

TURNBULL CREEK
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Turnbull Creek Community Development District was held Tuesday, January 9, 2018 at 6:00 p.m. at the Murabella Amenity Center, 101 Positano Avenue, St. Augustine, Florida.

Present and constituting a quorum were:

Chuck Labanowski	Chairman
Brian J. Wing	Vice Chairman
Aage G. Schroder, III	Supervisor
Lee Clabots	Supervisor
Wil Simmons	Supervisor

Also Present were:

David deNagy	District Manager
Mike Eckert	District Counsel
Mike Yuro	District Engineer
Mark Insel	Vesta/Amenity Services Group
Roy Deary	Vesta/Amenity Services Group
Dan Fagen	Vesta/Amenity Services Group
Lourens Erasmus	Vesta/Amenity Services Group
Daniel Laughlin	GMS, LLC
Michael Johnson	Duval Landscape Maintenance
Craig Wrathell	Wrathell, Hunt & Associates
Howard McGaffney	Wrathell, Hunt & Associates
Eric Dailey	Rizzetta & Associates
Melissa Dobbins	Rizzetta & Associates
Scott Brizendine	Rizzetta & Associates
Chris Tarase	Inframark
Janice Davis	Inframark
Jim Perry	Governmental Management Services

The following is a summary of the actions taken at the January 9, 2018 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 6:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS Staff Reports (Part 1)

A. Landscape Manager (Presenter: Dual Landscape)

Mr. Johnson gave an overview of the work performed since the last meeting.

B. Engineer (Presenter: Mike Yuro)

1. Pond Banks

Mr. Yuro reported that he had reached out to all the contractors to rebid the project since Vallencourt pulled their proposal and they had all declined to bid then stated I will continue to reach out to a couple of them to obtain a bid for this pond bank work.

2. Report

Mr. Yuro gave an overview of his report, copy of which was included in the agenda package.

FOURTH ORDER OF BUSINESS Proposals

A. Consideration of Proposals for District Management Services (Presenter: Hopping Green & Sams)

Mr. Eckert stated as we have told the board before there is no competitive bidding requirement in the Florida Statutes for contractual services that you need to follow in terms of determining who your district manager should be. However, even though there isn't that procedure I think it is important that the process be a fair process. We reached out to six firms that do district management work throughout the State of Florida, received five proposals and we have four presenters today. The proposal from Special District Services was withdrawn. As we go through the evening I think it is important for you to remember the standard you are trying to gauge the proposers against is what do you think is in the best interest of the district. There are no specific criteria or scoring that we will be going through tonight. This is a public meeting and no member of the board or staff is going to ask any proposer to leave the meeting; however, I think it is customary for proposers to talk amongst themselves beforehand and if they wish to excuse themselves during the other persons presentation they are welcome to do that but that is their voluntary choice it is not something we can or have asked them to do. We have set up a

five-minute presentation by each proposer after which there will be a question and answer session by the board.

Mr. Daily of Rizzetta & Company gave an overview of his company's background and staffing, and Ms. Dobbins gave an overview of her experience with the company

Mr. Tarase and Ms. Davis of Inframark gave an overview of their proposal for management services.

Mr. Wrathell and Howard McGaffney of Wrathell, Hunt and Associates, LLC gave an overview of their experience.

Mr. Perry of Governmental Management Services gave a brief overview of the company then reviewed the proposal for management services.

The board members asked questions of each proposer after each presentation then took a short recess after which the meeting reconvened at 8:01 p.m. The proposers were reminded that they are welcome in the meeting to witness the deliberations. The board members discussed the merits of each proposal and took the following action.

<p>On MOTION by Mr. Clabots seconded by Mr. Labanowski with four in favor and Mr. Wing opposed the proposal from GMS for district management services was approved for a term of three years with no increase in fees unless more than 12 meetings a year are held.</p>

The proposers joined the meeting at this time.

Mr. Labanowski stated I want to thank everyone for their presentations. It was a tough decision and the board has decided to stay with GMS.

Mr. Eckert stated I will get back with Jennifer and she will be preparing a contract with GMS consistent with the terms of the proposal for your review and approval.

Mr. deNagy stated I want to thank you for your decision tonight. I have been working here quite awhile and I very much appreciate your confidence in GMS and I'm sure we will continue to do a great job for you.

FIFTH ORDER OF BUSINESS

Discussion Items

A. Installing a Fence at the Entrance to the Field at the Amenity Center

Mr. deNagy stated I did some follow-up work with the chairman in December and I was tasked to see if we had funding for the proposal that Chuck had provided that was \$24,400. We don't have anything budgeted for a fence in FY18; however, there are a couple of line items we could draw from if we choose to do so.

The board then discussed the merits and reasons for fencing all three playgrounds rather than just the one playground and the following direction was given. Mr. Labanowski will get pricing on a wrought iron fence with a flat top for safety purposes around the playgrounds and Mr. Labanowski will check with the HOA to see about funding 50% of the cost. The item will be placed on the March 13, 2018 agenda at which time the work will be prioritized with the amenity enter being first, then Pescara and San Marino.

B. Landscape RFP Process, Resolution 2018-01 (Presenter David deNagy)

This item deferred to the March 13th meeting.

SIXTH ORDER OF BUSINESS

Staff Reports (Part 2)

A. Attorney (Presenter: Mike Eckert)

There being none, the next item followed.

B. Manager (Presenter: David deNagy)

There being none, the next item followed.

C. Operations Manager (ASG) (Presenter: Lourens Erasmus)

Mr. Erasmus reported that the pool resurfacing is on schedule and that a hole was discovered under the deck caused by a deck drain and the contractor will inspect and repair the problem but there will be an additional fee.

D. Amenity Center Update (Presenter: Mark Insel)

A copy of the amenity center management report was included in the agenda package.

SEVENTH ORDER OF BUSINESS

Consideration of Consent Agenda (Presenter: David deNagy)

- A. **Approval of Minutes of the November 14, 2017 Meeting, December 12, 2017 Continued Meeting and the December 20, 2017 Continued Meeting**
- B. **Balance Sheet as of November 30, 2017 and Statement of Revenues & Expenditures for the Period Ending November 30, 2017; Month-to-Month Income Statement; Assessment Receipt Schedule**
- C. **Approval of Check Register**

On MOTION by Mr. Labanowski seconded by Mr. Clabots with all in favor the consent agenda items were approved.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2018-02, Election of Officers**

On MOTION by Mr. Simmons seconded by Mr. Schroder with four in favor and Mr. Labanowski opposed Mr. Wing was elected chairman.

On MOTION by Mr. Labanowski seconded by Mr. Simmons with all in favor Mr. Clabots was elected vice chairman.

On MOTION by Mr. Clabots seconded by Mr. Labanowski with all in favor Resolution 2018-02 was approved as follows: Brian Wing chairman, Lee Clabots vice chairman, Chuck Labanowski, Aage Schroder and Wil Simmons assistant secretaries the remaining offices filled by GMS employees remain the same.

NINTH ORDER OF BUSINESS **Other Business**

There being none, the next item followed.

TENTH ORDER OF BUSINESS **Supervisor's Requests and Audience Comments**

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS **Next Scheduled Meeting – March 13, 2018 at 6:00 p.m.**

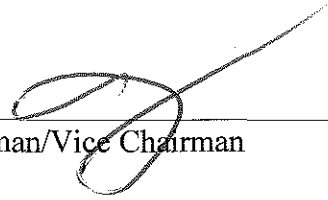
On MOTION by Mr. Clabots seconded by Mr. Labanowski with all in favor the meeting adjourned at 9:15 p.m.

January 9, 2018

Turnbull Creek CDD



Secretary/Assistant Secretary



Chairman/Vice Chairman