



Rizzetta & Company

# **Trout Creek Community Development District**

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**Board of Supervisors'  
Meeting  
July 16, 2025**

District Office:  
2806 N. Fifth Street  
Unit 403  
St. Augustine, FL 32084

[www.troutcreekcdd.org](http://www.troutcreekcdd.org)

# TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

Kayak Club, 100 Kayak Way, St. Augustine, FL 32092

[www.troutcreekcdd.org](http://www.troutcreekcdd.org)

## Board of Supervisors

Clint Wright  
Heather Loffredo  
Jim Breslin  
Ronnie Murphy  
Vincent Sajkowski

Chairman  
Vice Chairperson  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

## District Manager

Melissa Dobbins

Rizzetta & Company, Inc.

## District Counsel

Chris Loy  
Jennifer Kilinski

Kilinski Van Wyk  
Kilinski Van Wyk

## District Engineer

Mike Yuro

Yuro & Associates

**All cellular phones must be placed on mute while in the meeting room.**

Please refer to the final agenda for Audience Comment sections of the meeting. This will include **General Audience Comments** (for non-agenda items only) and **Audience Comments on Agenda Items**. During these portions of the agenda, audience members may make comments on matters that concern the District (CDD) and will be limited to a total of three (3) minutes to make their comments.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.



# TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270  
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614  
[www.troutcreekcdd.org](http://www.troutcreekcdd.org)

**Board of Supervisors  
Trout Creek Community  
Development District**

**July 9, 2025**

## **FINAL AGENDA**

Dear Board Members:

The meeting of the Board of Supervisors of the Trout Creek Community Development District will be held on **July 16, 2025, at 6:00 p.m.** located at the Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

- 1. CALL TO ORDER / ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. GENERAL AUDIENCE COMMENTS (NON-AGENDA ITEMS ONLY)**
- 4. STAFF REPORTS**
  - A.) District Counsel.....Tab 1
    - 1.) Further Discussion Regarding Resolution 2025-03, Resolution 2025-04 & Developer Proposal
    - 2.) Discussion Regarding County Letters
      - i.) Related to School Traffic Concerns
      - ii.) Concerning Multi-use Trail/Sidewalk for Future County Parks
  - B.) District Engineer
    - 1.) Update Regarding Stormwater Outfall Repair
    - 2.) Update Regarding Goodhope Court Underdrain Repair
    - 3.) Update Regarding Final Design for Parking Improvements
    - 4.) Update on Ryan Homes Streetlighting
    - 5.) Discussion Regarding Crosswalk at School
    - 6.) Discussion Regarding Path – Seaforth & Rushing Dr.
    - 7.) Discussion Regarding Phase 1 Asphalt Resurfacing
  - C.) Landscape Maintenance Service Reports.....Tab 2
  - D.) Pond Aquatics Service Reports.....Tab 3
  - E.) General Manager.....Tab 4
    - 1.) Discussion Regarding Fishing on District Ponds
  - F.) District Manager.....Tab 5
    - 1.) Review of May 2025 Variance Report
- 5. BUSINESS ITEMS – Part A**
  - A.) Consideration of North Creek Gazebo Replacement Proposals – *(Under Separate Cover)*
  - B.) Consideration of Playground Equipment Proposals.....Tab 6
- 6. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 7. BUSINESS ITEMS – - Part B - BOARD PROPOSED MOTIONS**
- 8. BUSINESS ADMINISTRATION - CONSENT AGENDA.....Tab 7**
  - A.) Consideration of Minutes for the Board of Supervisors' Meeting held on June 18, 2025
  - B.) Consideration of Minutes for the Workshop held on July 1, 2025
  - C.) Ratification of the Operation and Maintenance Expenditures for June 2025
- 9. SUPERVISOR REQUESTS**
- 10. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at 904-436-6270.

Yours kindly,

*Melissa Dobbins*

District Manager

## **Tab 1**

## RESOLUTION 2025-03

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT RECOGNIZING A LANDOWNER CONTRIBUTION TO OFF-SET SERIES 2022 ASSESSMENTS; AND ADDRESSING SEVERABILITY AND AN EFFECTIVE DATE.

**WHEREAS**, the Trout Creek Community Development District (the “**District**”) was established by ordinance adopted by the Board of County Commissioners in and for St. Johns County, Florida, pursuant to the Uniform Community Development District Act of 1980, Chapter 190, *Florida Statutes*, as amended, and is validly existing under the Constitution and laws of the State of Florida; and

**WHEREAS**, Chapter 190, *Florida Statutes*, authorizes the District to plan, design, acquire, construct, install, operate and/or maintain systems and facilities for certain basic infrastructure, including recreation, water and sewer, roadways, stormwater management and utilities; and

**WHEREAS**, the District has adopted an improvement plan to finance the planning, designing, acquisition, construction, and installation of certain infrastructure improvements, facilities, and services (the “**Improvements**”) as detailed in the *Engineer’s Report*, dated November 4, 2014 (the “**Master Engineer’s Report**”), and the anticipated costs of the Master Project described in the Engineer’s Report are identified in Exhibit 3 of the Master Engineer’s Report; and

**WHEREAS**, the District issued its \$3,085,000 Capital Improvement Revenue Bonds, Series 2022 (“**Series 2022 Bonds**”), to fund a portion of the Improvements (“**Series 2022 Project**”) as further described in the *Supplemental Engineer’s Report, Series 2022 Bonds*, dated April 29, 2022 (“**2022 Engineer’s Report**” and together with the Master Engineer’s Report, “**Engineer’s Report**”); and

**WHEREAS**, the District levied special assessments for the repayment of the Series 2022 Bonds (“**Series 2022 Assessments**”), as further detailed in that certain *Master Special Assessment Allocation Report* dated December 17, 2014 (“**Master Assessment Report**”), as supplemented by the *Final Supplemental Special Assessment Allocation Report, Capital Improvement Revenue Bonds, Series 2022*, dated May 13, 2022, attached hereto as **Exhibit A** (“**2022 Assessment Report**,” and together with the Master Assessment Report, “**Assessment Report**”); and

**WHEREAS**, in connection with the issuance of the Series 2022 Bonds, the District and WFC Ashford Mills Owner VII, L.L.C. (“**Landowner**”) entered into that certain “Contribution Agreement Between the Trout Creek Community Development District and WFC Ashford Mills Owner VII, L.L.C.,” effective May 24, 2022 (“**2022 Contribution Agreement**”), whereby, generally stated, the Landowner agrees to contribute an amount equal to Two Hundred Forty Seven Thousand Five Hundred Sixty Two Dollars

(\$247,562.00) as specified in the 2022 Assessment Report (“**2022 Landowner Contribution**”), payable in Work Product, Infrastructure and Real Property (collectively “**Infrastructure Contributions**”, as defined in the 2022 Contribution Agreement), representing the differential amount of Target Costs Per Unit and the Costs Per Unit by EAU (as both terms are defined in the 2022 Assessment Report) attributable to 223 residential units anticipated to absorb the Series 2022 Assessments; and

**WHEREAS**, in accordance with Resolution 2020-11, Landowner previously dedicated and the District previously accepted the dedication of certain property and improvements in an amount equal to Seven Million Sixty Four Thousand Seven Hundred Fifty Three Dollars and Thirteen Cents (\$7,064,753.13) (“**Prior Landowner Contribution**”), as more particularly described in Resolution 2020-11, the terms of which are incorporated by reference herein; and

**WHEREAS**, pursuant to the terms of Resolution 2020-11, to the extent the total amount of such Prior Landowner Contribution exceeded the total landowner contribution required by that certain *Contribution Agreement Between the Trout Creek Community Development District and WFC Ashford Mills Owner VII, L.L.C.*, dated on or about July 9, 2018 (“**2018 Contribution Agreement**”) by Six Hundred Fifty-Five Thousand Five Hundred Twenty Dollars and Thirteen Cents (\$655,520.13) (“**Excess Contribution**”), the Excess Contribution may be used to offset future contribution requirements; and

**WHEREAS**, pursuant to Resolution 2021-02, the District recognized a contribution of Three Hundred Eighty One Thousand Five Hundred Forty Dollars (\$381,540.00) of the Excess Contribution in satisfaction of the contribution required pursuant to the *Contribution Agreement Between the Trout Creek Community Development District and WFC Ashford Mills Owner VII, L.L.C.* (“**Series 2020 Contribution Agreement**”); and

**WHEREAS**, in order to satisfy the 2022 Landowner Contribution required pursuant to the 2022 Contribution Agreement, Landowner now desires that the District recognize a portion of such Excess Contribution in an amount necessary to satisfy the 2022 Landowner Contribution; and

**WHEREAS**, as set forth in **Exhibit B**, and generally stated, Assessment Consultant has determined that the Excess Contribution in **Exhibit B** is sufficient to represent a contribution towards the 2022 Landowner Contribution; and

**WHEREAS**, pursuant the findings in **Exhibit B**, the District now desires to recognize that the Landowner’s obligation towards the 2022 Landowner Contribution has been satisfied;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. INCORPORATION OF RECITALS.** The Recitals stated above are recognized as true and correct and by this reference are incorporated herein.

**SECTION 2. ACCEPTANCE OF LANDOWNER REQUEST TO RECOGNIZE REMAINING EXCESS CONTRIBUTION TO SATISFY 2022 LANDOWNER CONTRIBUTION.** The District acknowledges and declares that in accordance with the terms of Resolution 2020-11, Landowner's Prior Landowner Contribution exceeded the amount of the 2018 Contribution Requirement in an amount equal to Six Hundred Fifty-Five Thousand Five Hundred Twenty Dollars and Thirteen Cents (\$655,520.13) (previously defined herein and referred to as the Excess Contribution). Pursuant to Resolution 2021-02, the Excess Contribution was reduced by the 2020 Contribution Requirement in the amount of Three Hundred Eighty One Thousand Five Hundred Forty Dollars (\$381,540.00). The District acknowledges and declares that Landowner's Excess Contribution shall be further reduced by Two Hundred Forty Seven Thousand Five Hundred Sixty Two Dollars (\$247,562.00), which shall be deemed to have satisfied the required 2022 Landowner Contribution required by the 2022 Contribution Agreement in full.

**SECTION 3. ACCEPTANCE OF ASSESSMENT CONSULTANT'S CERTIFICATE.** The District further accepts the District Assessment Consultant's Certificate Regarding Satisfaction of Landowner Contribution Obligation attached hereto as **Exhibit B**.

**SECTION 4. ADDITIONAL AUTHORIZATION.** District Staff is authorized to take whatever additional actions may be necessary to fulfill the intent of this Resolution.

**SECTION 5. SEVERABILITY.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of July 2025.

**ATTEST:**

**TROUT CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Asst. Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A:** *Final Supplemental Assessment Allocation Report, Capital Improvement Revenue Bonds, Series 2020, dated May 13, 2022*

**Exhibit B:** Assessment Consultant's Certificate

## **EXHIBIT A**

*Final Supplemental Assessment Allocation Report, Capital Improvement Revenue Bonds,  
Series 2022, dated May 13, 2022*



**EXHIBIT B**  
**CERTIFICATE OF ASSESSMENT CONSULTANT**

October 16, 2024

Board of Supervisors  
Trout Creek Community Development District

Re: Trout Creek Community Development District (St. Johns County, Florida)  
Satisfaction of Landowner Contribution Obligation (Series 2022 Bonds)

Ladies and Gentlemen:

The undersigned, an authorized representative of Rizzetta & Company, Inc., which serves as the District Manager and Assessment Consultant for the Trout Creek Community Development District (“**District**”), hereby makes the following certifications in connection with Resolution 2025-\_\_\_\_ (“**Resolution**”):

1. I have reviewed certain documentation in connection with the Resolution, including but not limited to the Resolution, payment records of the District, 2022 Assessment Report, 2022 Contribution Agreement, 2022 Acquisition Agreement and other District documents, including but not limited to, Resolutions 2020-11 and 2021-02.
2. Pursuant to the 2020 Acquisition and Contribution Agreements,<sup>1</sup> and Resolutions 2020-11, 2021-02, and 2025-\_\_\_\_, Landowner has conveyed to the District certain Infrastructure Contributions, in the amount of at least Two Hundred Forty Seven Thousand Five Hundred Sixty Two Dollars (\$247,562), which monies represent a contribution toward Landowner’s total obligation pursuant to the 2022 Contribution Agreement and in accordance with the 2022 Assessment Report.
3. The amount set forth in Section 2 immediately above represents the total amount of infrastructure financed by Landowner and subsequently dedicated to the District to satisfy the 2022 Landowner Contribution required to be made pursuant to the 2022 Contribution Agreement. Therefore, the total 2022 Contribution Requirement obligation pursuant to the 2022 Contribution Agreement is satisfied in full and the balance remaining under the 2022 Contribution Agreement is equals \$0.00.

**RIZZETTA & COMPANY, INC.**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

<sup>1</sup> All capitalized terms not otherwise defined herein shall have the meanings ascribed to them in the Resolution.

## RESOLUTION 2025-04

### [PHASES 3A, 3B, 3C AND 3G]

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT AUTHORIZING, CONFIRMING, AND APPROVING THE ACCEPTANCE OF DEDICATION OF PROPERTY AND IMPROVEMENTS; AUTHORIZING, THE ASSIGNMENT OF CERTAIN EASEMENTS; AND ADDRESSING SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Trout Creek Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes* (“**Act**”); and

**WHEREAS**, the Act authorizes the District to construct, acquire, operate and maintain public infrastructure improvements; and

**WHEREAS**, the District has adopted an improvement plan for the planning, design, acquisition, construction, and installation of certain infrastructure improvements, facilities and services within and without the boundaries of the District, which plan is detailed in the *Engineer’s Report*, dated November 4, 2014, as supplemented (“**Capital Improvement Plan**” or “**CIP**”); and

**WHEREAS**, the District entered into the various *Agreements by and between the Trout Creek Community Development District and WFC Ashford Mills Owner VII, L.L.C., Regarding the Acquisition of Certain Work Product, Infrastructure and Real Property* which set forth the process by which the District may acquire the improvements comprising the CIP (“**Improvements**”); and

**WHEREAS**, WFC Ashford Mills Owner VII, L.L.C. (“**Developer**”) presently owns certain common areas within Phases 3A, 3B, 3C and 3G (some of which contain Improvements) located within the District (“**Property**”), and desires to dedicate the Property to the District at no cost; and

**WHEREAS**, because the District either constructed Improvements on the Property or already owns and operates improvements similar to the those on the Property in accordance with the Capital Improvement Plan, the District agrees to accept a dedication of the Property and assume operation and maintenance responsibilities for the same.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. AUTHORIZING, CONFIRMING, AND APPROVING THE ACCEPTANCE OF DEDICATION OF PROPERTY AND IMPROVEMENTS.** The Board of Supervisors (“**Board**”) hereby authorizes the dedication of the Property to the District at no cost to the District by the Special Warranty Deed substantially in the form set forth in **Exhibit A**.

**SECTION 2. AUTHORIZING, CONFIRMING, AND APPROVING THE DEDICATION AND ASSIGNMENT OF CERTAIN EASEMENTS.** The Board authorizes the dedication and assignment of drainage easements necessary to maintain the Property by easement agreement substantially in the form set forth in **Exhibit B**. Furthermore, the acceptance of documents relating to such dedication or assignment is hereby declared and affirmed as being in the best interests of the District is hereby authorized, approved, and confirmed by the Board.

**SECTION 3. SEVERABILITY.** If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of July, 2025.

ATTEST:

**TROUT CREEK COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson, Board of Supervisors

**Exhibit A:** Form of Special Warranty Deed

**Exhibit B:** Forms of Easement Agreement & Assignment of Easements

**Exhibit A:**  
Form of Special Warranty Deed  
(Attached Hereto)

This instrument was prepared by and  
upon recording should be returned to:

(This space reserved for Clerk)

Katie S. Buchanan, Esq.  
Kutak Rock LLP  
107 W. College Avenue  
Tallahassee, Florida 32301

Consideration: None/Gift of Common Areas  
Documentary Stamp Taxes: See Legend Below

### **SPECIAL WARRANTY DEED**

THIS SPECIAL WARRANTY DEED is made this \_\_\_\_ day of October, 2024, by **WFC ASHFORD MILLS OWNER VII, L.L.C.**, a Delaware limited liability company, whose mailing address is 500 Boylston Street, Suite 2010, Boston, Massachusetts 02116, hereinafter called the “**Grantor**,” to **TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT**, a special purpose unit of local government established under Chapter 190, Florida Statutes, whose address 2806 N. 5th Street, Unit 403, St. Augustine, Florida 32084, hereinafter called the “**Grantee**.”

### **WITNESSETH:**

Grantor, for and in consideration of the sum of Ten and No/100 U.S. Dollars (\$10.00), and other good and valuable consideration to it in hand paid by Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and conveyed to Grantee, and Grantee’s successors and assigns, forever, the land lying and being in the County of St. Johns, State of Florida, as more particularly described below (“**Property**”):

RIGHTS-OF-WAY DESIGNATED AS ROAD RIGHTS-OF-WAY DESIGNATED IN THE PLAT AS ALPHA WAY, ALSTON DRIVE, BEN COURT, CHALET COURT, CREW COURT, FOXFIRE DRIVE, GOODHOPE COURT, JAMESTOWN COURT, KINGBIRD DRIVE, MARTHA COURT, MEREDITH WAY, NICKEL COURT, ROSEMONT DRIVE, SHEARWATER PARKWAY, TIMBERWOLF TRAIL AND YARDLEY COURT, SHEARWATER PHASE 3A, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 107, PAGES 65 THROUGH 79, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

TRACTS 3A-26 AND 3A-27 (CONSERVATION), TRACTS 3A-28, 3A-29, 3A-30, 3A-31 AND 3A-32 (STORMWATER MANAGEMENT FACILITY) AND TRACTS 3A-33, 3A-34, 3A-35, 3A-36, 3A-37, 3A-38 (OPEN SPACE) AND 3A-40 (LANDSCAPE BUFFER TRACT), SHEARWATER PHASE 3A, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 107,

PAGES 65 THROUGH 79, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

RIGHTS-OF-WAY DESIGNATED AS BRAMBLE COURT, CARMELLA COURT, INKWOOD COURT, ROSEMONT DRIVE, SAMANTHA COURT AND TYSON COURT, SHEARWATER PHASE 3B, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 113, PAGES 75 THROUGH 90, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

TRACTS 3B-1 AND 3B-2 (CONSERVATION), TRACTS 3B-3, 3B-4, 3B-7, 3B-8, 3B-9 AND 3B-10 (OPEN SPACE) AND TRACTS 3B-5 AND 3B-6 (STORMWATER MANAGEMENT FACILITY), SHEARWATER PHASE 3B, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 113, PAGES 75 THROUGH 90, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

RIGHTS-OF-WAY DESIGNATED AS AMALIA WAY, OLIVIA WAY, RUSHING DRIVE, SHIPMAN COURT AND VICTORY COURT, SHEARWATER PHASE 3C, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 114, PAGES 34 THROUGH 43, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

TRACTS 3C-8 AND 3C-11 (STORMWATER MANAGEMENT FACILITY), TRACTS 3C-9, 3C-10 AND 3C-13 (OPEN SPACE), 3C-12 (DRAINAGE, LANDSCAPE, UTILITIES, OPEN SPACE), AND TRACTS 3C-14 AND 3C-15 (CONSERVATION), SHEARWATER PHASE 3C, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 114, PAGES 34 THROUGH 43, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

RIGHTS-OF-WAY DESIGNATED AS TIMBERWOLF TRAIL, RANGELINE DRIVE, YELLOWSTONE DRIVE, AND GASTON COURT, SHEARWATER PHASE 3G, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 125, PAGES 37 THROUGH 62, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

TRACT 3G-1 (STORMWATER MANAGEMENT FACILITY), TRACT 3G-2 (CONSERVATION/OPEN SPACE), TRACTS 3G-3, 3G-4, 3G-5, 3G-6, 3G-7, 3G-8, 3G-9, 3G-10, AND 3G-11 (OPEN SPACE), SHEARWATER PHASE 3G, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 125, PAGES 37 THROUGH 62, OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA.

GRANTEE ACCEPTS THE CURRENT AND FUTURE CONDITION OF PROPERTY "AS IS," "WHERE IS" AND "WITH ALL FAULTS", AND GRANTOR MAKES NO EXPRESS OR IMPLIED WARRANTIES OF ANY KIND WHATSOEVER REGARDING THE

PROPERTY AND GRANTEE HAS NOT RELIED UPON ANY WARRANTIES OF ANY KIND MADE BY GRANTOR.

SUBJECT, HOWEVER, to all matters, restrictions, easements, encumbrances, limitations, reservations and covenants of record, if any, but this reference shall not operate to reimpose the same, together with taxes for 2023 and subsequent years (if any), and all applicable governmental, zoning and land use regulations.

TOGETHER, with all tenements, hereditaments, and appurtenances thereto belonging or in any way appertaining.

TO HAVE AND TO HOLD unto Grantee and Grantee's successors and assigns in fee simple forever.

Grantor hereby specially warrants the title to the Property subject to the above-referenced encumbrances and restrictions and will defend the same against the lawful claims of all persons claiming by, through or under Grantor, but no others.

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and seal the day and year first above written.

Signed, Sealed and Delivered  
in Our Presence:

**WFC ASHFORD MILLS OWNER VII, L.L.C.,**  
a Delaware limited liability company

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: WFC Ashford Mills Holdings JV VII, L.L.C.,  
a Delaware limited liability company,  
its Sole Member

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: FCA Ashford, LLC,  
a Delaware limited liability company,  
its Administrative Member

By: \_\_\_\_\_  
Name: Jesse R. Baker  
Title: Authorized Signatory

STATE OF MASSACHUSETTS  
COUNTY OF SUFFOLK

KNOW ALL MEN BY THESE PRESENTS

Before me, the undersigned authority, on this day personally appeared Jesse R. Baker, known to me to be the Authorized Signatory of FCA Ashford, LLC, the Administrative Member of WFC Ashford Mills Holdings JV VII, L.L.C., the Sole Member of WFC Ashford Mills Owner VII, L.L.C. on behalf of said limited liability company and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL of office this \_\_\_\_ day of October, 2024.

\_\_\_\_\_  
Notary Public in and for the State of Massachusetts  
My Commission expires on: \_\_\_\_\_

**Note to Examiner: This instrument evidences a conveyance of an interest in unencumbered real estate as a gift and is exempt from Florida documentary stamp tax pursuant to Rule 12B-4.014(2)(a) Florida Administrative Code.**



**Exhibit B**  
Assignment of Easements  
(Attached Hereto)

This instrument was prepared by and  
upon recording should be returned to:

Katie S. Buchanan, Esq.  
KUTAK ROCK LLP  
107 W. College Avenue  
Tallahassee, Florida 32301

(This space reserved for Clerk)

### **NON-EXCLUSIVE ASSIGNMENT OF EASEMENTS**

This **ASSIGNMENT OF EASEMENTS** is executed as of this \_\_\_\_ day of October, 2024, by **WFC ASHFORD MILLS OWNER VII, L.L.C.**, a Delaware limited liability company, whose address is 500 Boylston Street, Suite 2010, Boston, Massachusetts 02116 (hereinafter called “**Assignor**”), in favor of **TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT**, a special purpose unit of local government established under Chapter 190 of the Florida Statutes, whose mailing address 2806 N. 5th Street, Unit 403, St. Augustine, Florida 32084 (hereinafter called “**Assignee**”).

### **W I T N E S S E T H:**

That Assignor, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other valuable consideration, receipt whereof is hereby acknowledged, hereby grants, transfers, and assigns to Assignee the non-exclusive easements described as:

THOSE CERTAIN “DRAINAGE EASEMENTS” AS MORE PARTICULARLY  
DEPICTED ON:

SHEARWATER PHASE 3A, ACCORDING TO THE PLAT THEREOF AS  
RECORDED IN PLAT BOOK 107, PAGES 65 THROUGH 79

SHEARWATER PHASE 3B, ACCORDING TO THE PLAT THEREOF AS  
RECORDED IN PLAT BOOK 113, PAGES 75 THROUGH 90

SHEARWATER PHASE 3C, ACCORDING TO THE PLAT THEREOF AS  
RECORDED IN PLAT BOOK 114, PAGES 34 THROUGH 43

SHEARWATER PHASE 3G, ACCORDING TO THE PLAT THEREOF AS  
RECORDED IN PLAT BOOK 125, PAGES 37 THROUGH 62

ALL OF THE OFFICIAL RECORDS OF ST. JOHNS COUNTY, FLORIDA (the  
“**Easements**”).

This Assignment of Easements shall be for the use and benefit of both Assignee and its successors and assigns.

THE ASSIGNEE ACCEPTS THE CURRENT AND FUTURE CONDITION OF THE EASEMENTS “AS IS,” “WHERE IS” AND “WITH ALL FAULTS”, AND ASSIGNOR MAKES NO EXPRESS OR IMPLIED WARRANTIES OF ANY KIND WHATSOEVER REGARDING THE EASEMENTS AND ASSIGNEE HAS NOT RELIED UPON ANY WARRANTIES OF ANY KIND MADE BY ASSIGNOR. The Assignee is solely responsible for its use, maintenance, and activities in the Easements as of the date hereof.

The easement rights granted and assigned herein are not exclusive to Assignee, and Assignor shall be permitted to continue its use of said easements, so long as such use does not unduly interfere with Assignee’s use of said easements in any material respect.

[Page Ends Here – Signature Page Follows]

**IN WITNESS WHEREOF**, Assignor has hereunto set its hand and seal the day and year first above written.

Signed, Sealed and Delivered  
in Our Presence:

**WFC ASHFORD MILLS OWNER VII, L.L.C.,  
a Delaware limited liability company**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

**By: WFC Ashford Mills Holdings JV VII, L.L.C.,  
a Delaware limited liability company,  
its Sole Member**

\_\_\_\_\_

**By: FCA Ashford, LLC,  
a Delaware limited liability company,  
its Administrative Member**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

\_\_\_\_\_

**By: \_\_\_\_\_**

**Name: Jesse R. Baker**

**Title: Authorized Signatory**

STATE OF MASSACHUSETTS  
COUNTY OF SUFFOLK

KNOW ALL MEN BY THESE PRESENTS

Before me, the undersigned authority, on this day personally appeared Jesse R. Baker, known to me to be the Authorized Signatory of FCA Ashford, LLC, the Administrative Member of WFC Ashford Mills Holdings JV VII, L.L.C., the Sole Member of WFC Ashford Mills Owner VII, L.L.C. on behalf of said limited liability company and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL of office this \_\_\_\_ day of October, 2024.

\_\_\_\_\_  
Notary Public in and for the State of Massachusetts  
My Commission expires on: \_\_\_\_\_

## **Tab 2**



# **PRESTIGE**

# **LANDSCAPES**

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**OF NORTH FLORIDA, INC.**

***June 2025 Maintenance Report***

***Trout Creek CDD Phase 1***

***Trout Creek CDD Phase 3***

**PRESTIGE LANDSCAPES OF NORTH FLORIDA  
CHRIS KENNY - OWNER  
904-315-8041  
ST. JOHNS, FLORIDA 32260  
[chris@pliflorida.com](mailto:chris@pliflorida.com)**

June, 2025

Belynda Tharpe , Community Director  
First Service Residential  
100 Kayak Way  
St. Augustine, FL 32092

**Re: Landscape Maintenance Service Report**

Below is the landscape maintenance report for Trout Creek CDD Ph 1.

**Weekly Maintenance**

Maintenance crew is focused on completing our weekly maintenance program within ph1. Our detail personal has been busy preforming weekly weed control within plant beds, removing fallen limbs from tree canopies, removing vine that exposes through plant materials.

Our installation team completed the approved plant replacements throughout ph1 this month as well.

**Irrigation**

From a mechanical stand point the ph1 irrigation system is fully operational. Our team has repaired all vales that were not operating properly and uncovered all valve boxes (most were buried up to 12" in dirt/leaf debris). Currently we have all turf zones operating on battery timers, and will be holding on repairing the 2wire until the entry construction is complete. There are far to may zones that are affected by the construction area to bring the 2wire path online. Bringing the path online will only cause more issues each time the 2wire is compromised by construction.

Trout Creek has had low water pressure this month due to break caused by the road construction on CR210. Trout Creek's water supply is being back fed from Rivertown. Our irrigation team has been manual watering daily to keep hot spots within the community at a minimum.

**Agronomics**

Fert/chem has completed all turf fertilization, post weed applications, and pre-m in all turf/shrub areas within ph1. Our team manually water the turf zones after fertilization was applied. Please see attached reports.

If you have any questions after reviewing our report, please contact us.

Sincerely,  
Chris Kenny  
Owner/President  
[chris@pliflorida.com](mailto:chris@pliflorida.com)  
904.315.8041



Chris Kenny—Owner  
904-315-8041  
P.O. Box 600061  
St. Johns, Florida 32260  
[chris@pliflorida.com](mailto:chris@pliflorida.com)

June, 2025

Belynda Tharpe , Community Director  
First Service Residential  
100 Kayak Way  
St. Augustine, FL 32092

**Re: Landscape Maintenance Service Report**

Below is the landscape maintenance report for Trout Creek CDD Ph 3.

**Weekly Maintenance**

Maintenance crew is focused on completing our weekly maintenance program within ph3. Our detail personal has been busy performing weekly weed control within plant beds, removing fallen limbs from tree canopies, removing vine that exposes through plant materials.

**Irrigation**

Our irrigation team completed the monthly inspection, which included nozzle cleaning and head/nozzle adjustments as needed throughout the property. The ph3 irrigation system is now running 3x per week on turf and 2x per week on plant bed areas.

Trout Creek has had low water pressure this month due to break caused by the road construction on CR210. Trout Creek's water supply is being back fed from Rivertown. Our irrigation team has been manual watering daily to keep hot spots within the community at a minimum.

**Agronomics**

Fert/chem has completed all turf fertilization, post weed applications, and pre-m in all turf/shrub areas within ph3. Our team manually water the turf zones after fertilization was applied. Please see attached reports.

If you have any questions after reviewing our report, please contact us.

Sincerely,  
Chris Kenny  
Owner/President  
[chris@pliflorida.com](mailto:chris@pliflorida.com)  
904.315.8041





W. O. # \_\_\_\_\_

Name Martha Ct. Common Area

Address \_\_\_\_\_

Date 6/10/2025 pg 1 of 1**Irrigation Inspection Report**

|               |     |   |
|---------------|-----|---|
| START TIME(S) | 7pm | A |
| START TIME(S) |     | B |
| START TIME(S) |     | C |

Water Source ReclaimClock Type Rain Bird ESP-ME3Rain/Freeze Switch No

Program

Run Days

|   |   |   |   |   |    |   |   |
|---|---|---|---|---|----|---|---|
| A | S |   | T |   | TH |   | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

|                |         |  |  |  |  |  |  |
|----------------|---------|--|--|--|--|--|--|
| ZONE #         | #1 - 14 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | S, R    |  |  |  |  |  |  |
| RUN TIME       | 14hr    |  |  |  |  |  |  |
| PROGRAM        | A       |  |  |  |  |  |  |

|              |     |  |  |  |  |  |  |
|--------------|-----|--|--|--|--|--|--|
| ADJUSTMENTS  | Yes |  |  |  |  |  |  |
| PARTIL CLOGS |     |  |  |  |  |  |  |
| STRAIGHTENED | Yes |  |  |  |  |  |  |
|              |     |  |  |  |  |  |  |

|                        |   |  |  |  |  |  |  |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE            |   |  |  |  |  |  |  |
| BROKEN HEADS           |   |  |  |  |  |  |  |
| BROKEN NOZZLES         |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"           |   |  |  |  |  |  |  |
| CHENGE TO 12"          |   |  |  |  |  |  |  |
| CHANGE POP UP TO RISER |   |  |  |  |  |  |  |
| RAISE HEADS (COVERAGE) |   |  |  |  |  |  |  |
| MISSING HEADS          |   |  |  |  |  |  |  |
| NON TURNING HEADS      |   |  |  |  |  |  |  |
| VALVE FAILUER          |   |  |  |  |  |  |  |
| ZONE GOOD              | X |  |  |  |  |  |  |

Comments : System is properly functioning with no major issues.



W. O. # \_\_\_\_\_

Name Timberwolf Clock ph3-A

Address SWP Turf

Date 6/10/2025 pg 1 of 4

### Irrigation Inspection Report

|               |     |   |
|---------------|-----|---|
| START TIME(S) | 8pm | A |
| START TIME(S) |     | B |
| START TIME(S) |     | C |

Water Source Reclaim

Clock Type Hunter ACC2

Rain/Freeze Switch Yes

Program

Run Days

|   |   |   |   |   |    |   |   |
|---|---|---|---|---|----|---|---|
| A | S | M | T |   | TH |   | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

|                |                                                                 |  |  |  |  |  |  |
|----------------|-----------------------------------------------------------------|--|--|--|--|--|--|
| ZONE #         | 3,5,6,8,9,10,11,13,14,15,16,17,19,20,21,23,27,30,33,34,36,37,40 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | R                                                               |  |  |  |  |  |  |
| RUN TIME       | 9 hr.                                                           |  |  |  |  |  |  |
| PROGRAM        | A                                                               |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS | X |  |  |  |  |  |  |
| STRAIGHTENED | X |  |  |  |  |  |  |
|              |   |  |  |  |  |  |  |

|                        |   |  |  |  |  |  |  |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE            |   |  |  |  |  |  |  |
| BROKEN HEADS           |   |  |  |  |  |  |  |
| BROKEN NOZZLES         |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"           |   |  |  |  |  |  |  |
| CHENGES TO 12"         |   |  |  |  |  |  |  |
| CHANGE POP UP TO RIS-  |   |  |  |  |  |  |  |
| RAISE HEADS            |   |  |  |  |  |  |  |
| MISSING HEADS          |   |  |  |  |  |  |  |
| NON TURNING HEADS      |   |  |  |  |  |  |  |
| VALVE FAILUER          |   |  |  |  |  |  |  |
| ZONE GOOD              | X |  |  |  |  |  |  |

Comments : System running good, no major issues as of now

\_\_\_\_\_



## Irrigation Inspection Report

W. O. # \_\_\_\_\_

Name Timberwolf Clock ph3-A

Address Timberwolf Turf

Date 6/10/2025 pg 2 of 4

|               |     |
|---------------|-----|
| START TIME(S) |     |
| START TIME(S) | 8pm |
| START TIME(S) |     |

A

B

C

Water Source Reclaim

Clock Type Hunter ACC2

Rain/Freeze Switch Yes

Program

Run Days

|   |   |   |   |   |    |   |   |
|---|---|---|---|---|----|---|---|
| A | S |   | T | W |    | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |

|                |                                                                    |  |  |  |  |  |  |
|----------------|--------------------------------------------------------------------|--|--|--|--|--|--|
| ZONE #         | 41,44,46,448,50,53,54,56,57,58,59,60,62,63,64,71,73,74,76,77,78,79 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | R                                                                  |  |  |  |  |  |  |
| RUN TIME       | 10.3 hr.                                                           |  |  |  |  |  |  |
| PROGRAM        | B                                                                  |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS | X |  |  |  |  |  |  |
| STRAIGHTENED | X |  |  |  |  |  |  |
|              |   |  |  |  |  |  |  |

|                             |   |  |  |  |  |  |  |
|-----------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE                 |   |  |  |  |  |  |  |
| BROKEN HEADS                |   |  |  |  |  |  |  |
| BROKEN NOZZLES              |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZ-<br>ZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"                |   |  |  |  |  |  |  |
| CHENGE TO 12"               |   |  |  |  |  |  |  |
| CHANGE POP UP TO RIS-<br>ER |   |  |  |  |  |  |  |
| RAISE HEADS<br>(COVERAGE)   |   |  |  |  |  |  |  |
| MISSING HEADS               |   |  |  |  |  |  |  |
| NON TURNING HEADS           |   |  |  |  |  |  |  |
| VALVE FAILUER               |   |  |  |  |  |  |  |
| ZONE GOOD                   | X |  |  |  |  |  |  |

Comments : System running good, no major issues as of now

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## Irrigation Inspection Report

W. O. # \_\_\_\_\_

Name Timberwolf Clock ph3-A

Address SWP Shrubs/Trees

Date 6/12/2025 pg 3 of 4

|               |      |   |
|---------------|------|---|
| START TIME(S) |      | A |
| START TIME(S) |      | B |
| START TIME(S) | 11pm | C |

|                    |             |
|--------------------|-------------|
| Water Source       | Reclaim     |
| Clock Type         | Hunter ACC2 |
| Rain/Freeze Switch | Yes         |

| Program | Run Days |   |   |   |    |   |   |
|---------|----------|---|---|---|----|---|---|
| A       | S        | M | T | W | TH | F | S |
| B       | S        | M | T | W | TH | F | S |
| C       | S        | M |   | W | TH | F |   |

|                |                                                   |  |  |  |  |  |  |
|----------------|---------------------------------------------------|--|--|--|--|--|--|
| ZONE #         | 1,2,4,7,11,12,18,22,24,25,26,28,29,31,32,35,38,39 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | S                                                 |  |  |  |  |  |  |
| RUN TIME       | 6 hr.                                             |  |  |  |  |  |  |
| PROGRAM        | C                                                 |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS | X |  |  |  |  |  |  |
| STRAIGHTENED |   |  |  |  |  |  |  |
|              |   |  |  |  |  |  |  |

|                        |   |  |  |  |  |  |  |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE            |   |  |  |  |  |  |  |
| BROKEN HEADS           |   |  |  |  |  |  |  |
| BROKEN NOZZLES         |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"           |   |  |  |  |  |  |  |
| CHENGE TO 12"          |   |  |  |  |  |  |  |
| CHANGE POP UP TO RISER |   |  |  |  |  |  |  |
| RAISE HEADS (COVERAGE) |   |  |  |  |  |  |  |
| MISSING HEADS          |   |  |  |  |  |  |  |
| NON TURNING HEADS      |   |  |  |  |  |  |  |
| VALVE FAILUER          |   |  |  |  |  |  |  |
| ZONE GOOD              | X |  |  |  |  |  |  |

Comments : \_\_\_\_\_



W. O. # \_\_\_\_\_

Name Timberwolf Clock ph3-A

Address Timberwolf Shrubs/Trees

Date 6/12/2025 pg 4 of 4

### Irrigation Inspection Report

|               |      |
|---------------|------|
| START TIME(S) |      |
| START TIME(S) |      |
| START TIME(S) |      |
| START TIME(S) | 12am |

A  
B  
C  
D

Water Source Reclaim  
Clock Type Hunter ACC2  
Rain/Freeze Switch Yes

Program

Run Days

|   |   |   |   |   |    |   |   |
|---|---|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M | T | W | TH | F | S |
| D | S | M | T | W | TH | F | S |

|                |                                              |  |  |  |  |  |  |
|----------------|----------------------------------------------|--|--|--|--|--|--|
| ZONE #         | 43,45,47,49,52,56,61,65,66,68,69,70,72,75,80 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | S                                            |  |  |  |  |  |  |
| RUN TIME       | 5.45 hr.                                     |  |  |  |  |  |  |
| PROGRAM        | D                                            |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS | X |  |  |  |  |  |  |
| STRAIGHTENED |   |  |  |  |  |  |  |
|              |   |  |  |  |  |  |  |

|                        |   |  |  |  |  |  |  |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE            |   |  |  |  |  |  |  |
| BROKEN HEADS           |   |  |  |  |  |  |  |
| BROKEN NOZZLES         |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"           |   |  |  |  |  |  |  |
| CHENG TO 12"           |   |  |  |  |  |  |  |
| CHANGE POP UP TO RIS-  |   |  |  |  |  |  |  |
| RAISE HEADS            |   |  |  |  |  |  |  |
| MISSING HEADS          |   |  |  |  |  |  |  |
| NON TURNING HEADS      |   |  |  |  |  |  |  |
| VALVE FAILUER          |   |  |  |  |  |  |  |
| ZONE GOOD              | X |  |  |  |  |  |  |

Comments : System running good, no major issues as of now

\_\_\_\_\_  
\_\_\_\_\_



W. O. # \_\_\_\_\_

Name Shearwater Parkway Clock ph3B-A

Address SWP\_Cal Turf

Date 6/13/2025 pg 1 of 4

### Irrigation Inspection Report

|               |     |
|---------------|-----|
| START TIME(S) | 5pm |
| START TIME(S) |     |
| START TIME(S) |     |

A  
B  
C

Water Source Reclaim  
Clock Type Hunter ACC2  
Rain/Freeze Switch Yes

| Program |   | Run Days |   |   |    |   |   |
|---------|---|----------|---|---|----|---|---|
| A       | S |          | T |   | TH |   | S |
| B       | S | M        | T | W | TH | F | S |
| C       | S | M        | T | W | TH | F | S |

|                |                                              |  |  |  |  |  |  |
|----------------|----------------------------------------------|--|--|--|--|--|--|
| ZONE #         | 3,5,7,10,12,15,16,17,18,20,21,22,25,30,31,32 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | R                                            |  |  |  |  |  |  |
| RUN TIME       | 11 hr.                                       |  |  |  |  |  |  |
| PROGRAM        | A                                            |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS | X |  |  |  |  |  |  |
| STRAIGHTENED | X |  |  |  |  |  |  |
|              |   |  |  |  |  |  |  |

|                             |   |  |  |  |  |  |  |
|-----------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE                 |   |  |  |  |  |  |  |
| BROKEN HEADS                |   |  |  |  |  |  |  |
| BROKEN NOZZLES              |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZ-<br>ZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"                |   |  |  |  |  |  |  |
| CHENG TO 12"                |   |  |  |  |  |  |  |
| CHANGE POP UP TO RIS-       |   |  |  |  |  |  |  |
| RAISE HEADS                 |   |  |  |  |  |  |  |
| MISSING HEADS               |   |  |  |  |  |  |  |
| NON TURNING HEADS           |   |  |  |  |  |  |  |
| VALVE FAILUER               |   |  |  |  |  |  |  |
| ZONE GOOD                   | X |  |  |  |  |  |  |

Comments : System running good, no major issues as of now

\_\_\_\_\_  
\_\_\_\_\_



## Irrigation Inspection Report

W. O. # \_\_\_\_\_

Name Shearwater Parkway Clock ph3B-A

Address Shrubs\_Trees

Date 6/13/2025 pg 2 of 4

|               |     |
|---------------|-----|
| START TIME(S) |     |
| START TIME(S) | 8pm |
| START TIME(S) |     |

A

B

C

Water Source Reclaim

Clock Type Hunter ACC2

Rain/Freeze Switch Yes

| Program | Run Days |   |   |   |    |   |   |
|---------|----------|---|---|---|----|---|---|
| A       | S        | M | T | W | TH | F | S |
| B       | S        | M |   | W | TH | F | S |
| C       | S        | M | T | W | TH | F | S |

|                |                                         |  |  |  |  |  |  |
|----------------|-----------------------------------------|--|--|--|--|--|--|
| ZONE #         | 1,4,6,8,9,11,14,19,23,24,26,28,29,32,35 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | S                                       |  |  |  |  |  |  |
| RUN TIME       | 7.7 hr.                                 |  |  |  |  |  |  |
| PROGRAM        | B                                       |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS |   |  |  |  |  |  |  |
| STRAIGHTENED |   |  |  |  |  |  |  |

|                        |   |  |  |  |  |  |  |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE            |   |  |  |  |  |  |  |
| BROKEN HEADS           |   |  |  |  |  |  |  |
| BROKEN NOZZLES         |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"           |   |  |  |  |  |  |  |
| CHENGES TO 12"         |   |  |  |  |  |  |  |
| CHANGE POP UP TO RIS-  |   |  |  |  |  |  |  |
| RAISE HEADS            |   |  |  |  |  |  |  |
| MISSING HEADS          |   |  |  |  |  |  |  |
| NON TURNING HEADS      |   |  |  |  |  |  |  |
| VALVE FAILUER          |   |  |  |  |  |  |  |
| ZONE GOOD              | X |  |  |  |  |  |  |

Comments : System running good, no major issues as of now



W. O. # \_\_\_\_\_

Name Shearwater Parkway Clock ph3B-AAddress Seaforth TurfDate 6/13/2025 pg 3 of 4**Irrigation Inspection Report**

|               |       |
|---------------|-------|
| START TIME(S) |       |
| START TIME(S) |       |
| START TIME(S) | 430am |

A

B

C

Water Source ReclaimClock Type Hunter ACC2Rain/Freeze Switch Yes

Program

Run Days

|   |   |   |   |   |    |   |   |
|---|---|---|---|---|----|---|---|
| A | S | M | T | W | TH | F | S |
| B | S | M | T | W | TH | F | S |
| C | S | M |   | W |    | F | S |

|                |                      |  |  |  |  |  |  |
|----------------|----------------------|--|--|--|--|--|--|
| ZONE #         | 37,38,39,40,41,42,43 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | R                    |  |  |  |  |  |  |
| RUN TIME       | 2.15hr               |  |  |  |  |  |  |
| PROGRAM        | C                    |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS | X |  |  |  |  |  |  |
| STRAIGHTENED | X |  |  |  |  |  |  |
|              |   |  |  |  |  |  |  |

|                       |   |  |  |  |  |  |  |
|-----------------------|---|--|--|--|--|--|--|
| BROKEN PIPE           |   |  |  |  |  |  |  |
| BROKEN HEADS          |   |  |  |  |  |  |  |
| BROKEN NOZZLES        |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZ-  |   |  |  |  |  |  |  |
| CHANGE TO 6"          |   |  |  |  |  |  |  |
| CHENGES TO 12"        |   |  |  |  |  |  |  |
| CHANGE POP UP TO RIS- |   |  |  |  |  |  |  |
| RAISE HEADS           |   |  |  |  |  |  |  |
| MISSING HEADS         |   |  |  |  |  |  |  |
| NON TURNING HEADS     |   |  |  |  |  |  |  |
| VALVE FAILUER         |   |  |  |  |  |  |  |
| ZONE GOOD             | X |  |  |  |  |  |  |

Comments : System running good, no major issues as of now



W. O. # \_\_\_\_\_

Name Shearwater Parkway Clock ph3B-A

Address Cart Path

Date 6/13/2025 pg 4 of 4

### Irrigation Inspection Report

|               |     |   |                    |                    |
|---------------|-----|---|--------------------|--------------------|
| START TIME(S) |     | A | Water Source       | <u>Reclaim</u>     |
| START TIME(S) |     | B | Clock Type         | <u>Hunter ACC2</u> |
| START TIME(S) |     | C | Rain/Freeze Switch | <u>Yes</u>         |
| START TIME(S) | 3am | D |                    |                    |

| Program |   | Run Days |   |   |    |   |   |
|---------|---|----------|---|---|----|---|---|
| A       | S | M        | T | W | TH | F | S |
| B       | S | M        | T | W | TH | F | S |
| C       | S | M        | T | W | TH | F | S |
| D       | S | M        | T | W | TH | F | S |

|                |                               |  |  |  |  |  |  |
|----------------|-------------------------------|--|--|--|--|--|--|
| ZONE #         | 44,45,46,47,48,49,50,51,52,53 |  |  |  |  |  |  |
| TYPE (S,R,B,D) | S                             |  |  |  |  |  |  |
| RUN TIME       | 2.2 hr                        |  |  |  |  |  |  |
| PROGRAM        | D                             |  |  |  |  |  |  |

|              |   |  |  |  |  |  |  |
|--------------|---|--|--|--|--|--|--|
| ADJUSTMENTS  | X |  |  |  |  |  |  |
| PARTIL CLOGS | X |  |  |  |  |  |  |
| STRAIGHTENED |   |  |  |  |  |  |  |
|              |   |  |  |  |  |  |  |

|                        |   |  |  |  |  |  |  |
|------------------------|---|--|--|--|--|--|--|
| BROKEN PIPE            |   |  |  |  |  |  |  |
| BROKEN HEADS           |   |  |  |  |  |  |  |
| BROKEN NOZZLES         |   |  |  |  |  |  |  |
| SEVERLY CLOGGED NOZZLE |   |  |  |  |  |  |  |
| CHANGE TO 6"           |   |  |  |  |  |  |  |
| CHENG TO 12"           |   |  |  |  |  |  |  |
| CHANGE POP UP TO RISER |   |  |  |  |  |  |  |
| RAISE HEADS (COVERAGE) |   |  |  |  |  |  |  |
| MISSING HEADS          |   |  |  |  |  |  |  |
| NON TURNING HEADS      |   |  |  |  |  |  |  |
| VALVE FAILUER          |   |  |  |  |  |  |  |
| ZONE GOOD              | X |  |  |  |  |  |  |

Comments : System running good, no major issues as of now



**SPARTAN GREEN LLC**  
**904-577-9271**

PREMIER LAWN TREE AND SHRUB SERVICES

**Prestige Landscapes of North Florida, Inc.**

**Shearwater Phase 1 CDD**

**Date: 6/19--6/21**

**Total bags: 32 bags**

**Square footage- +/- 8 Acres**

**-Products Applied -**

**24-2-11 Sentry Coated**

**Applied turf granular fertilization to turf areas along parkways. Expect to see some results  
in 10-21 days once watered in.**

**Celcius @ .085 oz per 1,000**

**Spot-treated strip of turf on kayak way for broadleaf weeds.**



**SPARTAN GREEN LLC**  
**904-577-9271**

PREMIER LAWN TREE AND SHRUB SERVICES

**Prestige Landscapes of North Florida, Inc.**

**Shearwater Phase 1 CDD**

**Date: 5/22/25-5/23/25 and 6/2/25**

**Total Gallons Used: 800**

**Square footage- +/- 8 Acres**

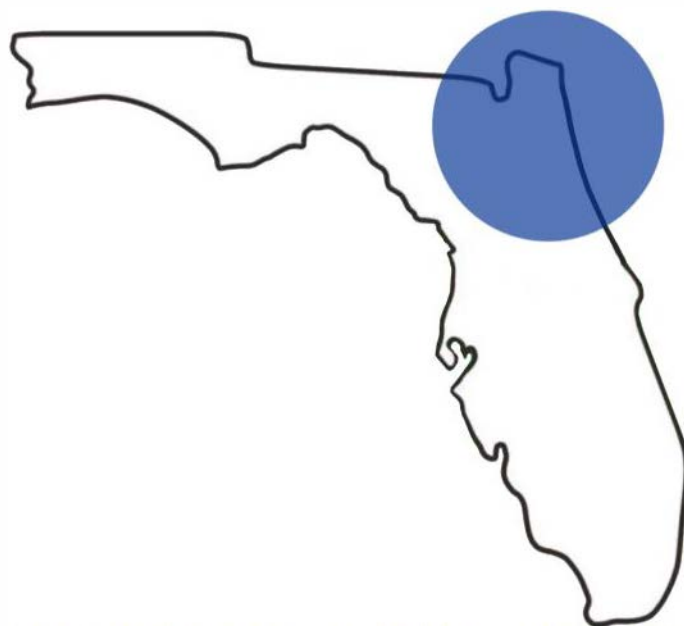
**-Products Applied-**

**Moisture Magnet @ 64 oz per acre**

**Bifen Xts @ 7 oz per acre**

**Acelepryn Xtra @ 20 oz per acre**

**Applied summer insect control application for prevention of turf destroying insects such as chinch bugs, army worms, and tropical sod web worms. Also applied a turf moisture manager that will help alleviate the hot spots and retain moisture at the soil level to help prevent drought stress in turf areas. Expect to see some results in 10-21 days once watered in.**



# PRESTIGE

## LANDSCAPES

---

OF NORTH FLORIDA, INC.

PRESTIGE LANDSCAPES OF NORTH FLORIDA  
CHRIS KENNY - OWNER  
904-315-8041  
ST. JOHNS, FLORIDA 32260  
[chris@pliflorida.com](mailto:chris@pliflorida.com)



**RUPPERT**  
**L A N D S C A P E**

## **Trout Creek CDD: Monthly Report**

**June 2025**

### **Fungus/Pest/Fertilizer:**

- Herbicide and applied to landscape beds
- Weeds hand pulled in landscape beds and plant material
- Pre- emergent applied to all turf to prevent broad leaf weeds
- Hand pulling goose grass in turf(the falls and hammocks)
- Sulfur coated fertilizer and pre-emergent applied to all turf throughout phase 2
- Herbicide applied to all turf to prevent sedges and broad leaf weeds.
- Chinch bug application 6/20/25

### **Maintenance:**

- Weekly mowing service throughout phase 2
- Weekly trail maintenance (mowing)
- Side trimming (cutting brush back) off the walking trails.
- Trimming of large viburnums (mailbox area on Windley dr.)
- Beds around falls park were weeded and trimming of bushes started.
- Pond 11b regrade/drain installed/sod installed

### **Upcoming month:**

- continued trimming of privacy hedges in PH2
- pulling goose grass around the falls park area.

- Side trimming and clearing of all board walks in PH2
- Cutting of roses in middle medians./ jasmine
- Investigation and plan to address chinch bug damage on falls drive./ion and shearwater prkwy.

**Irrigation:**

- All irrigation has proper run times and coverage
- Running three times a week (Tuesday and Friday and Sunday)
- The newly sodded areas are running 3 times a week. They are on a separate program that is only running that zone.



## Spray Report

Customer: Tree Amigos

Property: Shearwater

Date: 6/16-6/20/25

Area treated +/- 20 acres

Total Gallons used: 2800

### Product:

21-0-0 @ .25lbs N per 1000sqft

6-0-0 @ 3lbs per acre

Mic Drop @ 96oz per acre

Acelepryn Extra @ 20oz per acre

Bifen XTS @ 7oz per acre

The target for this application was to improve overall health, color and growth of the turf. Preventative and Curative Insecticides were applied

to prevent and eliminate any turf damaging insects. Pre/Post emergent herbicides were used to prevent and eliminate Broadleaf weeds.

Application must be watered within 24hrs. Expect to see results in 10-14 days.

\*Technician noticed dry spots and Drought stressed turf during the application. Note that the insecticide needs to be watered within 24hrs for optimum control. Agrowpro can not be held liable for areas that are not receiving water.



## **Tab 3**



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6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Phone: 904-997-0044

---

## Service Report

**Date:** June 20 & 27, 2025

**Biologists:** Jim Charles  
Justin Powers, Rich Powers

**Client:** Trout Creek CDD

**Waterways:** 43 ponds

**Note:** Second report for June.

**Pond 7b:** Pond was in fair condition. The water level is normal. Treated for algae on the 20<sup>th</sup> and 27<sup>th</sup>.





**Pond 11a:** Pond was in poor condition. The water level is good. Added pond dye on the 13<sup>th</sup>. This darkens the water which will prevent sunlight from penetrating to the bottom, which is where the algae is forming. Treated for algae again on the 20 and 27th.





**Pond 22A:** Pond was in poor condition. Treated for algae on the 27th.



Jim Charles



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6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Phone: 904-997-0044

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## Service Report

**Date:** July 7, 8, 9, 10, 2025

**Biologists:** Jim Charles  
Justin Powers, Rich Powers

**Client:** Trout Creek CDD

**Waterways:** 43 ponds

**Note:** First report for July.

**Entry Pond:** Pond was in good condition. The water level is normal.





Treated perimeter for minor torpedo grass and spatterdock.



**Amenity Pond:** This pond was in good condition. The water level was good.



**Pond 1a:** This pond was in good condition. The water level is normal.



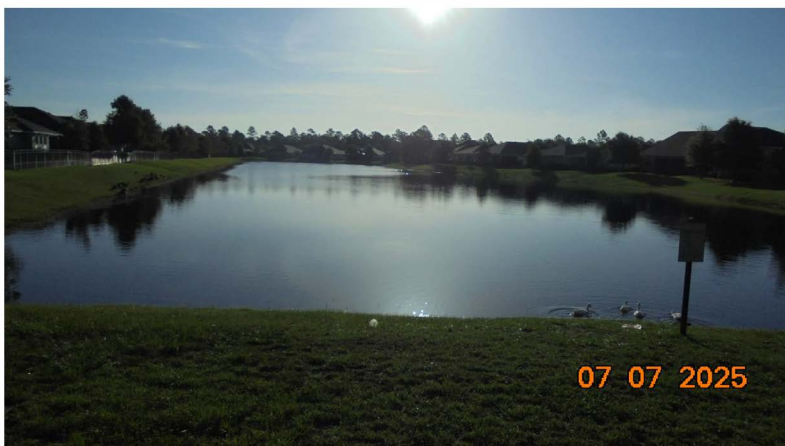
**Pond 1b:** This pond was in good condition. The water level is normal.



**Pond 2a:** This pond was in fair condition. The water level is normal. Treated perimeter for torpedo grass and pennywort.



**Pond 2b:** This pond was in good condition. The pond level is normal.





**Pond 3a:** This pond was in fair to good condition. The water level is normal. Treated perimeter for Bacopa and torpedo grass.



**Pond 6:** This pond was in good condition. The water level is good.





**Pond 7a:** Pond was in good condition. The water level is normal.



**Pond 7b:** Pond was in fair condition. The water level is normal. Treated for algae on the 9th.



**Pond 7c:** Pond was in good condition. The water level is normal.



**Pond 8a:** Pond remains in very good condition. The water level is normal.



**Pond 9a:** Pond was in fair to good condition. The water level is normal.





**Pond 9b:** Pond was in good condition. The water level is normal.



**Pond 9c:** Pond was in poor condition. The water level was normal. Turf too wet to access pond. This will be treated as soon as possible.



**Pond 10a:** Pond was in fair condition. The water level is good. Scheduled for treatment.



**Pond 10c:** Pond was in good condition. The water level is normal.



**Pond 10d:** Pond was in fair condition. The water level is normal. Treated for algae on the 9<sup>th</sup>.



**Pond 11a:** Pond was in poor condition. The water level is good. Treated for algae on the 9<sup>th</sup>.



Pond looks much better on the 10<sup>th</sup>.



**Pond 11b:** Pond was in fair condition. The water level is good. Treated perimeter for torpedo grass.



**Pond 11c:** Pond was in good condition. The water level is normal.





**Pond 12a:** Pond was in good condition. The water level is normal. Perimeter treatment last month for pennywort had very good results.



**Pond 14:** Pond was in good condition. The water level is good.



**Pond 14b:** Pond was in fair condition. The water level is normal. Treated pond for algae.



**Pond 20:** Pond was in good condition. The water level is normal.



**Pond 21A:** Pond was in good condition. The water level is good. The treatment last month for Duck potato, torpedo grass and minor cattails was effective.



**Pond 21B:** Pond is in improved condition. The water level is low. Perimeter treatment last month had good results.



**Pond 22A:** Pond was in fair condition. Treated for algae on the 9th.



**Pond 22B:** Pond was in fair to good condition. The water level is good.





**Pond 23A:** Pond is in good condition. The water level is good.



**Note:** Two deer were observed on the far side of the pond.



**Pond 23B:** Pond is in good condition. The water level is good.



**Pond 24a:** Pond was in fair condition. Pond level is good. Scheduled for treatment.



**Pond 24b:** Pond was in good condition. The water level is good.



**Pond 24c:** Pond has been drained.

**Pond 28A:** Pond was in good condition. The water level is good.



**Pond 28B:** Pond was in good condition. Water level is normal.



**Pond 29B:** Pond was in poor condition. The water level is good. Scheduled for treatment.





**Pond 29A:** Pond was in fair condition. Water level is normal. Scheduled for treatment.



**Pond 31:** Pond is in fair to good condition. The water level is normal.



**Pond 33:** Pond was in fair condition. The water level is normal.



Treated the perimeter for Duck potato by boat.



**Pond 34:** Pond was in good condition. The water level is good. Perimeter treatment last month for Duck potato had good results.



**Pond 35:** Pond is in fair to good condition. Water level is normal.



**Pond 36:** Pond was in improved condition. The treatment of the perimeter for Duck potato and minor cattails last month had good results.



Jim Charles





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6869 Phillips Pkwy. Dr. South Jacksonville Fl. 32256

Phone: 904-997-0044

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## Service Report

**Date:** June 30, 2025

**Technician:** Justin/ Rich Powers

**Client:** Shearwater Pillars

**Conditions:** Mostly sunny, 87 F.

Technicians pressure washed all sides of the pillars targeting the mold, mildew, feces, algae, webs, etc. Mineralization is slowly happening on pillars, primarily on front face and foundations.

### Before Cleaning:







**After Cleaning:**





## **Tab 4**

**Trout Creek CDD**  
**GM/AGM Operations Report for July 16, 2025**

**Talking Points/ Request:**

- William Wold with Comcast - Regarding Comcast services at Shearwater for residents
- Pavers installed with a 1-year warranty - Freehold
- Catch and release fishing only in select ponds
- Golf cart usage on Multiuse Path – Rushing Dr & Seaforth Dr
- Active Adult Walking – Lazy River

**Administration:**

- Assisted Hi-Tech with projects due to lightning strike
- Assisted Colden Company with the Network configuration due to lightning strike
- Assisted Shearwater Sharks with practices and meets throughout the month
- Property drive with Ruppert Landscape
- Property drive with Prestige Landscape
- Boardwalk inspection
- Assisted covering shifts (RSC, APC & Café) for PTO & OOO for other staff members
- Met with Kompan rep to scale out The Logan playset
- Worked with Cintas regarding approved proposal – setting up account
- Monthly meeting with Chairman Clint Wright
- Monthly meeting with Vice Chairperson Heather Loffredo
- Monthly meeting with Assistant Supervisor Ronnie Murphy
- Monthly meeting with Assistant Supervisor Vincent Sajkowski
- Conducted weekly staff meeting (every Thursday)
- Attended the South Region Town Hall with FSR
- Meeting with Vice Chairperson Heather Loffredo and Trout Creek Academy principal Katie O'Connell
- Assisted Lifestyle with Father's Day event.
- Attended the monthly FSR lifestyle collaboration call
- Weekend Manager on Duty Shifts begun
- Brian Reed (RM) visit/ training meeting at TCCDD

**Kayak Hub:**

- June Square Café Category Sales Report ([attached](#))
- June TCCDD Square Sales Report ([attached](#))
- June Square Café Sunday Category Sales Report ([attached](#))

**Lifestyle:**

- June Profit & Loss Report ([attached](#))
- June Lifestyle Summary Report ([attached](#))

**Maintenance/Vandalism/Mischief Issues:**

- June Report ([attached](#))
- Vandalism: Teak Swings at Windley Dr
- Vandalism: Outpost Door

**BELYNDA THARPE**

General Manager-Trout Creek CDD  
100 Kayak Way| St. Augustine, FL | 32092  
Direct 904.342.3739  
Email [Belynda.Tharpe@fsresidential.com](mailto:Belynda.Tharpe@fsresidential.com)

**JESSICA KNUTELSKY**

Assistant General Manager- Trout Creek CDD  
100 Kayak Way| St. Augustine, FL | 32092  
Direct 904.342.3739  
Email [Jessica.Knutelsky@fsresidential.com](mailto:Jessica.Knutelsky@fsresidential.com)

Jun 1, 2025–Jun 30, 2025



# Categor Sales Report

CAFE

| Categor         | Items Sold | Gross Sales |
|-----------------|------------|-------------|
| Uncategori ed   | 15         | \$45.00     |
| CANDY           | 507        | \$635.25    |
| CHIPS & COOKIES | 234        | \$456.75    |
| DRINKS          | 601        | \$1,075.50  |
| EXTRAS          | 9          | \$6.70      |
| HOT DRINKS      | 14         | \$18.00     |
| ICE CREAM       | 525        | \$2,100.00  |
| KIDS MEAL       | 54         | \$367.50    |
| PIZZA           | 100        | \$678.00    |
| SANDWICHES      | 79         | \$554.00    |
| SINGLE ITEMS    | 46         | \$197.00    |
| WRAPS/BURGERS   | 72         | \$640.00    |
| Total           | 2,256      | \$6,773.70  |

Jun 1, 2025–Jun 30, 2025



# Categor Sales Report

TCCDD

| Categor            | Items Sold | Gross Sales |
|--------------------|------------|-------------|
| Uncategori ed      | 73         | \$7,767.80  |
| FOBS               | 24         | \$720.00    |
| TCCDD Reser ations | 9          | \$806.00    |
| Total              | 106        | \$9,293.80  |



Jun 8, 2025



# Categor Sales Report

CAFE

| Categor         | Items Sold | Gross Sales |
|-----------------|------------|-------------|
| CANDY           | 11         | \$17.75     |
| CHIPS & COOKIES | 7          | \$14.00     |
| DRINKS          | 23         | \$41.00     |
| HOT DRINKS      | 2          | \$4.00      |
| ICE CREAM       | 28         | \$112.00    |
| KIDS MEAL       | 2          | \$13.50     |
| PIZZA           | 3          | \$27.00     |
| SANDWICHES      | 4          | \$29.50     |
| SINGLE ITEMS    | 3          | \$15.00     |
| WRAPS/BURGERS   | 7          | \$62.00     |
| Total           | 90         | \$335.75    |

Jun 15, 2025



# Categor Sales Report

CAFE

| Categor         | Items Sold | Gross Sales |
|-----------------|------------|-------------|
| Uncategori ed   | 2          | \$6.00      |
| CANDY           | 13         | \$18.25     |
| CHIPS & COOKIES | 6          | \$12.00     |
| DRINKS          | 18         | \$31.00     |
| EXTRAS          | 1          | \$0.60      |
| HOT DRINKS      | 1          | \$2.00      |
| ICE CREAM       | 4          | \$16.00     |
| KIDS MEAL       | 3          | \$20.50     |
| PIZZA           | 7          | \$34.00     |
| SANDWICHES      | 7          | \$45.50     |
| SINGLE ITEMS    | 2          | \$8.00      |
| WRAPS/BURGERS   | 4          | \$38.00     |
| Total           | 68         | \$231.85    |

Jun 29, 2025



# Categor Sales Report

CAFE

| Categor         | Items Sold | Gross Sales |
|-----------------|------------|-------------|
| CANDY           | 6          | \$6.00      |
| CHIPS & COOKIES | 4          | \$8.00      |
| DRINKS          | 5          | \$7.50      |
| ICE CREAM       | 4          | \$16.00     |
| KIDS MEAL       | 2          | \$13.50     |
| PIZZA           | 2          | \$22.50     |
| Total           | 23         | \$73.50     |

# June, 2025

## Lifestyle Profit & Loss



**JOE GERENA**  
Lifestyle Director -Trout Creek CDD  
100 Kayak Way| St. Augustine, FL | 32092  
Direct: 904.342.3739

**DEMETRIC ARNOLD**  
Lifestyle Coordinator -Trout Creek CDD  
100 Kayak Way| St. Augustine, FL | 32092

### EVENT REVENUE/ COST

| Father's Day                    | Revenue | Cost       |
|---------------------------------|---------|------------|
| Poker/Cigar supplies            |         | \$236.00   |
| Catering                        |         | \$1,259.25 |
| Adult Beverages                 |         | \$202.66   |
| Food and Drink for Father's Day |         | \$287.83   |
|                                 |         |            |

| Movie at the pool          | Revenue | Cost   |
|----------------------------|---------|--------|
| Movie set up - USED CREDIT |         | \$0.00 |
| Sandlot movie              |         | \$9.94 |
|                            |         |        |
|                            |         |        |

| JuneTeenth        | Revenue | Cost     |
|-------------------|---------|----------|
| Amazon Glow Décor |         | \$203.14 |
|                   |         |          |
|                   |         |          |
|                   |         |          |
|                   |         |          |
|                   |         |          |
|                   |         |          |

| Live Music                   | Revenue | Cost     |
|------------------------------|---------|----------|
| Hudson Vance                 |         | \$750.00 |
| Salsa Night DJ               |         | \$350.00 |
| Salsa Night Dance Instructor |         | \$100.00 |
|                              |         |          |
|                              |         |          |
|                              |         |          |

| Events Summary | Actual      |
|----------------|-------------|
| Total income   | \$0.00      |
| Total expense  | \$3,596.28  |
| Total Profit   | -\$3,596.28 |

**VENDOR REVENUE - 10% OF ALL SALES**

| Vendor              | ayment Metho | Income     |
|---------------------|--------------|------------|
| Derita Italian Deli | Check        | \$50.20    |
| Cardio Funk         | Square       | \$31.00    |
| STEAM camp          | Square       | \$1,879.32 |
| Planet Pizza        | Square       | \$323.90   |
| Peacock Fitness     | Square       | \$1,036.00 |
| Sunset Slush        | Square       | \$554.10   |
| Tetiana Vorontsova  | Square       | \$55.00    |
| Bakery Cartel       | Square       | \$232.29   |
| Swim lessons/Meagan | Square       | \$70.07    |
| Total               |              | \$4,231.88 |

## **Shearwater Lifestyle Summary Report – June 2025**

### **June 2nd – Travel Club Wine and Cheese Event**

- ✓ A wine and cheese gathering hosted by our Travel Club lead with Tagalong Travels. Almost 20 participants.

### **June 6th – Movie Night at the Pool – The Sandlot**

- ✓ Poolside viewing only. No swimming. About 60 attendees

### **June 10<sup>th</sup> and June 24<sup>th</sup> – Café Takeover – Derita Italian Deli**

- ✓ 1<sup>st</sup> date was pretty slow. Only sold about 15 sandwiches max. 2<sup>nd</sup> date was much better. About 25 sandwiches sold.

### **June 11<sup>th</sup> – Coffee and Conversations**

- ✓ About 65 attendees with sponsor Bradshaw Insurance. Standard food from Sam's club provided.

### **June 12<sup>th</sup> – VIP Care Arts and Crafts – Paint party**

- ✓ 8 attendees – pre enrolled, 12 showed up. Residents enjoyed it so much we are going to book more of these with the vendor directly.

### **June 13<sup>th</sup> - Bingo - Poolside.**

- ✓ 105 attendees. SUPER busy considering it was scheduled to be outside and moved inside due to weather. No sponsors so we used a variety of remaining prizes from previous donations as prizes.

### **June 14<sup>th</sup> – Father's Day Kick Back**

- ✓ 2 poker tables provided by MTMM. Speed poker tournament. Dapper D's Cigar lounge sold cigars and residents smoked only in a small, designated section on the Event Lawn. Bar provided by Pour'd Perfection services. Food provided by Woodpecker's BBQ. Great turnout. 120 RSVP'd and about 100 residents attended throughout the event. Very positive feedback.

### **June 17<sup>th</sup> - June 18<sup>th</sup> – Blood Drive w/ OneBlood, Story Time with IvyBrook, Let's Go Hiking**

- ✓ 2 days of small gatherings. One Blood had no less than 15 donations. Story time with IvyBrook brought in about 20 kids w/ their parents. VERY good response and now we're working on getting them set up as a sponsor and hosting these monthly beginning in August.

### **June 19<sup>th</sup> – Juneteenth Social and Glow Walk**

- ✓ Tried to charge \$8 that included ice cream and a glow swag. Reduced priced due to no ticket sales. Cut cost completely due to no ticket sales. Adjusted giveaways to reduce cost. Free event had about 25 walkers, and another 40 or so gathering in the hub for a resident ran cook out.



#### **June 20<sup>th</sup> – Music by the pool – Live Music by Hudson Vance**

- ✓ 90 people hung out by the pool and enjoyed the music. Once swimming stopped at 8pm the pool cleared out dramatically. Adjusting times going forward for events to end when swimming ends.

#### **June 22<sup>nd</sup> – Vendor Village**

- ✓ Very slow in the morning due to heat, possibly adjusted time. We tried adjusting this from 9am to noon to lighten the parking lot load. We aren't going to find much success during summer for these with the heat. Last hour and half picked up and we had about 500 attendees.

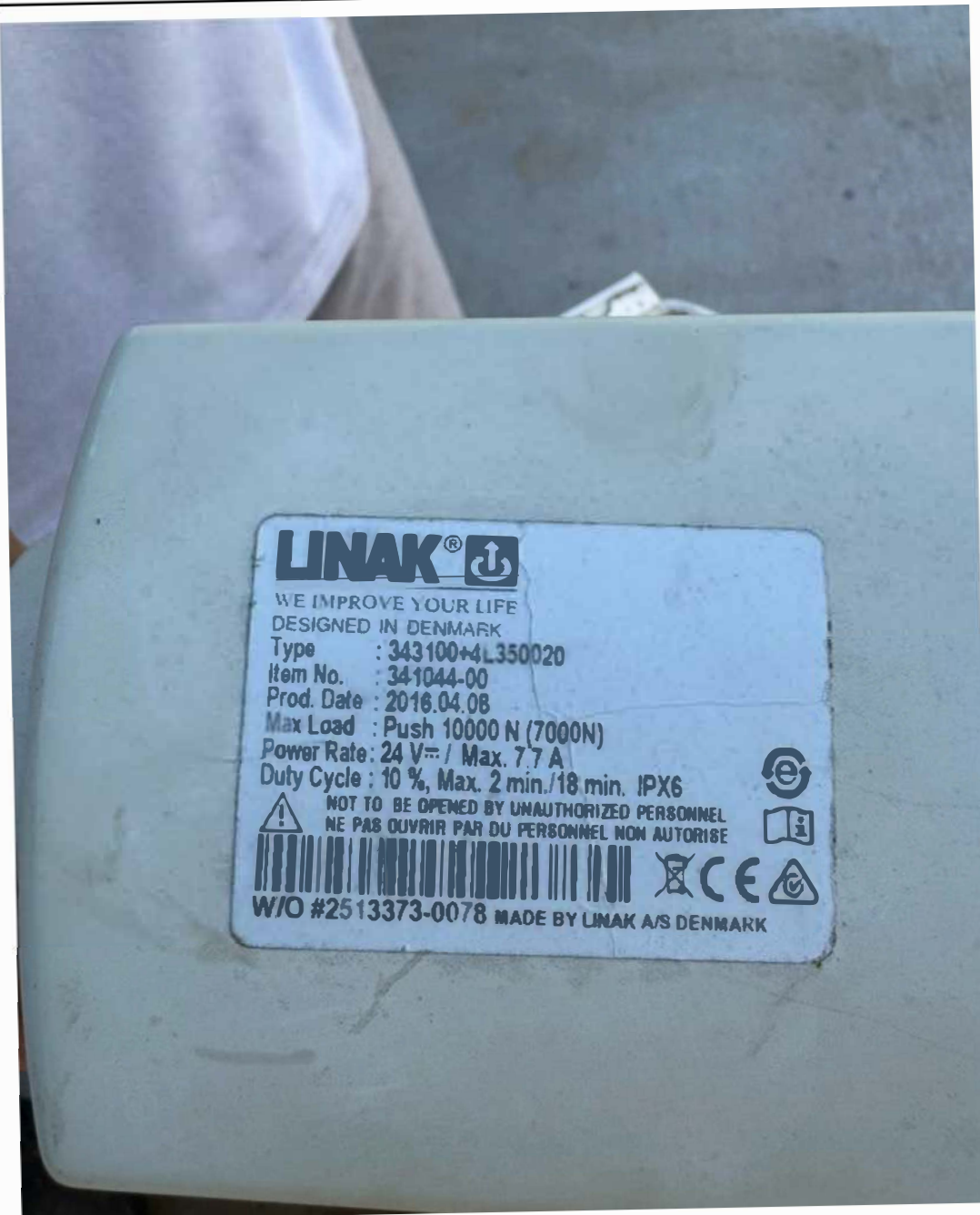
#### **June 25<sup>th</sup> – Story Time with Goddard School**

- ✓ Smaller turnout than expected. Only 6 participants so next month we'll try at the school again to host this activity

#### **June 27<sup>th</sup> – Salsa Night – Dance Class w/ 2 hour dance party**

- ✓ 40 people signed up for the class. 22 people showed up for the dance class portion. Residents enjoyed it quite a bit and are excited for more of these. The dance party saw 10 new faces while great for a 1<sup>st</sup> time event of this nature.
- ✓ Food Trucks did very well all month. F45 workout and Macrame class also had 8 to 10 attendees at each. Fitness classes had normal attendance with the exception of the Pacesetters who saw a drastic reduction due to the WellBeats system going out due to lightning. Everything should be back to normal in July. STEAM camp is doing very well with no less than 20 kids enrolled per week.

(1)



## Replaced ADA Lift Actuator

**Created:** Wed, 7/2/2025

Before

(2)



### Replaced ADA Lift Actuator

**Created:** Wed, 7/2/2025

After



(3)



### Replaced Broken Lily Pads At Tot Lot

**Created:** Wed, 7/2/2025

Before



(4)



### Replaced Broken Lily Pads At Tot Lot

**Created:** Wed, 7/2/2025

After



(5)



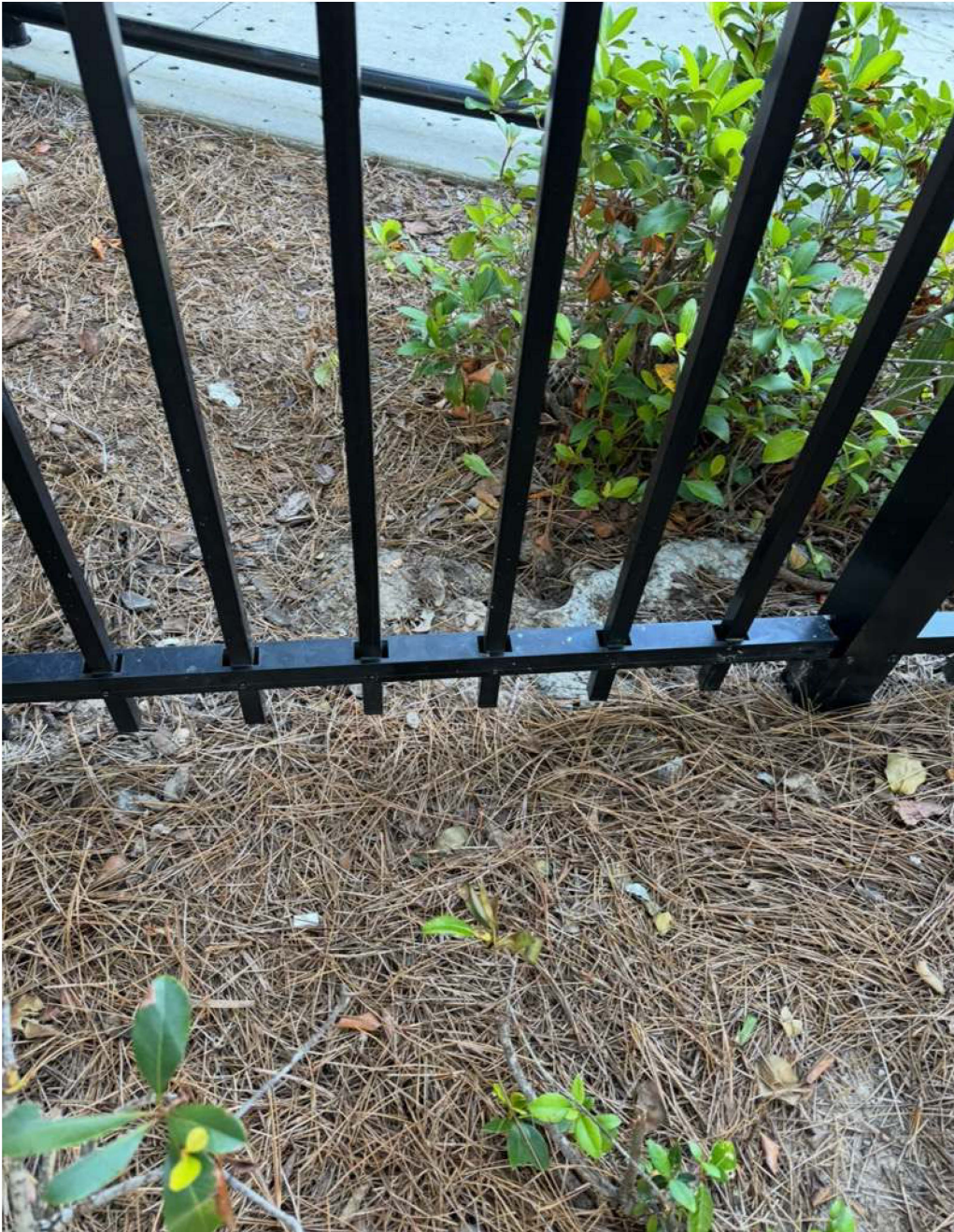
### Replaced Broken Fence Panel At Hub Entry

**Created:** Wed, 7/2/2025

Before



(6)



### Replaced Broken Fence Panel At Hub Entry

**Created:** Wed, 7/2/2025

After



(7)



### **Installed Bollards On Walking Path At Rushing Dr**

**Created:** Wed, 7/2/2025

Before

(8)



### Installed Bollards On Walking Path At Rushing Dr

**Created:** Wed, 7/2/2025

After





(9)



### Replaced Broken Spring Rocker At Tot Lot

**Created:** Wed, 7/2/2025

Before

(10)



## Replaced Broken Spring Rocker At Tot Lot

**Created:** Wed, 7/2/2025

After



(11)



### Repaired Basket Swing At Tot Lot

**Created:** Wed, 7/2/2025

Before

(12)



### Repaired Basket Swing At Tot Lot

**Created:** Wed, 7/2/2025

After



(13)



### Replaced Chemical Controller Probes At Lap Pool

**Created:** Wed, 7/2/2025

Before

(14)



### Replaced Chemical Controller Probes At Lap Pool

**Created:** Wed, 7/2/2025

After

(15)



## Replaced Broken chemical Controller Cabinet

Created: Wed, 7/2/2025

Before



(16)



## Replaced Broken Chemical Controller Cabinet

**Created:** Wed, 7/2/2025

After



(17)



**Filled Pothole At Dollar Ct**

**Created:** Wed, 7/2/2025

Before



(18)



**Filled Pothole At Dollar Ct**

**Created:** Wed, 7/2/2025

After

(19)



### Replaced Broken Hand Dryer In Men's Restroom At Outpost

**Created:** Wed, 7/2/2025

Before

(20)



### **Replaced Broken Hand Dryer In Men's Restroom At Outpost**

**Created:** Wed, 7/2/2025

After



(21)



### Replaced Broken Deck Boards At Trail #9

**Created:** Wed, 7/2/2025

Before



(22)



### Replaced Broken Deck Board At Trail #9

**Created:** Wed, 7/2/2025

After



(23)



### Repaired Broken Sign At Timberwolf Tr

**Created:** Wed, 7/2/2025

Before

(24)



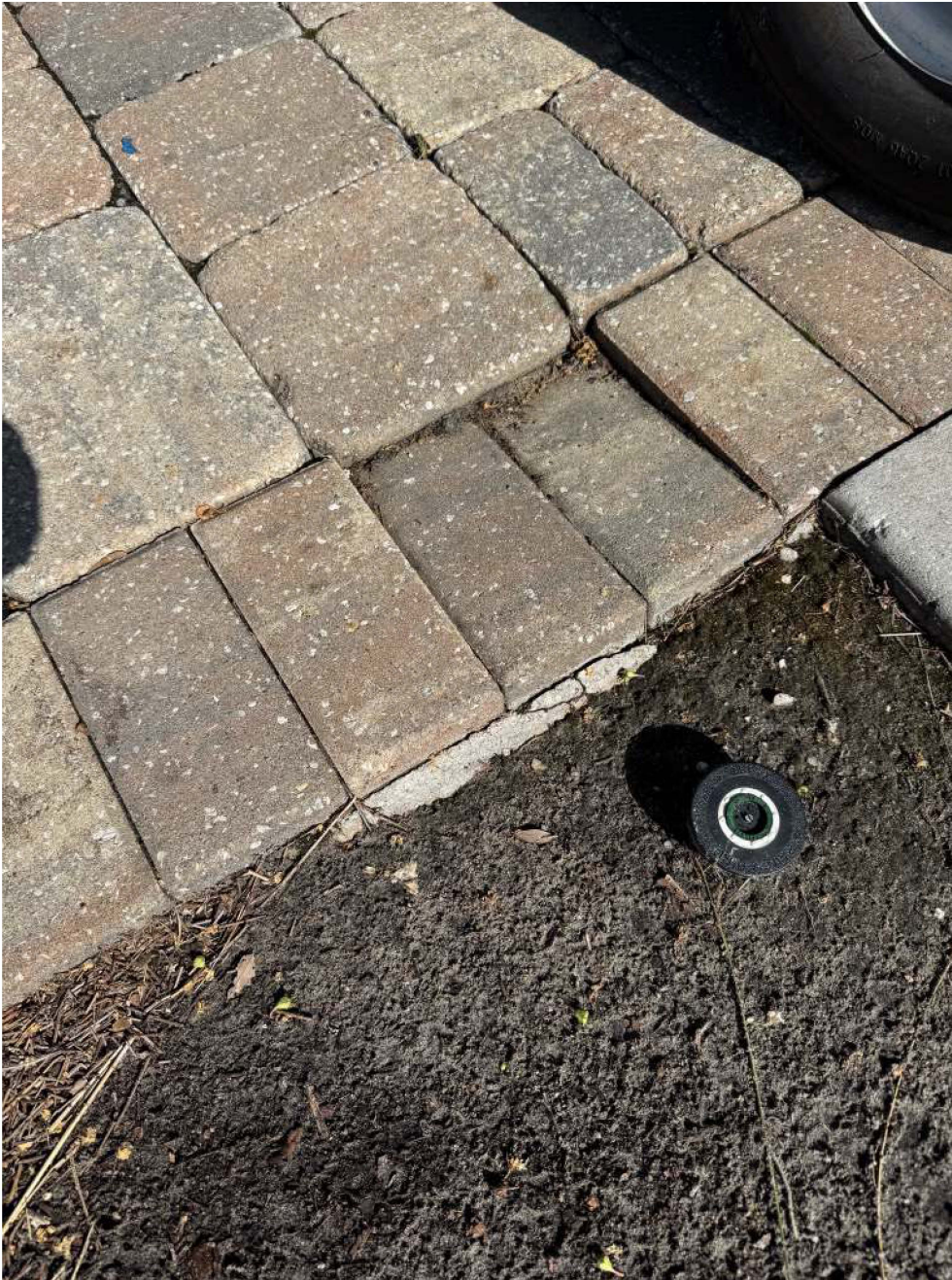
### Repaired Broken Sign At Timberwolf Tr

**Created:** Wed, 7/2/2025

After



(25)



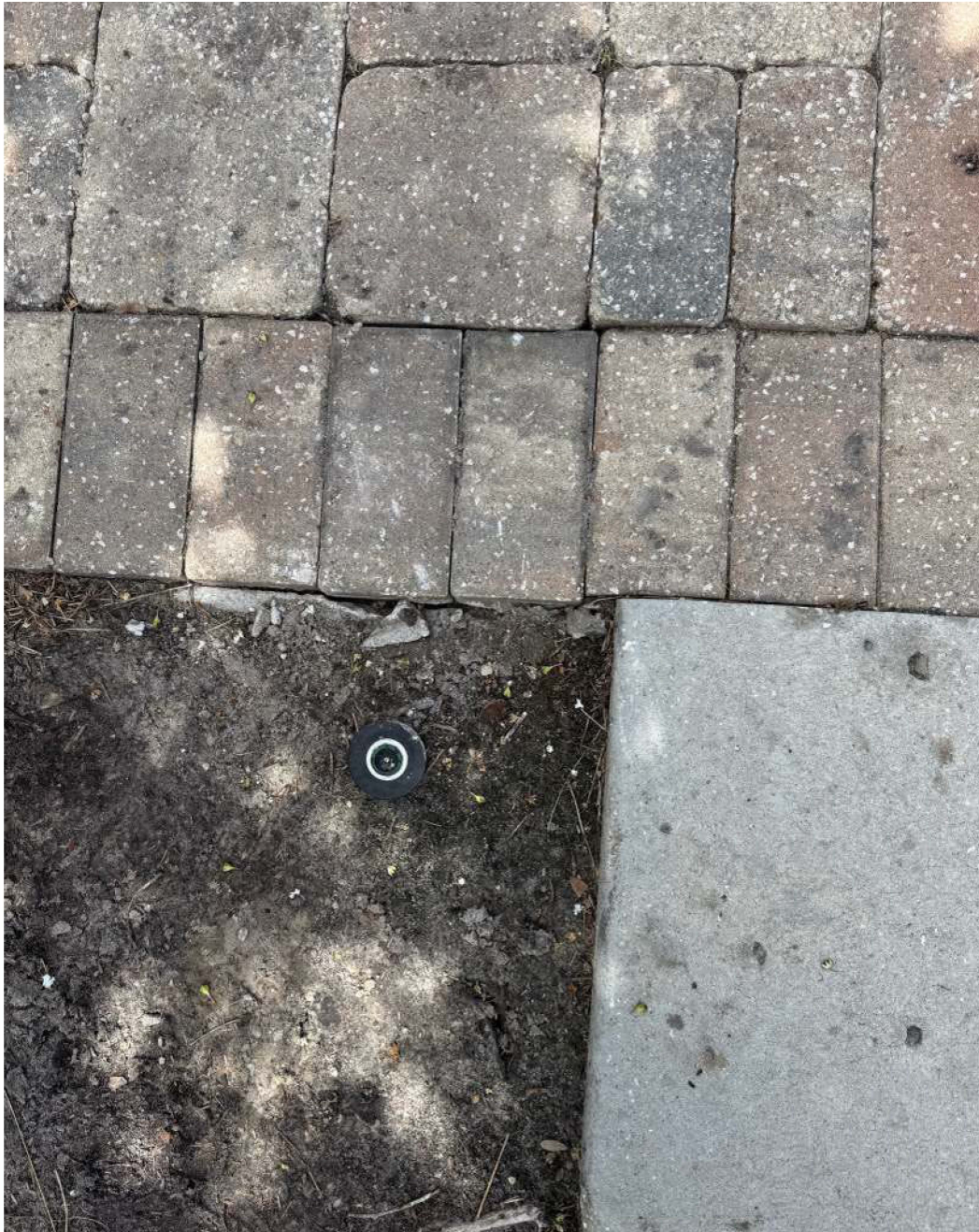
### Repaired Loose Pavers At Golf Cart Parking

**Created:** Wed, 7/2/2025

Before



(26)



### **Repaired Loose Pavers At Golf Cart Parking**

**Created:** Wed, 7/2/2025

After



(27)



### Repaired Broken Landscape Timbers At Outpost

**Created:** Wed, 7/2/2025

Before



(28)



### Repaired Broken Landscape Timbers At Outpost

**Created:** Wed, 7/2/2025

After



(29)



**Removed Downed Tree Over Boardwalk**

**Created:** Wed, 7/2/2025



(30)



**Just Replaced Swings At Paver Over Looked At Windly Dr And They Have Once Again  
Been Vandalize**

**Created:** Wed, 7/2/2025

(31)

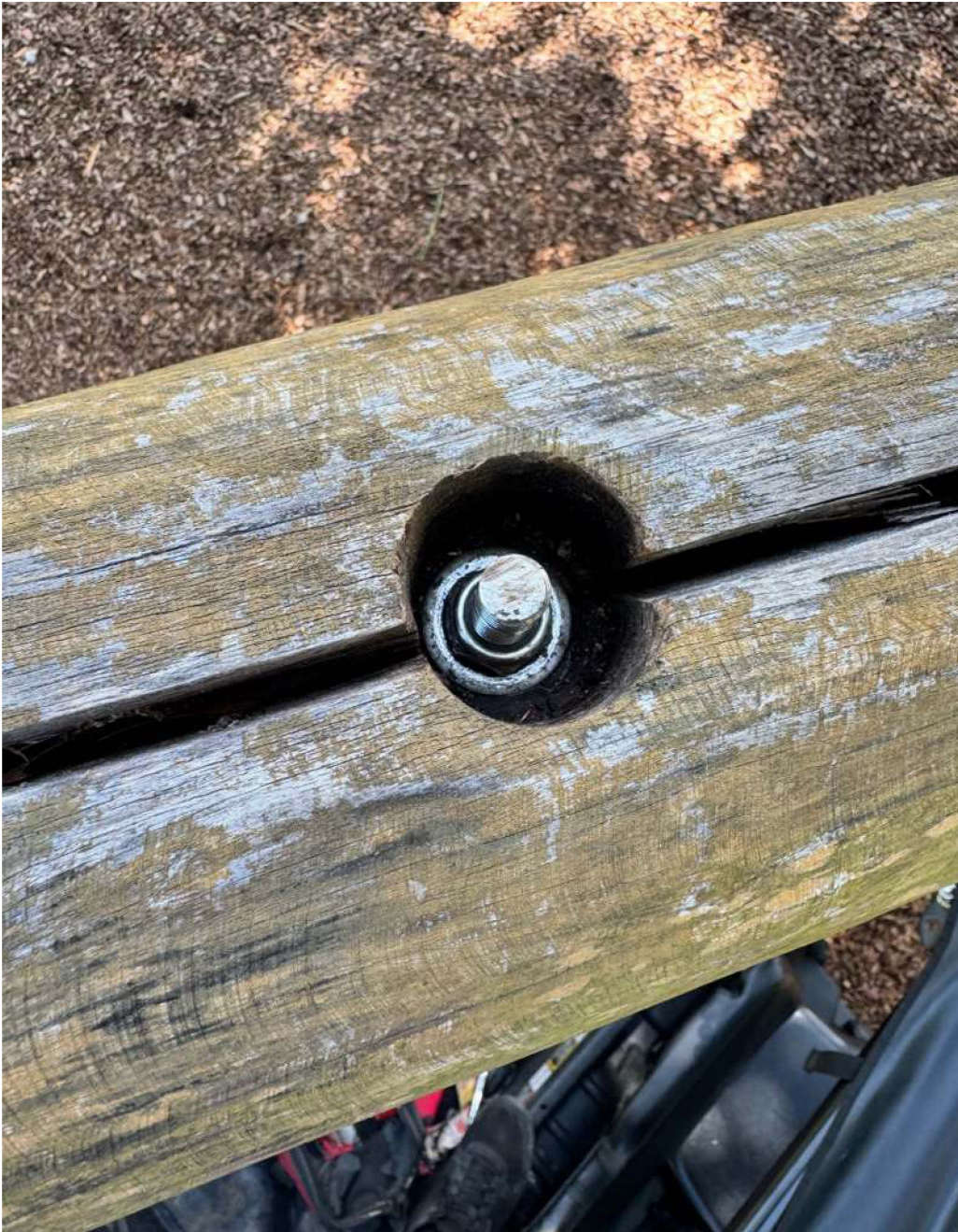


**John Deer Gator Was Sent Out For Service**

**Created:** Wed, 7/2/2025



(32)



### Repaired Broken Swing At Outpost

**Created:** Wed, 7/2/2025

Before

(33)



### Repaired Broken Swing At Outpost

**Created:** Wed, 7/2/2025

After



(34)



**Repaired Door At Outpost Recommended Some Type Of Reinforcing As This Is Being Vandalized**

**Created:** Wed, 7/2/2025

After

(35)



### Repaired Broken Door At Outpost

**Created:** Wed, 7/2/2025

Before

Completed by Johnnie verdell



## **Tab 5**

**Trout Creek YTD Revenues & Expenditures Thru 5/31/2025**  
Presented by Supervisor Murphy  
SUMMARY

|                                                         | <u>Annual<br/>Budget</u> | <u>YTD<br/>Budget<br/>Thru<br/>05/31/25</u> | <u>YTD Actual<br/>Thru 05/31/25</u> | <u>Better/(Worse<br/>)Variance</u> |
|---------------------------------------------------------|--------------------------|---------------------------------------------|-------------------------------------|------------------------------------|
| Total Revenues - O&M                                    | 3,894,262                | 3,811,405                                   | 3,897,590                           | 86,185                             |
| Total Revenues - Capital Reserve                        | <u>307,326</u>           | <u>302,659</u>                              | <u>310,613</u>                      | <u>7,954</u>                       |
| Total General Fund Revenues                             | 4,201,588                | 4,114,064                                   | 4,208,203                           | 94,139                             |
|                                                         |                          |                                             |                                     |                                    |
| Total Expenditures O & M                                | 3,894,262                | 2,548,609                                   | 2,497,484                           | 51,125                             |
| Total Expenditures - Capital Reserve                    | <u>307,326</u>           | <u>307,326</u>                              | <u>235,623</u>                      | <u>71,703</u>                      |
| Total General Fund Expenditures                         | 4,201,588                | 2,855,935                                   | 2,733,107                           | 122,828                            |
|                                                         |                          |                                             |                                     |                                    |
| Total O & M Excess of Revenues Over(Under) Expenditures | 0                        | 1,262,796                                   | 1,400,106                           | 137,310                            |
| Total Excess of Revenues Over(Under) Expenditures       | <u>0</u>                 | <u>(4,667)</u>                              | <u>74,990</u>                       | <u>79,657</u>                      |
| Total Excess of Revenues Over(Under) Expenditures       | 0                        | 1,258,129                                   | 1,475,096                           | 216,967                            |

Explanations of Variances

**O & M Expenses - Under by \$ 51,125**

|                                                                                                                                                                                            |               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Landscaping - Budgeted for pond mowing which is not happening, annual increases expected have not happened yet, Phase 1 Bid lower than budgeted                                            | 93,069        |
| Reclaimed Water - Less watering                                                                                                                                                            | 51,222        |
| Amenity Staff - Not fully staffed from beginning of year, some positions took time to be replaced , annual raises given in March                                                           | 43,150        |
| Tennis Program not happening as planned                                                                                                                                                    | 17,427        |
| Holiday Decorations - less spending than anticipated                                                                                                                                       | 14,043        |
| Licenses, Fees & Permits - Fees for Debit/Credit Card Income through Square not budgeted for                                                                                               | (2,401)       |
| District Engineer - Parking study -\$4,950 and work relating stop signs at intersection of Timberwolf and Shearwater                                                                       | (6,398)       |
| Other District Financial & Accting - Advertising & Mass Mailing & Trustee Fees related to Bond Refunding                                                                                   | (8,026)       |
| Access Control & Security Monitoring M&R - Hi-Tech - software upgrade & Door Controller Installation                                                                                       | (8,566)       |
| Miscellaneous Exp - ECS testing of Goodhope Ct (3,000) , French Drain on Appian Way (\$4,771)                                                                                              | (8,936)       |
| Law Enforcement Security - more security than anticipated                                                                                                                                  | (11,115)      |
| Irrigation Repair -Hunter Clock and Conversion in Phase 1 , and other sprinkler repairs in Phase 1 on Shearwater Parkway                                                                   | (29,916)      |
| Contingency - Painting Fitness Center (\$4,305) Reserve Study (\$8,300), Fitness Equip (\$2,938),Patching Shearwater(\$17,650), Signs(\$4,445), Tenting Fumigation for termites (\$23,512) | (35,017)      |
| Landscape Replacement Plants, etc - Hurricane Milton Cleanup , Sod Replacement, Plant replacement on Shearwater Pkwy                                                                       | (78,177)      |
| Other                                                                                                                                                                                      | 20,766        |
| <b>Total of O&amp;M Variance Explantions</b>                                                                                                                                               | <b>51,125</b> |

**Trout Creek YTD Revenues & Expenditures Thru 5/31/2025**

| <b>Chart of Accounts Classification</b>        | <b>Annual Budget</b> | <b>YTD Budget Thru 05/31/25</b> | <b>YTD Actual Thru 05/31/25</b> | <b>Better/(Worse) Variance</b> | <b>Variance Explanation</b>                                                                                                                                   |
|------------------------------------------------|----------------------|---------------------------------|---------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>O&amp;M</b>                                 |                      |                                 |                                 |                                |                                                                                                                                                               |
| <b>Revenues</b>                                |                      |                                 |                                 |                                |                                                                                                                                                               |
| Interest Earnings                              |                      |                                 |                                 |                                |                                                                                                                                                               |
| Interest Earnings                              | 0                    | 0                               | 17,458                          | 17,458                         | Interest not budgeted for                                                                                                                                     |
| Special Assessments                            |                      |                                 |                                 |                                |                                                                                                                                                               |
| Off Roll                                       | 492,539              | 492,539                         | 492,540                         | 1                              |                                                                                                                                                               |
| Tax Roll                                       | 3,097,753            | 3,097,753                       | 3,139,548                       | 41,795                         |                                                                                                                                                               |
| Contributions & Donations from Private Sources |                      |                                 |                                 |                                |                                                                                                                                                               |
| HOA Capital Transfer                           | 125,000              | 86,800                          | 86,800                          | 0                              |                                                                                                                                                               |
| Other Misc. Revenues                           |                      |                                 |                                 |                                |                                                                                                                                                               |
| Activity Fees                                  | 30,000               | 20,000                          | 16,103                          | (3,897)                        |                                                                                                                                                               |
| Cafe Revenue                                   | 24,970               | 16,647                          | 13,756                          | (2,891)                        | Budget timing, but more income should come due to more food options offered                                                                                   |
| Facilities Rentals                             | 35,000               | 23,333                          | 25,037                          | 1,704                          |                                                                                                                                                               |
| HOA Reimbursement                              | 45,000               | 45,000                          | 70,491                          | 25,491                         | More reimbursement from HOA than estimated(some from prior year)                                                                                              |
| Insurance Proceeds                             | 0                    | 0                               | 7,600                           | 7,600                          | Irrigation Timer Damage & Auto Damage Claims                                                                                                                  |
| Misc Revenue                                   | 0                    | 0                               | 4,667                           | 4,667                          | Parents reimburse for firepit damage                                                                                                                          |
| Special Events Revenue                         | 20,000               | 13,333                          | 23,590                          | 10,257                         | Large Sponsorship Revenue                                                                                                                                     |
| Tennis Center Revenue Share Agreement          | 24,000               | 16,000                          | 0                               | (16,000)                       | This is not happening as planned                                                                                                                              |
| <b>Total Revenues</b>                          | <b>3,894,262</b>     | <b>3,811,405</b>                | <b>3,897,590</b>                | <b>86,185</b>                  |                                                                                                                                                               |
| <b>Expenditures</b>                            |                      |                                 |                                 |                                |                                                                                                                                                               |
| <b>District Expenses:</b>                      |                      |                                 |                                 |                                |                                                                                                                                                               |
| Board of Supervisor Fees                       | 14,000               | 9,333                           | 13,600                          | (4,267)                        | Only budgeted for 2 workshops in total for the year                                                                                                           |
| District Management                            | 61,404               | 42,925                          | 42,985                          | (60)                           |                                                                                                                                                               |
| Other District Financial & Accting             | 38,725               | 30,197                          | 38,223                          | (8,026)                        | Advertising & Mass Mailing & Trustee Fees related to Bond Refunding                                                                                           |
| Counsel                                        | 65,000               | 43,333                          | 35,612                          | 7,721                          |                                                                                                                                                               |
| Engineer                                       | 30,000               | 20,000                          | 26,398                          | (6,398)                        | Parking Study (\$4,950), work relating to intersection of Timberwolf and Shearwater                                                                           |
| Law Enforcement - Security                     | 35,000               | 23,334                          | 34,449                          | (11,115)                       | More Security hours than anticipated                                                                                                                          |
| <b>Total District Expenses:</b>                | <b>244,129</b>       | <b>169,122</b>                  | <b>191,267</b>                  | <b>(22,145)</b>                |                                                                                                                                                               |
| <b>Staffing Related Expenses:</b>              |                      |                                 |                                 |                                |                                                                                                                                                               |
| Employee - Amenity Staff                       | 860,400              | 573,600                         | 530,450                         | 43,150                         | Not fully staffed up from beginning, some staff have left and it took time to be replaced, raises not approved until March, not all staff receiving insurance |
| Amenity Management Service Contracts           | 21,648               | 14,432                          | 14,732                          | (300)                          |                                                                                                                                                               |
| <b>Total Staffing Related Expenses</b>         | <b>882,048</b>       | <b>588,032</b>                  | <b>545,182</b>                  | <b>42,850</b>                  |                                                                                                                                                               |
| <b>Utilities:</b>                              |                      |                                 |                                 |                                |                                                                                                                                                               |
| Electric Utility - Recreation Facilities       | 70,000               | 46,666                          | 36,977                          | 9,689                          | Lower than anticipated usage                                                                                                                                  |
| Electric Utility - Street Lights               | 60,000               | 40,000                          | 40,571                          | (571)                          |                                                                                                                                                               |
| Electric Utility Services                      | 11,000               | 7,334                           | 7,960                           | (626)                          |                                                                                                                                                               |
| Gas Utility Services                           | 2,000                | 1,333                           | 1,000                           | 333                            |                                                                                                                                                               |
| Water-Sewer Utility - Reclaimed                | 485,000              | 248,320                         | 197,098                         | 51,222                         | Less watering than anticipated due to water restrictions and many sprinklers in Phase 1 not working                                                           |
| Water-Sewer - Recreation Facilities            | 18,375               | 8,232                           | 12,729                          | (4,497)                        |                                                                                                                                                               |
| Garbage/Solid Waste Control Services           | 8,500                | 5,667                           | 7,751                           | (2,084)                        | New fuel/environmental recovery fee not budgeted for (240/mo), required 2 times per week starting in April                                                    |
| <b>Total Utilities</b>                         | <b>654,875</b>       | <b>357,552</b>                  | <b>304,086</b>                  | <b>53,466</b>                  |                                                                                                                                                               |
| <b>Landscaping &amp; Irrigation:</b>           |                      |                                 |                                 |                                |                                                                                                                                                               |

**Trout Creek YTD Revenues & Expenditures Thru 5/31/2025**

| <b>Chart of Accounts Classification</b>              | <b>Annual Budget</b> | <b>YTD Budget Thru 05/31/25</b> | <b>YTD Actual Thru 05/31/25</b> | <b>Better/(Worse) Variance</b> | <b>Variance Explanation</b>                                                                                                                                                                                                                   |
|------------------------------------------------------|----------------------|---------------------------------|---------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Landscape & Irrigation Maintenance                   | 1,070,000            | 697,932                         | 604,863                         | 93,069                         | Pond mowing not approved (27,400), Ph 1 bid lower than anticipated(55,000), yr 2 increases not happen yet                                                                                                                                     |
| Landscape Replacement Plants, Shrubs, Tr             | 40,000               | 40,000                          | 118,177                         | (78,177)                       | Hurricane Milton Cleanup (\$5,500), Sod Replacement (\$22,468), replace plnts on shearwater pkwy (\$40,126)                                                                                                                                   |
| Common Area Pinestraw Mulch                          | 125,000              | 111,240                         | 98,463                          | 12,777                         |                                                                                                                                                                                                                                               |
| Irrigation Repair                                    | 35,000               | 23,333                          | 53,249                          | (29,916)                       | Hunter Clock and Conversion in Phase 1 (\$22,500) plus additional sprinkler issues in Phase 1                                                                                                                                                 |
| <b>Total Landscaping &amp; Irrigation</b>            | <b>1,270,000</b>     | <b>872,505</b>                  | <b>874,752</b>                  | <b>-2,247</b>                  |                                                                                                                                                                                                                                               |
| <b>Amenity Related Expenses:</b>                     |                      |                                 |                                 |                                |                                                                                                                                                                                                                                               |
| Amenity Janitorial Services                          | 20,000               | 13,333                          | 18,200                          | (4,867)                        | Needed extra services from Janitor Service while porter was being replaced                                                                                                                                                                    |
| Amenity Maintenance & Repairs                        | 65,000               | 43,334                          | 42,497                          | 837                            |                                                                                                                                                                                                                                               |
| Amenity Operating Supplies                           | 25,000               | 16,667                          | 21,287                          | (4,620)                        | More purchases than anticipated                                                                                                                                                                                                               |
| Pool Chemicals & Service Contract                    | 103,400              | 87,933                          | 88,413                          | (480)                          |                                                                                                                                                                                                                                               |
| Lifeguard/Pool Monitors                              | 175,000              | 61,436                          | 33,027                          | 28,409                         | Timing of Budget                                                                                                                                                                                                                              |
| Fitness Equipment Lease & M&R                        | 40,298               | 26,865                          | 26,138                          | 727                            |                                                                                                                                                                                                                                               |
| Tennis Court Programs & Maint & Supplies             | 31,500               | 21,000                          | 3,573                           | 17,427                         | Tennis program is not happening as planned (\$16,000)                                                                                                                                                                                         |
| Access Control & Security Monitoring M&R             | 11,000               | 7,333                           | 15,899                          | (8,566)                        | Hi-Tech Door Controller Installation (\$6,600), payback HOA for Key Fob Income received(\$3,200)                                                                                                                                              |
| Licenses, Fees & Permits                             | 11,462               | 7,642                           | 10,043                          | (2,401)                        | Fees for Debit/Credit Card Income through Square not budgeted for                                                                                                                                                                             |
| Pest Control/Termite Bond & Wildlife Mgmt            | 5,500                | 3,666                           | 3,013                           | 653                            |                                                                                                                                                                                                                                               |
| Telephone, Internet, Cable                           | 12,000               | 8,000                           | 10,429                          | (2,429)                        | Firewall (\$1,025)                                                                                                                                                                                                                            |
| Other                                                | 4,000                | 2,667                           | 4,428                           | (1,761)                        |                                                                                                                                                                                                                                               |
| <b>Total Amenity Related Expenses</b>                | <b>504,160</b>       | <b>299,876</b>                  | <b>276,947</b>                  | <b>22,929</b>                  |                                                                                                                                                                                                                                               |
| <b>Lifestyle Expenses:</b>                           |                      |                                 |                                 |                                |                                                                                                                                                                                                                                               |
| Shuttle Service                                      | 15,000               | 12,000                          | 15,000                          | (3,000)                        | Did not budget enough shuttles for events and busy summer weekends                                                                                                                                                                            |
| Special Events                                       | 66,550               | 58,550                          | 74,675                          | (16,125)                       | Providing more events (offset by sponsorship and other misc income)                                                                                                                                                                           |
| Cafe Materials                                       | 15,000               | 10,000                          | 12,460                          | (2,460)                        | More food purchases for summer                                                                                                                                                                                                                |
| <b>Total Lifestyle Expenses:</b>                     | <b>96,550</b>        | <b>80,550</b>                   | <b>102,135</b>                  | <b>(21,585)</b>                |                                                                                                                                                                                                                                               |
| <b>Other Shearwater Expenses:</b>                    |                      |                                 |                                 |                                |                                                                                                                                                                                                                                               |
| Aquatic Maintenance                                  | 49,000               | 32,666                          | 31,682                          | 984                            |                                                                                                                                                                                                                                               |
| Stormwater Assessments                               | 4,000                | 2,667                           | 3,200                           | (533)                          |                                                                                                                                                                                                                                               |
| Road & Street Facilities                             | 5,000                | 3,333                           | 2,849                           | 484                            |                                                                                                                                                                                                                                               |
| Entry & Walls Maintenance & Repair                   | 4,500                | 3,000                           | 0                               | 3,000                          |                                                                                                                                                                                                                                               |
| General Liability & Property Insurance               | 95,000               | 77,639                          | 73,807                          | 3,832                          |                                                                                                                                                                                                                                               |
| Holiday Decorations                                  | 15,000               | 15,000                          | 957                             | 14,043                         | Lower than anticipated holiday supplies                                                                                                                                                                                                       |
| <b>Total Other Shearwater Expenses</b>               | <b>172,500</b>       | <b>134,305</b>                  | <b>112,495</b>                  | <b>21,810</b>                  |                                                                                                                                                                                                                                               |
| <b>Misc./Contingency Expenses:</b>                   |                      |                                 |                                 |                                |                                                                                                                                                                                                                                               |
| Miscellaneous Expense                                | 20,000               | 13,333                          | 22,269                          | (8,936)                        | ECS testing of Goodhope Ct (4,100) , French Drain on Appian Way (\$4,771)                                                                                                                                                                     |
| Capital Improvements/Contingency                     | 50,000               | 33,334                          | 68,351                          | (35,017)                       | Painting of Fitness Center (\$4,305) Reserve Study (\$8,300), Hardware & subscription for Fitness Equip (\$2,938),Patching of Shearwater Pkwy(\$17,650), Signs(\$4,445), Tenting Fumigation for termites(\$23,512),Other misc items (\$7,200) |
| <b>Total Misc./Contingency Expenses</b>              | <b>70,000</b>        | <b>46,667</b>                   | <b>90,620</b>                   | <b>(43,953)</b>                |                                                                                                                                                                                                                                               |
| <b>Total Expenditures</b>                            | <b>3,894,262</b>     | <b>2,548,609</b>                | <b>2,497,484</b>                | <b>51,125</b>                  |                                                                                                                                                                                                                                               |
| <b>Total Excess of Revenues (Over/(Under) Expen-</b> | <b>0</b>             | <b>1,262,796</b>                | <b>1,400,106</b>                | <b>137,310</b>                 |                                                                                                                                                                                                                                               |
| Total Other Financing Sources(Uses)                  |                      |                                 |                                 |                                |                                                                                                                                                                                                                                               |
| Interfund Transfer                                   |                      |                                 |                                 |                                |                                                                                                                                                                                                                                               |
| Total Other Financing Sources(Uses)                  | 0                    | 0                               | 0                               | 0                              |                                                                                                                                                                                                                                               |



**Trout Creek YTD Revenues & Expenditures Thru 5/31/2025**

| <b>Chart of Accounts Classification</b>                  | <b>Annual Budget</b> | <b>YTD Budget Thru 05/31/25</b> | <b>YTD Actual Thru 05/31/25</b> | <b>Better/(Worse) Variance</b> | <b>Variance Explanation</b>                        |
|----------------------------------------------------------|----------------------|---------------------------------|---------------------------------|--------------------------------|----------------------------------------------------|
| Fund Balance, Beginning of Period                        | 0                    | 0                               | 331,722                         | 331,722                        |                                                    |
| <b>Total Fund Balance, End of Period</b>                 | <b>0</b>             | <b>1,262,796</b>                | <b>1,731,828</b>                | <b>469,032</b>                 |                                                    |
| <b>Capital Reserve</b>                                   |                      |                                 |                                 |                                |                                                    |
|                                                          | <b>Annual Budget</b> | <b>YTD Budget Thru 05/31/25</b> | <b>YTD Actual Thru 05/31/25</b> | <b>Better/(Worse) Variance</b> |                                                    |
| <b>Revenues</b>                                          |                      |                                 |                                 |                                |                                                    |
| Interest Earnings                                        |                      |                                 |                                 |                                |                                                    |
| Interest Earnings                                        | 14,000               | 9,333                           | 17,287                          | 7,954                          |                                                    |
| Special Assessments                                      |                      |                                 |                                 |                                |                                                    |
| Off Roll                                                 | 40,699               | 40,699                          | 40,699                          | 0                              |                                                    |
| Tax Roll                                                 | 252,627              | 252,627                         | 252,627                         | 0                              |                                                    |
| <b>Total Revenues</b>                                    | <b>307,326</b>       | <b>302,659</b>                  | <b>310,613</b>                  | <b>7,954</b>                   |                                                    |
| <b>Expenditures</b>                                      |                      |                                 |                                 |                                |                                                    |
| Contingency                                              |                      |                                 |                                 |                                |                                                    |
| Capital Outlay                                           | 307,326              | 307,326                         | 235,623                         | 71,703                         | Fitness Strength Equip Balance - \$9,581           |
| Total Contingency                                        | 307,326              | 307,326                         | 235,623                         | 71,703                         | Pool & Tennis Furniture - \$171,484                |
| <b>Total Expenditures</b>                                | <b>307,326</b>       | <b>307,326</b>                  | <b>235,623</b>                  | <b>71,703</b>                  | Replacement Fabric for Canopy - \$5,960            |
| <b>Total Excess of Revenues Over(Under) Expenditures</b> | <b>0</b>             | <b>(4,667)</b>                  | <b>74,990</b>                   | <b>79,657</b>                  | Water & Tower Slide Repairs & Paint - \$29,983     |
| <b>Total Other Financing Sources(Uses)</b>               |                      |                                 |                                 |                                | Hi-Tech- access security system - \$7,888          |
| Interfund Transfer (Revenue)                             |                      |                                 |                                 |                                | Hi-Tech door controller security updates - \$7,408 |
| Interfund Transfer(Expense)                              | 0                    | 0                               | 0                               | 0                              | Other Misc Items - \$3,319                         |
| <b>Total Other Financing Sources(Uses)</b>               | <b>0</b>             | <b>0</b>                        | <b>0</b>                        | <b>0</b>                       |                                                    |
| Fund Balance, Beginning of Period                        | 0                    | 0                               | 682,873                         | 682,873                        |                                                    |
| <b>Total Fund Balance, End of Period</b>                 | <b>0</b>             | <b>(4,667)</b>                  | <b>757,863</b>                  | <b>762,530</b>                 |                                                    |

2024/2025 Capital Expenditures

O & M - Capital Improvements - Contingency

|                                                 |               |
|-------------------------------------------------|---------------|
| Painting of Fitness Center                      | 4,305         |
| Reserve Study                                   | 8,300         |
| Shearwater Pkwy Patching                        | 17,650        |
| Signs                                           | 4,445         |
| Fitness Equipment Hardware & Subscription Costs | 2,938         |
| Other                                           | <u>0</u>      |
| <b>Total</b>                                    | <b>37,638</b> |

Capital Reserve - Capital Improvements

|                                         |                |
|-----------------------------------------|----------------|
| Pool & Tennis Furniture                 | 171,485        |
| Fitness Equipment - Strength (2nd half) | 9,581          |
| Water & Tower Slide                     | 29,983         |
| Fabric for Shade Cover on Canopy        | 8,940          |
| Hi -Tech Access Security System         | 15,296         |
| Other                                   | <u>338</u>     |
| <b>Total</b>                            | <b>235,623</b> |

Current YTD Actuals

| Annual<br>Assessment | Actual<br>Interest | Actual<br>Expenses | Net Reserve<br>Funds | Shortfall From<br>Reserve Plan | Fiscal Year |
|----------------------|--------------------|--------------------|----------------------|--------------------------------|-------------|
|                      |                    |                    |                      |                                |             |
| \$ 289,600           |                    | \$ 94,600          | \$ 195,000           | \$ (135,321)                   | 2021/2022   |
| \$ 295,392           | \$ 892             | \$ 17,524          | \$ 473,760           | \$ (156,614)                   | 2022/2023   |
| \$ 301,300           | \$ 16,365          | \$ 108,552         | \$ 682,873           | \$ (209,665)                   | 2023/2024   |
| \$ 293,326           | \$ 17,287          | \$ 235,623         | \$ 757,863           | \$ (425,127)                   | 2024/2025   |

\*Based on YTD, not Y/E

As of 4/30/25

\$ 456,299

\$ 757,863

\$ (425,127)

Capital Expenditures

|                                  | Amount  | Year Spent | Year in Cap Plan   |
|----------------------------------|---------|------------|--------------------|
| Retaining Wall by P3 Bridge      | 86,000  | 2022       | never              |
| Kayak Club HVAC                  | 4,000   | 2022       | 2028               |
| Pool Furniture                   | 16,200  | 2023       | 2024               |
| Tennis Court Resurface           | 24,600  | 2024       | 2025               |
| Pool Fence                       | 60,000  | 2024       | 2036               |
| Kayak Club HVAC                  | 14,400  | 2024       | 2036               |
| Fitness Equipment Purchase       | 19,162  | 2024       | never              |
| Pool & Tennis Furniture          | 171,485 | 2025       | over several years |
| Fabric for Shade Cover on Canopy | 5,960   | 2025       | 2024               |
| Water & Slide Repair & Paint     | 29,983  | 2025       | 2030               |
| Hi-Tech- access security system  | 15,296  | 2025       | 2031               |
| Other Misc                       | 9,213   |            |                    |
| Total                            | 456,299 |            |                    |

**Trout Creek YTD Revenues & Expenditures Thru 5/31/2025**

| <b>Chart of Accounts Classification</b> | <b>Annual<br/>Budget</b> | <b>YTD Budget<br/>Thru<br/>05/31/25</b> | <b>YTD Actual<br/>Thru<br/>05/31/25</b> | <b>Better/(Worse)<br/>Variance</b> |
|-----------------------------------------|--------------------------|-----------------------------------------|-----------------------------------------|------------------------------------|
| <b>Lifestyle Revenues:</b>              |                          |                                         |                                         |                                    |
| Activity Fees                           | 30,000                   | 20,000                                  | 16,103                                  | (3,897)                            |
| Facilities Rentals                      | 35,000                   | 23,333                                  | 25,037                                  | 1,704                              |
| Special Events Revenue                  | 20,000                   | 13,333                                  | 23,590                                  | 10,257                             |
| <b>Total Lifestyle Revenues</b>         | <b>85,000</b>            | <b>56,666</b>                           | <b>64,730</b>                           | <b>8,064</b>                       |
| <b>Lifestyle Expenses:</b>              |                          |                                         |                                         |                                    |
| Shuttle Service                         | 15,000                   | 12,000                                  | 15,000                                  | (3,000)                            |
| Special Events                          | 66,550                   | 58,550                                  | 74,675                                  | (16,125)                           |
| <b>Total Lifestyle Expenses</b>         | <b>81,550</b>            | <b>70,550</b>                           | <b>89,675</b>                           | <b>(19,125)</b>                    |
| <b>Net Lifestyle Revenue/(Expense)</b>  | <b>3,450</b>             | <b>(13,884)</b>                         | <b>(24,945)</b>                         | <b>(11,061)</b>                    |
| <b>Café Revenue vs Expense</b>          |                          |                                         |                                         |                                    |
| Cafe Revenue                            | 24,970                   | 16,647                                  | 13,756                                  | (2,891)                            |
| Cafe Materials                          | 15,000                   | 10,000                                  | 12,460                                  | (2,460)                            |
| <b>Net Café Revenue/(Expense)</b>       | <b>9,970</b>             | <b>6,647</b>                            | <b>1,296</b>                            | <b>(5,351)</b>                     |



## **Tab 6**

**From:** [REDACTED]  
**Sent:** Monday, July 7, 2025 10:37 AM  
**To:** Jessica Knutelsky  
**Subject:** Quote #D5234

## 9 Square in the Air

### Complete your purchase

QUOTE #D5234

Thank you for your interest in the Playground Edition of 9 Square in the Air.

Below you will find the quote you requested. Please note the following:

- This quote is valid for 30 days. The costs, including shipping, are subject to change
- This quote is for an In Ground installation - each leg must be set in 24" deep concrete footers
- When you place this order, please send an email to [angel@9squareintheair.com](mailto:angel@9squareintheair.com) with the name and contact information of the individual best to communicate with regarding an appointment for delivery of your playground. Your order cannot be submitted to the manufacturer without this information. Changing the delivery contact person and information after the order has shipped will incur an additional charge.
- Because these items are made to order, they are non-returnable. We

recommend reviewing the product details and specifications carefully before making your purchase. The expected production time is 4-6 weeks plus Ground Freight Shipping (est. 7-10 business days). If you have any questions, feel free to reach out to our customer support team.  
(angel@9squareintheair.com or customerservice@9squareintheair.com)

- You are responsible for unloading the shipment from the delivery truck within one hour. After that time period, detention charges will be incurred. The Playground Edition ships on a single large skid and weighs 850 lbs. Use of a forklift may be required as the delivery truck will likely not have a liftgate. Forklift rental is not included. The freight company will reach out 24 hours prior to delivery to set up a delivery window with the delivery contact.

- You are also responsible for assembly. We recommend professional installation. We will ship a sign; failure to install this sign near the equipment will void the warranty. We will also ship an Official Game Ball pack separately.

- The Playground Edition of 9 Square in the Air is not intended to be used as a climbing structure. However, it has been load tested and demonstrated reasonable load-bearing capabilities. The high-quality steel and aluminum used in its fabrication contribute to its strength. Nevertheless, 9 Square in the Air and its partners are not liable for injuries or damage arising from misuse of the structure.

Please let me know if you have questions.

Angel Fischer

9 Square in the Air - Playground Sales

Complete Your Purchase

or [Visit our store](#)

Order summary

|                                                                                   |                                                                                             |  |                       |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|--|-----------------------|
|  | <b>9 Square in the Air: Playground Edition × 1</b>                                          |  | <b>\$6,550.00</b>     |
|                                                                                   | In-Ground / Spring Green                                                                    |  |                       |
|                                                                                   | Discount  |  | <b>-\$250.00</b>      |
|                                                                                   | Subtotal                                                                                    |  | <b>\$6,300.00</b>     |
|                                                                                   | Shipping                                                                                    |  | <b>\$720.00</b>       |
|                                                                                   | Estimated taxes                                                                             |  | <b>\$0.00</b>         |
|                                                                                   | Total                                                                                       |  | <b>\$7,020.00 USD</b> |
|                                                                                   |                                                                                             |  | You saved \$250.00    |

Customer information

Shipping address

Billing address



Jessica Knutelsky  
Trout Creek CDD  
100 Kayak Way  
St. Augustine FL 32092  
United States

Jessica Knutelsky  
Trout Creek CDD  
100 Kayak Way  
St. Augustine FL 32092  
United States

Shipping method  
Ground Freight (850lbs)  
\$720.00

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This quote is valid for 30 days.

If you have any questions, reply to this email or contact us at  
[customerservice@9squareintheair.com](mailto:customerservice@9squareintheair.com)

## **Tab 7**

**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 **June 18, 2025, at 6:00 p.m.** at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

Present and constituting a quorum:

|                   |                                              |
|-------------------|----------------------------------------------|
| Clint Wright      | <b>Board Supervisor, Chairman</b>            |
| Heather Loffredo  | <b>Board Supervisor, Vice Chairperson</b>    |
| Jim Breslin       | <b>Board Supervisor, Assistant Secretary</b> |
| Ronnie Murphy     | <b>Board Supervisor, Assistant Secretary</b> |
| Vincent Sajkowski | <b>Board Supervisor, Assistant Secretary</b> |

Also present were:

|                   |                                                     |
|-------------------|-----------------------------------------------------|
| Lesley Gallagher  | <b>District Manager, Rizzetta &amp; Co., Inc.</b>   |
| Chris Loy         | <b>District Counsel, Kilinski Van Wyk</b>           |
| Mike Yuro         | <b>Yuro &amp; Associates</b>                        |
| Belynda Tharpe    | <b>General Manager, First Service Residential</b>   |
| Jessica Knutelsky | <b>Assistant Manager, First Service Residential</b> |

Members of the public present.

**FIRST ORDER OF BUSINESS**

**CALL TO ORDER**

Mr. Wright called the meeting to order at 6:00 pm.

**SECOND ORDER OF BUSINESS**

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was recited.

**THIRD ORDER OF BUSINESS****DISCUSSION REGARDING  
TRAFFIC SAFETY & LAND USE  
CONCERNS WITH COUNTY  
REPRESENTATIVES**

Director Martin and Commander Tennyson from the St. Johns County Sheriff's Office, Dr. Asplen, Mr. Abbatinuzzi, Mr. Pantano and Ms. O'Connell from the St. Johns County School District and Mr. Kent from St. Johns County Public Works Department made introductions and provided a brief update of their roles. Comments were heard from the Board and audience regarding school traffic and enforcement, new parks and additional Traffic including construction materials and vehicles, concerns with Timberwolf Trail and Shearwater Parkway, turn lanes at Timberwolf and 16A, PSAs and crosswalks, requests for buffer wall, traffic signal and traffic study and representatives provided responses stressing continued communication between the community members and each division of the County represented is essential.

**FOURTH ORDER OF BUSINESS****GENERAL AUDIENCE  
COMMENTS (NON-AGENDA  
ITEMS ONLY)**

Comments were heard on requests for activities for teens in the community, lighting requests, documents filed with St. Johns County, pocket parks and adding equipment and fishing policies.

**FIFTH ORDER OF BUSINESS****STAFF REPORTS****A. District Counsel**

Mr. Loy updated the Board that he has not been contacted by VerdeGo and that the agreement with Northern Helm is in process. He then provided an update on E-bikes and the regulation mechanism for these.

**B. District Engineer****1.) Update Regarding Stormwater Outfall Repair**

Mr. Yuro noted that the contractor was on site for their field report within the last couple of weeks.

**2.) Update Regarding Goodhope Court Underdrain Repair**

Mr. Yuro updated the Board that the Goodhope Court underdrain repair is in the contractual phase and they have asked for a deposit this week.

The pond behind 162 Tower Court was then discussed and Mr. Yuro noted that this is an issue that the developer should correct by re-grading the banks and should be put on notice to do so. He shared his recommendation to not accept the pond as is.



Mr Yuro then reviewed rough costs for a potential wall at 16A and he was also requested to bring proposals for final designs of parking options to the next meeting reconfiguring the amenity parking to include the elimination of some the golf cart parking as this would be easier to relocate.

### **C. Landscape Maintenance Service Reports**

There were no comments regarding the landscape maintenance reports and the landscape account managers were requested to attend the next meeting.

### **D. Pond Aquatics Service Reports**

There were no comments regarding the pond aquatics maintenance reports at this time.

### **E. General Manager**

#### **1.) Approval for Nest TV Purchase**

Ms. Tharpe and Ms. Knutelsky were available to answer questions regarding their reports. It was noted that the purchase of a 65" LG Nest TV in the amount of \$496.00 would be reviewed later in the agenda. Ms. Tharpe also updated the Board that they were in the process of reviewing the policies and procedures and would bring back update recommendations including increasing fees for private rentals. Night swimming was also discussed.

### **F. District Manager**

#### **1.) Review of Variance Report YTD for April 2025**

There were no questions regarding the Variance Report YTD for April 2025. The Board directed Ms. Gallagher to advertise for the July workshop to be July 1<sup>st</sup>, at 10 am and set the budget workshop for August 13<sup>th</sup>, at 10 am contingent on Ms. Dobbins being available and should she not be available the budget workshop would then be held August 12<sup>th</sup>, at 10 am.

## **SIXTH ORDER OF BUSINESS**

### **CONSIDERATION OF RESOLUTION 2025-03, RECOGNIZING CONTRIBUTION (SERIES 2022 ASSESSMENTS)**

This item was tabled to the next meeting.

## **SEVENTH ORDER OF BUSINESS**

### **CONSIDERATION OF RESOLUTION 2025-04, ACCEPTING DEDICATION OF PROPERTY (PHASES 3A-3C, 3G)**

This item was tabled to the next meeting.

**EIGHTH ORDER OF BUSINESS**

**DISCUSSION REGARDING  
DEVELOPER PROPOSAL FOR  
MAJOR DISTRICT REPAIRS**

Mr. Loy requested that the Board members individually send their comments to him directly to compile a response and review at the next meeting. In the interim, he will respond to the developer that the Board is working on a response.

**NINTH ORDER OF BUSINESS**

**DISCUSSION REGARDING  
RYAN HOMES PHASE 3  
CONCERNS**

Discussion ensued regarding any code violation and which party would have received this notification. It was requested that Mr. Loy contact the County for a copy of the code violation.

*Mr. Sajkowski left the meeting in progress.*

**TENTH ORDER OF BUSINESS**

**CONSIDERATION OF CINTAS  
FACILITY SERVICES  
PROPOSAL**

**ELEVENTH ORDER OF BUSINESS**

**CONSIDERATION OF PHASE 1  
GAZEBO REPLACEMENT  
PROPOSALS**

The Board reviewed proposals from C&H and Custom Canopies. Discussion ensued regarding removal of the pillars in this area and use of the CDD parcel adjacent. The Board directed Ms. Knutelsky to bring three options for shades to the next meeting and to also include pricing to remove pillars and add some playground equipment options for adjacent CDD owned parcel.

**TWELFTH ORDER OF BUSINESS**

**CONSIDERATION OF  
RESOLUTION 2025-10,  
SETTING HEARING ON  
EASEMENT ENCROACHMENT**

Discussion ensued regarding the fee to be charged for review of the easement variance application. It was noted that the fee could be reduced from the advertised rate during the public hearing but could not be increased. An application review fee of \$500.00 was noted.

**THIRTEENTH ORDER OF BUSINESS**

**AUDIENCE COMMENTS ON  
AGENDA ITEMS**

Audience comments were heard on the following items: fences and approval authority, termite bond, insurance on gazebo, pond reports and rating of pond conditions, FPL, lack of golf cart parking for school, fees for amenity room rentals and fees for guest passes.

**FOURTEENTH ORDER OF BUSINESS**

**BOARD PROPOSED MOTIONS**

***Consideration of District Purchase of Nest TV***

On a motion by Mr. Wright, seconded by Ms. Loffredo, with all in favor, the Board approved the purchase of a Nest TV, for Trout Creek Community Development District.

***Consideration of Cintas Facility Services Proposal***

On a motion by Wright, seconded by Ms. Loffredo, with all in favor, the Board approved CINTAS Facility Services proposal, for Trout Creek Community Development District.

***Consideration of Resolution 2025-10, Setting Hearing on Easement  
Encroachment Policy***

On a motion by Mr. Breslin, seconded by Ms. Loffredo, with all in favor, the Board approved Resolution 2025-10, setting public hearing on easement encroachment policy for August 20, 2025 at the Kayak Club during the course of the regular meeting and set the fee for \$500.00 for advertising purposes for Trout Creek Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**CONSENT AGENDA**

**A.) Consideration of Minutes for the Board of Supervisors' Meeting  
held on May 21, 2025**

**B.) Consideration of Minutes for the Workshop held on June 5, 2025**

**C.) Ratification of the Operation and Maintenance Expenditures for  
May 2025**

On a motion by Mr. Wright, seconded by Ms. Loffredo, with all in favor, the Board approved minutes of Board of Supervisors' meeting held on May 21, 2025, and minutes for the workshop held on June 5, 2025, and ratified operation and maintenance expenditure for May 2025, in the amount of \$350,230.14, for Trout Creek Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**SUPERVISOR REQUESTS**

There was a supervisor comment regarding unpaid property tax bills resulting in unpaid assessments.

**SEVENTEENTH ORDER OF BUSINESS**

**ADJOURNMENT**

On a motion by Mr. Wright, seconded by Ms. Loffredo, with all in favor, the Board adjourned the meeting at 9:17 p.m., for Trout Creek Community Development District.



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Secretary /Assistant Secretary

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Chairman / Vice Chairman

## 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 **workshop** of the Board of Supervisors of Trout Creek Community Development District was held on **July 1, 2025, at 10:00 a.m.** at The Kayak Club, 100 Kayak Way, St. Augustine, FL 32092.

### Attended:

|                   |                                              |
|-------------------|----------------------------------------------|
| Clint Wright      | <b>Board Supervisor, Chairman</b>            |
| Heather Loffredo  | <b>Board Supervisor, Vice Chairperson</b>    |
| Jim Breslin       | <b>Board Supervisor, Assistant Secretary</b> |
| Ronnie Murphy     | <b>Board Supervisor, Assistant Secretary</b> |
| Vincent Sajkowski | <b>Board Supervisor, Assistant Secretary</b> |

### Also present were:

|                   |                                                     |
|-------------------|-----------------------------------------------------|
| Belynda Tharpe    | <b>General Manager, First Service Residential</b>   |
| Jessica Knutelsky | <b>Assistant Manager, First Service Residential</b> |

Members of the public present.

## FIRST ORDER OF BUSINESS

## CALL TO ORDER

Mr. Wright called the meeting to order at 10:04 a.m. and then the pledge of allegiance was recited.

## SECOND ORDER OF BUSINESS

## ENGINEERING / CONSTRUCTION

### 1.) SIDEWALK/CROSSWALK AT SCHOOL

The Board discussed recent efforts and ongoing challenges in improving traffic flow near the school. Board Member Heather will follow up with local county leadership regarding next steps.

### 2.) NORTH CREEK GAZEBO

Staff provided a status update on all aspects of the North Creek Gazebo project. The Board directed staff to secure additional proposals for consideration.

### 3.) ROAD RESURFACING (PHASE 1)

The Board and staff discussed the continued road repair and resurfacing efforts in Phase

The Board agreed to have the district engineer present an assessment and recommended course of action at a future meeting.

### 4.) AMENITY CENTER PARKING IMPROVEMENTS

The Board and staff addressed the ongoing parking issues at the amenity center and discussed the potential to add more spaces. The district engineer will bring a final assessment to the next meeting to develop a detailed scope of work and initiate the bidding process.

### 5.) COUNTY LETTERS – SIDEWALK & SCHOOL TRAFFIC PROPOSALS

The Board agreed to submit formal requests to the county:

Board Member Wright will work with district counsel to draft a letter regarding sidewalk proposals.

Board Member Heather will work with district counsel to draft a letter addressing school traffic concerns.

### 6.) INFRASTRUCTURE REVIEW

The Board reviewed general infrastructure repair needs within the district. Staff was directed to bring any concerns to the Board as they arise for prompt remediation.

## THIRD ORDER OF BUSINESS

## LEGAL ISSUES

### 1.) RESOLUTIONS 2025-03 AND 2025-04

Review of these resolutions was tabled pending feedback from district counsel.

## FOURTH ORDER OF BUSINESS

## GENERAL MANAGER DISCUSSION ITEMS

The Board discussed the following matters with the General Manager and directed staff to return with updates or proposals at a future meeting

- Installation of a light near the Ryan Homes development
- Fishing policy or infrastructure
- Playground equipment improvements or upgrades
- Budget and project status updates

**FIFTH ORDER OF BUSINESS**

**SUPERVISOR/STAFF  
COMMENTS**

None noted.

**SIXTH ORDER OF BUSINESS**

**Audience Comments**

None noted.

**SEVENTH ORDER OF BUSINESS**

**ADJOURNMENT**

Workshop was adjourned at 11:38 a.m.

DRAFT



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Secretary /Assistant Secretary

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Chairman / Vice Chairman

# TROUT CREEK COMMUNITY DEVELOPMENT DISTRICT

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District Office - St. Augustine, Florida - (904)-436-6270

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

[troutcreekcdd.org](http://troutcreekcdd.org)

## **Operation and Maintenance Expenditures Presented For Board Approval June 2025**

Attached please find the check register listing the Operation and Maintenance expenditures paid from June 1, 2025 through June 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:      **\$272,648.18**

Approval of Expenditures:

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\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

| <u>Vendor Name</u>       | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>               | <u>Invoice Amount</u> |
|--------------------------|---------------------|-----------------------|------------------------------------------|-----------------------|
| Adkins Electric, Inc.    | 101660              | 2501109001            | Service Call - Tennis Court Lights 06/25 | \$ 3,170.00           |
| Arrow Exterminators      | 101661              | 895902 Renewal        | Annual Termite Renewal 06/25             | \$ 643.00             |
| Arrow Exterminators      | 101661              | 913753 Renewal        | Annual Termite Renewal 06/25             | \$ 164.00             |
| Arrow Exterminators      | 101661              | 62398566              | Monthly Pest Control Services 06/25      | \$ 116.00             |
| Arrow Exterminators      | 101661              | 62398668              | Monthly Pest Control Services 06/25      | \$ 59.00              |
| Arrow Exterminators      | 101661              | 62398669              | Rodent Control Services 06/25            | \$ 35.00              |
| AT&T                     | 20250615-02         | 151561791 06/25 ACH   | Internet Services 06/25                  | \$ 32.10              |
| AT&T                     | 20250624-01         | 158596576 06/25 ACH   | Fitroom Internet Services 06/25          | \$ 30.00              |
| AT&T                     | 20250615-01         | 299942543 06/25 ACH   | Internet Services 06/25                  | \$ 32.10              |
| C BUSS Enterprises, Inc. | 101642              | 3650                  | Pool Maintenance 06/25                   | \$ 4,192.23           |
| C BUSS Enterprises, Inc. | 800000              | 3811                  | Pool Maintenance 05/25                   | \$ 1,374.76           |

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

| <u>Vendor Name</u>                    | <u>Check Numbe</u> | <u>Invoice Number</u>        | <u>Invoice Description</u>   | <u>Invoice Amount</u> |
|---------------------------------------|--------------------|------------------------------|------------------------------|-----------------------|
| Charles Aquatics, Inc.                | 101648             | 53310                        | Fountain Maintenance 06/25   | \$ 400.00             |
| Charles Aquatics, Inc.                | 101648             | 53437                        | Pond Maintenance 06/25       | \$ 3,853.00           |
| Colden Company, Inc.                  | 101649             | 19761                        | Service Call 05/25           | \$ 1,845.00           |
| Commercial Energy Specialists, Inc.   | 800002             | 274307                       | Sensor - Cable 06/25         | \$ 1,869.15           |
| Cronin Ace Hardware                   | 800003             | Monthly Summary 05/25<br>324 | Miscellaneous Supplies 05/25 | \$ 202.09             |
| CX3, Inc. dba Sundancer Sign Graphics | 101662             | 5631                         | Amenity Signage 06/25        | \$ 865.00             |
| Deputy Services                       | 20250606-01        | 1367204                      | Deputy Services 05/24/25     | \$ 346.50             |
| Deputy Services                       | 20250611-02        | 1372448 ACH                  | Deputy Services 05/31/25     | \$ 346.50             |
| Deputy Services                       | 20250611-01        | 1373397 ACH                  | Deputy Services 06/01/25     | \$ 299.14             |
| Deputy Services                       | 20250623-01        | 1377634 ACH                  | Deputy Services 06/07/25     | \$ 346.50             |
| Deputy Services                       | 20250623-02        | 1383589 ACH                  | Deputy Services 06/14/25     | \$ 346.50             |



# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

| <u>Vendor Name</u>                               | <u>Check Number</u> | <u>Invoice Number</u>           | <u>Invoice Description</u>                | <u>Invoice Amount</u> |
|--------------------------------------------------|---------------------|---------------------------------|-------------------------------------------|-----------------------|
| Deputy Services                                  | 20250623-03         | 1384437 ACH                     | Deputy Services 06/15/25                  | \$ 332.06             |
| FirstService Residential Florida, Inc.           | 101663              | 11066339                        | Management Fee - Phone Allowance 06/25    | \$ 1,854.00           |
| Florida Department of Health in St. Johns County | 20250609-02         | 55-BID-7918399                  | Swimming Pools Permit 55-60-1592207 06/25 | \$ 225.35             |
| Florida Department of Health in St. Johns County | 20250609-03         | 55-BID-7918400                  | Swimming Pools Permit 55-60-1592213 06/25 | \$ 225.35             |
| Florida Department of Health in St. Johns County | 20250609-01         | 55-BID-7918419                  | Swimming Pools Permit 55-60-1592216 06/25 | \$ 225.35             |
| Florida Department of Revenue                    | 20250613-01         | 65-8017062725-9 05/25 ACH       | 65-8017062725-9 Sales & Use Tax 05/25     | \$ 736.50             |
| Florida Natural Gas                              | 101650              | 1241731ES                       | Natural Gas Services 06/25                | \$ 13.67              |
| Florida Power & Light Company                    | 20250625-01         | Monthly Summary 05/25 ACH 324   | Electric Services 05/25                   | \$ 10,656.36          |
| Florida Power & Light Company                    | 20250627-03         | Monthly Summary A 05/25 ACH 324 | Electric Services 05/25                   | \$ 149.32             |
| Florida Power & Light Company                    | 20250603-01         | Monthly Summary B 04/25 ACH 324 | Electric Services 04/25                   | \$ 179.53             |
| Frank Salinas                                    | 101664              | 061225 Refund                   | Rental Deposit Refund 06/25               | \$ 205.00             |

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

| <u>Vendor Name</u>      | <u>Check Number</u> | <u>Invoice Number</u>   | <u>Invoice Description</u>                        | <u>Invoice Amount</u> |
|-------------------------|---------------------|-------------------------|---------------------------------------------------|-----------------------|
| Gannett Florida LocaliQ | 800004              | 0007145075              | Account# 764106 Legal Advertising<br>05/25        | \$ 239.92             |
| HD Supply, Inc.         | 101651              | 0881832421              | Miscellaneous Supplies 06/25                      | \$ 94.30              |
| HD Supply, Inc.         | 101666              | 0881841492              | Miscellaneous Supplies 06/25                      | \$ 41.90              |
| HD Supply, Inc.         | 101665              | 0881854913              | Miscellaneous Supplies 06/25                      | \$ 181.96             |
| HD Supply, Inc.         | 101665              | 0881858137              | Miscellaneous Supplies 06/25                      | \$ 88.05              |
| HD Supply, Inc.         | 101665              | 0881864069              | Miscellaneous Supplies 06/25                      | \$ 422.97             |
| HD Supply, Inc.         | 101665              | 0881866974              | Miscellaneous Supplies 06/25                      | \$ 13.08              |
| Heather Marie Loffredo  | 800005              | HL060525                | Board of Supervisors Workshop<br>Meeting 06/05/25 | \$ 200.00             |
| Heather Marie Loffredo  | 101667              | HL061825                | Board of Supervisors Meeting 06/18/25             | \$ 200.00             |
| Hudson Vance            | 101668              | 249103                  | Live Music 06/25                                  | \$ 750.00             |
| IPFS Corporation        | 101646              | GA-D60191 Pmnt #9 06/25 | Liability Insurance Payment #9 06/25              | \$ 8,526.35           |

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

| <u>Vendor Name</u>           | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>                     | <u>Invoice Amount</u> |
|------------------------------|---------------------|-----------------------|------------------------------------------------|-----------------------|
| James J. Breslin, III        | 800006              | JB060525              | Board of Supervisors Workshop Meeting 06/05/25 | \$ 200.00             |
| James J. Breslin, III        | 101669              | JB061825              | Board of Supervisors Meeting 06/18/25          | \$ 200.00             |
| JEA                          | 20250606-02         | 9634626977 04/25 ACH  | Water-Sewer Services 04/25                     | \$ 35,866.98          |
| Kutak Rock, LLP              | 101652              | 3579293               | Legal Services 03/25                           | \$ 4,525.50           |
| Maximum Entertainment Trivia | 101670              | 13 Bingo              | Bingo Event 06/25                              | \$ 225.00             |
| Mini Melts of America, Inc.  | 101671              | 214322                | Ice Creem Precup 06/25                         | \$ (86.45)            |
| Mini Melts of America, Inc.  | 101653              | 675751                | Ice Cream Precup 05/25                         | \$ 306.28             |
| Mini Melts of America, Inc.  | 101671              | 680519                | Ice Cream Precup 06/25                         | \$ 531.05             |
| Mini Melts of America, Inc.  | 101671              | 684578                | Ice Cream Precup 06/25                         | \$ 479.18             |
| Mini Melts of America, Inc.  | 800007              | 686956                | Ice Cream Precup 06/25                         | \$ 731.12             |
| Noreast Capital Corporation  | 101672              | 622610                | Cardio Fitness Equipment Lease 06/25           | \$ 3,128.97           |

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

| <u>Vendor Name</u>                         | <u>Check Number</u> | <u>Invoice Number</u> | <u>Invoice Description</u>                            | <u>Invoice Amount</u> |
|--------------------------------------------|---------------------|-----------------------|-------------------------------------------------------|-----------------------|
| Prestige Landscapes of North Florida, Inc. | 101654              | 12519                 | PH1 Monthly Maintenance 06/25                         | \$ 23,938.79          |
| Prestige Landscapes of North Florida, Inc. | 101654              | 12521                 | PH3 Monthly Maintenance 06/25                         | \$ 21,617.69          |
| Prestige Landscapes of North Florida, Inc. | 800001              | 12524                 | Landscape Enhancements 05/25                          | \$ 40,126.29          |
| Prestige Landscapes of North Florida, Inc. | 800001              | 12527                 | Irrigation Repairs 05/25                              | \$ 10,000.00          |
| Republic Services                          | 20250605-01         | 0687-001531984 ACH    | Account# 3-0687-0008700 Waste Disposal Services 06/25 | \$ 1,274.21           |
| Richard Clinton Wright                     | 800008              | CW060525              | Board of Supervisors Workshop Meeting 06/05/25        | \$ 200.00             |
| Richard Clinton Wright                     | 101673              | CW061825              | Board of Supervisors Meeting 06/18/25                 | \$ 200.00             |
| Rizzetta & Company, Inc.                   | 101641              | INV0000099666         | District Management Fees 06/25                        | \$ 5,549.42           |
| Ronnie Murphy                              | 800009              | RM060525              | Board of Supervisors Workshop Meeting 06/05/25        | \$ 200.00             |
| Ronnie Murphy                              | 101674              | RM061825              | Board of Supervisors Meeting 06/18/25                 | \$ 200.00             |
| Ruppert Landscape, LLC                     | 101643              | 730315                | Monthly Landscape Maintenance 05/25                   | \$ 30,641.56          |



# Trout Creek Community Development District

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June 1, 2025 Through June 30, 2025

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|--------------------------------|---------------------|---------------------------|---------------------------------------------------|-----------------------|
| Ruppert Landscape, LLC         | 101655              | 732007                    | Luke Dr - St Augustine Sod 05/25                  | \$ 6,857.93           |
| Ruppert Landscape, LLC         | 101655              | 732008                    | Out Post - St Augustine Sod 05/25                 | \$ 3,537.93           |
| Ruppert Landscape, LLC         | 800010              | 737576                    | Irrigation Repair 06/25                           | \$ 3,112.38           |
| Shaw's Services, LLC           | 101675              | 32132                     | Tree Removal 06/25                                | \$ 1,000.00           |
| TECO Peoples Gas               | 20250627-01         | 211011457499 05/25 ACH    | Natural Gas Services - 182 Kayak Way 05/25        | \$ 51.72              |
| TECO Peoples Gas               | 20250627-02         | 221008807523 05/25 ACH    | Natural Gas Services - 2105 Shearwater Pkwy 05/25 | \$ 45.87              |
| The Sherwin-Williams Co. Inc.  | 101676              | 2283-8312-1 Summary 05/25 | Miscellaneous Paint Supplies 05/25                | \$ 198.67             |
| Tri-County Safety and Security | 101656              | B-1299                    | Public Safety Services 05/25                      | \$ 4,066.25           |
| Tri-County Safety and Security | 101677              | B-1329                    | Public Safety Services 05/25                      | \$ 6,025.14           |
| Trout Creek CDD                | DC062725            | DC062725                  | Debit Card Replenishment 06/27/25                 | \$ 2,658.57           |
| Valley National Bank           | 20250626-01         | CC053125-324              | Credit Card Expenses 05/25                        | \$ 3,116.09           |

# Trout Creek Community Development District

## Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

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|-------------------------------|---------------------|-----------------------|---------------------------------------------------|-----------------------|
| Vesta Property Services, Inc. | 101657              | 427057                | Lifeguard/Supervisor/Pool Monitor<br>05/25        | \$ 11,925.28          |
| VGlobal Tech                  | 101658              | 7337                  | Quarterly ADA & WCAG Audits 06/25                 | \$ 100.00             |
| VGlobal Tech                  | 101658              | 7349                  | Website Maintenance 06/25                         | \$ 175.00             |
| Vincent J Sajkowski           | 800011              | VS060525              | Board of Supervisors Workshop<br>Meeting 06/05/25 | \$ 200.00             |
| Vincent J Sajkowski           | 101678              | VS061825              | Board of Supervisors Meeting 06/18/25             | \$ 200.00             |
| W.B. Mason Co. Inc.           | 101647              | 254539043             | Miscellaneous Operating Supplies<br>05/25         | \$ 88.24              |
| W.B. Mason Co. Inc.           | 101659              | 254602238             | Miscellaneous Operating Supplies<br>05/25         | \$ 229.13             |
| W.B. Mason Co. Inc.           | 101679              | 254920128             | Miscellaneous Operating Supplies<br>06/25         | \$ 517.49             |
| W.B. Mason Co. Inc.           | 101679              | 254941341             | Miscellaneous Operating Supplies<br>06/25         | \$ 78.79              |
| W.B. Mason Co. Inc.           | 101679              | 254947268             | Miscellaneous Operating Supplies<br>06/25         | \$ 331.87             |

Trout Creek Community Development District

Paid Operation & Maintenance Expenditures

June 1, 2025 Through June 30, 2025

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|------------------------|---------------------|-----------------------|-------------------------------------------|-----------------------------|
| W.B. Mason Co., Inc.   | 800012              | 254998690             | Miscellaneous Operating Supplies<br>06/25 | \$ 132.65                   |
| Yuro & Associates, LLC | 101680              | 3807                  | Engineering Services 05/25                | <u>\$ 1,815.00</u>          |
| <b>Report Total</b>    |                     |                       |                                           | <b><u>\$ 272,648.18</u></b> |