

**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, October 16, 2019 at 6:00 p.m. at the St. Johns Golf & Country Club, Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

Present and constituting a quorum were:

Tom Hudson	Chairman
Kim Kalke	Vice Chairperson
Tracy Hayes	Supervisor
Kyle Williams	Supervisor
Robert Sevestre	Supervisor

Also present were:

Ernesto Torres	Assistant District Manager
Jason Walters	District Counsel
Kate Trivelpiece	Amenities & Recreation Manager
Brian Stephens	Riverside Management
Dr. Erick Aguilar	Congressional Candidate
Deputy Casey Romein	St. Johns County Sheriff's Office
Residents	

The following is a summary of the actions taken at the October 16, 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. All Supervisors were present.

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 introduced Dr. Erick Aguilar, a candidate running for congress in the upcoming election. There were no public comments.

FOURTH ORDER OF BUSINESS

Approval of Consent Agenda

A. Approval of Minutes of the September 18, 2019 Meeting

Corrections were provided by Mr. Hudson regarding the shade structure discussion which were incorporated.

On MOTION by Ms. Kalke seconded by Mr. Williams with all in favor the Minutes of the September 18, 2019 Meeting were approved as amended.

B. Balance Sheet as of September 30, 2019 and Statement of Revenues & Expenditures for the Period Ending September 30, 2019

On MOTION by Mr. Williams seconded by Ms. Kalke with all in favor the Balance Sheet as of September 30, 2019 and Statement of Revenues & Expenditures for the Period Ending September 30, 2019 were approved.

C. Special Assessment Receipts

Mr. Hudson reported assessments were 100% collected.

On MOTION by Ms. Kalke seconded by Mr. Sevestre with all in favor the Special Assessment Receipts were approved.

D. Check Register

On MOTION by Ms. Kalke seconded by Mr. Sevestre with all in favor the October Check Run Summary was approved.

FIFTH ORDER OF BUSINESS

Security Update

A. St. Johns Sheriff's Office

Deputy Casey Romein, of the St. Johns Sheriff's Office (SJSO) Traffic Unit provided the following update:

- Year-to-date, there were 285 total calls, 124 citations issued, 186 warnings, 97 parking issues and the highest speed on Leo Maguire Parkway was 74 miles-per-hour (MPH).

- Since parking enforcement increased, it has been getting better. Repeat offenders were encouraged to understand the ordinance. Continued enforcement for speeding and stop sign enforcement was recommended. Verbal warnings were provided before written warnings. Most issues were with contractors parking the wrong way.

Mr. Hudson asked if tickets were issued for people parking near stop signs. Deputy Casey Romein noticed more people parking near hydrants than stop signs.

B. Central Security

Lt. Derek Holmes of Central Security Agency (CSA) provided the following update:

- Teenagers were driving a black Toyota Corolla through the community for the last several months, blowing air horns at 1:00 a.m. to 2:00 a.m. The Sheriff's Office was contacted and there were no further instances.
- There was graffiti on a tree by the graveyard. The perpetrators were not caught.
- Some young kids reported teenagers using electronic cigarettes on the basketball courts at the Food Truck Friday. The parents of the teens were contacted.
- Inappropriate behavior was occurring in the parking lot. One individual was using illegal drugs. A dark colored SUV was slowly riding in the parking lot three to four times within an hour.

Mr. Hudson asked if Lt. Holmes was reporting violations to the HOA Management Company for the Covenant Enforcement Committee. Lt. Holmes would speak to Chief Jesse Harrigan, of CSA. Mr. Hayes asked Deputy Casey Romein if the license plate reader in his patrol car could identify the owner of the SUV. Deputy Casey Romein replied affirmatively.

Deputy Casey Romein and Lt. Derek Holmes left the meeting.

SIXTH ORDER OF BUSINESS

Ratification of Resolution 2019-08, Setting a Public Hearing Date to Adopt the Revised Rules of Procedure

Mr. Walters stated every five years, there was a comprehensive update of the District's Rules of Procedure to ensure conformance with statutory changes. The purpose of the resolution was to set a public hearing.

On MOTION by Mr. Hudson seconded by Ms. Kalke with all in favor Resolution 2019-08 Setting the Public Hearing for December 4, 2019 at 6:00 p.m. at this location was ratified.

SEVENTH ORDER OF BUSINESS

Ratification of Audit Engagement Letter with Berger, Toombs, Elam, Gaines & Frank to Perform the Fiscal Year 2019 Audit

Mr. Torres reported Berger, Toombs, Elam, Gaines & Frank was selected as auditor last year to conduct the Fiscal Year 2019 audit.

On MOTION by Ms. Kalke seconded by Mr. Williams with all in favor the audit engagement letter with Berger, Toombs, Elam, Gaines & Frank to perform the Fiscal Year 2019 audit in the amount of \$3,900 was ratified.

EIGHTH ORDER OF BUSINESS

Update of Road Resurface: RFQ

Mr. Walters clarified a Request for Proposers (RFP), not a Request for Qualifications (RFQ) was prepared and uploaded to the website. Contractors picked up the documents and were preparing proposals. The submission date was prior to the November meeting.

NINTH ORDER OF BUSINESS

Consideration of Items Relating to Series 2020 Bonds

A. Supplemental Engineer's Report

Mr. Hudson reported the Supplemental Engineer's Report indicated a total amount of \$2,520,000 and it was estimated the District would receive \$2,200,000. At the last meeting, the Board decided not to spend any money until the cost of the roads were identified; \$1,900,000 was estimated. Any remaining funds would be used for facility enhancements, recreational enhancements and stormwater repairs.

B. Supplemental Assessment Methodology Report

Mr. Torres stated GMS prepared the Supplemental Assessment Methodology Report and provided a chart with the assessments. Mr. Hudson spoke to Rhonda Mossing of MBS Capital Markets and assessments were \$85 to \$153.

C. Consideration of Resolution 2020-01, Declaring Assessments

Mr. Walters presented Resolution 2020-01, which starts the assessment process, declares the District's intent to levy assessments, based on the Assessment Methodology and Supplemental Engineer's Reports, the amount of improvements to be constructed, cost of issuance (COI) and total cost of the bonds, which was \$2,520,000. Mr. Hudson asked if the same methodology from 2016 was used. Mr. Walters replied affirmatively. ~~Mr. Hudson stated residents would pay less with this bond issue, but the account would not be zero until 2040.~~
~~Discussion ensued.~~

On MOTION by Ms. Kalke seconded by Mr. Williams with all in favor Resolution 2020-01, Declaring Assessments was adopted.

D. Consideration of Resolution 2020-02, Setting a Public Hearing Date to Impose Special Assessments

Mr. Walters presented Resolution 2020-02, setting the public hearing. With the 30-day mailed requirement to all affected landowners, the public hearing must be held in December. Mr. Walters and Mr. Torres suggested holding a special meeting the first week in December or waiting until the December 18 regular meeting; however, the closing was in January and staff needed time to levy the assessments and prepare all bond documents. After further discussion, the November meeting was cancelled and the December 18 meeting was rescheduled for December 4, which would be the public hearing.

On MOTION by Ms. Kalke seconded by Mr. Williams with all in favor Resolution 2020-02 Setting the Public Hearing for December 4, 2019 at 6:00 p.m. at this location and cancelling the November meeting was adopted.

TENTH ORDER OF BUSINESS**Discussion of Pond Bank Erosion (918 Eagle Point)**

Mr. Torres met with Lake Doctors on October 8, along with the Chairman and Mr. Stephens to discuss the erosion issue. The following options were discussed:

1. Stopping treatment of the pond to see how the pond reacts.
2. Encouraging thicker growth of grass around the pond edge.

3. Installing a 6-inch drain pipe, 2 feet back on both ends of the property and placing additional sod placed as a barrier.
4. The homeowner maintaining the pond bank.

Discussion ensued and the following was addressed:

- Ms. Kalke believed the wave action was causing some deterioration. Mr. Hudson did not believe the movement of the water was enough to cause a tremendous amount of damage. Other factors, such as foot traffic and spraying could also cause erosion problems.
- Mr. Hudson inspected the property and felt that a 30-degree slope was relatively steep, making it difficult to mow; however, the homeowner was responsible for maintenance. The Board agreed.
- Resident Jerry Brannon felt Lake Doctors created the erosion problems by killing the grass and should remediate. Mr. Hudson asked Lake Doctors to stop spraying, temporarily, but felt they were in compliance with the St. Johns River Water Management District (SJRWMD), regarding the pond maintenance.
- Ms. Kalke voiced concern that the pond would grow more algae if spraying was discontinued. Mr. Stephens noted Lake Doctors would continue to spray algicides that would not affect any rooted plant material, but they would not be spraying weeds.

A lengthy debate ensued between Mr. Hudson and Resident Jerry Brannon regarding the pressure to put on Lake Doctors. Mr. Hudson did not recommend terminating Lake Doctors. The challenge the District had was the resident owned the dirt and the District owned the water.

On MOTION by Mr. Hudson seconded by Mr. Hayes with all in favor holding the resident of 918 Eagle Point responsible for the pond bank erosion was approved.

Resident Jerry Brannon pointed out with this vote, instead of the Board helping or stand behind the homeowner, they would do nothing. Mr. Hudson had no comment.

ELEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Hudson appreciated all of Mr. Walters hard work with the assessment process. Mr. Walters advised the Board Members to ask questions to him, Mr. Torres or Ms. Mossing.

B. Engineer

There being none, the next item followed.

C. Manager – Consideration of Proposal from No Fault, LLC for Splash Pad

Mr. Torres reported Tuff Coat will re-apply the coating at no cost to the District, the first week of December. Mr. Hudson stated the Health Department forced Arsenault to put extra chlorine in the water system and the discoloration was from the chlorine; however, the caulking caused the surface to expand and rise. As a remedy, Mr. Torres stated Crown Pools would work with Tuff Coat to have the current caulking stripped and re-apply a marine grade caulking in November. Mr. Torres presented a proposal for a think rubberized layer that would hold all imperfections underneath the concrete. Mr. Hudson proposed re-grouting and re-sealing the crack one more time and applying Tuff Coat. Mr. Hayes voiced concern about mold. Mr. Torres would find out about the mold. This item was tabled.

Mr. Torres presented an agreement from Southern Recreation for the shade structure.

On MOTION by Ms. Kalke seconded by Mr. Williams with all in favor the Agreement from Southern Recreation for the shade structure was approved.
--

- **Operations Manager**

- 1. Report**

Mr. Stephens presented the Operations Manager Report, which was included in the agenda package. Pine straw and annuals were placed throughout the community. In order to pressure wash the bridge, Duval Landscaping installed a hose bib. Mr. Hayes requested the signs be pressure washed.

Mr. Stephens presented a proposal from Southern Recreation for soccer goals in the amount of \$5,065.40. The current aluminum poles were no longer available. The price included

new goals, new nets, ground stakes to secure each goal and installation. Mr. Hayes noted the current goals did not have stakes. Mr. Hudson reported EGIS was onsite yesterday, noting liability issues. They would provide a report on bushes covering signs and trip hazards. In the meantime, they recommended that the goals be staked. Discussion ensued.

On MOTION by Mr. Williams seconded by Mr. Sevestre with all in favor the proposal from Southern Recreation for soccer goals in the amount of \$5,065.40 was approved.

2. Proposal for Installation of Irrigation Backflows

Mr. Stephens presented proposals from Bob's Backflow & Plumbing Services and Duval Landscaping to install three backflows throughout the community in common areas. If they are not installed and certified by November 1st, JEA will shut the water off. Residents received backflow notices and the CDD received yearly inspection notices for the common areas. Mr. Stephens recommended the quote from Duval Landscaping, which was \$1,515 compared to \$2,460 from Bob's Backflow & Plumbing Services. Mr. Hayes agreed, as long as Duval Landscaping guaranteed the backflows would pass testing.

On MOTION by Mr. Hayes seconded by Ms. Kalke with all in favor the proposal from Duval Landscaping for the installation of three irrigation backflows in the amount of \$1,515 was approved.

3. Proposal from Bold City Tree Service

4. Proposal from Duval Landscape

Mr. Stephens presented a proposal from Bold City Tree Services in the amount of \$3,250; for tree work around the basketball court. They would lift 17 trees and selectively cut branches to allow for more sunlight. There was also a proposal from Duval Landscape for pink Azaleas and Variegated Flax Lily to add color; however, they only bloom three or four weeks per year in the spring and Jack Frost Ligustrums or an Encore Azalea were suggested, which bloomed 12 months per year; however, Encore Azaleas are expensive. Mr. Stephens presented a proposal for 60 Viburnums and Fashion Azaleas in the amount of \$1,500 to fill voids.

On MOTION by Ms. Kalke seconded by Mr. Hayes with all in favor the proposal from Bold City Tree Services for tree work around the basketball court in the amount of \$3,250 was approved.

On MOTION by Ms. Kalke seconded by Mr. Hayes with all in favor the proposal from Duval Landscaping for 60 Viburnums and Fashion Azaleas in the amount of \$1,432.61 to fill voids were approved.

Mr. Hayes received complaints about the bush line on the side of soccer field and requested it look 110% all the time and questioned the condition of the bridge. Mr. Stephens confirmed the bridge was solid, but would re-assess it after it was pressure washed.

D. Amenities & Recreation Manager

Ms. Trivelpiece presented the Amenities and Recreation Manager Report, which was included in the agenda package. The Fitness and Aerobics Rooms were painted, and windows were cleaned inside and outside.

Mr. Hayes asked if there were complaints about people from Glen St. Johns using the Clubhouse as a coworker who lived in Glen St. Johns claimed they lived in Sampson Creek and believed Glen St. Johns residents were using their soccer field. Ms. Trivelpiece stated someone from Glen St. Johns called to get an access card. Ms. Kalke asked when the Christmas lights would be installed. Ms. Trivelpiece stated the lights were typically installed after Thanksgiving. Mr. Hudson and Ms. Trivelpiece were meeting with the golf course owner on Thursday morning to request compensation for the Clubhouse lights. If they did not contribute, the Clubhouse would not be lit.

E. Operations Manager

- 1. Report**
- 2. Proposal for Installation of Irrigation Backflows**
- 3. Proposal from Bold City Tree Service**
- 4. Proposal from Duval Landscape**

This item was discussed.

TWELFTH ORDER OF BUSINESS

Supervisors' Request

Ms. Kalke requested changing the time of their meetings to 8:00 a.m. After further discussion, the Fiscal Year 2020 meeting schedule was amended to meet at 8:00 a.m. on January 15, April 15 and July 15, 2020 and remaining meetings at 6:00 p.m.

Mr. Hudson felt that what Egis' recommended was legitimate. At the December 4 meeting, Board Members would have an opportunity to nominate the Chair and Vice Chair.

THIRTEENTH ORDER OF BUSINESS

Audience Comments

Resident Susan Pitts asked if they would have the same Christmas decorations as last year, because the garland did not go around the entire pole and looked unfinished. Ms. Kalke agreed that the garland was sparse, and some garland slid down the pole because it was not tightly wound. Poles on Leo Maguire Parkway that did not have an electrical source could be wound with garland. Resident John Trammel asked if all documents were on the CDD website and suggested resurfacing the roads in phases due to the upcoming recession. Mr. Hudson suggested Mr. Trammel review prior agenda packages. Regarding the resurfacing, the current interest rate was 3%, which for 20 years, was a good rate and to complete the resurfacing at one time made sense to get the roads on one cycle.

FOURTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – 12/4/19 @ 6:00 p.m.

Mr. Hudson stated the next regular meeting was scheduled for December 4, 2019 at 6:00 p.m.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Kalke seconded by Mr. Williams with all in favor the meeting was adjourned.
--


Secretary/Assistant Secretary


Chairman/Vice Chairman