

1 **MINUTES OF MEETING**

2 **TROUT CREEK**

3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Trout Creek Community Development
5 District was held on Thursday, August 27, 2026 at 6:00 p.m., at the Kayak Club, 100 Kayak Way, St.
6 Augustine, FL 32092.

7 **FIRST ORDER OF BUSINESS – Roll Call**

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

9 Present and constituting a quorum were:

10	Clint Wright	Board Supervisor, Chairman
11	Heather Loffredo	Board Supervisor, Vice Chairman
12	Jim Breslin	Board Supervisor, Assistant Secretary
13	Ronnie Murphy	Board Supervisor, Assistant Secretary
14	Vincent Sajkowski	Board Supervisor, Assistant Secretary

15 Also, present were:

16	Howard McGaffney	District Manager, FCS Management Group
17	Jennifer Kilinski	District Counsel, Kilinski Van Wyk PLLC
18	Mike Yuro	District Engineer, Yuro & Associates, LLC
19	Belynda Tharpe	General Manager, FirstService Residential
20	Jessica Knutelsky	Assistant General Manager, FirstService Residential
21	Logan Muether (via phone)	Sr. Financial Analyst, Vesta District Services
22	Scott Smith (via phone)	Vice President, Vesta District Services
23	Residents	

24 *The following is a summary of the discussions and actions taken at the August 27, 2026 Trout Creek CDD*
25 *Board of Supervisors Regular Meeting. Audio for this meeting is available upon public records request by*
26 *emailing PublicRecords@vestapropertyservices.com.*

27 **SECOND ORDER OF BUSINESS – Pledge of Allegiance**

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

30 A resident commented on the situation with SASH Properties.

31 **FOURTH ORDER OF BUSINESS – Exhibit 1: Presentation of Public Notice(s)**

32 **FIFTH ORDER OF BUSINESS – Public Hearings**

33 Mr. McGaffney provided a brief overview of the process for public hearings and public comments.

34 A. FY 2027 Budget Public Hearing

35 1. Open the Public Hearing

36 On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board opened
37 the FY 2027 Budget Public Hearing and the FY 2027 Assessment Public Hearing, for the Trout Creek
38 Community Development District.

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2. Exhibit 2: Presentation of Updated FY 2027 Approved Proposed Budget

Mr. McGaffney provided an overview of the updated proposed budget.

3. Exhibit 3: Presentation of FY 2027 Budget Analysis

4. Open the Public Comments

A resident asked about the increase in the cost for pine straw as well as security. Discussion ensued.

A resident commented on the amenity upgrades. Discussion ensued.

A resident commented on security.

A resident commented on the amenity staffing contract. Discussion ensued.

A resident commented on the district management contract as well as other increased line items. Discussion ensued.

A resident asked for clarification regarding how vendors were chosen. Discussion ensued.

A resident asked about the county park.

5. Close the Public Hearing

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board closed the FY 2027 Budget Public Hearing and FY 2027 Assessment Public Hearing, for the Trout Creek Community Development District.

Further discussion ensued among the Board and staff.

6. Exhibit 4: Consideration & Adoption of **Resolution 2026-19**, Adopting FY 2027 Budget

On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-19**, Adopting FY 2027 Budget, for the Trout Creek Community Development District.

B. FY 2027 Assessment Public Hearing

1. Open the Public Hearing

2. Open the Public Comments

3. Close the Public Hearing

4. Exhibit 5: Consideration & Adoption of **Resolution 2026-20**, Levying Assessments

On a MOTION by Mr. Wright, SECONDED by Ms. Murphy, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-20**, Levying Assessments, for the Trout Creek Community Development District.

5. Exhibit 6: Consideration of Amended 2018 Assessment Methodology Report & Adoption of **Resolution 2026-21**

Ms. Kilinski provided a brief explanation of the background, process and content of the Resolution.

On a MOTION by Mr. Sajkowski, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-21**, Amended 2018 Assessment Methodology Report, for the Trout Creek Community Development District.

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76 **SIXTH ORDER OF BUSINESS – Staff Reports**

77 A. District Counsel

78 Ms. Kilinski provided an update on the real property turnover as well as reminded the Board to
79 complete their ethics training by December 31st.

80 Supervisor Wright provided updates on County Rd. 210. Discussion ensued, including staff sending
81 a letter to notify the County its restoration requirements.

82 B. District Engineer

83 Mr. Yuro provided updates on the following projects. Discussion ensued.

84 1. Update on Crosswalk at Calcutta

85 2. Update on Outfall Structure Repair Project

86 C. Landscape Maintenance Service Reports

87 Ms. Tharpe provided an update on the landscape reports. Discussion ensued.

88 1. Exhibit 7: Prestige Landscape

89 2. Exhibit 8: Ruppert Landscape

90 D. Exhibit 9: Pond Aquatics Service Reports

91 E. Exhibit 10: General/Assistant Manager

92 This item was not originally on the agenda but was raised under the General Manager's report due
93 to its time-sensitive nature. Public comments were permitted on this agenda item separately.

94 Ms. Knutelsky presented towing sign proposals. Discussion ensued.

95 On a MOTION by Mr. Breslin, SECONDED by Mr. Wright, WITH ALL IN FAVOR, the Board approved
96 the installation of tow away signs, at a not-to-exceed of \$10,000.00, for the Trout Creek Community
97 Development District.

98 1. Exhibit 11: July Café Square Category Sales Report

99 2. Exhibit 12: July TCCDD Square Category Sales Report

100 3. Exhibit 13: July Maintenance Report

101 4. Exhibit 14: July Lifestyle Summary Report

102 5. Exhibit 15: July Lifestyle P&L Report

103 F. District Manager

104 **SEVENTH ORDER OF BUSINESS – Business Items**

105 A. Exhibit 16: Consideration & Adoption of **Resolution 2026-22**, Approving FY 2026-2027 Meeting
106 Schedule

107 Discussion ensued.

108 Change October 14th Townhall to October 7th at 6:00 p.m.

109 Change Budget Workshops to May and August

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board adopted **Resolution 2026-22**, Approving FY 2026-2027 Meeting Schedule, as amended, for the Trout Creek Community Development District.

- B. Consideration of District Events, Staff Appreciation, & 10% Staff Discount for Purchases – NTE \$2,000.00

Ms. Knutelsky provided a brief reminder explanation as it had been briefly discussed at the July workshop.

On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved the District Events, Staff Appreciation, & 10% Staff Discount for Purchases, at a not-to-exceed of \$2,000.00 and increase from 10% to 15%, for the Trout Creek Community Development District.

- C. Exhibit 17: Consideration of Easement Agreement – SASH Properties – *Under Separate Cover*

Ms. Kilinski provided an overview of the easement agreement in its current form as well as handed out a package of materials that summarized the changes over the last several months. Discussion ensued with Mr. Palli providing input.

On a MOTION by Mr. Sajkowski, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved the Easement Agreement with SASH Properties, in substantially final form as discussed with the amendments noted by District Counsel, at a no-to-exceed of \$13,000.00 for related costs, for such agreement to be the District's best and final offer, for the Trout Creek Community Development District.

- D. Establishment of Audit Committee

Mr. McGaffney provided a brief explanation.

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board appointed the Board of Supervisors as the Audit Committee, for the Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS – Consent Agenda

- A. Exhibit 18: Consideration for Approval – The Minutes of the Board of Supervisors Workshop Held on July 7, 2026

- B. Exhibit 19: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on July 23, 2026

- C. Exhibit 20: Consideration for Acceptance – The July 2026 Unaudited Financial Statements

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

NINTH ORDER OF BUSINESS – Discussion Topics

There being no discussion topics, the next item followed.

TENTH ORDER OF BUSINESS – Supervisors’ Requests

Supervisor Loffredo requested that a link to purchase tickets be added to the Shearwater website.

On a MOTION by Ms. Loffredo, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved adding a link to the current Shearwater website to purchase tickets, for the Trout Creek Community Development District.

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

A resident requested an update on the settlement with the developer. Supervisor Wright provided a status update.

Residents asked about the process for interest groups. Discussion ensued.

A resident asked for clarification on the interest for the bank accounts. Discussion ensued.

A resident asked about the issue with the sprinkler heads being run over by the golf carts, and about updates on the buffer.

TWELFTH ORDER OF BUSINESS – Next Workshop: Wednesday, September 9th at 10:00 a.m.

THIRTEENTH ORDER OF BUSINESS – Next Regular Meeting: Thursday, September 24th 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. Sajkowski made a motion to adjourn the meeting.

On a MOTION by Mr. Sajkowski, SECONDED by Ms. Murphy, WITH ALL IN FAVOR, the Board adjourned the meeting at 9:16 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 September 24, 2026.



Signature

Howard McGaffney

Printed Name


[Clint wright \(Oct 9, 2026 15:29:44 EDT\)](#)

Signature

Clint wright

Printed Name

Title: ☒ Secretary ☐ Assistant Secretary

Title: ☐ Chairman ☐ Vice Chairman