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 **December 18, 2024, at 6:00 p.m.** at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

Present and constituting a quorum:

Clint Wright	**Board Supervisor, Chairman**
Heather Loffredo	**Board Supervisor, Vice Chairperson**
Jim Breslin	**Board Supervisor, Assistant Secretary**
Ronnie Murphy	**Board Supervisor, Assistant Secretary**
Vincent Sajkowski	**Board Supervisor, Assistant Secretary**

Also present were:

Melissa Dobbins	**District Manager, Rizzetta & Co., Inc.**
Katie Buchanan	**District Counsel, Kutak Rock, LLP**
Mike Yuro	**Yuro & Associates**
Belynda Tharpe	**General Manager, First Service Residential**
Jessica Knutelsky	**Assistant Manager, First Service Residential**
Brett Sealy	**MBS**

Members of the public present.

FIRST ORDER OF BUSINESS **Call to Order**

The meeting was called to order at 6:00 p.m. and pledge of allegiance was recited.

SECOND ORDER OF BUSINESS **Presentation by MBS on Bond Series 2015 Refinancing**

Mr. Sealy introduced himself and explained to the Board that he is required to first have their approval to present any information regarding possible refinancing opportunities. The board approved for MBS to present.

Mr. Sealy presented a refunding summary to provide MBS' history experience and then an overview on Series 2015 Bonds. He also reviewed refunding structures, estimated refunding results and timeline if the Board decides to engage with MBS to prepare a credit package to present at the February Board meeting. Mr. Sealy noted that once that package is presented the Board is not obligated to move forward if they are not satisfied with the term sheets.

Mr. Sealy then answered further questions by the Board and the audience.

After further discussion, the Board approved MBS' agreement for underwriting services for the purpose of refunding the District's outstanding Series 2015 Bonds.

On a motion by Mr. Breslin, seconded by Ms. Murphy, by majority vote, with Ms. Loffredo opposed, the Board approved the MBS agreement for Underwriting Services for Refunding the District's Outstanding Series 2015 Bonds, for Trout Creek Community Development District.

THIRD ORDER OF BUSINESS **General Audience Comments (Non-Agenda Items Only)**

The audience had questions and comments in regard to assessments, future bond refinancing opportunities, additional traffic studies, water pressure issues, commercial developer request to talk to residents regarding access off Pine Tree Lane, golf cart policies, contract thresholds and amenity facility hours of operation.

FOURTH ORDER OF BUSINESS **Staff Reports**

A. District Counsel

Ms. Buchanan noted she realizes the two resolutions are back on the agenda, but she must make the Board aware that these are items required by the bonds and do need action or eventually there can be consequences.

B. District Engineer

1.) Update Regarding Stormwater Outfall Repair

Mr. Yuro stated he has reviewed some of the emails and documents regarding this matter and confirmed that the dewatering pipe was left, and he would believe this would be the fault of the contractor. He can get bids based on the current design for the Board to review to repair this issue. The Board directed Ms. Buchanan to send a letter to the contractor to state the District's position and request a meeting with the new district engineer also present.

2.) Update Regarding Goodhope Court Underdrain Evaluation

After discussion, the Board authorized Mr. Yuro to draft a plan and scope to then get proposals for an underdrain per ECS' recommendation. Mr. Yuro also stated he will compare the as-builts to the original design plans to confirm they match.

**Ms. Loffredo left the meeting while in progress.*

3.) Consideration of ECS Proposal for Subsurface Exploration on Pond 11B

On a motion by Mr. Wright, seconded by Mr. Breslin, with all in favor, the Board approved ECS' proposal, in the amount of $3,200.00, for Subsurface Exploration on Pond 11B, for Trout Creek Community Development District.

**Ms. Loffredo joined the meeting while in progress.*

4) Review of Yuro & Associates Traffic Study

Mr. Yuro stated he reviewed his recommendation with the county. If the county approves, the cost of the traffic signs would be paid by the District. He informed the Board that he should receive confirmation soon.

C. Landscape Maintenance Service Reports

Ms. Tharpe updated the Board that Prestige started servicing Phase 1 on December 1st. They are expected to attend the next workshop to review remediation for Phase 1, where most of the irrigation issues have been located but they are still dealing with some after a lightning strike.

Ms. Buchanan reviewed with the Board that they need to respond back to VerdeGo's attorney after they requested to be paid the full amount of their outstanding payments. After discussion, the board authorized Jim to work on litigation matters and review this further.

D. Pond Aquatics Service Report

E. General Manager

Ms. Knutelsky updated the Board that the approved proposal with All Pro Asphalt, needed to have additional square footage, so the revised amount total is $17,650.00.

On a motion by Mr. Wright, seconded by Ms. Murphy, with all in favor, the Board approved the revised proposal with All Pro Asphalt, in the amount of $17,650.00, for Trout Creek Community Development District.

F. District Manager

1.) Updated Financial End of Fiscal Year 2024 Summary

FIFTH ORDER OF BUSINESS — **Discussion Regarding Board Member Responsibilities**

Discussion ensued. The Board agreed that each of them take on the following appointed responsibilities to work with staff for the Board to consider at future meetings.

Board Member	Appointment
Ms. Loffredo	Traffic and School Concerns
Mr. Breslin	Litigation Matters
Ms. Loffredo	Café Usage/Lifestyle
Mr. Sajkowski	Security/Safety
Ms. Murphy	Reserve Study/Finances
Mr. Wright	District Engineer Matters

SIXTH ORDER OF BUSINESS — **Consideration of Amendment to FirstService Residential Management Agreement**

Ms. Buchanan noted this Amendment removes the POA references and requires FSR to propose an addendum each year.

SEVENTH ORDER OF BUSINESS — **Consideration of Resolution 2025-03, Recognizing Contribution (Series 2022 Assessments)**

Tabled.

EIGHTH ORDER OF BUSINESS — **Consideration of Resolution 2025-04, Accepting Dedication of Property (Phases 3A-3C 3G)**

Tabled.

NINTH ORDER OF BUSINESS — **Consideration of Synthetic Turf Proposal**

The Board discussed and reviewed three proposals provided under Tab 9.

TENTH ORDER OF BUSINESS — **Update Regarding Security Patrol at Outpost and Falls Park**

The staff noted they are adjusting security hours for these areas.

ELEVENTH ORDER OF BUSINESS — **Discussion Regarding Cafe Options, (Including Beer & Wine License)**

Mr. Gerena suggested this topic get reviewed at the next workshop.

TWELFTH ORDER OF BUSINESS — **Consideration of Proposal(s) for Slide & Slide Tower Repairs**

The Board discussed and reviewed three proposals that were behind Tab 10.

THIRTEENTH ORDER OF BUSINESS — **Consideration of Reimbursement for Staff CPO Certification**

Ms. Tharpe noted this was to reimburse Mr. Johnnie Verdell for his pool certification that he is required to have to maintain the pools. Ms. Dobbins suggested the Board make a motion to approve such reimbursement for any staff member going forward when it's required for them to have it to perform their job responsibilities.

FOURTEENTH ORDER OF BUSINESS — **Discussion Regarding Trout Creek Academy Request for Use of Courts**

Mr. Scott Miller from the Trout Creek Tennis Academy made a request to the Board for the use of the tennis courts to hold tennis matches on Friday afternoon. Mr. Wright requested that a formal proposal get added to a future agenda for the Board to have something to review with all the details.

FIFTEENTH ORDER OF BUSINESS — **Audience Comments on Agenda Items**

The audience had questions and comments regarding the following matters: security concerns outside the facilities, parking issues when tennis matches are held, performance bond on the stormwater weir, statute of limitations, budget tracking and managing plan for budget and reduce risk and exposure.

SIXTEENTH ORDER OF BUSINESS — **Board Vote on Business Items**

> On a motion by Mr. Wright, seconded by Ms. Loffredo, with all in favor, the Board agreed that each board member would take on the following appointed responsibilities to work with staff for the Board to consider at future meetings: Ms. Loffredo is appointed to Traffic and School Concerns, as well as Café Usage/Lifestyle; Mr. Breslin is appointed to Litigation Matters; Mr. Sajkowski is appointed to Security/Safety; Ms. Murphy is appointed to Reserve Study/Finances; and Mr. Wright is appointed to District Engineer Matters, for Trout Creek Community Development District.

> On a motion by Mr. Wright, seconded by Ms. Murphy, with all in favor, the Board approved Amendment to FirstService Residential Management Agreement, for Trout Creek Community Development District.

On a motion by Ms. Murphy, seconded by Mr. Sajkowski, by majority vote, with Ms. Loffredo opposed, the Board approved the Synthetic Turf Proposal, in the amount of $26,731.00, for Trout Creek Community Development District.

On a motion by Mr. Wright, seconded by Ms. Murphy, with all in favor, the Board approved the IPS proposal for pool slide and slide tower repairs, in the amount of $29,982.99, for Trout Creek Community Development District.

On a motion by Mr. Breslin, seconded by Mr. Wright, with all in favor, the Board approved CPO Certification reimbursement and for all future staff members that require it for their position, for Trout Creek Community Development District.

Ms. Dobbins requested the Board to confirm their next workshop date. After discussion, the Board scheduled a workshop on January 6th at 2:00 p.m.

SEVENTEENTH ORDER OF BUSINESS **Consent Agenda**

1.) **Consideration of Minutes for the Board of Supervisors' Workshop held on December 4, 2024**
2.) **Consideration of Minutes for the Board of Supervisors' Regular Meeting held on November 20, 2024**
3.) **Ratification of the Operation and Maintenance Expenditures for November 2024**

On a motion by Mr. Wright, seconded by Ms. Murphy, with all in favor, the Board approved the consent agenda that includes the minutes for the Board of Supervisors' workshop held on December 4, 2024, the minutes for the Board of Supervisors' regular meeting, held on November 20, 2024, and ratified the operation and maintenance expenditures for November 2024, in the amount of $190,636.28, for Trout Creek Community Development District.

EIGHTEENTH ORDER OF BUSINESS **Supervisor Requests**

Ms. Loffredo gave an overview of items she would like the Board to explore at future meetings including tech/communication of board meetings, updates to lifestyle calendar and activities, facility staffing/hours, pool heaters, reopening of the Nest and community options to explore with a budget plan for revenue at café/snack bar, additional parking or amenities.

NINTEENTH ORDER OF BUSINESS **Adjournment**

On a motion by Mr. Wright, seconded by Ms. Loffredo, with all in favor, the Board adjourned the meeting at 9:24 p.m., for Trout Creek Community Development District.

Secretary /Assistant Secretary

Chairman / Vice Chairman