

SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, November 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
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
Marilee Giles	GMS

The following is a summary of the discussions and actions taken at the November 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 October 5, 2021 Meeting**

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the minutes of the October 5, 2021 meeting were approved as presented.
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**FOURTH ORDER OF BUSINESS**

**Update Regarding Open Items**

**A. Update on Phase 5 Construction**

Mr. Biagetti stated I printed out the last communication with Dream Finders, the landscape along Royal Pines and Laurel Valley intersection has been completed. They also completed the landscape installation by the mail kiosk on Laurel Valley including the buffer area that we talked about to prevent access back to the open park area they cleared. They put in some palmettos and pine trees and it looks good. The sign backs for the sign swaps are in production and should be ready for installation in November. We are still working on the entry feature permit. They had not applied for the permit for the monument signs; they are working on the site plan or it. They are nearing the 90% to do the asphalt lift and all the curb repairs.

**B. Update on Street Signs Replacement**

Mr. Biagetti stated our staff has finished swapping out all the street signs in all phases. We are getting replacements for two.

**C. Crosswalk Project**

Mr. Payton stated I spoke with Commissioner Bolla and the response was basically if we wanted to do it and fund it ourselves, go ahead. If we want the county to do it, they have already budgeted everything they are going to budget for this this fiscal year. I will push back and I believe there is money in the Clay County budget for safety items that are not budgeted. I will propose that we do the work in phases. I will talk to the county and let's move forward with repainting our golf cart crossings and while we do that we will have that vendor paint the five or six pedestrian crossings and I will ask the county to provide us with the six signs for those crosswalks and we will put in the signs ourselves.

**D. Playground Equipment**

Mr. Biagetti stated our vendor has received the picnic table that we ordered, we are still waiting on the benches, receptacles and the tube slide.

**E. Golf Cart Parking**

Mr. Biagetti stated after the last meeting we had selected Bloodworth Asphalt, they will be installing everything as quoted. We ran into some issues with the steel bollards and pricing has gone up with multiple vendors, so we are looking at a PVC option right now, which I think is going to be perfect for our needs.

**FIFTH ORDER OF BUSINESS**

**Ratification of Requisition No. 086**

Mr. Oliver stated this is from the Series 2019 West Bank construction fund for the second Bahia seeding of the athletic field. The board had previously withheld that payment until we were satisfied with the results. Matt conferred with the vice chairman between meetings and got the greenlight to move ahead with that payment. About \$8,000 remains in that construction fund, which the board can use for capital improvements within the West Bank area.

On MOTION by Mr. Randy Smith seconded by Mr. Payton with all in favor requisition no. 086 payable to Tree Amigos in the amount of \$18,900 was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Transition Letter to Kutak Rock**

Ms. Buchanan stated Hopping Green & Sams was in existence for more than 35 years and had three practices and those three groups decided to part ways and my entire practice group including all the attorneys, paralegals and legal assistants have decided to join the law firm of Kutak Rock and Hopping Green & Sams is going to cease to practice law in roughly ten days. We request that you authorize the transfer of legal services from Hopping Green & Sams to Kutak Rock. We do have a form of agreement we would request be signed by the chairman. It is generally the same with one exception, the form of agreement that our group was using does authorize a \$15 per year increase, but I have spoken with the chairman and understand that he would like that we authorize that increase subject to your consent, which consent wouldn't be unreasonably withheld.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the chairman was authorized to sign the engagement letter with Kutak Rock.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-01  
Amending the Fiscal Year 2021 Budget**

Mr. Oliver stated next is consideration of Resolution 2022-01 amending the fiscal year 2021 budget. As we enter into the FY21 audit process, we need to amend the adopted budget to bring it into balance. We budgeted \$705,646 for general fund expenditures, but spent \$1,050,169 during the fiscal years due to the purchase of the cottage lots parcel and related expenses. We moved money over from unassigned funds into the general fund to pay for the purchase. This funds transfer was anticipated and discussed at meetings throughout the year. However, it wasn't included in the FY21 budget adopted in August 2020, several months before the terms of the purchase were agreed upon.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor Resolution 2021-01 was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. General Manager - Report**

**1. Report**

Mr. Hahn presented the proposal from MacCurrach for a concrete pad and curbing, replacement of irrigation valves and driving range work including sod.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the proposal for synthetic turf for the back of the range from Turf Hound in the amount of \$15,923 plus the proposal from MacCurrach for a concrete pad, curbing, irrigation upgrades and driving range work including sod for \$97,302.50 were approved.

Mr. Hahn discussed the following: the ATM machine should be in place by the end of the year, proposed adding a water fountain in the pond at the clubhouse to enhance the experience of dining and would cost in the range of \$20,000 to \$25,000.

Mr. Biagetti stated since we removed the vines from the athletic center it has been a continual maintenance item. We will update the message to residents that Viewpoint Security's purpose is to patrol CDD property and post it on the website.

**2. Consideration of Renewal of Viewpoint's Annual Agreement**

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the one-year renewal of the Viewpoint Security agreement was approved.

**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.

**NINTH ORDER OF BUSINESS**

**Supervisor’s Requests**

Items brought up and discussed by the board and staff include possibly funding repairs to dog park from the funds left in the West Bank fund, pressure wash the awnings, repaint the seats, ask management team to put neighborhood improvements in front of the board, volunteers for golf tournament for community service hours, replacing fans at the patio prior to spring, need additional payment options for point of sale and add more cigarette disposal cans to breezeway area.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

The following items were brought up and discussed: fitness center gate by the tennis court and back side of the gym does not function correctly, monitor moss in the lakes, perception of losing breakfast perk with golf, residents would like to see creative ideas for restaurant, ways to increase revenue while facing personnel shortages and supply chain challenges, lights outside athletic center not working properly and T&M Electric, the installer, has been contacted, contact local media about the tournament, emphasize to golfers to repair your own pitch marks and fill divots, consider having a divot party after the tournament and speakers at the restaurant are not working properly.

**ELEVENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of September 30, 2021 and Statement of Revenues and Expenses for the Period Ending September 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 fully collected for FY21. Property tax bills were issued on November 1, 2021.

**C. Approval of Check Register**

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

**TWELFTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Tuesday, December 7, 2021 at 6:30 p.m. at Eagle Landing Residents Club**

Mr. Oliver stated the next meeting is scheduled for December 7, 2021 at 6:30 p.m.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the meeting adjourned at 8:04 p.m



Secretary/Assistant Secretary



Chairman/Vice Chairman