



Rizzetta & Company

Trout Creek Community Development District

**Board of Supervisors' Meeting
August 21, 2024**

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

www.troutcreekcdd.org

TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

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

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

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

August 14, 2024

FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Board of Supervisors of the Trout Creek Community Development District will be held on **August 21, 2024 at 3:00 p.m., (FY25 Budget Public Hearing will start at 5:00 p.m.)**, located at the Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

- 1. CALL TO ORDER / ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes for the Board of Supervisors’ Special Meeting held on July 10, 2024.....Tab 1
 - B. Consideration of Minutes for the Budget Workshop held on July 10, 2024.....Tab 2
 - C. Consideration of Minutes for the Board of Supervisors’ Meeting held on July 17, 2024.....Tab 3
 - D. Ratification of the Operation and Maintenance Expenditures for July 2024.....Tab 4
 - E. Continued Discussion on Investment Options
 - F. Consideration of HB 7013 – District Goals and Objectives.....Tab 5
- 4. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - 1.) Stormwater Outfall Repair Update
 - 2.) Discussion Regarding Roadway Repairs
 - C. Construction Administrator
 - D. Landscape Reports
 - 1.) Phase 1 – The Greenery.....Tab 6
 - a.) Consideration of The Greenery Proposal for Soil Raising Along Sidewalk to Pool
 - 2.) Phase 2 – Tree Amigos.....Tab 7
 - 3.) Phase 3 – Prestige.....Tab 8
 - a.) Consideration of Field Identification Repair & Landscape Installation at Ben Court
 - E. Charles Aquatics Service Report.....Tab 9
 - F. General Manager.....Tab 10
 - 1.) General Manager Board Report

- 2.) Café Expense Profit & Loss Report
- 3.) Square Category Sales Report
- 4.) Lifestyle Profit & Loss Report
- G. District Manager
- 5. **BUSINESS ITEMS**
 - A. Discussion Regarding Landscape Services & Adding Pond Banks to Scope of Service.....Tab 11
 - B. Discussion Regarding Pool Maintenance Services.....Tab 12
 - C. Review Request for Additional Pine Straw.....Tab 13
 - D. Public Hearing on Fiscal Year 2024-2025 Budget **(Starts at 5:00 p.m.)**Tab 14
 - 1.) Consideration of Resolution 2024-03; Adopting Fiscal Year 2024-2025 Budget
 - E. Public Hearing on Special Assessments.....Tab 15
 - 1.) Consideration of Resolution 2024-04; Imposing Special Assessments
- 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

District Manager

Tab 1

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 **July 10, 2024, at 10:00 a.m.** at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

Present and constituting a quorum:

| | |
|-------------------|--|
| Mike McCollum | Board Supervisor, Chairman |
| Vincent Sajkowski | Board Supervisor, Vice Chairman |
| Clint Wright | Board Supervisor, Assistant Secretary |
| Frank Murphy | Board Supervisor, Assistant Secretary |
| Ryan Stone | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-----------------|---|
| Melissa Dobbins | District Manager, Rizzetta & Co., Inc. |
| Katie Buchanan | District Counsel, Kutak Rock, LLP |
| Matt Melchiori | District Engineer, Prosser Inc. |
| Brad Davis | District Engineer, Prosser Inc. |
| Belynda Tharpe | General Manager, First Service Residential |
| Chris Eagan | ECS Florida, LLC |
| Joey Brussard | ECS Florida, LLC |

Members of the public present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. McCollum called the meeting to order at 10:03 a.m.

SECOND ORDER OF BUSINESS

**Audience Comments on
Agenda Items**

There were questions/comments regarding other district construction matters, infrastructure and maintenance.

THIRD ORDER OF BUSINESS

STAFF REPORTS

A. District Engineer

1.) Discussion & Consideration of Stormwater Outfall Repair Options

Mr. Davis provided his background with the District and explained the purpose of the stormwater system and process. He then provided the history of how the issue with the stormwater repair started. It was stated that the pond's control structure is designed to meet all applicable code and standards. Between the concrete part of the control structure and the wetland is an extreme amount of erosion, which the contractor was requested to correct. However, the erosion re-appeared in several weeks. It was determined that the Contractor inadvertently left two dewatering pipes in the ponds, which only one has been capped. These pipes transmitted water under the bank of the pond to the upland dissipation system – the ground downstream of the control structure.

Mr. Davis further explained that because the original conditions were lost due to the erosion, adjustments had to be made to the design and construction. ECS Florida was asked to prepare a study of the upland dissipation system to determine what needs to be done to armor the design plans to ensure it won't fail again, (based on the original design). ECS Florida provided a report of all the actions necessary to restore the site to the original condition.

However, as District Engineer, Mr. Davis felt site conditions were so different from original condition that a design alternative was required. He also pointed out that this was due to the contractor's failure to where now the original site conditions and design were no longer acceptable.

It was stated that after multiple meetings between the engineer, ECS, CDD construction administrator and the contractor, the contractor ultimately agreed to construct the design alternative at no cost, (valued at \$110,000.00), but will not provide a warranty on the repair.

Discussion ensued.

The Board directed District Counsel to negotiate with Besch and Smith, (contractor), regarding the Phase 3 Pond failure first to see how the District can move this repair forward, but it needs to be clear they are still responsible for work they have done so far. Ms. Buchanan will draft a summary of the Board's request to approve at the next meeting the following week.

The Board also requested that ECS Florida have a proposal ready for if/when Besch and Smith agree to start the repair.

FOURTH ORDER OF BUSINESS

SUPERVISOR REQUESTS & AUDIENCE COMMENTS

100 **SUPERVISORS** _____ No Supervisor Comments

101
102 **AUDIENCE**

103
104 There were questions/comments regarding the conditions of the wetlands, insurance
105 coverage, concerns of the pipe not being discovered and communication concerns.

106
107 **FIFTH ORDER OF BUSINESS** **Adjournment**

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| On a motion by Mr. McCollum, seconded by Mr. Sajkowski, with all in favor, the Board adjourned the meeting at 12:17 p.m., for Trout Creek Community Development District. |
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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 budget workshop of the Board of Supervisors of Trout Creek Community Development District was held on **July 10, 2024, at 10:00 a.m.** at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

Present:

| | |
|-------------------|--|
| Mike McCollum | Board Supervisor, Chairman |
| Vincent Sajkowski | Board Supervisor, Vice Chairman |
| Clint Wright | Board Supervisor, Assistant Secretary |
| Frank Murphy | Board Supervisor, Assistant Secretary |
| Ryan Stone | Board Supervisor, Assistant Secretary |

Also present were:

| | |
|-----------------|---|
| Melissa Dobbins | District Manager, Rizzetta & Co., Inc. |
| Katie Buchanan | District Counsel, Kutak Rock |

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins opened the workshop meeting at 12:35 p.m.

SECOND ORDER OF BUSINESS

Discussion Regarding Community Finances, Improvements, and Other Matters as it Relates to the District

The Board discussed and made multiple expenditure adjustments such as, but not limited to, HOA revenue contribution, water utility, landscape maintenance, shuttle service and supervisor fees.

Mr. Stone left workshop.

Mr. Wright provided a roadway repair proposal from Duval, (Exhibit A), for the Board to review and discuss at a future meeting. Ms. Dobbins also provided a roadway proposal that she received from Mr. Roane from Vallencourt, (Exhibit B).

Mr. McCollum left workshop.

50 The Board had further discussions and/or made further expenditure adjustments to
51 budget lines, but not limited to, District Engineer, streetlights, stormwater
52 assessment/maintenance, irrigation repairs and tennis court maintenance.

53
54 *Mr. Wright left workshop.*

55
56 Ms. Tharpe updated the remaining Board members of the following capital reserve items
57 totaling approximately \$227,000.00 that need to be completed in Fiscal Year 2025;
58 removal of awnings, moving of playground boulders, new pool furniture, café refrigerator,
59 lazy river pump and slide tower maintenance.

60
61 After discussions concluded, the annual proposed budget was reduced to now present
62 an approximate \$24.00 annual assessment increase.

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64 **THIRD ORDER OF BUSINESS** **Adjournment**

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66 Mr. Sajkowski adjourned the workshop at 2:12 p.m.

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Secretary /Assistant Secretary

Chairman / Vice Chairman

DRAFT

Exhibit A



Duval Asphalt Products, Inc.
 7544 Phillips Highway
 Jacksonville, FL 32256
 (904) 296-2020
 (904) 296-6574 fax



PROPOSAL: Shearwater Phase 1 Mill and Overlay

| | |
|--|---|
| To: Shearwater CDD tbd Phone: (904) 449-2883 | Property: Shearwater Parkway St Johns, 32092 |
|--|---|

| | | | |
|------------------------|--------------|----------------------|---------------------------|
| Proposal Date: | Jul 09, 2024 | Quote ID: | QUO-03912-K9K1S7 (Rev. 0) |
| Effective From: | 7/9/2024 | Effective To: | 8/8/2024 |

| Line No. | Product | Price | Approval (your initials) |
|----------|---|-------------|-----------------------------|
| 10 | Mill and Resurface Approx. 6129 Sq Yds @ \$15.64 / Sq Yd Mill approx., 6129 SqYds of existing roadway with an average depth of 1" and haul debris offsite. Apply tack coat. Install approx. 6129 SqYds of SP 9.5 asphalt mix with an average depth of 1". **Includes 1 mobilization. | \$95,857.56 | |

Drainage is not implied or guaranteed by this quote. It is understood that Duval Asphalt will receive compensation for any drainage related work. This quote is figured without adding money for rework of areas lacking sufficient pitch to allow for drainage. As a contingency, \$450 per hour with a 4 hour minimum should be factored for drainage adjustment. 2%, or greater, prevailing pitch is required for complete drainage.

Prime is \$.65 per SY with a 1,500 SY minimum per mob. Anything under 1,500 SY is \$4.75 per G1 for material plus a \$500 mob. All Prime is scheduled thru Allen Shirley at (904) 219-7447.

| | |
|--|--------------------|
| Estimated Total (assuming all line items) | \$95,857.56 |
|--|--------------------|

The terms contained in Exhibit A are hereby fully incorporated by reference into this proposal

THIS CONTRACT IS CONTINGENT ONLY UPON CREDIT APPROVAL BY DUVAL ASPHALT PRODUCTS.

TERMS - NET 30 DAYS ANY PAYMENTS NOT RECEIVED BY THAT TIME SHALL BEAR INTEREST AT THE RATE OF 1 1/2 % PER MONTH, AND CUSTOMER ALSO AGREE TO PAY DUVAL ASPHALT PRODUCTS, INC. COST AND EXPENSES OF COLLECTION, FOR ANY BREACH OF THIS PROPOSAL, INCLUDING REASONABLE ATTORNEYS FEES WHETHER OR NOT A SUIT IS FILED. NO RETAINAGE IS TO BE WITHHELD FROM PAYMENTS DUE FROM THIS CONTRACT. ALL PAYMENTS DUE HEREUNDER SHALL BE MADE AT THE OFFICES OF DUVAL ASPHALT PRODUCTS, INC. OR BY MAIL.

ACCEPTANCE OF PROPOSAL - THE ABOVE OR ATTACHED PRICES AND SPECIFICATIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED.

RESPECTFULLY SUBMITTED,
Duval Asphalt Products, Inc.
 Justin Joiner
 E-mail: jjoiner@duvalasphalt.com
 Cell Phone: 9047532334

ACCEPTED BY:
 Signature _____
 Name _____
 Title _____
 Date _____

Exhibit B

Marcus McInarnay, President
Mike Vallencourt Sr., Chairman



Mike Vallencourt II, Vice President
J. Daniel Vallencourt, Vice President
Stan Bates P.E., Vice President

| | |
|--|----------------------------|
| To: Trout Creek Community Development District | Contact: |
| Address: St. Johns, FL | Phone: |
| | Fax: |
| Project Name: Shearwater Parkway Phase 1 Mill & Overlay | Bid Number: |
| Project Location: Shearwater, St. Augustine, FL | Bid Date: 6/25/2024 |

| Item # | Item Description | Estimated Quantity | Unit | Unit Price | Total Price |
|--------|------------------|--------------------|------|------------|-------------|
|--------|------------------|--------------------|------|------------|-------------|

001 General Conditions

| | | | | | |
|-----|--------------------|------|----|-------------|-------------|
| 100 | General Conditions | 1.00 | LS | \$36,010.00 | \$36,010.00 |
|-----|--------------------|------|----|-------------|-------------|

Total Price for above 001 General Conditions Items: \$36,010.00

007 Maintenance Of Traffic

| | | | | | |
|-----|------------------------|------|----|-------------|-------------|
| 700 | Maintenance Of Traffic | 1.00 | LS | \$25,590.00 | \$25,590.00 |
|-----|------------------------|------|----|-------------|-------------|

Total Price for above 007 Maintenance Of Traffic Items: \$25,590.00

008 Demolition

| | | | | | |
|-----|--------------------------|-----------|----|--------|--------------|
| 816 | Mill Existing Asphalt 1" | 14,490.00 | SY | \$9.05 | \$131,134.50 |
|-----|--------------------------|-----------|----|--------|--------------|

Total Price for above 008 Demolition Items: \$131,134.50

015 Asphalt Paving

| | | | | | |
|------|------------------------------|-----------|----|---------|--------------|
| 1503 | 1" Asphalt Pavement (SP 9.5) | 14,490.00 | SY | \$18.10 | \$262,269.00 |
| 1518 | Tack Coat | 14,490.00 | SY | \$1.25 | \$18,112.50 |

Total Price for above 015 Asphalt Paving Items: \$280,381.50

017 Striping & Signs

| | | | | | |
|------|--------------------------------|------|----|-------------|-------------|
| 1703 | Thermoplastic Striping & RPM's | 1.00 | LS | \$36,490.00 | \$36,490.00 |
|------|--------------------------------|------|----|-------------|-------------|

Total Price for above 017 Striping & Signs Items: \$36,490.00

Total Bid Price: \$509,606.00

Notes:

- The above price excludes Sunday Work
- The above price excludes additional asphalt repairs outside of mill/overlay
- The above price is based on the Shearwater - Phase 1 Spine Road & Infrastructure plan set dated 05-01-15 with markups by Freehold Communities
- The above price is valid for 60 days from the date of this proposal

Payment Terms:

Payment due within 30 days of date of invoice, regardless of when payment is made by Owner.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

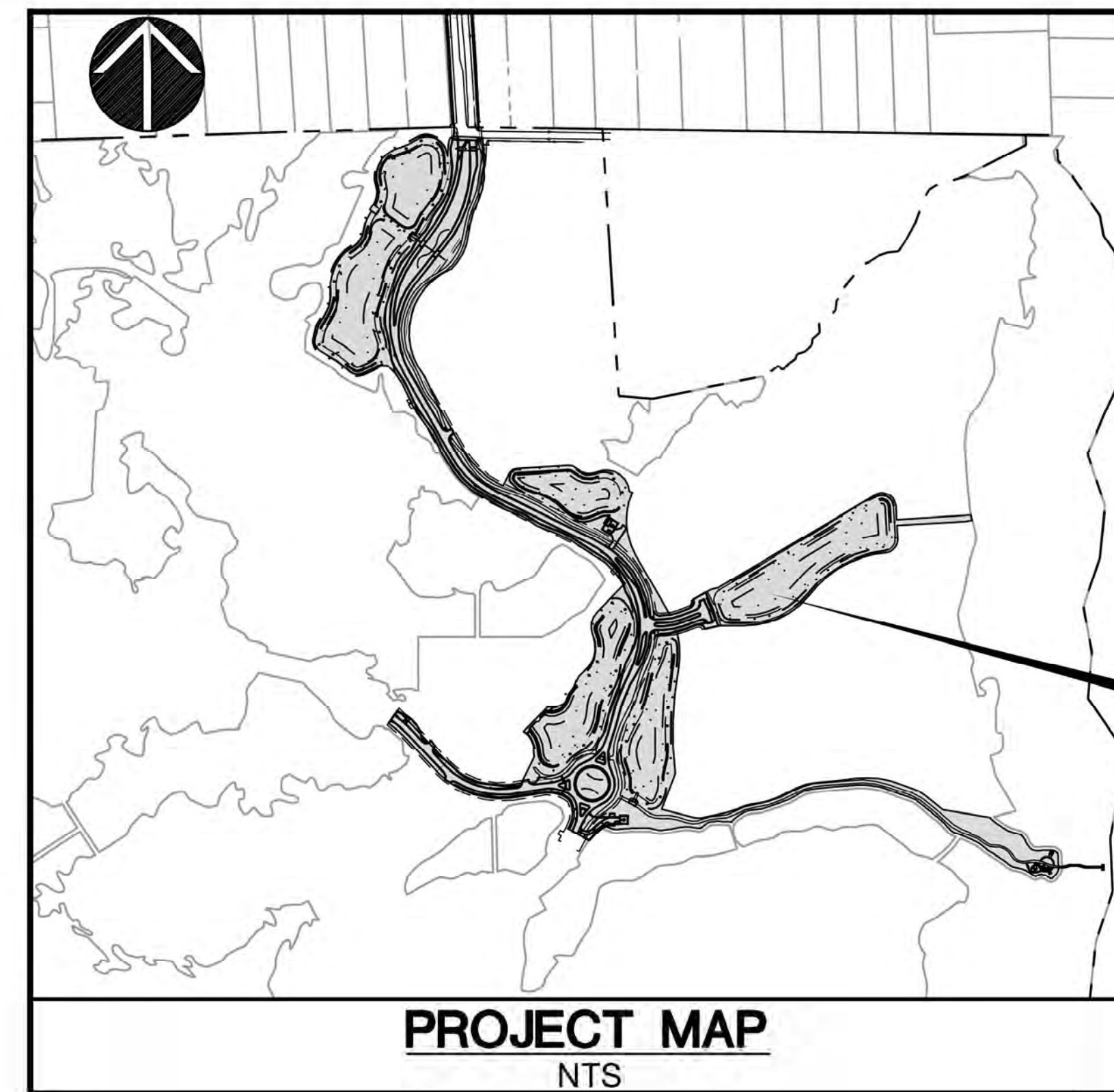
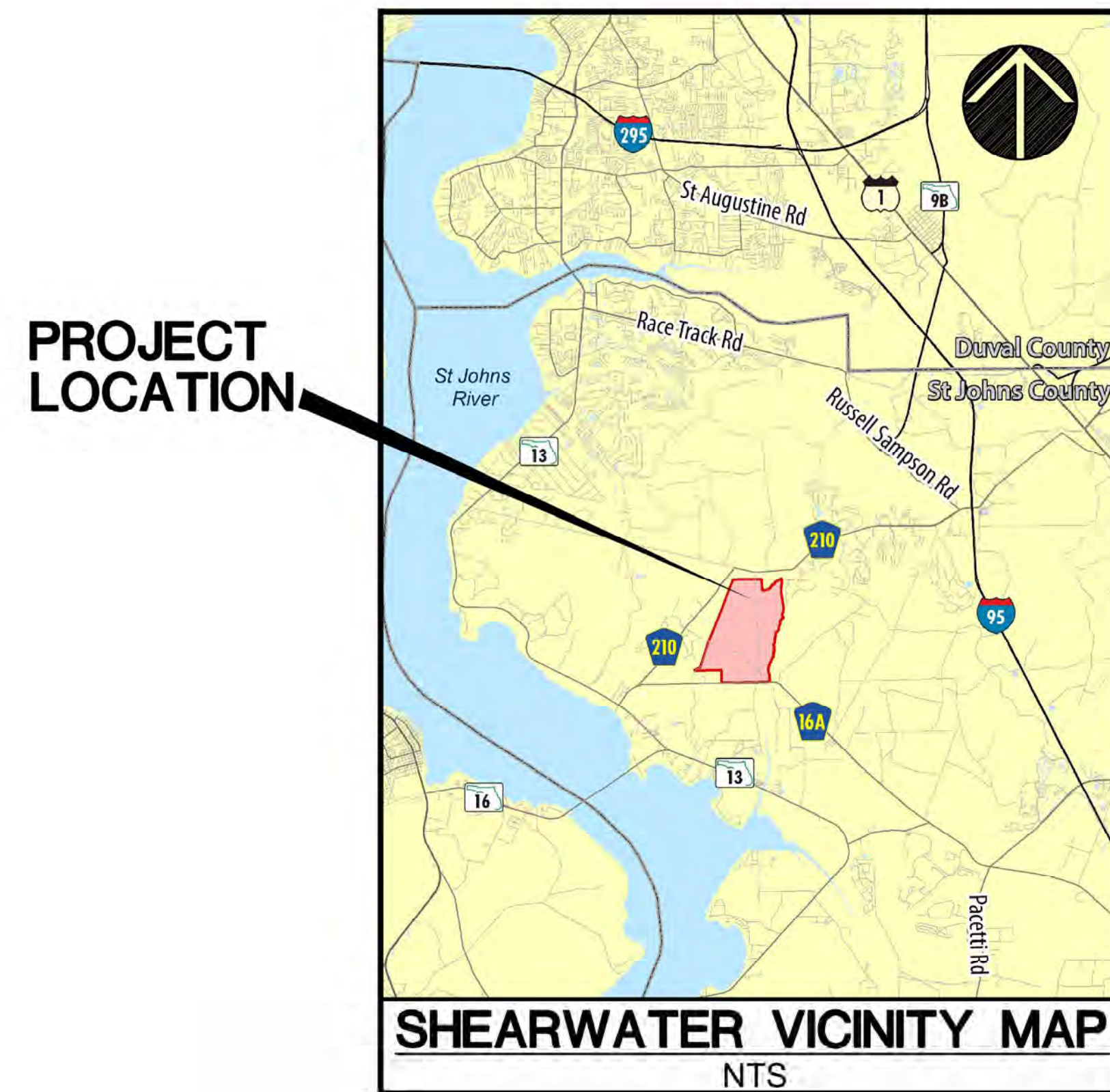
CONFIRMED:

Vallencourt Construction Company, Inc.

Authorized Signature: _____

Estimator: Spence Nagy
(904) 291-9330 spence@vallencourt.com

SHEARWATER - PHASE 1 SPINE ROAD & INFRASTRUCTURE



INDEX OF DRAWINGS

| | |
|-------------|--|
| 1.0 | COVER SHEET |
| 2.0 | SURVEY |
| 3.0 | GENERAL NOTES |
| 4.0 | POST DEVELOPMENT DRAINAGE PLAN |
| 4.1 | MASTER SITE PLAN |
| 5.0-5.4 | LIMITS OF CLEARING PLAN |
| 6.0-6.10 | ROADWAY GEOMETRY & SIGNAGE AND STRIPING PLAN |
| 6.11 | ROADWAY PLAN & PROFILE |
| 6.12 | ROUND-A-BOUT GRADING PLAN |
| 6.13 | MEDIAN GRADING PLAN |
| 6.14 | MASTER POTABLE WATER PLAN |
| 7.1-7.4 | PHASE 1 OVERLOOK SITE PLAN |
| 8.1-8.5 | ROADWAY SECTIONS |
| 9.1-9.3 | POND SECTIONS & DETAILS |
| 9.4 | GRADING & DRAINAGE DETAILS |
| 10.01-10.11 | ENTRANCE DETAIL |
| 11.1-11.3 | JEA DETAILS |
| 12.0 | LIFT STATION PLANS & DETAILS |
| 12.1 | EROSION & SEDIMENT CONTROL PLAN |
| 12.1 | EROSION & SEDIMENT CONTROL NOTES & DETAILS |
| 13.0 | STORMWATER POLLUTION PREVENTION PLAN |
| 14.0 | STORMWATER POLLUTION PREVENTION PLAN - CONTRACTORS CERTIFICATION |
| 15.0 | TREE MITIGATION PLAN & CALCULATIONS |
| 16.1-16.6 | LANDSCAPE PLAN |
| 16.7 | LANDSCAPE SCHEDULE, NOTES, & DETAILS |
| 16.8 | LANDSCAPE SPECIFICATIONS |

ISSUED: AUGUST 15, 2014

| No. | Date | Revision |
|-----|----------|-------------------------|
| 1 | 8/15/14 | 1st SUBMITTAL SJC/SJRWD |
| 2 | 10/1/14 | PROPOSAL SET |
| 3 | 10/14/14 | 2nd SUBMITTAL SJC |
| 4 | 10/16/14 | 1st EARLY CLEARING SUB |
| 5 | 11/06/14 | 2nd EARLY CLEARING SUB |
| 6 | 12/02/14 | 3rd SUBMITTAL SJC |
| 7 | 12/05/14 | 1st JEA SUB |
| 8 | 01/07/15 | 2nd JEA SUB |
| 9 | 01/30/15 | 3rd JEA SUB |
| 10 | 04/28/15 | SJC MODCP |
| 11 | 05/01/15 | CONSTRUCTION SET |

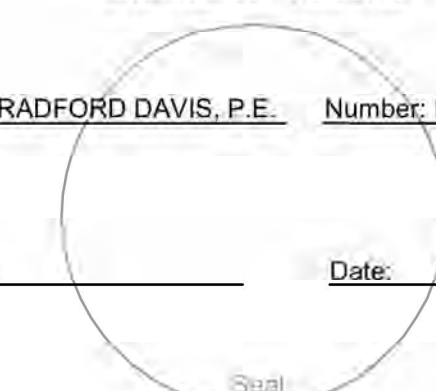
Prosser No. 113034.01

JEA AVAILABILITY NO. 2014-0918

ENGINEER OF RECORD:

Name: J. BRADFORD DAVIS, P.E. Number: FL #62576

Signature: _____ Date: _____



Prepared for:

**FREEHOLD
COMMUNITIES**

Prepared By:

PROSSER™
Community - Management - Energy - Relationships

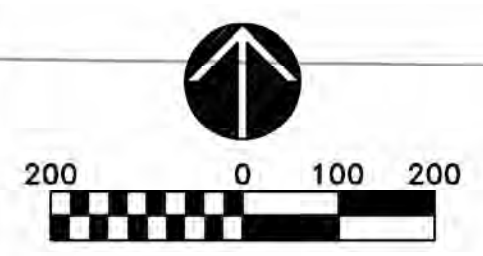
13901 Sutton Park Drive South, Suite 200
Jacksonville, Florida 32224-0229

Office 904.739.3655
Fax 904.730.3413

www.prosserinc.com

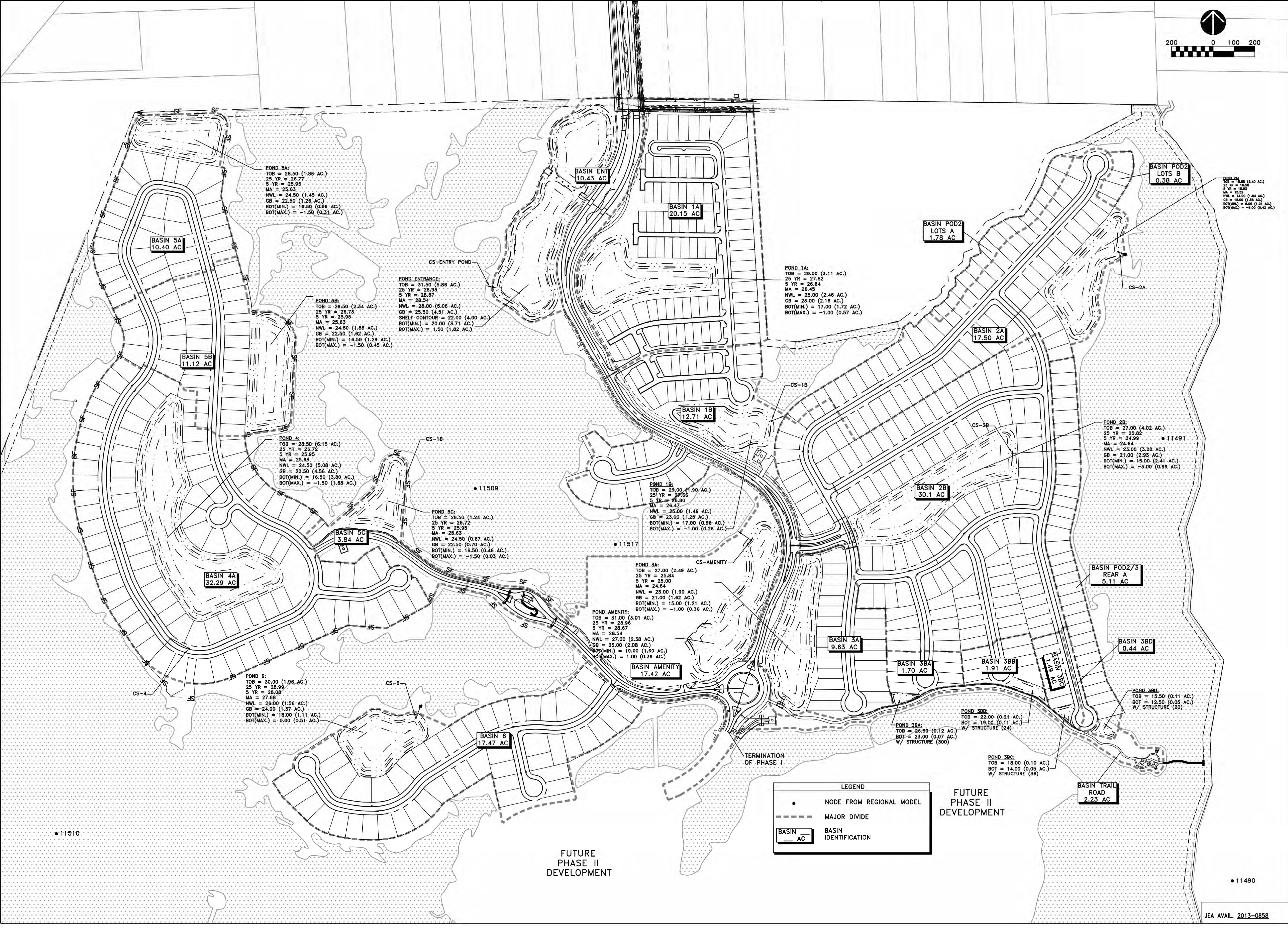
Florida Certificate of Authorization
Number: 00004050

P:\113\113034-01-ASHFORD MILLS DRI ENG & TRAFFIC ENG\CADD\CURRENT\PHASE 1\MASTER SPINE RD & INFRASTRUCTURE\SR1 POST.DWG 5/1/2015 1:28:47 PM



PROSSER
 Community - Management - Energy - Relationships
 13901 Sutton Park Drive South, Suite 200
 Jacksonville, Florida 32224-0229
 Office 904.739.3655
 Fax 904.730.3413
 www.prosserinc.com
 Florida Certificate of Authorization
 Number: 00004050

**SHEARWATER
 PHASE 1
 SPINE ROAD &
 INFRASTRUCTURE**



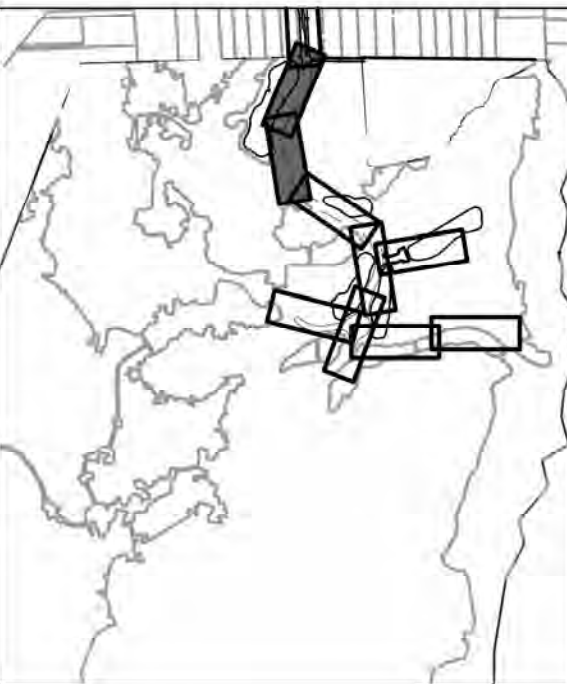
DATE : AUGUST 15, 2014
 PROJECT NO. : 113034.01
 DESIGNED BY : JBD
 DRAWN BY : DPT
 SCALE : AS NOTED

| No. | Date | Revision |
|-----|----------|--------------------------|
| 1 | 08/15/14 | 1st SUBMITTAL SJC/SJRWMD |
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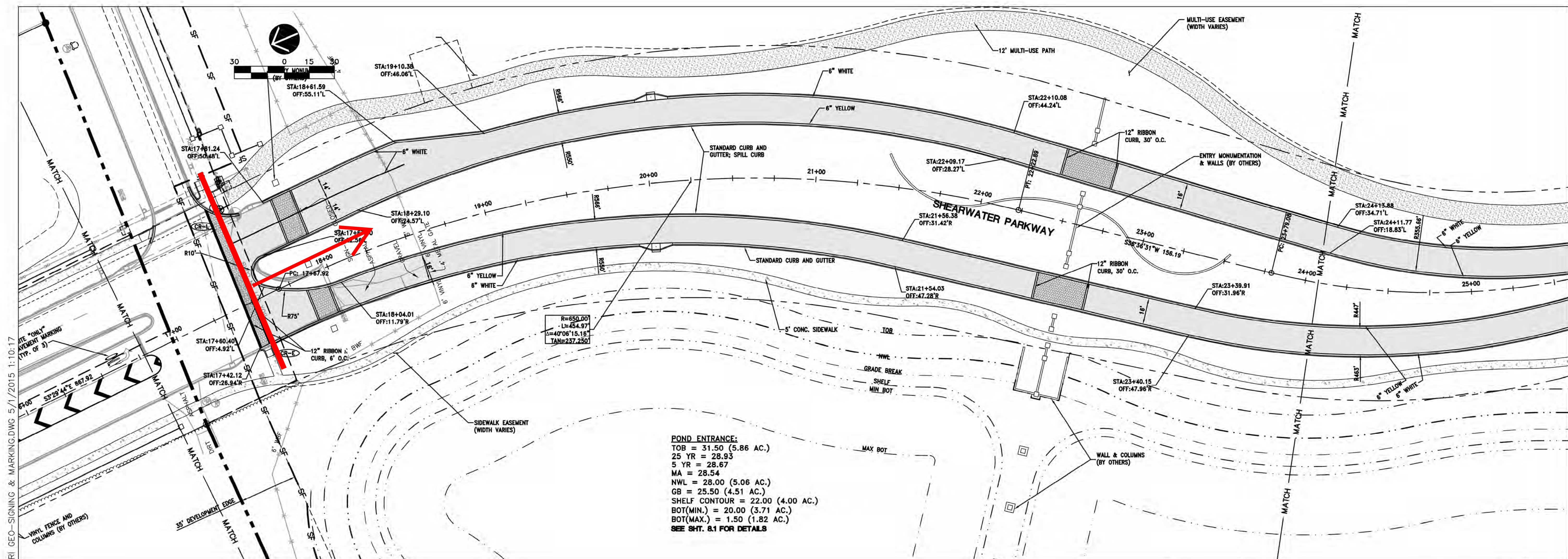
THIS DRAWING NOT RELEASED FOR CONSTRUCTION UNLESS SO NOTED ABOVE

**POST
 DEVELOPMENT
 PLAN**

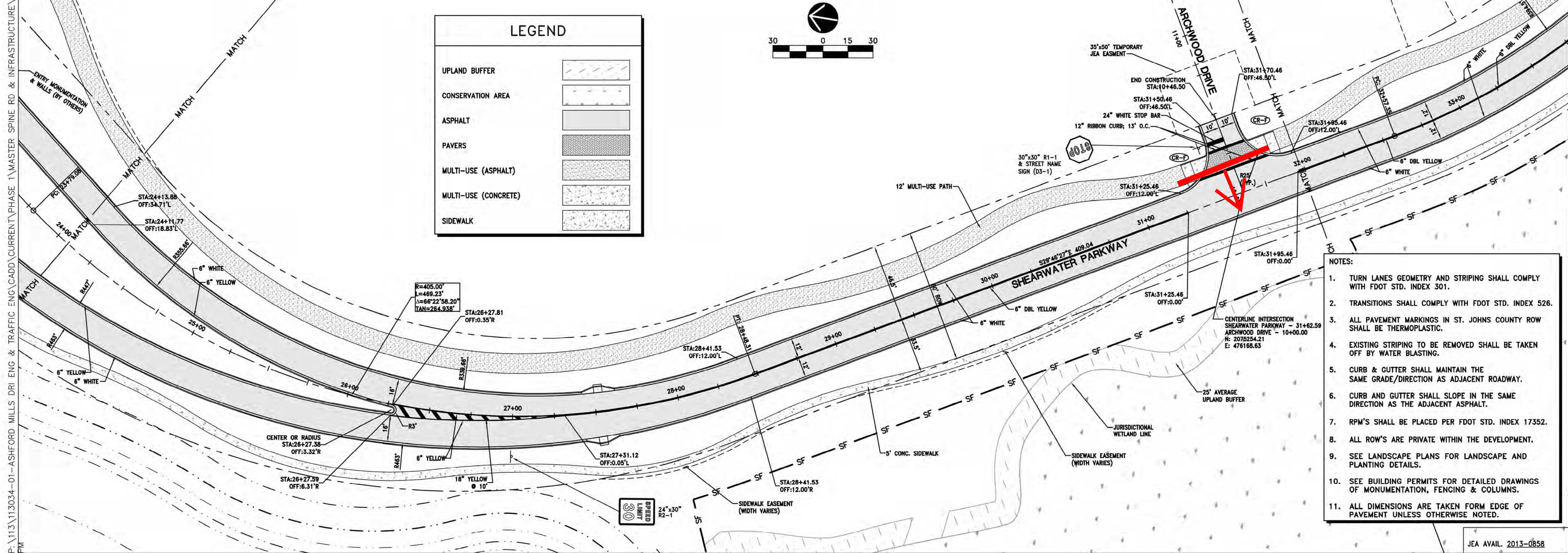
**SHEARWATER
 PHASE 1
 SPINE ROAD &
 INFRASTRUCTURE**



KEY MAP



POND ENTRANCE:
 TOB = 31.50 (5.86 AC.)
 25 YR = 28.93
 5 YR = 28.67
 MA = 28.54
 NWL = 28.00 (5.06 AC.)
 GB = 25.50 (4.51 AC.)
 SHELF CONTOUR = 22.00 (4.00 AC.)
 BOT(MIN.) = 20.00 (3.71 AC.)
 BOT(MAX.) = 1.50 (1.82 AC.)
 SEE SHT. 8.1 FOR DETAILS



LEGEND

| | |
|----------------------|-----------|
| UPLAND BUFFER | [Pattern] |
| CONSERVATION AREA | [Pattern] |
| ASPHALT | [Pattern] |
| PAVERS | [Pattern] |
| MULTI-USE (ASPHALT) | [Pattern] |
| MULTI-USE (CONCRETE) | [Pattern] |
| SIDEWALK | [Pattern] |

- NOTES:**
- TURN LANES GEOMETRY AND STRIPING SHALL COMPLY WITH FDOT STD. INDEX 301.
 - TRANSITIONS SHALL COMPLY WITH FDOT STD. INDEX 526.
 - ALL PAVEMENT MARKINGS IN ST. JOHNS COUNTY ROW SHALL BE THERMOPLASTIC.
 - EXISTING STRIPING TO BE REMOVED SHALL BE TAKEN OFF BY WATER BLASTING.
 - CURB & GUTTER SHALL MAINTAIN THE SAME GRADE/DIRECTION AS ADJACENT ROADWAY.
 - CURB AND GUTTER SHALL SLOPE IN THE SAME DIRECTION AS THE ADJACENT ASPHALT.
 - RPM'S SHALL BE PLACED PER FDOT STD. INDEX 17352.
 - ALL ROW'S ARE PRIVATE WITHIN THE DEVELOPMENT.
 - SEE LANDSCAPE PLANS FOR LANDSCAPE AND PLANTING DETAILS.
 - SEE BUILDING PERMITS FOR DETAILED DRAWINGS OF MONUMENTATION, FENCING & COLUMNS.
 - ALL DIMENSIONS ARE TAKEN FORM EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.

DATE : AUGUST 15, 2014
 PROJECT NO. : 113034.01
 DESIGNED BY : JBD
 DRAWN BY : DPT
 SCALE : AS NOTED

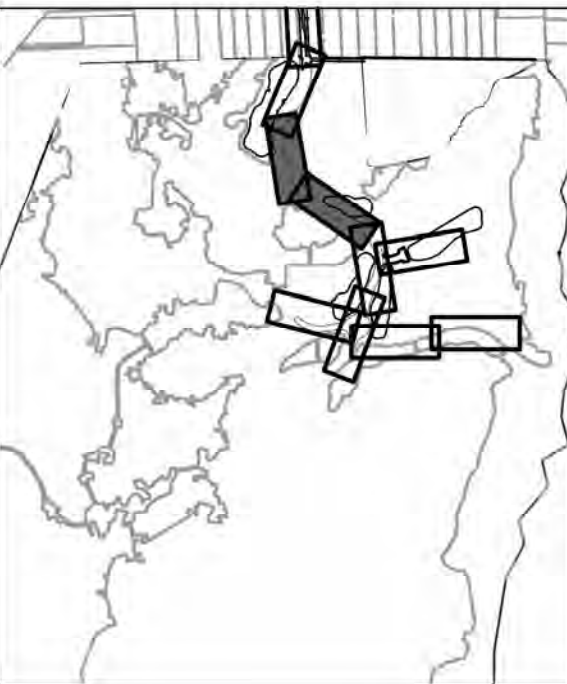
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| 7 | 12/05/14 | 1st JEA SUB |
| 8 | 01/07/15 | 2nd JEA SUB |
| 9 | 01/30/15 | 3rd JEA SUB |
| 10 | 04/28/15 | SJC MODCP |
| 11 | 05/01/15 | CONSTRUCTION SET |

THIS DRAWING NOT RELEASED FOR CONSTRUCTION UNLESS SO NOTED ABOVE

SHEET TITLE
**GEOMETRY &
 SIGNING AND
 MARKING PLAN**

P:\113034-01-ASHFORD MILLS DRI ENG & TRAFFIC ENG\CADD\CURRENT\PHASE 1\MASTER SPINE RD & INFRASTRUCTURE\SP1 GEO-SIGNING & MARKING.DWG 5/1/2015 11:10:17

**SHEARWATER
 PHASE 1
 SPINE ROAD &
 INFRASTRUCTURE**



KEY MAP

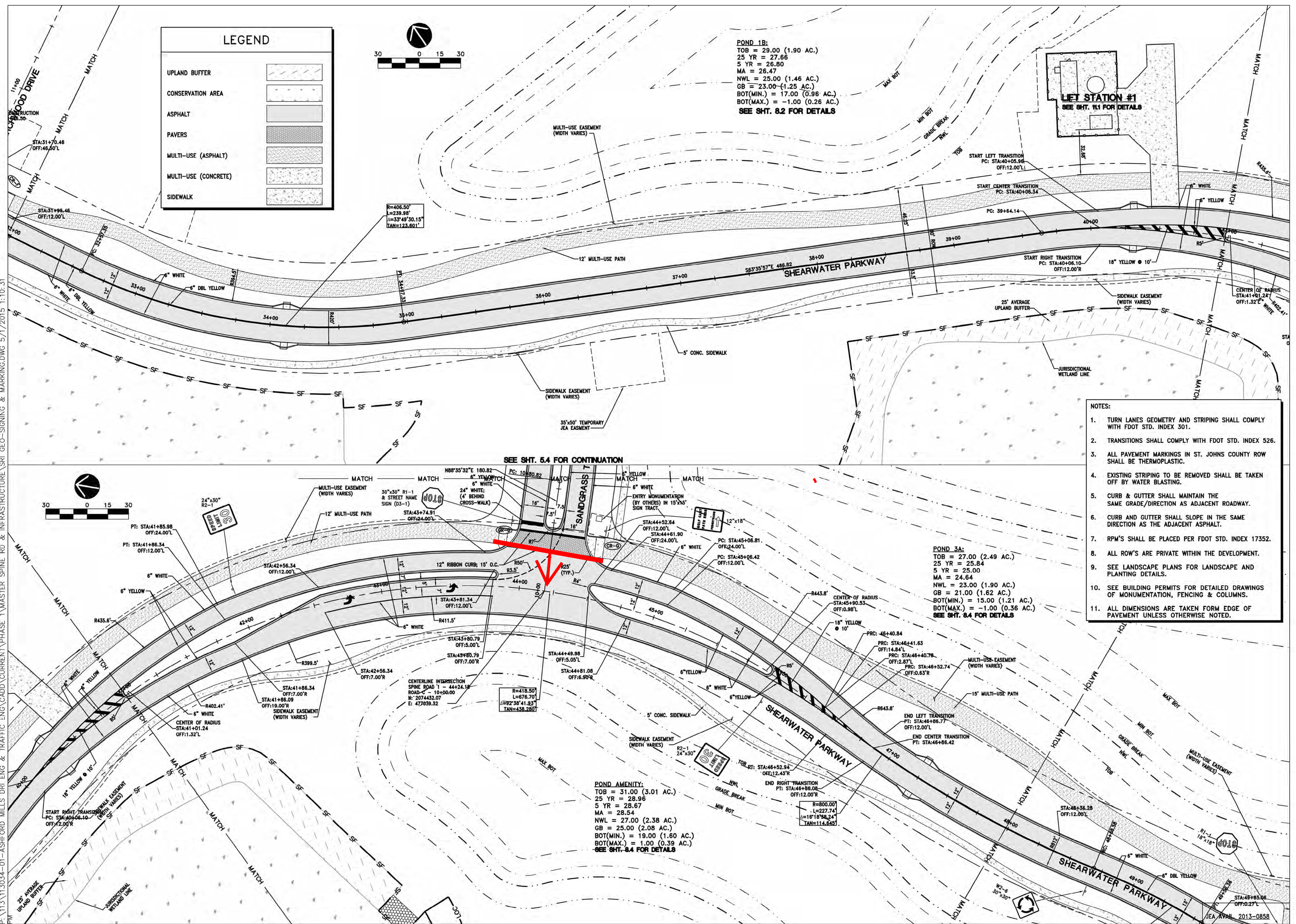
- NOTES:
1. TURN LANES GEOMETRY AND STRIPING SHALL COMPLY WITH FDOT STD. INDEX 301.
 2. TRANSITIONS SHALL COMPLY WITH FDOT STD. INDEX 526.
 3. ALL PAVEMENT MARKINGS IN ST. JOHNS COUNTY ROW SHALL BE THERMOPLASTIC.
 4. EXISTING STRIPING TO BE REMOVED SHALL BE TAKEN OFF BY WATER BLASTING.
 5. CURB & GUTTER SHALL MAINTAIN THE SAME GRADE/DIRECTION AS ADJACENT ROADWAY.
 6. CURB AND GUTTER SHALL SLOPE IN THE SAME DIRECTION AS THE ADJACENT ASPHALT.
 7. RPM'S SHALL BE PLACED PER FDOT STD. INDEX 17352.
 8. ALL ROW'S ARE PRIVATE WITHIN THE DEVELOPMENT.
 9. SEE LANDSCAPE PLANS FOR LANDSCAPE AND PLANTING DETAILS.
 10. SEE BUILDING PERMITS FOR DETAILED DRAWINGS OF MONUMENTATION, FENCING & COLUMNS.
 11. ALL DIMENSIONS ARE TAKEN FORM EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.

DATE: AUGUST 15, 2014
 PROJECT NO.: 113034.01
 DESIGNED BY: JBD
 DRAWN BY: DPT
 SCALE: AS NOTED

| No. | Date | Revision |
|-----|----------|--------------------------|
| 1 | 08/15/14 | 1st SUBMITTAL SJC/SJRWMD |
| 2 | 10/01/14 | PROPOSAL SET |
| 3 | 10/14/14 | 2nd SUBMITTAL SJC |
| 4 | 10/16/14 | 1st EARLY CLEARING SUB |
| 5 | 11/08/14 | 2nd EARLY CLEARING SUB |
| 6 | 12/02/14 | 3rd SUBMITTAL SJC |
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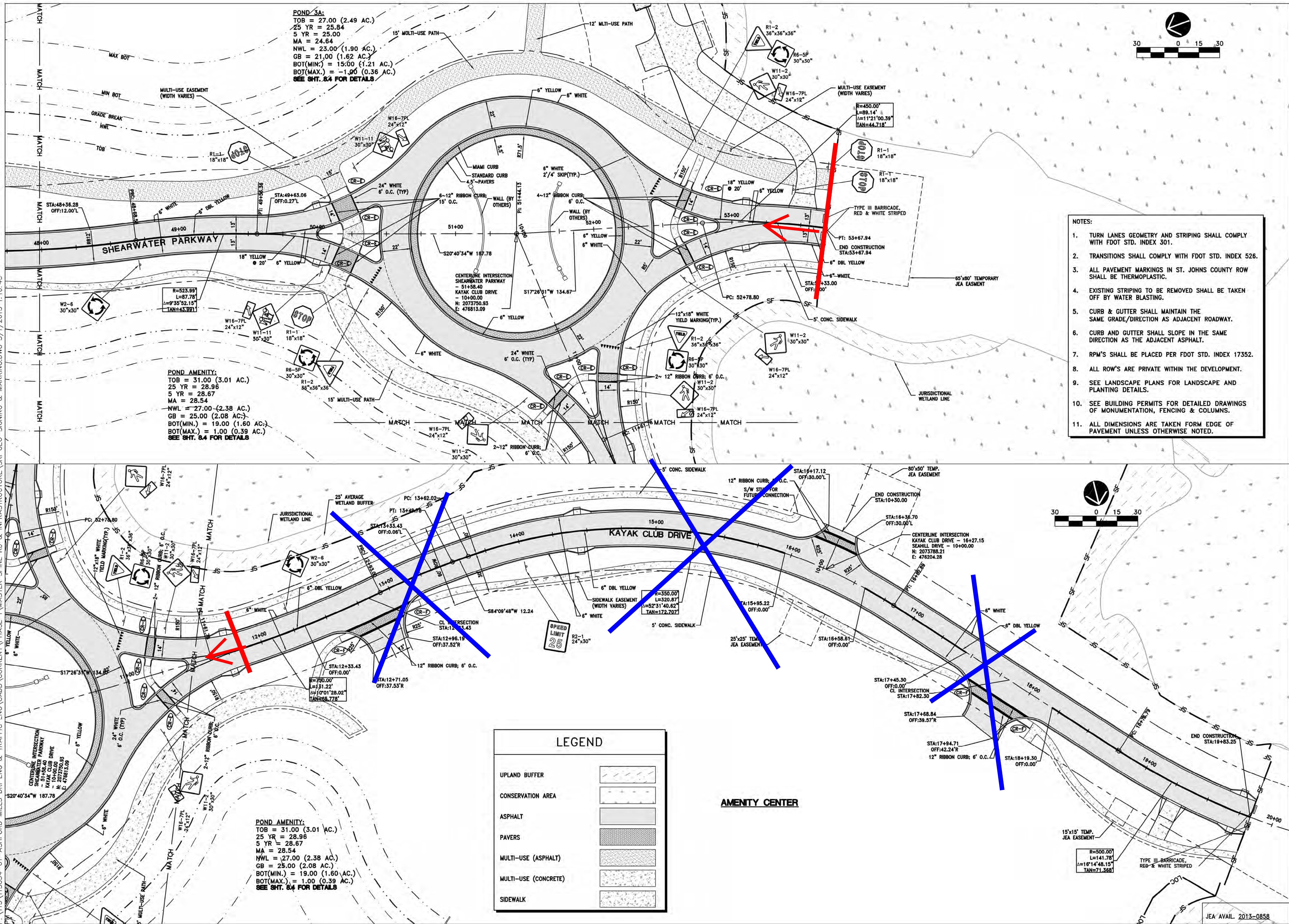
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P:\113034-01-ASHFORD MILLS DRI ENG & TRAFFIC ENG\CADD\CURRENT\PHASE 1\MASTER SPINE RD & INFRASTRUCTURE\SP1 GEO-SIGNING & MARKING.DWG 5/1/2015 11:10:31

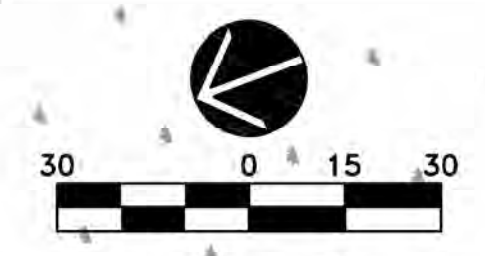
P:\113034-01-ASHFORD MILLS DRI ENG & TRAFFIC ENG\CADD\CURRENT\PHASE 1\MASTER SPINE RD & INFRASTRUCTURE\SRI GEO-SIGNING & MARKING.DWG 5/1/2015 11:10:45



POND 3A:
 TOB = 27.00 (2.49 AC.)
 25 YR = 25.84
 5 YR = 25.00
 MA = 24.64
 NWL = 23.00 (1.90 AC.)
 GB = 21.00 (1.62 AC.)
 BOT(MIN.) = 15.00 (1.21 AC.)
 BOT(MAX.) = -1.00 (0.36 AC.)
 SEE SHT. 84 FOR DETAILS

POND AMENITY:
 TOB = 31.00 (3.01 AC.)
 25 YR = 28.96
 5 YR = 28.67
 MA = 28.54
 NWL = 27.00 (2.38 AC.)
 GB = 25.00 (2.08 AC.)
 BOT(MIN.) = 19.00 (1.60 AC.)
 BOT(MAX.) = 1.00 (0.39 AC.)
 SEE SHT. 84 FOR DETAILS

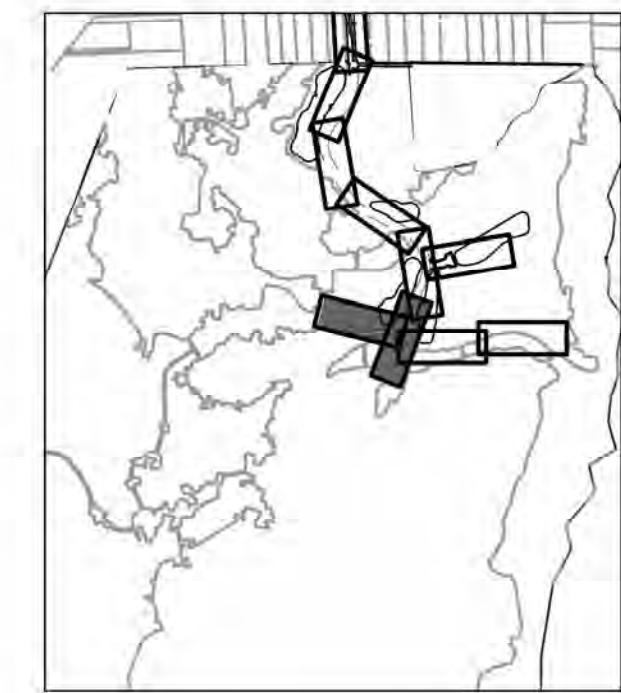
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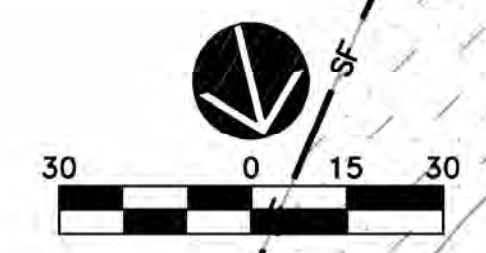
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PROSSER
 Community - Management - Energy - Relationships
 13901 Sutton Park Drive South, Suite 200
 Jacksonville, Florida 32224-0229
 Office 904.739.3655
 Fax 904.730.3413
 www.prosserinc.com
 Florida Certificate of Authorization
 Number: 00004050

**SHEARWATER
 PHASE 1
 SPINE ROAD &
 INFRASTRUCTURE**



KEY MAP



LEGEND

| | |
|----------------------|--|
| UPLAND BUFFER | |
| CONSERVATION AREA | |
| ASPHALT | |
| PAVERS | |
| MULTI-USE (ASPHALT) | |
| MULTI-USE (CONCRETE) | |
| SIDEWALK | |

DATE: AUGUST 15, 2014
 PROJECT NO.: 113034.01
 DESIGNED BY: JBD
 DRAWN BY: DPT
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SHEET TITLE
**GEOMETRY &
 SIGNING AND
 MARKING PLAN**

Tab 3

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 meeting of the Board of Supervisors of Trout Creek Community Development District was held on July 17, 2024, at 3:00 p.m. at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

Present and constituting a quorum:

- Mike McCollum Board Supervisor, Chairman
Vincent Sajkowski Board Supervisor, Vice Chairman
Clint Wright Board Supervisor, Assistant Secretary
Frank Murphy Board Supervisor, Assistant Secretary
Ryan Stone Board Supervisor, Assistant Secretary

Also present were:

- Melissa Dobbins District Manager, Rizzetta & Co., Inc.
Scott Brizendine Vice President, Rizzetta & Co., Inc. (speakerphone)
Katie Buchanan District Counsel, Kutak Rock, LLP
Matt Melchiori District Engineer, Prosser Inc. (speakerphone)
Belynda Tharpe General Manager, First Service Residential
Wanda Gartman HOA Manager, First Service Residential
Amy Murphy Representative, Prestige Landscaping
Zach Higginbotham Account Manager, The Greenery
David Roane Construction Administrator

Members of the public present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. McCollum called the meeting to order at 3:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Questions/Comments regarding sod at the tennis courts, pond landscaping maintenance, investment update and café sales.

50 **THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of
the Board of Supervisors' Meeting
held on June 19, 2024**

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53
54
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Mr. Wright requested that the minutes reflect that the SW Repair discussion with Prosser was tabled to a special meeting due to them not being able to attend the June 19th meeting and review the matter in person.

On a motion by Mr. Stone, seconded by Mr. Murphy, with all in favor, the Board approved the minutes of the Board of Supervisors' meeting held on June 19, 2024, as amended, for Trout Creek Community Development District.

58
59 **FOURTH ORDER OF BUSINESS**

**Ratification of the Operation
and Maintenance Expenditures
for June 2024**

60
61
62

On a motion by Mr. Murphy, seconded by Mr. Stone, with all in favor, the Board ratified the Operation & Maintenance Expenditures for June 2024, in the amount of \$321,390.24, for Trout Creek Community Development District.

63
64 **FIFTH ORDER OF BUSINESS**

**Acceptance of Arbitrage
Rebate Report Series 2015,
activity through
January 31, 2024**

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66
67
68

On a motion by Mr. Murphy, seconded by Mr. Stone, with all in favor, the Board accepted the Arbitrage Rebate Report Series 2015, activity through January 31, 2024, for Trout Creek Community Development District.

69
70 **SIXTH ORDER OF BUSINESS**

**Continued Discussion on
Investments**

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72
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77

Discussion ensued regarding possible investment options in US Treasury Bills. The Board directed Mr. Brizendine to continue investing the District's General Fund in the ICS option and then requested that a Municipal Advisor attend the August meeting to discuss additional options to invest a portion of the Reserve Funds in US Treasury Bills.

78 **SEVENTH ORDER OF BUSINESS**

Staff Reports

79
80
81

A. District Counsel

82
83
84

**1.) Discussion on Recently Enacted 2024 Legislation to Adopt Goals
& Objectives**

85 Ms. Buchanan updated the Board regarding new legislation HB 7013. She recommended
86 the Board consider adopting these on a broader scale for this first year. The Board tabled
87 until the August meeting.

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B. District Engineer

1.) Stormwater Outfall Repair Update

Ms. Buchanan reviewed notes from her draft notice to Besch and Smith regarding the repair to Pond 22A. It was made clear that the contractor will undertake and complete in accordance with the alterative design at no cost to the CDD. Construction will be monitored and inspected by ECS Florida at the CDD’s expense; Contractor will have no liability for future damages or claims resulting from the design failure related to the alternative design and provide no contractual warranty related to the alternative design, and lastly no other warranty, defect or claim by the CDD against the contractor relating to the work already performed will be waived, reduced or negatively impacted.

Discussion ensued.

On a motion by Mr. Stone, seconded by Mr. Murphy, with all in favor, the Board accepted Counsel’s drafted terms as stated for the repair and directed the memo to be signed by her, for Trout Creek Community Development District.

Mr. Wright also requested from Mr. Davis, a copy of the notice that was sent to the contractor regarding the de-watering by the following Friday.

The Board moved to Agenda item 5C.

EIGHTH ORDER OF BUSINESS

Update to CDD/HOA Water Utility Cost Share Agreement

Ms. Buchanan reviewed the agreement behind Tab 12. The Board agreed to make the effective date for each meter to be as of when the HOA accepted the turnover of the maintenance of the property.

On a motion by Mr. Stone, seconded by Mr. Wright, with all in favor, the Board approved as amended, for Trout Creek Community Development District.

NINTH ORDER OF BUSINESS

Staff Reports - *Continued*

C. Construction Administrator

No Report.

D. Landscape Reports

1.) Phase 1 – The Greenery

i.) Consideration of Proposal to Install Gravel

130 Mr. Higginbotham reviewed report and proposal under Tab 5. After discussion, the
131 Board requested more options for this area and to have renderings with it to see how it
132 may look afterwards. The Board noted areas of concern around the roundabout and the
133 JEA lift station.

134
135 **2.) Phase 2 - Tree Amigos**

136
137 i.) **Consideration of Sod Replacement Proposal on Tilden**
138 **Court**

139
140 ii.) **Consideration of Replacing Broken Oak Trees on**
141 **Shearwater Parkway**

142 iii.) **Consideration of Proposal for Audit at Amenity Center**
143

144 Ms. Tharpe noted that the proposals in the agenda are for information and have been
145 approved. She did receive an update that the vehicle's insurance will pay for damage to
146 the oak trees.

147 **3.) Phase 3 – Prestige**
148

149 Ms. Murphy reviewed report behind Tab 7 and it was noted the proposal for new plant
150 material that was included is on hold.

151
152 Ms. Dobbins presented Prestige's proposal to maintain Phase 3B-D, (Exhibit A). She
153 stated this should be the last section to add to Prestige's current agreement until
154 warranties have expired.
155

On a motion by Mr. Stone, seconded by Mr. Murphy, with all in favor, the Board approved Prestige's proposal for Phase 3B-D in the amount not-to-exceed \$3,677.68, which will be added in stages after Mr. Roane has fully inspected the install process, for Trout Creek Community Development District.

156
157 **E. Charles Aquatics Service Report**
158

159 Mr. Charles reviewed and discussed glyphosate and any concerns on how it is used to
160 control emersed vegetation including torpedo grass, spikerush, cattails and alligator
161 weed.

162
163 *Mr. McCollum left the meeting.*
164

165 **F. General Manager**
166

167 **1.) Update on Landscape/Irrigation Remediation**

168 **2.) June Item Sales Report**

169 **3.) June Category Sales Report**
170

171 Ms. Tharpe reviewed her reports under Tab 9. She updated the Board that the swim
172 team program was very successful this year and ran smoothly. She also requested if
173 the Board was interested in reviewing options for a business to take over the Café/Hub

174 instead of the CDD operating it. The Board requested further information and a cost
175 analysis so they could explore the opportunity further.

176
177 Ms. Tharpe updated the Board that the amenity security company, Godly Security
178 Services, which they had originally approved, became difficult to communicate with
179 when working on their final agreement. She is recommending rescinding that approval
180 and moving forward with another company, Tri-County Public Safety, for \$29.00/hour,
181 (Exhibit B).

182

On a motion by Mr. Wright, seconded by Mr. Stone, with all in favor, the Board rescinded approval with Godly Security Services and approved security services with Tri-County Public Safety, for Trout Creek Community Development District.

183
184 **G. District Manager**

185
186 Ms. Dobbins reminded the board that the FY 25 Budget PH is set for August 21st. She
187 requested the Board to confirm if they wanted to notice the higher assessment CAP
188 which was proposed at the May meeting or notice the lower assessment amount per
189 their last workshop. Discussion ensued. The Board directed the District Manager to
190 notice the higher Assessment Cap presented at the May meeting when the budget was
191 proposed to provide them more flexibility at the August public hearing. They further
192 directed staff to add language to the mailed notice that they have conducted several
193 meetings to identify ways to reduce the budget in hopes to lower the assessment for the
194 final adoption of the budget.

195
196 **TENTH ORDER OF BUSINESS**

**Consideration of FPL LED
Lighting Agreement Phase 3D**

197
198

On a motion by Mr. Murphy, seconded by Mr. Wright, with all in favor, the Board approved the FPL LED Lighting Agreement Phase 3D, for Trout Creek Community Development District.

199
200 **ELEVENTH ORDER OF BUSINESS**

**Consideration of Shearwater Phase
3H – Roadway Easement**

201
202

On a motion by Mr. Murphy, seconded by Mr. Stone, with all in favor, the Board approved Shearwater Phase 3H – Roadway Easement, for Trout Creek Community Development District.

203
204 **TWELFTH ORDER OF BUSINESS**

**Discussion Regarding Request for
District Engineer Proposals**

205
206
207 Ms. Dobbins updated the Board that an RFQ was advertised, and the District received one
208 proposal from Yuro & Associates. After discussion, the Board decided to give firms more
209 time and directed the District Manager to re-advertise the RFQ for proposals to be submitted
210 in time to be reviewed at the September meeting.

211

THIRTEENTH ORDER OF BUSINESS

**SUPERVISOR REQUESTS &
AUDIENCE COMMENTS**

SUPERVISORS

Mr. Murphy provided an update that the county denied the rezoning of the parcel along 210 to commercial. He also suggested that further review of golf carts allowed to the shopping plaza may be warranted.

Mr. Sajkowski requested an agenda item at the August meeting to review adding all CDD common area pond banks to be added to the landscaper’s scope of service.

Mr. Wright requested that the road paving proposals handed out at the workshop get added to that set of minutes for the record.

AUDIENCE

There were questions/comments regarding request to not install any more roses in Phase 3, dead grass along pond bank off Dollar Court, concern that roadway repairs would deplete reserve funds, recommended looking into county camera program for security and speeding and a request for developer to have construction trucks use construction entrance when school starts to reduce traffic on Shearwater Parkway.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Stone, seconded by Mr. Murphy, with all in favor, the Board adjourned the meeting at 6:03 p.m., for Trout Creek Community Development District.

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Secretary /Assistant Secretary

Chairman / Vice Chairman

DRAFT

Exhibit A

PRESTIGE LANDSCAPES OF NORTH FLORIDA, INC.

At

*Shearwater Phase 3B-D
Townhome Common Areas CDD”*

PRESTIGE LANDSCAPES OF NORTH FLORIDA
CHRIS KENNY - OWNER
904-315-8041
ST. JOHNS, FLORIDA 32260
chris@pliflorida.com



Chris Kenny—Owner
904-315-8041
P.O. Box 600061
St. Johns, Florida 32260
chris@pliflorida.com

July 17, 2024

Melissa Dobbins, District *Manager*
Trout Creek CDD
2806 N. 5th St. unite 403
St. Augustine, FL 32084

Re: Landscape Maintenance Services Proposal for Shearwater PH-3B-D Townhomes Common Areas “CDD”

Mrs. Dobbins,

Thank you for considering a partnership with Prestige Landscapes of North Florida as your landscape maintenance service provider. Our proposal has been created to address the specific needs and expectations you have expressed for **Shearwater PH 3B-D Townhomes Common Areas CDD**. With this is your Landscape Maintenance Plan we designed to give you a landscape that you can be proud of.

Your Landscape Maintenance Plan includes the following sections:

Scope of Services Summary: Summarizes our proposed scope of services, detailing the Best Practices we have developed to provide a consistent appearance across your landscape.

References: Selected listing of clients who manage properties with landscape needs similar in scope to yours. Please reach out to them with any questions you have about our firm.

About Us: Information about our company’s qualifications, capabilities and values.

Your Investment: Our service agreement and pricing for the services we’ll provide to your property.

If you have any questions after reviewing our proposal, please contact me at any time. I would welcome the opportunity to provide you any further details about our firm’s commitment to delivering a landscape that you will be proud of.

Sincerely,

Chris Kenny
Owner/President
chris@pliflorida.com
904.315.8041

Shearwater PH-3B-D Townhomes Common Areas “CDD”

7/17/2024

Landscape Management Service Pricing Sheet

Details of Proposal

Prestige Landscapes will assume landscape maintenance responsibility of completed landscape within the CDD area contained within Phase 3B-D Townhomes. This process will take several inspections of (finished regions) as the builder completes them in connection to building landscaping in the same vicinity. The builder “Lennar Homes” is responsible for installing landscape and irrigation within the CDD areas in accordance with plan provided by the developer. Areas will be inspected by staff for acceptance, prior to maintenance start up. Accepted landscape CDD areas will be measured and agreed upon by both parties. Contract billing will increase as regions are accepted for maintenance at the per square foot cost shown herein. Other services will be added at the same prorated percentage also.

Common Area Maintenance Services

| | |
|---|-------------|
| Mowing Includes mowing, edging, string-trimming and cleanup. | \$14,539.00 |
| Detailing Includes shrub pruning, tree pruning, palm pruning and weeding. | \$6,593.17 |
| IPM – Fertilization & Pest Control Fertilization/fungicide/insecticide/herbicide/etc. | \$10,500.00 |
| Irrigation Inspection | \$12,500.00 |

Annual Common Total \$44,132.17

Monthly Common Total \$3,677.68

Price Per Square Foot Break Down \$0.23

| SERVICES | VISITS |
|---|-----------|
| Mowing | |
| Mow, Hard Edge, String Trim & Cleanup (St. Augustine) | 38 |
| Soft Edge (St. Augustine) | 21 |
| Bahia Mowing | 36 |
| Detailing | |
| Weeding (by hand) | 36 |
| Weeding (roundup) | 21 |
| Shrub Pruning | 21 |
| Crape Myrtle Pruning | 1 |
| Etc.... | |
| IPM – Fertilization & Pest Control | |
| <i>Fertilization</i> | |
| St. Augustine PLI uses 4 slow-release granular apps | 6 |
| Shrubs | 4 |
| Small Trees | 4 |
| Large Trees | 4 |
| Etc.... | |
| <i>Chemical – Turf</i> | |
| St. Augustine Insecticide | 6 |
| St. Augustine Herbicide | 6 |
| Etc.... | |
| <i>Chemical – Shrubs/Trees</i> | |
| Shrubs – Fungicide | As needed |
| Shrubs – Insecticide | As needed |
| Small /Medium Tree - Fungicide | As needed |
| Small /Medium Tree – Insecticide | As needed |
| Palm Tree – Insecticide | As needed |
| Irrigation Inspections | |
| # Of Checks | 12 |
| Palm Pruning | |
| Standard Palms | 1 |
| Tropical Palms | - |
| Specialty Palms | - |
| Mulch | |
| Mulch Application – Mini Pine Bark | 1 |
| Mulch Application – Pine Straw | - |
| Annual Flowers | |
| Standard Annual Flower Installation | - |
| Deluxe Annual Flower Installation | - |
| Holiday/Perennial Flower Installation | - |
| Annual Bed Soil Replenishment | - |
| Annual Flower Bed Maintenance | - |

What you can expect from us as our valued Client!

Communication

You need to know what is going on. Most frustration comes from not knowing. We have confronted this issue head on—our systems put communication first. Clients have a single point of contact regardless of the stage of their job. There are regular updates, and we always welcome lots of feedback. It is always our policy to be honest and responsive and our objective is complete customer satisfaction.

Customization

One size does not fit all. Every property we service has its own set of needs and issues. Our experienced staff and integrated approach allow us to find unique solutions to meet most property or budget constraints. It is our focus to be as flexible as possible so that we find the best solution and our customer experience is stress free.

Proactivity

We will fix it before it is a problem. The last thing we want is for our clients to point out something we have missed. We have built our service programs around proactivity and our professionals strive to catch every detail before someone else does. Procedures, checklists and training all focus on one result—making sure our customers do not have to manage our work.

Personnel

- We understand that our personnel are perceived as your representatives while on your property; rest assured in knowing they will conduct themselves in an efficient, well-mannered, well-groomed, and workman-like manner.
- All our services are coordinated to minimize disruption and maximize safety to people and vehicular traffic.
- We provide all labor, transportation, and supervision necessary except in circumstances where we may use a reputable subcontractor (e.g., palm pruning, mulch, and irrigation) to carry out the task.
- Should we accidentally damage anything on your property, we will promptly make repairs at no cost to you.

Our Vehicles and Equipment

- Our service vehicles are well maintained, registered, insured, and operated only by responsible licensed personnel.
- All trailers, storage facilities, and maintenance equipment are in good condition and present a clean and neat appearance.
- Tools and equipment will be perfectly suited to the task at hand and used with safety gear when necessary.

Additional Services

- We will gladly provide extra services (such as irrigation repair and plant material replacement), special services and/or landscape enhancements at an additional charge with written approval from one of your authorized representatives. Our landscape design team and enhancement crews are ready when you are!

Additional Provisions

- Your personal Account Manager will conduct inspections monthly to assess and remedy landscape maintenance deficiencies as soon as possible.
- We offer a 24-hour contact list for use in case of emergencies.
- Removal of all landscape debris generated on the property during landscape maintenance is our sole responsibility, at no additional expense to you.
- Access to a water source on your property must be provided for use in spray applications.
- All products will be applied as directed by the manufacturers' instructions and in accordance with all state and federal regulations.
- We will frequently assess, identify, and notify you of any landscape conditions that affect long-term health including our suggestions regarding the best course of action. While we cannot guarantee the survival of plant material, since it is a living thing, any plant material that dies as a direct and identifiable result of improper maintenance practices will be replaced at no additional cost to you.

Agronomics Program



Customer: Prestige Landscapes of North Florida
Property: Shearwater PH-3B-D Townhomes Common Areas "CDD"
Turf Program

January – February

Atrazine; 8-4-36 turf special, Bifen XTS

March-April

24-0-11 granular fertilization

Bifen Xts. Post-emergent weed control, and iron supplement

May

Spectacle Pre-m, Meridian Insecticide, Basagran Herbicide; Manor Herbicide

16-0-8 w/ Micronutrients granular turf

July

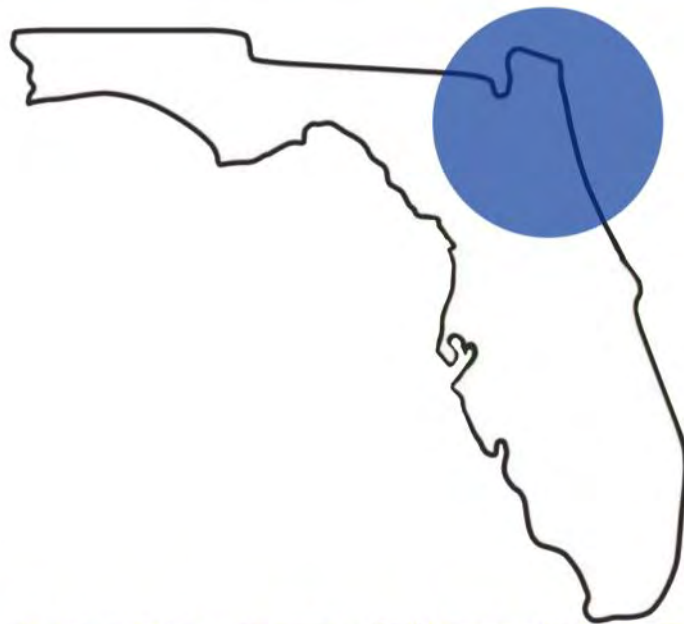
IPM Spot treatments as needed.

August

16-0-8 w/ micronutrients granular turf

October - November

9-0-24 Granular Turf Fertilization



PRESTIGE
LANDSCAPES
OF NORTH FLORIDA, INC.

PRESTIGE LANDSCAPES OF NORTH FLORIDA
CHRIS KENNY - OWNER
904-315-8041
ST. JOHNS, FLORIDA 32260
chris@pliflorida.com

Exhibit B

**Tri-County
Safety and Security**

**Security Guard
Services**

We offer both Armed and Un-Armed Security Officers.

We hire ONLY personnel with prior Law Enforcement, Military, and or Extensive Public Safety Service and Experience

Security Patrol Service

We Offer Marked, Unmarked and Specialized Vehicle Patrol Services.

**Specialized Security
Services**

We offer Security Services to fit All Client Needs. We offer specialized services such, but not limited to; Plain Clothes Executive Protection, Critical Infrastructure, Church Security, Special Operations, Drone Service, CCTV Monitoring and Much More.....

**Combination Security
and Medical Services**

We offer awesome packages where you can combine Security Professionals who are cross trained as Emergency Service Specialists. This is one of our most popular cost-effective packages.

Tri-County Public Safety and Training Tri-County Safety and Security

Credentialed Florida State Agency B 3100174

WWW.TRICOUNTYFLORIDA.COM



**24/7 Dispatch
(833) 807-2565
Office
(904) 909-7572**

Message from the Chief

Thank you for taking the time to consider Tri-County for your business or event needs.

We at Tri-County strive to provide each of our clients with the best possible service available in the industry. We accomplish this by providing you with a product that exceeds the industry standards and requirements, and by treating each client like they are a member of the Tri-County Family.

Should you have any questions, concerns or suggestions, my door is always open and my phone is always answered, please do not hesitate to reach out.

Billy Bonney

Chief William "Billy" Bonney

- Security and Emergency Services Specialists who provide Dedicated, Experienced, Professional and Reliable Service.
- Our Motto: Service through Integrity, Respect, Resourcefulness and Professionalism.
- We provide our clients the best service in the industry by exceeding industry standards in staffing, reporting, client communication and ethical service. We pride ourselves in providing our staff with state-of-the-art equipment, resources, uniforms and training. Our agency treats each employee with respect and dignity. We offer our staff competitive wages and employment incentives.

Our Mission

The mission of Tri-County Public Safety and Training and Tri-County Safety and Security is to provide a service that exceeds what is currently available on the market today. Most agencies provide either a "Security Guard" that does nothing more than observe and report. This type of service does nothing to service client needs. Tri-County's mission will be to provide a combination of proactive services that specifically target the needs of our clients by providing trained employees that can react to a variety of situations that may arise, provide preventative measures, and provide our customers with a peace of mind.

Tri-County Public Safety and Training

Event Medical Service

We offer medical services to fit any special event. We specialize in First Responder and First Aid Services for events such as Fairs, Festivals, Sporting Events, Races and Much More. Why pay High Prices to Municipalities and EMS Services with Rescue Personnel when you can have the same or better services committed to you and your event.

Public Training Services

We offer a wide variety of community training options. Some of our most popular are Church Security, First Aid and CPR, Refuse to be a Victim, Civilian ECD (Taser), Florida CCW and Much More. We will fit a package to meet your needs.

Industry Training Services

For our Public Safety Partners, we offer OC, Expandable Baton, ECD, Handcuffing, Report Writing, Ethics, Verbal Judo and Much More.

Service Features and Benefits



All our staff are trained at either the Basic Life Support or Advanced Life Support Level.

Custom Service Packages to individually fit each client.

We assist our clients in lowering their insurance rates.

Our Firms liability insurance far exceeds the Florida Requirements

We hire only the best in the industry.



WE OPERATE THE MULTI AGENCY PRIVATE ENFORCEMENT RADIO NETWORK TO PROVIDE A 24/7 EMERGENCY DISPATCH SERVICE

(833) 807-2565

Our Management Team

- **Chief of Service / Chief Executive Officer - William "Billy" Bonney** – Billy has over 30 years in Law Enforcement, Fire and EMS Service. Billy has commanded several divisions and agencies in the Public Safety Field and has several instructor certifications.
- **Assistant Chief of Service Robert Ruggere** – Robert comes to us with an extensive background in Leadership with the US Army Military Police. Robert has a strong background and passion for security operations, planning, and training.
- **Deputy Chief Ivonne "Nikki" Francis** – Nikki comes to us with extensive Personnel and Security experience from the US Army. She leads our Patrol Division and Project/Contract start up teams.
- **Deputy Chief William "Willie" McBride** – Willie comes to us with extensive Security Personnel Development Experience. Willie leads our dayshift operations, to include oversight of the Communications Division, Officer Relations and Corrective Action Team.
- **Commander Arthur Rosati** – Art heads up our School Services and Protection Divisions. Art comes to us with an extensive Military and Protective Service Background and has a great wealth of knowledge. He is a great asset to our team.

Tri-County Public Safety and Training
Tri-County Safety and Security

11250 Old St. Augustine Road Ste. 15-244
Jacksonville, Florida 32257
Phone - (904) 909-7572
info@tri-countydps.com



Tri-County Public Safety and Training

Tri-County Safety and Security

Multi Agency Private Enforcement Radio Network



Date: 15, July 2024

To: Trout Creek CDD

Attn: Belynda Tharp, General Manager

From: William "Billy" Bonney, CEO

Re.: Amenities Public Safety Officer

Thank you for taking the time to consider Tri-County Public Safety for your Public Safety needs. I would like to provide you with the below proposal for service. This proposal will give us the opportunity for a confirmed coverage agreement with an expedited start.

Scope of Service

Amenities Public Safety Officer

The Public Safety Officer will conduct physical security checks of the facility and will deal with any criminal activity or safety concerns found, make Proper notifications and documentation.

The officer will monitor the facility for unauthorized access, ensure all residents and guests access the facility according to the property rules, and remove any unauthorized persons according to CDD Rules, TCPS Policy and Florida Law.

The Public Safety Officers will be in a seasonal departmental police style uniform identifying them as Tri-County Officers, unless a plain clothes detail is requested.

The Public Safety Officer will have an agency vehicle when available, unless a marked vehicle is requested.

The Officers will act as your agents and as a visual deterrent for criminal activity, intervening in any theft, trespass, community rule violation, or criminal act found on client property.

The officers will be an **Emergency Medical First Responder or EMT.**

William "Billy" Bonney
Chief of Service



11250 Old St. Augustine Rd Ste. 15-244
Jacksonville, FL 32257
(904) 909-7572



Tri-County Public Safety and Training

Tri-County Safety and Security

Multi Agency Private Enforcement Radio Network



Communications and Reporting

Tri-County Public Safety uses MAPERN Communications, a 24-Hour Dispatch System with 2-Way Radio communications. You will have the ability as a client to use this service for any public safety needs. If the client wishes to use this service, an addendum to this agreement will be made. Each officer will be equipped with a 2-way radio as well. You will receive a detailed daily report as well as a separate report of any incident that occurs through the THERMS reporting system.

Cost of Services

\$29.00 Per Officer/Per Hour
N/A Per Patrol / Per Property
\$25 Per Week Equipment / Technology
\$15 Per Day (If Requested) Patrol Vehicle

Tri-County honors all Federal Holidays including New Years Eve, Christmas Eve, Good Friday, and the Day After Thanksgiving. Tri-County Pays its employees and a Time and one-half rate. The bill rate for these days is respectively charged at the same rate.

Payment

The client will be invoiced through FreshBooks immediately after the event. With the option to pay by Credit Card or ACH. The client agrees to pay said invoice within 3 days of the event. A \$50.00 late fee will be assessed after the 3 days have elapsed with an additional 5% late fee per day assessed. There will be a 7% Credit Card/ACH fee assessed if paid by this option.

Insurance and Liability

The client acknowledges that Tri-County Safety and Security is not an insurer, and that the security services provided hereby do not constitute maximum security. The security services are intended to act only as a deterrent and to provide only a degree of security to carry out the written operating procedures or Post Orders. The amounts payable to Tri-County Safety and Security under this Agreement are not based upon the value of the Client's property, nor the property of others located in or about Client's premises. The services provided under this Agreement are solely for the benefit of Client and neither this Agreement nor any services rendered hereunder shall create or be deemed to create any rights in any other party as a third-party beneficiary. Client agrees to indemnify and hold Tri-County Safety and Security harmless against all claims by such third parties. Tri-County Safety and Security shall maintain Workers' Compensation Insurance covering its Security Officers and other personnel engaged in the furnishing of services under this Agreement. In addition, Tri-County Safety and Security shall maintain for its own protection Comprehensive General Liability and Automobile coverage. Tri-County Safety and Security shall not be liable for any claim, demand or liability resulting in whole or part from any negligent or willful act of Client, or any of Client's employees, officers, directors or representatives.

Thank you for considering a partnership with Tri-County Public Safety. If you accept this proposal, please fill out the information below and provide a signature. This will authorize us to begin services on your specified start date. I will then forward a formal contract for you to sign.

Best Regards,

Tri-County Public Safety and Training / Tri-County Safety and Security



William "Billy" Bonney
 Chief of Service

11250 Old St. Augustine Rd Ste. 15-244
Jacksonville, FL 32257
(904) 909-7572



Tri-County Public Safety and Training

Tri-County Safety and Security

Multi Agency Private Enforcement Radio Network



Thank you for considering a partnership with Tri-County Public Safety. If you accept this proposal, please fill out the information below and provide a signature. This will authorize us to begin services on your specified start date. I will then forward a formal contract for you to sign.

Authorization to begin services

By signing below as an authorized agent of

Client's Business Name and Address

I authorize employees of Tri-County Public Safety/Tri-County Safety and Security to perform security services on my property. This property is located at

Name and Location of the Event

Services are to begin on _____.

Representative

Client Business or Authorized Agent

Print Name

Signature

Date

William "Billy" Bonney
Chief of Service



11250 Old St. Augustine Rd Ste. 15-244
Jacksonville, FL 32257
(904) 909-7572



Tri-County Public Safety and Training

Tri-County Safety and Security

Multi Agency Private Enforcement Radio Network



Clients with similar needs that we service, or have serviced in the past:

Currently Serving:

Waterleaf HOA –

Public Safety Amenities Officer

Oakmont CDD –

Public Safety Amenities Officer / Premises Public Safety Patrol

Fleming Island Plantation CDD –

Public Safety Amenities Officer / Premises Public Safety Patrol

Riverbank Apartments –

Public Safety Amenities Officer / Premises Public Safety Patrol

Biscayne Bay HOA –

Public Safety Amenities Officer

Previously Served:

Willow Ridge – New Board did not wish to continue security.

Public Safety Amenities Officer / Premises Public Safety Patrol



William "Billy" Bonney
Chief of Service

11250 Old St. Augustine Rd Ste. 15-244
Jacksonville, FL 32257
(904) 909-7572

Tab 4

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

Operation and Maintenance Expenditures Presented For Board Approval July 2024

Attached please find the check register listing the Operation and Maintenance expenditures paid from July 1, 2024 through July 31, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$354,651.15**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|-------------------------------|---------------------|-------------------------|--|-----------------------|
| Adkins Electric, Inc. | 101177 | 1328 | Installed New Floor Outlets, Replaced a Pole Light Fixture 07/24 | \$ 2,800.00 |
| All Weather Contractors, Inc. | 101142 | 179944 | Fire Pit Maintenance 06/24 | \$ 395.00 |
| Arrow Exterminators | 101143 | 56978035 | Monthly Pest Control Services 06/24 | \$ 116.00 |
| Arrow Exterminators | 101143 | 56978154 | Monthly Pest Control Services 06/24 | \$ 59.00 |
| Arrow Exterminators | 101143 | 56978155 | Rodent Control Services 06/24 | \$ 35.00 |
| Arrow Exterminators | 101178 | 57403726 | Rodent Control Services 07/24 | \$ 186.00 |
| Arrow Exterminators | 101178 | 57404004 | Monthly Pest Control Services 07/24 | \$ 116.00 |
| Arrow Exterminators | 101178 | 57404005 | Pest Control Services 07/24 | \$ 96.00 |
| AT&T | 20240717-04 | 151561791 07/24 Autopay | Internet Services 07/24 | \$ 32.10 |
| AT&T | 20240717-03 | 299942543 07/24 Autopay | Internet Services 07/24 | \$ 32.10 |
| AT&T | 20240727-01 | 323382736 07/24 Autopay | TV & Internet Services 07/24 | \$ 134.82 |
| AT&T | 20240729-02 | 324079257 07/24 Autopay | Phone & Internet Services 07/24 | \$ 170.32 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--|---------------------|-----------------------|---|-----------------------|
| Atlantic Security | 101161 | 348294 | Key Fob's 07/24 | \$ 2,043.00 |
| Atlantic Security | 101193 | 349917 | Fire Phone Line Monitoring 08/24 | \$ 360.00 |
| Charles Aquatics, Inc. | 101154 | 51189 | Pond Maintenance 07/24 | \$ 3,279.00 |
| Charles Aquatics, Inc. | 101179 | 51237 | Additional Pond Maintenance 07/24 | \$ 232.00 |
| Chiller Medic, Inc. | 101125 | 11727 | Condensers Installed 06/24 | \$ 14,390.00 |
| Colden Company, Inc. | 101144 | 18375 | Quarterly Voice & Phone Services 07/24 | \$ 938.97 |
| Colden Company, Inc. | 101155 | 18407 | Service Call 06/24 | \$ 200.00 |
| Cronin Ace Hardware | 101162 | Monthly Summary 06/24 | Acct# 10111 Miscellaneous Supplies 06/24 | \$ 54.01 |
| CX3, Inc. dba Sundancer Sign Graphics | 101194 | 54311 | Signs 07/24 | \$ 2,070.00 |
| Deputy Services | 20240717-01 | 747676 | Deputy Services 06/14/24 | \$ 173.25 |
| Deputy Services | 20240717-02 | 748445 | Deputy Services 06/15/24 | \$ 173.25 |
| Deputy Services | 20240703-01 | 752820 ACH | Deputy Services 06/21/24 | \$ 174.98 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--------------------|---------------------|-----------------------|----------------------------|-----------------------|
| Deputy Services | 20240703-02 | 753517 ACH | Deputy Services 06/22/24 | \$ 173.25 |
| Deputy Services | 20240709-01 | 759934 ACH | Deputy Services 06/28/24 | \$ 173.25 |
| Deputy Services | 20240709-02 | 760646 ACH | Deputy Services 06/29/24 | \$ 173.25 |
| Deputy Services | 20240712-01 | 763745 ACH | Deputy Services 07/04/24 | \$ 204.75 |
| Deputy Services | 20240712-02 | 763782 ACH | Deputy Services 07/04/24 | \$ 375.38 |
| Deputy Services | 20240712-03 | 764673 ACH | Deputy Services 07/05/24 | \$ 173.25 |
| Deputy Services | 20240712-04 | 765341 ACH | Deputy Services 07/06/24 | \$ 173.25 |
| Deputy Services | 20240719-02 | 769572 | Deputy Services 07/12/24 | \$ 173.25 |
| Deputy Services | 20240719-03 | 770275 | Deputy Services 07/13/24 | \$ 173.25 |
| Deputy Services | 20240730-01 | 776536 ACH | Deputy Services 07/19/24 | \$ 173.25 |
| Deputy Services | 20240730-02 | 777230 ACH | Deputy Services 07/20/24 | \$ 173.25 |
| Deputy Services | 20240730-03 | 781592 ACH | Deputy Services 07/26/24 | \$ 176.14 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--|---------------------|---------------------------|---------------------------------------|-----------------------|
| Deputy Services | 20240730-04 | 782298 ACH | Deputy Services 07/27/24 | \$ 173.25 |
| EZ Event Ride Inc. | 101180 | 03 Fourth of July | Trolley Services 07/24 | \$ 1,650.00 |
| First Place Fitness Equipment, Inc | 101195 | 40645 | Flex Disinfectant Wipes 06/24 | \$ 359.88 |
| First Place Fitness Equipment, Inc | 101195 | 40804 | Flex Disinfectant Wipes 07/24 | \$ 359.88 |
| FirstService Residential Florida, Inc. | 101181 | 10974576 | Name Tags - Business Cards 04/24 | \$ 81.36 |
| FirstService Residential Florida, Inc. | 101163 | 10985463 | Management Services 06/15/24-06/28/24 | \$ 20,057.05 |
| FirstService Residential Florida, Inc. | 101190 | 10987489 | Management Services 06/29/24-07/12/24 | \$ 21,821.32 |
| FirstService Residential Florida, Inc. | 101196 | 10988340 | Medical Insurance 07/24 | \$ 2,904.00 |
| Florida Department of Revenue | 20240711-01 | 65-8017062725-9 06/24 ACH | 65-8017062725-9 Sales & Use Tax 06/24 | \$ 756.91 |
| Florida Janitor & Paper Supply | 101145 | 372547 | Janitorial Supplies 06/24 | \$ 277.93 |
| Florida Janitor & Paper Supply | 101156 | 372887 | Janitorial Supplies 07/24 | \$ 265.41 |
| Florida Janitor & Paper Supply | 101182 | 373072 | Janitorial Supplies 07/24 | \$ 379.39 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| Vendor Name | Check Number | Invoice Number | Invoice Description | Invoice Amount |
|--------------------------------|--------------|--------------------------------------|---|----------------|
| Florida Janitor & Paper Supply | 101197 | 373414 | Janitorial Supplies 07/24 | \$ 215.80 |
| Florida Natural Gas | 101164 | 1052581ES | Natural Gas Services 06/24 | \$ 9.02 |
| Florida Power & Light Company | 20240705-02 | 03602-11429 05/24 Autopay | 38 Rosemont Dr 05/24 | \$ 34.08 |
| Florida Power & Light Company | 20240730-05 | 06081-09518 06/24 Autopay | 315 Rosemont Dr #IRR 06/24 | \$ 28.31 |
| Florida Power & Light Company | 20240729-04 | 39473-03305 06/24 Autopay | 25 Ridgewind Dr #LTG 06/24 | \$ 53.56 |
| Florida Power & Light Company | 20240730-06 | 49571-83074 06/24 Autopay | 204 Chalet Ct #IRR 06/24 | \$ 25.66 |
| Florida Power & Light Company | 20240719-01 | 67979-76187 06/24 ACH | 574 Timberwolf Trl 06/24 | \$ 17.29 |
| Florida Power & Light Company | 20240716-01 | 67979-76187 Deposit ACH | Acct Deposit 574 Timberwolf Trl 07/24 | \$ 50.00 |
| Florida Power & Light Company | 20240730-07 | 92236-52372 06/24 Autopay | 23 Calcutta Dr #IRR 06/24 | \$ 42.60 |
| Florida Power & Light Company | 20240705-01 | 98411-59305 05/24 Autopay | 37 Timberwolf Trl 05/24 | \$ 36.56 |
| Florida Power & Light Company | 20240726-01 | Monthly summary 06/24 Autopay 324 | Electric Services 06/24 | \$ 10,189.25 |
| Frank Murphy | 101172 | FM071024 | Board of Supervisors Workshop Meeting 07/10/24 | \$ 200.00 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--------------------------------|---------------------|------------------------------|--|-----------------------|
| Frank Murphy | 101183 | FM071724 | Board of Supervisors Meeting 07/17/24 | \$ 200.00 |
| Gannett Florida LocaliQ | 101159 | 6523514 1/4 | Acct# 764106 Legal Advertising 06/24 | \$ 433.68 |
| HD Supply, Inc. | 101150 | 1851603 Summary 06/24 | Miscellaneous Supplies 06/24 | \$ 1,927.31 |
| HD Supply, Inc. | 101198 | 1851603 Summary 07/24 | Miscellaneous Supplies 07/24 | \$ 3,313.69 |
| IPFS Corporation | 101146 | GAA-D40542 Pmnt #10 08/24 | Liability Insurance Payment 10 08/24 | \$ 7,505.98 |
| JEA | 20240705-03 | 9634626977 05/24 Autopay | Water-Sewer Services 05/24 | \$ 54,903.14 |
| Konica Minolta Premier Finance | 101165 | 532586781 | Copier Lease #500-00673850-000 07/24 | \$ 1,005.49 |
| Kutak Rock, LLP | 101147 | 3411909 | Legal Services 05/24 | \$ 1,762.60 |
| Maximum Entertainment Trivia | 101148 | 061124 Father's Day | DJ for Father's Day 06/24 | \$ 350.00 |
| Mini Melts of America, Inc. | 101151 | 459810 | Ice Cream Precup 06/24 | \$ 272.60 |
| Mini Melts of America, Inc. | 101166 | 461859 | Ice Cream Precup 07/24 | \$ 82.25 |
| Mini Melts of America, Inc. | 101184 | 465009 | Ice Cream Precup 07/24 | \$ 131.60 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|---|---------------------|-----------------------|---|-----------------------|
| Noreast Capital Corporation | 101199 | 67977 Deposit | Deposit Cardio Equipment 07/24 | \$ 5,886.22 |
| PlayGrow, Inc. | 101167 | INV0368 | Playground Inspections 07/24 | \$ 3,000.00 |
| Poolsure | 101152 | 131295622491 | Pool Chemicals 07/24 | \$ 4,588.50 |
| Posey Family Outdoor Services | 101200 | 197774 Balance | Balance Fence Removal W/O 197774 7/24 | \$ 15,368.15 |
| Posey Family Outdoor Services | 101200 | 198194 Addition | Addition to Fence Removal W/O 197774 04/24 | \$ 5,209.38 |
| Prestige Landscapes of North Florida, Inc. | 101153 | 12145 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101153 | 12148 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101153 | 12149 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101153 | 12150 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101157 | 12151 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101157 | 12158 | Irrigation Repair 05/24 | \$ 300.00 |
| Prestige Landscapes of North Florida, Inc. | 101157 | 12159 | Irrigation Repair 05/24 | \$ 360.60 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--|---------------------|------------------------|--|-----------------------|
| Prestige Landscapes of North Florida, Inc. | 101192 | 12164 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101157 | 12178 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101153 | 12180 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101153 | 12181 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101153 | 12182 | Irrigation Repair 05/24 | \$ 110.00 |
| Prestige Landscapes of North Florida, Inc. | 101157 | 12211 | PH3 Monthly Maintenance 07/24 | \$ 20,953.17 |
| Republic Services | 20240706-01 | 0687-001438150 Autopay | Waste Disposal Services 07/24 | \$ 700.57 |
| Richard Clinton Wright | 101173 | CW071024 | Board of Supervisors Workshop Meeting 07/10/24 | \$ 200.00 |
| Richard Clinton Wright | 101185 | CW071724 | Board of Supervisors Meeting 07/17/24 | \$ 200.00 |
| Rizzetta & Company, Inc. | 101141 | INV0000091045 | District Management Fees 07/24 | \$ 4,585.09 |
| Rizzetta & Company, Inc. | 101171 | INV0000091231 | Special Meeting & Workshop 07/24 | \$ 700.00 |
| Ryan Scott Stone | 101174 | RS071024 | Board of Supervisors Workshop Meeting 07/10/24 | \$ 200.00 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|--|---------------------|-------------------------------|--|-----------------------|
| Ryan Scott Stone | 101186 | RS071724 | Board of Supervisors Meeting 07/17/24 | \$ 200.00 |
| Surfside Pools | 101168 | 201089 | Pool Maintenance 07/24 | \$ 3,500.00 |
| Surfside Pools | 101168 | 305265 | Pool Cleaning 06/24 | \$ 212.50 |
| Surfside Pools | 101168 | 305267 | Pool Chemicals 06/24 | \$ 172.00 |
| TECO Peoples Gas | 20240729-03 | 211011457499 06/24 Autopay | Natural Gas Services - 182 Kayak Way 06/24 | \$ 46.00 |
| TECO Peoples Gas | 20240729-01 | 221008807523 06/24 Autopay | Natural Gas Services - 2105 Shearwater Pkwy 06/24 | \$ 45.87 |
| The Bank of New York Mellon | 101169 | 252-2644943 | Trustee Fees Series 2018 07/01/24 - 06/30/25 | \$ 4,500.00 |
| The Greenery of North Florida, Inc. | 101158 | 755854 | Landscape Maintenance Contract #59056 07/24 | \$ 17,681.32 |
| The Sherwin-Williams Co., Inc. | 101187 | 2283-8312-1 Summary 06/24 | Miscellaneous Paint Supplies 06/24 | \$ 83.36 |
| The Tree Amigos Outdoor Services, LLC | 101201 | 202989 | Landscape Enhancement @ Winderley Pond 07/24 | \$ 1,450.00 |
| The Tree Amigos Outdoor Services, LLC | 101201 | 203410 | Landscape Enhancement @ Winderley Ct Lift Station 07/24 | \$ 1,972.50 |
| The Tree Amigos Outdoor Services, LLC | 101160 | 210914 | Tree Removal 06/24 | \$ 2,080.00 |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

July 1, 2024 Through July 31, 2024

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Amount</u> |
|---------------------------------------|---------------------|-----------------------|--|-----------------------------|
| The Tree Amigos Outdoor Services, LLC | 101138 | 211061 | Monthly Landscape Maintenance 06/24 | \$ 30,054.60 |
| Trout Creek CDD | DC072924 | DC072924 | Debit Card Replenishment | \$ 3,624.22 |
| Tube Pro Inc | 101149 | 61114 | Replacement for Damaged Tubes 06/24 | \$ 497.50 |
| Vesta Property Services, Inc. | 101170 | 420021 | Lifeguard/Supervisor/Pool Monitor 05/24 | \$ 11,328.40 |
| Vesta Property Services, Inc. | 101170 | 420719 | Lifeguard/Supervisor/Pool 06/24 | \$ 50,474.03 |
| VGlobal Tech | 101188 | 6217 | Quarterly ADA & WCAG Audits 06/24 | \$ 100.00 |
| VGlobal Tech | 101175 | 6343 | Website Maintenance 07/24 | \$ 175.00 |
| Vincent J Sajkowski | 101176 | VS071024 | Board of Supervisors Workshop Meeting 07/10/24 | \$ 200.00 |
| Vincent J Sajkowski | 101189 | VS071724 | Board of Supervisors Meeting 07/17/24 | \$ 200.00 |
| Wellbeats, Inc. | 101202 | EPIV00000091799 | WBC_PLUS Content Period 07/24 | <u>\$ 249.00</u> |
| Report Total | | | | <u>\$ 354,651.15</u> |

Tab 5

MEMORANDUM

TO: DISTRICT MANAGERS

FROM: KUTAK ROCK LLP - TALLAHASSEE

[HB 7013](#)—the 2024 special districts omnibus bill—has been signed by Governor DeSantis. As a result, special districts have new requirements and deadlines spelled out in statute.

Among other things the bill:

- Requires all special districts to adopt goals and objectives along with performance measures and standards to determine if a district has met its goals and objectives; **this must be done by October 1, 2024**. We encourage District Managers to prepare standardized draft goals and objectives to be adopted by district boards. Although some district boards may wish to establish more detailed goals and objectives specifically tailored to the activities of their particular district, the majority may wish to adopt standardized goals and objectives that are germane to special districts. Kutak Rock would like to review proposed goals and objectives prior to presentation to district boards.
 - Each subsequent year, an annual report must be prepared describing the goals and objectives achieved or failed to be achieved by the district, as well as the performance measures and standards used by the district to make this determination. The annual report must be posted on the district's website by December 1. **The first of these annual reports is due December 1, 2025.**
- Beginning with the 2024 elections, establishes a term limit of 12 years for members of a *popularly elected* body governing an independent special district, unless the district's charter provides for more restrictive terms of office. The term limits **do not apply** to community development districts created under Chapter 190, F.S., or an independent special district created pursuant to a special act that provides that "any amendment to chapter 190 to grant additional powers constitutes a power of that district."
- Allows the Department of Commerce to declare certain independent special districts (**excluding community development districts**) and community redevelopment districts

KUTAKROCK

inactive if they report no revenue, expenditures, or debt for five consecutive years beginning no earlier than Oct. 1, 2018.

- States that independent special district boundaries shall only be changed by general law or special act. This language **does not apply** to a community development district established pursuant to Chapter 190, F.S.



MEMORANDUM

TO: Board Supervisors

FROM: District Management

SUBJECT: Potential Goals and Objectives for FY 2023/2024

This memo outlines potential district goals and objectives for the 2023-2024 fiscal year in accordance with the recent legislation of HB 7013. The goals and objectives listed focus on maintaining statutory compliance while simultaneously pursuing efficiency and sound operational practices. Management advises against adopting all the proposed goals and objectives listed below. Instead, we recommend selecting a few key priorities that the board deems most advantageous to pursue.

Financial Goals and Objectives:

- Financial Transparency – commit to regularly reporting the financial status of the district.
- Budget Conscious – strive to stay within budget and provide justification for exceeding total budgeted expenditures.
- Investment Strategy - periodically review the district's investment objectives and performance.

Board Meeting Goals and Objectives:

- Productive Meetings – commit to conducting an orderly and efficient meeting.
- Audience Comments – adhere to this requirement to foster informed decision-making.
- Teamwork - work as a team and not as individuals.
- Provide a healthy and safe working environment for the board, staff and audience.
- Respect others and allow everyone that wishes to speak to be heard.

Administrative Goals and Objectives:

- Website Maintenance - ensure that the website is always up-to-date and in compliance.
- Adhere to the board's established Rules of Procedure.
- Review the district's Rules of Procedure on an annual basis (or as frequent as the board desires) and update, as necessary.
- Records Retention - periodically review the district's policy on records retention.

Operational Goals and Objectives:

- Promote efficient communication ensuring timely resolution of maintenance concerns – board and residents to contact manager outside of a meeting to report maintenance issues, not taking up time during a meeting.
- District Assets - safeguard the district's assets and ensure they are maintained in good condition.
- Ongoing Tasks - staff to provide continual updates on assigned tasks until conclusion.
- Reserve Study – if applicable, ensure periodic and consistent reviews and update as needed.

Tab 6



the greenery, inc.®

— EMPLOYEE OWNED —

TROUT CREEK CDD MONTHLY LANDSCAPING REPORT

Phase 1





the greenery, inc.®

— EMPLOYEE OWNED —

Prepared by: Zachary Higginbotham
Customer Relations Manager
904 776 9483
zhigginbotham@thegreeneryinc.com

Trout Creek CDD
First Service Residential
Belynda Tharpe, Community Director

Trout Creek CDD Phase 1 Landscape Report

August 12th, 2024

Landscape Maintenance:

Outside of the regular mowing services, the crews have been working on lifting trees and spraying weeds. The team has also worked on hand pulling weeds from jasmine beds and Indian hawthorn along the main boulevard.

Plant Health Care:

Dollarweed was treated at ponds around clubhouse and roundabout. An application for an insecticide treatment (bifenthrin and Acelepryn) and turf weeds (sulfentrazone and MSM) is scheduled for August 19th and 20th. At the same time, we will applying a turf fertilizer for all areas.

Additional:

Mainline was repaired where truck ran over curb line. Multiple breaks along the line were repaired and soil was added back after repair.

Work Order Proposal



Proposal Date: 6/27/2024
Proposal Work Order #: 68298
Prepared By: ZACHARY HIGGINBOTHAM

Property Name: Shearwater - Trout Creek CDD
Address: 100 Kayak Way, St. Augustine, FL 32092
Client Contact: Melissa Dobbins mdobbins@rizzetta.com
Client Phone #: 904-436-6270 ext 0034

Soil Raising Along Sidewalk to Pool

Proposal to raise grade to be flush with sidewalk between pool and play field.

| DESCRIPTION | QTY | SIZE | UNIT PRICE | EXT PRICE | TOTAL PRICE |
|------------------------------------|--------|-------|------------|------------|-------------------|
| Planting | | | | | \$1,845.00 |
| Soil Amendments and Grading | 4.00 | CY | \$255.00 | \$1,020.00 | |
| Bermuda 'TifTuff' Sodding | 400.00 | SF | \$1.63 | \$652.00 | |
| Raise Irrigation Heads | 2.00 | HR | \$67.00 | \$134.00 | |
| Pine Straw Mulching | 5.00 | Bales | \$7.80 | \$39.00 | |
| Total for Work Order #68298 | | | | | \$1,845.00 |

TERMS & CONDITIONS

1. Deposit. A 30% Deposit is required prior to commencement of work.
2. Proposal Pricing. This bid is valid for 30 days from proposal date unless otherwise approved by the Greenery, Inc.
3. Plant Guarantee. The Greenery, Inc. guarantees all plantings we supply and install for one year that are covered under an automated irrigation system and maintained under a continuous maintenance agreement by the Greenery, Inc.. This guarantee does not apply to plants that are lost due to abuse, vandalism, animals, fire, lightning, hail, vehicular damage, freeze, neglect, nor Acts of God.
4. Exclusions. Transplanted materials, annuals and flowers, plants in pots and planters, and all types of Sod are EXCLUDED from the Plant Guarantee.
5. Deer. Damage to or loss of plants due to deer is not covered by any guarantee, expressed or implied. The Greenery, Inc. makes every effort to use deer resistant material; however, due to the increase in their population and their changing habits, the Greenery, Inc. is not responsible for any resultant damage.
6. Tree Work. Stumps from tree removal will be cut to within approximately twelve inches above ground level. Stump grinding or removal is not included unless otherwise specified in this proposal. Wood will be left on the premises where lowered and dropped and will be cut into firewood length (approximately 16 to 24 inches lengthwise) unless specified otherwise in this proposal. Splitting, moving or hauling of wood or wood chips will be performed only if specifically stated in this proposal.
7. Utility Locates. The Greenery Inc. will call in the utility locates before starting the job. It is the responsibility of the Client/Owner to call in any private utilities that are outside normal location utilities. The Greenery Inc. is not responsible for damage to underground irrigation lines, wiring, pipes, utilities, invisible fencing, or lighting systems whose locations are not properly marked.
8. Irrigation Pricing. The existing automated irrigation system is checked at new landscaping areas, adjusted for proper coverage and broken heads and nozzles are replaced as needed. Irrigation adjustments, repairs and additions are billed on a Labor and Materials basis. Labor Rate is \$ 75 / hour. Any irrigation prices included in this bid are an estimation only.
9. New Construction Irrigation Installation. Sleeves under roads and sidewalks must be accurately marked and no deeper than 4 feet below surface grade. A water source must be provided by Client/Owner/Developer prior to commencement of irrigation installation. Any temporary irrigation pipe that needs to be installed to access water source, will be billed in addition. The connection of the backflow device to the water meter is the responsibility of the Client/Owner.
10. Drainage. Any drainage installation is meant to improve conditions, but does not guarantee a complete elimination of issues. Standing water, puddling, saturated soils and washouts may still occur. Additional work may be needed after initial work is completed. Standing water for up to 48 hours after a significant rainfall is typical for the Lowcountry.
11. Access to Jobsite. Client/Owner is to provide all utilities to perform the work. Client/Owner will furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for the performance of the work.
12. Invoicing. Client/Owner will make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event that the completion of work requires more than thirty (30) days, a progress bill will be presented by month end and will be paid within fifteen (15) days upon receipt of invoice.
13. Disclaimer. This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time the proposal was prepared. The price quoted in this proposal for the work described is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering and/or certified landscape architectural design services are not included in this agreement and are not provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

14. Promotional Clause. The client hereby assigns the Contractor the irrevocable and unrestricted right to use and publish photographs of the work performed for editorial, trade, advertising, educational and any other purpose in any manner and medium; to alter the same without restriction; and to copyright the same without restriction. The Client releases all claim to profits that may arise from use of images.

15. Payment. All unpaid balances over 30 days from date of invoice will be subject to the maximum finance charge allowable by law. The Greenery will be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year) or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing. Failure to make payment when due for completed work may result in a mechanic's lien on the title of your property. Credit card payments are subject to a 3% processing fee.

Property Name: Shearwater - Trout Creek CDD
Address: 100 Kayak Way, St. Augustine, FL 32092
Client Contact: Melissa Dobbins mdobbins@rizzetta.com
Client Phone #: 904-436-6270 ext 0034

Proposal Date: 6/27/2024
Proposal Work Order #: 68298
Prepared By: ZACHARY HIGGINBOTHAM

Total: \$1,845.00

By ZACHARY HIGGINBOTHAM
Date ZACHARY HIGGINBOTHAM
6/27/2024
The Greenery, Inc.

By _____
Date _____

Tab 7



Tree Amigos

Outdoor Services

Trout Creek CDD: Monthly Report

July 2024

Fungus/Pest/Fertilizer: Herbicide and pre-emergent have been applied to all landscape beds and tree rings throughout Trout Creek CDD. Sulfur coated granular fertilizer has been applied to all turf areas throughout phase 2.

Maintenance: All areas throughout Trout Creek phase 2 have been mowed, edged and line trimmed as needed. We have been removing any dead or deficient plant material throughout the property as we come across it. The jasmine in the parkway islands have been trimmed and weeded. The crew has started trimming the viburnum hedges throughout the property and will continue until the end of the month. The garden has been sprayed with herbicide and line trimmed.

Irrigation Report: All irrigation throughout Phase 2 is working as it should and has proper coverage and run times. The run days have been lowered from 7 days to 4 days a week. We have been trying to get the irrigation work orders done within a day of receiving them.



Spray Report

Customer: Tree Amigos

Property: Shearwater

Date: 7/8-12/24

Area treated +/- 15 acres

Total Gallons used: 2300

Product:

40-0-0 @ 0.25lb N per 1000 Sqft

6-0-0 W/ Micros @ 3lbs per acre

Imidacloprid @ 26oz per acre

Dimension @ 32oz per acre

Celsius @ 5oz per acre (IPM)

Target for this application was to improve the overall color/health of the turf and prevent turf damaging insects. Also to apply pre and post emergent herbicides for weeds, such as sedges and broadleaf weeds.

Should start to see results in 10-21 days once watered in.

Tab 8



PRESTIGE LANDSCAPES OF NORTH FLORIDA, INC.

July 2024 Maintenance Report

Shearwater Phase 3

PRESTIGE LANDSCAPES OF NORTH FLORIDA
CHRIS KENNY - OWNER
904-315-8041
ST. JOHNS, FLORIDA 32260
chris@pliflorida.com



Chris Kenny—Owner
904-315-8041
P.O. Box 600061
St. Johns, Florida 32260
chris@pliflorida.com

July, 2024

Belynda Tharpe , Community Director
First Service Residential
100 Kayak Way
St. Augustine, FL 32092

Re: Landscape Maintenance Service Report

Below is the landscape maintenance report for Shearwater Ph 3.

Weekly Maintenance

Maintenance crews are focused on mowing, edging, string trimming, hedge pruning, plant bed weed control, blowing. Our team has been working overtime within ph3 to stay on top of plant bed weeds and it is showing. Ph3 has minimal weeds within the plant beds as we continue to control the weed population. The 8 Live Oaks we tagged last month are showing new growth within the canopy. We will continue to monitor these trees as they recover.

Attached is the landscape repair proposal at Ben Ct. within ph3 CDD. Selection in proposal will fix the dirt washout on sidewalk by mailbox location.

Irrigation

Our irrigation team completed the monthly inspection, which included nozzle cleaning and head/nozzle adjustments as needed throughout the property. The ph3 irrigation system is now running 4x per week on turf and 2x per week on plant bed areas. This month there were only a few minor repairs done to the system.

Agronomics

We applied our July fert/chem application within ph3. No major issues to report, see report below from AgrowPro on products applied.

If you have any questions after reviewing our report, please contact us.

Sincerely,
Chris Kenny
Owner/President
chris@pliflorida.com
904.315.8041



W. O. # _____

Name Martha Ct. Common Area

Address _____

Date 7/8/2024 pg 1 of 1

Irrigation Inspection Report

| | | |
|---------------|-----|---|
| START TIME(S) | 7pm | A |
| START TIME(S) | | B |
| START TIME(S) | | C |

| | |
|--------------------|--------------------------|
| Water Source | <u>Reclaim</u> |
| Clock Type | <u>Rain Bird ESP-ME3</u> |
| Rain/Freeze Switch | <u>No</u> |

| Program | Run Days | | | | | | |
|---------|----------|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|---------|--|--|--|--|--|--|
| ZONE # | #1 - 14 | | | | | | |
| TYPE (S,R,B,D) | S, R | | | | | | |
| RUN TIME | 14hr | | | | | | |
| PROGRAM | A | | | | | | |

| | | | | | | | |
|--------------|-----|--|--|--|--|--|--|
| ADJUSTMENTS | Yes | | | | | | |
| PARTIL CLOGS | | | | | | | |
| STRAIGHTENED | Yes | | | | | | |

| | | | | | | | |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZZLE | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RISER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : System is properly functioning with no major issues.



W. O. # _____

Name Timberwolf Clock ph3-A

Address SWP Turf

Date 7/8/2024 pg 1 of 4

Irrigation Inspection Report

| | | |
|---------------|-----|---|
| START TIME(S) | 8pm | A |
| START TIME(S) | | B |
| START TIME(S) | | C |

Water Source Reclaim

Clock Type Hunter ACC2

Rain/Freeze Switch Yes

Program

Run Days

| | | | | | | | |
|---|---|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|---|--|--|--|--|--|--|
| ZONE # | 3,5,6,8,9,10,11,13,14,15,16,17,19,20,21,23,27,30,33,34,36,37,40 | | | | | | |
| TYPE (S,R,B,D) | R | | | | | | |
| RUN TIME | 9 hr. | | | | | | |
| PROGRAM | A | | | | | | |

| | | | | | | | |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS | X | | | | | | |
| PARTIL CLOGS | X | | | | | | |
| STRAIGHTENED | X | | | | | | |
| | | | | | | | |

| | | | | | | | |
|-----------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZ- | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RIS- ER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : System running good, no major issues as of now



W. O. # _____

Name Timberwolf Clock ph3-A

Address Timberwolf Turf

Date 7/8/2024 pg 2 of 4

Irrigation Inspection Report

| | |
|---------------|-----|
| START TIME(S) | |
| START TIME(S) | 8pm |
| START TIME(S) | |

A
B
C

Water Source Reclaim

Clock Type Hunter ACC2

Rain/Freeze Switch Yes

Program

Run Days

| | | | | | | | |
|---|---|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|--|--|--|--|--|--|--|
| ZONE # | 41,44,46,448,50,53,54,56,57,58,59,60,62,63,64,71,73,74,76,77,78,79 | | | | | | |
| TYPE (S,R,B,D) | R | | | | | | |
| RUN TIME | 10.3 hr. | | | | | | |
| PROGRAM | B | | | | | | |

| | | | | | | | |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS | X | | | | | | |
| PARTIL CLOGS | X | | | | | | |
| STRAIGHTENED | X | | | | | | |
| | | | | | | | |

| | | | | | | | |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZZLE | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RISER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : System running good, no major issues as of now



W. O. # _____

Name Timberwolf Clock ph3-A

Address SWP Shrubs/Trees

Date 7/8/2024 pg 3 of 4

Irrigation Inspection Report

| | | |
|---------------|------|---|
| START TIME(S) | | A |
| START TIME(S) | | B |
| START TIME(S) | 11pm | C |

| | |
|--------------------|--------------------|
| Water Source | <u>Reclaim</u> |
| Clock Type | <u>Hunter ACC2</u> |
| Rain/Freeze Switch | <u>Yes</u> |

| Program | Run Days | | | | | | |
|---------|----------|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|---|--|--|--|--|--|--|
| ZONE # | 1,2,4,7,11,12,18,22,24,25,26,28,29,31,32,35,38,39 | | | | | | |
| TYPE (S,R,B,D) | S | | | | | | |
| RUN TIME | 6 hr. | | | | | | |
| PROGRAM | C | | | | | | |

| | | | | | | | |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS | X | | | | | | |
| PARTIL CLOGS | X | | | | | | |
| STRAIGHTENED | | | | | | | |

| | | | | | | | |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZZLE | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RISER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : _____



W. O. # _____

Name Timberwolf Clock ph3-A

Address Timberwolf Shrubs/Trees

Date 7/8/2024 pg 4 of 4

Irrigation Inspection Report

| | |
|---------------|------|
| START TIME(S) | |
| START TIME(S) | |
| START TIME(S) | |
| START TIME(S) | 12am |

A
B
C
D

Water Source Reclaim
 Clock Type Hunter ACC2
 Rain/Freeze Switch Yes

Program

Run Days

| | | | | | | | |
|---|---|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |
| D | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|--|--|--|--|--|--|--|
| ZONE # | 43,45,47,49,52,56,61,65,66,68,69,70,72,75,80 | | | | | | |
| TYPE (S,R,B,D) | S | | | | | | |
| RUN TIME | 5.45 hr. | | | | | | |
| PROGRAM | D | | | | | | |

| | | | | | | | |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS | X | | | | | | |
| PARTIL CLOGS | X | | | | | | |
| STRAIGHTENED | | | | | | | |

| | | | | | | | |
|-----------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZ- | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RIS- ER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : System running good, no major issues as of now



W. O. # _____

Name Shearwater Parkway Clock ph3B-A

Address SWP_Cal Turf

Date 7/8/2024 pg 1 of 4

Irrigation Inspection Report

| | | |
|---------------|-----|---|
| START TIME(S) | 5pm | A |
| START TIME(S) | | B |
| START TIME(S) | | C |

Water Source Reclaim
 Clock Type Hunter ACC2
 Rain/Freeze Switch Yes

| Program | Run Days | | | | | | |
|---------|----------|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|--|--|--|--|--|--|--|
| ZONE # | 3,5,7,10,12,15,16,17,18,20,21,22,25,30,31,32 | | | | | | |
| TYPE (S,R,B,D) | R | | | | | | |
| RUN TIME | 11 hr. | | | | | | |
| PROGRAM | A | | | | | | |

| | | | | | | | |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS | X | | | | | | |
| PARTIL CLOGS | X | | | | | | |
| STRAIGHTENED | X | | | | | | |
| | | | | | | | |

| | | | | | | | |
|-----------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZ- | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RIS- ER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : System running good, no major issues as of now



W. O. # _____

Name Shearwater Parkway Clock ph3B-A

Address Shrubs_Trees

Date 7/10/2024 pg 2 of 4

Irrigation Inspection Report

| | |
|---------------|-----|
| START TIME(S) | |
| START TIME(S) | 8pm |
| START TIME(S) | |

A

B

C

Water Source Reclaim

Clock Type Hunter ACC2

Rain/Freeze Switch Yes

Program

Run Days

| | | | | | | | |
|---|---|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|---|--|--|--|--|--|--|
| ZONE # | 1,4,6,8,9,11,14,19,23,24,26,28,29,32,35 | | | | | | |
| TYPE (S,R,B,D) | S | | | | | | |
| RUN TIME | 7.7 hr. | | | | | | |
| PROGRAM | B | | | | | | |

| | | | | | | | |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS | X | | | | | | |
| PARTIL CLOGS | | | | | | | |
| STRAIGHTENED | | | | | | | |
| | | | | | | | |

| | | | | | | | |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZ- | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RIS- | | | | | | | |
| ER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : System running good, no major issues as of now



W. O. # _____

Name Shearwater Parkway Clock ph3B-A

Address Seaforth Turf

Date 7/10/2024 pg 3 of 4

Irrigation Inspection Report

| | |
|---------------|-------|
| START TIME(S) | |
| START TIME(S) | |
| START TIME(S) | 430am |

A
B
C

Water Source Reclaim

Clock Type Hunter ACC2

Rain/Freeze Switch Yes

| Program | Run Days | | | | | | |
|---------|----------|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|----------------------|--|--|--|--|--|--|
| ZONE # | 37,38,39,40,41,42,43 | | | | | | |
| TYPE (S,R,B,D) | R | | | | | | |
| RUN TIME | 2.15hr | | | | | | |
| PROGRAM | C | | | | | | |

| | | | | | | | |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS | X | | | | | | |
| PARTIL CLOGS | X | | | | | | |
| STRAIGHTENED | X | | | | | | |

| | | | | | | | |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZZLE | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RISER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | X | | | | | | |

Comments : System running good, no major issues as of now



W. O. # _____

Name Shearwater Parkway Clock ph3B-A

Address Cart Path

Date 7/10/2024 pg 4 of 4

Irrigation Inspection Report

| | | | | |
|---------------|------------|----------|--------------------|--------------------|
| START TIME(S) | | A | Water Source | <u>Reclaim</u> |
| START TIME(S) | | B | Clock Type | <u>Hunter ACC2</u> |
| START TIME(S) | | C | Rain/Freeze Switch | <u>Yes</u> |
| START TIME(S) | <u>3am</u> | D | | |

| Program | Run Days | | | | | | |
|----------|----------|----------|----------|----------|-----------|----------|----------|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |
| D | S | M | T | W | TH | F | S |

| | | | | | | | |
|----------------|--------------------------------------|--|--|--|--|--|--|
| ZONE # | <u>44,45,46,47,48,49,50,51,52,53</u> | | | | | | |
| TYPE (S,R,B,D) | <u>S</u> | | | | | | |
| RUN TIME | <u>2.2 hr</u> | | | | | | |
| PROGRAM | <u>D</u> | | | | | | |

| | | | | | | | |
|--------------|----------|--|--|--|--|--|--|
| ADJUSTMENTS | <u>X</u> | | | | | | |
| PARTIL CLOGS | <u>X</u> | | | | | | |
| STRAIGHTENED | | | | | | | |

| | | | | | | | |
|------------------------|----------|--|--|--|--|--|--|
| BROKEN PIPE | | | | | | | |
| BROKEN HEADS | | | | | | | |
| BROKEN NOZZLES | | | | | | | |
| SEVERLY CLOGGED NOZZLE | | | | | | | |
| CHANGE TO 6" | | | | | | | |
| CHENGE TO 12" | | | | | | | |
| CHANGE POP UP TO RISER | | | | | | | |
| RAISE HEADS (COVERAGE) | | | | | | | |
| MISSING HEADS | | | | | | | |
| NON TURNING HEADS | | | | | | | |
| VALVE FAILUER | | | | | | | |
| ZONE GOOD | <u>X</u> | | | | | | |

Comments : System running good, no major issues as of now



Spray Report

Customer: Prestige Landscapes of North Florida

Property: Shearwater Phase 3 Roadways

Date: 07/27/2024 Shearwater Parkway

07/29/2024 Timberwolf Trail

Area treated +/- 16.5 acres

Total Gallons Used: 2170

Product:

40-0-0 @ 0.25lb N per 1000 Sqft

6-0-0 @ 3lbs per acre

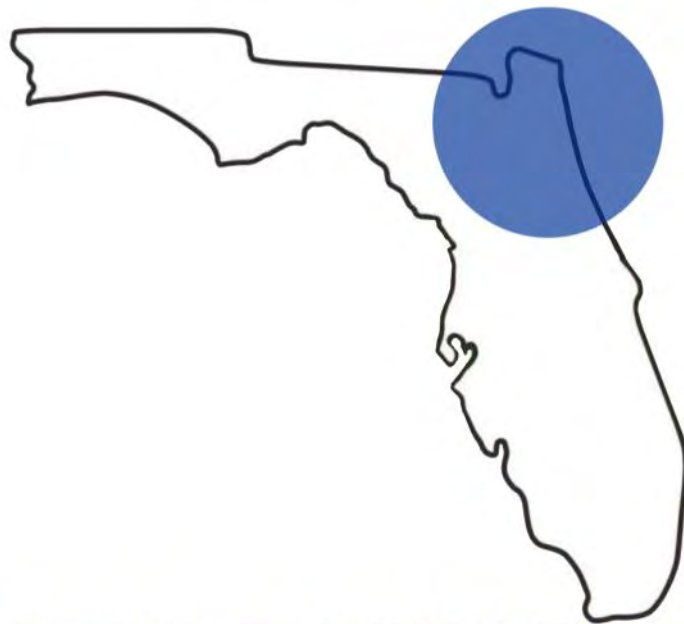
Bifen @ 7oz per acre

Imidacloprid @ 28 oz per acre

MSM @ .3oz per acre (IPM)

Certainty- 1 oz per acre

Target for this application was to improve the overall color/health of the turf and IPM turf damaging insects. Also to apply post emergent herbicides for weeds, such as sedges and broadleaf weeds. Should start to see some results in 10-21 days once watered in.



PRESTIGE LANDSCAPES --- OF NORTH FLORIDA, INC.

PRESTIGE LANDSCAPES OF NORTH FLORIDA
CHRIS KENNY - OWNER
904-315-8041
ST. JOHNS, FLORIDA 32260
chris@pliflorida.com



Landscape Proposal

Job Name: Ben Ct. Landscape Repair
Property Name: Shearwater CDD
Client: Trout Creek CDD, c/o Shearwater
Address: 2806 N. Fifth St., Suite 203
City/State/Zip: St. Augustine, FL 32084
Phone:

Proposal # July2024-0001
Date: 7/31/24

Prestige Landscapes of North Florida, Inc. will complete the work described below:

Description

Prestige Landscapes proposes to install landscape at **Shearwater ph3 CDD**. This proposal is for **field identification repair**.

- Ben Ct. mail box area— Currently the sidewalk at the mailbox location on Ben Ct. is being covered in dirt from the plant bed located above the mailbox location. PLI proposes to removed the existing Flax Lily and install St. Augustine grass in the surrounding area around the mailboxes. We will also remove the existing sod between sidewalk/curb to lower the grade to allow for the water to flow over newly installed sod into storm drain.

| Materials & Services | Quantity | Unit Price | Total |
|----------------------|----------|------------|------------|
| St. Augustine Grass | 5 | \$650.00 | \$3,250.00 |
| Labor Prep | 1 | \$1,500.00 | \$1,500.00 |

TOTAL PRICE **\$4,750.00**

ACCEPTANCE OF TERMS

Signature below authorizes Prestige Landscapes of North Florida, Inc. to perform work as described above and verifies that the prices and specifications are hereby accepted.

Payment terms: Net 30 days. All overdue balances will be a charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: All plant material is under a limited warranty for one year. Transplanted plant material and/ or plant material that dies due to conditions out of Prestige Landscapes control (i.e. Acts of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

Client:

Prepared by:

*Prestige Landscapes of North Florida,
Inc.*

Date:

Date: 7/31/24

Tab 9



6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Fax: 904-807-9158

Phone: 904-997-0044

Service Report

Date: August 8 & 9, 2024

Biologists: Jim Charles

Client: Trout Creek CDD

Waterways: 41 ponds

We finally received much needed rain early in the month in the form of tropical storm Debby. Most of the algae has abated due to the heavy rains. Perimeter treatments are scheduled once the turf grass dries out as we do not want to damage yards while accessing the ponds with our equipment. This process will begin next week. Another service report will be generated to cover the numerous ponds to be treated.

Entry Pond: Pond was in good condition. The water level is still a little low.



Amenity Pond: This pond was in good condition. The water level is a bit low here also.



Pond 1a: This pond was in very good condition. The water level is back to normal.



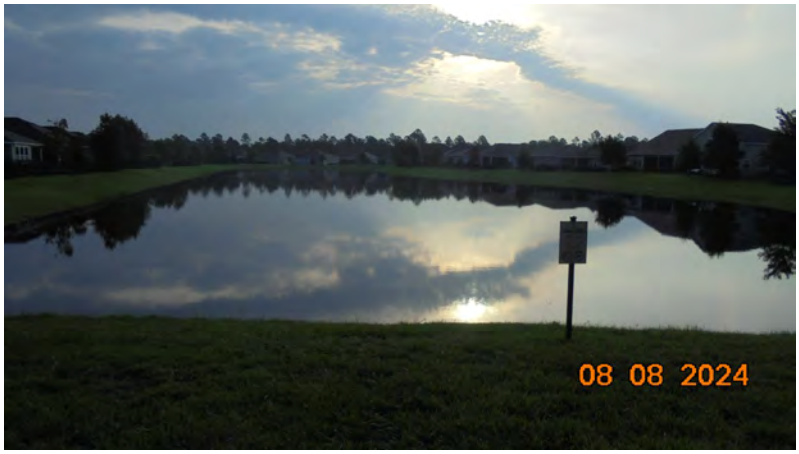
Pond 1b: This pond was in good condition. The water level is normal.



Pond 2a: This pond was in fair condition. The water level is normal. Perimeter will be treated next week.



Pond 2b: This pond was in good condition. The pond level is normal.



Pond 3a: This pond was in good condition. The water level is normal.



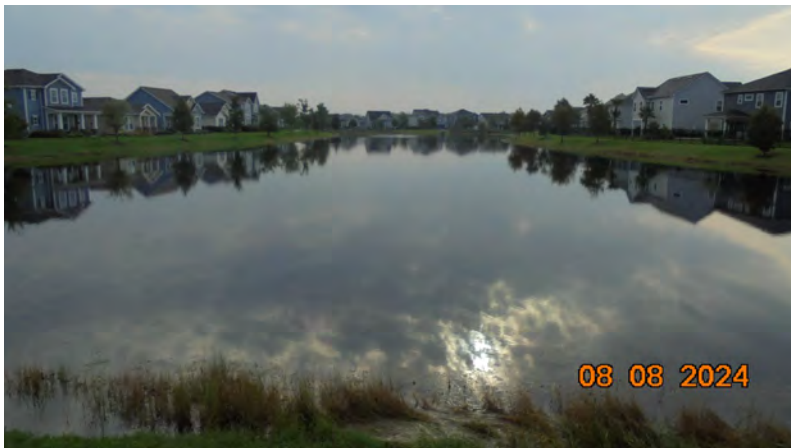
Pond 6: This pond was in good condition. The water level is good.



Pond 7a: Pond was in very good condition. The water level is normal.



Pond 7b: Pond was in good condition. The water level is normal.



Pond 7c: Pond was in good condition. The water level is normal.



Pond 8a: Pond remains in very good condition. The water level is normal.



Pond 9a: Pond was in fair condition. The water level is normal.



Pond 9b: Pond was in good condition. The water level is normal.



Pond 9c: Pond was in fair condition. The water level was normal. Will treat perimeter next week.



Pond 10a: Pond was in good condition. The water level is good.



Pond 10c: Pond was in good condition. The water level is normal.



Pond 10d: Pond was in poor condition. The water level is normal. Pond will be treated next week.



Pond 11a: Pond was in fair condition. The water level is good. Perimeter treatment scheduled for next week.



Pond 11b: Pond was in fair to good condition. The water level is good.



Pond 11c: Pond was in very good condition. The water level is normal.



Pond 12a: Pond was in good condition. The water level is normal.



Pond 14: Pond was in fair condition. The water level is good. Perimeter will be treated next week.



Pond 14b: Pond was in good condition. The water level is normal.



Pond 20: Pond was in very good condition. The water level is normal.



Pond 21A: Pond was in good condition. The water level is up.



Pond 21B: Pond is in fair condition. The water level is good. Treatment is scheduled for next week.



Pond 22A: Pond was in fair to good condition. Minor algae to be treated next week.



Pond 22B: Pond was in fair to good condition. The water level is good.



Pond 23A: Pond is in good condition this month. The water level is good.



Pond 23B: Pond is in very good condition. The water level is good.



Pond 24a: Pond was in fair to good condition. Pond level is good.



Pond 24b: Pond was in fair condition. The water level is good.



Significant terrestrial growth around the pond persists.



Pond 24c: Pond was in fair condition. The water level is good.



Access to this pond. I will monitor this as houses are being built.



Pond 29B: Pond was in good condition. Water level is normal.



Pond 29A: Pond was in good condition Water level is good.



Pond 31: Pond is in improved condition. The water level is normal. Will follow up on perimeter treatment this month.



Pond 33: Pond was in fair to good condition. The water level is normal.



Pond 34: Pond was in fair condition. The water level is good. Treatment for algae scheduled for next week.



Pond 35: Pond is in good condition. Water level is normal.



Pond 36: Pond was in fair to good condition.



Jim Charles

Tab 10

**Trout Creek CDD
GM Operations Report for August 21, 2024**

Administration:

- Conducted staff 30-60-90 day check-ins and mid-year touchpoints
- 24/25 lifestyle calendar planning meeting with lifestyle coordinator
- Meeting with new potential vendor (WB Mason)
- Assistant GM first day was July 30th
- Landscape walk at 360 Townhome CDD common areas and provided Tree Amigo's a list of items to address
- Landscape drive with Prestige (phase 3)
- Landscape deficiency discussion with The Greenery (email notification also)
- Interviewed three lifestyle directors. Candidate selected and a start date of August 26th
- Meeting with the tennis captains to discuss league play
- Meeting with the landscape club
- August Newsletter
- Secured two lifestyle event sponsors for August (Back to School and Adult Pool Party)
- Provided orientation/property overview for new security company (started 8/1)
- Onboard and orientation for AGM

Kayak Hub:

- July Square Category Sales Report ([attached](#))
- July Square Item Sales Report ([attached](#))

Lifestyle (P&L Attached)

10% Vendor Fee: \$1139.32

Lifestyle Event Sponsorship: \$500

Coffee & Conversation Sponsorship: \$150

Newsletter Advertisements \$100

Fitness Instruction Revenue: Total: \$69

TOTAL Income: \$1889.32

904 Tennis

The Shearwater tennis program has enjoyed great growth and success over the last Year. Here are some of the highlights-

- First year summer tennis camp- 67 kids attend summer camp. Many of them are registering for the fall tennis program. We started with 1 week of camp and expanded to 4 weeks based on demand.

- Beginner women's program- Our most recent beginner women's program had 10 ladies. Many of them have register and are participating in our fall D league.
- Women's League Teams- We have great participation in our ladies' leagues. We have increased by 50% in working league participation based on new players joining, as well as beginner women progression. We currently have 32 ladies register for fall league teams.
- A fall series of Fun Socials will be announced shortly. We will offer 1 social per month geared towards different audiences, (Men's, Women's, Parent Child, Mixed Doubles).
- Planning has started for a Club Championship in the spring of 2025. Divisions will be Women's Doubles Level B, C and D and Men's Doubles Level B, C, D.
- In winter and early spring, we will have our first Shearwater USTA Junior tournaments.
- A new court reservation system that has had major success. Players can now go online, see reservations and who is playing, and book their own court inside a 72-hour window.
- Summer camp revenue from 4 weeks was equivalent to 75% of our entire 2023 tennis revenue.
- Our goal is to have several USTA league teams by spring 25' in both men's and women's leagues. This league will allow you to compete for a regional, state and national championship.
- 904 Tennis is excited with the growth and new programs at Shearwater. We have had great growth in both adult and children's programs. We are excited for the future of our Tennis program here at Shearwater.

Scott Miller, USPTA Owner/ CEO 904 Tennis

Maintenance:

- Repaired light at fun pool
- Repaired tile at fun pool
- Installed new lighting at round about
- Installed new floodlight at Alston Dr
- Installed new floodlight at Talisa trail
- Installed new floodlight at Seahill Dr
- Repaired emergency shut off switch at outpost fireplace
- Repaired 10 lounge chairs
- Repaired sign at entrance of outpost
- Repaired timer for lights at outpost
- Stained doors at the hub/kayak club
- Painted door trim at hub
- Curb repair at 130 Ridgewind
- Repaired deadbolt at family restroom

Vandalism/Mischief Issues:

- Vandalism/ Burned table at outpost, needs to be replaced
- Vandalism/ Repaired broken table at falls park

BELYNDA THARPE

General Manager-Trout Creek CDD

100 Kayak Way| St. Augustine, FL

32092

Direct 904.342.3739

Email belynda.tharpe@fsresidential.com



July 2024 - The HUB Café
Square - Category Sales

| Category | Items Sold | Gross Sales | Items Refunded | Refunds | Net Sales |
|----------------|------------|-------------|----------------|-----------|-------------------|
| Uncategorized | 1 | \$1.50 | 0 | \$0.00 | \$1.50 |
| Accessories | 36 | \$1,120.00 | -1 | (\$30.00) | \$1,090.00 |
| Candy | 303 | \$350.00 | 0 | \$0.00 | \$350.00 |
| Chips | 168 | \$288.00 | 0 | \$0.00 | \$288.00 |
| Cold Beverages | 342 | \$523.00 | 0 | \$0.00 | \$523.00 |
| Hot Beverages | 8 | \$11.50 | 0 | \$0.00 | \$11.50 |
| Ice Cream | 429 | \$1,712.50 | 0 | \$0.00 | \$1,712.50 |
| Pizza | 46 | \$184.00 | 0 | \$0.00 | \$184.00 |
| Snacks | 136 | \$365.75 | 0 | \$0.00 | \$365.75 |
| | | | | | \$4,526.25 |

July 2024 - Trout Creek CDD
Square - Category Sales

| Category | Items Sold | Gross Sales | Items Refunded | Refunds | Net Sales |
|------------------|------------|-------------|----------------|--------------|-------------------|
| Uncategorized | 3 | \$169.00 | 0 | \$0.00 | \$169.00 |
| Accessories | 1 | \$165.00 | 0 | \$0.00 | \$165.00 |
| RENTAL FEES | 26 | \$5,095.00 | 2 | (\$275.00) | \$4,820.00 |
| Security Deposit | 14 | \$3,170.00 | -12 | (\$2,760.00) | \$410.00 |
| Special Events | 9 | \$1,547.28 | 0 | \$0.00 | \$1,547.28 |
| Sponsor | 1 | \$150.00 | 0 | \$0.00 | \$150.00 |
| | | | | | \$7,261.28 |

Jul-24

EXPENSES

Lifestyle Profit & Loss

| | | | |
|----------------|--|-----------|------------|
| TOTAL EXPENSES | | Estimated | Actual |
| | | \$0.00 | \$2,456.36 |

| Coffee & Conversation | 7/24/2024 | Actual |
|-----------------------|-----------|----------|
| Breakfast Items | | \$119.33 |
| | | |
| | | |
| | | |
| Total | \$0.00 | \$119.33 |

| Column1 | Estimated | Actual |
|---------|-----------|--------|
| | | |
| | | |
| | | |
| | | |
| | | |
| Total | \$0.00 | \$0.00 |

| Column1 | Estimated | Actual |
|---------|-----------|--------|
| | | |
| | | |
| | | |
| Total | \$0.00 | \$0.00 |

| Miscellaneous | Estimated | Actual |
|---------------|-----------|--------|
| | | |

| 4th of July Party | Column1 | Actual |
|----------------------------|---------|------------|
| DJ & 2 Inflatables | | \$750.00 |
| Progressive Ent. | | \$815.00 |
| Amazon - Decorations/Games | | \$772.03 |
| | | |
| Total | \$0.00 | \$2,337.03 |

| Column1 | Estimated | Actual |
|---------|-----------|--------|
| | | |
| | | |
| | | |
| | | |
| | | |
| Total | \$0.00 | \$0.00 |

| Column1 | Estimated | Actual |
|---------|-----------|--------|
| | | |
| | | |
| | | |
| Total | \$0.00 | \$0.00 |

| | | |
|-------|--------|--------|
| | | |
| | | |
| | | |
| Total | \$0.00 | \$0.00 |

31-Jul

INCOME

Lifestyle Profit & Loss

| TOTAL INCOME | Estimated | Actual |
|--------------|-----------|------------|
| | | \$1,889.32 |

ADMISSIONS

| Estimated no. | Actual no. | Type | Price | Estimated income | Actual income |
|---------------|------------|------------|---------|------------------|---------------|
| | | Adults @ | \$10.00 | | \$0.00 |
| | | Children @ | \$5.00 | | \$0.00 |
| | | Other @ | \$15.00 | | \$0.00 |
| Total | | | | \$0.00 | \$0.00 |

ADS IN PROGRAM

| Estimated no. | Actual no. | Type | Price | Estimated income | Actual income |
|---------------|------------|-----------------|----------|------------------|---------------|
| | 1 | Full-page @ | \$100.00 | | \$100.00 |
| | | Half-pages @ | \$50.00 | | \$0.00 |
| | | Quarter-pages @ | \$25.00 | | \$0.00 |
| Total | | | | \$0.00 | \$100.00 |

SPONSORSHIPS

| Estimated no. | Actual no. | Type | Price | Estimated income | Actual income |
|---------------|------------|-----------------------|-------|------------------|---------------|
| | | Coffee & Conversation | | | \$150.00 |
| | | Back to School Bash | | | \$500.00 |
| Total | | | | \$0.00 | \$650.00 |

VENDOR REVENUE - 10% OF ALL SALES

| Estimated no. | Actual no. | Type | Price | Estimated income | Actual income |
|---------------|------------|------------------|-------|------------------|---------------|
| | | Aqua Aerobics | | | \$59.50 |
| | | Personal Trainer | | | \$101.00 |

| | | |
|--------------------|--------|------------|
| Frankie Franks | | \$166.59 |
| Sunset Slushie | | \$554.90 |
| Little Pizza Truck | | \$147.83 |
| Smeraki Solar | | \$100.00 |
| Full for Life | | \$9.50 |
| | | |
| | | |
| Total | \$0.00 | \$1,139.32 |

45474

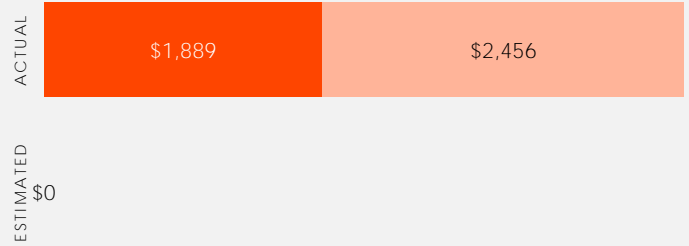
PROFIT

LOSS SUMMARY

■ Total income

■ Total expenses

| | Estimated | Actual |
|------------------------|-----------|------------|
| Total income | \$0.00 | \$1,889.32 |
| Total expenses | \$0.00 | \$2,456.36 |
| Total profit (or loss) | \$0.00 | (\$567.04) |



Tab 11



LANDSCAPE SERVICES AGREEMENT ADDENDUM

THIS AGREEMENT ADDENDUM is entered by and between Trout Creek CDD 2806 North 5th Street, Ste 403, St. Augustine, FL 32064. (Customer) and The Tree Amigos Outdoor Services, LLC., with its principal offices located at 5000-18 Highway 17 #235, Fleming Island, FL 32003 (Contractor)

IN CONSIDERATION of the covenants set forth below, CUSTOMER and CONTRACTOR agree as follows:

ADDITIONAL SERVICES Pond Maintenance : 36 Mows per year of 'B' Grass with no Fertilization

Additional Monthly: \$1,689.17 Monthly

Term and Termination: This addendum agreement shall have a one year term, commencing on August 8, 2024 and ending August 7, 2025. Upon the end of the initial 12-month term, this contract will automatically renew under the same specifications unless written notice is provided to cancel or amend. Both parties may elect to cancel or amend this agreement at any time with or without cause by providing at least thirty (30) days written notice to other party.

Equipment and Supplies: Tree Amigos shall supply equipment, labor and material necessary listed above to perform the services specified and will provide services in a workmanlike manner.

Insurance: Tree Amigos shall provide CUSTOMER with a Certificate of Insurance evidencing coverage in place and its required limits. Tree Amigos shall keep in effect insurance coverage for the duration of this contract providing customer with all updates required.

Limitation of Liability: Tree Amigos is an independent contractor and CUSTOMER shall not assume liability for injury to contractor or the contractor's agents or employees, unless such injury is caused by CUSTOMER or the CUSTOMER'S associates or employees.

Payment Terms: Trout Creek CDD CUSTOMER agrees to pay Tree Amigos for all services invoiced on a net 30-day basis.

Entire Agreement: This addendum agreement constitute the entire agreement and understanding between both parties. This agreement may not be modified except by written amendment executed by both CUSTOMER and Contractor.

Each of the undersigned has read and understands the terms and conditions of this agreement.

Signed as of: _____ 2024

Customer: Trout Creek CDD

By: _____

Name: _____

Title: _____

Contractor: The Tree Amigos Outdoor Services, LLC.

By: _____

Name: _____

Title: _____



Quotation

Quote #: 211361

Date: 08/08/2024

Billed To: Trout Creek CDD
2806 N. 5th Street
Unit 403
St. Augustine FL 32084

Project: 32289
Trout Creek Enhancements
3434 Colwell Ave
STE 200
Tampa FL 33614

This quote is valid until: 09/07/2024

| Description | Common Name | Quantity | Price | Ext Price |
|---|-------------|----------|-----------|-----------|
| Pond Maintenance | | | | |
| The cost will be based on 36 mows per year of B Grass with no Fertilization | | | | |
| 36" and 52" rider mowing 216,000 sq ft | | | | |
| Hrs / occurrence 12.51 | | | | |
| Total | | 1.00 | 20,270.00 | 20,270.00 |

Notes

Total: \$20,270.00

Approved: _____

Date: _____

5000-18 Highway 17 No. 235 Fleming Island, FL 32003 Office: (904) 778-1030 Fax: (904) 778-1045

Email: cryan@treeamigosoutdoor.com
website: www.TreeAmigosOutdoor.com



ADDENDUM to Purchase of Services Agreement

THIS ADDENDUM is made and entered into as of the 5th day of August, 2024 by and between Trout Creek - Shearwater Phase 1 and THE GREENERY, INC., ("Greenery").

WITNESSETH

WHEREAS, Trout Creek - Shearwater Phase 1 and the Greenery executed a landscape maintenance renewal agreement dated the 1st February, 2024 for the landscape maintenance services.

WHEREAS, the parties desire to amend the Agreement in order to modify the cost of maintenance, scope of work and terms of monthly payment associated there with to the Agreement;

WHEREAS, the parties desire to amend the Agreement in order to modify the cost of maintenance, terms of monthly payment associated there with to the Agreement;

NOW, THEREFORE, for and in good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby agree as follows:

ADDENDUM # 1: EFFECTIVE DATE: September 1, 2024

1. Modification to Scope of Work

- a. Addition of mowing (2) pond banks **Addition of Cost to Contract \$1,305.00/month**
 - ** (35) in-season Mows
 - ** (7) off season Mows
 - ** Stringtrimming to waters edge at every single mow
- Revised Pricing - Summary**

| the greenery, inc. <small>— EMPLOYEE OWNED —</small> | Monthly \$ | Annual \$ |
|---|---------------------|----------------------|
| Original Contract Total | \$ 17,682.00 | \$ 212,184.00 |
| Addendum 1 | \$ 1,305.00 | |
| Additional mowing of 2 ponds | | |
| New Contract Total | \$ 18,987.00 | |
| Year (2) | \$ 18,987.00 | \$ 227,844.00 |
| Year (3) | \$ 19,557.00 | \$ 234,684.00 |



| | |
|----------------------------|---|
| <p>(Signature)</p> | <p>Melissa Brock, Director of Business Development Director of Business Development</p> |
| <p>(Print Name, title)</p> | |
| <p>(date)</p> | <p>(date)</p> |

Tab 12



904.710.8161
 clayton@cbussenterprises.com
 www.cbussenterprises.com
 152 Lipizzan Trail
 Saint Augustine, FL 32095

September 28, 2023

Belynda Tharpe/Jeremy Loar
 c/o First Service Residential
 6620 Southpoint Dr. S Ste 610
 Jacksonville, FL 32216

Shearwater
 100 Kayak Way
 Saint Augustine, FL 32092
 Belynda.tharpe@fsresidential.com
 Jeremy.loar@fsresidential.com

COMMERCIAL SWIMMING POOL/SPA MAINTENANCE CONTRACT

MAINTENANCE COST:

C. Buss Enterprises agrees to provide swimming pool maintenance for Shearwater community pool for a total of **\$3,600.00 per month**. **CHEMICALS NOT INCLUDED**.
 Hourly Rate for repairs \$150. Extra Service Visits \$90. Code Brown \$225.

SCHEDULE:

Maintenance shall be performed three (3) days per week March 11th through September 11th, two (2) days per week September 12th through March 10th. The pools shall be closed during the time the service technician performs routine cleaning functions.
 ON CALL: 7 days a week 24 hours (Mar. 11th-Sept. 11th)

SCOPE OF WORK:

Check water quality and fill out log sheet as required by FL Code Chapter 64E-9 per visit. Manually skim, brush, vacuum and clean tile as necessary. Conduct tests for Free Available Chlorine, Combined Chlorine, Total Chlorine, pH, Acid Demand, Base Demand, Total Alkalinity, Calcium Hardness, Cyanuric Acid and Temperature as needed to maintain water quality levels within requirements of Chapter 64E-9.004(d), maintain Saturation Index within +0.3 to -0.3 for proper water balance. Operate filtration and recirculation system, cleaning when necessary. Maintain pool at proper water level. Check all valves for leaks, all bolts for snug fit, respond to variations in the sounds of electric motors, check GFCI for proper operation, clean strainers, maintain proper flow rates, and equipment in clean condition.

TERMS:

All chemicals to perform the above maintenance plus any chemicals required for special treatment of stains, metals sequestering, foam removal, oil removal, phosphate and nitrate removal, mustard and black algae treatment, and superchlorination **shall be provided only by the service contractor, used as needed and billed.**

The Service Contractor shall not be responsible for any existing damage or stains to the swimming pool or deck finish; or equipment damage due to sump pump failure.

Both parties agree that either party may terminate this agreement, or any person, upon thirty (30) days written notice, sent by regular mail, to the other party. Both parties agree that this is the sole and total agreement between them, and that no verbal or implied agreement shall be valid unless same has been written into this contract or any addendum hereto. No changes or alterations to this agreement shall be made unless both parties have agreed to same in written form properly executed.

Starting Date: _____

Contractor: *Clayton Buss*

Purchaser: _____

Title: President

Title: _____

Date: September 28, 2023

Date: _____

TAB 13

From: Belynda Tharpe <Belynda.Tharpe@fsresidential.com>

In an effort to maintain compliance with the Florida Sunshine Law, please do not reply globally to this notification.

Hi All,

As discussed in previous meetings, we have exceeded the current budget in the pine straw/mulch line item by \$12,089. Remaining areas that have not received pin straw are the 360 community, lift stations and areas off of the parkway in both phase 1 and 2.

One tractor trailer consists of 1,610 bales (installed) at \$5.00 per bale for a total cost of \$8050.

I am asking that you consider approving one more trailer at the August meeting, so all areas are covered until the new fiscal budget starting in October.

Also, as an FYI The Greenery did not install phase 1 at the 3: depth minimum and has been notified they need to address this asap as well as other deficiencies in phase one.

TAB 14



Rizzetta & Company

Trout Creek Community Development District

www.troutcreekcdd.org

Approved Proposed Budget for Fiscal Year 2024/2025

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

| | Chart of Accounts Classification | Actual YTD through 07/31/24 | Projected Annual Totals 2023/2024 | Annual Budget for 2023/2024 | Projected Budget variance for 2023/2024 | Budget for 2024/2025 | Budget Increase (Decrease) vs 2023/2024 | Comments |
|----|--|-----------------------------|-----------------------------------|-----------------------------|---|----------------------|---|---|
| 1 | REVENUES | | | | | | | |
| 2 | | | | | | | | |
| 3 | Interest Earnings | | | | | | | |
| 4 | Interest Earnings | \$ 632 | \$ 758 | \$ - | \$ 758 | \$ - | \$ - | |
| 5 | Special Assessments | | | | | | | |
| 6 | Tax Roll* | \$ 2,473,954 | \$ 2,473,954 | \$ 2,473,954 | \$ - | \$ 3,026,786 | \$ 552,832 | Tax Roll & Off Roll will be certified at Public Hearing |
| 7 | Off Roll* | \$ 258,771 | \$ 258,771 | \$ 258,771 | \$ - | \$ 481,106 | \$ 222,335 | |
| 8 | Contributions & Donations from Private Sources | | | | | | | |
| 9 | HOA Capital Transfer | \$ 131,900 | \$ 131,900 | \$ 155,050 | \$ (23,150) | \$ 125,000 | \$ (30,050) | \$100K Estimate |
| 10 | Other Miscellaneous Revenues | | | | | | | |
| 11 | Activity Fees | \$ 12,598 | \$ 15,118 | \$ 45,000 | \$ (29,882) | \$ 30,000 | \$ (15,000) | |
| 12 | Café Revenue | \$ 13,556 | \$ 16,267 | \$ 24,970 | \$ (8,703) | \$ 24,970 | \$ - | |
| 13 | Tennis Revenue Share Agreement | \$ - | \$ - | \$ - | \$ - | \$ 24,000 | \$ 24,000 | New Line - Off Set by Expenditure Line 98 |
| 14 | Facilities Rentals | \$ 28,896 | \$ 34,675 | \$ 2,500 | \$ 32,175 | \$ 35,000 | \$ 32,500 | |
| 15 | Special Events | \$ 21,822 | \$ 26,186 | \$ - | \$ 26,186 | \$ 20,000 | \$ 20,000 | |
| 16 | Insurance Proceeds | \$ 4,156 | \$ 4,156 | \$ - | \$ 4,156 | \$ - | \$ - | |
| 17 | | | | | | | | |
| 18 | TOTAL REVENUES | \$ 2,946,285 | \$ 2,961,786 | \$ 2,960,245 | \$ 1,541 | \$ 3,766,862 | \$ 806,617 | |
| 25 | | | | | | | | |
| 26 | EXPENDITURES - ADMINISTRATIVE | | | | | | | |
| 27 | | | | | | | | |
| 28 | Legislative | | | | | | | |
| 29 | Supervisor Fees | \$ 8,800 | \$ 10,560 | \$ 12,000 | \$ 1,440 | \$ 14,000 | \$ 2,000 | Based on 14 Meetings |
| 30 | Financial & Administrative | | | | | | | |
| 31 | Administrative Services | \$ 4,459 | \$ 5,351 | \$ 5,351 | \$ - | \$ 5,512 | \$ 161 | COL - 3% |
| 32 | District Management | \$ 17,898 | \$ 21,477 | \$ 21,477 | \$ - | \$ 22,122 | \$ 645 | COL - 3% |
| 33 | District Engineer | \$ 8,101 | \$ 9,721 | \$ 20,000 | \$ 10,279 | \$ 30,000 | \$ 10,000 | Funds for Additional Studies |
| 34 | Disclosure Report | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ - | \$ 8,000 | \$ - | Reflects 4 Bonds |
| 35 | Trustees Fees | \$ 17,792 | \$ 17,792 | \$ 15,000 | \$ (2,792) | \$ 15,000 | \$ - | |
| 36 | Assessment Roll | \$ 5,792 | \$ 5,792 | \$ 5,792 | \$ - | \$ 5,966 | \$ 174 | COL - 3% |
| 37 | Financial & Revenue Collections | \$ 4,596 | \$ 5,516 | \$ 5,516 | \$ - | \$ 5,682 | \$ 166 | COL - 3% |
| 38 | Accounting Services | \$ 17,898 | \$ 21,477 | \$ 21,477 | \$ - | \$ 22,122 | \$ 645 | COL - 3% |
| 39 | Auditing Services | \$ 4,100 | \$ 4,100 | \$ 4,100 | \$ - | \$ 4,100 | \$ - | |
| 40 | Arbitrage Rebate Calculation | \$ 450 | \$ 1,800 | \$ 1,800 | \$ - | \$ 1,800 | \$ - | Reflects 4 Bonds |
| 41 | Public Officials Liability Insurance | \$ 2,280 | \$ 2,863 | \$ 2,550 | \$ (313) | \$ 2,550 | \$ - | |
| 42 | Legal Advertising | \$ 1,521 | \$ 2,000 | \$ 2,200 | \$ 200 | \$ 2,200 | \$ - | |
| 43 | Dues, Licenses & Fees | \$ 175 | \$ 175 | \$ 175 | \$ - | \$ 175 | \$ - | |
| 44 | Miscellaneous Fees | \$ 1,211 | \$ 4,394 | \$ 1,200 | \$ (3,194) | \$ 1,200 | \$ - | Projections Include Budget Mailing |
| 45 | ADA Website Hosting, Maintenance & Backup | \$ 4,250 | \$ 4,800 | \$ 6,400 | \$ 1,600 | \$ 3,700 | \$ (2,700) | Reduced Per ADA Amendment |
| 46 | Legal Counsel | | | | | | | |
| 47 | District Counsel | \$ 49,343 | \$ 59,212 | \$ 40,000 | \$ (19,212) | \$ 65,000 | \$ 25,000 | Increased Activity - New BOS in Nov |
| 48 | | | | | | | | |
| 49 | Administrative Subtotal | \$ 156,666 | \$ 185,030 | \$ 173,038 | \$ (11,992) | \$ 209,129 | \$ 36,091 | |
| 50 | | | | | | | | |
| 51 | EXPENDITURES - FIELD OPERATIONS | | | | | | | |

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

| | Chart of Accounts Classification | Actual YTD through 07/31/24 | Projected Annual Totals 2023/2024 | Annual Budget for 2023/2024 | Projected Budget variance for 2023/2024 | Budget for 2024/2025 | Budget Increase (Decrease) vs 2023/2024 | Comments |
|----|---|-----------------------------|-----------------------------------|-----------------------------|---|----------------------|---|---|
| 52 | | | | | | | | |
| 53 | Law Enforcement | | | | | | | |
| 54 | Off -Duty Deputy / Security | \$ 19,850 | \$ 23,820 | \$ 35,000 | \$ 11,180 | \$ 35,000 | \$ - | |
| 55 | Electric Utility Services | | | | | | | |
| 56 | Utility Services Meters | \$ 7,806 | \$ 9,367 | \$ 11,000 | \$ 1,633 | \$ 11,000 | \$ - | |
| 57 | Utility - Recreation Facilities | \$ 45,790 | \$ 67,000 | \$ 70,000 | \$ 3,000 | \$ 70,000 | \$ - | |
| 58 | Street Lights | \$ 43,673 | \$ 52,408 | \$ 50,000 | \$ (2,408) | \$ 60,000 | \$ 10,000 | More SLs added to account |
| 59 | Gas Utility Services | | | | | | | |
| 60 | Utility Services | \$ 666 | \$ 799 | \$ 2,000 | \$ 1,201 | \$ 2,000 | \$ - | |
| 61 | Garbage/Solid Waste Control Services | | | | | | | |
| 62 | Garbage - Recreation Facility | \$ 7,996 | \$ 9,595 | \$ 4,000 | \$ (5,595) | \$ 8,500 | \$ 4,500 | Per Revised Agreement - 2 Pick Ups/monthly |
| 63 | Water-Sewer Combination Services | | | | | | | |
| 64 | Utility Services - Recreational Facilities | \$ 12,802 | \$ 15,362 | \$ 18,375 | \$ 3,013 | \$ 18,375 | \$ - | |
| 65 | Utility - Reclaimed | \$ 325,004 | \$ 425,000 | \$ 400,000 | \$ (25,000) | \$ 485,000 | \$ 85,000 | New Phase/HOA Cost Share Est \$45K/yr |
| 66 | Stormwater Control | | | | | | | |
| 67 | Aquatic Maintenance | \$ 35,720 | \$ 42,674 | \$ 35,000 | \$ (7,674) | \$ 49,000 | \$ 14,000 | 2 more ponds to add - total 41 ponds (\$46K est) & 6 Entry Fountain Cleanings |
| 68 | Stormwater Assessment | \$ - | \$ - | \$ 4,000 | \$ 4,000 | \$ - | \$ (4,000) | |
| 69 | Stormwater System Maintenance | \$ 8,400 | \$ 10,252 | \$ 7,888 | \$ (2,364) | \$ 4,000 | \$ (3,888) | |
| 70 | Other Physical Environment | | | | | | | |
| 71 | General Liability & Property Insurance | \$ 89,751 | \$ 94,395 | \$ 85,000 | \$ (9,395) | \$ 95,000 | \$ 10,000 | Based on Est. - Add More Property? Need to Finance? |
| 72 | Entry & Walls Maintenance | \$ 6,662 | \$ 7,994 | \$ 4,500 | \$ (3,494) | \$ 4,500 | \$ - | |
| 73 | Landscape & Irrigation Maintenance | \$ 499,497 | \$ 644,231 | \$ 600,000 | \$ (44,231) | \$ 900,000 | \$ 300,000 | Future Phases Still to Come - Phase 1 Under Bid? |
| 74 | Mulch | \$ 113,492 | \$ 115,798 | \$ 101,404 | \$ (14,394) | \$ 125,000 | \$ 23,596 | |
| 75 | Irrigation Repairs | \$ 40,398 | \$ 48,478 | \$ 25,000 | \$ (23,478) | \$ 35,000 | \$ 10,000 | Increase for Necessary Reg. Maintenance |
| 76 | Landscape Replacement Plants, Shrubs, Trees | \$ 108,030 | \$ 115,930 | \$ 40,000 | \$ (75,930) | \$ 40,000 | \$ - | Projections Include \$91K Remediation |
| 77 | Holiday Decorations | \$ 17,224 | \$ 17,224 | \$ 15,000 | \$ (2,224) | \$ 20,000 | \$ 5,000 | Any additional areas for lights? |
| 78 | Miscellaneous Expense | \$ 19,095 | \$ 22,914 | \$ 20,000 | \$ (2,914) | \$ 20,000 | \$ - | YTD Includes \$14K Drainage Correction |
| 79 | Road & Street Facilities | | | | | | | |
| 80 | Amenity Lighting Repairs (Parking Lot & Decorative) | \$ 1,977 | \$ 5,000 | \$ 4,000 | \$ (1,000) | \$ 5,000 | \$ 1,000 | |
| 81 | Parks & Recreation | | | | \$ - | | | |
| 82 | Amenity Management Contract | \$ 17,250 | \$ 20,700 | \$ 18,900 | \$ (1,800) | \$ 21,648 | \$ 2,748 | Per Agreement & Mobile Reimbursements |
| 83 | Lifeguards Contract | \$ 122,441 | \$ 140,120 | \$ 140,120 | \$ - | \$ 200,000 | \$ 59,880 | Adding LG Hrs/ Need New Multi-Year Rate Schedule |
| 84 | Amenity Staffing Contract | \$ 470,866 | \$ 565,039 | \$ 687,000 | \$ 121,961 | \$ 850,000 | \$ 163,000 | Per Agreement |
| 85 | Licenses, Fees & Permits | \$ 13,194 | \$ 13,694 | \$ 11,462 | \$ (2,232) | \$ 11,462 | \$ - | |
| 86 | Fitness Equipment Maintenance/Repairs | \$ 3,848 | \$ 4,618 | \$ 10,000 | \$ 5,382 | \$ 6,482 | \$ (3,518) | Reduced same for additional Lease Cost |

Trout Creek Community Development District

5

Debt Service

Fiscal Year 2024/2025

| Chart of Accounts Classification | Series 2015 | Series 2018 | Series 2020 | Series 2022 | Budget for 2024/2025 |
|---|-----------------------|---------------------|---------------------|---------------------|-----------------------|
| REVENUES | | | | | |
| Special Assessments | | | | | |
| Net Special Assessments ⁽¹⁾ | \$1,391,795.06 | \$817,271.08 | \$241,444.09 | \$210,307.14 | \$2,660,817.37 |
| TOTAL REVENUES | \$1,391,795.06 | \$817,271.08 | \$241,444.09 | \$210,307.14 | \$2,660,817.37 |
| EXPENDITURES | | | | | |
| Administrative | | | | | |
| Debt Service Obligation | \$1,391,795.06 | \$817,271.08 | \$241,444.09 | \$210,307.14 | \$2,660,817.37 |
| Administrative Subtotal | \$1,391,795.06 | \$817,271.08 | \$241,444.09 | \$210,307.14 | \$2,660,817.37 |
| TOTAL EXPENDITURES | \$1,391,795.06 | \$817,271.08 | \$241,444.09 | \$210,307.14 | \$2,660,817.37 |
| EXCESS OF REVENUES OVER EXPENDITURES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

St. Johns County Collection Costs (2%) and Early Payment Discounts (4%):

6.0%

GROSS ASSESSMENTS

\$2,828,440.00

Notes:

Tax Roll Collection Costs for St. Johns County are 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received.

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

| | | | | |
|---|----|-----------------------|----------------------------------|---------------------|
| 2024/2025 O&M Budget: | | \$3,801,218.00 | 2023/2024 O&M Budget: | \$3,034,025.00 |
| St. Johns County Collection Costs: | 2% | \$80,876.98 | 2024/2025 O&M Budget: | \$3,801,218.00 |
| Early Payment Discounts: | 4% | \$161,753.96 | | |
| 2024/2025 Total: | | \$4,043,848.94 | Total Difference: | \$767,193.00 |

| Lot Size | Assessment Breakdown | Per Unit Annual Assessment Comparison | | Proposed Increase / Decrease | |
|------------------------------------|--------------------------|---------------------------------------|-------------------|------------------------------|--------------|
| | | 2023/2024 | 2024/2025 | \$ | % |
| PLATTED | | | | | |
| <i>Series 2015 Assessment Area</i> | | | | | |
| Townhome | Series 2015 Debt Service | \$879.50 | \$879.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,386.33 | \$1,410.52 | \$24.19 | 1.74% |
| | Total | \$2,265.83 | \$2,290.02 | \$24.19 | 1.07% |
| Single Family 40' | Series 2015 Debt Service | \$979.50 | \$979.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,420.68 | \$1,442.96 | \$22.28 | 1.57% |
| | Total | \$2,400.18 | \$2,422.46 | \$22.28 | 0.93% |
| Single Family 50' | Series 2015 Debt Service | \$1,079.50 | \$1,079.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,443.57 | \$1,464.59 | \$21.02 | 1.46% |
| | Total | \$2,523.07 | \$2,544.09 | \$21.02 | 0.83% |
| Single Family 60' | Series 2015 Debt Service | \$1,179.50 | \$1,179.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,466.46 | \$1,486.22 | \$19.76 | 1.35% |
| | Total | \$2,645.96 | \$2,665.72 | \$19.76 | 0.75% |
| Single Family 70' | Series 2015 Debt Service | \$1,279.50 | \$1,279.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,489.36 | \$1,507.85 | \$18.49 | 1.24% |
| | Total | \$2,768.86 | \$2,787.35 | \$18.49 | 0.67% |
| Single Family 80' | Series 2015 Debt Service | \$1,379.50 | \$1,379.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,512.25 | \$1,529.48 | \$17.23 | 1.14% |
| | Total | \$2,891.75 | \$2,908.98 | \$17.23 | 0.60% |
| <i>Series 2018 Assessment Area</i> | | | | | |
| Townhome | Series 2018 Debt Service | \$879.50 | \$879.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,386.33 | \$1,410.52 | \$24.19 | 1.74% |
| | Total | \$2,265.83 | \$2,290.02 | \$24.19 | 1.07% |
| Single Family 40' | Series 2018 Debt Service | \$979.50 | \$979.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,420.68 | \$1,442.96 | \$22.28 | 1.57% |
| | Total | \$2,400.18 | \$2,422.46 | \$22.28 | 0.93% |
| Single Family 50' | Series 2018 Debt Service | \$1,079.50 | \$1,079.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,443.57 | \$1,464.59 | \$21.02 | 1.46% |
| | Total | \$2,523.07 | \$2,544.09 | \$21.02 | 0.83% |
| Single Family 60' | Series 2018 Debt Service | \$1,179.50 | \$1,179.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,466.46 | \$1,486.22 | \$19.76 | 1.35% |
| | Total | \$2,645.96 | \$2,665.72 | \$19.76 | 0.75% |
| Single Family 70' | Series 2018 Debt Service | \$1,279.50 | \$1,279.50 | \$0.00 | 0.00% |
| | Operations/Maintenance | \$1,489.36 | \$1,507.85 | \$18.49 | 1.24% |
| | Total | \$2,768.86 | \$2,787.35 | \$18.49 | 0.67% |

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

| | | | | |
|---|----|-----------------------|----------------------------------|---------------------|
| 2024/2025 O&M Budget: | | \$3,801,218.00 | 2023/2024 O&M Budget: | \$3,034,025.00 |
| St. Johns County Collection Costs: | 2% | \$80,876.98 | 2024/2025 O&M Budget: | \$3,801,218.00 |
| Early Payment Discounts: | 4% | \$161,753.96 | | |
| 2024/2025 Total: | | \$4,043,848.94 | Total Difference: | \$767,193.00 |

| Lot Size | Assessment Breakdown | Per Unit Annual Assessment Comparison | | Proposed Increase / Decrease | |
|--|---------------------------------------|---------------------------------------|-------------------|------------------------------|----------------|
| | | 2023/2024 | 2024/2025 | \$ | % |
| Series 2020 Assessment Area | | | | | |
| Townhome | Series 2020 Debt Service | \$879.50 | \$879.50 | \$0.00 | 0.00% |
| | Operations/Maintenance ⁽¹⁾ | \$66.17 | \$1,410.52 | \$1,344.35 | 2031.66% |
| | Total | \$945.67 | \$2,290.02 | \$1,344.35 | 142.16% |
| Single Family 40' | Series 2020 Debt Service | \$979.50 | \$979.50 | \$0.00 | 0.00% |
| | Operations/Maintenance ⁽¹⁾ | \$66.17 | \$1,442.96 | \$1,376.79 | 2080.69% |
| | Total | \$1,045.67 | \$2,422.46 | \$1,376.79 | 131.67% |
| FUTURE 2024 PLATS | | | | | |
| Series 2020 Assessment Area | | | | | |
| Townhome (Direct Bill) | Series 2020 Debt Service | \$879.50 | \$879.50 | \$0.00 | 0.00% |
| | Operations/Maintenance ⁽¹⁾ | \$66.17 | \$1,410.52 | \$1,344.35 | 2031.66% |
| | Total | \$945.67 | \$2,290.02 | \$1,344.35 | 142.16% |
| Single Family 40' (Direct Bill) | Series 2020 Debt Service | \$979.50 | \$979.50 | \$0.00 | 0.00% |
| | Operations/Maintenance ⁽¹⁾ | \$66.17 | \$1,442.96 | \$1,376.79 | 2080.69% |
| | Total | \$1,045.67 | \$2,422.46 | \$1,376.79 | 131.67% |
| Series 2022 Assessment Area | | | | | |
| Townhome (Direct Bill) | Series 2022 Debt Service | \$879.50 | \$879.50 | \$0.00 | 0.00% |
| | Operations/Maintenance ⁽¹⁾ | \$66.17 | \$1,410.52 | \$1,344.35 | 2031.66% |
| | Total | \$945.67 | \$2,290.02 | \$1,344.35 | 142.16% |
| Single Family 50' (Direct Bill) | Series 2022 Debt Service | \$1,079.50 | \$1,079.50 | \$0.00 | 0.00% |
| | Operations/Maintenance ⁽¹⁾ | \$66.17 | \$1,464.59 | \$1,398.42 | 2113.37% |
| | Total | \$1,145.67 | \$2,544.09 | \$1,398.42 | 122.06% |

⁽¹⁾ Assessed as Platted starting in FY 2024-2025. Lots platted after January 1, 2024 are not eligible for collection via the St. Johns County tax bill.

| | | |
|---------------------------------|--|-----------------------|
| TOTAL O&M BUDGET | | \$3,801,218.00 |
| COLLECTION COSTS @ 2% | | \$80,876.98 |
| EARLY PAYMENT DISCOUNT @ 4% | | \$161,753.96 |
| TOTAL O&M ASSESSMENT | | \$4,043,848.94 |

| UNITS ASSESSED | | | | | | ALLOCATION OF RESERVE | | | | \$312,048.94 | ALLOCATION OF EQUALIZED COSTS | | | | | \$3,461,587.23 | ALLOCATION OF STRATIFIED COSTS | | | | | \$270,212.77 | PER LOT ANNUAL ASSESSMENT | | | | | |
|---|-------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------|----------------|-------------|---------------------|--------------|-------------------------------|----------------|-------------|-----------------------|------------|----------------|--------------------------------|-------------|---------------------|------------|------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------|--|--|
| LOT SIZE | O&M | SERIES 2015 | SERIES 2018 | SERIES 2020 | SERIES 2022 | EAU FACTOR | TOTAL | % TOTAL | TOTAL | RESERVE | EAU FACTOR | TOTAL | % TOTAL | TOTAL | EQUALIZED | EAU FACTOR | TOTAL | % TOTAL | TOTAL | STRATIFIED | O&M | SERIES 2015 | SERIES 2018 | SERIES 2020 | SERIES 2022 | TOTAL ⁽³⁾ | | |
| | | DEBT SERVICE ⁽¹⁾ | DEBT SERVICE ⁽¹⁾ | DEBT SERVICE ⁽¹⁾ | DEBT SERVICE ⁽¹⁾ | | EAU's | EAU's | BUDGET | PER LOT | | EAU's | EAU's | BUDGET | PER LOT | | EAU's | EAU's | BUDGET | PER LOT | | DEBT SERVICE ⁽²⁾ | DEBT SERVICE ⁽²⁾ | DEBT SERVICE ⁽²⁾ | DEBT SERVICE ⁽²⁾ | | | |
| PLATTED | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Series 2015 Assessment Area | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Townhomes | 243 | 241 | 0 | 0 | 0 | 1.00 | 243.00 | 8.73% | \$27,256.61 | \$112.17 | 1.00 | 243.00 | 8.73% | \$302,360.06 | \$1,244.28 | 0.50 | 121.50 | 4.86% | \$13,139.17 | \$54.07 | \$1,410.52 | \$879.50 | \$0.00 | \$0.00 | \$0.00 | \$2,290.02 | | |
| Single Family 40' | 288 | 282 | 0 | 0 | 0 | 1.00 | 288.00 | 10.35% | \$32,304.13 | \$112.17 | 1.00 | 288.00 | 10.35% | \$358,352.67 | \$1,244.28 | 0.80 | 230.40 | 9.22% | \$24,915.76 | \$86.51 | \$1,442.96 | \$979.50 | \$0.00 | \$0.00 | \$0.00 | \$2,422.46 | | |
| Single Family 50' | 410 | 395 | 0 | 0 | 0 | 1.00 | 410.00 | 14.74% | \$45,988.52 | \$112.17 | 1.00 | 410.00 | 14.74% | \$510,154.84 | \$1,244.28 | 1.00 | 410.00 | 16.41% | \$44,337.95 | \$108.14 | \$1,464.59 | \$1,079.50 | \$0.00 | \$0.00 | \$0.00 | \$2,544.09 | | |
| Single Family 60' | 231 | 226 | 0 | 0 | 0 | 1.00 | 231.00 | 8.30% | \$25,910.61 | \$112.17 | 1.00 | 231.00 | 8.30% | \$287,428.70 | \$1,244.28 | 1.20 | 277.20 | 11.09% | \$29,976.78 | \$129.77 | \$1,486.22 | \$1,179.50 | \$0.00 | \$0.00 | \$0.00 | \$2,665.72 | | |
| Single Family 70' | 185 | 163 | 0 | 0 | 0 | 1.00 | 185.00 | 6.65% | \$20,750.92 | \$112.17 | 1.00 | 185.00 | 6.65% | \$230,191.82 | \$1,244.28 | 1.40 | 259.00 | 10.37% | \$28,008.61 | \$151.40 | \$1,507.85 | \$1,279.50 | \$0.00 | \$0.00 | \$0.00 | \$2,787.35 | | |
| Single Family 80' | 69 | 65 | 0 | 0 | 0 | 1.00 | 69.00 | 2.48% | \$7,739.53 | \$112.17 | 1.00 | 69.00 | 2.48% | \$85,855.33 | \$1,244.28 | 1.60 | 110.40 | 4.42% | \$11,938.80 | \$173.03 | \$1,529.48 | \$1,379.50 | \$0.00 | \$0.00 | \$0.00 | \$2,908.98 | | |
| Series 2018 Assessment Area | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Townhomes | 243 | 0 | 243 | 0 | 0 | 1.00 | 243.00 | 8.73% | \$27,256.61 | \$112.17 | 1.00 | 243.00 | 8.73% | \$302,360.06 | \$1,244.28 | 0.50 | 121.50 | 4.86% | \$13,139.17 | \$54.07 | \$1,410.52 | \$0.00 | \$879.50 | \$0.00 | \$0.00 | \$2,290.02 | | |
| Single Family 40' | 222 | 0 | 222 | 0 | 0 | 1.00 | 222.00 | 7.98% | \$24,901.10 | \$112.17 | 1.00 | 222.00 | 7.98% | \$276,230.18 | \$1,244.28 | 0.80 | 177.60 | 7.11% | \$19,205.90 | \$86.51 | \$1,442.96 | \$0.00 | \$979.50 | \$0.00 | \$0.00 | \$2,422.46 | | |
| Single Family 50' | 153 | 0 | 152 | 0 | 0 | 1.00 | 153.00 | 5.50% | \$17,161.57 | \$112.17 | 1.00 | 153.00 | 5.50% | \$190,374.86 | \$1,244.28 | 1.00 | 153.00 | 6.12% | \$16,545.63 | \$108.14 | \$1,464.59 | \$0.00 | \$1,079.50 | \$0.00 | \$0.00 | \$2,544.09 | | |
| Single Family 60' | 170 | 0 | 170 | 0 | 0 | 1.00 | 170.00 | 6.11% | \$19,068.41 | \$112.17 | 1.00 | 170.00 | 6.11% | \$211,527.62 | \$1,244.28 | 1.20 | 204.00 | 8.16% | \$22,060.83 | \$129.77 | \$1,486.22 | \$0.00 | \$1,179.50 | \$0.00 | \$0.00 | \$2,665.72 | | |
| Single Family 70' | 57 | 0 | 57 | 0 | 0 | 1.00 | 57.00 | 2.05% | \$6,393.53 | \$112.17 | 1.00 | 57.00 | 2.05% | \$70,923.97 | \$1,244.28 | 1.40 | 79.80 | 3.19% | \$8,629.68 | \$151.40 | \$1,507.85 | \$0.00 | \$1,279.50 | \$0.00 | \$0.00 | \$2,787.35 | | |
| Series 2020 Assessment Area | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Townhomes | 124 | 0 | 0 | 124 | 0 | 1.00 | 124.00 | 4.46% | \$13,908.72 | \$112.17 | 1.00 | 124.00 | 4.46% | \$154,290.73 | \$1,244.28 | 0.50 | 62.00 | 2.48% | \$6,704.76 | \$54.07 | \$1,410.52 | \$0.00 | \$0.00 | \$879.50 | \$0.00 | \$2,290.02 | | |
| Single Family 40' | 1 | 0 | 0 | 1 | 0 | 1.00 | 1.00 | 0.04% | \$112.17 | \$112.17 | 1.00 | 1.00 | 0.04% | \$1,244.28 | \$1,244.28 | 0.80 | 0.80 | 0.03% | \$86.51 | \$86.51 | \$1,442.96 | \$0.00 | \$0.00 | \$979.50 | \$0.00 | \$2,422.46 | | |
| FUTURE 2024 PLATS ⁽⁴⁾ | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Series 2020 Assessment Area | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Townhomes | 111 | 0 | 0 | 111 | 0 | 1.00 | 111.00 | 3.99% | \$12,450.55 | \$112.17 | 1.00 | 111.00 | 3.99% | \$138,115.09 | \$1,244.28 | 0.50 | 55.50 | 2.22% | \$6,001.84 | \$54.07 | \$1,410.52 | \$0.00 | \$0.00 | \$879.50 | \$0.00 | \$2,290.02 | | |
| Single Family 40' | 50 | 0 | 0 | 50 | 0 | 1.00 | 50.00 | 1.80% | \$5,608.36 | \$112.17 | 1.00 | 50.00 | 1.80% | \$62,214.00 | \$1,244.28 | 0.80 | 40.00 | 1.60% | \$4,325.65 | \$86.51 | \$1,442.96 | \$0.00 | \$0.00 | \$979.50 | \$0.00 | \$2,422.46 | | |
| Series 2022 Assessment Area | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Townhomes | 58 | 0 | 0 | 0 | 58 | 1.00 | 58.00 | 2.08% | \$6,505.69 | \$112.17 | 1.00 | 58.00 | 2.08% | \$72,168.25 | \$1,244.28 | 0.50 | 29.00 | 1.16% | \$3,136.10 | \$54.07 | \$1,410.52 | \$0.00 | \$0.00 | \$0.00 | \$879.50 | \$2,290.02 | | |
| Single Family 50' | 167 | 0 | 0 | 0 | 160 | 1.00 | 167.00 | 6.00% | \$18,731.91 | \$112.17 | 1.00 | 167.00 | 6.00% | \$207,794.78 | \$1,244.28 | 1.00 | 167.00 | 6.68% | \$18,059.60 | \$108.14 | \$1,464.59 | \$0.00 | \$0.00 | \$0.00 | \$1,079.50 | \$2,544.09 | | |
| TOTAL COMMUNITY | 2782 | 1372 | 844 | 286 | 218 | | 2782.00 | 100% | \$312,048.94 | | | 2782.00 | 100% | \$3,461,587.23 | | | 2498.70 | 100% | \$270,212.77 | | | | | | | | | |

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

(\$18,722.94)

(\$207,695.23)

(\$16,212.77)

Net Revenue to be Collected:

\$293,326.00

\$3,253,892.00

\$254,000.00

⁽¹⁾ Reflects the number of total lots with Series 2015, Series 2018, Series 2020 and Series 2022 debt outstanding, including fifty-two (52) Series 2015 Prepayments.

⁽²⁾ 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.

⁽³⁾ Annual assessment that will appear on November 2024 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.

⁽⁴⁾ Lots platted prior to January 1st, 2024 are eligible for collection via the property tax bill. Any lots platted after January 1st, 2024 will be direct billed. The District is anticipating being fully platted by the end of 2024.

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 prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

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

RESOLUTION 2024-03

THE ANNUAL APPROPRIATION RESOLUTION OF THE TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 (“**FY 2025**”), the District Manager prepared and submitted to the Board of Supervisors (“**Board**”) of the Trout Creek Community Development District (“**District**”) prior to June 15, 2024, proposed budget(s) (“**Proposed Budget**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Trout Creek Community Development District for the Fiscal Year Ending September 30, 2025.”
- c. The Adopted Budget shall be posted by the District Manager on the District’s official website in accordance with Section 189.016, *Florida Statutes* and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2025, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2025 or within 60 days following the end of the FY 2025 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Section 189.016, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 21ST DAY OF AUGUST 2024.

ATTEST:

**TROUT CREEK COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2025 Budget

Exhibit A
FY 2025 Budget

TAB 15

RESOLUTION 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2025 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Trout Creek Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in St. Johns County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("**FY 2025**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B ("Assessment Roll")**.

2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**

- a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance (“**O&M Assessment(s)**”) is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
- c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District’s Board hereby certifies for collection the FY 2025 installment of the District’s previously levied debt service special assessments (“**Debt Assessments**,” and together with the O&M Assessments, the “**Assessments**”) in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.

4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.

- a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the “**Tax Roll Property**” identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* (“**Uniform Method**”). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District’s Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
- b. **Direct Bill Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on “**Direct Collect Property**” identified in **Exhibit B** shall be collected directly by the District in accordance with Florida law, as set forth in **Exhibit A** and **Exhibit B**. The District’s Board finds and determines that such collection method is an efficient method of collection for the Direct Collect Property.
 - i. *Due Date (O&M Assessments).* O&M Assessments directly collected by the District shall be due and payable in full on December 1, 2024; provided, however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule: 50% due no later than December 1, 2024, 25% due no later than February 1, 2025, and 25% due no later than May 1, 2025.
 - ii. *Due Date (Debt Assessments).* Debt Assessments directly collected by the District shall be due and payable in full on December 1, 2024; provided,

however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule: 70% due no later than April 1, 2024 and 30% due no later than August 1, 2024.

iii. In the event that an Assessment payment is not made in accordance with the schedule(s) stated above, the whole of such Assessment, including any remaining partial, deferred payments for the Fiscal Year: shall immediately become due and payable; shall accrue interest, penalties in the amount of one percent (1%) per month, and all costs of collection and enforcement; and shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement. Any prejudgment interest on delinquent Assessments shall accrue at the rate of any bonds secured by the Assessments, or at the statutory prejudgment interest rate, as applicable. In the event an Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, *Florida Statutes*, or other applicable law to collect and enforce the whole Assessment, as set forth herein.

c. **Future Collection Methods.** The District's decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

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 upon the passage and adoption of this Resolution by the Board.

[continued on following page]

PASSED AND ADOPTED this 21st day of August 2024.

ATTEST:

**TROUT CREEK COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Budget
Exhibit B: Assessment Roll

**The Fiscal Year 2024-2025
Adopted Budget will be attached
as Exhibit A**

EXHIBIT B
Assessment Roll

Assessment roll is maintained in the District's official records and is available upon request. Certain exempt information may be redacted prior to release in compliance with Chapter 119, Florida Statutes.