

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 **Shade Session on August 13, 2024, at 6:00 pm**, which was then followed by the meeting of the Board of Supervisors starting at 6:30 pm. The meeting location was at **The Village Church, 4229 Pacetti Rd., St. Augustine, FL 32092**. The shade session was for the following to be in attendance: **Caryl Kilinski, 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.**

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.
Jennifer Kilinski	District Counsel, Kilinski/Van Wyk
Mike Yuro	District Engineer, Yuro & Associates
Erick Hutchinson	Amenity Manager, RMS
Jim Schieszer	Operations Manager, RMS
Brian Stevens	Account Manager, Yardnique

Audience members present.

FIRST ORDER OF BUSINESS

Call to Order / Roll Call

Mr. Wing called the meeting to order at 6:02 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. Kilinski 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.

FOURTH ORDER OF BUSINESS

Resume Public Meeting

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

FIFTH ORDER OF BUSINESS

**Shade Session – Motions
Related to Litigation
Expenditures or Settlement
Negotiations**

Reviewed under District Counsel's report.

SIXTH ORDER OF BUSINESS

**Audience Comments on
Agenda Items**

There were questions/concerns regarding disbursement of funds, collection of assessments, walking trail project and cost of litigation.

The Board moved to Agenda item 7B, Landscape Report.

SEVENTH ORDER OF BUSINESS

Staff Reports - Part A

B. Landscaper

- 1.) Yardnique Landscape Reports**
- 2.) Review Tree Removal Proposals**

Mr. Stevens reviewed his report under Tab 1. The board then discussed proposals for tree removals.

<p>On a motion by Mr. Ames, seconded by Mr. DelBene, with all in favor, the Board of Supervisors approved tree removal proposals for Robert's Tree Services, in the amount of \$5,850.00, for Turnbull Creek Community Development District.</p>
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A. District Engineer

1.) Update on Pond Repair

Mr. Yuro provided update that he recommends paying retainage to contractor since they have completed their work. He also does recommend an additional notice get sent to the resident who still feeds the ducks due to this continuing to cause pond bank erosion.

On a motion by Mr. DelBene, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors approved the remainder of Aquagenix Pond Repair Contract be paid, for Turnbull Creek Community Development District.

2.) Update on Walking Trail Improvement

Mr. Yuro updated the board that he recommends paying Aquagenix for their work on the walking trail and states they have completed the work per the scope that was approved.

On a motion by Mr. DelBene, seconded by Mr. Ames, with all in favor, the Board of Supervisors approved payment of Aquagenix contract for the Walking Trail Improvement, for Turnbull Creek Community Development District.

3.) Discussion Regarding Observations of Pool Deck and Retaining Wall Repairs

Mr. Yuro noted washout concerns at the kiddie pool and erosion at the retaining wall. He will forward a list of contractors to staff that should be able to review these issues further.

EIGHTH ORDER OF BUSINESS

Review of Solitude Lake Management's Testing Results

Mr. David Cottrell with Solitude updated the Board that the tests taken in July and in August have indicated the pond's oxygen levels are good and aeration is not necessary.

NINTH ORDER OF BUISINESS

Consideration of Hoover PM Agreement Renewal

On a motion by Mr. DelBene, seconded by Mr. Vencil, with all in favor, the Board of Supervisors approved Hoover's renewal at the same current rate of \$2590.00 per year, for Turnbull Creek Community Development District.

Counsel advised the audience that once the Public Hearing is open it will cover both the budget and imposing assessments.

TENTH ORDER OF BUSINESS

Public Hearing on Fiscal Year 2024-2025 Final Budget & Public Hearing on Fiscal Year

**2024-2025 Special
Assessments**

On a motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors opened the Public Hearing for Fiscal Year 2024-3025 Budget and for 2024-2025 Special Assessments, for Turnbull Creek Community Development District.

Audience had comments and questions on Reserve Funds, Revenue Program Opportunities, Litigation Cost, Mulch Cost, Security, Lifeguards Concerns, Bidding Process and request for more Activities.

On a motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors closed the Public Hearing for Fiscal Year 2024-2025 Budget and for 2024-2025 Special Assessments, for Turnbull Creek Community Development District.

**The Board took a 5-minute recess.*

1.) Consideration of Resolution 2024-09, Adopting FY 24-25 Budget

The Board made expenditure adjustments under District Counsel, Landscape Maintenance, Irrigation Maintenance, Maintenance & Repairs, Special Events, Misc. Contingency, and the Reserve Fund. The amended budget now has an annual assessment increase of \$181.34.

