



Rizzetta & Company

Trails Community Development District

**Board of Supervisors' Meeting
March 14, 2023**

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

www.trailsccd.org

TRAILS COMMUNITY DEVELOPMENT DISTRICT

Winchester Ridge Amenity Center 15431 Spotted Stallion Trail, Jacksonville, Florida 32234

www.trailscdd.org

Board of Supervisors	Terence Douglas Douglas Pope Patricia Acree Corina Buck Ashley Guioa	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lesley Gallagher	Rizzetta & Company, Inc.
District Counsel	Katie Buchanan	Kutak Rock, LLP
District Engineer	Vince Dunn	Dunn & Associates

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

The Audience Comments portion, **on Agenda Items Only**, will be held at the beginning of the meeting. The Audience Comments portion of the agenda, **on General Items**, will be held at the end of the meeting. 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.

TRAILS COMMUNITY DEVELOPMENT DISTRICT

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.trailsccd.org

Board of Supervisors
Trails Community Development District

March 7, 2023

FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Trails Community Development District will be held on **March 14, 2023, at 6:30 p.m.**, at the Winchester Ridge Amenity Center, located at 15431 Spotted Stallion Trail, Jacksonville, Florida 32234.

1. **CALL TO ORDER/ROLL CALL**
2. **AUDIENCE COMMENTS ON AGENDA ITEMS**
3. **BUSINESS ITEMS**
 - A. Acceptance of Arbitrage Report for Period Ending January 23, 2023, Series 2007.....Tab 1
 - B. Consideration of Web Watchdogs Renewal Proposal for Extended Warranty.....Tab 2
 - C. Acceptance of the Annual Engineer's Report – *Under Separate Cover*
 - D. Consideration of BrightView Landscape Proposal for Removal of Dead Plant Material.....Tab 3
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - C. Landscape Manager.....Tab 4
 - 1.) BrightView Landscape Report, Dated February 2, 2023
 - D. Amenity Manager
 - 1.) Amenity Manager Report, Dated March 14, 2023.....Tab 5
 - E. Field Operations Manager.....Tab 6
 - 1.) Facility Operations Manager Report, Dated March 13, 2023
 - 2.) Future Horizons EOM Report, Dated February 14, 2023
 - F. District Manager
5. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Regular Meeting held February 13, 2023.....Tab 7
 - B. Ratification of Operation and Maintenance Expenditures for December 2022.....Tab 8
6. **AUDIENCE COMMENTS**
7. ***DISCUSSION REGARDING SECURITY**
8. **SUPERVISOR REQUESTS**
9. **ADJOURNMENT**

**Florida law requires Board discussions related to the District's security system, as well as any discussions that would reveal the operations of the security system, types of equipment, and/or locations, to be held in a closed session, per Section 119.07138 and Section 281.301 of the Florida Statutes. Only the Board and staff can be present for discussion of this agenda item.*

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Kindly yours,

Lesley Gallagher

District Manager

Tab 1



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

February 20, 2023

Ms. Kelsie Howell
Trails Community Development District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614

\$5,305,000
Trails Community Development District
(City of Jacksonville, Florida)
Special Assessment Bonds, Series 2007
("Bonds")

Dear Ms. Howell:

Attached you will find our arbitrage rebate report for the above-referenced Bonds for the annual period ended January 23, 2023 ("Computation Period"). This report indicates that there is no cumulative rebate requirement liability as of January 23, 2023.

The next annual arbitrage rebate calculation date is January 23, 2024. If you have any questions or comments, please do not hesitate to contact me at (850) 754-0311 or by email at liscott@llstax.com.

Sincerely,

Linda L. Scott

Linda L. Scott, CPA

cc: Ms. Leanne Duffy, US Bank

Trails Community Development District

*\$5,305,000 Trails Community Development District
(City of Jacksonville, Florida) Special Assessment Bonds,
Series 2007*

For the period ended January 23, 2023



LLS Tax Solutions Inc.
2172 W. Nine Mile Rd.
#352
Pensacola, FL 32534
Telephone: 850-754-0311
Email: liscott@llstax.com

February 20, 2023

Trails Community Development District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614

Re: \$5,305,000 Trails Community Development District (City of Jacksonville, Florida) Special Assessment Bonds, Series 2007 (“Bonds”)

Trails Community Development District (“Client”) has requested that we prepare certain computations related to the above-described Bonds for the period ended January 23, 2023 (“Computation Period”). The scope of our engagement consisted of the preparation of computations to determine the Rebate Requirement for the Bonds for the Computation Period as described in Section 148(f) of the Internal Revenue Code of 1986, as amended (“Code”), and this report is not to be used for any other purpose.

In order to prepare these computations, we were provided by the Client with and have relied upon certain closing documents for the Bonds and investment earnings information on the proceeds of the Bonds during the Computation Period. The attached schedule is based upon the aforementioned information provided to us. The assumptions and computational methods we used in the preparation of the schedule are described in the Summary of Notes, Assumptions, Definitions and Source Information. A brief description of the schedule is also attached.

The results of our computations indicate a negative Cumulative Rebate Requirement of \$(286,189.69) at January 23, 2023. As such, no amount must be on deposit in the Rebate Fund.

As specified in the Form 8038G, the calculations have been performed based upon a Bond Yield of 5.3753%. Accordingly, we have not recomputed the Bond Yield.

The scope of our engagement was limited to the preparation of a mathematically accurate Rebate Requirement for the Bonds for the Computation Period based on the information provided to us. The Rebate Requirement has been determined as described in the Code, and regulations promulgated thereunder (“Regulations”), as applicable to the Bonds and in effect on the date of this report. We have no obligation to update this report because of events occurring, or information coming to our attention, subsequent to the date of this report.

LLS Tax Solutions Inc.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION, AND DESCRIPTION OF SCHEDULE

Trails Community Development District
February 20, 2023
\$5,305,000 Special Assessment Bonds, Series 2007
For the period ended January 23, 2023

NOTES AND ASSUMPTIONS

1. The issue date of the Bonds is January 24, 2007.
2. The end of the first Bond Year for the Bonds is January 23, 2008.
3. Computations of yield are based upon a 31-day month, a 360-day year and semiannual compounding.
4. We have assumed that the only funds and accounts relating to the Bonds that are subject to rebate under section 148(f) of the Code are shown in the attached schedule.
5. For investment cash flow purposes, all payments and receipts are assumed to be paid or received, respectively, as shown in the attached schedule. In determining the Rebate Requirement for the Bonds, we have relied on information provided by you without independent verification, and we can therefore express no opinion as to the completeness or suitability of such information for such purposes. In addition, we have undertaken no responsibility to review the tax-exempt status of interest on the Bonds.
6. We have assumed that the purchase and sale prices of all investments as represented to us are at fair market value, exclusive of brokerage commissions, administrative expenses, or similar expenses, and representative of arms' length transactions that did not artificially reduce the Rebate Requirement for the Bonds, and that no "prohibited payments" occurred and no "imputed receipts" are required with respect to the Bonds.
7. Ninety percent (90%) of the Rebate Requirement as of the next "computation date" ("Next Computation Date") is due to the United States Treasury not later than 60 days thereafter ("Next Payment Date"). (An issuer may select any date as a computation date, as long as the first computation date is not later than five years after the issue date, and each subsequent computation date is no more than five years after the previous computation date.) No other payment of rebate is required prior to the Next Payment Date. The Rebate Requirement as of the Next Computation Date will not be the Rebate Requirement reflected herein but will be based on future computations that will include the period ending on the Next Computation Date. If all of the Bonds are retired prior to what would have been the Next Computation Date, one hundred percent (100%) of the unpaid Rebate Requirement computed as of the date of retirement will be due to the United States Treasury not later than 60 days thereafter.
8. For purposes of determining what constitutes an "issue" under section 148(f) of the Code, we have assumed that the Bonds constitute a single issue and are not required to be aggregated with any other bonds.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION, AND DESCRIPTION OF SCHEDULE

Trails Community Development District

February 20, 2023

\$5,305,000 Special Assessment Bonds, Series 2007

For the period ended January 23, 2023

NOTES AND ASSUMPTIONS (cont'd)

