

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

The **regular meeting** of the Board of Supervisors of Turnbull Creek Community Development District was held on **June 13, 2023, at 6:30 p.m.** at the Murabella Amenity Center, 101 Positano Avenue, St. Augustine, Florida 32092.

Present and constituting a quorum:

Brian Wing	Board Supervisor, Chairman
Jeremy Vencil	Board Supervisor, Vice Chairman
Diana Jordan-Baldwin	Board Supervisor, Assistant Secretary

Also present were:

Carol Brown	District Manager, Rizzetta & Co., Inc.
Jennifer Kilinski	District Counsel, Kilinski/Van Wyk (via speakerphone)
Grace Kobitter	District Counsel, Kilinski/Van Wyk
Mike Yuro	District Engineer, Yuro & Associates
Erick Hutchinson	Amenity Manager, RMS
Jim Schieszer	Field Operations Manager, RMS
Brian Stevens	Account Manager, Trimac Outdoors

Audience members present.

Audience members via speakerphone.

FIRST ORDER OF BUSINESS

Call to Order / Roll Call

Mr. Wing called the meeting to order at 6:32 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Audience members provided comments on landscaping, mowing, grass clipping discharge, berm maintenance, washout areas, sod installation, swim practice, restroom usage, physical presence of staff, name tags for staff, security concerns, lifeguards and feedback on supervisor's response to audience comments.

THIRD ORDER OF BUSINESS

Staff Reports – Part A

A. District Engineer

1.) Update on Pond Bank Repairs

Mr. Yuro provided the Board with an updated map of pond bank 11. He stated three easements are blocked by fences and the District needs to work with a contractor to obtain cost for repairs.

The Board directed Mr. Yuro to obtain proposals for the next meeting and Mr. Vencil requested Ms. Brown oversee as project manager. Discussion ensued.

2.) Discussion on Repaving of Trails

Mr. Yuro also updated the Board that he is working on obtaining proposals for repairing and repaving the trails.

The Board excused Mr. Yuro at 7:03 p.m.

B. Landscaper

1.) Trimac Outdoor Landscape Maintenance Checklist, dated May 1, 2023 through May 26, 2023

Mr. Stevens introduced himself as the new Trimac Account Manager. He reviewed the recent work completed within the District that included the improvements at the roundabout, mulch and pine straw installation, and have modified mowing scheduled because of excessive moisture. Mr. Vencil commented on the importance of an improved landscape checklist.

The Board expressed concerns about pest control and Top Choice ant treatment effectiveness.

Mr. Stevens was excused from the meeting at 7:11 p.m.

The Board accepted audience comments on the approved proposed budget.

Audience comments included parking lot concerns, revenue from vendors/instructors, reserve funds, raising fees for instructors, reducing utility fees and installing solar panels, stop allowing outside vendors to use community, swim team, field usage charges, repaving trails, cars at swim team events, irrigation leak, Board meeting frequency, E-blast supervisor contact information.

The Board took a brief recess at 7:54 p.m.

The Board resumed at 8:01 p.m.

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2023-06; Amending Date of Public Hearing

On motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors adopted Resolution 2023-06; Amending the Date of Public Hearing for Adopting and Restated Rules, Rates, Fees and Charges, for Turnbull Creek Community Development District.

FIFTH ORDER OF BUSINESS

**Public Hearing on Adopting
Amended and Restated Rules,
Rates, Fees & Charges of the
District**

Open Public Hearing

On motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors opened the Public Hearing, for Turnbull Creek Community Development District.

Public Hearing Comments

Public comments included liability of parents of minors, enforcement of policies, playground lock, and inquiring of progressive fines.

Close Public Hearing

On motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors closed the Public Hearing, for Turnbull Creek Community Development District.

**1.) Consideration of Resolution 2023-07; Adopting Disciplinary Rules,
Rates, Charges and Fees**

On motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors adopted Resolution 2023-07; Adopting, as presented, Disciplinary Rules, Rates, Charges and Fees, for Turnbull Creek Community Development District.

SIXTH ORDER OF BUSINESS

**Acceptance of Arbitrage Rate
Reports for Series 2015A-1 and
2015A-2, dated
February 28, 2023**

On motion by Mr. Wing, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors accepted Arbitrage Rate Reports for Series 2015A-1 and 2015A-2, dated February 28, 2023, for Turnbull Creek Community Development District.

SEVENTH ORDER OF BUSINESS

**Discussion of Investment
Options**

Ms. Brown reviewed the balances in the District's bank accounts, reminded the Board that she is not a financial advisor, and suggested the Board to further review these accounts. Board directed staff to place this discussion on the September agenda and to have investment options available for Board review.

The Board tabled the discussion and requested it be put on the September agenda.

EIGHTH ORDER OF BUSINESS

**Consideration of Gift of Dance
Renewal Proposal**

On motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors approved Gift of Dance renewal proposal for a two-year term, for Turnbull Creek Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Suspension of
Amenity Privileges**

Mr. Hutchinson informed the Board that the minor and parents have been cooperative and no property damage occurred. The Staff recommended suspension of privileges be re-instated as of the meeting date of June 13, 2023.

The Board accepted recommendation and no further action has been taken by the Board.

TENTH ORDER OF BUSINESS

**Consideration of Amenity
Center Door Re-Painting
Proposal(s)**

Tabled by the Board. The Board requested for the Staff to consider doing the work and to E-blast the community regarding general requests for proposals for improvements within the District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Commercial
Energy Specialists Lift Chair
Repair Proposal**

The Board reviewed proposals and directed the Staff to obtain a revised proposal to repair one of the chair lifts.

Ms. Kobitter advised the Board that the ADA requires pools to have two accessible entry points, such as either two chair lifts or one chair lift and a zero-entry access and the District would be in requirement with 1 chair lift operating and the zero-entry access.

TWELFTH ORDER OF BUSINESS

**Consideration of Commercial
Energy Specialist Preventative
Maintenance Program Proposal**

The Board directed the Staff to obtain a revised proposal for 1 lift chair and present to the

Chairman to execute prior to the next meeting.

THIRTEENTH ORDER OF BUSINESS

**Consideration of Future Horizon
Pond Aeration Proposal(s)**

Tabled by the Board and directed the Staff to obtain additional proposals for September meeting.

FOURTEENTH ORDER OF BUSINESS

Approval of Consent Agenda

- 1.) Consideration of Minutes of the Board of Supervisors' Regular Meeting held May 9, 2023**
- 2.) Ratification of the Operation & Maintenance Expenditures for April 2023**
- 3.) Acceptance of Financial Statement (unaudited) for April 30, 2023**

On motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors approved consent agenda of 1.) minutes of the Board of Supervisors' regular meeting held May 9, 2023, 2.) ratification of the Operation & Maintenance Expenditures for April 2023, in the amount of \$146,432.70, and 3.) accepted the financial statement (unaudited) for April 30, 2023, for Turnbull Creek Community Development District.

FIFTEENTH ORDER OF BUSINESS

Staff Reports – Part B

A. District Counsel

The Board continued pond bank discussion and requested all activity and direction flows through District Manager. The Board requested three proposals be received for pond bank repair and directed District Counsel to draft Notice of Claim.

Ms. Kobitter informed the Board that legislation passed requiring CDD Board Supervisors to complete 4 hours of ethics training annually. Discussion ensued.

Ms. Kobitter informed the Board that their office can present a CDD 101 presentation, and it can be given in conjunction with a meeting or workshop.

Mr. Vencil suggested providing it in video format.

The Board directed the Staff to include CDD 101 questions and answers in Budget Mailed Notice.

B. Amenity & Field Operation Managers

- 1.) Field Operations & Amenity Management Report, dated June 13, 2023**

Mr. Hutchinson informed the Board that a resident has requested to use the room for a craft fair.

The Board directed the Staff that room can be rented, waivers to be completed by participants, 30-day advance notice to the Staff, disclaimer language regarding resident only, non-CDD event, CDD would not guarantee purchases, Board approved to be included in the newsletter and time limit on rental space.

Mr. Hutchinson informed the Board that a resident is interested in using the District's property to hold a canned good fundraiser. The Board provided clear direction that fundraisers would be considered for registered organizations and not for one-off fundraiser requests.

Mr. Hutchinson sought the Board's direction for the use of the room for political events.

The Board directed the Staff that the room is to be treated as a room rental, available to residents and not for commercial use.

Ms. Kilinski asked the Board if they would like counsel to work with the Staff in revising policies to be consistent in language and directed District Counsel to revise the policies.

C. District Manager

Ms. Brown reviewed the District Manager's report and reminded the Board their next meeting is scheduled for August 8th at 6:30 p.m. in the Amenity Center.

Ms. Brown also informed the Board that Mr. Vencil selected Pay Chex for the supervisor payroll processing.

SIXTEENTH ORDER OF BUSINESS

Audience Comments and Supervisors' Requests

Audience Comments

Mr. Mossing, President of RMS, thanked the Board and offered to reduce next year's renewal proposal amount by \$5,000 from what was proposed.

Audience members commented on pool maintenance and slime around the pool's edge.

Supervisors' Requests

Mr. Vencil and Ms. Jordan-Baldwin both stated there were dead trees behind their homes and requested the Staff to review.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all unanimously in favor, the Board adjourned the Board of Supervisors' Meeting at 9:50 p.m., for Turnbull Creek Community Development District.
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Secretary /Assistant Secretary



Chairman / Vice Chairman

Exhibit A

TURNBULL CREEK CDD - POND BANK PLAN

HOUSE ADDRESS	EROSION REPAIR DIMENSIONS (ft)	EROSION AREA (ft²)	SOD REPLACEMENT DIMENSIONS (ft)	SOD REPLACEMENT AREA (ft²)
1913 AMALFI COURT	10x4	40	10x100	1000+40 = 1040
1917 AMALFI COURT	4x8	32	4x8	32+32 = 64
1921 AMALFI COURT	4x6	24	8x20	160+24 = 184
1925 AMALFI COURT	6x8	48	6x8	48+48 = 96
1929 AMALFI COURT	4x6	24	18x24	432+24 = 456
1933 AMALFI COURT	-	-	2*(36x8)	576
1937 AMALFI COURT *SLOPE REPAIR	225x20	4500	225x20	4500+4500 = 9000
2112 S SORRENTO HILLS ROAD	10x15	150	10x3	30+150 = 180
2116 S SORRENTO HILLS ROAD	6x70	420	10x30	300+420 = 720
2124 S SORRENTO HILLS ROAD	-	-	2*(6x15)	180
2128 S SORRENTO HILLS ROAD	10x8	80	10x8	80+80 = 160
2132 S SORRENTO HILLS ROAD	15x8	120	15x8	120
2136 S SORRENTO HILLS ROAD	6x10	60	6x10	60+60 = 120
2140 S SORRENTO HILLS ROAD	6x5	30	6x5	30+30 = 60
2144 S SORRENTO HILLS ROAD	6x70	420	36x8	288+420 = 708
2148 S SORRENTO HILLS ROAD	-	-	2*(30x10)	600
2152 S SORRENTO HILLS ROAD	-	-	(6x36)+(15x10)	288
1851 S CAPPERO DRIVE	15x15	225	15x60	900+225 = 1125
1869 S CAPPERO DRIVE	15x30	450	15x30	450
1875 S CAPPERO DRIVE *SLOPE REPAIR	125x20	2500	125x20	2500
1876 S CAPPERO DRIVE	-	-	15x20	300
1880 S CAPPERO DRIVE	-	-	40x20	800
1884 S CAPPERO DRIVE	-	-	30x10	300
1888 S CAPPERO DRIVE	-	-	2*(10x60)	1200
1889 S CAPPERO DRIVE	20x10	200	(15x5)+(15x15)	300+200 = 500
TOTAL EROSION REPAIR BY CONTRACTOR = ±8,648 ft²		TOTAL SOD REPLACEMENT BY CONTRACTOR = ±19,300 ft²		
TOTAL EROSION REPAIR BY HOMEOWNER = ±747 ft²		TOTAL SOD REPLACEMENT BY HOMEOWNER = ±2,127 ft²		
TOTAL EROSION REPAIR = ±9,395 ft²		TOTAL SOD REPLACEMENT = ±21,427 ft²		