
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 Wednesday, **December 6, 2017 at 10:00 a.m.** at the Markland Amenity Center located at 61 Clarissa Lane St. Augustine, FL 32095.

Present and constituting a quorum:

Walter O'Shea	Board Supervisor, Chairman
Kevin Jund	Board Supervisor, Assistant Secretary
Carla Luigs	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Sarah Warren	District Counsel, Hopping Green & Sams (via speakerphone)
Scott Lockwood	District Engineer, England Thims & Miller, (via speakerphone)
Todd Myhill	Property & Amenity Manager, Vesta
Kim Shine	Construction Manager, Hines

Audience members present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. O'Shea called the meeting to order at 10:07 a.m. and read roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments.

THIRD ORDER OF BUSINESS

**Appointment of Board Member (Seat #4)
& Oath of Office**

This item was tabled.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2018-01,
Designating an Assistant Secretary**

This item was tabled.

FIFTH ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors' Special Meeting held August 8, 2017

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board approved the minutes of the Board of Supervisors' special meeting held on August 8, 2017 for Southaven Community Development District.

SIXTH ORDER OF BUSINESS

Ratification of the Operation and Maintenance Expenditures for July 2017, August 2017, September 2017 and October 2017

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified the Operation and Maintenance Expenditures for July 2017 in the amount of \$37,702.98, August 2017 in the amount of \$62,698.95, September 2017 in the amount of \$60,266.72 and October 2017 in the amount of \$4,258.39 for Southaven Community Development District.

SEVENTH ORDER OF BUSINESS

Ratification of Special Assessment Bonds, 2016 CR#25-#28, CR#29-#31 and CR#32-#37

REQUISITION NO.	PAYEE	AMOUNT
CR25	A.J. Johns, Inc.	\$507,584.55
CR26	England Thims & Miller, Inc.	\$15,979.80
CR27	Farrell Bros Marine Construction	\$32,963.50
CR28	Paving Stone Concepts	\$2,515.00
CR29	A.J. Johns, Inc.	\$647,231.52
CR30	Ellis Associates, Inc.	\$6,202.50
CR31	England Thims & Miller, Inc.	\$8,336.04
CR32	A.J. Johns, Inc.	\$651,082.10
CR33	Ellis Associates, Inc.	\$6,578.00
CR34	England Thims & Miller, Inc.	\$1,904.10
CR35	Prosser, Inc.	\$2,126.02
CR36	Southaven Land Associates	VOIDED
CR37	Southern Recreation	\$28,151.00

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified Special Assessment Bonds, 2016 CR #25-#37 for Southaven Community Development District.

EIGHTH ORDER OF BUSINESS

Ratification of Custody Account, Series

2016, CUS #1, CUS #2-#4 and CUS #5-#9

REQUISITION NO.	PAYEE	AMOUNT
CUS 1	England Thims & Miller, Inc.	\$7,583.06
CUS 2	A.J. Johns, Inc.	\$106,956.48
CUS 3	Ellis Associates, Inc.	\$2,608.50
CUS 4	Southaven Land Associates	\$2,400.00
CUS 5	A.J. Johns, Inc.	\$305,977.63
CUS 6	Ellis Associates, Inc.	\$286.00
CUS 7	England Thims & Miller, Inc.	\$6,637.72
CUS 8	Prosser, Inc.	\$2,551.62
CUS 9	Southaven Land Associates	\$500.00

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified Custody Account, Series 2016, CUS #1-#9 for Southaven Community Development District.

NINTH ORDER OF BUSSINESS

STAFF REPORTS

- A. District Counsel
No report.

- B. District Engineer
 - 1.) Ratification of 2017 District Engineer Annual Report
Ms. Dobbins stated the Board had previously authorized the Chairman to accept the report which the report was then sent on to the Trustee as required.

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board ratified the 2017 District Engineer Annual Report for Southaven Community Development District.

- C. Construction Administrator
 - 1.) Consideration of AJ Johns Change Orders #4 and #5
Ms. Shine updated the Board that Change Order #4 was due to time, which noted Phase 2B will be completed by January 17, 2018. Ms. Shine also updated the Board that Change Order #5 increased the contract by \$843.31.

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified A.J. Johns Change Orders #4 and #5 for Southaven Community Development District.

- D. Amenity Report
 - 1.) Amenity Manager Report, November 26, 2017

Mr. Myhill reviewed the report under Tab 9 and discussed the issue of trying to keep birds off of the kayak launch. The Board directed staff to try reflective tape first.

2.) Consideration of Security Proposals

The Board reviewed the entry gate proposals from G4S Security, Giddens and Ramco. Mr. Myhill noted that Ramco rescinded their second lower offer and returned to their original fee of \$87,067.00. After discussion, the Board authorized the Chairman to execute an agreement with Giddens Security starting January 15, 2018.

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board authorized the Chairman to execute an agreement with Giddens Security starting January 15, 2018 for Southaven Community Development District.

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board directed staff to send a termination notice to Allied Universal effective December 15, 2017 for a thirty (30) day notice as per the vendor's contract for Southaven Community Development District.

E. District Manager

Ms. Dobbins updated the Board that the insurance claim was finally completed for the lightning damage that happened in July. The District should be receiving a check in the amount close to \$9,000.00 for reimbursements on all the repairs.

Ms. Dobbins noted the next meeting will be held on February 7, 2018 at 10:00 am.

TENTH ORDER OF BUSINESS

Ratification of Fiscal Year 2017/2018 District Insurance Policy

Ms. Dobbins stated the Fiscal Year 2018 policy did increase in the amount of \$582.00 but this included additional property that was added, which was the kayak launch, gate access system, mailboxes and additional playground equipment.

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board ratified the 2017/2018 District Insurance Policy for Southaven Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2018-02, Amending Direct Collection Payment Schedule of Operation and Maintenance and Debt Assessments

After discussion, the Board modified the Operation and Maintenance payment schedule to be 50% due no later than February 1, 2018, 25% no later than April 1, 2018 and 25% due no later than June 1, 2018.

On a Motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board adopted Resolution 2018-02, as amended, Amending Direct Collection Payment Schedule of Operation and Maintenance and Debt Assessments for Southaven Community Development District.

TWELFTH ORDER OF BUSINESS

Ratification of Advanced Disposal Renewal Agreement

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified the Advanced Disposal Agreement for another one year term for Southaven Community Development District.

THIRTEENTH ORDER OF BUSINESS

Ratification of Turner Pest Control Renewal Agreement

On a Motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified the Turner Pest Control one (1) year agreement in the amount of \$70.00 per month for Southaven Community Development District.

FOURTEENTH ORDER OF BUSINESS

Ratification of Cluster Box Units Bill of Sale

On a Motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified the Cluster Box Units Bill of Sale for Southaven Community Development District.

FIFTEENTH ORDER OF BUSINESS

Ratification of Aquasol Commercial Chemicals Agreement

On a Motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board ratified the Aquasol Commercial Chemicals agreement in the amount of \$412.50 per month for Southaven Community Development District.

SIXTEENTH ORDER OF BUSINESS

Ratification of Costa Verde Lands, LLC Services and Goods Order Agreement

Ms. Shine reviewed the agreement under Tab 17 and noted this amount will be paid by the developer through the Operation and Maintenance budget as an additional landscape service.

On a Motion by Mr. Jund, seconded by Ms. Luigs, with all in favor, the Board ratified the Costa Verde Lands, LLC Services and Goods Order Agreement in the amount of \$21,712.00 for Southaven Community Development District.

SEVENTEENTH ORDER OF BUSINESS

Ratification of Vesta Property Services Agreement

On a Motion by Mr. Jund, seconded by Ms. Luigs, with all in favor, the Board ratified a one (1) year agreement with Vesta in the amount of \$46,518.00 annually for management services and \$41,953.00 annually for maintenance services for Southaven Community Development District.

EIGHTEENTH ORDER OF BUSINESS

Selecting an Audit Committee and Setting First Audit Committee Meeting

On a Motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board selected the Board of Supervisors to act as the Committee and set the 1st Audit Committee Meeting to be held on February 7, 2018 at 10:00 a.m. for Southaven Community Development District.

NINETEENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

An audience member had a comment on the length of contracts.

An audience member had a question on the type of security the district has currently.

There were no supervisor comments.

TWENTIETH ORDER OF BUSINESS

Adjournment

On a motion by Mr. O'Shea, seconded by Ms. Luigs, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 11:08 a.m. for Southaven Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman