

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.

THIRD ORDER OF BUSINESS

Staff Reports - Part A

A. District Engineer

1.) Update on Pond Repair

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

On a motion by Mr. Vencil, seconded by Mr. DelBene, 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.

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

2.) Update on Walking Trail Improvement

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

3.) Update on Wall Repair

The Board reviewed the proposals behind Tab 1 along with one presented by Mr. 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.

B. Landscaper

1.) Yardnique Landscape Reports

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

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

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

FOURTH ORDER OF BUSINESS

Review of Amenity Suspension

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

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

Following a brief discussion, the Board decided to only hold the property owner responsible for the original repair work completed by Aquagenix, which was paid by the 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.

FIFTH ORDER OF BUSINESS

Update on Amenity Center Furnishings Upgrades

Discussion was held regarding the proposal behind Tab 3 with the following action 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.

SIXTH ORDER OF BUSINESS

Consideration of Arbitrage Engagement Letters

1.) Series 2015A-1 BY2024 to BY2028

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.

SEVENTH ORDER OF BUSINESS

Discussion Regarding Pickleball Court Proposals

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.

EIGHTH ORDER OF BUSINESS

Consideration of Amenity Gutter Proposal

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

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.

NINTH ORDER OF BUISINESS

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

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.

TENTH ORDER OF BUSINESS

Approval of Consent Agenda

- 1.) Consideration of Minutes of the Board of Supervisors' Regular Meeting held February 13, 2024**
- 2.) Ratification of the Operation and Maintenance of Expenditures for January and February 2024**

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.

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.

ELEVENTH ORDER OF BUSINESS

Staff Reports – Part B

A. District Counsel

Ms. Kilinski introduced Mary Grace as a new KVV 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.

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.

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

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.

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

C. District Manager

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

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

TWELFTH ORDER OF BUSINESS

**Audience Comments and
Supervisors' Requests**

Audience Comments

There were no comments put forward.

Supervisors' Requests

There were no Supervisor Requests made.

THIRTEENTH ORDER OF BUSINESS

Adjournment

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.

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT

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Secretary / Assistant Secretary



Chairman / Vice Chairman

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



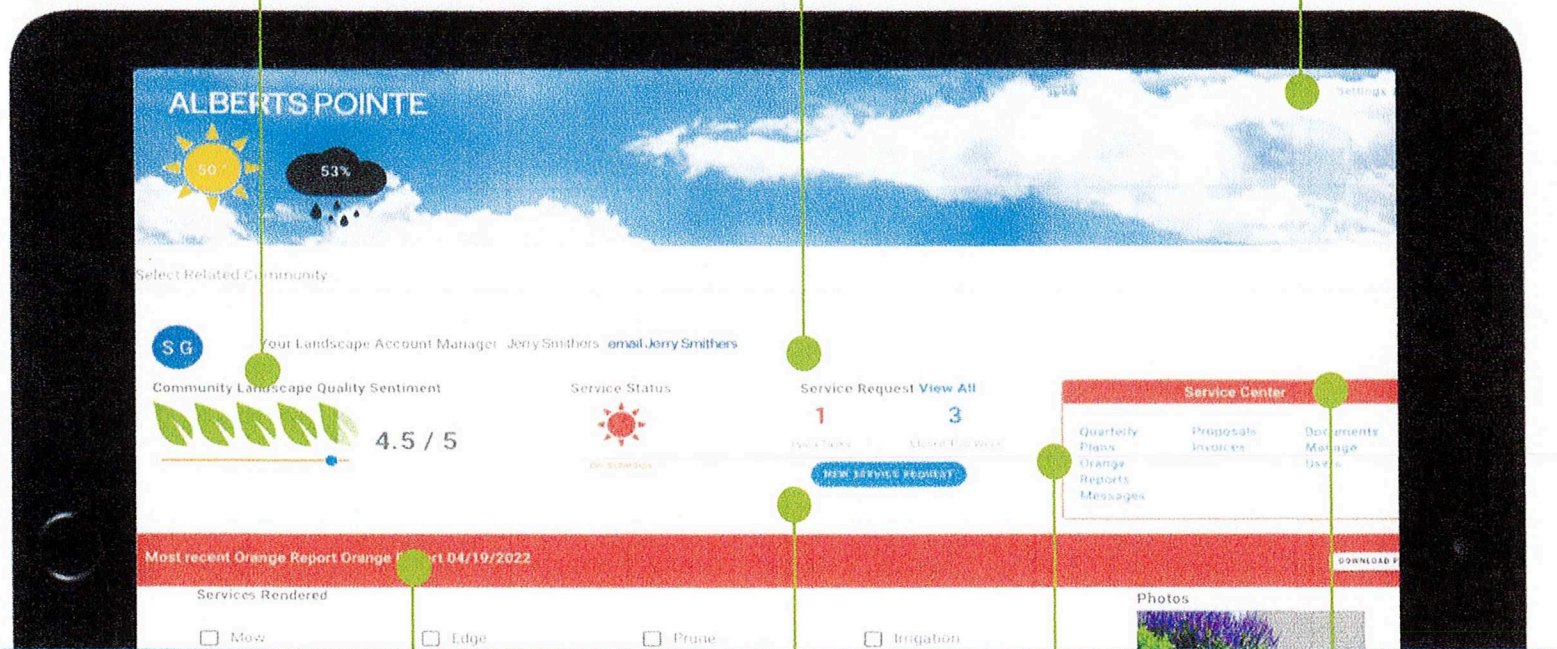
every aspect of landscape performance in clear view

