

**BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, January 10, 2022 at 6:00 p.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:

Jim Oliver	District Manager
Wes Haber	District Counsel by telephone
George Katsaras	District Engineer by telephone
Sue O'Lear	Bartram Club General Manager
Dan Fagen	Vesta Property Services
Danny Becton	City of Jacksonville Councilman, District 11

The following is a summary of the actions taken at the January 10, 2022 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 6:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments

A resident state agenda item 7 is to consider proposals for replacement street signs and posts. You were supposed to get more proposals and I don't know if that happened. One of the proposals that was \$10,000 appeared to be for 25 signs, and the other proposal was \$13,800 for 14 signs. It also lists the location of street signs that need replacing. My concern is the proposal for \$13,800 has been recommended. I noticed several signs do not need replacing and are in perfect condition, they just need to be cleaned. I don't know if anyone has tried cleaning them or just

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went for replacement. There are a few that do need to be replaced, but the majority seem to me to be perfectly fine. The city inspector was there as I was looking at one of the stop signs. The inspector told me our stop signs are not up to code because they have no reflective coating on the back of them. I don't know what liability the board has if there is a car accident, but that is something to consider. It is also my understanding that the city will come in and replace all these stop signs for free.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the December 13, 2021 Meeting

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor the minutes of the December 13, 2021 meeting were approved as presented.

FOURTH ORDER OF BUSINESS

Remarks from City of Jacksonville Councilman Danny Becton

Councilman Becton updated the board on the growth of District 11, a new fire station being built in E-Town area, present and future plans to improve and widen a segment of Racetrack Road to four lanes, the upcoming baseball quadraplex in the regional park and soccer facilities in another park, and outlined the process to get a traffic signal and the issue of public safety. He recommended public school related matters be brought to Duval County Public Schools Board Member Lori Hershey (District 7). Councilman Becton mentioned detailed updates regarding projects which impact District 11 can be found on the website dannybecton.org.

FIFTH ORDER OF BUSINESS

Consideration of Work Authorization No. 23 to Conduct Stormwater System 20-Year Needs Analysis and Prepare Report for Submission to Duval County

Mr. Oliver stated District Counsel Wes Haber explained to you at the last meeting that this is a new requirement of all local governmental entities in Florida to conduct a 20-year needs analysis of their stormwater systems and wastewater systems. This CDD does not own or operate a wastewater system. Our District Engineer has provided a work authorization to prepare the state mandated report.

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On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor work authorization no. 23 in an amount not to exceed \$10,000 was approved.

SIXTH ORDER OF BUSINESS

**Consideration of Resolution 2022-02
Regarding Prompt Payment Requirements**

Mr. Oliver stated the District’s attorney Wes Haber explained these recent legislative changes at our last meeting and the resolution updates the district’s prompt payment requirements.

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor Resolution 2022-02 was approved.

SEVENTH ORDER OF BUSINESS

**Consideration of Proposals for Replacement
of Street Signs and Posts**

Mr. Oliver stated there are two proposals in your agenda packet. I met onsite last week with Operations Manager Winslow Wheeler. He indicated and a third company will be provided a proposal. He expected those to be available for tonight’s meeting, but we have not yet received them. We will have Winslow him reach back out to 10K Creations. Winslow, along with the District Engineer will look into the matter regarding any potential deficiencies with the street signs, as was brought up earlier. He will bring back the results of that at the next meeting, as well as a proposal from 10K Creations and any additional proposals.

Mr. Colcord stated all our street signs are within MUTCD (Manual on Uniform Traffic Control Devices) guidelines and there is no guideline stating the back of stop signs have to be reflective. The city will not replace our stop signs at no charge on a custom street sign. They will do it on DOT posts, but not on the decorative ones. They don’t do that anywhere in Duval County and they will charge for that service.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being none, the next item followed.

B. Engineer

There being none, the next item followed.

C. Manager

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Mr. Oliver stated at the next meeting we will review the updated capital reserve study. The report will be a helpful tool as we begin the budget process for Fiscal Year 2022/2023. The Board will consider the proposed FY23 budget in May, with a public hearing and budget adoption in July. We'll have the next three meetings to prepare to formally begin the budget process.

D. General Manager - Report

A copy of the monthly report was included in the agenda package.

E. Operation Manager

1. Report

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

2. Lake Doctors Service Report

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

3. Newsome Fence Proposal

On MOTION by Mr. Walden seconded by Mr. Colcord with all in favor the proposal from Newsome Fence in the amount of \$5,200 for the dog park was approved.

NINTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

Other items discussed: pond levels at the front are where they should be, smooth out area by tree line that was cleared, cost of water line installation, percentage on recreation programming revenue sharing paid to the District by Vesta, timing of sprinklers turning on, cost of recurring irrigation repairs, as needed replacement of street signs in certain neighborhood areas with less expensive signs, and investigate reflective surface on signage.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet as of November 30, 2021 and Statement of Revenues and Expenses for the Period Ending November 30, 2021

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

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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.

ELEVENTH ORDER OF BUSINESS

Action Items for Follow-Up

Mr. Oliver stated I will send out my notes tomorrow with the action items.

TWELFTH ORDER OF BUSINESS

**Next Scheduled Meeting – February 14, 2022
at 8:30 a.m. @ Bartram Springs Amenity
Center**

Mr. Oliver stated the next meeting is scheduled for February 14, 2022 at 8:30 a.m. in the same location.

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor the meeting adjourned at 7:15 p.m.

DocuSigned by:

James Oliver

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Secretary/Assistant Secretary

DocuSigned by:



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Chairman/Vice Chairman