

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, January 6, 2026 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 <i>by telephone</i>

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel <i>by telephone</i>
Sean Biggs	General Manager, Troon
Maribel Walther	Director of Recreation, Troon
Dan Zimmer	Vice President of Operations, Troon

The following is a summary of the actions taken at the January 6, 2026 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. Werner stated under item eight, will you be considering more than a year or year and a half or would you be looking out for over three years?

Mr. Payton stated this resolution is a catchup resolution. This board approved a resolution a few years ago to have a minimum amount in the capital reserve and this is a catchup to document that.

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THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 4, 2025 Meeting

On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor the minutes of the November 4, 2025 meeting were approved. As presented.

FOURTH ORDER OF BUSINESS

Discussion of Interim Suspension Letters

Mr. Frechette joined the meeting by telephone during this item.

On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor the suggested suspension of 30-days with time served for Mr. Minard was approved.

FIFTH ORDER OF BUSINESS

Consideration of Proposals

A. HVAC Unit and Compressor

On MOTION by Mr. Warren seconded by Ms. Osbeck with all in favor the proposal from W.W. Gay in the amount of \$69,847.00 was approved.

B. Elevator Repair

Mr. Biggs stated Otis has been onsite and provided a quote a couple months ago. The main force of this expense is to fix the manual controls. The evaluation is \$3,216 then the \$7,527.24 and it is a capital expense over \$10,000 to fix the elevator.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the proposal from Otis Elevator in the amount of \$10,743.24 was approved.

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SIXTH ORDER OF BUSINESS

Consideration of Restated First Addendum to the Management Agreement with Honours Golf Company, LLC for Eagle Landing Golf Club and Amenity Facilities

Mr. Biggs stated there are deadlines for reports from management to the board. Supervisor Osbeck and I established two dates that we would like to add to the amendment that includes July and August for the survey deadline and annual reports.

On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor the first addendum to the management agreement with Honours Golf Company, LLC was approved as amended.

SEVENTH ORDER OF BUSINESS

Ratification of:

A. Agreement with St. Augustine Glory LLC for Basketball

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the agreement with St. Augustine Glory LLC was ratified.

B. Engagement Letter with Berger, Toombs, Elam, Gaines, and Frank for Auditing Services

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the engagement letter with Berger Toombs to perform the fiscal year 2025 audit was ratified.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2026-01 Adopting a Capital Reserve Fund Minimum Balance Policy

Ms. Giles stated the district finds it necessary to establish a policy governing the minimum balance of the capital reserve fund and that balance is a sum equal to or greater than \$750,000.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor Resolution 2026-01 Adopting a Capital Reserve Fund Minimum Balance Policy was approved.

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NINTH ORDER OF BUSINESS

Open Item – Laurel Valley Monument Signs

Mr. Payton stated I emailed Alex Acree this morning and he responded shortly before the meeting and he is going to reach out to the contractor tomorrow morning again. Originally when they priced it to construct the job they measured from the curb where the sign would be, but they forgot there is a right of way line of sight. There is not enough room to build the sign. They need to do some earthwork again.

TENTH ORDER OF BUSINESS

Staff Reports

A. General Manager - Report

Mr. Biggs gave an overview of the operations report and discussed the condition of the golf course greens.

B. Operations Manager – Report

Mr. Biggs reviewed the operations report, copy of which was included in the agenda package.

On MOTION by Ms. Osbeck seconded by Mr. Warren with all in favor staff was authorized to move forward with replacement of the kids slide in an amount not to exceed \$30,000.

C. District Counsel

There being no comments, the next item followed.

D. District Manager

Ms. Giles stated thanks to everyone who completed their ethics training prior to the December 31st suspense. All five supervisors completed that. Effective January 1, 2026 the window is open for you to complete your four hours of ethics training for calendar year 2026. When you complete that send me an email and I will keep up with that.

A few meetings ago the board asked that the year-end actuals be updated on the FY26 budget. We have done that and it is posted on the district's website under FY26 budget.

E. District Engineer

There being no comments, the next item followed.

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ELEVENTH ORDER OF BUSINESS

Supervisor's Requests

Additional comments: Get proposals to increase security team presence, update policies to include e-bikes on district property, rules on spending limits for members, moved golf social dues to golf capital fund, consider giving staff full access to those funds, Troon or third party restaurant assessment, timing of financials, continue meeting January 21, 2026, put mats on members range, since the pro left there have been no programs, John to reeducate the person doing the cup to make it level, keep more sand in sand trap, great reviews of the Santa party, sign up for tennis and pickleball, close cabana bar January and February, tennis court lights, WIFI issues, sales center and internet, parking lot lights, lock needs to be changed on the front door, not impressed with the Christmas lights vendor.

TWELFTH ORDER OF BUSINESS

Audience Comments

Additional comments: Great job done for pickleball but we are going to have growing pains, logo changed without communication, refine communication and marketing, make banquet room available for busy times, issues with e-bikes.

THIRTEENTH ORDER OF BUSINESS

Financial Reports

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

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FOURTEENTH ORDER OF BUSINESS

**Next Meeting Scheduled for Tuesday,
February 3, 2026 at 6:30 p.m. at Eagle
Landing Residents Club**

Ms. Giles stated the next regular meeting will be held February 3, 2026 at 6:30 p.m. in the same location. Is there any discussion about continuing this meeting?

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor the meeting was continued to January 21, 2026 at 6:30 p.m. in the same location to review and approve October financials.

Signed by:

Marilee Giles

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Secretary/Assistant Secretary

Signed by:

Chairman/Vice Chairman

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