

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, March 10, 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
Kyle Williams	Vice Chairman
Brad Weger	Supervisor
Laura Webb	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber <i>(via phone)</i>	District Counsel
Kate Trivelpiece	Amenities & Recreation Manager
Travis Jacques	Riverside Management Services
Robert Jones	Verdego Landscape
Central Security Representative	

*The following is a summary of the actions taken at the March 10, 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.

- **Proposal for Updated Contract with Central Security** *(Item 11D1)*

Ms. Trivelpiece stated Central Security submitted a change in their price to provide more patrolling at the Board's request. Mr. Sevestre agreed as numerous residents wanted the patrols.

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On MOTION by Mr. Sevestre seconded by Mr. Williams with all in favor the proposal from Central Security for the updated contract was approved.

Ms. Webb asked if the security had set hours. A Central Security Representative noted set hours from 3:00 p.m. to 11:00 p.m. Wednesday through Sunday. Mr. Weger asked if security had any concerns. The Central Security Representative reported an issue with kids on golf carts using foul language and jumping fences. Ms. Trivelpiece would discuss this issue further in her report. Ms. Webb stated it was not security's responsibility to stop foul language. Resident (Kurt Radecki, Stonebridge Path Court) reported activity from kids after 11:00 p.m. Mr. Sevestre reminded residents to call the non-emergency number and not 911 unless it was an emergency.

- **Amenity Center Enhancement Project** (*Item 11E3*)

Mr. Jacques reached out to several companies. Three were willing to provide renderings, but only one actually provided one. They separated the work into four different sections; front, south side, west side and east side of the amenities building and provided prices, renderings and a description of what was being removed and what would be installed for each one.

Mr. Williams questioned what trees, if any, they planned to remove to open the area up for more sunlight. Mr. Robert Jones, of Verdego Landscape (Verdego) stated that they planned to remove two large Magnolias, keep the large Oak in the center, remove a small tree on the far end and plant a Ligustrum tree. Mr. Williams suggested replacing the Oak tree with a smaller Dwarf tree to open it up more and provide for a cleaner, visible look. Ms. Webb preferred to remove the Magnolias and leaving the Oak tree. Ms. Webb questioned if any material needed to be replaced each year. Mr. Jones stated only the annuals needed to be replaced. Mr. Williams questioned the warranty. Mr. Jones noted a one-year warranty on the material. Mr. Weger asked if the lighting would have any effect on this project. Mr. Jacques stated that the lighting was supposed to be installed on Monday. Discussion ensued.

On MOTION by Mr. Williams seconded by Ms. Webb with all in favor the proposal from Verdego Landscape for the Amenity Center landscape project was approved.

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Mr. Sevestre requested an agreement. Haber would provide one.

**THIRD ORDER OF BUSINESS**

**Consideration of FPL Easement Request**

Mr. Jacques received a diagram of the pole locations. The new poles were BR-61 through BR-64. The only pole that would be of issue to the community was BR-64, running along C.R. 210 in front of the Leo Maguire entrance. Florida, Power & Light (FPL) was willing to compensate the District \$47,300 to grant the easement to provide more sustainable power to the area. Ms. Webb and Mr. Sevestre voiced concern about having power poles in front of the development. This item was tabled so Mr. Sevestre and Mr. Jacques could work with Mr. Haber in communicating this concern to FPL and their preference for underground poles.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2022-02, Instruction St. Johns County Supervisor of Elections Office to Conduct the General Election**

Mr. Laughlin stated that Seat 1 held by Mr. Sevestre, Seat 3 held by Mr. Patterson and Seat 5 held by Mr. Williams expired this year and would be filled under the General Election process.

On MOTION by Mr. Williams seconded by Mr. Sevestre with all in favor Resolution 2022-02, Instruction St. Johns County Supervisor of Elections Office to Conduct the General Election was adopted.

**FIFTH ORDER OF BUSINESS**

**Ratification of Retention and Fee Agreement with Kutak Rock LLP**

Mr. Laughlin stated that this item finalized the fees with Kutak Rock LLP.

On MOTION by Ms. Webb seconded by Mr. Williams with all in favor the Retention and Fee Agreement with Kutak Rock, LLP. was ratified.

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**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal with St. Johns Stingrays Swim Team Regarding the Use of the District’s Aquatic Facilities**

Ms. Trivelpiece noted three in-person meets and one virtual meet for this year.

On MOTION by Mr. Weger seconded by Mr. Williams with all in favor the Proposal with the St. Johns Stingrays Swim Team was approved.

**SEVENTH ORDER OF BUSINESS**

**Update Regarding Golf Club’s Participation in Repairs to Cart Path**

Mr. Laughlin met with the Golf Club along with Mr. Jacques, the Chairman and Mr. Haber regarding the cart path repairs. Widening the cart path and strengthening it was mentioned. Mr. Sevestre stated they agreed to replace the broken section of the cart path and re-pour with 4-inch concrete and suggested negotiating with them to add additional costs to increase the sub-base and width. Mr. Williams wanted to explore what it would take to do it properly and what they were planning to spend. Mr. Sevestre recommended waiting until they heard from the Golf Club on how many sections they wanted to repair and, in the meantime, getting with the District Engineer on whether they needed to increase the sub-base to support additional weight.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Proposals from Duval Asphalt**

**A. Red Hawk**

Mr. Jacques presented a proposal from Duval Asphalt to inspect a sinkhole in a drainage inlet at 1835 Red Hawk for \$2,758 and make any minor repairs. Ms. Webb asked why the CDD was responsible to repair it if it was not CDD property. Mr. Jacques stated that the CDD was responsible for maintaining the drainage inlet as part of the stormwater.

On MOTION by Mr. Sevestre seconded by Ms. Webb with all in favor the proposal with Duval Asphalt for exploratory digging/repair of erosion issue at 1835 Red Hawk in the amount of \$2,758 was approved.

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**B. 1913 Cross Pointe Underdrain**

Mr. Jacques presented a proposal to look at underdrain underneath the driveway at 1913 Cross Pointe Way and repairing if needed. The curb was cracked under the driveway causing water to run into the ground underneath the underdrain versus going to the drain.

On MOTION by Mr. Williams seconded by Ms. Webb with all in favor the proposal with Duval Asphalt for exploratory digging/repair of erosion issue at 1913 Cross Pointe in the amount of \$9,820 was approved.

**NINTH ORDER OF BUSINESS**

**Ratification of Amendment from Premier American Construction for Rate Increase**

Mr. Jacques recalled in November, the Board approved \$7,640 to replace 600 square feet of sidewalk that caused tripping hazards. Since then, it was decided to do an additional 100 square feet. The work was completed and looked good. The increase in cost was \$1,065.

On MOTION by Ms. Webb seconded by Mr. Williams with all in favor the Amendment from Premier American Construction for an increase of \$1,065 was ratified.

**TENTH ORDER OF BUSINESS**

**Acceptance of Fiscal Year 2020 Audit**

Mr. Laughlin reported a clean audit. There was one finding, which was corrected.

On MOTION by Mr. Sevestre seconded by Mr. Williams with all in favor the draft Fiscal Year 2020 Audit Report was accepted.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

Mr. Laughlin presented proposals from Matthews Design Group for \$8,000 and from Mr. Mike Yuro of Yuro & Associates for \$7,800 to prepare the Stormwater Needs Analysis Report. Mr. Haber stated this report was required under Florida Law.

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On MOTION by Mr. Williams seconded by Ms. Webb with all in favor proposal from Yuro & Associates to prepare the Stormwater Needs Analysis Report in the amount of \$7,800 was approved.

**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 and highlighted the following:

- The volleyball court work was delayed. It was supposed to start the week after Spring Break.
- Spring Break started today and the lifeguards will be starting this weekend, weather permitting. They will be at the pool all next week and then on weekends from 12:00 p.m. to 6:00 p.m. until school was out when they will be on a 11:00 a.m. to 7:00 p.m. seven days a week schedule.
- Summer camp information was going out to the community. It was a full nine weeks. The only change was to include field trips, which was cancelled the last two years due to COVID. SPT Fitness will be having their sports camp program for six weeks, Monday through Thursday from 9:00 a.m. to 1:00 p.m.
- There were many incidents with young children on golf carts riding on sidewalks, on the phone, blaring music with foul language. According to St. Johns County, to drive a golf cart, the driver must be 14 years old and have a photo ID versus the Sampson Creek CDD policy, which was for a driver over 16-years-old. The majority of issues were from 12-year-olds. This weekend eight kids were hanging off the back of a golf cart when one child fell off and hit their head on the concrete. She informed parents of the policy, but clarification was needed.

Ms. Webb suggested restricting amenity access. Mr. Williams suggested having residents register their golf carts in order to be used on CDD roads. Mr. Haber advised if Florida Law allowed a certain age limit to drive a golf cart, even though they were CDD owned roads, there was nothing the CDD could do, if the driver was compliant; however, the District could implement a policy to obligate residents and non-residents to use a decal. Ms. Webb suggested

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that Ms. Trivelpiece report them to law enforcement. Mr. Williams proposed amending their rules to match the county rules and implementing a decal requirement. A resident who was a St. Johns County Sheriff advised that they could not do anything unless they stopped them and suggested amending the hours of the off-duty deputy writing tickets, based on the trends and times these incidents occurred. Mr. Williams was in favor asking Ms. Trivelpiece to ask the off-duty officer to focus on the next 90 days on golf carts and questioned the procedure to change their policy. Mr. Haber suggested the Board authorize a Board Member to work with staff on proposed changes to the policy. *There was Board consensus to authorize Ms. Webb to work with staff and place this item on the next agenda for discussion.*

Ms. Webb asked if the security system was in place. Ms. Trivelpiece confirmed that there were new cameras. There were still some tweaks, but they had a lot more visibility. Ms. Webb asked when the volleyball court work was starting. Ms. Trivelpiece stated that they were starting next week. Mr. Sevestre recalled that they were going to post video surveillance and no trespassing signs with the Statute. Mr. Williams requested verification and a proposal for signs. Mr. Jacques would provide. Mr. Williams also requested that security monitor the road to stop people from accessing it. Mr. Sevestre addressed the following:

- Suggested informing Wakefield Glen and Leland Management that they had video surveillance and this was private property and signs would be posted to enforce the laws.
- Reported incidents with young children cursing by the tennis courts and reminded residents to call the non-emergency number. He suggested that Supervisors wear an ID identifying them as a St. Johns Golf and Country Club CDD Supervisor when approaching residents. Mr. Williams suggested that Ms. Trivelpiece send an e-blast to the neighborhood as a reminder.
- When people called Security asking if they were onsite, they were told that they were not on the property. Mr. Jacques stated this was not information that should be given out and only Board Members and staff were able to get this information.
- Reported that a security guard allowed kids that did not have their card into the Gym on Friday night. Ms. Trivelpiece stated that the security guard confirmed that they lived in the community. Mr. Williams felt that the guard should not allow access to people who did not have keycards.

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- Received a request from Officer Carbelos to use the Gym. Ms. Trivelpiece explained that the officer wanted use of the Fitness Center after hours because of his schedule and they must provide the alarm code to the officer. Mr. Jacques felt this would set a precedent. The Board denied this request.

**1. Proposal for Updated Contract with Central Security**

This item was discussed.

**E. Operations Manager - Report**

**1. Report**

Mr. Jacques presented the Operations Manager Report, which was included in the agenda package. Beacon Electric will start the walkway lighting on Monday. It should take a couple of weeks. At the January meeting, the Board approved to have the resident remove the ramp in front of their driveway at 1749 Highland View Drive; however, he did not know that a handicapped resident was living there, causing issues with them getting up and down the driveway. Mr. Sevestre noted that the resident also had a trailer and they did not want to damage their pavers. Mr. Haber advised, as a unit of Government, the CDD had an obligation to make reasonable accommodations for a disabled person on their property, not for someone to use a trailer on their driveway. At this point, Mr. Haber did not feel that the Board was in a position to make a formal decision and it made sense to have staff to continue discussing the issue to get a better understanding of what was needed to accommodate the disabled person's needs before making a determination.

Resident (Joe Desena, Highland View Drive) felt passionate about the matter and did not mean to sound threatening in his emails. He did not feel that there was an issue with the drainage and provided pictures of the ramp and the channel for drainage. The ramp was not permanent, but was too heavy for him to move it when his daughter, who was disabled, needed to use the wheelchair. There was no walkway for her to use, so the only way off of his property was the driveway, which had a high curb that was difficult to get the wheelchair around. He had a low trailer that he used to deliver equipment to companies that cracked the sidewalk and asked if it was his responsibility or CDD property. The ramp stopped the trailer from cracking the



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sidewalk. Mr. Sevestre appreciated the resident for attending and would have the District Engineer evaluate the area and proceed from there.

Mr. Jacques was working with the District Engineer on an erosion issue between 849 and 853 Eagle Point Drive. There was erosion in their backyard from a retention pond that borders the golf course and was significant enough that a fence was starting to erode below where the concrete of the fencing was and tree roots were causing 6 to 12 inches of empty void space. They were getting a proposal for the next meeting to fix it and prevent it long-term from happening again. Mr. Williams asked what was causing it. Mr. Jacques believed there was a drainage issue.

Mr. Jacques hoped to get some of the sidewalks fixed that were posing tripping hazards due to trees starting to uproot the panels and asked if the Board wanted to do one section at a time or all at once. Ms. Webb suggested asking the contractor currently repairing a sidewalk for their recommendation. Mr. Jacques noted that the worst areas were on Eagle Point Drive. Mr. Williams preferred to identify all of the issues and categorizing them into severe, moderate and ones to watch over time, obtain proposals and budget for it. Mr. Sevestre requested proposals on handling the tree roots.

Mr. Williams reported a hedge on Stonehedge Trail that was full of weeds and several dead plants. According to their contract, Duval Landscape was supposed to replace the dead ones. Mr. Jacques requested that Duval Landscape address these items as well as pull ginger roots, spray for weeds and replace new plants. Every time he was told that they were having a hard time getting the plants and would have them in March, but never received an update. Mr. Williams had a high expectation that these beds should be taken care of since they spent a great deal of money on them and asked what the Board could do to manage them. Mr. Laughlin stated in other Districts, they sent letter of deficiencies withholding payment. Mr. Williams was in favor of sending one to Duval Landscaping and requested that a representative attend the next meeting and future meetings.

<p>On MOTION by Mr. Williams seconded by Mr. Sevestre with all in favor sending a letter of deficiency to Duval Landscape with the intent to withhold payment was approved.</p>
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Mr. Williams requested that FPL look into adding lights from Eagle Point Drive to Stonehedge Trail.

**2. FPL Pole Location**

This item was discussed under the Third Order of Business.

**3. Amenity Center Enhancement Project**

This item was discussed.

**TWELFTH ORDER OF BUSINESS**

**Supervisors' Request**

Mr. Sevestre felt that Mr. Jacques was doing a great job.

**THIRTEENTH ORDER OF BUSINESS**

**Public Comments**

Resident (Kurt Radecki, Stonebridge Path Court) voiced concern about lights on the field shining into his house. Mr. Jacques stated that it would not be addressed until the Amenity Center lighting project was completed. Mr. Radecki was originally told that the area behind his property belonged to the golf course, but was actually CDD property. It was an eyesore. Mr. Laughlin asked Mr. Radecki to send him photos. Mr. Jacques explained that because it was not known who the property belonged to, the bushes were left unkempt and used as a buffer from the field and offered to discuss this with the landscaper on how to improve the area. Mr. Williams noted there was no CDD irrigation in that area and requested recommendations from Verdego.

- **Supervisors' Request** (*Item 12*)

Mr. Williams noted that residents were doing independent surveys and requested another survey to the neighborhood on what residents would like to see, including a question on the basketball court lighting. Mr. Sevestre was accused by a resident of making a petition a public record, but the resident made it public and he was not accountable. Mr. Laughlin confirmed that all phone calls, texts and documents were a public record.

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

- A.     Approval of Minutes of the January 20, 2022 Meeting**
- B.     Balance Sheet as of February 28, 2022 and Statement of Revenues & Expenditures for the Period Ending February 28, 2022**
- C.     Check Register**

Mr. Laughlin presented the minutes of the January 20, 2022 meeting, February 28, 2022 Balance Sheet and Statement of Expenditures and Check Register in the amount of \$116,734.78 for the General Fund and \$120,203 for the Capital Reserve Fund.

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

**FIFTEENTH ORDER OF BUSINESS                      Next Scheduled Meeting – April 21, 2022  
@ 6:00 p.m. @ St. Johns Golf & Country Club Meeting Room**

Mr. Laughlin announced the next meeting date and time.

**SIXTEENTH ORDER OF BUSINESS                      Adjournment**

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

DocuSigned by:  
*Daniel Laughlin*  
Secretary/Assistant Secretary

DocuSigned by:  
*Robert Sewestre*  
Chairman/Vice Chairman