

**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 Audit Committee meeting of Trails Community Development District was held on **Tuesday, February 13, 2018 at 1:00 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>       |
| Douglas Pope | <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> |
| Katie Buchanan   | <b>District Counsel, Hopping Green &amp; Sams</b>     |
| Michelle Kim     | <b>Associate, Hopping Green &amp; Sams</b>            |
| Brian Parks      | <b>Amenity Manager, Vesta, Inc.</b>                   |

Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Porter called the meeting to order at 1:02 p.m. and read roll call.

**SECOND ORDER OF BUSINESS**

**Review Instructions and Criteria for  
Proposals for District Auditing Services**

The Audit Committee reviewed criteria for proposals and selected the "with price" option at an equal twenty (20) points per evaluation criteria (Exhibit A).

On a Motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, Audit Committee reviewed criteria for proposals and selected the "with price" option at an equal twenty (20) points per evaluation criteria (Exhibit A) for Trails Community Development District.

**THIRD ORDER OF BUSINESS**

**Establishing a Date for Second Audit  
Committee Meeting**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Audit Committee selected May 8, 2018 at 6:00 p.m. prior to the onset of the regular meeting as the date of the 2<sup>nd</sup> Audit Committee Meeting for Trails Community Development District.

**FOURTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Teagle, seconded by Mr. Dearing, with all in favor, the Committee adjourned the meeting at 1:05 p.m. for Trails Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

# **Exhibit A**

