

SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, April 6, 2021 at 6:34 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                    |
| Matt Biagetti  | Director of Operations, Honours Golf |
| Jim Hahn       | General Manager, Honours Golf        |
| Joe Halifco    | Operations, Honours Golf             |
| Marilee Giles  | GMS, LLC                             |

The following is a summary of the actions taken at the April 6, 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 6:34 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the March 2, 2021 Meeting**

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the minutes of the March 2, 2021 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS                      Update Regarding Open Items**

**A.    Weir Repairs – Update/Ratification of Agreement**

Mr. Oliver stated you have a copy of the agreement in the agenda packet. Are there any updates on that?

Mr. Acree stated we were supposed to meet this afternoon with Dennis to discuss the best access to the pond and Dennis could not join us, but we do feel the best path for access is at the cul-de-sac at Greyhawk and that gives them direct access to the back of the weir. We looked at it today and feel there is adequate space between the house and the property line to get through with the equipment and get the work done. There is no easement but I'm sure Katie is familiar with the agreement that Dennis typically asks for from the homeowner. He has done that in other districts and I asked him to send us a copy of the agreement to be signed.

Mr. Payton asked what is the timeline for getting those letters out and signed?

Mr. Acree stated in the time he is ordering structures and getting material to the job site I image it could all be done. The letter can get out within a day, it is a matter of getting him to sign it and sent back.

Mr. Oliver stated I would send letters to the resident to explain the request.

Mr. Warren stated I would be willing to knock on the door and explain the process rather than them getting the letter in the mail.

Katie will draft a letter to the homeowner explaining the process and the CDD will ensure that the property is returned to the original condition.

**B.    ACH Billing Process**

Mr. Hahn stated I have been sending the board a review each month and I will continue to do that. I mentioned at the last meeting that we have a few residents that are 90 days delinquent and they can't charge anything or use the privileges of the club and we will continue to work to retrieve those funds.

**C.    Retractable Shade Screen System for Clubhouse**

Mr. Hahn stated I met with a number of board members to discuss options and went back and forth with our contractor. They feel that we have an option to get support poles up against the beams versus a separation from the beam by cutting into the base. They have come back with a new design. Before they had a 3 X 3 steel post that was square and they came back with a design where their 3 X 3 post would have a beveled side that will fit up against the pillar, square on one side beveled on the other side, then they will be able to screw through the pillar into the 6 X 6 to hold it in place, which is the security and stability they need for it to function properly. This will be done at no additional cost to the district. I would like to move forward with the proposal that was presented to the board at the last meeting to do all those areas, five in total with a cost of about \$20,000 for the entire project.

On MOTION by Mr. Randy Smith seconded by Mr. Rick Smith with all in favor staff was authorized to contract for the retractable shade screen system for the clubhouse with ----- in the amount of \$-----.

**D. Phase 5 Construction Matters**

Mr. Biagetti stated I sent everyone an email with an update from Dream Finders last week. There has been a delay on the second lift of asphalt and they are hopeful that things will speed up in the month of April and be completed in May.

**E. Phase 6 Construction Matters**

There being none, the next item followed.

**FIFTH ORDER OF BUSINESS**

**Consideration of Audit Evaluation Criteria and Authorization for Staff to Publish and RFP for Auditing Services**

On MOTION by Mr. seconded by Mr. with all in favor the recommendation of the audit committee was accepted and staff authorized to publish the RFP for audit services.

**SIXTH ORDER OF BUSINESS**

**Staff Reports**

**A. General Manager - Report**

Mr. Hahn reviewed the operations report and updated the board on the cart path repair will be done in the next 60 days, along with smoothing the curves as previously discussed, quotes to replace door handle hardware at the clubhouse and drainage work on the golf course will be done over next 30 days.

**B. District Counsel**

Ms. Buchanan stated the COVID bill did pass and we will get that to staff so they can schedule in-person events.

**C. District Manager**

Mr. Oliver stated I want to remind everyone we will be starting the budget process and will bring a proposed budget to the June meeting and you will adopt a budget for FY22 at your August meeting. Staff will be working to put the budget together and the way it stands right now unless there is additional board guidance at our May meeting, we will assume assessment levels stay the same.

