

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, June 16, 2021 at 6:00 p.m. at St. Johns Golf & Country Club, Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

Present and constituting a quorum were:

| | |
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| Robert Sevestre | Chairman |
| Kyle Williams | Vice Chairman |
| Brad Weger | Supervisor |
| Robert Patterson | Supervisor |
| Laura Webb | Supervisor |

Also present were:

| | |
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| Ernesto Torres | District Manager |
| Carl Eldred (<i>via phone</i>) | District Counsel |
| Alex Acree | District Engineer |
| Kate Trivelpiece | Amenities & Recreation Manager |
| Brian Stephens | Riverside Management |
| Daniel Hunt | JSC Systems |
| Residents | |

The following is a summary of the actions taken at the June 16, 2021 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

Public Comment

Mr. Torres stated there were many new faces. Copies of the agenda were available. Based on the Florida Statutes, when the District discusses security matters, towards the end of the meeting, members of the public would be asked to leave the room. District Counsel was available to answer any questions. A resident submitted a petition for basketball court lighting.

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THIRD ORDER OF BUSINESS**Consideration of Security and Sound System** *(Presenter: Kate Trivelpiece)*

Mr. Torres stated representatives of JSC Systems (JSC) were present to discuss the capabilities for Wi-Fi and a sound system. Security matters would be discussed later in the meeting. At the last meeting, there was discussion about having a short agenda to discuss this item. Mr. Daniel Hunt of JSC stated the sound system would include the following:

- A complete multi-zone audio system for the outdoor pool, Clubhouse fitness center and meeting space. Two streaming players to be controlled by the new sound system and the current music system through Comcast.
- A timer to play certain music at a certain time of day.
- A touch panel with customized programming to control the system.
- Eight-inch two-way outdoor surface mount speakers to replace the existing speakers on the covered lanai. Speakers to be installed in the landscaping around the pool areas along with two 12-inch weatherized sub-woofers.
- A weatherized box by the covered area on the right side of the slide for a DJ or musician.

Mr. Torres recalled a Board Member asked about incorporating the Swim Team PA system. Mr. Hunt stated there were inputs to plug in any source and a high-quality wireless microphone that can be carried throughout the pool area. Trenching on the left-side may be necessary to get to the splash pad as well as some water drilling underneath some of the walkways to get to certain areas. They would do everything they could to not damage the landscaping; however, repair of landscaping was not included.

- A standalone system without music and four ceiling speakers to provide higher quality sound in the meeting space. In Mr. Hunt's opinion, the current eight speakers were overkill for the space. There would be a mixer amplifier for residents to plug in a phone or microphone.
- Ten speakers for the fitness area.
- Four different zones of audio with room for expansion.
- A 7-inch wall mounted touch panel in the office to be accessed by an administrator to control the system.
- All miscellaneous cables, materials, and labor. The total cost was \$41,004.08.

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Discussion ensued and the following was addressed:

- Mr. Williams asked if a television for the meeting room was included in the quote. *Mr. Hurt could provide a 75-inch Sony television and a wireless presentation device for \$4,000. When a laptop was connected, it would provide a four-digit code to instantly wirelessly projecting to the display. Up to four people could be presenting at one time.*
- Mr. Torres asked if there was the capability for a camera. *Mr. Hurt stated a basic camera could be mounted on top of the display, which would be routed to a USB wall plate. Another option was a 75-inch interactive display with a built-in camera.*
- Ms. Webb voiced concern about kids from the summer camp using the system to show movies. *Mr. Hunt stated these were interactive displays that were kid proof.*

Mr. Daniel Hunt presented the Wi-Fi solution, which would include the following:

- 4 Ubiquiti wireless access points, which would look like one network or SSID. There could be multiple SSIDs to prioritize bandwidth to certain users. In order to ensure the Wi-Fi would support a Zoom meeting while others were on the guest Wi-Fi, they could limit the amount of bandwidth per Mac address or per device.
- Would be Cloud based with access four access points that show how many users were on each access point, view information on the type of contact being assessed from those access points and limit certain applications. The access points would be deployed underneath the ease.
- Would connect to existing Comcast Wi-Fi; however, the bandwidth may need to be increased.

Ms. Webb questioned why they would need this Wi-Fi system if there was already Wi-Fi in the Fitness Center. Mr. Hurt stated there were existing complaints about the current Wi-Fi. This Wi-Fi system would cover the entire outdoor and indoor areas and handle increasing traffic, exceeding the capabilities of the Comcast router. Mr. Sevestre asked if this would expand the coverage and make the internet stronger. Mr. Hunt stated there would be power off of the network and would whitelist specific URLs. In his opinion, this Wi-Fi solution was the best per dollar solution. Mr. Hunt would discuss the scope again as well as any detailed information

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would be implemented with the installation, offer user training and any programming changes would be built out at the service rates or the Board could purchase maintenance solutions.

FOURTH ORDER OF BUSINESS

Discussion of Fiscal Year 2022 Approved Budget *(Presenter: Ernesto Torres)*

Mr. Torres stated the Proposed Budget for Fiscal Year 2022 was approved at the last meeting with no changes. The Public Hearing to adopt the budget was in August. There would be no assessment increase.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

Mr. Acree was waiting for an additional quote for the Stonehedge Trail sidewalk repairs but did not receive one. As a result, Mr. Torres recommended the District proceed with the proposal from Duval Asphalt in a not-to-exceed amount of \$6,606. Mr. Torres spoke with Mr. Acree about the amenity's sidewalk.

**Due to a technical issue with the audio, the remainder of the meeting was summarized from the District Manager's notes.*

C. Manager

There being none, the next item followed.

D. Amenities & Recreation Manager

1. Request to Use District Facilities from Make-A-Wish Foundation

Ms. Trivelpiece presented a request from Make-A-Wish Foundation to use the District facilities.

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On MOTION by Mr. Weger seconded by Mr. Sevestre with all in favor the request from Make-A-Wish Foundation to use District facilities was approved, subject to signing a waiver and providing insurance at the request of District Counsel.

E. Operations Manager

1. Report

Mr. Stephens presented the Operations Manager Report, which was included in the agenda package.

On MOTION by Mr. Weger seconded by Mr. Sevestre with all in favor the proposal from Duval Asphalt for the Stonehedge curb repair in the amount of \$3,150 was approved.

Mr. Stephens presented a proposal from JSC for security enhancements.

SIXTH ORDER OF BUSINESS

Supervisors' Request

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Public Comments

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of Minutes of the May 19, 2021 Meeting**
- B. Balance Sheet as of May 31, 2021 and Statement of Revenues & Expenditures for the Period Ending May 31, 2021**
- C. Check Register**
- D. Ratification of Requisition No. 130 & 131**
- E. Ratification of Agreement with Duval Landscape Maintenance, LLC for Installation of Landscaping and Irrigation Improvements**

Mr. Torres presented the minutes of the May 19, 2021 meeting, Balance Sheet as of May 31, 2021 and Statement of Revenues & Expenditures for the Period Ending May 31, 2021, Check Register in the amount of \$46,585.55 and Requisitions 130 and 131. Item E was removed from the consent agenda.

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On MOTION by Ms. Webb seconded by Mr. Sevestre with all in favor the consent agenda items as stated above were approved as presented.

NINTH ORDER OF BUSINESS

**Next Scheduled Meeting – 07/21/21 @
6:00 p.m. @ St. Johns Golf & Country
Club Meeting Room**

Mr. Torres noted the next meeting was on Wednesday, July 21, 2021 at 6:00 p.m. at this location.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Williams seconded by Mr. Patterson with all in favor the meeting was adjourned.

DocuSigned by:
Ernesto Torres
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Secretary/Assistant Secretary

DocuSigned by:
Robert Sevestre
8724814CA626440...
Chairman/Vice Chairman