

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 4, 2025 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
Jim Hahn	General Manager, Honours Golf
Joe Halifco	Food & Beverage
Scott Swenson	Facilities Manager
Ernie Cruz	Golf Professional
Teisha Karner	Troon
Several Residents	

The following is a summary of the discussions and actions taken at the March 4, 2025 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. Smith stated what are we talking about with the suspension letter?

Ms. Giles stated that is going to be a suspension hearing for the resident who received an interim suspension letter.

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Mr. Smith asked has one of the board members been asked to step down? Because it is a true conflict of interest. What measures are being taken to make sure this abuse of power of position never happens again.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the February 4, 2025 Meeting**

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the minutes of the February 4, 2025 meeting were approved as presented.

**FOURTH ORDER OF BUSINESS**

**Discussion Items**

**A. Suspension Letter**

Ms. Giles stated staff has provided a summary of the incident from February 1 with witness statements to the board. A review of prior suspensions issued by this CDD concludes that the board has routinely suspended residents for less serious offences for a period of six months. Given the mistreatment of staff and necessary involvement of CCSO and the offensive language at the restaurant a lengthier suspension is recommended by staff. Based on the offences described it is recommended that the resident be suspended from the amenities and recreational facilities for a period of one year.

Ms. Buchanan stated I think it is appropriate to clarify what a conflict of interest is under Florida Law. The conflict only exists for someone who would be in this situation married to Ms. Frechette so he and I discussed it and he understands that would be a conflict to vote on that because it relates to his wife.

Ms. Frechette offered a sincere apology for her behavior that evening when under the influence of alcohol.

After discussion the board took the following action.

On MOTION by Mr. Warren seconded by Mr. Brink with four in favor and Mr. Frechette abstaining from voting due to a conflict of interest the resident was suspended from all district amenities for one year from date of incident.

**B. Notice of Performance Deficiencies**

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This item tabled.

**C. Funds Designated for Food & Beverage Operations**

Mr. Halifco stated there are some issues concerning operations, returning the menu to its former state along with staff considerations. We have lost our longest term employee, the market has changed to the point where our competitors are far exceeding our pay scale. To keep our people and to hire individuals it would require additional funds. In addition, we have equipment and storage issues that were addressed in the letter as well. We have pieces of equipment that are going out and we require some additional holding cabinets. My request also included an additional storage unit. We are asking that in addition to what was agreed upon, \$100,000 from the golf capital fund to make these changes to the menu and staff.

Mr. Payton stated we moved \$350,000 to the golf capital fund and this request is for another \$100,000.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the transfer of \$100,000 from the golf capital fund to the restaurant was approved.

**FIFTH ORDER OF BUSINESS**

**Open Items**

**A. Laurel Valley Monument Signs**

Mr. Payton stated I talked to the county today and the permit for Royal Pines has been approved and they will wrap that up. The one on Autumn Pines was kicked back, it was missing some documentation. I notified the engineer, and they are aware of it.

**B. Slide Ladder**

Mr. Hahn stated our goal is to get it done by spring break. They are painting the stairwell this week. The timing of the ladder has something to do with the slide itself getting done.

**C. Gym Equipment Maintenance Plan**

Mr. Hahn stated we are going to have the equipment checked every two months. The cost between six a year versus four a year is only about \$500. We are going with the six and get it done and we received a nice discount.

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**D. Reimbursement to the District for Late Fees from Huntington Bank**

Mr. Hahn stated that was discussed with Dan Zimmer and the funds have been approved.

**E. Reimbursement to the District for Lost Revenue of Golf Member Dues and Trail Fees**

Mr. Hahn sated we have spent a lot of time with Glenn on the lost revenue on golf member dues. I want to compliment Ernie for all his hard work and time digging into this. What we discovered through this entire study was that the way we were doing it wasn't wrong it just wasn't the best way to do it. We have made changes and we will do a more thorough job of tracking trails fees and dues.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals**

**A. LED Light Conversion at the Tennis Courts**

Mr. Hahn stated we have bids to do the conversion to LED lighting on two of the tennis courts as well as 2 pickleball courts.

On MOTION by Ms. Osbeck seconded by Mr. Brink with all in favor staff was authorized to move forward with light conversion of two tennis courts and two pickleball courts in an amount not to exceed \$19,000.

**B. Street Light Replacement**

This item tabled.

**SEVENTH ORDER OF BUSINESS**

**Ratification of Requisitions Series 2016 (084 & 085)**

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor requisitions 084 and 085 from the series 2016 bonds were ratified.

**EIGHTH 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 – Ethics Training**

Ms. Giles stated this is your quarterly reminder of the ethics training. If I need to send the link back out, just let me know.

It was the consensus of the board to move the July 1<sup>st</sup> meeting to Thursday, July 10, 2025.

**D. District Engineer**

Ms. Giles stated this district is built out and unless there is a specific item for the engineer then we won't have him attend.

**NINTH ORDER OF BUSINESS**

**Supervisor's Requests**

Additional comments: Fire safety and wildfire mitigation, doner green, consider sourcing funds from capital reserve when instructions are given to the golf staff, provide cost of providing paper newsletter quarterly, rather than prepare restaurant options and give it to staff, work with staff on options, start discussions on Top Tracer, potentially have some food and beverage options over there then possibly change the vibe of the restaurant, possible purchase of sales center, survey due after next week, pressure wash front areas before spring break, three lights in front median are not working, great reviews on Valentines Dinner, multiple people and bike riders on the greens along with golf carts that don't belong there after hours, non-members playing after staff leaves, streamline newsletter, status of pumps, successful golf clinic, TV in cabana bar does not work, adult pool cover still on order, pool signage, vent in the back of the gym is broken, safety goggles by air compressor are gone, and summer league.

**TENTH ORDER OF BUSINESS**

**Audience Comments**

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Additional comments: Thanks for bringing back some items at the clubhouse, unable to access lake house gym and requested financials for same, can the sales center be purchased, against funding a fountain that is not benefitting entire community, no smoking at clubhouse is not enforced, lake house was storage area for boats then cleaned and rented to a vender for cycling, hold someone accountable for front of the green on 10, no action item list, simulators, dog park, staff needs to address disrespect at clubhouse people using profanity, non-resident children using amenities, suspension very harsh and adults be accountable for their actions.

**ELEVENTH ORDER OF BUSINESS                      Financial Reports**

**A. Balance Sheet as of January 31, 2025 and Statement of Revenues and Expenses for the Period Ending January 31, 2025**

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.

**TWELFTH ORDER OF BUSINESS                      Next Meeting Scheduled for Tuesday, April 1, 2025 at 6:30 p.m. at Eagle Landing Residents Club**

Ms. Giles stated the next meeting is scheduled for April 1, 2025 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 8:14 p.m.

Signed by:  
*Marilee Giles*  
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Secretary/Assistant Secretary

Signed by:  
*Christopher Payton*  
876F743F6313451...  
Chairman/Vice Chairman