

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, October 1, 2024 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
Alex Acree	District Engineer by telephone
Matt Biagetti	Director of Operations, Honours Golf
Jim Hahn	General Manager, Honours Golf
Joe Halifco	Operations, Honours Golf
John Roe	Golf Course Superintendent, Honours Golf
Several Residents	

The following is a summary of the actions taken at the October 1, 2024 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 asked what is the status of the egrets in the oak trees? Is it close to nesting season? Are we setting off smoke bombs, shots? What is going on?

Mr. Hahn stated it is not nesting period. We have been in contact with the USDA wildlife services and they directed us to what we can do and when we can do it. They started last spring when the birds were nesting and that period ended about the middle of the summer. The only thing

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we have done with the birds is set off three or four loud bangs. We have cleaned up the trees and removed all the dead limbs. The arborist said the tree is not dying but is showing signs of declining.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the September 3, 2024 Meeting

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the minutes of the September 3, 2024 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Discussion Items

A. Honours Golf Fiscal Year 2024 Bonus Scorecard

Ms. Giles stated the final scorecard shows the board rankings for FY24 is 3.31 with a \$5,499 bonus. Last year it was 3.13.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the scorecard and bonus amount were accepted.

Mr. Brink stated next year I would like to see metrics 11 and 12 deleted because I think it overly inflates the scorecard.

Mr. Payton stated I also noted that and there were some other ones that we could use some additional information to be provided to the board prior to us discussing the scorecards.

Additional sections discussed were metric 7, metric 9, annual reports close to end of fiscal year and move the time to turn in the scorecard.

B. Management Services Agreement

Mr. Payton stated based on discussions last month, the management company has three more years and agreed to work through an amendment process with the current agreement. This is the first draft of those amendments based on board feedback. I would like the board to read through them and see if it captures all the items you would like to see in the agreement. You have to compare it to the existing agreement to see what sections are updated.

Items to be added and discussed at the next meeting are: adding staffing plan, more information on payroll, facilities inspection report, management goals and objections report, staff

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training, employee policies and procedures, vote of no confidence, collection of membership fees, performance review report, annual reports, quarterly report, quarterly payroll report, additional monthly reports, current state of repairs, additional language added to keep current with Florida Statutes, separate addendum for restaurant management services.

Ms. Buchanan stated the draft doesn't have a separate amendment for restaurant services, but you can work it into the report as a sub-category rather than a separate amendment.

C. Interlocal Agreement for Sharing Certain Landscape Maintenance Cost with Middle Village CDD

Ms. Giles stated in 2004 Middle Village and South Village entered into an interlocal agreement for maintenance costs. Staff and the chair have been talking about this and it is on the agenda to see if the board has a desire to have a discussion to terminate that or what direction the board would like to go.

Mr. Payton stated currently we have \$36,000 budgeted to give to Middle Village. It is a 20-year old contract that was agreed to when developers ran both boards. Under the guise of due diligence I looked into this agreement because we do care for a portion of the roadway out front. Basically, from the traffic circle all the way through to what is now a toll road. This whole thing was based on calculations and we paid 31% of the expected costs to maintain that area. The formula was based on the amount of cars and travel and since then we have three entrances, there are other districts in play. Armstrong wasn't there before, the toll road wasn't there, the toll road by-pass was through this road. Is it still fair to our district? I asked Matt to talk to Tree Amigos and asked them if we took over the landscaping in front of Eagle Landing, which we do our side of the road now, and if we did the median and other side what is the additional cost, and it was a few thousand dollars. There are a couple problems, it is not a good contract, the termination clause is very weak, does not favor anybody terminating it. I'm looking for approval for me to continue discussions to terminate the agreement. At the very least the percentages are no longer valid and should be recalculated.

It was the consensus of the board to have the chairman continue the discussions of recalculating the percentage of payment or termination of the agreement.

