

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, April 20, 2017 at 6:00 p.m.** at the Bainebridge Amenity Center located at 15855 Twin Creek Drive, Jacksonville, FL. 32218.

Present and constituting a quorum:

Paul McLemore	Board Supervisor, Chairman
Curtis Hart	Board Supervisor, Vice Chairman
Chris Chlupp	Board Supervisor, Assistant Secretary
Sarah Morris	Board Supervisor, Assistant Secretary
Danielle Mayoros	Board Supervisor, Assistant Secretary (via speakerphone)

Also present were:

Lesley Gallagher	District Manager, Rizzetta & Company, Inc.
Melissa Dobbins	Rizzetta & Company, Inc.
Katie Buchanan	DC, Hopping Green & Sams (via speakerphone)
Tony Shiver	First Coast, CMS
Daniel Bauman	Brightview Landscaping

Audience members present.

FIRST ORDER OF BUSINESS

Call to Order

Mr. Porter called the meeting to order at 6:01 p.m. and read the roll call.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

An audience member had questions about ponds and lights.

THIRD ORDER OF BUSINESS

**Consideration of the Minutes of the Board of Supervisors'
Regular Meeting held December 15, 2016**

On a motion by Mr. Hart, seconded by Mr. Chlupp, with all in favor, the Board approved the minutes of the Board of Supervisors' regular meeting held December 15, 2016 for Bainebridge Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of the Operation and Maintenance Expenditures
for November 2016, December 2016, January 2017, February
2017 and March 2017**

On a motion by Mr. Hart, seconded by Mr. Chlupp, with all in favor, the Board ratified the Operation and Maintenance Expenditures for November 2016 in the amount of \$18,495.49, December 2016 in the amount of \$56,460.16, January 2017 in the amount of \$72,948.14, February 2017 in the amount of \$16,545.25 and March 2017 in the amount of \$20,703.51 for Bainebridge Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Ms. Buchanan pointed out to audience that agenda information is available (7) seven days prior to the meeting.
- B. District Engineer
Not present.
- C. Amenity Report, April 2017
Tony Shiver reviewed his report under Tab 3 and proposed amending the current agreement with First Coast CMS to allow unarmed security at the amenity facility in place of his additional staff from 12:00 p.m. – 8:00 p.m. Saturdays and Sundays beginning Memorial Weekend at no additional cost to the District and to be contracted directly with First Coast CMS.

On a motion by Mr. Hart, seconded by Mr. Morris, with all in favor, the Board amending the current agreement with First Coast CMS to allow unarmed security at the amenity facility in place of his additional staff from 12:00 p.m. – 8:00 p.m. Saturdays and Sundays beginning Memorial Weekend at no additional cost to the District and to be contracted directly with First Coast CMS for Bainebridge Community Development District.

On a motion by Mr. Hart, seconded by Mr. Morris, with all in favor, the Board then approved amending the current Amenity Center Policies to include the use of a sign in sheet for Bainebridge Community Development District.

D. Field Inspection Report, March 28, 2017
Daniel Baughman reviewed that approximately half of his list of responses, found at end of the report, had been completed and crew was working on the balance.

E. Landscape Report
Daniel Bauman reviewed report under Tab 5.

F. District Manager
i.) Charles Aquatics Pond Service Report, March 31, 2017
ii.) Charles Aquatics Fountain Service Report, January 2017

Ms. Gallagher reviewed pond and fountain reports and noted that carp permit was approved to allow 300 fish. The District was to receive 150 in April and an additional 150 as soon as they could be available.

Ms. Gallagher also noted the next meeting will be on July 20, 2017 at 6:00 p.m. and that additional staffing had been put in place over spring break along with the use of wrist bands.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2017-03, ReDesignating a Treasurer

On a motion by Mr. Chlupp, seconded by Mr. Hart, with all in favor, the Board then adopted Resolution 2017-03, ReDesignating Scott Brizendine as Treasurer for Bainebridge Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Pool Area Landscape Proposals

The Board reviewed (2) two landscape enhancement proposals for pool area, the Board then authorized the Chairman to work with Brightview to finalize at a cost not to exceed \$3,500.00

On a motion by Mr. Chlupp, seconded by Mr. Hart, with all in favor, the Board authorized the Chairman to work with Brightview to finalize at a cost not to exceed \$3,500.00 for Bainebridge Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Restroom Access Control Proposal

This Business Item was tabled.

NINTH ORDER OF BUSINESS

Consideration of Playground Mulch Proposals

The Board reviewed proposals from Mulch Masters and Brightveiw Landscape.

On a motion by Mr. Hart, seconded by Ms. Morris, with all in favor, the Board approved the Brightview Landscape Proposal for 28 yards in the amount of \$1,383.20 for Bainebridge Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Amenity Center Light Timer Installation Proposal

The Board reviewed proposal from American Electric Contracting, Inc. in the amount of \$2,289.00 to install light timers and the Amenity Center. The Board requested that Tony Shiver obtain additional proposals and approved moving forward with light timers at a cost not to exceed \$2,289.00

On a motion by Mr. Chlupp, seconded by Mr. Hart, with all in favor, the Board requested that Tony Shiver obtain additional proposals and approved moving forward with light timers at a cost not to exceed \$2,289.00 for Bainebridge Community Development District.

ELEVENTH ORDER OF BUSINESS

Consideration of Amenity Center Shade Structure Installation (under separate cover) (exhibit A)

The Board elected not to move forward with Shade Structure but replace six (6) umbrellas if needed.

TWELFTH ORDER OF BUSINESS

Consideration of WebWatchDog Extended Warranty

The Board approved the extended warranty renewal agreement with WebWatchDogs in the amount of \$225.00.

On a motion by Mr. Chlupp, seconded by Ms. Morris, with all in favor, the Board approved the extended warranty renewal agreement with WebWatchDogs in the amount of \$225.00 for Bainebridge Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of PoolSure Proposal

The Board approved the renewal agreement with PoolSure at a monthly cost of \$624.00 through September 30, 2018.

On a motion by Mr. Hart, seconded by Ms. Morris, with all in favor, the Board approved the renewal agreement with PoolSure at a monthly cost of \$624.00 through September 30, 2018 for Bainebridge Community Development District.

FOURTEENTH ORDER OF BUSINESS

Consideration of Public Facilities Report

The Board approved proposal from Dunn & Associates for a Public Facilities Report at a cost of \$3,500.00.

On a motion by Mr. Hart, seconded by Mr. Chlupp, with all in favor, the Board approved proposal from Dunn & Associates for a Public Facilities Report at a cost of \$3,500.00 for Bainebridge Community Development District.

FIFTEENTH ORDER OF BUSINESS

Acceptance of financial Report for period ended September 30, 2016

On a motion by Mr. Hart, seconded by Mr. Chlupp, with all in favor, the Board accepted the Financial Report for period ended September 30, 2016 for Bainebridge Community Development District.

SIXTEENTH ORDER OF BUSINESS

Acceptance of LLS, Tax Solutions Engagement Letter

Ms. Buchanan reviewed why Arbitrage Rebate Reports are required of the District.

Ms. Gallagher updated the Board that LLS, Tax Solutions is the current provider for the service.

On a motion by Mr. Hart, seconded by Mr. Chlupp, with all in favor, the Board approved the Engagement Letter from LLS Tax Solutions with a rate of \$500.00 annually, for a (3) three year term, for Bainebridge Community Development District.

SEVENTEENTH ORDER OF BUSINESS

Consideration of Resolution 2017-04, Approving Proposed Budget and Setting the Date, Time and Location of the Public Hearing

Ms. Gallagher reviewed the proposed budget.

On a motion by Mr. Hart, seconded by Mr. Chlupp, with all in favor, the Board adopted Resolution 2017-04, and approved the Proposed Budget and set the Public Hearing for July 20, 2017 at 6:00 p.m. at the Bainebridge Amenity Center for Bainebridge Community Development District.

EIGHTEENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

An audience member had a comment regarding shade structures.

An audience member had a question regarding security and cameras.

An audience member had a question about FDOT project at entrance and entry sign.

An audience member had a question regarding the use of the tennis courts being used for basketball – the Board directed Tony Shiver to obtain proposals for a half court to be reviewed at the July meeting.

An audience member had concerns about concrete that was being dumped in the common area near the entrance.

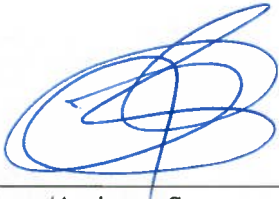
An audience member had HOA questions – Supervisor Mayoros provided contact number of 904-380-079 for HOA questions in the Lennar Phase.

There were no supervisor comments.

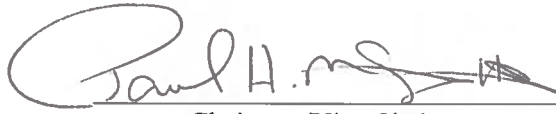
NINETEENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Chlupp, seconded by Ms. Morris, with all in favor, the Board adjourned the meeting at 7:23 p.m. for Bainebridge Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A

PROPOSAL

April 17, 2017

THOMPSON AWNING & SHUTTER CO.

2036 Evergreen Avenue
Jacksonville, FL 32206
FL License # CGC1524194

www.thompsonawning.com

Telephone: (904) 355-1616

Facsimile: (904) 355-1617

Email: sales@thompsonawning.com

Proposal Submitted To:

FIRST COAST CMS, LLC.

Attn: Tony Shiver
3821 Miruelo Circle N.
Jacksonville, FL 32217

Phone: (904) 537-9034

E-mail: Tony@firstcoastcms.com

Project: Bainbridge Estates – Two New Awnings

Pecan Park Road, Jacksonville, FL

Two (2) canvas awnings complete with:

1. Awning style: Hipped-roof A-frame with Two (2) posts.
2. Awning Size: 2 @ Width: 10'-0", Total Drop: 2'-6", Projection: 15'-0", Truss: 6"
3. Fabric: Mfg.: Sunbrella, Color: Eastridge Cocoa (# 4994)
4. Scallop Style: None.
5. Fabric reinforcements in all corners to increase fabric life and reduce wear.
Fabric attached to frame: Laced, utilizing brass grommets. Heat sealed seams.
6. Double lacers required to hold canopy fast to frame and reduce wind abrasion. Quantity: 4.
7. Frame Construction:
 - Welded aluminum frame using 1 x 1 and 1 x 2 – 6063 T5 members with radius corners to protect fabric from wear (mill finish). Welded truss valance for added strength.
 - Roof and arm bracing coming back to building to add strength.
 - Roof rafters approximately every 2 feet. Stainless steel and aluminum hardware.
 - Supported by two (2) Powder coated Black posts anchored into new footers.
**Footers and paver work not included.*
8. Final measurements required: Yes.
9. Installation to begin approximately 6 - 8 weeks from confirmed order.

Quote price: \$ 11,500.00

Cost of Engineered drawings and permit (Required by City): \$ 600.00

**May extend delivery date 1 to 3 weeks*

Total Price: \$ 12,100.00

(50% deposit required)

Notes:

1. Any applicable taxes included.
2. This proposal may be withdrawn by us if not accepted within 30 days.

Warranty:

Manufacturer's warranty on fabric – 10 years. Workmanship – 2 years

Authorized by Robert F. O'Brien, Owner: _____

This Is Custom Work. A 50% deposit is required with order; balance due on day of installation. Order is confirmed upon receipt of deposit and one copy of signed proposal. A late charge of 1 1/2% per month will be added to the unpaid balance starting on the agreed upon payment date. In the event any amounts due under this proposal are not paid when due, the undersigned agrees to pay all costs of collection and attorney's fees, whether or not suit is instituted.

All material is guaranteed to be as specified. Please double check all information because this product will be custom made and cannot be returned or deposit refunded. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. It is understood and agreed that title of said property shall remain in possession of Thompson Awning until the whole amount of purchase price is paid. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____ Date of Acceptance: _____

