

SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, February 2, 2021 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
Randy Smith	Supervisor
Rick Smith	Supervisor
Glenn Warren	Supervisor

Also present were:

Jim Oliver	District Manager
Katie Buchanan	District Counsel (by telephone)
Alex Acree	District Engineer (by telephone)
Matt Biagetti	Director of Operations, Honours Golf
Jim Hahn	General Manager, Honours Golf
Dean Vincent	East West Partners

The following is a summary of the actions taken at the February 2, 2021 meeting. An audio 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 January 5,  
2021 Meeting**

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the minutes of the January 5, 2021 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 the full report, when it is available will be sent to us from the state's attorney's office and that will have everybody involved and give us a clear picture of the cases that were involved. We also received a letter today from the state's attorney's office, which identifies one of our residents as one of the charged individuals. There were two individuals charge and two that were found not guilty of any wrongdoing or nothing that they could take to court. The letter identifies the individual, they plead guilty to a criminal mischief, they are ordered by the judge to pay restitution of \$6,500 and this individual was put on probation. We are going to work with Katie to send out the letter to the residents here informing them of action that will be taken against them and we hope will have that ready for the board at the March meeting with our recommendations for suspicion for the kids involved. Knowing there were two kids found guilty of doing something and two kids were guilty by association, and those two were not charged with anything, I feel we should take some action against them but not as harsh as the two who were found guilty of actually lighting the fire. The resident will be issued a mailed notice of interim suspension of access privileges to all CDD facilities until the board considers the case at the March meeting.

**B. Weir Repairs – Review of Proposals**

Mr. Acree stated I have received one proposal and expect one more proposal to be in next Monday. We have talked with the water management district about what we propose and they are fully on board with it.

Mr. Payton asked if we continue this meeting for a couple weeks from now you are confident we will have a few bids to consider and a recommendation from you?

Mr. Acree responded yes.

Mr. Acree left the telephone conference at this time.

**C. Update on Purchase of Cottages Parcel**

Ms. Buchanan stated I confirmed with Jason that the HOA has signed off on the funding agreement. We are just waiting for finalization of the funding agreement and contract

amendments. We have already adopted the latest payment adjusted date, at this point we are moving appropriately towards closing.

Mr. Payton stated there are two documents awaiting my signature, which I will sign tonight and that should be the end of updating documents and agreements and moving forward with the payment schedule of next month.

#### **D. Update on Signs and Park Equipment**

Mr. Biagetti stated the golf cart signs with the policies have been installed. We also installed some of Mattamy's signs around the new park site. We have more to be installed in the pocket parks as well.

As to the park equipment, we have received the striping kit, a couple cases of paint to be able to line the fields, marking kits for the layout of the field. Also, on order will be two soccer goals and some corner flags. We are starting off with two goals to see how the residents are going to utilize these fields. We will mark one for a soccer field and keep the other one for the time being as an open play space.

Mr. Payton stated later on tonight we are going to talk about conveying this property over. Are we going to have a grand opening and make an event out of it? We are done and ready to go, right? Punch list items are going well.

Mr. Vincent stated we got an update today and a lot of the items are seasonal and it needs to warm up a little bit and there is standing water here and there in the fields.

Mr. Biagetti stated we can do a notice to the residents and a month or two down the road have a grand opening and let the seed grow in some more.

#### **E. Update on Golf Course Improvements**

Mr. Hahn stated all the work was completed this week, they did a great job on the curbing, the staging area will be a great enhancement and it will also help the members when it comes to parking their carts. There is one small area on the range that is not sodded, the bid process was for 20,000 square feet of sod on that range and we came up a little bit short so we have an area we are going to sod ourselves. When they were out there with the excavator they shaved it off and framed it for us so all we have to do is lay the sod and we will do that next week.

**FIFTH ORDER OF BUSINESS**

**Update Regarding Phase 6 Construction Matters**

**A. Update Regarding West Bank Construction**

Mr. Vincent stated the modifications of the cul-de-sac were completed and the close-out package was delivered to the county today. They are going to take section 2 to the board of county commissioners for acceptance a week from tonight.

