



Rizzetta & Company

Turnbull Creek Community Development District

Board of Supervisors' Meeting June 11, 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

June 4, 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 **June 11, 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: Caryl Kilinski, Esq. Lauren Gentry, Esq., Jennifer Kilinski, Esq., Mary Grace Henley, Esq., Melissa Dobbins, District Manager, Brian Wing, Jeremy Vencil, Chris Delbene, Esq., Diana Jordan-Baldwin, Raymond Ames 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
 - 1.) Update on Pond Repair
 - 2.) Update on Walking Trail Improvement
 - B. Landscaper.....Tab 1
 - 1.) Yardnique Landscape Reports
8. **BUSINESS ITEMS**
9. **BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors' Special Meeting held April 9, 2024...Tab 2
10. **STAFF REPORTS - Part B**
 - A. District Counsel
 - B. Amenity and Field Operation Managers.....Tab 3
 - 1.) Field Operations & Amenity Management Report
 - 2.) Future Horizon Report
 - C. District Manager
11. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
12. **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

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Landscape Maintenance Checklist (Trimac Outdoor)

1.0 Maintenance	5/6/2024
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 mowed completely.
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. We also mowed the outer berm on Pacetti to advance prior to the forecasted heavy rains Friday.
Friday - Outer berms off od SR16 & Pacetti Rd	The outer berm on SR 16 was completely mowed as well as the athletic field at the Amenity Center prior to the rain.
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-Thursday this week We did not spray Friday due to strong wind and forecasted rain.
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)

Prepared by Jerry Lambert 5/14/2024

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 grannular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entries, amenity center & mail kiosks are fertilized with grannular slow release fertilizers	Turf is scheduled for granular fertalizer the week of 5-20-2024.
To be completed in 4 rounds (March, May, September & November)	
3.2 Shrubs & Trees	
Shrubs / trees to be fertilized twice a year with grannular slow release nitrogen source in 2 rounds (March & September)	Plam Trees were fertalized in April.
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	Annuals are scheduled for Fertilizer the week of 5-20-2024
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 5/14/2024

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,	1 lateral line was repaired and 1 damaged sprinkler head was replaced along Positano.
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 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

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

<i>Landscape Maintenance Checklist (Trimac Outdoor)</i>	
1.0 Maintenance	5/13/2024
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 mowed completely. We started mowing Pescara Field to get ahead of the forcasted rain later this week.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Finished Pescara Field. The playground area and ponds 1b-5b were completely mowed. Also mowed Rugusa Field ahead of the rain later this week.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	Ponds 10-14 were mowed. We advanced to mow the outer berm on Pacetti and SR 16 to advance prior to the forcasted rains.
Friday - Outer berms off od SR16 & Pacetti Rd	The athletic Field was spot mowed due to being to standing water in areas from the rain this week.
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

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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 only in the AM due to wind and rains every afternoon this week.
1.6 Pruning	
Shrubs, vines and oriental trees in common areas and berms to be pruned to maintain their natural shape and maintain appropriate distances between pedestrian and vehicle areas.	We continue to lift tree canopies along sidewalks to allow for pedestrian traffic.
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	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Turf inspected weekly and spot treated	(As Needed)	Turf is inspected weekly for insect or fungus issues
Ant, mole & cricket control can be requested once a year Documentation shall be given to owner for proof & chemical		
Top Choice grannular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses		
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed		ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control		
Shrubs & Trees Pest Control inspected bi-weekly		
3.0 Fertilization		
3.1 Turf Areas		
All lawn areas (entries, amenity center & mail kiosks are fertilized with grannular slow release fertilizers		Turf was treated with Granular Fertilizer the week of 5-13-2024
To be completed in 4 rounds (March, May, September & November)		
3.2 Shrubs & Trees		
Shrubs / trees to be fertilized twice a year with grannular slow release nitrogen source in 2 rounds (March & September)		Plam Trees were fertalized in April.
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)		
Seasonal annuals fertilized on 30 day cycles		Annuals are scheduled for Fertilizer the week of 5-20-2024
4.0 Irrigation (All Inclusive Package) Guidelines		
Bi-Weekly Inspections (26 per year)	Prepared by Jerry Lambert 5/21/2024	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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,	Irrigation inspection has been completed.
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 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)	

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

<i>Landscape Maintenance Checklist (Trimac Outdoor)</i>	
1.0 Maintenance	5/20/2024
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 mowed completely.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	Pescara Field and playground have been comopletly mowed. Ponds 1b-5b were mowed as well.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	Rugusa Field and ponds 10-14 were completely mowed.
Friday - Outer berms off od SR16 & Pacetti Rd	The Athletic Field was completely mowed as well as the berms on SR16 and Pacetti Rd. We also weedeated the ditch on 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	
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.

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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	
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	Prepared by Jerry Lambert 6/3/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Top Choice grannular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entrys, amenity center & mail kiosks are fertilized with grannular slow release fertilizers	Turf was treated with Granular Fertilizer the week of 5-13-2024
To be completed in 4 rounds (March, May, September & November)	
3.2 Shrubs & Trees	
Shrubs / trees to be fertilized twice a year with grannular slow release nitrogen source in 2 rounds (March & September)	Plam Trees were fertalized in April.
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	Annuals flowers were fertalized this week on 5-21-2024
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	
Note: This contract shall include the following at N/C	Prepared by Jerry Lambert 6/3/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	Irrigation inspection has been completed.
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 to 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 and Pine straw have been completed
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)	New annual flowers will be installed the week 6-3 at the Pescara Entrance
Areas of seasonal color are:	
SR16 / San Giacomo entrance (420 plants per installion)	
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):	Prepared by Jerry Lambert 6/6/2024 Brian Stephens

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Landscape Maintenance Checklist (Trimac Outdoor)

1.0 Maintenance	5/27/2024
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	Holiday
Tuesday- Verona Way, Park & SR16 Entrance / Ponds # 6 ,7, 8, 9, 15 & 16	Today we mowed the clubhouse areas and Pacetti Berm. Ponds 1-5 were mowed. We also mowed Verona Way and Memorial park to advance due to the holiday.
Wednesday - Pescara Fields & playground areas Ponds # 1 - 5	We completed Tuesdays schedule including the SR 16 entrance and ponds 6-9 and 15-16. We also mowed Pescara Field and playground.
Thursday - Rugusa Field / Pond Banks #10, 11, 12, 13, 14,	We completed ponds 1b-5b from Wednesday and mowed Rugusa Field and ponds 10-14.
Friday - Outer berms off od SR16 & Pacetti Rd	The Athletic Field was completely mowed as well as the berms on SR16 and Pacetti Rd.
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	
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.

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

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. This week we were able to spray herbicide Tuesday thru Friday. Monday was a holiday.
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 (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	Prepared by Jerry Lambert 6/4/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Top Choice grannular insecticide blanket application for (fire ant control) annually at 3 entrances, amenity center, roadways, bermuda grasses	
Fire ant spot treatments as needed to control mound outbreaks with "other" products (Not Top Choice) as needed	ant mounds are being treated weekly as they appear on the same schedule as the mow rotation
2.2 Shrub & Tree Pest Control	
Shrubs & Trees Pest Control inspected bi-weekly	
3.0 Fertilization	
3.1 Turf Areas	
All lawn areas (entrys, amenity center & mail kiosks are fertilized with grannular slow release fertilizers	Turf was treated with Granular Fertilizer the week of 5-13-2024
To be completed in 4 rounds (March, May, September & November)	
3.2 Shrubs & Trees	
Shrubs / trees to be fertilized twice a year with grannular slow release nitrogen source in 2 rounds (March & September)	
One application of systemic insecticide and liquid fertilizer made to shrubs and trees (April or May)	
Seasonal annuals fertilized on 30 day cycles	Annuals flowers were fertalized this week on 5-21-2024
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	
Note: This contract shall include the following at N/C	Prepared by Jerry Lambert 6/4/2024

Murabella / Turnbull Creek CDD / Landscape Irrigation Audit

Lateral line repairs, valve repair and replacement as needed, Solenoid replacement, Head replacement,	Irrigation inspection has been completed.
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 to 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 and Pine straw have been completed
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)	New annual flowers will be installed the week 6-3 at the Pescara Entrance
Areas of seasonal color are:	
SR16 / San Giacomo entrance (420 plants per installion)	
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):	Prepared by Jerry Lambert 6/6/2024 Brian Stephens

Tab 2

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 Board of Supervisors for the Turnbull Creek Community Development District held a **regular meeting** and an **attorney-client shade session** to discuss matters relating to pending litigation on **May 14, 2024, at 6:00 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 (<i>speakerphone</i>)

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Co., Inc.
Mary Grace Henley	District Counsel, Kilinski/Van Wyk
Mike Yuro	District Engineer, Yuro & Associates
Erick Hutchinson	Amenity Manager, RMS
Brian Stephens	Account Manager, Yardnique

Audience members present.

Audience present on speakerphone.

FIRST ORDER OF BUSINESS

Call to Order / Roll Call

Mr. Wing called the meeting to order at 6:00 p.m.

SECOND ORDER OF BUSINESS

**Audience Comments on
Pending Litigation/Shade
Session**

No audience present to provide comments on the pending litigation or shade session. Attendees were only the ones noted in the advertisement plus a court reporter.

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THIRD ORDER OF BUSINESS **Attorney-Client Shade Session**

Ms. Henley informed those in attendance the parameters of the shade session and its purpose. She noted the individuals included in the meeting and estimated the time (30 minutes) before the regular meeting would resume. It was noted that a transcript of the shade session will become public at the end of litigation should the Board decide to proceed.

The regular Board of Supervisors Meeting was recessed at 6:03 p.m. The meeting reconvened at 6:30 p.m. with another attendance taken to confirm that a quorum was still in attendance.

FOURTH ORDER OF BUSINESS **Resume Public Meeting**

The regular Board of Supervisors Meeting was reconvened at 6:30 p.m.

FIFTH ORDER OF BUSINESS **Shade Session – Motions
Related to Litigation
Expenditures or Settlement
Negotiations**

The Board directed the staff to advertise a second Shade Session on June 11th at 6:00 p.m.

On a motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors approved a second Shade Session on June 11th at 6:00 p.m., for Turnbull Creek Community Development District.

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SIXTH ORDER OF BUSINESS **Audience Comments on
Agenda Items**

Audience requested update on the walking trail getting repaired and commented on Pickleball Court project and requested that the CDD fund a portion with the HOA.

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SEVENTH ORDER OF BUSINESS **Staff Reports - Part A**

A. District Engineer
1.) Update on Pond Repair

Mr. Yuro reviewed with a representative from Aquagenix the current status of the pond repairs for the Board.

Discussion ensued.

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On a motion by Mr. DelBene, seconded by Mr. Wing, with all in favor, the Board of Supervisors approved partial Aquagenix payment for pond erosion repairs in the amount of \$33,667.81, for Turnbull Creek Community Development District.

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On a motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors directed the District Manager to use funds out of the Reserve Fund to pay Aquagenix for the pond repairs, for Turnbull Creek Community Development District.

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After further review, staff was directed to work with Yardnique and the District Engineer to monitor pond banks that were recently repaired to confirm homeowners are watering for 2 weeks/30 mins daily. Staff will work with Yardnique to make sure these specific pond banks are not being mowed for 4-6 weeks. Staff will send out e-blast and communicate mowing is on hold at these locations.

2.) Update on Walking Trail Improvement

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Mr. Yuro reviewed that there were no changes from the last proposal that Duval provided him reviewed at the last meeting. He then reviewed the cost and options.

