

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, March 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
Katie Buchanan	District Counsel 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
John Frazier	Tree Amigos

The following is a summary of the discussions and actions taken at the March 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

A resident stated pickleball is very popular in the community and it is nice to see.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 7, 2023 Meeting

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On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the minutes of the February 7, 2023 meeting were approved as presented.

FOURTH ORDER OF BUSINESS**Update Regarding Open Items****A. Update on Phase 5 Construction**

There being none, the next item followed.

B. Honours Golf Performance Fiscal Year 2023 Evaluation Criteria

Mr. Payton stated after the last meeting Supervisor Brink provided document updates.

Ms. Osbeck stated I thought it might be nice if we had anything on capital projects to know where we are on the budget on each area for the year.

Mr. Brink stated metric six has progress of capital projects. I can add budgets to everything.

Mr. Payton stated we will make some more document changes and bring it back to the next meeting.

C. Budget Format

Mr. Payton stated we didn't get anything additional from the board members, nothing to add or take away. We can go forward with the 2019 budget format.

D. Capital Projects List

Mr. Payton stated Jim shared the updated capital projects list the day after our last meeting. Some of these are completed. I think we can move those to a completed column or to the bottom. I would like to see a list of things that need to be completed.

Mr. Hahn stated I can highlight the completed projects, leaving the uncompleted project open. Keep in mind that as we complete them you also get a capital reserve report from Honours and that report shows those projects that have been completed. I can take those off the capital report and just show what remains.

Mr. Payton stated you also use this as a budgeting item to show how much total spend we did for the year so to take them out the numbers won't add up.

Ms. Giles stated we could put a filter on it.

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Mr. Payton stated I can work with you on that. Now that we have seen the list. Are there any items that should be added? It can be amended as the year goes by if we have something that comes up.

FIFTH ORDER OF BUSINESS

Discussion of Landscape Enhancements

Mr. Biagetti stated John Frazier with Tree Amigos is with us. We worked with Chairman Payton. On the front entrance in the second median, a huge center island, we have had over the years plant material dying off, reaching its age. We Have three separate proposals, one for the very front center island, one for the two monument signs and the large one is the second median. I also have a document that will go through as well with pictures if you haven't noticed it or stopped and looked.

Mr. Frazier reviewed in detail the three proposals and the board took the following action.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor contingent on results of the soil sample test, the three proposals were approved with the \$8,247 and \$1,500 coming out of the general fund and the proposal for \$24,985 coming out of capital.

Ms. Giles asked do we need a work authorization from Tree Amigos for this work?

Ms. Buchanan stated we have a form we can send over to Tree Amigos if that is okay with the board.

Mr. Payton stated yes.

Mr. Frazier stated I will pull the soil samples tomorrow and try to expedite the results.

SIXTH ORDER OF BUSINESS

Consideration of Lease Agreement with Clay County Supervisor of Elections

Mr. Biagetti stated this is the standard agreement we have had in place for quite some time and it has been a benefit to the community, with very little if any impact on our operations.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor a two-year lease agreement with the Clay County Supervisor of Elections for use of the amenity center for fiscal years 2023 and 2024 was approved in substantial form.

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SEVENTH ORDER OF BUSINESS**Staff Reports****A. General Manager****1. Report**

Mr. Hahn stated our cart lease isn't up until March 2024 but lead time in today's environment is anywhere from 8-12 months and we want to get the RFP on the cart fleet as soon as possible and work with Katie as we did in the last lease. I want to get approval from the board to move forward with the RFP.

It was the consensus of the board to have staff move forward and work with district counsel on the RFP for the lease of the cart fleet.

Mr. Hahn stated I have been working with Glenn on the equipment lease for the golf course. The lease expires at the end of this year, the lead time for equipment is 8-12 months. We have gone through the entire list of equipment, and we feel it is in the best interests to move forward with this.

Mr. Warren asked can we use our capital funds rather than paying interest on a lease, pay that amount back .

Ms. Buchanan stated if you want to use your capital funds on long term equipment I think you can do that. I don't know that I would necessarily venture down a path of what you are saying. Maybe I misunderstood. If you want to use the funds you can do that.

Mr. Warren stated we don't pay that interest against our operations side it is \$130,000 over five years. If we had the financial ability to do that, it is something as a board we should look at doing. We are earning 1% or 2% and we are going with 6% maybe. It is something to think about.

Ms. Buchanan stated rather than a loan ultimately you are just going to change your allocation of assessments to put a little more into capital fund compared to calling it interest, you are just reapportioning.

1. Flooring Proposals

Mr. Hahn stated another big purchase we have been working with Jennifer on is the fitness center. The redo of the fitness center upstairs and downstairs with carpet was part of the study that was done by you before you even bought the property that it would need to be replaced, this is the year they recommended to replace it based on that study. That is why we followed the study on our capital reserve requests to the board. We have been working with a couple firms about options

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and we have two firm bids from two different companies. The concept we want to go with is this material you are looking at on the floor is not wood and is what is used in all athletic centers in open areas with equipment. Under the heavy weights you need something more durable. All in it is \$50,000 for removal of the counter, removal and replacement of flooring and new equipment. New flooring for the downstairs is about \$11,000. We would like to move forward on this with a not to exceed amount and bring the proposals back for board approval.

Mr. Payton stated as we discuss funding sources, we do have in the capital plan currently \$12,500 for additional equipment and \$20,000 for carpet/counter that is \$32,500. What is the not to exceed amount?

Mr. Hahn stated \$61,000. We also have \$5,000 allocated for new chairs and tables for the fitness that we did last year and maybe the year before. I don't think they are in bad shape so we can use that too.

Mr. Payton stated you are suggesting that we skip on the kids club or lake house, which is \$20,000. We are looking at an additional \$4,000.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor staff was authorized to work with Supervisor Osbeck to move forward on the fitness center updates in an amount not to exceed \$61,000.

Mr. Payton stated we discussed as a board adding some fitness stations at the lake park in the back of the neighborhood and Matt got quotes that are expensive. We have brochures for the board members to look through, for the look and price range we would like to be at. We will talk about it next month.

Mr. Hahn stated the lights are in at the tennis courts.

B. District Counsel

There being none, the next item followed.

C. District Manager

Ms. Giles stated just a reminder to the board, we will approve the FY24 budget at the June 6th meeting and Matt and I have started emailing about some of the agreements that are expiring.

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The landscape agreement and security agreements expire. If you want to continue with the same landscape company, just give us that guidance and we will get a proposal from him for FY24 or we can test the market and go out with an RFP.

Mr. Payton stated we will stay with Tree Amigos this time. Let’s put an RFP out for security services.

D. District Engineer

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisor’s Requests

Additional comments: Parking signs, installation of fans, cleanliness of adult pool and kiddie pool, waiting on parts for certain equipment at the gym, ability to have poker night, golf lessons, research preventative maintenance companies for fitness equipment, dog park locks.

NINTH ORDER OF BUSINESS

Audience Comments

Additional comments: Information sign at the entrance, better system in dining room, bald tires on golf carts, check drainage between 1 & 2 and 7 & 8, options for pickleball courts.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of January 31, 2023 and Statement of Revenues and Expenses for the Period Ending January 31, 2023

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, April 4, 2023 at 6:30 p.m. at Eagle Landing Residents Club

Ms. Giles stated the next meeting is scheduled for April 4, 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 8:19 p.m.

DocuSigned by:
Marilee Giles
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Secretary/Assistant Secretary

DocuSigned by:
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Chairman/Vice Chairman