

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 16, 2024 at 6:00 p.m. at the St. Johns Golf & Country Club, Meeting Room, 219 St. Johns Golf Drive, St. Augustine, Florida.

Present and constituting a quorum were:

Mike Yuro	Chairman
Graham Leary	Vice Chairman
Mike Davis	Supervisor
Brad Weger	Supervisor
Lori Weitzel	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber <i>via phone</i>	District Counsel
Daniel Bauman	BrightView
Rodney Hicks	BrightView
Dan Fagen	Vesta Property Services
Jennifer Meadows	Vesta Property Services
Julie Tallaksen	Vesta Property Services
Residents	

The following is a summary of the actions taken at the May 16, 2024 Board of Supervisors of the Sampson Creek Community Development District meeting. Prior to Roll Call, Mr. Fagen of Vesta, announced that Mr. Douglas Macke, a team member, passed away a couple of weeks ago, due to a tragic automobile accident and requested a moment of silence.

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 no comments, the next item followed.

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THIRD ORDER OF BUSINESS

BrightView Landscape Update

A. Quality Site Assessment

Mr. Daniel Bauman of BrightView reported the following:

1. Maintenance was trimming vines back from the wood-line at the entrance, due to overgrowth.
2. Primrose branches that were rubbing up against the gutters on the building, were cut back.
3. Their crew was working hard on keeping Ligustrum hedges trimmed and manicured.
4. The mulching was almost completed, with the back left side and the back of the tennis courts remaining, which were scheduled for tomorrow. The truck could not reach with the hose and they had to use a wheelbarrow to install the sod.
5. The flowers were looking good and the next rotation was in June.
6. A proposal for sod repair was submitted, to replace dead sod in front of the tennis courts.
7. Their irrigation team was working on scheduling the soccer field irrigation.

Mr. Davis asked if it was the entire field. Mr. Bauman explained that it was part of the field. There was some rain, but it was showing some stress. They were tweaking the irrigation, to ensure that the outside perimeter was being covered. Mr. Leary asked if there was an update to the damage to the flower beds. Mr. Bauman indicated that the flowers were the Spring flowers and they could not get this variety at the moment, so the recommendation was to leave the flowers and install Summer flowers in June. Mr. Davis felt this made sense.

B. Proposal to Replace Sod by Tennis Court

Mr. Bauman presented a proposal from BrightView to repair sod around the tennis courts in the amount of \$1,733.16. Mr. Yuro agreed that the area looked bad and asked if this was an appropriate place for sod and if there was too much shade, which was why the trees was dying. Mr. Bauman noted there was some shade and towards the last group of tennis courts, there were overgrown hollies, which he recommended thinning out, to provide sun. Mr. Hicks explained that most of the sod died, due to a mainline break under a tree in the back of pool. Mr. Yuro asked if there was irrigation now. Mr. Hicks stated the tree was removed and the mainline was

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rerouted. Mr. Yuro questioned how the Board felt about sod in this area. Ms. Weitzel agreed that they needed sod there. Mr. Davis felt from a basic maintenance perspective, it made sense. Mr. Weger did not have a preference, but questioned if there was any thought to watching it or putting material that they would not have to water.

On MOTION by Mr. Davis seconded by Ms. Weitzel with all in favor the proposal from Brightview for sod replacements next to the tennis court in the amount of \$1,733.16 was approved.

Mr. Davis thanked BrightView for providing a calendar and requested that it be included in the agenda package. Mr. Laughlin would include it after the Quality Site Assessment.

FOURTH ORDER OF BUSINESS

Discussion Items

A. Pickleball Courts

Mr. Laughlin recalled that an electrician looked at the location for the pickleball courts and determined that there was accessible power. Mr. Masters confirmed that there was electricity and there were several options for an access system, such as an access card, punch pad, which residents could enter a code or a proximity reader, where residents use an app on their phone to open the gate and offered to have different companies come to a meeting and speak to the Board. Mr. Yuro pointed out that they exhausted all locations and options and the next step would be to obtain a proposal from the District Engineer to provide the design plans and requested that one be provided at the next meeting for the Board's review. Mr. Davis questioned what information they would receive in the design plan. Mr. Yuro estimated that it would cost between \$15,000 and \$30,000, as the District Engineer must prepare a design package, with 10 to 15 pages of plans with details and specifications, that would go to the county for permitting. At this time, all they had was a sketch. They could not get estimates from contractors until they had a complete set of plans. Mr. Davis felt that was a reasonable next step, but preferred communicating their intention to the residents that they were planning to build a pickleball court, as it was a new amenity space, that would cost a great deal of money, have some security challenges and trees that would need to be removed. Mr. Davis suggested staking out the area in the forest where construction was taking place and provide residents with a one sheet summary of the plan with a diagram and rough estimates, so residents could provide input. Resident Mike McCormick of

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604 Remington Court asked if there was a response to the survey that was sent out to residents. Mr. Yuro confirmed that there was a response, which should be in the minutes from the last meeting.

