

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, February 7, 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
Wes Haber	District Counsel by telephone
Chris Ralph	District Engineer by telephone
Matt Biagetti	Director of Operations, Honours Golf
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 February 7, 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

Mr. Gerber stated there is a persistent problem with street parking daily and during special events such as Halloween, high school graduation for picture taking at the bridge, etc. I sent an email to Alexandra Compere, our Clay County Commissioner informing her that the street parking has become a safety issue, and she said the Deputy Engineering Director has been made aware of the issue and will research on how we can resolve it. I'm looking for the endorsement of the board because it will carry more weight with the county commissioner.

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A resident stated the HOA is enforcing no parking on the sidewalks and that pushes the cars into the street.

Supervisor Warren joined the meeting during this item.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the January 2, 2023 Continued Meeting and the January 3, 2023 Meeting

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the minutes of the January 2, 2023 continued meeting and the January 3, 2023 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Update Regarding Open Items

A. Update on Phase 5 Construction

Mr. Biagetti stated the big question is the monument signs near Laurel Valley, they separated the entries and sent that back to the permit department again.

B. Honours Golf Performance Fiscal Year 2023 Evaluation Criteria

This item tabled.

C. Budget Format

Ms. Giles stated staff looked at the budget format and the two accountants got together and in front of you is what the budget will look like going into fiscal year 2024. To explain the difference between the financials in the agenda package and the budget is the financials are current as of that date, the ones in today’s agenda package are “as of December 31st”. We will start looking at the budget during budget season, you will approve it in June and adopt it at your August meeting. When you get this the columns will be populated with the approved budget for FY23, the actual first quarter through December 31st and the actual for the second quarter. The third quarter June 30th will most likely not be populated yet. I think Jim is able to populate the projected year end column for us, which will allow the last column to be populated. When you see the budget those columns will be populated with numbers to match those line items and this is getting back to what the budget looked like in FY2019. The financials will take a little bit longer and staff needs a chance to look at it before we present the financials to you.

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Mr. Hahn stated this format will give you a snapshot of how we are doing every quarter, actuals and our projections based on trends we are seeing and expenses.

Mr. Payton stated we may need some time to look this over then give your feedback to Jim and his team by next meeting and we can finalize the format and work on the narratives.

Ms. Giles stated the line items you see on the budget, whatever we make those to be will be the same line items you see on the monthly financials. One accountant will be sending this to the other accountant who will put it in this format.

D. Capital Projects List

Mr. Hahn stated I sent all of you an update of the feedback I received on various projects you would like to see done or in the works. We tried to incorporate everything in this plan based on things we have been discussing, plans we have in fitness, soccer fields, the pool and all those things we have discussed are part of that plan.

FIFTH ORDER OF BUSINESS

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

Ms. Giles stated this is setting the hearing on the revised amenity suspension and termination rules.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor Resolution 2023-04 setting the public hearing for April 4, 2023 was approved.

SIXTH ORDER OF BUSINESS

Ratification of Requisition No. 088

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor requisition 088 payable to Southern Recreation, Inc. was approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. General Manager

1. Report

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Mr. Hahn gave an overview of the operations report, copy of which was included in the agenda package and updated the board on the progress of current projects and proposed buying or leasing a range picker to take the place of the current equipment.

On MOTION by Mr. Warren seconded by Mr. Brink with all in favor staff was authorized to purchase an EZ-Go range picker.

Mr. Hahn stated I have been working with Alan on the gutters around the pool area and I would like to move forward with the new gutters with leaf protectors that is about \$9,000.

It was the consensus of the board to have staff move forward with this project.

2. Proposal/Layout for Additional Handicap Accessible Parking

Mr. Biagetti stated there was a request to add two additional handicap parking spots closer to the hard courts of the tennis facility. It will have a crosswalk that goes to the existing ramp towards the swim park. It reduces two spots to compact only and one standard spot closer to the dumpster area.

It was the consensus of the board to have staff move forward with the additional handicap parking spots.

B. District Counsel

There being none, the next item followed.

C. District Manager

Ms. Giles stated we will approve the FY24 budget at the June 6th meeting and adopt it at the August 8th meeting. Between now and June staff will start looking at agreements, expiration dates and every meeting we will bring up the FY24 budget and look for any kind of guidance from the board.

D. District Engineer – Public Facility Report

Mr. Ralph stated a copy of the public facilities report was included in the agenda package.

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On MOTION by Mr. Warren seconded by Mr. Payton with all in favor the public facilities report was accepted.

Mr. Ralph left the telephone conference at this time.

EIGHTH ORDER OF BUSINESS Supervisor’s Requests

Additional items: Larger TVs, security at dog park and other areas, youth golf cart training, explore creating employee recognition program, coordinate with HOA with timing of holiday decorations, restaurant hours, metal rod sticking out by the edge of the lake by hole 5, range hours in the evening, increase in security hours.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor staff was authorized to increase the security budget by \$10,000.

NINTH ORDER OF BUSINESS Audience Comments

Additional items: Ability of residents to nominate employee of the month, request for traffic signal, security, condition of sidewalk, work with staff on the incentive program, inconsistency of rules on rental, broken lock at dog park, streetlight repair, add additional cost for Halloween in budget, geese, create additional set of tees.

TENTH ORDER OF BUSINESS Financial Reports

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

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

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ELEVENTH ORDER OF BUSINESS

Next Meeting Scheduled for Tuesday, March 7, 2023 at 6:30 p.m. at Eagle Landing Residents Club

Ms. Giles stated the next meeting will be held March 7, 2023 at 6:30 p.m. in the same location.

On MOTION by Mr. Payton seconded by Mr. warren with all in favor the meeting adjourned at 7:58 p.m.

DocuSigned by:
Manlee Giles
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Secretary/Assistant Secretary

DocuSigned by:
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Chairman/Vice Chairman