

**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 regular meeting of the Board of Supervisors of Trails Community Development District was held on **Tuesday, July 11, 2017 at 6:00 p.m.** at the Winchester Ridge Amenity Center, located at 15431 Spotted Stallion Trail, Jacksonville, Florida 32234.

Present and constituting quorum include:

Bob Porter	<b>Board Supervisor, Chairman</b>
Mark Dearing	<b>Board Supervisor, Vice Chairman</b>
Glenn Marvin	<b>Board Supervisor, Assistant Secretary</b>
Luther Moore, III	<b>Board Supervisor, Assistant Secretary</b>
James Teagle	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Lesley Gallagher	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Melissa Dobbins	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Wes Haber	<b>District Counsel, Hopping Green &amp; Sams</b>
Jay King	<b>Vesta, Inc.</b>
Brian Parks	<b>Vesta, Inc.</b>
Kyle Kubik	<b>Yellowstone Landscape</b>
Vince Dunn	<b>Dunn &amp; Associates</b>

Audience present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Porter called the meeting to order at 6:01 p.m. and read roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no audience comments.

**THIRD ORDER OF BUSINESS**

**Consideration of Appointment to Fill  
Vacancy in Seat #3**

1.) Oath of Office

On a Motion by Mr. Teagle, seconded by Mr. Marvin, with all in favor, the Board appointed Douglas Pope to Seat #3 for Trails Community Development District.

On a Motion by Mr. Moore, seconded by Mr. Teagle, with all in favor, the Board accepted Glenn Marvin's resignation for Trails Community Development District.

On a Motion by Mr. Teagle, seconded by Mr. Moore, with all in favor, the appointed Board appointed Mark Dearing to Seat #1, previously held by Glenn Marvin for Trails Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-09,  
Designating Officers**

On a Motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board adopted Resolution 2017-09, Designating the following: Chairman – Bob Porter, Vice Chairman – Mark Dearing and Assistant Secretary's James Teagle, Luther Moore, Douglas Pope, Lesley Gallagher and Melissa Dobbins for Trails Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of the Operation and  
Maintenance Expenditures for April 2017  
and May 2017**

On a Motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board ratified the Operations and Maintenance Expenditures for April 2017 in the amount of \$24,136.76 and May 2017 in the amount of \$17,471.48 for Trails Community Development District.

**SIXTH ORDER OF BUSINESS**

**Consideration of the Board of  
Supervisors Special Meeting Minutes  
from June 13, 2017**

On a Motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved minutes of the Board of Supervisors' Special Meeting held June 13, 2017 for Trails Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

- A. District Counsel  
No Report
  
- B. District Engineer
  - 1.) 2017 Annual District Engineer's Report and Repair Memorandum
    - i.) Mr. Dunn reviewed the Annual Engineer's Report and the repair memorandum.

On a Motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board accepted the Annual Engineer's Report and the Repair Memorandum for Trails Community Development District.

2.) Public Facilities Report

On a Motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board accepted the Public Facilities Report for Trails Community Development District.

- C. Amenity Manager  
Mr. Parks updated the Board that he had received a recommendation for roof vents. Mr. Teagle to review further with him. He also noted that there was a crack in the pool that was patched and that the pool would need to be drained for further review but at this time the pool was holding water. The Board directed him to review and repair after the summer season.
  
- D. Landscape Manager  
Mr. Kubik provided a verbal update and was available to answer any questions.
  
- E. District Manager  
Ms. Gallagher updated the Board that she had followed up on the overflow parking request from the Homeowners Association. The Homeowners Association would like to have the Community Development District convert the open field into parking for recreational and commercial vehicles. They would also like to have this area secured with a gate in the future and noted that the homeowners could pay a fee for their space to cover maintenance and marking spaces. Mr. Dunn noted the PUD would need to be reviewed and Ms. Gallagher was directed to follow up to determine what the actual demand was for such an area.

Ms. Gallagher noted the next meeting will be held on September 12, 2017 at 1:00 p.m.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Wood Line Trimming Proposal**

This item was tabled.

**NINTH ORDER OF BUSINESS**

**Consideration of Amendment to Renew Lake & Fountain Maintenance Agreement with Future Horzions**

Ms. Gallagher reviewed that the current agreements with Future Horzions expires at the end of this Fiscal Year and allows or additional one year term renewals at the same terms. The Board approved a one year renewal for lake maintenance at the cost of \$326.35 monthly and one year renewal for fountain maintenance at a cost of \$170.00 quarterly, subject to any concerns Mr. Parks has with current service being resolved.

On a Motion by Mr. Moore, seconded by Mr. Teagle, with all in favor, the Board approved a one year renewal for lake maintenance at the cost of \$326.35 monthly and one year renewal for fountain maintenance at a cost of \$170.00 quarterly subject to any concerns Mr. Parks has being resolved regarding current service for Trails Community Development District.

**TENTH ORDER OF BUSINESS**

**Consideration of Amendment to Renew Landscape & Irrigation Maintenance Agreement with Yellowstone Landscape**

Ms. Gallagher reviewed that the current Yellowstone agreement expires at the end of this Fiscal year and allowed for two additional one year periods of renewal at the same terms. She noted that the map on the current scope lists an area as "Developer" which is now owned by the Community Development District. This would be the only change. The Board approved a one year renewal at a cost of \$4,318.00 monthly.

On a Motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board approved the Yellowstone Landscape renewal for one year at a cost of \$4,318.00 monthly for Trails Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Renewal Proposal from Vesta for Amenity Complex Management**

Ms. Gallagher noted the current agreement with Vesta allowed for two additional one year renewals with Fiscal Year 2017/2018 not to exceed an increase of 3.5%. The proposal Vesta provided requests adjusting the hours for Field Operations/Facility Maintenance to twenty hours weekly year round and Janitorial Facility Maintenance to fifteen hours weekly year round as well as a 3% increase for Facility Monitors in the summer. This adjusts their contract amount from \$43,155.00 annually to \$53,325.00 annually.

On a Motion by Mr. Moore, seconded by Mr. Dearing, with all in favor, the Board approved the Vesta renewal proposal at a rate of \$53,325.00 annually for Trails Community Development District.

**TWELFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-10, Regarding Investment Policy**

On a Motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board adopted Resolution 2017-10, Regarding Investment Policy for Trails Community Development District.

**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-11, Setting Date, Time and Location of Fiscal Year 2017/2018 Regular Meetings**

The Board adopted Resolution 2017-11, setting the monthly meetings the second Tuesday of each month at 1:00 p.m., with the exception of May and July meetings which will begin at 6:00 p.m. at the Amenity Center (Exhibit A).

On a Motion by Mr. Moore, seconded by Mr. Teagle, with all in favor, the Board adopted Resolution 2017-11, Setting the Date, Time and Location for Trails Community Development District.

**FOURTEENTH ORDER OF BUSINESS**

**Public Hearing on Rules on Towing**

1.) Consideration of Rules on Towing

On a Motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board opened the Public Hearing for Trails Community Development District.

No audience comments were made.

On a Motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board closed the Public Hearing for Trails Community Development District.

On a Motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board adopted Rules on Towing noting the entire Amenity Center parking lot is designated a tow away zone and there are no areas designated for overnight parking for Trails Community Development District.

**FIFTEENTH ORDER OF BUSINESS**

**Public Hearing on Fiscal Year 2017/2018  
Final Budget**

1.) Consideration of Resolution 2017-12, Approving the Fiscal Year 2017/2018 Budget

On a Motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board opened the Public Hearing for Trails Community Development District.

No audience comments were made.

On a Motion by Mr. Dearing, seconded by Mr. Moore, with all in favor, the Board closed the Public Hearing for Trails Community Development District.

On a Motion by Mr. Dearing, seconded by Mr. Moore, with all in favor, the Board adopted Resolution 2017-12 and approved the final budget for Fiscal Year 2017/2018 for Trails Community Development District.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-13,  
Imposing Special Assessments &  
Certifying the Roll**

On a Motion by Mr. Moore, seconded by Mr. Dearing, with all in favor, the Board adopted Resolution 2017-13, Imposing Special Assessments & Certifying the Roll for Trails Community Development District.

**SEVENTEENTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

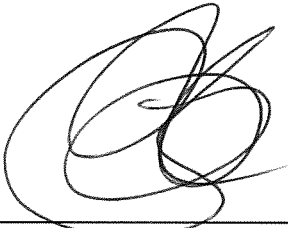
There were no audience comments.

There were no supervisor comments.

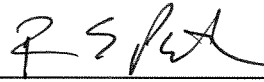
**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Board adjourned the meeting at 6:33 p.m. for Trails Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman



**EXHIBIT "A"**  
**BOARD OF SUPERVISORS MEETING DATES**  
**TRAILS COMMUNITY DEVELOPMENT DISTRICT**  
**FOR FISCAL YEAR 2017/2018**

**October 10, 2017**

**November 14, 2017**

**December 12, 2017**

**January 9, 2018**

**February 13, 2018**

**March 13, 2018**

**April 10, 2018**

**\*May 8, 2018**

**June 12, 2018**

**\*July 10, 2018**

**August 14, 2018**

**September 11, 2018**

All meetings will convene at **1:00 p.m.**

**(except for the dates noted with \* which will convene at 6:00 p.m.)**

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