

MINUTES OF MEETING
SAMPSON CREEK COMMUNITY DEVELOPMENT DISTRICT

A continuation of the June 16, 2016 meeting of the Board of Supervisors of the Sampson Creek Community Development District was held on Thursday, June 30, 2016 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
Steve Sharpe	Supervisor
Shawn Murray	Supervisor
Pam Watt	Supervisor

Also present were:

Jim Oliver	District Manager
Wes Haber	District Counsel (by phone)
Thomas Inman	District Engineer
Louis Cowling	Riverside Management Services
Leah Tincher	Art of Living Director
Mike Lucas	Basham and Lucas

The following is a summary of the actions taken at the June 30, 2016 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

A resident stated at the last meeting there was talk of a budget workshop in August. Has the board had any discussion or comment on some of the changes in the budget. There have been some pretty dramatic changes to certain line items. Mr. Oliver responded that will be discussed. Also, at the last meeting, trees were discussed, I asked if that would change the assessments. The answer was you didn't know. Since then, there has been an email sent out to

the community stating there will be no change. Mr. Oliver verified there will be no increase in assessments.

Mr. Oliver stated at the last meeting, there were comments about lake maintenance. Charles Aquatics has been maintaining the lakes, the board directed us to ask them to come to the meeting. Jim and Doug Charles are here tonight. They will give a brief introduction into how lakes are maintained, what some of the problems are, and how they are both reactive and proactive to deal with these problems. They will be available for questions from the board and audience.

Jim and Doug Charles briefed the board on conditions of ponds, factors contributing to algae blooms, and additional tools to combat algae blooms. Primary functions of retention ponds are pollution control and flood control. They are functioning perfectly with flood control. Regarding pollution control, over time the ponds get more and more nutrients from fertilizer and cut grass. Biological means, such as grass carp, are an effective way to fight pollution. Another way is physical removal, but that is very costly. There are new methods on the market for preventing algae, and aeration is another way. Charles Aquatics will provide proposals for alternative chemical treatments and installation of aeration system in the problem pond. An aeration system is less expensive than a fountain. Proposals will be considered at 7/21 meeting. Carp barriers to be replaced to prevent loss of carp used to combat algae.

THIRD ORDER OF BUSINESS

Discussion of Pool Renovation Project

Mike Lucas of Basham and Lucas and the board reviewed proposed scope of improvements. A new survey is a big part of the process. After that is received, the design can be finalized. Drafting of plans for solicitation of construction proposals is dependent upon completion of updated survey.

FOURTH ORDER OF BUSINESS

Discussion of Proposals for Survey Services

At the last meeting, the board saw the scope that the District Engineer Thomas Inman put together. The Engineer reached out to qualified surveyors, and two of the three proposals are in.

Mr. Inman provided the board with qualification statements from two surveying companies. The third will provide his proposal and qualifications by today. Mr. Inman

recommends selecting the lowest bidder. He has successfully worked with two of the bidders. He has not worked with the third bidder, but they do have a lot of experience. Mr. Inman will provide a recommendation to the board that will outline the fees for each of the surveyors and the time schedule. Mr. Oliver stated the two main factors for consideration are the price and schedule, and the proposals can be ranked based on those two components.

Mr. Haber stated the board can assign a number of points to each of the criteria – time and price – and his office and staff can assist to calculate which proposer has the lowest price and which has the quickest schedule. Whichever company has the highest point total will be the company you go with. Staff can apply that criteria and ultimately choose a proposer and get moving forward with the survey without having to meet. After brief discussion, the board decided time schedule should receive more points than price.

On MOTION by Mr. Hayes seconded by Ms. Watt with all in favor the process of ranking proposals for survey services and having staff move forward with the selection was approved.

All information will be brought to the next meeting, and the board can ratify the actions at that time.

FIFTH ORDER OF BUSINESS

Consideration of Series 2016 Requisitions

Mr. Oliver stated when you issued the bonds, you have construction funds. Anything related to construction will have a requisition come before you. The Engineer will certify that the funding is qualified for that particular expenditure. Mr. Oliver has provided an invoice to the Engineer from Basham and Lucas for \$600. It does meet the requirements, and a motion is in order to approve the requisition.

On MOTION by Ms. Watt seconded by Mr. Murray with all in favor the requisition from Basham and Lucas for \$600 was approved.

At this point in the meeting, Mr. Inman provided an update to the board on his meeting with SJC regarding tree removal. There is a difference between yard trees and street trees. Yard

trees are within the individual lots owned by the residents and are not protected by SJC. No permit is required to remove the trees. The trees that are in the right-of-way that were on the original approved civil engineering plan are protected. A permit is required to remove those trees. There may be some trees in the right-of-way that were planted after the engineering plans were approved, and those will not be protected. A copy of the county-approved landscaping plans for the community should be obtained. If trees that need removing are in the right-of-way, the CDD will have to apply to the county to remove those and mitigate for it.

SIXTH ORDER OF BUSINESS**Discussion of Security Enhancement**

Discussed fencing to block vehicular traffic from adjacent neighborhood into SJGCC via golf course owned access road. The board directed counsel to negotiate easement with golf course owner. If successful, the agreement will be considered at next meeting along with fence proposals.

SEVENTH ORDER OF BUSINESS**Discussion of Fiscal Year 2017 Budget**

Mr. Oliver stated the proposed budget was approved at the May meeting, and Public Hearing date was set for August 18, 2016. For the 6th year, assessments are flat, so there is no increase in O&M assessments. The feedback from the residents in general is to make tree trimming a periodic project and not an annual expense.

EIGHTH ORDER OF BUSINESS**Landscape Maintenance Update****1. Landscape Project at Front Entrance**

Mr. Cowling provided an update regarding community entrance landscaping project. Plant material is on hand and installation is in progress. Wiring for landscape lighting and outlets for holiday lighting is being coordinated. Installation of lights was deferred until options can be considered by board.

2. Trimming of CDD-Owned Street Trees

Mr. Hayes provided copies of emails from residents regarding the tree trimming. This is the third phase of the tree-trimming plan, which is to identify trees that need to be trimmed and

move forward with it. The first phase was a test program at the entrance and some common areas, and Phase 2 was for street trees fronting common areas. Trees will be tagged and residents notified of trimming schedule. Residents will have the opportunity to use same vendor to address their yard trees, at resident cost, which should be a reduced price since the vendor already has crew mobilized. Residents will negotiate directly with vendor.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Sharpe brought up the issue of security cameras. Mr. Oliver stated in the past, there were record keeping requirements when security cameras were used, but since then the legislature has adopted a law that says security camera footage can be kept confidential. It is not as open to public records requests as before.

The board discussed use of security cameras at community entrance capable of capturing license tag numbers on moving vehicles and at recreational and amenity facilities (upgrade to digital). Additional proposals to be obtained and will be considered at 7/21 meeting.

ELEVENTH ORDER OF BUSINESS

Audience Comments

An audience member mentioned our security service, and he is not seeing any in his area. He talked with the security company, who told the resident they are putting most of their focus in key areas like amenities. Mr. Cowling has been asked to start documenting problems and convey them to the security company.

There is a broken mirror in the fitness area, and Mr. Hayes will investigate what happened.

TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting

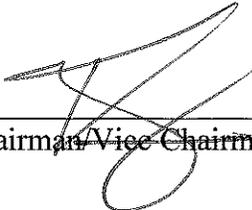
The next scheduled meeting is July 21, 2016 at 6:00 p.m. at this location.

THIRTEENTH ORDER OF BUSINESS Adjournment

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



Secretary/Assistant Secretary



Chairman/Vice Chairman