

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, June 3, 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:

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, Troon
Joe Halifco	Food & Beverage, Troon
Jon Rowe	Golf Course Superintendent, Troon
Ernie Cruz	Golf Professional, Troon
Maribel Walther	Director of Recreation, Troon
Dan Zimmer	Vice President of Operations, Troon
Sean Biggs	Troon
Several Residents	

The following is a summary of the discussions and actions taken at the June 3, 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. Warren stated I'm going to ask that the Top Tracer item be continued to next week so that Chris can be here to address it.

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South Village CDD

Ms. Hughes stated we didn't purchase the property next door because it cost too much and yet we are looking at Top Tracer for \$1 million that only benefits certain people in the community or members outside the community.

Mr. Stokes stated everyone I talked to this weekend thought Top Tracer was a horrible idea.

Mr. Smith stated we have a shortfall in golf and food and beverage revenues for the pool versus our current budget. The new budget has increases over last year's budget. That doesn't show a good grasp on budgeting or grasp of operating a business. I'm curious about your goals and plans to make up not only shortfalls in this year's budget but next year's budget.

Mr. Warren stated some of those comments will be addressed. I have asked Troon to explain that.

A resident stated there was a meeting about Top Tracer last Friday that was cancelled but the invitation to that meeting went to the golf members only. This impacts the entire community, not just the golf members. If you continue down the road on this, you need to involve the entire community, not just the few who show up every month.

A resident asked what is the level of membership being invited to this other member only meeting?

Mr. Warren stated it is not supposed to be a members only meeting. I think that is why it got canceled. That is a question for Chris, he didn't feel that he got the information to enough people so he canceled the meeting. If he is meeting with you, we are not allowed to attend.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 6, 2025 Meeting

On MOTION by Mr. Brink seconded by Ms. Osbeck with all in favor the minutes of the May 6, 2025 meeting were approved.

FOURTH ORDER OF BUSINESS

Discussion Items

A. Reconsideration of Suspension Letter

Ms. Giles stated this resident is here and as a reminder this resident was suspended through July 31, 2025.

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South Village CDD

Mr. Houck stated last time I was here I apologized for an incident that happened. I appreciate everyone's prayers throughout the community. I'm trying to get back my rights to use the amenities.

Mr. Warren asked are you asking for all amenities? Our understanding is that you were asking for the pool with your children.

Mr. Houck stated I asked in the letter for all the amenities, but I would love the opportunity to get in the pool with my children if I can.

Mr. Warren stated I'm okay giving the pool back. I understand because with the children and what you are dealing with the cancer, but I think we need to hold the line on the rest of the suspension.

Mr. Brink stated I agree but one step further at the pool. No cabana bar at the pool and no alcohol at the café.

Ms. Osbeck stated I'm okay with the pool with the family.

On MOTION by Ms. Osbeck seconded by Mr. Warren with all in favor only pool privileges were released from the full suspension.

B. Suspension Letter

Ms. Giles stated you were emailed the suspension. This is the one where the resident collided his golf cart with a tree.

Mr. Warren stated he wrecked it after hours when the course was closed.

Mr. Hahn stated this is for the resident only, he has a child who is old enough to use the pool and play golf and he will be able to continue doing that.

On MOTION by Mr. Brink seconded by Ms. Osbeck with all in favor the resident was suspended for 90 days from all amenities.
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C. Top Tracer

This item tabled.

D. Funding of a Maintenance Position

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Mr. Zimmer stated there was a discussion last month about the irrigation technician position and there was support for that. Because it wasn't an agenda item, it was added to this agenda. Adding an irrigation technician for the current fiscal year our estimate was \$45,000 per year and for the remaining time of this year was around \$15,000. It has been added to next year's budget.

On MOTION by Mr. Warren seconded by Mr. Brink with all in favor funding of an irrigation technician for the balance of the fiscal year in the amount of \$15,000 to be taken from the capital reserve was approved.

E. Donor Green

Mr. Zimmer stated we talked with GSI to look at pricing for different scopes on the donor green, whether you build the green to USGA specs, which is putting in drainage, 4" of rock and 12" of greens. You can use a modified scope, this isn't a green that is going to be used on the course you may not need to build it to the same USGA specification. There were various options to bring the cost down. Our recommendation would be to do 5,000 square foot green with 6" of greens mix and the pricing was \$5 per square foot and add additional cost for irrigation which is \$2 and \$2.50 per square foot and brings the total cost between \$35,00 and \$37,500 to put in a donor green.

Mr. Warren stated since we just got this today, I would like to add this to the continued meeting on Monday.

F. Playground Mulch

This item tabled.

FIFTH ORDER OF BUSINESS

Open Items

A. Laurel Valley Monument Signs

Mr. Hahn stated they are getting work done. Every phase needs to be approved by Clay County and they are putting the brick up and then they will be ready for the lettering. The other location is still going through permitting but expect to it released. Alex has been working with them on that.

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South Village CDD

SIXTH ORDER OF BUSINESS**Consideration of Resolution 2025-05
Approving the Proposed Budget for Fiscal
Year 2026 and Setting a Public Hearing Date
for Adoption (August 5, 2025)**

Ms. Giles stated Resolution 2025-05 approves the proposed fiscal year 2026 budget and sets the public hearing for August 5, 2025. I sent the board a corrected copy of the FY26 budget and that is in front of you. The audience also has that same corrected copy. There were some changes to the capital reserve fund.

Ms. Buchanan stated the resolution approves the proposed budget and sets the maximum the district can approve. The district can continue to adjust line items to reduce the budget, but this is the max. It also directs staff to provide notice to residents both mailed notice and published of the increase and it has the hearing date for the actual budget adoption.

Ms. Giles stated it starts with the budget summary page that the board asked for and there is a general fund, rec fund, golf fund, capital reserve fund then the debt service funds. It shows the assessment table with a comparison of 2025 against 2026. There is an increase of \$108 a year per resident and that includes the increase to the capital reserve fund and also the rec fund.

Mr. Zimmer stated we will start with the rec fund budget. The total amount of revenue we are budgeting to increase to \$480,000 next year. The most significant increase is the kids club and lake house as we plan to increase programming and that is a \$20,000 increase. Cabana bar increasing \$22,000 and pool fees increasing \$14,000 and that is the bulk of the revenue increase. Adding the new facilities maintenance position to labor and operating expenses. Also we are adding a parttime admin position split between the golf and rec funds, \$10,000 each. We did some reorganizing after Matt left and we shifted the café oversight to Joe and allocated \$10,000 of his salary towards the rec fund. A large impact is due to the increase in minimum wage that increase from \$13 to \$14 in September. The following year it goes from \$14 to \$15. Overall, with those changes to revenue/expenses the rec fund assessment would be \$1,211,000 this year in comparison to \$1,143,000 in the current budget year.

Some of the wording on the line items could use some clarification and consistency. As an example under the rec fund it is listed as insurance and under the golf fund it is listed as property insurance. We have more detail on the line items and it gets condensed when it moves into the CDD format.

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South Village CDD

Mr. Warren stated you put an increase in revenue this year and if we don't hit that revenue then that loss would be larger. Can you explain why you have this ambitious goal of hitting the new revenue mark? If we don't hit it, what do we have in place to make sure we don't compound the loss?

Mr. Zimmer stated that is related to the golf fund.

Lessons and clinics, summer camps, golf fund, golf course conditions, rounds of golf, cart fees, trail fees, increase public rates in stages, food and beverage increase in revenues, membership dues, golf ops labor increased.

Expense side, factor in 3% increase in operating expenses, adding new maintenance equipment lease, \$80,000 increase over current year.

In total the new positions account for an increase of \$160,000, minimum wage impact is \$100,000, 3% operating expenses is \$45,000, maintenance equipment leases \$80,000. That is driving the increases in expenses year over year. That brings the total budget for the golf fund to a loss just over \$100,000.

Mr. Warren stated there is a \$40,000 loss on the golf side and \$60,000 on the restaurant side. Do we see the restaurant as an amenity or standalone. There are times we spend more money to keep it open.

Mr. Brink stated we came up with strategies to increase the revenue and cut expenses, close cabana bar in winter months, streamline service, close the restaurant on Monday and Tuesday.

Mr. Zimmer stated we would like to touch on the capital reserves if there are any questions I'm happy to discuss that. The total amount does fall in line with the capital reserve study, it doesn't go one to one necessarily in terms of exactly what was recommended. Part of that is how we are planning to replace HVAC versus what the schedule is. We do have \$515,000 of capital projects outlined for FY26.

Ms. Giles stated tonight you will approve the FY26 budget and over the next couple of months we will move line items around and when you adopt it, you can reduce the \$108 increase or adopt it as is.

On MOTION by Mr. Warren seconded by Mr. Brink with all in favor Resolution 2025-05 approving the fiscal year 2026 budget and setting a public hearing for August 5, 2025 was approved.
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June 3, 2025

South Village CDD

SEVENTH ORDER OF BUSINESS**Staff Reports****A. General Manager - Report**

Mr. Hahn reviewed the operations report and stated I have put together a complete list of every project we talked about and I will share that with Sean and his team when he comes on board to have a clear understanding of all the projects we have going on. I will make sure he has everything in front of him and is comfortable with what needs to be completed as quickly as possible. I shared with you the action items from last month's meeting and we were able to get pretty much everything accomplished and we will continue to do that.

Mr. Zimmer stated last month the board approved moving forward with Maintain X program and we are hitting the pause button on that until we get the new director of facilities in place since that person will be key to both getting that established and utilizing the system. This will be Jim's last board meeting today and I want to recognize Jim and thank him for his time and efforts as his tenure as the GM, which goes back to 2018 he has accomplished a lot and has put in a lot of sweat equity into the facility and we are much better off for it. I really appreciate everything he has done and wish him the best going forward. Sean Biggs is here tonight and he will be our new general manager, his official start date is a week from today. Sean lives locally and has worked for Troon in the past at a club in South Florida and has a wealth of knowledge on the food and beverage side, a PGA member, CMA member and has a very diverse background. He also worked for the Nocatee CDD and is familiar with CDDs.

Mr. Halifco stated we are getting quotes on some equipment replacement, which falls under \$10,000. The furniture looks like it may be above the spend limit, club patio furniture is very expensive. We are looking at some options that are less fabric related and we will bring those options to the table when we have the quotes.

B. District Counsel

There being none, the next item followed.

C. District Manager

Ms. Giles stated just a reminder your form 1 is due July 1st. Your ethics training is due by December 31st.

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South Village CDD

D. District Engineer

There being none, the next item followed.

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

Additional comments: Software roll out for Maintain X is on pause, market and more products to sell such as sunscreen, two cooktops are being replaced, shape of patio furniture is bad, café, traffic cones and barricades by stoplight, plan to repair or replace the flooring behind the bar, great opening weekend for the pool, possibly have food/beverage service on pool deck, damage on golf course, put cameras on golf course, to get past members to join again perhaps drop initiation fee or have other incentive, thanks to Mr. Hahn for his time and work as GM.

NINTH ORDER OF BUSINESS**Audience Comments**

Additional comments: Sign at front entrance looks horrible, plan to publicize the continued meeting, not in favor of closing the restaurant two days a week in favor of promoting restaurant use, suspensions are for all the amenities, suspensions should be more uniform, question \$140,000 in rec fund with no plan, golf rounds year over year are down, need security on donor green area, can't justify manpower at restaurant for low usage, three speakers added to surround sound system, options for light pole that was removed, water fountain at dog park needs to be replaced, drip flange around the roof of the bathroom at dog park was improperly installed then improperly fixed, no response to emails reporting issues at dog park, lock system does not work at dog park, sound machine to scare the birds should not be on during the daytime, consider splash zone instead of kiddie pool.

TENTH ORDER OF BUSINESS**Financial Reports****A. Balance Sheet as of April 30, 2025 and Statement of Revenues and Expenses for the Period Ending April 30, 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

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South Village CDD

On MOTION by Mr. Warren seconded by Ms. Osbeck with all in favor the check register was approved.

ELEVENTH ORDER OF BUSINESS

Next Meeting Scheduled for Tuesday, July 10, 2025 at 6:30 p.m. at Eagle Landing Residents Club

Due to a conflict with three supervisors, the next regular meeting will be held Wednesday, July 16, 2025.

The meeting was continued to June 9, 2025 at 6:30 p.m. at the clubhouse.

Signed by:

Marilee Giles

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Secretary/Assistant Secretary

Signed by:

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Chairman/Vice Chairman