



Rizzetta & Company

Bainebridge Community Development District

**Board of Supervisors' Meeting
July 17, 2025**

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

www.bainebridgecdd.org

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Bainebridge Amenity Center, 15855 Twin Creek Drive, Jacksonville, FL 32218

www.bainebridgecdd.org

Board of Supervisors	William Huff	Chairman
	Samuel Helms	Vice Chairman
	Larry Hall	Assistant Secretary
	Alton Mabb	Assistant Secretary
	Wally David	Assistant Secretary
District Manager	Ben Pfuhl	Rizzetta & Company, Inc.
District Counsel	Kyle Magee	Kutak Rock, LLP
District Engineer	Joey Duncan	Dewberry Engineers, Inc.

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.

Bainebridge Community Development District

District Office · St. Augustine, Florida · (904) 436-6270
Mailing Address – 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.bainebridgecdd.org

Board of Supervisors
Bainebridge Community
Development District

July 10, 2025

FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Bainebridge Community Development District will be held on **July 17 at 6:00 p.m.** at the Bainebridge Amenity Center, located at 15855 Twin Creek Drive, Jacksonville, Florida 32218. The following is the **final** agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL
- 2. PLEDGE OF ALLEGIANCE
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS
- 4. BUSINESS ITEMS PART A
 - A. Consideration of Term Sheet.....Tab 1
 - B. Consideration of Direction Letter.....Tab 2
- 5. BUSINESS ADMINISTRATION
 - A. Consideration of the Minutes of the Board of Supervisors’ Meeting held April 17, 2025.....Tab 3
 - B. Ratification of Operation and Maintenance Expenditures for March, April & May 2025.....Tab 4
- 6. STAFF REPORTS
 - A. Landscape Report.....Tab 5
 - B. Pond Report.....Tab 6
 - B. District Counsel
 - C. District Engineer
 - D. Amenity Manager.....Tab 7
 - E. District Manager
 - 1.) Presentation of Registered Voter Count.....Tab 8
- 7. BUSINESS ITEMS PART B
 - A. Public Hearing on Fiscal Year 2025-2026 Budget
 - 1.) Consideration of Resolution 2025-06; Adopting Fiscal Year 2025-2026 Budget.....Tab 9
 - B. Public Hearing on Special Assessments
 - 1.) Consideration of Resolution 2025-07; Imposing Special Assessments.....Tab 10
- 8. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS
- 9. 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.

Sincerely,
Ben Pfuhl
Ben Pfuhl

Tab 1

Bainebridge CDD

Bond Refinancing Analysis

	<u>Current Bonds</u>	<u>Refunding Bonds</u>
Bonds Outstanding	\$1,390,000	\$1,092,000
Arbitrage Yield (1)	5.50%	4.50%
Average Annual Debt Service (2)	\$149,463	\$110,813
Total Debt Service 2026-2038	\$1,943,025	\$1,440,570
Reserve Fund	\$110,000	N/A
Call Date	Currently Callable	9/1/2030
Final Maturity	2038	2038
<u>SAVINGS SUMMARY</u>		
Annual Savings - District		\$38,650
Annual Savings - %		25.86%
Total Savings - District		\$502,455

(1) Rate locked in once term sheet is signed.

(2) The numbers herein will be grossed up to include early payment discounts and collection costs.



NON-BINDING PROPOSAL

July 9, 2025

Bainebridge Community Development District
FMS Bonds, Inc.
20660 W. Dixie Highway
North Miami Beach, FL 33180

SouthState Bank (the "Bank") is pleased to have the opportunity to consider your loan request on behalf of Bainebridge Community Development District.

Borrower: Bainebridge Community Development District (the "District")

Purpose: To refund the District's existing "Series 2007 Bonds" and pay the cost of issuance.

Amount and Type: Not to exceed \$1,094,000.00. The loan will be tax-exempt and is anticipated to close by August 21, 2025.

Collateral: Payable from and secured solely by the Series 2025 Pledged Revenues. The Series 2025 Pledged Revenues are the revenues derived by the District from the Series 2007 Assessments imposed and levied on 267 residential units in the second phase.

Maturity Date: 05/01/2038

Interest Rate: The interest rate shall be a tax-exempt fixed rate of **4.50%** for the term of the loan, provided the loan is closed by August 21, 2025 (calculated on the basis of a 30-day month and 360-day year).

Banking Relationship: Maintain so long as the Loan is outstanding, all its existing banking services, including checking and savings accounts with the Bank provided that the Bank's fees for such banking services remain reasonably comparable with then current market rates for such services for similar organizations located in similar geographic areas as the Borrower. The District will be required to open the accounts on or before closing of the loan. The District will then be required to move the aforementioned balances to the newly opened South State Bank Account (s) within 30 days of closing. Please see attached preliminary Banking Services Proposal.

Repayment Terms: Payable annually on May 1, beginning May 1, 2026. Interest payable semi-annually on each May 1 and November 1, beginning November 1, 2025. Final payment schedule subject to the Bank's satisfactory review:

BOND MATURITY TABLE

Bainebridge Community Development District
Special Assessment Refunding Bonds, Series 2025

Maturity Date	Term 1
05/01/2026	64,000
05/01/2027	67,000
05/01/2028	71,000
05/01/2029	74,000
05/01/2030	77,000
05/01/2031	80,000
05/01/2032	83,000
05/01/2033	86,000
05/01/2034	89,000
05/01/2035	96,000
05/01/2036	102,000
05/01/2037	101,000
05/01/2038	104,000
	1,094,000

Prepayment Penalty:	<p>There will be a 5-year no-call period; thereafter, the loan will be prepayable at par. The only permissible exception would be pre-payments as a result of pre-paid assessments.</p> <p>Upon any optional partial redemption (other than mandatory sinking fund redemptions), the District shall cause to be recalculated and delivered to the Trustee and the Bank a revised mandatory sinking fund schedule recalculated so as to re-amortize the remaining sinking fund installments after giving effect to such redemption in substantially equal annual installments of principal and interest over the remaining term of the loan.</p>
Late Fees:	Bank may, at its option collect from the Borrower a late charge of five percent (5.00%) of any payment not received by Bank within ten (10) days after the payment is due.
Event of Default:	Upon an event of default, the Bank may recover from the Borrower all expenses incurred including without limitation reasonable attorney's fees, at all levels of the proceedings, whether incurred in connection with collection, bankruptcy, proceedings, trial, appeal or otherwise.
Default Rate:	3% above the Note rate.
Bank Fees:	Bank fees including its Counsel review shall not exceed \$16,000. The Bank's Counsel will be Michael Wiener at Holland & Knight LLP.
Warranties:	The Bank warrants to the District that it will comply with all applicable federal, state, and local laws, regulations, and orders in providing the services under the proposed documents.
Covenants:	<ol style="list-style-type: none"> 1.) Audited Annual Financials within 270 days of fiscal year end and the District Budget no later than 30 days prior to the beginning of each fiscal year of shall be provided to the Bank by the Borrower. 2.) Borrower shall provide such other financial information from time to time as is reasonably requested by the Bank. 3.) Borrower will comply with the terms of the Assessment Proceedings and will covenant to levy assessments sufficient to pay debt service on the Series 2025 Note, subject to the limitation of maximum assessment levels in the assessment proceedings. The assessments will be collected pursuant to the uniform method of collection. 4.) Borrower will do all things required to be eligible to receive each of the sources of Pledged Revenues and will diligently enforce its right to receive the Pledged Revenue and to remain as a community development district. 5.) The District agrees to take such actions as may be required by Treasury regulations to maintain the status of the loan as a tax-exempt obligation. In the event the loan is not considered Tax Exempt as a result of any action or inaction of the District, the Bank reserves the right to increase the interest rate to the taxable rate equivalent (together with retroactive interest, penalties and other fees and costs associated therewith).
Conditions:	<ol style="list-style-type: none"> 1.) Formal approval and authorization from the District. 2.) Loan documents to be satisfactorily reviewed and approved by Bank's Counsel.

**Municipal Advisor
Disclosure:**

The terms of the Loan described herein have been prepared by the Bank solely for information purposes. The Bank is not recommending an action or providing any advice to the Borrower. The Bank is not acting as a municipal advisor or financial advisor. The Bank is not serving in a fiduciary capacity pursuant to Section 15B of the Securities Exchange Act of 1934 with respect to the information and material contained in this communication. The Bank is acting in their own interest. The Borrower is expected to seek the advice of their municipal advisor (IRMA) and any other professional advisors which they deem appropriate for the credit facility described herein, especially with respect to any legal, regulatory, tax or account treatment.

Premise of Lending:

For the purposes of this bid, the Bank is making a commercial loan to the Borrower. Several conditions exist and are relied upon to determine that this is a commercial loan. Among other conditions, (i) no official statement or other offering materials have been furnished other than this RFP, (ii) the Bank is both knowledgeable and experienced in these financial and business matters and is capable of evaluating the merits and risks of making a commercial loan to be evidenced by the Loan and is financially able to bear the economic risk of holding the Loan, (iii) no CUSIP number will be obtained for the Loan, and (iv) the Bank intends to extend the Loan solely for its own account with no intent to distribute or resell the Loan or any portion thereof.

This Non-Binding Proposal is solely and exclusively intended to serve as a summary of potential credit facility terms and conditions as a basis for preliminary discussion purposes only and to demonstrate SouthState Bank's interest in reviewing your loan request and, subject to SouthState Bank's underwriting requirements, and submission of your request for approval. This proposal may not include all of the terms and provisions that may be contained in any binding commitment letter which may later be offered to you. No oral communications between the parties shall be deemed to supersede this Non-Binding Proposal or indicate any commitment to extend credit in any form.

We appreciate this opportunity to submit our proposal to Bainebridge Community Development District for consideration. If you have any questions, please do not hesitate to call, or email us at the contact information below.

Sincerely,



07/09/2025

Noel M. Daluise / Senior Vice President
Government Banking
954-682-8781
Noel.Daluise@SouthStateBank.com

Date

Acceptance:

By accepting this Non-Binding Proposal, you acknowledge and agree to the terms hereof, including without limitation the non-binding nature of this Proposal.

Bainebridge Community Development District
Authorized Signor

Date

Print Name:

Tab 2

**BAINBRIDGE
COMMUNITY DEVELOPMENT DISTRICT**

July 17, 2025

U.S. Bank Trust Company, National Association
225 E. Robinson Street, Suite #250
Orlando, Florida 32801
Attn: Leanne Duffy

Re: Bainbridge Community Development District
Special Assessment Bonds, Series 2007 (the “Refunded Bonds”)

Dear Ms. Duffy:

I am authorized to send this letter on behalf of the Bainbridge Community Development District (the “District”). The Board of Supervisors of the District has taken official action to authorize the optional redemption of all the outstanding principal amount of the above-referenced bonds, plus accrued interest to August 22, 2025 (the “Redemption Date”) pursuant to Section 3.01(a) of the herein defined First Supplemental. The Refunded Bonds were issued pursuant to that certain Master Trust Indenture dated as of May 1, 2007 (the “Master Indenture”) and that certain First Supplemental Trust Indenture dated as of May 1, 2007 (the “First Supplemental”) both by and between the District and U.S. Bank Trust Company, National Association, as successor trustee (the “Trustee”). The redemption of the Refunded Bonds will be derived from the proceeds of the District’s Special Assessment Refunding Bonds, Series 2025, expected to be issued on August 21, 2025, and from other available moneys derived from such refunding.

We ask that the Trustee provide conditional notice of redemption pursuant to Section 8.02 of the Master Indenture. Such conditional notice should be sent not less than thirty (30) days prior to the Redemption Date.

Please do not hesitate to call if you should have any questions.

BAINBRIDGE COMMUNITY
DEVELOPMENT DISTRICT

By: _____
Name: _____
Title: _____

Tab 3

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.

**BAINEBRIDGE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Bainebridge Community Development District was held on **April 17, 2025, at 6:00 p.m.** at the Bainebridge Amenity Center, located at 15855 Twin Creek Drive, Jacksonville, Florida 32218.

Present and constituting a quorum:

William Huff	Board Supervisor, Chairman
Wally David	Board Supervisor, Assistant Secretary
Alton Mabb	Board Supervisor, Assistant Secretary
Larry Hall	Board Supervisor, Assistant Secretary

Also present were:

Ben Pfuhl	District Manager, Rizzetta & Company, Inc.
Kyle Magee	District Counsel, Kutak Rock, LLC
Tony Shiver	President, First Coast CMS
Jen Mabus	Account Manager, Brightview
Dylan Schwartz	Vice President, FMS Bonds, Inc. (via speakerphone)

Audience members were present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Huff called the meeting to order at 6:03 p.m. and read the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Mr. Mabb led the Pledge of Allegiance.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

There were no audience comments at this time.

FOURTH ORDER OF BUSINESS**Ratification of Operation and Maintenance
Expenditures for February 2025**

Mr. Pfuhl reviewed the expenditures with the Board.

On a motion by Mr. Huff, seconded by Mr. David, with all in favor, the Board ratified the operation and maintenance expenditures for February 2025 in the amount of \$ 25,608.09, for Bainebridge Community Development District.

Mr. Hall joined the meeting in progress.

FIFTH ORDER OF BUSINESS**STAFF REPORTS****A. Landscape Report – BrightView**

Ms. Mabus reviewed her report with the Board.

Mr. Huff raised a concern about the sprinklers in the center medians spraying too much into the road.

Ms. Mabus informed the Board that spring annuals were being installed.

Mr. Mabb requested that the Spanish Moss growing on the trees throughout the community be pulled off.

The Board discussed potentially installing plants/flowers around trees in the tree beds and tabled the item for consideration until next fiscal year.

B. District Counsel

Mr. Magee had no report at this time but was available for questions.

C. Amenity Manager

Mr. Shiver reviewed his report with the Board.

D. District Manager**1.) Charles Aquatics Pond & Fountain Reports**

Mr. Pfuhl reviewed the pond report with the Board.

Mr. Mabb raised a concern about the potential impacts of construction on Pond 18.

A concern was raised regarding the frequency of the pond fountain being inoperable

SIXTH ORDER OF BUSINESS

CONSIDERATION OF AGREEMENT FOR UNDERWRITER SERVICES

Mr. Schwartz reviewed the agreement with the Board.

On a motion by Mr. Huff, seconded by Mr. David, with all in favor, the Board approved the Agreement for Underwriter Services, for Bainebridge Community Development District.

SEVENTH ORDER OF BUSINESS

CONSIDERATION OF DISTRICT ENGINEER AGREEMENT

On a motion by Mr. David, seconded by Mr. Huff, the Board approved the District Engineer's Agreement with Dewberry Engineering, for Bainebridge Community Development District.

EIGHTH ORDER OF BUSINESS

PRESENTATION OF PROPOSED BUDGET FOR FISCAL YEAR 2025-2026

Mr. Pfuhl reviewed the proposed Budget with the Board.

Mr. Huff requested the Miscellaneous Contingency Line be increased.

1.) Consideration of Resolution 2025-05, Approving the Fiscal Year 2025-2026 Proposed Budget and Setting the Public Hearing

On a motion by Mr. Hall, seconded by Mr. David, with all in favor, the Board adopted Resolution 2025-05, approving the proposed budget as amended and set the public hearing for July 17, 2025, at 6:00 p.m. at the Bainebridge Amenity Center, 5855 Twin Creek Drive, Jacksonville, Florida 32218, for Bainebridge Community Development District.

NINTH ORDER OF BUSINESS

CONSIDERATION OF WEB WATCHDOGS EXTENDED WARRANTY

On a motion by Mr. Mabb, seconded by Mr. David, the Board approved the Web Watchdogs Extended Warranty in the amount of \$325, for Bainebridge Community Development District.

TENTH ORDER OF BUSINESS

**SUPERVISOR REQUESTS AND AUDIENCE
COMMENTS**

Supervisors

There were no Supervisor comments at this time.

Audience

There were no Audience comments at this time.

ELEVENTH ORDER OF BUSINESS

ADJOURNMENT

On a motion by Mr. Mabb, seconded by Mr. David, with all in favor, the Board adjourned the meeting at 7:59 p.m., for Bainebridge Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 4

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

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

WWW.BAINEBRIDGECDD.ORG

Operation and Maintenance Expenditures

March 2025

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2025 through March 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:

\$ 38,237.18

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2025 Through March 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Bob's Backflow & Plumbing Services, Inc.	300005	20474	Backflow Test 03/25	\$ 90.00
BrightView Landscape Services, Inc.	300002	9273287	Landscape Maintenance 10/24	\$ 3,156.00
BrightView Landscape Services, Inc.	300002	9273301	Landscape Maintenance 11/24	\$ 3,156.00
BrightView Landscape Services, Inc.	300002	9273302	Landscape Maintenance 12/24	\$ 3,156.00
BrightView Landscape Services, Inc.	300002	9273304	Landscape Maintenance 01/25	\$ 3,156.00
BrightView Landscape Services, Inc.	300002	9273307	Landscape Maintenance 02/25	\$ 3,156.00
BrightView Landscape Services, Inc.	300013	9273311	Landscape Maintenance 03/25	\$ 3,156.00
Charles Aquatics, Inc.	300006	52749	Pond Maintenance 03/25	\$ 775.00
COMCAST	20250315-01	8495 74 120 2010538 03/25 ACH	Amenity Cable/Phone/Internet 03/25	\$ 363.77
First Coast Contract Maintenance Service, LLC	300003	9333	Management Services 04/25	\$ 4,584.31

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2025 Through March 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
First Coast Contract Maintenance Service, LLC	300003	9357	Reimbursable Expenses 02/25	\$ 342.25
First Coast Contract Maintenance Service, LLC	300007	9381	Reimbursable Expenses 03/25	\$ 460.43
Fitness Pro	300008	34300	Service Call 02/25	\$ 115.00
Hart Halsey, LLC	300004	X233.016120	Off Duty Detail 02/20/25	\$ 146.72
Hart Halsey, LLC	300009	X233.016593	Off Duty Detail 03/08/25	\$ 220.08
Hart Halsey, LLC	300014	X233.016835	Off Duty Detail 03/14/25	\$ 220.08
Hart Halsey, LLC	300014	X233.017058	Off Duty Detail 03/23/25	\$ 220.08
Hart Halsey, LLC	300009	X233.991801	Off Duty Detail Scheduler 03/25	\$ 435.68
Hi-Tech System Associates	300010	420650	Access Control 03/25	\$ 117.95
Jacksonville Daily Record	300016	25-01603D	Legal Advertising 03/25	\$ 96.50

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2025 Through March 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
JEA	20250326-01	4849510511 02/25 ACH	Utility Services 02/25	\$ 1,356.60
Kutak Rock, LLP	300015	3536290	Legal Services 01/25	\$ 2,975.93
Republic Services	20250308-01	0687-001515452	Account 3-0687-0000251 Waste Disposal Services 03/25	\$ 941.62
Rizzetta & Company, Inc.	300001	INV000097386	District Management Fees 03/25	\$ 5,564.18
VGlobal Tech	300011	7049	ADA & WCAG Audits 03/25	\$ 100.00
VGlobal Tech	300011	7061	ADA Website Maintenance 03/25	<u>\$ 175.00</u>
Report Total				<u>\$ 38,237.18</u>

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

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

WWW.BAINEBRIDGECDD.ORG

Operation and Maintenance Expenditures

April 2025

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2025 through April 30, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:

\$ 24,633.16

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2025 Through April 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
BrightView Landscape Services, Inc.	300017	9292235	Landscape Maintenance 04/25	\$ 3,156.00
Charles Aquatics, Inc.	300022	52959	Pond Maintenance 04/25	\$ 775.00
COMCAST	20250415-01	8495 74 120 2010538 04/25 ACH	Amenity Cable/Phone/Internet 04/25	\$ 363.77
Disclosure Services, LLC	300026	9 140	Amortization Schedule Series 2007 05/25	\$ 100.00
First Coast Contract Maintenance Service, LLC	300023	9407	Management Services 05/25	\$ 4,584.31
First Coast Contract Maintenance Service, LLC	300027	9436	Reimbursable Expenses 03/25	\$ 911.72
First Coast Contract Maintenance Service, LLC	300027	9460	Reimbursable Expenses 04/25	\$ 1,012.95
Fitness Pro	300018	34582	Service Call 03/25	\$ 1,050.52
Fitness Pro	300028	34671	Service Call 04/25	\$ 185.00
Fitness Pro	300028	34675	Preventative Maintenance 04/25	\$ 175.00

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2025 Through April 30, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hart Halsey, LLC	300025	X233.017500	Off Duty Detail 04/06/25	\$ 220.08
Hi-Tech System Associates	300020	422213	Access Control 04/25	\$ 117.95
JEA	20250425-01	4849510511 03/25 ACH	Utility Services 03/25	\$ 1,891.25
Kutak Rock, LLP	300024	3550236	Legal Services 02/25	\$ 2,975.43
Rizzetta & Company, Inc.	300019	INV0000098231	District Management Fees 04/25	\$ 6,614.18
VGlobal Tech	300021	7187	ADA Website Maintenance 04/25	\$ 175.00
Web Watchdogs	300029	9942	Extended Warranty 04/25	<u>\$ 325.00</u>
Report Total				<u>\$ 24,633.16</u>

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · ST. AUGUSTINE, FLORIDA 32084

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

WWW.BAINEBRIDGECDD.ORG

Operation and Maintenance Expenditures

May 2025

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2025 through May 31, 2025. This does not include expenditures previously approved by the Board.

The total items being presented:

\$ 27,184.47

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2025 Through May 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Alton Mabb Jr.	300030	AM041725	Board of Supervisors Meeting 04/17/25	\$ 200.00
BrightView Landscape Services, Inc.	300036	9327346	Landscape Maintenance 05/25	\$ 3,156.00
Charles Aquatics, Inc.	300037	53125	Quarterly Fountain Maintenance 05/25	\$ 125.00
Charles Aquatics, Inc.	300037	53154	Pond Maintenance 05/25	\$ 775.00
Charles Aquatics, Inc.	300037	53298	Pond Maintenance 05/25	\$ 450.00
COMCAST	20250515-01	8495 74 120 2010538 05/25 ACH	Amenity Cable/Phone/Internet 05/25	\$ 363.49
First Coast Contract Maintenance Service, LLC	300038	9484	Management Services 06/25	\$ 4,584.31
First Coast Contract Maintenance Service, LLC	300038	9503	Reimbursable Expenses 04/25	\$ 5,462.63
Fitness Pro	300039	34857	Service Call 05/25	\$ 171.38
Hart Halsey, LLC	300031	X233.017983	Off Duty Detail 04/18/25	\$ 220.08

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2025 Through May 31, 2025

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hart Halsey, LLC	300031	X233.018220	Off Duty Detail 04/22/25	\$ 220.08
Hart Halsey, LLC	300040	X233.018451	Off Duty Detail 04/30/25	\$ 220.08
Hart Halsey, LLC	300040	X233.018690	Off Duty Detail 05/08/25-05/09/25	\$ 583.80
Hart Halsey, LLC	300044	X233.018932	Off Duty Detail 05/12/25, 05/14/25	\$ 440.16
Hart Halsey, LLC	300040	X233.991913	Off Duty Detail Scheduler 03/25	\$ 435.68
Hart Halsey, LLC	300040	X233.992031	Off Duty Detail Scheduler 04/25	\$ 435.68
Hi-Tech System Associates	300041	423809	Access Control 05/25	\$ 117.95
JEA	20250522-01	4849510511 04/25 ACH	Utility Services 04/25	\$ 1,674.52
Larry M. Hall	300032	LH041725	Board of Supervisors Meeting 04/17/25	\$ 200.00
Live Oak Engineering	300042	2010-370-1	Engineering Services 04/25	\$ 241.25

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2025 Through May 31, 2025

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
LLS Tax Solutions, Inc.	300045	003755	Special Assessment Bond Series 2007 04/25	\$ 500.00
Republic Services	20250506-01	0687-001523259 05/25 ACH	Account 3-0687-0000251 Waste Disposal Services 05/25	\$ 468.20
Rizzetta & Company, Inc.	300035	INV0000098856	District Management Fees 05/25	\$ 5,564.18
VGlobal Tech	300043	7261	ADA Website Maintenance 05/25	\$ 175.00
Walter David	300033	WD041725	Board of Supervisors Meeting 04/17/25	\$ 200.00
William R. Huff II	300034	WH041725	Board of Supervisors Meeting 04/17/25	<u>\$ 200.00</u>
Report Total				<u>\$ 27,184.47</u>

Tab 5

Quality Site Assessment

Prepared for: Bainebridge CDD

General Information

DATE: Monday, Jul 07, 2025

NEXT QSA DATE: Tuesday, Aug 05, 2025

CLIENT ATTENDEES:

BRIGHTVIEW ATTENDEES: Jennifer Mabus

Customer Focus Areas

Main Entry and Amenity detail

Quality you can count on.

7 Seven Standards of Excellence



1 Site Cleanliness



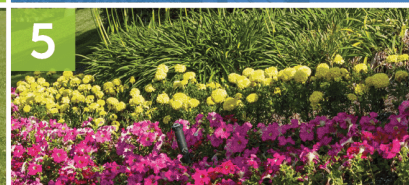
2 Weed Free



3 Green Turf



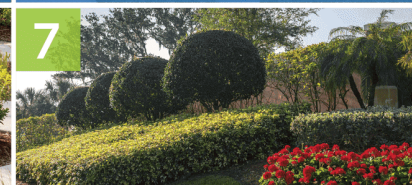
4 Crisp Edges



5 Spectacular Flowers



6 Uniformly Mulched Beds



7 Neatly Pruned Trees & Shrubs

Maintenance Items



- 1** The Liriope is blooming, and the Jack Frost Ligustrum are healthy at the entrance. Looks good and weed free.
- 2** Summer annuals have been installed at the front entrance bed, and looks good. Irrigation was adjusted for establishment of the annuals.
- 3** The drift roses are blooming, and once they have stopped, we will cut back and fertilized.
- 4** The turf has been fertilized and post emergent herbicide treatment has been applied. Turf looks good and is healthy.

QUALITY SITE ASSESSMENT

Bainebridge CDD

Maintenance Items



5 The Amenity Center is pruned and beds are free of weeds as part of the rotation for maintenance is on schedule. Looks good and healthy.

6 Palm trees are going to be scheduled as part of normal contract tasks to remove seed pods and brown fronds.

Recommendations for Property Enhancements



- 1** The new growth on the trees are blocking the light from the poles from illuminating down to the parking lot. Proposal submitted to prune 2 light poles in the Amenity parking lot to provide more light (security). Work can be done when palms are being pruned.
- 2** There is a dead pine behind the east side of the entrance but is out side of the residents home. Proposal submitted to remove and stump grind, but need to verify that it is park of the CDD property.

Proposal for Extra Work at Bainebridge CDD

Property Name	Bainebridge CDD	Contact	Ben Pfuhl
Property Address	15855 Twin Creek Drive Jacksonville, FL 32218	To	Bainebridge CDD
		Billing Address	c/o Rizzetta & Company Inc 3434 Colwell Ave Ste 200 Tampa, FL 33614

Project Name Bainebridge CDD - prune trees for light clearance

Project Description Prune 2 Elm trees to provide clearance of light poles in parking lot of Amenity Center for security.

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Prune 2 Elm trees to provide clearance of the lights in the Amenity Center parking lot	\$560.00	\$560.00

For internal use only

SO# 8708800
JOB# 346101085
Service Line 300

Total Price \$560.00

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
 Enhancement Manager
 Certified Arborist #FL-6354A
 Certified Pest Control Operator JF95758

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

Enhancement Manager

Certified Arborist #FL-6354A

Certified Pest Control Operator JF95758

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

Signature _____ Title **Property Manager**

Ben Pfuhl _____ **July 08, 2025**
Printed Name Date

BrightView Landscape Services, Inc. "Contractor"

Signature _____ Title **Enhancement Manager**

Jen Mabus _____ **July 08, 2025**
Printed Name Date

Job #: **346101085**

SO #: **8708800**

Proposed Price: \$560.00

Proposal for Extra Work at Bainebridge CDD

Property Name	Bainebridge CDD	Contact	Ben Pfuhl
Property Address	15855 Twin Creek Drive Jacksonville, FL 32218	To	Bainebridge CDD
		Billing Address	c/o Rizzetta & Company Inc 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Bainebridge CDD - dead pine tree removal		
Project Description	Remove and stump grind dead pine tree provided it is on CDD property		

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Remove dead pine tree and grind stump - provided it is on CDD property.	\$665.00	\$665.00

For internal use only

SO# 8708787
JOB# 346101085
Service Line 300

Total Price \$665.00

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

Enhancement Manager

Certified Arborist #FL-6354A

Certified Pest Control Operator JF95758

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

Enhancement Manager

Certified Arborist #FL-6354A

Certified Pest Control Operator JF95758

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

Signature _____ Title **Property Manager**

Ben Pfuhl _____ **July 08, 2025**
Printed Name Date

BrightView Landscape Services, Inc. "Contractor"

Signature _____ Title **Enhancement Manager**

Jen Mabus _____ **July 08, 2025**
Printed Name Date

Job #: **346101085**

SO #: **8708787**

Proposed Price: \$665.00

Tab 6



6869 Phillips Parkway Drive S Jacksonville, FL 32256

Phone: 904-997-0044

Service Report

Date: June 12, 2025

Aquatic Tech: Justin Powers/Richard Powers

Client: Bainebridge CDD

Waterways: 21 ponds

Pond 1: Pond was in great shape. Level and clarity were both normal, and the fountain was running optimally.



Pond 2: Pond was in great shape. Level and clarity were both normal.



Pond 3: Pond was in great shape. Level and clarity were both great.



Pond 4: Pond in great shape. Level and clarity were both normal.



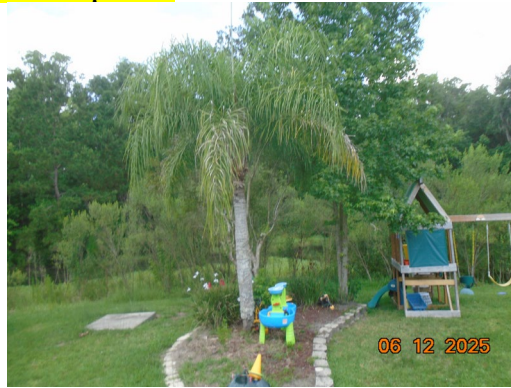
Pond 5: Pond was in good shape. Level and clarity were normal, and the outflow was in good shape.



Pond 6: Pond was in fair shape. Level and clarity were normal, and there were no issues with invasive weeds.



Pond 7: NO access to this pond.



Pond 8: Pond was in good shape. Level and clarity were both normal.



Pond 9: Outflow was clear. No current boat access to the pond.



Pond 10: Pond was in good shape. Minor emergent weeds can be treated when launch is dry enough.



Pond 11: Pond was in decent shape. Level and clarity were both normal. All weeds treated last visit are dead.



Pond 12: Pond was in good shape. Level and clarity were both normal.



Pond 13: No access.

Pond 14: Treated pond for emergent weeds and algae during visit.



Pond 15: Treated pond for emergent weeds and algae during visit.



Pond 16: Treated pond for emergent weeds and algae during visit.



Pond 17: Treated pond during visit for emergent weeds and algae.



Pond 18: Pond was in good shape. Level and clarity were both normal.



Pond 19: Pond in good condition. Level and clarity were normal.



Pond 20: Pond in good condition. Level and clarity were normal.



Pond 21: Pond in good shape. Pond blocked off by newly installed fence.



Tab 7



Bainebridge Community Development District

Field Report July 2025

First Coast CMS LLC
07/10/2025

Swimming Pool

At the time of this report, there are no mechanical issues with the pool

The shaft seal to the feature pump needed to be replaced, and was done so by Oak Wells Aquatics. They also replaced the multiport valves on the system.

Florida Pump replaced one of the recirculation pumps

The pool was inspected by Dept of Health and approved from repermitting.

Our Staff replaced 8 rusty pressure valves on the system

A lock box was installed on pool filter gate at the request of DOH

The Discharge pipe that leads to the storm water system when backwashing was cut down at the request of DOH so they could visibly see the Air Gap.

Common Area and Events

Staff organized a July 4th event that went very well

Staff is organizing a back to school event for the kids of Bainebridge. First Coast CMS has donated \$500 toward school supplies for the kids

The request to exit button on the gym side exit gate needed to be replaced.

Tab 8



OFFICE OF THE SUPERVISOR OF ELECTIONS

JERRY HOLLAND
SUPERVISOR OF ELECTIONS
OFFICE (904) 255-8683
CELL (904) 318-6877

105 EAST MONROE STREET
JACKSONVILLE, FLORIDA 32202
FAX (904) 255-3434
E-MAIL JHOLLAND@COJ.NET

May 9, 2025

Lesley Gallagher
3434 Colwell Ave, Suite 200
St. Augustine, Florida 32092

Dear Lesley,

The information you requested on April 1, 2025, appears below:

**Bainebridge Community Development District- 1054 Registered Voters as of
4/15/2025**

If you have any questions or need additional assistance, please contact Aries Torres at 904-219-9302.

Sincerely,

Cierra Fackler
Director of Candidates and Records

Tab 9



Rizzetta & Company

Bainebridge Community Development District

www.bainebridgecdd.org

**Approved
Proposed Budget
for
Fiscal Year 2025/2026**

Table of Contents

	<u>Page</u>
General Fund Budget for Fiscal Year 2025/2026	1
Reserve Fund Budget for Fiscal Year 2025/2026	3
Debt Service Fund Budget for Fiscal Year 2025/2026	4
Assessments Charts for Fiscal Year 2025/2026	5
General Fund Budget Account Category Descriptions	7
Reserve Fund Budget Account Category Descriptions	12
Debt Service Fund Budget Account Category Descriptions	13



Rizzetta & Company

Proposed Budget
Community Development
General Fund
Fiscal Year 2025/2026

Comments

Chart of Accounts Classification		Actual YTD through 05/31/25	Projected Annual Totals 2025/2026	Annual Budget for 2024/2025	Projected Budget variance for 2025/2026	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll*	\$ 437,708	\$ 437,708	\$ 437,708	\$ -	\$ 465,608	\$ 27,900
6							
7	Assessment Revenue Subtotal	\$ 437,708	\$ 437,708	\$ 437,708	\$ -	\$ 465,608	\$ 27,900
8							
9	OTHER REVENUES						
10							
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12							
13	Other Revenue Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14							
15	TOTAL REVENUES	\$ 437,708	\$ 437,708	\$ 437,708	\$ -	\$ 465,608	\$ 27,900
16	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.						
17							
18	EXPENDITURES - ADMINISTRATIVE						
19							
20	Legislative						
21	Supervisor Fees	\$ 2,600	\$ 4,600	\$ 6,000	\$ 1,400	\$ 6,000	\$ -
22	Financial & Administrative						
23	Accounting Services	\$ 15,072	\$ 22,608	\$ 22,608	\$ -	\$ 23,512	\$ 904
24	Administrative Services	\$ 4,500	\$ 6,750	\$ 6,749	\$ (1)	\$ 7,019	\$ 270
25	Arbitrage Rebate Calculation	\$ 500	\$ 500	\$ 500	\$ -	\$ 500	\$ -
26	Assessment Roll	\$ 5,906	\$ 5,906	\$ 5,906	\$ -	\$ 6,142	\$ 236
27	Auditing Services	\$ 3,920	\$ 3,920	\$ 3,920	\$ -	\$ 4,116	\$ 196
28	Disclosure Report	\$ 3,333	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
29	District Engineer	\$ 500	\$ 1,300	\$ 7,500	\$ 6,200	\$ 7,500	\$ -
30	District Management	\$ 16,871	\$ 25,307	\$ 25,307	\$ -	\$ 26,319	\$ 1,012
31	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -
32	Financial & Revenue Collections	\$ 3,938	\$ 5,907	\$ 5,906	\$ (1)	\$ 6,142	\$ 236
33	Legal Advertising	\$ 1,111	\$ 1,667	\$ 2,000	\$ 334	\$ 2,000	\$ -
34	Miscellaneous Fees	\$ 100	\$ 100	\$ 1,000	\$ 900	\$ 1,000	\$ -
35	Public Officials Liability Insurance	\$ 4,627	\$ 4,627	\$ 4,756	\$ 129	\$ 5,205	\$ 449
36	Trustees Fees	\$ 2,693	\$ 4,100	\$ 4,100	\$ -	\$ 4,100	\$ -
37	Website Hosting, Maintenance, Backup	\$ 2,400	\$ 3,600	\$ 5,800	\$ 2,200	\$ 5,800	\$ -
38	Legal Counsel						
39	District Counsel	\$ 10,442	\$ 15,663	\$ 25,000	\$ 9,337	\$ 25,000	\$ -
40							
41	Administrative Subtotal	\$ 78,688	\$ 111,730	\$ 132,227	\$ 20,498	\$ 135,530	\$ 3,303
42							
43	EXPENDITURES - FIELD OPERATIONS						
44							
45	Electric Utility Services						
46	Utility Services	\$ 11,662	\$ 17,493	\$ 21,500	\$ 4,007	\$ 22,575	\$ 1,075
47	Garbage/Solid Waste Control Services						
48	Garbage - Recreation Facility	\$ 3,536	\$ 5,304	\$ 4,000	\$ (1,304)	\$ 4,000	\$ -
49	Water-Sewer Combination Services						
50	Utility Services	\$ 2,726	\$ 4,089	\$ 4,500	\$ 411	\$ 4,500	\$ -
51	Stormwater Control						
52	Aquatic & Fountain Maintenance	\$ 7,295	\$ 9,800	\$ 9,800	\$ -	\$ 9,800	\$ -
53	Miscellaneous Expense	\$ 1,900	\$ 2,000	\$ 1,500	\$ (500)	\$ 1,500	\$ -
54	Other Physical Environment						
55	Entry & Walls Maintenance & Repair	\$ -	\$ 500	\$ 2,500	\$ 2,000	\$ 2,500	\$ -
56	General Liability & Property Insurance	\$ 19,652	\$ 19,652	\$ 20,771	\$ 1,119	\$ 21,891	\$ 1,120
57	Irrigation Repairs	\$ 852	\$ 1,278	\$ 4,000	\$ 2,722	\$ 4,000	\$ -
58	Landscape & Irrigation Maintenance Contract	\$ 25,785	\$ 38,960	\$ 38,960	\$ -	\$ 38,960	\$ -
59	Landscape Inspection Services	\$ 3,150	\$ 4,200	\$ 4,200	\$ -	\$ 5,400	\$ 1,200
60	Landscape Replacement Plants, Shrubs, Trees	\$ 10,031	\$ 12,000	\$ 8,000	\$ (4,000)	\$ 8,000	\$ -
61	Miscellaneous Expense	\$ -	\$ 500	\$ 1,000	\$ 500	\$ 1,000	\$ -
62	Road & Street Facilities						
63	Miscellaneous Expense	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
64	Parking Lot Repair & Maintenance	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
65	Parks & Recreation						
66	Access Control Maintenance & Repair	\$ 1,341	\$ 2,012	\$ 5,080	\$ 3,069	\$ 5,080	\$ -
67	Amenity Facility Janitorial Service Contract	\$ 4,885	\$ 7,700	\$ 7,700	\$ -	\$ 7,931	\$ 231
68	Amenity Maintenance Contract & Repairs	\$ 35,003	\$ 40,000	\$ 15,000	\$ (25,000)	\$ 15,450	\$ 450
69	Amenity Management Service Contract	\$ 23,176	\$ 34,764	\$ 34,765	\$ 1	\$ 35,808	\$ 1,040

Includes Extended Warranty for Cameras/DVR & Ongoing Monthly Fee for 2024 Access Control	
Reflects 3% Increase	
Reflects 3% Increase	
Reflects 3% Increase	

Proposed Budget
Bainebridge Community Development District
General Fund
Fiscal Year 2025/2026

Chart of Accounts Classification		Actual YTD through 05/31/25	Projected Annual Totals 2025/2026	Annual Budget for 2024/2025	Projected Budget variance for 2025/2026	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
70	Athletic Court(s)/Field/Playground Maint. & Repairs	\$ -	\$ 1,000	\$ 5,000	\$ 4,000	\$ 5,000	\$ -
71	Facility A/C Preventative Maintenance & Repair	\$ 230	\$ 345	\$ 740	\$ 395	\$ 740	\$ -
72	Miscellaneous Expense	\$ 507	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -
73	Pest Control & Termite Bond	\$ -	\$ 890	\$ 890	\$ -	\$ 890	\$ -
74	Pool Permits and Inspections	\$ -	\$ 325	\$ 325	\$ -	\$ 325	\$ -
75	Pool/Waterpark/Fountain Maintenance	\$ 21,788	\$ 32,682	\$ 22,300	\$ (10,382)	\$ 22,969	\$ 669
76	Security Services & Patrols	\$ 9,851	\$ 19,810	\$ 19,810	\$ -	\$ 20,801	\$ 991
77	Telephone, Internet, Cable	\$ 2,895	\$ 4,343	\$ 4,400	\$ 58	\$ 4,400	\$ -
78	Special Events						
79	Special Events	\$ 1,013	\$ 1,520	\$ 5,000	\$ 3,481	\$ 5,000	\$ -
80	Contingency						
81	Capital Outlay	\$ -	\$ 10,000	\$ 30,000	\$ 20,000	\$ 30,000	\$ -
82	Miscellaneous Contingency	\$ 57,090	\$ 65,000	\$ 30,740	\$ (34,260)	\$ 48,559	\$ 17,819
83							
84	Field Operations Subtotal	\$ 244,368	\$ 337,166	\$ 305,481	\$ (31,685)	\$ 330,078	\$ 24,597
85							
86	TOTAL EXPENDITURES	\$ 323,056	\$ 448,896	\$ 437,708	\$ (11,187)	\$ 465,608	\$ 27,900
87							
88	EXCESS OF REVENUES OVER EXPENDITURES	\$ 114,652	\$ (11,188)	\$ -	\$ (11,187)	\$ -	\$ -
89							

Comments

Estimation Based on Needs
Estimation Based on Needs
Estimation Based on Needs
Reflects Current Termite Bond
Annual Pool Permit
Reflects 3% Increase
Estimated Increase
Reflects Current Agreement

Proposed Budget
Bainbridge Community Development District
 Reserve Fund
 Fiscal Year 2025/2026

3

Comments

[illegible]

Chart of Accounts Classification		Actual YTD through 05/31/25	Projected Annual Totals 2025/2026	Annual Budget for 2024/2025	Projected Budget variance for 2025/2026	Budget for 2025/2026	Budget Increase (Decrease) vs 2024/2025
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll*	\$ 51,274	\$ 51,274	\$ 51,274	\$ -	\$ 52,812	\$ 1,538
6							
7	Assessment Revenue Subtotal	\$ 51,274	\$ 51,274	\$ 51,274	\$ -	\$ 52,812	\$ 1,538
8							
9	OTHER REVENUES						
10							
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12							
13	Other Revenue Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14							
15	TOTAL REVENUES	\$ 51,274	\$ 51,274	\$ 51,274	\$	\$ 52,812	\$ 1,538
16	*Allocation of assessments between the Tax Roll and Off Roll are estimates only and subject to change prior to certification.						
17							
18	EXPENDITURES						
19							
20	Contingency						
21	Capital Reserves	\$ -	\$ -	\$ 51,274	\$ 51,274	\$ 52,812	\$ 1,538
22							
23	TOTAL EXPENDITURES	\$	\$	\$ 51,274	\$ 51,274	\$ 52,812	\$ 1,538
24							
25	EXCESS OF REVENUES OVER EXPENDITURES	\$ 51,274	\$ 51,274	\$ -	\$ 51,274	\$ -	\$ -
26							

Bainebridge Community Development District

4

Debt Service

Fiscal Year 2025/2026

Chart of Accounts Classification	Series 2007A	Budget for 2025/2026
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$159,603.25	\$159,603.25
TOTAL REVENUES	\$159,603.25	\$159,603.25
EXPENDITURES		
Administrative		
Debt Service Obligation	\$159,603.25	\$159,603.25
Administrative Subtotal	\$159,603.25	\$159,603.25
TOTAL EXPENDITURES	\$159,603.25	\$159,603.25
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Duval County Collection Costs (3.5%) and Early Payment Discounts (4%):

7.5%

GROSS ASSESSMENTS**\$172,544.05****Notes:**

Tax Roll Collection Costs for Duval County are 7.5% of Tax Roll. Budgeted net of tax roll assessments.

See Assessment Table.

⁽¹⁾ Maximum Annual Debt Service less any prepaid assessments received.

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2025/2026 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2025/2026 O&M Budget:		\$518,420.00	2024/2025 O&M Budget:	\$488,982.00
Collection Costs:	3.5%	\$19,615.89	2025/2026 O&M Budget:	\$518,420.00
Early Payment Discounts:	4%	\$22,418.16		
2025/2026 Total:		\$560,454.05	Total Difference:	\$29,438.00

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2024/2025	2025/2026	\$	%
Single Family	Series 2007A Debt Service	\$1,168.62	\$1,168.62	\$0.00	0.00%
	Operations/Maintenance	\$1,057.26	\$1,120.91	\$63.65	6.02%
	Total	\$2,225.88	\$2,289.53	\$63.65	2.86%
Single Family (Partially Prepaid 1)	Series 2007A Debt Service	\$431.69	\$431.69	\$0.00	0.00%
	Operations/Maintenance	\$1,057.26	\$1,120.91	\$63.65	6.02%
	Total	\$1,488.95	\$1,552.60	\$63.65	4.27%
Single Family (Partially Prepaid 2)	Series 2007A Debt Service	\$566.11	\$566.11	\$0.00	0.00%
	Operations/Maintenance	\$1,057.26	\$1,120.91	\$63.65	6.02%
	Total	\$1,623.37	\$1,687.02	\$63.65	3.92%
Single Family (Partially Prepaid 3)	Series 2007A Debt Service	\$578.43	\$578.43	\$0.00	0.00%
	Operations/Maintenance	\$1,057.26	\$1,120.91	\$63.65	6.02%
	Total	\$1,635.69	\$1,699.34	\$63.65	3.89%

FISCAL YEAR 2025/2026 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$518,420.00
COLLECTION COSTS @	3.5%	\$19,615.89
EARLY PAYMENT DISCOUNT @	4.0%	\$22,418.16
TOTAL O&M ASSESSMENT		<u>\$560,454.05</u>

UNITS ASSESSED		
LOT SIZE	O&M	SERIES 2007A DEBT SERVICE ⁽¹⁾
Single Family	277	45
Single Family (Partially Prepaid 1)	52	52
Single Family (Partially Prepaid 2)	20	20
Single Family (Partially Prepaid 3)	151	149
Total Community	<u>500</u>	<u>266</u>

ALLOCATION OF O&M ASSESSMENT			
EAU FACTOR	TOTAL EAU's	% TOTAL EAU's	TOTAL O&M BUDGET
1.00	277.00	55.40%	\$310,491.55
1.00	52.00	10.40%	\$58,287.22
1.00	20.00	4.00%	\$22,418.16
1.00	151.00	30.20%	\$169,257.12
	<u>500.00</u>	<u>100.00%</u>	<u>\$560,454.05</u>

PER LOT ANNUAL ASSESSMENT		
O&M	SERIES 2007A DEBT SERVICE ⁽²⁾	TOTAL ⁽³⁾
\$1,120.91	\$1,168.62	\$2,289.53
\$1,120.91	\$431.69	\$1,552.60
\$1,120.91	\$566.11	\$1,687.02
\$1,120.91	\$578.43	\$1,699.34

LESS: Duval County Collection Costs (3.5%) and Early Payment Discounts (4%):

(\$42,034.05)

Net Revenue to be Collected

\$518,420.00

⁽¹⁾ Reflects the number of total lots with Series 2007A debt outstanding.

⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2007A bond issue. Annual assessment includes principal, interest, Duval County collection costs and early payment discounts.

⁽³⁾ Annual assessment that will appear on November 2025 Duval County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if paid early).

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.

Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.



Rizzetta & Company

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Travel: Each Board Supervisor and the District Staff are entitled to reimbursement for travel expenses per Florida Statutes 190.006(8).

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines

Bank Fees: The District will incur bank service charges during the year.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.

EXPENDITURES - FIELD OPERATIONS:

Deputy Services: The District may wish to contract with the local police agency to provide security for the District.

Security Services and Patrols: The District may wish to contract with a private company to provide security for the District.

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.



Rizzetta & Company

Utility - Recreation Facility: The District may budget separately for its recreation and or amenity electric separately.

Gas Utility Services: The District may incur gas utility expenditures related to district operations at its facilities such as pool heat etc.

Garbage - Recreation Facility: The District will incur expenditures related to the removal of garbage and solid waste.

Solid Waste Assessment Fee: The District may have an assessment levied by another local government for solid waste, etc.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Utility - Reclaimed: The District may incur expenses related to the use of reclaimed water for irrigation.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Fountain Service Repairs & Maintenance: The District may incur expenses related to maintaining the fountains within throughout the Parks & Recreational areas

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Wetland Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various wetlands and waterways by other governmental entities.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

Aquatic Plant Replacement: The expenses related to replacing beneficial aquatic plants, which may or may not have been required by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.



Rizzetta & Company

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Maintenance: The District will incur expenditures related to the maintenance of the irrigation systems.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Field Services: The District may contract for field management services to provide landscape maintenance oversight.

Miscellaneous Fees: The District may incur miscellaneous expenses that do not readily fit into defined categories in field operations.

Gate Phone: The District will incur telephone expenses if the District has gates that are to be opened and closed.

Street/Parking Lot Sweeping: The District may incur expenses related to street sweeping for roadways it owns or are owned by another governmental entity, for which it elects to maintain.

Gate Facility Maintenance: Expenses related to the ongoing repairs and maintenance of gates owned by the District if any.

Sidewalk Repair & Maintenance: Expenses related to sidewalks located in the right of way of streets the District may own if any.

Roadway Repair & Maintenance: Expenses related to the repair and maintenance of roadways owned by the District if any.

Employees - Salaries: The District may incur expenses for employees/staff members needed for the recreational facilities such as Clubhouse Staff.

Employees - P/R Taxes: This is the employer's portion of employment taxes such as FICA etc.

Employee - Workers' Comp: Fees related to obtaining workers compensation insurance.

Management Contract: The District may contract with a firm to provide for the oversight of its recreation facilities.

Maintenance & Repair: The District may incur expenses to maintain its recreation facilities.

Facility Supplies: The District may have facilities that required various supplies to operate.



Rizzetta & Company

Gate Maintenance & Repairs: Any ongoing gate repairs and maintenance would be included in this line item.

Telephone, Fax, Internet: The District may incur telephone, fax and internet expenses related to the recreational facilities.

Office Supplies: The District may have an office in its facilities which require various office related supplies.

Clubhouse - Facility Janitorial Service: Expenses related to the cleaning of the facility and related supplies.

Pool Service Contract: Expenses related to the maintenance of swimming pools and other water features.

Pool Repairs: Expenses related to the repair of swimming pools and other water features.

Security System Monitoring & Maintenance: The District may wish to install a security system for the clubhouse

Clubhouse Miscellaneous Expense: Expenses which may not fit into a defined category in this section of the budget

Athletic/Park Court/Field Repairs: Expense related to any facilities such as tennis, basketball etc.

Trail/Bike Path Maintenance: Expenses related to various types of trail or pathway systems the District may own, from hard surface to natural surfaces.

Special Events: Expenses related to functions such as holiday events for the public enjoyment

Miscellaneous Fees: Monies collected and allocated for fees that the District could incur throughout the year, which may not fit into any standard categories.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



Rizzetta & Company

RESERVE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Reserve Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Reserve Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

Off Roll: For lands not on the tax roll and that is by way of a direct bill from the District to the appropriate property owner.

Developer Contributions: The District may enter into a funding agreement and receive certain prescribed dollars from the Developer to off-set expenditures of the District.

Miscellaneous Revenues: The District may receive monies for the sale or provision of electronic access cards, entry decals etc.

EXPENDITURES:

Capital Reserve: Monies collected and allocated for the future repair and replacement of various capital improvements such as club facilities, swimming pools, athletic courts, roads, etc.

Capital Outlay: Monies collected and allocated for various projects as they relate to public improvements.



Rizzetta & Company

DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



Rizzetta & Company

RESOLUTION 2025-06
[FY 2026 APPROPRIATION RESOLUTION]

THE ANNUAL APPROPRIATION RESOLUTION OF THE BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT ("DISTRICT") RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET(S) FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Bainebridge Community Development District ("**District**") prior to June 15, 2025, proposed budget(s) ("**Proposed Budget**") along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local general-purpose government(s) having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing on the Proposed Budget and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District's website in accordance with Section 189.016, *Florida Statutes*; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year.

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

SECTION 1. BUDGET

- a. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* ("**Adopted Budget**"), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- b. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Bainebridge Community Development District for the Fiscal Year Ending September 30, 2026."

- c. The Adopted Budget shall be posted by the District Manager on the District's official website in accordance with Chapter 189, *Florida Statutes*, and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for FY 2026, the sum(s) set forth in **Exhibit A** to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated as set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within FY 2026 or within 60 days following the end of the FY 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law. The District Manager or Treasurer must ensure that any amendments to the budget under this paragraph c. are posted on the District's website in accordance with Chapter 189, *Florida Statutes*, and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 17th DAY OF JULY, 2025.

ATTEST:

**BAINEBRIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2026 Budget

Tab 10

RESOLUTION 2025-07
[FY 2026 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2026 ADOPTED BUDGET(S); PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS, INCLUDING BUT NOT LIMITED TO PENALTIES AND INTEREST THEREON; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Bainebridge Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District, located in Duval County, Florida ("**County**"); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, for the fiscal year beginning October 1, 2025, and ending September 30, 2026 ("**FY 2026**"), the Board of Supervisors ("**Board**") of the District has determined to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**"), attached hereto as **Exhibit A**; and

WHEREAS, pursuant to Chapter 190, *Florida Statutes*, the District may fund the Adopted Budget through the levy and imposition of special assessments on benefitted lands within the District and, regardless of the imposition method utilized by the District, under Florida law the District may collect such assessments by direct bill, tax roll, or in accordance with other collection measures provided by law; and

WHEREAS, in order to fund the District's Adopted Budget, the District's Board now desires to adopt this Resolution setting forth the means by which the District intends to fund its Adopted Budget.

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

1. **FUNDING.** The District's Board hereby authorizes the funding mechanisms for the Adopted Budget as provided further herein and as indicated in the Adopted Budget attached hereto as **Exhibit A** and the assessment roll attached hereto as **Exhibit B** ("**Assessment Roll**").
2. **OPERATIONS AND MAINTENANCE ASSESSMENTS.**
 - a. **Benefit Findings.** The provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands is shown in **Exhibit A** and **Exhibit B** and is hereby found to be fair and reasonable.

- b. **O&M Assessment Imposition.** Pursuant to Chapter 190, *Florida Statutes*, a special assessment for operations and maintenance ("**O&M Assessment(s)**") is hereby levied and imposed on benefitted lands within the District and in accordance with **Exhibit A** and **Exhibit B**. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.
 - c. **Maximum Rate.** Pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for operation and maintenance assessments.
3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District's Board hereby certifies for collection the FY 2026 installment of the District's previously levied debt service special assessments ("**Debt Assessments,**" and together with the O&M Assessments, the "**Assessments**") in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.
4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.
 - a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the "**Tax Roll Property**" identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* ("**Uniform Method**"). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District's Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.
 - b. **Future Collection Methods.** The District's decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.
5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

3. **DEBT SERVICE SPECIAL ASSESSMENTS.** The District's Board hereby certifies for collection the FY 2026 installment of the District's previously levied debt service special assessments ("**Debt Assessments**," and together with the O&M Assessments, the "**Assessments**") in accordance with this Resolution and as further set forth in **Exhibit A** and **Exhibit B**, and hereby directs District staff to affect the collection of the same.

4. **COLLECTION AND ENFORCEMENT; PENALTIES; INTEREST.** Pursuant to Chapter 190, *Florida Statutes*, the District is authorized to collect and enforce the Assessments as set forth below.

a. **Tax Roll Assessments.** To the extent indicated in **Exhibit A** and **Exhibit B**, those certain O&M Assessments (if any) and/or Debt Assessments (if any) imposed on the **“Tax Roll Property”** identified in **Exhibit B** shall be collected by the County Tax Collector at the same time and in the same manner as County property taxes in accordance with Chapter 197, *Florida Statutes* (**“Uniform Method”**). That portion of the Assessment Roll which includes the Tax Roll Property is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County property taxes. The District’s Board finds and determines that such collection method is an efficient method of collection for the Tax Roll Property.

b. **Future Collection Methods.** The District’s decision to collect Assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

5. **ASSESSMENT ROLL; AMENDMENTS.** The Assessment Roll, attached hereto as **Exhibit B**, is hereby certified for collection. The Assessment Roll shall be collected pursuant to the collection methods provided above. The proceeds therefrom shall be paid to the District. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll.

6. **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.

7. **EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

[CONTINUED ON NEXT PAGE]

PASSED AND ADOPTED THIS 17th DAY OF JULY, 2025.

ATTEST:

**BAINEBRIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget

Exhibit B: Assessment Roll