

MINUTES OF MEETING  
SOUTH VILLAGE  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the South Village Community Development District was held Tuesday, May 3, 2022 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:

Marilee Giles	District Manager
Katie Buchanan	District Counsel
Alex Acree	District Engineer by telephone
Matt Biagetti	Director of Operations, Honours Golf
Jim Hahn	General Manager, Honours Golf
Joe Halifco	Operations, Honours Golf

The following is a summary of the actions taken at the May 3, 2022 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles 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 April 5, 2022 Meeting**

On MOTION by Mr. Brink seconded by Mr. Randy Smith with all in favor the minutes of the April 5, 2022 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 Dream Finders has reached out to Alex and the Matthews Design Group to help with the plan changes and go through the permitting process for the neighborhood monument signs. They said they had another sign company pricing the sign install and they are trying to release them this week for the install and that is swapping out the other posts for the decorative posts. They have asked for the second lift of asphalt walk through with the county, but it is still pending scheduling.

Mr. Warren joined the meeting during this item.

**B. Sales Office****Fiber/Cloud**

Mr. Biagetti stated we were requested to get quotes to run new fiber lines and conduit from the golf club to the residents club then to the athletic center. We have obtained budgetary quotes and figures for that. I think the positive in this is there is a quote from Troon IT and they have proposed to host a server in the cloud, it is not a Jonas cloud based system, but Troon can create that by adding different firewalls as long as we have internet connection coming into all the buildings. They have done this before and we can remote to the server. If Troon is no longer here there are other companies that can host this and provide that service. It would require an update to our equipment, which should be refreshed every few years for the point-of-sale stations and work stations. The majority of the cost is updating the point-of-sales and the hardware and that quote came in at \$30,000 and that is inclusive of adding the firewalls. They anticipated adding for budgetary purposes a 15% contingency and I think a safe number would be \$40,000 and we can get rid of the fiber altogether.

Mr. Hahn stated the only thing Troon is doing is hosting us on their website, all the other products belong to us so if Troon went away we would hire another IT company to put it in the cloud and we would pay them. We have options outside of the fiber cost.

Mr. Randy Smith asked are there additional recurring monthly fees?

Mr. Biagetti stated not that it has been noted anywhere. We would have to provide internet service through the athletic center. We are currently jumped from the residents club to the athletic

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center, so \$150 to \$200 to have internet service stand alone to that building. We have two quotes for fiber, T&M quoted \$160,000 and the other one from Granite came in at \$95,000 and it has been noted to add that contingency and is for budgetary purposes.

### **Sales Center**

Mr. Payton asked do we want to talk about the sales center?

Ms. Giles stated the document outlines the process to levy the assessments on the sales center. Some of the significant items to direct your attention to is in paragraph 3, it would reduce the assessments in total for the other properties spread over the 1,494 lots and that reduction would be marginal. The actual assessment methodology from GMS is about \$7,500 and if this is something we do I would have to get with district counsel to see what their fees would be for that. In paragraph 5 the discussion the board would have to have is if a third party buys the building and pay these assessments do they get access to all the recreational facilities or what guidance the board would want to give there.

Mr. Payton stated we discussed on the call, no access to the amenities, just O&M.

Ms. Buchanan stated if they don't pay for amenities then you could cut off the amenity access component.

Mr. Payton stated we are saying in paragraph 3 that we aren't going to get make extra money. Is that because the methodology of paying back these bonds is already set?

Mr. Randy Smith stated we talked about this earlier and I think every homeowner would have their O&M reduced by \$7 a year.

Mr. Payton stated we would be adding a property into the district.

Ms. Giles stated it would reduce all the homeowners' by a little bit because there are no assessments on the commercial property now.

Ms. Buchanan stated I think what Chris is saying is that if the commercial property was going to receive an assessment of \$15,000 a year we could increase the total budget, both the revenue and cost by that \$15,000 and leave everyone else's assessment the same. We look at that as two separate issues the residential lots have a max cap that we can continue to hit, there is no reason we have to reduce that amount. I think it is that sum assuming we hold the budget the same, if we increase the budget to absorb that increase in revenue.

Mr. Payton stated they wouldn't share in the debt service.

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Ms. Buchanan stated frequently if you add property to an assessment area you do recalculate the debt service to reapportion the debt.

Ms. Giles stated let me take your question back to Jim Perry and Jim Oliver.

Ms. Buchanan stated I think it is okay on O&M but I don't think we want to undertake a debt service reallocation because we don't want to reduce everybody's assessment to then say we changed our mind we are going to buy it so you are back to the original level. What I'm hearing you say is you want to adopt a methodology this summer that we aren't necessarily including the assessment for this year's budget.

Mr. Payton stated we don't know that we want to buy it.

Ms. Buchanan stated I think you put the methodology in place to put the landowner on notice that this is what we are going to charge but you don't necessarily implement that until your next summer's budget because you know what you are doing by then.

Mr. Randy Smith stated I was put in touch with a commercial real estate agent and talked about the potential value of the building, housing prices are going up and commercial property prices are going down. He talked about Eagle Harbor and World Golf Village having sales offices that they have not been able to successfully rent out. The only traffic the sales office gets is from the residents. He suggested that the owner present to us a viable business case as to what we can expect to do with it. You have turned down the developer twice on buying that.

On MOTION by Mr. Randy Smith seconded by Mr. Brink with all in favor an amount not to exceed \$7,500 was approved for GMS to conduct an assessment methodology for sales center.

## **FIFTH ORDER OF BUSINESS**

### **Board Guidance Regarding Preparation of Fiscal Year 2023 Proposed Budget**

Ms. Giles stated you will approve the budget on June 7<sup>th</sup> and adopt it on August 9, 2022.

Mr. Hahn stated I sent a note to the board of two options to deal with the minimum wage impact; a one-time \$200 per household increase or \$50 per household increase per year for the next four years. No additional money for golf or the capital reserve, the increase would be funding required due to the minimum wage increase.

After discussion staff was authorized to increase the assessments by \$60 per year.

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**SIXTH ORDER OF BUSINESS****Eagle Landing Golf Club Policies and Procedures Updates**

Mr. Payton stated these policies have been updated from what was a private club policies and procedures to public policies and procedures and after board and staff input the board took the following action.

On MOTION by Mr. Brink seconded by Mr. Warren with all in favor the updates to the Eagle Landing Golf Club Policies were approved as amended.

**SEVENTH ORDER OF BUSINESS****Staff Reports****A. General Manager - Report**

Mr. Hahn gave an overview of the operations report was included as part of the agenda package and included the operations of the amenity center, athletic center, tennis facility, golf and clubhouse operations, common areas and retention ponds and landscaping.

Mr. Biagetti stated we have hosted Middleburg Swim Team since the beginning and recently a resident whose children attend Bishop Snyder have approached me seeking to use our facility as a home facility for their swim team. Middleburg doesn't have any Eagle Landing residents on their team, Bishop Snyder does have some Eagle Landing residents. The predicament I'm in is the history we have with Middleburg and I'm not looking to host two swim teams at our facility.

It was the consensus of the board to deny the request of the parents from Bishop Snyder to use the pool for their swim team.

**B. District Counsel**

Ms. Buchanan stated Marilyn Ayers reached out and requested that our office review what she said is the last conservation easement and have that transferred from the developer to the CDD. I will work on that and bring it back to your next meeting.

**C. District Manager – Report on the Number of Registered Voters (3,066)**

Ms. Giles stated a copy of the letter from the supervisor of elections indicating that there are 3,066 registered voters residing within the district was included in the agenda package.

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Ms. Buchanan stated the general election qualification period is from June 13<sup>th</sup> to June 17<sup>th</sup> if you are interested in running for the open seats.

**D. District Engineer – Pay Requisition No. 087**

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor pay requisition no. 087 payable to Tree Amigos in the amount of \$7,558 was approved.

**EIGHTH ORDER OF BUSINESS**

**Supervisor’s Requests**

Other items brought up: options for extended hours at the pool for adults 21 and over, a way to block off diving board along with access control for lap pool, opposition to a request made at the last meeting to convert a park site to a home site, remind athletic center staff to make sure they are following guest rules and to make sure all residents are checking in their guests and using guest passes or paying guest fees, staff to seek removal of black silt fence along Royal Pines Drive, cart path work, containers for broken tees on tee boxes, parking at soccer field, calendar of events for future golf outings, grass encroaching on the greens, browning grass by hole #12 to be resodded, resident who encroached on #5 and aerification schedule.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

Additional items: Wage increases, add stone to pathways.

**TENTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of March 31, 2022 and Statement of Revenues and Expenses for the Period Ending March 31, 2022**

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**

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

**ELEVENTH ORDER OF BUSINESS**

**Next Meeting Scheduled for Tuesday, June 7, 2022 at 6:30 p.m. at Eagle Landing Residents Club**

Ms. Giles stated the next meeting is scheduled for Tuesday, June 7, 2022 at the same location.

On MOTION by Mr. Payton seconded by Mr. Randy Smith with all in favor the meeting adjourned at 8:09 p.m.

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*Marilee Giles*  
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Secretary/Assistant Secretary

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*[Signature]*  
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Chairman/Vice Chairman