On a motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors adopted Resolution 2024-09, as amended, for Fiscal Year 2024-2025 Budget, for Turnbull Creek Community Development District.

**1.) Consideration of Resolution 2024-10, Imposing Special
Assessments**

On a motion by Mr. Vencil, seconded by Ms. Jordan-Baldwin, with all in favor, the Board of Supervisors adopted Resolution 2024-10, for Fiscal Year 2024-2025 Imposing Special Assessments, for Turnbull Creek Community Development District.

ELEVENTH ORDER OF BUSINESS

Approval of Consent Agenda

- 1.) Consideration of Minutes of the Board of Supervisor Regular Meeting held June 11, 2024**
- 2.) Ratification of the Operation and Maintenance Expenditures for May & June 2024**

On a motion by Ms. Jordan-Baldwin, seconded by Mr. Vencil, with all in favor, the Board of Supervisors approved the Minutes of the meeting held on June 11, 2024 and ratified the Operation and Maintenance Expenditures for May 2024, in the amount of

\$114,773.17 and June 2024, in the amount of \$214,247.42, for Turnbull Creek Community Development District.

TWELFTH ORDER OF BUSINESS

**Ratification of Additional
Property Insurance
Endorsement**

On a motion by Ms. Jordan-Baldwin, seconded by Mr. DelBene, with all in favor, the Board of Supervisors ratified additional property added to the Fiscal Year 2024 Insurance Policy, in the amount of \$311.00, for Turnbull Creek Community Development District.

THIRTEENTH ORDER OF BUSINESS

STAFF REPORTS - Part B

A. District Counsel

1.) Review HB 7013 – District Goals and Objectives

Ms. Kilinski reviewed HB 7013 and noted these recommendations are already items the District does to make sure it's in compliance. Discussion ensued. The Board adopted District Goals and Objectives, as presented.

On a motion by Mr. DelBene, seconded by Mr. Wing, with all in favor, the Board of Supervisors adopted District Goals and Objectives, as presented, for Turnbull Creek Community Development District.

Ms. Kilinski noted that another Shade Session should be advertised to start prior of the September meeting for the Board to review any further updates. The Board authorized staff to advertise for a Shade Session on September 10th at 6:00 p.m. at the Murabella Amenity Center.

On a motion by Mr. DelBene, seconded by Mr. Ames, with all in favor, the Board of Supervisors authorized staff to advertise for a Shade Session on September 10th at 6:00 p.m., at the Murabella Amenity Center, for Turnbull Creek Community Development District.

Ms. Kilinski also reminded the Board that their ethics training will need to be completed by the end of the calendar year.

B. Amenity and Field Operation Managers

1.) Field Operations & Amenity Management Report

2.) Future Horizon Report

Mr. Schieszer updated the Board that the Pickleball Court conversion will start on September 9th.

The Board also agreed to one more year of the Gift of Dance programming.

C. District Manager

Ms. Dobbins stated that the cost share agreement for the Pickleball Court Conversion with the HOA has been signed and sent to their attention. They will owe the district \$22,000.00 for this project.

Ms. Dobbins requested the Board to confirm if they wanted the full amount of the Walking Trail Improvement project with both contractors (Duval and Aquagenix) to be expensed out of the Reserve Fund. The Board directed the DM to expense both contractor's payments (approximately \$214K) out of the Reserve Fund.

On a motion by Mr. DelBene, seconded by Mr. Vencil, with all in favor, the Board of Supervisors directed the District Manager to expense both contractor's payments, out of the Reserve Fund, for Turnbull Creek Community Development District.

FOURTEENTH ORDER OF BUSINESS

**Supervisor Requests &
Audience Comments**

Supervisor Requests

Mr. Wing submitted his resignation from Seat #1 and noted it is effective immediately after the adjournment of this meeting today. The Board expressed appreciation for Brian's 10 years of service to the CDD Board.

Mr. DelBene noted he would like the Board to consider bidding out RMS services. The Board gave consensus that they will review the matter further.

Audience Comments

There were questions and concerns regarding Pool Policies, Pond Maintenance, Artificial Playground Turf and Recommendation for a Putting Green.

FIFTEENTH ORDER OF BUSINESS

Adjournment

On motion by Mr. Vencil, seconded by Mr. DelBene, with all in favor, the Board of Supervisors adjourned the meeting at 9:56 p.m., for Turnbull Creek Community Development District.



Secretary / Assistant Secretary



Chairman / Vice Chairman