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, September 24, 2026 at 6:10 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, FCS Management Group
Jennifer Kilinski	District Counsel, Kilinski | Van Wyk PLLC
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 September 24, 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)*

A resident asked about a specific line on the presented financials as well as the cost of the adult pool party.

A resident discussed an incident with a Board member.

A resident continued the discussion from the previous audience member.

A resident discussed the golf cart registration policy.

Sam Palli discussed the pending items in the easement agreement terms.

A resident discussed continued accidents at the back entrance of the community.

Another resident discussed the golf cart registration policy.

A resident asked if the Board had any policies on how to address threats and harassment of Supervisors outside of District facilities, and if the District had any authority to enforce it.

A resident asked about how much the District has spent on fixing and changing the roundabout, the pond reports, and the cost of sod near the mailboxes.

A resident asked about the completion of the pergola.

Supervisor Wright, to the best of his ability, provided answers to the questions posed by audience members.

Ms. Kilinski provided a legal answer regarding the question about any policies on how to address threats and harassment of Supervisors outside of District facilities.

FOURTH ORDER OF BUSINESS – Northern Helm (Approximately 20mins.)

Lucas from Northern Helm presented the proposal for website and app. Discussion ensued.

FIFTH ORDER OF BUSINESS – Exhibit 1: Presentation of Public Notice(s)

SIXTH ORDER OF BUSINESS – Staff Reports

A. District Counsel

Ms. Kilinski provided an update on the parcel turnover research as well as a brief update on the suit filed for the outfall structure. Discussion ensued.

B. Exhibit 2: District Engineer

Mr. McGaffney provided a brief summary of the District Engineer's report. Discussion ensued.

1. Update on Timberwolf Roundabout Crosswalk Improvements
2. Exhibit 3: Consideration of Timberwolf Roundabout Crosswalk Plan

   Discussion ensued.

3. Consideration of Approving/Directing the District Engineer to Work on the Transfer of Timberwolf Tr. to the County

   Ms. Kilinski provided input regarding how long the process may take. Mr. McGaffney provided updates regarding his discussions with County officials. Discussion ensued.

On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved and directed the District Engineer to work on the transfer of Timberwolf Tr. to the County, for the Trout Creek Community Development District.

4. Update on Tigris Outfall Structure Repairs Project
5. Update on Shearwater/Calcutta Crosswalk
6. Update on Parcel Turnover from Developer

C. Landscape Maintenance Service Reports

1. Exhibit 4: Ruppert Landscape
2. Exhibit 5: Prestige Landscape

   Ms. Tharpe provided an update on the status of the landscape vendors' work quality as well as the aquatics vendor. Discussion ensued

D. Exhibit 6: Pond Aquatics Service Reports

E. Exhibit 7: General/Assistant Manager

Ms. Knutelsky provided further updates. Discussion ensued.

1. Exhibit 8: August Café Square Category Sales Report
2. Exhibit 9: August TCCDD Square Category Sales Report
3. Exhibit 10: August Maintenance Report

4. Exhibit 11: August Lifestyle Summary Report
5. Exhibit 12: August Lifestyle P&L Report

F. District Manager

Mr. McGaffney provided brief updates.

Mr. McGaffney notified the Board of a campaign policy violation. Discussion ensued.

SEVENTH ORDER OF BUSINESS – Business Items

A. Exhibit 13: Presentation & Acceptance of FY 2025 Final Financial Audit Report

Mr. McGaffney provided a brief overview of the audit as presented.

> On a MOTION by Mr. Wright, SECONDED by Ms. Murphy, WITH ALL IN FAVOR, the Board accepted the FY 2025 Final Financial Audit Report, for the Trout Creek Community Development District.

B. Exhibit 14: Consideration of MOU – Temporary Construction Easement (Ashford Mills)

Ms. Kilinski provided a brief update on the status of the MOU. Discussion ensued.

> On a MOTION by Mr. Wright, SECONDED by Ms. Murphy, WITH ALL IN FAVOR, the Board approved the final version of the MOU drafted by the District Counsel as presented in the revised agenda package, for the Trout Creek Community Development District.

C. Consideration of District Policies

1. Exhibit 15: Non-Solicitation Policy

Ms. Kilinski provided a brief summary of the policy.

> On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved the Non-Solicitation Policy, for the Trout Creek Community Development District.

2. Exhibit 16: Vendor Revenue Share Policy

Ms. Kilinski provided a brief summary of the policy. Discussion ensued.

> On a MOTION by Mr. Breslin, SECONDED by Mr. Wright, WITH ALL IN FAVOR, the Board approved the Vendor Revenue Share Policy with the revision that the revenue share would be 10% for residents and non-residents, for the Trout Creek Community Development District.

3. Exhibit 17: Golf Cart Registration Policy & Procedure – *To Be Distributed*

Discussion ensued.

> On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the suspension of the golf cart registration policy and procedure, for the Trout Creek Community Development District.

D. Exhibit 18: Consideration of Audio-Visual Improvement Proposals

Ms. Knutelsky provided a brief summary of the presented proposals. This item was moved to the October meeting.

E. Consideration of Facility Closure for Program/Special Events on October 17th and 24th

> On a MOTION by Mr. Wright, SECONDED by Ms. Loffredo, WITH ALL IN FAVOR, the Board approved the Facility Closure for Program/Special Events on October 17th and October 14th, for the Trout Creek Community Development District.

F. Exhibit 19: Consideration of FirstService Residential FY 2027 4th Addendum

Mr. McGaffney provided a brief summary of the addendum.

> On a MOTION by Ms. Murphy, SECONDED by Mr. Wright, WITH ALL IN FAVOR, the Board approved the FirstService Residential FY 2027 4th Addendum, for the Trout Creek Community Development District.

EIGHTH ORDER OF BUSINESS – Consent Agenda

A. Exhibit 20: Consideration for Approval – The Minutes of the Board of Supervisor Regular Meeting Held on August 12, 2026

B. Exhibit 21: Consideration for Approval – The Minutes of the Board of Supervisors Regular Meeting Held on August 27, 2026

C. Exhibit 22: Consideration for Acceptance – The August 2026 Unaudited Financial Statements

> 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.

NINTH ORDER OF BUSINESS – Discussion Topics

> On a MOTION by Ms. Murphy, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board accepted the Audit Committee's recommendations for the evaluation criteria and to notice the RFP, for the Trout Creek Community Development District.

TENTH ORDER OF BUSINESS – Supervisors' Requests

A resident requested that the fishing policy be updated. Discussion ensued.

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

A resident asked for clarification on the parcel turnover process and about the raised crosswalks. Discussion ensued regarding the parcel turnover process.

A resident provided input on the vendor revenue share.

A resident discussed the speed limit on 16A at the entrance of Shearwater and the website contract. Discussion ensued.

A resident asked when the golf cart registration discussion would be brought up again and noted that it would benefit the community to have a traffic study done on 16A at Shearwater.

The regular meeting recessed at approximately 8:47 p.m. for the purpose of holding the shade session.

TWELFTH ORDER OF BUSINESS – Shade Session*

In accordance with sections 119.071(3)(a), 286.0113(1), and 286.011(8) 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 and pending litigation. The closed session may occur at any time during the meeting and is expected to last approximately one (1) hour but may end earlier or extend longer.

The regular meeting reconvened at approximately 8:55 p.m.

A. Consideration of Facilities Attendant & Security Proposals

No decisions were made on this agenda item. The Board set a shade session for the next meeting.

On a MOTION by Mr. Wright, SECONDED by Mr. Breslin, WITH ALL IN FAVOR, the Board approved the Shade Session on October 29th at 5:00 p.m. before the audit committee meeting and regular meeting at 6:00 p.m., for the Trout Creek Community Development District.

THIRTEENTH ORDER OF BUSINESS – Wednesday, October 7 at 6:00 p.m. (Townhall advertised as a workshop)

FOURTEENTH ORDER OF BUSINESS – Next Regular Meeting: Thursday, October 29 at 5:30 p.m.

The regular meeting on Thursday, October 29 was rescheduled to 6:00 p.m. through a motion with the audit committee to commence alongside it, and a shade session scheduled for 5:00 p.m.

FIFTEENTH 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 9:20 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 October 29, 2026.

Signature	**Signature**
Howard McGaffney	Heather Loffredo
Printed Name	**Printed Name**
Title: ■ **Secretary** □ **Assistant Secretary**	**Title:** □ **Chairman** ☐ **Vice Chairman**

Heather Loffredo (Nov 3, 2026 16:42:13 EST)