

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 5, 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

Also present were:

Marilee Giles	District Manager
Katie Buchanan	District Counsel by telephone
Sean Biggs	General Manager, Troon
Maribel Walther	Director of Recreation, Troon

The following is a summary of the actions taken at the May 5, 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. Ayres stated I want to say thank you to Ms. Walther who has done a terrific job in making this neighborhood a much better place to live.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the April 15, 2026 Meeting

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the minutes of the April 15, 2026 meeting were approved as presented.

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FOURTH ORDER OF BUSINESS

**Acceptance of Minutes of the April 15, 2026
Audit Committee Meeting**

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the minutes of the April 15, 2026 audit committee meeting were accepted.

FIFTH ORDER OF BUSINESS

**Board Discussion and Guidance for
Preparation of Proposed Fiscal Year 2027
Budget**

Ms. Giles stated this is the board’s opportunity if there is something in particular you would like to see or changes to the budget, to let staff know as we start to prepare that. Your June 2nd meeting is where we will bring back that proposed budget.

Mr. Payton stated I know Sean is working on some budgetary stuff. When do you expect to have that?

Mr. Biggs stated we will follow the same schedule, which was distributing the budget and other deliverables to GMS so the board receives it a week before the meeting.

Mr. Payton asked as far as budgetary changes, is there anything you would like to see the board consider?

Mr. Biggs stated I’m not prepared to answer that today, but I can put together a report and we can discuss it outside of this.

Ms. Giles stated the proposed budget comes in high and you make changes to lower it so if there is something you are considering we can include that in the budget; you can discuss it at the June 2nd meeting.

SIXTH ORDER OF BUSINESS

**Discussion of the Amenity Facility Policy
(minimum age for fitness center and
basketball courts)**

Ms. Giles stated the first page has a date change on it to today’s date, but the changes that were made to the policy are on PDF page 32.

Mr. Biggs stated in response to feedback from the board and residents, we thought an adjusted age for the gym was important and we offer a solution where ages 11 and up can use the basketball and gym, ages 6-10 are required to be accompanied by an adult. Based on feedback we received we thought it also important to include language for the pickleball courts as well.

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On MOTION by Mr. Payton seconded by Mr. Frechette with all in favor the changes to the amenity facility policy as outlined by staff were approved.

SEVENTH ORDER OF BUSINESS

Consideration of Agreement Renewal with Special Olympics Swim Practices

On MOTION by Mr. Payton seconded by Ms. Osbeck with all in favor the agreement with the special olympics swimming practices for the 2026 season was approved.

EIGHTH ORDER OF BUSINESS

Consideration of DCCM Proposals

- A. Stormwater & Waste 20-Year Report**
- B. Pond Bank Inspection Report**

This item tabled. The Board requested additional proposals.

NINTH ORDER OF BUSINESS

Consideration of Proposals for HVAC Repairs

Mr. Biggs stated we need replacements for the HVAC system #6 for the clubhouse that services the kitchen. It is the oldest system on the property; it is in the capital budget and on schedule to be replaced this year.

On MOTION by Mr. Brink seconded by Mr. Warren with all in favor the proposal from W.W. Gay Mechanical Contractor, Inc. in the amount of \$27,937.00 was approved.

TENTH ORDER OF BUSINESS

Open Item – Laurel Valley Monument Signs

There being no update, the next item followed.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. General Manager - Report**

Mr. Biggs reviewed the general manager’s report, copy of which was included in the agenda package and stated Ruppert is not present at the meeting and I wanted to note that in the minutes. I would like to hire a fulltime maintenance person under the supervision of Aldo

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Gonzales and full exposure to the budget for the remaining 6-months of the year, which is about \$20,000. This would be in addition to the approved budget.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor Troon was authorized to hire one fulltime maintenance person in the amount of \$20,000 for the balance of the fiscal year from the golf capital reserve and to be budgeted for in the upcoming fiscal year 2027 budget.

Mr. Biggs outlined a proposal to update the current organizational chart.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor a change to the organizational chart to read communications and marketing manager with an additional \$4,500 for the balance of the fiscal year was approved.

Mr. Biggs stated our swim league timer is way past end of life.

Ms. Walther stated the timer system they are using is obsolete and there is no replacement for anything that breaks. They have their timers and have to enter everything manually into the computer after the meet ends. The new timer system is \$4,100 and is in the budget.

It was the consensus of the board to have staff move forward with the purchase of the new timer system in the amount of \$4,100.

B. Operations Manager – Report

Mr. Biggs stated phase 2 water restrictions have been put in place by St. Johns River Water Management District and the Troon access discussion will be tabled until next month.

C. District Counsel

There being none, the next item followed.

D. District Manager

1. Report on Number of Registered Voters (3,270)

A copy of the letter from the supervisor of elections of Clay County reporting there are 3,270 registered voters residing in the district was included in the agenda package.

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2. 2026 General Election

Ms. Giles stated the qualifying period is from noon June 8th to noon June 12th. Seat 3, seat 1 and seat 5 are up for election.

3. Ethics Training and Form 1 Filing

Ms. Giles stated just a reminder that your annual form 1 filing is due before July 1st and your ethics training is due to be completed by the end of the year.

E. District Engineer

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

Supervisor’s Requests

Additional comments: Landscape maintenance company did not improve or show up to the meeting.

On MOTION by Mr. Payton seconded by Mr. Brink with all in favor staff was authorized to send a termination letter to Ruppert effective immediately and staff was authorized to contract with an interim company and start the RFP process and to seek reimbursement for services not performed in the last three months.

Additional comments: Is there a way to give staff the ability to contact security, start a community garden in the lake park area, screen repair, sand traps, cabana bar TV, prepare expectation of restaurant consultant, barbells.

THIRTEENTH ORDER OF BUSINESS

Audience Comments

Additional comments: Issues with icemaker/cooler, power to the light by cabana, timer for lights.

FOURTEENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of March 31, 2026 and Statement of Revenues and Expenses for the Period Ending March 31, 2026

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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.

FIFTEENTH ORDER OF BUSINESS

Next Meeting Scheduled for Tuesday, June 2, 2026 at 6:30 p.m. at Eagle Landing Residents Club

Ms. Giles stated the next meeting is scheduled for June 2, 2026 at 6:30 p.m. in the same location.

Mr. Payton stated I will not be at that meeting but will provide comments on the budget early.

On MOTION by Mr. Payton seconded by Mr. Warren with all in favor the meeting adjourned at 7:21 p.m.

Signed by:
Marilee Giles
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Secretary/Assistant Secretary

Signed by:
[Signature]
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Chairman/Vice Chairman