

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 **September 12, 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
Chris DelBene	Board Supervisor, Assistant Secretary

Also present were:

Carol Brown	District Manager, Rizzetta & Co., Inc.
Jennifer Kilinski	District Counsel, Kilinski/Van Wyk (<i>via speakerphone</i>)
Meredith Hammock	District Counsel, Kilinski/Van Wyk
Mike Yuro	District Engineer, Yuro & Associates
Erick Hutchinson	Amenity Manager, RMS
Jim Schieszer	Field Operations Manager, RMS
Brian Stephens	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 6:30 p.m.

SECOND ORDER OF BUSINESS

**Audience Comments on
Agenda Items**

Audience members had estoppel question; why are there additional fees? Audience also commented on Vallencourt proposal cost of trail improvement proposals, LPR camera security insurance and what areas the trail improvements will occur.

THIRD ORDER OF BUSINESS

Staff Reports – Part A

A. District Engineer

Mr. Yuro had no additional items.

B. Landscaper

Landscape manager provided update on response to deficiency notice with completion date of September 1, 2023.

On September 8, 2023, received July 31st – August 28th reports.

Mr. Stephens provided an update to the Board that they put in 176-man hours specifically the berm, debris removal, post hurricane clean-up, pine needles and pinecones.

Additional expansion of checklist in process. Mr. Vencil is pleased with presented report, (Exhibit A).

Mr. Schieszer was pleased with the work that was completed. Ms. Brown asked the Board for further direction on paying invoices. The Board advised if everything was completed on the deficiency list and the work has been verified to move forward and pay invoices.

Mr. DelBene asked if their contract, crew size and schedule ensures work can get done with man hours provided. Mr. Murphy stated "yes, extra crews are getting caught up."

Mr. Murphy said lawn maintenance is on-going, going to have weeds, trying to get everything completed. Heavy rain is a challenge.

Mr. Schieszer commented that 5 guys barely cover everything. Discussion ensued.

Mr. Vencil stated there are large trees down in the berm. The Staff is to further review conservation easement.

FOURTH ORDER OF BUSINESS

**Ratification of Trimac Hurricane
Response Plan Proposal**

This was presented to the Chairman outside of the meeting, bringing before the Board for ratification.

On a motion by Mr. Wing and seconded by Mr. Vencil, with all in favor, the Board of Supervisors ratified Trimac Hurricane Response Plan proposal, for Turnbull Creek Community Development District.

Ms. Kilinski had small changes to the FEMA addendum. Ms. Hammock recommended preparing FEMA addendum with a few modifications to the agreement.

On a motion by Mr. DelBene and seconded by Mr. Vencil, with all in favor, the Board of Supervisors approved FEMA addendum to the agreement, for Turnbull Creek Community Development District.

Trimac was excused at 6:53 p.m.

FIFTH ORDER OF BUSINESS

Consideration of Pond Bank 11 Repair Proposal(s)

Mr. Yuro reported that Bourdeaux's remaining balance is \$24,088.62.

Mr. Yuro had no response to pond bank repair proposals. One of the vendors uses sand/fill within pond and netting to restore. He will continue to work on obtaining proposals. Mr. Yuro feels the contractors are busy with larger projects. The Staff will continue to work on obtaining proposals.

SIXTH ORDER OF BUSINESS

Consideration of Trail Improvement Proposal(s)

Mr. Yuro presented both Duval and Vallencourt proposals. He explained Duval does not include a few drainage improvements. Vallencourt provided the drainage improvements; however, proposal was much higher. Discussion ensued.

Mr. Wing asked if Duval could do the work with the drainage improvement.

The Staff is to further review drainage/sink hole increasing.

The Staff is to continue with proposal review and obtain architectural proposal for drainage improvements.

The Board excused Mr. Yuro at 7:06 p.m.

SEVENTH ORDER OF BUSINESS

Acceptance of First Addendum to Professional District Services Agreement

Requesting a motion to accept. This amount was adopted in the budget.

On a motion by Mr. DelBene and seconded by Mr. Wing, with all in favor, the Board of Supervisors accepted the first addendum to Professional District Services Agreement, in the amount of \$47,800.00 to \$50,190.00, 5% increase, for Turnbull Creek Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Second
Amendment to Riverside
Management Services
Agreement**

On motion by Mr. Vencil, seconded by Mr. Wing, with Mr. DelBene opposed, the Board of Supervisors approved the second amendment to Riverside Management Services Agreement, with Facility Management, in the amount of \$71,166.00, Field Operations, in the amount of \$59,801.00, Field Maintenance, in the amount of \$57,166.00, Common Area Waste, in the amount of \$21,349.00, Program Director, in the amount of \$3,004.00, Pool Maintenance, in the amount of \$15,801.00, Facility Attendance and Monitors, in the amount of \$21.50, (\$19,973.00 annually), and Lifeguards, in the amount of \$19.00, (\$38,975.00 annually), 3.7% increase, motion carries, for Turnbull Creek Community Development District.

Mr. Wing asked if this locks the District into a 1-year agreement. Ms. Kilinski advised it is 60 days without cause. Discussion ensued.

NINTH ORDER OF BUSINESS

**Consideration of Amendment to
Jani-King Agreement**

Budgeted - \$9,885.00. Fiscal Year 2022/2023 - \$9,413.88.

Ms. Brown informed the Board that the vendor emailed her that it would be a 2.5% increase to \$9,649.23.

On motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors approved amendment to Jani-King Agreement, not-to-exceed 3% of contract, for Turnbull Creek Community Development District.

TENTH ORDER OF BUSINESS

**Consideration of Amendment to
Future Horizon Agreement**

Budget - \$18,975.00 and proposed amount is the same.

Mr. DelBene asked if the Staff are happy with vendor. Discussion ensued.

On motion by Mr. Wing, seconded by Mr. DelBene, with all in favor, the Board of Supervisors approved amendment to Future Horizon Agreement, for Turnbull Creek Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Grau &
Associates Arbitrage Renewal
Proposal for Bond Series
2015B-1, 2015B-2 & 2016**

The annual rebate calculation per bond is \$600.00 for 5 years, 2024-2028.

Within budget – Fiscal Year 23/24 \$3,000.00.

On motion by Mr. Wing, seconded by Mr. DelBene, with all in favor, the Board of Supervisors approved Grau & Associates Arbitrage Renewal proposal for Bond Series 2015B-1, 2015B-2 & 2016, for Turnbull Creek Community Development District.

TWELFTH ORDER OF BUSINESS

**Consideration of 2023-2024
Insurance Renewal Policy**

Discussion ensued regarding coverage types and premium breakdown, including but not limited to:

Property - \$24,452.00

General Liability - \$5,782.00

Public Officials & Employment Practices Liability - \$4,293.00

Audience member commented on potential lawsuit. Mr. Wing and Mr. DelBene replied that anyone can sue anyone.

On motion by Mr. DelBene, seconded by Mr. Wing, with all in favor, the Board of Supervisors approved Fiscal Year 2023-2024 insurance renewal policy, slightly under budget, for Turnbull Creek Community Development District.

THIRTEENTH ORDER OF BUSINESS

**Ratification of Create-a-Cook
Agreement**

Mr. Vencil would like the Board to continue the discussion on fees.

Mr. Hutchinson stated that the vendor had no interest, and the event did not occur.

The Staff is to include agenda item for November to discuss rates.

On motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors deferred the Create-a-Cook Agreement, for Turnbull Creek Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Consideration of Aeration
Proposal(s)**

Mr. Schieszer provided a review of proposals. He felt the electrical proposal was a good price.

Mr. DelBene asked why the District couldn't use power from the street light. Discussion ensued.

Mr. Schieszer reminded the Board that the bugs were a bigger problem. Aerator would help with algae. The Staff informed the Board of Gambusia as an option. Discussion ensued.

The Staff was directed to invite aquatic vendors to attend the November meeting and present Gambusia proposals.

The Board tabled consideration of aeration proposals.

Mr. Schieszer informed the Board about Microbe and can invite them to the next meeting.

FIFTEENTH ORDER OF BUSINESS

**Consideration of Resolution
2023-11; Designating Date, Time
& Location of Regular Meetings
for Fiscal Year 2023-2024**

On motion by Mr. DelBene, seconded by Mr. Vencil, with all in favor, the Board of Supervisors adopted Resolution 2023-11, as amended, designating date, time and location of regular meetings for Fiscal Year 2023-2024, for Turnbull Creek Community Development District.

SIXTEENTH ORDER OF BUSINESS

**Acceptance of Board
Supervisor's Resignation**

Ms. Brown received a phone call from Supervisor Krol informing Ms. Brown that Supervisor Krol resigned from her seat, and she sent her Form 1F.

On motion by Mr. Wing, seconded by Mr. DelBene, with all in favor, the Board of Supervisors accepted board supervisor's resignation, for Turnbull Creek Community Development District.

Staff was directed to send E-blast every other week notifying the community of the vacancy. Candidates are to submit by November 1. Post vacancy on website, community

website, E-blasts and post for consideration at the November 14, 2023 meeting.

SEVENTEENTH ORDER OF BUSINESS

Approval of Consent Agenda

- 1.) **Consideration of Minutes of the Board of Supervisors' Regular Meeting held August 8, 2023**
- 2.) **Ratification of the Operation & Maintenance Expenditures for July 2023**
- 3.) **Acceptance of Financial Statement (unaudited) for July 31, 2023**

On motion by Mr. Wing, seconded by Mr. DelBene, with all in favor, the Board of Supervisors, approved the Consent Agenda and approved, as amended, the Minutes of the Board of Supervisors' Regular Meeting held August 8, 2023, ratified the Operations & Maintenance Expenditures for July 2023, in the amount of \$99,257.54, and accepted the Financial Statement (unaudited) for July 31, 2023, for Turnbull Creek Community Development District.

EIGHTEENTH ORDER OF BUSINESS

Staff Reports – Part B

A. District Counsel

No report.

B. Amenity & Field Operation Managers

- 1.) **Field Operations & Amenity Management Report, dated September 12, 2023**

Mr. Schieszer is obtaining proposals to repair damage from motor vehicle accident and working with the Staff and insurance company.

Mr. DelBene reminded the Staff to obtain all proposals for damages incurred, including Trimac irrigation repair.

He also informed the Board that mushroom pump needs to be replaced. Pool pump discussion ensued.

Mr. Schieszer informed the Board that the Pond 7 homeowner was duck feeding. Trimac re-sodded damaged areas.

Mr. DelBene requested photographs with invoices of Pond 7. Mr. Schieszer said dirt and sod repair at Pond 7 needs to be done.

C. District Manager

Ms. Brown informed the Board that the next meeting is scheduled for November 14, 2023,

at 6:30 p.m. at the Murabella Amenity Center.

She also informed the Board that the payroll processing agreement is in full operation and supervisors have access to their account to add their direct deposit information.

NINETEENTH ORDER OF BUSINESS

**Audience Comments and
Supervisors' Requests**

Audience Comments

An audience member commented on reserve study and utilizing Village Church for a future budget hearing location.

Supervisors' Requests

Mr. DelBene requested aeration proposals for ponds on the next agenda and to add grass clipping to not be blown into the ponds from mowers in the Trimac deficiency letter.

Mr. DelBene requested Mr. Schieszer to work with the aquatic vendor in providing a priority list of ponds.

Mr. Vencil requested the Staff rake baseball field weekly and asked the Staff to find out if soil sterilizer was applied to the baseball field.

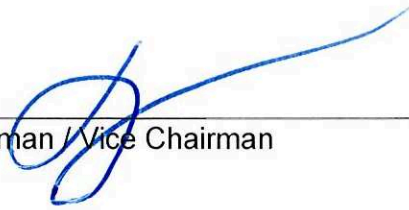
TWENTIETH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Wing, seconded by Mr. DelBene, with all unanimously in favor, the Board adjourned the meeting at 8:27 p.m., for Turnbull Creek Community Development District.



Secretary /Assistant Secretary



Chairman / Vice Chairman

Exhibit A

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

<i>Landscape Maintenance Checklist (Trimac Outdoor)</i>		
1.0 Maintenance		7/31/2023
Growing Season Only (April 1st - October 31st)		
1.1 Mowing (by Friday of each week) 5 days / week		
All Turf & Pond Areas		
Monday - & Berm Along Pacetti Rd / Clubhouse areas Amenities Ponds # 1- 5		All of the mowing was completed at and around the amenity complex except for the field which is mowed on Friday. Lakes 1-5 were mowed and the entrance was mowed up to the round a bout
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 , 7, 8, 9, 15 & 16		All of the mowing has been completed at the San Marino park, along SR 16 and the SR 16 entrance the round a bout and Verona Way. All lakes in this section were cut as well, 7-9 and 15-16
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5		Pezsara Field and playground area, lakes 1b-5b and the berm on the East side of Pescara have been mowed
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,		Lakes 10-14 have been mowed as well as the field at Rugusa.
Friday - Outer berms off of SR16 & Pacetti Rd		The athletic field has been mowed as well as the perimeter berms on the East side and South side of Murabella
1.2 String Trimming		
Trimming around all obstacles at every mowing cycle to include fences on pond side, light poles, trees & shrubs.		String trimming was completed daily as part of the mowing routine
1.3 Edging		

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

All hardscape and paved trails at each mowing cycle	The edging was completed in each area as part of the mowing process
1.4 Blowing	
All hardscape areas blown clean, including tennis & basketball courts, streets and parking lots	All hard surfaces were blown off daily once mowing was completed
1.5 Weed Control	
Weeding of plant beds, all natural areas and berms	Annual flower beds are weeded weekly and large weeds are being pulled in the berms prior to herbicides being applied. We focused heavily on the berms on both sides of Positano. We pulled vines and large weeds, removed sticks and sprayed weeds
Pre & Post emergents applied at appropriate times	We continue to spray post emergent herbicides daily as weather allows (no rain and calm wind). This is done rotationally in each section once the mowing has been completed
1.6 Pruning	
Shrubs, vines and orimantal trees in common areas and berms to be pruned to maintain their natural shape and maintain appropriate distances between pedestrian and vehicle areas.	This week the hedges at the Pacetti entrance and Piscara entrance were trimmed
Trees (crape Myrtles) shall be pruned when dormant (winter)	
Palms trimming shall be done one time per year (June-July)	This was completed in June.
1.7 Berms	
Berms to be cleaned, weeded and manicured, grasses trimmed once a year at the same time pine straw is put down (Yearly)	
Weeds to be removed / treated year round as needed	We continue to pull large weeds weekly and berms are being sprayed on a rotation. Limbs are also being picked up on a rotation

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

2.0 Pesticide Application	
2.1 Turf Pest Control	
Turf inspected weekly and spot treated (As Needed)	Turf is inspected weekly for insect or fungus issues
Ant, mole & cricket control can be requested once a year Documentation shall be given to owner for proof & chemical	
Top Choice grannular insecticide blanket appplication for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	all plant material is inspected weekly and treated as needed
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entries, amenity center & mail kiosks are fertilized with grannular slow release fertilizers	
To be completed in 4 rounds (March, May, September & November)	Fertilization and weed treatment is scheduled for September
3.2 Shrubs & Trees	
Shrubs / trees to be fertilized twice a year with grannular slow release nitrogen source in 2 rounds (March & September)	
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	annuals will be treated mid August
4.0 Irrigation (All Inclusive Package) Guidelines	Prepared by Jerry Lambert 10/20/2023

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Bi-Weekly Inspections (26 per year)	
All controllers, sprinkler heads, valve boxes, adjustments as needed, watering schedules, submit a written report	irrigation is running as scheduled
Note: This contract shall include the following at N/C	
Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	One valve was replaced in the berm at the SR 16 entrance and 2 heads were replaced on the same zone
Relocation or adjustments to heads, Wire splices or cut wires, Valve box replacements, Decoder repairs,	
Battery replacements, Any damage to the landscape due to irrigation related issues like under & over watering	
These are to be completed within 24 hours of notification.	
Note: Things that fall outside the contract	
The water source and pump system or respective controls, Mainline repairs 4" pipe, Timer repairs, vandalism.	
5.0 Mulching	
All amenity areas, roadways and roundabout mulched twice yearly (March & late summer) 2" depth	
Pine straw to be applied to all berms areas twice a year (March & September) 3" depth	
6.0 Seasonal Color	
Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	
Areas of seasonal color are:	
SR16 / San Giacomo entrance (420 plants per installation)	
Pacetti Rd / Terracina Dr (85 plants per installation)	
Main entrance at Pacetti Rd (215 plants per installation)	
Amenity center beds and roundabout (612 plants per installation)	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Christmas color display of poinsetta's at amenity center entrance at the holidays	
Signature (Trimac):	Brian Stephens

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

<i>Landscape Maintenance Checklist (Trimac Outdoor)</i>		
1.0 Maintenance		8/7/2023
Growing Season Only (April 1st - October 31st)		
1.1 Mowing (by Friday of each week) 5 days / week		
All Turf & Pond Areas		
Monday - & Berm Along Pacetti Rd / Clubhouse areas Amenity Ponds # 1- 5		All of the mowing was completed at and around the amenity complex except for the field which is mowed on Friday. Lakes 1-5 were mowed and the entrance was mowed up to the round a bout
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 , 7, 8, 9, 15 & 16		All of the mowing has been completed at the San Marino park, along SR 16 and the SR 16 entrance the round a bout and Verona Way. All lakes in this section were cut as well, 7-9 and 15-16
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5		Pezscara Field and playground area and the berm on the East side of Pescara have been mowed. Due to heavy rain, lakes 1b-5b were not able to be mowed due to being to wet.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,		Lakes 10-14 were to wet to mow due to yesterdays heavy rain. The field at Rugusa was mowed.
Friday - Outer berms off od SR16 & Pacetti Rd		The athletic field was spot mowed around the wet areas due to rains earlier this week. The perimeter berms on the East side and South side of Murabella were mowed.
1.2 String Trimming		
Trimming around all obstacles at every mowing cycle to include fences on pond side, light poles, tress & shrubs.		String trimming was completed daily as part of the mowing routine
1.3 Edging		

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

All hardscape and paved trails at each mowing cycle	The edging was completed in each area as part of the mowing process
1.4 Blowing	
All hardscape areas blown clean, including tennis & basketball courts, streets and parking lots	All hard surfaces were blown off daily once mowing was completed
1.5 Weed Control	
Weeding of plant beds, all natural areas and berms	Annual flower beds are weeded weekly and large weeds are being pulled in the berms prior to herbicides being applied. This week we focused our efforts on the berm around Memorial Park. We pulled vines and large weeds, removed sticks as well as smaller downed trees and sprayed weeds. on Saturday 8-19 we had 18 additional staff work on berms. We removed small down trees around Memorial Park and removed large weeds and sprayed the berms along SR 16 and the east side of Murabella.
Pre & Post emergents applied at appropriate times	We continue to spray post emergent herbicides daily as weather allows (no rain and calm wind). This is done rotationally in each section once the mowing has been completed. We were unable to spray Wednesday due to wind and rain.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and maintain appropriate distances between pedestrian and vehicle areas.	We trimmed the hedges at Memorial Park and at the round a bout
Trees (crape Myrtles) shall be pruned when dormant (winter)	
Palms trimming shall be done one time per year (June-July)	This was completed in June.
1.7 Berms	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Berms to be cleaned, weeded and manicured, grasses trimmed once a year at the same time pine straw is put down (Yearly)	This week we focused on cleaning the berm behind North and South Portofino and on Terranova Way. We also had 4 additional crew member work Saturday cleaning up the berm behind Piscara Field.
Weeds to be removed / treated year round as needed	We continue to pull large weeds weekly and berms are being sprayed on a rotation. Limbs are also being picked up on a rotation
2.0 Pesticide Application	
2.1 Turf Pest Control	
Turf inspected weekly and spot treated (As Needed)	Turf is inspected weekly for insect or fungus issues
Ant, mole & cricket control can be requested once a year Documentation shall be given to owner for proof & chemical	
Top Choice grannular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	all plant material is inspected weekly and treated as needed
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entries, amenity center & mail kiosks are fertilized with grannular slow release fertilizers	
To be completed in 4 rounds (March, May, September & November)	Fertilization and weed treatment is scheduled for September
3.2 Shrubs & Trees	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Shrubs / trees to be fertilized twice a year with granular slow release nitrogen source in 2 rounds (March & September)	
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	annuals will be treated mid August
4.0 Irrigation (All Inclusive Package) Guidelines	
Bi-Weekly Inspections (26 per year)	
All controllers, sprinkler heads, valve boxes, adjustments as needed, watering schedules, submit a written report	We have increased the irrigation run times for the turf due to the excessive heat
Note: This contract shall include the following at N/C	
Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	1 more lateral line and head were repaired in the Soccer Field.
Relocation or adjustments to heads, Wire splices or cut wires, Valve box replacements, Decoder repairs,	
Battery replacements, Any damage to the landscape due to irrigation related issues like under & over watering	
These are to be completed within 24 hours of notification.	
Note: Things that fall outside the contract	
The water source and pump system or respective controls, Mainline repairs 4" pipe, Timer repairs, vandalism.	
5.0 Mulching	
All amenity areas, roadways and roundabout mulched twice yearly (March & late summer) 2" depth	
Pine straw to be applied to all berms areas twice a year (March & September) 3" depth	
6.0 Seasonal Color	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	
Areas of seasonal color are:	
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Amenity center beds and roundabout (612 plants per installation)	
Christmas color display of poinsetta's at amenity center entrance at the holidays	
Signature (Trimac):	Brian Stephens

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

<i>Landscape Maintenance Checklist (Trimac Outdoor)</i>		
1.0 Maintenance		8/14/2023
Growing Season Only (April 1st - October 31st)		
1.1 Mowing (by Friday of each week) 5 days / week		
All Turf & Pond Areas		
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Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 , 7, 8, 9, 15 & 16		All of the mowing has been completed at the San Marino park, along SR 16 and the SR 16 entrance the round a bout and Verona Way. All lakes in this section were cut as well, 7-9 and 15-16
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5		Pezscara Field and playground area and the berm on the East side of Pescara have been mowed. Lakes 1b-5b were to wet to mow due to heavy rain today.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,		Lakes 10-14 are still to wet to mow due to yesterdays rain. The field at Rugusa was mowed
Friday - Outer berms off od SR16 & Pacetti Rd		The athletic field was spot mowed this week due to water still standing in low areas. The perimeter berms on the East side and South side of Murabella were mowed.
1.2 String Trimming		
Trimming around all obstacles at every mowing cycle to include fences on pond side, light poles, tress & shrubs.		String trimming was completed daily as part of the mowing routine.
1.3 Edging		

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

All hardscape and paved trails at each mowing cycle	The edging was completed in each area as part of the mowing process
1.4 Blowing	
All hardscape areas blown clean, including tennis & basketball courts, streets and parking lots	All hard surfaces were blown off daily once mowing was completed
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Weeding of plant beds, all natural areas and berms	Annual flower beds are weeded weekly and large weeds are being pulled in the berms prior to herbicides being applied. This week we focused our efforts on the berms at Verona Way. We pulled vines and large weeds, removed sticks and sprayed weeds.
Pre & Post emergents applied at appropriate times	We continue to spray post emergent herbicides daily as weather allows (no rain and calm wind). This is done rotationally in each section once the mowing has been completed. We were not able to spray Wednesday due to wind and rain.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and maintain appropriate distances between pedestrian and vehicle areas.	
Trees (crape Myrtles) shall be pruned when dormant (winter)	
Palms trimming shall be done one time per year (June-July)	This was completed in June.
1.7 Berms	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Berms to be cleaned, weeded and manicured, grasses trimmed once a year at the same time pine straw is put down (Yearly)	This week we focused on cleaning the berms on Verona Way. We removed sticks and large weeds and sprayed herbicide.
Weeds to be removed / treated year round as needed	We continue to pull large weeds weekly and berms are being sprayed on a rotation. Limbs are also being picked up on a rotation.
2.0 Pesticide Application	
2.1 Turf Pest Control	
Turf inspected weekly and spot treated (As Needed)	Turf is inspected weekly for insect or fungus issues
Ant, mole & cricket control can be requested once a year Documentation shall be given to owner for proof & chemical	
Top Choice granular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	all plant material is inspected weekly and treated as needed
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entries, amenity center & mail kiosks are fertilized with granular slow release fertilizers	
To be completed in 4 rounds (March, May, September & November)	Fertilization and weed treatment is scheduled for September
3.2 Shrubs & Trees	

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Shrubs / trees to be fertilized twice a year with granular slow release nitrogen source in 2 rounds (March & September)	
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	annuals are scheduled for fertilization next week
4.0 Irrigation (All Inclusive Package) Guidelines	
Bi-Weekly Inspections (26 per year)	
All controllers, sprinkler heads, valve boxes, adjustments as needed, watering schedules, submit a written report	Irrigation is still running additional cycles due to the weather
Note: This contract shall include the following at N/C	
Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	
Relocation or adjustments to heads, Wire splices or cut wires, Valve box replacements, Decoder repairs,	
Battery replacements, Any damage to the landscape due to irrigation related issues like under & over watering	
These are to be completed within 24 hours of notification.	
Note: Things that fall outside the contract	
The water source and pump system or respective controls, Mainline repairs 4" pipe, Timer repairs, vandalism.	
5.0 Mulching	
All amenity areas, roadways and roundabout mulched twice yearly (March & late summer) 2" depth	
Pine straw to be applied to all berms areas twice a year (March & September) 3" depth	
6.0 Seasonal Color	

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Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	
Areas of seasonal color are:	
SR16 / San Giacomo entrance (420 plants per installation)	
Pacetti Rd / Terrancina Dr (85 plants per installation)	
Main entrance at Pacetti Rd (215 plants per installation)	
Amenity center beds and roundabout (612 plants per installation)	
Christmas color display of poinsetta's at amenity center entrance at the holidays	
Signature (Trimac):	Brian Stephens

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<i>Landscape Maintenance Checklist (Trimac Outdoor)</i>		
1.0 Maintenance		8/21/2023
Growing Season Only (April 1st - October 31st)		
1.1 Mowing (by Friday of each week) 5 days / week		
All Turf & Pond Areas		
Monday - & Berm Along Pacetti Rd / Clubhouse areas Amenity Ponds # 1- 5		All of the mowing was completed at and around the amenity complex except for the field which is mowed on Friday. Lakes 1-5 were mowed and the entrance was mowed up to the round a bout
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 ,7, 8, 9, 15 & 16		All of the mowing has been completed at the San Marino park, along SR 16 and the SR 16 entrance the round a bout and Verona Way. All lakes in this section were cut as well, 7-9 and 15-16
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5		Pezscara Field and playground area and the berm on the East side of Pescara have been mowed. This week we were able to mow lakes 1b-5b.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,		Lakes 10-14 dried out enough to be able to mow.. The field at Rugusa and lakes 10-14 were mowed.
Friday - Outer berms off od SR16 & Pacetti Rd		The athletic field was completely mowed this week as well as the perimeter berms on the East side and South side of Murabella. The field did not have any standing water.
1.2 String Trimming		
Trimming around all obstacles at every mowing cycle to include fences on pond side, light poles, tress & shrubs.		String trimming was completed daily as part of the mowing routine. The ditch along SR 16 was also weedeated.
1.3 Edging		
Prepared by Jerry Lambert 10/20/2023		

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All hardscape and paved trails at each mowing cycle	The edging was completed in each area as part of the mowing process
1.4 Blowing	
All hardscape areas blown clean, including tennis & basketball courts, streets and parking lots	All hard surfaces were blown off daily once mowing was completed
1.5 Weed Control	
Weeding of plant beds, all natural areas and berms	Annual flower beds are weeded weekly and large weeds are being pulled in the berms prior to herbicides being applied. This week we focused our efforts on the berms along SR 16. We pulled vines and large weeds, removed sticks as well as smaller downed trees and sprayed weeds. On Saturday 8-26 we had 4 additional staff work on berms. We removed large weeds and branches and sprayed herbicide on the berm at Pescara Field.
Pre & Post emergents applied at appropriate times	We continue to spray post emergent herbicides daily as weather allows (no rain and calm wind). This is done rotationally in each section once the mowing has been completed. We were able to spray everyday this week.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and maintain appropriate distances between pedestrian and vehicle areas.	This week we trimmed the hedges at the Pacetti entrance and the clubhouse parking lot.
Trees (crape Myrtles) shall be pruned when dormant (winter)	
Palms trimming shall be done one time per year (June-July)	This was completed in June.
1.7 Berms	

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Berms to be cleaned, weeded and manicured, grasses trimmed once a year at the same time pine straw is put down (Yearly)	This week we focused on cleaning the berm in Piscara along the southern boundry of Murabella. We also had 4 additional crew member work Saturday cleaning up the berm behind Piscara Field.
Weeds to be removed / treated year round as needed	We continue to pull large weeds weekly and berms are being sprayed on a rotation. Limbs are also being picked up on a rotation.
2.0 Pesticide Application	
2.1 Turf Pest Control	
Turf inspected weekly and spot treated (As Needed)	Turf is inspected weekly for insect or fungus issues
Ant, mole & cricket control can be requested once a year Documentation shall be given to owner for proof & chemical	
Top Choice grannular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	all plant material is inspected weekly and treated as needed
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entries, amenity center & mail kiosks are fertilized with grannular slow release fertilizers	
To be completed in 4 rounds (March, May, September & November)	Fertilization and weed treatment is scheduled for September
3.2 Shrubs & Trees	

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Shrubs / trees to be fertilized twice a year with grannular slow release nitrogen source in 2 rounds (March & September)	
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	annuals were fertilized with liquid fertilizer on 8-23
4.0 Irrigation (All Inclusive Package) Guidelines	
Bi-Weekly Inspections (26 per year)	
All controllers, sprinkler heads, valve boxes, adjustments as needed, watering schedules, submit a written report	We have increased the irrigation run times for the turf due to the excessive heat
Note: This contract shall include the following at N/C	
Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	
Relocation or adjustments to heads, Wire splices or cut wires, Valve box replacements, Decoder repairs,	
Battery replacements, Any damage to the landscape due to irrigation related issues like under & over watering	
These are to be completed within 24 hours of notification.	
Note: Things that fall outside the contract	
The water source and pump system or respective controls, Mainline repairs 4" pipe, Timer repairs, vandalism.	
5.0 Mulching	
All amenity areas, roadways and roundabout mulched twice yearly (March & late summer) 2" depth	
Pine straw to be applied to all berms areas twice a year (March & September) 3" depth	
6.0 Seasonal Color	

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Annals shall be changed out 4 cycles per year (March, June, August-September, December)	
Areas of seasonal color are:	
SR16 / San Giacomo entrance (420 plants per installation)	
Pacetti Rd / Terrancina Dr (85 plants per installation)	
Main entrance at Pacetti Rd (215 plants per installation)	
Amenity center beds and roundabout (612 plants per installation)	
Christmas color display of poinsetta's at amenity center entrance at the holidays	
Signature (Trimac):	Brian Stephens

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<i>Landscape Maintenance Checklist (Trimac Outdoor)</i>		
1.0 Maintenance		8/28/2023
Growing Season Only (April 1st - October 31st)		
1.1 Mowing (by Friday of each week) 5 days / week		
All Turf & Pond Areas		
Monday - & Berm Along Pacetti Rd / Clubhouse areas Amenity Ponds # 1- 5	All of the mowing was completed at and around the amenity complex except for the field which is mowed on Friday. Lakes 1-5 were mowed and the entrance was mowed up to the round a bout	
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6, 7, 8, 9, 15 & 16	All of the mowing has been completed at the San Marino park, along SR 16 and the SR 16 entrance the round a bout and Verona Way. All lakes in this section were cut as well, 7-9 and 15-16	
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Hurricane Day	
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	we did not mow any turf today. we worked to clean up the tree debris that fell in the berms and turf during the storm on Wednesday	
Friday - Outer berms off od SR16 & Pacetti Rd	The athletic field was mowed. The remainder of the day was used to continue to pick up limbs and other debris from the storm on Wednesday.	
1.2 String Trimming		
Trimming around all obstacles at every mowing cycle to include fences on pond side, light poles, tress & shrubs.	String trimming was completed daily as part of the mowing process.	
1.3 Edging		

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All hardscape and paved trails at each mowing cycle	The edging was completed in each area as part of the mowing process
1.4 Blowing	
All hardscape areas blown clean, including tennis & basketball courts, streets and parking lots	All hard surfaces were blown off once mowing was completed in each area.
1.5 Weed Control	
Weeding of plant beds, all natural areas and berms	Annual flower beds are weeded weekly and large weeds are being pulled in the berms prior to herbicides being applied.
Pre & Post emergents applied at appropriate times	We continue to spray post emergent herbicides daily as weather allows (no rain and calm wind). This is done rotationally in each section once the mowing has been completed. No herbicide applications were done Wednesday or Thursday. The ball field, tennis and boche ball areas were sprayed Friday.
1.6 Pruning	
Shrubs, vines and ornamental trees in common areas and berms to be pruned to maintain their natural shape and maintain appropriate distances between pedestrian and vehicle areas.	
Trees (crape Myrtles) shall be pruned when dormant (winter)	
Palms trimming shall be done one time per year (June-July)	This was completed in June.
1.7 Berms	
Berms to be cleaned, weeded and manicured, grasses trimmed once a year at the same time pine straw is put down (Yearly)	
Weeds to be removed / treated year round as needed	Large weeds are being pulled weekly and berms are being sprayed on a rotation. Limbs are also being picked up on a rotation
2.0 Pesticide Application	

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2.1 Turf Pest Control	
Turf inspected weekly and spot treated (As Needed)	Turf is inspected weekly for insect or fungus issues
Ant, mole & cricket control can be requested once a year Documentation shall be given to owner for proof & chemical	
Top Choice grannular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	all plant material is inspected weekly and treated as needed
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entries, amenity center & mail kiosks are fertilized with grannular slow release fertilizers	
To be completed in 4 rounds (March, May, September & November)	Fertilization and weed treatment is scheduled for September
3.2 Shrubs & Trees	
Shrubs / trees to be fertilized twice a year with grannular slow release nitrogen source in 2 rounds (March & September)	
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	Fertilization was completed on 8-23
4.0 Irrigation (All Inclusive Package) Guidelines	
Bi-Weekly Inspections (26 per year)	
Prepared by Jerry Lambert 10/20/2023	

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All controllers, sprinkler heads, valve boxes, adjustments as needed, watering schedules, submit a written report	irrigation is running as scheduled
Note: This contract shall include the following at N/C	
Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	Irrigation was turned off at SR 16 due to a car accident. 3 heads were replaced and 1 lateral line was repaired and the clock was turned back on
Relocation or adjustments to heads, Wire splices or cut wires, Valve box replacements, Decoder repairs,	
Battery replacements, Any damage to the landscape due to irrigation related issues like under & over watering	
These are to be completed within 24 hours of notification.	
Note: Things that fall outside the contract	
The water source and pump system or respective controls, Mainline repairs 4" pipe, Timer repairs, vandalism.	
5.0 Mulching	
All amenity areas, roadways and roundabout mulched twice yearly (March & late summer) 2" depth	
Pine straw to be applied to all berms areas twice a year (March & September) 3" depth	
6.0 Seasonal Color	
Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	
Areas of seasonal color are:	
SR16 / San Giacomo entrance (420 plants per installation)	
Pacetti Rd / Terrancina Dr (85 plants per installation)	
Main entrance at Pacetti Rd (215 plants per installation)	
Amenity center beds and roundabout (612 plants per installation)	

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Christmas color display of poinsetta's at amenity center entrance at the holidays	
Signature (Trimac):	Brian Stephens