Discussion ensued.

On a motion by Mr. Wing, seconded by Mr. DelBene, with all in favor, the Board of Supervisors approved Duval's Walking Trail proposal with a "base fee" of \$157,520.00, in addition Alt Option 1 for \$16,900.00, subject to the District Engineer confirming if a "cut out" would work. If so, this Alt Option would be removed. The Board also approved Aquagenix's Walking Trail proposal in the amount of \$39,476.25. In total, the Board approved a not-to-exceed amount of \$236,000.00, which includes a 10% contingency, subject to Duval removing the ponding disclaimer, for Turnbull Creek Community Development District.

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The Board further directed staff that if Aquagenix no longer honors their proposal for staff to reach out to the contractors that residents had suggested, to get other proposals.

3.) Consideration of District Engineer Annual Report Proposal for Fiscal Year 2024-2025

On a motion by Mr. Vencil, seconded by Mr. DelBene, with all in favor, the Board of Supervisors approved Mr. Yuro's District Engineer Report proposal in the amount of \$1,850.00, for Turnbull Creek Community Development District.

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B. Landscaper

1.) Yardnique Landscape Reports

Mr. Stevens reviewed their new portal option to communicate matters to them directly.

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120 He stated the mulch install was delayed just a little due to it needing to dry out after all
121 the rain, which is necessary for it not to stick when it gets blown out during the install
122 process.

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124 **EIGHTH ORDER OF BUSINESS** **Business Items**

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126 **A. Consideration of Pickleball Court Proposals**

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128 The Board reviewed proposals behind Tab 3.
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On a motion by Mr. DelBene, seconded by Mr. Wing, with all in favor, the Board of Supervisors approved MOR's proposal, in the amount of \$30,831.61, subject to the HOA Cost Share in the amount of \$22,000.00. The Board also directed the District Manager to use reserve funds for this project, for Turnbull Creek Community Development District.

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131 **B. Presentation of the Fiscal Year 2024-2025 Proposed Budget**

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133 After discussion, the Board increased the following budget classifications; District Counsel,
134 Irrigation Maintenance, Maintenance & Repairs, Special Events and Contingency, which
135 increased the annual assessments \$530.88.
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On a motion by Mr. Vencil, seconded by Mr. Ames, with all in favor, the Board of Supervisors adopted Resolution 2024-07 and set the Public Hearing for August 13, 2024 at 6:30 p.m., for Turnbull Creek Community Development District.

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138 Ms. Henley updated the Board that due to the fact the proposed budget will now reflect an
139 O&M assessment rate higher than the previous noticed cap, the Board will need to hold a
140 separate public hearing on special assessments. The agenda did not include this
141 resolution, but she had one with her just in case this situation did happen. Ms. Henley read
142 Resolution 2024-08, Exhibit A, into the record.
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On a motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors adopted Resolution 2024-08, Declaring Special Assessments and set the Public Hearing for August 13, 2024 at 6:30 p.m., for Turnbull Creek Community Development District.

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145 **NINTH ORDER OF BUSINESS** **Business Administration**

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147 **A. Approval of Consent Agenda**

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149 **1.) Consideration of Minutes of the Board of Supervisors' Special**
150 **Meeting held April 9, 2024**
151 **2.) Ratification of the Operation and Maintenance of Expenditures**
152 **for March & April 2024**

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On a motion by Mr. Wing, seconded by Mr. Ames, with all in favor, the Board of Supervisors approved consent items, including minutes of the special meeting held April 9, 2024 and ratified operation and maintenance expenditures for March 2024, in the amount of \$106,121.42 and April 2024, in the amount of \$92,965.83, for Turnbull Creek Community Development District.

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TENTH ORDER OF BUSINESS

Staff Reports – Part B

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A. District Counsel

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No report.

