

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, May 19, 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 <i>by phone</i>	Chairman
Kyle Williams	Vice Chairman
Brad Weger	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
Jennifer Harmon	Beachside High School Swim Team
Residents	

The following is a summary of the actions taken at the May 19, 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*)

Mr. Laughlin opened the public comment period. Ms. Cathy Thompson of 1176 Eagle Point Drive and Mr. Michael McCormick of Remington Court were not in favor of the Beachside High School Swim Team using their pool. Ms. Thompson was a lap swimmer and could not use the pool on Saturday mornings as the Stingrays Swim Team were using it. Mr. Milford Rathjen of 813 Hampton Crossing Way suggested that one lane remain open for residents when swim

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teams were using it. Mr. Ralph Darling, 1929 Glenfield Crossing Court, questioned the parking during swim meets, whether the school would supervise the swimmers, particularly after practice when they had access to their facilities, and providing compensation. Mr. Laughlin closed the public comment period.

- **Discussion of Pool Use for Beachside High School Swim Team** (*Item 4*)

Ms. Jennifer Harmon, the new Athletic Director of Beachside High School, introduced herself. They were in the process of hiring a swim coach. The majority of the swim team participants were residents of Sampson Creek as well as surrounding neighborhoods. Because they did not have a pool or access to the county pools, they were requesting use of Sampson Creek's pool early in the morning or whatever put the least amount of stress on residents to practice and to host one swim meet. They were willing to open one lane to residents. Their season starts on August 1st and runs through mid-October.

Discussion ensued and the Board questioned the length of practices, staff supervision at practices and number of participants. Ms. Harmon stated that they planned to have practices for 90 minutes, from 6:15 a.m. to 7:45 a.m. No sports were allowed to have practices without coach supervision and they would provide financial compensation, based on what other schools were paying. In the past, Bartram Springs had 25 girls and 25 boys on their Swim Team, but Ms. Harmon anticipated that they would have not more than 30 kids. Mr. Williams asked if there were limitations on operating hours with the pool because of their certification with the county. Mr. Haber advised if there were no lights on the deck, the pool must be closed 30 minutes after sunrise. Ms. Webb was open to having the Beachside High School Swim Team use their pool in the morning. Ms. Harmon needed a few weeks to go through the interview process for a coach and would be happy to bring the new coach to meet with the Board. Mr. Williams requested a proposal on the number of participants and a schedule. Ms. Harmon would not have any firm numbers until August 1st. Mr. Sevestre requested tabling this matter until there was full Board review of the details. After further discussion, this item was tabled.

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THIRD ORDER OF BUSINESS

Consideration of Resolution 2022-03, Approving the Proposed Budget (*will be sent under separate cover*) for Fiscal Year 2023 and Setting a Public Hearing Date for Adoption

Mr. Laughlin presented Resolution 2022-03, which was included in the agenda package and the Proposed Budget for Fiscal Year 2023, which was distributed to the Board. The public hearing would be held 60 days from now on July 21st. There were some increases in the budget, but these were balanced with other line items that were under budget as well as a carry forward surplus, so there was no increase in assessments.

On MOTION by Mr. Williams seconded by Ms. Webb with all in favor Resolution 2022-03 Approving the Proposed Budget for Fiscal Year 2023 and Setting the Public Hearing for July 21, 2022 at 6:00 p.m. at this location was adopted.

FOURTH ORDER OF BUSINESS

Discussion of Pool Use for Beachside High School Swim Team

**This item was taken out of order.*

FIFTH ORDER OF BUSINESS

Discussion of FPL Easement Request

Mr. Sevestre tried to contact Florida Power & Light (FPL) today and was waiting for a return call. He wanted them to look at underground wiring because the Board did not want a line to run across the front of Sampson Creek and would contact Beaches Energy who owned the right-of-way (ROW) that crossed Leo Maguire Parkway. Mr. Haber stated if FPL paid the appraised value of the property, they would buy the rights to do it their way, but if Mr. Sevestre negotiated, FPL could do an installation that was more expensive and Sampson Creek would not get the compensation, but FPL would use the property in a way that was acceptable to the Board. There was consensus from the Board for Mr. Sevestre to continue negotiating with FPL.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

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Engineer

Mr. Acree was struggling to get a contractor to provide a bid on the Eagle Point pond erosion issue. Everyone was busy, but he was expecting one next week and had feelers for two additional bids.

Ms. Webb requested an update on the damaged cart path behind the playground. Mr. Haber reported that the golf course had an obligation to repair it and the question was when, but the CDD could enforce their obligation to do it. Ms. Webb recalled that the golf course was going to contribute money. Mr. Haber stated that the golf course had two options; they had an easement, giving them the right to use the cart path, but if they used it, they had the obligation to maintain it. The easement was recorded in the public record, but the question was whether it was assigned to the golf course. If not, the District had the right to make any improvements to the cart path and inform the golf course that they could not use the cart path unless they made a contribution. The golf course decided to fulfill their obligation under the easement to maintain the cart path. Mr. Jacques provided contact information to the golf course for a contractor but had not heard anything. Mr. Sevestre recalled that the golf course was going to review the damaged sections of the cart path. Mr. Jacques would follow up.

C. Manager – Report on the Number of Registered Voters (1,908)

Mr. Laughlin reported 1,908 registered voters in the District according to the St. Johns County Supervisor of Elections as of April 15, 2022.

D. Amenities & Recreation Manager – Reservation of Tennis Courts for Summer League

Ms. Trivelpiece presented the Amenities & Recreation Manager Report, which was included in the agenda package. The lifeguard schedule was switched to the first week of June, seven days per week from 11:00 a.m. to 7:00 p.m. Summer camp was starting. No Trespassing signs were installed around the facility and No Golf Cart Parking signs near the basketball court. The new Wi-Fi was up and running around the pool. Signs were posted. The sound system was in the final stages of being completed. Ms. Webb asked if they could use the new sound system for the Saturday morning swim meets instead of bringing in speakers. Ms. Trivelpiece noted it was not operating because they were waiting for parts.

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Ms. Trivelpiece submitted a request from the summer league to use three of the four tennis courts on three separate Thursdays from 9:00 a.m. to 11:00 a.m. Resident Ms. Tracy Yuro noted that 80% of the participants lived in the community. The tennis courts that they normally use were being resurfaced. Ms. Webb asked if anyone ever reserved their courts. Ms. Trivelpiece stated that no one ever reserved the courts before as it was first come-first serve. Mr. Weger suggested having the participants sign a waiver. Mr. Weber recommended that non-residents sign the waiver, which he would draft and that the Board take formal action on this request. As soon as Ms. Yuro had a schedule, she would provide to the Board. Discussion ensued.

On MOTION by Ms. Webb seconded by Mr. Weger with all in favor the reservation request for the summer league to use the tennis courts, subject to non-residents signing a waiver was approved.

Ms. Trivelpiece requested that the Board consider a new air conditioner for the meeting room, as the original unit could not be repaired. She obtained a quote for \$10,750. Mr. Laughlin stated that Mr. Haber would determine if this expenditure could be paid out of construction funds, since it was an improvement to the Amenity Center. Discussion ensued.

On MOTION by Mr. Williams seconded by Ms. Webb with all in favor the proposal for a new air conditioner for the meeting room in the amount of \$10,750 was approved, subject to verification of this expenditure being paid out construction funds or the General Fund.

E. Operations Manager - Report

Mr. Jacques presented the Operations Manager Report, which was included in the agenda package. There were many incidents and delays. One pole did not have a fixture, due to it being damaged upon arrival. It was reordered and Beacon Electric was waiting for it to be delivered. Ms. Webb asked if Beacon Electric was paid for the project. Mr. Jacques stated once the fixture arrived, the invoice would be paid. The Amenity Center Landscape Enhancement Project was still underway. Two or three weeks ago, the Project Manager left the company, leaving everything at a standstill. There was now a new Project Manager, which Mr. Jacques was

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working closely with. All of the plant material was removed from the front and was now bare, at this point in time. Everything will be ordered by tomorrow and should be installed at one time next week.

Mr. Williams asked if the Magnolia tree would be removed. Mr. Jacques stated that they decided to keep it. Mr. Williams questioned the corner area by the soccer field, as it was unappealing. Mr. Jacques stated this area was included, but one spot along the pathway going into the Fitness Center, that had Fakahatchees, would not be removed. If the Board wanted the landscaping to be removed and new plants installed, he could add more plants to make it consistent. It was not a large area and, in his opinion, would not take away from everything that was being done. Mr. Williams and Mr. Weger would like to see this. Mr. Jacques would take pictures upon completion and send to the Board to provide input.

Mr. Jacques met with three companies that provided proposals for the sidewalks and received one proposal, was expecting the second one today and the third one in a couple of weeks, as he met with them this morning. The final numbers and a possible start date would be provided to the Board at the next meeting. Mr. Jacques contacted five companies to repair the cracks on the Splash Pad surface area and met with two but had not received quotes. One was having material issues and the other was providing samples of what they would be installing. Ms. Webb asked if they could install a rubber surface. Mr. Jacques requested proposals to match what they currently had and for rubber material. Ms. Webb asked if the company that installed the original surface provided maintenance. Mr. Jacques was not able to get in touch with the prior contractor. Regarding the slide tower and supporting structures, Mr. Jacques contacted three companies and heard from one who recommended another company. Most companies were six to seven months behind and was waiting for one company to provide a proposal.

Regarding the soccer field, Mr. Jacques reported that Duval Landscaping replaced seven irrigation heads and two valves. There were still some areas that they were not happy with, which Mr. Jacques was working with Duval Landscaping on and the golf course to increase water levels on the field. It would now be watered five days a week to get it back to where it should be. A resident who was experienced in golf course landscape maintenance, pointed out an area by the goal and the volleyball courts that had dead grass. It could be a possible neo toad infestation. The pesticide, which they must place into the root system to kill everything around it, was expensive, up to \$1,500 per gallon. He was working with Duval Landscaping to get a soil

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sample and with the golf course on a less expensive pesticide. Mr. Williams requested that a sample area be sprayed. Mr. Jacques would speak with Duval Landscaping about it and about several holes on each side of the soccer field. The golf course was filling in the holes with sand, but this was a temporary fix as the sand could be washed out, so they were looking at filling the holes with sod. They must close off a portion of the field to prevent anyone from disturbing it. Mr. Williams was in favor of closing off the area. Once it was the right time to fill the holes, Mr. Jacques would obtain proposals.

Mr. Williams asked if Duval Landscaping was still doing plant replacements as several plants died. Mr. Jacques noted that one corner on St. Johns Golf Drive that was completely fried out that would be replaced and was verifying if there were any irrigation issues. A couple of heads on Leo Maguire Parkway still needed to be replaced, especially by Eagle Point Drive, where the Loropetalum needed to be replaced. It was a constant battle to get that area to take. Mr. Williams noticed several areas on the right side on Stonehedge Trail that needed to be replaced. Mr. Jacques stated that a good amount was replaced last week on Stonehedge Trail and would see what was taken out and still needed to be replaced. In his opinion, it was getting better.

SEVENTH ORDER OF BUSINESS**Supervisors' Request**

Ms. Webb requested that Mr. Jacques look at the street signs as many were illegible and needed to be replaced. Mr. Weger was leaving for eight or nine months on June 9th but wanted to remain on the Board. Mr. Haber announced the qualifying period for seats that were expiring this November, was the week of June 13th. Mr. Laughlin would send a reminder email to Mr. Sevestre, Mr. Williams, and Mr. Patterson regarding their expiring seats.

EIGHTH ORDER OF BUSINESS**Public Comments**

Ms. Sabrina Rathjen of 813 Hampton Crossing Way asked if someone could mow Eagle Point Drive between Forest Glen Way and Chelsey Circle. Mr. Graham Leary of 212 St. Johns Golf Drive provided pictures showing the impact the lights had on his home and requested the Board's assistance for covers on the lights. Mr. Williams noted that he had a pole in front of his house and the light cast additional light into his house. Mr. Michael Yuro of 1001 Meadow View Lane supported the Beachside High School Swim Team using their pool and appreciated

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their willingness to work with the community but was against spending \$10,750 for an air handler for the meeting room as a new air conditioner for a larger area cost \$3,500.

Mr. Yuro asked if the CDD paid \$65,000 for a portion of the parking lot landscaping as it looked horrible. Mr. Haber noted that a permanent easement was recorded against the parking lot and each party was obligated to pay. Mr. Yuro felt that the District should maintain it or stop paying their portion. Mr. Weger recalled CDD staff having several conversations with the golf course about trees on their property that overhang the sidewalk. Mr. Haber believed that the \$65,000 was for maintenance, but if the Board was dissatisfied with their maintenance of the parking lot, the CDD had every right to withhold payment. Mr. Laughlin confirmed that the \$65,000 was for the golf course to maintain all Bermuda turf areas and would look into this.

Ms. Webb requested another estimate for the air handler. Mr. Williams felt that \$10,750 was accurate but questioned whether it was a commercial unit or residential unit. Ms. Trivelpiece explained that the \$10,750 was for the material and labor to replace a 5-ton condenser unit and air handler with a new Bryant 5-ton 15 Seer unit with refrigerant and air handler. Mr. Haber suggested that the Board reconsider the prior motion and set a not-to-exceed amount of \$11,000 and authorize a Board Member to work with Ms. Trivelpiece on obtaining bids and approving the final amount. Ms. Trivelpiece voiced concern that they were paying \$1,000 every three weeks to repair the current unit. Ms. Webb volunteered to work with Ms. Trivelpiece.

<p>On MOTION by Mr. Williams seconded by Ms. Webb with all in favor amending the prior motion for the purchase of a new air conditioner for the meeting room to approve a not-to-exceed amount of \$11,000 and for Supervisor Webb to work with Ms. Trivelpiece on the purchase was approved.</p>

Residents commented about Beachside High School needing a pool to use for practice and the county coming up with a solution. Residents should not have to provide a place for them to practice. It was noted that a lap lane was designated for community members.

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NINTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of Minutes of the April 21, 2022 Meeting**
- B. Balance Sheet as of April 30, 2022 and Statement of Revenues & Expenditures for the Period Ending April 30, 2022**
- C. Check Register**

Mr. Laughlin presented the minutes of the April 21, 2022 meeting, April 30, 2022 Balance Sheet and Statement of Expenditures and Check Register in the amount of \$60,080.42.

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

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – June 16, 2022
@ 6:00 p.m. @ St. Johns Golf & Country
Club Meeting Room**

Mr. Laughlin announced the next meeting date and time.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Webb seconded by Mr. Weger 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