

MINUTES OF MEETING
SOUTH VILLAGE
COMMUNITY DEVELOPMENT DISTRICT

The November 5, 2024 meeting of the Board of Supervisors of the South Village Community Development District was continued and reconvened Tuesday, November 12, 2024 at 6:30 p.m. at the Golf Clubhouse, 3989 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
Michelle Rigoni	District Counsel by telephone
Jim Hahn	General Manager, Honours Golf
Joe Halifco	Operations, Honours Golf
David Zimmer	Troon
Several Residents	

The following is a summary of the actions taken at the November 12, 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

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Management Services Agreement First Addendum

Mr. Hahn stated we are looking at two positions to replace Matt; one on a senior level and one a management position depending on what responsibility we can absorb with other staff members. I have been taking on all the vendors and contracts, invoicing and we have two staff members that have been leading those departments, the pool area and fitness area. They continue

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to do their job, reporting to me versus reporting to Matt and we have been able to handle all the payroll issues without any problem. We are trying to see the best position to fill for that location. We had VP of operations from a company that Troon owns that does just residential communities and he felt comfortable that a less senior position could easily manage those amenities with the staff we have in place as long as we are not asking that person to take on all the responsibilities that we are now taking on. We are looking to move forward with a management position and because of the time of year we want to take some time then look at filling that position after the first of the year.

A. Consideration of Add One Full Time Maintenance Position (rec)

Mr. Payton stated we have a need for an additional full-time maintenance person to help Scott. In addition to that payroll some amount to fund repairs and replacements and things like that. This proposal doesn't have an amount attached to it right now, but I would like to work through an amount. Matt's position is still in the budget and if we use some of the money from Matt's payroll for repairs. You can come back to us in the spring and say there is not enough money in the budget for the person you want to hire.

Mr. Hahn stated the thing that will have an impact on that is the Department of Labor new salary cap increase hits, that could jump a little higher than \$50,000.

Mr. Payton asked do you think \$50,000 is enough to cover that role plus money left over from Matt's position there would also be money we could move to repairs and replacement line item? Not only the maintenance person but money to do the repairs as well. The idea was the board would expect to have this position filled then we would like to see a facilities assessment done rather quickly. If we come across safety issues, fix those immediately and everything else goes on a list, present it to the board and we will prioritize it. I recommend we direct our management team to hire a full-time maintenance person reporting to Scott and move \$50,000 from the capital reserve to the rec budget maintenance line item.

<p>On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the management team was directed to hire a full-time maintenance person to report to Scott and move \$50,000 from the capital reserve to the rec budget maintenance line item.</p>
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B. Consideration to Add One Full Time Assistant F&B Position (Golf F&B)

Mr. Payton stated I brought this item up last week. I think we recognize many of the comments received from residents and guests of our facilities is that they want to see more of a management focus. What they mean is the manager or manager’s representative to be present, take care of issues and help out where needed. We moved money around in the budget and they don’t have the money in the budget right now to hire that position. I’m proposing to take a portion of that money that we took out, the \$350,000 that we put in the golf capital reserve that we established last month and move \$100,000 over to the operating budget under payroll for food and beverage. \$100,000 is not all payroll but they have other needs where they can use that to address some shortages in the kitchen. The idea is to improve customer service.

Mr. Halifco stated we need to make sure the drinks are consistent every single time and the bartender is a position that has to be added in addition to the service manager.

Mr. Payton stated I’m proposing that this is for this fiscal year only and when we get to the 2026 budget, we can put this back into capital and fund this position from operations.

Mr. Warren stated I think it will take care of itself if we make the changes that we talked about.

On MOTION by Mr. Payton seconded by Mr. Frechette with all in favor staff was authorized to move \$100,000 from the golf capital reserve to fund the food & beverage position for one year.

C. Consideration of Proposal 3rd Party Restaurant Operations Consultant

Mr. Frechette stated it is not going to happen. I have put together four people with a lot of talent for a restaurant committee. I request that they meet once a month starting next month with a mission statement and work with you to see what improvements we have had.

Mr. Payton stated you may want to have a conversation with Marilee and district counsel about committees. There are rules to having a committee. I’m not opposed to it, just consult with Marilee and district counsel to that we don’t break any laws or you can go with an informal route. We will have an agenda item next month.

FOURTH ORDER OF BUSINESS

Supervisor’s Requests

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Additional comments: After greens are laid put a notice to the golfers, cost of cameras, roof repair by basketball.

FIFTH ORDER OF BUSINESS

Audience Comments

Additional comments: Sprinkler is watering the pond and trees, long term issue getting the irrigation system corrected, hours for new positions in restaurant, menu and menu changes, goal of new committee, add verbiage to text messages,

SIXTH ORDER OF BUSINESS

Next Meeting Scheduled for December 3, 2024 at 6:30 p.m. at Eagle Landing Residents Club

Ms. Giles stated the next meeting is scheduled for December 3, 2024 at 6:30 p.m. in the Eagle Landing Residents Club.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the meeting adjourned at 7:19 p.m.

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

Signed by:
[Signature]
876F743F6313451...
Chairman/Vice Chairman