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B. Amenity and Field Operation Managers

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1.) Field Operations & Amenity Management Report

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i.) Update Regarding Social Room Wall Construction and Proposal

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ii.) Discussion on Updated Reserve Study

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Mr. Hutchinson reviewed his report under Tab 6. He updated the Board that the wall contractor for the Amenity Room Project ended up not having a state license so the District cannot enter into an agreement with him. The Board decided to no longer move forward with the wall being built and instead directed the Amenity Manager to purchase a larger 85” TV to mount on the wall and get a wall partition.

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Mr. DelBene requested that staff look into installing a switch to the pool mushrooms so they can be turned on/off by residents when they want to use them.

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2.) Future Horizon Report

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C. District Manager

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1.) Presentation of Registered Voter Count

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Ms. Dobbins reminded the Board of the General Election Qualifying Period which ends June 14th for Mr. Vencil’s Seat #2 and Ms. Jordan-Baldwin’s Seat #4.

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Ms. Dobbins then reminded the Board that they gave the District Manager direction to move their extra funds to a money market account to earn interest and protect their funds. She stated that Rizzetta was able to open one at a bank with no issue, but that another bank institution required it to be noted in the minutes by motion. She requested for the Board to make an official motion to approve the District Manager to open a money market account with TD Bank.

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On a motion by Mr. Wing, seconded by Mr. Vencil, with all in favor, the Board of Supervisors authorized the District Manager to open a money market account with TD Bank, for Turnbull Creek Community Development District.

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ELEVENTH ORDER OF BUSINESS

Audience Comments and Supervisors' Requests

Audience Comments

There was a comment regarding staff monitoring non-residents coming into pool gate.

Supervisors' Requests

There were no supervisor requests made.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On motion by Mr. Vencil, seconded by Mr. Ames, with all in favor, the Board of Supervisors adjourned the meeting at 9:06 p.m., for Turnbull Creek Community Development District.

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Secretary /Assistant Secretary

Chairman / Vice Chairman

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Exhibit A

RESOLUTION 2024-08

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT DECLARING SPECIAL ASSESSMENTS TO FUND THE PROPOSED BUDGETS PURSUANT TO CHAPTERS 170, 190 AND 197, FLORIDA STATUTES; SETTING PUBLIC HEARINGS; ADDRESSING PUBLICATION; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, after further consideration, it is in the best interest of the District to fund the administrative and operations services (together, “**Services**”) set forth in the Proposed Budget, a current copy of which is attached as **Exhibit A**, by levy of special assessments pursuant to Chapters 170, 190 and 197, Florida Statutes (“**Assessments**”), as set forth in the preliminary assessment roll included within the Proposed Budget; and

WHEREAS, the District hereby determines that benefits would accrue to the properties within the District, as outlined within the Proposed Budget, in an amount equal to or in excess of the Assessments, and that such Assessments would be fairly and reasonably allocated as set forth in the Proposed Budget; and

WHEREAS, the Board has considered the proposed Assessments, and desires to set the required public hearings thereon.

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

1. **DECLARING ASSESSMENTS.** The current form of the Proposed Budget, attached hereto as Exhibit A, is hereby approved for use in proceedings to levy and impose the Assessments. Pursuant to Chapters 170, 190 and 197, Florida Statutes, the Assessments shall defray the cost of the Services in the total estimated amounts set forth in the Proposed Budget. The nature of, and plans and specifications for, the Services to be funded by the Assessments are described in the Proposed Budget and in the reports (if any) of the District Engineer, all of which are on file and available for public inspection at the “District’s Office,” Rizzetta & Company, 3434 Colwell Avenue, Suite 200,

Tampa, Florida 33614. The Assessments shall be levied within the District on all benefitted lots and lands, and shall be apportioned, all as described in the Proposed Budget and the preliminary assessment roll included therein. The preliminary assessment roll is also on file and available for public inspection at the District's Office. The Assessments shall be paid in one or more installments pursuant to a bill issued by the District in November of 2024, and pursuant to Chapter 170, *Florida Statutes*, or, alternatively, pursuant to the *Uniform Method* as set forth in Chapter 197, *Florida Statutes*.

