

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 Thursday, January 20, 2022 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:

Robert Sevestre	Chairman
Brad Weger	Supervisor
Robert Patterson	Supervisor
Laura Webb	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber	District Counsel
Alex Acree	District Engineer
Kate Trivelpiece	Amenities & Recreation Manager
Travis Jacques	Riverside Management Services
Roger Birong	Resident
Michael McCormick	Resident

*The following is a summary of the actions taken at the January 20, 2022 meeting. A copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 6:00 p.m. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment** (regarding agenda items listed below)

There being none, the next item followed.

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**THIRD ORDER OF BUSINESS**

**Ratification of Requisition No. 139**

Mr. Laughlin presented Requisition #139 with Life Fitness, LLC. for the gym equipment in the amount of \$11,905.12. All of the equipment was installed.

On MOTION by Mr. Patterson seconded by Mr. Sevestre with all in favor Requisition #139 as stated above was ratified.
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**FOURTH ORDER OF BUSINESS**

**Consideration of FPL Easement Request**

Mr. Laughlin recalled this item was brought to Mr. Jacques attention before the last meeting and there was discussion at the December meeting. Mr. Jacques explained that Florida, Power & Light (FPL) was trying to see if the District was willing to work with them to release a 15-foot easement to get a new power grid through an area across Old County Road 210. They were willing to compensate the District \$47,300 for granting that release. This was discussed with Mr. Haber and Mr. Laughlin to see what it would mean for the District. Mr. Jacques asked FPL whether or not they would place a pole on CDD property, but there was no response.

Mr. Haber explained that FPL had eminent domain powers and were trying to work with the District first to see if they could reach an agreement as to compensation and the extent of the easement. If it cannot be worked out, FPL had the ability to initiate a taking. The District would still get compensated, but they would get the easement. Regarding the amount of the compensation, no one knew the true value of the easement. So, even if FPL said there was no intent to install a pole, the easement document gave them the right to install improvements anytime they wanted to. If it was important to the Board for the aesthetics of the community to negotiate a narrower easement, the District may get less money because FPL was getting fewer rights. They could require FPL to install their improvements underground. Mr. Haber recommended that the Board get a better understanding of the value of the easement and to what extent FPL was willing to negotiate to prevent a pole or other improvements being installed in front of the community. Mr. Sevestre agreed that the Board needed further clarification. *There was Board consensus to table this matter.*

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**FIFTH ORDER OF BUSINESS****Ratification of Agreement with Structural Engineer for Slide Tower**

Mr. Laughlin recalled that the Board authorized a not-to-exceed amount of \$2,500 for a Structural Engineer to inspect the slide tower and prepare a report and presented an agreement from McVeigh & Mangum Engineering, which was executed.

On MOTION by Ms. Webb seconded by Mr. Weger with all in favor the Agreement with McVeigh & Mangum Engineering for Structural Engineering Services for the slide tower was ratified.

Mr. Sevestre asked if pictures were taken of the rusty mark on the wall. Mr. Jacques replied affirmatively.

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

Mr. Sevestre tried to contact the General Manager regarding the maintenance path but was unable to reach him and would call tomorrow. Mr. Haber requested the status, noting that either the golf course was relying on the easement and it was their obligation to repair it at their cost or did not have the rights to the easement, in which case the District must grant the easement and has the right to seek payment from the golf course for the use of the easement. Staff could discuss with them about how much they were willing to contribute in exchange for the District granting them the easement. Either way, they must contribute towards it. Mr. Sevestre would speak to the General Manager and with Mr. Laughlin, would contact Mr. Haber to discuss.

**B. Engineer**

Mr. Acree received a request from Mr. Jacques about an erosion issue at a house on Eagle Point Drive and would take a look at it tomorrow or the first of next week. Mr. Sevestre asked if there was something wrong with the storm drain that would cause the erosion. Mr. Acree believed that the issue happened before that and had to do with blocked drainage. Mr. Sevestre asked if the District installed the storm drain. Mr. Jacques believed that it was taken care of by the CDD, as there was an email stating that the same issue occurred several years ago and the Board sent an engineer out to investigate and hired a contractor to install a new drainage system.

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He would research to find any records. Mr. Sevestre requested that Mr. Acree evaluate it and report back to the Board.

Mr. Acree was working on the proposal for the Stormwater Needs Analysis.

**C. Manager**

There being none, the next item followed.

**D. Amenities & Recreation Manager**

Ms. Trivelpiece presented the Amenities & Recreation Manager Report, which was included in the agenda package. The pressure washing and painting of the amenities buildings was completed today. It looks great. Tomorrow, Phase II of the fitness renovations will commence. They will be removing the remaining equipment and bringing in the strength equipment. On Monday, cardio equipment from Life Fitness would be brought in.

**1. Proposal from Vesta for Lifeguard Services**

Ms. Trivelpiece presented a proposal from Vesta for lifeguards for Spring Break, which starts on March 12<sup>th</sup>, in the amount of \$40,892. Mr. Laughlin asked if it was within the budget and the same as last year. Ms. Trivelpiece replied affirmatively.

On MOTION by Mr. Sevestre seconded by Ms. Webb with all in favor the proposal from Vesta for lifeguard services for Spring Break in the amount of \$40,892 was approved.
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Ms. Webb questioned the status of the volleyball court. Ms. Trivelpiece recalled that the contractor was waiting on benches for the tennis courts, which were anticipated to arrive at the end of this month. They were hoping to complete both courts at the same time. If the benches did not arrive before the end of month, she would tell the contractor to start on the volleyball court as she wanted them to complete it before mid-February.

Mr. Sevestre reported Safe Slide Restoration applied paint to the slide and now the support structure would be inspected. Then it would be repainted another color. Mr. Patterson asked about the upgraded security system. Ms. Trivelpiece stated the vendor was still installing the touch panel. Approximately 75% was completed.

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**E. Operations Manager - Report****1. Report**

Mr. Jacques presented the Operations Manager Report, which was included in the agenda package and reported the following:

- Fresh paint was applied to the outside of the slide and seams were sealed. The seam may be a different color, but it will prevent leaking.
- Court Surfaces fixed the leaning basketball hoop last week. The backboard was not installed correctly and they were asked to come out tomorrow to look at it.
- He was meeting with the company that was repairing the sidewalks tomorrow to familiarize them with the area and discuss the timeframe.
- The Amenity Center gate will be replaced tomorrow.
- The washout under the sidewalk on Leo Maguire Parkway was repaired and backfilled. A drainage box was installed leading into the woodland area to keep anything from building up in that area.
- Another hydraulic fluid spill occurred a second time on Eagle Point Drive. Duval Asphalt did not think that the quote needed to change. The county will be investigating and Mr. Jacques would reach out to them next week to see what they found. If they were at fault, they may end up compensating the District for any repairs. Mr. Sevestre noted a fluid spill on Drury Court.
- Five trees were replaced on St. Johns Golf Drive and Meadow View Lane. There were some issues with residents not using their water bags. According to their Landscape Manager, the trees still looked good. They will monitor going forward to ensure residents were maintaining the trees.
- A ramp in front of a driveway for handicapped access was reported at the last meeting as 1749 Meadow View Lane, but the actual address was 1749 Highland View Drive. Mr. Weger recommended allowing the resident to put the ramp out as needed. Mr. Sevestre agreed. Mr. Jacques would contact the resident.

**2. Amenity Center Enhancement Project**

Mr. Jacques was moving forward with the Amenity Center enhancement project. Two companies provided renderings. The rendering from VG was included in the agenda package and the other was provided before the meeting. Their concern was regarding what amount the

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Board wanted to spend. They would work within that amount and provide a good aesthetic for the Amenity Center. Ms. Trivelpiece noted the biggest concern was the removal of four Magnolia trees. Mr. Sevestre preferred to thin out the Oak trees on the golf course side. Mr. Haber advised that the District was entitled to trim branches over CDD property for a tree that is located on property the CDD did not own. Ms. Webb asked if VG provided a quote. Mr. Jacques replied no. Ms. Webb wondered if they had a Landscape Architect or hired an outside one. Mr. Jacques believed that they had one and would verify. *After further discussion, there was Board consensus to table this item until the next meeting and request the companies to attend to provide options.*

**SEVENTH ORDER OF BUSINESS**

**Supervisors' Request**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Public Comments**

Resident (Roger Birong, Eagle Point Drive) recalled at the last meeting that there was a partial release of easement approved by the Board for his property and was hoping to get it signed and notarized. Mr. Sevestre would provide to Mr. Birong tonight. Mr. Birong thanked Mr. Sevestre. Resident (Michael McCormick, Remington Court), a member of the HOA Board, introduced himself and praised the CDD Board.

**NINTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of Minutes of the December 16, 2021 Meeting**
- B. Balance Sheet as of December 31, 2021 and Statement of Revenues & Expenditures for the Period Ending December 31, 2021**
- C. Check Register**

Mr. Laughlin presented the minutes of the December 16, 2021 meeting, December 31, 2021 Balance Sheet and Statement of Expenditures and Check Register in the amount of \$145,369.17 for the General Fund and \$21,512 for the Capital Reserve Fund.

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

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**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – February 17, 2022 @ 6:00 p.m. @ St. Johns Golf & Country Club Meeting Room**

Mr. Laughlin stated the next meeting was on Thursday, February 17, 2022 at 6:00 p.m. at this location.

Mr. Sevestre suggested changing the notification sign by the road to an electronic one. To provide electricity, they would either have to run a conduit along CDD property to the front or direct drill under the road to run a conduit underneath the road. It must also be approved by the county. Ms. Webb agreed that it was worth looking into. Mr. Jacques suggested a solar powered one. Mr. Sevestre would contact a vendor he had obtained prices from in the past. Ms. Trivelpiece would look at other options.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Webb seconded by Mr. Sevestre with all in favor the meeting was adjourned.

DocuSigned by:

*Daniel Laughlin*

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Secretary/Assistant Secretary

DocuSigned by:

*Robert Sevestre*

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Chairman/Vice Chairman