Mr. Hahn stated because the minimum wage increase that has been passed I have set up meetings with my staff to review all their budgets and we will be ahead of the curve this year.

**D. District Engineer**

There being none, the next item followed.

**SEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Warren asked the resident whose pool deck encroached into the easement, did they follow-up with an inspection and what we were going to do?

Mr. Hahn responded this gentleman is bringing someone out to look at his pool and his drainage in his backyard to see if it is his problem before he suggests that we go forward with ours. By the end of this week he will probably get back to us.

Mr. Warren asked what time of year did we go after the geese?

Mr. Hahn stated we are in the nest problem now. We have been monitoring it, we have 12 geese on the golf course and we are taking the steps we can take and we will try to do away with those 12 geese and have them moved somewhere else.

Mr. Warren asked is the second seeding of the park coming up this month?

Mr. Biagetti responded we did the re-seeding on Wednesday last week, then they top dressed it and they feel confident that everything will be good.

Mr. Rick Smith asked about the security patrol car.

Mr. Biagetti responded they had a car that was totaled but I should have an update by the end of the week.

Mr. Rick Smith asked about the after hours use of the deck.

Mr. Payton stated I talked to Jim about it and I'm assuming none of the five of us have had a conversation with that group of people. The current policy is that after hours that is closed.

Mr. Hahn stated we have tried to keep it low key and talked to them cordially explaining why they can't be here. Our security company has spoken to them three or four times, our onsite management staff has spoken to them ten times. It has gotten better, but it is still happening. We are going to continue to talk to them. My next step is to send them a letter through Katie that we have asked you many times to leave and you are still not adhering to the policies and the hours of operation, you need to end this or further action will be taken.

Mr. Payton stated I don't mind sitting down with them and see what privileges they think they should have that they don't have. It is unlikely there are policy changes we can make to allow that, but I'm willing to explore it. There are issues with liability and injury and things like that. We have complaints from residents about use of the deck late at night.

Mr. Randy Smith stated you presented a self-assessment when you came on board. Is it something that you would normally do on an annual basis?

Mr. Hahn stated that was the first one. What we will give you is a marketing plan, which will be part of the budget that will highlight everybody's department and area, the success we have and our plans going forward, but we can do a self-assessment again.

Mr. Krueger stated my house is for sale, I have a contract on it and most likely the next meeting will be my last.

Mr. Oliver stated what we have done in the past is send a notification to the residents that there is a vacancy on the board and ask interested residents to provide their resume or letter of

interest and the board can review those at a CDD meeting. The four remaining board members would make the appointment.

Mr. Payton asked can we do a survey or street signs? I think some are being replaced. Will you get with the county and see if they will replace the street signs?

Mr. Biagetti stated I will do that.

Mr. Payton asked can you put together a list of non-golf repairs that are pending?

Mr. Hahn stated the restrooms are one, both will be redone, the park.

Mr. Biagetti stated we just got the second bid on the athletic center for the balconies.

Mr. Payton asked is there an update on this playground?

Mr. Biagetti responded I believe late May was the 14 weeks for production, but we haven't received notice of a delay.

Mr. Payton stated this summer when school gets out I plan to undertake the project to try to get pedestrian crosswalks in our neighborhood. We have new commissioners and county staff at the public works department and I will try again to get those painted on our roads as is.

Mr. Warren stated last year I reached out and had the county spray the golf course for mosquitoes. Can we reach out and get that done again?

Mr. Hahn stated we will do that.

**EIGHTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**NINTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of February 28, 2021 and Statement of Revenues and Expenses for the Period Ending February 28, 2021**

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.

**TENTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Tuesday, May 4, 2021 at 6:30 p.m. at Eagle Landing Residents Club**

Mr. Oliver stated the next meeting is scheduled for May 4, 2021 at 6:30 p.m.

On MOTION by Mr. Payton seconded by Mr. Krueger with all in favor the meeting adjourned at 7:41 p.m.

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman