BARTRAM SPRINGS COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, December 13, 2021 at 8:30 a.m. at the Bartram Springs Club Amenity Center, 14530 Cherry Lake Drive, Jacksonville, Florida.

Present and constituting a quorum were:

Kevin Colcord	Chairman
Andrew Walden	Vice Chairman
James Chipman	Supervisor
Stephanie McKinney	Supervisor
Derri Lassiter Young	Supervisor
Also present were:	
Iim Oliver	District Manager

Jim Oliver
Wes Haber
George Katsaras
Stephanie Taylor
Winslow Wheeler
David Landschoot

District Manager District Counsel by telephone District Engineer by telephone Assistant General Manager - Vesta Field Operations Manager - Vesta VerdeGo

The following is a summary of the actions taken at the December 13, 2021 meeting. An audio copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS Roll Call

Mr. Oliver called the meeting to order at 8:30 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 8, 2021 Meeting

On MOTION by Mr. Colcord seconded by Mr. Chipman with all in favor the minutes of the November 8, 2021 meeting were approved as presented.

FOURTH ORDER OF BUSINESS Review of Landscape Maintenance Performance

Mr. Wheeler stated David Landschoot of VerdeGo, Vice Chairman Walden and I have been meeting on a weekly basis and overall the maintenance of the property is going well. Vesta put together a matrix that we use on the weekly visits that has everything from weed eating to trash pickup.

Mr. Walden stated Winslow and I have been meeting regularly and I appreciate that. I do see that the train is moving in the right direction, but there is some tweaking that we need to do to get it to the ultimate goal. One of the ultimate goals is Phase 2 of the parkway that we discussed the price but are still waiting on a proposal from his boss.

FIFTH ORDER OF BUSINESS Update Regarding Dog Park

Mr. Oliver stated at the last meeting the board approved the changes to the dog park and moving the fence line. Subsequent to that meeting, we got word from Winslow that some of the fencing you approved was not feasible as it would be installed within the new area recently improved with anti-erosion materials. Supervisor Young and Winslow are bringing an adjusted plan to the board for your consideration.

Ms. Young presented the proposed changes reflected in the revised plan and indicated that they were able to get the agility equipment for much less.

The board and staff discussed access to the pond by both large and small dogs, location of shade structures and took action on the fencing and agility stations; the shade structure will be considered at a future meeting.

On MOTION by Mr. Colcord seconded by Mr. Chipman with all in favor the fencing and agility stations for the dog park were approved in an amount not to exceed \$15,000.

SIXTH ORDER OF BUSINESS Presentation of Proposed Changes to Rates & Policies

Mr. Oliver stated a copy of the proposed changes to the rates and policies was included in the agenda package. If the board decides to consider new or increased rates as suggested by staff, counsel will advise that we will need to schedule a rate hearing for public comment. It usually takes about 30 days to publish required notices and we will likely hold the rate hearing at our February meeting.

Ms. Taylor reviewed the proposed additions and changes to the current rental policy.

On MOTION by Mr. Chipman seconded by Mr. Walden with all in favor the additions and changes in the rental policies were approved.

On MOTION by Ms. Young seconded by Mr. Walden with all in favor the rate hearing was scheduled for February 14, 2022.

SEVENTH ORDER OF BUSINESS Consideration of Purchase and Installation of Street Signs

Mr. Oliver gave an overview of the proposals received for the purchase and installation of street signs. Supervisor Chipman was authorized to work with Mr. Wheeler to obtain additional proposals to be considered at a future meeting.

EIGHTH ORDER OF BUSINESS Update Regarding Comcast Revenue

Mr. Oliver stated a couple years ago District Counsel negotiated an agreement with Comcast for the district to receive a share of Comcast marketing revenues. As shown on the statement included in the agenda package, the CDD has received \$5,346 for the period from July to August 2021.

NINTH ORDER OF BUSINESS Third Quarter Vesta Revenue Sharing

Mr. Oliver stated the quarterly revenue sharing from Amenity Services Group totals \$7,318.55.

TENTH ORDER OF BUSINESS Staff Reports

A. Attorney

Mr. Haber gave an overview of the changes that took place during the 2021 legislative session as outlined in the memoranda that was included in the agenda package for the following:

1. Publication of Legal Notices

2. Needs Analysis that Districts Providing Wastewater or Stormwater Management Services Must Complete by June 30, 2022

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor staff was directed to obtain a proposal to prepare the needs analysis from ETM.

3. Prompt Payment Requirements

Mr. Haber will prepare a resolution for this item for the next meeting.

4. Public Records Exemptions for Addresses and Other Information Associates with Certain Officers, Judges, etc.

B. Engineer

Mr. Katsaras stated we are working on a proposal to prepare the needs analysis for the stormwater management services and hope to have that to the board at the next meeting.

Mr. Walden stated at the last meeting I talked to you about the low water at the front entrance. Mr. Wheeler educated me on how that water flow is designed and I saw exactly what Mr. Wheeler was talking about. Thank you.

C. Manager

Mr. Oliver stated once a quarter this district has evening meetings and the next one is scheduled for January and it will be at 6:00 p.m. The vice chair has provided counsel the information that Danny Becton will attend our January meeting. Would that be the 6:00 p.m. meeting or at the 8:30 a.m. February meeting?

Mr. Walden stated when I talked to him 6:00 p.m. was perfect.

D. General Manager - Report

Ms. Taylor reviewed the items outlined in the monthly memorandum, which was included in the agenda package.

E. Operation Manager

1. Report

Mr. Wheeler stated I met with the contractor on Friday and discussed our sidewalks in the circle and they will be taken care of.

Mr. Colcord stated Mr. Wheeler put out a blast email because I think he misunderstood board direction and I told him the board does not want him answering residents' questions and being in the middle of their sidewalk issues; that has nothing to do with the CDD, nothing to do with Mr. Wheeler. The only thing he needs to be involved with is sidewalks that involve our amenity center or through our property. If a homeowner has an issue he can give them the number and a blast email, they need to deal with it themselves.

Other items discussed: potholes, installation of mulch in Veterans Park and amenity park.

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor staff was directed to obtain proposals for installation of the mulch.

2. Sidewalk Repair Schedule

This item discussed earlier.

3. Lake Doctors Service Report

This item is in the report.

ELEVENTH ORDER OF BUSINESS Supervisors Requests and Audience Comments

Items brought up and discussed by board and staff: Informal request from the HOA to use office space and will come back with more detail, kudos on holiday decorations and community appearance, need to refurbish dock at lake behind amenity center, matrix outlining staff actions and board notification for certain incidents or emergencies, board members should not respond to comments on the Bartram Springs Facebook, sunshine law briefing to be added to a future agenda, cameras at this facility should not be a talking point on Facebook, use Facebook to gain information and direct residents to best sources of CDD information.

Items brought up by residents: how does the increase in minimum wage law affect the residents, cost of newspaper publication of meeting notices, holiday lights look nice, request that CDD meetings be streamed, listen to residents' concerns, odor from JEA lift station near park, automatic on/off lighting at park restrooms, amenity and firepit rules and rentals, obtain street sign

proposals from other vendors, sticks sticking up on soccer field, type of basketball backboards, doggie stations, ticket/suggestion box for resident comments, broken fitness equipment, eblast of CDD information and advertise CDD events.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet as of October 31, 2021 and Statement of Revenues and Expenses for the Period Ending October 31, 2021

A copy of the financials was included in the agenda package.

B. Assessment Receipt Schedule

A copy of the assessment receipt schedule was included in the agenda package.

C. Approval of Check Register

On MOTION by Mr. Colcord seconded by Mr. Walden with four in favor and Mr. Chipman abstaining due to a conflict of interest the UV Disinfection invoices were approved.

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor the balance of the check register was approved.

THIRTEENTH ORDER OF BUSINESS Action Items for Follow-Up

Mr. Oliver stated I will put together my notes from this meeting and distribute them to the board.

Mr. Colcord stated the HOA approved money for the Christmas lights, but they decided to put them where they wanted without going through us first. When we said no, they said then you don't get the money because we approved it for one specific location. I talked to Paul so that in the future they come to us first and don't vote on a specific location on CDD property.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – January 10, 2022 at

6:00 p.m. @ Bartram Springs Amenity Center

Mr. Oliver stated the next meeting will be January 10, 2022 at 6:00 p.m. in the same location. City of Jacksonville Councilman Danny Becton will be there.

December 13, 2021

Bartram Springs Community Development District

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor the meeting adjourned at 11:03 a.m.

Secretary/Assistant Secretary

Chairman/Vice Chairman