated on the website, a combination of coquina and pine straw used based on the area, sand and clay in parking lot will be removed to back storage area, look into making clubhouse area more comfortable for teens rather than have them congregate in the bar area, condition of #13 tee to be improved, people signed up for the tennis championship then left hanging and the tennis staff should update folks, there will be no change in the policy to not allow pets at the clubhouse, will amend pet policy with the opening of the dog park.

Mr. Payton presented Mr. Hermening with a plaque of appreciation for his service on the Board.

THIRTEENTH ORDER OF BUSINESS Audience Comments

A resident asked when you negotiate with the engineer, can the board set a price range that is acceptable?

Mr. Payton stated it is my understanding that there is a schedule of fees that the engineering firms have and that is their price.

A resident stated there is another issue on the course with a hydraulic leak.

Mr. Hahn stated in two years we have not had a serious leak other than the #11. Hydraulic leaks usually burn the surface of the grass, then it grows back.

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of September 30, 2020 and Statement of Revenues and Expenses for the Period Ending September 30, 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.

FIFTEENTH ORDER OF BUSINESS


**Next Meeting Scheduled for Tuesday,
December 1, 2020 at 6:30 p.m. at Eagle
Landing Residents Club**

Mr. Oliver stated the next meeting will be Tuesday, December 1, 2020 at 6:30 p.m.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the meeting adjourned at 8:57 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman