



Rizzetta & Company

Bainebridge Community Development District

**Board of Supervisors' Meeting
July 16, 2026**

**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 09, 2026

FINAL AGENDA

Dear Board Members:

The **regular** meeting of the Bainebridge Community Development District will be held on **July 16, 2026, at 6:00 p.m.** at the Bainebridge Amenity Center, located at 15855 Twin Creek Drive, Jacksonville, Florida 32218.

1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **AUDIENCE COMMENTS ON AGENDA ITEMS**
4. **BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meeting held April 16, 2026 Tab 1
 - B. Ratification of Operation and Maintenance Expenditures for March 2026 through May 2026 Tab 2
5. **STAFF REPORTS**
 - A. Landscape Inspection Report Tab 3
 - B. Landscape Report Tab 4
 - 1.) Consideration of Brightview Landscaping Proposals
 - C. District Counsel
 - D. District Engineer
 - E. Amenity Manager Tab 5
 - F. District Manager
Charles Aquatics Pond & Fountain Reports Tab 6
5. **BUSINESS ITEMS**
 - A. Consideration of A/C replacement proposals Tab 7
 - B. Consideration of Bollard Light Fixture Replacement Proposal Tab 8
 - C. Public Hearing on Fiscal Year 2026-2027 Budget
 - 1.) Consideration of Resolution 2026-04; Adopting Fiscal Year 2026-2027 Budget Tab 9
 - D. Public Hearing on Special Assessments
 - 1.) Consideration of Resolution 2026-05; Imposing Special Assessments Fiscal Year 2026-2027 Tab 10
 - E. Consideration of Resolution 2026-06; Setting Public Hearing on Rules of Procedure Tab 11
 - F. Acceptance of Arbitrage Engagement Letter Series 2007 Tab 12
7. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
8. **ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (904) 436-6270.

Sincerely,

Benjamin Pfuhl

Benjamin Pfuhl

Tab 1

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 16, 2026, 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
Samuel Helms	Board Supervisor, Vice Chairman
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
Matthew Mironchik	Landscape Inspections, Rizzetta & Company, Inc. (via speakerphone)

Audience members were present.

FIRST ORDER OF BUSINESS**CALL TO ORDER**

Mr. Huff called the meeting to order at 6:00 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

**CONSIDERATION OF THE MINUTES
OF THE BOARD OF SUPERVISORS'
MEETING HELD MARCH 19, 2026**

On a motion by Mr. Helms, seconded by Mr. Huff, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held March 19, 2026, for Bainebridge Community Development District.

FIFTH ORDER OF BUSINESS

STAFF REPORTS

A. Landscape Report Inspection Reports

Mr. Mironchik reviewed his report with the Board.

B. Landscape and Irrigation Reports

Ms. Mabus reviewed the BrightView Quality Site Assessment with the Board, reviewing the current irrigation restrictions because of the drought conditions.

C. District Counsel

Mr. Magee did not have a report at this time but was available for questions from the Board.

SIXTH ORDER OF BUSINESS

**PRESENTATION OF THE PROPOSED
BUDGET FOR FISCAL YEAR 2026-
2027**

Mr. Pfuhl presented the Board with the Proposed Budget for Fiscal Year 2026-2027.

Mr. Huff requested that Line 80 "Capital Outlay" be increased from \$30,000 to \$50,000.

**1.) Consideration of Resolution 2026-02; Approving the Fiscal Year
2026-2027 Proposed Budget and Setting the Public Hearing**

On a motion by Mr. Hall, seconded by Mr. Helms, with all in favor, the Board adopted Resolution 2026-02; Approving the Proposed Budget as amended and setting the Public Hearing on July 17, 2026, at 6:00 p.m. at the Bainebridge Amenity Center located at 15855 Twin Creek Drive, Jacksonville, Florida 32218, for Bainebridge Community Development District.

SEVENTH ORDER OF BUSINESS

**CONSIDERATION OF RESOLUTION
2026-03; REAPPOINTING ASSISTANT
TREASURER**

Mr. Pfuhl reviewed the resolution with the Board.

On a motion by Mr. Helms, seconded by Mr. Huff, with all in favor, the Board adopted Resolution 2026-03; Appointing Susan Garcia as the Assistant Treasurer, for Bainebridge Community Development District.

EIGHTH ORDER OF BUSINESS**RATIFICATION OF THE
ACCEPTANCE OF MAINLINE REPAIR
PROPOSAL**

Mr. Pfuhl informed the Board that in between meetings the Chair approved a proposal (Exhibit A) from BrightView for an emergency mainline irrigation repair with a not to exceed amount of \$8,736.19.

On a motion by Mr. Huff, seconded by Mr. Hall, with all in favor, the Board ratified the Chair's acceptance of the BrightView mainline irrigation repair proposal with a not to exceed amount of \$8,736.19, for Bainebridge Community Development District.

NINTH ORDER OF BUSINESS**CONSIDERATION OF DRAINAGE
REPAIR PROPOSAL**

Mr. Shiver reviewed the proposal from Armada Construction (Exhibit B) for drainage repair in the amount of \$7,500.

On a motion by Mr. Mabb, seconded by Mr. Hall, with all in favor, the Board approved the Armada Construction Proposal for drainage repair in the amount of \$7,500, 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. Helms seconded by Mr. Huff, with all in favor, the Board adjourned the meeting at 6:34 p.m., for Bainebridge Community Development District.

Secretary/Assistant Secretary

Chairman/Vice Chairman

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: Mainline repairs at main entrance

Project Description Bainebridge CDD: Mainline repairs at main entrance

Scope of Work

PROPOSAL IS WRITTEN TO PULL BROKEN MAINLINE OUT OF THE SLEEVE AND
RUN NEW MAINLINE

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Bainebridge CDD: Mainline repairs at main entrance not to exceed proposal	\$0.00	\$0.00
1.00	LUMP SUM	Misc. PVC pipe and fittings	\$664.35	\$664.35
80.00	HOURL	LABOR FOUR TECHS TWO DAYS	\$85.00	\$6,800.00
1.00	EACH	BACKHOE 70-97HP 4WD ROPS DSL	\$1,271.84	\$1,271.84

Other

mainline break 22026

mainline break 22026-1

For internal use only

SO# 8879866
JOB# 346101085
Service Line 150

Total Price \$8,736.19

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014

TERMS & CONDITIONS

- The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
- Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
- License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
- Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
- Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
- Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
- Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
- Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
- Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
- Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
- Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
- Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
- Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
- Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

- Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

- Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
- Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Property Manager	
Signature	Title
Ben Pfuhl	March 24, 2026
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Irrigation Manager	
Signature	Title
Juwan Lamar Dupree	March 24, 2026
Printed Name	Date

Job #:	346101085		
SO #:	8879866	Proposed Price:	\$8,736.19

ARMADA CONSTRUCTION SERVICES LLC

**General, Roofing, Plumbing
and Heating and Air
CGC1531347, CCC1331766
CFC1430171, CAC1819745
8806 Brierwood Rd.
Jacksonville, Fl. 32257
904-449-5112, 904-300-3265**

www.armadaconstructionjax.com

Job address: 15855 twin creek dr.

Scope of work:

Remove pavers as much as needed where pipe is collapsing and put it back as it was
Dig ditch to replace drainpipe with solid pipe all the way as it goes out
Remove 6X6 concrete slab that is damaged by tree roots
Cut the root that is affecting walkway slab
Install 6X6 slab to match existing

Total for labor and material is \$7,500.00

Thank you and if you have any questions feel free to call me

Tab 2

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 2026

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2026 through May 31, 2026. This does not include expenditures previously approved by the Board.

The total items being presented:

\$ 34,812.13

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2026 Through May 31, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Armada Construction Services, LLC	300153	140-051126	Maintenance & Repair 05/26	\$ 4,250.00
Armada Construction Services, LLC	300145	140-15855	Maintenance & Repair 04/26	\$ 3,750.00
BrightView Landscape Services, Inc.	300146	9749673	Mainline repairs at main entrance 04/26	\$ 7,036.19
BrightView Landscape Services, Inc.	300149	9753732	Landscape Maintenance 05/26	\$ 3,156.00
C BUSS Enterprises, Inc.	300154	6184	Pool Maintenance 05/26	\$ 1,153.28
COMCAST	51826	8495741202010538-042426	Phone, Internet & Cable Services 05/26	\$ 383.02
Extra Duty Solutions	300150	X233.029499	Deputy Services 03/26	\$ 220.08
Extra Duty Solutions	300155	X233.030272	Deputy Services 04/26	\$ 304.64
First Coast Contract Maintenance Service, LLC	400048	10249	Management Services 06/26	\$ 4,587.00
First Coast Contract Maintenance Service, LLC	400048	10257	Reimbursable Expenses 04/26	\$ 778.61
Fitness Pro	300147	277811	Fitness Equipment Maintenance & Repair 04/26	\$ 175.00

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

May 1, 2026 Through May 31, 2026

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Hi-Tech System Associates	300151	442128	Access Control 05/26	\$ 117.95
Jacksonville Daily Record	300156	26-02861D	Legal Advertising 05/26	\$ 75.50
JEA	52726	4849510511-050426	Utility Services 04/26	\$ 1,926.58
Republic Services	50726	0687-001619926	Waste Disposal Services 05/26	\$ 638.95
Rizzetta & Company, Inc.	400047	INV0000109111	Accounting Services 05/26	\$ 5,359.33
TIGRIS Aquatic Services, LLC	300152	4640323	Aquatic Maintenance 05/26	\$ 125.00
TIGRIS Aquatic Services, LLC	300152	4642384	Aquatic Maintenance 05/26	<u>\$ 775.00</u>
Report Total				<u><u>\$ 34,812.13</u></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 2026

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from April 1, 2026 through April 30, 2026. This does not include expenditures previously approved by the Board.

The total items being presented:

\$ 29,685.13

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2026 Through April 30, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Alton Mabb Jr.	300141	AM041626-140	Board of Supervisors Meeting 04/16/26	\$ 200.00
American Electrical Contracting, Inc.	300130	79441691	Maintenance & Repairs 03/26	\$ 1,920.00
BrightView Landscape Services, Inc.	300128	9718823	Landscape Maintenance 04/26	\$ 3,156.00
C BUSS Enterprises, Inc.	300139	5920	Pool Maintenance 04/26	\$ 4,175.89
Charles Aquatics, Inc.	300131	55351	Fountain Maintenance 04/26	\$ 775.00
COMCAST	41726	8495741202010538-032426	Phone, Internet & Cable Services 04/26	\$ 383.16
Donovan Acquisition, LLC	300133	529327913	Maintenance & Repairs 04/26	\$ 286.50
Extra Duty Solutions	300129	X233.028524	Deputy Services 02/26	\$ 437.08
Extra Duty Solutions	300134	X233.028786	Deputy Services 03/26	\$ 220.08
Extra Duty Solutions	300129	X233.993081	Deputy Services 03/26	\$ 435.68

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2026 Through April 30, 2026

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
First Coast Contract Maintenance Service, LLC	300132	10200	Management Services 05/26	\$ 4,587.00
First Coast Contract Maintenance Service, LLC	300135	10204	Reimbursable Expenses 03/26	\$ 1,429.28
First Coast Contract Maintenance Service, LLC	300140	10223	Reimbursable Expenses 04/26	\$ 473.75
Fitness Pro	300136	277639	Fitness Equipment Maintenance & Repair 03/26	\$ 1,075.48
Hi-Tech System Associates	300137	440630	Access Control 04/26	\$ 117.95
JEA	42426	484950511-040226	Utility Services 04/26	\$ 1,679.59
Kutak Rock, LLP	300138	3728138	Legal Services 02/26	\$ 609.50
Larry M. Hall	300142	LH041626-140	Board of Supervisors Meeting 04/16/26	\$ 200.00
Republic Services	40726	0687-001612101	Waste Disposal Services 04/26	\$ 613.86
Rizzetta & Company, Inc.	400045	INV0000108019	Accounting Services 04/26	\$ 6,509.33

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

April 1, 2026 Through April 30, 2026

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Samuel Lincoln Helms III	300143	SH041626-140	Board of Supervisors Meeting 04/16/26	\$ 200.00
William R. Huff II	300144	WF041626-140	Board of Supervisors Meeting 04/16/26	<u>\$ 200.00</u>
Report Total				<u>\$ 29,685.13</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

March 2026

Presented For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from March 1, 2026 through March 31, 2026. This does not include expenditures previously approved by the Board.

The total items being presented:

\$ 26,543.02

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2026 Through March 31, 2026

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Alton Mabb Jr.	300123	AM031926-140	Board of Supervisors Meeting 03/19/26	\$ 200.00
Always Improving, LLC	400037	277358	Preventative Maintenance 02/26	\$ 624.66
BrightView Landscape Services, Inc.	400038	9685278	Landscape Maintenance 03/26	\$ 3,156.00
Charles Aquatics, Inc.	300121	54952	Fountain Maintenance 02/26	\$ 775.00
Charles Aquatics, Inc.	400039	55145	Fountain Maintenance 03/26	\$ 775.00
COMCAST	32026	8495741202010538-022426	Phone, Internet & Cable Services 03/26	\$ 383.16
Extra Duty Solutions	400043	X233.028017	Deputy Services 02/26	\$ 217.49
First Coast Contract Maintenance Service, LLC	300122	10086	Management Services 03/26	\$ 4,587.00
First Coast Contract Maintenance Service, LLC	300122	10108	Irrigation Repair 02/26	\$ 125.00

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2026 Through March 31, 2026

<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	300122	10116	Reimbursable Expenses 02/26	\$ 623.68
First Coast Contract Maintenance Service, LLC	400044	10148	Management Services 04/26	\$ 4,587.00
First Coast Contract Maintenance Service, LLC	400044	10149	Reimbursable Expenses 02/26	\$ 1,769.72
Hi-Tech System Associates	400040	439135	Access Control 03/26	\$ 117.95
Jacksonville Daily Record	400041	26-01078D	Legal Advertising 02/26	\$ 96.50
JEA	32626	4849510511-030426	Utility Services 01/26	\$ 1,784.79
Larry M. Hall	300124	LH031926-140	Board of Supervisors Meeting 03/19/26	\$ 200.00
Republic Services	31026	0687-001604548	Waste Disposal Services 03/26	\$ 560.74
Rizzetta & Company, Inc.	300120	INV0000107425	Accounting Services 03/26	\$ 5,359.33

BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT

Paid Operation & Maintenance Expenditures

March 1, 2026 Through March 31, 2026

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Samuel Lincoln Helms III	300125	SH031926-140	Board of Supervisors Meeting 03/19/26	\$ 200.00
Walter David	300126	WD031926-140	Board of Supervisors Meeting 03/19/26	\$ 200.00
William R. Huff II	300127	WH031926-140	Board of Supervisors Meeting 03/19/26	<u>\$ 200.00</u>
Report Total				<u>\$ 26,543.02</u>

Tab 3

BAINEBRIDGE

Community Asset Management Report



June 25, 2026

Rizzetta & Company

Matthew Mironchik – Community Asset Manager



Rizzetta & Company
Professionals in Community Management

Summary/Bainebridge Drive

General Updates, Recent & Upcoming Maintenance Events

- Recent cold temperatures have caused damage to tender plant material. An inventory of plant material that does not bounce back should be made in the spring so that replacements can be made.

The following are action items for **Brightview** to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation. **Orange** indicates items for staff. **Black, bold and underlined text represents updates or questions for the BOS.**

1. Crew members should be instructed to dead head flowers as needed in the front entrance monument bed.(pic.1)



2. Some weed pressure was observed in the annual bed as well. This area should be touched up every detail event.
3. Mechanical damage, most likely from mowers, was observed along the bed edge in the center median. This needs to be repaired.(pic.3>)
4. There is a dead Elm tree in the center median that should be removed.(pic.4>)
5. There is a weak Oak tree at the end of the vinyl fence on Bainebridge Dr. that should be removed to improve aesthetics.(pic.5>>)



6. Near the corner of Pecan Park R. and Bainebridge Dr., one of the irrigation control box's lids was one the ground and needs to be secured again.(pic.6>>)



Bainebridge Drive/Amenity Center



7. Vinyl fence along Bainebridge Dr. is starting to turn green from algae and should be pressure washed soon.(pic.7>)
8. Crew members should be instructed to remove any dead plant material they see when they are detailing beds in CDD maintained property.(pic.8>)
9. There is an area outside of the tennis court area, just behind the covered benches. It appears that rainwater is coming off of the roof and flowing off of the court causing erosion before getting to the storm drain. Recommendations for mitigation such as a trench drain should be made.(pic.9a>,9b>>)



Amenity Center



10. Crape Myrtle at the West exit of the Amenity Center should be tipped back from the roof to prevent damage.(pic.10)



14. Some of the mature Viburnum on the North end of the pool area look chlorotic. Please have agronomy team check these out.(pic.14)



11. Erosion control on the East side of the pool area seems to be doing very well. No additional erosion was observed.

12. Mower damage was observed in the area outside of the pool area. Crew members should be instructed to use good judgement if turf conditions are not conducive for mowing.(pic.12>)

13. A broken limb was observed hanging in a dead branch in one of the Pine trees along the perimeter of the pool area. This should be removed to prevent property damage.(13>)



Amenity Center Pool

15. One the West side of the perimeter near the pool, there is a tree that is leaning into the pool area.(pic.15)



16. A section of the chain-link fence, around the tennis court, has popped and should be repaired.(pic.16)



17. Palm trees on either side of the entrance to the Amenity Center should be trimmed. (pic.17a>,17b>)



Proposals

1. Removal of dead Elm in center median of Bainebridge Dr.. Item #4.(pic.1)



3. Erosion mitigation near Tennis Court benches. Item #9.(pic.3a,3b)



2. Removal of Oak tree at the end of the fence on Bainebridge Dr.. Item #5.(pic.2)



Proposals

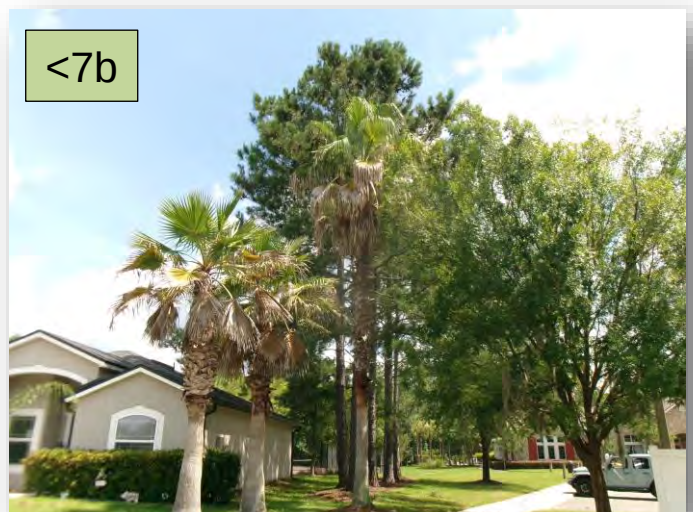
4. Removal of dead limb along the perimeter of the pool area. Item #13(pic.4)



5. Removal of tree leaning into the pool area. Item #15.(pic.5)



6. Pressure washing of vinyl fence along Bainebridge Dr.. Item #7.(pic.6>)



7. Pruning of palms at the entrance to the Amenity Center. Item #17.(pic.7a>,7b>)



Tab 4

Quality Site Assessment

Prepared for: Bainebridge CDD

General Information

DATE: Wednesday, Jul 08, 2026

NEXT QSA DATE: Monday, Aug 17, 2026

CLIENT ATTENDEES: Ben Pfuhl

BRIGHTVIEW ATTENDEES: Jennifer Mabus

Customer Focus Areas

Main Entry and Amenity detail

Quality you can count on.

7
Seven
Standards of
Excellence



Site Cleanliness



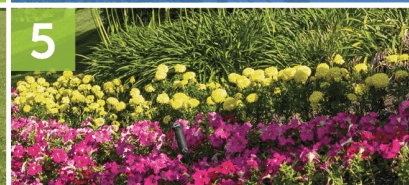
Weed Free



Green Turf



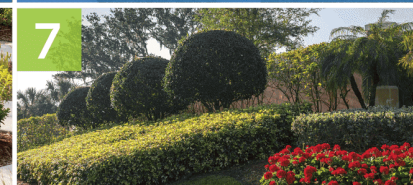
Crisp Edges



Spectacular Flowers



Uniformly Mulched Beds



Neatly Pruned Trees & Shrubs

QUALITY SITE ASSESSMENT

Bainebridge CDD

Maintenance Items



- 1** Front sign, liriope is healthy and turf is green
- 2** Amenity center shrubs are pruned and beds are clean
- 3** Turf in the main entrance is green, bed edges are uniform and have no weeds
- 4** Turf near at the Amenity center is healthy, green and free of weeds

Maintenance Items



- 5** Palm trees are pushing out their seeds and will be pruned in late July/August to remove seed pods and brown fronds.

Recommendations for Property Enhancements



- 1** Dead elm tree in the entrance needs to be removed and stump ground. Will provide proposal to remove and option to replace.
- 2** Crape myrtle is touching the top of the roof, provide proposal to prune it back. This can be done when the palms are pruned.
- 3** Provide proposal to install an drain to capture the water coming off of tennis court and run it towards the drain.
- 4** Prior to next mulching in the spring, will provide a proposal to remove excessive mulch. Picture shows years of mulch around the fence on the playground.

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 - Building clearance

Project Description Prune crape myrtle off of the roof of the Amenity Center (this can be done when pruning palms)

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Prune Crape myrtle that is touching the roof of the Amenity center. (to be done when palms are pruned)	\$178.57	\$178.57

For internal use only

SO# 8959696
JOB# 346101085
Service Line 300

Total Price \$178.57

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

Property Manager	
Signature	Title
Ben Pfuhl	July 08, 2026
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Enhancement Manager	
Signature	Title
Jen Mabus	July 08, 2026
Printed Name	Date

Job #: 346101085

SO #: 8959696

Proposed Price: \$178.57

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 elm tree

Project Description Remove dead elm tree and option for replacement

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
Tree Removal and Stump Grind				Subtotal \$757.03
1.00	LUMP SUM	Remove elm tree, chip up debris, and grind stump	\$545.45	\$545.45
1.00	EACH	Remove grindings, grade and add sod	\$211.58	\$211.58

For internal use only

SO# 8959693

JOB# 346101085

Service Line 130

Total Price \$757.03

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

Property Manager	
Signature	Title
Ben Pfuhl	July 08, 2026
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Enhancement Manager	
Signature	Title
Jen Mabus	July 08, 2026
Printed Name	Date

Job #: 346101085

SO #: 8959693 **Proposed Price:** \$757.03

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: Electrical Troubleshooting of the downed zones at the entrance

Project Description Bainebridge CDD: Electrical Troubleshooting of the downed zones at the entrance

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	LUMP SUM	Bainebridge CDD: Electrical Troubleshooting of the downed zones at the entrance	\$0.00	\$0.00
3.00	EACH	24V Solenoid	\$113.95	\$341.85
50.00	FEET	14-1 Red and White wire	\$0.76	\$37.99
12.00	EACH	Splice kit	\$3.80	\$45.58
10.00	HOUR	Labor	\$85.00	\$850.00

For internal use only

SO# 8935134
JOB# 346101085
Service Line 150

Total Price \$1,275.42

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

Property Manager	
Signature	Title
Ben Pfuhl	July 08, 2026
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Irrigation Manager	
Signature	Title
Juwan Lamar Dupree	July 08, 2026
Printed Name	Date

Job #: 346101085

SO #: 8935134

Proposed Price: \$1,275.42

Tab 5



Bainebridge Community Development District

Field Report July 2026

First Coast CMS LLC
07/08/2026

Swimming Pool

At this time, there are no issues to report regarding the pool.

Life rings were ordered to replace the existing ones onsite

Common Area and Events

The amenity room A/C unit has leaks in both evaporator coils. The unit is 8 years old and out of warranty. It is a York system and both A/C contractors told me that the repair of the 8 year old system will be about \$10k. The system is a “split system” that uses two 5 ton units to cool the amenity room as well as the two bathrooms on the playground side of the building. I have attached two quotes for replacement of the system. This should be a reserve item. Please note that Donovan A/C currently has a maintenance agreement. The Carrier system they are proposing comes with a 5 year commercial parts warranty. I have reached out to Bowman A/C to get more information on their commercial parts warranty.

Another bench under the pavilion has a broken leg. Replacement benches have been ordered and will arrive the week of the meeting. We anticipate them being installed the week of the 20th by staff.

A bollard in the parking lot broke from the base and will need to be replaced. I have attached a quote for American Electrical to replace the Bollard.

Tab 6



TIGRIS Aquatic Services LLC
 6869 Phillips Parkway Drive South
 Jacksonville, Florida 32256
 Tel: 904-997-0044

Customer: Bainebridge CDD	Work Order: 35824783
9478 Bainebridge Dr Jacksonville, Florida 32218 Contact: Lesley Gallagher Phone: 9044366270	Lake/Pond/Wetland/Terrestrial Treatment Service Technician: Rich Powers Justin Powers Date of Service: 6/30/26

SITE NAME: "POND 1"

Comments:

pond was in great shape upon inspection

Water Level	
Full Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Alligator Weed	Sparse
Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 1"



SITE NAME: "POND 3"**Comments:**

pond was in great shape upon inspection

Water Level	
Full Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Shoreline/Terrestrial Weeds	Sparse
Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 3"**SITE NAME: "POND 8"****Comments:**

treated pond for heavy duckweed bloom

Water Level	
Full Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Duckweed	Heavy
Method of Application	
Gator/ATV	

Product Used	EPA #
Depth Charge	N/A
AquaNeat Glyphosate	228-365
Liberate	N/A

SITE IMAGES: "POND 8"



SITE NAME: "POND 6"

Comments:

treated pond for heavy duckweed bloom

Water Level
Full Pool

Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Duckweed	Heavy

Method of Application
Gator/ATV

Product Used	EPA #
Depth Charge	N/A
AquaNeat Glyphosate	228-365
Liberate	N/A

SITE IMAGES: "POND 6"



SITE NAME: "POND 2"

Comments:

pond was in great shape upon inspection

Water Level

Full Pool

Aquatic Vegetation Identified

N/A

Product Used

N/A

EPA #

N/A

SITE IMAGES: "POND 2"



SITE NAME: "POND 4"

Comments:

pond was in great shape upon inspection

Water Level	
Full Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Shoreline/Terrestrial Weeds	Sparse
Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 4"



SITE NAME: "POND 5"

Comments:

treated pond for emergent shoreline weeds

Water Level	
Full Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Shoreline/Terrestrial Weeds	Moderate
Method of Application	
Gator/ATV	
Product Used	EPA #
Depth Charge	N/A
AquaNeat Glyphosate	228-365
Liberate	N/A

SITE IMAGES: "POND 5"



SITE NAME: "POND 7"

Comments:

no access to pond

Water Level	
Below Normal Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Pennywort	Heavy
Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 7"



SITE NAME: "POND 9"

Comments:

pond was in good shape. equipment launch was extremely wet

Water Level	
Below Normal Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Shoreline/Terrestrial Weeds	Spotty
Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 9"



SITE NAME: "POND 16"

Comments:

treated pond for emergent shoreline weeds

Water Level	
Full Pool	
Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Shoreline/Terrestrial Weeds	Heavy
Method of Application	
Gator/ATV	
Product Used	EPA #
Depth Charge	N/A
AquaNeat Glyphosate	228-365
Liberate	N/A

SITE IMAGES: "POND 16"



Galaxy Tab A9
June 30, 2026

SITE NAME: "POND 10"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife
Full Pool	Good	Clear	Normal
Primary Spillway			
No Blockages			
Aquatic Vegetation Identified		Extent of Aquatic Vegetation	
Torpedo Grass		Heavy	
Method of Application			
Backpack			
Product Used		EPA #	
N/A		N/A	

SITE IMAGES: "POND 10"



SITE NAME: "POND 11"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife
Full Pool	Good	Clear	Normal

Primary Spillway
No Blockages

Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Alligator Weed Torpedo Grass	Moderate

Treatment Comments	Method of Application
You should see the results from the herbicide application in a few days.	Gator/ATV

Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 11"



SITE NAME: "POND 12"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife
Full Pool	Good	Clear	Geese - Current Activity
Primary Spillway			
No Blockages			
Aquatic Vegetation Identified		Extent of Aquatic Vegetation	
Alligator Weed Brush		Moderate Moderate	
Method of Application			
Gator/ATV			
Product Used		EPA #	
N/A		N/A	

SITE IMAGES: "POND 12"



SITE NAME: "POND 13"

Comments:
no access to pond

Product Used	EPA #
N/A	N/A

SITE NAME: "POND 14"

Water Level	Aesthetic Appearance	Fish / Wildlife	Level of Trash Removed
Full Pool	Good	Normal	Low

Primary Spillway

No Blockages

Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Shoreline/Terrestrial Weeds	Heavy

Treatment Comments	Method of Application
You should see the results from the herbicide application in a few days.	Gator/ATV

Product Used	EPA #
Depth Charge	N/A
AquaNeat Glyphosate	228-365
Polaris	N/A

SITE IMAGES: "POND 14"



SITE NAME: "POND 15"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife	Level of Trash Removed
Full Pool	Good	Clear	Normal	Low
Primary Spillway				
No Blockages				
Aquatic Vegetation Identified		Extent of Aquatic Vegetation		
Torpedo Grass		Sparse		
Method of Application				
Gator/ATV				
Product Used		EPA #		
N/A		N/A		

SITE IMAGES: "POND 15"



SITE NAME: "POND 17"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife
Full Pool	Good	Clear	Geese - Current Activity
Primary Spillway			
No Blockages			
Aquatic Vegetation Identified		Extent of Aquatic Vegetation	
Alligator Weed		Moderate	
Treatment Comments			Method of Application
You should see the results from the herbicide application in a few days.			Gator/ATV
Product Used		EPA #	
Depth Charge		N/A	
AquaNeat Glyphosate		228-365	
Polaris		N/A	

SITE IMAGES: "POND 17"



SITE NAME: "POND 18"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife
Full Pool	Good	Clear	Normal
Primary Spillway			
No Blockages			
Aquatic Vegetation Identified		Extent of Aquatic Vegetation	
Shoreline/Terrestrial Weeds		Moderate	
Method of Application			
Gator/ATV			
Product Used		EPA #	
N/A		N/A	

SITE IMAGES: "POND 18"



SITE NAME: "POND 19"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife
Full Pool	Good	Clear	Normal

Primary Spillway
No Blockages

Aquatic Vegetation Identified	Extent of Aquatic Vegetation
Pennywort Shoreline/Terrestrial Weeds	Spotty

Treatment Comments	Method of Application
You should see the results from the herbicide application in a few days.	Gator/ATV

Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 19"



SITE NAME: "POND 20"

Water Level	Aesthetic Appearance	Water Appearance	Fish / Wildlife
Full Pool	Good	Clear	Geese - Current Activity
Primary Spillway			
No Blockages			
Aquatic Vegetation Identified		Extent of Aquatic Vegetation	
Alligator Weed		Heavy	
Method of Application			
Gator/ATV			
Product Used		EPA #	
N/A		N/A	

SITE IMAGES: "POND 20"



SITE NAME: "POND 21"

Comments:
no access to pond

Method of Application	
Gator/ATV	
Product Used	EPA #
N/A	N/A

SITE IMAGES: "POND 21"



Thank you for your business!





TIGRIS Aquatic Services LLC
6869 Phillips Parkway Drive South
Jacksonville, Florida 32256
Tel: 904-997-0044

Customer: Bainebridge CDD	Work Order: 35824782
9478 Bainebridge Dr Jacksonville, Florida 32218 Contact: Lesley Gallagher Phone: 9044366270	Lake/Pond/Wetland/Terrestrial Treatment Service Technician: Rich Powers Date of Service: 5/1/26

SITE "Bainebridge CDD Pond"

Comments:

ponds were in fair shape upon inspection. multiple treatments planned for when equipment launches are dry from recent rains

Water Level	
Below Normal Pool	

Product Used	EPA #
N/A	N/A

SITE "Bainebridge CDD Pond" IMAGES



Galaxy Tab A9
May 26, 2026 12:20



Galaxy Tab A9
May 26, 2026 12:21



Galaxy Tab A9
May 26, 2026 12:14





Galaxy Tab A9
May 26, 2026 12:28







Galaxy Tab A9
May 26, 2026 12:33





Galaxy Tab A9
May 26, 2026 12:46













Galaxy Tab A9
May 26, 2026 13:02





Thank you for your business!

Tab 7

PROPOSAL



Heating & Air Conditioning

State Cert. CAC 1813750 EC#13007150

(904) 766-5860 North Jax/Beaches
(904) 387-1838 South Jax/Orange Park
Fax (904) 766-5862



"The Big Dogs of Comfort"



bowmanac.com

PROPOSAL SUBMITTED TO: Rizzetta & Co.	EMAIL:	DATE: June 25, 2026
STREET: 15855 Twin Creek Dr	JOB NAME: Bainbridge Estates	
CITY, STATE, ZIP CODE: Jacksonville FL	JOB LOCATION: SAME	
PHONE:	FAX:	JOB PHONE:

NEW EQUIPMENT

☐ Digital Non-Programmable	☒ Digital Programmable PRS6320	☒ 5-Year Limited Thermostat Replacement
☒ Condensate Drain Hook-up	AIR QUALITY PRODUCTS Return Air U.V. Light # Coil U.V. Light # Air Cleaner # Humidity Control New Balance Return Inlets Insulation R Biocide Treatment	
☒ Modifications of Supply and/or Return Plenum		
☒ All Work Done in Accordance with Existing Codes	RECOMMENDED ITEMS/WORK <i>The recommended items are in addition to total listed below.</i>	
☒ All Required Permits		
☒ Removal of Existing Equipment from Premises		
☐ Install New Electrical Circuits for System		
☒ Connect Electrical to Equipment from Existing Source		
☐ Install New Amp Electrical Service and Panel		
☐ Condensate Pump		
☐ New Supply Outlets		
☒ 24 Hour Emergency Service		
☐ New Return Inlets		
☐ Refrigerant Tubing		
☐ Energy Calculations		
☐ Balance System		

Disconnect and remove air handler and condensing units from premises. Install new air handler and condensing units. Units will be installed to manufacturer specification and in accordance with state and local codes. **PLEASE NOTE:** Currently there is a 5-7 day lead time for this equipment after customer approval. (LEAD TIMES ARE SUBJECT TO CHANGE WITHOUT NOTICE)

PROPOSAL IS VALID FOR THIRTY DAYS FROM PROPOSAL DATE

☒ **1 Year BOWMAN HEATING AND AIR CONDITIONING** Craftsmanship ☒ **10 Years Parts**, Compressor & Coil Warranty
Warranty applies to equipment's mechanical parts and materials installed by BOWMAN HEATING AND AIR CONDITIONING only. Warranty does not cover existing condensate lines, refrigerant lines or duct. Also refrigerant is not covered by manufacturers warranty and will not be covered under warranty by BOWMAN HEATING AND AIR CONDITIONING. **RESIDENTIAL CUSTOMERS:** Homeowner must register warranty with manufacturer within 60 day's of install to receive the 10 year warranty.

EQUIPMENT OPTION #1 ☐ Air Cond ☒ Heat Pump ☒ Split System ☐ Package Unit Brand: 2 - GOODMAN Model: 2 - GLZS4BA6010A AHU Model: 2 - AMST60DU1300A 10KW SEER: 14 Tonnage: 2 - 5 TONS Total: \$17,076.07	EQUIPMENT OPTION #2 ☐ Air Cond ☐ Heat Pump ☐ Split System ☐ Package Unit Brand: Model: AHU Model: SEER: Tonnage: Total \$:	EQUIPMENT OPTION #3 ☐ Air Cond ☐ Heat Pump ☐ Split System ☐ Package Unit Brand: Model: AHU Model: SEER: Tonnage: Total \$:
---	---	---

Payment terms will be: 50% Deposit with signed proposal to secure equipment / materials with balance due the day of installation of said equipment / materials.

It is agreed and understood by the parties that all equipment and parts which are sold pursuant hereto shall not become fixtures or part of the real estate where they are placed. Said parts and equipment shall at all times remain personal property and the title hereto shall remain in the seller until payment in full is received. Buyer hereby agrees that all parts and equipment may be repossessed in the event of non-payment.

I have authority to order the work as outlined above. I agree to pay all costs and reasonable attorney's fees if the proposal is placed in the hands of an attorney for collection.

Dealer Signature: Gage Morrell Customer Signature: _____

PROPOSAL DATE: June 25, 2026

Date: _____



Proposed by: Stephen Coletta
315 6th Ave South
Jacksonville Beach, FL 32250
Tel : 904-241-3785
scoletta@donovanac.com
www.donovanac.com
Install Address: 15855 twin
creek drive

Bainebridge Cdd
15855 twin creek drive
Jacksonville, Florida 32218
Tel : 9046874150
tony@firstcoastcms.com



2) TWINNED 🧑🧑 5 TON CARRIER VARIABLE SPEED SYSTEMS

Your Investment

\$20,681

2 Systems Quoted

MODELS

Carrier

GH5SAN56000A

- GH5SAN5 Series
- Single-Stage
- Heat Pump

- 10 Year Limited Parts Warranty
-Consult Dealer for any Warranty Product
Registration for your State

Carrier

FT5ANBD60L00

- Performance Series -Variable Speed -Air -Auxiliary Heater
Handler 59.13"H x 24.63"W x 22.07"L
- 10 years parts limited to residential properties
through manufacture

Carrier

FC-0801N08LC

Other Incentives:
• Service refund (\$980.00)

Net Investment
\$19,701

INCLUDED SERVICES:

- 10 YEAR LIMITED MANUFACTURER WARRANTY ON PARTS FOR EQUIPMENT INSTALLED IN A RESIDENTIAL PROPERTY. OTHERWISE, WARRANTY IS 5 YEARS ON ALL PARTS. FAILURE TO PERFORM ANNUAL MAINTENANCE MAY RESULT IN WARRANTY REDUCTION.
- 🌞 5 YEAR LABOR WARRANTY ON NEW EQUIPMENT. FAILURE TO PERFORM ANNUAL MAINTENANCE MAY RESULT IN WARRANTY REDUCTION.
- HURRICANE PAD FOR CONDENSER
- WATER OVERFLOW PROTECTION SWITCH
- PERMIT WILL BE ELECTRONICALLY FILED AND CLOSED WITH COUNTY UPON COMPLETION
- COMPLETE SYSTEM START UP
- LOCKING REFRIGERANT CAPS PER BUILDING CODE
- NO WARRANTY ON EXISTING DUCTWORK
- 1 YEAR DONOVAN 360 MEMBERSHIP (FIRST YEAR MAINTENANCE PLAN) WITH TWO SEMI-ANNUAL CLEANING VISITS FOR RESIDENTIAL INSTALLATIONS ONLY.
*Agreement starts day of installation. If there is a current agreement active, plan will restart day of installation.
- LEVEL 1 INSTALL
- SECURE OUTSIDE UNIT TO COMPLY WITH WIND CODES
- INSULATED BOX FOR CLOSET INSTALLATIONS
- REMOVE AND DISPOSE OF EXISTING EQUIPMENT
- ENSURE PROPER AMOUNT OF REFRIGERANT
- CHANGE CIRCUIT BREAKERS, AS NEEDED, TO MATCH NEW EQUIPMENT SPECIFICATIONS
- FAILURE TO PERFORM ANNUAL MAINTENANCE MAY RESULT IN WARRANTY REDUCTION

1

Choose Your Payment Option

- ☐ Credit Card ☐ Financed Through: **Wells Fargo or Service Finance** ☐ Check

2

Choose Your Equipment Option

- ☐ 2) twinned 🧑🧑 5 ton carrier
variable speed systems

3

Terms and Conditions

TERMS & CONDITIONS OF AGREEMENT

1. Purchaser hereby accepts the equipment and service described above and agrees to pay Donovan Air, Electric and Plumbing (CAC058398, EC13010004, CFC1431665) the price shown above.
2. All equipment and material are guaranteed by Donovan Air, Electric and Plumbing to be as specified. All work will be completed in a workmanlike manner according to normally accepted practices.
3. Materials and work in addition to that described herein will be furnished only on Purchaser's authorization and will be paid by Purchaser as an extra charge.
4. Upon failure to pay any sums due hereunder, Purchaser agrees to pay Donovan Air, Electric and Plumbing interest at the rate of one- and one-half percent (1½%) per month (annual rate of 18%) on all outstanding balances.
5. Donovan Air, Electric and Plumbing shall not be liable for any default caused by events beyond its control, including but not limited to, fire, flood, strikes, accidents, or delays affecting this work or other operations in which it is involved, directly or indirectly.
6. Purchaser shall permit Donovan Air, Electric and Plumbing reasonable access to the property on which equipment is to be installed. Title to all provided equipment remains with Donovan Air, Electric and Plumbing until all amounts due thereon are paid in full, whether such equipment is affixed to the realty or not, and shall remain personal property and be deemed severable without injury to the freehold. On

any payment default by Purchaser, or if in Donovan Air, Electric and Plumbing's judgment, reasonably exercised, its equity appears to be imperiled, then, Donovan Air, Electric and Plumbing may without further notice enter the premises and remove or resell the equipment, and Purchaser shall be liable for any deficiency or loss sustained by Donovan Heat & Air. in connection therewith.

7. Once equipment is connected at Purchaser's property, Purchaser assumes all risk of loss or damage to such equipment and shall insure same fully to protect all interests of Donovan Air, Electric and Plumbing's cost of insurance to be paid by Purchaser. Donovan Air, Electric and Plumbing carries liability insurance and Worker's Compensation Insurance.

8. Donovan Air, Electric and Plumbing provides a one-year limited labor warranty (unless otherwise specified within proposal). Equipment or system failure due to lack of proper maintenance service or abuse is expressly excluded. Normal maintenance check-ups and filter replacements are the responsibility of Purchaser. All other warranties, expressed or implied, are the responsibility of the manufacturer of the equipment, parts, or materials used in connection with the services.

9. There are no warranties, expressed or implied, for existing equipment, ductwork, or other materials not installed by Donovan Air, Electric and Plumbing.

10. All warranty work will be performed during Donovan Air, Electric and Plumbing's normal working hours, 8:00AM to 5:00PM, Monday through Friday.

11. Purchaser is responsible for all costs and reasonable attorney fees incurred by Donovan Heat & Air. in connection with any action or proceeding (including arbitration and appeals) arising out of this agreement, including collection of any outstanding amounts due, whether or not suit is filed.

12. Except as provided herein Donovan Air, Electric and Plumbing makes no other representations or warranties, either express or implied, including, but not limited to, any implied warranties of merchantability or fitness for a particular purpose. Donovan Air, Electric and Plumbing expressly disclaims all other warranties. Donovan Air, Electric and Plumbing's maximum liability hereunder shall consist of refunding all moneys paid to it by Purchaser hereunder subject to removal and return to Donovan Air, Electric and Plumbing of all equipment provided hereunder. Under no circumstances will Donovan Air, Electric and Plumbing be liable to Purchaser or any other person for any damages, including, without limitation, any indirect, incidental, special, or consequential damages, expenses, cost, profits, lost savings or earnings, lost or corrupted data, or other liability arising out of or related to this agreement, or the services or equipment provided hereunder.

13. This agreement shall be governed and construed solely according to the internal laws of the State of Florida, without reference to any conflicts of laws.

14. This agreement is the complete and exclusive statement of the agreement between Purchaser and Donovan Air, Electric and Plumbing and it supersedes all prior oral and written proposals and any prior or subsequent communications pertaining to the subject matter hereof.

15. RIGHT TO CANCEL Customer agrees and acknowledges that under state and federal law, Customer has a right to cancel this Agreement upon written notice to Company within three (3) business days of the Effective Date hereof without penalty.

LIMITATION ON CANCELLATION The homeowner may rescind this agreement within three (3) days after signing. Rescission may be made by giving verbal or written notice via email or text to the sales representative or manager primarily responsible for overseeing the performance of the work.

Payment to be made as follows: Balance on completion

Donovan Air, Electric and Plumbing proposes hereby to furnish and install the equipment and materials as described above on the terms and conditions provided herein. This proposal is good for thirty (30) days from the date hereof but may be accepted at any later date at the sole discretion of Donovan Air, Electric and Plumbing.

Carrier (Good, Better, Best) • Date Created: 06-16-2026

4

Print your name

--

[Clear](#)

Clear

<https://hvacbizpro.com/p/ezhrllS3>

Tab 8

AMERICAN ELECTRICAL Contracting, Inc.



9016 Philips Highway – Jacksonville, FL 32256

Office (904) 737-7770 • Fax (904) 737-1099

EC13007311

Tony Shiver
904-537-9034
Tony@firstcoastcms.com

Date: July 1, 2026

To: First Coast CMS
352 Perdido St.
St. Johns, FL 32259

Project: Bollard Lighting Replacement, Exact
Replacement
Cope's Landing
12123 Great Eagle Rd.
Jacksonville, FL 32219

-PROPOSAL-

American Electrical Contracting, Inc. proposes to furnish all labor and materials to complete the following scope of work:

Bollard Lighting Replacement, Exact Replacement:

1. Provide and install (1) new EXACT match KIM Lighting LED pathway bollard light fixture, replacing existing landscape bollard that has been damaged.
2. No landscape replenishment included.
3. No additional troubleshooting included.
4. Disposal of old materials included.
5. Work to be completed during normal business hours, Monday-Friday.

TOTAL QUOTATION: \$3,268.00

THANK YOU FOR THE OPPORTUNITY TO SUBMIT THIS PROPOSAL

Note:

- To the extent that additional work is performed, or materials delivered at the Owner's request which is not the subject of a signed change order, American Electrical shall be entitled to recover the costs thereof, plus 25%.
- Customer/Owner agrees to have any and all inspections, that may be required, completed within 180 days of commencement. Customer/Owner understands and agrees to pay a \$25.00 re-inspection fee on day 181. This fee will also be assessed every 180 days thereafter, indefinitely. If a collection agent is required to collect this fee, customer/owner agrees to pay all collection costs incurred, in addition to the outstanding fee.
- Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the base contract.
- The onsite representative for the customer or contractor is deemed to be authorized to request and approve extras and alterations to scope of work and payment by the customer or contractor for said work.
- **American Electrical Contracting, Inc. may withdraw this proposal if not accepted within 15 days.**
- American Electrical Contracting, Inc. shall have the right to stop work for nonpayment within terms upon 10 days written notification.
- Customer agrees to pay the cost of collection, including all collection, bankruptcy and appellate attorney's fees, court cost and filing fees, upon customer's default of contract.
- Labor warranty covers one year on original installation.
- Warranty and warranty claims shall be invalid unless all work, both contract and change orders, have been paid in full.
- Materials warranty is by the manufacture of the product. Lamps and bulbs are warranted for 30 days.
- Any payment not paid by the 10th day will be subject to an interest rate, which is equal to the maximum allowed by Florida statute.
- **The payment terms of the company are PAYMENT DUE UPON SERVICE RENDERED. Interest in the maximum amount permitted by law will be charged on overdue amounts and any judgements obtained.**

● Page 2

July 1, 2026

We accept all major credit cards, checks and cash. Non-payment will cause American Electrical Contracting, Inc. to commence legal action to collect monies due. Customer will also be liable for all attorney fees, collection costs, filing fees and court costs. If payment is not received within 60 DAYS of invoice date, customer authorizes and acknowledges AEC to enforce non-payment of work completed by placing a lien on owner's property for the value of materials, labor, and work provided on all delinquent accounts under Florida Statutes § 713.02 and § 713.06.

The prices and conditions above are satisfactory and are hereby accepted. American Electrical Contracting, Inc. is authorized to perform the work as proposed.

Authorizing Signature

Date

Ryan Piersall
**American Electrical
Contracting, Inc.**

Tab 9

RESOLUTION 2026-04
[FY 2027 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, 2026, AND ENDING SEPTEMBER 30, 2027; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, for the fiscal year beginning October 1, 2026, and ending September 30, 2027 ("**FY 2027**"), the District Manager prepared and submitted to the Board of Supervisors ("**Board**") of the Bainebridge Community Development District ("**District**") prior to June 15, 2026, 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, 2027."

- 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 2027, 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 2027 or within 60 days following the end of the FY 2027 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 16th DAY OF July, 2026.

ATTEST:

**BAINEBRIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: FY 2027 Budget



Rizzetta & Company

Bainebridge Community Development District

Bainebridgecdd.vglobaltech.com

**Approved Proposed Budget for
Fiscal Year 2026-2027**

TABLE OF CONTENTS

	<u>Page</u>
General Fund Budget for Fiscal Year 2026-2027	1
Reserve Fund Budget for Fiscal Year 2026-2027	4
Debt Service Fund Budget for Fiscal Year 2026-2027	5
Assessments Charts for Fiscal Year 2026-2027	6
General Fund Budget Account Category Descriptions	8
Reserve Fund Budget Account Category Descriptions	15
Debt Service Fund Budget Account Category Descriptions	16

Proposed Budget
Bainebridge Community Development District
 General Fund
 Fiscal Year 2026/2027

Chart of Accounts Classification		Actual YTD through 05/31/26	Projected Annual Totals 2026/2027	Annual Budget for 2025/2026	Projected Budget variance for 2026/2027	Budget for 2026/2027	Budget Increase (Decrease) vs 2025/2026
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll	\$ 465,609	\$ 465,609	\$ 465,608	\$ 1	\$ 484,023	\$ 18,415
6							
7	Assessment Revenue Subtotal	\$ 465,609	\$ 465,609	\$ 465,608	\$ 1	\$ 484,023	\$ 18,415
8							
9	OTHER REVENUES						
10							
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12							
13	Other Revenue Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14							
15	TOTAL REVENUES	\$ 465,609	\$ 465,609	\$ 465,608	\$ 1	\$ 484,023	\$ 18,415
16							
17	EXPENDITURES - ADMINISTRATIVE						
18							
19	Legislative						
20	Supervisor Fees	\$ 1,800	\$ 4,000	\$ 6,000	\$ 2,000	\$ 6,000	\$ -
21	Financial & Administrative						
22	Accounting Services	\$ 15,675	\$ 23,513	\$ 23,512	\$ (1)	\$ 24,217	\$ 705
23	Administrative Services	\$ 4,679	\$ 7,019	\$ 7,019	\$ -	\$ 7,230	\$ 211
24	Arbitrage Rebate Calculation	\$ -	\$ 500	\$ 500	\$ -	\$ 500	\$ -
25	Assessment Roll	\$ 6,142	\$ 6,142	\$ 6,142	\$ -	\$ 6,326	\$ 184
26	Auditing Services	\$ -	\$ 4,116	\$ 4,116	\$ -	\$ 4,116	\$ -
27	Disclosure Report	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)
28	District Engineer	\$ -	\$ 3,000	\$ 7,500	\$ 4,500	\$ 7,500	\$ -
29	District Management	\$ 17,546	\$ 26,319	\$ 26,319	\$ -	\$ 27,109	\$ 790
30	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -
31	Financial & Revenue Collections	\$ 4,095	\$ 6,143	\$ 6,142	\$ (1)	\$ 7,526	\$ 1,384
32	Legal Advertising	\$ 750	\$ 1,125	\$ 2,000	\$ 875	\$ 2,000	\$ -
33	Miscellaneous Fees	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -
34	Public Officials Liability Insurance	\$ 4,905	\$ 4,905	\$ 5,205	\$ 300	\$ 5,396	\$ 191
35	Trustees Fees	\$ 2,694	\$ 4,100	\$ 4,100	\$ -	\$ 4,100	\$ -
36	Website Hosting, Maintenance, Backup	\$ 1,955	\$ 2,933	\$ 5,800	\$ 2,868	\$ 5,800	\$ -
37	Legal Counsel						
38	District Counsel	\$ 5,805	\$ 8,708	\$ 25,000	\$ 16,293	\$ 25,000	\$ -
39							
40	Administrative Subtotal	\$ 66,221	\$ 103,696	\$ 135,530	\$ 31,834	\$ 133,995	\$ (1,535)

A large green rectangular area, likely a placeholder for a comment or a section header. The word "Comments" is centered in white text. The number "1" is in the top right corner in white text.

[illegible]

Reflects Bi-Monthly Meetings

Reflects 3% Increase

Reflects 3% Increase

Reflects Agreement

Reflects 3% Increase

Estimation Pending New Agreement

With Bond Refinancing No Longer Required

Estimation Based on Pricing Sheet

Reflects 3% Increase

Special District State Fee - Florida Department of Commerce

Reflects CDD Investment Administration

Required Meeting Public Notices

Mailed Notice, Amortization Schedule

Reflects EGIS Estimate

Bond Trustees Fee

Website Hosting and Required ADA Compliance and Audit

Estimation Based on Pricing Sheet

Proposed Budget Bainebridge Community Development District General Fund Fiscal Year 2026/2027							
Chart of Accounts Classification	Actual YTD through 05/31/26	Projected Annual Totals 2026/2027	Annual Budget for 2025/2026	Projected Budget variance for 2026/2027	Budget for 2026/2027	Budget Increase (Decrease) vs 2025/2026	
41							
42	EXPENDITURES - FIELD OPERATIONS						
43							
44	Electric Utility Services						
45	Utility Services	\$ 11,123	\$ 16,685	\$ 22,575	\$ 5,891	\$ 20,000	\$ (2,575)
46	Garbage/Solid Waste Control Services						
47	Garbage - Recreation Facility	\$ 4,137	\$ 6,206	\$ 4,000	\$ (2,206)	\$ 6,000	\$ 2,000
48	Water-Sewer Combination Services						
49	Utility Services	\$ 3,470	\$ 5,205	\$ 4,500	\$ (705)	\$ 5,000	\$ 500
50	Stormwater Control						
51	Aquatic & Fountain Maintenance	\$ 6,667	\$ 10,001	\$ 9,800	\$ (201)	\$ 10,095	\$ 295
52	Miscellaneous Expense	\$ -	\$ 500	\$ 1,500	\$ 1,000	\$ 1,500	\$ -
53	Other Physical Environment						
54	Entry & Walls Maintenance & Repair	\$ 7,036	\$ 1,000	\$ 2,500	\$ 1,500	\$ 2,500	\$ -
55	General Liability & Property Insurance	\$ 19,378	\$ 19,378	\$ 21,891	\$ 2,513	\$ 19,072	\$ (2,819)
56	Irrigation Repairs	\$ 2,267	\$ 3,401	\$ 4,000	\$ 600	\$ 4,000	\$ -
57	Landscape & Irrigation Maintenance Contract	\$ 25,248	\$ 37,872	\$ 38,960	\$ 1,088	\$ 40,130	\$ 1,170
58	Landscape Inspection Services	\$ 3,450	\$ 5,175	\$ 5,400	\$ 225	\$ 5,400	\$ -
59	Landscape Replacement Plants, Shrubs, Trees	\$ 3,793	\$ 6,000	\$ 8,000	\$ 2,000	\$ 8,000	\$ -
60	Miscellaneous Expense	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -
61	Road & Street Facilities						
62	Miscellaneous Expense	\$ -	\$ 500	\$ 1,000	\$ 500	\$ 1,000	\$ -
63	Parking Lot Repair & Maintenance	\$ -	\$ 500	\$ 1,000	\$ 500	\$ 1,000	\$ -
64	Parks & Recreation						
65	Access Control Maintenance & Repair	\$ 944	\$ 1,416	\$ 5,080	\$ 3,664	\$ 5,080	\$ -
66	Amenity Facility Janitorial Service Contract	\$ 1,392	\$ 2,088	\$ 7,931	\$ 5,843	\$ 8,169	\$ 238
67	Amenity Maintenance Contract & Repairs	\$ 13,500	\$ 20,250	\$ 15,450	\$ (4,800)	\$ 15,914	\$ 464
68	Amenity Management Service Contract	\$ 23,189	\$ 34,784	\$ 35,808	\$ 1,024	\$ 36,883	\$ 1,075
69	Athletic Court(s)/Field/Playground Maint. & Repairs	\$ 12	\$ 18	\$ 5,000	\$ 4,982	\$ 5,000	\$ -
70	Facility A/C Preventative Maintenance & Repair	\$ -	\$ 740	\$ 740	\$ -	\$ 740	\$ -
71	Miscellaneous Expense	\$ 308	\$ 462	\$ 1,000	\$ 538	\$ 1,000	\$ -
72	Pest Control & Termite Bond	\$ -	\$ 890	\$ 890	\$ -	\$ 890	\$ -
73	Pool Permits and Inspections	\$ -	\$ 325	\$ 325	\$ -	\$ 325	\$ -
74	Pool/Waterpark/Fountain Maintenance	\$ 27,681	\$ 41,522	\$ 22,969	\$ (18,553)	\$ 22,969	\$ -
75	Security Services & Patrols	\$ 6,464	\$ 9,696	\$ 20,801	\$ 11,105	\$ 20,801	\$ -
76	Telephone, Internet, Cable	\$ 2,717	\$ 4,076	\$ 4,400	\$ 325	\$ 4,400	\$ -
77	Special Events						
78	Special Events	\$ 4,658	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -
79	Contingency						

2
Comments
Estimated Based on Previous Years
Estimated Based on Previous Years
Estimated Based on Previous Years
Pond and Fountain Maintenance - Reflects Estimated 3% Increase
Estimated Based on Needs (Pressure Washing, Electrical Repairs)
Reflects EGIS Estimate
Estimated Based on Needs (Repairs to irrigation System)
Agreement Also Includes Playground Mulch - Reflects Estimated 3% Increase
Estimated Based on Needs (Additional Trees/Plants, Removal of Trees/Plants)
Estimated Based on Needs (Out of Scope Services)
Estimated Based on Needs
Estimated Based on Needs
Includes Extended Warranty for Cameras/DVR & Ongoing Monthly Fee for Access Control
Reflects 3% Increase Per Contract
Reflects 3% Increase Per Contract
Reflects 3% Increase Per Contract
Estimation Based on Needs
Estimation Based on Needs
Estimation Based on Needs
Reflects Current Termite Bond
Annual Pool Permit
Estimated
Reflects Current Agreement

Proposed Budget

Bainbridge Community Development District

General Fund

Fiscal Year 2026/202

Chart of Accounts Classification		Actual YTD through 05/31/26	Projected Annual Totals 2026/2027	Annual Budget for 2025/2026	Projected Budget variance for 2026/2027	Budget for 2026/2027	Budget Increase (Decrease) vs 2025/2026
80	Capital Outlay	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 50,000	\$ 20,000
81	Miscellaneous Contingency	\$ 4,394	\$ 6,591	\$ 48,559	\$ 41,968	\$ 48,160	\$ (399)
82							
83	Field Operations Subtotal	\$ 171,828	\$ 241,278	\$ 330,078	\$ 88,801	\$ 350,028	\$ 19,949
84							
85	TOTAL EXPENDITURES	\$ 238,049	\$ 344,974	\$ 465,608	\$ 120,635	\$ 484,023	\$ 18,414
86							
87	EXCESS OF REVENUES OVER EXPENDITURES	\$ 227,560	\$ 120,635	\$ -	\$ 120,636	\$ -	\$ 1
88							

3

Comment

Proposed Budget
Bainebridge Community Development District
 Reserve Fund
 Fiscal Year 2026/2027

4

Comments

[illegible]

Chart of Accounts Classification		Actual YTD through 05/31/26	Projected Annual Totals 2026/2027	Annual Budget for 2025/2026	Projected Budget variance for 2026/2027	Budget for 2026/2027	Budget Increase (Decrease) vs 2025/2026
1							
2	ASSESSMENT REVENUES						
3							
4	Special Assessments						
5	Tax Roll	\$ -	\$ -	\$ 52,812	\$ (52,812)	\$ 54,397	\$ 1,585
6							
7	Assessment Revenue Subtotal	\$ -	\$ -	\$ 52,812	\$ (52,812)	\$ 54,397	\$ 1,585
8							
9	OTHER REVENUES						
10							
11	Balance Forward from Prior Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12							
13	Other Revenue Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14							
15	TOTAL REVENUES	\$ -	\$ -	\$ 52,812	\$ (52,812)	\$ 54,397	\$ 1,585
16							
17	EXPENDITURES						
18							
19	Contingency						
20	Capital Reserves	\$ -	\$ -	\$ 52,812	\$ 52,812	\$ 54,397	\$ 1,585
21							
22	TOTAL EXPENDITURES	\$ -	\$ -	\$ 52,812	\$ 52,812	\$ 54,397	\$ 1,585
23							
24	EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25							

Bainebridge Community Development District

5

Debt Service

Fiscal Year 2026/2027

Chart of Accounts Classification	Series 2025	Budget for 2026/2027
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$113,520.79	\$113,520.79
TOTAL REVENUES	\$113,520.79	\$113,520.79
EXPENDITURES		
Administrative		
Debt Service Obligation	\$113,520.79	\$113,520.79
Administrative Subtotal	\$113,520.79	\$113,520.79
TOTAL EXPENDITURES	\$113,520.79	\$113,520.79
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

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

7.5%

GROSS ASSESSMENTS**\$122,725.18****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 2026/2027 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2026/2027 O&M Budget:		\$538,420.00	2025/2026 O&M Budget:	\$518,420.00
Collection Costs:	3.5%	\$20,372.65	2026/2027 O&M Budget:	\$538,420.00
Early Payment Discounts:	4%	\$23,283.03		
2026/2027 Total:		<u>\$582,075.68</u>	Total Difference:	<u>\$20,000.00</u>

Lot Size	Assessment Breakdown	Per Unit Annual Assessment Comparison		Proposed Increase / Decrease	
		2025/2026	2026/2027	\$	%
Single Family	Series 2025 Debt Service	\$831.20	\$831.20	\$0.00	0.00%
	Operations/Maintenance	\$1,120.91	\$1,164.15	\$43.24	3.86%
	Total	\$1,952.11	\$1,995.35	\$43.24	2.22%
Single Family (Partially Prepaid 1)	Series 2025 Debt Service	\$307.05	\$307.05	\$0.00	0.00%
	Operations/Maintenance	\$1,120.91	\$1,164.15	\$43.24	3.86%
	Total	\$1,427.96	\$1,471.20	\$43.24	3.03%
Single Family (Partially Prepaid 2)	Series 2025 Debt Service	\$402.65	\$402.65	\$0.00	0.00%
	Operations/Maintenance	\$1,120.91	\$1,164.15	\$43.24	3.86%
	Total	\$1,523.56	\$1,566.80	\$43.24	2.84%
Single Family (Partially Prepaid 3)	Series 2025 Debt Service	\$411.42	\$411.42	\$0.00	0.00%
	Operations/Maintenance	\$1,120.91	\$1,164.15	\$43.24	3.86%
	Total	\$1,532.33	\$1,575.57	\$43.24	2.82%

FISCAL YEAR 2026/2027 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$538,420.00
COLLECTION COSTS @	3.5%	\$20,372.65
EARLY PAYMENT DISCOUNT @	4.0%	\$23,283.03
TOTAL O&M ASSESSMENT		<u>\$582,075.68</u>

UNITS ASSESSED		
LOT SIZE	O&M	SERIES 2025 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%	\$322,469.92
1.00	52.00	10.40%	\$60,535.87
1.00	20.00	4.00%	\$23,283.03
1.00	151.00	30.20%	\$175,786.85
	<u>500.00</u>	<u>100.00%</u>	<u>\$582,075.68</u>

PER LOT ANNUAL ASSESSMENT		
O&M	SERIES 2025 DEBT SERVICE ⁽²⁾	TOTAL ⁽³⁾
\$1,164.15	\$831.20	\$1,995.35
\$1,164.15	\$307.05	\$1,471.20
\$1,164.15	\$402.65	\$1,566.80
\$1,164.15	\$411.42	\$1,575.57

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

(\$43,655.68)

Net Revenue to be Collected

\$538,420.00⁽¹⁾ Reflects the number of total lots with Series 2025 debt outstanding.⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2025 bond issue. Annual assessment includes principal, interest, Duval County collection costs and early payment discounts.⁽³⁾ Annual assessment that will appear on November 2026 Duval County property tax bill. Amount shown includes all applicable collection costs and early payment discounts (up to 4% if paid early).

GENERAL FUND BUDGET **ACCOUNT CATEGORY DESCRIPTION**

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

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

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. The second way is by Off Roll collection.

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.

Event Rental: The District may receive monies for event rentals for such things as weddings, birthday parties, etc.

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

Facilities Rentals: The District may receive monies for the rental of certain facilities by outside sources, for such items as office space, snack bar/restaurants etc.

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 day 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 services 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/or annual disclosure reports, as required in the District's Continuing Disclosure Agreement(s), 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 maintain the assessment roll and annually levy a Non-Ad Valorem assessment for operating and debt service expenses.

Financial Consulting & Revenue Collections: Services include investment administration of the District's bank and trust accounts, if applicable, ongoing banking analyses, and related consulting services to support prudent cash management in compliance with applicable statutory requirements. However, the firm does not serve as a Municipal Advisor and does not provide investment advice. The firm also provides comprehensive billing, collection, and reporting of District assessments to fund debt service and operations, including direct billings, funding requests and owner inquiries. This line item also includes the fees incurred for a Collection Agent to collect the funds for the principal and interest payment for any bond-related collection needs. These funds are collected as prescribed in the Trust Indentures. The Collection Agent also 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, 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.

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 fees 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.

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

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.

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.

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.

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. The second way is by Off Roll collection.

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.

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.

Tab 10

RESOLUTION 2026-05
[FY 2027 ASSESSMENT RESOLUTION]

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR FUNDING FOR THE FY 2027 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, 2026, and ending September 30, 2027 ("**FY 2027**"), 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.

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 16th DAY OF July, 2026.

ATTEST:

**BAINEBRIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget

Exhibit B: Assessment Roll

Exhibit A

Fiscal Year 2026-2027 Adopted Budget
(Available upon Request)

Exhibit B

Fiscal Year 2026-2027 Assessment Roll
(Available upon Request)

Tab 11

RESOLUTION 2026-06

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
BAINEBRIDGE COMMUNITY DEVELOPMENT DISTRICT TO
DESIGNATE DATE, TIME AND PLACE OF PUBLIC HEARING
AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH
HEARING FOR THE PURPOSE OF ADOPTING RULES OF
PROCEDURE; AND PROVIDING AN EFFECTIVE DATE**

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

WHEREAS, the Board of Supervisors of the District (the “Board”) is authorized by Section 190.011(5), *Florida Statutes*, to adopt rules and orders pursuant to Chapter 120, *Florida Statutes*.

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

SECTION 1. A Public Hearing will be held to adopt the District’s Rules of Procedure on September 17, 2026, at 6:00 p.m., at Bainebridge Amenity Center, 15855 Twin Creek Drive, Jacksonville, Florida 32218.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 16th day of July, 2026.

ATTEST:

**BAINEBRIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

Chairperson, Board of Supervisors

Tab 12



LLS Tax Solutions Inc.
1645 Sun City Center Plz,
#5027
Sun City Center, FL 33571
Telephone: 850-754-0311
Email: liscott@llstax.com

May 4, 2026

Bainebridge Community Development District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614

Thank you for choosing LLS Tax Solutions Inc. ("LLS Tax") to provide arbitrage services to Bainebridge Community Development District ("Client") for the following bond issue. This Engagement Letter describes the scope of the LLS Tax services, the respective responsibilities of LLS Tax and Client relating to this engagement and the fees LLS Tax expects to charge.

- \$8,240,000 Bainebridge Community Development District (City of Jacksonville, Florida) Special Assessment Bonds, Series 2007

SCOPE OF SERVICES

The procedures that we will perform are as follows:

- Assist in calculation of the bond yield, unless previously computed and provided to us.
- Assist in determination of the amount, if any, of required rebate to the federal government.
- Issuance of a report presenting the cumulative results since the issue date of the issue of bonds.
- Preparation of necessary reports and Internal Revenue Service ("IRS") forms to accompany any required payment to the federal government.

As a part of our engagement, we will read certain documents associated with each issue of bonds for which services are being rendered. We will determine gross proceeds of each issue of bonds based on the information provided in such bond documents. You will have sole responsibility for determining any other amounts not discussed in those documents that may constitute gross proceeds of each series of bonds for the purposes of the arbitrage requirements.

TAX POSITIONS AND REPORTABLE TRANSACTIONS

Because the tax law is not always clear, we will use our professional judgment in resolving questions affecting the arbitrage calculations. Unless you instruct us otherwise, we will take the reporting position most favorable to you whenever reasonable. Any of your bond issues may be selected for review by the IRS, which may not agree with our positions. Any proposed adjustments are subject to certain rights of appeal. Because of the lack of clarity in the law, we cannot provide assurances that the positions asserted by the IRS may not ultimately be sustained, which could result in the assessment

of potential penalties. You have the ultimate responsibility for your compliance with the arbitrage laws; therefore, you should review the calculations carefully.

The IRS and some states have promulgated “tax shelter” rules that require taxpayers to disclose their participation in “reportable transactions” by attaching a disclosure form to their federal and/or state income tax returns and, when necessary, by filing a copy with the Internal Revenue Service and/or the applicable state agency. These rules impose significant requirements to disclose transactions and such disclosures may encompass many transactions entered into in the normal course of business. Failure to make such disclosures will result in substantial penalties. In addition, an excise tax is imposed on exempt organizations (including state and local governments) that are a party to prohibited tax shelter transactions (which are defined using the reportable transaction rules). Client is responsible for ensuring that it has properly disclosed all “reportable transactions” and, where applicable, complied with the excise tax provision. The LLS Tax services that are the subject of this Engagement Letter do not include any undertaking by LLS Tax to identify any reportable transactions that have not been the subject of a prior consultation between LLS Tax and Client. Such services, if desired by Client, will be the subject of a separate engagement letter. LLS Tax may also be required to report to the IRS or certain state tax authorities certain tax services or transactions as well as Client’s participation therein. The determination of whether, when and to what extent LLS Tax complies with its federal or state “tax shelter” reporting requirements will be made exclusively by LLS Tax. LLS Tax will not be liable for any penalties resulting from Client’s failure to accurately and timely file any required disclosure or pay any related excise tax nor will LLS Tax be held responsible for any consequences of its own compliance with its reporting obligations. Please note that any disclosure required by or made pursuant to the tax shelter rules is separate and distinct from any other disclosure that Client might be required to or choose to make with its tax returns (e.g., disclosure on federal Form 8275 or similar state disclosure).

PROFESSIONAL FEES AND EXPENSES

Our professional fees for the services listed above for the three annual bond computation period beginning on May 1, 2025, through the period ending April 30, 2028, is \$1,500, which is \$500 for each year. We will bill you upon completion of our services. Our invoices are payable upon receipt. Additionally, you may request additional consulting services from us upon occasion; we will bill you for these consulting services at a beforehand agreed upon rate.

Unanticipated factors that could increase our fees beyond the estimate given above include the following (without limitation). Should any of these factors arise we will alert you before additional fees are incurred.

- Investment data provided by you is not in good order or is unusually voluminous.
- Proceeds of bonds have been commingled with amounts not considered gross proceeds of the bonds (if that circumstance has not previously been communicated to us).
- A review or other inquiry by the IRS with respect to an issue of bonds.

The Client (District) has the option to terminate this Agreement within ninety days of providing notice to LLS Tax Solutions Inc. of its intent.

ACCEPTANCE

You understand that the arbitrage services, report and IRS forms described above are solely to assist you in meeting your requirements for federal income tax compliance purposes. This Engagement Letter constitutes the entire agreement between Client and LLS Tax with respect to this engagement, supersedes all other oral and written representations, understandings or agreements relating to this engagement, and may not be amended except by the mutual written agreement of the Client and LLS Tax.

Please indicate your acceptance of this agreement by signing in the space provided below and returning a copy of this Engagement Letter to us. Thank you again for this opportunity to work with you.

Very truly yours,
LLS Tax Solutions Inc.

AGREED AND ACCEPTED:
Bainebridge Community Development District

By: Linda L. Scott

Linda L. Scott, CPA

By: _____

Print Name _____

Title _____

Date: _____