
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.

(The Oath of Office was given to Mr. Dearing, Mr. Marvin and Mr. Campbell prior to the onset of the meeting.)

**TRAILS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Trails Community Development District was held on **Tuesday, April 9, 2013 at 6:00 p.m.** at the Winchester Ridge Amenity Center, located at 15438 Spotted Stallion Trail, Jacksonville, Florida 32234.

Present and constituting a quorum:

Bob Porter	Board Supervisor, Chairman
Glenn Marvin	Board Supervisor, Assistant Secretary
Scott Campbell	Board Supervisor, Assistant Secretary <i>(via speaker phone)</i>
Mark Dearing	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Jennifer Kilinski	District Counsel, Hopping Green & Sams
Dan Fagan	Vice President, ASG
Brian Parks	Field Manager, ASG

Audience

FIRST ORDER OF BUSINESS

Call to Order

Mr. Porter called the meeting to order at 6:00 p.m. and read roll call.

SECOND ORDER OF BUSINESS

**Consideration of Resolution 2013-02,
Canvassing the Results of the Landowner
Election**

On a Motion by Mr. Dearing, seconded by Mr. Marvin with all in favor, the Board approved Resolution 2013-02, Canvassing the Results of the Landowner Election for Trails Community Development District.
--

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2013-03,
Designating Select Officers of the District**

The Board of Supervisors approved Resolution 2013-03, Designating Select Officers of the District, naming Bob Porter as Chairman, Jan Doan as Vice Chairman, and Mark Dearing, Glenn Marvin, Scott Campbell, Melissa Dobbins and Jeremy Needham as Assistant Secretaries.

On a Motion by Mr. Marvin, seconded by Mr. Dearing with all in favor, the Board approved Resolution 2013-03, Designating Select Officers of the District, naming Bob Porter as Chairman, Jan Doan as Vice Chairman, and Mark Dearing, Glenn Marvin, Scott Campbell, Melissa Dobbins and Jeremy Needham as Assistant Secretaries for Trails Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Regular Meeting held
October 9, 2012**

On a Motion by Mr. Marvin, seconded by Mr. Dearing with all in favor, the Board approved the Minutes of the Board of Supervisors' Regular Meeting held October 9, 2012 for Trails Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Landowners' Meeting held
November 7, 2012**

On a Motion by Mr. Marvin, seconded by Mr. Dearing with all in favor, the Board approved the Minutes of the Board of Supervisors' Landowners' Meeting held November 7, 2012 for Trails Community Development District.

SIXTH ORDER OF BUSINESS

**Ratification of the Operation and
Maintenance Expenditures for September
2012, October 2012, November 2012,
December 2012, January 2013 and
February 2013**

On a Motion by Mr. Dearing, seconded by Mr. Marvin with all in favor, the Board ratified the Operation and Maintenance Expenditures for September 2012 in the amount of \$25,334.26, October 2012 in the amount of \$32,246.98, November 2012 in the amount of \$16,889.55, December 2012 in the amount of \$16,509.44, January 2013 in the amount of \$18,870.51 and February 2012 in the amount of \$17,976.25 for Trails Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2013-01,
Reappointing an Assistant Treasurer**

On a Motion by Mr. Marvin, seconded by Mr. Dearing with all in favor, the Board approved Resolution 2013-01, Reappointing an Assistant Treasurer for Trails Community Development District.

EIGHT ORDER OF BUSINESS

**Consideration of Web Watch Dogs
Extended Warranty Quote**

Ms. Dobbins pointed out that the warranty is one year including parts and labor for \$500.

On a Motion by Mr. Dearing, seconded by Mr. Marvin with all in favor, the Board approved the Web Watch Dogs Extended Warranty Quote for Trails Community Development District.

NINTH ORDER OF BUSIENSS

**Discussion of Operation and Maintenance
Assessments Allocation**

Mr. Porter updated the Board of Supervisors that DR Horton is looking at enhancing the landscaping off the main entrance roadway and to install two fountains in the ponds at the entrance, which will be all funded by DR Horton. Mr. Porter also wants to look at increasing ASG's services to hold community events at the amenity center. DR Horton will help with funding the events this summer, but the CDD should look at placing funds in next year's budget to continue holding the events.

Mr. Porter requested ASG to create a list of community events so a survey could be sent out to the residents and to also get proposals for a marquee sign.

TENTH ORDER OF BUSINESS

**Consideration of Resolution 2013-04,
Approving the Fiscal Year 2013/2014
Proposed Budget and Setting the Public
Hearing**

Discussion ensued regarding possible increases due to the additional maintenance on new fountains, additional staff for events and budgeting for one meeting per month.

The Board of Supervisors approved setting an assessment Cap of \$50 more per each unit, which would increase the Operation and Maintenance for the platted parcels to \$640 and the unplatted to \$465.39 annually. The total proposed budget, excluding collection costs would total \$326,169.67.

The Board of Supervisors set the Public Hearing for July 9, 2013 at 6:00 p.m.

On a Motion by Mr. Marvin, seconded by Mr. Dearing with all in favor, the Board approved setting an assessment Cap of \$50 more per each unit bringing the Proposed Budget, excluding collection costs to \$326,169.67 and set the Public Hearing for July 9, 2013 at 6:00 p.m. for Trails Community Development District.

ELEVENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Ms. Kilinski reported that she is still working with the District Engineer on the transfer of the roadways to the city. The city has requested additional information from the District. She also noted that she will have an update for the Board of Supervisors regarding the new legislation in the upcoming months.
- B. District Engineer
Not present.
- C. Amenity Manager
Mr. Parks presented a proposal from First Coast Fitness (Attached as Exhibit 'A') to provide preventative maintenance services for the fitness equipment on a quarterly basis for \$600 for 12 months.

The Board of Supervisors approved the First Coast Fitness preventative maintenance proposal for \$600 for 12 months.

On a Motion by Mr. Dearing, seconded by Mr. Marvin with all in favor, the Board approved the First Coast Fitness preventative maintenance proposal for \$600 for 12 months for Trails Community Development District.

Mr. Parks also presented his Field Report, attached as Exhibit 'B'.

- D. District Manager
Ms. Dobbins noted that the next regularly scheduled Board of Supervisors' Meeting will be May 14, 2013 at 2:00 p.m.

Ms. Dobbins reviewed that the pool lift was installed and now all ADA compliance improvements have been completed. She also updated the Board that the front entrance white fence was cleaned.

TWELFTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

There were no Audience comments or Supervisor Requests.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Dearing, seconded by Mr. Marvin, with all in favor, the Board adjourned the meeting at 6:55 p.m. for Trails Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit 'A'

First Coast Fitness Equipment of St. Aug.

1060 S. Ponce De Leon Blvd
 St. Augustine, FL 32084

Invoice

Date	Invoice #
4/3/2013	755

Bill To
Rizzetta & Co./Trails CDD 2806 N. 5th St. #403 St. Augustine, FL 32084 904-436-6270 FX: 6277 Melissa Dobbins

P.O. No.	Terms	Project

Item	Description	Est Amt	Qty	Rate	Amount
Service	Service: Contract for 1-Year includes reduced labor cost & Parts Billed one time only, or 450.00 twice annually. Maintenance will be conducted on a quarterly basis.	600.00	1	600.00	600.00

It's been a pleasure working with you!	Total	\$600.00
	Payments/Credits	\$0.00
	Balance Due	\$600.00

Exhibit 'B'



Exterior Amenities & Landscaping

- Acid washed pool tiles
- Cleaned pool furniture
- Put sign on pool lift
- Had irrigations system repaired

Interior Amenities

- Cleaned cobbwebbs off ceiling in Amenity Center
- Touched up pain in gym and social room
- Painted trim around the amenity center
- Painted doors around amenity center

Tasks/Repairs To be Completed

1. Finish pressure washing
2. Finish painting
3. Play Ground Equipment needs to be pressure washed
4. Preventative maintenance plan on gym equipment
5. Cable in Gym
6. DR Horton's Irrigation company cut a pipe on the pond and it needs to be repaired