9. The accrual basis of accounting has been used to calculate earnings on investments. Earnings accrued but not received at the last day of the Computation Period are treated as though received on that day. For investments purchased at a premium or a discount (if any), amortization or accretion is included in the earnings accrued at the last day of the Computation Period. Such amortization or accretion is computed in such a manner as to result in a constant rate of return for such investment. This is equivalent to the “present value” method of valuation that is described in the Regulations.
10. No provision has been made in this report for any debt service fund. Under section 148(f)(4)(A) of the Code, a “bona fide debt service fund” for public purpose bonds issued after November 10, 1988 is not subject to rebate if the average maturity of the issue of bonds is at least five years and the rates of interest on the bonds are fixed at the issue date. It appears and has been assumed that the debt service fund allocable to the Bonds qualifies as a bona fide debt service fund, and that this provision applies to the Bonds.
11. The amounts on deposit in the Debt Service Funds are invested in non-purpose investments. However, the yield on these investments is less than the Arbitrage Yield. Further, the Debt Service Funds are only included in the calculation of Rebatable Arbitrage Liability if the Bona Fide Debt Service Fund exemption requirements are not met. Including the transaction activity recorded in the Debt Service Funds in the event that the Bona Fide Debt Service Fund exemption requirements are not met would only serve to increase the amount of negative arbitrage for the issue. Therefore, we have excluded the transaction activity recorded in the Debt Service Funds from the calculation of Rebatable Arbitrage Liability for the Current Computation Period.
12. In order to prepare the Arbitrage Calculation, we have relied on a prior arbitrage report by Deloitte Tax LLP with respect to the Rebate Requirement Liability as of January 23, 2009.
13. The Series 2007 Bonds, originally issued for \$10,935,000, were secured by a special assessment levied, and to be collected by the District with respect to property specifically benefited by the Series 2007 project. In April 2009, Events of Default (specifically, Section 10.02(c) of the Master Trust Indenture) occurred under the Indenture.
14. On April 8, 2021, \$3,895,000 of the \$9,200,000 outstanding principal amount of the 2007 Bonds were cancelled, resulting in a reissuance of the of the Bonds for the remaining outstanding principal amount of \$5,305,000. Interest accruing on the 2007 Bonds on or before October 31, 2020, was waived, and accrued interest on the reissued 2007 Bonds commenced on November 1, 2020. The Amended Indenture has been in all respects ratified and confirmed by the District so that all the rights, remedies, terms, conditions, covenants and agreements of the Original Indenture, except for insofar as modified in the First Amendment shall apply and remain in full force and effect with respect to the reissued Series 2007 Bonds.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION, AND DESCRIPTION OF SCHEDULE

Trails Community Development District
February 20, 2023
\$5,305,000 Special Assessment Bonds, Series 2007
For the period ended January 23, 2023

DEFINITIONS

1. *Bond Year*: Each one-year period that ends on the day selected by the Client. The first and last Bond Years may be shorter periods.
2. *Bond Yield*: The yield that, when used in computing the present value (at the issue date of the Bonds) of all scheduled payments of principal and interest to be paid over the life of the Bonds, produces an amount equal to the Issue Price.
3. *Allowable Earnings*: The amount that would have been earned if all nonpurpose investments were invested at a rate equal to the Bond Yield, which amount is determined under a future value method described in the Regulations.
4. *Computation Date Credit*: A credit allowed by the Regulations as a reduction to the Rebate Requirement on certain prescribed dates.
5. *Rebate Requirement*: The excess of actual earnings over Allowable Earnings and Computation Date Credits.
6. *Issue Price*: Generally, the initial offering price at which a substantial portion of the Bonds is sold to the public. For this purpose, 10% is a substantial portion.

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION, AND DESCRIPTION OF SCHEDULE

Trails Community Development District
February 20, 2023
\$5,305,000 Special Assessment Bonds, Series 2007
For the period ended January 23, 2023

SOURCE INFORMATION

<u>Bonds</u>	<u>Source</u>
Closing Date	Form 8038G
Bond Yield	Form 8038G
<u>Investments</u>	<u>Source</u>
Principal and Interest Receipt Amounts and Dates	Trust Statements
Investment Dates and Purchase Prices	Trust Statements

SUMMARY OF NOTES, ASSUMPTIONS, DEFINITIONS, SOURCE INFORMATION, AND DESCRIPTION OF SCHEDULE

Trails Community Development District
February 20, 2023
\$5,305,000 Special Assessment Bonds, Series 2007
For the period ended January 23, 2023

DESCRIPTION OF SCHEDULE

SCHEDULE 1 - REBATE REQUIREMENT CALCULATION

Schedule 1 sets forth the amount of interest receipts and gains/losses on sales of investments and the calculation of the Rebate Requirement.

\$5,305,000 TRAILS COMMUNITY DEVELOPMENT DISTRICT
(CITY OF JACKSONVILLE, FLORIDA) SPECIAL ASSESSMENT BONDS, SERIES 2007

SCHEDULE 1 - REBATE REQUIREMENT CALCULATION

1 / 24 / 2007 ISSUE DATE
1 / 24 / 2022 BEGINNING OF COMPUTATION PERIOD
1 / 23 / 2023 COMPUTATION DATE

DATE	FUND/ACCOUNT	INVESTMENT VALUE AT COMPUTATION DATE	EARNINGS ON INVESTMENTS	OTHER DEPOSITS (WITHDRAWALS)	FUTURE VALUE AT BOND YIELD 5.3753%	ALLOWABLE EARNINGS
1 / 24 / 2022	BEGINNING BALANCE		0.00	231,200.66	243,759.48	12,558.82
2 / 1 / 2022	DEBT SERVICE RESERVE FUND		1.96	0.00	0.00	0.00
3 / 1 / 2022	DEBT SERVICE RESERVE FUND		1.77	0.00	0.00	0.00
4 / 1 / 2022	DEBT SERVICE RESERVE FUND		1.96	0.00	0.00	0.00
5 / 2 / 2022	DEBT SERVICE RESERVE FUND		1.90	0.00	0.00	0.00
5 / 3 / 2022	DEBT SERVICE RESERVE FUND		0.00	(143.75)	(149.36)	(5.61)
5 / 3 / 2022	DEBT SERVICE RESERVE FUND		0.00	(13.76)	(14.30)	(0.54)
6 / 1 / 2022	DEBT SERVICE RESERVE FUND		53.74	0.00	0.00	0.00
7 / 1 / 2022	DEBT SERVICE RESERVE FUND		128.42	0.00	0.00	0.00
8 / 1 / 2022	DEBT SERVICE RESERVE FUND		217.62	0.00	0.00	0.00
9 / 1 / 2022	DEBT SERVICE RESERVE FUND		341.88	0.00	0.00	0.00
10 / 3 / 2022	DEBT SERVICE RESERVE FUND		392.02	0.00	0.00	0.00
11 / 1 / 2022	DEBT SERVICE RESERVE FUND		508.51	0.00	0.00	0.00
11 / 2 / 2022	DEBT SERVICE RESERVE FUND		0.00	(840.83)	(850.93)	(10.10)
12 / 1 / 2022	DEBT SERVICE RESERVE FUND		614.89	0.00	0.00	0.00
1 / 3 / 2023	DEBT SERVICE RESERVE FUND		712.14	0.00	0.00	0.00
1 / 23 / 2023	INTEREST ACCRUAL		572.77	0.00	0.00	0.00
		<u>233,751.90</u>	<u>3,549.58</u>	<u>230,202.32</u>	<u>242,744.89</u>	<u>12,542.57</u>
	ACTUAL EARNINGS		3,549.58			
	ALLOWABLE EARNINGS		<u>12,542.57</u>			
	REBATE REQUIREMENT		(8,992.99)			
	FUTURE VALUE OF 1/23/2022 CUMULATIVE REBATE REQUIREMENT		(275,236.70)			
	COMPUTATION DATE CREDIT		<u>(1,960.00)</u>			
	CUMULATIVE REBATE REQUIREMENT		<u>(286,189.69)</u>			

Tab 2

1 Hargrove Grade Suite 1A
 Palm Coast, Fl 32137
 386-957-9339
 www.WebWatchdogs.net
 info@webwatchdogs.net
 Florida Contractor License
 #ES12000771

Date	Quote #
2/7/2023	6900
Name / Address	
RIZZETTA & COMPANY, INC. Trails CDD- Winchester Ridge 2806 N. 5th St., Unit 403 St. Augustine, FL 32084	

Description	Qty	Cost	Total
Extended Warranty Option- Complete Surveillance Camera System ****Warranty Expires 3/20/2023****	1	500.00	500.00T

<p>1 Year Extended Warranty on Camera Parts, Labor and Equipment All products are warranted for 1 year from date of purchase. If a product is defective we will repair or replace it. The following situations void the product warranty: Adding 3rd party software to a DVR without prior approval from our technical support department. Damage caused by nature such as flooding, winds, lightning and other similar events. Damage caused by vandalism. Network related issues involving your internet service provider (i.e. new modem, change of internet provider, etc.) Warranty Service Calls will be addressed within a 1-5 day time frame.</p> <p>After 1 year (outside of the warranty, if not extended), we will continue to support the product at the standard repair labor rate (currently \$199 per hour-minimum 2 hours) plus parts, if applicable, or phone technical support for \$65.00/hour. Out of warranty repairs are guaranteed for 30 days. Phone support is non-refundable.</p>	Subtotal	\$500.00
	Sales Tax (0.0%)	\$0.00
	Total	\$500.00
	Signature _____	

Tab 3

Proposal for Extra Work at Trails Community Development D

Property Name	Trails Community Development D	Contact	Lesley Gallagher
Property Address	15431 Spotted Stallion Trail Jacksonville, FL 32234	To	Trails Community Development District
		Billing Address	c/o Rizzetta & Co 8529 S Park Cir Ste 330 Orlando, FL 32819
Project Name	Removal of dead plant material at the clubhouse and parking lot		
Project Description	Removal of dead plant material at the clubhouse and parking lot		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
23.00	EACH	Blue Daze - 1 gal. Installed both sides of the entrance to the clubhouse	\$13.85	\$318.62
30.00	EACH	Ligustrum Spp. - Green, Howardii and Jack Frost Ligustrum 3 gal. Shrub/perennial Installed	\$30.01	\$900.43
1.00	LUMP SUM	Removal of dead plant material and disposal	\$136.80	\$136.80
1.00	LUMP SUM	Irrigation Adjustment or repairs	\$266.70	\$266.70

For internal use only

SO# 8031292
JOB# 346100459
Service Line 130

Total Price \$1,622.55

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

- The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
- Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
- License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
- Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
- Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
- Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
- Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
- Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
- Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
- Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
- Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
- Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

- Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

- Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
- Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Property Manager

Signature _____ Title

Lesley Gallagher

March 06, 2023

Printed Name _____ Date

BrightView Landscape Services, Inc. "Contractor"

Account Manager

Signature _____ Title

Willie Perez Davila

March 06, 2023

Printed Name _____ Date

Job #: 346100459

SO #: 8031292

Proposed Price: \$1,622.55

Tab 4



Quality Site Assessment

Prepared for: Trails Community Development D

General Information

DATE: Thursday, Feb 02, 2023
NEXT QSA DATE: Tuesday, Jan 23, 2024
CLIENT ATTENDEES:
BRIGHTVIEW ATTENDEES: Willie Perez Davila

Customer Focus Areas

Quality you can count on.

<h1>7</h1> <p>Seven Standards of Excellence</p>	 <p>1 Site Cleanliness</p>	 <p>2 Weed Free</p>	 <p>3 Green Turf</p>
	 <p>4 Crisp Edges</p>	 <p>5 Spectacular Flowers</p>	 <p>6 Uniformly Mulched Beds</p>

Carryover Items



- 1** The flax lilies will be cut back once the freeze goes away

Maintenance Items



- 1** The grasses were cut back through out the property and there is no need to replace them because they are starting to come

Recommendations for Property Enhancements



1 Recommend replacing the dead plant material with some Loropetalum I will send proposal

2 Recommend removing the dead plant material on the left of the entrance to the clubhouse and add Blue Daze as ground cover on both of the entrance

3 Recommend removing the dead plant material and replacing with Jack Frost

4 Recommend removing dead plant material and adding Sunshine Ligustrum or Dwarf Encore Azaleas on both end of the island

Recommendations for Property Enhancements



5 Recommend replacing some of the Loropetalum and adding a row of Jack Frost in front of it

6 We recommend adding some Sunshine Ligustrum at the monument at the back entrance



Notes to Owner / Client



1 Annual Flowers were installed and looking healthy

Tab 5

Trails CDD

Managers Report

Date of meeting: 3.14.2023

Submitted by: Mark Insel

POOL AND FACILITY:

- Movie Event was a success! We had it on 2/18, beginning at 4pm with Food Trucks then Movie and popcorn, we had a decent turnout and many positive comments for having it. We thank all involved in making this happen.
- Envera cams working well after hours, we still have some evening voice downs in the parking lot and intruders leave generally within 2 minutes and no other issues so far! Update and system maintenance done on the 3rd and 5th went smoothly.
- Field on the other side of Boardwalk has new signage saying no trespassing with motorized vehicles.
- We have made progress with approved jobs and upcoming tasks. David has been busy with many small tasks and is tackling the larger jobs.
- Weekly pressure washing is being done to help get the pollen off deck and furniture.
- Safety checks on the Playground, Volleyball Court, and Boardwalk are completed daily.
- The pool pump rebuild is tentatively scheduled after Spring Break until Memorial Day. We will be sending Eblasts alerting residents that the pool and deck will be closed. The gym and restrooms will remain accessible.
- QR Codes are placed in Bulletin Board and Playgrounds, which residents have been using to survey each area.
- Touch up painting around the building where needed.
- Pool Line repair made, working on better solutions as residents sit on line until it eventually pulls apart.
- Web WatchDogs did PM service and swapped out two cams.

GYM AND EQUIPMENT:

- Fitness Pro came out to identify and confirm all pieces of equipment and serial numbers, this should eliminate any billing issues going forward.
- All equipment has been checked; PM was completed last month. The janitorial crew has been cleaning the fitness center when onsite as well.
- The machines are in great shape and all working properly!

COMPLETED PROJECTS / No Board action required:

- Lane line has been replaced again.
- Pressure washing completed on the playground, deck tables and chairs.
- We have seen very few residents coming into the office for access cards. There have been many residents giving us positive feedback in regard to the overall appearance of the Facility.
- Rentals for the clubhouse have been good.
- Routine maintenance and janitorial continue throughout facility.

- Ongoing checks on the playground for safety and functionality.
- We continue to ride the community monitoring signs, drains, road conditions, etc.
- Minor Repairs made to Boardwalk, ongoing.
- Will coincide fence install/replacement when pool pump work is going on; will be obtaining pricing to replace.

POND AND LAKE MANAGEMENT:

- The technician has been onsite monthly. Derek was onsite last month . His report had no major issues and treatments were focused basically on shoreline growth. They fill us in on which have algae, grass and weed issues, which needed dye and the ponds seeing the most trash. Our Tech is very attentive and always doing a great job.
- We have inquired as to the need of carp or tilapia and requirements. Nothing mentioned at this point.

LANDSCAPE MANAGEMENT:

- Spring Flowers installed.
- Mulching will be done soon.
- Weeded the beds at the entrance.
- The crews trimmed all the pool area shrubs and grasses. Outside fence and parking lot.
- Fertilization was completed in December.
- The Landscaping Management Tool, and weekly drive checklist is in place for reporting. Brightview's tasks are being completed daily. The crews are working the spring schedule and mowing more. Picking up more trash around ponds. They are prioritizing work throughout the community and are keeping things maintained. The last report reflected basic rotations completed, blew the property, and picked up trash. They mowed and line trimmed all the lakes.

WHAT TO EXPECT IN THE UPCOMING MONTHS:

- Pressure washing on deck gutters, pavers and building where needed.
- Will continue sending Policy Highlight reminders and updates.
- Continued diligence on a clean facility, pool, and grounds.
- Continued oversight on landscaping and irrigation.
- Continuing to knock out items on punch list of projects both small and large not needing Board approval.
- Pool equipment replacement.
- Pool lights replacement.
- Landscape proposals for repairs if needed.
- Fence proposals.

Should you have any comments or questions feel free to contact me directly

Mark Insel 904-408-7716



Tab 6

Winchester Ridge Trails

Manager's Report

Date of meeting: 3-14-.2023

Submitted by: David Anderson

POOL AND FACILITY:

- Perform daily duties as necessary.
- Pool pump replacement is tentatively scheduled to start late March. 24th or so. Waiting on ordered equipment.
- Repaired several chairs on pool deck
- Cleaning of parking lot along with Amenity grounds being performed when attended.
- Camera replaced under PM agreement.

GYM AND EQUIPMENT:

- All equipment has been checked; PM was completed last month. The janitorial crew has been cleaning the fitness center when onsite as well.
- The machines are in great shape and all working properly!
- The thermostats were reset so the heat could come on and now Temperature is perfect and is working great.

COMPLETED PROJECTS:

- Checks on playground for safety and functionality.
- Monitoring road signs, and debris cleanup multi times weekly.

POND AND LAKE MANAGEMENT:

- The technician has been onsite monthly. Derek was on site December. His report had no major issues and treatments were focused basically on shoreline growth. They fill us in on which have algae, grass and weed issues, which needed dye and the ponds seeing the most trash. Our Tech is very attentive and always doing a great job.
- Signs around ponds replaced or repaired.
- Timers to pond lights have been adjusted to daylight savings.

LANDSCAPE MANAGEMENT:

- Hedge and bush trimming around the facility has been completed.
- I communicate with Carlos and Mike weekly to adjust where needed.
- The Landscaping Management Tool, and weekly drive checklist are in place for reporting. Greenpoint's tasks are being completed daily. The crews are working the winter schedule. Picking up more trash around ponds. They are prioritizing work throughout the community and are keeping things maintained. The last report reflected basic rotations completed, blew the property, and picked up trash. They mowed and line trimmed all the lakes.

WHAT TO EXPECT IN THE UPCOMING MONTHS:

- Will continue sending Policy Highlight reminders and updates.

- Continued diligence on a clean facility, pool, and grounds.
 - Pool pump replacement to start after spring break.
 - Pressure washing of building and deck will be done during shutdown.
-
- Continued oversight on landscaping and irrigation.
 - Continuing to knock out items on punch list of projects both small and large not needing Board approval.
 - Landscape proposals for repairs if needed.
 - Food Trucks will be monthly or more and have been well attended.

Should you have any comments or questions feel free to contact me directly.

David Anderson 904-884-2432



Trails CDD (Winchester)

Date Treated: 2-14-23

Water Temperature: 64-68

Weather: Partly Cloudy

Winds: 0-5 MPH

Lake No	Plants Treated	Chemicals Used
1	Algae	Citrine FL 909, Hydrothol 191
2	Algae, Plankton	Citrine FL 909, Hydrothol 191
3	Algae	Citrine FL 909, Hydrothol 191
4	Algae	Citrine FL 909, Hydrothol 191
5	Algae	Citrine FL 909, Hydrothol 191
6	Algae, Plankton	Citrine FL 909, Hydrothol 191
7	Algae	Citrine FL 909, Hydrothol 191
8	Algae	Citrine FL 909, Hydrothol 191
9	Algae	Citrine FL 909, Hydrothol 191
10	None	None
11	Algae	Citrine FL 909, Hydrothol 191
12	None	None
13	None	None
14	None	None
15	None	None
16	None	None
17	Algae, Roadgrass	Hydrothol 191, 2-4D, Hardball
18	None	None
19	None	None
20	None	None
21	Algae, Roadgrass	Hydrothol 191, 2-4D, Hardball
22	None	None
23	Algae, Roadgrass	Hydrothol 191, 2-4D, Hardball
24	Algae, Roadgrass, Plankton	Hydrothol 191, 2-4D, Hardball
25	None	None
26	None	None
29	None	None
30	None	None

Comments: None

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.

**TRAILS
COMMUNITY DEVELOPMENT DISTRICT**

The meeting of the Board of Supervisors of Trails Community Development District was held on **February 13, 2023, at 6:30 p.m.** at the Winchester Ridge Amenity Center, located at 15431 Spotted Stallion Trail, Jacksonville, Florida 32234.

Present and constituting quorum include:

Terence Douglas	Board Supervisor, Chairman
Douglas Pope	Board Supervisor, Vice Chairman
Patty Acree	Board Supervisor, Assistant Secretary
Corina Buck	Board Supervisor, Assistant Secretary
Ashley Guioa	Board Supervisor, Assistant Secretary

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Co., Inc.
Katie Buchanan	District Counsel, Kutak Rock, LLP (speaker phone)
Mark Insel	Director of Amenity Manager, Vesta Inc.
David Anderson	Operations Manager, Vesta Inc.
Dan Fagen	Director of Amenity Operations, Vesta Inc.

Audience Members Present

FIRST ORDER OF BUSINESS

Call to Order

Ms. Gallagher called the meeting to order at 6:35 p.m.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

Audience comments were heard on security.

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THIRD ORDER OF BUSINESS

Consideration of LLS Tax Solutions Inc., Arbitrage Engagement, Series 2007

This item was tabled.

FOURTH ORDER BUSINESS

Discussion Regarding Security

The Board provided direction to run the March meeting notice to include a closed session to allow the Board to discuss security options.

Dan Fagen with Vesta updated the Board that Vesta has discussed not providing facility attendant services as contracted this year as an option for the Board to consider having security in place of this service, allowing funds allocated for facility attendants to be used for security if the Board elected to do so.

FIFTH ORDER OF BUSINESS

Discussion Regarding Food Trucks

The Board discussed getting the communication of food truck information out to community via E-blasts and what information should be provided. Discussion ensued.

On a motion by Ms. Guioa, seconded by Ms. Buck, with a vote of 4-1, with Mr. Douglas opposed, the Board directed the Staff to discontinue the E-blasts for food truck events, for Trails Community Development District.

SIXTH ORDER BUSINESS

Staff Reports

A. District Counsel

Ms. Buchanan discussed including the letter regarding the easement and variance process as part of a required notice of increased assessments as it is likely that this will be needed for fiscal year 2023/24. By combining notices, it would save the District the cost of two separate mailings.

On a motion by Ms. Acree, seconded by Ms. Guioa, with all in favor, the Board directed the Staff to wait on the easement and variance letter and combine it with any required assessment notice in an effort to reduce the costs of the notices, for Trails Community Development District.

B. District Engineer

The District Engineer was not requested to attend.

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C. Landscape Manager

1.) BrightView Landscape Report, dated February 2, 2023

The Landscape Manager was not requested to attend. Ms. Acree noted that the hydro seeding had not taken and asked the Staff to follow up with BrightView on what their plan was for this. Vesta confirmed that they would contact BrightView for an update.

D. Amenity and Field Operation Managers

1.) Amenity Manager Report and Facility Operations Manager Report Dated February 13, 2023

Mr. Insel and Mr. Anderson were available to answer questions regarding their reports found under tabs 3 and 4 of the agenda.

3.) Future Horizons EOM Report Dated December 7, 2022

It was noted that it had been previously requested that pond treatment reports be included in the agendas.

4.) Future Horizons EOM Report Dated January 11, 2023

F. District Manager

1.) Discussion Regarding FY 2023/24 Budget Workshop

Ms. Gallagher reviewed her report and updated the Board that the agreement with Crown Pools had been fully executed and that the pool will be closed for the duration of the project. E-blasts will be sent out to the community as soon as the date is confirmed, and the marquee and website will be updated.

The budget workshop was scheduled for March 20th at 6:30 p.m. It was noted that a published notice would run for this workshop in order for multiple Board members to be in attendance for discussion of the proposed budget, but Counsel would not be present as no Board action would be taken.

SEVENTH ORDER OF BUSINESS

**Consideration of the Minutes of the
Special Meeting held
November 29, 2022**

On a motion by Ms. Acree, seconded by Ms. Buck, with all in favor, the Board approved the minutes of the special meeting held November 29, 2022, for Trails Community Development District.

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EIGHTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures for
September 2022, October 2022 and
November 2022**

On a motion by Ms. Acree, seconded by Ms. Guioa, with all in favor, the Board ratified the operation and maintenance expenditures for September 2022, in the amount of \$46,401.50, October 2022, in the amount of \$45,278.35 and November 2022, in the amount of \$27,730.82, for Trails Community Development District.

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NINTH ORDER OF BUSINESS

**Audience Comments and Supervisor
Requests**

Supervisors

Ms. Acree requested that individuals other than the Staff be allowed in the office with the amenity staff present.

On a motion by Ms. Buck, seconded by Mr. Douglas, with all in favor, the Board authorized individuals other than the Staff to be allowed in the office with the amenity staff present, for Trails Community Development District.

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Ms. Acree discussed having volunteers install annuals. Discussion ensued regarding insurance and Ms. Gallagher will contact BrightView to request options for other plant material in place of annuals for the Board to consider when discussing the proposed budget.

The Board discussed that JSO had potentially identified the individual involved in the January 2nd shooting as the same individual who was suspended from the facility at that time. Discussion ensued regarding additional suspension or criminal trespass charges. Counsel confirmed that if identity is confirmed the Amenity Manager may issue a suspension for up to 30 days or the date of the next meeting, whichever occurs first for accessing the facility while suspended or as a new suspension for endangering the welfare, safety or reputation of the District.

On a motion by Ms. Guioa, seconded by Ms. Buck, with all in favor, the Board will pursue criminal trespass if JSO provides confirmation of identity and also suspend for 30 days or until the next meeting, for Trails Community Development District.

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158 **Audience**

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160 Audience commented on the following:

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162 Budget and contracts

163 Cell phone towers

164 Restitution for restroom fire

165 Safety of community

166 HOA related items

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168 **TENTH ORDER OF BUSINESS**

Adjournment

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On a motion by Ms. Guioa, seconded by Mr. Douglas, with all in favor, the Board adjourned the meeting at 7:56 p.m., for Trails Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 8

TRAILS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA

MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures Presented For Board Approval December 2022

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2022 through December 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$36,887.71**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Trails Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Ashley Guioa	100068	AG112922	Board of Supervisors Meeting 11/29/22	\$ 200.00
Bouncers, Slides and More, Inc.	100069	12172022.37	Movie Night 11/22	\$ 500.00
BrightView Landscape Services, Inc.	100075	8206528	Landscape Maintenance 11/22	\$ 6,729.00
BrightView Landscape Services, Inc.	100079	8206530	Landscape Maintenance 12/22	\$ 6,729.00
City of Jacksonville	100076	ARS220819302	Off Duty Patrol 08/22	\$ 37.13
City of Jacksonville	100076	ARS221021338	Off Duty Patrol 09/22	\$ 22.00
COMCAST	12142022	8495 74 140 0860321 11/22	Wireless Telephone 12/22	\$ 340.77
Constant Contact, Inc	12232022	1671613475 Autopay	Constant Contact Monthly Pmt 12/22	\$ 45.00
Corina Buck	100070	CB112922	Board of Supervisors Meeting 11/29/22	\$ 200.00
Fitness Pro	100071	28820	Preventative Maintenance 11/22	\$ 150.00
Future Horizons, Inc.	100083	76062	Aquatic Weed Control 11/22	\$ 951.82
JSO	100077	120122-Trails	Off Duty Sherriff 11/22	\$ 200.00
Hidden Eyes, LLC (Envera)	100080	722695	Video Monitoring, Service, & Maintenance 01/23	\$ 623.92
JEA	ACH	715007480 1/2	Electric, Sewer, and Irrigation Services 11/22	\$ 2,852.13
Kutak Rock, LLP	100072	3141459	Legal Services 10/22	\$ 2,316.44
JSO	100078	120122-Trails	Off Duty Patrol 11/22	\$ 50.00
Poolsure	100081	1.31296E+11	Monthly Pool Chemicals 12/22	\$ 809.99

Trails Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2022 Through December 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Republic Services	12272022	0687-001273951	Trash Removal 12/22	\$ 231.51
Rizzetta & Company, Inc.	100067	INV0000073256	District Management Fees 12/22	\$ 5,335.50
Star Fire Sprinklers	100073	501598	Fire Extinguisher Inspection 09/22	\$ 90.00
Terence William Douglas	100074	TD112922	Board of Supervisors Meeting 11/29/22	\$ 200.00
Vesta Property Services, Inc.	100082	405265	Management Services 12/22	<u>\$ 8,273.50</u>
Report Total				<u><u>\$ 36,887.71</u></u>