

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.

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 11 th 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.

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.

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.

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.

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

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.

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.

B. Landscaper

1.) Yardnique Landscape Reports

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

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

EIGHTH ORDER OF BUSINESS

Business Items

A. Consideration of Pickleball Court Proposals

The Board reviewed proposals behind Tab 3.

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.

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

After discussion, the Board increased the following budget classifications; District Counsel, Irrigation Maintenance, Maintenance & Repairs, Special Events and Contingency, which increased the annual assessments \$530.88.

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.

Ms. Henley updated the Board that due to the fact the proposed budget will now reflect an O&M assessment rate higher than the previous noticed cap, the Board will need to hold a separate public hearing on special assessments. The agenda did not include this resolution, but she had one with her just in case this situation did happen. Ms. Henley read Resolution 2024-08, Exhibit A, into the record.

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.

NINTH ORDER OF BUISINESS

Business Administration

A. Approval of Consent Agenda

- 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**

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.

TENTH ORDER OF BUSINESS

Staff Reports – Part B

A. District Counsel

No report.

B. Amenity and Field Operation Managers

1.) Field Operations & Amenity Management Report

i.) Update Regarding Social Room Wall Construction and Proposal

ii.) Discussion on Updated Reserve Study

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.

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.

2.) Future Horizon Report

C. District Manager

1.) Presentation of Registered Voter Count

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.

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.

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.

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.



Secretary /Assistant Secretary



Chairman / Vice Chairman

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



Rizzetta & Company

Turnbull Creek Community Development District

www.turnbullcreekcdd.com

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

TABLE OF CONTENTS

	<u>Page</u>
General Fund Budget for Fiscal Year 2024-2025	1
Reserve Fund Budget for Fiscal Year 2024-2025	3
Debt Service Fund Budget for Fiscal Year 2024-2025	4
Assessments Charts for Fiscal Year 2025-2025	5
General Fund Budget Account Category Descriptions	7
Reserve Fund Budget Account Category Descriptions	13
Debt Service Fund Budget Account Category Descriptions	14

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

1

	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	\$ -	\$ 1,380,880	\$ 199,964	
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	\$ 1,380,880	\$ 199,964	
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)	\$ 147,000	\$ 100,000	Increase due to Possible Litigation
38								
39	Administrative Subtotal	\$ 87,586	\$ 169,229	\$ 157,072	\$ (12,157)	\$ 257,072	\$ 100,000	
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
General Fund
Fiscal Year 2024/2025

