

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, May 6, 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
Jennifer Osbeck	Supervisor
David Frechette	Supervisor

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Jim Hahn	General Manager, Honours Golf
Joe Halifco	Food & Beverage
Scott Swenson	Facilities Manager
Jon Rowe	Golf Course Superintendent
Ernie Cruz	Golf Professional
Maribel Walther	Director of Recreation
Dan Zimmer	Troon

The following is a summary of the actions taken at the May 6, 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

Several residents spoke against the Troon policy of employees who are also residents being unable to have an alcoholic beverage at the clubhouse.

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Mr. Payton stated this was their policy from the beginning. A month and a half ago Troon sent a letter to the board asking us to let them enact their own employment policies, that we should stay out of their employment policies for their employees and we agreed.

Mr. Zimmer stated we manage golf courses for many owners, this is not a blanket policy among all facilities. I can tell you why we implemented it here. We want to elevate the overall experience at all the amenities that we manage. We feel it is important to clearly separate what it means to be an employee and what it means to be a member, guest or resident using the facilities. From our experience it is not if there is going to be a problem with drinking, it has been there is going to be a problem and if we have the option, this is a policy that we would implement. Might I ask how many of the Troon staff are residents of Eagle Landing?

Mr. Hahn stated we probably have eight or ten who are residents.

A resident stated the board didn't discuss that and just said we will defer to your policy and you didn't give us a choice. That is where I have a big problem.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 1, 2025 Meeting

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the minutes of the April 1, 2025 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Discussion Items

A. Top Tracer

Mr. Payton stated last month we agreed in principle that we were interested in looking at Top Tracer. The rest of the work requires some action. I'm looking for official board approval that we are interested in building a Top Tracer facility here. We can talk about not to exceed all in pricing. The proposal we had was \$900,000 and that number came from a couple other facilities being built in town. They are probably nicer than we are going to want to have, it is a really high level. They also required a bit more groundwork, you have to move power and data and things like that. We looked at a few funding options. We looked at revenue bonds that are bonds paid back from the facility you build and none of the bond companies were interested. A traditional bank loan is a good option for a CDD. Once we get more information we can make decisions on the type and scope of the facility. There will be no costs until we hire people. If we choose a

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custom option we will have to hire an architect and design firm but if we don't choose to go that route and go with prefabricated it would be all included in that.

On MOTION by Mr. Warren seconded by Mr. Brink with all in favor continuation of researching a Top Tracer facility with a not to exceed all in price of \$900,000 was approved.

B. Juneteenth Event

Mr. Payton stated we discussed this last August after the Juneteenth event was held here. The resident had been working with Joe for the past couple of months, she approached me for some assistance and since it is a board issue, I put it on the agenda for discussion.

Last year we said we would make it an inhouse event, which I think we should still do. To me that means that staff would just take care of it and we would be honored if you could help advise, but I would let them handle the whole thing, hire whatever vendors are needed and advertise it in our newsletter and things like that and they would run it similar to the Easter event.

Ms. Osbeck stated nothing is going to deter residents, prior event were outside people as well.

Mr. Payton stated it is going to be put on for the residents. As an example, the Easter event, we didn't issue wristbands and I'm sure there were non-residents there. I don't think you need to put up barriers and check people in for this type of event. I don't know that it is appropriate for someone to put it in the newspaper. If someone wants to invite their friends to enjoy the event, I don't have a problem with that. We shouldn't be advertising an event we are putting on.

C. Board Discussion and Guidance for Preparation of Fiscal Year 2026 Budget

Ms. Giles stated we are going to approve your budget at the June 3rd meeting and adopt it at your August 5th meeting. This is the board's opportunity to discuss any line items you want to see changed or new line items added.

Mr. Payton stated the only one I suggested that we raise is the rec budget for maintenance. I would like Scott's maintenance team to increase by a person.

Mr. Brink stated we have Joe doing payroll; can we hire a parttime billing/payroll person?

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Mr. Zimmer stated that is something we planned to include in the organizational chart and it will be split between rec and golf. That is something we will spell out when we send the organizational chart, what has been added and the cost of that position.

Mr. Warren stated I would like to see an irrigation tech. We talked about growing our own sod, has the cost been reflected?

Mr. Hahn stated that would be part of the operating budget.

Mr. Zimmer stated we also increased the repair and maintenance line item in the rec budget.

D. Athletic Center Patio Usage

Ms. Osbeck stated I brought this up at the last meeting and want to know if staff has researched that at all.

Mr. Hahn stated we have cleared off the space and it is open and available. It is a matter of how you think the space is best used. We need to understand what you want to do in that space.

Ms. Osbeck stated I will get with some of the instructors and see if they have any ideas.

FIFTH ORDER OF BUSINESS

Open Items

A. Laurel Valley Monument Signs

Mr. Hahn stated we have worked with Alex the past few days and the monument is started and we are waiting for the county to approve the rebar and frame then we will pour the cement and start building the monument. The second monument based on the information back from River City is they are going to are getting permit proposals on May 8th. Alex has been working with them on that.

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. Donor Green

Mr. Rowe stated in working with contractors in this area, we have rough numbers of \$50,000 to \$60,000, that is for full USGA spec, 5,000 square feet with all the bells and whistles. There are areas we could save money, one of the biggest things with a USGA green is the drainage. We are talking about building this green behind no. 2, it is a super flat area, we don't need to be able to move 1,000 gallons of water. One of the biggest things is the cost of bringing in lots of equipment and people to build 5,000 square feet at one time.

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Mr. Zimmer stated for comparison purposes at St. Johns about half the size, 2,700 square feet versus 5,000 square feet, the cost to do it was \$13,000. The difference is they are already there doing greens renovations, so the mobilization costs aren't part of that. It is also not built at USGA's specifications. They are coring out 6" and putting in greens, it is a different scope. We thought the best approach would be to get a firm quote on the USGA spec and provide options on changes to the scope that could bring the cost down and we could provide that for review and consideration.

B. Irrigation Audit

Mr. Rowe stated we have had a lot of issues with the irrigation system. We have spent the better part of the last three months extensively going over the irrigation. I feel comfortable saying we made a lot of progress until last Saturday; we went 21 days with no rain and Saturday we got 1/8 inch. The remainder of this year we need to focus on the problems we know already exist. Let's not spend money on a professional audit for someone to tell us what we already know. Let's wait until we have a good grasp on it, which will be within the next two to three weeks and then we can start moving forward.

C. Maintain X

Mr. Zimmer stated Maintain X is an asset management system and there is an upfront cost of \$3,400 for the setup cost. It entails that every asset that we have, all HVAC units, pool pumps, any asset we have at the facility would be uploaded into this system and we would tag it with QR codes so if there is a problem with an ac unit you could tag the QR code and that would pull that asset up in the system and you can schedule maintenance or work order of whatever is necessary for that. As part of that setup any maintenance contracts would be loaded into the system. There is a work order portion so that any work that is done to the facilities would flow through the work orders. It says there would be three user licenses, but also other staff would have the ability to have the app and put in requests. That tracks all the assets and work associated with that. It could be a beneficial system. There is an administrative component to it.

On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor staff was authorized to move forward with implementing the

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Maintain X system with the first year total of \$7,200 and annual of \$3,800 split between golf and recreation with all golf assets included.

D. Light Pole Replacement

Mr. Hahn stated we need to decide if it is a double light, single light or just take it out. If we remove the light we can put ground lighting there shining into the bushes which would light the entrance of that median.

Mr. Warren asked can we put in ground lighting and see if that works then decide if you want to go back to the actual light pole.

Mr. Hahn stated we will take it down and work out some ground lighting.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement with Special Olympics, Inc. Regarding Use of District's Amenity Facilities

Mr. Hahn stated this is a program we had last year, the board approved the special Olympics use of the pool. We have seen the schedule and it is allowing them to come back and do it again this year.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the agreement with Special Olympics, Inc. for use of the district's amenity complex facilities was approved.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. General Manager - Report

Mr. Hahn gave an overview of the report that was provided by their risk management insurance company along with their suggestion to add more mulch to the playgrounds and gave an overview of the operations report, copy of which 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.

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C. District Manager – Report on the Number of Registered Voters (3,430)

Ms. Giles stated a copy of the letter from the supervisor of elections indicating there are 3,430 registered voters residing in the district.

As a reminder your form 1 is due by July 1 and by December 31st is your ethics training.

At the last meeting there were invoices with names other than South Village and we started looking at all of those, it is a process to update and some are easier than others and we will continue to work on that.

D. District Engineer

There being none, the next item followed.

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

Additional comments: The fabric on the chairs on the balcony is wearing out, two chairs are broken, the fitness center has taken a beating from the tennis tournament and needs a thorough cleaning, it would be a good idea to have WIFI available at the pool, irrigation on the island, risk report on seating by tennis court, exception in alcohol policy for employees who are residents, staff was great with the golf tournament, golf course out of control in the evening, dress code not being adhered to on golf course, dogs, scooters, fishermen on the golf course along with non-member golf carts, rotate rangers on golf course in the evening, fix issues on 2 and 3, grass intrusion on 4 and 6, get estimates on parking lot sealing and line painting, street sweeper to pick up all the leaves, additional no parking signs for common areas also on the curve of Eagle Landing Parkway past Oakmont, the fishermen are parking between the two signs, sales center has not been sold it is appraised at \$1.2 million, irrigation in common areas, bird deterrent, moving stakes from green areas.

TENTH ORDER OF BUSINESS**Audience Comments**

Additional comments: Replace equipment at fitness center, expand balcony and enclose it for more space, no response to complaints about gym, motorized bikes on sidewalks, riders with no helmets, the repairs to golf course covered by budget, highlight money for golf and food and beverage, prefer other methods to raise revenue other than Top Tracer, improve clubhouse and restaurant to generate a more pleasant environment and generate more money, increase awareness

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of residents of people misusing the golf course in the newsletters, buy a food truck for resident event, contact information for general requests, suspended resident needs to make an appeal by email, pavers lifting by parking lot should be repaired, request for more vegetarian options, more questions/opinions on alcohol policy for employees who are also residents, Troon needs to make and enforce their own policies not the board, surveys were published last month, sole sourcing of Maintain X, need to enforce the rules on identification of golf carts, proactive on things that need to be done and taking care of them before they become an issue, doors in ladies room in clubhouse need to be cleaned, lack of tissues in ladies room.

ELEVENTH ORDER OF BUSINESS**Financial Reports****A. Balance Sheet as of March 31, 2025 and Statement of Revenues and Expenses for the Period Ending March 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, June 3 2025 at 6:30 p.m. at Eagle Landing Residents Club**

Ms. Giles stated the next meeting is scheduled to be held June 3, 2025 at 6:30 p.m. in the same location.

On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor the meeting adjourned at 9:10 p.m.


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Signed by:


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Secretary/Assistant Secretary

Signed by:


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Chairman/Vice Chairman