

MINUTES OF MEETING
SAMPSON CREEK
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Sampson Creek Community Development District was held on Wednesday, April 17, 2019 at 6:00 p.m. at the St. Johns Golf & Country Club, Swim Club Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

Present and constituting a quorum were:

Tom Hudson	Chairman
Kim Kalke	Vice Chairman
William Hohmann	Supervisor
Tracy Hayes	Supervisor (<i>via phone</i>)

Also present were:

Ernesto Torres	District Manager
Wes Haber	District Counsel
Alex Acree	District Engineer
Kate Trivelpiece	Amenities & Recreation Manager
Brian Stephens	Riverside Management
A.J. McCaffrey	Central Security Agency
Deputy Casey Romein	St. Johns County Sheriff's Office
Residents	

The following is a summary of the actions taken at the April 17, 2019 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Torres called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited by all who attended the meeting.

THIRD ORDER OF BUSINESS

Public Comment

Mr. Hudson asked for comments from the public on the agenda. A resident updated the board on the stone hedge preserve area.

- **Update Road Resurface Project**

Mr. Acree updated the board on the road resurface project. Mr. Acree noted first that the permits for Pond 25A are fully permitted. They received a proposal from D. Armstrong Contracting, but stated they could get additional proposals if the board wanted. Mr. Acree noted that they have a good evaluation of all the roads, and each street in the development is identified in the plans. He noted they met with the arborist on site, but the arborist has not been on site to start their inspection yet which will need to happen in order to finalize the report. He noted they are scheduled to be on site the 22nd. Mr. Acree showed the board pictures of specific trees that are in critical areas. He noted the entrances are the worst areas. Mr. Acree also reviewed the areas in the community where the asphalt will need to be fixed. He pointed out areas and showed pictures of curbs that were raised two to three inches. Mr. Acree noted the Geotech proposal was in the agenda package, as well as a survey proposal. He noted they were going to get at least two more survey proposals because the one they received was extremely high. Mr. Acree suggested informing the residents that the arborists would be on site on Monday, and they might have to pothole some areas.

A resident noted that water intrusion and water damage were the predominant cause of the issues, and asked if that was a fair statement. Mr. Acree answered yes. The resident stated that some of the issues are construction deficiency from when it was originally constructed. The resident asked if they were going to try to increase the longevity of the system as a whole. Mr. Acree answered yes. He noted they were going to use piezometers to evaluate the ground water to see if that is a cause of some of the issues.

Mr. Hudson told Mr. Acree they would be workshopping the budget on April 25th, and asked Mr. Acree if there was a certain number he wanted them to know before the meeting. Mr. Acree noted he would get with Ernesto about the budget. Mr. Haber noted that, to the extent you issue bonds to fund the roadway repairs, there are ways for the District to reimburse itself from the bond proceeds for project related costs that are paid for prior to the issuance of the bonds.. He noted that should be part of their discussion about the budget.

A resident made a statement and applauded the board for going through the process of updating the roads. He noted it is the purpose of a CDD to maintain and upgrade the infrastructure of the community.

FOURTH ORDER OF BUSINESS

Organizational Matters

A. Appointment of New Supervisor to Fill the Unexpired Term of Office (11/2022)

Mr. Hudson noted there were four individuals who submitted indications of interest. He asked the individuals to identify themselves if they were attending the meeting. The board reviewed the resumes and letters of interest. Ms. Kalke asked each candidate to introduce themselves briefly and summarize what their vision is for the community. The individuals briefly introduced themselves, one individual withdrew his resume after seeing that there were multiple individuals interested, and the board had no further questions. Ms. Kalke noted that each of the contenders were qualified for the vacancy, but suggested Mr. Williams fulfill the vacancy because of what he brings to the table. She noted he is very active in the community.

On MOTION by Ms. Kalke seconded by Mr. Hayes with all in favor, Appointing Kyle Williams as Assistant Secretary, was approved.

Mr. Hudson thanked all of the individuals who submitted resumes and letters of interest for their time.

B. Oath of Office for Newly Appointed Supervisor

Mr. Torres administered the oath of office to Mr. Williams. Mr. Williams joined the board at this time.

C. Resolution 2019-02 Election of Officers

Mr. Torres noted this was a formality to add Mr. Williams as Assistant Secretary.

On MOTION by Mr. Hohmann seconded by Ms. Kalke with all in favor, Resolution 2019-02 Appointing Kyle Williams as Assistant Secretary, was approved.

FIFTH ORDER OF BUSINESS**Contractor Report****A. Golf Course Update**

Mr. Zimmer with Billy Casper Golf gave an update on the golf club. He noted at the end of 2017 they discussed a clubhouse renovation. As of now, they are going through the permitting process and planning to start construction on the renovation in the middle of June. He noted the renovation involves adding a 3,000 square foot addition off the existing restaurant that will go out towards the pond in the back. Mr. Zimmer stated they will add a deck off of the back patio area and put a permanent bar. He noted between the deck and the new restaurant area there will be a paver patio area with a fire pit. Mr. Zimmer stated the cart path that goes behind the existing clubhouse will be taken out and replaced with an event lawn. He noted the kitchen will be expanded and the interior of the existing restaurant and foyer will be completely redone and renovated. Mr. Zimmer noted that the clubhouse was 18 years old and there have been upgrades throughout the years, but with the area growing and the support from the community they feel that adding more space will provide a nice social space for everyone. He noted they expect the renovation to take around 6 months to complete, and the objective is to have that done by the first part of December. He noted they've received comments regarding the weeds along the roadways. Mr. Zimmer stated this time of year there are more weeds than normal, but they are spraying and that issue is being addressed. Mr. Hohmann asked if there were any plans to fix the shrubbery or to expand the parking. Mr. Zimmer answered that there are enough parking spots based on the square footage of the buildings. He noted in 2017 a lot of the shrubbery and landscape materials were replaced. He agreed that the grass and shrubs on the other side of the parking lot are towards the end of their life span. Mr. Zimmer stated that will be addressed along with the renovation. Ms. Kalke asked how many parking spots there were, and Mr. Zimmer stated there are 192 parking spaces.

The board thanked Mr. Zimmer for his update on the renovation. Mr. Zimmer stated he would provide updates at each CDD meeting to keep everyone informed.

B. Security Update

Mr. McCaffrey noted the last month had been mostly peaceful. He stated the soliciting has picked up as spring has started. Mr. McCaffrey noted they received around 10 complaints that involved landscapers and things of that nature going around door to door. He noted last

month was the Spring Festival, and for next year he stated they would like to have at least two officers due to the crowd size. Mr. McCaffrey noted that since spring break they have not had too many issues. The access control system crashed for 5 days, but the lifeguard staff regulated who came in and out. He noted there were a lot of issues with nonresidents getting into the pool at that time. Mr. McCaffrey stated they've received a couple calls about people fishing in the ponds. He noted they've had an uptick in suspicious activity around the graveyard area, and they have been in communication with the sheriff's office about that.

Deputy Romein noted since the last meeting on March 25th they have had 21 traffic contacts, and issued 20 citations and 6 warnings. He noted the top speed he had stopped was 62 mph, and they have had a lot of people running stop signs so they are focusing on that issue. Ms. Kalke inquired about a three way stop, and Mr. Romein noted they would have to talk with the county in order to do that.

SIXTH ORDER OF BUSINESS**Approval of Consent Agenda**

- A. Approval of Minutes of the March 25, 2019**
- B. Balance Sheet as of March 31, 2019 and Statement of Revenues & Expenditures for the Period Ending March 31, 2019**
- D. Special Assessment Receipts**
- B. Check Register**

Mr. Torres received edits to the March 25, 2019 minutes from Mr. Hudson prior to the meeting, which were incorporated. Mr. Torres noted the Check Register totaled \$35,377.07 and the Capital Reserves Fund totaled \$69,327.95.

On MOTION by Ms. Kalke seconded by Mr. Hohmann with all in favor, the Consent Agenda, was approved.

SEVENTH ORDER OF BUSINESS**Consideration of Fitness Room Hours of Operation**

Ms. Kalke explained she had a resident approach her and ask about moving the open time for the Fitness Room to 4:30 a.m. instead of 5:00 a.m. Mr. Haber noted if the board voted to amend the hours of operation staff would change the policies. Mr. Hudson expressed his concern that this could set a precedent of the board changing policies after one request. Mr. Hohmann noted he did not think the time change would cause any issues in the long run.

On MOTION by Ms. Kalke seconded by Mr. Hohmann with Mr. Williams in favor and Mr. Hudson opposed, the Amendment of Fitness Room Hours of Operation to open at 4:30 a.m., was approved 3-1.

EIGHTH ORDER OF BUSINESS

Ratification of Vesta Property Services Agreement for Lifeguard Services

Mr. Torres noted the proposal was already approved.

On MOTION by Ms. Kalke seconded by Mr. Hudson, with all in favor, the Vesta Property Services Agreement for Lifeguard Services, was ratified.

NINTH ORDER OF BUSINESS

Consideration of Proposals for Golf Cart Parking/Path Extension

Mr. Hudson noted he asked for proposal for a cart path behind the Splash Pad and by the fitness center. He wanted an idea of what it would cost to make that path and add more golf cart parking. Mr. Hudson stated they received one estimate of cost, and noted there was approximately \$58,400 left in the construction from the bond issue.

Mr. Hudson asked Mr. Stephens to present what he had before the board discussed the topic. Mr. Stephens stated he reached out to three contractors. One contractor was supposed to meet with Mr. Stephens and never showed up. One other contractor couldn't schedule a date. The third contractor, AC Concrete Enterprise, met with Mr. Stephens. He noted he has used that contractor before at other districts and they have been very satisfied with their work. The price he gave them was \$25,875. The board discussed the concept and proposal. He noted this would give them ten additional golf cart parking spots.

Ms. Kalke stated she would like them to put down sod instead, because she is not a fan of having concrete all over the community. Mr. Stephens suggested putting plant material around the path to break up the concrete look. Mr. Hudson asked for a motion to approve the cart path with additional parking spots that will run from the Splash Pad to the Fitness Center, and noted that the tree would stay and they would landscape around it. The Operations Manager is going to request one additional proposal to compare with the AC Concrete Enterprise proposal.

On MOTION by Mr. Hohmann seconded by Ms. Kalke with all in favor, the Golf Cart Parking/Path Extension with an NTE of \$29,400, was approved.

TENTH ORDER OF BUSINESS**Discussion of Non-Resident Swim Team Registration**

A resident (Steve Sharpe, 1065 Meadowview Lane), who is on the swim team board, gave an update on the swim team. He noted last week they had 134 swimmers compared to 100 last year. The resident noted their first meet is May 18th, and he was concerned about kids playing on the splash pad during the meet. Ms. Kalke noted at the last meeting they discussed not fencing off the splash pad and the board agreed that was the consensus. Mr. Sharpe suggested using the non-resident fee totaling \$750 to put towards swim team needs instead of giving it to the CDD.

On MOTION by Mr. Hohmann seconded by Ms. Kalke with all in favor, Swim Team to Retain \$750 of Non-Resident Fees, was approved.

ELEVENTH ORDER OF BUSINESS**Consideration/Ratification of Series 2016 Requisitions**

Mr. Hudson reviewed all requisitions and noted no issues.

On MOTION by Ms. Kalke seconded by Mr. Hohmann with all in favor, the ratification of Requisition #94 for Hopping, Green & Sams totaling \$960.50, was approved.

TWELTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

Mr. Haber reminded the board that in the golf course's summary, there was a reference to the landscape installation that took place in 2017. All of that was done in accordance with an agreement that the CDD has with the golf course. He noted the agreement obligated them to install the landscaping they did, and allowed them to delay the improvements to the parking lot until July 2019. Mr. Haber stated that based on their report they will not meet that deadline, and he recommended not enforcing that if they do start the project in a timely manner. He noted the board would have some payment obligations for those parking lot improvements, and that is something the board needs to keep in mind when discussing the budget.

B. Engineer

Mr. Acree had nothing further to report to the board.

C. Manager

Mr. Torres noted they would be carrying forward with the workshop next week. Mr. Hudson explained the workshop purpose to the new supervisor Mr. Williams. Mr. Hudson noted they have not had a budget increase in 9 years, and it was time to take a close look at the budget and each line item. He stated that residents are welcome to attend and listen to the board, and he expected the meeting to last from 11:00 a.m. to approximately 2:30 p.m.

D. Amenities & Recreation Manager

Ms. Trivelpiece stated they started the soccer program on Friday nights and it has been well attended. The summer camp preregistration is coming up, and they are ready to go with that. She noted the Spring Kickoff was a huge success. They have started the Splash Pad rentals, and there were two the past weekend. She stated for Easter they had an egg hunter and pictures with the Easter bunny. Upcoming, the community has the Spring Fling on the 28th. She noted they will have coed volleyball and spring basketball starting May 15th and 17th. The adult leagues will be on Wednesdays. Ms. Trivelpiece noted there will be a 5k and 1 mile fun run on May 25th and a Memorial Day Cookout on May 27th. The board thanked Ms. Trivelpiece for her report.

E. Operations Manager - Report

Mr. Stephens noted the hinges for the front gate have been replaced. The rear gate at the Splash Pad has been re-secured and bolts were put in. The ties for the tennis court windscreen were all replaced. The basketball post was repainted, and one new rim was installed. The courts were resurfaced again and they would be open tomorrow. He noted they repainted the green part and the white stripes. The Splash Pad fencing is scheduled to be done Monday or Tuesday of the following week. The mulch and pine straw are scheduled at the end of the month. Mr. Stephens noted that the west end of the field has a tendency to stay very wet, and the east end stays dry. They are working to alleviate and solve the problem. The fountain light has been repaired and reinstalled, and new power wires for the fountain and light were installed. Mr. Stephens noted there was an issue with the fountain light wires where they had shorted and melted.

THIRTEENTH ORDER OF BUSINESS

Supervisors' Request

Mr. Hudson noted that he would like to see bollards put around the basketball court to prevent individuals from driving their carts onto the court. The board discussed the topic. Mr. Haber noted they would need to keep it ADA compliant.

FOURTEENTH ORDER OF BUSINESS

Audience Comments

A resident (Jean Moorman, 1035 Eagle Point) noted that she could not get into the Fitness Center on multiple occasions using her key card. She spoke with other residents who had the same issue. Mr. Hudson noted they had issues this morning as well and Brian is working with the alarm company on that.

A resident asked the board about the three way stop that was mentioned earlier in the meeting. Mr. Hudson stated that it was a county issue.

FIFTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – 5/15/19 @ 6:00 p.m.

Mr. Hudson stated the next regular meeting was scheduled on May 15, 2019 at 6:00 p.m. Mr. Hudson noted the next scheduled workshop is April 25th at 11:00 a.m. Mr. Haber reminded the board that the May 15th meeting would be his last meeting for a six month period.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Kalke seconded by Mr. Hudson with all in favor the meeting was adjourned.
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Secretary/Assistant Secretary


Chairman/Vice Chairman