

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, November 5, 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 |
| Jim Hahn          | General Manager, Honours Golf  |
| Joe Halifco       | Operations, Honours Golf       |
| Elana Barron      | Honours Golf                   |
| Ernie Cruz        | Honours Golf                   |
| Roger Arrowsmith  | East West Partners             |
| Several Residents |                                |

The following is a summary of the actions taken at the November 5, 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**

Mr. Stokes asked are you able to rent the cooking area by the pool? Is it true that we want to run the golf course and restaurant to have a break even? How do we build a reserve for capital projects and improvements throughout the community? How do we get a copy of the Troon contract? How do you let a contract roll over that no one seems to agree with or like and today we are going to address an addendum to the contract in place?

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A resident stated we were trying to get a fountain in our neighborhood and we need a light pole hookup on Tynes Boulevard to provide electric for the fountain. The residents are going to pay for it. We have an estimate from Lake Doctors to purchase and install the fountain and we just need power. We want to improve the water quality.

Mr. Stokes stated the trees that are growing over the road damage our tall vehicles. I understand there is a minimum standard you need to have. Is there a way to get those oak trees trimmed?

Mr. Vincent stated a half ago I brought up that around the dog park is a underused park. Before you said you didn't have the money to complete the circle that is just a half-moon on the west side of the park. I would like a walking trail around the park that is not expensive.

Ms. Biss stated with regard to the park, before the buildings were built the park was being utilized. We have had picnics there and it is utilized. Oakland Hills and Eagle Rock needs lighting.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the October 1, 2024 Meeting**

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the minutes of the October 1, 2024 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Public Hearing Adopting Golf Club and Recreational Facilities User Rates and Fees, Resolution 2025-02**

Ms. Giles stated as a reminder this public hearing is to discuss the rates for the non-resident tennis/pickleball league and the pay to play rate for employees. Currently the tennis/pickleball league fee is not in the amenity facility policy. There was discussion to add it, and the rate would be \$30 to \$60 and also the employee pay to play rate that is in the amenity facilities policy.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the public hearing was opened.

Ms. Giles asked are there any comments or questions about the proposed fees?

A resident asked is this per person?

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Mr. Payton stated it is a range of fees so that staff can make adjustments without us having to have a public hearing every time. It is currently at \$30, the low end of the range. We have numerous non-residents playing on tennis teams which gives the opportunity for residents to have tennis teams here. This is a fee they pay per team because they are using our facilities.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the public hearing was closed.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor Resolution 2025-02 was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Management Services Agreement First Addendum**

Ms. Giles stated district counsel sent this out to the supervisors ahead of the meeting. This is the same copy in your agenda.

Mr. Payton stated the plan here is to submit this to the management company and they will give us feedback at the December meeting.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the first addendum to the management services agreement was approved and staff was authorized to forward it to the management company.

**SIXTH ORDER OR BUSINESS**

**Consideration of Resolution 2025-03 Amending the Fiscal Year 2024 Golf Fund Budget**

Ms. Giles stated this amendment is to balance the golf budget for the audit that is coming up.

Mr. Payton stated we missed the budgeted amount of golf revenues and the actual was \$1,000 less and on the rec side there was a surplus of \$70,000+. We updated those numbers and the total net change was a positive \$17,500.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor Resolution 2025-03 was approved.

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**SEVENTH ORDER OF BUSINESS****Discussion Items****A. Interlocal Agreement for Sharing Certain Landscape Maintenance Costs with Middle Village CDD**

Mr. Payton stated our district has an agreement with Middle Village CDD, we pay them \$36,000 a year for shared landscaping costs. This board voted at the last meeting to issue a termination letter to them. I met with their chairman last week ahead of the letter and he and I agree that we seem fine with it. I will help him work with the county on some issues they have with landscaping. We still intend to send the letter to them it will be effective February 1, 2025. It pays them for the current fiscal year, which we are already budgeted, and we will remove that responsibility from us the following fiscal year.

**B. East West Questions Regarding the Sale of the Sales Center**

Mr. Payton stated I'm going to ask Mr. Arrowsmith how he wants to go through it. Are you looking for an answer tonight on these or do you want the board to respond in writing?

Mr. Arrowsmith these are just discussion items. The procedural way where we are is that whatever is done with the sales office the county can make any changes from the zoning standpoint. They asked us to work out whatever could be worked out with the CDD first before going to them. As you know there is no zoning for it to be a single-family residence so it would have to be rezoned. These are questions that are here that we sent to you to ask whether these would be considered. The way we see it working from an East West standpoint is it is either going to be sold to a third party as a single-family residence or a third party buying it for a business. A number of these issues are going to have to be worked through and remedied no matter what. The only alternative to that would be for the CDD or the HOA to purchase it and it becomes a community building and then you don't have to worry about splitting utilities and what gets done with the parking, etc.

In our minds this isn't just between you and us or between us and the purchaser who wants to have it as a single-family home, who is currently a resident in Eagle Landing. We need to have some answers so that we know what we can do. I don't know if there are some issues that are a problem for the CDD and that they just can't be worked through. We as a company are fully prepared for any issues you may have for us to try to address those in a way for us to remedy or rectify them or us to go ahead and monetarily contribute to the CDD to take care of other issues you might have. We are done with Eagle Landing properties with a few lots left and we are

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working on commercial property. We probably have two years before we will be done with everything. We have been approached by two or three other residents about buying it for other commercial uses. What we have before us is a contract to purchase it. These are outstanding issues that we need to work through before we go to the county. In your mind, what is the best way to address that?

Mr. Payton stated many of these have come in front of the board already and some of them have been addressed. We are opposed to rezoning, and the district doing something ahead of time so that district staff does not spend money and time preparing documents.

Mr. Arrowsmith stated the main thing that would be a sticking block in working through the county and whatever their decision will be is that the CDD is opposed to it becoming residential. I'm not sure what the next step would be.

**C. Oakland Hills Fountain**

This item was tabled.

**EIGHTH ORDER OF BUSINESS**

**Open Items**

**A. Laurel Valley Monument Signs**

Mr. Hahn stated as of Friday we received the drawings, and they were sent to the contractor. We will reach out to River City for feedback.

**B. Government Contract Pricing for all District Services**

Mr. Hahn stated we have been working on this for a while and I shared a copy of where we are on the different contracts in all areas of operation. We will continue to look at everything we can.

**C. Pickleball Court Project**

Mr. Hahn stated it was delayed due to the hurricane but has been completed and it is open.

**D. Slide Ladder**

Mr. Hahn stated we were given options on the slide. The refurbishment of the stairwell going up to the slide is around \$104,000. There is some rest on the stairs caused by the chemicals

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in the water. The contractor who built the stairs said they were completely safe, there is just an area of rust. Water is draining from the platform right on the handrails. It cost about \$4,200 to paint the slide about six years ago. We are going to make sure all the drains on the slide area on top are functioning and not leaking, put a diverter under the platform that sheds water way from the stairwell and will drop into wood chips and we recommend painting it again that will last another 7 – 9 years. That is our recommendation versus investing \$100,000 in refurbishing the stairs with the other company.

Mr. Brink stated I would like to work with Jim on this and have a not to exceed number of \$18,000.

Mr. Payton asked are we going to get more than this proposal?

Mr. Hahn stated we will do that.

**E. Gym Equipment Repairs**

Mr. Hahn stated the Stairmaster is 13+ years old and has a major breakage and the repair is about \$2,500. We have found that Stairmaster online around \$6,000 and I recommend buying a new unit.

Ms. Osbeck stated I would like to exceed \$6,500.

Mr. Payton stated we don't need a motion they have a limit of \$10,000.

Mr. Hahn stated we are challenged with people sneaking on courts without checking in and cameras would allow us to monitor the courts 24/7.

Staff will research other camera systems and ring the results to the next meeting.

**NINTH ORDER OF BUSINESS**

**Ratification of Proposal from Matthews for Additional Professional Engineering Services**

Ms. Giles stated this proposal from Matthews is for the monument signs.

On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor the proposal from Matthews for additional engineering services was ratified.

**TENTH ORDER OF BUSINESS**

**Staff Reports**

**A. General Manager - Report**

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A copy 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.

**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.

**ELEVENTH ORDER OF BUSINESS                      Supervisor's Requests**

Additional comments: lack of newsletters going out, need to have announcements for tournaments, course conditions, more information from Troon about the club, hire an outside firm to take care of the irrigation system on the golf course, starters need to be educated on what they are supposed to do, condition of greens, need better service in dining room, inconsistent drinks in clubhouse, lost revenue from Troon not charging members correctly, have Troon reimburse for lost revenue from prior years, high top chairs tear up the flooring, status of tennis court lights, cable machine needs repair, pickleball courts look good, asked Troon for restaurant evaluation for over a year, proposal for a restaurant evaluation from a different firm for less than half what Troon was going to charge, the county will take care of the charges for the damage they caused at the front entrance, athletic center door needs repair and paint, check walkways around kids club to ensure they are in good repair, on the power bills opt out of the rounding up from Clay Electric, cart path on 17, not a lot of value in what the rangers do, rarely are the pin positions correct, concerns about the greens, complaints about general cleanliness, address the cleanliness of the bathrooms in the back, need dedicated manager presence in restaurant, unruly and disrespectful patrons, loud profanity needs to be addressed, need to have some control over members' behavior that may mean to ask them to leave and if they don't leave they can be trespassed, inconsistency of cocktails, the tablets don't work properly, back patio/breezeway needs attention, inspect indoor

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and outdoor furniture for repairs, family events, leadership/training issues in restaurant, general maintenance in rec areas, hire additional maintenance person, move money to cover that position as well as emergency/safety repairs, facilities inspection within 60-days of hire, hire assistant food and beverage manager to be funded from golf capital reserve, continue the meeting to discuss new positions.

**TWELFTH ORDER OF BUSINESS                      Audience Comments**

Additional comments: We have a difficult time managing existing infrastructure without purchasing the sales center, walkway for the sales center is owned by East West not the CDD, reach out to sheriff’s office to set up a desk in the clubhouse, thanks for the pickleball courts, opposed to sales center being single-family residence, need smaller portions served at formal luncheons, need more promotion of golf course and neighborhood, expand kitchen area, how is Troon supporting the neighborhood, kids on golf course at night with no lights, Joe needs to be present in dining room to get real time feedback from residents and observe what is going on, members using foul language need to be removed, update on birds, put golf cart keys in the pro shop, mistake in budget summary, subdivision signs are not lit, request the county to put in additional streetlights, restaurant needs an espresso machine.

**THIRTEENTH ORDER OF BUSINESS              Financial Reports**

**A. Balance Sheet as of September 30, 2024 and Statement of Revenues and Expenses for the Period Ending September 30, 2024**

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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**FOURTEENTH ORDER OF BUSINESS      Next Meeting Scheduled for Tuesday, December 3, 2024 at 6:30 p.m. at Eagle Landing Residents Club**

Ms. Giles stated we are going to continue this meeting to November 12<sup>th</sup> at 6:30 at the clubhouse following that is your regularly scheduled meeting December 3<sup>rd</sup> at 6:30 back over here.

The meeting was continued to Tuesday, November 12, 2024 at 6:30 p.m. in the clubhouse.

Signed by:

*Marilee Giles*

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Secretary/Assistant Secretary

Signed by:



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Chairman/Vice Chairman