

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, March 25, 2015 at 6:00 p.m. at the Swim Club Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

Present and constituting a quorum were:

Tracy Hayes	Chairman
Pamela Watt	Vice Chairman
Steve Sharpe	Supervisor
Shawn Murray	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel
Mike Yuro	Operations Manager
Jill Flores	Art of Living Director

Also Present:

Charles Sheppard	Community Advisors
Kevin Mulshine	MGS Capital Markets, LLC
Mike Serra	First Place Fitness

The following is a summary of the minutes and actions taken at the March 25, 2015 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Oliver called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

Public Comment

There were no comments from the public.

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the February 16 ,
2015 Meeting**

Ms. Watt stated she liked the abbreviated version.

On MOTION by Ms. Watt seconded by Mr. Hayes with all in favor the Minutes of the February 16, 2015 meeting were approved as published.

Note: Mr. Oliver requested that the Board go to Item VIII – Requests of Use of Sports Field, at this point in the meeting.

EIGHTH ORDER OF BUSINESS

Requests for Use of Sports Field

A. Flag Football Practices

Ms. Flores stated the request was for I9 to use the soccer fields, use of half the fields Thursdays from 6:00 to 7:30 starting now through April 30, and only one resident is on the team. The request was disapproved due to low resident participation on the team.

B. Rotary Club Cornhole Tournament

Mr. Oliver stated the Rotary Club Cornhole Tournament held last year was very successful, and this is the time to consider their request for a second annual cornhole tournament. Last year had about 80% to 90% residents in attendance. The tournament is not exclusively for residents, but the majority who attend are residents, and it is a fundraiser.

On MOTION by Mr. Murray seconded by Mr. Hayes with all in favor the Rotary Club request for the 2nd Annual Cornhole Tournament fundraiser was approved.

The board discussed the requirements for honoring requests to use the fields, and the rule of thumb is that resident requests for team use/special events of the field will require at least 51% (majority) of team/event attendees be comprised of residents.

FOURTH ORDER OF BUSINESS

Consideration of Investment Banking Agreement with MBS Capital Markets

Mr. Haber stated this is an agreement I have reviewed and am comfortable with the terms. MBS has entered into this agreement with a number of Districts across the State of Florida. Federal law requires that before underwriters can make a presentation about potential

options for refunding, they must have a contract with the unit of government, which is why the agreement is presented to the Board before any presentation can be made. Approval of the agreement will allow Mr. Mulshine, with MBS Capital Markets, to make the presentation about several options for the refunding of the District's existing bonds. Paragraph 3 of the agreement gives the District the right to terminate the agreement without cause upon written notice to the non-terminating party, so after Mr. Mulshine makes his presentation, you have the right to terminate the agreement without any obligation to MBS Capital Markets for anything that takes place today. It is a formality that allows Mr. Mulshine to make his presentation, and after that is done, the agreement can be left in place or terminated.

On MOTION by Mr. Hayes seconded by Mr. Sharpe with all in favor the investment banking agreement with MBS Capital Markets was approved.

MBS Capital Markets will develop refunding scenarios, and Mr. Kevin Mulshine will make his presentation at the next meeting.

FIFTH ORDER OF BUSINESS

Update Regarding Bond Refunding Opportunities.

Mr. Oliver stated this will be discussed at the next meeting.

SIXTH ORDER OF BUSINESS

Presentation of Preliminary Draft of Updated Capital Reserve Study for Upcoming Repairs and Replacements

Mr. Charlie Sheppard of Community Advisors gave the update on the Capital Reserve Study. He presented a draft update that included an inventory of everything the District owns or maintains. The board reviewed the draft of the update, which set funding targets for repairs and replacements of District's capital assets. After final comments are received, Mr. Sheppard will run models and come up with a funding plan.

SEVENTH ORDER OF BUSINESS

Discussion of Fitness Equipment Repairs and Replacement

Mr. Oliver stated there have been ongoing problems with the fitness equipment. Several have had to be replaced and they have frequently been down for repairs. Jill Flores has started the process of looking at different fitness options.

Ms. Flores passed out material on different treadmill models and costs from three different vendors. She introduced Mike Serra of First Place Sports. His company is in charge of maintaining the equipment.

Mr. Serra stated this District has a highly used fitness center, but the equipment is not holding up, and he thinks the treadmills are ready to be replaced. The ellipticals might can go another year, but they, too, will need to be replaced. The recumbent bikes are okay, and the strength equipment is okay. The warranties are up on the treadmills. Mr. Serra recommended the Spirit CT 850 treadmills, which will hold up under a lot of use and has a great warranty. They have a bracket for a TV, but the TV is not included.

After discussion, the board decided to authorize the replacement of all five treadmills with the Spirit CT 850 model.

On MOTION by Mr. Hayes seconded by Mr. Sharpe with all in favor to purchase five Spirit CT 850 treadmills and TVs NTE \$20,000 was approved.

Mr. Haber stated the old treadmills can be declared as surplus, therefore, they can be disposed of via auction or donation.

On MOTION by Mr. Hayes seconded by Ms. Watt with all in favor to declare the old treadmills as surplus property was approved.

Mr. Hayes will work with staff regarding the disposition of the existing treadmills that are experiencing significant down time and maintenance costs.

EIGHTH ORDER OF BUSINESS

Requests for Use of Sports Field

This item was discussed before the 4th Order of Business

NINTH ORDER OF BUSINESS

Review of the Resident Survey

Ms. Flores went over the results of the resident survey. She presented a document to the board that included a Table of Contents, an Executive Summary, the actual questions with responses by percentage, and the comments that were provided by the residents. Ms. Flores stated future surveys will include addressing the tennis facilities, more quantitative data being gathered, and noting the monetary values when asking the residents about upgrades. The results will be made available on the District website.

TENTH ORDER OF BUSINESS

Update Regarding Internet and TV Services at Amenity Center

There is no update on this item at this time.

Litestream has been paid through the end of April. Unless a contract has been negotiated with Litestream or Comcast, there will be no service after April 30. Supervisor Paul Armstrong is the lead supervisor on this issue, but if he is not available, Supervisor Pam Watt is the alternate contact.

ELEVENTH ORDER OF BUSINESS

Other Business

Ms. Watt stated at the last meeting, she was authorized to spend \$3,000 on the pool restrapping the chairs and getting some umbrellas. I spent \$1,565 getting the chairs restrapped, but nothing has been done with the umbrellas. After discussion, it was decided to buy freestanding umbrellas with stands.

Ms. Watt stated the fitness center needs more attention, and she would like to consider in the future having someone on site 20 hours a week to keep the facility up to par.

Mr. Yuro stated I have recently hired somebody whose focus part-time is up here at the facility with the goal of staff identifying and correcting any issues before residents or other board members have to notice something. The cost of this will come out of the lump sum already being paid.

TWELTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Haber had no report.

B. Engineer/Property Manager Report

Mr. Yuro stated he has a resident request for an easement. At 1937 Glenfield Crossing, there is a 20' drainage easement, 10' on each lot. The resident is asking for either an elimination or reduction of that easement. The resident does not believe there is a stormwater pipe in that easement. Mr. Yuro looked at the engineering plans and confirmed there is no stormwater pipe down that easement. The easement is there for access, but it is not usable for maintenance personnel because of a bulkhead with a fence at the end of the wall. The bulkhead is on District property and is owned by the District, so in the event something were to happen to that bulkhead, the District would need access to the pond. Mr. Yuro's recommendation is to maintain an easement there, but it would be reduced in width to a minimum of 12'. The resident that is making the request could then have the easement on his lot reduced from 10' to 6'. The recommendation is to allow the reduction of the easement from 10' to 6' on Lot 27. Also, at the back of the resident's house, there is an approximately 20' strip of land from the bulkhead to where the technical back of his property starts. The resident asked me if that area can become part of his lot. He is maintaining it. It is Mr. Yuro's opinion that the board needs to maintain control of that property for future maintenance if necessary.

Mr. Haber stated you can deed that property and have access rights to the property, which would allow maintenance. The strongest property right is ownership, and that is what the District has. My recommendation is access should be maintained between Lots 27 and 28. The board can consider reducing the easement from a total of 20' to what would ultimately be a total of 12', six feet on each property instead of ten feet on each property. That will provide the owner with more land to work with, and 12' would be enough to get big machinery back there and a dump truck as necessary.

<p>On MOTION by Mr. Hayes seconded by Mr. Murray with all in favor to reduce the width of easement between homes from 10' to 6' and transfer the portion of District area to resident was approved.</p>

Mr. Yuro stated he was asked to look at getting a hitting backboard for practice. The cost is from \$4,000 to \$6,000. Regarding the picnic tables, they will not be replaced under warranty. The cost to replace them with the same type of coating is \$695 each, which is a good price. To refurbish them would cost several hundred dollars per table, but they would not look like new tables. Another option would be a different style with recycled material, and prices will be obtained for the next meeting.

Mr. Yuro talked about pedestrian crosswalks. He provided a map of all the pedestrian crossings. There are five locations in the neighborhood that Mr. Yuro would consider for pedestrian crossing, which are areas where a sidewalk crosses the road at a non-stop condition. Mr. Yuro provided documentation to the board, which included an estimate based on previous signage and markings done in the past. Other pages included examples of how the crossings should be marked, which would be with pavement markings and signs. Mr. Yuro stated the cost would be \$2,350 for the location of the signs and pavement marking based on previous work completed.

After some discussion, the board decided to install one crosswalk with signage at St. Johns Golf Drive near the soccer field.

On MOTION by Mr. Sharpe seconded by Mr. Hayes with all in favor to install a crosswalk and signage at St. Johns Golf Drive near the soccer field was approved.

Mr. Yuro stated at the last meeting Valleycrest provided some budget numbers for improvements at some of the intersections and by the tennis courts. He presented to the board a proposal from Valleycrest for the improvements along with some photos.

After discussion, the board decided to do landscape improvements to certain entry areas but not the main entry at CR 210/Leo Maguire until construction is completed. Also, St. Johns County has to fill their contractual obligation to bring the impacted area back to original or better condition.

On MOTION by Mr. Sharpe seconded by Mr. Hayes with all in favor for landscape enhancements at neighborhood entry areas and other common areas throughout the community except for main entrance No. 1 and the main monument sign was approved.

C. Manager

Mr. Oliver stated a special meeting is to be scheduled to discuss the budget and finance matters. The board decided to meet on April 22, 2015 at 6:00 p.m.

D. Art of Living Director

Ms. Flores presented her report located in the agenda package. The Spring Break Kick-Off party had to be rescheduled to April 2, 2015.

Mr. Hayes asked that a sign be posted in the fitness room asking patrons to report equipment and other fitness problems on the website.

Ms. Flores reported that a feedback button has been put on the website. Staff will promote use of the website and SJGCC smart phone app for information dissemination and resident information requests/concerns/issues. An eblast will be sent to the residents informing them of the website and how they can post their complaints and concerns. Ms. Flores will investigate receiving complaints via an app. Security issues were discussed, and Ms. Flores will add Giddens contact information to the app.

THIRTEENTH ORDER OF BUSINESS Supervisors Requests

Ms. Watt stated the fitness center is very dirty, especially the machinery, and a thorough cleaning of all parts of the machinery is needed on a more frequent basis. Mr. Yuro will look into the matter.

There was a question on the status of the fan blades. Mr. Yuro reported finding fans that were close but did not match the same color, and he recommended replacing all four fans. There was discussion of purchasing replacement fan blades, and Mr. Yuro will research that option.

FOURTEENTH ORDER OF BUSINESS Audience Comments

An audience member asked about streetlights and who is responsible for them. Trees are growing up around the lights. FPL will be contacted so a consultant can come out and make recommendations.

Another audience member asked if there would be any consideration for allowing residents only to utilize the front lakes for fishing. This issue will be tabled until another meeting.

FIFTEENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures for the Period Ending February 28, 2015

Mr. Oliver stated you have the unaudited financials through February 28, 2015. There are no unusual variances.

B. Check Run Summary – General Fund

On MOTION by Ms. Watt seconded by Mr. Murray with all in favor the Check Run Summary was approved.

C. Special Assessment Receipts

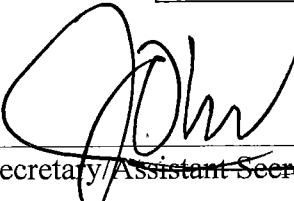
Mr. Oliver stated in your agenda package is the assessment receipt schedule. You are 94.78% collected.

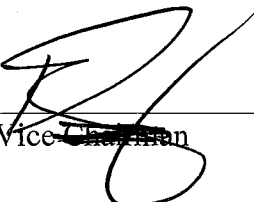
SIXTEENTH ORDER OF BUSINESS Next Scheduled Meeting

Mr. Oliver stated the next meeting is April 22, 2015 at 6:00 p.m., and it will be the budget and finance meeting. The next regular meeting is May 27, 2015 at 6:00 p.m.

SEVENTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Murray seconded by Mr. Hayes with all in favor the meeting was adjourned.


Secretary/Assistant Secretary


Chairman/Vice-Chairman