MINUTES OF MEETING

TROUT CREEK

COMMUNITY DEVELOPMENT DISTRICT

The Regular Meeting of the Board of Supervisors of the Trout Creek Community Development District was held on Thursday, April 23, 2026 at 6:03 p.m., at the Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

FIRST ORDER OF BUSINESS – Roll Call

Mr. McGaffney called the meeting to order and conducted roll call.

Present and constituting a quorum were:

Clint Wright	Board Supervisor, Chairman
Heather Loffredo	Board Supervisor, Vice Chairman
Jim Breslin	Board Supervisor, Assistant Secretary
Ronnie Murphy	Board Supervisor, Assistant Secretary

Also, present were:

Howard McGaffney	District Manager, Vesta District Services
Jennifer Kilinski	District Counsel, Kilinski | Van Wyk PLLC
Mitchell Zwang	District Counsel, Kilinski | Van Wyk PLLC
Belynda Tharpe	General Manager, FirstService Residential
Jennifer Knutelsky	Assistant General Manager, First Service Residential
Holly Spaulding	Resident
Jake	Resident
Randy	Resident
Oscar	Resident
Lindsay Sutliff	Resident
Jess Saunders	Resident
Bud	Resident
Elizabeth Steele	Resident
John Hannigan	Resident
Vicky	Resident
Sam Palli	Resident

The following is a summary of the discussions and actions taken at the April 23, 2026 Trout Creek CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request by emailing PublicRecords@vestapropertyservices.com.

SECOND ORDER OF BUSINESS – Pledge of Allegiance

THIRD ORDER OF BUSINESS – Audience Comments – *(limited to 3 minutes per individual for agenda items)*

Holly Spaulding asked about the official decision on the fence variance request on the drainage easements as her notes differed from the official April 16, 2025, minutes. She noted that the Board had set the requirement for 20’ of clearance for pond maintenance vehicles and general access to the ponds. She also commented on the requirements for night swimming as set forth by the health department.

James introduced himself as a representative for the Shearwater Sharks Team.

Randy commented on e-bike rules and provided recommendations on how to possibly mitigate the destruction of landscaping and mulch. One recommendation was to require registration for all motorized vehicles and also handed out photos of the areas that had been affected by e-bikes.

Oscar commented on the excess street parking in his area of the district.

Lindsay Sutliff provided updates and comments on the status of the 16A buffer initiative with the county and asked that residents support the initiative by engaging with the county to potentially put up a wall.

Jess Saunders thanked the Board for their support of the Shearwater Sharks Swim Team and also commented on the lack of parking for large or multiple events occurring within the community to which she requested the enforcement of parking standards.

Bud commented on the registration of e-bikes and golf carts.

Elizabeth Steele provided updates as well regarding the 16A buffer initiative.

Mr. McGaffney presented two proposals for the night swimming discussion, which would be further discussed at the next workshop.

FOURTH ORDER OF BUSINESS – Staff Reports

A. District Counsel

Ms. Kilinski presented the report for the month and started with the variance policy. The recommendation from District Engineer was to keep the easements completely open while allowing residents to install fences on their property, but not on the pond banks. And noted that the options for this were to have no variance policy or have a variance policy with some width accommodations.

Ms. Kilinski provided a brief update on the possible turnover of Shearwater Pkwy. to the County.

Ms. Kilinski provided a brief update on the settlement agreement, which was for $470,000.00 total, plus $25,000.00 towards the outfall structure. And noted that the option was to accept the agreement at that total amount.

Discussion ensued regarding the variance policy, which would be ratified at the next Board meeting.

Discussion ensued regarding the settlement agreement.

On a MOTION by Mr. Breslin, SECONDED by Mr. Wright, WITH ALL IN FAVOR, the Board approved the settlement agreement with the previous terms, in the amount of $470,000.00, for the Trout Creek Community Development District.

Ms. Kilinski provided a brief update on the VerdeGo litigation and requested an Attorney-Client Shade Session was scheduled for the May meeting.

Ms. Kilinski provided a brief update on the pond 22A outfall structure repair. Discussion ensued.

On a MOTION by Ms. Loffredo, SECONDED by Mr. Wright, WITH ALL IN FAVOR, the Board approved the pond 22A outfall structure repair and for District Counsel to draft an agreement to be executed by the Chairman, at a not-to-exceed of $98,000.00, for the Trout Creek Community Development District.

John Hannigan noted the condition of the pond, the design, and the previous discussion regarding this issue with the prior engineering firm.

Supervisor Loffredo asked about and discussed with District Counsel about the bonds, bond issuances, bond holder consent, and the timeline with substantial absorption.

The audience comments were re-opened.

Vicky asked for a crosswalk for Calcutta and Shearwater Pkwy. Discussion ensued regarding a potential second amenity center, and additional parking concerns. She also added comments about lights for the crosswalks.

James, Shearwater Sharks representative, requested that the Board allow an additional five non-resident swimmers.

On a MOTION by Mr. Breslin, SECONDED by Mr. Wright, WITH ALL IN FAVOR, the Board approved the amendment of the Shearwater Sharks agreement to add five additional non-resident slots and for District Counsel to draft the agreement and for the Chair to execute the agreement, for the Trout Creek Community Development District.

B. District Engineer

Mr. McGaffney read the report as provided by the District Engineer who was not in attendance.

C. Landscape Maintenance Service Reports

There being no representatives present and no questions from the Board, the next item followed.

D. Pond Aquatics Service Reports

Ms. Tharpe noted that Charles Aquatics had sold their business to Tigris effective as of the prior week.

E. Exhibit 1: General/Assistant Manager

Supervisor Murphy requested an update on the JEA situation. Ms. Tharpe provided a brief update with Mr. McGaffney providing further information.

1. Exhibit 2: March Café Square Category Sales Report
2. Exhibit 3: March Square Category Sales Report
3. Exhibit 4: March Café Square Sunday Category Sales Report
4. Exhibit 5: March Maintenance Report
5. Exhibit 6: March Lifestyle Summary Report
6. Exhibit 7: March Lifestyle P&L Report

F. District Manager

Mr. McGaffney provided an update on the accounting progress. Supervisor Murphy provided further comments based on discussions with the accounting department at Vesta.

FIFTH ORDER OF BUSINESS – Business Items

A. Exhibit 8: Consideration of Temporary Construction Easement (Ashford Mills)

Ms. Kilinski introduced the matter to the Board and the audience.

Sam Palli discussed the temporary construction easement as he was under contract with Ashford Mills to purchase the property. Discussion ensued.

Mr. McGaffney, Ms. Kilinski, and Supervisor Wright explained at a basic level what was being requested of the potential property owner.

B. Exhibit 9: Consideration of License Plate Reader Proposal Options – *To Be Distributed*

Ms. Knutelsky provided a brief overview of the proposal that was provided as well as additional information she had received before the meeting. Discussion ensued.

C. Exhibit 10: Consideration of VB Global Tech Agreement Addendum

Mr. McGaffney provided a brief overview of the addendum and recommended that the Board approve after accepting the agreement with VB Global Tech in the Consent Agenda. The Board approved the Consent Agenda then circled back to the addendum for a motion.

> On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved the VB Global Tech Agreement Addendum, for the Trout Creek Community Development District.

SIXTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 11: Consideration for Approval – The Minutes of the Board of Supervisor Workshop Held on March 10, 2026

B. Exhibit 12: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on March 26, 2026

C. Exhibit 13: Consideration for Acceptance – The February 2026 Unaudited Financial Statements

D. Exhibit 14: Consideration for Acceptance – The March 2026 Unaudited Financial Statements

E. Exhibit 15: Ratification of VGlobal Tech Website Services Agreement

F. Exhibit 16: Ratification of Vesta Property Services 5th Amendment to Lifeguard Services Agreement

G. Exhibit 17: Ratification of Vesta Property Services 6th Amendment to Lifeguard Services Agreement

H. Exhibit 18: Ratification of Sean Luttrell Videography Services Agreement

I. Ratification of Tri-County Security Services Agreement – *Under Separate Cover*

J. Exhibit 19: Ratification of Assignment & Amendment of Aquatic Management Agreement

K. Exhibit 20: Ratification of FirstService Residential Janitorial Services Agreement

> On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the Consent agenda as presented, for the Trout Creek Community Development District.

SEVENTH ORDER OF BUSINESS – Discussion Topics

A. Trail #5 Dirt Bike Pathway

Supervisor Loffredo provided a brief overview of the need for this. Discussion ensued on how this would work, if at all.

B. Exhibit 21: Amended & Restated Amenity Rates, Reservation Fees, Disciplinary Rules

Ms. Kilinski provided an overview and noted that the policies could be changed month to month, but that rules and rates would need a public hearing for any changes to be made. Discussion ensued.

> On a MOTION by Ms. Loffredo, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved the Amended & Restated Amenity Rates, Reservation Fees, Disciplinary Rules, for the Trout Creek Community Development District.

C. Exhibit 22: Amended & Restated Parking & Towing Rules

This item was discussed during the Fourth Order of Business – Staff Reports.

D. Shearwater Sharks Summer Practice Schedule

EIGHTH ORDER OF BUSINESS – Supervisors' Requests

Supervisor Wright added to the e-bikes discussion. Discussion ensued regarding what to do with the landscaping affected by the e-bikes.

On a MOTION by Ms. Loffredo, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved staff to work with District Counsel on amending the policy for e-bikes to not be allowed in common/amenity areas, for the Trout Creek Community Development District.

Supervisor Wright left the meeting at approximately 8:32 p.m.

Supervisor Loffredo requested that proposals for shade sails be added to the next agenda.

Supervisor Murphy requested that the meetings be moved to 3:00 p.m.

NINTH ORDER OF BUSINESS – Audience Comments – New Business/Non-Agenda *(limited to 3 minutes per individual)*

A resident requested that the Board look into obtaining another smith machine for the gym.

John noted that he had spoken to Prestige, who said they had not been contacted, but had submitted a proposal of $9,000.00 for the repair of landscaping. And noted the differences between the Prestige quote and the Ruppert Landscape quotes. Discussion ensued. Mr. McGaffney noted that he had an open-door policy for residents and for anybody else to come to him with their concerns, and that it was best to not have residents reach out to vendors for the District. Ms. Tharpe clarified that she had not misspoke at the workshop and that they had reached out to the current vendor for Phase 1 and that the other vendors were hesitant to warranty anything taken care of by another contractor.

A resident discussed issues with traffic through the community in relation to the multi-use path. Discussion ensued.

A resident commented on the registration of e-bikes and whether that was allowed. District Counsel provided input regarding the difference between e-bikes that could be peddled or not. Discussion ensued.

TENTH ORDER OF BUSINESS – Security Session* *In accordance with sections 119.071(3)(a) and 286.0113(1), Florida Statutes, a portion of the meeting may be closed to the public, as it relates to details of the District's security system plan. The closed session may occur at any time during the meeting and is expected to last approximately thirty (30) minutes but may end earlier or extend longer.

The Board did not enter into a security session.

ELEVENTH ORDER OF BUSINESS – Next Workshop: May 11 at 10:00 a.m.

TWELFTH ORDER OF BUSINESS – Next Regular Meeting: May 28 at 6:00 p.m.

THIRTEENTH ORDER OF BUSINESS – Adjournment

Mr. McGaffney asked for final questions, comments, or corrections before requesting a motion to adjourn the meeting. There being none, Ms. Loffredo made a motion to adjourn the meeting.

On a MOTION by Ms. Loffredo, SECONDED by Ms. Breslin, WITH ALL IN FAVOR, the Board adjourned the meeting at 8:50 p.m. for the Trout Creek Community Development District.

**Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.*

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on May 28, 2026.

Howard McGaffney (Jun 3, 2026 12:26:48 EDT)
Signature

Howard McGaffney
Printed Name

Title: ☑ **Secretary** ☐ **Assistant Secretary**

Chairman Wright (Jun 3, 2026 12:22:08 EDT)
Signature

Clint wright
Printed Name

Title: ☐ **Chairman** ☐ **Vice Chairman**

April Mins.

Final Audit Report 2026-06-03

Created:	2026-06-03
By:	Jackie Leger (jleger@vestapropertyservices.com)
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"April Mins." History

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