

## 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 **meeting of the Board of Supervisors on January 14, 2025, starting at 6:30 p.m. at Murabella Amenity Center at 101 Positano Avenue, St. Augustine, FL 32092.**

### **Present and constituting a quorum:**

Chris DelBene	Board Supervisor, Chairperson
Jennifer Martin	Board Supervisor, Vice Chairperson
Raymond Ames	Board Supervisor, Assistant Secretary
Michael Gernhard	Board Supervisor, Assistant Secretary

### **Also present were:**

Melissa Dobbins	District Manager, Rizzetta & Co., Inc.
Ben Pfuhl	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. Pfuhl called the meeting to order at 6:30 p.m.

### **SECOND ORDER OF BUSINESS**

### **AUDIENCE COMMENTS ON AGENDA ITEMS**

There were no audience comments at this time.

**THIRD ORDER OF BUSINESS**

**CONSIDERATION OF SEAT  
VACANCY**

Mr. Pfuhl reviewed with the Board that Seat 1 was currently vacant and has a term which expires November 2026.

Mr. Pfuhl introduced the four interested candidates to the Board, Darren Sallas, Thomas Martin, Ashely Kennedy, and Jay Holms.

Each candidate introduced themselves to the Board and answered questions.

The Board discussed the candidates.

On a motion by Mr. DelBene, seconded by Mr. Gernhard, with all in favor, the Board of Supervisors appointed Darren Sallas to Seat #1 of the Board of Supervisors, for Turnbull Creek Community Development District.

**FOURTH ORDER OF BUSINESS**

**CONSIDERATION OF  
RESOLUTION 2025-03;  
REDESIGNATING OFFICERS**

On a motion by Mr. DelBene, seconded by Mr. Ames, with all in favor, the Board of Supervisors adopted Resolution 2025-03 designating Chris DelBene as Chairperson, Jennifer Martin as Vice Chairperson, and remaining Supervisors as Assistant Secretaries, for Turnbull Creek Community Development District.

**SIXTH ORDER OF BUSINESS**

**STAFF REPORTS - Part A**

**A. District Engineer**

**1.) Update on Walking Trail Improvement**

Mr. Yuro reviewed his report with the Board, highlighting that the lime rock has been removed.

Mr. Yuro informed the Board that he spoke with a structural engineer who recommended contacting a marine contractor to examine the bulkhead and provide repair proposals.

**B. Landscape**

**1.) Yardnique Landscape Reports**

Mr. Stevens reviewed his report with the Board, highlighting they have restarted the grass cutbacks, and the new annuals are to be installed at the end of the month.

Mr. Stevens reviewed the irrigation main-line break that occurred on Christmas Eve, informing the Board that it has been repaired. He stated that the Top-Choice treatment would be applied during the following week.

Discussion regarding the timing of the Top-Choice Fire Ant Treatment ensued.

The Board requested the treatment be postponed until March and that Supervisor Sallas be present during the application.

Mr. DelBene raised a concern over the dead bushes alongside the amenity center. Mr. Stevens informed the Board that the plant material likely died because of the standing/pooling water in that area and will bring replacement proposals to the next Board Meeting.

**SEVENTH ORDER OF BUSINESS**

**CONSIDERATION  
PROPOSALS FOR SAND  
REPLENISHMENT AT  
VOLLEYBALL COURT**

Mr. Schieszer reviewed the proposals with the Board.

The Board tabled the item for a future meeting.

**EIGHTH ORDER OF BUSINESS**

**APPROVAL OF CONSENT  
AGENDA**

**1.) Consideration of Minutes of the Board of Supervisors' Regular Meeting held November 12, 2024**

**2.) Ratification of the Operation and Maintenance Expenditures for October & November 2024**

Mr. DelBene requested that all invoices that are not part of a set contract be included in the agenda packets including the utility invoices.

On a motion by Mr. DelBene, seconded by Mr. Gernhard, with all in favor, the Board of Supervisors approved the Consent Agenda, for Turnbull Creek Community Development District.
---

**NINTH ORDER OF BUISINESS**

**ACCEPTANCE OF FISCAL  
YEAR 2022-2023 FINANCIAL  
AUDIT, ENDING  
SEPTEMBER 30, 2023**

Mr. Pfuhl reviewed the audit with the Board, stating that it was a clean audit with no findings.

On a motion by Mr. DelBene, seconded by Mr. Ames, with all in favor, the Board of Supervisors accepted the Fiscal Year 2022-2023 Financial Audit Ending September 30, 2023, for Turnbull Creek Community Development District.

**TENTH ORDER OF BUSINESS**

**STAFF REPORTS - Part B**

**A. District Counsel**

**1.) Discussion Regarding Outstanding Invoice for Pond Damage**

Ms. Kilinski reviewed the outstanding invoice of \$3,990 from residents for pond damage, she informed the board that she was notified that one of the residents had since deceased and the house was going to be put up for sale.

Discussion ensued.

On a motion by Mr. DelBene, seconded by Mr. Gernhard, with Ms. Martin opposed, the Board of Supervisors approved the forgiveness of the amount due, contingent on the sale of the property, for Turnbull Creek Community Development District.

**2.) Ratification of Settlement Agreement and Release with JMT  
Boudreaux**

Ms. Kilinski reviewed the settlement agreement and release that was authorized to be completed outside of a regular meeting.

On a motion by Mr. DelBene, seconded by Mr. Ames, with all in favor, the Board of Supervisors ratified the settlement agreement and release with JMT Boudreaux, for Turnbull Creek Community Development District.

**B. Amenity and Field Operation Managers**

**1.) Field Operations & Amenity Management Report**

Mr. Schieszer reviewed his report with the Board, and informed the Board that he will review pricing for sunshades and remote video cameras.

Mr. DelBene requested proposals for painting the amenity center and around the pool area.

Mr. Gernhard requested Mr. Schieszer inspect the announcement board, stating the wood appears to be rotten the lights are not working.

Ms. Martin requested an inspection of all sidewalks and curbs throughout the District and to report any issues to the County for repair.

Mr. Hutchinson reviewed his report with the Board, highlighting the current Comcast contract expires in December and that he will provide additional internet options to the Board prior to then.

**C. District Manager**

Mr. Pfuhl reviewed his report with the Board.

Mr. Gernhard requested the next meeting have a closed session to discuss security related topics.

**ELEVENTH ORDER OF BUSINESS**

**AUDIENCE COMMENTS AND  
SUPERVISOR REQUESTS**

An audience member requested the Board consider removing the picnic table and canopy from field.

An audience member raised a concern about the condition of the shutters at the amenity center.

An audience member requested more security cameras throughout the District.

Mr. DelBene requested Mr. Schieszer review the Reserve Study and identify items notes as being up for repair in the coming year.

**TWELFTH ORDER OF BUSINESS**

**ADJOURNMENT**

On a motion by Mr. DelBene, seconded by Mr. Ames, with all in favor, the Board of Supervisors adjourned the meeting at 8:50 p.m., for Turnbull Creek Community Development District.
--

  
Secretary / Assistant Secretary

  
Chairman / Vice Chairman