
MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**SOUTHAVEN
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Southaven Community Development District was held on **Wednesday, October 5, 2016 at 10:00 a.m.** at the Marshall Creek CDD Recreation Center located at 625 Palencia Club Drive, St. Augustine, FL. 32095.

Present and constituting a quorum:

Walter O'Shea	Board Supervisor, Chairman
Lane Gardner	Board Supervisor, Vice Chairman
Kevin Jund	Board Supervisor

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Hopping Green & Sams (via speakerphone)
Kim Shine	Hines
Todd Myhill	Vesta

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 10:06 a.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience members present.

THIRD ORDER OF BUSINESS

Consideration of the Board of Supervisors'

FOURTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for August
2016**

On a motion by Mr. O'Shea, seconded by Mr. Gardner, with all in favor, the Board ratified the Operation and Maintenance Expenditures for August 2016 in the amount of \$31,513.03 for Southaven Community Development District.

FIFTH ORDER OF BUSSINESS

STAFF REPORTS

- A. District Counsel
Ms. Buchanan noted she is reviewing the Traffic Agreement with St. Johns County. The District's insurance agent had some concerns with some of the indemnification language.

- B. District Engineer
Not Present.

- C. Construction Administrator
No Report.

- D. Amenity Report
Mr. Myhill reviewed cost estimate for a waste management agreement for a 2 yard dumpster at the amenity center. After discussion, the Board approved the Chair to authorize an agreement not to exceed \$90.00 per month with a delivery fee not to exceed \$50.00.

On a motion by Mr. Gardner, seconded by Mr. Jund, with all in favor, the Board approved the Chair to authorize an agreement not to exceed \$90.00 per month with a delivery fee not to exceed \$50.00 for Southaven Community Development District.

SIXTH ORDER OF BUSINESS

Consideration of Pest Control Proposals

The Board reviewed three proposals under Tab 4. After discussion, the Board approved Turner Pest Control for \$70 per month, which is \$840.00 annually.

On a motion by Mr. O'Shea, seconded by Mr. Gardner, with all in favor, the Board approved Turner Pest Control for \$70 per month, which is \$840.00 annually, for Southaven Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-01,
Regarding Prompt Payment Policies**

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board adopted Resolution 2017-01, Regarding Prompt Payment Policies for Southaven Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Civil Site Work Bid
Evaluation Criteria for Phase 2A**

After discussion, the Board approved the Phase 2A Civil Site Work Bid Evaluation and Criteria under Tab 6. Ms. Shine directed the District Manager to run a RFP ad notice on October 26, 2016.

On a Motion by Mr. Gardner, seconded by Mr. O'Shea, with all in favor, the Board approved the Phase 2A Civil Site Work bid Evaluation and Criteria under Tab 6. Ms. Shine directed the District Manager to run a RFP ad notice on October 26, 2016 for Southaven Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Resolution 2017-02,
ReDesignating a Treasurer**

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2017-03,
Setting the Date, Time and Location for
District Records**

Ms. Dobbins noted the local records will now be at Markland's Amenity Center.

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board adopted Resolution 2017-03, Setting the Date, Time and Location for District Records for Southaven Community Development District.

ELEVENTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

There was no audience present for comments.

There were no supervisor comments.

TWELFTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Gardner, seconded by Mr. Jund, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 10:38 a.m. for Southaven Community Development District.