



Rizzetta & Company

Trails Community Development District

**Board of Supervisors'
Special Meeting
February 7, 2024**

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

www.trailscdd.org

TRAILS COMMUNITY DEVELOPMENT DISTRICT

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

www.trailscdd.org

Board of Supervisors	Emilio Gonzalez Corina Buck Terence Douglas Ashley Guioa Brandon Pires	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lesley Gallagher	Rizzetta & Company, Inc.
District Counsel	Wes Haber	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

January 30, 2024

FINAL AGENDA

Dear Board Members:

The special meeting of the Board of Supervisors of the Trails Community Development District will be held on **February 7, 2024, 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 (PART A)**
 - A. Consideration of Pressure Washing Proposal(s).....Tab 1
 - B. Discussion Regarding Fencing Proposal.....Tab 2
 - C. Consideration of Landscape Enhancement Proposal(s).....Tab 3
 - D. Consideration of Resolution 2024-02; Conducting the General Election.....Tab 4
 - E. Discussion Regarding Special Events/Food Trucks
 - F. Consideration of Proposal for Workers Compensation Insurance Policy.....Tab 5
 - G. Consideration of Inframark Invoice 105443 with Surcharge.....Tab 6
4. **STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer.....Tab 7
 - 1.) Consideration of Proposal for Annual Engineer's Report
 - 2.) Consideration of Public Facilities Report Proposal
 - C. Landscape Manager.....Tab 8
 - 1.) BrightView Quality Site Assessment, Dated December 14, 2023
 - D. Amenity/Field Operations Manager.....Tab 9
 - 1.) Amenity/Field Operations Manager Report, Dated January 28, 2024
 - 2.) Future Horizons End of Month Report, Dated December 27, 2023
 - E. District Manager
5. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Regular Meeting held November 14, 2023.....Tab 10
 - B. Ratification of Operation and Maintenance Expenditures for October, November & December 2023.....Tab 11
6. **SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**
7. **BUSINESS ITEMS (PART B) – Closed Session**
 - A. Consideration of Envera Proposal(s) – *(Under Separate Cover)*
 - B. Discussion Regarding JSO/Extra Duty Solutions
 - C. Consideration of Web Watchdogs Extended Warranty Proposal.....Tab 12
8. **ADJOURNMENT**

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.

**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 119.071(3) of the Florida Statutes.*

Kindly yours,
Lesley Gallagher
District Manager

Tab 1



PO Box 51289
 Jacksonville Beach FL 32240
 (877) 875-5326, (904) 220-3331
 Info@krystalklean.com

Estimate 1033643333

DATE	12/11/2023
PO #	
Provided By	Marc Ferretti marc.f@krystalklean.com

CUSTOMER
Rizzetta & Company Harold Burns 2806 North Fifth Street Unit#403 St. Augustine, Florida, 32084 (904) 316-3075 harold.burns954@gmail.com

SERVICE LOCATION
Rizzetta & Company Westchester Ridge 15431 Spotted Stallion Trl Jacksonville, Florida, 32234-2399 (904) 316-3075 harold.burns954@gmail.com

DESCRIPTION	Pressure Washing - Westchester Ridge Amenity Center
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Estimate

Estimate

Description	Qty	Rate	Total
Soft Wash Amenity Center	1.00	\$695.00	\$695.00
----- Soft wash Amenity Center walls, pillars, soffits & fascia. Mud dauber resin does not come out with pressure washing. Many Black streaks on gutters/fascia from roofing sealants won't come out. Mineral deposits, and rust may not come out with pressure cleaning. Though we will do the best we can we cannot guaranty that we can remove all of the above stains. Windows are to be closed on latched by customer prior to cleaning. Flaking paint can come off with any amount of pressure, and if paint is loose or flaking it will come off while cleaning. In this case we are not responsible for the frailer of the cleaned surface.			

Estimate Total: \$695.00

CUSTOMER MESSAGE

Thank you for the opportunity to serve you!

We uphold the highest industry standards for glass cleaning tools and methods but must inform and educate its customers about the inherent risk of scratches when cleaning glass. Given the facts below, we cannot be held liable for glass scratches. Minuscule glass particles (or "glass fines") may exist on the pane surface. This flaw is common for tempered or hurricane-proof glass often installed in Florida. During a normal cleaning process, these glass fines can break off and cause hairline scratches. Removal of paint, adhesives, calcium deposits, or construction debris may require the use of scrubbing pads or

scrapers, which increases the risk of scratched glass, and is a separate service from standard window cleaning. When cleaning glass to remove calcium deposits, some brands of tinted or soft glass may be micro-scratched with vinyl buffing pads. Preexisting scratches may be visible or apparent after the glass is cleaned.

Terms of payment: The total amount stated is due upon completion. Where applicable, credit cards will be charged for the total amount upon completion based on the credit card information provided in advance. All late payments (over 30 days) may bear interest at the highest rate permissible under Florida law calculated daily and compounded monthly. Customer shall also be responsible for paying all reasonable costs incurred in collecting any late payments, including, without limitation, attorneys' fees.

Photos and/or videography may be taken and used for warranty, educational, and advertising purposes. By signing this estimate, you agree to allow us to use the content taken for the above intent. Krystal Klean will not take photos or videos if you request us not to, in writing, when you execute this estimate.

Estimate Accepted By:

Accepted Date:

NOTICE: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

Estimate

Dec 12, 2023

Pressure Washing

Front entrance cap pillars

\$550.00

1 x \$550.00

Subtotal

\$550.00

Total

\$550.00

Customer Info

Harold Burns

Pro Info

Top Choice Pure Pressure Wash

Tab 2



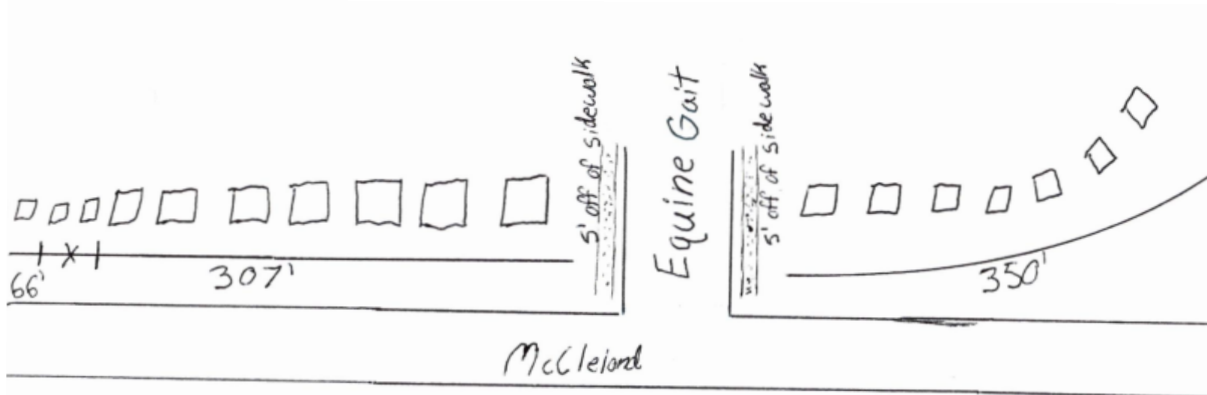
7380 Philips Hwy, Suite 103B.....Office (904) 268-1638
 Jacksonville, FL 32256.....Fax (904) 230-2780

3 Year Labor Warranty ~ Lifetime Manufacture's Warranty on Materials

PROPOSAL/CONTRACT						
FENCE HEIGHT:	3'	4'	4.5'	5'	6'	8' T
TERRAIN:	Even	Slight	Steep	<input type="checkbox"/> N/A		
CLEARING:	Best Fence	Customer	<input type="checkbox"/> N/A			
OLD FENCE:	Best Fence	Customer	<input type="checkbox"/> N/A			
GRADE:	Top Level	Follow Grade	<input type="checkbox"/> N/A			
HOA/ARB:	Best Fence	Customer	<input type="checkbox"/> N/A			

Customer: _____
 Address: _____

 Community: _____
 Phone: _____
 Email: _____



Furnish and install 723' of 6' tall white tongue and groove vinyl privacy style fence. All posts are to be set in concrete. Install fence 5' off of the sidewalks.

Customer must assume responsibility for placement of fence unless all appropriate survey pins (metal pipes) or concrete monuments are uncovered prior to installation. Best Fence Co., Inc will assist owner in locating pins if provided copy of survey. All materials will remain property of Best Fence Co., Inc. until paid in full. By signing, customer agrees to proposal including materials, prices, terms & limitations as outlined above. Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Best Fence Co, Inc. is not responsible for damage to underground obstructions such as utilities, sprinkler lines, pipes, etc. Returned checks are subject to a \$25.00 service fee. Cancelled orders will be subject to a 50% restocking fee. Job #	Total Feet	723'	Total Price	\$21,780.00	
	Sub Total	Deposit			
					Balance due
					Proposal is good for 30 days
	Payment Terms 1/2 down balance due at completion				
	Best Fence:	JH	Date:	1/04/24	
Customer:	Date:				







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	Trails CDD: Tree Work		
Project Description	Tree work for structural clearance at Amenity Center & light pole clearance along Winding Mare Blvd.		

Scope of Work

QTY	UoM/Size	Material/Description	Total
Tree Work: Amenity Center & Parking Lot Area			\$652.50
1.00	LUMP SUM	Provide 2'-3' ft of bldg clearance around Club House & light poles in parking lot area. Haul away debris.	
Tree Work: Winding Mare Blvd (Light Poles)			\$638.00
1.00	LUMP SUM	Provide 3'-5' ft of clearance around (11) light poles to provide roadway illumination. Area along Winding Mare Blvd from community entrance to where four lanes becomes two lanes. Haul away debris.	

For internal use only

SO# 8305727
JOB# 346100459
Service Line 300

Total Price \$1,290.50

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

District Manager

Signature _____ Title

Lesley Gallagher

December 19, 2023

Printed Name _____ Date

BrightView Landscape Services, Inc. "Contractor"

Account Manager

Signature _____ Title

Yaniel Rojas

December 19, 2023

Printed Name _____ Date

Job #: 346100459

SO #: 8305727

Proposed Price: \$1,290.50

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	Trails CDD: Winter Annuals 2023 at rear entry		
Project Description	2023 Winter Annuals & soil install at rear entry of property.		

Scope of Work

QTY	UoM/Size	Material/Description	Total
2023 Winter Annuals: Rear Entry Sign			\$599.65
1.00	LUMP SUM	Prep, Mobilization. Labor to remove existing plant material in bed. Shovel grade area & any hardscapes.	
54.00	EACH	Winter Annuals - Installed	
0.50	CUBIC YARD	Soil - Installed	

For internal use only

SO# 8301859
JOB# 346100459
Service Line 140

Total Price \$599.65

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

1. 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.
2. **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.
3. **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.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **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.
6. **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.
7. 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.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **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.
10. **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.
11. **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.
12. **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.
13. **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.
14. **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.

15. **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:

16. **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.
17. **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

District Manager

Signature _____ Title

Lesley Gallagher

December 18, 2023

Printed Name _____ Date

BrightView Landscape Services, Inc. "Contractor"

Account Manager

Signature _____ Title

Yaniel Rojas

December 18, 2023

Printed Name _____ Date

Job #: 346100459

SO #: 8301859

Proposed Price: \$599.65

WINCHESTER
RIDGE



Tab 4

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TRAILS COMMUNITY DEVELOPMENT DISTRICT IMPLEMENTING SECTION 190.006(3), *FLORIDA STATUTES*, AND REQUESTING THAT THE DUVAL COUNTY SUPERVISOR OF ELECTIONS CONDUCT THE DISTRICT'S GENERAL ELECTIONS; PROVIDING FOR COMPENSATION; SETTING FORTH THE TERMS OF OFFICE; AUTHORIZING NOTICE OF THE QUALIFYING PERIOD; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Trails Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of Jacksonville, Duval County, Florida; and

WHEREAS, the Board of Supervisors of the District (“**Board**”) seeks to implement Section 190.006(3), *Florida Statutes*, and to instruct the Duval County Supervisor of Elections (“**Supervisor**”) to conduct the District’s elections by the qualified electors of the District at the general election (“**General Election**”).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE TRAILS COMMUNITY DEVELOPMENT DISTRICT:

1. **GENERAL ELECTION SEATS.** Seat 1, currently held by Brandon Pires, Seat 3, currently held by Emilio Gonzalez, and Seat 4, currently held by Ashley Guioa are scheduled for the General Election beginning in November 2024. The District Manager is hereby authorized to notify the Supervisor of Elections as to what seats are subject to General Election for the current election year, and for each subsequent election year.

2. **QUALIFICATION PROCESS.** For each General Election, all candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a qualified elector of the District. A qualified elector is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Duval County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

3. **COMPENSATION.** Members of the Board receive \$200 per meeting for their attendance and no Board member shall receive more than \$4,800 per year.

4. **TERM OF OFFICE.** The term of office for the individuals to be elected to the Board in the General Election is four years. The newly elected Board members shall assume office on the second Tuesday following the election.

5. **REQUEST TO SUPERVISOR OF ELECTIONS.** The District hereby requests the Supervisor to conduct the District's General Election in November 2024, and for each subsequent General Election unless otherwise directed by the District's Manager. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

6. **PUBLICATION.** The District Manager is directed to publish a notice of the qualifying period for each General Election, in a form substantially similar to **Exhibit A** attached hereto.

7. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

8. **EFFECTIVE DATE.** This Resolution shall become effective upon its passage.

PASSED AND ADOPTED this 7th day of February 2024.

**TRAILS COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRPERSON / VICE CHAIRPERSON

ATTEST:

SECRETARY / ASSISTANT SECRETARY

EXHIBIT A

**NOTICE OF QUALIFYING PERIOD FOR CANDIDATES
FOR THE BOARD OF SUPERVISORS OF THE
TRAILS COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given that the qualifying period for candidates for the office of Supervisor of the Trails Community Development District (“District”) will commence at noon on June 10, 2024, and close at noon on June 14, 2024. Candidates must qualify for the office of Supervisor with the Duval County Supervisor of Elections located at 105 East Monroe Street, Jacksonville, Florida 32202; Ph: (904) 255-8683. All candidates shall qualify for individual seats in accordance with Section 99.061, *Florida Statutes*, and must also be a “qualified elector” of the District, as defined in Section 190.003, *Florida Statutes*. A “qualified elector” is any person at least 18 years of age who is a citizen of the United States, a legal resident of the State of Florida and of the District, and who is registered to vote with the Duval County Supervisor of Elections. Campaigns shall be conducted in accordance with Chapter 106, *Florida Statutes*.

The Trails Community Development District has three (3) seats up for election, specifically seats 1, 3 and 4. Each seat carries a four-year term of office. Elections are nonpartisan and will be held at the same time as the general election on November 5, 2024, and in the manner prescribed by law for general elections.

For additional information, please contact the Duval County Supervisor of Elections.

Publish on or before _____, 2024.

Tab 5

PRODUCER	PHONE (A/C, No, Ext): (888) 232-3971 FAX (A/C, No):	COMPANY FIA WC	UNDERWRITER
Egis Insurance & Risk Advisors 250 International Parkway Suite 260 Lake Mary FL 32746		APPLICANT NAME - INCLUDE ALL SUBSIDIARIES & DBA'S TO BE INCLUDED IN COVERAGE, ALONG WITH THEIR FEIN Trails Community Development District	
		MAILING ADDRESS (INCLUDING ZIP CODE) - INCLUDE PRINCIPAL PHYSICAL LOCATION AND ALL INSURED ENTITIES c/o Rizzetta & Company Tampa FL 33614	
LICENSE #:		YRS IN BUS	SIC CODE
CODE: SUB CODE:		INDIVIDUAL	CORPORATION
		PARTNERSHIP	OTHER:
AGENCY CUSTOMER ID 00000604		FEDERAL EMPLOYER ID NUMBER 421713408	NCCI ID NUMBER OTHER RATING BUREAU ID NUMBER

STATUS OF SUBMISSION		BILLING / AUDIT INFORMATION			
<input checked="" type="checkbox"/> QUOTE	<input type="checkbox"/> ISSUE POLICY	BILLING PLAN	PAYMENT PLAN	AUDIT	
		<input checked="" type="checkbox"/> AGENCY BILL	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> PREM FINANCED	<input type="checkbox"/> AT EXPIRATION
		<input type="checkbox"/> DIRECT BILL	<input type="checkbox"/> SEMI-ANNUAL	<input type="checkbox"/> OTHER:	<input type="checkbox"/> MONTHLY
			<input type="checkbox"/> QUARTERLY	<input type="checkbox"/> % DOWN:	<input type="checkbox"/> OTHER:
				<input type="checkbox"/> QUARTERLY	

LOCATIONS - LIST ALL PHYSICAL LOCATIONS, INCLUDING OTHER STATES, WHETHER COVERAGE IS REQUESTED OR NOT. IF APPLICANT IS A PROFESSIONAL EMPLOYER ORGANIZATION (PEO) / EMPLOYEE LEASING COMPANY, LIST ALL CLIENT COMPANIES AND THEIR LOCATIONS

#	STREET, CITY, COUNTY, STATE, ZIP CODE
1	15431 Spotted Stallion Trl Jacksonville FL 32234

POLICY INFORMATION

PROPOSED EFF DATE 10/01/2023	PROPOSED EXP DATE 10/01/2024	NORMAL ANNIVERSARY RATING DATE	PARTICIPATING NON-PARTICIPATING	RETRO PLAN
PART 1 - WORKERS COMPENSATION (States) FL	PART 2 - EMPLOYER'S LIABILITY \$ 1,000,000 EACH ACCIDENT \$ 1,000,000 DISEASE - POLICY LIMIT \$ 1,000,000 DISEASE - EACH EMPLOYEE	PART 3 - OTHER STATES INS	DEDUCTIBLE	OTHER COVERAGES U.S.L. & H. VOLUNTARY COMPENSATION
DIVIDEND PLAN / SAFETY GROUP	ADDITIONAL COMPANY INFORMATION			

RATING INFORMATION CHECK HERE IF LIST OF ADDITIONAL CLASS CODES ATTACHED

LOC	CLASS CODE	COMPANY USE	CATEGORIES, DUTIES, CLASSIFICATIONS	# OF EM-PLOYEES	ACTUAL REMUNERATION PAST 12 MONTHS	ESTIMATED REMUNERATION FOR NEXT POLICY PERIOD	RATE	ESTIMATED ANNUAL PREMIUM
1	9015		Building or Property Management - All Other EE			15,600	3.30000	\$514.80

SPECIFY ADDITIONAL COVERAGES / ENDORSEMENTS

Surcharges are for TRIA charge		FACTOR	FACTORED PREMIUM
	TOTAL		\$
			\$
			\$
	EXPERIENCE MODIFICATION		\$
	MODIFIED PREMIUM		\$
	PREMIUM DISCOUNT		\$
	EXPENSE CONSTANT	N/A	\$ 160.00
	TOTAL ESTIMATED ANNUAL PREMIUM		\$ 850.00
	MINIMUM PREMIUM	DEPOSIT PREMIUM	\$

INDIVIDUALS INCLUDED / EXCLUDED

PARTNERS, OFFICERS, OWNERS TO BE INCLUDED OR EXCLUDED. (REMUNERATION TO BE INCLUDED MUST BE PART OF RATING INFORMATION SECTION.) ATTACH LIST OF ADDITIONS/EXEMPTIONS, IF ANY. PROVIDE COPIES OF EVIDENCE OF EXCLUSIONS/INCLUSIONS. DISCLOSURES OF THE SOCIAL SECURITY NUMBERS IS VOLUNTARY. AS AN ALTERNATIVE, ATTACH A COPY OF EXEMPTION OR INCLUSION FORM FILED WITH THE STATE OF FLORIDA.

#	NAME	DATE OF BIRTH	SOCIAL SECURITY #	TITLE / RELATIONSHIP	OWNR-SHP %	DUTIES	INC / EXC	CLASS CODE	REMUNERATION
1									
2									
3									

PRIOR CARRIER INFORMATION / LOSS HISTORY

PROVIDE INFORMATION FOR THE PAST 5 YEARS AND USE THE REMARKS SECTION FOR LOSS DETAILS

YEAR	CARRIER & POLICY NUMBER	ACTUAL/AUDITED PREMIUM	MOD	# CLAIMS	AMOUNT PAID	RESERVE
	CO:					
	POL #:					
	CO:					
	POL #:					
	CO:					
	POL #:					
	CO:					
	POL #:					

LOSS RUN ATTACHED

NATURE OF BUSINESS / DESCRIPTION OF OPERATIONS

GIVE COMMENTS AND DESCRIPTIONS OF ALL BUSINESSES, OPERATIONS AND PRODUCTS (INCLUDING OTHER STATES): MANUFACTURING - RAW MATERIALS, PROCESSES, PRODUCT, EQUIPMENT; CONTRACTOR - TYPE OF WORK, SUB-CONTRACTS; MERCANTILE - MERCHANDISE, CUSTOMERS, DELIVERIES; SERVICE - TYPE, LOCATION; FARM - ACREAGE, ANIMALS, MACHINERY, SUB-CONTRACTS. IF CONTRACTOR, PROVIDE LICENSE NUMBER.

PROFESSIONAL EMPLOYER ORGANIZATION (PEO) / EMPLOYEE LEASING COMPANY TEMPORARY EMPLOYMENT SERVICE

Commercial Development District

EMPLOYEES - ATTACH A LIST OF ADDITIONAL EMPLOYEE NAMES

NAME	CLASS CODE	SOCIAL SECURITY #	NAME	CLASS CODE	SOCIAL SECURITY #

ATTACH THE LAST FOUR (4) EMPLOYERS QUARTERLY REPORTS OR IRS FORM 941. PLEASE EXPLAIN IF THE EMPLOYERS QUARTERLY REPORTS OR 941 IS NOT AVAILABLE. DISCLOSURE OF THE SOCIAL SECURITY NUMBERS IS VOLUNTARY. AS AN ALTERNATIVE, THE LATEST EMPLOYERS QUARTERLY REPORT WITH CLASS CODES ADDED CAN BE USED IN LIEU OF A SEPARATE LISTING OF EMPLOYEE NAMES, SOCIAL SECURITY NUMBER AND CLASS CODE. ANY EMPLOYEES NOT ON THE EMPLOYERS QUARTERLY REPORT SHOULD BE SHOWN SEPARATELY.

GENERAL INFORMATION

EXPLAIN ALL "YES" RESPONSES	YES	NO	EXPLAIN ALL "YES" RESPONSES	YES	NO
1. DOES APPLICANT OWN, OPERATE OR LEASE AIRCRAFT / WATERCRAFT?		<input checked="" type="checkbox"/>	16. ARE PHYSICALS REQUIRED AFTER OFFERS OF EMPLOYMENT ARE MADE?		<input checked="" type="checkbox"/>
2. DO / HAVE PAST, PRESENT OR DISCONTINUED OPERATIONS INVOLVE(D) STORING, TREATING, DISCHARGING, APPLYING, DISPOSING, OR TRANSPORTING OF HAZARDOUS MATERIAL? (e.g. landfills, wastes, fuel tanks, etc)		<input checked="" type="checkbox"/>	17. ANY OTHER INSURANCE WITH THIS INSURER?		<input checked="" type="checkbox"/>
3. ANY WORK PERFORMED UNDERGROUND OR ABOVE 15 FEET?		<input checked="" type="checkbox"/>	18. ANY PRIOR COVERAGE DECLINED / CANCELLED / NON-RENEWED (Last 3 years)?		<input checked="" type="checkbox"/>
4. ANY WORK PERFORMED ON BARGES, VESSELS, DOCKS, BRIDGE OVER WATER?		<input checked="" type="checkbox"/>	19. ARE EMPLOYEE HEALTH PLANS PROVIDED?		<input checked="" type="checkbox"/>
5. IS APPLICANT ENGAGED IN ANY OTHER TYPE OF BUSINESS?		<input checked="" type="checkbox"/>	20. IS THERE A LABOR INTERCHANGE WITH ANY OTHER BUSINESS / SUBSIDIARY?		<input checked="" type="checkbox"/>
6. ARE SUB-CONTRACTORS AND/OR INDEPENDENT CONTRACTORS USED?	<input checked="" type="checkbox"/>		21. DO YOU LEASE EMPLOYEES TO OR FROM OTHER EMPLOYERS?		<input checked="" type="checkbox"/>
7. ANY WORK SUBLET WITHOUT CERTIFICATES OF INS.?		<input checked="" type="checkbox"/>	22. DO ANY EMPLOYEES PREDOMINANTLY WORK AT HOME?		<input checked="" type="checkbox"/>
8. IS A FORMAL SAFETY PROGRAM IN OPERATION?		<input checked="" type="checkbox"/>	23. WHAT ARE YOUR ESTIMATED ANNUAL REVENUES? \$		
9. ANY GROUP TRANSPORTATION PROVIDED?		<input checked="" type="checkbox"/>	24. IS THERE ANY CURRENT OR ANTICIPATED DEBT FOR UNPAID PREMIUMS OWED TO ANY PREVIOUS WORKERS' COMPENSATION PROVIDER?		
10. ANY EMPLOYEES UNDER 16 OR OVER 60 YEARS OF AGE?			CONTACT INFORMATION		
11. ANY PART TIME OR SEASONAL EMPLOYEES?		<input checked="" type="checkbox"/>	IN-SPECTION	PHONE: (904)436-6270	
12. IS THERE ANY VOLUNTEER OR DONATED LABOR?	<input checked="" type="checkbox"/>		NAME: Lesley Gallagher		
13. ANY EMPLOYEES WITH PHYSICAL HANDICAPS?		<input checked="" type="checkbox"/>	ACCTNG RECORD	PHONE: (904)436-6270	
14. DO EMPLOYEES TRAVEL OUT OF STATE?		<input checked="" type="checkbox"/>	NAME: Lesley Gallagher		
15. ARE ATHLETIC TEAMS SPONSORED?		<input checked="" type="checkbox"/>	CLAIMS INFO	PHONE:	
			NAME:		

REMARKS

THE FILING OF AN APPLICATION CONTAINING FALSE, MISLEADING, OR INCOMPLETE INFORMATION PROVIDED WITH THE PURPOSE OF AVOIDING OR REDUCING THE AMOUNT OF PREMIUMS FOR WORKERS' COMPENSATION COVERAGE IS A FELONY OF THE THIRD DEGREE, PUNISHABLE AS PROVIDED IN S. 775.082, S. 775.083, OR S. 775.084.

I UNDERSTAND THAT AS THE EMPLOYER, I MUST UPDATE THE APPLICATION MONTHLY TO REFLECT ANY CHANGE IN THE REQUIRED APPLICATION INFORMATION; (THE FLORIDA WORKERS COMPENSATION CHANGE SHEET WILL BE USED FOR THIS PURPOSE.)

IF I FILE AN APPLICATION OR APPLICATION UPDATE CONTAINING FALSE, MISLEADING, OR INCOMPLETE INFORMATION WITH THE PURPOSE OF AVOIDING OR REDUCING THE AMOUNT OF PREMIUMS FOR WORKERS COMPENSATION COVERAGE IT IS A FELONY OF THE THIRD DEGREE OR AS OTHERWISE PUNISHABLE AS PROVIDED UNDER THE LAW.

I SHALL SUBMIT TO THE CARRIER, A COPY OF THE EMPLOYERS QUARTERLY REPORT AND SELF-AUDITS SUPPORTED BY THE EMPLOYERS QUARTERLY REPORT, AS REQUIRED BY CHAPTER 443, AT THE END OF EACH QUARTER. IF I OMIT THE NAME OF AN EMPLOYEE FROM THIS EMPLOYERS QUARTERLY REPORT, FLORIDA STATUTES STATE THAT I WILL REMAIN LIABLE AND WILL REIMBURSE THE CARRIER FOR ANY WORKERS COMPENSATION BENEFITS PAID TO THIS OMITTED EMPLOYEE;

I AGREE TO MAKE AVAILABLE, ALL RECORDS NECESSARY FOR THE PAYROLL VERIFICATION AUDIT AND PERMIT THE AUDITOR TO MAKE A PHYSICAL INSPECTION OF OUR OPERATIONS. I UNDERSTAND FAILURE TO DO THIS SHALL RESULT IN A \$500 PAYMENT TO THE CARRIER TO DEFRAY THE COST OF THE AUDITS;

THAT, IN ACCORDANCE WITH FLORIDA STATUTES 440.381(6), IF I (WE) UNDERSTATE OR CONCEAL PAYROLL, OR MISREPRESENT OR CONCEAL EMPLOYEE DUTIES SO AS TO AVOID PROPER CLASSIFICATION FOR PREMIUM CALCULATIONS, OR MISREPRESENT OR CONCEAL INFORMATION PERTINENT TO THE COMPUTATION AND APPLICATION OF AN EXPERIENCE RATING MODIFICATION FACTOR, I (WE) SHALL PAY A PENALTY OF TEN (10) TIMES THE AMOUNT OF THE DIFFERENCE IN PREMIUM PAID AND THE AMOUNT I (WE) SHOULD HAVE PAID, AND REASONABLE ATTORNEY'S FEES.

FORMER NAMES AND OWNERS

FOR THE LAST 5 YEARS, LIST THE CURRENT BUSINESS NAME AND ANY FORMER NAMES OR PREDECESSOR COMPANIES FOR ALL COMPANIES TO BE COVERED BY THE POLICY. INCLUDE THE FEIN FOR EACH COMPANY.

FOR EACH COVERED COMPANY, LIST ANY CURRENT OWNER WHO HAS MORE THAN 5% OWNERSHIP INTEREST. FOR EACH COVERED COMPANY OR PREDECESSOR COMPANY, LIST ANY OWNER WHO HAD MORE THAN 5% OWNERSHIP INTEREST IN THE LAST 5 YEARS.

OWNERSHIP / COMBINABILITY

DOES THIS BUSINESS OR ANY OF THE OWNERS OF THIS BUSINESS, EITHER INDIVIDUALLY OR IN COMBINATION WITH OTHER OWNERS OF THIS BUSINESS, OWN MORE THAN 50% OF ANY OTHER BUSINESS, WHICH OPERATED AT ANY TIME DURING THE FIVE YEARS PRIOR TO THIS APPLICATION?

YES NO

OR, DOES THIS BUSINESS OWN A MAJORITY INTEREST IN ANOTHER ENTITY, WHICH IN TURN OWNS A MAJORITY INTEREST IN ANY ENTITY THAT OPERATED AT ANY TIME IN THE FIVE YEARS PRIOR TO THIS APPLICATION?

YES NO

IF THE ANSWER TO EITHER OF THE ABOVE QUESTIONS IS YES, COMPLETE THE FOLLOWING SUPPLEMENTAL OWNERSHIP / COMBINABILITY QUESTIONS:

1. IDENTIFY BY NAME, ADDRESS, AND FEIN EACH BUSINESS WHICH IS RELATED BY COMMON OWNERSHIP TO THE APPLICANT BUSINESS.
2. SET FORTH THE DATES EACH BUSINESS WAS IN OPERATION, THE INSURANCE COMPANY THAT PROVIDED WORKERS' COMPENSATION INSURANCE, THE POLICY NUMBER AND THE EXPERIENCE MODIFICATION FACTOR APPLIED TO EACH SUCH POLICY.
3. IF THE POLICY WAS WRITTEN WITHOUT AN EXPERIENCE MODIFICATION FACTOR, PLEASE STATE.

THE APPLICANT HEREBY AUTHORIZES AND REQUESTS EACH RATING ORGANIZATION WITH EXPERIENCE RATING INFORMATION RELATED TO THE APPLICANT AND THE BUSINESS SET FORTH ABOVE TO RELEASE SUCH INFORMATION TO THE INSURER, FWCJUA, OR OTHER RATING ORGANIZATION SO THAT THE CORRECT EXPERIENCE MODIFICATION FACTOR CAN BE DETERMINED.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THE ABOVE STATEMENTS AND PERSONALLY SWEAR THAT THE INFORMATION CONTAINED IN THE APPLICATION IS ACCURATE. THAT I, AS AN OWNER / OFFICER, AM FULLY AUTHORIZED TO SIGN THIS APPLICATION ON BEHALF OF THE APPLICANT AND TO BIND THE APPLICATION.

AS AGENT / PRODUCER I HEREBY ATTEST THAT I HAVE GIVEN THE APPLICANT/SIGNATORY THE OPPORTUNITY TO READ THE APPLICATION AND I HAVE EXPLAINED ANY AND ALL QUESTIONS REGARDING THE APPLICATION. I ALSO ATTEST THAT I HAVE EXPLAINED TO THE EMPLOYER OR OFFICER THE CLASSIFICATION CODES THAT ARE USED FOR PREMIUM CALCULATIONS PURSUANT TO SECTION 440.381 (2), FLORIDA STATUTES.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

OWNER / OFFICER SIGNATURE

DATE

PRODUCER'S SIGNATURE

DATE

12/19/2023

PRINT NAME



Egis Insurance & Risk Advisors

Is pleased to provide a

Proposal of Insurance Coverage for:

Workers Compensation

Trails Community Development District

Please review the proposed insurance coverage terms and conditions carefully.

Written request to bind must be received prior to the effective date of coverage.

The brief description of coverage contained in this document is being provided as an accommodation only and is not intended to cover or describe all Coverage Agreement terms. For more complete and detailed information relating to the scope and limits of coverage, please refer directly to the Coverage Agreement documents. Specimen forms are available upon request.

Quotation being provided for:

Trails Community Development District
15431 Spotted Stallion Trail
Jacksonville, FL 32234

Term: January 9, 2024 to October 1, 2024
Coverage Provided by: Florida Insurance Alliance
Quote Number: WC100123642

TYPE OF INSURANCE

Part A	Workers Compensation <ul style="list-style-type: none">• Benefits: FL Statutory (Medical, Disability, Death)
Part B	Employers Liability: <ul style="list-style-type: none">• \$1,000,000- Each Accident• \$1,000,000- Disease- Policy Limit• \$1,000,000- Disease- Each Employee

Class Code	Description	Payroll	Rate	Premium
9015	Building or Property Management	\$15,600	3.30	\$514.80
Total Manual Premium				\$514.80
Increased ELL 1M/1M/1M				\$120.00
				\$634.80
Workplace Safety Credit – 2%				\$0.00
Drug Free Workplace Credit – 5%				\$0.00
Experience Modification				
Standard Premium				\$634.80
Expense Constant				\$160.00
Terrorism				\$1.56
Policy Total				\$617.00

Additional terms and conditions, including but not limited to:

1. Please review the quote carefully, as coverage terms and conditions may not encompass all requested coverages.
2. The Coverage Agreement premium shall be pro-rated as of the first day of coverage from the minimum policy premium.
3. Down payment is due at inception.
4. The Trust requires that the Member maintains valid and current certificates of workers' compensation insurance on all work performed by persons other than its employees.
5. If NCCI re-promulgates a mod, we will honor the mod as promulgated. If the mod changes during the fund year, we reserve the right to apply a correct mod back to the inception date of the Coverage Agreement.
6. Safety and Drug Free program credits (if applicable) are subject to program requirements.
7. Payrolls are subject to final audit.
8. Deletion of any coverage presented, Package and/or Workers' Compensation, will result in re-pricing of account.

Tab 6



INVOICE

2002 West Grand Parkway North
Suite 100
Katy, TX 77449

INVOICE#

#105443

DATE

11/29/2023

CUSTOMER ID

C5067

NET TERMS

Net 30

PO#**DUE DATE**

12/29/2023

BILL TO

Trails Community Development
District
210 N University Dr Ste 702
Coral Springs FL 33071-7320
United States

Services provided for the Month of: November 2023

DESCRIPTION	QTY	UOM	RATE	MARKUP	AMOUNT
Variable Charges for the Month of: November 2023					
Janice Davis 9-1-23 PINCH A PENNY - 070 FL : Trails CDD- Algaecide, Shock for pool \$158.67, PINCH A PENNY - 070 FL : Trails CDD-shock for pool \$124.18, 9-6-23 BJS WHOLESALE #0171 : Trails CDD-c-fold paper towels, bath tissue \$71.82, 9-6-23 WAL-MART #1082 : Trails CDD-contractor trash bags \$42.60, PINCH A PENNY - 070 FL : Trails CDD-Hammerhead unit w/cart \$2,931.35, 9-4-23 HARBOR FREIGHT TOOLS31 : Trails CDD- battery charger for Hammerhead unit \$46.97, 9-4-2023 BATTERY SOURCE #35 : Trails CDD-marine battery for Hammerhead unit \$179.86, Harbor Freight : Trails CDD-power strips \$21.00, Elistway Ace Hardware : Trails CDD-keys, lanyards \$18.96.	1	Ea	3,595.39		3,595.39
Subtotal					3,595.39

Subtotal	\$3,595.39
Tax	\$0.00
Total Due	\$3,595.39

Remit To : Inframark LLC, PO BOX 733778, Dallas, Texas, 75373-3778

To pay by Credit Card, please contact us at 281-578-4299, 9:00am - 5:30pm EST, Monday – Friday. A surcharge fee may apply.

To pay via ACH or Wire, please refer to our banking information below:

Account Name: INFRAMARK, LLC

ACH - Bank Routing Number: 111000614 / Account Number: 912593196

Wire - Bank Routing Number: 021000021 / SWIFT Code: CHASUS33 / Account Number: 912593196

Please include the Customer ID and the Invoice Number on your form of payment.

TRAILS CDD

INFRAMARK INVOICE 105443 DETAILS

Date	Vendor	Description	Cost	15% Mark-up	Invoiced
9/8/2023	Pinch A Penny	Algaecide, Shock for pool	137.97	20.70	\$ 158.67
9/7/2023	Pinch A Penny	shock for pool	107.98	16.20	\$ 124.18
9/5/2023	BJ's Wholesale	c-fold paper towels, bath tissue	62.46	9.36	\$ 71.82
9/5/2023	Wal-Mart	contractor trash bagss	37.04	5.56	\$ 42.60
9/1/2023	Pinch A Penny	Hammerhead unit with cart	2,549.00	382.35	\$ 2,931.35
9/1/2023	Harbor Freight	battery charger for hammerhead unit	40.84	6.13	\$ 46.97
9/1/2023	Battery Source	marine battery for hammerhead unit	156.40	23.46	\$ 179.86
9/3/2023	Harbor Freight	power strips	18.26	2.74	\$ 21.00
8/29/2023	Elistway Ace Hardware	keys, lanyards	16.49	2.47	\$ 18.96
				-	\$ -
				-	\$ -
				-	\$ -
				-	\$ -
				-	\$ -
				-	\$ -
				-	\$ -
					\$ 3,595.40

From: [Davis, Janice](#)
To: [Alexis Davis](#); [Lesley Gallagher](#)
Cc: [Koncar, Robert](#); [Nathan Poirier](#); [Bauman, Kelly](#)
Subject: [EXTERNAL]Re: Trails CDD
Date: Tuesday, December 12, 2023 2:43:47 PM
Attachments: [image002.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

NOTICE: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

My pleasure, Alexis. If you are referring to the 1 cent difference in the totals, please go with the invoiced amount of \$3,595.39. It appears that our invoicing software rounds down instead of up.

Thanks for checking and I hope you're having a great week!

Regards,
Janice Eggleton Davis | District Manager

(M) 904.229.6139 | www.inframarkims.com

Sent from my INFRAMARK iPhone

From: Alexis Davis <adavis@rizzetta.com>
Sent: Tuesday, December 12, 2023 2:12 PM
To: Davis, Janice <janice.davis@inframark.com>; Lesley Gallagher <LGallagher@rizzetta.com>
Cc: Koncar, Robert <bob.koncar@inframark.com>; Nathan Poirier <NPoirier@rizzetta.com>
Subject: RE: Trails CDD

Good afternoon Janice,

Thank you for providing the breakdown and receipts. At your convenience, can you please confirm the total amount as pages one and two have different amounts?

Thank you.

Alexis Davis
CDD Accounting Clerk

(P): 813-933-5571 Ext.: 6023

adavis@rizzetta.com
rizzetta.com

**PINCH-A-PENNY
POOL-PATIO-SPA**

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For Our Special Offers!

Pinch A Penny 070
11112-1 San Jose Blvd.
Jacksonville FL 32223
904-268-9561

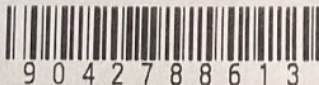
Sales Receipt

Transaction #: 718307
Account #: 9042788613
Customer: JANICE Fleming Island Pl
Date: 9/8/2023 Time: 11:33 AM
Cashier: CHASE Register #: 1

Item	Description	Amount
00933440	SUPER SHOCK 4-WAY 6 PACK 1 LB	\$53.99
00920405	SPOT OUT 2 LB.	\$41.99
00920405	SPOT OUT 2 LB.	\$41.99
	Sub Total	\$137.97
	Exempt	\$0.00
	Total	\$137.97
	SIDE TERMINAL Tendered	\$137.97
	Change Due	\$0.00

AMOUNT: \$137.97
SIDE TERMINAL -- 137.97

Transaction Type: Sale
Reference Id: 524214682953
Approval Code: Approved
Response Code: 0
Response Message: Approved
Entry Method: ContactlessIcc
Card Type: Mastercard
Last 4: 3502
AID: A0000000041010
ATC: 0017
AC: ARQC 437FCOFF6AEBF580



9 0 4 2 7 8 8 6 1 3

Thank you for shopping
Pinch A Penny 070
We hope you'll come back soon!

PINCH-A-PENNY POOL-PATIO-SPA

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For Our Special Offers!

Pinch A Penny 070
11112-1 San Jose Blvd.
Jacksonville FL 32223
904-268-9561

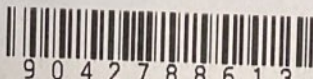
Sales Receipt

Transaction #: 718271
Account #: 9042788613
Customer: JANICE Fleming Island P1
Date: 9/7/2023 Time: 6:20 PM
Cashier: HANNAH Register #: 1

Item	Description	Amount
00933440	SUPER SHOCK 4-WAY 6 PACK 1 LB 2 @ \$53.99	\$107.98
	Sub Total	\$107.98
	Exempt	\$0.00
	Total	\$107.98
	SIDE TERMINAL Tendered	\$107.98
	Change Due	\$0.00

AMOUNT: \$107.98
SIDE TERMINAL -- 107.98

Transaction Type: Sale
Reference Id: 372551209669
Approval Code: Approved
Response Code: 0
Response Message: Approved
Entry Method: ContactlessIcc
Card Type: Mastercard
Last 4: 3502
AID: A0000000041010
ATC: 0015
AC: ARQC 735F57059248CF6D



9 0 4 2 7 8 8 6 1 3

Thank you for shopping
Pinch A Penny 070
We hope you'll come back soon!

or BJs.com. While supplies last. No rain checks. Sales tax may be due on all or part of
may be applied to each qualifying item proportionally. While BJ's tries to ensure that
are the property of the respective trademark holders.



8046 PHILLIPS HIGHWAY
JACKSONVILLE, FL
Club Mgr. Stephen Wolfers

Club:171 Reg:41 Trans:4605
Cashier:401 09/05/23 07:50pm

*** MEMBERSHIP ID. 17140705215 ***

*** MEMBERSHIP EXPIRES ON 02/24 ***

5400039907 SCOTTBATH 26.99 N

3600008030 FOLD TOWEL 32.99 T

**** SUBTOTAL 59.98

FL 7.5% Tax 2.47

**** TOTAL 62.45

*****3502 ENTRY: H

Purchase 00 APPROVED

AUTH 061431

TERMINAL NUMBER 78073017141

09/05/23 07:51pm 171 41 4605 401

MASTERCARD

AID: A0000000041010

MasterCard 62.45

CHANGE 0.00

TOTAL ITEMS= 2

As a BJ's Member I JUST SAVED: \$12.00

BJ's Member Savings 12.00

Coupons Redeemed 0.00

Rewards Redeemed 0.00

Current BJ's Gas Savings

FuelSaver earned thru 09/04/23 0.00/gal


FuelSaver earned in this trx: 0.00/gal

Visit BJs.com/Gas for more details

ENTER FOR A CHANCE TO
available. Available at BJ's locations with
required. Wheels not include

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Give us feedback @ survey.walmart.com
Thank you! ID #:7SKJ42CQ925

Walmart 

WM Supercenter
904-250-4402 Mgr. PAUL
10991 SAN JOSE BLVD STE 1
JACKSONVILLE FL 32223
ST# 01082 OP# 009010 TE# 10 TR# 0284

ITEMS SOLD 2
TC# 3187 7661 7797 8615 5905

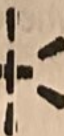


HUSKY 42 GAL 073257015240 18.52
HUSKY 42 GAL 073257015240 18.52

SUBTOTAL 37.04
TOTAL 37.04
MCARD TEND 37.04
CHANGE DUE 0.00

MASTERCARD- 3502 I 3 APPR#063335
37.04 TOTAL PURCHASE
REF # 324900818507
AID A0000000041010
TC 9D901E73C0EFEDA2
TERMINAL # 21948159
*No Signature Required

09/05/23 21:19:26

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member today
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Low prices You Can Trust. Every Day
09/05/23 21:19:33

PINCH-A-PENNY POOL-PATIO-SPA

The Perfect People For A Perfect Pool



Like Us on Facebook
For Our Special Offers!

Pinch A Penny 070
11112-1 San Jose Blvd.
Jacksonville FL 32223
904-268-9561

Work Order

Transaction #: 0
 Work Order #: 18440
 Account #: 9042788613
 Customer: JANICE Fleming Island Planta
 Date: 9/1/2023 Time: 2:08 PM
 Cashier: JEREMIAH Register #: 2

Quote to Work Order

Item	Description	Amount
25010018	HAMMERHEAD SERVICE UNIT W/CA RT S/N: 333333	\$2,799.00
	Discount	(\$250.00)
	RTD:	0
	On Order:	1
	Picked up:	0

=====

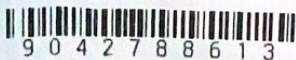
Sub Total	\$2,549.00
Total	\$2,549.00

SIDE TERMINAL Tendered	\$2,549.00
Change Due	\$0.00

AMOUNT: \$2,549.00
 SIDE TERMINAL -- 2549.00

Transaction Type: Sale
 Reference Id: 647395959074
 Approval Code: Approved
 Response Code: 0
 Response Message: Approved
 Entry Method: ContactlessIcc
 Card Type: Mastercard
 Last 4: 3502
 AID: A0000000041010
 ATC: 0010
 AC: ARQC A461986E7271580B

You saved \$250.00!



Thank you for shopping
Pinch A Penny 070

HARBOR FREIGHT

QUALITY TOOLS LOWEST PRICES

JACKSONVILLE SOUTH FL #03111
10950 SAN JOSE BLVD SUITE 26
JACKSONVILLE, FL 32223
Telephone: (904) 638-1525

TRAILS CDD

SALE

Customer Name: Janice Davis
Customer Number: 999061997343

63350 4A HIGH FREQ BATT. CHAR/M \$37.99
Subject to Restock Fee

Subtotal \$37.99
Sales Tax % \$2.85
Total \$40.84

MasterCard \$40.84

Card No. XXXXXXXXXXXXX3502

Expiration Date XX/XX

Auth. No. 033504

MASTERCARD

Contactless

Mode: Issuer

AID: A0000000041010

TVR: 0000008000

IAD: 0110A040012200000000000000000000000000000FF

TSI: E800

ARC: 00

Please Retain for Your Records

Store: 03111 Reg: 01 Tran: 222321
Date: 9/1/2023 12:37:02 PM Assoc: XXXXXX
Ticket: 01222321



www.batterysource.com
Battery Source of Jacksonville
11913 San Jose Blvd
Jacksonville, FL 32223
904-718-0116

Ticket# 350007212
Store #: 035

Server: NATHANIEL
Station: B

9/1/23 1:48 pm

Item Number	Qty	Price	Total
1428	1	119.99	119.99
X31DC Marine/RV Battery			
883	1.00	24.00	24.00
1 1/2 BATTERY CORE CHARGE			
T001	1.00	1.50	1.50
FLORIDA POLLUTANT FEE			

Subtotal 145.49
Tax 10.91

Total 156.40

Tender:
MASTERCARD *****3502 156.40

Sold To:
Janice Davis

904-229-6139

HARBOR FREIGHT

QUALITY TOOLS LOWEST PRICES

JACKSONVILLE WEST FL #00213
8102 BLANDING BLVD. 27A
JACKSONVILLE, FL 32244
Telephone: (904) 573-9825

TRAILS CDD
SALE

Customer Name: Harold Burns
Customer Number: 888013095167

62720 TIE 24IN BLACK HD 10PK \$2.29
58490 10IN SHOP SHEAR \$7.99
64413 5 OUTLET POWER STRIPS W/2 \$16.99
59000 500 mA 12V WALL MAINTAINA \$9.99

Subtotal *16.99* \$37.26
Sales Tax % *1.27* \$2.79
Total \$40.05

\$ 18.26

Debit \$40.05

Card No. XXXXXXXXXXXX5986

Auth. No. 002947

US DEBIT

Chip Read

Verified By PIN

Mode: Issuer

AID: A0000000980840

TVR: 8080048000

IAD: 06021203608000

TSI: 6800

ARC: 00

*Surge Protection
Power Strip
for Office*

Please Retain for Your Records

Store: 00213 Res: 03 Tran: 762865
Date: 9/3/2023 2:04:27 PM Assoc: XXXXXX
Ticket: 03762865

Item(s) Sold: 4

Item(s) Returned: 0

Michael served you today.

Thank you for shopping at
JACKSONVILLE WEST FL #00213

Proof of Purchase Required for Returns/
Exchanges Within 90 Days of Purchase.

GET EXCLUSIVE DEALS

Sign up today at HarborFreight.com/email
or Text TOOLS to 34648



Tools
CDD

THANK YOU FOR SHOPPING AT
ELISTWAY ACE HARDWARE
7953 NORMANDY BLVD
JACKSONVILLE, FL 32221
(904) 813-7622

08/29/23 1:22PM RO 301 SALE

5971080	1	EA	2.39	EA
LANYARD-SOLID VARIETY PK				2.39
5936653	2	EA	1.99	EA
CD IDENTI KEY RING				3.98
5929823	2	EA	2.99	EA
KEYKRAFTER #66 BRASS KEY				5.98
5073523	1	EA	2.99	EA
KEY MASTER M1-ACE250PK				2.99

SUB-TOTAL:\$	15.34	TAX: \$	1.15
		TOTAL: \$	16.49
CASH TEND:	20.00	CHANGE:	3.51

Total Items: 6



==>> JRNL# C43095/1
CUST NO:*5
ACE REWARDS ID # 1962590302

Customer Copy

Return Policy: Merchandise is returnable within 30 days with a valid receipt from our store. Merchandise must be unopened, unused and sellable for a refund. Custom paint, custom glass cutting, special online orders, and other services are non-refundable.

Tab 7



Dunn & Associates, Inc.

CIVIL ENGINEERS / LAND PLANNERS

8647 Baypine Road, Suite 200 Jacksonville, Florida 32256

Phone: (904) 363-8916 Fax: (904) 363-8917

November 21, 2023

Lesley Gallagher, District Manager
Trails Community Development District
c/o Rizzetta & Company, Inc.
2806 N. 5th St., Unit 403
St. Augustine, FL 32084

Re: Engineering Proposal for
Trails CDD
Annual Report
Job Number 0906-252-10

Dear Ms. Gallagher:

Dunn & Associates, Inc. is pleased to offer this proposal for engineering services related to preparation of the Annual Report for the Trails Community Development District. Being familiar with the project, we offer the following scope of work and related fees.

1. We will visit the project to inspect the District improvements and the stormwater system. We will prepare a report noting items that need repair.
2. We will respond to any questions regarding the report.

Hourly, Upset Limit:

\$4,000.00 *

Hourly Rates

Principal	\$200.00
Senior Engineer (P.E.)	\$170.00
Engineer (P.E.)	\$130.00
Engineer (E.I.) and Senior Designer	\$110.00
Senior CADD Technician	\$95.00
CADD Technician	\$80.00
Senior Construction Inspector	\$110.00
Construction Inspector	\$90.00
Administrative Support	\$55.00

NOTE:* Our fee for the above tasks will be billed at our standard hourly rates. In the event that unknown/unforeseen issues come up or if additional work is requested, these amounts may be exceeded, however we will not exceed these amounts without your prior written approval.

Payment is due within 30 days of invoice. Late payments will be subject to a monthly 1.5% surcharge. Payment is for completed work and is not contingent on approvals. We can begin on this project immediately and have the necessary manpower to complete work very quickly. If this proposal meets your approval, please return a signed copy for our files. Should you have any questions please call us.

Sincerely,

DUNN & ASSOCIATES, INC.



Vincent J. Dunn, P.E.
President

Accepted By

Company

Date

VJD/rto



Dunn & Associates, Inc.

CIVIL ENGINEERS / LAND PLANNERS

8647 Baypine Road, Suite 200 Jacksonville, Florida 32256

Phone: (904) 363-8916 Fax: (904) 363-8917

November 21, 2023

Lesley Gallagher, District Manager
Trails Community Development District
c/o Rizzetta & Company, Inc.
2806 N. 5th St., Unit 403
St. Augustine, FL 32084

Re: Engineering Proposal for
Trails CDD
Public Facilities Report
Job Number 0906-252-10

Dear Ms. Gallagher:

Dunn & Associates, Inc. is pleased to offer this proposal for engineering services related to preparation of the Public Facilities Report for the Trails Community Development District. Based on coordination with the District Manager, we understand that an update to the public facilities report is needed. Being familiar with the project and knowing your concerns, we offer the following scope of work and related fees.

1. We will update the most recent public facilities report to list existing and proposed facilities and also list any known replacement facilities.
2. We will coordinate with the District Manager and District Staff to confirm accuracy of the report.
3. We will respond to any questions regarding the report.

Hourly, Upset Limit:

\$3,500.00 *

Hourly Rates

Principal	\$200.00
Senior Engineer (P.E.)	\$170.00
Engineer (P.E.)	\$130.00
Engineer (E.I.) and Senior Designer	\$110.00
Senior CADD Technician	\$95.00
CADD Technician	\$80.00
Senior Construction Inspector	\$110.00
Construction Inspector	\$90.00
Administrative Support	\$55.00

NOTE:* Our fee for the above tasks will be billed at our standard hourly rates. In the event that unknown/unforeseen issues come up or if additional work is requested, these amounts may be exceeded, however we will not exceed these amounts without your prior written approval.

Payment is due within 30 days of invoice. Late payments will be subject to a monthly 1.5% surcharge. Payment is for completed work and is not contingent on approvals. We can begin on this project immediately and have the necessary manpower to complete work very quickly. If this proposal meets your approval, please return a signed copy for our files. Should you have any questions please call us.

Sincerely,

DUNN & ASSOCIATES, INC.



Vincent J. Dunn, P.E.
President

Accepted By

Company

Date

VJD/rto

Tab 8



Quality Site Assessment

Prepared for: Trails Community Development D

General Information

DATE: Thursday, Dec 14, 2023
NEXT QSA DATE: Thursday, Feb 22, 2024
CLIENT ATTENDEES:
BRIGHTVIEW ATTENDEES: Yaniel Rojas

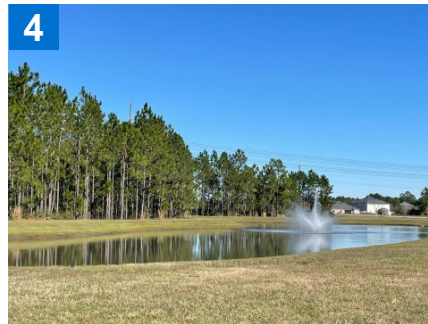
Customer Focus Areas

All focal areas and pond banks

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>	 <p>7 Neatly Pruned Trees & Shrubs</p>

Maintenance Items



1 Recommend tree trimming for light clearance in parking lot area of Amenity Center.

2 Crews to edge out light pole rings and utility boxes/caps around Amenity Center.

3 Rear entrance shrubs trimmed down to provide sign visibility and ornamental grasses have been cut back as part of winter tasks. Proposal for annuals installation has been submitted for review.

4 Pond Maintenance on rotation and looking good.

Maintenance Items



- 5** Crews doing a good job of Mowing, edging & blowing off areas on a consistent basis.
- 6** Crews to bait for fire ants in island beds and sidewalks along Winding Mare Blvd.
- 7** Common areas & sidewalks being kept neat. Mowing & Edging look sharp.
- 8** Ornamental Grass cutbacks have begun site wide as part of winter tasks.

Maintenance Items



9 Recommendation to trim back Live Oak at Amenity Center to provide 3-5' ft clearance off roof/structure. Proposal to be submitted for consideration.

10 Crews to remove tree sucker from Magnolia trees at main entry island and along sidewalks.

11 Turf health looks good throughout property. Irrigation clocks have been adjusted to reduce watering for winter season. Agronomics application was completed this month.

12 Crews to spray and re-establish tree rings on tree throughout Amenity Center.

Maintenance Items



13 Approved Playground mulch refresh was completed on 12/18.

Notes to Owner / Client



- 1** Downed light pole on Winding Mare Blvd. Possible trip/safety hazard. There is exposed wiring in hole where pole was located.

Tab 9

From: H.Burns <harold.burns954@gmail.com>

Sent: Sunday, January 28, 2024 6:58 PM

To: Lesley Gallagher <LGallagher@rizzetta.com>; Koncar, Robert <bob.koncar@inframark.com>; Burns, Harold <harold.burns@inframark.com>

Subject: [EXTERNAL]Updated Field Report 1/28/2024

NOTICE: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender and know the content is safe. Please use the Phish Alert! button to report suspicious messages.

Pool filtration system Construction: Contractors waiting on city inspection filtration system running and being tested 1/22/24

Pool 16 ft. light: Repaired lamp housing and replaced bulb by electricians 12/18/23

Pond #2 pump power issue: Repaired wiring and breakers replaced on 12/18/23

Adjacent property construction and land clearing project: Trees and debris are being removed from the property line when checked as requested. 12/18/23 & 1/27/24

Bridge repair: Bridge repair was completed and re-opened on 1/27/24

Security Cam System: The Security Contractor [REDACTED]

Evera proposal: received

Request & Advisements: From residents, T.V. that works in the gym, kids still play on and across the bridge on

weekends even with chain up. speeding in the community cars and motorcycles.

Pool Lighting: The submerged light was repaired and working now 12/28/23

Trails CDD (Winchester)

Date Treated: 11-14-23

Water Temperature: 70

Weather: Clear

Winds: 0-7 MPH

Lake No	Plants Treated	Chemicals Used
1	Algae	FL 909, Hyd 191
2	Algae, Plankton	FL 909, Hyd 191
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	None	None
19	None	None
20	None	None
21	None	None
22	None	None
23	None	None
24	None	None
25	Algae	Copper Sulfate
26	None	None
29	None	None
30	None	None

Comments: None

Tab 10

1
2 **MINUTES OF MEETING**
3

4 *Each person who decides to appeal any decision made by the Board with respect to any*
5 *matter considered at the meeting is advised that the person may need to ensure that a*
6 *verbatim record of the proceedings is made, including the testimony and evidence upon*
7 *which such appeal is to be based.*
8

9 **TRAILS**
10 **COMMUNITY DEVELOPMENT DISTRICT**
11

12 The regular meeting of the Board of Supervisors of Trails Community Development
13 District was held on **November 14, 2023, at 6:30 p.m.** at the Winchester Ridge Amenity
14 Center, located at 15431 Spotted Stallion Trail, Jacksonville, Florida 32234.
15

16 Present and constituting quorum include:
17

18 Emilio Gonzalez	Board Supervisor, Chairman
19 Corina Buck	Board Supervisor, Vice Chairperson
20 Terence Douglas	Board Supervisor, Assistant Secretary
21 Ashley Guioa	Board Supervisor, Assistant Secretary
22 Brandon Pires	Board Supervisor, Assistant Secretary

23
24 Also present were:
25

26 Lesley Gallagher	District Manager, Rizzetta & Co., Inc.
27 Katie Buchanan	District Counsel, Kutak Rock
28 Robert Koncar	Inframark
29 Royce Peadon	BrightView Landscape
30 Yaniel Rojas	BrightView Landscape

31
32 Audience members present.
33

34 **FIRST ORDER OF BUSINESS**

Call to Order

35
36 Ms. Gallagher called the meeting to order at 6:32 p.m.
37

38 **SECOND ORDER OF BUSINESS**

Audience Comments on Agenda Items

39
40 Audience comments were heard on events, and it was preferred that money not be spent
41 on this.
42

43 *The Board moved to Agenda item 4C, Landscape Manager and the Quality Site*
44 *Assessment Report.*
45

46 **THIRD ORDER OF BUSINESS**

**Landscape Manager & Quality Site
Assessment**

47
48

49 There were no questions regarding the report.

50

51 *The Board moved back to agenda item 4A.*

52

53 **FOURTH ORDER OF BUSINESS**

**Consideration of BrightView Proposal
for Playground Mulch**

54

55

56 Discussion ensued regarding rubber mulch versus standard ADA playground mulch.

57 Concerns regarding the temperatures of rubber mulch were discussed. The Board

58 requested estimated pricing on this for budget purposes.

59

On a motion by Ms. Guioa, seconded by Mr. Douglas, with all in favor, the Board of Supervisors approved the BrightView proposal for playground mulch, in the amount of \$3784.50, for Trails Community Development District.

60

61 Supervisor Guioa inquired when annuals are removed if the homeowners take them
62 rather than have them disposed. BrightView responded that they can notify Staff when

63 they will be removed but wanted the Board to understand that if they are not taken by
64 residents, they cannot be left on site as this would appear as debris being left

65 unattended. An E-Blast can be sent out when Staff is notified of the removal.

66

67 The Board requested proposals for enhancements at the second entrance possibly
68 including annuals for the next meeting.

69

70 Brightview made the Board aware that the annuals appear to have been stolen from the
71 front entrance recently.

72

73 The Chairman inquired about item #13 on the Quality Site Assessment Report. It was
74 requested that Staff review with the District Engineer if a fence could be placed on CDD

75 property along the buffer on McClelland Road and obtain a proposal if so to get

76 estimated cost for this.

77

78 **FIFTH ORDER OF BUSINESS**

**Ratification of Fiscal Year 2023/2024
EGIS Insurance Proposal**

79

80

On a motion by Ms. Guioa, seconded by Mr. Pires, with all in favor, the Board of Supervisors ratified fiscal year 2023/2024 EGIS Insurance proposal, for Trails Community Development District.

81

82

83

84 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2024-01,
Amending Fiscal Year 2022-2023
Budget**

85
86
87

88 Ms. Gallagher reviewed that the reserve was increased by \$55,339. The Board adopted
89 Resolution 2024-01 amending the fiscal year 2022/2023 budget as presented.

90

91 **SEVENTH ORDER OF BUSINESS**

**Consideration of Special Event
Proposal from Inframark
September 1, 2023**

92
93
94

95 The Board reviewed a proposal from Inframark to hold a special event for the
96 community, in the amount of \$2,150.00.

97

98 Concerns regarding expenses involving the approved playground mulch and potential
99 additional expenses from recent vandalism were raised by Ms. Guioa and while she
100 thinks that this sounds like a great event, she feels it should be delayed at this time.

101

102 It was noted that the CDD has a special events line in the budget for the current fiscal
103 year of \$5,000.00.

104

105 Vandalism was discussed and Mr. Koncar noted the Sheriff's office was contacted
106 regarding a recent incident.

107

108 Ms. Buck and Mr. Douglas expressed that they felt that this event would be something
109 nice for the residents and would bring the community together.

110

111 A motion was made to approve the Inframark special event proposal. The motion failed
112 with a vote of 2-3 with Mr. Gonzalez, Mr. Pires and Ms. Guioa opposing.

113

114 It was requested that a proposal for a special event be brought back to the April meeting
115 for a potential May event.

116

117 It was requested that the lights be kept on in the pool area at night.

118

119 **EIGHTH ORDER OF BUSINESS**

**Consideration of Proposals for Bridge
Repairs**

120

121

122 Mr. Koncar reviewed that they received proposals from 3 companies for bridge repairs.

123

On a motion by Ms. Buck, seconded by Ms. Guioa, with all in favor, the Board of
Supervisors approved the proposal from UBS, in the amount of \$1,566.50, for Trails
Community Development District.

124

125 **NINTH ORDER OF BUSINESS**125 **Staff Reports**

126

127

127 **A. District Counsel**

128

129 Ms. Buchanan provided a brief overview of the items found under tab 6 of the agenda.

130

131

131 **1.) New Supervisor Letter**

132

132 **2.) Letter Regarding Applicability to Sunshine Law and Public**

133

133 **Records Law to Social Media and Internet**

134

134 **3.) Review of Amended Ethics Policy**

135

136 Ms. Buchanan noted that due to recent statute changes and effective January 1, 2024,

137 Board Members would be required to complete 4 hours of ethics training annually.

138

139 She then asked the Board how they would like to approach audience comments, noting
140 that it is very difficult for both, she and the District Manager to keep track of votes and it
141 is not that they do not want the Board to hear input from their audience but that it is very
142 challenging for the District Manager to confirm that the notes they have are correct and
143 continue to move the meeting forward when it has become open dialogue with the
144 audience. She provided options including audience comments only at the beginning of
145 the meeting or the Board reviewing an agenda item and then taking audience
146 comments after review of each item and then vote. The use of comment cards was
147 discussed. The direction from the Board was to have audience comments only at the
148 beginning and end of the meeting and should audience interject outside of these two
149 sections the Chairman or District Manager are to stop the comments. It was also
150 requested that comment cards are provided so that if an audience member thinks of an
151 additional comment mid meeting that they can write it down for the audience comments
152 section at the end of the meeting. It was noted that the Board is not obligated to
153 respond to comments.

154

155 It was also requested that a new year E-Blast be sent reminding residents of the
156 website and that meeting information including dates and agendas may be found there.

157

158 **B. District Engineer**

159

160 Not requested to attend. Ms. Gallagher updated the Board that he has not received a
161 response from Future Horizons following the site meeting that occurred to review
162 repairs.

163

164 **C. Landscape Manager**

165

166

166 **1.) BrightView Quality Site Assessment**

167

168 *This was discussed earlier.*

169

170 **D. Amenity/Field Operations Manager**

171 **1.) Amenity/Field Operations Manager Report**

172 **2.) Update on Pool Equipment Project**

173 **3.) Future Horizons Pond Report, dated October 9, 2023**

174
175
176 Mr. Koncar provided a report under separate cover. Discussion ensued regarding
177 security cameras. It was requested that Envera be on site to perform a thorough
178 evaluation of the coverage at the facility again and provide proposals for additional
179 cameras needed or lighting recommendations. It was also requested that a closed
180 session be held at the next meeting to discuss security.

181 **E. District Manager**

182
183
184 Ms. Gallagher noted that the Board previously discussed holding a budget workshop in
185 March and requested that date be set in advance. The Board set the Budget Workshop
186 for March 12, 2024, at 5:30 pm. It was noted that there will be no action taken at this
187 Workshop so there is no quorum requirement and District Counsel will not be in
188 attendance. This workshop will be noted on the CDD website, and a published notice
189 would run.

190 **TENTH ORDER OF BUSINESS**

**Consideration of the Minutes of the
Regular Meeting held
September 12, 2023**

191
192
193
194

On a motion by Mr. Douglas, seconded by Ms. Guioa, with all in favor, the Board of Supervisors approved minutes of the regular meeting held on September 12, 2023, for Trails Community Development District.

195 **ELEVENTH ORDER OF BUSINESS**

**Ratification of Operation and
Maintenance Expenditures for
August & September 2023**

196
197
198
199

On a motion by Mr. Douglas, seconded by Ms. Guioa, with all in favor, the Board of Supervisors ratified operation and maintenance expenditures for August 2023, in the amount of \$30,013.61, and September 2023, in the amount of \$43,336.63, for Trails Community Development District.
--

200 **TWELFTH ORDER OF BUSINESS**

Supervisor Requests

201 Ms. Guioa requested proposals for a community yard sale banner that can be reused.

202
203
204
205 Ms. Guioa requested name cards with titles listed for meetings similar to the laminated
206 copies provided in the past.

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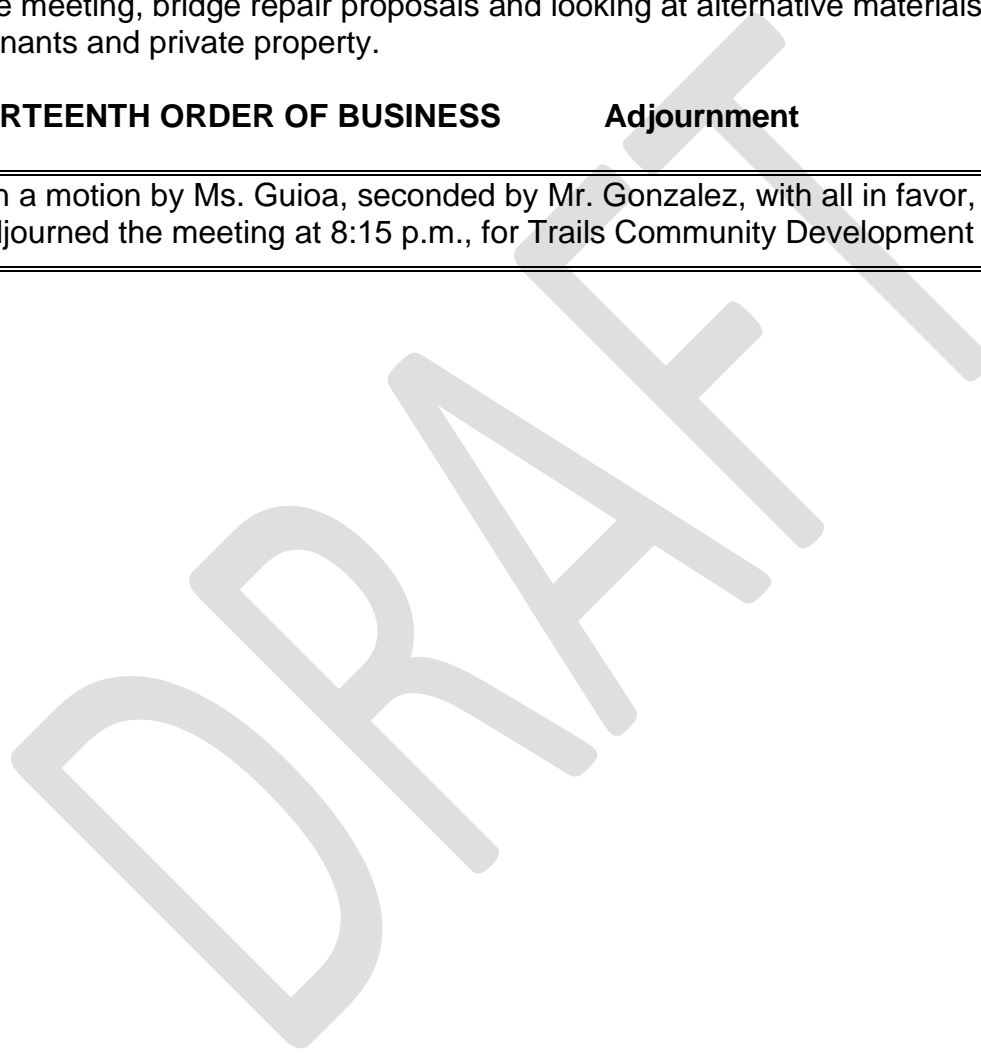
Ms. Buck requested consistency with events, having these go through Inframark. She noted that this would also reduce liability for the CDD, and food trucks are part of their current contract scope.

THIRTEENTH ORDER OF BUSINESS Audience Comments

Audience comments were heard on comments only being taken during specific sections of the meeting, bridge repair proposals and looking at alternative materials, HOA covenants and private property.

FOURTEENTH ORDER OF BUSINESS Adjournment

On a motion by Ms. Guioa, seconded by Mr. Gonzalez, with all in favor, the Board adjourned the meeting at 8:15 p.m., for Trails Community Development District.



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259

Secretary/Assistant Secretary

Chairman/Vice Chairman

DRAFT

Tab 11

TRAILS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

Operation and Maintenance Expenditures Presented For Board Approval October 2023

Attached please find the check register listing the Operation and Maintenance expenditures paid from October 1, 2023 through October 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$26,706.49**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Trails Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
BrightView Landscape Services, Inc.	100239	8602635	Landscape Maintenance 10/23	\$ 6,729.00
COMCAST	101623-2	8495 74 120 1695610 10/23 ACH	Wireless Telephone 10/23	\$ 353.53
Constant Contact, Inc	102323-3	1697875088 Autopay	Constant Contact Monthly Pmt 10/23	\$ 45.00
Fitness Pro	100235	29310	Preventative Maintenance 02/23	\$ 175.00
Fitness Pro	100241	30740	Fitness Equipment Repair 10/23	\$ 215.64
Florida Department of Revenue	101723-1	26-8018794549-5 Sales & Use	Sales & Use Tax 09/23	\$ 51.01
Future Horizons, Inc.	100238	80681	Fountain Repairs 09/23	\$ 996.46
Future Horizons, Inc.	100238	80682	Fountain Repairs 09/23	\$ 1,536.46
Future Horizons, Inc.	100240	80645	Aquatic Weed Control 09/23	\$ 951.82
Hidden Eyes, LLC	100234	732356	Video Monitoring, Service, & Maintenance 10/23	\$ 623.92
Innersync Studio, Ltd	100236	21724	Website & Compliance Services 10/23	\$ 384.38
JEA	102723-1	0715007480 09/23 - Autopay	Electric, Sewer, and Irrigation Services 09/23	\$ 2,148.85
Kutak Rock, LLP	100237	3283146	Legal Services 08/23	\$ 992.00
Rizzetta & Company, Inc.	100232	INV0000084060	Assessment Roll Preparation FY 23/24	\$ 5,906.00

Trails Community Development District

Paid Operation & Maintenance Expenditures

October 1, 2023 Through October 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Rizzetta & Company, Inc.	100233	INV0000084218	District Management Fees 10/23	\$ 5,597.42
Report Total				<u>\$ 26,706.49</u>

TRAILS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

Operation and Maintenance Expenditures Presented For Board Approval November 2023

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2023 through November 30, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$91,885.03**

Approval of Expenditures:

_____Chairperson

_____Vice Chairperson

_____Assistant Secretary

Trails Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2023 Through November 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Ashley Guioa	100254	AG111423	Board of Supervisors Meeting 11/14/23	\$ 200.00
COMCAST	111423-1	8495 74 120 1695610 11/23 ACH	Wireless Telephone 11/23	\$ 378.48
Constant Contact, Inc	112423-1	1700556891 Autopay	Constant Contact Monthly Pmt 11/23	\$ 45.00
Corina Buck	100255	CB111423	Board of Supervisors Meeting 11/14/23	\$ 200.00
Crown Pools, Inc.	100245	DRAW 2	Filtration Work	\$ 77,338.80
Dunn & Associates, Inc.	100251	23-611	Engineering Services 08/18/23- 11/10/23	\$ 455.00
Emilio Gonzales	100256	EG111423	Board of Supervisors Meeting 11/14/23	\$ 200.00
Florida Department of Commerce	100249	88918	Special District Fee FY 23/24	\$ 175.00
Florida Department of Revenue	113023-2	26-8018794549-5 Sales & Use Tax 10/23 EFT	Sales & Use Tax 10/23	\$ 13.95
Future Horizons, Inc.	100250	81134	Aquatic Weed Control 10/23	\$ 951.82
Future Horizons, Inc.	100252	81234	Fountain Repairs 11/23	\$ 160.00
Hidden Eyes, LLC	100243	733369	Video Monitoring, Service, & Maintenance 11/23	\$ 623.92

Trails Community Development District

Paid Operation & Maintenance Expenditures

November 1, 2023 Through November 30, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
IT Systems of Jacksonville, LLC	100246	1705	Access Cards 10/23	\$ 515.00
JEA	112923-2	0715007480 10/23 - Autopay	Electric, Sewer, and Irrigation Services 10/23	\$ 1,748.95
Kutak Rock, LLP	100247	3297563	Legal Services 09/23	\$ 1,166.50
Kutak Rock, LLP	100257	3311820	Legal Services 10/23	\$ 1,133.00
Rizzetta & Company, Inc.	100244	INV0000084951	District Management Fees 11/23	\$ 5,597.42
Terence William Douglas	100258	TD111423	Board of Supervisors Meeting 11/14/23	\$ 200.00
The Ledger / News Chief/ CA Florida Holdings, LLC	100253	0005985243	Legal Advertising 10/26/23	\$ 497.76
Trout Creek CDD	100248	111323 Trout	Republic Services Auto Pay Error Reimbursement	\$ <u>284.43</u>
Report Total				\$ <u>91,885.03</u>

TRAILS COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · RIVERVIEW, FLORIDA

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

Operation and Maintenance Expenditures Presented For Board Approval December 2023

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2023 through December 31, 2023. This does not include expenditures previously approved by the Board.

The total items being presented: **\$35,688.30**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Trails Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2023 Through December 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BrightView Landscape Services, Inc.	100267	8720496	Irrigation Repairs 12/23	\$ 197.50
BrightView Landscape Services, Inc.	100267	8720977	Landscape Maintenance 11/23	\$ 6,250.00
BrightView Landscape Services, Inc	100267	8720978	Landscape Maintenance 12/23	\$ 6,250.00
COMCAST	121423	8495 74 120 1695610 12/23 ACH	Wireless Telephone 12/23	\$ 409.32
Constant Contact, Inc	122623	1703148930 Autopay	Constant Contact Monthly Pmt 12/23	\$ 45.00
Florida Department of Revenue	122123	26-8018794549-5 Sales & Use Tax 11/23 EFT	Sales & Use Tax 11/23	\$ 6.98
Future Horizons, Inc.	100263	81563	Aquatic Weed Control 11/23	\$ 951.82
Future Horizons, Inc.	100264	81631	Quarterly Fountain Maintenance 11/23	\$ 475.00
Hawkins, Inc	100260	6600769	Pool Chemical Equipment 10/23	\$ 750.00
Hidden Eyes, LLC	100259	734442	Video Monitoring, Service, & Maintenance 12/23	\$ 623.92
Inframark, LLC	100262	104893	Management Services 11/23	\$ 10,511.42
JEA	122923-1	0715007480 11/23 - ACH	Electric, Sewer, and Irrigation Services 11/23	\$ 1,675.59

Trails Community Development District

Paid Operation & Maintenance Expenditures

December 1, 2023 Through December 31, 2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
McKee's Electric Company	100268	1069	Electrical Service Call 12/23	\$ 725.00
Poolsure	100261	131295617816	Monthly Pool Chemicals 10/23	\$ 683.01
Republic Services	120723	0687-001374565 ACH	Trash Removal 11/23	\$ 345.89
Rizzetta & Company, Inc.	100265	INV0000086317	District Management Fees 12/23	\$ 5,597.42
Vesta Property Services, Inc.	100266	413240	Misc. Expenses 08/23	<u>\$ 190.43</u>
Report Total				<u>\$ 35,688.30</u>

Tab 12

WEBWATCHDOGS *Extended Warranty Quote*

SURVEILLANCE CAMERA SYSTEMS

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

Date	Quote #
12/19/2023	7363
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 3/20/2024****	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 _____		