

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, **February 7, 2018 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
Thomas Welch	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Katie Buchanan	District Counsel, Hopping Green & Sams (via speakerphone)
Scott Lockwood	District Engineer, England Thims & Miller, (via speakerphone)
Todd Myhill	Property & Amenity Manager, Vesta
Dan Fagen	Director of Operations, Vesta
Kim Shine	Construction Manager, Hines

Audience members present.

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order at 10:10 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**

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board nominated Thomas Welch to Seat #4 for Southaven Community Development District.

Ms. Dobbins gave Oath of Office to Mr. Welch.

FOURTH ORDER OF BUSINESS

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

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board appointed Thomas Welch as Assistant Secretary for Southaven Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of Minutes of the Board of
Supervisors' Regular Meeting held
December 6, 2017**

On a motion by Mr. Jund, seconded by Ms. Luigs, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held on December 6, 2017 for Southaven Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for November
2017 and December 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 November 2017 in the amount of \$45,726.61 and December 2017 in the amount of \$42,380.64 for Southaven Community Development District.

SEVENTH ORDER OF BUSINESS

**Ratification of Custody Account, Series
2016, CUS #5 - #9, CUS #10 - #14, and
CUS #15 - #20**

REQUISITION NO.	PAYEE	AMOUNT
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, LLC	\$500.00
CUS 10	A.J. Johns, Inc.	\$327,611.07
CUS 11	Ellis & Associates, Inc.	\$3,575.00
CUS 12	England Thims & Miller, Inc.	\$13,608.12
CUS 13	Prosser, Inc.	\$3,282.72
CUS 14	Southaven Land Associates, LLC	\$500.00
CUS 15	A.J. Johns, Inc.	\$76,439.90
CUS 16	Coste Verde Lands, Inc.	\$21,712.00
CUS 17	Ellis & Associates, Inc.	\$1,362.90
CUS 18	England Thims & Miller, Inc.	\$3,282.72
CUS 19	Prosser, Inc.	\$2,450.00
CUS 20	Southaven Land Associates, LLC	\$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 #5 - #9, CUS #10 - #14 and CUS #15 - #20 for Southaven Community Development District.

EIGHTH ORDER OF BUSSINESS

STAFF REPORTS

- A. District Counsel
No report.
- B. District Engineer
Mr. Lockwood updated the Board that Phase 2B is now under construction. He also noted he is trying to get the water and sewer signed off on.
- C. Construction Administrator
 - 1.) Consideration of AJ Johns Change Orders #6R and #7
Ms. Shine updated the Board that Change Order #6R was due to clearing lots with a deduction of \$(31,347.20). Ms. Shine also updated the Board that Change Order #7 pushed the completion of the contract to March 24, 2018.

On a motion by Mr. Jund, seconded by Ms. Luigs, with all in favor, the Board ratified A.J. Johns Change Orders #6R and #7 for Southaven Community Development District.

- D. Amenity Report
 - 1.) Amenity Manager Report, January 26, 2018
Mr. Myhill reviewed the report under Tab 7.
- E. District Manager
Ms. Dobbins updated the Board that the District has received a check in the amount of \$8,996.03 for the lightning damage that happened in July 2017.

Ms. Dobbins noted the next meeting will be held on May 2, 2018 at 10:00 am.

NINTH ORDER OF BUSINESS

Ratification of Prosser Additional Services Authorization #2

Mr. O'Shea noted this will be paid out of the custody account.

On a motion by Mr. O'Shea, seconded by Mr. Jund, with all in favor, the Board approved a cost not to exceed \$4,200.00 for Prosser's Additional Services Authorization #2 for Southaven Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Landscape and Maintenance Contract / Bid Renewal

After discussion, the Board gave direction to staff to negotiate a renewal with the current vendor and bring it back to the next meeting, May 2, 2018.

ELEVENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

An audience member had a question regarding having a basketball half court installed. Mr. O'Shea stated that the District is reviewing currently to put a half court on the tennis courts.

There were no supervisor comments.

TWELFTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman