# 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, June 25, 2026 at 5:32 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 |
| Vincent Sajkowski | Board Supervisor, Assistant Secretary |

Also, present were:

| | |
|---|---|
| Howard McGaffney | District Manager, Vesta District Services |
| Jennifer Kilinski | District Counsel, Kilinski \| Van Wyk PLLC |
| Mitchell Zwang | Kilinski \| Van Wyk PLLC |
| Mike Yuro | District Engineer, Yuro & Associates, LLC |
| Belynda Tharpe | General Manager, FirstService Residential |
| Jessica Knutelsky | Assistant General Manager, FirstService Residential |

*The following is a summary of the discussions and actions taken at the June 25, 2026 Trout Creek CDD Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request by emailing [PublicRecords@vestapropertyservices.com](mailto:PublicRecords@vestapropertyservices.com).*

**SECOND ORDER OF BUSINESS – Security Session – Time Specific: 5:30PM***

***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.***

A. Public Comment – *Limited to Security Matters*

A resident suggested hiring more amenity staff to assist with security matters.

A resident commented on the newly installed fence with spikes, noted that the main gate wasn't working, and had a follow-up question regarding the physical force security was licensed and permitted to do.

A resident noted that he was opposed to armed security and recommended using off-duty sheriff's deputies for security instead.

Supervisor Wright provided a brief explanation of the current chosen security.

Amenity Management and District Counsel provided a brief explanation of the newly installed spiked fence and liability concerns.

B. Closed Session – Discussion of Security System Plan*

*Mr. McGaffney announced the closed security session at approximately 5:45 p.m.*

C. Reconvene Open Session

*Mr. McGaffney announced the open session at approximately 6:28 p.m.*

D. Consideration of Board Action on Security Matters – *If Any*

There being none, the next item followed.

**THIRD ORDER OF BUSINESS – Pledge of Allegiance**

Mr. Wright led all present in reciting the pledge of allegiance.

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

A resident commented on the vending machines and the profit share, noted that she was in favor of the irrigation split but asked for clarification on who was paying for it, as well as the need for more information on the survey.

A resident noted that more accidents had occurred behind the Tower Court homes and that she was in favor of and advocating for a wall. She also provided a comment from her neighbor regarding a speed limit change to 15 mph, and parking on the roads.

A resident noted that the survey's information regarding the different assessment areas was confusing.

A resident commented on the need for improvements within the community as it was related to taking out a bond to pay for them.

A resident commented on the discussion related to a potential new amenity center.

A resident commented on uniformity and safety within the neighborhoods related to access to the multi-use paths.

Supervisor Wright and the Board addressed many of the public's comments and concerns, which included but was not limited to, outlining the history of the various types of paths, sidewalks, and speed limits. It was noted that the speed limits were governed by the County, and that there was a costly and extensive process to impact the conservation areas that doesn't guarantee approval of the wish list items.

**FIFTH ORDER OF BUSINESS – Presentation**

A. Consideration of SASH Properties, LLC MOU & Temporary Construction Easement

Mr. Zwang provided a brief explanation, which included recommendations for the Board to request $7,000.00 to cover the district staff costs, a cost share agreement of $3,000.00 per year, and a deposit of $1,000.00, contingent upon County approval. Mr. Palli provided a brief update on his property. Discussion ensued.

| |
|---|
| On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the SASH Properties, LLC MOU & Temporary Construction Easement, for the Trout Creek Community Development District. |

**SIXTH ORDER OF BUSINESS – Staff Reports**

A. District Counsel

Ms. Kilinski provided a brief update and a high-level review of the process involved in issuing new bonds. The processes she covered included the survey, town hall meetings, engagement of an architectural design consultant, engineering, reports, underwriting, and public hearings. Discussion ensued.

B. District Engineer

Mr. Yuro provided comments on how difficult it was to encumber wetlands for new improvements.

1. Update on Timberwolf Tr. & Shearwater Pkwy. Initiative of Turning Over Ownership to the County & Related Construction

   Mr. Yuro provided an update on the process and noted that the Board would have to request a non-standard code variance and that there still wasn't a guarantee that the County would approve it.

2. Update on Crosswalk Calcutta & Shearwater Pkwy.

   Mr. Yuro noted that the plans had been submitted to the County on 06/25/2026. Discussion ensued regarding another area that needed a crosswalk, which had been mentioned earlier in the meeting.

3. Update on Mill & Resurface Thermoplastic, Final Closeout

   Mr. Yuro provided a brief update and noted that weather had created delays, but that the work was scheduled for the end of June.

4. Update on Outfall Repair Project

   Mr. Yuro provided a brief update and noted that he was in communication with Tigris to finalize the start date.

C. Exhibit 1: Landscape Maintenance Service Reports

The Board came to the consensus to begin the RFP process for landscape maintenance services for the entire District to be under one vendor.

1. Exhibit 1A: Ruppert Landscape
2. Exhibit 1B: Prestige Landscape

D. Exhibit 2: Pond Aquatics Service Reports – *To Be Distributed*

Ms. Tharpe presented the report for the month.

E. Exhibit 3: General/Assistant Manager

There being no questions or concerns to address with the General/Assistant Manager, the next item followed.

1. Exhibit 4: May Café Square Category Sales Report
2. Exhibit 5: May TCCDD Square Category Sales Report
3. Exhibit 6: May Maintenance Report
4. Exhibit 7: May Lifestyle Summary Report
5. Exhibit 8: May Lifestyle P&L Report

F. District Manager

Mr. McGaffney provided brief updates.

**SEVENTH ORDER OF BUSINESS – Business Items**

A. Exhibit 9: Consideration of Vending Machine Proposal & Revenue Share

Ms. Knutelsky provided a brief overview of the two options presented. Discussion ensued.

On a MOTION by Mr. Breslin, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the Genesis Mendoza vending machine proposal with a 10% revenue share, for District Counsel to draft the agreement and for the Chairman to execute said agreement, for the Trout Creek Community Development District.

B. Exhibit 10: Consideration of Adding Separate Water Meter Proposals

Ms. Knutelsky provided a brief overview of the three options presented. Discussion ensued.

On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved the Prestige proposal for ASO work related to irrigation improvements, at a not-to-exceed of $8,600.00, for the Trout Creek Community Development District.

C. Consideration of Rescheduling All Workshops Moving Forward

Mr. McGaffney provided a brief explanation of the need for the change. Discussion ensued.

On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved moving all workshops going forward to the 2nd Wednesday of the month at 10:00 a.m. starting with the August workshop, for the Trout Creek Community Development District.

D. Exhibit 11: Consideration of Greenlee Law Engagement for Besch/Prosser Claim

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the Greenlee Law Engagement for Besch/Prosser Claim, for the Trout Creek Community Development District.

E. Exhibit 15: Consideration for Approval – Community Survey

**This item was originally under the Eighth Order of Business – Consent Agenda, but Supervisor Sajkowski requested that it be moved up to the Seventh Order of Business – Business Items, as Item E.**

Supervisor Loffredo provided an overview of the intention for the community survey. Discussion ensued.

Discussion was opened to audience comments.

A resident asked for clarification from District Counsel regarding the potential bond money. Ms. Kilinski and Mr. McGaffney provided further clarification.

A resident commented on the cost of the snack bar.

A resident asked for clarification on the pickleball and basketball courts and noted the increase to the CDD fees in Julington Creek after they redid their amenity center and compared it to the possible increase in CDD fees if the bonds were pulled for the District. She also asked how much the District was paying to heat the pool. Discussion ensued and answers were provided.

A resident recommended that staff record a video explaining the survey for residents.

A resident asked about café revenues, which was answered by Supervisor Loffredo.

Discussion continued among the Board members.

| |
|---|
| On a MOTION by Mr. Breslin, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the Community Survey with updates made at the meeting, for the Trout Creek Community Development District. |

**EIGHTH ORDER OF BUSINESS – Consent Agenda**

A. Exhibit 12: Consideration for Approval – The Minutes of the Board of Supervisors Workshop Held on May 11, 2026

B. Exhibit 13: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on May 28, 2026

C. Exhibit 14: Consideration for Acceptance – The May 2026 Unaudited Financial Statements

D. Exhibit 15: Consideration for Approval – Community Survey

E. Exhibit 16: Ratification of Shaffer Engineering Proposal – Electrical Engineering

| |
|---|
| On a MOTION by Mr. Wright, SECONDED by Mr. Sajkowski, WITH ALL IN FAVOR, the Board approved the Consent agenda as presented, excluding Item D. Exhibit 15, for the Trout Creek Community Development District. |

**NINTH ORDER OF BUSINESS – Discussion Topics**

**TENTH ORDER OF BUSINESS – Supervisors' Requests**

Supervisor Wright requested that Firewise Planning be added to future workshops.

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

There being no audience comments, the next item followed.

**TWELFTH ORDER OF BUSINESS – Next Workshop: July 7 at 10:00 a.m.**

**THIRTEENTH ORDER OF BUSINESS – Next Regular Meeting: July 23 at 6:00 p.m.**

**FOURTEENTH ORDER OF BUSINESS – Adjournment**

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

| |
|---|
| On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board adjourned the meeting at 8:54 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 <u>July 23, 2026</u>.**

| | |
|---|---|
| Howard McGaffney (Jul 30, 2026 16:48:03 EDT) | Clint wright (Jul 30, 2026 14:10:01 EDT) |
| **Signature** | **Signature** |
| Howard McGaffney | Clint wright |
| **Printed Name** | **Printed Name** |
| **Title:** ▣ **Secretary** ☐ **Assistant Secretary** | **Title:** ☐ **Chairman** ☐ **Vice Chairman** |