

SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, June 1, 2021 at 6:32 p.m. at the Eagle Landing Residents Club, 3975 Eagle Landing Parkway, Orange Park, Florida

Present and constituting a quorum were:

Chris Payton	Chairman
Randy Smith	Vice Chairman
Rick Smith	Supervisor
Glenn Warren	Supervisor
Allan Brink	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
Alex Acree	District Engineer
Marilee Giles	Governmental Management Services

The following is a summary of the actions taken at the June 1, 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.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the May 4, 2021 Meeting**

On MOTION by Mr. Payton seconded by Mr. Rick Smith with all in favor the minutes of the May 4, 2021 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Update Regarding Open Items**

**A. Update Regarding Weir Repairs**

Mr. Acree stated construction is ongoing.

Mr. Hahn stated we met Dennis out there and talked about the berm and he brought up the overflow of debris in the wetlands and he mentioned something about the trees and suggested that we shouldn't keep any vegetation on a berm, especially when it is a barrier berm because when it rains he has seen some debris.

Mr. Acree stated with established vegetation it would be up to the board to remove it and sod it. On the far side of the pond there is existing vegetation and trees, that wasn't part of the clearing on this.

Mr. Hahn stated one way or another whether we think the pine trees can stay and leave the two pine trees and other stuff is scrub brush, we can go in with a chainsaw and cut it down close to the ground and be done with it. We had Tree Amigos give an analysis of the repair to the yard, the landscaping and sod work that needs to be done all the way back to the berm and that is about \$11,000 for Tree Amigos to do all the work. It covers vegetation removal that we talked about, sod, grading, bringing in soil to fill in. We just got it an hour before the meeting.

Mr. Payton stated we still have the driveway.

Mr. Hahn stated yes, but the driveway has not cracked yet.

**B. Phase 5 Construction Update**

Mr. Biagetti stated I did not get an update this month nor have I seen any movement back there. I will follow-up.

Mr. Payton asked why don't we have another onsite meeting?

Mr. Biagetti stated we can do that and try to speed things up.

**C. Street Sign Replacements**

Mr. Biagetti stated since the last meeting we received the first phase of our county issued street signs that we are replacing. We were waiting on the brackets and we received the brackets, unfortunately, during shipping some of the powder coating flaked off and we are working to resolve that with the supplier.

**FIFTH ORDER OF BUSINESS**

**Consideration of Change Order no. 1 for Weir Repair**

No action taken on this item.

**SIXTH ORDER OF BUSINESS**

**Consideration of Honours Golf Contract Renewal**

This item tabled.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Audit Proposals**

Mr. Oliver stated the audit committee met earlier this evening and ranked Berger Toombs no. 1. We are asking you to accept the ranking and direct staff to get an engagement letter.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the recommendation of the audit committee of Berger Toombs as the no. 1 ranked firm was accepted and staff was authorized to obtain an engagement letter for services for fiscal year 2021.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Resolution 2021-04 Approving the Proposed Budget for Fiscal Year 2022 and Setting a Public Hearing Date for Adoption**

Mr. Oliver stated next is Resolution 2021-04 approving the proposed budget for fiscal year 2022 and setting a public hearing date of August 3, 2021 for adoption. This is the beginning of the budget process and there is no proposed change in assessments. The general fund budget funds CD administrative and community appearance costs and is very similar to last year's budget. We anticipate a very small change in the bottom line of that budget. There is still going to be some movement among the line items, as we consider more FY21 data on utilities and landscaping costs in the next two months. The debt service budgets are for the bonds issued in 2016 for Phases 1-4, Phase 5 which is the Dream Finders section and The Series 2019 bonds for Phase 6, which is West Bank. These debt service funds are to pay principal and semi-annual interest payments and have fixed payments and don't change from year to year.

We funded most of the purchase of the cottages parcel out of undesignated reserves. There is still a final payment of \$138,000 plus interest to be made next year. We have the money

identified in the undesignated reserves for that. Randy and I discussed included that payment as a line item on the FY22 budget. As you look at the last line item in the administrative section of the general fund budget, you will see \$300,000 used for the purchase. The FY22 budget will include \$145,000 for the final payment. A corresponding entry will be posted as carry forward surplus revenues section.

Mr. Hahn gave an overview of the golf course budget, recreation department and the impact of the new minimum wage law, then reviewed a list of improvements made to date and outlined new equipment that would be useful but not in the budget.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor Resolution 2021-04 approving the proposed fiscal year 2022 budget and setting a public hearing for August 3, 2021 was approved.

**NINTH ORDER OF BUSINESS**

**Consideration of Tree Amigos Invoice for Westbank Project in the Amount of \$18,900**

This item tabled.

Mr. Oliver stated before we go to staff reports, do you want to circle back to the purchase of golf course equipment.

Mr. Randy Smith asked if it is going to be 60-90 days before we get this, is there a loaner we could get for month?

Mr. Hahn stated I have asked that question but haven't gotten an answer yet.

On MOTION by Mr. Randy Smith seconded by Mr. Rick Smith with all in favor staff was authorized to purchase the golf course equipment in an amount of \$45,000 to be taken out of the capital fund.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. General Manager - Report**

Mr. Hahn gave an overview of the operations report and then discussed obtaining a quote to repair the pillars covered with stucco, clay for the tennis courts, synthetic turf on the back of the range, modify sprinklers by golf carts, screening for patio on schedule for next week or the following week, working on a contract with Golf Week, redoing bridge on #5 this week, increase cost for guest pass and room rental increase

**B. District Counsel**

Ms. Buchanan stated a couple of you have received the Form1 and there was a reminder to complete ethics training, but the ethics training does not apply to the board members.

**C. District Manager**

There being none, the next item followed.

**D. District Engineer**

Mr. Rick Smith asked what is the construction timeframe for the weir?

Mr. Acree stated we only have a 30-day construction timeframe. He is getting pretty close and just cleanup and stabilization.

Mr. Randy Smith asked the dirt they brought in that was below the water surface is there anything that we do? I saw them rolling it today.

Mr. Acree stated that is all they do.

Mr. Hahn stated he explained that it is a specific type of gravel and soil that is compacted along there.

Mr. Payton stated you and I talked about the crosswalk project. I had a meeting with the HOA and there are some folks onboard with working with the county and I would like to get some suggestions to see how we can get this started. We need someone to help guide us through the county. The biggest one is Oakmont on that blind curve. I didn't measure it but it looks as severe of a curve approaching the big roundabout on Oakleaf. You can't see it until you get to it. I have suggestions from the crosswalk people as to what we can propose to the county.

Mr. Acree stated okay.

Mr. Payton stated I also noticed in the back that all the crosswalks that were put in had to include the yellow pad. Was that not a requirement 10-years ago?

Mr. Acree stated it should have been.

Mr. Payton stated the front doesn't have any.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Requests**

Other items of discussion were: delivery of playground equipment, Mr. Hahn to update reserve study with current information and proposed capital items, amount to be put in capital reserve, drainage between 1 & 2, cart path on 14, concrete curbs on 9, 13 and 18, fill areas with excess dirt, policy against bringing beverages, etc. to pool, convert road on the pool side to golf cart parking.

**TWELFTH ORDER OF BUSINESS                      Audience Comments**

A resident asked what is the status of the screens on the patio?

Mr. Hahn stated it was scheduled for the week of 6/7 and it will be next week or 6/14.

A resident stated my understanding is there is a fairly elaborate watering system under the tennis courts. Is there a periodic maintenance done on the watering system?

Mr. Hahn stated like any irrigation system there is probably a time where it needs to be done, I don't think there are any issues with the operation right now. The work we are going to do to the courts won't impact the irrigation.

Mr. Payton stated they occasionally have someone come out and there is a ballast that requires maintenance.

Mr. Biagetti stated there are float valves that control the water levels of the courts and the outfall. We did it this past month because water changes once we get into the stormy season.

Mr. Hahn asked did we get approval to move forward with the bids to put in the drainage properly and rebuild the stucco?

Mr. Payton stated I think we asked for another bid.

**THIRTEENTH ORDER OF BUSINESS                      Financial Reports**

**A. Balance Sheet as of April 30, 2021 and Statement of Revenues and Expenses for the Period Ending April 30, 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. The District is 98.72% collected for FY21.

**C. Approval of Check Register**

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

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

Mr. Oliver stated the next meeting will be July 6, 2021.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the meeting adjourned at 8:25 p.m.



Secretary/Assistant Secretary



Chairman/Vice Chairman