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, February 26, 2026 at 6:00 p.m., at the Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

FIRST ORDER OF BUSINESS – Call to Order/ Roll Call

Supervisor Wright 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:

Lesley Gallagher	District Manager, Rizzetta
Jennifer Kilinski	District Counsel, Kilinski | Van Wyk PLLC
Mitchel Zwang	Kilinski | Van Wyk PLLC
Belynda Tharpe	General Manager, First Service Residential
Jessica Knutelsky	Assistant General Manager, First Service Residential
John Hannigan	Resident
Kris Farlow	Resident
James Hale	Shearwater Swim Team
Jessica Saunders	Resident

The following is a summary of the discussions and actions taken at the February 26, 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

Supervisor Wright pulled Item F. from the Consent Agenda to be reviewed under the District Counsel's report.

THIRD ORDER OF BUSINESS – Audience Comments – *(Agenda and General Comments Limited to 3 Minutes Each)*

John Hannigan discussed property ownership of phase three, due diligence items, and the lack of notification regarding the broadcast of the meeting.

Kris Farlow discussed the accessibility of the dog park to former residents and noted an area that could potentially be a basketball court for the kids to use.

A resident asked for an update on the settlement agreement between the developer and the CDD, as well as the new district manager's meeting the County Commissioner.

James Hale thanked the Board for their consideration to allow the team to use the CDD pool for practices.

A resident thanked the Board for moving Item F. in the Consent Agenda for discussion and provided comments regarding it.

Jessica Saunders thanked the Board for heating the pool.

FOURTH ORDER OF BUSINESS – Staff Reports

Discussion ensued regarding property ownership of phase 3, the settlement agreement, ADA compliance for CDD videos, and basketball hoop restrictions from the HOA.

A. District Counsel – *under separate cover*

Ms. Kilinski presented her report for the month, which included the following items, as well as Supervisor compensation and expenses, the settlement agreement, a newly passed referendum bill and the property tax related bill, and the previous ratification item for CR 53, Series 2018.

1. Outfall Structure

   An onsite inspection was scheduled for March 10th.

2. Comcast/Xfinity Easement (Real Property)

   The Board directed District Counsel to work with the district manager to obtain a copy of a draft agreement to be brought back for their approval.

3. CDD Videos (Records & ADA Website Accessibility) – reviewed legal requirements and options.

4. Photos of Suspected Vandals/Trespassers

   The discussion regarding this item was to utilize the full resources made available by the SJCSO for any damage to the District property over $2,500.00 with the request to SJSCO that the posting of minors' photos was requested to not be posted.

5. Videography Services Agreement – deferred.

B. District Engineer

The District Engineer was not present but provided a brief written update for staff to present to the Board.

C. Tab 1: Landscape Maintenance Services Report

Supervisor Wright provided an update on the letter sent by Ms. Kilinski regarding the CR 210 entrance.

D. Tab 2: Pond Aquatics Service Reports

1. Consideration of Fish Barrier Installation Proposal

   Supervisor Sajkowski stepped out of the meeting.

On a MOTION by Mr. Wright, SECONDED Ms. Loffredo, WITH ALL IN FAOVR, the Board approved the First Barrier Installation proposal, for the Trout Creek Community Development District.

Supervisor Sajkowski rejoined the meeting.

E. Tab 3: General Manager

Ms. Tharpe presented her report for the month. Discussion ensued.

1. Request for Pool & Pool Deck Closer on March 28, 2026, from 8 a.m. to 12 p.m. for Event Preparation

F. Tab 4: District Manager

1. Variance Report Presented by Supervisor Murphy

Ms. Gallagher presented the proposal for Rizzetta to handle the February financials. Discussion ensued.

On a MOTION by Mr. Breslin, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved a not-to-exceed amount of $1,200.00 authorizing Supervisor Murphy to review the variance report with Mr. McGaffney and engage Rizzetta for these services should she choose to, for the Trout Creek Community Development District.

FIFTH ORDER OF BUSINESS – Business Items

A. Consideration of Amenity Suspension

Discussion ensued regarding the details of the incident as well as trespassing the driver, who was a non-resident, from the District property. The Board chose to continue the discussion of amenity suspension policies at the next workshop.

B. Tab 5: Consideration of Swim Team Agreement

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the Swim Team Agreement, for the Trout Creek Community Development District.

C. Tab 6: Consideration of Amenity Janitorial Service Proposals

Ms. Knutelsky provided a summary of the proposals.

On a MOTION by Mr. Wright, SECONDED by Ms. Murphy, WITH ALL IN FAVOR, the Board approved the Honey Glow janitorial services proposal, in the amount of $24,000.00 annually, for the Trout Creek Community Development District.

D. Tab 7: Consideration of Resolution 2026-04, Regarding the General Election

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-04,** Regarding the General Election, for the Trout Creek Community Development District.

E. Tab 8: Consideration of Resolution 2026-05, Setting Public Hearing on Overnight Parking and Towing Rules

Discussion ensued. This item was tabled for further discussion at the workshop.

F. Tab 9: Consideration of Resolution 2026-06, Adopting License Agreement Policy

Ms. Kilinski provided a brief overview of the agreement policy. Discussion ensued.

On a MOTION by Ms. Loffredo, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-06,** Adopting License Agreement Policy, for the Trout Creek Community Development District.

SIXTH ORDER OF BUSINESS – Business Administration – Consent Agenda

A. Tab 10: Consideration of Minutes for the Board of Supervisors' Meeting held on January 22, 2026

B. Tab 11: Consideration of Minutes for the Special Meeting held on February 6, 2026

C. Tab 12: Consideration of Minutes for the Workshop held on February 10, 2026

D. Tab 13: Ratification of Operations & Maintenance Expenditures for December 2025

E. Tab 14: Ratification of Requisitions CR 10 and 11, Series 2025

F. Tab 15: Ratification of Requisition CR 53, Series 2018

Item F, Tab 15 – Ratification of Requisition CR 53, Series 2018 was previously removed and discussed under District Counsel's Report. District Counsel briefly reviewed the procedural history of CR53 from bond issuance to developer funding.

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the Consent Agenda, as amended (not including ratification of CR 53), for the Trout Creek Community Development District.

SEVENTH ORDER OF BUSINESS – Business Items – Part B

A. Discussion of District Security*

***NOTE: IT WAS STATED ON THE RECORD THAT IN ACCORDANCE WITH SECTIONS 119.071(3)(A) AND 286.0113(1), FLORIDA STATUTES, A PORTION OF THE MEETING WILL 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.**

EIGHTH ORDER OF BUSINESS – Supervisor Requests

NINTH ORDER OF BUSINESS – Adjournment

Supervisor Wright 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 8:20 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 March 26, 2026.

Mac (Apr 6, 2026 11:24:40 EDT)
Signature

Howard McGaffney
Printed Name

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

Chairman Wright (Apr 4, 2026 22:17:15 EDT)
Signature

Clint w
Printed Name

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

February Mins.

Final Audit Report 2026-04-06

Created:	2026-04-02
By:	Jackie Leger (jleger@vestapropertyservices.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAARBcRsp2fLzzBZ8ETFja92X_kSnp1-WXK

"February Mins." History

Document created by Jackie Leger (jleger@vestapropertyservices.com)
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Document emailed to Chairman Wright (clint.troutcreekcdd@gmail.com) for signature
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