D. 2024 Halloween Plan

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Mr. Payton stated in coordination with the HOA we met with Clay County Sheriff’s Office after the last meeting and went over an analysis of last year’s event. We funded off-duty police officers to be here and at the park area. Their assessment of it is listed on the report in the agenda package. The Sheriff’s Office feels that the large crowds of juveniles wreaking havoc is not going down they are going to go up. We will partner with the HOA and develop a plan for 2024. We will increase the off-duty officers to eight plus a supervisor, create Halloween at Eagle Landing QR code with parking information and maps, and a plan to ask residents to end Halloween activities at 9:00 p.m. We are funding a portion of the off-duty deputies, we will test our lights to see if they are sufficient to light the area, provide event parking, post QR codes and set up and remove trashcans throughout the neighborhood for a not to exceed amount of \$2,500. The HOA is also providing a not to exceed of \$3,000.

On MOTION by Mr. Warren seconded by Mr. Brink with all in favor an amount not to exceed \$2,500 was approved in support of the Halloween safety plan.

E. Island Oak Tree Bird Mitigation

This item taken earlier in the meeting.

FIFTH ORDER OF BUSINESS

Open Items

A. Laurel Valley Monument Signs

Mr. Acree stated we got the main plan done; we are still waiting on the structural element from the structural engineer. I expected it to be done by now.

B. Government Contract Pricing for all District Services

Mr. Hahn stated we have been working on the contractor list from the state. We have a number of contracts that are demonstrating that government contracts are saving money or Troon programs are saving us money above government contracts. We still have a dozen we are checking on and we will finalize it as quickly as possible. When you look at the savings from the Troon Program and the new ones we have come up with, it is a significant savings for the district on an annual basis.

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C. Pickleball Court Project

Mr. Hahn stated next Monday they will be starting work. They are working directly with me and they should be able to get that done in a week.

D. Slide Ladder

Mr. Hahn stated a company will be out here October 14th. We had an engineer look at the structure itself and it is a sound structure. This company will give us a quote of what it would take to take some of the worst material out and replace it and resurface and repaint the stairs going up to the slide. We are getting a price to understand what it will take to replace those stairs versus refabricating the stairs.

E. Court Lights

Mr. Hahn stated the court lights have been repaired but we found that we have three more that are out. Those are the old ballasts and when they go out we will replace them with LEDs. Some of the LED lights may not be bright enough, there are other options and we may look at a different LED light. We can redo all of them with LEDs but we are doing them as they go out.

F. Gym Equipment Repairs

Mr. Biagetti stated there was a request from Supervisor Brink on some grips, those were replaced.

Mr. Payton stated the cable machine in the corner needs some attention and the weight pin is a metal rod with no handle and slides through.

SIXTH ORDER OF BUSINESS**Ratification of Invoice for Emergency HVAC Repairs**

Mr. Biagetti stated the two units at the gym that control the lower area with the lobby and office have been having issues and they are on the list to not spend any money on them, we need to replace them. We had to go through the replacement process and we worked with the chair to approve the \$26,877 replacement.

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On MOTION by Mr. Brink seconded by Mr. Payton with all in favor the invoice for emergency HVAC repairs in the amount of \$26,877 was ratified.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-01 Setting a Public Hearing Date to Adopt Rates

Ms. Giles stated Resolution 2025-01 sets the public hearing date of November 5, 2024 to adopt rates and the language we are adding is the non-resident tennis/pickleball league fee of \$30.00 to \$60.00.

Mr. Payton stated older business is our current rate structure has employee golf rate. Currently our employees don't pay for golf that is a benefit they get and we will need to remove that line or reduce it to some other range.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor Resolution 2025-01 was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal of Service Window at the Restaurant

Mr. Frechette stated I have been working on this for a while, the estimates were very high around \$10,000 to \$12,000. The company that gave the estimate, has done work and I'm satisfied with his work and if anything goes wrong he will fix it. His fee is a lot less than the other ones.

Mr. Halifco stated I don't think that the window is going to make a big difference. The majority of the orders coming through the door is done in the restaurant, and losing space and putting another area where we have to cover with additional labor or pay attention to while you are trying to reduce as much as we can is a challenge. The other thing that concerns me is the quote is significantly less and I'm concerned about the materials.

