

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, August 15, 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:

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

Also present were:

Daniel Laughlin	District Manager
Wes Haber <i>via phone</i>	District Counsel
Mike Silverstein	District Engineer
Chris Boggess	Matthews Design Group
Rodney Hicks	Brightview
Daniel Bauman	BrightView
Dan Fagen <i>via phone</i>	Vesta Property Services
Jim Masters	Vesta Property Services
Mike Lawson	Liberty Pines Academy
Residents	

The following is a summary of the actions taken at the August 15, 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:

August 15, 2024

Sampson Creek CDD

- Mr. Mike McCormick of 604 Remington Court requested that the CDD repair the dead grass between the sidewalk on St. Johns Golf Drive, the entrance to the community on both sides of the road, the area between the golf cart path off of #17 and the crosswalk and area around the Live Oaks, where there was bare dirt. Mr. Leary planned to speak to BrightView about the dead grass between the sidewalk on St. Johns Golf Drive. Mr. Masters stated that an update would be addressed under BrightView's report. Mr. McCormick requested that the Board survey residents every 10 years to see what their priorities were for future amenity capital projects.
- Ms. Angela Conroy of 1941 Glenfield Crossing Court asked about the pond in back of her home. Mr. Laughlin would provide an update later in the meeting.
- Mr. Joel Wood of 933 Brookhaven Drive requested that the Board consider combining the capital improvement projects and working with Matthews Design Group (Matthews) and with the University of North Florida for a student to work on a Capstone Project, to design the open space area.
- Mr. Hank Rosen of 1912 Cross Pointe Way sent an email to the Board Members regarding the entrance sign to Stonehedge Trail Lane, which was damaged several months ago and was not repaired. Mr. Laughlin would provide update an update later in the meeting.
- Ms. Shea Knauff of 942 Eagle Point Drive asked if there would be discussion about Lake Doctors and maintenance of the lakes. Mr. Laughlin stated it could be discussed under audience comments or she could email staff at any time.

THIRD ORDER OF BUSINESS**Amenities Booking Requests**

Mr. Mike Lawson, Head Coach, Liberty Pines Academy football team, requested use of the Sampson Creek field on Mondays and Tuesdays from 6:00 p.m. to 7:30 p.m., from now until October 16th. Mr. Davis recalled that someone was using the field on Tuesdays and Thursdays. Mr. Lawson was informed by Ms. Haley Hadd that the resident who reserved the field on Tuesdays and Thursdays, no longer needed it after this week. Ms. Weitzel was in favor of extending Liberty Pines request, as long as there were no issues and Ms. Hadd was monitoring it.

August 15, 2024

Sampson Creek CDD

Mr. Laughlin pointed out that there would be a revised agreement for this time period with the same stipulations.

On MOTION by Mr. Davis seconded by Ms. Weitzel with all in favor approving the Liberty Pines Academy football team request to utilize the Sampson Creek field on Mondays and Tuesdays from 6:00 p.m. through 7:30 p.m. until October 16, 2024 was approved.

FOURTH 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 provided the following report:

1. Hedges were growing fierce and their crews were monitoring it.
2. Summer flowers were doing well and new ones would be installed in September.
3. The Palm tree trimming would be completed by the end of the month.
4. Their crews were working with the irrigation each month and performing inspections.
5. Ornamental grasses were encroaching the sidewalk and their crews were trying to keep up with them
6. Oak tree limbs were hanging over and recommended that the CDD approve trimming them.
7. Storm cleanup was completed.

Mr. Davis questioned the areas that Mr. McCormick discussed, one of which was a section of grass where they recently replaced the sod and if the CDD was responsible for the hedges where Holes 17 and 18 cross over St. Johns Golf Drive or if it was the golf course. Mr. Masters indicated that he met with Mr. Ben Pasquith of the golf course and BrightView and there was agreement for BrightView to maintain the area on the right-side when leaving the community, up until the service road and a corner of Leo Maguire Parkway and the golf course would be responsible for the left side. BrightView would raise the tree canopies to provide more light, ensure that there was adequate irrigation and mulch around tree rings. They would then determine what to do with the sod. The golf course would be responsible for the sod on the other

August 15, 2024

Sampson Creek CDD

side of the field, but BrightView would continue to trim the bushes. They were investigating why there was a loss of sod and questioned whether vehicles were still parking there. Mr. Weger recalled that it was overflow parking for Swim Team events. Mr. Leary did that believe it was contributing to the sod issue. Mr. Weger disagreed and proposed blocking the area off and posting No Parking signs, leading up to the Clubhouse, when there were large events. Ms. Weitzel agreed, as there was limited parking. Mr. Masters offered to block the area off, but from May through October, the golf course would be closed to redo their greens and there would be an open parking lot. Mr. Davis understood that the golf course would be responsible for maintaining the left-side, all the way down past the soccer field and the area along the soccer field. Mr. Leary pointed out that the CDD could not transfer over this property in its current state and since it was several years since it was resodded, he wanted a commitment from BrightView to replace the sod.

Mr. Bauman did not want to commit to replacing sod today, as there were irrigation issues. A controller was turned off manually, several times, which was reported. Mr. Leary questioned who was turning it off. Mr. Bauman stated that he was informed by the Golf Course Superintendent, that they were turning it off. Mr. Leary did not understand why the golf course was turning off the controller, as they used millions of gallons of water on the golf course and this area was only 100 feet long. Mr. Master was told that the golf course was using too much water and the controller was not just for that zone. Mr. Davis questioned whether it was affecting the soccer field. Mr. Masters pointed out that the soccer field had a battery-operated controller and this particular controller only affected the sod by the parking lot and a couple of sections down the road, but admitted fault, as he was not aware of the controller being turned off and that the golf course and BrightView were also at fault. Mr. Hicks felt that BrightView should not be responsible for the dead sod, due to drought conditions and the golf course turning the controller off. Mr. Leary requested that BrightView look at the Bermuda sod in front of the Clubhouse, as it was perfect and since the CDD spent a great deal of money on the sod, it should be green. Mr. Hicks pointed out that BrightView was willing to work with the District, but District staff needed to speak to the golf course on managing the controller. Mr. Masters would meet with the golf course, come up with a plan and report back to the Board. Ms. Shea Knauff of 942 Eagle Point Drive asked if there were two zones or a zone between Holes 4 and 5. Mr. Leary stated the issue was who was responsible for this area and would install the irrigation. Mr. Masters believed that

August 15, 2024

Sampson Creek CDD

the golf course was responsible for this area. Ms. Knauff recalled that Mr. Douglas Macke, was working on getting irrigation in this area, but he passed away. Mr. Leary requested that Ms. Knauff email Mr. Ben Pasquith and provide him with the photos.

Mr. Mike McCormick of 604 Remington Court asked if the golf course was exempt from covenants for upkeep and maintenance. Mr. Haber would review the Declarations of Covenants and Restrictions to determine who was exempt. Mr. McCormick would speak with Mr. Haber after the meeting. Mr. Gregory Kern of 2117 Fox Tail Court recalled in 2020, Matthews Landscape Architect completed a community assessment of all the CDD landscaping in the community and the area that Ms. Knauff mentioned, in between Holes 4 and 5, was owned by the CDD, from the edge of landscape island to the golf course. Mr. Kern walked the area every morning and there had not been water on the grass in two or three years. Mr. Davis appreciated Mr. Kern bringing this to the Board's attention and requested that Mr. Laughlin provide this document to the Board. Mr. Laughlin would contact the District Engineer. Mr. Kern voiced concern at a prior meeting, that the pond behind his cul-de-sac, had been neglected by BrightView, but to their credit, they handled it the next morning and did an amazing job. This was the most responsiveness that they ever received from a landscaping company. It was Lake Doctors responsibility to maintain the algae in Pond 25A, but they were not treating it, especially in the Summer months. Mr. Laughlin was not aware of this and would contact them.

FIFTH ORDER OF BUSINESS

Discussion Items

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

Mr. Masters presented proposals for the replacement of the bulkhead with vinyl, ranging ranged from \$285,000 to \$367,000 and noted that they were waiting for the timber replacement proposals. A comparison table was included. Mr. Laughlin received an email from Mr. Yuro, preferring to repair the existing damage portion of the wall, versus replacing it, although the District would not receive a warranty, as there was no evidence of any wall failure. Mr. Davis agreed, but questioned whether the repair would be vinyl or wood to match the current design. Ms. Weitzel recalled that there was a proposal for \$16,000 for just the repair. Mr. Leary pointed out that it was for marine timber. Mr. Davis was in favor of repairing the bulkhead, but not replacing it; however, he preferred to wait for the other proposals and to consider both options. Ms. Weitzel recalled a report from Matthews recommended the replacement of the entire bulkhead. Mr. Laughlin confirmed that this was Matthew's recommendation when they

August 15, 2024

Sampson Creek CDD

performed the inspection. Mr. Silverstein explained that when the water was down low enough, there were multiple areas on the bulkhead, where a pocket knife could penetrate the wood. Vegetation was starting to push through seams in the wood, but if the Board wanted to make repairs in sections, staff could look into it, but recommended obtaining prices on replacing the entire bulkhead, so it was not a continuing issue, but they could just repair the worst location. Ms. Weitzel voiced concern of spending \$16,000 to repair it and having another issue. Mr. Leary agreed with Mr. Yuro, after touring the bulkhead this week with Vesta and visually inspecting it, as there were no signs of any erosion and the piles were in good condition, but voiced concern about the maintenance, as there was growth on the left-side, versus the bulkhead on Hole 6, which had no debris or vegetation.

Mr. Davis questioned whether it would look different to the homeowners, if they replaced it with vinyl. Mr. Silverstein confirmed that it would look different, but a vinyl bulkhead would last 50 years, versus a timber bulkhead that needed to be replaced every 25 years and the difference in price was only 20%. Mr. Davis requested a presentation on the options that the vendors provided, what it would look like and how the work would be executed, for the next meeting. Mr. Leary did not want to replace the bulkhead with anything other than what was currently there, because if the entire bulkhead needed to be replaced, it would only effect a small number of homes, but the cost must be borne by the entire community and the resident would not receive any benefit for something that would last 50 years. Mr. Laughlin confirmed that entire community would benefit from it, because it was part of the stormwater system. Mr. Davis questioned if vinyl would be less expensive. Mr. Silverstein stated it would be less expensive, if it was broken out over its lifetime. Mr. Gregory Kern of 2117 Fox Tail Court, which represented owners that lived on the pond, sent an email sent earlier this week with some questions for Board consideration. He worked in the engineering industry and it was his understanding, that Top Gun Marine and H&H Marine out of Green Cove, were onsite this week. H&H did not find any blowouts or sinkholes but felt that the wall had reached its functional life, although it could last three to five more years. However, the cribbing (structural element), had rotted and oxidized, due to overgrown vegetation and H&H recommended replacing it with vinyl, which was cost efficient and easiest to construct. They would drive a sheet pile wall against the existing wall, leaving the existing wall in place, use the remaining structural integrity of the wall and add some structural elements to it. However, the marine grade timber recommended by C&H and other

August 15, 2024

Sampson Creek CDD

vendors, was also a good, satisfactory solution in the near term, but it was the CDD's responsibility to maintain the pond.

Mr. Silverstein pointed out that the District would spend \$16,000 to \$17,000 on a 25-foot section, versus \$591,000 for 400 feet of bulkhead and was waiting on an additional proposal. He received a proposal from H&H for \$285,000, an hour prior to the start of this meeting. Mr. Kern did not want to influence the Board's decision, but was impressed with H&H, as they were local, built marine walls for cities and municipalities and were partners with one of the best marine contractors in the city. They understood the spot elevations of the pond and planned to drain the pond down to work more freely, which would reduce their expenses and looked at the fencing and irrigation, which C&H did not do. Mr. Kern had a drone, which he would allow the Board to use, but all residents that were included in the email, were willing to allow the Board Members to walk into their yards to view the bulkhead. He recommended that the Board compare the proposals side by side and create a comparison. Ms. Weitzel requested the costs for replacing the entire bulkhead, versus repairing it for comparison. Mr. Davis preferred to have a spreadsheet listing the vendors that provided bids, their recommendations, prices of all options, timeline for completing the project and how long the material would last, even if Matthews did not have all of the proposals. Ms. Shea Knauff of 942 Eagle Point indicated that her husband sells building materials and wanted to make sure that they were using material that was different than what was used in other yards. Mr. Davis agreed and appreciated the communication that was sent to homeowners that would be affected by this project and thanked them for providing their input.

B. Amenity Center Upgrade

Mr. Boggess, Director of Architecture for Matthews Design Group presented renderings to expand the Amenity Center meeting room and provided the following options:

- **Option 1:** Keeping the existing footprint, opening up the walls and creating new windows to provide more light.
- **Option 2:** Moving one wall back 8.5 feet to the retaining wall, which would expand the room from 900 square feet to 1,100 square feet. Walls highlighted in green, could be moved with ease and walls highlighted in red, were not recommended, as they affected electrical lines, mechanical equipment and trusses.

August 15, 2024

Sampson Creek CDD

- **Option 3:** Pushing one wall back 8.5 feet to the retaining wall and two walls back 6 feet on both sides, to double the size of the room, by adding 500 feet to the existing 880 square feet. This option was the most recommended, as it provided the best value and provide the desired functions.

Mr. Boggess pointed out that the renovation should completely flow with the rest of the building, so that people believed that it was part of the original design. Ms. Weitzel hoped that they did not lose any square footage of the patio. Mr. Boggess explained that the wall would be moved to the patio but would not affect the patio. Mr. Davis asked if the costs for Options 2 and 3 were reasonable. Mr. Boggess did not have any prices, but if there was one option that the Board preferred, they could obtain ballpark construction costs. Ms. Weitzel was interested in the return on investment (ROI). Mr. Davis liked the fact that there would be additional space, as they were currently living in a storage space with the current configuration and that there would be windows to provide more light. Mr. Leary agreed, as it would be inviting to people. Mr. Davis hoped that the capital projects line item in the budget could be used to pay for this project and that the residents have a chance to provide input, as this was a great step to improve their amenities. Mr. Mike McCormick of 604 Remington Court felt that the current configuration was sufficient but questioned whether the Board wanted to have a larger meeting space or attract large functions. Mr. Leary stated he originally suggested this project, because compared to other communities, their Amenity Center was lacking. Mr. Boggess recommended having a place where food could be prepared. Mr. Davis understood that the purpose, was to have a dedicated meeting space. Ms. Shea Knauff of 942 Eagle Point Drive recommended that the Board define the purpose of the room, as it was currently being utilized for Summer Camp. Mr. Leary questioned the next step. Mr. Boggess would have the engineers provide design plans and obtain estimates for each option from a general contractor. Mr. Davis suggested that Board Members look at different Amenity Centers to get ideas and use bonds to cover the cost of the project. Mr. Davis questioned whether Matthews received the email from Mr. Gregory Kern. Mr. Laughlin stated the email was sent to everyone but would forward it to the Board. If staff answered the questions, there would be a fee, as there were many questions. Mr. Laughlin was working with Matthews, as most were engineering questions.

August 15, 2024

Sampson Creek CDD

C. 420 St. Johns Golf Drive Control Structure Washout

Mr. Masters reported that they the control structure at 420 St. Johns Golf Drive, was evaluated yesterday by them and Matthews and topsoil over the pipe was removed. There was a nick in the pipe, but it was not causing any problems. He was informed by the owner of 420 St. Johns Golf Drive, Mr. Michael Haag and the next-door neighbor, Mr. RJ Morris, that the area around the control structure was completely filled in, six or seven years ago, for the same issue. Mr. Laughlin would review prior minutes and speak to the prior District Manager, Mr. Jim Oliver, to get some history. Mr. Masters explained that the bulk of water would go up and down the street and into the control structure and come out at a pipe at the top of the control structure. However, it would come out to such a degree, that it would move soil from both sides of the control structure. The pipe was supposed to work in reverse, once the pond was full, to take the water to other ponds. The pipe was not damaged, but it washed the entire area out. Mr. Silverstein asked if Mr. Masters had a video of this occurring, because according to the design drawings, the water should be going out to the pond and not the curb inlet. Mr. Haag confirmed that the water was coming out the sides of the control structure and created a crater, which was undercutting the box. Mr. Silverstein explained that there were side weirs on the control structure and as the water staged up, it was supposed to exit through those weirs, but if the notches on the side, could not keep up with the water, the water would overtake the side weirs and break the top of bank. Mr. Silverstein assumed that six or seven years ago, the box was raised to pitch the pipe to stop the water from back-feeding, but was pitched the wrong way, causing a rip in the seam. There could also be a downstream issue, causing the water to back-feed through the pipe and recommended that a camera be placed in the pipe to evaluate the flow of water in a rain event. In the meantime, he would review the as-builts, to see where the invert was set to at the curb and take a picture to see where the invert of the pipe goes into the control structure and where it was at the curb, to see if it was pitched the wrong way.

Mr. Silverstein asked if the curb inlet was full of water all the time or if it was dry. Mr. Masters stated that he looked at the pipes a couple of weeks ago and it was dry. Mr. Silverstein pointed out if it was dry next week, he could pop the grate to see if there was a blockage downstream. At Hole 7, the curb inlets were back-feeding and flooding the street and believed that there was a similar issue with this control structure, due to a blockage from roots and leaves, which could explain the scouring and water cascading out of the control structure. Mr. Davis

August 15, 2024

Sampson Creek CDD

questioned where the water would flow, if the pond overflowed. Mr. Silverstein explained that the water would remain underground in a pipe that connected curb inlets on the road and would then flow to a drainage easement into another pond or wetland. The only way to see the problem would be to install a camera into the pipe. Mr. Davis requested a map of the pipes for the next agenda package. Mr. Masters requested that Mr. Silverstein let him know when he was going to pop the grate, so he could check if it was dry and asked if he could fill in the area at 420 St. Johns Golf Drive. Mr. Silverstein recommended that Mr. Masters just fill in the crack, install filter fabric over the joint and bury it. Mr. Haag recalled discussion about the SOX method to bring in soil. Mr. Silverstein preferred to find the source of the problem first and repair the damage. Mr. Mike McCormick of 604 Remington Court suggested speaking with the golf course, because they resolved an issue on Hole 12, when water was flooding the fairway, which could have disturbed the flow of water to this control structure. Mr. Silverstein believed that the golf course installed a yard drain and piped the water to discharge into the pond, which would not effect this control structure, but would evaluate it.

D. Pool Area Renovation

Mr. Silverstein reported that three proposals were provided for the pool area renovation; one for \$150,000, but items were missing from the scope, one for \$259,000 and a third one for \$286,000, which was just received today and needed to be compared to the scope of work. Mr. Davis requested the second and quotes for the next meeting. Mr. Laughlin would provide a comparison sheet. Mr. Davis requested that the proposals be included on the CDD website with other capital improvement items, so that residents could review them and provide input.

E. Sidewalk Repair

Mr. Masters reported that Precision Sidewalk Safety (Precision) found 391 areas on St. Johns Golf Drive that could be smoothed out, but areas where the slabs were high that needed to be replaced, were not included. The \$10,000 that the Board approved for Precision to repair areas of sidewalk on St. Johns Golf Drive, was not yet completed, as Precision had been very busy and were eight to ten days out from starting the process. However, once they started, they could make 100 repairs, utilizing what Mr. Masters believed was the best method out there, but recommended that the Board consider allocating additional funds, to repair the severely raised sidewalks. Mr. Davis was in favor of allocating funds to repair additional sidewalks. Mr. Masters

August 15, 2024

Sampson Creek CDD

pointed out that Precision could grind sidewalks that had a 2-inch lift, which was more than any other company could do and requested that the Board approve \$3,700. Ms. Weitzel pointed out that Two Men Concrete did a good job on the sidewalk at the intersection of St. Johns Golf Drive and Drury Court, where a child fell. Mr. Masters reported that Two Men Concrete repaired slabs in six areas, but there were additional areas where slabs needed to be replaced. Mr. Laughlin recommended that the Board approve a not-to-exceed amount of \$4,000.

On MOTION by Mr. Davis seconded by Mr. Weger with all in favor authorizing an amount not-to-exceed \$4,000 for the repair of severely raised sidewalk panels over 2 inches was approved.
--

Ms. Shea Knauff of 942 Eagle Point Drive asked if the sidewalks were marked with yellow paint. Mr. Masters confirmed that sidewalks were marked to show residents which ones were being repaired, but this was not necessary, as Precision measured every area and included them on a map. Ms. Knauff requested that staff look at the sidewalks on Eagle Point Drive. Mr. Masters indicated that Eagle Point Drive was next. Mr. Davis requested that Mr. Masters drive around with him to select the panels. Mr. Masters reported that Two Men Concrete was going to repair the monument that they damaged, at no charge and was holding their check until that repair was made. Mr. Davis felt that was a reasonable negotiation.

F. Future Amenity Capital Improvements

Mr. Laughlin indicated that some items were listed under Mr. Masters report, such as the bulkhead and sidewalk repairs, control structures, splash pad surface and wooden play feature. The splash pad was currently under warranty. Mr. Laughlin recommended that the Board list the items according to needs and wants. Mr. Davis preferred to focus on the amenities, not on operational items, such as the sidewalks and control structures, spend the money on unspent projects and discuss when and how to achieve those projects. Mr. Laughlin stated they were included because they were large capital expenses but would remove them. Mr. Davis wanted to think about the future of the community and items that were for the enjoyment of residents, rather than functionality. Mr. Laughlin pointed out that the bulkheads, sidewalks and play structure, were included as needs. Mr. Davis felt that the play structure should be listed as an amenity and the bulkheads as a maintenance item. Mr. Leary suggested splitting them between

August 15, 2024

Sampson Creek CDD

amenities and maintenance items. Ms. Weitzel noted that the play structure was a maintenance item, due to the wood becoming a safety hazard. Mr. Davis recommended that the Board discuss what was necessary to repair the play structure and if the wood could no longer be bolted, it needed to be replaced. Mr. Leary believed when something was built like the tennis courts, there would be more maintenance and if the play structure needed to be maintained, it was ongoing maintenance. Mr. Laughlin confirmed that repairs were made over time to critical items, but it was a wooden structure that was starting to deteriorate.

Mr. Davis proposed focusing on their key amenities and developing a plan with costs and scope, to circulate to residents. Mr. Laughlin would include the play feature repair/replacement, amenity room and pool area enhancements, pickleball courts and tennis court replacement on the Amenity Capital Improvement List, include a description for each item and estimated costs. Mr. Davis requested that the soccer field and basketball court resurfacing, be included on the bottom of the list and that there be a 10-year plan for enhancing the amenities and keeping the community up to date. Mr. Masters recommended that the Board review the Capital Reserve Study, as it provided a good review of all the District's assets. Mr. Davis also requested a list of future enhancements, such as opening the fence area at the tennis courts, between Courts 2 and 3 and creating a common area. Mr. Masters preferred to look at the critical items that needed to be completed at this time, determining the money on hand and working through those items. Mr. Laughlin would revise the Capital Improvement List and provide it to the Board at the next meeting.

G. Adoption of Goals and Objectives

Mr. Laughlin presented a memorandum from GMS, listing goals and objectives, based on a new law recently passed in the Legislature, requiring CDDs to develop goals and objectives by October 1, 2024. The goals included in the memorandum were broad, mainly items that the District performed regularly, such as holding at least six regular Board meetings, noticing all meetings, site inspections, annual budget preparation, financial reports and financial audits and reporting whether the goals were achieved. The Board could change the goals in the future, but at this time, these were the suggested goals that the Board needed to approve, in order to meet the deadline. Mr. Leary asked if the Board would be in compliance by adopting these goals. Mr. Haber reviewed the goals and objectives and confirmed that they would meet the requirements.

August 15, 2024

Sampson Creek CDD

On MOTION by Mr. Leary seconded by Ms. Weitzel with all in favor the District’s goals and objectives for Fiscal Year 2025 were approved as presented.

SIXTH ORDER OF BUSINESS

Fiscal Year 2025 Budget Process

A. Overview of Budget

Mr. Leary recalled that the Board discussed the budget in detail at the last meeting and agreed on the budget amounts. Residents were informed that there would be a 4.5% increase in assessments, which would equate to \$65.

B. Public Hearing

On MOTION by Mr. Leary seconded by Ms. Weitzel with all in favor the Public Hearing to Adopt the Fiscal Year 2025 Budget was opened.

Mr. Mike McCormick of 604 Remington Court appreciated the Board’s attention to this budget. There were no further comments.

On MOTION by Mr. Leary seconded by Ms. Weitzel with all in favor the Public Hearing to Adopt the Fiscal Year 2025 Budget was closed.

1. Consideration of Resolution 2024-06, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2025

Mr. Laughlin presented Resolution 2024-06, Adopting the budget for Fiscal Year 2025.

On MOTION by Mr. Leary seconded by Mr. Davis with all in favor Resolution 2024-06 Adopting the Fiscal Year 2025 Budget and Relating to the Annual Appropriations was adopted.

August 15, 2024

Sampson Creek CDD

2. Consideration of Resolution 2024-07, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025

Mr. Laughlin presented Resolution 2024-07, imposing special assessments and certifying the Assessment Roll, to allow the county to collect the assessments through the Property Tax Bill.

On MOTION by Mr. Leary seconded by Mr. Davis with all in favor the Public Hearing to Impose Special Assessments and Certify an Assessment Roll was opened.

Mr. Laughlin explained that county would receive the Tax Roll, apply the amount on residents Tax Bills and when residents pay their Tax Bill, the District would receive the funds back from the county. There were no public comments.

On MOTION by Mr. Leary seconded by Ms. Weitzel with all in favor the Public Hearing to Impose Special Assessments and Certify an Assessment Roll for Fiscal Year 2025 was closed.

On MOTION by Mr. Leary seconded by Mr. Davis with all in favor Resolution 2024-07 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025 was adopted.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being no comments, the next item followed.

B. Engineer

Mr. Silverstein received two proposals from APS for different repair options, one for \$24,000 and the other for \$29,000. Both options were equally effective. It would be a multi-phase repair and a pump would be running throughout the duration of the repair. The first stage would be cleaning and running a camera through the line. A diver went into the line, to determine the issue, which helped to facilitate the repair that was needed. The first option was a coupling repair and the second was a fiberglass repair. The coupling was the better method of repair, in Mr. Silverstein’s opinion and less expensive. APS planned to drain the pond, run the pump, plug it on one end, send the camera through and grout it with a mechanical joint seal to

August 15, 2024

Sampson Creek CDD

stabilize it. There would be two mobilizations, which were included in both proposals. Mr. Davis voiced concern that two mobilizations would disrupt residents. Mr. Silverstein explained that it was a quiet pump that would be utilized at night at idling speed. Ms. Weitzel questioned how long the work would take. Mr. Silverstein indicated that the first run could take two weeks, but once the area was stabilized, the second phase would take a week or less. They were working closely with APS, to ensure that the golf course was not damaged during this process and pedestrian traffic was not interrupted. There was a sketch showing a couple of places where they could pump the pond down and discharge the water. A formal proposal with diagrams would be provided to the Board at the next meeting. Mr. Laughlin pointed out that this item would be funded out of stormwater repairs as part of the bonds. Mr. Davis preferred to use the \$580,000 in bond funds for this expenditure and notify residents that would be affected by this work.

C. Manager

Mr. Laughlin received a request from a resident for a *No Outlet* sign at the corner of Eagle Point Drive and Meadow View Lane, due to the amount of traffic going through and turning around. There would probably need to be approval from the county to install the sign. Ms. Weitzel did not realize it was an issue.

D. General Manager

1. Report

2. Athletic Field Maintenance Reports

Mr. Masters presented the General Manager's Report. The Juice Box Splash Pad Party was a success. The Movie on the Lawn and August 9th Kindergarten adventure craft and bus journey, turned out very well. Ms. Weitzel received text messages from residents that appreciated it. Mr. Masters stated it would be fine-tuned next year to make it even better. On August 24th, there was a babysitting class with Safety First CPR, another Movie on the Lawn on September 6th and a Duathlon (swim and run) with Florida Race Day on September 21st. The pool would be closed from 9:00 a.m. to 12:00 p.m., while the kids do the swim portion. On September 12th, a coffee social was added in the morning for seniors or anyone that wanted to come to the Amenity Center, to meet their fellow residents and have some coffee. There would also be a community garage sale on September 28th. Summer Camp turned out well. It was their first year and it would be fine-tuned next year. There were currently no lifeguards, but as the

August 15, 2024

Sampson Creek CDD

school season begins, they would have lifeguards on weekends through Labor Day. Mr. Davis recommended soliciting feedback from parents on the Summer Camp. Mr. Masters planned to do so. The company that did the Splash Pad flooring, would evaluate it the week after next, as it was deteriorating quickly. It was under warranty. Mr. Davis agreed, as it was installed less than two years ago and asked if the mechanics of the Splash Pad were working. Mr. Masters stated it was part of the problem, as it was believed that beads were clogging the lines and reducing pressure. There was an annual maintenance company that unclogs the lines.

Mr. Masters reported that there was a possible change to the access cards, due to confusing language in the policy, as residents believed that they could get multiple cards and suggested the language to, "Each patron will receive two amenity cards upon initial registration with the amenity office. Should a card be lost, damaged or stolen, a replacement fee of \$25 will apply. Please note that only two access cards are allowed per household. Any lost, damaged or stolen cards will be deactivated upon issuing a replacement." Mr. Haber would work with Mr. Masters on the language. Mr. Davis asked if there should be an agenda item to approve the new language. Mr. Laughlin indicated that the Board could either make the change now or it could be an agenda item for the next meeting. Mr. Davis preferred that Mr. Masters and Mr. Haber work on the language and bring it back to the Board at the next meeting for consideration and order for residents to provide input. There was Board consensus. At Mr. Davis' request, Mr. Masters obtained prices for a ping pong table, which ranged from \$939.93 to \$2,239.89. Staff preferred that it be heavy-duty, but had concerns with balls being thrown onto the roof and into gutters, paddles and balls ending up in the pool and people working out in the proposed area. Ms. Weitzel asked if the space was part of the Gym. Mr. Masters confirmed that it was unused space. Mr. Leary felt that staffs concern regarding the paddles and balls were valid, requested that it be placed on an agenda for a future meeting and that Mr. Masters speak with Stacy, who was in the office every day, to hear her input. There was Board consensus to include this item on next month's agenda. Mr. Davis also requested a backboard for the tennis courts. Mr. Masters was still looking at the options, which so far were pricy. There were also concerns with someone hitting a ball onto the backboard and another person wanting to play tennis. Mr. Davis felt that it could be managed with the current usage rules or setting a 30-minute time limit. Mr. Masters would review the rules, but believed that there should be common courtesy. Mr. Davis proposed

August 15, 2024

Sampson Creek CDD

that it be placed on Court 1, facing the golf course or on Court 4, so balls would go out to the open grass. Mr. Masters would speak to staff.

E. Field Operations Manager – Report

Mr. Masters presented the General Manager's Report. There was a voting precinct in the Amenity Center and next Monday, the Supervisor of Elections was dropping off equipment, there was an election on Tuesday and the equipment would be picked up on Wednesday, but questioned how it was coordinated in the past. Mr. Laughlin would look into it, as it was handled by the prior amenity company. Mr. Davis asked if the room was reserved. Mr. Masters pointed out there was a business meeting on Wednesday morning, but it could be moved. Mr. Ben Pasquith requested permission to park construction trailers in the cul-de-sac by the cemetery, while the golf course constructing some improvements. They would be primarily in the grass and in the road but would not be blocking traffic. Mr. Leary recalled that the golf course was building a shack. Mr. Masters did not believe there would be a large amount of equipment and had no issue with it, since they were not blocking access. Mr. Leary requested that Mr. Masters keep the Board apprised. Mr. Masters reported that Mr. Pasquith received several phone calls from residents about fishing in the ponds, but other than informing residents that the golf course ponds were private property and they could not go through resident's yards to fish, there was not much that the CDD could do, but he was open to suggestions. Residents asked about signs, but they were ineffective. Ms. Weitzel asked if the issue was residents fishing in golf course ponds or cutting through residents' property. Mr. Masters stated the complaints were about people cutting through residents' yards. Mr. Laughlin indicated this was a common issue in every CDD that he managed and suggested that Central Security drive by the location where people were cutting through. Mr. Davis was in favor of reminding residents through the e-blast system, not to walk between the pond and someone's property, as everyone's property extended to the middle of the pond and it would be considered trespassing. Mr. Leary recalled that the fish were part of the ecosystem and the CDD paid \$4,000 for the fish to keep the ponds in good health. Mr. Davis requested that the communication to residents state that the CDD paid to stock the fish to maintain the ecosystem, not to trespass in resident's yards and there was a policy for no fishing. Mr. Leary did not believe that all residents were fishing. Mr. Laughlin stated that residents had the ability to contact the police if there was trespassing, not confronting people and notifying

August 15, 2024

Sampson Creek CDD

residents through the e-blast system. Mr. Masters would speak to Central Security and send communications to residents.

Mr. Masters pointed out the procedure for preserve trees that were dead or dying, was for residents to contact the office, he would go out to look at the trees, take pictures and forward them to the St. Johns River Water Management District (SJRWMD), who would determine whether or not they could be cut. There were currently \$800 worth of trees to be cut, but if there was a large cost to cut trees, Mr. Masters would inform the Chairman and Mr. Laughlin. Occasionally, he received a request to cut a large tree that was perfectly healthy, if it was in danger of falling on a house, but the current procedure was not to cut down healthy trees and the only recourse that the resident had, was to hire an Arborist, who would write a report, which he would forward to the SJRWMD. Mr. Masters reported existing on St. Johns Golf Drive, eight to ten trees were in bad shape and recommended trimming the trees for \$1,100. Once the trees were cut, they would start working on the turf and mulch the tree rings or fill with pine straw. Then they would focus on other areas that needed improvement, such as the 4th and 5th greens. Mr. Davis was not in favor of using pine straw.

On MOTION by Mr. Leary seconded by Mr. Davis with all in favor authorizing an amount not-to-exceed \$1,100 for tree trimming at the entrance to St. Johns Golf Drive was approved.

Mr. Masters recalled that the brown mulch was used throughout the community and preferred to use a different color mulch, at his expense, to see if the Board liked it. Mr. Leary did not like red mulch. Mr. Masters planned to use a color that popped. BrightView provided their report earlier in the meeting. Solitude re-installed the fountain on Pond 10 on Monday and it was operating. Residents who lived by the fountain on Drury Court would monitor it and let him know about any issues. In the future, Mr. Masters would include the Lake Doctors Report. Summer was horrible for the lakes and requested that residents contact the office about any issues and he would contact Lake Doctors. Tropical Storm Debbie did not cause any damages and staff did what they thought was appropriate, according to the forecast. Mr. Masters thanked the Supervisors that participated in the ride along. People were playing pickleball on the tennis courts and Mr. Masters suggested making the courts available to residents who wanted to play and apply stick on lines that could be removed after they play. Mr. Davis had no problem with

August 15, 2024

Sampson Creek CDD

people putting down lines on their own, but if staff provided them, the CDD would be liable if someone tripped on them. Mr. Leary requested that the entrance bridge, coming onto St. Johns Golf Drive, be re-painted. Mr. Davis noted some minor pieces of wood that were missing. Mr. Leary believed that the vendor who pressure washed, blew them loose and were in the bottom of the pond. Copper tops were also missing on tops of posts. Mr. Masters would speak to the golf course about re-painting the bridge.

Mr. Leary questioned the status of the security camera that was ordered some time ago. Mr. Masters explained that the vendor was supposed to come out last week to install the camera but ordered the wrong bracket. Mr. Davis requested that stop signs be repaired on Forest Glen, as there were missing bolts and cut vegetation was over a stop sign on Meadow View Lane. Mr. Masters would try to fit them in, as they were currently clearing storm drains. Mr. Davis pointed out that teenagers were reaching underneath the fence posts, to push the button to access the tennis courts and requested be a solution. Mr. Laughlin recommended placing a grate over the fence. Ms. Weitzel noticed dog feces on Court 2 and questioned whether there were *No dogs Permitted* signs, as this was not the first time there was feces on a court. Mr. Laughlin recalled that the policies stated that no dogs were permitted. Mr. Masters received a request to install poop stations. Mr. Laughlin heard that some communities did not like them and residents did not like them near their homes but suggested having one at the Amenity Center. Mr. Davis recommended having one in the common area by the pond on Eagle Point Drive and Hampton Crossing Way but handling the trees first. Mr. Masters requested the Board think about where they wanted them and how much they wanted to spend and requested that the Board provide him with leeway on money to spend without coming before the Board. Mr. Haber would provide a resolution at the next meeting, for the Board to grant authorization. Mr. Masters pointed out that typically, it was up to a certain amount or an amount authorized by the Chairman, so items could be completed quicker, such as hiring a pressure washer to clean the tennis court awnings. There was a company that Mr. Masters used for many years, who did an excellent job. Mr. Pasquith was going to pay for them to clean golf cart barn. Mr. Laughlin would include this item on the next agenda.

August 15, 2024

Sampson Creek CDD

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Weger asked about the security camera coverage and whether there were any gaps and if they could see who left feces on the tennis courts. Mr. Masters noted that there would be gaps and they did not have the ability to view the tennis courts with the cameras, but preferred to post signs stating that no dogs were allowed on the tennis courts, to see if it worked. Mr. Weger asked if there were any areas that needed coverage. Mr. Masters would re-look at these areas. Mr. Davis requested that Mr. Laughlin review the District records to find the survey that was conducted 10 years ago, Matthew's review of the landscaping and diagrams of the water flow into the control structures. Mr. Leary found the trip to the bulkhead, to be useful, as it provided him context on the project and recommended that Board Members take the same tour. Mr. Davis confirmed that he toured the bulkhead earlier in the process. Mr. Weitzel would schedule a tour.

NINTH ORDER OF BUSINESS

Public Comments

There being no comments, the next item followed.

TENTH ORDER OF BUSINESS

Approval of Consent Agenda

- A. Approval of Minutes of the June 20, 2024 and July 18, 2024 Meetings**
- B. Balance Sheet as of July 31, 2024 and Statement of Revenues & Expenditures for the Period Ending July 31, 2024**
- C. Check Register**

Mr. Laughlin presented the minutes of the June 20 and July 18, 2024 meetings, Balance Sheet and Statement of Revenues and expenditures for the period ending July 30, 2024 and check register for August 15, 2024 in the amount of \$121,603.11 for the General Fund and \$3,700 for the Capital Reserve Fund. The District was currently operating under budget.

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

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – September 19, 2024 @ 6:00 p.m. @ St. Johns Golf & Country Club Meeting Room

Mr. Laughlin stated that the next meeting was scheduled for September 19, 2024 at 6:00 p.m. at this location.

August 15, 2024

Sampson Creek CDD

TWELFTH ORDER OF BUSINESS

Adjournment

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

Signed by:



9A989FE97A6A46D...

Secretary/Assistant Secretary

Signed by:



E55AE2DB2E4542E...

Chairman/Vice Chairman