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



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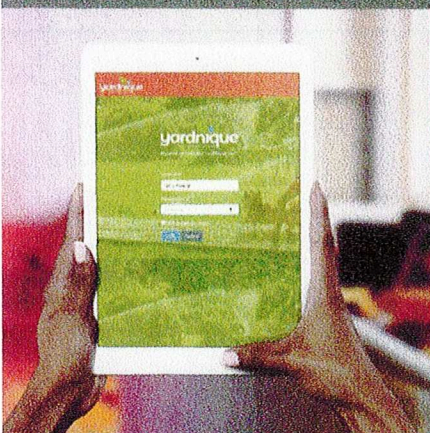




the inside track on the work outside

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.

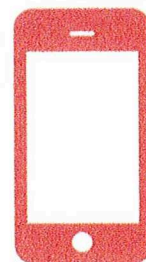
Our customers are always up to date about the services performed, service requests, irrigation health and landscape installation status.

Ask us for a demonstration today.





Mobile device set up - iPhone



1) Go to mysyncscape.com on a Safari browser

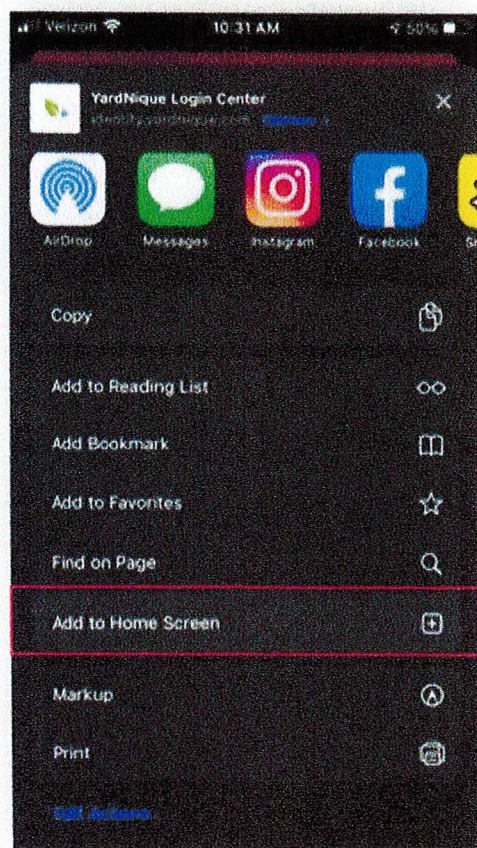
2) Login with your username and password.

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.

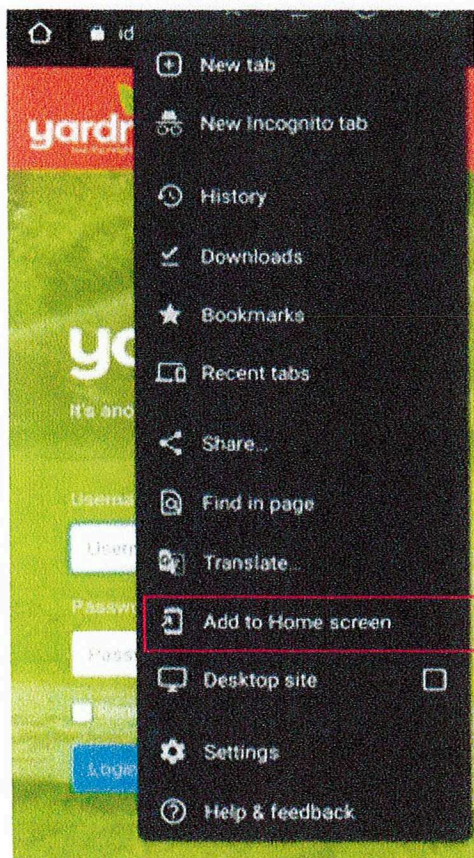


Mobile device set up - Android



- 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

A screenshot of the syncscape login page. The page has a red header bar with the syncscape logo. The background is a green, textured image of a person watering plants. The login form is centered and includes the syncscape logo, a tagline, and input fields for username and password, along with a 'Remember My Login' checkbox and 'Login' and 'Cancel' buttons.

syncscape™

It's another Beautiful YardNique day!

Username

Password

☐ Remember My Login