



Rizzetta & Company

# Trails Community Development District

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**Board of Supervisors' Meeting  
May 9, 2023**

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

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

# TRAILS COMMUNITY DEVELOPMENT DISTRICT

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

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

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

May 1, 2023

### FINAL AGENDA

Dear Board Members:

The meeting of the Board of Supervisors of the Trails Community Development District will be held on **May 9, 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. Consideration of Vesta Termination and Proposal for Optional Services - *(Under Separate Cover)*
  - B. Review of Scope for Amenity and Field Services
    - 1.) Request for Amenity and Field Service Proposals
  - C. Acceptance of Fiscal Year 21-22 Financial Audit.....Tab 1
  - D. Consideration of Proposal for Installation of Backflow for Irrigation Meter - *(Under Separate Cover)*
4. **STAFF REPORTS**
  - A. Landscape Manager.....Tab 2
    - 1.) BrightView Quality Site Assessment, dated April 27, 2023
  - B. District Counsel
  - C. District Engineer
    - 1.) Update on Easement Variance Application for 15504 Bareback Drive
  - D. Amenity Manager.....Tab 3
    - 1.) Amenity Manager Report, dated May 9, 2023
  - E. Field Operations Manager.....Tab 4
    - 1.) Facility Operations Manager Report, dated May 9, 2023
    - 2.) Future Horizons EOM Report, dated April 12, 2023
  - F. District Manager
5. **BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Regular Meeting held April 11, 2023.....Tab 5
  - B. Ratification of Operation and Maintenance Expenditures for February 2023.....Tab 6
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**

**Trails Community  
Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2022**

**Trails Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2022**

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# Berger, Toombs, Elam, Gaines & Frank

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## REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors  
Trails Community Development District  
City of Jacksonville, Florida

### Report on Audit of the Financial Statements

#### *Opinion*

We have audited the financial statements of the governmental activities and each major fund of Trails Community Development District (the "District"), as of and for the year ended September 30, 2022, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Trails Community Development District as of September 30, 2022, and the respective changes in financial position and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

To the Board of Supervisors  
Trails Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

### ***Auditor's Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users made on the basis of these financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.



To the Board of Supervisors  
Trails Community Development District


***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated March 30, 2023 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Trails Community Development District's internal control over financial reporting and compliance.



Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 30, 2023

**Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

Management's discussion and analysis of Trails Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by private-sector companies. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position is reported in three categories; 1) net investment in capital assets, 2) restricted, and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities financed by the District include general government, physical environment, culture/recreation and debt service.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures and changes in fund balances – budget and actual** is provided for the District's General Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

The *government-wide financial statements* and the *fund financial statements* provide different pictures of the District. The *government-wide financial statements* provide an overall picture of the District's financial standing. These statements are comparable to private-sector companies and give a good understanding of the District's overall financial health and how the District paid for the various activities, or functions, provided by the District. All assets of the District, including buildings and improvements, infrastructure and equipment are reported in the **statement of net position**. All liabilities, including principal outstanding on bonds are included. The **statement of activities** includes depreciation on all long lived assets of the District, but transactions between the different functions of the District have been eliminated in order to avoid "doubling up" the revenues and expenses. The *fund financial statements* provide a picture of the major funds of the District. In the case of governmental activities, outlays for long lived assets are reported as expenditures and long-term liabilities, such as general obligation bonds, are not included in the fund financial statements. To provide a link from the *fund financial statements* to the *government-wide financial statements*, reconciliations are provided from the *fund financial statements* to the *government-wide financial statements*.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights**

The following are the highlights of financial activity for the year ended September 30, 2022.

- ◆ The District's total liabilities exceeded total assets by \$(715,811) (net position). Net investment in capital assets for the District was \$(1,420,610). Restricted net position was \$55,163. Unrestricted net position was \$649,636.
- ◆ Governmental activities revenues totaled \$945,886 while governmental activities expenses totaled \$1,056,988.

**Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District and is presented by category for comparison purposes.

**Net Position**

	<b>Governmental Activities</b>	
	<b>2022</b>	<b>2021</b>
Current assets	\$ 671,834	\$ 639,289
Restricted assets	396,630	405,064
Capital assets	3,278,334	3,597,069
Total Assets	4,346,798	4,641,422
Current liabilities	332,609	311,131
Non-current liabilities	4,730,000	4,935,000
Total Liabilities	5,062,609	5,246,131
 Net Position		
Net investment in capital assets	(1,420,610)	(1,296,740)
Restricted	55,163	59,094
Unrestricted	649,636	632,937
Total Net Position	\$ (715,811)	\$ (604,709)

The increase in current assets is related to revenues exceeding expenditures in the General Fund in the current year.

The decrease in capital assets is related to depreciation in the current year.

The increase in current liabilities is the result of the increase in accounts payable in the current year.

The decrease in total liabilities is primarily related to principal payments in the current year.

**Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District and is presented by category for comparison purposes.

**Change In Net Position**

	<b>Governmental Activities</b>	
	<b>2022</b>	<b>2021</b>
Program Revenues		
Charges for services	\$ 941,857	\$ 889,099
General Revenues		
Miscellaneous revenues	1,639	10,655
Investment earnings	2,390	148
Debt cancellation	-	5,549,616
Total Revenues	<u>945,886</u>	<u>6,449,518</u>
Expenses		
General government	133,824	205,733
Physical environment	478,548	410,799
Culture/recreation	173,650	141,243
Interest and other charges	270,966	51,309
Total Expenses	<u>1,056,988</u>	<u>809,084</u>
Change in Net Position	(111,102)	5,640,434
Net Position - Beginning of Year	<u>(604,709)</u>	<u>(6,245,143)</u>
Net Position - End of Year	<u>\$ (715,811)</u>	<u>\$ (604,709)</u>

The increase in charges for services is mainly related to the increase in special assessments in the current year.

The decrease in debt cancellation is related to the cancellation of certain bonds outstanding in the prior year.

The decrease in general government expenses is primarily related to a decrease in legal expenses in the current year.

The increase in physical environment is related to the increase in contingency and utility expenditures in the current year.

The increase in interest expense is related to the debt cancellation and restructuring in the prior year.

**Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2022 and 2021:

<u>Description</u>	<u>Governmental Activities</u>	
	<u>2022</u>	<u>2021</u>
Capital Assets, being depreciated		
Buildings and improvements	\$ 940,672	\$ 940,672
Infrastructure	7,266,354	7,266,354
Equipment	48,932	29,325
Total Capital Assets being depreciated	8,255,958	8,236,351
Accumulated depreciation	(4,977,624)	(4,639,282)
Net Capital Assets being depreciated	<u>\$ 3,278,334</u>	<u>\$ 3,597,069</u>

The activity for the year consisted of \$338,342 in depreciation and \$19,607 in addition to equipment.

**General Fund Budgetary Highlights**

The final budget exceeded actual expenditures in the current year because miscellaneous contingency and reserve expenditures were less than anticipated.

The General Fund budget was amended in the current year for District engineer, amenity maintenance and lake/pond bank maintenance expenditures that were more than originally anticipated.

**Debt Management**

Governmental Activities debt includes the following:

- ◆ In January 2007, the District issued \$10,935,000 of Series 2007 Special Assessment Bonds. The Bonds were issued to finance the acquisition and construction of certain improvements within the District. The balance outstanding at September 30, 2022 was \$4,930,000.

**Trails Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2022**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Economic Factors and Next Year's Budget**

Trails Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in the fiscal year ended September 30, 2023.

**Request for Information**

The financial report is designed to provide a general overview of Trails Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Trails Community Development District's Accounting Department at 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614.

**Trails Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2022**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Current Assets	
Cash	\$ 653,555
Prepaid expenses	18,279
Total Current Assets	671,834
Non-Current Assets	
Restricted Assets	
Investments	396,630
Capital Assets, Being Depreciated	
Buildings and improvements	940,672
Infrastructure	7,266,354
Equipment	48,932
Less: accumulated depreciation	(4,977,624)
Total Non-Current Assets	3,674,964
Total Assets	4,346,798
 <b>LIABILITIES</b>	
Current Liabilities	
Accounts payable and accrued expenses	22,198
Bonds payable	200,000
Accrued interest	110,411
Total Current Liabilities	332,609
Non-Current Liabilities	
Bonds payable	4,730,000
Total Liabilities	5,062,609
 <b>NET POSITION</b>	
Net investment in capital assets	(1,420,610)
Restricted for debt service	55,163
Unrestricted	649,636
Total Net Position	\$ (715,811)

*See accompanying notes to financial statements.*





**Trails Community Development District  
BALANCE SHEET –  
GOVERNMENTAL FUNDS  
September 30, 2022**

	General	Debt Service	Total Governmental Funds
<b>ASSETS</b>			
Cash	\$ 653,555	\$ -	\$ 653,555
Prepaid expenses	18,279	-	18,279
Restricted assets			
Investments, at fair value	-	396,630	396,630
Total Assets	\$ 671,834	\$ 396,630	\$ 1,068,464
 <b>LIABILITIES AND FUND BALANCES</b>			
<b>LIABILITIES</b>			
Accounts payable and accrued expenses	\$ 22,198	\$ -	\$ 22,198
 <b>FUND BALANCES</b>			
Nonspendable:			
Prepaid expenses	18,279	-	18,279
Restricted:			
Debt Service	-	396,630	396,630
Unassigned	631,357	-	631,357
Total Fund Balances	649,636	396,630	1,046,266
Total Liabilities and Fund Balances	\$ 671,834	\$ 396,630	\$ 1,068,464

*See accompanying notes to financial statements.*

**Trails Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2022**

Total Governmental Fund Balances	\$ 1,046,266
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets, buildings and improvements, \$940,672, infrastructure, \$7,266,354, and equipment, \$48,932, net of accumulated depreciation, \$(4,977,624), used in governmental activities are not current financial resources, and therefore, are not reported at the fund level.	3,278,334
Long-term liabilities, bonds payable, are not due and payable in the current period, and therefore, are not reported at the fund level.	(4,930,000)
Accrued interest expense for long-term debt is not a current financial use, and therefore, is not reported at the fund level.	<u>(110,411)</u>
Net Position of Governmental Activities	<u><u>\$ (715,811)</u></u>

*See accompanying notes to financial statements.*

**Trails Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2022**

	General	Debt Service	Total Governmental Funds
<b>REVENUES</b>			
Special assessments	\$ 481,252	\$ 460,605	\$ 941,857
Miscellaneous revenues	1,639	-	1,639
Investment income	1,095	1,295	2,390
Total Revenues	<u>483,986</u>	<u>461,900</u>	<u>945,886</u>
<b>EXPENDITURES</b>			
Current			
General government	133,824	-	133,824
Physical environment	187,894	-	187,894
Culture/recreation	125,962	-	125,962
Capital outlay	19,607	-	19,607
Debt service			
Principal	-	195,000	195,000
Interest	-	275,334	275,334
Total Expenditures	<u>467,287</u>	<u>470,334</u>	<u>937,621</u>
Net Change in Fund Balance	16,699	(8,434)	8,265
Fund Balances - Beginning of Year	<u>632,937</u>	<u>405,064</u>	<u>1,038,001</u>
Fund Balances - End of Year	<u><u>\$ 649,636</u></u>	<u><u>\$ 396,630</u></u>	<u><u>\$ 1,046,266</u></u>

*See accompanying notes to financial statements.*

**Trails Community Development District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2022**

Net Change in Fund Balances - Total Governmental Funds	\$	8,265
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation. This is the amount that depreciation, \$(338,342), exceeded capital outlay, \$19,607, in the current period.		(318,735)
Repayment of bond principal are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		195,000
In the Statement of Activities, interest is accrued on outstanding bonds; whereas in the governmental funds, interest expenditures are reported when due. This is the change in accrued interest in the current period.		<u>4,368</u>
Change in Net Position of Governmental Activities	\$	<u><u>(111,102)</u></u>

*See accompanying notes to financial statements.*

**Trails Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND**  
**For the Year Ended September 30, 2022**

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance with Final Budget Positive (Negative)</b>
<b>Revenues</b>				
Special assessments	\$ 480,262	\$ 480,262	\$ 481,252	\$ 990
Miscellaneous revenues	-	-	1,639	1,639
Investment income	-	-	1,095	1,095
Total Revenues	<u>480,262</u>	<u>480,262</u>	<u>483,986</u>	<u>3,724</u>
<b>Expenditures</b>				
<b>Current</b>				
General government	117,898	127,898	133,824	(5,926)
Physical environment	255,022	265,022	187,894	77,128
Culture/recreation	99,293	129,293	125,962	3,331
Capital outlay	8,049	8,049	19,607	(11,558)
Total Expenditures	<u>480,262</u>	<u>530,262</u>	<u>467,287</u>	<u>62,975</u>
Net Change in Fund Balances	-	(50,000)	16,699	66,699
Fund Balances - Beginning of Year	<u>-</u>	<u>50,000</u>	<u>632,937</u>	<u>582,937</u>
Fund Balances - End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 649,636</u>	<u>\$ 649,636</u>

*See accompanying notes to financial statements.*

**Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on September 12, 2006, by City of Jacksonville, Florida Ordinance 2006-861-E and amended by City of Jacksonville, Florida Ordinance 2017-768-E pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the "Act"), as a Community Development District. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing district roads, landscaping, and other basic infrastructure projects within or outside the boundaries of the Trails Community Development District. The District is governed by a five member Board of Supervisors who are elected on an at large basis by qualified electors of the District. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Trails Community Development District (the primary government) as a stand-alone government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters.

Based upon the application of the above-mentioned criteria as set forth by the Governmental Accounting Standards Board, the District has identified no component units.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**a. Government-wide Financial Statements**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole. These statements include all the governmental activities of the primary government. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments and interest. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.



**Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds**

The District classifies fund balance according to Governmental Accounting Standards Board Statement 54 – Fund Balance Reporting and Governmental Fund Type Definitions. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The District has various policies governing the fund balance classifications.

**Nonspendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Unassigned Fund Balance** – This classification is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**Fund Balance Spending Hierarchy** – For all governmental funds except special revenue funds, when restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

**Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”.

Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. The proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation (Continued)**

**a. Governmental Major Funds (Continued)**

Debt Service Funds – Accounts for the accumulation of resources for the annual payment of principal and interest on long-term general obligation debt.

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as land and improvements, and non-current governmental liabilities, such as general obligation bonds and due to developer be reported in the governmental activities column in the government-wide Statement of Net Position.

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest-bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

**Trails Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2022**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**b. Restricted Net Position**

Certain net position of the District is classified as restricted on the Statement of Net Position because their use is limited either by law through constitutional provisions or enabling legislation; or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted net position, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**c. Capital Assets**

Capital assets, which include buildings and improvements, infrastructure and equipment, are reported in the governmental activities column.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of two years. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	25 years
Buildings and improvements	20 years
Equipment	5-10 years

**d. Budgets**

Budgets are prepared and adopted after a public hearing for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds. As a result, deficits in the budget columns of the accompanying financial statements may occur.

**Trails Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2022**

**NOTE B – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet as cash and investments.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a formal deposit policy for custodial credit risk; however, they follow the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2022, the District's bank balance was \$666,037 and the carrying value was \$653,555. Exposure to custodial credit risk was as follows. The District maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.

Investments

As of September 30, 2022, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturities</u>	<u>Fair Value</u>
Fidelity Government Portfolio CI III	16 days*	<u>\$ 396,630</u>

\*Weighted average maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that use the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investments listed above are a Level 1 asset.

Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE B – CASH AND INVESTMENTS (CONTINUED)**

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2022, the District's investment in Fidelity Government Portfolio CI III has a rating of AAAM rated by Standard & Pools.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one fund. The District's investment in Fidelity Government Portfolio CI III represent 100% of total investments.

The types of deposits and investments and their level of risk exposure as of September 30, 2022 were typical of these items during the fiscal year then ended. The District considers any decline in fair value to be temporary.

**NOTE C – SPECIAL ASSESSMENT REVENUES**

Assessment revenues recognized for the 2021-2022 fiscal year were levied in October 2021. All taxes are due and payable on November 1 or as soon as the assessment roll is certified and delivered to the Tax Collector. Per Section 197.162, Florida Statutes, discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January, and 1% in February. Taxes paid in March are without discount.

All unpaid taxes become delinquent as of April 1. Virtually all unpaid taxes are collected via the sale of tax certificates on or prior to June 1; therefore, there were no material taxes receivable at fiscal year end.

**Trails Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2022**

**NOTE D – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2022 was as follows:

	Balance October 1, 2021	Additions	Deletions	Balance September 30, 2022
<b><u>Governmental activities:</u></b>				
Capital assets, being depreciated:				
Infrastructure	\$ 7,266,354	\$ -	\$ -	\$ 7,266,354
Buildings and improvements	940,672	-	-	940,672
Equipment	29,325	19,607	-	48,932
Total Capital Assets, Being Depreciated	<u>8,236,351</u>	<u>19,607</u>	<u>-</u>	<u>8,255,958</u>
Less accumulated depreciation for:				
Infrastructure	(4,069,156)	(290,654)	-	(4,359,810)
Buildings and improvements	(540,890)	(47,034)	-	(587,924)
Equipment	(29,236)	(654)	-	(29,890)
Total Accumulated Depreciation	<u>(4,639,282)</u>	<u>(338,342)</u>	<u>-</u>	<u>(4,977,624)</u>
Total Capital Assets Depreciated, Net	<u>\$ 3,597,069</u>	<u>\$ (318,735)</u>	<u>\$ -</u>	<u>\$ 3,278,334</u>

Current year depreciation of \$290,654 was charged to physical environment and \$47,688 was charged to culture/recreation.

**NOTE E – LONG-TERM DEBT**

The following is a summary of activity for long-term debt of the Governmental Activities for the year ended September 30, 2022:

Long-term debt at October 1, 2021	\$ 5,125,000
Principal payments	<u>(195,000)</u>
Long-term debt at September 30, 2022	<u>\$ 4,930,000</u>

Long-term debt for Governmental Activities is comprised of the following:

**Special Assessment Revenue Bonds**

\$10,935,000 Series 2007 Special Assessment Bonds are due in annual principal installments beginning May 2009 maturing May 2038. Interest at 5.375% is due May and November beginning November 2007. Current portion is \$200,000

\$ 4,930,000

**Trails Community Development District  
NOTES TO FINANCIAL STATEMENTS  
September 30, 2022**

**NOTE E – LONG-TERM DEBT (CONTINUED)**

The annual requirements to amortize the principal and interest of bonded debt outstanding as of September 30, 2022 are as follows:

Year Ending September 30,	Principal	Interest	Total
2023	\$ 200,000	\$ 264,988	\$ 464,988
2024	210,000	254,238	464,238
2025	225,000	242,950	467,950
2026	235,000	230,856	465,856
2027	250,000	218,225	468,225
2028-2032	1,455,000	876,126	2,331,126
2033-2037	1,905,000	439,405	2,344,405
2038	450,000	24,188	474,188
Totals	<u>\$ 4,930,000</u>	<u>\$ 2,550,976</u>	<u>\$ 7,480,976</u>

Summary of Significant Bond Resolution Terms and Covenants

**Special Assessment Revenue Bonds**

Following the restructuring that occurred after the partial cancellation in the fiscal year ended September 30, 2021, the Series 2007 Bonds are subject to optional redemption at the option of the District prior to their maturity, in whole or in part, at any time after May 1, 2027 (less than all Series 2007 Bonds of any maturity to be selected by lot), at a redemption price equal to the principal amount of the Series 2007 Bonds to be redeemed plus accrued interest from the most recent interest payment date to the redemption date. The Series 2007 Bonds are subject to extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Trust Indenture.

The Trust Indenture established certain amounts be maintained in a reserve account. In addition, the Trust Indenture has certain restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements

The following is a schedule of required reserve deposits as of September 30, 2022:

	<u>Reserve Balance</u>	<u>Reserve Requirement</u>
Series 2007	\$ 231,792	\$ 231,056



**Trails Community Development District**  
**NOTES TO FINANCIAL STATEMENTS**  
**September 30, 2022**

**NOTE F – ECONOMIC DEPENDENCY**

At September 30, 2022, the developer owned or controlled a large portion of the assessable property located within District boundaries. The Developer contributed 45% of assessment income. A substantial portion of the District's activity is dependent upon the continued involvement of the developers, the loss of which could have a materially adverse effect on the District.

**NOTE G – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The District has not filed any claims under this commercial coverage during the last three years.



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## **INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Trails Community Development District  
City of Jacksonville, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Trails Community Development District, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated March 30, 2023.

### **Report on Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Trails Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Trails Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Trails Community Development District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

To the Board of Supervisors  
Trails Community Development District

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Trails Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 30, 2023



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## MANAGEMENT LETTER

To the Board of Supervisors  
Trails Community Development District  
City of Jacksonville, Florida

### Report on the Financial Statements

We have audited the financial statements of the Trails Community Development District as of and for the year ended September 30, 2022, and have issued our report thereon dated March 30, 2023.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with *AICPA Professionals Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 30, 2023, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. The following findings or recommendations from previous financial audit reports were corrected in the prior year.

To the Board of Supervisors  
Trails Community Development District

### **Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Trails Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that Trails Community Development District did not meet any of the conditions described in Section 218.503(1) Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Trails Community Development District. It is management's responsibility to monitor the Trails Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same as of September 30, 2022.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

### **Specific Information**

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Trails Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: 0
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 7
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: 0
- 4) All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency: \$47,930
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2021, together with the total expenditures for such project: The District had no construction projects during the year.
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: There were amendments to the FY 2022 budget. See below.

To the Board of Supervisors  
Trails Community Development District

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Trails Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: General Fund \$791.47 and the Debt Service Fund \$615.39 – \$1,219.36.
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$941,857.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: \$4,930,000, issued in 2007, fixed rate 5.375%, matures May, 2038.

	<b>Original Budget</b>	<b>Actual</b>	<b>Variance with Original Budget Positive (Negative)</b>
<b>Revenues</b>			
Special assessments	\$ 480,262	\$ 481,252	\$ 990
Miscellaneous revenues	-	1,639	1,639
Investment income	-	1,095	1,095
Total Revenues	<u>480,262</u>	<u>483,986</u>	<u>3,724</u>
<b>Expenditures</b>			
Current			
General government	117,898	133,824	(15,926)
Physical environment	255,022	187,894	67,128
Culture/recreation	99,293	125,962	(26,669)
Capital outlay	8,049	19,607	(11,558)
Total Expenditures	<u>480,262</u>	<u>467,287</u>	<u>12,975</u>
Excess of revenues over/(under) expenditures	<u>-</u>	<u>16,699</u>	<u>16,699</u>
Fund Balances - Beginning of Year	<u>-</u>	<u>632,937</u>	<u>632,937</u>
Fund Balances - End of Year	<u>\$ -</u>	<u>\$ 649,636</u>	<u>\$ 649,636</u>



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Gaines & Frank

Certified Public Accountants PL

To the Board of Supervisors  
Trails Community Development District

### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 30, 2023



**Berger, Toombs, Elam,  
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**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE WITH  
SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Trails Community Development District  
City of Jacksonville, Florida

We have examined Trails Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2022. Management is responsible for Trails Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Trails Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Trails Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Trails Community Development District's compliance with the specified requirements.

In our opinion, Trails Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2022.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

March 30, 2023



## **Tab 2**



# Quality Site Assessment

Prepared for: Trails Community Development D

## General Information

**DATE:** Thursday, Apr 27, 2023  
**NEXT QSA DATE:** Tuesday, Apr 16, 2024  
**CLIENT ATTENDEES:**  
**BRIGHTVIEW ATTENDEES:** Royce Peaden

## Customer Focus Areas

### Quality you can count on.

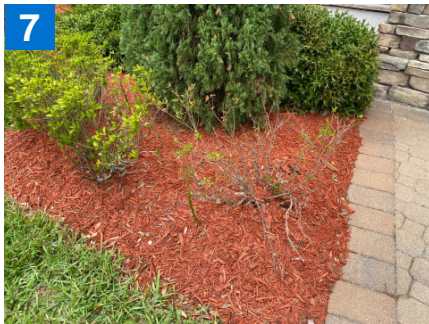
<h1>7</h1> <p>Seven Standards of Excellence</p>	 <p>1 Site Cleanliness</p>	 <p>2 Weed Free</p>	 <p>3 Green Turf</p>
	 <p>4 Crisp Edges</p>	 <p>5 Spectacular Flowers</p>	 <p>6 Uniformly Mulched Beds</p>

### Maintenance Items



- 1** Newly installed annuals are performing well and showing good color and plant health
- 2** Vehicle recently ran through turf at main entrance. Crew can step down ruts and allow turf to fill in.
- 3** Turf quality and maintenance services are looking good throughout site.
- 4** Plant pruning is on schedule throughout site. Plant health looks good.

### Maintenance Items



- 5** Lake level at main entrance area is very low. Heavy rains could cause erosion once wet weather returns.
- 6** Newly installed mulch is showing good color and adds to landscape aesthetics.
- 7** Crew should remove dead Azalea near entrance to pool area
- 8** Playground would benefit from ADA mulch refresh. Level is low.

### Maintenance Items



**9** Crew should lightly raise tree canopies and remove sucker growth on trees throughout site

**10** Crew should remove moss from Crape Myrtles and flush cut one declined tree behind embankment at clubhouse parking area.

**11** Lake bank and community mowing is on schedule.

## **Tab 3**

# *Trails CDD*

## Managers Report

*Date of meeting: 5.9.2023*

*Submitted by: Mark Insel*

---

### **POOL AND FACILITY:**

- 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! Monthly system maintenance was done with no issues.
- Boardwalk boards replaced.
- 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 the deck and furniture. We pressure-washed the entire building and awning in mid-April.
- Pool surface treatment was completed, and the pool is looking great, David and Jerry did a great job.
- Safety checks on the Playground, Volleyball Court, and Boardwalk are completed daily.
- The pool pump rebuild is tentatively scheduled to begin as soon as they have all the parts ordered. 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.

### **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.
- Multi-use machine cable snapped and was replaced.
- 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 the facility.
- Ongoing checks on the playground for safety and functionality.

- We continue to ride the community monitoring signs, drains, road conditions, etc.
- David has been doing a lot of pond trash cleanup when he can, they have been looking much better.
- 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 April 12<sup>th</sup>. 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 at the facility and on the property has been done..
- Weeded the beds at the entrance.
- The crews trimmed all the pool area shrubs and grasses. Outside fence and parking lot.
- 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 4**

# Winchester Ridge Trails

## Manager's Report

*Date of meeting: 5-9-2023*

*Submitted by: David Anderson*

---

### **POOL AND FACILITY:**

- Perform daily duties as necessary.
- Pool pump replacement is delayed. Waiting on filter. Per Dave Brogan with Crown Pools
- Pressure washed building
- Cleaning of parking lot along with Amenity grounds being performed when attended.
- Pressure washed pool bottom to remove algae
- Pump replaced by Crown

### **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.
- Cable broke on overhead press. Contractor notified.
- Damaged volleyball net

### **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 March. 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. 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.
- Cleaned around ponds on Chuck Wagon at cul-de-sac.

### **LANDSCAPE MANAGEMENT:**

- Hedge and bush trimming around the facility has been completed.
- I communicate with Jeremiah with issues as they arise.
- 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 delayed. Waiting on filter assembly.
  
- 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:** 4-12-23

**Water Temperature:** 75-78

**Weather:** Partly Cloudy

**Winds:** 0-8 MPH

Lake No	Plants Treated	Chemicals Used
1	Shoreline	Aquaneat, Imazapyr
2	Shoreline	Aquaneat, Imazapyr
3	Shoreline	Aquaneat, Imazapyr
4	Shoreline	Aquaneat, Imazapyr
5	Shoreline	Aquaneat, Imazapyr
6	Shoreline	Aquaneat, Imazapyr
7	Shoreline	Aquaneat, Imazapyr
8	Shoreline	Aquaneat, Imazapyr
9	Shoreline	Aquaneat, Imazapyr
10	Shoreline	Aquaneat, Imazapyr
11	Shoreline	Aquaneat, Imazapyr
12	Shoreline	Aquaneat, Imazapyr
13	Shoreline	Aquaneat, Imazapyr
14	Shoreline	Aquaneat, Imazapyr
15	Shoreline	Aquaneat, Imazapyr
16	Shoreline	Aquaneat, Imazapyr
17	Shoreline	Aquaneat, Imazapyr
18	Shoreline	Aquaneat, Imazapyr
19	Shoreline	Aquaneat, Imazapyr
20	Shoreline	Aquaneat, Imazapyr
21	Shoreline	Aquaneat, Imazapyr
22	Shoreline	Aquaneat, Imazapyr
23	Shoreline	Aquaneat, Imazapyr
24	Shoreline	Aquaneat, Imazapyr
25	None	None
26	None	None
29	Shoreline	Aquaneat, Imazapyr
30	Shoreline	Aquaneat, Imazapyr

**Comments:** Sprayed or spot treated most all ponds on site for shoreline vegetation.

## **Tab 5**

**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 **April 11, 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	<b>Board Supervisor, Chairman</b>
Douglas Pope	<b>Board Supervisor, Vice Chairman</b>
Patty Acree	<b>Board Supervisor, Assistant Secretary</b>
Corina Buck	<b>Board Supervisor, Assistant Secretary</b>
Ashley Guioa	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Co., Inc.</b>
Wesley Haber	<b>District Counsel, Kutak Rock, LLP</b>
David Anderson	<b>Operations Manager, Vesta Inc.</b>
Dan Fagen	<b>Director of Amenity Operations, Vesta Inc.</b>
Rodney Hicks	<b>BrightView Landscape</b>
Sean Ladd	<b>BrightView Landscape</b>

Audience members present

**FIRST ORDER OF BUSINESS**

**Call to Order**

Ms. Gallagher called the meeting to order at 6:00 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

An audience comments were heard on the proposed budget.

*The Board then moved to Agenda item 4A*

46 **THIRD ORDER OF BUSINESS**

**Staff Reports**

- 47  
48 A. Landscape Manager  
49 1. Brightview Landscape Report  
50

51 Mr. Hicks introduced Sean Ladd and reviewed their report found under tab 2 of the  
52 agenda.

53  
54 *The Board moved back to Agenda item 3A.*  
55

56 **FOURTH ORDER BUSINESS**

**Consideration of Resolution 2023-03;  
Approving Fiscal Year 2023/2024  
Budget & Setting Public Hearing**

57  
58  
59  

On a motion by Mr. Douglas, seconded by Mr. Pope, with all in favor, the Board approved the Proposed Budget as presented and set the public hearing date for July 17 <sup>th</sup> at 6:30 pm, adopting Resolution 2023-03, for Trails Community Development District.
--

60  
61 **FIFTH ORDER OF BUSINESS**

**Staff Reports**

- 62  
63 B. District Counsel

64  
65 Mr. Haber did not have any updates but was available to answer questions.  
66

- 67 C. District Engineer

68  
69 The District Engineer was not requested to attend.  
70

- 71 D. Amenity Manager  
72 1. Amenity Manager Report  
73

74 Mr. Fagen was available to answer questions as Mr. Insel was out of the office.  
75

- 76 E. Field Operations Manager  
77 1. Facility Operations Manager Report  
78

79 Mr. Anderson reviewed his report found under tab 3 of the agenda and noted that a pool  
80 pump had gone down.

- 81  
82 2. Future Horizons EOM Report, (Exhibit A)  
83  
84  
85  
86

87 F. District Manager

88

89 Ms. Gallagher reviewed her report for the Board. It was noted that the agreement with  
90 Future Horizons does not include debris removal and resident concerns regarding debris  
91 in the ponds have been received. Vesta agreed to monitor the pond banks for debris and  
92 work on removal with a staggered schedule as part of their services. It was requested that  
93 the District Manager also follow up with Brightview regarding shoreline trash removal  
94 under their scope in an effort to help resolve concerns.

95

96 Ms. Gallagher also updated the Board regarding an easement variance application that  
97 would be forwarded to the District Engineer for review per policy adopted by the Board.

98

99 **SIXTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Regular Meeting held March 14, 2023**

100

101

102 The minutes were amended to add the following:

103

104 It was noted that Supervisor Acree began discussing an alleged shooting involving herself  
105 and that due to this being a non CDD matter it was requested that she not discuss this  
106 during the CDD meeting and refrain from forwarding any correspondence involving civil  
107 matters to the District office.

108

On a motion by Mr. Douglas, seconded by Ms. Acree, with all in favor, the Board approved the minutes of the meeting held March 14, 2023 as amended, for Trails Community Development District.

109

110 **SEVENTH ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Budget Workshop held March 20, 2023**

111

112

On a motion by Ms. Acree, seconded by Ms. Guioa, with all in favor, the Board approved the minutes of the workshop held March 20, 2023 as amended, for Trails Community Development District.

113

114 **EIGHTH ORDER OF BUSINESS**

**Ratification of Operation and  
Maintenance Expenditures for  
January 2023**

115

116

117

On a motion by Ms. Acree, seconded by Ms. Guioa, with all in favor, the Board ratified the operation and maintenance expenditures for January 2023 in the amount of \$30,148.03, for Trails Community Development District.

118

119

120



121 **NINTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

122  
123

124 **Supervisor Requests**

125

126 Ms. Guioa requested that the marquee sign also be used to post HOA meetings. The  
127 Board voted 4-1, with Mr. Douglas opposed to allow this. It was requested by Vesta that  
128 any meeting information requests to be posted formally come through the District Manager  
129 by way of the HOA Manager and that the HOA confirms the information is posted.

130

131 Ms. Guioa also requested that the WIFI password be posted at the facility together with  
132 office hours and contact information.

133

134 **Audience**

135

136 Audience comments were heard on the budget, website, gang activity, personal items,  
137 drainage, back entry landscaping, pool and debris in the preserve areas.

138

139 **TENTH ORDER OF BUSINESS**

**Adjournment**

140

On a motion by Mr. Douglas, seconded by Ms. Buck, with all in favor, the Board  
adjourned the meeting at 8:13 p.m., for Trails Community Development District.

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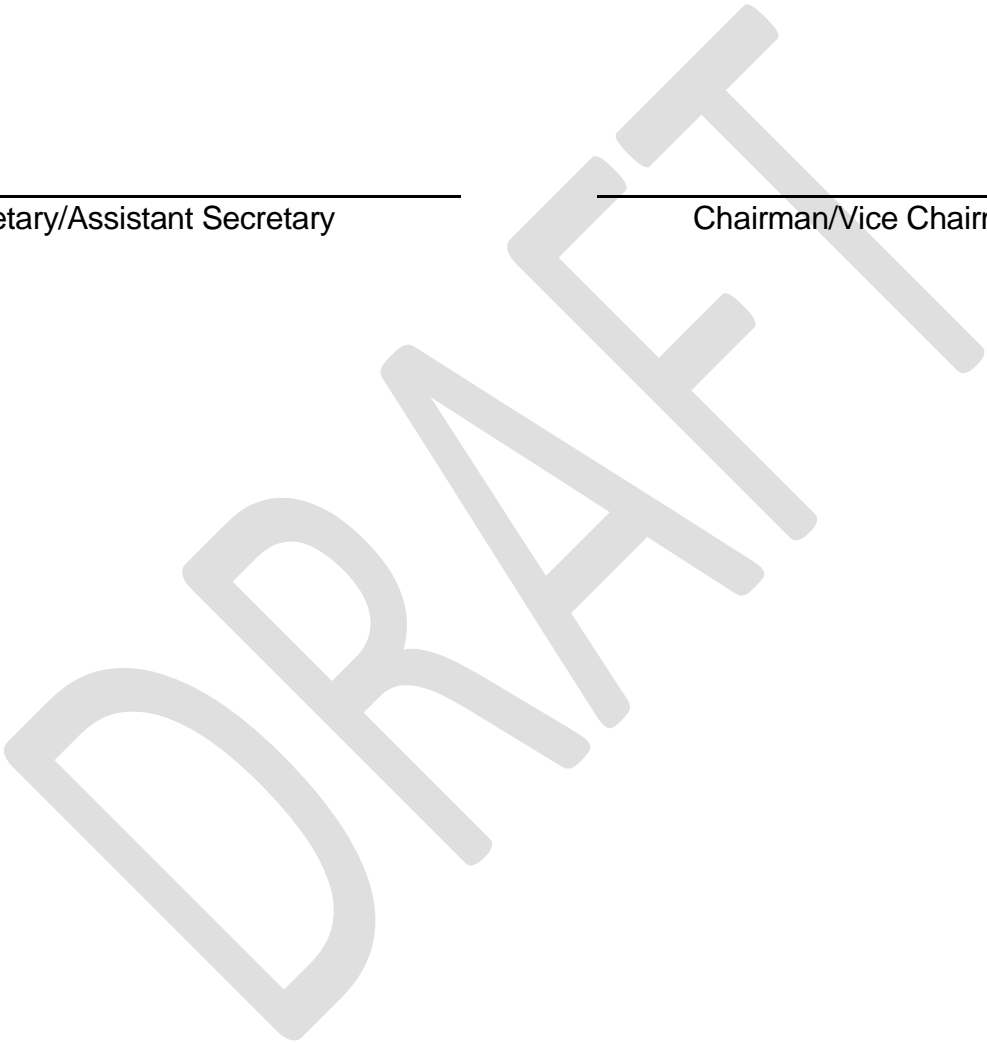
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\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman



# **Exhibit A**

## Trails CDD (Winchester)

**Date Treated:** 3-8-23

**Water Temperature:** 75-78

**Weather:** Partly Cloudy

**Winds:** 0-5 MPH

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

**Comments:** None

## **Tab 6**



**Trails Community  
Development District  
Check Register**

**Company Name:** Trails Community Development District  
**Report Name:** Check Register  
**Created on:** 03/14/2023  
**Location:** 525-001--525 General Fund

	<b>Account</b>	<b>Payment date</b>	<b>Vendor name</b>	<b>Document/check no</b>	<b>Payment Amount</b>
<b>525TRUISTOP</b>					
	525TRUISTOP	02/23/2023	Ashley Guioa	100105	200.00
	525TRUISTOP	02/28/2023	BrightView Landscape Services, Inc	100116	6,729.00
	525TRUISTOP	02/14/2023	COMCAST	02142023	354.73
	525TRUISTOP	02/23/2023	Constant Contact, Inc	02232023	45.00
	525TRUISTOP	02/23/2023	Corina Buck	100106	200.00
	525TRUISTOP	02/23/2023	Douglas Pope	100107	200.00
	525TRUISTOP	02/27/2023	Dunn & Associates, Inc.	100113	506.25
	525TRUISTOP	02/03/2023	Fitness Pro	100099	404.67
	525TRUISTOP	02/27/2023	Future Horizons, Inc.	100114	951.82
	525TRUISTOP	02/27/2023	Hidden Eyes, LLC	100115	623.92
	525TRUISTOP	02/03/2023	Jacksonville Daily Record	100100	93.13
	525TRUISTOP	02/23/2023	Jacksonville Daily Record	100108	93.13
	525TRUISTOP	02/27/2023	JEA	02272023	3,239.44
	525TRUISTOP	02/10/2023	Kutak Rock, LLP	100102	755.92
	525TRUISTOP	02/23/2023	Michael Tomberg	100109	200.00
	525TRUISTOP	02/23/2023	Poolsure	100110	1,119.69
	525TRUISTOP	02/07/2023	Republic Services	02072023	281.61
	525TRUISTOP	02/03/2023	Rizzetta & Company, Inc.	100098	5,335.50
	525TRUISTOP	02/23/2023	Terence William Douglas	100111	200.00
	525TRUISTOP	02/08/2023	Turner Pest Control, LLC	100101	90.96
	525TRUISTOP	02/23/2023	Vesta Property Services, Inc.	100112	8,273.50
	525TRUISTOP	02/16/2023	Wet Engineering Inc.	100104	<u>4,030.00</u>
					<u>33,928.27</u>

**Trails Community Development  
District  
Debit Card Report**

**Company Name:** Trails Community Development District  
**Report Name:** Debit Card Report  
**Created on:** 03/14/2023  
**Location:** 525-001--525 General Fund

No data found for selected filters