

**BARTRAM SPRINGS
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bartram Springs Community Development District was held Monday, February 14, 2022 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
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 Manager
Stephanie Taylor	Vesta/Amenity Services Group
Dan Fagen	Vesta/Amenity Services Group
Winslow Wheeler	Vesta/Amenity Services Group

The following is a summary of the actions taken at the February 14, 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 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 January 10,
2022 Meeting**

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor the minutes of the January 10, 2022 meeting were approved as presented.

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FOURTH ORDER OF BUSINESS

Update Regarding HOA Request for Office Space at Amenity Center

Mr. Colcord outlined the provisions of a proposed agreement with the homeowners' association for office space and stated that Mr. Haber will prepare the form of agreement.

Mr. Haber joined the meeting during this item.

Mr. Haber will work with staff and the chair, circulate the draft agreement to the board prior to the next meeting at which time the board will be prepared to finalize and approve the agreement at that meeting.

FIFTH ORDER OF BUSINESS

Public Hearing to Consider District Rates Related to Amenity Center and Recreational Programming and Rentals, Resolution 2022-03

Ms. O'Lear stated the exhibit lists spaces that are currently not rentable making them rentable including the fire pit, dock gazebo, athletic field gazebo, and using the same structure as for our pool gazebos with the \$300 deposit, \$25 rate and the times available and the social hall change is an increase from \$12.50 per hour to \$15 per hour.

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor the public hearing was opened.

There were no public comments.

On MOTION by Mr. Walden seconded by Mr. Chipman with all in favor the public hearing was closed.

On MOTION by Mr. Walden seconded by Mr. Colcord with all in favor Resolution 2022-03 was approved.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Replacement of Street Signs and Posts

Mr. Wheeler gave an overview of the proposals received for replacement of the street signs and posts, copies of which were included in the agenda package.

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On MOTION by Mr. Walden seconded by Ms. Young with three in favor and Mr. Colcord abstaining due to a conflict of interest the proposal from Sundancer Sign Graphics in the amount of \$13,800 was approved.

SEVENTH ORDER OF BUSINESS **Consideration of Proposals Associated with Dog Park**

Mr. Wheeler and Ms. Young discussed the pros and cons of sod versus mulch in the dog park and the board concluded that mulch was the better choice.

On MOTION by Ms. Young seconded by Mr. Colcord with all in favor the proposal from First Coast Mulch in the amount of \$11,325 was approved.

Mr. Wheeler reviewed the proposals for sodding the Shore Sox installation.

On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor the proposal from Coastal Oak Landscape in the amount of \$1,242.00 was approved.

EIGHTH ORDER OF BUSINESS **Appointment of Audit Committee**

Mr. Oliver stated as a unit of government in Florida this district has to have a financial audit performed each year by an independent CPA firm. Chapter 218, Florida Statutes requires that auditors be selected by an audit committee and the district typically has appointed the board members as the audit selection committee.

On MOTION by Mr. Walden seconded by Mr. Colcord with all in favor the board members were appointed to serve as the audit committee.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2022-04 Election of Officers**

Mr. Oliver stated this is nothing to do with the current board members that serve as officers, but to make sure that people from my office are appointed as assistant secretaries and assistant treasurers so that they can execute documents between meetings.

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On MOTION by Mr. Colcord seconded by Mr. Walden with all in favor Resolution 2022-04 was approved reflecting the following: James Oliver Secretary/Treasurer, Marilee Giles, Ernesto Torres and Daniel Laughlin assistant treasurers, Marilee Giles, Ernesto Torres, and Daniel Laughlin assistant secretaries.

TENTH 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

Mr. Oliver stated the district received its quarterly revenue sharing from Comcast for the period of October 1, through December 31, 2021 and we received \$5,442. This money goes into the general fund and we budgeted \$20,000 for the year and it looks like we are tracking what we estimated.

D. General Manager - Report

Ms. O’Lear reviewed the items outlined in the monthly memorandum, which was included in the agenda package.

E. Operation Manager

1. Report

Mr. Wheeler and Mr. Walden reviewed the results of their monthly meetings with VerdeGo and after discussion Mr. Colcord volunteered to talk with the owners and report back at the next board meeting on their plan going forward.

2. Shore Sox Sod Proposals

This item taken earlier in the meeting.

3. Soccer Field Aeration Proposals

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On MOTION by Mr. Walden seconded by Mr. Colcord with all in favor the meeting adjourned at 10:25 a.m.

DocuSigned by:

James Oliver

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Secretary/Assistant Secretary

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JK

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Chairman/Vice Chairman