Mr. Yuro recommended between now and the next meeting, having the District Engineer provide a formal estimate on the preparation of the design plans, Mr. Masters provide further information on access control and place two stakes in the ground along the cemetery. Ms. Weitzel asked if there would be bathrooms. Mr. Laughlin pointed out there would be access to the bathrooms at the golf course. Mr. Davis voiced concern about additional traffic by the golf course. Mr. Yuro stated that there must be conversations with the golf course. Mr. Laughlin spoke to Mr. Ben Pasquith, who did not have any concerns; however, there could be an agreement. Mr. Yuro requested that an email blast be sent out to residents with the sketch and an invitation for residents to come to the next meeting. Mr. Laughlin suggested that the Board authorize a Board Member to work with staff on the email blast, bring it back to the next meeting or have staff send the email blast. Mr. Davis offered to prepare the email blast.

On MOTION by Mr. Yuro seconded by Ms. Weitzel with all in favor authorization for Mr. Davis to work with staff on an email blast to residents regarding the pickleball courts was approved.

Mr. Leary requested that the options for two or three pickleball courts, be included in the email blast, along with the costs and the noise study. Mr. Laughlin would post it to the CDD website. Ms. Weitzel asked if residents could respond to the Supervisors. Mr. Davis would direct residents to go to the website to reach out to any Supervisor. Mr. Yuro preferred that residents come to the meeting to say whether they were for or against it. Mr. Leary heard that St. Johns County approved \$150 million to build new parks in St. Johns County and one of them, near Shearwater, included pickleball courts. Mr. Laughlin confirmed that the county was building a central park off of Timberwolf Trail near Shearwater, which would include pickleball and basketball courts, recreational fields, splash park and two playgrounds.

B. Bulk Head Repair (1929 Glenfield Crossing Ct.)

Mr. Laughlin received an update from Mr. Acree and contacted the residents that lived next to 1929 Glenfield Crossing about clearing the vegetation but had not heard back. Vesta

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looked at the area and provided a proposal to remove the vines. As far as the bulkhead proposals, Mr. Acree said that Hurricane Armor turned down the job, because they did not have the manpower to do the job in a timely manner. They had a different process of repair, which would be better, but they would not be able to do the job until later in the year. Mr. Acree's recommendation was to remove the vegetation next door and then assess the area, to determine if it needed to be included in the repair. Mr. Masters asked the homeowner for permission to go into their backyard and take pictures, which they agreed to, as well as allowing staff to use the back of their yard as a staging area to remove the vegetation off of their neighbor's bulkhead. If they did not respond to Mr. Laughlin tomorrow, Mr. Masters would go by their house and speak with the homeowners. Mr. Laughlin asked if AMG would remove the vegetation. Mr. Masters indicated that AMG was his company, which did many odd jobs at a reduced price. For \$1,500, they would remove all of the vegetation from the bulkhead. *There was Board consensus.*

On MOTION by Mr. Yuro seconded by Mr. Davis with all in favor of the proposal with AMG to remove vegetation from the bulkhead next to 1929 Glenfield Crossing Ct. in the amount of \$1,500, subject to Mr. Masters speaking to the homeowners was approved.

Mr. Yuro wanted to proceed as quickly as possible. Mr. Masters pointed out that they would not do anything until they obtain approval from the homeowners. Mr. Davis proposed contacting residents who would be impacted. Once the vegetation was removed, Mr. Laughlin would coordinate with Mr. Acree, to get the contractor onsite, to determine whether one section needed to be repaired or if it would need to be expanded to two backyards.

C. Amenity Center Upgrade

Mr. Laughlin presented pictures taken by Mr. Leary. Mr. Leary recalled recommending at the last meeting, upgrading the Amenity Center, as it was not adequate, compared to what other communities were offering their residents. In between the last meeting and this meeting, Mr. Leary visited three facilities, two that Vesta suggested, and one that a resident suggested, South Hampton, which recently updated their Amenity Center and closely represented what he envisioned. Mr. Leary provided photos of the South Hampton facility, which had great light, was tastily decorated and had a kitchen. Their facility could be extended into three different rooms, with a room behind this one and a room out to the side but questioned whether this room could

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be enlarged. Mr. Leary felt that this was something that the residents would support. Mr. Yuro stated that it looked great but was unsure about what they would get out of renovating this room, as it was used for Summer Camp and suggested using the golf Clubhouse next door for Summer Camp. Ms. Weitzel liked the idea of making the space feel more inviting, as they may get more rentals, but if they could not expand it, she recommended painting it and having more of a kitchen area. Mr. Fagen pointed that having a Summer Camp, put demands on a room and suggested having light fixtures that could be folded up and placed in a corner and inexpensive plastic chairs and tables and cubbies brought in for the kids and removed at the end of the season.

