

MINUTES OF MEETING
SAMPSON CREEK COMMUNITY DEVELOPMENT DISTRICT

The continuation of the September 23, 2015 meeting of the Board of Supervisors of the Sampson Creek Community Development District was held on Wednesday, October 28, 2015 at 6:00 p.m. at the St. Johns Golf & Country Club, 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
Paul Armstrong	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel (by phone)
Mike Yuro	Operations Manager
Jill Flores	Amenities and Recreation Manager
Rich Whetsel	GMS/Riverside Management Services
Sean Hogge	Riverside Management Services
Paul Basham	Basham and Lucas Design Group

The following is a summary of the minutes and actions taken at the October 28, 2015 continued 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 being none, the next item followed.

THIRD ORDER OF BUSINESS

Consideration of Landscape Maintenance Proposals

Mr. Oliver stated at the last meeting, the board approved the scope of services the Operations Manager put together. Mr. Yuro has secured proposals.

Mr. Yuro stated a spreadsheet was sent out to the supervisors. Seven companies were contacted, and three said they would not submit a bid. Precision Turf submitted a proposal but then notified Mr. Yuro they were withdrawing the proposal. Proposals were received from Duval Landscape, Davey Tree, and Austin Outdoor. The proposers gave 1, 2, and 3-year price options and listed their experience. Mr. Yuro has not had any experience with any of the proposers since being at this location, but has been around several areas they have serviced. From his observation, there are none that he would not be impressed with.

Mr. Hayes asked the representative from Duval how his price can be almost 30% less than the others.

The representative responded they have bid on the last few solicitations, and have spent a lot of time taking accurate measurements of square footage, flower counts, mulch counts shrub counts, and ornamental counts. Our goal was to be 30% less and also give you an accurate bid.

The board discussed the proposals and decided to defer the decision to allow for the supervisors to conduct reference checks and due diligence visits to other sites maintained by the proposers.

FOURTH ORDER OF BUSINESS

Ratification of Agreement for Architectural Services for Architectural Services

Mr. Oliver stated the board went through the Request for Qualifications process, you had two responses to that request, you ranked those qualifications and picked Basham and Lucas as #1. There was no protest filed, so we negotiated with them and got their rates. We prepared the contract and had the Vice Chair execute the contract to the architect could start work. The contract is being brought to the board for ratification.

On MOTION by Ms. Watt seconded by Mr. Hayes with all in favor to ratify the agreement with Basham Lucas for Architectural Services was approved.

Mr. Basham stated he is here to listen to the needs and wants from the board and residents.

FIFTH ORDER OF BUSINESS

Discussion of Potential Capital Projects

Mr. Hayes stated we have a working group of 16 members, and they have met three times and put together a presentation for the board.

Ms. Jennifer Hayes gave a presentation on behalf of the self-formed group of residents – the SJGCC Pool Committee. She outlined the meeting process to date, and stated at least two more meetings are scheduled. The meeting dates will be publicized. Ms. Hayes' presentation outlined a broad range of homeowner suggestions. The group's priorities are shade structure, zero entry pool, pool furniture, and upscale landscape.

There was discussion between the board, audience, and architect. Discussion included the fact that a zero entry pool would be better as a separate water body feature instead of making the existing pool a zero entry pool. The architect will use concepts discussed to fine-tune conceptual plans. Cost estimates will be developed.

SIXTH ORDER OF BUSINESS

Update and Actions Regarding Series 2006 Bond Refunding

Mr. Oliver discussed the refunding process and stated this series of bonds has a call date of May 1, 2016. Once the CDD is within the 90-day window of the first option of refunding, which would be February 1, the bonds can then be refunded. Assessment process will begin at the December meeting with the goal of a public hearing late January/early February and subsequent closing. The bond proceeds can be used only for projects listed on the Engineer's Report. The project list is approved in substantial form and can be changed during the process.

SEVENTH ORDER OF BUSINESS

Consideration of Renewal of Jani-King Agreement for Janitorial Services

Ms. Flores discussed the renewal contract from Jani-King. The price remained the same at \$1,611 per month. The window cleaning will not be part of the contract. The board members

were emailed the scope of services that Jani-King will provide. Ms. Flores will explore window cleaning options.

On MOTION by Mr. Hayes seconded by Mr. Armstrong with all in favor to renew the agreement with Jani-King for janitorial services was approved.

EIGHTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

NINTH ORDER OF BUSINESS

Supervisors Requests/Audience Comments

Mr. Hayes mentioned dogs on the soccer field and at other events where there are a lot of kids around. He would like residents to be encouraged not to bring their pets to events. There was a situation with the swim platforms. He is concerned about there being no lifeguards since this is not swim season and there are no team meets or practices. Ms. Flores will work with James Zawacki of Sting Rays Swim Team in developing a draft policy for limited use of swim blocks by residents outside of swim team meets or practices, and the policy will be considered by the board.

Mr. Sharpe asked about the soccer goal being moved. Ms. Flores stated she spoke with the LPA girls' coach about not moving the soccer goal, and after their conversation the coach moved them again. The soccer goals were being dragged halfway down the field so they could utilize a space, and there is concern the fields will be torn up. Mr. Oliver will contact the LPA Soccer Commissioner regarding the coach's failure to comply after being verbally advised of policy violations.

Ms. Flores addressed the condition of the tennis courts, specifically Court #4. A representative from Welch Tennis came out to evaluate the courts. His professional opinion was that 90% of the courts are in great condition. The hairline cracks do not impede play. There is more algae present at Court #4. An option would be dig a trench around the court to help with drainage. The court can also be rolled and allowed to dry. The puddles in Court #4 will be taken care of when the court is resurfaced, and the court has another year of use before needing to be resurfaced. Ms. Flores will coordinate pressure washing of tennis courts, monitor algae buildup, and have cleaned as needed.

Audience Comments

An audience member asked about the utility boxes in the residents' yard, and if it is the homeowner's responsibility to make sure the utility company knows if they are opened or damaged. Mr. Yuro will coordinate an e-blast informing residents what actions to take and who to call when open utility boxes are observed.

TENTH ORDER OF BUSINESS


Next Scheduled Meeting

The board discussed the next meeting date, and it was decided to hold the meeting on Wednesday, December 16, 2015, 6:00 p.m. at this location.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Armstrong seconded by Mr. Murray with all in favor the meeting is adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman