



Rizzetta & Company

# Trout Creek Community Development District

---

**Board of Supervisors' Meeting  
May 17, 2023**

**District Office:  
2806 N. Fifth Street  
Unit 403  
St. Augustine, FL 32084**

[www.troutcreekcdd.org](http://www.troutcreekcdd.org)

# TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

Kayak Club, 100 Kayak Way, St. Augustine, FL 32092

[www.troutcreekcdd.org](http://www.troutcreekcdd.org)

## **Board of Supervisors**

Mike McCollum  
Vincent Sajkowski  
Frank Murphy  
Ryan Stone  
Clint Wright

Chairman  
Vice Chairman  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

## **District Manager**

Melissa Dobbins

Rizzetta & Company, Inc.

## **District Counsel**

Katie Buchanan

Kutak Rock LLP

## **District Engineer**

Brad Davis  
Matt Melchiori

Prosser Inc.

**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.

# TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.troutcreekcdd.org](http://www.troutcreekcdd.org)

**Board of Supervisors  
Trout Creek Community  
Development District**

**May 10, 2023**

## **AGENDA**

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Trout Creek Community Development District will be held on **May 17, 2023 at 3:00 p.m.** located at the Kayak Club, 100 Kayak Way, St. Augustine, FL 32092. The following is the agenda for the meeting:

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Special Meeting held on April 11, 2023 ..... Tab 1
  - B. Consideration of the Minutes of the Board of Supervisors' Meeting held on April 19, 2023 ..... Tab 2
  - C. Ratification of the Operation and Maintenance Expenditures for April 2023 ..... Tab 3
- 4. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
    1. Update from ECS on Tree Remediation
  - C. Construction Administrator
  - D. Landscape Reports..... Tab 4
    1. VerdeGo Report
    2. Prestige Report
    3. Landscape Enhancement Proposals
  - E. Charles Aquatics Service Report ..... Tab 5
  - F. General Manager ..... Tab 6
  - G. District Manager
- 5. BUSINESS ITEMS**
  - A. Consideration of Resolution 2023-03; Approving FY 2023/24 Proposed Budget and Setting the Public Hearing ..... Tab 7
- 6. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at 904-436-6270.

Yours kindly,  
*Melissa Dobbins*  
Melissa Dobbins

# Tab 1

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49

**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.*

**TROUT CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

The **special** meeting of the Board of Supervisors of Trout Creek Community Development District was held on **April 11, 2023, at 1:00 p.m.** at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

Present and constituting a quorum:

Mike McCollum	<b>Board Supervisor, Chairman</b>
Vincent Sajkowski	<b>Board Supervisor, Vice Chairman</b>
Clint Wright	<b>Board Supervisor, Assistant Secretary</b>
Frank Murphy	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Melissa Dobbins	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Katie Buchanan	<b>District Counsel, Kutak Rock, LLP</b>
Barry Jeskewich	<b>Community Director, CCMC</b>

Members of the public present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Dobbins called the meeting to order at 1:11 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

Prior to audience providing any comments or questions Ms. Buchanan gave an overview of why the District was holding a special meeting and what got them to this point. She stated CCMC provided a 30-day termination and staff sent out an RFP for Amenity Management Services, which lead to 3 contractors presenting their bid to the CDD Board today. She informed the audience that to keep the meeting going and give the contractors time to present, audience will have time for comments after each presentation.

50 **THIRD ORDER OF BUSINESS** **Consideration of Proposals for Amenity**  
51 **Management**

52  
53 First to present was First Service Residential, by John Caputo and his team.  
54 Board questions ensued, audience questions ensued.

55  
56 Second to present was Florida Property Association Management, by Tiffany Woodall and  
57 team.  
58 Board questions ensued, audience questions ensued.

59  
60 Third to present was Vesta Property Services, by Roy Deary and Jay King.  
61 Board questions ensued, audience questions ensued.

62  
63 The Board then further discussed all the bids and agreed to move forward with First Service  
64 Residential and for Mr. Murphy to work with staff to finalize the staffing plan and scope.  
65

On a motion by Mr. Murphy, seconded by Mr. Sajkowski, with all in favor, the Board approved the First Service Residential proposal for Amenity Management, for Trout Creek Community Development District.

66  
67 **FOURTH ORDER OF BUSINESS** **Acceptance of CCMC Termination**  
68 **Letter**

69  
70 It was stated that CCMC noticed the CDD they are terminating services as of April 30<sup>th</sup>.  
71 CCMC will not charge for April services and will provide the CDD with an additional  
72 \$20,000. Ms. Buchanan also stated they have non-compete agreements with current staff  
73 and are willing to release those wanting to stay with the new contractor, but the release  
74 will be contingent on the Board approving their termination notice.

75  
76 Mr. Sajkowski stated he felt that CCMC should compensate the District more than what  
77 was provided in the notice.

78  
79 Discussion ensued.

On a motion by Mr. McCollum seconded by Mr. Murphy with Mr. Sajkowski opposed, the Board accepted CCMC's March 29, 2023, Termination Notice, for Trout Creek Community Development District.

81  
82 **FIFTH ORDER OF BUSINESS** **Adjournment**

On a motion by Mr. McCollum, seconded by Mr. Murphy, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 4:28 PM, for Trout Creek Community Development District.

84  
85  
86

87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101

---

Secretary /Assistant Secretary

---

Chairman / Vice Chairman

DRAFT

## **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.*

**TROUT CREEK  
COMMUNITY DEVELOPMENT DISTRICT**

The **regular** meeting of the Board of Supervisors of Trout Creek Community Development District was held on **April 19, 2023, at 3:00 p.m.** at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

Present and constituting a quorum:

Mike McCollum	<b>Board Supervisor, Chairman</b>
Vincent Sajkowski	<b>Board Supervisor, Vice Chairman</b>
Clint Wright	<b>Board Supervisor, Assistant Secretary</b>
Frank Murphy	<b>Board Supervisor, Assistant Secretary</b>
Ryan Stone	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Melissa Dobbins	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Katie Buchanan	<b>District Counsel, Kutak Rock, LLP</b>
Matt Melchiori	<b>District Engineer, Prosser Inc.</b>
Barry Jeskewich	<b>Community Director, CCMC</b>
John Caputo	<b>First Service Residential</b>
Anh Nguyen	<b>First Service Residential</b>
Scott Settlemires	<b>VerdeGo Landscape</b>

Members of the public present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Dobbins called the meeting to order at 3:05 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda  
Items**

48 Audience members had comments regarding landscape and irrigation concerns and on the  
49 proposed resident club policies, questions on specific invoices and expenses. Request for an  
50 update on swim team agreement.

51  
52 **THIRD ORDER OF BUSINESS** **Consideration of the Minutes of**  
53 **the Board of Supervisors'**  
54 **Meeting held March 15, 2023**  
55

56 Ms. Dobbins updated the Board that an audience member requested that page 4 under  
57 Audience Comments be revised to note she had a concern about CDD property getting  
58 damaged by the wild boars, not private property.

On a motion by Mr. Murphy, seconded by Mr. McCollum, with all in favor, the Board approved the minutes of the Board of Supervisors' Meeting held March 15, 2023, as amended, for Trout Creek Community Development District.

60  
61 **FOURTH ORDER OF BUSINESS** **Ratification of Operation and**  
62 **Maintenance Expenditures for February**  
63 **and March 2023**

On a motion by Mr. Stone, seconded by Mr. Murphy, with all in favor, the Board ratified the Operation and Maintenance Expenditures for February 2023 in the amount of \$140,183.64, and March 2023 in the amount of \$217,100.85, for Trout Creek Community Development District.

64  
65 **FIFTH ORDER OF BUSINESS** **Ratification of Requisitions**

- 66  
67 1. Account Series 2020; CUS 112-119, 120-122  
68

On a motion by Mr. Stone, seconded by Mr. Murphy, with all in favor, the Board ratified the requisitions for Account Series 2020; CUS 122-119, 120-122, for Trout Creek Community Development District.

69  
70 **SIXTH ORDER OF BUSINESS** **Staff Reports**

- 71  
72 A. District Counsel  
73 Ms. Buchanan stated there was an audience comment regarding if the  
74 community golf signs were current per the county ordinance for a golf  
75 community. It was stated that if a resident has a concern about a specific  
76 sign to email staff and it will then be further reviewed.  
77  
78 B. District Engineer  
79 1. Update from ECS Regarding Tree Remediation  
80 Mr. Murphy updated the Board that the ECS representative couldn't make  
81 the meeting last minute, but he has taken soil samples and will be  
82 providing the Board the results and a recommendation.  
83

84 Ms. Dobbins stated that she received a \$2,000.00 invoice from ECS, which  
85 was not in their agreement to receive early. After discussion the Board  
86 authorized Mr. Murphy to confirm if ECS has completed at least 25% of  
87 their scope and was authorized to approve the payment if so.  
88

89 C. Construction Administrator

90 Mr. McCollum updated the Board that the developer will be using their own  
91 contracts going forward for the District then to acquire.  
92

93 D. Landscape Reports

94 1. VerdeGo Landscape Report

95 Mr. Wright presented a Landscape Remediation Plan to the Board to  
96 start working on gathering proposals for beds along Shearwater  
97 Parkway. After discussion the Board directed VerdeGo to present  
98 proposals at the next meeting.  
99

100 It was also stated that bushes surrounding the outside of the amenity  
101 room need to be trimmed. The Board authorized Mr. Sajkowski to  
102 work with Mr. Jeskewich to decide on the final height of the bushes.  
103

104 2. Prestige Landscape Report  
105

106 E. Community Director

107 Mr. Jeskewich reviewed his report under tab 6. He presented a proposal to  
108 add a second dumpster to the amenity center through Republic. The final  
109 monthly fee would now be \$278/month. This would be the less expensive  
110 option than having to pay fees for when the one dumpster is overloaded.  
111 After discussion the Board approved the additional dumpster with Republic.  
112

On a motion by Mr. Stone, seconded by Mr. McCollum, with all in favor, the Board approved the additional dumpster with Republic, for Trout Creek Community Development District.

113 It was stated that the first critical items that need to be addressed in the near  
114 future are security of the access gates and the increase of non-residents  
115 using and abusing the facilities.  
116

117 1. Charles Aquatics Report  
118

119 F. District Manager

120 Ms. Dobbins reviewed March financials.  
121  
122

123 **SEVENTH ORDER OF BUSINESS**

124 **Consideration of First Service**  
125 **Residential Agreement (under**  
126 **separate cover)**

127 Ms. Buchanan reviewed with the Board of where staff is currently at with First Service  
128 Residential and their agreement with the CDD. She went through the main topics of  
129 negotiation that she is working on with the contractor for further Board comments.

130  
131 Ms. Buchanan requested direction from the Board on if, at least for the current fiscal year,  
132 if the Board wanted to further review possible options with the HOA on cost sharing to help  
133 lessen the burden to the District and since the HOA was already originally planning to help  
134 with the expense for staffing at the amenity center. If not, the full amount of First Service  
135 Residential agreement with the CDD for the remaining 5 months of the fiscal year will be a  
136 large jump and will need to come from other areas within the budget or reserves.

137  
138 After discussion the Board authorized Mr. Murphy to work with counsel and First Service  
139 Residential as a proxy for the Board to finalize and execute the agreement once all options  
140 are reviewed.

141

On a motion by Mr. Stone, seconded by Mr. Sajkowski, with all in favor, the Board authorized Mr. Murphy to work with counsel and First Service Residential as a proxy for the Board to finalize and execute the agreement once all options are reviewed, for Trout Creek Community Development District.

142

#### 143 **EIGHTH ORDER OF BUSINESS**

#### **Update Regarding Amenity Management Transition**

144

145

146 Mr. Caputo updated the Board that their IT department is reviewing all equipment needs  
147 and HR is getting involved to start to interview for positions, with the goal to keep staff.

148

149 Board expressed the importance of First Service Residential to announce changes to  
150 community and communication to the residents. Mr. Caputo stated they will have a plan to  
151 educate the community on all changes they will be experiencing.

152

#### 153 **NINTH ORDER OF BUSINESS**

#### **Review of Resident Club and Interest Group Policies**

154

155

156 The Board tabled this item and will review again once First Service Residential starts and  
157 can get a better handle on the staffing hours and how to accommodate the District and  
158 residents better.

159

#### 160 **TENTH ORDER OF BUSINESS**

#### **Audience Comments and Supervisor Requests**

161

162

#### 163 **Supervisor Requests**

164

165 Mr. Wright requested for staff to look into more bike racks. He also reviewed the  
166 process to hire a wild boar trapper if damage is being done to property.

167

#### 168 **Audience Comments**

169

170 Audience had comments regarding swim team dive blocks, letters to property owners  
171 that live adjacent to the preserve to educate them about removing trees and vegetation,  
172 request the additional \$20,000.00 from CCMC goes back to the community, request for  
173 different staffing shifts so there are longer operational hours for residents to enjoy the

174 facilities and request for lifeguards to have procedures in place when there is an  
175 escalated matter.

176

177

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

178

On a motion by Mr. Stone, seconded by Mr. Murphy, with all in favor, the Board adjourned the Board of Supervisors' Meeting at 5:45 PM, for Trout Creek Community Development District.

179

180

181

182

183

184

185

186

187

188

189

190

191

192

193

194

195

196

197

198

199

200

201

202

203

204

205

206

207

208

209

210

211

212

213

214

215

216

217

218

219  
220  
221  
222  
223  
224  
225  
226  
227  
228  
229  
230  
231  
232  
233

---

Secretary /Assistant Secretary

---

Chairman / Vice Chairman

DRAFT

## **Tab 3**

# TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

---

District Office - St. Augustine, Florida - (904)-436-6270  
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[troutcreekcdd.org](http://troutcreekcdd.org)

## Operation and Maintenance Expenditures Presented For Board Approval April 2023

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2023 through April 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented:     **\$169,060.01**

Approval of Expenditures:

---

\_\_\_\_\_ Chairperson  
\_\_\_\_\_ Vice Chairperson  
\_\_\_\_\_ Assistant Secretary

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Arrow Exterminators Inc.	100383	51194961	Pest Control Services 04/23	\$ 113.00
Arrow Exterminators Inc.	100383	51195113	Pest Control Services 04/23	\$ 57.00
Arrow Exterminators Inc.	100383	51195114	Rodent Control Services 04/23	\$ 34.00
AT&T	20230403-01	324079257 03/23 Autopay 324	Phone & Internet Services 03/23	\$ 169.22
AT&T	20230418-01	151561791 03/23 Autopay 324	Internet Services 03/23	\$ 0.01
AT&T	20230418-01	299942543 03/23 Autopay 324	TV & Internet Services 03/23	\$ 0.01
AT&T	20230418-01	904 230-0054 001 0562 04/23 Autopay 324	Cable & Internet Services 04/23	\$ 538.46
AT&T	20230429-01	323382736 04/23 Autopay 324	TV & Internet Services 04/23	\$ 132.97
CCMC	100384	TCD-04012023	Payroll 03/23	\$ 25,420.37
Charles Aquatics, Inc.	100387	47629	Fountain Maintenance 04/23	\$ 400.00
Charles Aquatics, Inc.	100387	47775	Aquatic Maintenance 04/23	\$ 2,061.00
Dante M Smalls	100360	01-04012023	Easter Bunny 04/23	\$ 600.00
Dat's Pressure	100366	000004	Spring Fling Live Band 04/23	\$ 1,000.00
Deputy Services	100363	SJSO23CAD079603	Deputy Services 03/23-04/23	\$ 330.00

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Deputy Services	100370	SJSO23CAD086980	Deputy Services 04/23	\$ 165.00
Deputy Services	100374	SJSO23CAD086102	Deputy Services 04/23	\$ 165.00
Deputy Services	100375	SJSO23CAD088702	Deputy Services 04/23	\$ 220.00
Deputy Services	100382	SJSO23CAD091758	Deputy Services 04/23	\$ 330.00
Deputy Services	100385	SJSO23CAD095865	Deputy Services 04/23	\$ 165.00
ESC Florida, LLC	100388	1059554	Progress Billing for Completed Work on Project #55:5654 - Shearwater	\$ 2,000.00
First Coast Franchising	100389	JAK04230372	Janitorial Services 04/23	\$ 4,839.75
Florida Department of Revenue	100361	65-8017062725-9 Sales & Use Tax 03/23	Sales & Use Tax 03/23	\$ 449.73
Florida Natural Gas	100367	819279ES	Natural Gas 03/23	\$ 7.24
Florida Power & Light Company	100368	49571-83074 02/23	204 Chalet Cir #IRR 02/23	\$ 170.42
Florida Power & Light Company	100368	49571-83074 03/23	204 Chalet Cir #IRR 03/23	\$ 27.16
Florida Power & Light Company	20230404-01	03602-11429 02/23 ACH	38 Rosemont Drive 02/23	\$ 39.70
Florida Power & Light Company	20230404-02	98411-59305 03/23	Electric Service 03/23	\$ 52.68
Florida Power & Light Company	20230418-02	Autopay 324 Monthly Summary 03/23 ACH	Electric Summary 03/23	\$ 9,868.96

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Florida Power & Light Company	20230425-01	39473-03305 03/23 ACH	25 Ridgewind Dr #LTG 03/23	\$ 59.66
Frank Murphy	100373	FM041123	Board of Supervisors Meeting 04/11/23	\$ 200.00
Frank Murphy	100396	FM041923	Board of Supervisors Meeting 04/19/23	\$ 200.00
IPFS Corporation	100359	Liability Insurance 8th Payment 05/23	Liability Insurance 8th Payment 05/23	\$ 5,099.22
JEA	20230406-02	9634626977 03/23	Water-Sewer Services 03/23	\$ 23,286.44
Kutak Rock, LLP	100362	Autopay 324 3197350	Legal Services 02/23	\$ 10,237.37
McDermitt Davis & Company, LLC	100369	55052	Auditing Services FYE 09/30/22	\$ 4,000.00
Poolsure	100390	131295613598	Pool Maintenance 04/23	\$ 4,248.61
Prestige Landscapes of North Florida, Inc.	100391	2676	Landscape Services 04/23	\$ 4,761.66
Republic Services	20230406-01	0687-001309692 ACH	Waste Disposal Services 03/23	\$ 300.66
Richard Clinton Wright	100376	CW041123	Board of Supervisors Meeting 04/11/23	\$ 200.00
Richard Clinton Wright	100397	CW041923	Board of Supervisors Meeting 04/19/23	\$ 200.00
Rizzetta & Company, Inc.	100358	INV0000078833	District Management Fees 04/23	\$ 4,412.59
Roy Green	100371	4123	Spring Fling Emcee/Host/DJ 0423	\$ 750.00

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ryan Scott Stone	100398	RS041923	Board of Supervisors Meeting 04/19/23	\$ 200.00
Surfside Pools	100377	283415	Pool Chemicals 03/23	\$ 141.44
Surfside Pools	100392	186304	Pool Maintenance 04/23	\$ 3,500.00
TECO Peoples Gas	100378	211011457499 - 03/23	Natural Gas Services - 182 Kayak Way 03/23	\$ 41.82
TECO Peoples Gas	100378	221008807523 - 03/23	Natural Gas Services - 2105 Shearwater Parkway 03/23	\$ 38.84
Trout Creek CDD	DC 040623	DC 040623	Debit Card Replenishment	\$ 2,594.29
Trout Creek CDD	DC 041723	DC 041723	Debit Card Replenishment	\$ 554.88
Trout Creek CDD	DC 042123	DC 042123	Debit Card Replenishment	\$ 361.16
Trout Creek CDD	DC 042423	DC 042423	Debit Card Replenishment	\$ 3,937.60
Trout Creek CDD	DC 042823	DC 042823	Debit Card Replenishment	\$ 3,227.92
Trutech LLC	100393	3213745	Pest Control Services 04/23	\$ 122.00
VerdeGo, LLC	100364	11013	Irrigation Repairs 03/23	\$ 225.00
VerdeGo, LLC	100394	11163	Irrigation Repairs 04/23	\$ 1,748.60
VerdeGo, LLC	100394	11151B	Landscape Maintenance 04/23	\$ 25,835.66

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

April 1, 2023 Through April 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
VerdeGo, LLC	100394	11151C	Landscape Maintenance 04/23	\$ 3,191.27
Vesta Property Services, Inc.	100372	409176	Lifeguard/Supervisor/Pool 03/23	\$ 9,402.44
Vexacor Supply Group, LLC	100386	M571596	Coffee Bar Rental 04/23	\$ 408.20
Vexacor Supply Group, LLC	100395	C552	Coffee Bar Rental 04/23	\$ 165.00
VGlobal Tech	100365	4925	Website Maintenance 04/23	\$ 300.00
Vincent J Sajkowski	100379	VS041123	Board of Supervisors Meeting 04/11/23	\$ 200.00
Vincent J Sajkowski	100399	VS041923	Board of Supervisors Meeting 04/19/23	\$ 200.00
Wayne Automatic Fire Sprinklers, Inc.	100381	998468	Service Call 10/22	\$ 384.00
Wellbeats, Inc.	100380	EPIV00000075623	WBC-PLUS Content Period 04/23	\$ 249.00
Wilson Heating & Air Conditioning, Inc.	100400	56628	Air Conditioner Maintenance 03/23	\$ 3,568.00
Wilson Heating & Air Conditioning, Inc.	100400	56629	Air Conditioner Maintenance 03/23	<u>\$ 1,150.00</u>
<b>Report Total</b>				<b><u>\$ 169,060.01</u></b>

# Tab 4

## VerdeGo

PO Box 789, Bunnell, FL 32110  
386-437-3122 - Bunnell  
904-797-7474 – St. Augustine



# LANDSCAPE STATUS REPORT

## REPORT SUMMARY

REPORT DATE	PROPERTY NAME	PREPARED BY	MONTH OF SERVICE
5/8/2023	Shearwater	Scott Settlemares	April

## SERVICES SUMMARY

### COMPLETED IN {{MAIN.SERVICEMONTH}}

- Full-Service Maintenance (Mowing/Edging/String Trimming/ Blowing)
- Detail Work (Spraying/Weeding/Pruning)
- Dallisgrass Hand Removal- Ongoing but making progress.
- Irrigation Inspection Wet Check

### ANTICIPATED FOR NEXT MONTH

- Full-Service Maintenance (Mowing/Edging/String Trimming/ Blowing)
- Detail Work (Spraying/Weeding/Pruning)
- Irrigation Inspection Wet Check
- Landscape remediation on Sandgrass Trail median
- Continued Dallisgrass removal

## COMMENTS

### TURF

The turf is looking a bit dry from lack of rain. Would consider running more irrigation during the day, need approval from Shearwater management.

### TREES & SHRUBS

Flowering plants and shrubs are blooming.

### PLANT BEDS

Crews continue to treat weeds with a combination of chemicals and hand removal of larger weeds.

### OTHER

# PRESTIGE LANDSCAPES OF NORTH FLORIDA, INC.

*April 2023 Maintenance Report*

*Shearwater Outpost and Phase 3*

PRESTIGE LANDSCAPES OF NORTH FLORIDA  
CHRIS KENNY - OWNER  
904-315-8041  
ST. JOHNS, FLORIDA 32260  
[chris@pliflorida.com](mailto:chris@pliflorida.com)



Chris Kenny—Owner  
904-315-8041  
P.O. Box 600061  
St. Johns, Florida 32260  
[chris@pliflorida.com](mailto:chris@pliflorida.com)

April, 2023

Berry Jeskewich, Community Director  
CCMC  
100 Kayak Way  
St. Augustine, FL 32092

**Re: Landscape Maintenance Service Report**

Dear Mr. Jeskewich,

Below is the landscape maintenance report for Shearwater Outpost/Ph 3.

**Weekly Maintenance**

Maintenance crews are focused on mowing, edging, string trimming, hedge pruning, plant bed weed control, blowing, and litter removal. Our maintenance crew has eliminated the Dallas grass throughout ph3. Mow heights have remained at 4" and will rise to 4.25"-4.5" as the season evolves.

**Irrigation**

Our irrigation team completed the monthly inspection which included nozzle cleaning and head/nozzle adjustments as needed throughout the property. We are now running 4 days per week with spray zones running 20 min and rotor zones running 30-45min.

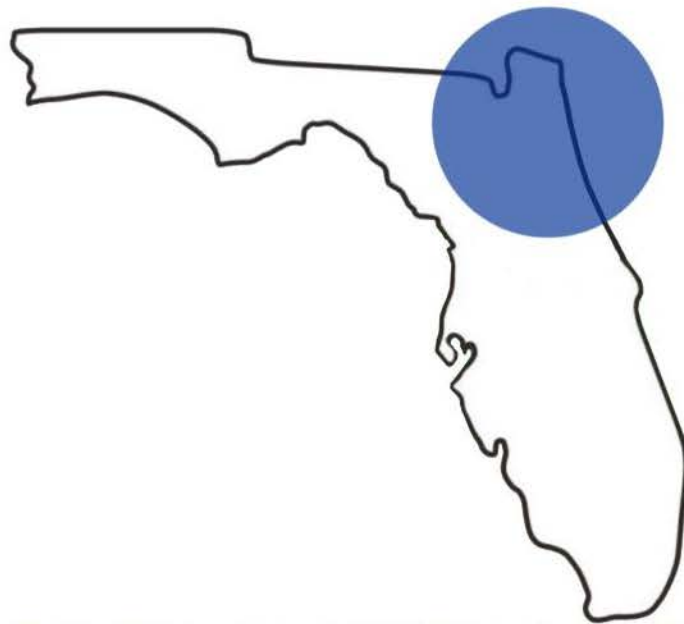
**Agronomics**

Our chem team has spot treated turf weeds throughout phase 3 and the Outpost.

If you have any questions after reviewing our report, please contact me at any time.

Sincerely,

Chris Kenny  
Owner/President  
[chris@pliflorida.com](mailto:chris@pliflorida.com)  
904.315.8041



**PRESTIGE**  
**LANDSCAPES**  
**OF NORTH FLORIDA, INC.**

PRESTIGE LANDSCAPES OF NORTH FLORIDA  
CHRIS KENNY - OWNER  
904-315-8041  
ST. JOHNS, FLORIDA 32260  
[chris@pliflorida.com](mailto:chris@pliflorida.com)



**PROPOSAL**

**Mailing Address**

Trout Creek CDD  
Trout Creek CDD c/o Rizetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

**Job Address**

Shearwater  
100 Kayak Way  
St. Augustine, FL 32092

Date: May 10, 2023

Phone: Tampa

Opportunity#: 11651

**Job Summary:**

Proposal to add 1 gal confederate jasmine to the bare areas in the 3 median islands at the amenity roundabout and the 4 jasmine beds at Shearwater Pkwy/ Falls Drive and Falls Drive/ Windley intersection.

**Irrigation**

Quantity	Description	Unit	Unit Price	Ext Price
0.00	Irrigation Labor	Hr	\$65.00	\$0.00
0.00	Irrigation Parts	Dollars	\$0.00	\$0.00
<b>Irrigation Total</b>				<b>\$0.00</b>

**Landscape Enhancement**

Quantity	Description	Unit	Unit Price	Ext Price
8.00	Labor and Prep	Hr	\$46.00	\$368.00
300.00	Confederate Jasmine - (e)	1g	\$11.75	\$3,525.00
<b>Landscape Enhancement Total</b>				<b>\$3,893.00</b>

**Proposal Total: \$3,893.00**

**Note: This proposal includes all labor and material necessary to complete the job.**

**Payment due 30 days after receipt of invoice.**

All material is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

Verdego employees are fully covered by workman's compensation insurance.



# PROPOSAL

## ACCEPTANCE OF PROPOSAL

I/WE have reviewed your proposal and hereby indicate our acceptance of the same, as per the scope, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

By 

Scott Settlemyres

Date 5/10/2023

VerdeGo

By \_\_\_\_\_

Date \_\_\_\_\_

Trout Creek CDD



**PROPOSAL**

**Mailing Address**

Trout Creek CDD  
Trout Creek CDD c/o Rizetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

**Job Address**

Shearwater  
100 Kayak Way  
St. Augustine, FL 32092

Date: May 10, 2023

Phone: Tampa

Opportunity#: 11649

**Job Summary:**

Proposal to replace dead Leyland Cypress tree in the falls pond area of Tilden Court.

**Irrigation**

Quantity	Description	Unit	Unit Price	Ext Price
0.00	Irrigation Labor	Hr	\$65.00	\$0.00
0.00	Irrigation Parts	Dollars	\$0.00	\$0.00
			<b>Irrigation Total</b>	<b>\$0.00</b>

**Landscape Enhancement**

Quantity	Description	Unit	Unit Price	Ext Price
4.00	Labor and Prep	Hr	\$46.00	\$184.00
1.00	Leyland Cypress 30 Gal	Ea	\$550.00	\$550.00
			<b>Landscape Enhancement Total</b>	<b>\$734.00</b>

**Proposal Total: \$734.00**

**Note: This proposal includes all labor and material necessary to complete the job.**

**Payment due 30 days after receipt of invoice.**

All material is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

Verdego employees are fully covered by workman's compensation insurance.





**PROPOSAL**

**Mailing Address**

Trout Creek CDD  
Trout Creek CDD c/o Rizetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

**Job Address**

Shearwater  
100 Kayak Way  
St. Augustine, FL 32092

Date: May 10, 2023

Phone: Tampa

Opportunity#: 11650

**Job Summary:**

Proposal to replace Flax Lily near the entrance to the Falls on Ion Way and the area just south of Ion in the bed near the walking path.

**Irrigation**

Quantity	Description	Unit	Unit Price	Ext Price
0.00	Irrigation Labor	Hr	\$65.00	\$0.00
0.00	Irrigation Parts	Dollars	\$0.00	\$0.00
<b>Irrigation Total</b>				<b>\$0.00</b>

**Landscape Enhancement**

Quantity	Description	Unit	Unit Price	Ext Price
4.00	Labor and Prep	Hr	\$46.00	\$184.00
80.00	Variegated Flax Lily (Kit)	1g	\$7.00	\$560.00
<b>Landscape Enhancement Total</b>				<b>\$744.00</b>

**Proposal Total: \$744.00**

**Note: This proposal includes all labor and material necessary to complete the job.**

**Payment due 30 days after receipt of invoice.**

All material is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

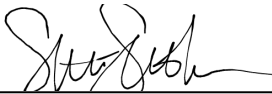
Verdego employees are fully covered by workman's compensation insurance.



# PROPOSAL

## ACCEPTANCE OF PROPOSAL

I/WE have reviewed your proposal and hereby indicate our acceptance of the same, as per the scope, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

By   
Scott Settlemyres

Date 5/10/2023  
VerdeGo

By \_\_\_\_\_

Date \_\_\_\_\_  
Trout Creek CDD



**PROPOSAL**

**Mailing Address**

Trout Creek CDD  
Trout Creek CDD c/o Rizetta & Company  
3434 Colwell Ave, Suite 200  
Tampa, FL 33614

**Job Address**

Shearwater  
100 Kayak Way  
St. Augustine, FL 32092

Date: May 10, 2023

Phone: Tampa

Opportunity#: 11648

**Job Summary:**

Proposal to replace dead/struggling knockout roses with 3 gal coral drift rose around the outpost roundabout and bordering 2 beds on outside of roundabout.

**Irrigation**

Quantity	Description	Unit	Unit Price	Ext Price
0.00	Irrigation Labor	Hr	\$65.00	\$0.00
0.00	Irrigation Parts	Dollars	\$0.00	\$0.00
<b>Irrigation Total</b>				<b>\$0.00</b>

**Landscape Enhancement**

Quantity	Description	Unit	Unit Price	Ext Price
8.00	Labor and Prep	Hr	\$46.00	\$368.00
140.00	Coral Drift Rose (Kit)	3g	\$35.00	\$4,900.00
<b>Landscape Enhancement Total</b>				<b>\$5,268.00</b>

**Proposal Total: \$5,268.00**

**Note: This proposal includes all labor and material necessary to complete the job.**

**Payment due 30 days after receipt of invoice.**

All material is guaranteed for one year as long as proper maintenance and landscape practices are being performed. All work to be completed in a workman-like manner according to standard practices. Any changes or additional work from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimates. Any verbal authorizations given by the customer will be treated the same as a written order even if authorization is not written.

Verdego employees are fully covered by workman's compensation insurance.



**PROPOSAL**

**ACCEPTANCE OF PROPOSAL**

I/WE have reviewed your proposal and hereby indicate our acceptance of the same, as per the scope, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed herein.

By 

Scott Settlemyres

Date 5/10/2023

VerdeGo

By \_\_\_\_\_

Date \_\_\_\_\_

Trout Creek CDD

# Tab 5



---

6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Fax: 904-807-9158

Phone: 904-997-0044

---

## Service Report

**Date:** April 3, 25, 2023

**Biologists:** Jim Charles,  
Shayne Wilford, Justin Powers

**Client:** Trout Creek CDD

**Waterways:** 29 ponds

**Entry Pond:** Pond was in good condition. No invasive species noted. Water level is normal.



**Amenity Pond:** This pond was in very good condition. Water level is good. No invasive species noted.



**Pond 1a:** This pond was in very good condition. Water level is normal. No invasive species noted.



**Pond 1b:** This pond was in good condition. Water level is normal.



**Pond 2a:** This pond was in good condition. Water level is normal. No invasive species noted.



**Pond 2b:** This pond was in very good condition. Pond level is normal. No invasive species noted.



**Pond 3a:** This pond was in good condition. Water level is normal.



**Pond 6:** This pond was in good condition. Water level is normal.



**Pond 7a:** Pond was in good condition. Water level is normal. No invasive species noted.



**Pond 7b:** Pond was in good condition. Water level is normal. Treated perimeter for torpedo grass by boat on the 3rd.



**Pond 7c:** Pond was in very good condition. Water level is normal. No invasive species noted.



**Pond 8a:** Pond was in good condition. Water level is normal. No invasive species noted.



**Pond 9a:** Pond was in very good condition. Water level is normal. No invasive species noted.



**Pond 9b:** Pond was in good condition. Water level is normal.



**Pond 9c:** Pond was in fair condition. Water level was normal. Treated for algae.



**Pond 10a:** Pond was in good condition. Water level is good.



**Pond 10c:** Pond was in good condition. Water level is normal. No invasive species noted.



**Pond 10d:** Pond was in good condition. Water level is normal.

Missed picture

**Pond 11a:** Pond was in fair condition. Water level is good.



**Pond 11b:** Pond was in good condition. Water level is good. Treated perimeter for duck potato and torpedo grass.



**Pond 11c:** Pond was in very good condition. Water level is normal. No invasive species noted.



**Pond 12a:** Pond was in good condition. Water level is normal.



**Pond 14:** Pond was in good condition. Water level is good.



**Pond 14b:** Pond was in good condition. Water level is normal.



**Pond 20:** Pond was in good condition. Water level is good.



**Pond 21A:** Pond was in good condition. Water level is low.



**Pond 21B:** Pond is in fair condition. Water level is low.



**Pond 22A:** Pond was in good condition. Water level is good. Algae treatment last month had good results.



**Pond 22B:** Pond was in good condition. Water level is normal.



Jim Charles

## Service Report

**Date:** April 25, 2023

**Techs:** Justin Powers/ Shayne Wilford

**Client:** Trout Creek CDD

The Fountain Towers in Pond 1 were cleaned. We lightly pressure washed the Towers.

### **Fountain Towers Before Cleaning:**



### **Fountain Towers After Cleaning:**



**Note:** Fountains on pillars are rusting and coming apart. Many of the nuts and bolts have eroded and fallen off. The gaskets around the electrical boxes have eroded and/ or missing.

**Please contact our office with any further questions or comments.**

**Charles Aquatics 904-997-0044**

## **Tab 6**



# SHEARWATER®

Trout Creek Community Development District  
Board of Supervisor Meeting  
May 17, 2023  
General Manager Report

- Administrative/Operations:
  - Personnel Update
  - First Service Director of Residential Hospitality Evaluation
- Sharks Swim Team Update:
- Maintenance:
  - First Service Regional Director Audit
  - Purchase of Gator
  - Wild Hogs Trapping Update
- Safety & Security:
  - Camera Update
  - First Service Director of Security Operations Evaluation

# **Tab 7**

RESOLUTION 2023-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGET(S) FOR FISCAL YEAR 2023/2024 AND SETTING PUBLIC HEARING(S) IN CONNECTION THEREWITH PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; ADDRESSING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors ("Board") of the Trout Creek Community Development District ("District") prior to June 15, 2023, a proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2023 and ending September 30, 2024 ("Fiscal Year 2023/2024"); and

WHEREAS, the Board has considered the Proposed Budget, and desires to set the required public hearing(s) in connection therewith.

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

1. PROPOSED BUDGET APPROVED. The Proposed Budget prepared by the District Manager for Fiscal Year 2023/2024 attached hereto as Exhibit A is hereby approved as the basis for conducting public hearing(s) to adopt said Proposed Budget.

2. SETTING PUBLIC HEARING(S). Public hearing(s) on said approved Proposed Budget, and, if applicable, on the levy and collection of special assessments to fund in full or in part the administrative and operations services set forth in such Proposed Budget, are hereby declared and set for the following date, hour and location ("Public Hearing"):

DATE: \_\_\_\_\_, 2023

HOUR: \_\_\_\_\_

LOCATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT. The District Manager is hereby directed to submit a copy of the Proposed Budget to the Clay County at least 60 days prior to the Public Hearing set forth in Section 2.

4. POSTING OF PROPOSED BUDGET. In accordance with Section 189.016, Florida Statutes, the District's Secretary is further directed to post the approved Proposed Budget on the District's website at least two days before the Public Hearing date as set forth in Section 2, which shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this Public Hearing shall be published in the manner prescribed in Florida law.

6. **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.

7. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 17<sup>th</sup> DAY OF MAY 2023.**

ATTEST:

**TROUT CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

---

Secretary / Assistant Secretary

---

Chairperson / Vice Chairperson, Board of  
Supervisors

**Exhibit A:** Fiscal Year 2023/2024 Proposed Budget

## Exhibit A

Fiscal Year 2023/2024 Proposed Budget



Rizzetta & Company

# Trout Creek Community Development District

[www.troutcreekcdd.org](http://www.troutcreekcdd.org)

---

## Proposed Budget for Fiscal Year 2023/2024

## TABLE OF CONTENTS

	<u>Page</u>
<b>General Fund Budget for Fiscal Year 2023-2024</b>	<b>1</b>
<b>Reserve Fund Budget for Fiscal Year 2023-2024</b>	<b>5</b>
<b>Debt Service Fund Budget for Fiscal Year 2023-2024</b>	<b>6</b>
<b>Assessments Charts for Fiscal Year 2023-2024</b>	<b>7</b>
<b>General Fund Budget Account Category Descriptions</b>	<b>11</b>
<b>Reserve Fund Budget Account Category Descriptions</b>	<b>17</b>
<b>Debt Service Fund Budget Account Category Descriptions</b>	<b>18</b>



Rizzetta & Company

**Proposed Budget**  
**Trout Creek Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 03/31/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023
1	<b>REVENUES</b>						
2							
3	Special Assessments						
4	Tax Roll*	\$ 1,540,286	\$ 1,620,603	\$ 1,620,603	\$ -	\$ 2,881,529	\$ 1,260,926
5	Off Roll*	\$ 342,348	\$ 377,526	\$ 377,526	\$ -	\$ 35,080	\$ (342,446)
6	Contributions & Donations from Private Sources						
7	HOA Capital Transfer	\$ 6,650	\$ 120,350	\$ 168,350	\$ (48,000)	\$ 155,050	\$ (13,300)
8	Other Miscellaneous Revenues						
9	User Fees	\$ 26,243	\$ 52,486	\$ 41,340	\$ 11,146	\$ 45,000	\$ 3,660
10	Event Income,	\$ 1,234	\$ 2,468	\$ 706	\$ 1,762	\$ 2,500	\$ 1,794
11	Café Income	\$ 4,481	\$ 8,962	\$ 24,970	\$ (16,008)	\$ 24,970	\$ -
12	CCMC Termination Misc. Revenue	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -
13							
14	<b>TOTAL REVENUES</b>	<b>\$ 1,921,242</b>	<b>\$ 2,202,395</b>	<b>\$ 2,233,495</b>	<b>\$ (31,100)</b>	<b>\$ 3,144,129</b>	<b>\$ 910,634</b>
15							
22	<b>EXPENDITURES - ADMINISTRATIVE</b>						
23							
24	Legislative						
25	Supervisor Fees	\$ 4,200	\$ 8,400	\$ 12,000	\$ 3,600	\$ 12,000	\$ -
26	Financial & Administrative						
27	Administrative Services	\$ 2,573	\$ 5,145	\$ 5,145	\$ -	\$ 5,351	\$ 206
28	District Management	\$ 10,544	\$ 20,651	\$ 20,651	\$ -	\$ 21,477	\$ 826
29	District Engineer	\$ 13,499	\$ 26,998	\$ 10,000	\$ (16,998)	\$ 20,000	\$ 10,000
30	Disclosure Report	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	\$ 8,000	\$ -
31	Trustees Fees	\$ 11,175	\$ 15,000	\$ 19,000	\$ 4,000	\$ 15,000	\$ (4,000)
32	Assessment Roll	\$ 5,569	\$ 5,569	\$ 5,569	\$ -	\$ 5,792	\$ 223
33	Financial & Revenue Collections	\$ 2,652	\$ 5,304	\$ 5,304	\$ -	\$ 5,516	\$ 212
34	Accounting Services	\$ 10,325	\$ 20,651	\$ 20,651	\$ -	\$ 21,477	\$ 826
35	Auditing Services	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	\$ 4,100	\$ 100
36	Arbitrage Rebate Calculation	\$ 900	\$ 1,800	\$ 1,800	\$ -	\$ 1,800	\$ -

**Proposed Budget**  
**Trout Creek Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 03/31/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023
37	Public Officials Liability Insurance	\$ 1,493	\$ 2,126	\$ 2,550	\$ 424	\$ 2,550	\$ -
38	Legal Advertising	\$ 550	\$ 2,000	\$ 2,200	\$ 200	\$ 2,200	\$ -
39	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -
40	Miscellaneous Fees	\$ 1,235	\$ 1,235	\$ 1,200	\$ (35)	\$ 1,200	\$ -
41	ADA Website Hosting, Maintenance & Backup	\$ 3,230	\$ 6,400	\$ 7,120	\$ 720	\$ 6,400	\$ (720)
42	Legal Counsel						
43	District Counsel	\$ 30,799	\$ 61,598	\$ 25,000	\$ (36,598)	\$ 40,000	\$ 15,000
44							
45	<b>Administrative Subtotal</b>	<b>\$ 110,919</b>	<b>\$ 195,052</b>	<b>\$ 150,365</b>	<b>\$ (44,687)</b>	<b>\$ 173,038</b>	<b>\$ 22,673</b>
46							
47	<b>EXPENDITURES - FIELD OPERATIONS</b>						
48							
49	Law Enforcement						
50	Off -Duty Deputy / Security	\$ 7,040	\$ 30,000	\$ 35,000	\$ 5,000	\$ 130,000	\$ 95,000
51	Electric Utility Services						
52	Utility Services Meters	\$ 5,255	\$ 10,510	\$ 10,000	\$ (510)	\$ 11,000	\$ 1,000
53	Utility - Recreation Facilities	\$ 34,487	\$ 68,974	\$ 57,500	\$ (11,474)	\$ 70,000	\$ 12,500
54	Street Lights	\$ 23,710	\$ 47,420	\$ 30,000	\$ (17,420)	\$ 50,000	\$ 20,000
55	Gas Utility Services						
56	Utility Services	\$ 1,333	\$ 2,666	\$ 1,500	\$ (1,166)	\$ 2,000	\$ 500
57	Garbage/Solid Waste Control Services						
58	Garbage - Recreation Facility	\$ 1,833	\$ 3,666	\$ 6,500	\$ 2,834	\$ 4,000	\$ (2,500)
59	Water-Sewer Combination Services						
60	Utility Services - Recreational Facilities	\$ 6,907	\$ 13,814	\$ 18,375	\$ 4,561	\$ 18,375	\$ -
61	Utility - Reclaimed	\$ 128,954	\$ 325,000	\$ 325,000	\$ -	\$ 450,000	\$ 125,000
62	Stormwater Control						
63	Aquatic Maintenance	\$ 11,066	\$ 21,132	\$ 35,000	\$ 13,868	\$ 35,000	\$ -

**Proposed Budget**  
**Trout Creek Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 03/31/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023
64	Stormwater Assessment	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
65	Stormwater System Maintenance	\$ -	\$ -	\$ 7,888	\$ 7,888	\$ 7,888	\$ -
66	Other Physical Environment						
67	General Liability & Property Insurance	\$ 40,975	\$ 63,590	\$ 69,300	\$ 5,710	\$ 75,000	\$ 5,700
68	Entry & Walls Maintenance	\$ 125	\$ 1,500	\$ 4,500	\$ 3,000	\$ 4,500	\$ -
69	Landscape & Irrigation Maintenance	\$ 188,446	\$ 428,220	\$ 475,000	\$ 46,780	\$ 600,000	\$ 125,000
70	Pine Bark	\$ 28,840	\$ 101,404	\$ 101,404	\$ -	\$ 150,000	\$ 48,596
71	Irrigation Repairs	\$ 14,804	\$ 29,608	\$ 20,000	\$ (9,608)	\$ 25,000	\$ 5,000
72	Landscape Replacement Plants, Shrubs, Trees	\$ 14,148	\$ 28,296	\$ 23,644	\$ (4,652)	\$ 50,000	\$ 26,356
73	Holiday Decorations	\$ 14,347	\$ 14,347	\$ 12,737	\$ (1,610)	\$ 15,000	\$ 2,263
74	Miscellaneous Expense	\$ 9,411	\$ 18,822	\$ 20,000	\$ 1,178	\$ 20,000	\$ -
75	Road & Street Facilities						
76	Amenity Lighting Repairs (Parking Lot & Decorative)	\$ 1,346	\$ 2,692	\$ 4,000	\$ 1,308	\$ 4,000	\$ -
77	Parks & Recreation				\$ -		
78	Amenity Management Contract	\$ 3,750	\$ 11,250	\$ 9,000	\$ (2,250)	\$ 18,900	\$ 9,900
79	Lifeguards Contract	\$ 9,402	\$ 133,030	\$ 123,652	\$ (9,378)	\$ 140,120	\$ 16,468
80	Amenity Staffing Contract	\$ 80,068	\$ 274,302	\$ 260,000	\$ (14,302)	\$ 694,761	\$ 434,761
81	Mileage	\$ -	\$ -	\$ 172	\$ 172	\$ 172	\$ -
82	Postage	\$ -	\$ -	\$ 200	\$ 200	\$ 200	\$ -
83	Licenses, Fees & Permits	\$ 4,282	\$ 11,462	\$ 11,462	\$ -	\$ 11,462	\$ -
84	Fitness Equipment Maintenance/Repairs	\$ 7,035	\$ 14,070	\$ 10,000	\$ (4,070)	\$ 10,000	\$ -
85	Pool Maintenance Contract	\$ 21,000	\$ 42,000	\$ 50,000	\$ 8,000	\$ 44,000	\$ (6,000)
86	Amenity Maintenance & Repairs	\$ 15,643	\$ 60,508	\$ 60,508	\$ -	\$ 60,508	\$ -
87	Television, Phone, Internet & Tech Support	\$ 8,111	\$ 16,222	\$ 20,000	\$ 3,778	\$ 20,000	\$ -

**Proposed Budget**  
**Trout Creek Community Development District**  
**General Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 03/31/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023
88	Amenity Janitorial Services Contract & Window Cleaning	\$ 29,011	\$ 38,691	\$ 58,077	\$ 19,386	\$ -	\$ (58,077)
89	Pool Chemicals	\$ 21,733	\$ 48,225	\$ 36,000	\$ (12,225)	\$ 51,000	\$ 15,000
90	Pest Control & Termite Bond	\$ 3,257	\$ 4,600	\$ 3,000	\$ (1,600)	\$ 3,000	\$ -
91	Wildlife Management Services	\$ 1,244	\$ 2,488	\$ 3,000	\$ 512	\$ 2,500	\$ (500)
92	Security System Monitoring & Maintenance	\$ 1,675	\$ 3,350	\$ 1,500	\$ (1,850)	\$ 2,000	\$ 500
93	Access Control Maintenance & Repair	\$ 2,399	\$ 4,798	\$ 5,000	\$ 202	\$ 5,000	\$ -
94	Uniforms	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
95	General Supplies - Office & Janitorial	\$ 9,831	\$ 19,662	\$ 18,661	\$ (1,001)	\$ 20,000	\$ 1,339
96	Tennis Court Maintenance & Supplies	\$ 3,744	\$ 7,488	\$ 5,500	\$ (1,988)	\$ 9,000	\$ 3,500
97	Café Materials	\$ 6,157	\$ 12,314	\$ 20,000	\$ 7,686	\$ 20,000	\$ -
98	Dog Waste Station Supplies	\$ 165	\$ 330	\$ 1,000	\$ 670	\$ 1,000	\$ -
99	Community Gardens Maintenance & Supplies	\$ 610	\$ 1,220	\$ 7,500	\$ 6,280	\$ 7,500	\$ -
100	Special Events						
101	Special Events	\$ 43,823	\$ 66,550	\$ 66,550	\$ -	\$ 73,205	\$ 6,655
102	Contingency						
104	Capital Improvements	\$ 11,848	\$ 23,696	\$ 50,000	\$ 26,304	\$ 50,000	\$ -
105							
106	<b>Field Operations Subtotal</b>	<b>\$ 817,815</b>	<b>\$ 2,007,917</b>	<b>\$ 2,083,130</b>	<b>\$ 75,213</b>	<b>\$ 2,971,091</b>	<b>\$ 887,961</b>
107							
110	<b>TOTAL EXPENDITURES</b>	<b>\$ 928,734</b>	<b>\$ 2,202,969</b>	<b>\$ 2,233,495</b>	<b>\$ 30,526</b>	<b>\$ 3,144,129</b>	<b>\$ 910,634</b>
111							
112	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$ 992,508</b>	<b>\$ (574)</b>	<b>\$ -</b>	<b>\$ (574)</b>	<b>\$ -</b>	<b>\$ -</b>
113							

**Proposed Budget**  
**Trout Creek Community Development District**  
**Reserve Fund**  
**Fiscal Year 2023/2024**

	Chart of Accounts Classification	Actual YTD through 03/31/23	Projected Annual Totals 2022/2023	Annual Budget for 2022/2023	Projected Budget variance for 2022/2023	Budget for 2023/2024	Budget Increase (Decrease) vs 2022/2023
1							
2	<b>REVENUES</b>						
3							
4	Special Assessments						
5	Tax Roll*	\$ 237,949	\$ 237,949	\$ 237,949	\$ -	\$ 301,300	\$ 63,351
6	Off Roll*	\$ 57,443	\$ 57,443	\$ 57,443	\$ -	\$ -	\$ (57,443)
7							
8	<b>TOTAL REVENUES</b>	<b>\$ 295,392</b>	<b>\$ 295,392</b>	<b>\$ 295,392</b>	<b>\$ -</b>	<b>\$ 301,300</b>	<b>\$ 5,908</b>
9							
13							
15							
16	<b>EXPENDITURES</b>						
17							
18	Contingency						
19	Capital Outlay	\$ 14,790	\$ 29,580	\$ 295,392	\$ 265,812	\$ 301,300	\$ 5,908
20							
21	<b>TOTAL EXPENDITURES</b>	<b>\$ 14,790</b>	<b>\$ 29,580</b>	<b>\$ 295,392</b>	<b>\$ 265,812</b>	<b>\$ 301,300</b>	<b>\$ 5,908</b>
22							
23	<b>EXCESS OF REVENUES</b>	<b>\$ 280,602</b>	<b>\$ 265,812</b>	<b>\$ -</b>	<b>\$ 265,812</b>	<b>\$ -</b>	<b>\$ -</b>
24							

**Trout Creek Community Development District**  
**Debt Service**  
**Fiscal Year 2023/2024**

Chart of Accounts Classification	Series 2015	Series 2018	Series 2020	Series 2022	Budget for 2023/2024
<b>REVENUES</b>					
Special Assessments					
Net Special Assessments <sup>(1)</sup>	\$1,393,638.09	\$820,602.45	\$239,222.39	\$217,410.25	\$2,670,873.18
<b>TOTAL REVENUES</b>	<b>\$1,393,638.09</b>	<b>\$820,602.45</b>	<b>\$239,222.39</b>	<b>\$217,410.25</b>	<b>\$2,670,873.18</b>
<b>EXPENDITURES</b>					
<b>Administrative</b>					
Debt Service Obligation	\$1,393,638.09	\$820,602.45	\$239,222.39	\$217,410.25	\$2,670,873.18
<b>Administrative Subtotal</b>	<b>\$1,393,638.09</b>	<b>\$820,602.45</b>	<b>\$239,222.39</b>	<b>\$217,410.25</b>	<b>\$2,670,873.18</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,393,638.09</b>	<b>\$820,602.45</b>	<b>\$239,222.39</b>	<b>\$217,410.25</b>	<b>\$2,670,873.18</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Collection Cost (2%) and Discount (4%) applicable to the county: 6.0%

**Gross assessments** **\$2,839,135.00**

**Notes:**  
 Tax Roll Collection Costs (2%) for St. Johns County (4%) is a total 6% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

<sup>(1)</sup> Maximum Annual Debt Service less any Prepaid Assessments received.

**TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2023/2024 O&M Budget		\$3,217,909.00
St. Johns County Collection Cost @	2%	\$68,466.15
Early Payment Discount @	4%	\$136,932.30
2023/2024 Total		<u>\$3,423,307.45</u>

2022/2023 O&M Budget	\$2,293,521.00
2023/2024 O&M Budget	\$3,217,909.00

Total Difference	<u><u>\$924,388.00</u></u>
------------------	----------------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2022/2023	2023/2024	\$	%
<b><u>PLATTED</u></b>				
Series 2015 Debt Service - Townhome	\$879.50	\$879.50	\$0.00	0.00%
Operations/Maintenance - Townhome	\$1,132.60	\$1,455.10	\$322.50	28.47%
<b>Total</b>	<b>\$2,012.10</b>	<b>\$2,334.60</b>	<b>\$322.50</b>	<b>16.03%</b>
Series 2015 Debt Service - SF 40'	\$979.50	\$979.50	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$1,164.16	\$1,502.25	\$338.09	29.04%
<b>Total</b>	<b>\$2,143.66</b>	<b>\$2,481.75</b>	<b>\$338.09</b>	<b>15.77%</b>
Series 2015 Debt Service - SF 50'	\$1,079.50	\$1,079.50	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$1,185.19	\$1,533.68	\$348.49	29.40%
<b>Total</b>	<b>\$2,264.69</b>	<b>\$2,613.18</b>	<b>\$348.49</b>	<b>15.39%</b>
Series 2015 Debt Service - SF 60'	\$1,179.50	\$1,179.50	\$0.00	0.00%
Operations/Maintenance - SF 60'	\$1,206.23	\$1,565.12	\$358.89	29.75%
<b>Total</b>	<b>\$2,385.73</b>	<b>\$2,744.62</b>	<b>\$358.89</b>	<b>15.04%</b>
Series 2015 Debt Service - SF 70'	\$1,279.50	\$1,279.50	\$0.00	0.00%
Operations/Maintenance - SF 70'	\$1,227.27	\$1,596.55	\$369.28	30.09%
<b>Total</b>	<b>\$2,506.77</b>	<b>\$2,876.05</b>	<b>\$369.28</b>	<b>14.73%</b>
Series 2015 Debt Service - SF 80'	\$1,379.50	\$1,379.50	\$0.00	0.00%
Operations/Maintenance - SF 80'	\$1,248.30	\$1,627.98	\$379.68	30.42%
<b>Total</b>	<b>\$2,627.80</b>	<b>\$3,007.48</b>	<b>\$379.68</b>	<b>14.45%</b>
Series 2018 Debt Service - Townhomes	\$879.50	\$879.50	\$0.00	0.00%
Operations/Maintenance - Townhomes	\$1,132.60	\$1,455.10	\$322.50	28.47%
<b>Total</b>	<b>\$2,012.10</b>	<b>\$2,334.60</b>	<b>\$322.50</b>	<b>16.03%</b>

**TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

2023/2024 O&M Budget		\$3,217,909.00
St. Johns County Collection Cost @	2%	\$68,466.15
Early Payment Discount @	4%	\$136,932.30
2023/2024 Total		<u>\$3,423,307.45</u>

2022/2023 O&M Budget	\$2,293,521.00
2023/2024 O&M Budget	\$3,217,909.00

Total Difference	<u><u>\$924,388.00</u></u>
------------------	----------------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2022/2023	2023/2024	\$	%
Series 2018 Debt Service - SF 40'	\$979.50	\$979.50	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$1,164.16	\$1,502.25	\$338.09	29.04%
<b>Total</b>	<b>\$2,143.66</b>	<b>\$2,481.75</b>	<b>\$338.09</b>	<b>15.77%</b>
Series 2018 Debt Service - SF 50'	\$1,079.50	\$1,079.50	\$0.00	0.00%
Operations/Maintenance - SF 50'	\$1,185.19	\$1,533.68	\$348.49	29.40%
<b>Total</b>	<b>\$2,264.69</b>	<b>\$2,613.18</b>	<b>\$348.49</b>	<b>15.39%</b>
Series 2018 Debt Service - SF 60'	\$1,179.50	\$1,179.50	\$0.00	0.00%
Operations/Maintenance - SF 60'	\$1,206.23	\$1,565.12	\$358.89	29.75%
<b>Total</b>	<b>\$2,385.73</b>	<b>\$2,744.62</b>	<b>\$358.89</b>	<b>15.04%</b>
Series 2018 Debt Service - SF 70'	\$1,279.50	\$1,279.50	\$0.00	0.00%
Operations/Maintenance - SF 70'	\$1,227.27	\$1,596.55	\$369.28	30.09%
<b>Total</b>	<b>\$2,506.77</b>	<b>\$2,876.05</b>	<b>\$369.28</b>	<b>14.73%</b>

**UNPLATTED**

Series 2018 Debt Service - SF 40'	\$979.50	\$979.50	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$57.58	\$66.17	\$8.59	14.92%
<b>Total</b>	<b>\$1,037.08</b>	<b>\$1,045.67</b>	<b>\$8.59</b>	<b>0.83%</b>
Series 2020 Debt Service - Townhomes	\$879.50	\$879.50	\$0.00	0.00%
Operations/Maintenance - Townhomes	\$57.58	\$66.17	\$8.59	14.92%
<b>Total</b>	<b>\$937.08</b>	<b>\$945.67</b>	<b>\$8.59</b>	<b>0.92%</b>
Series 2020 Debt Service - SF 40'	\$979.50	\$979.50	\$0.00	0.00%
Operations/Maintenance - SF 40'	\$57.58	\$66.17	\$8.59	14.92%
<b>Total</b>	<b>\$1,037.08</b>	<b>\$1,045.67</b>	<b>\$8.59</b>	<b>0.83%</b>
Series 2022 Debt Service - Townhome	\$879.50	\$879.50	\$0.00	0.00%
Operations/Maintenance - Townhome	\$57.58	\$66.17	\$8.59	14.92%

**TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT**

**FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE**

<b>2023/2024 O&amp;M Budget</b>		\$3,217,909.00
<b>St. Johns County Collection Cost @</b>	<b>2%</b>	\$68,466.15
<b>Early Payment Discount @</b>	<b>4%</b>	\$136,932.30
<b>2023/2024 Total</b>		<u>\$3,423,307.45</u>

<b>2022/2023 O&amp;M Budget</b>	\$2,293,521.00
<b>2023/2024 O&amp;M Budget</b>	\$3,217,909.00

<b>Total Difference</b>	<u><u>\$924,388.00</u></u>
-------------------------	----------------------------

	PER UNIT ANNUAL ASSESSMENT		Proposed Increase / Decrease	
	2022/2023	2023/2024	\$	%
<b>Total</b>	<b>\$937.08</b>	<b>\$945.67</b>	<b>\$8.59</b>	<b>0.92%</b>
<b>Series 2022 Debt Service - SF 50'</b>	\$1,079.50	\$1,079.50	\$0.00	0.00%
<b>Operations/Maintenance - SF 50'</b>	\$57.58	\$66.17	\$8.59	14.92%
<b>Total</b>	<b>\$1,137.08</b>	<b>\$1,145.67</b>	<b>\$8.59</b>	<b>0.76%</b>

TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2023/2024 O&M & DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$3,217,909.00
COLLECTION COSTS @	2%	\$68,466.15
EARLY PAYMENT DISCOUNT @	4%	\$136,932.30
TOTAL O&M ASSESSMENT		\$3,423,307.45

\$184,082.98

\$2,906,364.89

\$332,859.57

PLATTED	UNITS ASSESSED					ALLOCATION OF EQUALIZED ADMIN COSTS					ALLOCATION OF EQUALIZED FIELD COSTS					ALLOCATION OF STRATIFIED FIELD COSTS				
	LOT SIZE	O&M	DEBT SERVICE SERIES 2015 <sup>(1)</sup>	DEBT SERVICE SERIES 2018 <sup>(2)</sup>	DEBT SERVICE SERIES 2020 <sup>(2)</sup>	DEBT SERVICE SERIES 2022 <sup>(2)</sup>	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET	PER UNIT ASSESSMENT	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET	PER UNIT ASSESSMENT	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET
Townhomes	243	242	0	0	0	1.00	243.00	8.73%	\$16,079.14	\$66.17	1.00	243.00	10.96%	\$318,415.99	\$1,310.35	0.50	121.50	5.74%	\$19,095.54	\$78.58
Single Family 40'	288	282	0	0	0	1.00	288.00	10.35%	\$19,056.76	\$66.17	1.00	288.00	12.98%	\$377,381.92	\$1,310.35	0.80	230.40	10.88%	\$36,210.80	\$125.73
Single Family 50'	410	396	0	0	0	1.00	410.00	14.74%	\$27,129.41	\$66.17	1.00	410.00	18.49%	\$537,245.09	\$1,310.35	1.00	410.00	19.36%	\$64,437.62	\$157.16
Single Family 60'	231	226	0	0	0	1.00	231.00	8.30%	\$15,285.11	\$66.17	1.00	231.00	10.41%	\$302,691.75	\$1,310.35	1.20	277.20	13.09%	\$43,566.11	\$188.60
Single Family 70'	185	163	0	0	0	1.00	185.00	6.65%	\$12,241.32	\$66.17	1.00	185.00	8.34%	\$242,415.47	\$1,310.35	1.40	259.00	12.23%	\$40,705.71	\$220.03
Single Family 80'	69	65	0	0	0	1.00	69.00	2.48%	\$4,565.68	\$66.17	1.00	69.00	3.11%	\$90,414.42	\$1,310.35	1.60	110.40	5.21%	\$17,351.01	\$251.46
Townhomes	190	0	190	0	0	1.00	190.00	6.83%	\$12,572.17	\$66.17	1.00	190.00	8.57%	\$248,967.24	\$1,310.35	0.50	95.00	4.49%	\$14,930.67	\$78.58
Single Family 40'	222	0	221	0	0	1.00	222.00	7.98%	\$14,689.58	\$66.17	1.00	222.00	10.01%	\$290,898.56	\$1,310.35	0.80	177.60	8.39%	\$27,912.49	\$125.73
Single Family 50'	153	0	154	0	0	1.00	153.00	5.50%	\$10,123.90	\$66.17	1.00	153.00	6.90%	\$200,484.14	\$1,310.35	1.00	153.00	7.22%	\$24,046.23	\$157.16
Single Family 60'	170	0	170	0	0	1.00	170.00	6.11%	\$11,248.78	\$66.17	1.00	170.00	7.66%	\$222,760.16	\$1,310.35	1.20	204.00	9.63%	\$32,061.64	\$188.60
Single Family 70'	57	0	57	0	0	1.00	57.00	2.05%	\$3,771.65	\$66.17	1.00	57.00	2.57%	\$74,690.17	\$1,310.35	1.40	79.80	3.77%	\$12,541.76	\$220.03
<b>TOTAL</b>	<b>2218</b>	<b>1374</b>	<b>792</b>	<b>0</b>	<b>0</b>		<b>2218.00</b>	<b>80%</b>	<b>\$146,763.50</b>			<b>2218.00</b>	<b>100%</b>	<b>\$2,906,364.89</b>			<b>2117.90</b>	<b>100%</b>	<b>\$332,859.57</b>	

PER LOT ANNUAL ASSESSMENT					
TOTAL O&M	DEBT SERVICE SERIES 2015 <sup>(2)</sup>	DEBT SERVICE SERIES 2018 <sup>(2)</sup>	DEBT SERVICE SERIES 2020 <sup>(2)</sup>	DEBT SERVICE SERIES 2022 <sup>(2)</sup>	TOTAL <sup>(3)</sup>
\$1,455.10	\$879.50	\$0.00	\$0.00	\$0.00	\$2,334.60
\$1,502.25	\$979.50	\$0.00	\$0.00	\$0.00	\$2,481.75
\$1,533.68	\$1,079.50	\$0.00	\$0.00	\$0.00	\$2,613.18
\$1,565.12	\$1,179.50	\$0.00	\$0.00	\$0.00	\$2,744.62
\$1,596.55	\$1,279.50	\$0.00	\$0.00	\$0.00	\$2,876.05
\$1,627.98	\$1,379.50	\$0.00	\$0.00	\$0.00	\$3,007.48
\$1,455.10	\$0.00	\$879.50	\$0.00	\$0.00	\$2,334.60
\$1,502.25	\$0.00	\$979.50	\$0.00	\$0.00	\$2,481.75
\$1,533.68	\$0.00	\$1,079.50	\$0.00	\$0.00	\$2,613.18
\$1,565.12	\$0.00	\$1,179.50	\$0.00	\$0.00	\$2,744.62
\$1,596.55	\$0.00	\$1,279.50	\$0.00	\$0.00	\$2,876.05

UNPLATTED	UNITS ASSESSED					ALLOCATION OF EQUALIZED ADMIN COSTS					ALLOCATION OF EQUALIZED FIELD COSTS					ALLOCATION OF STRATIFIED FIELD COSTS				
	LOT SIZE	O&M	DEBT SERVICE SERIES 2015 <sup>(2)</sup>	DEBT SERVICE SERIES 2018 <sup>(2)</sup>	DEBT SERVICE SERIES 2020 <sup>(2)</sup>	DEBT SERVICE SERIES 2022 <sup>(2)</sup>	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET	PER UNIT ASSESSMENT	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET	PER UNIT ASSESSMENT	EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL BUDGET
Single Family 40'	50	0	50	0	0	1.00	50.00	1.80%	\$3,308.46	\$66.17	1.00	0.00	0.00%	\$0.00	\$0.00	0.80	0.00	0.00%	\$0.00	\$0.00
Townhomes	288	0	0	288	0	1.00	288.00	10.35%	\$19,056.76	\$66.17	1.00	0.00	0.00%	\$0.00	\$0.00	0.50	0.00	0.00%	\$0.00	\$0.00
Single Family 40'	1	0	0	1	0	1.00	1.00	0.04%	\$66.17	\$66.17	1.00	0.00	0.00%	\$0.00	\$0.00	0.80	0.00	0.00%	\$0.00	\$0.00
Townhomes	58	0	0	0	58	1.00	58.00	2.08%	\$3,837.82	\$66.17	1.00	0.00	0.00%	\$0.00	\$0.00	0.50	0.00	0.00%	\$0.00	\$0.00
Single Family 50'	167	0	0	0	167	1.00	167.00	6.00%	\$11,050.27	\$66.17	1.00	0.00	0.00%	\$0.00	\$0.00	0.80	0.00	0.00%	\$0.00	\$0.00
<b>TOTAL</b>	<b>564</b>	<b>0</b>	<b>50</b>	<b>289</b>	<b>225</b>		<b>564.00</b>	<b>20%</b>	<b>\$37,319.48</b>			<b>0.00</b>	<b>0%</b>	<b>\$0.00</b>			<b>0.00</b>	<b>0%</b>	<b>\$0.00</b>	

PER LOT ANNUAL ASSESSMENT					
TOTAL O&M	DEBT SERVICE SERIES 2015 <sup>(2)</sup>	DEBT SERVICE SERIES 2018 <sup>(2)</sup>	DEBT SERVICE SERIES 2020 <sup>(2)</sup>	DEBT SERVICE SERIES 2022 <sup>(2)</sup>	TOTAL <sup>(3)</sup>
\$66.17	\$0.00	\$979.50	\$0.00	\$0.00	\$1,045.67
\$66.17	\$0.00	\$0.00	\$879.50	\$0.00	\$66.17
\$66.17	\$0.00	\$0.00	\$979.50	\$0.00	\$66.17
\$66.17	\$0.00	\$0.00	\$0.00	\$879.50	\$66.17
\$66.17	\$0.00	\$0.00	\$0.00	\$1,079.50	\$66.17

LESS: St. John's County Collection Costs (2%) and Early Payment Discounts (4%):

(\$11,044.98)

(\$174,381.89)

(\$19,971.57)

Net Revenue to be Collected

\$173,038.00

\$2,731,983.00

\$312,888.00

<sup>(1)</sup> Reflects fifty-two (52) Series 2015 Prepayments.  
<sup>(2)</sup> Reflects the number of total lots with Series 2015, Series 2018, Series 2020 and Series 2022 debt outstanding.  
<sup>(3)</sup> Annual debt service assessment per lot adopted in connection with the Series 2015, Series 2018, Series 2020, and Series 2022 bond issues. Annual assessment includes principal, interest, St. John's County collection costs and early payment discount costs.  
<sup>(4)</sup> Annual assessment that will appear on November 2023 St. John's County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4% if paid early.

## 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.

### 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 maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

**Financial & Revenue Collections:** Services 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. These services include, but are not limited to, assessment roll preparation and certification, direct billings and funding request processing as well as responding to property owner questions regarding District assessments. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for its short-term bond issues and any other bond related collection needs. These funds are collected as prescribed in the Trust Indenture. The Collection Agent also 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.

**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.

**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.

**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.

**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.

## 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.

## 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.