Mr. Yuro recalled that this room used to be a Gym and yoga studio, but when the new Gym was built, it was used for Summer Camp and meetings. Mr. Davis felt that, at a minimum, the Amenity Center could use a facelift, such as redoing the ceiling and the lighting. However, there was always noise and it was cluttered, as every corner was occupied with items that had nothing to do with making the space comfortable and functional. He liked the possibilities of sketching out some possibilities and having some natural light opportunities. Since there was no urgency, Mr. Davis was in favor of having plans prepared. Mr. Laughlin intended for this to be a wintertime project. Ms. Weitzel agreed. Mr. Yuro envisioned having nice couches and kitchen island and requested that Vesta come back to the Board with facelift options. Mr. Davis questioned whether the District Engineer could provide some options. Mr. Yuro felt that an architect was more appropriate, but the District Engineer could provide some recommended architects. Mr. Laughlin recalled that Matthews had an internal architect. Ms. Weitzel felt that it was important to have a place for adults to meet and having padded chairs. This item was tabled and there was Board consensus for Vesta and the District Engineer to provide the Board with facelift options.

D. Tree Replacement Across from 1085 Eagle Point Drive

Mr. Davis stated there were nine trees north of 1085 Eagle Point Drive, across from the preserve, which had a dead tree. Mr. Yuro noted that the tree was at Eagle Point Drive, under the letters, "DR." Mr. Davis requested that the dead tree be replaced, so there were no further problems, but questioned whether they needed to replace it, as the HOA had a requirement that everyone must have a tree in their yard. Mr. Yuro was in favor of removing the tree; however, if

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they planted another 4-inch tree, it would be an eyesore and there would be a gap and recommended cutting the tree down and cleaning the area. Ms. Weitzel agreed with cutting the tree down, from a safety standpoint. Mr. Laughlin would obtain a proposal from either BrightView or a tree company to remove the dead tree. Mr. Masters suggested using Taylor Tree, the tree company that BrightView used. They were coming onto the property on Tuesday to evaluate a tree in the preserve and three trees on Stonehenge that were dead and would have them provide a proposal for the Eagle Point Drive tree. Mr. Laughlin asked if they could have a quote by the next meeting. Mr. Masters offered to provide the quote before the next meeting but suggested that the Board approve a not-to-exceed amount. Mr. Yuro requested that this item be placed on the agenda for the June meeting. Mr. Davis asked if any trees urgently needed to be removed. Mr. Masters recommended removing all of the trees at the same time. Mr. Davis requested a proposal and photos of the area in question. Mr. Masters asked if the dead tree in the preserve should be dropped in the preserve. Mr. Yuro pointed out if they received a complaint from a resident about a dead tree, they did not need to wait two months to take it down and felt that staff should be authorized to approve up to a certain amount without coming before the Board. Mr. Laughlin estimated a cost of \$500 to drop a tree and requested that Mr. Masters obtain a proposal. This item would be placed on the next agenda as a tree removal.

FIFTH ORDER OF BUSINESS**Consideration of Resolution 2024-05,
Approving the Proposed Budget for
Fiscal Year 2025 and Setting a Public
Hearing Date to Adopt**

Mr. Laughlin presented Resolution 2024-05, approving the Proposed Budget for Fiscal Year (FY) 2025 and setting the public hearing. The date in the resolution was for the July meeting, but it could be changed to August; however, it needed to be 60 days after today. Mr. Yuro asked if there was an increase of 6%. Mr. Laughlin indicated that there was a 9.97% overall increase or an increase of \$66,685. The increase of 6% was on the *Field* side. Mr. Yuro noted a 3% increase for *Administrative*, 6% for *Field* and 9.97% overall increase, which included a capital reserve contribution of \$200,000. Mr. Laughlin spoke with Mr. Chris Carasella of the HOA, who referred him to the Comcast representative that set up the community plan, which would provide the District with free services for eight TVs and five Wi-Fi hotspots and a digital receiver. This would be used for the TVs in the Gym and the hotspot would be at the Amenity

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Center. Mr. Davis asked if this was the \$12,000 *Telephone/Internet/Cable TV* line item. Mr. Laughlin confirmed that this was \$12,000 line item that would be removed when the budget was adopted.

Mr. Yuro questioned why there was a 3% increase for *Administrative*, when the total for FY 2023 was \$151,695, \$157,138 for FY 2024 and \$143,702 projected for September 20, 2024. Mr. Laughlin explained that *Engineering* and *Attorney* would remain the same and although *Engineering* was under budget at this time, it could change, which was the reason for the 3% increase. Mr. Yuro indicated that the *Field Budget* for FY 2024 was \$985,255 and the projection for September 20, 2024 was \$46,570 under budget, but there was \$100,000 budgeted for FY 25. Mr. Laughlin explained that there were increases for the *General Manager* and *Landscaping*; however, *Electric* and *Water* were projected to increase, based off of trends. Ms. Weitzel believed that *Youth Programs* was for Summer Camp. Mr. Yuro pointed out that there was income under Revenues for *Youth Programs* for a net of zero. Mr. Fagen confirmed that everything would run through Vesta. At the last meeting, Mr. Leary recalled that residents received a large increase in 2024 of \$190, which was driven by the Capital Reserve and residents would receive another 10% increase this year, which he did not support, due to complaints from residents. They have not had an increase in five years and \$200,000 was placed in the Capital Reserve. There was also a large increase in *Landscaping*. In FY 2024, the budget was \$1,095,000 and this year, they were projecting \$1.2 million, which was a 10% increase, due to the transfer of \$40,000 that was required to maintain a *Capital Reserve* of \$200,000. There were also \$43,000 of staffing increases, with the change to Vesta, an increase of \$54,000 in *Landscaping* and increased utilities, property insurance and security. To get to a 5% increase in assessments, Mr. Leary recommended \$54,000 be taken from the *Capital Reserve* and for a 3% increase in assessments, \$32,000 would have to be taken from the *Capital Reserve*. They could also decrease *Repairs & Maintenance*, due to Vesta employees being proactive.

Mr. Yuro agreed with the reduction in *Repairs & Maintenance*, because every time there was a repair, the District was billed, but it was already built into Vesta's contract. Mr. Leary also recommended reducing *Street & Tennis Court Lighting Maintenance* and *Amenity Repairs* by 50%, eliminating the \$2,000 budgeted for *Supplies* and taking half of the \$7,000 budgeted for *Tennis Court Maintenance* and 50% of what was budgeted for *Soccer Field Maintenance* and placing into the *Capital Reserve*, to provide a savings of \$34,000. To get to \$54,000, \$20,000

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should be reduced from a Vesta Savings Program. Mr. Leary further recommended reducing the *Landscaping Contingency* from \$52,000 to \$30,000, to get to the 3% increase in the *Capital Reserve*. Mr. Davis felt that this was a phenomenal start and recommended discussing the budget further at the next meeting, as they had until July or August, to make these changes, agreed with Mr. Leary that it did not make sense to have a 10% increase in assessments. Mr. Yuro appreciated the work Mr. Leary did on the budget. Mr. Laughlin indicated that the \$45,000 expenditure for *Youth Programs*, was counted as revenue. Mr. Davis asked if a fee was charged to the CDD. Mr. Fagen confirmed that no fee was charged and wanted to save the District money and over time, there would be savings, but this was from doing projects in-house and providing efficiencies and staffing models for large contracts, through a savings program. Mr. Davis requested that Vesta line items, be included under one line item. Mr. Laughlin pointed out that *Field Operations Manager, Amenities and Recreation Management, and Amenities and Recreation Management Assistant*, would eventually drop off of the budget, but would move the other items.

Mr. Yuro noted that Mr. Leary took 50% of the projected savings and asked if the total projected variance was what he was projecting through the end of the year and not just the current variance. Mr. Leary confirmed that it was the full-year projection. Mr. Laughlin explained that *Repair and Replacement*, and some of the *Landscape Contingency*, was doing well and the goal was to keep it as low as possible; however, it could increase, if repairs needed to be made. Mr. Yuro agreed as they needed to repair the entry sign at Stonehedge. Mr. Laughlin confirmed that insurance was covering the cost of the repair. Ms. Weitzel appreciated Mr. Leary for providing these recommendations, as she agreed after not having an increase, hitting residents with a 10% increase. Mr. Laughlin reported between 2008 and 2016, there was one increase of 3%. Mr. Yuro questioned the current proposed increase. Mr. Laughlin recalled that it was \$145 per home or \$12 per month. Mr. Yuro pointed out that Mr. Leary was targeting no more than a 5% increase per home or \$70, which he agreed with or having a 3% increase. Mr. Laughlin indicated if the *Cable TV* was removed, the assessment amount per home would be reduced by \$15. Mr. Davis was in favor of taking as much time as they had available to work on the budget and setting the public hearing on the adoption of the budget for the August meeting. Mr. Yuro asked if the Board had to approve the budget today and send a mailed notice to residents, because there was an increase in assessments. Mr. Laughlin confirmed that the budget

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must be approved today, because the State required it to be approved by June 15th and the June meeting was on June 20th.

Mr. Yuro asked if the Board was more comfortable approving a 5% increase in assessments, versus 10%. Mr. Leary supported a 5% increase. Mr. Davis asked in order to vote for 5%, if expenditures must be lowered. Mr. Haber explained that generally, they want the line items to be balanced, but under these circumstances, an amount could be added to the reserve. Mr. Laughlin felt that the easiest solution, would be to remove an amount from the *Capital Reserve* and then reducing line items to put back into the *Capital Reserve*. Mr. Davis questioned whether or not the capital reserve was being met. Mr. Yuro stated not funding the *Capital Reserve*, would get the District in trouble and suggested approving the budget at the 5% increase, removing \$54,000 out of the Capital Reserve, which would provide a total of \$146,000 in the *Capital Reserve* and adjust line items by the time that the budget was adopted. Mr. Laughlin recommended taking \$75,000 out of the *Capital Reserve*, when the budget was adopted, and reducing *Repair and Replacement* and *Contingencies* by half, to fund reserves. Mr. Yuro was in favor of capping the assessment at 5%, with a target of decreasing it to 3%, by adjusting line items by the time that the budget was adopted in August. Mr. Davis was not criticizing Mr. Leary's work, but for discussion purposes, questioned whether they could remove \$54,000 from the *Capital Reserve*, as there was a question on whether \$20,000 could be reduced from *Vesta Savings Program*, but loved the idea of going deep into the budget and finding line items to reduce, in order to decrease the assessment to 5% and sending out the notification to residents to obtain feedback. Mr. Weger asked if there needed to be \$200,000 in the *Capital Reserve*. Mr. Laughlin pointed out that last year they were \$50,000 or \$60,000 under where they should be in reserves and having a 10% increase in assessments, would keep them on track.

Mr. Davis preferred to notice the 10% and come in at 5%, so they would not run out of money in FY 2025. Mr. Leary believed that they needed to challenge themselves, as there were cost increases with food, gas and insurance. Mr. Yuro preferred to not have an assessment increase of more than 5%. Mr. Haber indicated that his contact information would be on the mailed notice, for residents to ask questions. Mr. Yuro asked if in Mr. Haber's experience if a certain percentage increase triggered people to call. Mr. Laughlin stated it was based on the community. Last year, he barely received any calls from residents, but in another community, where the assessment increased by \$30, he received numerous calls. Mr. Davis asked if they

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could include in the notice that the assessment could not go higher than a certain amount, but it may be lower. Mr. Laughlin explained that all the notice would include was the amount that the assessment was increasing and the date of the public hearing. Mr. Yuro questioned what the 10% was based on, if they were projecting to be under budget this year. Mr. Laughlin explained that the accountants based the budget on trends, but it was rare to see a decrease. Mr. Leary explained that the biggest increase was not maintaining the *Capital Reserve and the \$40,000 less in Carryforward Surplus* this year than last year.

Mr. Leary MOVED to approve Resolution 2024-05 Approving the Proposed Budget for Fiscal Year 2025 with a 5% increase in assessments, taking \$54,755 out of the Capital Reserve and setting the public hearing date for August 15, 2024 at 6:00 p.m. at this location.

Mr. Yuro questioned what would happen if they adopted the budget and at the end of the year, they were over budget and suggested paying for any *Repairs & Maintenance* items out of the *Capital Reserve*. Mr. Haber pointed out that some banks would offer a short-term loan, with the understanding that the repayment would come from the following fiscal year's Operation & Maintenance assessment, but other Districts maintained their landscaping to a lesser degree, to make up the shortfall. Mr. Yuro approved of Mr. Leary's motion, as there was a \$52,000 landscape contingency.

On MOTION by Mr. Leary seconded by Mr. Yuro with Ms. Weitzel, Mr. Weger, Mr. Leary and Mr. Yuro in favor and Mr. Davis dissenting, Resolution 2024-05 Approving the Proposed Budget for Fiscal Year 2025 with a 5% increase in assessments, taking \$54,755 out of the Capital Reserve and setting the public hearing date for August 15, 2024 at 6:00 p.m. at this location was approved. (Motion Passed 4-1)

Mr. Yuro noted between now and August the Board could fine tune the budget and thanked Mr. Leary for his hard work.

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SIXTH ORDER OF BUSINESS**Staff Reports****A. Attorney**

There being no comments, the next item followed.

B. Engineer – Update on Pool Area Renovation Approval from County

Mr. Laughlin presented the following updates from the District Engineer:

1. Golf Course Drainage Pipe at Hole 7: The golf course preferred to TV the pipe and reached out to APS on April 19th. In order to TV the pipe, the pond must be drained and the pump must run for a long time, so a hybrid solution between lowering the pond water level and using a coffer dam plug, would be evaluated by APS.

Mr. Yuro pointed out that the pond on Hole 7 was connected to the pond by the Hole 7 fairway, which was connected to other ponds in the neighborhood. To pump water out of the pond, they must plug the pond in the fairway, at the top end of the pipe and get an excavator to pile up dirt in the pond to separate the end of the pipe from the rest of the pond. The hybrid of plugging it and using a coffer dam, in Mr. Yuro's opinion, was the appropriate way to go, because if they lowered the entire pond level, there would be 8 feet of exposed dirt, that would be subject to erosion. Mr. Laughlin reported that APS was scheduling a site visit during the week of May 20th to provide proposals and Mr. Across would continue to coordinate with APS, the golf course and the CDD until proposals were received.

2. Pool Area Renovation Approval from County: The plans were submitted to the county, which were provided to the Board and Mr. Acree was waiting for the Board's decision to proceed with the bidding/construction.

Mr. Yuro felt that it did not hurt for Mr. Acree to reach out to some companies to obtain actual pricing, as they only had an engineer's estimate. Mr. Laughlin recalled that a hardscape company, Urban Edge, had a cost estimate. Mr. Yuro noted it did not cost the District anything to obtain cost estimates and did not lock them into proceeding with the project. It just provided more information to determine whether this was something that the Board wanted to do. Mr. Davis felt that the project was well thought out and was a benefit to the community. Mr. Laughlin would inform Mr. Acree to start the process.

3. Golf Cart Path Repair between Holes 12 and 13: Mr. Davis requested this item. Mr. Laughlin spoke with Mr. Pasquith, but was getting pushback on the golf

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course's responsibility, because Mr. Pasquith pointed out that it goes into the District's right-of-way (ROW).

Mr. Yuro pointed out that the section of concrete in question, was part of the cart path and not the sidewalk. It was installed long before the sidewalks were installed and the neighborhood was developed. Ms. Weitzel asked if it was before the crosswalk on Eagle Point Drive. Mr. Davis explained that it was a panel that was significantly lifted by Forest Glen, exiting the 12th Hole crossing Eagle Point Drive. Mr. Laughlin would inform Mr. Pasquith that the Board requested that the golf course repair it as soon as possible. Mr. Yuro pointed out if they did not repair it, the CDD should repair it and get reimbursement from the golf course, because it was within their ROW. Mr. Laughlin asked if the Board was agreeable to splitting the cost with the golf course. Mr. Yuro was in favor of it, as it needed to be repaired. Mr. Leary asked if the cost was \$1,000 to repair it. Mr. Laughlin believed so. Ms. Weitzel approved of the repair, as long as the cost was not excessive. Mr. Laughlin asked Mr. Masters to obtain a proposal, which he would provide to the golf course.

4. Erosion at a Control Panel at 420 St. Johns Golf Drive: This was reported by a resident. Mr. Acree inspected it and determined that there was erosion around the control structure.

Mr. Yuro recalled that there fence running down the drainage easement, which was installed by a resident and would have to be addressed. The erosion needed to be backfilled and sod placed around it to protect the pipe, which would be the CDD's responsibility, but if the fence post perforated the pipe, they needed to go back to the homeowner and request that Mr. Acree look at the structure, to identify what was causing the washout. The bottom line was it needed to be fixed and either way, Mr. Yuro felt that the CDD needed to repair it, because it needed to be done properly, especially if there was damage to the pipe, but before they did anything, they needed to evaluate what was causing it. Mr. Laughlin would follow up with Mr. Acree to provide a report.

5. Email from a Resident Regarding Disappearing Lake Front: Everything looked fine, but according to Mr. Acree, the pond was designed to fluctuate and erosion could happen over time, but Lake Doctors should be addressing erosion concerns. There were potential lawnmower tracks near the pond bank; however, the lank

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bank was still sodded and appeared stable and Mr. Acree recommended monitoring the erosion, as he had no concerns.

Mr. Yuro suspected that the erosion was caused by the low level of the pond, by not having rain in a month-and-a-half, as 1 foot low of pond level equaled 4 feet of lake. It did not take a great deal of evaporation in the ponds, for people to feel like their pond bank was disappearing. Mr. Davis asked if that was a CDD lake bank. Mr. Yuro stated that the pond bank was the resident's property and the maintenance was their responsibility, as all of the property lines, go to the middle of the lake. However, the CDD had an easement over the ponds, to ensure that they function in accordance with the permit. The pond was still functioning in accordance with the permit, but if the pond bank started to have ruts or becomes unsafe, Mr. Yuro felt that the CDD should repair it, because if the Water Management District determined that it was a problem, they would look to the CDD to repair it, because the CDD had the permit. Mr. Davis asked if a homeowner had the ability to raise the level of the slope. Mr. Laughlin reported that the CDD would be out of compliance, because there were slope requirements for the permit. Typically, the homeowner's property ended at the water line or the slope, but according to the Property Appraiser's website and an aerial from 2014, there was no fluctuation. Mr. Yuro felt that it was possible that there was erosion to the extent that the homeowner lost some sod, but unless it was significant, there was not much that they could do about it, as this happened when there were water fluctuations. Mr. Masters reported that he spoke to the homeowner, who believed that they lost 3 to 4 feet of sod. They were not asking the Board to repair anything, as they were more than willing to hire a company to extend their bank out 3 feet and add sod, but wanted to know whether they could bring in the company to backfill and put in sod. Mr. Yuro stated it was the homeowner's property and they could bring in fill and sod to match the original design, which was a 4:1 slope, as long as they were in compliance with the permit and the original design and it was restored to the original design specifications. Mr. Masters would speak further with the homeowners.

C. Manager – Report on the Number of Registered Voters (1,913)

Mr. Laughlin reported that there were 1,913 registered voters in the District, according to the St. Johns County Supervisor of Elections as of April 15, 2024. A car accident occurred on Stonehenge Trail Lane and Mr. Laughlin forwarded the Police Report to the insurance company.

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At this time, the insurance company was working with the driver's insurance company to get reimbursement. The annuals would be installed in June and Mr. Masters was obtaining proposals for the monument, which Mr. Laughlin would provide to the insurance company. Mr. Laughlin received an email from Mr. Leary about some sod that was damaged in front of a Florida, Power & Light (FPL) box. A damage claim was filed with FPL and they fixed it today. The Flock safety camera was finally moved and Mr. Laughlin was working on the Cost Share Agreement. Mr. Yuro asked if it was being placed in the main island. Mr. Laughlin confirmed it was being installed where the old one was. Mr. Leary asked if the Sheriff's Office had access to the camera. Mr. Laughlin replied affirmatively. Regarding the Comcast services being free of charge, Mr. Laughlin would be following up with the Comcast representatives, with the hope that this line item could be removed from the budget. Mr. Leary questioned the potential savings. Mr. Laughlin confirmed that \$12,000 was budgeted.

D. General Manager

1. Report

2. Athletic Field Maintenance Reports

Mr. Masters presented the General Manager's Report. He participated in an onsite inspection with Brightview on Monday, which Mr. Leary also attended, to look at many areas throughout the community. An onsite inspection would be held every month with Brightview, which should hopefully provide some cost savings. Mr. Masters contacted Precision Sidewalk, which he used before, to conduct an inspection for free of all the CDD sidewalks throughout the community and provide their results. They did not grind sidewalks, but had a patented technology to slice the concrete, which was better than grinding. They could go deeper than grinding, up to 2 inches and should be out in the next week. Mr. Masters voiced concern about vendors that provide services on property providing the required paperwork, such as a Certificate of Insurance listing the Sampson Creek CDD, including the Supervisors and staff to be covered, any type of contract, agreement or waiver. He requested that District Counsel review it and provide recommendations on the minimum requirements to be provided from the vendors. Mr. Haber had a form of agreement that he recommended using with these vendors, which was fairly straightforward, with the District granting the vendor the right to use the District's property and covering insurance waivers as an exhibit.

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Mr. Masters voiced concern about vendors that come onto the property from outside the community, having participants that were not residents of St. John's Golf and Country Club and questioned whether this was acceptable to the Board. Mr. Laughlin stated the normal procedure, was for the vendor to come before the Board to request permission to provide services at a discounted rate and once approved by the Board, there would be an agreement. Mr. Yuro pointed out that they did not allow outside residents. Mr. Laughlin confirmed that most classes were for residents only. Ms. Weitzel noted that the instructor for Yoga was not even a resident. Mr. Yuro preferred that this stop. Mr. Leary recalled that their policy was for residents and four guests or pay \$3,500 per year to use their facilities. Mr. Masters felt in this particular instance, it should be all residents and should have been all along. Mr. Yuro felt that this needed to be cleared up. Ms. Weitzel pointed out if the majority of the participants taking a class did not live in the community, that was a problem. Mr. Fagen felt that there were areas that they needed to fine tune, to protect the District. Even with the existing instructors, there should be a COI covering Vesta, as well as an agreement. Mr. Leary asked if this was standard in what Vesta did at other facilities. Mr. Fagen replied affirmatively, noting that they were the gatekeeper. Mr. Leary questioned why this was not brought up previously. Mr. Haber recalled that there were agreements in the past for these types of services and would check his files. Mr. Fagen stated there were agreements for the Zumba and Yoga instructors. Ms. Weitzel questioned the next step. Mr. Fagen would inform the instructors that their class must be comprised of 100% residents, based on the policy of the District and there would be no further classes until documentation was provided and assurance that there was a system in place. There was Board consensus for Mr. Fagen to follow up with the Zumba and yoga instructors.

E. Amenity Manager – Report

Ms. Ashley presented the Amenity Manager's Report. April was successful, with the community blood drive and yard sale. The Stingrays started their swim team sessions and have a meet on Saturday. On May 3rd, there was Movie on the Lawn, which included a craft night and food trucks. It was successful and residents were in favor of having the food trucks. Mr. Davis noted that another Movie on the Lawn was scheduled at the beginning of June. Ms. Ashley would try to have one once a month on Fridays and see how it goes. Ms. Weitzel was happy to see that it was back. A pool party was being held on Memorial Day, with food trucks, a balloon

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man and games. Summer Camp started on June 3rd and 50 campers were signed up. A Father's Day event was planned for June, with the balloon man, food trucks, giveaways and games. Mr. Fagen announced that in light of the loss of Mr. Douglas Macke, they were defining strengths in certain people, in order to make sure that Vesta was fulfilling their contract. They were looking internally and externally, to ensure that they were getting the right people in place. If anyone felt that Vesta was not doing their job, Mr. Fagen requested that he be informed as he appreciated the District's partnership.

SEVENTH ORDER OF BUSINESS**Supervisors' Requests**

There being no comments, the next item followed.

EIGHTH ORDER OF BUSINESS**Public Comments**

Resident Mike McCormick of 604 Remington Court. appreciated Mr. Leary's diligence on the budget and the end result of the 5% cap, rather than over budgeting each year and coming up with a surplus. It was a good idea, which he hoped worked out. As long as he could remember, they had yard sales that coincided with major golf events and preferred that the yard sales be held separately. Regarding the tree replacement, he did not know the circumstance of the tree on Eagle Point Drive dying and why other trees were failing, but this was also an HOA issue and they were holding homeowners responsible for replacing their trees. Mr. McCormick felt that there should be additional attention in how they mitigate the deterioration and not just letting trees die and not replacing them, as residents appreciated having a canopy of Live Oaks over roadways.

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

- A. Approval of Minutes of the April 18, 2024 Meeting**
- B. Balance Sheet as of April 30, 2024 and Statement of Revenues & Expenditures for the Period Ending April 30, 2024**
- C. Check Register**

Mr. Laughlin presented the Minutes of the April 18, 2024 Meeting, Balance Sheet and Statement of Revenues and Expenditures for the Period Ending as of April 30, 2024 and Check Register for May 16, 2024 in the amount of \$62,898.44 for the General Fund. The District was currently operating under the expenditures. Assessments were 98.1% collected. Mr. Davis noted

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many items were missing from the minutes, such his proposal during the pickleball discussion, to send out a packet of information to residents, as a strategy to help ensure that they were doing the right thing. There was also a conversation about the survey in relation to pickleball, where Graham was reviewing the numbers and providing a comparison, as well as a conversation about the results of the survey and the process that was followed. None of those items were in the minutes. Mr. Davis also added that in the bulkhead discussion, there were no comments about the clearing of the vegetation, as well as Mr. Leary’s comments, during the budget discussion, about not raising the assessment by 10%. Under Supervisor Requests, his comments and Mr. Leary’s comments were swapped. Mr. Davis felt that the minutes were too short and were not as detailed as in prior minutes. Mr. Laughlin explained that the minutes have always been summarized and staff was looking into software that transcribes the audio into verbatim minutes and would speak to the Transcriber about providing detailed minutes.

On MOTION by Mr. Yuro seconded by Mr. Leary with all in favor the consent agenda items as stated above were approved.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – June 20, 2024
@ 6:00 p.m. @ St. Johns Golf & Country
Club Meeting Room**

Mr. Laughlin stated that the next meeting was scheduled for June 20, 2024 at 6:00 p.m. at this location.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Weger seconded by Ms. Weitzel with all in favor the meeting was adjourned.

DocuSigned by:
Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Mike Yuro
E55AE20B2E4542E...
Chairman/Vice Chairman