

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, January 3, 2023 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
Glenn Warren	Vice Chairman
Allan Brink	Supervisor
David Frechette	Supervisor
Jennifer Osbeck	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel
Chris Ralph	Matthews Design Group (by phone)
Matt Biagetti	Director of Operations, Honours Golf (by phone)
Jim Hahn	General Manager, Honours Golf
Josh Heintzman	Golf Professional, Honours Golf
Joe Halifco	Operations, Honours Golf

The following is a summary of the actions taken at the January 3, 2023 meeting.

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 December 6,
2022 Meeting**

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the minutes of the December 6, 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. Payton stated Dream Finders is revising their site plan and the only outstanding item is the two monument signs.

B. Honours Golf Performance Fiscal Year 2023 Evaluation Criteria

This item tabled.

C. Budget Format

Mr. Payton stated we had a continued meeting last night and discussed the budget format and expect a draft of the new format at the February meeting.

FIFTH ORDER OF BUSINESS

Ratify Variance Agreement for Installation of Improvements within District Easement for Resident on Laurel Valley Drive

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the variance agreement for the installation of improvements within a district easement was ratified.

SIXTH ORDER OF BUSINESS

Discussion of Suspension Letter

Mr. Hahn outlined an incident that occurred in the rec area that continued off property and recommended at least a six-month suspension.

After discussion the board took the following action.

On MOTION by Mr. Brink seconded by Ms. Osbeck with all in favor the individual was suspended for six months from the golf membership and amenities.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-04 Setting Hearing on Revised Amenity Suspension and Termination Rules

Ms. Buchanan stated this is what our firm has put together as proposed new amenity policies relating to suspension or termination. It is something I'm comfortable in a basic amenity

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package, but we might want to incorporate any special provisions for the golf memberships that we think are appropriate later. We can go through it and rewrite it and bring it back. It essentially expands the things that you can suspend and terminate for to include things like inappropriate attire, failure to reimburse the district for property damage, things that we run into but have not always included, committing or allegedly committing a crime on or off the district property but leads the district to believe that health, safety and welfare of the district or other patrons would be endangered. It puts a little more weight in what we are able to suspend for. It also gives the ability of the district to collect for administrative reimbursement. If I have to spend legal time or Jim has to spend extra time rounding up a record for your review for a suspension period, then that could be recovered through this policy. It additionally identifies the property damage reimbursement. In another district I had a child who threw a rock at a door and broke the door. The door cost \$5,000 to replace. Those things happen and you can suspend the child for six months but that doesn't give you the ability to recover the \$5,000 you have to pay for the door. It continues with the position that the manager, general manager, amenity manager and onsite staff can remove any individual if they feel it is appropriate to do so.

In a normal context you would talk about it and we would set a public hearing date that gives us enough time to publish it for 28 and 29 days, then adopt it at the hearing. We can do that or we can defer consideration of this to allow us to work on some language that that is applicable or you can choose not to adopt this policy.

Mr. Payton stated I think it is necessary and I think we should add the golf language.

Ms. Buchanan stated we will defer this and talk with Glenn about additional language.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals for Lake Maintenance

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the proposal from The Lake Doctors in the amount of \$36,060 annually for lake maintenance was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. General Manager - Report

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Mr. Hahn reviewed the general manager's report, copy of which was included in the agenda package and reported that the improvements to the cabana bar should be done by the end of the month. We are asking for a 10% increase on dues and trail fees.

Mr. Payton stated I prefer to not charge the residents this increase.

Ms. Osbeck asked do you do this for a reason or because we do it every year?

Mr. Hahn stated we are looking to drive revenue wherever we can and we have huge increases coming on every year with the minimum wage going to \$15 an hour. Over that four or five year period we are looking at a \$750,000 increase in payroll if we just did the same thing we did a year ago. The other part is the staggering inflationary costs we have seen.

Ms. Osbeck asked are we in line with other golf clubs?

Mr. Hahn stated we are probably one of the best value memberships.

Mr. Warren stated before we put more on our members you need to identify the value of the membership.

Mr. Hahn stated in 2022 they played an average round for \$26 so it is a 25% decline in the average rate that a member is paying when public green fees have gone up 34%, so we are driving the public fees and we don't want to get too aggressive. The public is absorbing a far bigger share of the increases we have had in greens fees.

Mr. Frechette asked what about 5% instead of the 10%?

On MOTION by Mr. Brink seconded by Mr. Warren with all in favor staff was authorized to increase the member dues and trail fees by 5%.
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Mr. Hahn stated I will send to the board the quarterly update with the projects we have completed on the golf course in the last quarter of this year and what we have planned for this coming quarter.

B. District Counsel – Kutak Rock Fee Increase Letter for Fiscal Year 2023

Ms. Buchanan stated in your agenda package is our proposed rate increase for fiscal year 2023. We haven't asked for a rate increase since 2019 and I have been holding off because you have had things that have happened over the last several years. You bought a golf course, issued bonds, you had a lot of construction and bought the cottage lots. You have started to level out and

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be in the normal maintenance mode. I would like to true up my fees to what is more of a market rate. I don't think this is going to negatively impact your budget.

On MOTION by Mr. Warren seconded by Mr. Brink with all in favor the Kutak Rock increase for fiscal year 2023 was approved.

C. District Manager

There being none, the next item followed.

D. District Engineer – Public Facilities Report

Mr. Ralph stated I should have the draft of the public facilities report to you by Friday at the latest.

TENTH ORDER OF BUSINESS

Supervisor's Requests

Ms. Osbeck asked was there an incident in the soccer field restroom yesterday?

Mr. Hahn stated yes.

Ms. Osbeck asked what are we thinking we need to do as far as monitoring that?

Mr. Hahn stated we addressed it right away when it was reported to us. We do have cameras and it was a kid being rambunctious and we cleaned up what they did.

Ms. Osbeck asked with that area being so far from the front it is more vulnerable do we need more emphases on fencing or anything else?

Mr. Hahn stated I haven't given any thought about fencing in the soccer fields. It is a significant cost, but it is something we could do.

Ms. Osbeck stated I don't know if you would consider doing any kind of promotions at the restaurant.

Mr. Heintzman stated we do, it will come out in an email blast tomorrow, we are going to have a watch party for the Saturday night game.

Mr. Warren stated a couple residents have asked that we improve the lighting in the parking lot behind the restaurant. The lights are working but you may want to look into LED and position the poles a little higher.

Mr. Hahn stated we will look to see if the trees are blocking the light. I think we have converted to LEDs.

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Mr. Warren stated I talked to Jim about this. Our Wednesday game has run to about 30 players, 28 players and 12. The club has a policy and I'm looking to the board to start calling it a club game now so that we can have the club set up tee times far enough in advance because if we don't call first thing in the morning two weeks in advance to get that tee time, someone else gets one in the middle of our game. This group stays around and spends about \$1,000 afterwards. Jim is agreeable and Josh is too that they will allow us to make tee times more permanent during the winter at 12:00 p.m. and in the summer do it at 1:00 p.m.

Mr. Heintzman stated I think what you presented was any member that had 16 players or more we would allow you to book three weeks in advance instead of two.

Mr. Warren stated Jim and I had a different discussion to call this a club game so we don't have to worry about members driving it. I'm okay with calling it a game with 16 or more.

Mr. Hahn stated we were not in a position to change the policy just to change it for a group. I didn't feel comfortable doing that. If the board wants to approve that we do it with these groups we will do it. We didn't feel that we could arbitrarily say we will do it for your group don't worry about it. We want to be consistent.

Mr. Warren stated the Sunday morning group has about 4 or 5 members playing and then stay and watch NFL the rest of the day. The Wednesday group the same.

Ms. Osbeck asked are they asking the board to block these times?

Mr. Heintzman stated it has to be kind of general because if I have another organization that wants to do the same thing he will want to block his times too.

Mr. Warren stated that is why Jim and I came up with it is a club driven game.

Mr. Heintzman stated then everyone will want a club driven game. We are happy to push as many people into all the games and people will tell you that we gave them the information but we sent you guys information. Two weeks is plenty of a window. I think the only times we have had any issue with a Wednesday or Friday is when they forgot and waited until six days out. The two week window is plenty.

Mr. Warren stated I disagree, that's why I'm bringing this up.

Mr. Hahn stated the Wednesday and Friday groups are in the afternoon and it is both members and outside so the timing is ideal for us. I wish we could do that on Saturday and Sunday but that is not the case. Before we block it off the board needs to tell us we can do it.

Mr. Payton stated I see no objection from the board and there is no policy for us to approve.

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Mr. Hahn stated one month we will book every Wednesday and if we have a big event for a Wednesday we will cancel you.

Mr. Brink stated two months to time change. Are we in place with the restaurant being open on Monday and Tuesday later?

Mr. Heintzman stated we are working towards that.

Mr. Brink stated we need to update the CDD supervisors' names on both websites. I went to the last HOA meeting and they said they would be happy to partner with us on Halloween for the security and police. The only concern was we need to follow-up on their duties, what we would like the police officers to do and where we want them stationed. We have a Sheriff's net meeting this Thursday and I can talk to them about what they can do and what they recommend. I will follow-up with the HOA on that stuff.

I talked to Matt about a faucet for about \$900 and the HOA said they would split that with us. Make sure the cabana bar has a supply of gas.

Mr. Hahn stated we have a backup for every heater out there. We should never run out.

Mr. Brink stated we have four or five handicap parking spaces, but we don't have handicap ramp by the spaces. By the tennis and pickleball courts we have five or six spaces with the handicap ramp. I have been asked to take out 3 parking spaces and put in two handicap spaces by the pickleball courts and dumpsters on the right hand side. I would like to have board approval to do stuff like that before I hook up with Matt.

Mr. Frechette stated by the sales center there is no room for wheelchair access by the handicap spot.

Mr. Hahn stated that is not our responsibility.

Mr. Payton stated making improvements to the parking plan for handicap access we can probably do in-house. Matt is going to look into it.

Mr. Frechette stated I thought we had to make up a list of issues we see around our areas. Do you want it prioritized? Do you still want that?

Mr. Payton responded yes.

Mr. Frechette stated some of those are being worked on.

Mr. Payton stated Jim mentioned he was going to send out his capital improvement list and if the board members have anything they want to put on the list that is the time to do it. I have a list of things that I will print out for them.

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We had a request from a resident for us to do some sort of plus 1. We have some single residents and they want to bring a friend to the events. I propose the board allow the management team at the January 17th meeting tell us how this is going to work before they amend the policies. We can talk about it at the February meeting.

The dog park locks are broken again. I want an update on the soccer goals we were going to add to the second soccer field and you can send that to me.

Mr. Biagetti stated we are working on the dog park issue and the quote will include tennis on the back side of the cart barn and the front area as well as the two locks at the dog park. It's about \$9,000 to \$10,000. The soccer goals have been ordered; I do not have a ship date yet.

Mr. Payton stated Jim or John you mentioned putting locks on those two back areas walking through the tennis facility. How is that going to affect golf operations? Do they have to put codes in every time they go through the door?

Mr. Hahn stated yes if they need to.

Mr. Payton stated if they are not and are just going to prop it open there is no point in spending money to put a lock on. We don't have it now it is propped open.

ELEVENTH ORDER OF BUSINESS Audience Comments

Additional comments: Eight minute and ten minute intervals of tee times, pace of play, outdoor fitness equipment in dog park area, non-members using the back greens, teens driving golf carts erratically.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of November 30, 2022 and Statement of Revenues and Expenses for the Period Ending November 30, 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. Frechette with all in favor the check register was approved.

THIRTEENTH ORDER OF BUSINESS **Next Meeting Scheduled for Tuesday, February 7, 2023 at 6:30 p.m. at Eagle Landing Residents Club**

Ms. Giles stated the next meeting is scheduled for February 7, 2023 at 6:30 p.m. in the same location.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the meeting adjourned at 8:12 p.m.

DocuSigned by:
Marlee Giles
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Secretary/Assistant Secretary

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[Signature]
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Chairman/Vice Chairman