Mr. Warren stated I would like to explore other options with the wrap around.

NINTH ORDER OF BUSINESS

Staff Reports

A. General Manager - Report

Mr. Hahn stated as you are aware Matt has been here 15 years and is moving on to a new position. We are getting a nice crystal monument for Matt recognizing his years of service. His last day is this coming Saturday and he has been working with me and our team on a transition plan. We wish hm the very best.

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Mr. Biagetti stated it has been a pleasure to work with this board, previous boards and board members in this room. It has been neat to see it go from the developer controlled board to where we are now. Many great things have happened here and I appreciate my time here. Thank you to Eagle Landing.

Mr. Hahn stated Nick Vega from the aquatic side was nominated staff member of the quarter and Tabby Hay from the food and beverage side at the golf course was nominated.

We tried to give you some sense of completion of the notes and actions by the staff every month. Marilee sends out a thorough list of action items and notes and our team wants to highlight what we have completed every month that we will get to you before the board meeting. It is a better way of demonstrating that we are addressing all the notes and action items. We will do this monthly.

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.

TENTH ORDER OF BUSINESS

Supervisor’s Requests

Additional comments: Remind maintenance staff to take care of the grass clippings and not blow them into a lake, the county is putting in a stoplight but they caused some damage to the irrigation and landscaping and we have been informed by the county that is our responsibility to repair the damage and will take it up with the county commissioner, we finished the fishing policy and created a QR code to put on the signs and in our policy document, Mr. Payton will be the HOA traffic calming liaison, establish a capital improvement golf fund with the \$350,000 golf assessment, any profits from the golf course will also be deposited to that fund, the beer special should be a little later if possible, we should never pay a late fee on an invoice and Troon should reimburse that to the district, breezeway could be made more useful by enclosing it and putting a

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freezer there along with a couple simulators, we have under collected on memberships by about \$16,000, wrong classification of membership, wrong trail fees, suspended member has played golf for 15 months and not paid, there is nothing in place to address these issues, Troon should audit membership to ensure that their staff billed it correctly, staff members in restaurant and bar as patrons, the ladies bathroom commode between holes 2 and 3 is loose and wobbly and needs to be replaced, Eagle Landing on the web page for golf is listed as the golf clinic Saturday from 11 to 12 and should be 9 to 10, thanks to Matt for everything he has done, do we have audits in our current contract and if not we should add it to the amendment, and add it to the performance review, staff to have regular meetings with directors of tennis and include Supervisor Osbeck, propane and other flammables need to be properly stored and have proper signage, organize P&L report.

ELEVENTH ORDER OF BUSINESS Audience Comments

Additional comments: A representative of parents' faculty association at Discover Oaks Elementary would like to have a fund raiser at the restaurant with 10% to 15% of the checks going to the fundraiser, also requested a golf tournament in the spring.

Ms. Buchanan stated the restaurant revenue offsets assessments and given that you have an expectation of what you are collecting every year, your assessments are pledged to the public purpose of maintaining the district's property not necessarily extending those funds outward to other parts of the neighborhood. My initial reaction is that is not going to work.

Additional comments: Would like to see healthier foods at the restaurant for people who don't eat meat, compliments to the golf course staff in addressing issues, possibility of using space for a chess game, Tree Amigos is responsible to clean debris and take trash out of bushes, find out community preferences for events in restaurant, find creative ways for use of kitchen for food prep and other things to improve revenue, have competitive analysis on restaurant, make dining room fine dining in the evenings.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of August 31, 2024 and Statement of Revenues and Expenses for the Period Ending August 31, 2024

The balance sheet and income statement were included as part of the agenda package.

B. Assessment Receipt Schedule

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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.

THIRTEENTH ORDER OF BUSINESS **Next Meeting Scheduled for Tuesday, November 5, 2024 at 6:30 p.m. at Eagle Landing Residents Club**

Ms. Giles stated the next meeting will be held November 5, 2024 at 6:30 p.m.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the meeting adjourned at 8:20 p.m.

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

Signed by:
[Signature]
876F743F6343461...
Chairman/Vice Chairman