2. **SETTING A PUBLIC HEARING.** Pursuant to Chapters 170, 190, and 197, Florida Statutes, a public hearing on the Assessments is hereby declared and set for the following date, hour and location:

DATE: August 13, 2024

HOUR: 6:30 P.M.

LOCATION: Murabella Amenity Center

101 Positano Avenue

St. Augustine, Florida 32092

3. **PUBLICATION OF NOTICE.** The District shall cause this Resolution to be published once a week for a period of two weeks in a newspaper of general circulation published in St. Johns County. Additionally, notice of the public hearings shall be published in the manner prescribed in Florida law.
4. **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.

Resolution, or any part thereof.

5. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 14TH DAY OF MAY
2024.**

ATTEST:
COMMUNITY

**TURNBULL CREEK
DEVELOPMENT
DISTRICT**

Assistant
Secretary

Exhibit A: Proposed Budget for Fiscal Year 2025

Tab 3

Turnbull Creek Community Development District

9655 Florida Mining Blvd., Bldg. 300, Suite 305, Jacksonville, Florida 32257

Memorandum

Date: June 11, 2024
To: Turnbull Board of Supervisors
Melissa Dobbins, Darrin Mossing
From: Jim Schieszer, Operations Manager
Erick Hutchison, Amenity Manager
Re: Turnbull Creek CDD
Monthly Murabella Operations Report

The following is a summary of activities related to the RMS operations of the Turnbull Creek Community Development District.

Site Field Manager: Jim Schieszer

1. Property maintenance, janitorial, trash cans bags, trash pickup on all roads and common areas and athletic fields, dog pots & mail kiosks & playground areas.
2. Daily pool maintenance: chemicals & vacuuming, timer changed & ADA lift chairs maintenance.
3. Follow through with resident concerns in regard to property issues, (Ant hills, irrigation breaks, pond bank erosion issues, pond algae and tree issues, etc.)
4. Meeting with Yardnique Landscape (Todd Murphy) in regard to landscaping issues and updates.
5. Communications with Brian Stephens with Yardnique on irrigation leaks as they occurred for repairs.
6. Communication with Chris Railing (Future Horizons) for lake work and monthly reports.
7. Auditing / Documentation of Yardnique Outdoors.
8. Pressure washed entrances.
9. Wall on the pond completed.
10. Waiting for permits for pickleball court.
11. Two more irrigation issues to replace.
12. Working with an electrician on the Mushroom switch.

Amenity Manager: Erick Hutchison

- All rentals and amenities are fully operational and running smoothly
- Social room renovations are in progress

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Should you have any questions or comments regarding the above information, please feel free to contact Jerry Lambert at (248) 807-2763

Turnbull Creek Treat Sheet

Date: 5-2-24

Weather: Clear

Winds: 0-6 MPH

MuraBella

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>
1	Shoreline	Yes	Roundup Custom, 2-4D
2	Shoreline	Yes	Roundup Custom, 2-4D
3	Shoreline	Yes	Roundup Custom, 2-4D
4	Shoreline	Yes	Roundup Custom, 2-4D
5	None	Yes	None
6	Shoreline	Yes	Roundup Custom, 2-4D
7	Shoreline	Yes	Roundup Custom, 2-4D
8	Shoreline	Yes	Roundup Custom, 2-4D
9	Shoreline	Yes	Roundup Custom, 2-4D
10	Shoreline	Yes	Roundup Custom, 2-4D
11	Shoreline	Yes	Roundup Custom, 2-4D
12	None	Yes	None
13	None	Yes	None
14	Shoreline	Yes	Roundup Custom, 2-4D

San Marino

<u>Lake</u>	<u>Plants Treated</u>	<u>Trash Pickup</u>	<u>Chemical Used</u>
1	None	Yes	Aquashade
2	None	Yes	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