

**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 **Thursday, November 19, 2015 at 2:00 p.m.** at the Bainebridge Amenity Center located at 15855 Twin Creek Drive, Jacksonville, FL. 32218.

Present and constituting a quorum:

Bob Porter	<b>Board Supervisor, Chairman</b>
Curtis Hart	<b>Board Supervisor, Assistant Secretary</b>
Mark Dearing	<b>Board Supervisor, Assistant Secretary</b>
James Teagle	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Melissa Dobbins	<b>Regional District Manager, Rizzetta &amp; Company, Inc.</b>
Katie Buchanan	<b>DC, Hopping Green &amp; Sams (via speakerphone)</b>
Scott Smith	<b>Rizzetta &amp; Company, Inc.</b>
Tony Shiver	<b>First Coast, CMS</b>
Chris Miska	<b>ValleyCrest Landscaping</b>

Audience members present.

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Porter called the meeting to order at 2:04 p.m. and read the roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda Items**

There were no audience comments on agenda items.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Regular Meeting held  
September 17, 2015**

<p>On a motion by Mr. Dearing, seconded by Mr. Teagle, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held September 17, 2015 for Bainebridge Community Development District.</p>
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**FOURTH ORDER OF BUSINESS**

**Ratification of the Operation and  
Maintenance Expenditures for August  
2015, September 2015 and October 2015**

On a motion by Mr. Hart, seconded by Mr. Dearing, with all in favor, the Board ratified the Operation and Maintenance Expenditures for August 2015 in the amount of \$26,994.87, September 2015 in the amount of \$35,662.91 and October 2015 in the amount of \$26,028.60 for Bainebridge Community Development District.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel

Ms. Buchanan updated the Board that the district is still trying to gain access to pond in unit 2A. Mr. Porter indicated that staff was reviewing potential access routes and the District should wait to send correspondence until the review was complete.

Counsel updated the Board on the receipt of access and maintenance easements for ponds I Phase 2A and 2B. She has previously requested an easement from residents, but not received executed easements from a sufficient number of residents. Counsel will send third notice.

B. District Engineer

Not present.

C. First Coast CMS

Mr. Shiver reviewed that a hole was made in the wall of the women's bathroom, but he can fix himself. He completed constructing office space for onsite staff, but will be looking to purchase computer. One of the four approved new pieces of fitness equipment has been delivered.

D. ValleyCrest

Mr. Miska updated the Board of Supervisors on general landscape maintenance items and noted watering is down to once a week.

E. District Manager

Ms. Dobbins presented the Charles Aquatics Pond Report for October 2015. Ms. Dobbins also stated that the summer's lightning claim has been closed. The District spent \$5,509.00 in repairs for the access system and security cameras, but was reimbursed \$3,009.00 after the deductible.

**SIXTH ORDER OF BUSINESS**

**Ratification of District Fiscal Year  
2015/2016 Insurance Policy**

Ms. Dobbins reminded the Board of Supervisors that the renewal quote from last year's carrier increased from \$14,792.00 to \$33,285.00 with the majority increase coming from the Public Officials Policy. The district was able to get another quote which is provided under Tab 5. Ms. Dobbins noted that the Chair approved the new policy with EGIS; however, since then additional property has been added which increased the final premium \$297.00 for a total of \$18,112.00.

On a motion by Mr. Hart, seconded by Mr. Teagle, with all in favor, the Board ratified the Chairs approval of EGIS's Fiscal Year 2015/2016 Insurance Proposal in the amount of \$18,112.00 for Bainebridge Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Consideration of Fitness Equipment  
Preventative Maintenance Contract**

Mr. Shiver explained this new service will maintain new fitness equipment. After discussion, the Board of Supervisors approved entering into a contract with Fitness Pro for preventative maintenance for new fitness equipment in the amount of \$150.00 per quarter.

On a motion by Mr. Teagle seconded by Mr. Dearing, with all in favor, the Board approved the fitness equipment proposal by Fitness Pro in the amount of \$150.00 per quarter for the Bainebridge Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Field Inspection  
Proposal**

Mr. Smith presented the Field Inspection Proposal which would include quarterly inspections of CDD property for facility maintenance and landscaping.

After discussion, the Board of Supervisors approved Rizzetta & Company's Field Inspection Proposal in the amount of \$500.00 per quarter.

On a motion by Mr. Hart, seconded by Mr. Dearing, with all in favor, the Board approved Rizzetta & Company Filed Inspection Proposal in the amount of \$500.00 per quarter for Bainebridge Community Development District.

**NINTH ORDER OF BUSINESS**

**Audience Comments and Supervisor  
Requests**

**Audience Comments:**

There was a question on a lawsuit with the CDD.

There was a question on the process and fees to rent the amenity room.

There was a question of construction debris in the ponds.

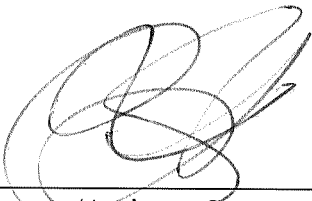
**Supervisor Requests:**

Mr. Hart requested Tony Shiver, First Coast CMS, to pressure wash the fence at the entrance.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Hart, seconded by Mr. Teagle, with all in favor, the Board adjourned the meeting at 2:44 p.m. for Bainebridge Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman