

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, July 18, 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
Lori Weitzel	Supervisor

Also present were:

Daniel Laughlin	District Manager
Wes Haber ( <i>via phone</i> )	District Counsel
Tyler Smith	District Engineer
Rodney Hicks	Brightview
Dan Fagen	Vesta Property Services
Haley Hadd	Vesta Property Services
Jim Masters	Vesta Property Services
Ben Pasquith	St. Johns Golf & Country Club
Mike Lawson	Liberty Pines Academy
Residents	

*The following is a summary of the actions taken at the July 18, 2024 Board of Supervisors of the Sampson Creek Community Development District meeting.*

**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*)

The following residents addressed the Board:

- Ms. Lisa Murman of 935 Eagle Point Drive hoped that pickleball was added soon as an amenity, as many residents used Lakeside Veterans Memorial Park to play.

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- Mr. John Dodi of 908 Brookhaven Drive recalled that the last time pickleball was discussed, there were many assumptions, but no real facts. Having an unofficial survey to see whether a third or more of residents wanted pickleball, was also discussed, as well as traffic on Brookhaven Drive. He was happy to see someone in favor of pickleball, as many people were opposed, at the last meeting.
- Mr. Andrew Loferski of 906 Eagle Point Drive was present to discuss the noise aspect of pickleball, as there was new technology such as installing an acoustic barrier around the courts that would drown out the sound. In Palm Coast, they built a pickleball court across the street from \$2 million homes and there were no noise issues. There was room on the side of the Fitness Center and the soccer field for three pickleball courts, which had a parking lot.
- Mr. Rich Barrett of 932 Brookhaven Drive was in favor of pickleball, but not at the end of Brookhaven, as there was a great deal of traffic, with many drivers going to the Golf Academy, parking in front of the cemetery and at the cul-de-sac. A vehicle counter, to track the traffic on Brookhaven, obtaining an estimate of what additional traffic would look like and having a plan for restrooms, was recommended.
- Mr. Mike Walsh of 911 Brookhaven Drive was not a fan of having pickleball courts at the cemetery and wanted to see the money spent on repairing sidewalks and bulkheads.
- Mr. George Seder of 901 Brookhaven Drive lived in the community for 18 years and liked pickleball, but did not like it on a cemetery, as there were empty plots with people buried under them. He was also concerned with the parking, golf balls hitting people and people not wanting to have golf tournaments with pickleball nearby.
- Mr. Ken Olsen moved into the community for the amenities, but if this was not the right place for pickleball, there needed to be another a location, as it was becoming the most popular amenity.
- Mr. Kevin Striegel of 1528 Drury Court suggested placing lines on the tennis court, purchasing a portable net and a shed to place the items in and have card access, like other neighborhoods. Mr. Daniel Persky disagreed, as leagues needed

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all four tennis courts and having a portable net, was not attractive for the neighborhood.

- Mr. Mike McCormick of 604 Remington Court appreciated the Supervisors looking into pickleball and being responsive to the community, but this was an amenity that would have significant impact, as there was a fixed amount of space and the community was not designed for it. However, the Board needed to prioritize the most popular amenities and try to find some space at the Amenity Center, as the cemetery location was not feasible and to take advantage of the new acoustic technology.
- Mr. Joel Wood of 933 Brookhaven Drive was opposed to the current location, due to the reasons that were discussed, but he selected a home at the end of the cul-de-sac, because he did not want additional traffic. In addition, there were rough estimates of \$300,000 in costs; however, if they were to go to construction, the costs would be higher. Curb and gutters were included in the site plan, which required storm drains and retention ponds and requested that the Board perform a review. There were mature Oak trees on CDD property and he would like the Board to clean up the vines under the Oak trees before trees died and use the bond money in a more effective way.

**THIRD ORDER OF BUSINESS**

**BrightView Landscape Update**

**A. Annual Operations Calendar**

An annual calendar of tasks was included in the agenda package.

**B. Quality Site Assessment**

Mr. Rodney Hicks of BrightView reported the following:

1. The Fakahatchee grasses were treated, due to bug activity.
2. New annuals were installed and looked good. A proposal was submitted to replace missing Blue Daze at the Stonehedge entrance.
3. They were working closely with Mr. Masters, to ensure that the irrigation was proceeding in the right direction and once completed, which should be tomorrow, they would go through it again, in preparation for the July inspection.
4. Their crews were doing a good job keeping the lakes mowed in sequence.

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5. A dead tree broke off from within the woods and was laying across the pond bank off of Glenfield Crossing. A proposal would be submitted to cut up and haul the tree to the adjacent woods.
6. The new Summer flower rotation was installed and were doing well.
7. They were evaluating whether the Bermuda turf would come back on its own and what needed to be replaced off of St. Johns Parkway.
8. The soccer field looked great, now that they were past the drought.

Mr. Yuro asked if there was mulch around the annuals at the main entrances, between the annuals and the Blue Daze. Mr. Hicks stated there were Coleas, which did not have mulch underneath them. Mr. Yuro requested that Mr. Hicks look at the area, to see if it needed mulch. He felt that the calendar was helpful and appreciated it, but in July, August and the beginning of September, the mow, edge, line trim and blow was every other week, but from November to March, it was every other week. Mr. Hicks indicated it was a mistake and would have this updated. Mr. Davis asked if the CDD was responsible for the sprinklers along CR 210 and Leo Maguire Parkway, as he received a number of comments from residents who noticed that the sprinklers were soaking the sidewalks and cars during rush hour. Mr. Hicks replied affirmatively and would follow up, if they needed to be adjusted. Mr. Leary observed irrigation running in the front beds and flooding across the road this weekend. Mr. Masters explained that the water was turned up for the flower rotation, which would be turned back down, when the plants were stabilized. Mr. Leary questioned why the sod was dead on St. Johns Parkway, next to the soccer field, which was green. Mr. Hicks explained that this was the new sod and did not have the root depth that the soccer field had. They were currently in a drought situation, to reduce the water on the soccer field, so that the golf course could have water. Mr. Leary did not believe that this area was getting water. Mr. Masters confirmed that this was the worst looking area and the soccer field was on a different irrigation system, but would look at it, as further along where the sod was installed, it looked better. Mr. Hicks believed that the area would come back, but at this time, due to the drought situation, they had to make adjustments to the run time, as the county cut back watering to three days per week. Mr. Masters reported that FPL was planning to install St. Augustine to repair the damage they caused, but BrightView had to purchase a pallet and he wanted to see what they could correct with the rest of the pallet, as only a small fraction of it would need to be used to replace the St. Augustine. *Mr. Hicks left the meeting at this time.*

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**FOURTH ORDER OF BUSINESS****Discussion Items****A. Pickleball Courts**

Mr. Davis recalled that no official action was taken on the pickleball courts last month and the Board discussed developing a list of all the projects to spend the \$600,000 in bond funds on, such as for pickleball courts, upgrading the pool deck and Amenity Center, repairing sidewalks and including an entertainment area in between two tennis courts. However, the Board decided not to obtain a proposal from Matthews for a design plan for the pickleball courts or sending an email to residents to discuss all of the projects, until Mr. Davis met with Matthews to provide preliminary designs at the next meeting for the tennis court area. Mr. Yuro questioned the next step for pickleball, as a Noise Study was completed and other spaces were looked at, such as the tennis courts. However, the tennis courts were heavily utilized and the only other property that the CDD owned was the cemetery. The Board was doing their due diligence to mitigate residents' concerns. Having pickleball courts on the Amenity Center property, made the most sense, due to parking and restroom capabilities, but questioned if there was any opportunity for sound mitigation, such as an Acoustics Engineer installing sound barriers or having additional landscaping to mitigate the sound. Mr. Leary believed that it was well documented. Mr. Davis felt that the Board did a great job, discussing the potential negative impacts to homeowners that lived in front of the community, by finding an engineering company to perform a Noise Study and Mr. Yuro locating all potential locations. However, when the Board agreed on the cemetery, they did not contact residents in back of the community or perform a Traffic Study.

Ms. Weitzel felt that the Board exhausted all avenues and there were more residents that were against it and there was no point in putting in an amenity, when other amenities were not in good shape. The pool deck was utilized by more residents than any other amenity and needed to be upgraded, as well as the Amenity Center, but once these amenities were high quality, they could proceed with the pickleball courts. Mr. Leary recalled at the last meeting, that the Board wanted to table the four projects that were discussed, for one month, to send them out to residents for further input. There were no drawings for the meeting room, but there was a proposal to obtain the drawings. In his opinion, pickleball courts could not be placed against homes, which was substantiated by an Acoustical Engineer. The cemetery was the only place that was 200 yards away from homes, but there were traffic issues and suggested reducing down to two pickleball courts, as it would be less expensive and would provide for less play. Mr. Davis

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suggested looking into the newer technology to mitigate noise. Ms. Weitzel pointed out there was a bathroom issue, as she witnessed golfers urinating on the 14<sup>th</sup> hole. Mr. Laughlin recalled that the county approved the plan without restrooms. Mr. Yuro felt that pickleball would be a great addition but was not in favor of having it in front of the community. The cemetery location was ideal, but residents on Brookhaven Drive were voicing concerns and they needed solid evidence that the noise could be mitigated. Mr. Davis liked Mr. McCormick's suggestion of having a vision of what they wanted the community to look like, evaluate their existing amenities, determine the priorities, proceeding with the ones that made the most sense and table pickleball for now, until there was a viable solution. Then when they were ready, they could send out an email to residents to discuss all of the projects and provide input. Mr. Yuro agreed with this approach and requested that Mr. Masters provide a list of all of the big-ticket items for the next meeting, in order for the Board to prioritize them. Mr. Davis requested an agenda item for the discussion of all future capital projects and include any items recommended by residents. Mr. Leary suggested keeping the list short. Mr. Masters offered to prepare the list but requested the assistance of Board Members on the list of projects and reviewing policies. Mr. Yuro requested that Board Members take areas of responsibility.

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

Mr. Smith reported that he walked the perimeter of the bulkhead at 1929 Glenfield Crossing and determined that it was in rough shape. The vertical panels were completely deteriorated and many of the top caps were missing. They reached out to three contractors. One was not interested, due to the complexity with the neighbors and a fence that needed to be removed, one dropped out and one provided a proposal. However, a company in Tampa was willing to submit a proposal by the next meeting, for comparison purposes. Mr. Smith estimated \$300,000, to repair the entire bulkhead, which he recommended. Ms. Weitzel recalled one proposal for \$24,000. Mr. Smith explained that \$24,000 was for 20 feet and the entire bulkhead was 500 feet and recommended spending an additional 15% to 20% for vinyl as a wood bulkhead would only last 20 to 25 years, versus vinyl, which would 50 years. Mr. Davis understood that it was not in the position of imminent collapse. Mr. Smith confirmed that it was worse today than in March, as the soil underneath the planks was moving. Mr. Davis asked if vinyl changed the look and feel of the bulkhead. Mr. Smith stated it was aesthetically pleasing,

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as it would be capped, but the material would be different. Mr. Davis preferred to have a conversation with the residents on Glenfield Crossing Court and Foxtail Court, that were affected by the bulkhead, before the Board made a final decision. Mr. Smith recommended having the contractors make a presentation on their product and installing a temporary construction fence, to keep dogs out. Ms. Weitzel asked if there should be a timeline of when a decision should be made. Mr. Yuro felt that the Board needed to make a decision sooner rather than later, as there was a deficiency. Mr. Smith pointed out that the contractor would not be able to do the work until October or November. Mr. Yuro indicated by the time the Board made a decision and the contracts were signed, it would be during that timeframe and requested that both contractors attend the next meeting.

Mr. Davis reiterated that he would like a notification to be sent to the residents affected by the repair and invite them to the next meeting. Mr. Smith pointed out if they did not have the proposal by the August meeting, it would be included on the September agenda. Mr. Haber noted that a payment and performance bond was required to be provided by the contractor for any projects in excess of \$250,000. Ms. Weitzel asked if this expenditure would be paid from the \$600,000 capital. Mr. Laughlin confirmed that it would be paid from the capital, as the bulkhead was part of the stormwater system. Mr. Leary asked if there was 100% certainty that the bulkhead was the CDD's responsibility. Mr. Haber explained that some bulkheads were installed by homeowners that the CDD was not responsible for, but if it was installed by the developer and was part of the St. Johns River Water Management District (SJRWMD) permit, the CDD would be penalized under the permit, if there was a failure. Mr. Leary preferred to go out for Request for Proposals (RFP) to obtain multiple bids and have a scope of work. Mr. Haber stated if it was below \$400,000, they could still place a notice in the newspaper, but the notice could state that it was not being competitively bid; however, the contractor was entitled to protest rights, if there was a protest among the parties that were submitting bids. Ms. Weitzel requested that the notice be placed in the newspaper in time for the next meeting. Mr. Yuro was not in favor of going out for RFP, as it was a cumbersome process. Ms. Weitzel preferred to hear from the vendors, before going out for RFP. Mr. Leary requested bullet points on the key requirements for the bulkhead repair and for more vendors to be involved. Mr. Yuro would provide the contact information a company that he worked with. There was Board consensus to have both vendors attend the next meeting, for staff to place a notice in the newspaper, as directed by District Counsel and notify

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residents on Glenfield Crossing Court and Foxtail Court, that were affected by the bulkhead. Mr. Laughlin would draft the letter and provide to Mr. Davis for review.

Resident Ralph Darling of 1929 Glenfield Crossing Court hoped that the solution could be completed sooner rather than later, as his yard would soon start sliding into the pond and he wanted to sell the house. The letter should not have a great deal of detail and there needed to be a temporary fence for dogs. Mr. Davis appreciated Mr. Darling bringing this to the Board's attention.

### **C. Bulk Head Repair (Hole 6)**

Mr. Laughlin reported that the District Engineer evaluated the bulkhead, at the request of the Board and the report was included in the agenda package. Mr. Acree did not have any concerns except for one area. Everything was in much better shape, because it was built with thicker lumber and did not have as much vegetation. There were pavers and PVC pipes, which could be left alone, as long as it was not eroding or collapsing.

### **D. Amenity Center Upgrade**

Mr. Smith presented a proposal from Matthews for concept planning of the Amenity Center meeting room renovation in the amount of \$4,000. Three options were provided, for evaluation of the trusses, to connect the addition and provide renderings and a conceptual site plan, which the Board requested. The Board reviewed the diagrams. Mr. Yuro appreciated all of the hard work and did not disagree, but questioned what they were trying to solve with this expansion and if there were complaints from residents that they were unable to hold a party because it was not large enough. Mr. Leary had not heard complaints, but there was a strong interest for it. Mr. Davis wanted to make it more upscale, have a design plan and schedule the work over the next year or two. Ms. Weitzel felt that it should be tied into the pool area renovation. Mr. Haber advised against losing the utilitarian aspect of this room, as some CDD Amenity Centers had rooms that were the same size or larger, with kitchens and TV areas. Other CDDs met offsite because their rooms were not effective for CDD meetings, versus this room, which was effective. The Board could meet offsite, as long as it was within St. Johns County. Mr. Leary preferred to have a multi-purpose room.



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On MOTION by Mr. Leary seconded by Mr. Davis with all in favor the proposal from Mathews CDDM for concept planning of the amenity meeting room renovation in the amount of \$4,000 was approved.

#### **E. 420 St. Johns Golf Drive Control Structure Washout**

Mr. Laughlin presented a Job Site Observation Report for a control structure washout at 420 St. John's Golf Drive. This item was discussed in the past, but no action was taken. Mr. Smith indicated that water was coming down the downspout, running along the fence line to the control structure and eroding the sides of the control structure. To repair it, they must backfill and stabilize it; however, this would not resolve the problem, as the issue was with the downspouts and proposed installing a yard drain in the easement to collect the water and pipe it into the ponds. Mr. Laughlin asked if they could inform the homeowner that they were causing the damage. Mr. Haber pointed out there could be some recourse against the homeowner, if their property was causing damage to downstream properties. Mr. Laughlin recommended that the homeowner install a French drain. Mr. Davis asked if it was possible to run pipes into the pond. Mr. Smith stated that it was permissible. Mr. Yuro indicated that the fence was supposed to be at the top of the easement but was next to the control structure and requested that the engineer look at the plat and measure back from the road, to determine whether it was in the easement. Mr. Smith believed there was something off with the fence line. Mr. Laughlin would contact the HOA. Mr. Davis requested that staff work with the homeowner on the solution to the washout. Ms. Weitzel proposed asking the homeowner to come to the meeting. Mr. Masters recalled a similar issue in another community, and the company that they were using, had a vehicle that went into the water, versus going through the homeowners' yards and would ask them to look at this area. Mr. Haber pointed out as the entity responsible for the repair, the CDD had every right to inform the homeowner that they needed to take action, so the issue did not re-occur and would work with Mr. Laughlin on the drafting of the letter to the homeowner. There was Board consensus for the District Engineer to measure the easement to determine the placement of the fence and for staff to send the letter to the homeowner.

#### **F. Pool Area Renovation**

Mr. Davis recalled that this project was started in 2017, to convert the baby pool area, which was considered to be outdated, into an upper deck and install a splash pad on the far side

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of the pool area. The splash pad was built and baby pool was capped, with funding through the re-financed bonds and there was a design plan on what the upper deck would look like; however, the project went over budget, and funds were no longer available, so it was tabled. However, Mr. Davis wanted to proceed with it at this time. Mr. Smith stated that the following proposals were received: 1) T.N. Lee Services, LLC., in the amount of \$289,400; 2) Tree Amigos Outdoor Services, in the amount of \$68,153,30 and 3) Down to Earth, in the amount of \$49,096.25. However, there were some discrepancies and recommended hiring a General Contractor. Mr. Smith recommended waiting for the proposals from General Contractors. Mr. Davis recalled an existing quote of \$152,000. Mr. Laughlin indicated this was the company that prepared the renderings and the estimate was based off of the rendering and would request that it be revised, based off of the plans. Mr. Yuro requested a summary spreadsheet of all the proposals for the next meeting. Ms. Weitzel recommended waiting until the bulkhead issue was resolved, to see the amount of money remaining after the bulkhead repair.

#### **G. Sidewalk Repair**

Mr. Laughlin recalled at the last meeting, the Board approved a not-to-exceed amount of \$10,000 for Precision Sidewalk Safety to repair areas of sidewalk on St. Johns Golf Drive, which was in the process of getting scheduled. Mr. Masters was informed as of yesterday, they were two weeks away and the work would start at the corner of Leo Maguire Parkway and St. Johns Golf Drive. Mr. Davis asked if they were repairing sidewalk panels that were lifted to a certain point. Mr. Masters confirmed that they were smoothing out sidewalk panels with a 2-inch lift. Mr. Davis preferred to replace sidewalk panels that were in bad shape on Eagle Point Drive, as his wife tripped over one while she was jogging and at the intersection of St. Johns Golf Drive and Drury Court, a 10-year-old boy fell off his scooter and broke his arm. Mr. Masters requested that Mr. Davis drive around with him on a cart, to identify those areas, which would either be repaired by Precision Sidewalk Safety or a company he wanted to obtain a proposal from. Mr. Fagen recommended that the Board approve a not-to-exceed amount. Mr. Laughlin agreed, as this was considered to be an emergency type of repair and approved \$500 per panel or \$1,500 for three panels. Mr. Davis was in favor of approving \$2,500. Mr. Yuro agreed.

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On MOTION by Mr. Davis seconded by Mr. Yuro with all in favor authorizing an amount not-to-exceed \$2,500 for the repair of severely raised sidewalk panels over 2 feet was approved.

Mr. Davis reported that further down Drury Court, at the cul-de-sac, the cable company was running an orange extension cord down the street and black rubber strip covers across the sidewalk and questioned why this was occurring and if there was any liability. Mr. Kevin Striegel of 1528 Drury Court stated they contacted Xfinity and they came out and buried it. Mr. Masters believed that Xfinity forgot about it and requested that residents contact his office in the future, so staff could work with Xfinity. Mr. Davis would point out this area to Mr. Masters. Mr. Haber would review the language on the plat, to see if Xfinity had a utility easement over the property to install lines, but a phone call informing them what they were doing was wrong, may get them to handle it quickly, but if they were not cooperating, further steps may need to be taken.

#### **FIFTH ORDER OF BUSINESS**

#### **Discussion of Fiscal Year 2025 Approved Budget**

Mr. Laughlin reported that no action needed to be taken, as this item was on the agenda for discussion purposes. The public hearing was scheduled for the next meeting. Mr. Leary presented a spreadsheet that he prepared, adjusting the following line items in the budget to reduce assessments by 5%.

- Reducing *Repairs & Maintenance* by \$12,301
- Reducing *Attorney* by \$6,000
- Reducing *Contingencies* by \$11,004
- Reducing *Tennis Court Maintenance* by \$3,602.50
- Reducing *Office Supplies* by \$700
- Reducing *Street & Tennis Court Lighting Maintenance* by \$6,000
- Reducing *Telephone/Internet/Cable TV* by \$700
- Reducing *Landscape Maintenance (Soccer Field)* by \$16,000, which was Option B

Mr. Leary indicated with these changes, there would be a total budget reduction of \$45,000, in order to have a 5% increase in assessments and maintain \$200,000 in the *Capital*

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*Reserve*. Mr. Yuro thanked Mr. Leary for his hard work. Mr. Laughlin reported that he had a 30-day termination from Comcast to terminate services. There was a \$525 cancellation fee for each account, but since there were two accounts, there would be \$1,050 in cancellation fees. If a phone line was necessary for the security system, one could be purchased through JSC Systems for \$87.90 per month. There would be cable for eight TVs and five hot spots. Mr. Leary pointed out that they were projected to run \$97,000 under budget for FY 2024 and under *Revenues*, there was \$28,000 of *Interest Income*. Mr. Laughlin stated that the accountant tried to be conservative as the interest depends on the market. In the past couple of years, there was a high rate of return. Mr. Laughlin would incorporate the changes that Mr. Leary proposed and provide a revised budget at next month's meeting.

**SIXTH ORDER OF BUSINESS****Consideration of Field Usage for Liberty Pines Academy Football**

Mr. Laughlin reported that Ms. Haley Hadd of Vesta received this request from Liberty Pines Academy Football and a representative was present to make a presentation. Mr. Mike Lawson, Head Coach, Liberty Pines Academy football team, requested use of the Sampson Creek field, as stated in the last year, field space was limited and Liberty Pines Academy did not allow utilization of their field. They were currently practicing at Plantation Park, but it was not available as turf was being added. They planned to use the Sampson Creek field for practices, four days per week, Monday through Thursday from 6:00 p.m. to 7:30 p.m., starting on July 29<sup>th</sup> and three days per week when games start in the middle of August, until October 15<sup>th</sup>. They had 55 to 57 kids on JV and Varsity teams, with about 60% of their participants living in Sampson Creek. Mr. Yuro recalled that their current policies allowed for only reservation of half the field on certain days. Ms. Hadd confirmed that the field could only be rented by residents on Monday, Tuesday and Thursday for 2 hours, once a week. Mr. Laughlin pointed out there was a process for the Board to approve requests on a case-by-case basis, which was why Mr. Lawson was coming before the Board and asked if there was any consideration for any type of revenue share. Mr. Lawson stated it was up to the Board, but there were monetary funds at their disposal through the St. Johns Middle School Athletic Association. Ms. Hadd noted that half of the field was already booked by a resident for 1 hour through August 13<sup>th</sup>, but she informed the resident that next Summer, they could only use the field for once a week for two hours.

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Mr. Leary questioned why the school did not allow the team to use their field. Mr. Lawson explained that the football program was not run through the school and St. Johns County did not have a middle school athletic program. Last year, they split a field behind Fruit Cove Middle School with four other teams. Mr. Yuro understood Mr. Lawson's position but was not in favor of them using the field four days per week, as it was utilized by many residents, especially at 6:00 p.m. to 7:30 p.m.; however, if it was half of the field, he may approve it. Ms. Weitzel was in favor of them using the field since the majority of players lived in the community, but sometimes cheerleaders practiced on it. Mr. Leary voiced concern about closing the field four days per week, as residents would complain, but was in favor of some middle ground. Mr. Lawson pointed out that he was in discussions with the county and would know by the end of next week, if a field was available, but asked if there was availability for one or two days per week. Mr. Yuro was agreeable to approving half of the field a few times per week, but not closing the entire field down to residents multiple days per week. Mr. Davis proposed allowing them to use it for the first three weeks. Mr. Laughlin recommended that it be contingent on having an agreement and if there was a huge disruption between now and the next meeting, it would be cancelled. Mr. Lawson preferred to have a first three-week option. Ms. Weitzel proposed approving the Liberty Pines Academy football team to use the field on Monday and Wednesday from 6:00 p.m. to 7:30 p.m. and Saturday morning from 9:30 a.m. to 11:00 a.m. Mr. Davis recalled that there was a soccer field that was not being used at St. Johns Forest, but agreed with what Ms. Weitzel proposed, seeing what the county says and terminating it, if there were complaints.

Mr. Davis MOVED to approve the Liberty Pines Academy football team to utilize the soccer field for Monday and Wednesday from 6:00 p.m. through 7:30 p.m. and Saturday morning from 9:30 a.m. to 11:00 a.m. starting on July 29, 2024, subject to the preparation of an agreement and Ms. Weitzel seconded the motion.
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Mr. Leary questioned whether it was for use of half of the field or the entire field. Mr. Laughlin confirmed that it was the entire field. Mr. Leary questioned what happened after the three weeks. Ms. Weitzel explained that this would give Mr. Lawson enough time to hear from the county and for the Board to monitor it to see if there were any complaints from residents. Mr. Yuro asked if there was any protection for the CDD, if the turf was damaged. Mr. Haber stated in

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the form of agreement that they used, there was an obligation for them to provide insurance and repair any damage. Mr. Yuro requested that it only be for the first three weeks. Mr. Fagen would post signage, to prevent people from walking on the field.

On VOICE VOTE with all in favor approving the Liberty Pines Academy football team to utilize the soccer field for Monday and Wednesday from 6:00 p.m. through 7:30 p.m. and Saturday morning from 9:30 a.m. to 11:00 a.m. starting on July 29, 2024, subject to the preparation of an agreement was approved.

## **SEVENTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Davis questioned when Form 1 was due. Mr. Haber confirmed that the deadline was on July 1<sup>st</sup>, but if he missed the deadline, the form should be completed as quickly as possible. Mr. Laughlin would follow up with an issue that Mr. Davis was having with there being another Mike Davis.

#### **B. Engineer**

Mr. Smith reported that APS completed the drain pipe exploration of the 60-inch pipe on Hole 7 and were waiting for the results but understood that there was some sediment inside of the pipe. Mr. Yuro recalled that they were supposed to repair it while they were in there. Mr. Smith pointed out there was too much disruption to the golf course and there was coordination with the golf course to repair it, as it had to be repaired from the outside and would report back to the Board at the next meeting. Mr. Yuro requested a copy of the report. Mr. Smith would provide the video and the report. Mr. Davis asked if there was a hole on the golf course. Mr. Smith stated that one opened back up last week.

#### **C. Manager – Discussion of Fiscal Year 2025 Meeting Schedule**

Mr. Laughlin presented the Fiscal Year 2024 meeting schedule, which was similar to the prior year, with meetings on the third Thursday of each month at 6:00 p.m. at this location.

On MOTION by Mr. Leary seconded by Ms. Yuro with all in favor the Fiscal Year 2024 meeting schedule as presented was approved.

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**D. General Manager****1. Report****2. Athletic Field Maintenance Reports**

Ms. Hadd presented the General Manager's Report. Movie on the Lawn was held on July 5<sup>th</sup>, which had a low turnout, because it was late and it was a kid's movie. In the future, they would have movies for older age group, such as Jumanji the Next Level, which was scheduled for August 10<sup>th</sup>. On July 10<sup>th</sup>, the Stingrays had their second pep-rally of the year for their championship meet on July 12<sup>th</sup> and their end of season banquet on July 14<sup>th</sup>. Mr. Masters and their Captain were going to discuss some policies. Today was their Juice Box Splash Pad Party for the youngsters. A Back to School Bash was scheduled for August 10<sup>th</sup>, which would have a DJ, poolside games, waterslides and food trucks. On August 24<sup>th</sup>, a babysitting class would be held with Safety First CPR. The kids were having a great time at Summer Camp. Each week was a different theme. At the request of the Board, the food trucks were moved to the other side of the fire lane, with their windows facing the grass. Since there were no complaints, they would continue to park there. The lifeguards would continue at the pool Monday through Sunday through August 4<sup>th</sup>, per the contract and would switch to weekends from August 10<sup>th</sup> to September 2<sup>nd</sup>. She met with the General Manager of the golf course, Mr. Pasquith, to discuss the operations of both facilities and have a great working relationship, so that their operations did not negatively affect residents. Ms. Hadd met with Ms. Weitzel this week, to work on some of the policies and create a list of ongoing events. Ms. Weitzel stated that the kindergarten event was discussed, which was held each year in the community. It was a meet and greet and in years past, they had a school bus pick the kids up and drive them to the Clubhouse, where their parents were waiting. Going forward, Ms. Weitzel would like for this event to be held yearly, as it was requested by multiple mothers and questioned what they needed to do for liability purposes. Mr. Laughlin recalled that the kindergarten event was initiated by Ms. Leah Tincher and they used buses that were used for field trips. Ms. Hadd stated even if the bus could not drive around the community and pick up kids, they would try to have a bus, to show kids how to get on and off the bus and provide ice cream.

**E. Field Operations Manager – Report**

Mr. Masters presented the General Manager's Report. Prior to the meeting, he and Mr. Daniel Bauman from Brightview, met with golf course, to discuss areas of responsibility for

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cutting and mowing, as there was some confusion. It should be resolved by next week. He offered to provide a ride through to the Board Members, once a month, in order to discuss issues prior to the meeting. Mr. Leary wanted to have a quality control process for landscaping. Mr. Masters indicated there was a community that had an in-depth quality plan for landscapers and would see how it could be incorporated for this community. Mr. Davis noted there was a great deal of trash in the preserve off of Glenfield Crossing, off of the pond parallel to the 5<sup>th</sup> Green. Mr. Masters would look at the area with Mr. Davis.

**EIGHTH ORDER OF BUSINESS****Supervisors' Requests**

Mr. Leary requested that the Vesta update be placed earlier on the agenda. Mr. Davis suggested that landscaping be discussed first. Mr. Laughlin would include Brightview Update, prior to Attorney under Staff Reports. Mr. Davis requested that a backboard be installed on one of the tennis courts for \$5,000, a ping pong on the flat spot for \$2,500 and be placed on the agenda for the next meeting. Mr. Laughlin would obtain proposals. Mr. Davis suggested asking Brightview for a one-page spreadsheet showing the annual flow of their work, as well as including reminders for the Board, such as hiring lifeguards, Board seats up for election and annual filing date. Mr. Laughlin would provide a To-Do-List to Mr. Davis for review.

**NINTH ORDER OF BUSINESS****Public Comments**

Resident Andrew Loferski of 906 Eagle Point Drive requested three tennis courts, one or two Fridays per month from September to December from 6:30 p.m. to 9:00 p.m. for a mixed doubles team. Ms. Weitzel asked if they booked courts in the past or if this was a new request. Mr. Loferski stated they did this in the past, but in other places. Mr. Leary questioned the process of reserving a court. Mr. Masters stated they must look at the amenity policies and confirm if there were other bookings for the tennis courts for those months. Ms. Hadd recalled that they posted their schedule on the corkboard and there were no tennis matches on Fridays. Mr. Loferski stated that one of the courts would be available for use by anyone in the community. Mr. Masters had no problem coordinating it, if the Board was comfortable with the mixed doubles team using three courts and leaving one open. Discussion ensued.



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Mr. Yuro MOVED to approve the request for the mixed double team to reserve three tennis courts two Fridays per month from 6:30 p.m. to 9:00 p.m. and Ms. Weitzel seconded the motion.

Mr. Laughlin asked if they needed an agreement. Mr. Haber confirmed that no agreement was needed. Mr. Yuro requested that it be included on the schedule on the calendar. Ms. Hadd indicated there was no master schedule for tennis and a schedule would be posted on the corkboard. Ms. Weitzel would text Ramon to find out when the afternoon clinics were and provide to Ms. Hadd, so she could include it on a master list.

On VOICE VOTE with all in favor the request for the mixed double team to reserve three tennis courts two Fridays per month from 6:30 p.m. to 9:00 p.m. was approved.

Mr. Leary requested that there be notification in the weekly flyers on when the courts were reserved. Mr. Loferski would provide a list of the Fridays that the courts were reserved. Resident Kaylyn Gyuris of Glenfield Crossing pointed out that her husband was in construction and could assist with the 1929 bulkhead project. In his opinion, \$300,000 to \$400,000 was excessive. She she was a pickleball player and drove all the way to Nocatee to play and questioned whether she could play pickleball on an open tennis court in this community. Mr. Hadd confirmed that there was no written policy. Mr. Laughlin stated that some Districts had a sign or policy that the tennis court were for tennis use only. Ms. Hadd recalled in the past, they drew their own lines, but the current policies only stated that proper attire must be worn and did not say anything about the courts being used for tennis only. Mr. Masters confirmed that people were using chalk and rocks to draw lines and offered to look into magnetic and weighted lines that would not damage the courts. Mr. Yuro had no issue, as long as they were not marking the courts. Mr. Davis requested that everyone be sensitive to the fact that there was a tennis team and there was a specific time that they practiced. Ms. Jill Struble of 1571 Drury Court questioned why their sidewalk was not repaired, as her son fell and hurt himself. Mr. Davis apologized for it taking so long, as the Board was trying to resolve it. Mr. Laughlin pointed out there were ADA requirements that they had to meet. Mr. Ken Julick stated that he sent an email to Mr. Masters about using the room for Cub Scouts, which was approved last year and was up for renewal. Mr.

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Yuro requested that Mr. Julick coordinate with Mr. Hadd, to ensure that there was no conflict. Ms. Hadd confirmed that the room was free.

On MOTION by Mr. Davis seconded by Ms. Weitzel with all in favor allowing the Cob Scouts to utilize the Amenity Center for their meetings and waiving the room rental fee of \$50 was approved.

Mr. Striegel questioned the purpose of the yellow paint on sidewalks that were cracked and unlevel and the recourse of the contractor. Mr. Davis stated that Mr. Macke painted all of the sidewalks, to help the Board understand the scope, but he was tragically killed. Sidewalks would be on every agenda until they were repaired. Mr. Striegel reported that driving down Drury Court, was like driving through a swamp. Mr. Laughlin requested pictures, so that staff could look into it.

**TENTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of Minutes of the June 20, 2024 Meeting** *(will be sent under separate cover)*
- B. Balance Sheet as of June 30, 2024 and Statement of Revenues & Expenditures for the Period Ending June 30, 2024**
- C. Check Register**

Mr. Laughlin presented the Balance Sheet and Statement of Revenues and Expenditures for the Period Ending June 30, 2024 and Check Register for July 18, 2024 in the amount of \$88,956.32. The District was \$92,000 under budget. The minutes were not provided to the Board because he was unable to upload the audio to the transcriptionist, but he and Mr. Haber just received the minutes and were reviewing them and they would be included in the next agenda package.

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

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**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – August 15, 2024 @ 6:00 p.m. @ St. Johns Golf & Country Club Meeting Room**

Mr. Laughlin stated that the next meeting was scheduled for August 15, 2024 at 6:00 p.m. at this location.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

Signed by:  
*Daniel Laughlin*  
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Secretary/Assistant Secretary

Signed by:  
*Mike Yuro*  
E55AE2DB2E4542E...  
Chairman/Vice Chairman