2

	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
50	Garbage - Recreation Facility	\$ 1,395	\$ 2,790	\$ 8,000	\$ 5,210	\$ 4,000	\$ (4,000)	Based on New Rates
51	Water-Sewer Combination Services							
52	Utility Services	\$ 3,209	\$ 12,000	\$ 13,080	\$ 1,080	\$ 13,080	\$ -	
53	Stormwater Control							
54	Lake/Pond Bank Maintenance	\$ 8,250	\$ 16,500	\$ 18,975	\$ 2,475	\$ 18,975	\$ -	Increase to Bid Out? (Solitude Proposal \$36,240/yr)
55	Well & Pump Maintenance Contract	\$ 193	\$ 2,750	\$ 2,750	\$ -	\$ 2,750	\$ -	Reflect Hoover agreement.
56	Miscellaneous Expense	\$ 510	\$ 1,020	\$ 2,500	\$ 1,480	\$ 2,500	\$ -	
57	Other Physical Environment							
58	General Liability Insurance / Property	\$ 30,745	\$ 33,000	\$ 31,054	\$ (1,946)	\$ 35,000	\$ 3,946	Reflects Estimate with FY 24 Adjustments
59	Landscape Maintenance	\$ 149,292	\$ 366,569	\$ 348,884	\$ (17,685)	\$ 375,548	\$ 26,664	Per Yardnique Agreement with mulch / pine straw installation.
60	Irrigation Maintenance & Repair	\$ 2,460	\$ 12,500	\$ 12,500	\$ -	\$ 20,000	\$ 7,500	Increased - System Getting Older
61	Landscape Miscellaneous	\$ 6,800	\$ 13,600	\$ 31,000	\$ 17,400	\$ 31,000	\$ -	
62	Parks & Recreation							
63	Licenses, Fees & Permits	\$ 2,203	\$ 2,100	\$ 2,100	\$ -	\$ 2,100	\$ -	Music Licenses and Defibrillator Renewal
64	Facility Management	\$ 35,583	\$ 71,166	\$ 71,166	\$ -	\$ 74,725	\$ 3,559	Reflects RMS Estimate
65	Telephone, Internet, Cable	\$ 2,613	\$ 5,126	\$ 5,000	\$ (126)	\$ 5,000	\$ -	
66	Pest Control	\$ 916	\$ 2,871	\$ 2,875	\$ 4	\$ 2,875	\$ -	Exterminating Co. agreements.
67	Pressure Washing	\$ 1,950	\$ 2,800	\$ 3,500	\$ 700	\$ 3,500	\$ -	
68	Maintenance & Repairs	\$ 28,511	\$ 57,022	\$ 53,000	\$ (4,022)	\$ 60,000	\$ 7,000	Based on Projections
69	Field Services	\$ 29,900	\$ 59,801	\$ 59,801	\$ -	\$ 62,791	\$ 2,990	Reflects RMS estimate.
70	Clubhouse Janitorial Services	\$ 4,254	\$ 8,508	\$ 9,885	\$ 1,377	\$ 9,885	\$ -	Reflects Jani King estimate.
71	Facility Maintenance	\$ 28,583	\$ 57,166	\$ 57,166	\$ -	\$ 60,024	\$ 2,858	Reflects RMS estimate.
72	Pool Chemicals & Permits	\$ 9,529	\$ 19,830	\$ 21,000	\$ 1,170	\$ 21,000	\$ -	
73	Pool Maintenance	\$ 7,900	\$ 15,801	\$ 15,801	\$ -	\$ 16,591	\$ 790	Reflects RMS estimate.
74	Program Director	\$ 1,502	\$ 3,004	\$ 3,004	\$ -	\$ 3,154	\$ 150	Reflects RMS estimate.
75	Miscellaneous Expense	\$ 269	\$ 538	\$ 540	\$ 2	\$ 540	\$ -	agreement.
76	ID & Access Cards	\$ 149	\$ 500	\$ 800	\$ 300	\$ 800	\$ -	
77	Office Supplies	\$ 598	\$ 1,196	\$ 1,800	\$ 604	\$ 1,800	\$ -	
78	Lifeguards / Pool Monitors	\$ 3,723	\$ 38,975	\$ 38,975	\$ -	\$ 40,924	\$ 1,949	Reflects RMS estimate.
79	Facility Monitors	\$ 11,254	\$ 29,838	\$ 29,838	\$ -	\$ 31,330	\$ 1,492	Reflects RMS estimate.
80	Facility Attendants	\$ 7,603	\$ 19,973	\$ 19,973	\$ -	\$ 20,972	\$ 999	Reflects RMS estimate.
81	Garbage Collection - Common Areas	\$ 10,675	\$ 21,349	\$ 21,349	\$ -	\$ 22,416	\$ 1,067	Reflects RMS estimate.
82	Special Events							
83	Holiday Decorations	\$ 2,980	\$ 2,980	\$ 4,735	\$ 1,755	\$ 4,735	\$ -	
84	Special Events	\$ 8,095	\$ 12,000	\$ 12,000	\$ -	\$ 20,000	\$ 8,000	
85	Contingency							
86	Miscellaneous Contingency	\$ -	\$ 14,494	\$ 10,000	\$ (4,494)	\$ 45,000	\$ 35,000	Added \$35K for Playground Mulch
87								
88	Field Operations Subtotal	\$ 444,774	\$ 1,009,471	\$ 1,023,844	\$ 14,373	\$ 1,123,808	\$ 99,964	
89								
90	TOTAL EXPENDITURES	\$ 532,360	\$ 1,178,700	\$ 1,180,916	\$ 2,216	\$ 1,380,880	\$ 199,964	
91								
92	EXPENDITURES	\$ 636,414	\$ 21,377	\$ -	\$ 21,377	\$ -	\$ -	
93								

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	
6								
7	TOTAL REVENUES	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 378,600	\$ 278,600	
8								
9								
10	EXPENDITURES							
11								
12	Contingency					.		
13	Capital Reserves	\$ -	\$ 117,388	\$ 100,000	\$ (17,388)	\$ 378,600	\$ 278,600	Projections Include Amenity Upgrades, Aquagenix & Wall Repair/Reserve Study Recommendation is \$235K for FY 25
14								
15	TOTAL EXPENDITURES	\$ -	\$ 117,388	\$ 100,000	\$ (17,388)	\$ 378,600	\$ 278,600	
16								
17	EXCESS OF REVENUES OVER EXPENDITURES	\$ 100,000	\$ (17,388)	\$ -	\$ (17,388)	\$ -	\$ -	

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.

TURNBULL CREEK COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

5

2024/2025 O&M Budget:		\$1,759,480.00	2023/2024 O&M Budget:	\$1,280,916.00
Collection Costs:	2%	\$37,435.74	2024/2025 O&M Budget:	\$1,759,480.00
Early Payment Discounts:	4%	\$74,871.49		
2024/2025 Total:		<u>\$1,871,787.23</u>	Total Difference:	<u>\$478,564.00</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	\$1,951.81	\$530.88	37.36%
	Total	\$2,960.70	\$3,491.58	\$530.88	17.93%
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	\$1,951.81	\$530.88	37.36%
	Total	\$2,191.49	\$2,722.37	\$530.88	24.22%
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	\$1,951.81	\$530.88	37.36%
	Total	\$2,936.86	\$3,467.74	\$530.88	18.08%
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	\$1,951.81	\$530.88	37.36%
	Total	\$2,205.05	\$2,735.93	\$530.88	24.08%
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	\$1,951.81	\$530.88	37.36%
	Total	\$2,222.89	\$2,753.77	\$530.88	23.88%
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	\$1,951.81	\$530.88	37.36%
	Total	\$2,187.20	\$2,718.08	\$530.88	24.27%

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

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.



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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.



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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.



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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.



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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.



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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.



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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.



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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 be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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