**B. Consideration of Series 2019 Requisitions (85)**

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor requisition 85 was approved.

**C. Authorization of Conveyance of Phase 6 Common Elements, Resolution 2021-02**

Ms. Buchanan stated this package goes through and accepts the real property and improvements on the common elements tracts as described in the warranty deed. This would include tract C, which is the primary park, tract D is the pocket parks. Essentially this conveys title to the CDD who is the owner of the property and is responsible for its operations and maintenance and we would also be the holder of the maintenance easements necessary to maintain the stormwater management improvements. The package has not been completed. We would not move forward with recording the deeds until Hadden Engineering confirms the contents of the package, that they are in good condition and are part of the improvement plan and available for the purpose for which they are intended.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor Resolution 2021-02 conveying Phase 6 common elements was adopted in substantial form subject to receipt of executed engineer's certificate and final review of documents by district counsel and the chairman was authorized to execute the final documents.

**SIXTH ORDER OF BUSINESS**

**Update Regarding Phase 5 Construction Matters**

Mr. Payton stated there is a list of items that Katie has been working on for a while in the Dream Finders section that were not completed or planned to be completed for various reasons. Matt and I met with Dream Finders today, went through the list, they seemed to accept all of them.

We are talking about two monument signs, swapping out all the street signposts and putting backs on them, irrigation, sod all common areas that are not currently covered, expanding the cement footprint for the mailboxes in the second phase, also the park area in the woods that we decided not to have a park in, and they agreed to irrigate that area, sod it and install a buffer of vegetation so nobody can get in there. At the corner where Royal Pines is exiting, irrigate and sod that area with St. Augustine. There are two sidewalks coming down from Greyhawk, and we are going to run a sidewalk down one side to match up with their sidewalk. The street is getting the second layer of asphalt in two weeks, they have to repair some curbing.

**SEVENTH ORDER OF BUSINESS                      Appointment of Audit Committee**

Mr. Oliver stated each year the district is required to undergo a financial audit by an independent CPA firm. Chapter 218, F.S. requires that this district go through the RFP process to select that auditor and it also requires that an audit committee be used to go through the process of selecting that auditor. Typically, the board appoints itself as the audit committee. This is to select the auditor for the FY 2021 audit, which won't start until September 30<sup>th</sup> of this year.

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

**EIGHTH ORDER OF BUSINESS                      Ratification of Agreement for Playground Equipment**

This item tabled until the February 16<sup>th</sup> continued meeting.

**NINTH 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 then reviewed the future impact of the new minimum wage law.

**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.

**TENTH ORDER OF BUSINESS                      Supervisor's Requests**

Supervisors brought up and discussed with staff the following items: awning and fans at the clubhouse, golf cart decals, violation stickers for golf carts without decals, combine the trail and golf cart decals, swales at #3 and #14 tee boxes, second beverage cart for special events, push button locks with codes at restrooms at the new park and on the golf course, resurface golf course bridge after weir repairs completed, clock at starter building needs battery, one of the patio heaters is dented/leaning, security patrol car and security golf cart, open snack bar/restaurant for spring break, number of guest passes, damaged street sign needs replacement, number of resident participants in racquet sports, status of tennis clinics for beginners and seniors, replacement of windscreens, periodic inspections of facilities, advance notice to board members of future golf course improvements.

**ELEVENTH ORDER OF BUSINESS                      Audience Comments**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS                      Financial Reports**

**A. Balance Sheet as of December 31, 2020 and Statement of Revenues and Expenses for the Period Ending December 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. Randy Smith with all in favor the check register was approved.

**THIRTEENTH ORDER OF BUSINESS**      **Next Meeting Scheduled for Tuesday, March 2, 2021 at 6:30 p.m. at Eagle Landing Residents Club**

Mr. Oliver stated the next scheduled meeting will be March 2, 2021 but we will continue this meeting to February 16, 2021 at 6:30 p.m.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the meeting was continued to February 16, 2021 at 6:30 p.m. in the same location.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman