

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, July 16, 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 by telephone
Allan Brink	Supervisor
Jennifer Osbeck	Supervisor

Also present were:

Marilee Giles	District Manager
Wes Haber	District Counsel by telephone
Maribel Walther	Director of Recreation, Troon
Sean Biggs	General Manager, Troon
Dan Zimmer	Vice President of Operations, Troon
Jacob Carrillo	Director of Maintenance, Troon
Joe Halifco	Food & Beverage, Troon
Ernie Cruz	Golf Professional, Troon
Jon Rowe	Golf Course Superintendent, Troon
Chadwick Milton	Ruppert Landscape
Trevor Cope	Soccer Shots
Several Residents	

The following is a summary of the actions taken at the July 16, 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

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the June 3, 2025 Meeting and June 9, 2025 Continued Meeting

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On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor the minutes of the June 9, 2025 meeting were approved.

FOURTH ORDER OF BUSINESS**Acceptance of Fiscal Year 2024 Audit Report**

Ms. Giles stated enclosed in the agenda package is the financial report from Berger Toombs Elam Gaines & Frank for fiscal year ending September 30, 2024. In the report to management there was one prior year finding several years ago for which we did a budget amendment and it should drop off and we shouldn't see it again. Finding 21-01 and it shows that expenditures of the general and special revenue funds exceeded the approved budget amounts and we should have done a budget amendment in that year. The recommendation is the district should monitor the expenditures in future years and management's response to the audit firm was, we will monitor future years to ensure budget compliance. If you overspend in a particular fund we just need to do a budget amendment that is what we didn't do in 2021. It is still a clean audit.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the fiscal year 2024 audit report was accepted.

FIFTH ORDER OF BUSINESS**Consideration of Proposals****A. Playground Mulch**

Mr. Biggs stated we have two quotes from Ruppert and Full Circle, both the same square footage, same price give or take \$400. Ruppert is our current landscaping contractor. Full Circle did offer to mulch the oak tree area next to the tennis courts for an additional \$3,000.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the proposal from Ruppert Landscape in the amount of \$17,239 was approved.

B. Clubhouse Patio Furniture

This item tabled.

C. Treadmill

This item tabled.

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The next item taken out of order.

Soccer Shots

Mr. Cope stated we have been operating in Jacksonville area for the last 15 years and in the last eight we have been operating in communities. We are an introductory soccer program for very young children 1 ½ to 4 year olds. The request is to use the green from 1 – 3 p.m. July 26, 2025.

Mr. Payton stated I don't have a problem with the free fun day, but I would like to see more details in a proposal for future use of the facilities.

On MOTION by Mr. Payton seconded by Mr. Brink with three in favor the use of the green from 1 – 3 on July 26, 2025 for Soccer Shots free fun day was approved.

SIXTH ORDER OF BUSINESS**Ratification of Proposal for Compressor Repair for HVAC 22 Ton**

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the proposal from W.W. Gay in the amount of \$10,857 was ratified.

SEVENTH ORDER OF BUSINESS**Open Item – Laurel Monument Signs**

Ms. Giles stated I did get an update right before the meeting from the district engineer and I will read that to the board. The first monument is nearly 100% complete and waiting on final building inspections. The second permit is in hand and I am coordinating to get a contractor onsite for the clearing. I'm working on getting a couple quotes to share with the board.

EIGHTH ORDER OF BUSINESS**Discussion Items****A. Top Tracer**

This item tabled.

B. Fiscal Year 2026 Budget

Ms. Giles stated we will adopt the fiscal year 2026 budget at your August 5, 2026 meeting. On page 28 is a chart of side-by-side comparison from 2025 – 2026. It is an increase of \$120 as

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discussed at the last meeting. It is on the agenda as a discussion item if there is anything the supervisors want to talk about on any line item.

NINTH ORDER OF BUSINESS

Staff Reports

A. General Manager - Report

Mr. Biggs reviewed 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.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the swim team agreement was approved.

Mr. Biggs reviewed in detail the proposed changes to the food and beverage department to make it a profit center as opposed to an amenity and the board members were in favor of all the proposed changes.

B. District Counsel

There being none, the next item followed.

C. District Manager

Ms. Giles stated all the supervisors completed their form 1 prior to the July 1 deadline. The ethics training is due by the end of the year.

D. District Engineer

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor's Requests

Additional comments: An issue with landscaping upkeep in the back, mulch bed weeding, large anthills, hedges, identify trees on Tynes that need to be replaced, dog park mowing, drainage issue on soccer field and dog park, take care of weeds on island, landscape beds at entrance, portal for residents to report issues, issue with bees, storage for café, space for storage shed, tennis tournament.

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ELEVENTH ORDER OF BUSINESS

Audience Comments

Additional comments: Make sure golf carts are fully charged for twilight golf, sent email suggesting establishment of separate fund for food & beverage, snapshot of year to date finances to be emailed to residents, losses are being incurred and are projected, monthly financials provided to the board and posted online, is current maintenance contract on gym equipment good for a different brand, in favor of updating food & beverage, noise level is an issue.

TWELFTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of May 30, 2025 and Statement of Revenues and Expenses for the Period Ending May 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

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

THIRTEENTH ORDER OF BUSINESS

Next Meeting Scheduled for Tuesday, August 5, 2025 at 6:30 p.m. at Eagle Landing Residents Club

Ms. Giles stated the next meeting is scheduled for August 5, 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 7:40 p.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman