



Rizzetta & Company

Turnbull Creek Community Development District

Board of Supervisors' Meeting May 14, 2024

District Office:
2806 N. Fifth Street, Unit 403
St. Augustine, Florida 32084
(904) 436-6270

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

Murabella Amenity Center
101 Positano Avenue, St. Augustine FL 32092
www.turnbullcreekcdd.com

District Board of Supervisors	Brian Wing Jeremy Vencil Chris Delbene Diana Jordan-Baldwin Raymond Ames	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Melissa Dobbins	Rizzetta & Company
District Counsel	Jennifer Kilinski	Kilinski/Van Wyk
District Engineer	Mike Yuro	Yuro & Associates

All cellular phones must be placed on mute while in the meeting room.

The Audience Comments portion, on Agenda Items Only, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, on General Items, will be held at the end of the meeting. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.turnbullcreekcdd.com

Board of Supervisors
Turnbull Creek Community
Development District

May 7, 2024

FINAL AGENDA

Dear Board Members:

The Board of Supervisors for the Turnbull Creek Community Development District will hold a **regular meeting** and an **attorney-client shade session** to discuss matters related to pending litigation on **May 14, 2024, at 6:00 p.m.**, at the Murabella Amenity Center, 101 Positano Avenue, St. Augustine, Florida 32092.

1. **CALL TO ORDER / ROLL CALL**
2. **AUDIENCE COMMENTS ON PENDING LITIGATION/SHADE SESSION**
3. **ATTORNEY-CLIENT SHADE SESSION**

The attorney-client shade session, which is closed to the public, is being held pursuant to Section 286.011(8), Florida Statutes, and is anticipated to last 30 minutes, but may last shorter or longer depending upon the needs of the District. The subject matter of the closed attorney-client session shall be confined to settlement negotiations or strategy sessions related to litigation expenditures relating to pending litigation in Case No. CA24-0475, *Turnbull Creek Community Development District v. Johnson, Mirmiran & Thompson, Inc. and Boudreaux's Pro Grade LLC*, in the Circuit Court of the Seventh Judicial Circuit in and for St. Johns County, Florida. The following persons will attend the closed session: Jennifer Kilinski, Esq., Mary Grace Henley, Esq., Melissa Dobbins, District Manager, Brian Wing, Jeremy Vencil, Chris Delbene, Esq., Diana Jordan-Baldwin, Raymond Ames, Mike Yuro and a court reporter. The regular meeting will re-commence following the conclusion of the closed session.

4. **RESUME PUBLIC MEETING**
5. **SHADE SESSION BUSINESS ITEMS**
 - A. Motions Related to Litigation Expenditures or Settlement Negotiations
6. **AUDIENCE COMMENTS ON AGENDA ITEMS**
7. **STAFF REPORTS - Part A**

- A. District Engineer.....Tab 1
 - 1.) Update on Pond Repair
 - 2.) Update on Walking Trail Improvement
 - 3.) Consideration of District Engineer Annual Report Proposal for Fiscal Year 2024-2025
- B. Landscaper.....Tab 2
 - 1.) Yardnique Landscape Reports

4. **BUSINESS ITEMS**
 - A. Consideration of Pickleball Court Proposal(s).....Tab 3
 - B. Presentation of the FY 2024-2025 Proposed Budget.....Tab 4
 - 1.) Resolution 2024-07 to Propose the Budget and Set Public Hearing

- 5. BUSINESS ADMINISTRATION**
 - A. Approval of Consent Agenda.....Tab 5
 - 1.) Consideration of Minutes of the Board of Supervisors’ Special Meeting held April 9, 2024
 - 2.) Ratification of the Operation and Maintenance of Expenditures for March & April 2024
- 6. STAFF REPORTS - Part B**
 - A. District Counsel
 - B. Amenity and Field Operation Managers.....Tab 6
 - 1.) Field Operations & Amenity Management Report
 - i.) Update Regarding Social Room Wall Construction and Proposal
 - ii.) Discussion on Updated Reserve Study
 - 2.) Future Horizon Report
 - C. District Manager.....Tab 7
 - 1.) Presentation of Registered Voter Count
- 7. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact us at 904-436-6270.

Yours kindly,
Melissa Dobbins
 District Manager

Tab 1



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

2024 ANNUAL ENGINEER'S REPORT

For the
Turnbull Creek CDD
St Johns County, FL

Yuro & Associates will prepare the Annual Engineers Report in general compliance with Section 9.21 of the Master Trust Indenture for the Turnbull Creek CDD.

This effort will include a physical site inspection of all District Owned elements, including Amenity Center, Playground Areas, Entry Features, Berms & Landscaping, Mail Kiosks & Stormwater Facilities. We will also coordinate with staff as necessary and will draft the 2024 Annual Engineers Report and provide a signed & sealed copy to the District for your records.

We propose to complete the above referenced scope of work for a **lump sum fee of \$1,850⁰⁰**

Accepted By:

Date

Turnbull Creek CDD

 4/22/2024

Date

Yuro & Associates, LLC

Tab 2

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Landscape Maintenance Checklist (Trimac Outdoor)

1.0 Maintenance	4/1/2024
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 clubhouse area was mowed except the field which is mowed on Friday's. Lakes 1-5 were mowed as needed
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 ,7, 8, 9, 15 & 16	Verona Way, Memorial Park and along SR 16 was completed. Lakes 6-9 and 15,16 were mowed as needed.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Pescara Field, the playground area and ponds 1b-5b were completely mowed.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	Nothing was mowed today due to heavy rain Wednesday evening. Lifted trees along Verona Way.
Friday - Outer berms off of SR16 & Pacetti Rd	Spot mowed Thursday and Friday schedule as possible due to many areas being too wet.
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 process.
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 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. Herbicide was applied Monday-Wednesday and Friday. Thursday was too windy
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and	We continue to lift tree canopies along sidewalks to allow for pedestrian traffic.
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)	
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	Prepared by Jerry Lambert 4/23/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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		
3.0 Fertilization		
3.1 Turf Areas		
All lawn areas (entries, amenity center & mail kiosks are fertilized with granular slow release fertilizers		Turf is scheduled to be done with Granular 24-0-11 in April
To be completed in 4 rounds (March, May, September & November)		
3.2 Shrubs & Trees		
Shrubs / trees to be fertilized twice a year with granular slow release nitrogen source in 2 rounds (March & September)		Ornamentals will be fertilized the week of 4-22-2024
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)		
Seasonal annuals fertilized on 30 day cycles		
4.0 Irrigation (All Inclusive Package) Guidelines		

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	
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	
Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	Annual flowers are scheduled to be installed in April
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)	

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

Landscape Maintenance Checklist (Trimac Outdoor)

1.0 Maintenance	4/8/2024
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 clubhouse area was mowed except the field which is mowed on Friday's. Lakes 1-5 were mowed as needed. Also completed the areas at the SR 16 entrance that were to wet to mow Friday 4-5.
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 ,7, 8, 9, 15 & 16	Verona Way, Memorial Park and along SR 16 was completed. Lakes 6-9 and 15,16 were mowed as needed.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Pescara Field, the playground area and ponds 1b-5b were completely mowed.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	Rugusa Field was mowed completely. Ponds 10-14 were mowed as needed.
Friday - Outer berms off of SR16 & Pacetti Rd	Spot mowed Friday schedule as possible due to many areas being to wet from rains Thursday night.
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 process.
1.3 Edging	Prepared by Jerry Lambert 4/23/2024

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 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. Herbicide was applied Monday-Wednesday. Thursday and Friday were too windy and rain Thursday afternoon.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and	We continue to lift tree canopies along sidewalks to allow for pedestrian traffic.
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)	
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	Prepared by Jerry Lambert 4/23/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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		
3.0 Fertilization		
3.1 Turf Areas		
All lawn areas (entries, amenity center & mail kiosks are fertilized with granular slow release fertilizers		Turf is scheduled to be done with Granular 24-0-11 in April
To be completed in 4 rounds (March, May, September & November)		
3.2 Shrubs & Trees		
Shrubs / trees to be fertilized twice a year with granular slow release nitrogen source in 2 rounds (March & September)		Plam Trees will be Fertilized the week of 4-15-2024.
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)		
Seasonal annuals fertilized on 30 day cycles		New annual flowers will be installed the week of 4-22-2024
4.0 Irrigation (All Inclusive Package) Guidelines		

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	Two (2) irrigation mainline repairs were completed on San Giacomo
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	Pinestraw installation has been completed
6.0 Seasonal Color	
Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	Annual flowers are scheduled to be installed in April
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)	

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

Landscape Maintenance Checklist (Trimac Outdoor)

1.0 Maintenance	4/15/2024
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	Remaining areas from Friday 4-5 were mowed. All of the clubhouse area was mowed except the field which is mowed on Friday's. Lakes 1-5 were completely mowed
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 ,7, 8, 9, 15 & 16	Verona Way, Memorial Park and along SR 16 was completed. Lakes 6-9 and 15,16 were completely mowed.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Pescara Field, playground area and ponds 1b-5b were completely mowed.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	Rugusa Field was mowed completely. Ponds 10-14 were mowed as needed.
Friday - Outer berms off od SR16 & Pacetti Rd	Spot mowed Friday schedule as needed and weedeated the ditches along SR 16.
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	

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 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. Herbicide was applied Monday-Friday this week.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and	We continue to lift tree canopies along sidewalks to allow for pedestrian traffic.
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)	
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	Prepared by Jerry Lambert 4/23/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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		
3.0 Fertilization		
3.1 Turf Areas		
All lawn areas (entrys, amenity center & mail kiosks are fertilized with granular slow release fertilizers		Turf is scheduled to be done with Granular 24-0-11 in April
To be completed in 4 rounds (March, May, September & November)		
3.2 Shrubs & Trees		
Shrubs / trees to be fertilized twice a year with granular slow release nitrogen source in 2 rounds (March & September)		Plam Trees were fertalized this week with 12-2-12 Palm Tree fertalizer.
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)		
Seasonal annuals fertilized on 30 day cycles		New annual flowers will be installed the week of 4-22-2024
4.0 Irrigation (All Inclusive Package) Guidelines		

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	
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.	One (1) irrigation mainline was repaired on Verona Way. The Pescara Pump station has been repaired and the pond screen replaced.
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	Pinestraw installation has been completed
6.0 Seasonal Color	
Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	Annual flowers are scheduled to be installed April 22.
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)	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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

Landscape Maintenance Checklist (Trimac Outdoor)

1.0 Maintenance	4/22/2024
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	The clubhouse area was mowed except the field which is mowed Friday's. Ponds 1-5 were mowed as well
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 ,7, 8, 9, 15 & 16	Verona way, Memorial Park and SR 16 was completed. Lakes 6-9 and 15,16 were completed as well. The ditch along SR 16 was wooded.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Pescara Field, playground area and ponds 1b-5b were completely mowed.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	Rugusa Field was mowed completely. Ponds 10-14 were mowed as well.
Friday - Outer berms off od SR16 & Pacetti Rd	The outer berms on Pacetti and SR 16 were completely mowed as well as the athletic field at the Amenity Center.
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	
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	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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. Herbicide was applied Monday and Wednesday-Friday. The wind was too strong to safely spray on Tuesday.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and	We continue to lift tree canopies along sidewalks to allow for pedestrian traffic.
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)	
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	
2.1 Turf Pest Control	
Turf inspected weekly and spot treated	Turf is inspected weekly for insect or fungus issues

(As Needed)

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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	
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)	
3.2 Shrubs & Trees	
Shrubs / trees to be fertilized twice a year with granular slow release nitrogen source in 2 rounds (March & September)	Plam Trees were fertalized thie week of 4-15-2024 with 12-2-12 Palm Tree fertalizer.
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	New annuals were installed the week of 4-22. They will be fertalized the 3rd or 4th week of May.
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	Prepared by Jerry Lambert 5/6/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Note: This contract shall include the following at N/C	
Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	2 spray irrigation heads were replaced at the SR 16 entrance
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	Mulch has been completed.
Pine straw to be applied to all berms areas twice a year (March & September) 3" depth	Pinestraw installation has been completed
6.0 Seasonal Color	
Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	Annual flowers were installed the week of 4-22-2024
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
<small>Prepared by Jerry Landrum 3/5/2024</small>	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Landscape Maintenance Checklist (Trimac Outdoor)

1.0 Maintenance	4/29/2024
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	The clubhouse area was mowed except the field which is mowed Friday's. Ponds 1-5 were mowed as well
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 ,7, 8, 9, 15 & 16	Verona way, Memorial Park and SR 16 was completed. Lakes 6-9 and 15,16 were completed as well. The ditch along SR 16 was wooded.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Pescara Field, playground area and ponds 1b-5b were completely mowed.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	Rugusa Field was mowed completely. Ponds 10-14 were mowed as well.
Friday - Outer berms off od SR16 & Pacetti Rd	The outer berms on Pacetti and SR 16 were completely mowed as well as the athletic field at the Amenity Center.
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	
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	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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. Herbicide was applied Monday and Wednesday-Friday. The wind was too strong to safely spray on Tuesday.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and	We continue to lift tree canopies along sidewalks to allow for pedestrian traffic.
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)	
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	
2.1 Turf Pest Control	
Turf inspected weekly and spot treated	Turf is inspected weekly for insect or fungus issues

(As Needed)

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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	
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)	
3.2 Shrubs & Trees	
Shrubs / trees to be fertilized twice a year with granular slow release nitrogen source in 2 rounds (March & September)	Plam Trees were fertalized thie week of 4-15-2024 with 12-2-12 Palm Tree fertalizer.
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	New annuals were installed the week of 4-22. They will be fertalized the 3rd or 4th week of May.
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	Prepared by Jerry Lambert 5/6/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Note: This contract shall include the following at N/C	
Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	2 spray irrigation heads were replaced at the SR 16 entrance
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	Mulch has been completed.
Pine straw to be applied to all berms areas twice a year (March & September) 3" depth	Pinestraw installation has been completed
6.0 Seasonal Color	
Annuals shall be changed out 4 cycles per year (March, June, August-September, December)	Annual flowers were installed the week of 4-22-2024
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 poinsettia's at amenity center entrance at the holidays	
Signature (Trimac):	Brian Stephens
<small>Prepared by Jerry Landrum 3/5/2024</small>	

Tab 3



April 22, 2024

Attn: Jim Schieszer
Murabella Amenity Center
101 W Positano Ave
St. Augustine, FL. 32092

Please call 800-331-1723 or send email to info@courtsurfacesfla.com should you have any questions.

Following are the specifications and price to repair and resurface one (1) west court 120' x 60'. Court to be converted to three permanent pickleball courts with leaving tennis net as divider net. **Court has 90° angle corners.** Total of three pickleball courts will fit. (Two on one end and one of other side of tennis net where shade structure poles are. The two pickleball courts together will have approx. 6' from each corner of lines to corner of perimeter fence) **Courts will have existing tennis net dividing pickleball courts.** Price of new 4' high divider net will be Add-On below. Also price of new tennis net posts to replace existing bent posts priced below as Add-On. Water available and good access to site. Outside fence ground needs to be lowered for proper drainage from courts.

Note: Below is price to take out two (2) California corners and make 90 degree for pickleball courts.

Scope of Work
Resurface – One Court –Asphalt
Convert to three permanent pickleball courts
(120' x 60') 7,200 sq ft

1. **Mobilization to site**
2. **Line taped down center of two tennis courts will be dividing resurfacing. Only one court to be converted and surfaced.**
3. **Prep** - Scrape the court's surface of all dirt, debris and loose material.
4. **Dig and set** three (3) sets of pickleball net post sleeves.
5. **Existing tennis posts and net will remain as divider for pickleball courts. 4' high divider net priced below as Add-On. One set of tennis net posts priced as Add-On to replace bent posts.**
6. **Pressure wash** mildew areas if needed.
7. **Sanding** - Machine sand the surface of court as necessary to smooth and repair any uneven areas.
8. **Cracks** - Apply outdoor court grade patching materials to all cracks and patch areas to bring each area flush with surrounding asphalt. This is our minimum crack treatment which will improve but not eliminate the existing cracks.
9. **Patching** - Using outdoor court grade patch compounds:
 - a) One application will be made to each "birdbath". This will reduce water depth for faster drying times but may not eliminate all water ponding.



- b) Cover and fill any rough areas of asphalt.
 - c) The edges of all patches will be scraped or ground smooth so that patches are not visible through the finished surface.
 - d) Light sanding on edges to smooth down.
10. **Leveling Course** - Apply one coat of sand - acrylic resurfacer mix over the entire surface of the court with a broad squeegee according to manufacturer's recommended coverage rates.
 11. **Texture and Finish Courses** - Apply two successive coats of outdoor court grade filler coat (sand-filled acrylic color coating) to the entire area of the court with a broad squeegee according to manufacturer's recommended coverage rates.
 12. **Finished colors** – Will be owner's choice of any two manufacturer's standard colors. Customer explained he wanted the existing colors back. Existing colors are light green border with blue borders.
 13. **Equipment** – Three (3) pickleball nets. Three (3) sets of standard, external wind 3" O. D. pickleball net posts provided.
 14. **Lines** –Paint three (3) sets of regulation two-inch-wide white playing lines for pickleball courts.
 15. **Clean-up** - Remove all excess materials and debris from the job after completion of the work.

Pricing

**Resurface – One Court –Asphalt
Convert to three permanent pickleball courts
(120' x 60') 7,200 sq ft**

The total price for the above outlined work is **\$19,608.00**, payable in two draws:

First Draw: Due upon acceptance	\$ 9,804.00
Final Draw: Due upon completion of job	\$ 9,804.00

This Price is good for thirty (30) days.

ACCEPTED BY: Court Surfaces

For: _____

Bryan McMandon
Managing Member

By signing this proposal, the customer acknowledges they have read and accept the proposed scope of work, price and terms and conditions outlined in this quote.



Add-On #1. – One set tennis posts – Install one set of new tennis posts to replace bent ones after resurfacing.

Add **\$450.00** to the above base bid for Add-On #1. Initial _____

Add-On #2. – Provide and install one 4' high divider net with 4' posts utilizing tennis net post sleeves across center court (instead of using existing tennis net).

Add **\$1,688.00** to the above base bid for Add-On #2. Initial _____

Add-On #3. – Remove two (2) California corners and make 90 degrees for pickleball conversion on one tennis court. **Pickleball courts will be oriented North/South.** Add concrete base and extend fence. Patch and paint. (requires Add-On #2)

Add **\$10,275.00** to the above base bid for Add-On #3. Initial _____

Terms and Conditions

Scope of Work. *The work covered by this proposal will be only that specifically outlined herein, and to provide a price for the work in accordance with plans, specifications and or verbally agreed description that were furnished and provided to, Court Surfaces. Any change or variance between, owner, contractors, management, plans, specifications, proposal, or work not covered will be considered as an extra and may be subject to further negotiations, agreement and pricing between both parties prior to work being done. The attached scope of work is an integral part of this proposal/contract and must be completed, signed and returned with all legal owners, property management and job information (Notice of Commencement), before final acceptance can be considered or said work can be scheduled.*

Damages/Delays. *Court Surfaces agrees to perform, conduct, handle and maintain a professional manner, service, and workmanship. Court Surfaces will not be held responsible for the following (a) damage or replacement to undisclosed underground utilities, cables, lines pipes, irrigation and or landscaping. These areas should be properly surveyed and marked prior to our arrival (b) Damage to property of others, nor any and all of our work caused by other parties. (c) Delays in completion caused by strikes, acts of God, labor disputes, accidents, delays of other contractors, owners, management of property, or any other parties involved, inclement weather conditions, or other contingencies beyond our control. (d) Any unsuitable subsoil condition, or the removal of any unsuitable subsoil condition such as muck, marl, clay, water, etc. or the replacements of clean fill unless specifically stated.*

Permitting. *Permitting, Testing, Surveys, Engineer's Drawings are not included in this proposal. If permitting is required and Owner/Authorized Agent/Management directs contractor to perform work without permitting; any fines or fees as a result of unpermitted work will be documented in writing and will be the financial responsibility of said Owner/Authorized Agent/Manager.*

Warranty. *All work is guaranteed against defects in materials and workmanship for one year from date of completion, subject to proper maintenance by owner.*



Exception to warranty. Any of the cracks in existing court's surface and / or any new cracks/blisters may reflect through the finished surface at any time. This does not constitute a defect in materials or workmanship. Court Surfaces is responsible for "top-down" workmanship only. We are not responsible for "bottom-up" issues due to existing base material including moisture, cracking, blisters, peeling, etc.

Payment. Payments are due upon receipt unless otherwise stated in writing. Payments over 30 days past due are subject to late fees outlined below:

30 days after Completion date OF 2.5% applied to bill balance

60 days after Completion date OF 5% applied to bill balance

90 Days after Completion date OF 7% applied to bill balance

120 days after Completion date OF 10% applied to bill balance

At 90 days liens will be placed on said property and WILL NOT BE RELEASED UNTILL COMPLETE FINAL PAYMENT IS MADE AND SAID PAYMENT FUNDS HAVE CLEARED.

Failure to pay on time will result in the forfeiture of Warranty.

Work Site. Work site must be closed for the duration of the job. We recommend signage if possible. Damage done to the jobsite while work is in progress is not the responsibility of Court Surfaces and will result in an additional charge if further repairs are necessary as a result. This includes damage from outside factors including but not limited to people, pets, wildlife, vandalism etc.

Irrigation. Direct irrigation will cause damage to surfacing. It is required that any irrigation that directly contacts the court(s) be disabled for the duration of the job.

Weather. Our work schedule is weather dependent, and we will likely not be on the jobsite from 9:00 to 5:00. While we will make every effort to finish your job in a reasonable amount of time, there may be days we are not able to work due to the weather or other scheduling conflicts. Please set these expectations with all stakeholders in advance.

Landscaping. All landscaping work is the responsibility of the customer. While we will do our best to minimize our impact on the surrounding area, landscaping, grass, plants, hedges, etc may be damaged during the job. Court surfaces is not responsible for damage done to existing landscaping or adding landscaping around new construction.

Cancellation. Should customer/contractor cancel or reschedule this project after contract signature and return, before work has started, or within 24 hours of projected start date, a \$3,500.00/new construction or \$1,000.00/surfacing charge will be paid to Court Surfaces as liquidated damages (not as penalty) representing reasonable administrative expenses and interruption to Court Surfaces work schedule.

Entrance/Exit. Please note that we will take caution to try to protect concrete, asphalt or material that is used for entrance or exit points however with weight of construction equipment it is not a guarantee that damage will not occur. Court Surfaces will not be responsible for these damages. Broken areas will be a separate charge to repair or replace at a minimum per square ft. We are not responsible to damage to construction entrance or exits.

Digging and Setting Sleeves. Quote assumes digging and setting of sleeves will be in normal tennis spec asphalt/limerock. There will be an additional charge if we have to dig through multiple layers of asphalt or rebar or any other material that requires more time.

Remobilization. Our remobilization fee is \$1,500.00.



9401 Corkscrew Palms Cir Ste 300 • Estero, FL 33928-6275 • Phone: (239) 292-3102

Jim Schieszer
Job Address:
101 W Positano
Saint Augustine, FL 32092

Print Date: 5-6-2024

Proposal for Murabella - Tennis Conversion To Pickleball (Final)

License: CBC1263668



Mor Sports Is Proud To Be The Official Court Builder Of The US Open Pickleball Championship

"QUALITY BY DESIGN"

Many thanks for your inquiry. Please find below our quotation for your project.

We are delighted to be invited to quote your works. Please be assured that we have put together our most competitive quotation for the works. Whilst compiling our quotation, we have worked with our suppliers to provide you with our most competitive quotation. Hopefully, we are within your budget.

We have ensured that our quotation reflects our company core values of "Quality by Design", "Valued Engineering" and our Client Mission Statement of "Right First Time on Time". These drivers are the cornerstone of all our projects.

As we stated, we understand that quality is a major factor for our clients. Choosing the Mor Sports Group quality is assured. We can demonstrate that we are proven, reliable and competent Certified Building Contractor who are proud members of the American Sports Builder Association. We are proud to be the Court Building Contractor of choice for the US Open Pickleball Championship in Naples. At the US Open location, we have either constructed or surfaced all the 60+ tournament pickleball courts. Details of this project and numerous other projects can be found attached in the work reference document attached for your attention. Please feel free to use this document for references and take time to speak with our existing clients.

Finally, please take the time to review our detailed quotation. If there are any questions, changes, amendments or budgetary requirements that you require, please do not hesitate to contact us.

The Mor Sports Group

CONVERT "HARD" TENNIS COURT TO PICKLEBALL

1 TENNIS TO 3 PICKLEBALL COURTS

COURTS SUMMARY

MOBILIZATION

Upon mobilization, Mor Sports to provide dumpsters for waste and demolition work - if required

Lay out protective boards and protective measures to existing walkways / landscape in an attempt to prevent any damage to existing items - if requested & required, additional costs will occur.

Key Note - Mor Sports will take all reasonable care to protect existing walkways / landscapes but cannot be held liable for any damage created during the construction process

PREPARATION WORKS

BIRD BATH REPAIRS

Attempt to patch any isolated birdbaths or areas holding water with a court patch binder.

Mor Sports are not able to level any large depressions.

Key Note - A birdbath is a randomly located low area, where water which is 1/8" deep which tends to puddle or hold water after 1 hour of drying has ceased or after one hour of drying at 70 f in sunshine and after the rest of the court has dried. The statement "Attempt to patch any isolated birdbaths or areas holding water with court patch binder" does not apply to major depressions or large areas where water may remain after the rest of the court has dried.

CRACK REPAIRS

Patch cracks using court patch binder

Key Note - Mor Sports will not guarantee that cracks will not re-open and new cracks will not appear. Cracks may reappear within days, weeks or months due to age and condition of the court(s) For resurfacing projects such as the one proposed within this quotation, the standard method of repair offered may provide some additional life in the court but the only way of seeking a long term proven solution to cracking, then the court should be reconstructed.

Key Note - This quotation does not allow for the removal or repair of any "heave", root damage or any other faults unless

specifically set out in this quotation.

ADDITIONAL PREPARATORY WORKS

SQUARE CUT CORNERS AT ONE END OF TENNIS COURT

Take Down Existing Fence to Cut Corner & Dispose
Install New Base Rock & Asphalt or Concrete to Corner
Install Fiber Glass Membrane to Joint Between New Asphalt or Concrete & Existing
Install New 10 Foot Fence to Perimeter of the Corner

SETTING OUT NEW PICKLEBALL COURTS

INSTALL 3 SETS OF PICKLEBALL NET POST FOUNDATIONS

Excavate for net post foundations to US Open & ASBA specifications
Install PVC net post sleeves in concrete foundations, concrete to be 3,000 psi fiber reinforced
Install concrete primer to net post foundations
Install fiberglass to joint of net post foundations where concrete and asphalt meet
Install (3) nets and posts into foundations after court completion

Key Note - *All Pickleball Courts will be laid out in a North South direction to avoid the effects of the sun, **UNLESS** it is stated in writing by the client that they wish the courts to run East / West*

Key Note - *Nets and posts to be Putterman's Tournament nets and post*

FENCE WORKS

COMMERCIAL GRADE FENCE INSTALLATION OR REPAIRS

Supply and install 4' divider fence between the new pickleball courts (replacing the existing tennis net)
Terminal posts to be 3 inch diameter
Line posts to be 2 & 1/2 inch diameter
10' centers between posts
Schedule 40 posts
1 - 5/8th top rail
9 gauge x 2 " KK fabric, extruded and bonded
Bottom tension wire throughout
Black Fence

STANDARD COLOR COATING

STANDARD COLOR COATING OF NEW AND EXISTING PICKLEBALL COURTS

Install 1 layer of acrylic resurfacer to entire pickleball courts area
Install 2 layers of color to inner of pickleball courts, *client to specify which color is required for this proposal*
Install 2 layers of color to outer of pickleball courts and the kitchen, *client to specify which color is required for this proposal*
Mark out line positions to ASBA and ITF specification
Install line tapes, seal tapes using line sealer
Install 1 layer of white acrylic line paint
Clear site and demobilize

QUOTATION SUMMARY

QUOTATION CALCULATIONS

The contract price has been calculated based on the current price for the components and building materials. The market for building materials at the moment is considered volatile, sudden price increases outside of Mor Sports control may occur.

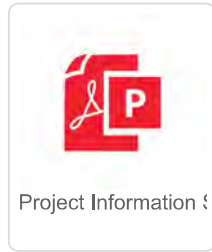
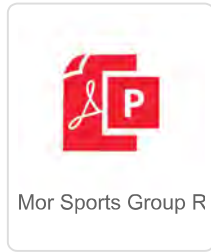
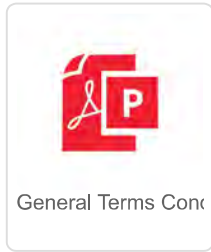
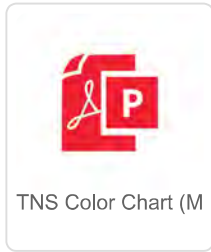
Mor Sports will continue to use its best effort to obtain the lowest price from our suppliers. However, should there be a sudden increase in the price of the specified items in this quotation after the execution of this contract, the client agrees to pay the cost increase to Mor Sports.

Any claim by Mor Sports of a cost increase will involve a written notice delivered by Mor Sports to the client, stating the increase cost / materials in question and the source supply, supported by evidence.

Key Note - This quotation is valid for 30 days only

Attachments

View All (6)



Extend Cut Corners On Side Of The Tennis Court

Items	Description	Price
Cut Corner Extension Per Corner	Take Down Existing Fence to Cut Corner & Dispose, Install New Base Rock & Asphalt or Concrete to Corner, Install Fiber Glass Membrane to Joint Between New Asphalt or Concrete & Existing, Install New 10 Foot Fence to Permitter of Corner	\$8,800.00

Convert 1 Tennis Court to 3 Pickleball Courts

Items	Description	Price
Pickleball Net Post Foundation Installation Per Set	Excavate Out Foundation To ASBA Specification , Install PVC Sleeve Into Foundation, Set Sleeves In Concrete	\$4,590.96
Resurface Pickleball Court	Install Court Patch Binder, Install 1 Layer of Acrylic Resurfacer, Install 2 Layer of Acrylic Color , Install White Playing Court Lines	\$12,960.00
4' Divider Fence Fence Installation (Replace Tennis Net)	Install 4 Foot High Fence System, 3 Inch Wide Terminal Posts, 2 & Half Inch Line Posts, Top Rail, Bottom Line Wire	\$2,484.00

Convert 1 Tennis Court to 3 Pickleball Courts
Pickleball Court Accessories Excludes Tax & Shipping

Items	Description	Price
Pickleball Post Set	Pickleball Post Set, Steel Construction	\$1,399.95
Pickleball Net	Vinyl Head Band Pickleball Net	\$596.70

Convert 1 Tennis Court to 3 Pickleball Courts
Permitting

Due to the variable cost of permits from county to county, this quote does not allow for any permits. If required, Mor Sports can apply for permits and costs will be passed onto the Client. Please note - All Permits must be paid for in full by the Client prior to works commencing.

Total Price: \$30,831.61

Mor Sports kindly requests that the stage payment process set out below is accurately followed to avoid any confusion, misunderstanding or late delivery of the project. Unfortunately, work will not be completed unless each line item/stage of the progress payment invoice has been paid in full on the agreed date.

Sequence

- 1. 25 % Deposit Required - Work Will Not Be Scheduled Until Deposit Payment Received**
- 2. Each Line Item will be invoiced separately and to be paid in full prior to construction continuing onto the next Line Item.**
- 3. Walk Through with The Mor Sports Group Management Must be Completed With the Client Point of Contact (POC) Prior to Nets & Post Installation**

4. **Authorized POC to sign The Mor Sports Group Completion / Handover sheet at Walk Through agreeing that works have been carried out in full and as agreed**
5. **5% Late Fee will Occur After 30 Days If Final Payment is Not Received**
6. **Signing of This Quotation Confirms Acceptance of Mor Sports Payment Terms**

Upon Acceptance of this proposal, Mor Sports Management Programme (Buildertrend) will issue an owner activation prompt. Please accept this response. It may be found in your spam email box. This owners account will allow you access to all scheduling, invoices, daily log progress reports, photos and videos can be accessed to keep you in constant communication with Mor Sports and the project. To access your owner account, enter your email address as your user name then enter your own password into the password section. Remember your password for access to this project and future projects.

We thank you in advance for your business and look forward to working with you on your project.

Mor Sports Group Inc

Tab 4



Rizzetta & Company

Turnbull Creek Community Development District

www.turnbullcreekcdd.com

**Proposed Budget
for
Fiscal Year 2024-2025**

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Proposed Budget
Turnbull Creek Community Development District
General Fund
Fiscal Year 2024/2025

	Chart of Accounts Classification	Actual YTD through 03/30/24	Projected Annual Totals 2023/2024	Annual Budget for 2023/2024	Projected Budget variance for 2023/2024	Budget for 2024/2025	Budget Increase (Decrease) vs 2023/2024	Comments
1								
2	REVENUES							
3								
4	Special Assessments							
5	Tax Roll	\$ 1,153,717	\$ 1,180,916	\$ 1,180,916	\$ -	\$ 1,223,380	\$ 42,464	
6	Other Miscellaneous Revenues							
8	Amenity Revenue	\$ 300	\$ 600	\$ -	\$ 600	\$ -	\$ -	
9	Facilities Rental	\$ 3,684	\$ 7,368	\$ -	\$ 7,368	\$ -	\$ -	
10	Insurance Proceeds	\$ 10,953	\$ 10,953	\$ -	\$ 10,953	\$ -	\$ -	
11	Misc. Revenue	\$ 120	\$ 240	\$ -	\$ 240	\$ -	\$ -	
12								
13	TOTAL REVENUES	\$ 1,168,774	\$ 1,200,077	\$ 1,180,916	\$ 19,161	\$ 1,223,380	\$ 42,464	
14								
15	EXPENDITURES - ADMINISTRATIVE							
16								
17	Legislative							
18	Supervisor Fees	\$ 1,200	\$ 2,400	\$ 7,000	\$ 4,600	\$ 7,000	\$ -	Based on 7 meetings.
19	Employee - Payroll Taxes	\$ 18	\$ 36	\$ 615	\$ 579	\$ 615	\$ -	
20	Employee - Payroll Processing Fees	\$ 544	\$ 1,088	\$ 1,100	\$ 12	\$ 1,100	\$ -	
21	Employee - Workers Comp Insurance	\$ 850	\$ 850	\$ 850	\$ -	\$ 850	\$ -	
22	Financial & Administrative							
23	District Management	\$ 22,575	\$ 45,150	\$ 45,150	\$ -	\$ 45,150	\$ -	
24	District Engineer	\$ 6,070	\$ 12,140	\$ 16,000	\$ 3,860	\$ 16,000	\$ -	
25	Trustees Fees	\$ 9,390	\$ 14,620	\$ 14,620	\$ -	\$ 14,620	\$ -	
26	Assessment Roll	\$ 5,040	\$ 5,040	\$ 5,040	\$ -	\$ 5,040	\$ -	
27	Dissemination Agent	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -	
28	Auditing Services	\$ -	\$ 3,965	\$ 3,965	\$ -	\$ 3,965	\$ -	Gaines & Frank.
29	Arbitrage Rebate Calculation	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ -	Reflects contract with Grau & Associates.
30	Public Officials Liability Insurance	\$ 4,293	\$ 4,293	\$ 4,498	\$ 205	\$ 4,498	\$ -	Reflects Estimate.
31	Legal Advertising	\$ 252	\$ 1,585	\$ 2,000	\$ 415	\$ 2,000	\$ -	
32	Dues Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
33	Miscellaneous Fees	\$ 719	\$ 2,967	\$ 2,659	\$ (308)	\$ 2,659	\$ -	Reflects Amorization Schedules, Annual Budget Mailed Notices
34	Website Hosting, Maintenance & Backup	\$ 600	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ -	
35	ADA Website Compliance	\$ 600	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ -	
36	Legal Counsel							
37	District Counsel	\$ 34,260	\$ 68,520	\$ 47,000	\$ (21,520)	\$ 47,000	\$ -	Increase due to Litigation?
38								
39	Administrative Subtotal	\$ 87,586	\$ 169,229	\$ 157,072	\$ (12,157)	\$ 157,072	\$ -	
40								
41	EXPENDITURES - FIELD OPERATIONS							
42								
43	Security Operations							
44	Security Monitoring Services	\$ 3,720	\$ 7,440	\$ 7,755	\$ 315	\$ 7,755	\$ -	
45	Security Camera Maintenance	\$ -	\$ 500	\$ 2,500	\$ 2,000	\$ 2,500	\$ -	
46	Electric Utility Services							
47	Utility Services	\$ 17,278	\$ 49,500	\$ 55,046	\$ 5,546	\$ 55,046	\$ -	Based on YTD Actuals
48	Street Lights	\$ 22,132	\$ 44,264	\$ 45,492	\$ 1,228	\$ 45,492	\$ -	
49	Garbage/Solid Waste Control Services							

Proposed Budget
Turnbull Creek Community Development District
Reserve Fund
Fiscal Year 2024/2025

	Chart of Accounts Classification	Actual YTD through 03/30/24	Projected Annual Totals 2023/2024	Annual Budget for 2023/2024	Projected Budget variance for 2023/2024	Budget for 2024/2025	Budget Increase (Decrease) vs 2023/2024	Comments
1								
2	REVENUES							
3								
4	Special Assessments							
5	Tax Roll*	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 378,600	\$ 278,600	Set at Assessment CAP
6								
7	TOTAL REVENUES	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 378,600	\$ 278,600	
8								
9								
10	EXPENDITURES							
11								
12	Contingency					.		
13	Capital Reserves	\$ -	\$ 28,098	\$ 100,000	\$ 71,902	\$ 378,600	\$ 278,600	Projections Include Amenity Upgrads/Reserve Study Recommendation is \$235K for FY 25
14								
15	TOTAL EXPENDITURES	\$ -	\$ 28,098	\$ 100,000	\$ 71,902	\$ 378,600	\$ 278,600	
16								
17	EXCESS OF REVENUES OVER EXPENDITURES	\$ 100,000	\$ 71,902	\$ -	\$ 71,902	\$ -	\$ -	

Turnbull Creek Community Development District

Debt Service

Fiscal Year 2024/2025

Chart of Accounts Classification	Series 2015A1-2	Series 2015B1-2	Series 2016	Budget for 2024/2025
REVENUES				
Special Assessments				
Net Special Assessments ⁽¹⁾	\$983,145.32	\$78,655.44	\$286,504.77	\$1,348,305.53
TOTAL REVENUES	\$983,145.32	\$78,655.44	\$286,504.77	\$1,348,305.53
EXPENDITURES				
Administrative				
Debt Service Obligation	\$983,145.32	\$78,655.44	\$286,504.77	\$1,348,305.53
Administrative Subtotal	\$983,145.32	\$78,655.44	\$286,504.77	\$1,348,305.53
TOTAL EXPENDITURES	\$983,145.32	\$78,655.44	\$286,504.77	\$1,348,305.53
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00

St. Johns County Collection Costs (2%) and Early Payment Discounts (4%)

6.0%

GROSS ASSESSMENTS

\$1,434,367.59

Notes:

Tax Roll Collection Costs and Early Payment Discounts are 6% of the Tax Roll. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less any Prepaid Assessments received.

FISCAL YEAR 2024/2025 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2024/2025 O&M Budget:		\$1,601,980.00	2023/2024 O&M Budget:	\$1,280,916.00
Collection Costs:	2%	\$34,084.68	2024/2025 O&M Budget:	\$1,601,980.00
Early Payment Discounts:	4%	\$68,169.36		
2024/2025 Total:		<u><u>\$1,704,234.04</u></u>	Total Difference:	<u><u>\$321,064.00</u></u>

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2023/2024	2024/2025	\$	%
Single Family (Phase 1)	Series 2015A1-2 Debt Service	\$1,451.69	\$1,451.69	\$0.00	0.00%
	Series 2015B1-2 Debt Service	\$88.08	\$88.08	\$0.00	0.00%
	Operations/Maintenance	\$1,420.93	\$1,777.09	\$356.16	25.07%
	Total	\$2,960.70	\$3,316.86	\$356.16	12.03%
Single Family (Partial) (Phase 1) ⁽¹⁾	Series 2015A1-2 Debt Service	\$682.48	\$682.48	\$0.00	0.00%
	Series 2015B1-2 Debt Service	\$88.08	\$88.08	\$0.00	0.00%
	Operations/Maintenance	\$1,420.93	\$1,777.09	\$356.16	25.07%
	Total	\$2,191.49	\$2,547.65	\$356.16	16.25%
Single Family (Phase 2)	Series 2016 Debt Service	\$1,427.85	\$1,427.85	\$0.00	0.00%
	Series 2015B1-2 Debt Service	\$88.08	\$88.08	\$0.00	0.00%
	Operations/Maintenance	\$1,420.93	\$1,777.09	\$356.16	25.07%
	Total	\$2,936.86	\$3,293.02	\$356.16	12.13%
Single Family (Partial) (Phase 2) ⁽¹⁾	Series 2016 Debt Service	\$696.04	\$696.04	\$0.00	0.00%
	Series 2015B1-2 Debt Service	\$88.08	\$88.08	\$0.00	0.00%
	Operations/Maintenance	\$1,420.93	\$1,777.09	\$356.16	25.07%
	Total	\$2,205.05	\$2,561.21	\$356.16	16.15%
Single Family (Partial) (Phase 2) ⁽¹⁾	Series 2016 Debt Service	\$713.88	\$713.88	\$0.00	0.00%
	Series 2015B1-2 Debt Service	\$88.08	\$88.08	\$0.00	0.00%
	Operations/Maintenance	\$1,420.93	\$1,777.09	\$356.16	25.07%
	Total	\$2,222.89	\$2,579.05	\$356.16	16.02%
Single Family (Partial) (Phase 2) ⁽¹⁾	Series 2016 Debt Service	\$678.19	\$678.19	\$0.00	0.00%
	Series 2015B1-2 Debt Service	\$88.08	\$88.08	\$0.00	0.00%
	Operations/Maintenance	\$1,420.93	\$1,777.09	\$356.16	25.07%
	Total	\$2,187.20	\$2,543.36	\$356.16	16.28%

⁽¹⁾ Certain lots have been partially paid down, resulting in a reduction of their debt service assessment.

TOTAL O&M BUDGET		\$1,601,980.00
COLLECTION COSTS @	2.0%	\$34,084.68
EARLY PAYMENT DISCOUNT @	4.0%	\$68,169.36
TOTAL O&M ASSESSMENT		\$1,704,234.04

UNITS ASSESSED				
LOT SIZE	O&M	SERIES 2015A1-2 DEBT SERVICE ⁽¹⁾	SERIES 2015B1-2 DEBT SERVICE ⁽¹⁾	SERIES 2016 DEBT SERVICE ⁽¹⁾
PHASE 1				
SINGLE FAMILY	739	720	734	0
SINGLE FAMILY (PARTIAL)	1	1	1	0
PHASE 2				
SINGLE FAMILY	216	0	212	212
SINGLE FAMILY (PARTIAL)	1	0	1	1
SINGLE FAMILY (PARTIAL)	1	0	1	1
SINGLE FAMILY (PARTIAL)	1	0	1	1
TOTAL	959	721	950	215

ALLOCATION OF O&M ASSESSMENT			
EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET
1.00	739.00	77.06%	\$1,313,273.16
1.00	1.00	0.10%	\$1,777.09
1.00	216.00	22.52%	\$383,852.51
1.00	1.00	0.10%	\$1,777.09
1.00	1.00	0.10%	\$1,777.09
1.00	1.00	0.10%	\$1,777.09
	959.00	100.00%	\$1,704,234.04

PER LOT ANNUAL ASSESSMENT				
O&M	SERIES 2015A1-2 DEBT SERVICE ⁽²⁾	SERIES 2015B1-2 DEBT SERVICE ⁽³⁾	SERIES 2016 DEBT SERVICE ⁽⁴⁾	TOTAL ⁽⁵⁾
\$1,777.09	\$1,451.69	\$88.08	\$0.00	\$3,316.86
\$1,777.09	\$682.48	\$88.08	\$0.00	\$2,547.65
\$1,777.09	\$0.00	\$88.08	\$1,427.85	\$3,293.02
\$1,777.09	\$0.00	\$88.08	\$696.04	\$2,561.21
\$1,777.09	\$0.00	\$88.08	\$713.88	\$2,579.05
\$1,777.09	\$0.00	\$88.08	\$678.19	\$2,543.36

LESS: St. Johns County Collection Costs (2%) and Early Payment Discount (4%):

(\$102,254.04)

Net Revenue to be Collected:

\$1,601,980.00

⁽¹⁾ Reflects the number of total lots with Series 2015A1-2, Series 2015B1-2, and Series 2016 debt outstanding.

⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2015A1-2 bond issuance. Annual assessment includes principal, interest, St. Johns County collection costs and early payment discount costs.

⁽³⁾ Annual debt service assessment per lot adopted in connection with the Series 2015B1-2 bond issuance. Annual assessment includes principal, interest, St. Johns County collection costs and early payment discount costs.

⁽⁴⁾ Annual debt service assessment per lot adopted in connection with the Series 2016 bond issuance. Annual assessment includes principal, interest, St. Johns County collection costs and early payment discount costs.

⁽⁵⁾ Annual assessment that will appear on November 2024 St. Johns property tax bill. Amount shown includes all applicable county collection costs and early payment discounts (up to 4% if paid early).

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.



EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.



Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.



Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.



Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.



Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



Rizzetta & Company

RESOLUTION 2024-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2025 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Turnbull Creek Community Development District (“**District**”) prior to June 15, 2024, a proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**Fiscal Year 2025**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2025 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: _____, 2024

HOUR: 6:30 P.M.

LOCATION: Murabella Amenity Center
101 Positano Avenue
St. Augustine FL 32092

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to St. Johns County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 14TH DAY OF MAY 2024.

ATTEST:

**TURNBULL CREEK COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary

By: _____
Its: _____

Exhibit A: Proposed Budget for Fiscal Year 2025

Tab 5

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 **special meeting** of the Board of Supervisors of Turnbull Creek Community Development District was held on **April 9, 2024, 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
Raymond Ames	Board Supervisor, Assistant Secretary
Diana Jordan-Baldwin	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Co., Inc.
Jennifer Kilinski	District Counsel, Kilinski/Van Wyk
Mary Grace	District Counsel, Kilinski/Van Wyk
Mike Yuro	District Engineer, Yuro & Associates (<i>speaker phone</i>)
Jim Schieszer	Field Operations Manager, RMS
Erick Hutchinson	Amenity Manager, RMS
Brian Stephens	Account Manager, Yardnique

Audience members present.

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 comments were entertained regarding the appropriate time for audience questions, etc. during the meeting, landscape bidding suggestions, and concerns regarding pond repairs being made by new contractor.

47 **THIRD ORDER OF BUSINESS**

Staff Reports - Part A

48

49 **A. District Engineer**

50 **1.) Update on Pond Repair**

51

52 Mr. Yuro informed the Board that after inspecting the pond repairs made thus far,
53 there were some erosion issues following the heavy rain, which was caused due to the
54 new sod not taking root. He stated that he will review areas with the contractor that still
55 need to be corrected. Discussion was held regarding the Aquagenix proposal behind Tab
56 1, with the Board agreeing that payment and acceptance of Item 1 be tabled pending
57 confirmation from the District Engineer that the work has been inspected and completed
58 to his satisfaction.

On a motion by Mr. Vencil, seconded by Mr. DeIBene, with all in favor, the Board of Supervisors approved Item #2 of the proposal from Aquagenix with a not-to exceed amount of \$3,075, for Turnbull Creek Community Development District.

59

60 A resident, who is having pond erosion repairs completed behind his home, asked
61 the Board to consider proposals he solicited from two other contractors to repair the
62 drainage issues behind his lot. The Board asked the District Engineer to review the
63 proposals scope of work to confirm if they are an appropriate alternative.

64 **2.) Update on Walking Trail Improvement**

65

66 The Board discussed the Aquagenix and Duval proposals and asked Mr. Yuro to
67 review the inconsistency in unit pricing within the Duval proposal with the contractor and
68 tabled the matter to the next meeting.

69

70 **3.) Update on Wall Repair**

71

72 The Board reviewed the proposals behind Tab 1 along with one presented by Mr.
73 Schieszer from C & L Landscaping (Exhibit A). Discussion ensued.

On a motion by Mr. Wing, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors approved the proposal from C&L Landscaping in the amount of \$14,493.78 for Turnbull Creek Community Development District.

74

75 **B. Landscaper**

76

77 **1.) Yardnique Landscape Reports**

78

79 Mr. Stevens reviewed his report and discussed options for how to adapt their
schedule when there are rain delays.

80 The Board's consensus was for the mowing schedule to be adjusted so property
81 owners do not miss a mowing and don't wait weeks for another. The Board also requested
82 that the landscape reports provide more detail and specifics on their weed control.

83 Mr. Stevens presented information on Yardnique's new service portal (Exhibit B),
84 which will provide reports, status updates, and allow residents to make service
85 requests.

86 **FOURTH ORDER OF BUSINESS** **Review of Amenity Suspension**

87
88 Ms. Kilinski reviewed the historical timeline regarding 4 mailed notices that were
89 sent to Mr. Bhanji, property owner at 1851 S. Cappero Dr., over the past year regarding
90 pond erosion issues that were created by drainage issues and the feeding of ducks by
91 the homeowner.

92 Mr. Bhanji expressed his concerns regarding the work that was being done to
93 correct the pond erosion and denied contributing to the erosion issues. He also claimed
94 he did not receive all the notices and was informed not to do anything on district property
95 to fix the issues on his own.

96 Following a brief discussion, the Board decided to only hold the property owner
97 responsible for the original repair work completed by Aquagenix, which was paid by the
98 district in the amount of \$3,990.

On a motion by Mr. Ames, seconded by Ms. Jordan-Baldwin, by majority vote and Mr. DelBene opposed, the Board of Supervisors approved the suspension of Mr. Bhanji's amenity privileges until reimbursement of repairs has been received, in the amount of \$3,990, from the homeowner, for Turnbull Creek Community Development District.

99
100 **FIFTH ORDER OF BUSINESS** **Update on Amenity Center**
101 **Furnishings Upgrades**

102
103 Discussion was held regarding the proposal behind Tab 3 with the following action
104 taken:

On a motion by Mr. Wing, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors approved the proposed furnishing upgrades, without the additional charge for a cleaning service, not-to-exceed amount of \$21,718, the construction of the fireplace wall in the amount of \$4,380 and electrical work in the amount \$2,000, for a total not-to-exceed amount of \$28,098, expensed by the Reserve Account., for Turnbull Creek Community Development District.

105
106 **SIXTH ORDER OF BUSINESS** **Consideration of Arbitrage**
107 **Engagement Letters**

- 108
109 **1.) Series 2015A-1 BY2024 to BY2028**

110

2.) Series 2015A-2 BY2024 to BY2028

On a motion by Mr. Ames, seconded by Ms. Jordan- Baldwin, with all in favor, the Board of Supervisors approved both Grau proposals to complete the Arbitrage Reports in the amount of \$600 with a fixed 5-year rate, for Turnbull Creek Community Development District.

111

SEVENTH ORDER OF BUSINESS

Discussion Regarding Pickleball Court Proposals

113

114

The Board indicated that it would review the proposal options for a possible Fiscal Year 2024/2025 budget item should the HOA not approve to help with funding of the project.

117

EIGHTH ORDER OF BUSINESS

Consideration of Amenity Gutter Proposal

119

120

Discussion was held regarding the need to obtain the location for each down spout.

122

On a motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors approved the Hernandez Exterior's proposal in the amount of \$1,982.50, as discussed, for Turnbull Creek Community Development District.

123

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-06; Certification of Series 2015 Project Completion

125

126

127

On a motion by Mr. Wing, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors adopted Resolution 2024-06; Certification of Series 2015 project completion, subject to District Engineer's certification being attached as Exhibit C, for Turnbull Creek Community Development District.

128

TENTH ORDER OF BUSINESS

Approval of Consent Agenda

130

131

1.) Consideration of Minutes of the Board of Supervisors' Regular Meeting held February 13, 2024

132

2.) Ratification of the Operation and Maintenance of Expenditures for January and February 2024

133

134

135

Discussion was held regarding the need to purchase a backup impeller for the pool to reduce the down time of the pool during future repair.

137

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On motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors approved the minutes of the regular meeting held February 13, 2024, and ratified the operation & maintenance of expenditures for January 2024, in the amount of \$68,035.85 and December 2024, in the amount of \$76,845.80, for Turnbull Creek Community Development District.

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ELEVENTH ORDER OF BUSINESS

Staff Reports – Part B

A. District Counsel

Ms. Kilinski introduced Mary Grace as a new KVW associate and reminded the Board of their new Ethics Training requirement.

Ms. Kilinski informed the Board that she has made several attempts to reach out to the attorneys with JMT and Boudreaux regarding mediation, but they are not responding. She reviewed the pros/cons of filing a complaint to start the process to litigate, noting that once a complaint is filed the Board can hold a shade session to discuss this matter in a private meeting with just the Board and specific staff members. The meeting would require a published notification and the hiring of a court reporter for the meeting. Discussion ensued.

On motion by Mr. Wing, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors directed District Counsel to file the complaint, and to set the shade session for May 14th at 6 pm. The Board also authorized Mr. DeBene to work with District Counsel in between meetings, if needed, for Turnbull Creek Community Development District.

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B. Amenity and Field Operation Managers

- 1.) Field Operations & Amenity Management Report**
- 2.) Future Horizon Report**

A presentation was made for a Summer Enrichment Program named “Booked”. The reading program for children would meet twice a month for 2 hrs in June and July. Discussion was held regarding the need to provide proof of liability insurance and completion of the required vendor agreement.

On a motion by Mr. Wing, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors approved the reading program, “Booked”, subject to the vendor entering into a District agreement with revenue sharing and proof of required insurance, for Turnbull Creek Community Development District.

167
168

Mr. Hutchinson recommended that the amenity policies be amended to clearly

169 state that glitter, confetti, or similar material are not permitted in the amenity room.

On motion by Ms. Jordan-Baldwin, seconded by Mr. Ames, with all in favor, the Board of Supervisors approved the amenity policy amendment prohibiting the use of glitter, confetti, or similar material in the amenity room, for Turnbull Creek Community Development District.

170
171 Mr. Schieszer informed the Board that he approved over \$6,000 in irrigation
172 repairs and there will be approximately \$3,000 more to come. He also discussed issues
173 with having to clean up graffiti on district property and possible options to help control and
174 prevent this type of vandalism.

175 **C. District Manager**

176
177 Ms. Dobbins informed the Board that she received an updated property schedule
178 from the District's insurance agent based on a free third-party appraisal. She is still
179 reviewing the report and requested she be able to work with the Chair for any additional
180 authorization to adjust their policy. The Board approved.

181
182 Ms. Dobbins presented a proposal as an update from Solitude to provide two tests
183 on three ponds this summer, noting that their fee of \$770 is under the approved amount
184 that was authorized by the Board.

185
186 **TWELFTH ORDER OF BUSINESS**

**Audience Comments and
Supervisors' Requests**

187
188
189 **Audience Comments**

190
191 There were no comments put forward.

192
193 **Supervisors' Requests**

194
195 There were no Supervisor Requests made.

196
197 **THIRTEENTH ORDER OF BUSINESS**

Adjournment

198
On motion by Mr. Wing, seconded by Mr. Ames, with all in favor, the Board of Supervisors adjourned the meeting at 10:08 p.m., for Turnbull Creek Community Development District.

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Secretary /Assistant Secretary

Chairman / Vice Chairman

DRAFT

Exhibit A



C & L Landscape, Irrigation, & Building

P.O. Box 23425
Jacksonville, FL 32241
904-353-6620
Fax 904-355-5985

PROPOSAL

This agreement dated April 9, 2024, is made between C & L Landscape Inc. and Turnbull Creek at Murabella, described as follows:

TURNBULL CREEK AT MURABELLA

St Augustine, FL 32092

Contact: Tana Hamburger tana@cillandscape.com 904-708-5274

C & Landscape Inc. proposes to build a 24' x 4' retaining wall to stop erosion of the pond bank near the swimming pool electrical boxes. Tie into existing wall, step down wall as needed for drainage wall to be built with Marine Grade Treated lumber, same as existing material, along with commercial filter cloth behind. All fasteners are to be stainless steel, backfill and sodding included.

TOTAL \$14,493.78

approved 4/9

Exhibit B



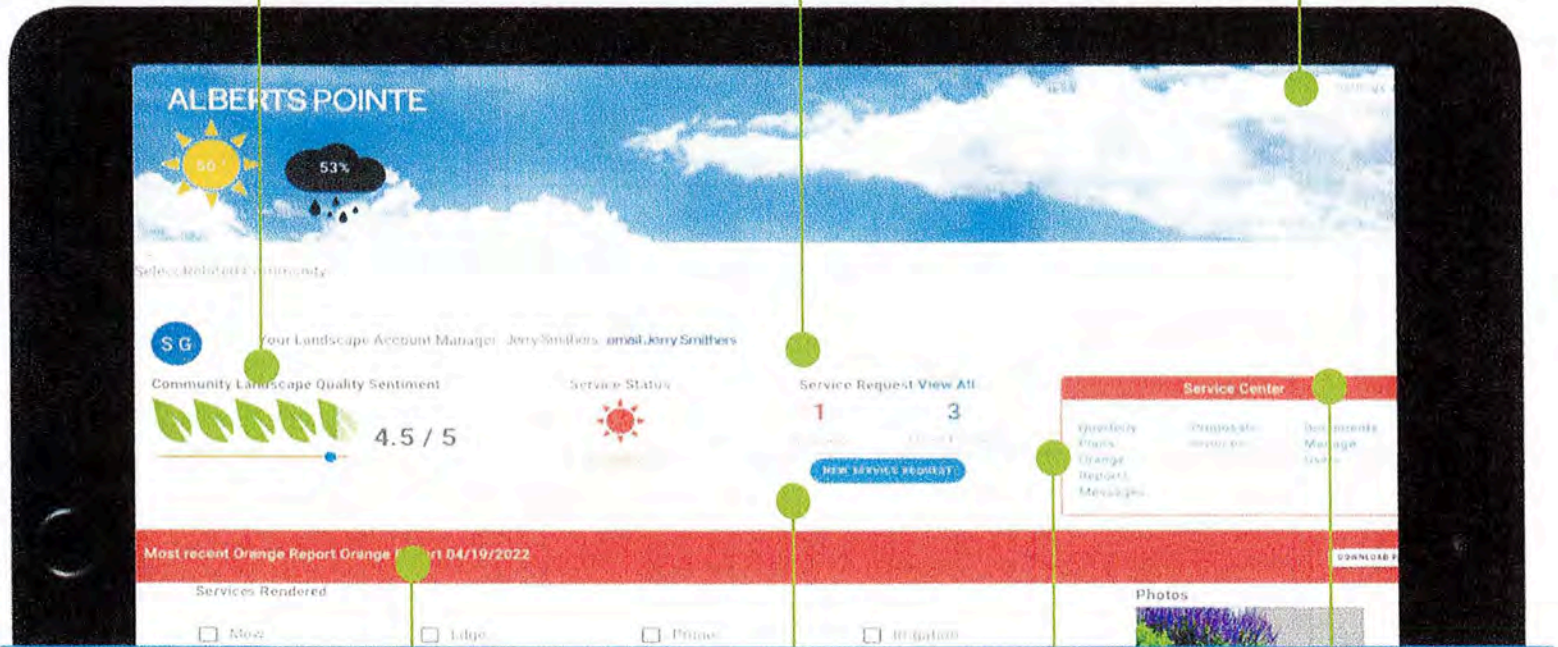
every aspect of landscape performance in clear view

An interactive dashboard on syncscape™ keeps customers up to date with easy access to reports, service requests, scheduled service status and all aspects of the landscaping relationship.

Measure and report quality sentiment

See number of open, closed and view all service requests

Personalize your experience and manage alerts and notifications



Current Orange Report for details on most recent site visit

Submit new service requests

View all orange reports to track service performance

Service center provides quick access to all functions

For more information about syncscape™ or for a demonstration, visit yardnique.com



NORTH CAROLINA | SOUTH CAROLINA | GEORGIA | FLORIDA

919.388.9878

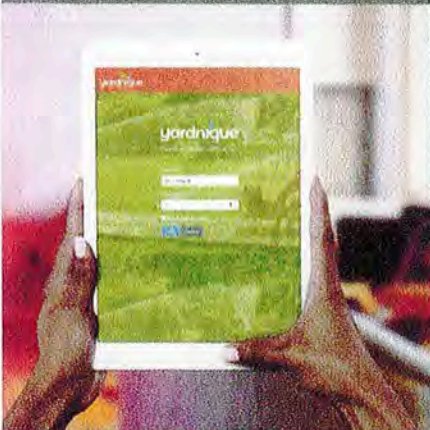




the inside track on the work outside

Offered exclusively to our customers, syncscape™ provides online access to comprehensive landscape service reporting, tracking and updates.

Submit service requests any time of day with automated status updates via text or email to keep you informed of progress through completion.



- Service reports after every visit
- Online service request submission and tracking
- Track quarterly landscape plan progress
- All invoices, proposals, and contracts in one place
- Manage board and community member access
- Measure landscape quality sentiment
- Automated email and text notifications
- Message team members any time of day

syncscape™ puts all information at your fingertips any time of day and every day.

Our customers are always up to date about the services performed, service requests, irrigation health and landscape installation status.

Ask us for a demonstration today.





Mobile device set up - iPhone

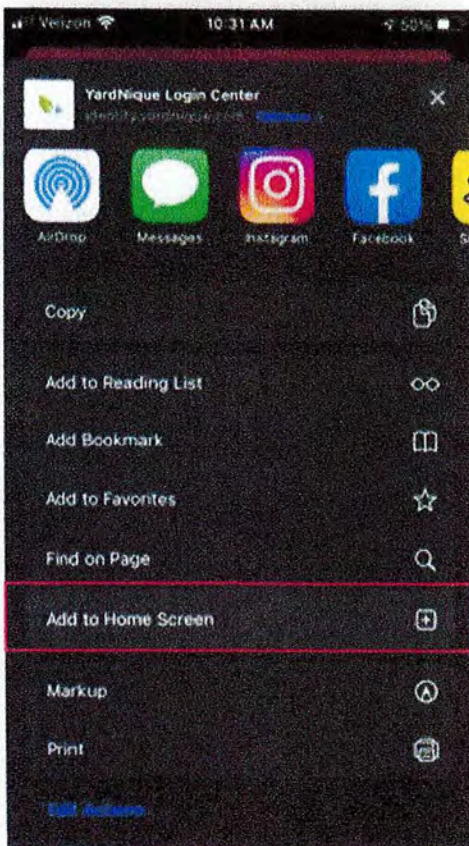


- 1) Go to mysyncscape.com on a Safari browser
- 2) Login with your username and password.
- 3) Add Portal Icon to mobile device home screen:

- Select the up arrow (save/upload icon) at the bottom of the browser as shown below



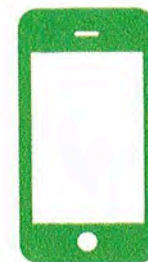
- Scroll up the window in the bottom half of the screen to view options below
- Select add to home screen as seen on the left
- Select Add in the top right of the screen



PRO TIP: click "remember my login" to skip this step next time.



Mobile device set up - Android

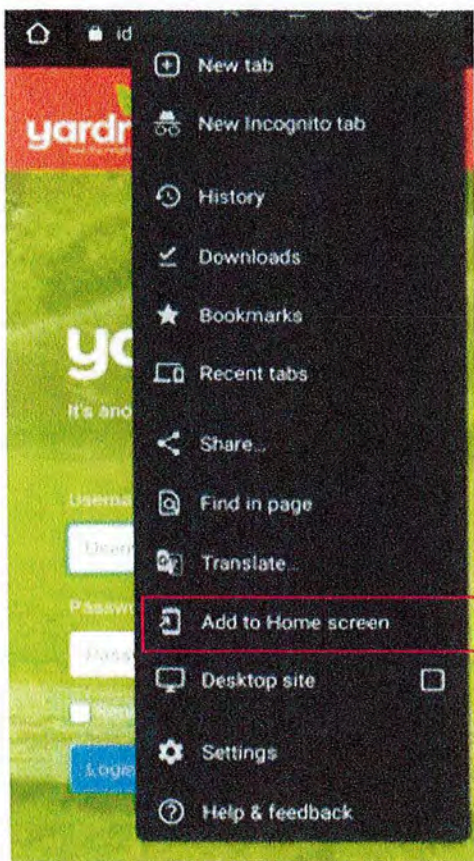


1) Go to mysyncscape.com on a Google Chrome browser

2) Login with your username and password.

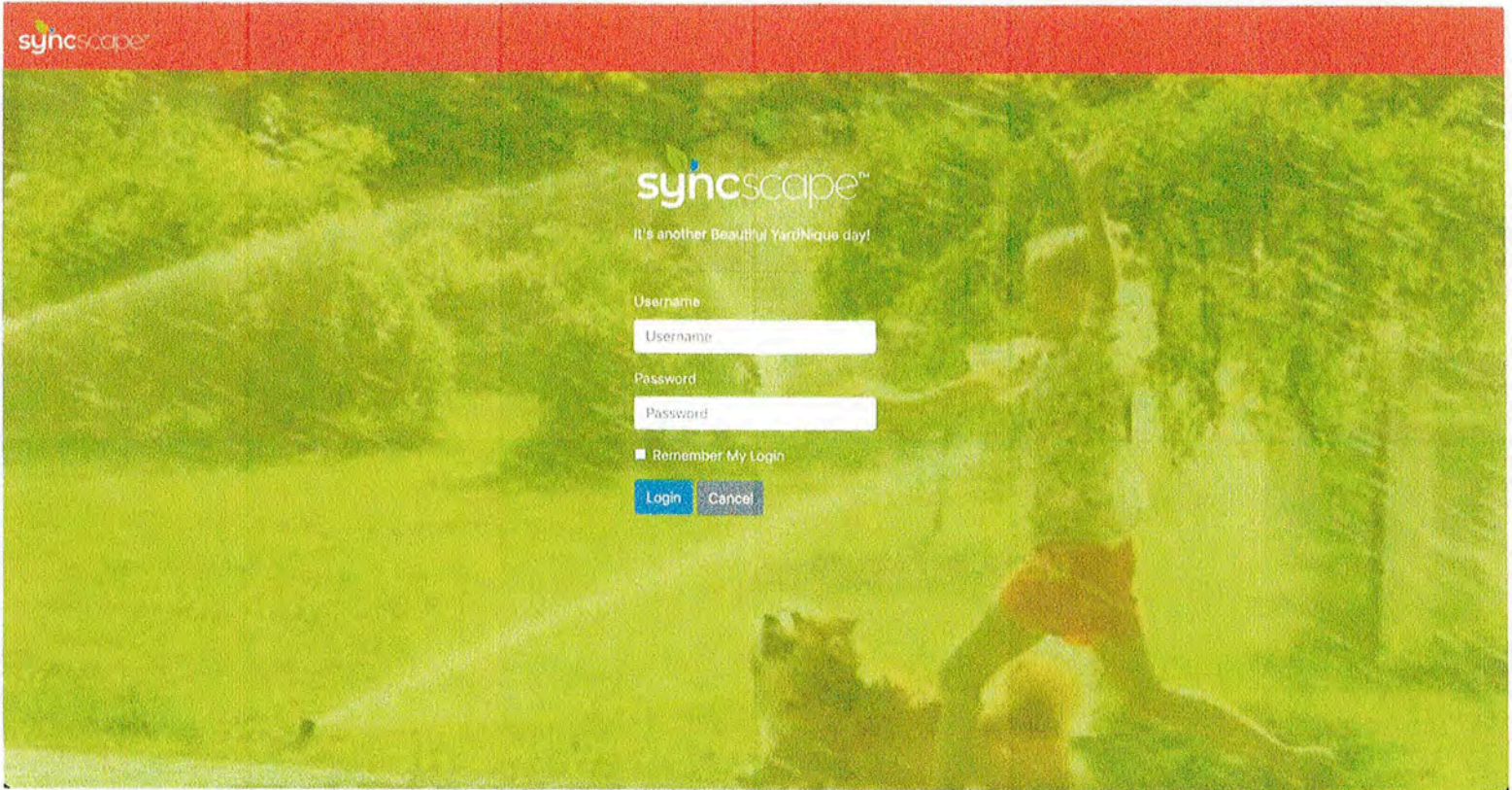
3) Add Portal Icon to mobile device home screen:

- Select the three dots in the upper right corner of the browser as
- Scroll down the side bar until you see the Add to Home screen option pictured to the right
- Select Add to Home screen
- Select Add and Add again



Desktop

The yardnique portal is available on any PC or Mac desktop. Enter the portal address into your web browser: mysyncscape.com



TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FL 33614

Operations and Maintenance Expenditures March 2024 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2024 through March 31, 2024. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$106,121.42**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

March 1, 2024 Through March 31, 2024

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
210 Handyman Services, LLC	100470	13	Paint and Stain Exterior Doors 02/24	\$ 850.00
210 Handyman Services, LLC	100481	21	Paint double doors 03/24	\$ 400.00
210 Handyman Services, LLC	100481	22	Paint Amenity Center 03/24	\$ 575.00
Alfred W Grover	100471	22224	Repaired (2) Light Fixtures, Relamped (3) Light Fixtures 02/24	\$ 460.00
Alfred W Grover	100490	32024	Service Call - Pool Pump Motors 03/24	\$ 623.00
COMCAST	20240319-1	8495 74 140 0863399 03/24 ACH	Cable Services 03/24	\$ 297.27
COMCAST	20240321-1	8495 74 140 1708146 03/24 ACH	Internet Services 03/24	\$ 124.44
Elizabeth Valerio	100491	0217E	Easter Event - Face Painting 03/24	\$ 250.00
First Coast Franchising	100482	JAK03240284	Janitorial Services 03/24	\$ 709.00
Florida Power & Light Company	20240322-1	Monthly Summary 02/24 ACH	Electric Services 02/24	\$ 6,667.46
Future Horizons, Inc.	100483	82904	Aquatic Weed Control 02/24	\$ 1,375.00
Gannett Florida LocaliQ	100473	0006201287	Account# 765148 Legal Advertising 01/24	\$ 156.40
Governmental Management Services, LLC	100477	308	Website Maintenance 03/24	\$ 100.00
Hancock Whitney Bank	ACH	022724 ACH	Debit Card Expenses 02/24	\$ 3,148.19

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

March 1, 2024 Through March 31, 2024

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
Hi-Tech System Associates	20240304-1	401248 ACH	Alarm Access Control 03/24	\$ 30.00
James M Teter	100478	316	Pressure Washing Amenities 03/24	\$ 975.00
James M Teter	100478	317	Pressure Washing Pool Deck 03/24	\$ 975.00
Kilinski / Van Wyk, PLLC	100484	8981	Legal Services - Monthly Meeting 02/24	\$ 2,226.71
Kilinski / Van Wyk, PLLC	100492	8982	Legal Services - Pond Bank Construction Defect 02/24	\$ 3,604.00
Kilinski / Van Wyk, PLLC	100484	9035	Legal Services 02/24	\$ 3,893.41
Neighborhood Publications, Inc	100485	MURA5902	Premium Website 03/24	\$ 45.00
Paychex	20240311-1	2024022900 Autopay	Express Payroll Direct Deposit Processing 02/24	\$ 120.40
Poolsure	100486	131295620205	Pool Chemicals 03/24	\$ 1,589.68
Republic Services	100474	0687-001407946	Waste Disposal Services 03/24	\$ 229.62
Riverside Management Services, Inc	100487	149	Management Services 01/24	\$ 21,669.18
Riverside Management Services, Inc	100479	152	Management Services 03/24	\$ 20,396.17
Riverside Management Services, Inc	100479	153	Pool Maintenance 03/24	\$ 1,316.75
Riverside Management Services, Inc	100475	154	Rental for 3 Days Use of 26' Ladder 02/24	\$ 300.00

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

March 1, 2024 Through March 31, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Rizzetta & Company, Inc.	100472	INV0000087931	District Management Fees 03/24	\$ 3,862.50
St Johns Utility Department	100493	532445-114371 03/24	Water Services 101 W Positano Ave 03/24	\$ 488.61
St Johns Utility Department	100493	532445-124405 03/24	Water-Sewer Services 168 Toscana Ln 03/24	\$ 15.28
St Johns Utility Department	100493	532445-124406 03/24	Water-Sewer Services 4106 Messina Dr 03/24	\$ 41.32
St Johns Utility Department	100493	532445-124596 03/24	Water-Sewer Services 123 E Franchetta Ln 03/24	\$ 82.10
Trimac Outdoor	100488	TMNE 98129	Landscape Maintenance 03/24	\$ 24,882.00
Trimac Outdoor	100488	TMNE 99360	Irrigation Repair 03/24	\$ 1,210.00
Turner Pest Control, LLC	100480	618836033	Pest Control Services 03/24	\$ 185.40
Vector Security, Inc	100476	73578583	Security Monitoring Services 03/24	\$ 590.03
Yuro & Associates, LLC	100489	3485	Engineering Services 02/24	<u>\$ 1,657.50</u>
Report Total				<u>\$ 106,121.42</u>

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FL 33614

Operations and Maintenance Expenditures April 2024 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2024 through April 30, 2024. This does not include expenditures previously approved by the Board.

The total items being presented:

Approval of Expenditures: **\$92,965.83**

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

April 1, 2024 Through April 30, 2024

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
Alfred W Grover	100505	42224	Install Spot Lights on Entrance Sign 04/24	\$ 365.00
Bouncers, Slides and More, Inc.	100506	03302024.18	Rockwall, Obstacle Course & Pirate Ship Rental 03/24	\$ 1,850.00
COMCAST	20240419-1	8495 74 140 0863399	Cable Services 04/24	\$ 297.27
COMCAST	20240422-1	8495 74 140 1701846	Internet Services 04/24	\$ 124.44
Florida Power & Light Company	20240423-2	Monthly Summary 03/24	Electric Services 03/24	\$ 6,545.16
Future Horizons, Inc.	100500	ACH 83237	Aquatic Weed Control 03/24	\$ 1,375.00
Gannett Florida LocalIQ	100501	0006333277	Acct# 765148 Legal Advertising 03/24	\$ 1.36
Governmental Management Services, LLC	100496	309	Website Maintenance 04/24	\$ 100.00
Great White Fence Co	100497	032524	Replaced Custom Gate @ Pump House/Playground 03/24	\$ 580.00
Hancock Bank	20240423-1	032724 Autopay	Credit Card Expenses 03/24	\$ 2,869.93
Hi-Tech System Associates	20240402-1	402847 Autopay	Alarm Access Control 04/24	\$ 30.00
Kilinski / Van Wyk, PLLC	100507	9231	Legal Services 03/24	\$ 2,139.27
Kilinski / Van Wyk, PLLC	100507	9232	Legal Services - Pond Bank Construction Defect 03/24	\$ 195.00
Neighborhood Publications, Inc	100508	MURA5903	Premium Website 04/24	\$ 45.00

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

April 1, 2024 Through April 30, 2024

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
Paychex	20240418-1	2024-04-17 ACH	BOS Payroll 04/09/24	\$ 887.60
Poolsure	100502	131295620886	Pool Repair - Impeller, Gasket, Sleeve 04/24	\$ 3,954.90
Republic Services	100498	0687-001416320	Waste Disposal Services 04/24	\$ 229.62
Riverside Management Services, Inc	100499	155	Pool Maintenance 04/24	\$ 1,316.75
Riverside Management Services, Inc	100499	156	Management Services 04/24	\$ 20,623.00
Riverside Management Services, Inc	100503	157	Lifeguard Services 03/24	\$ 3,723.24
Riverside Management Services, Inc	100509	158	Facility Maintenance 03/24	\$ 226.43
Rizzetta & Company, Inc.	100494	INV0000088580	District Management Fees 04/24	\$ 3,862.50
St Johns Utility Department	100510	532445-114371 04/24	Water Services 101 W Positano Ave 04/24	\$ 513.21
St Johns Utility Department	100510	532445-124405 04/24	Water-Sewer Services 168 Toscana Ln 04/24	\$ 15.85
St Johns Utility Department	100510	532445-124406 04/24	Water-Sewer Services 4106 Messina Dr 04/24	\$ 37.97
St Johns Utility Department	100510	532445-124596 04/24	Water-Sewer Services 123 E Franchetta Ln 04/24	\$ 82.62
Trimac Outdoor	100511	TMNE 100853	Landscape Maintenance 04/24	\$ 24,882.00
Trimac Outdoor	100511	TMNE 102632	Irrigation Repair 03/24	\$ 1,075.00

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

Paid Operation and Maintenance Expenditures

April 1, 2024 Through April 30, 2024

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Trimac Outdoor	100511	TMNE 103546	Irrigation Pump Repair 04/24	\$ 2,645.00
Trimac Outdoor	100511	TMNE 103802	Irrigation Main Line Repair 04/24	\$ 1,482.54
Turner Pest Control, LLC	100512	618950017	Pest Control Services 04/24	\$ 185.40
U.S. Bank	100504	7266033	Trustee Fees Series 2015A 03/01/24 - 02/28/25	\$ 5,618.49
U.S. Bank	100504	7266406	Trustee Fees S2015B 03/01/24-02/28/25	\$ 3,771.25
Vector Security, Inc	100495	73738857	Security Monitoring Services 04/24	\$ 590.03
Yuro & Associates, LLC	100513	3509	Engineering Services 03/24	<u>\$ 725.00</u>
Report Total				<u>\$ 92,965.83</u>

Tab 6

Turnbull Creek

Community Development District

Field Operations & Amenity Management Report

5/14/24



Jim Schieszer

FIELD OPERATIONS MANAGER
RIVERSIDE MANAGEMENT SERVICES, INC.

Erick Hutchison

AMENITY MANAGER
RIVERSIDE MANAGEMENT SERVICES, INC.

Turnbull Creek
Community Development District

Field Operations & Amenity Management Report
May 14, 2024

To: Board of Supervisors

From: Jim Schieszer
Field Operations Manager

Erick Hutchison
Amenity Manager

RE: Murabella Field Operations & Amenity Management Report – May 14th,
2024

The following is a summary of items related to the field operations,
maintenance and amenity management of Murabella.

Community Clubs:

Coffee Hour – Fridays 10am

Ladies Book Club – First Tuesday monthly 12pm

Mahjong – Second and Fourth Mondays 1:30pm

Book Exchange Club – Located in the Social Room

Community Information:

Food Truck Tuesday – 3rd Tuesday Monthly

Private Rentals:

May – 6 Rentals

Topics for Discussion:

Amenity Center upgrades
Reserve study

Weekly Maintenance

Below is a list of maintenance responsibilities that are completed weekly along with ongoing projects.

Property maintenance, janitorial, trash cans bags, trash pickup on all roads and common areas and athletic fields, dog pots & mail kiosks & playground areas.

Daily pool maintenance: chemicals & vacuuming, timer changed & ADA lift chairs maintenance.

Follow through with resident concerns regarding property issues, (Ant hills, irrigation breaks, pond bank erosion issues, pond algae and tree issues, etc.)

Meeting with Yardnique Landscape (Brian Stephens) regarding landscaping issues and updates.

Communications with Brian Stephens with Yardnique on irrigation leaks as they occurred for repairs.

Communication with Chris Railing (Future Horizons) for lake work and monthly reports.

Auditing / Documentation of Yardnique Outdoors.

Pressure washed entrances and around amenity center.

Pool water features are all operational.

Had one pump worked on for Pescara irrigation along new sump pump at Garibaldi Way

Had new plants installed at center island here at the amenity center. And at the other entrances.

Yardnique fixing wash outs on ponds 3 and 4 Pascara

We are painting amenity areas where needed.

Pine straw and mulch install.

Completed Projects

In Progress Projects

Conclusion

For any questions or comments regarding the above information please contact Jim Schieszer, Field Operations Manager, at jschieszer@rmsnf.com and Erick Hutchinson, Amenity Manager, at murabellamanager@rmsnf.com .

Respectfully,

Jim Schieszer
Erick Hutchison



Sunshine State Professional Services
8638 Philips Highway - Suite 04
Jacksonville, Florida 32256 - United States of America

May 2nd, 2024

Erick Hutchinson
101 W. Positano Ave.
St. Augustine, FL 32092

Construction Remodeling Proposal

Project Overview

The project entails a closet addition to the amenity center and features an electric fireplace. The project encompasses architectural design, structural engineering, and the installation of various features aimed at enhancing the functionality and aesthetic appeal of the space.

Scope of Work

Plans, Permitting, and Disposal Fees

- **Planning:** Develop detailed plans for all project components, ensuring structural integrity and code compliance.
- **Permitting:** All necessary permits with any relevant regulatory bodies before commencement of work. Compliance with all local building codes and regulations.
- **Disposal:** Efficiently manage construction debris and materials disposal.

Contents Protection:

- Moving of furnishings during renovation.
- Protective measures including taping, masking, and covering to secure remaining contents.

Structural Modifications and Installations:

- Relocation of affected HVAC ductwork and register.
- Construction of approximately 11 lf. of new stud wall framing to create a closet and provide support for a wall-mounted TV.
- Installation of a new electrical circuit extension as detailed in the plans.
- Installation of an in-wall mounted electric fireplace, with a budget allowance of \$2,000.00.
- Installation of a fireplace mantel crafted to complement the decor.
- Installation of textured drywall to closely match existing wall textures.
- Construction and installation of a hidden closet door with hardware as specified in the architectural plans.

Drywall Installation and Finishing:

- Incorporating new drywall to match the existing textures of the walls and ceilings, followed by professional painting to achieve a seamless integration with the rest of the home.

Baseboard and Paint Finishing:

- Installing and painting new baseboards to match the existing style, enhancing the overall aesthetics of the space.

Final Cleaning:

- Conduct a comprehensive cleaning to ensure the space is ready for immediate use.

Contingency

- We have included a 10% contingency to cover any unforeseen circumstances, potential increases in material costs, and adjustments based on customer selections. This contingency ensures that we can address any unexpected challenges without compromising the quality or timeline of the renovation. This contingency is not charged if it is not needed.

Total Investment Cost: \$17,870.00

- **Contingency (10%): \$1,787.00**

Grand Total (Including Contingency): Total: \$19,657.00

Note: The estimated cost includes all demolition, materials, labor, permits as well as the contingency to cover unforeseen expenses. The final cost may vary depending on specific selections, customization options, and any additional requirements during the renovation process.

***** This proposal is valid for 10 days from the date of issue *****

Payment Schedule

- Deposit: 10% to secure scheduling.
- Upon Contract Signature: 25%.
- Remaining Balance: To be structured in milestone payments as the project progresses.

This investment covers the full scope of services required for the successful completion of the detached roof structure project, adhering to the highest quality and functionality standards.

Project Timeline

The estimated timeline for completion is 1 week from the start date, subject to permit approvals and material availability.

Next Steps

To proceed with this renovation, we kindly request your review and approval of this proposal. Upon agreement, Sunshine State Professional Services will finalize detailed plans and begin the permit application process.

We are committed to delivering exceptional quality and value, ensuring your renovation transformation exceeds expectations. Please feel free to discuss any aspects of this proposal at your convenience.

Thank you for considering Sunshine State Professional Services for your improvement project. We look forward to the opportunity to bring your vision to life.

This proposal is an estimate based on the provided project scope and may be adjusted based on final design choices and unforeseen project requirements. All prices are reflective of local costs in the greater Jacksonville, Florida area.

H.A. "Aspen" Thompson | CGC 1526737 | Director of Construction
Sunshine State Professional Services | Industrial - Commercial - Residential
8638 Philips Highway - Suite 04 | Jacksonville | Florida | 32256
Cell (904) 760-6101
Office (904) 517-2427
aspensunshinestateps.com
www.sunshinestatepro.net

Turnbull Creek Treat Sheet

Date: 4-15-24

Weather: Partly Cloudy

Winds: 5-10 MPH

MuraBella

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>
1	Niad, Sago Pondweed	Yes	FL 909, Diquat
2	Niad, Sago Pondweed	Yes	FL 909, Diquat
3	Babytears, Niad	Yes	FL 909, Diquat
4	None	No	None
5	Niad	Yes	FL 909, Diquat
6	None	Yes	None
7	None	Yes	None
8	None	Yes	None
9	None	Yes	None
10	None	Yes	None
11	Niad	Yes	FL 909, Diquat
12	None	Yes	None
13	None	Yes	None
14	Algae, Chara	Yes	Copper Sulfate

San Marino

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>
1	Algae	Yes	Copper Sulfate, Aquashade
2	Algae	Yes	Copper Sulfate, Aquashade

Pescara

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>
1	None	Yes	None
2	None	Yes	None
3	None	Yes	None
4	None	Yes	None
5	None	Yes	None

Comments: None

Tab 7

April 17, 2024

Turnbull Creek Community Development District
Attn: Ben Pfuhl, Dist. Manager
3434 Colwell Avenue, Ste. 200
Tampa, FL 33614

Dear Mr. Pfuhl Brown:

In response to your request regarding Section 190.006(3)(a)(2)(d), Florida Statutes, the following information is applicable for:

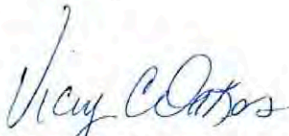
Turnbull Creek CDD

2002 registered voters in St. Johns County

This number is based on the streets within the legal description on file with this office as of April 15, 2024.

Please contact us if we may be of further assistance.

Sincerely,



Vicky C. Oakes
Supervisor of Elections

VO/db